

**BLUEWATER BAY MSBU
BOARD of DIRECTORS
Public Meeting
September 16, 2014**

I. Call to Order

Chairman Steve Hall called the meeting to order at 6:01 p.m. Present were Directors, Steve Hall, Jonathan Tallman, Judy Griffin, Debbie Stretch and Felix Beukenkamp. The presence of a quorum was confirmed. Also attending were Mike Griffith with the Bay Beacon, Jason Connor and Charlie Bland with Valleycrest Landscaping, Karl Welhart, Ginny Wosak, Carl Holt, Tony Anthony, Hal & Mary Tiaht and Betty Severino. Representing Bluewater Management Services were Darlane Landsberger and Meredith Collins.

II. Announcements

A. Next Public Board Meeting

The next Public Board Meeting will be held on October 21, 2014 at 6:00 p.m. in the Conference Room of Bluewater Management Services, located at 4400 Hwy 20, East, Suite 311 (Directly Behind the Bluewater Post Office), Niceville, Florida.

B. Public Comments

None

III. Committee Reports

A. Landscape – Judy Griffin

Ms. Griffin reported the following:

- We are losing some of the square footage due to the grass strips being eliminated
- Will expand the Bay Drive center portion and perennials we be placed there
- The bushes at Parkwood Estates will be reconfigured, they came over the signage
- Currently have \$204,000.00 budgeted for the landscape contract
- Mr. Gibson reported that he thought that Valleycrest was the highest bidder at the last meeting and asked if the Board negotiated to make them the lowest bidder. Ms. Griffin reported that Bayou Lawn was the lowest bidder and Russell was the highest. Due to past experience, Valleycrest was the best to service the MSBU. Mr. Hall reported that the Board used a standard bid rating process and all proposals were reviewed prior to choosing a contractor. Mr. Beukenkamp reported that each Board member voted per the statistics and all lines were tallied using the scoring system.
- Ms. Griffin reported that earlier in the year it was voted on to do a Fall color change, this will not be done, the winter change will be done around October 1st and the colors chosen are blue and white, it will look great
- Ms. Griffin asked that Management solicit bids for the Christmas lighting

Ms. Griffin reported that the Landscape Design Base Map RFP was completed, however, only received one inquiry and Ms. Griffin made a motion to extend the RFP for one more month, this was

seconded by Mr. Beukenkamp. Mr. Beukenkamp asked if the RFP scope was too detailed. Ms. Griffin reported that it's a lot of area for the map and the one estimate was \$20,000.00. Ms. Griffin and Mr. Beukenkamp will review the RFP again and contact some local companies. Mr. Beukenkamp reported he does not wish to pay \$20,000.00. The extension of the RFP for one month passes unanimously.

Ms. Griffin reported that the white block walls need to be pressure washed again and asked the Board if they wished to seek proposals. The Board agreed to evaluate at a later date.

A homeowner from Wren Way reported that there was a tree cut down on Bluewater Boulevard facing the tennis courts, it needs to be addressed. Mr. Beukenkamp reported that there are several dead trees on Bay Drive that need to be addressed as well. Ms. Landsberger reported that she was hoping that the county was going to address those trees. Mr. Beukenkamp also reported that some time back the tree lines along the lakes were discussed by the Board and as a result he contacted Mr. Hanks at the Golf Resort to see if he would consider clearing the area by Hidden Lakes and the Woodlands.

Ms. Griffin reported that a tree had fallen at Turnberry Place and needed to be addressed. Ms. Landsberger reported that two (2) trees were removed at Turnberry Place yesterday. A homeowner in attendance recommends having a Bluewater Bay Clean-Up Day. Ms. Griffin reported that she would be willing to put something together to organize a Spring & Fall volunteer clean-up day. Ms. Landsberger reported that she routinely contacts the county on dead trees, etc. She also reported that the two (2) trees removed at Turnberry Place were paid for by the Turnberry Place Association.

B. August 2014 Financials – Jonathan Tallman

Mr. Tallman reported that we collected no tax revenue in August and that the year to date total remains at \$270,349.54. There is a positive balance of \$4,009.54 over budgeted revenue collected from tax payers. Our expenses for August totaled \$29,457.43. Expenses for October through August total \$252,190.58, which does not include the allocations for 2014 reserves or supplemental contingency. The county still has not billed the MSBU for the Southwind Drive sidewalk construction. The disbursement request is in the hands of Parks and Recreation and has not been submitted for payment. This disbursement will be shown on the September reports.

