

BLUEWATER BAY MSBU
BOARD of DIRECTORS
Public Meeting
November 10, 2015

I. Call to Order

Chairman Debbie Stretch called the meeting to order at 6:00 p.m. Present were Directors Jonathan Tallman, Judy Griffin, Felix Beukenkamp and Steve Boswell. The presence of a quorum was confirmed. Also attending were Danny Willcox with Valleycrest Landscaping, Chris Olson, Joe Conrad, Pat Fralix, Betty Severino, Steve Duresky, Julianne Kostelny and Christine Rollins. Representing Bluewater Management Services was Meredith Collins.

II. Announcements

A. Next Public Board Meeting

The next Public Board Meeting will be held on December 8, 2015, 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. Approval of Minutes

The October 13, 2015 Board of Directors Meeting minutes were approved as presented with a motion from Ms. Griffin and seconded by Mr. Tallman, none opposed.

III. Committee Reports

A. Landscape – Ms. Griffin

Ms. Griffin reported the following:

- Ms. Griffin met with Valleycrest and went over the landscape contract and was able to save \$17,000 to \$18,000 reducing some services for this budget year
- We decided that a lot of the grass fertilization will be scaled back and focus on renovating the areas needed. Several homeowners expressed that they would like to see the Woodlands entrances enhanced. Valleycrest has submitted a proposal to add some irrigation, Bermuda sod and Lantana at both the entrance and the exit for a total of \$3,092.00. Ms. Griffin made a motion to approve the Woodlands proposal, this was seconded by Mr. Tallman.

Discussion: Mr. Beukenkamp asked where the funding will come from. Ms. Griffin reported out of the landscape contract. Mr. Willcox reported that in the spring we hope to put some Bahia sod on Bay Drive as there is no irrigation. Ms. Griffin reported that pine straw application will be done in the next few weeks. Last spring we only did sparse areas due to the lack of funding. Ms. Griffin also reported that the area by Chantilly and Oakmont a lot of grass has been washed away and hope to focus on this area in the spring. Also will be focusing the cut back the areas by the monument signs.

A homeowner in attendance reported that she just purchased her home in the Woodlands in July and the sign was covered with tree limbs and the islands need to be addressed as well. She also reported that can lights be installed by the sign and quite a bit of trimming needs to be done

within the neighborhood. Ms. Griffin reported that there has been a lot of vandalism with the lights at the sign, however, she will go and look at the area. Ms. Willcox reported that the islands are not in the scope of work for the Valleycrest contract. Ms. Griffin reported that it would be great to do a spring clean-up workday in the future. The Woodlands proposals was approved, none opposed.

Ms. Griffin reported that for years we have been paying for irrigation that is not operable, particularly the Prestwick Drive area. Mr. Willcox reported that a lot of areas are not being used and are shut-off. Mr. Willcox also reported that the valve box at Prestwick Drive is broken and without water, we cannot beautify that area and several homeowners have asked to repair the irrigation, it will cost \$1,388 to get it up and running. Ms. Griffin proposes that the Board prepare a long term priority list, however, no decisions need to be made today. Ms. Griffin reported that we are paying the monthly fee and the Board needs to make a decision whether or not to shut off those areas not being used. Mr. Beukenkamp reported that we won't be using for a few months and we should shut off now. Management will facilitate.

Ms. Stretch reported that Sinder Perring from Chelco sent Management an email regarding a street light at Bay Drive and Lakeside IV that appears to be altered and Chelco can no longer work it. The cost to bore a conduit and cable to the light would be around \$3,000 and the MSBU/Lakeside IV would need to locate water, sewer, irrigation, and other private owned utilities. If Chelco set in a new transformer and bore to the light it will be around \$1,400 for the bore. If Lakeside IV pays these costs then Chelco can install a light to match the existing lights that they have and add one more light to their monthly billing. If the MSBU will pay the costs, we would install a shoebox style light and move it a bit closer to Bay Drive. Mr. Beukenkamp reported that if it is Chelcos' light, why doesn't Chelco fix it? Mr. Beukenkamp also asked if the MSBU has paid for the specific light in prior years. Ms. Severino reported that it's cheaper to relocate. This item has been tabled until the December Board meeting and Management was asked to get additional information.