Please review the August expense by vendor report for detailed information on disbursements.

The county processed one landscape invoice and the September report will reflect two months of expense, July & September. I have met with Staff and reviewed the financials, invoices and check requests for disbursements and everything is in order. Ms. Griffin made a motion to approve the August 2014 financials, this was seconded by Ms. Stretch, none opposed.

Mr. Beukenkamp asked how the sidewalk will be reported and will the MSBU approve the invoice. Ms. Landsberger reported no, the county approves. Mr. Beukenkamp asked Management to let him know ASAP when the county notifies Management when the sidewalk invoice has been dispersed.

C. Communication – Debbie Stretch

Community Events – No Report

Parks & Recreation – No Report

IV. Management Report – Ms. Landsberger:

Ms. Landsberger reported on the following:

The road work on Highway 20 was scheduled to be completed on Thursday, however, the rain prohibited that from happening. The crews did work last evening and the new pedestrian lights should be done later this week. Ms. Griffin asked if there will be any type of reimbursement for irrigation, Ms. Landsberger reported she will have to check.

Ms. Landsberger reported that the expansion of Bluewater Management Services has been completed, we will also have a meeting notice box to be placed outside of the office. Ms. Griffin reported that the street sign on Bay Drive /Jamaica Way was demolished. Ms. Landsberger reported that it was being repaired today.

V. Unfinished Business

It was reported that the sidewalks at Southwind Drive and St. Andrews have been completed and the drainage structure put in. The trench across St. Andrews will remain for 30 days then the asphalt will eventually be put down. The last stage of the construction is the grading at Southwind. The grass has been removed and a deeper swale will be built to hold water, all is weather permitting.

Flooding / Drainage within Bluewater Bay Report – Mr. Beukenkamp:

Mr. Beukenkamp reported on the Curacao Drive/Dominica/Aruba lake flooding and introduced the new committee members that were present. The committee has met twice and will meet again next Wednesday, September 24th at the Bluewater Bay Resort Clubhouse. The point of contact for the County will be Clay Simmons and he will attend the next meeting. Mr. Beukenkamp reported that the MSBU will need to put together the scope of work for the engineering services. Ms. Griffin asked if the meeting dates are placed on the website. Mr. Beukenkamp reported yes, however, the website needs to reflect the meeting is at the restaurant, not the Bobby Jones Room. Mr. Beukenkamp reported that two (2) owners from Hidden Lakes are also on the committee. Mr. Beukenkamp spoke with Kelly Windes, County Commissioner and Mr. Beukenkamp reported that Commissioner Windes will do everything he can to help.

Mr. Hall reported that there are some concerns with the multi-jurisdiction problem. There have been several “denies” and wants the committee to ensure to keep notes if needed at a later date. Mr. Beukenkamp reported that he and other committee members amended Mr. Tallman’s resolution to be sent only to the Bluewater Bay Resort and the County Commissioners Office. Ms. Griffin made a motion to send the amended resolution, this was seconded by Mr. Beukenkamp, none opposed. Mr. Beukenkamp volunteered to hand-carry the resolution.

Mr. Karl Welhart reported that he researched a one-hundred and thirty three (133) page document that shows the Resort is responsible for the drainage system within Bluewater Bay. He forwarded the document to Mr. Beukenkamp for review recently. In the past the county would not get involved because of these guidelines. A homeowner in attendance reported that if the Resort has specific guidelines, they should be followed. Mr. Beukenkamp reported that the committee will also be contacting FEMA to see if there are funds available.

Mr. Beukenkamp reported that he wanted to state for the record that there is a communication problem within the Board and requests that all Board members acknowledge receipt of emails. He also reported that he is concerned with receiving the Board meeting agenda on Friday evening prior to the Tuesday Board meeting and would like to see the minutes and agenda no later than Tuesday prior to the meeting. Mr. Beukenkamp also reported that the website must be accurate and does not believe its being maintained, several important items need to be listed. Mr. Hall reported that if the Board replies to "all" on an email, this is considered in violation outside of the Sunshine Law, no discussion amongst the Board is allowed.

Ms. Landsberger also asked that all Board members reply individually to the agenda to acknowledge receipt. Ms. Griffin asked the Board if they wished to change the Board meeting time to 5:30 p.m., Mr. Hall reported that would be difficult for to make, the meeting will stay at 6:00 p.m.

New Business:

VI. Adjournment

The meeting was adjourned at 7:15 p.m. with a motion from Mr. Beukenkamp.

Submitted by: Meredith Collins

Approved by: Steve Hall