A homeowner in attendance asked what is going to be done about the vine situation, it's very bad at Bay Drive, Hwy 20, White Point Road, etc. Ms. Griffin reported that there is no easy way to eradicate the vines, we recently discussed renting a bucket truck to remove some. A homeowner in attendance reported that a long term plan should be put in place. Mr. Willcox reported that most of the vine problem is coming from non-treated areas and we would need to get rid of the host area vines, however, it's very hard to control. Ms. Griffin reported that the county will not address, this an MSBU decision and in the past, Bay Drive and Bluewater Boulevard were addressed as well as the traffic circle. We have very limited funds and two years ago we spent over \$30,000 and it didn't seem to make a difference. Mr. Beukenkamp recommends organizing a workday and coordinate with the Resort as they own that area, perhaps get 3 – 4 volunteers to work on a weekend.

B. Finance – Mr. Beukenkamp

Mr. Beukenkamp reported the following:

September 30, 2015 Year End Amended Financials:

Mr. Beukenkamp reported on the September 30, 2015 year end financials:

- A total of \$4,590.73 remaining at the end of the budget cycle and a total of \$913.79 in interest which brings the total in excess revenue to \$5,504.52 for the year
- The 2015 expense budget was \$298,691 and we spent a total of \$257,536
- We had a total of \$41,000 in a net gain, however, we had the Southwind Drive sidewalk bill for

a total of \$29,440.23 that was paid from this year's budget, which in turn reduced the amount of our total net gain.

- The annual reserve requirement of \$27,971.00 is in place, which equates to the ten percent of the annual income required by County ordinance

Mr. Beukenkamp thanked Ms. Griffin for reducing the landscape contract.

Mr. Tallman asked about the \$29,000 allocated for the Winged Foot sidewalk project and that some of the reserves would be used to fund, however, it would not show up in the September 2015 financial, but the October 2015 financial for the new budget year. Mr. Beukenkamp agreed and reported that we must have the annual reserve allocation.

Mr. Beukenkamp made a motion to approve the year end September 2015 financials, this was seconded by Ms. Griffin, none opposed.

Mr. Beukenkamp made a motion to approve the October 2015 financials, this was seconded by Ms. Griffin, none opposed.

C. Communication – Steve Boswell

Community Events – Mr. Boswell reported that the movie night is still scheduled for Friday, November 13, 2015. The signs were picked up on Saturday, however, could not be put up due to the inclement weather, they will be put up tomorrow. The movie begins at 6:00 p.m. and we hope to have a big crowd. Still need lighting as it's very dark at the golf course and we will also need generators. Mr. Beukenkamp reported that he will bring some construction lights to set up. Ms. Collins reported that Michael DeShay provided generators for the last movie night, however, he is out of town. Mr. Beukenkamp and Ms. Stretch will both bring generators for Friday evening.

IV. Unfinished Business

A. Lake Flood Committee Report and Grant Information

Mr. Olson reported that the committee has collected around \$4,000 so far in cash contributions and several absentee owners have also committed to send checks. The Lake Committee consists of the following members: Chris Olson, Pat Fralix and Felix Beukenkamp. Ms. Fralix also introduced Mr. Joe Conrad (Beaver Joe) who also volunteered to sit on the committee. Ms. Fralix reported that she has a meeting tomorrow with Mr. Tom Hanks at the BWB Golf Course to discuss additional fundraising events. Mr. Beukenkamp also recommended that Ms. Fralix contact Fred Leopold and Chris Poate with regard to a golf tournament, and reported that Mr. Hanks can give her their contact information. Ms. Fralix asked the Board's permission if the Lake Committee can hold a 50/50 raffle at the movie night to raise funds and is also looking into having a couple of Texas Hold Em Tournaments. Mr. Fralix asked if the Board has had an opportunity to review the Lake Fund Committee flyer. Ms. Stretch recommended that the Committee open up a bank account or possibly a Go Fund Me page for the fundraising efforts. Mr. Beukenkamp reported that a checking account was not needed, since contributions could be deposited directly into the County accounts. Mr. Beukenkamp reported that Bluewater Bay Developer Mr. Jerry Zivan recently donated \$2,000 and the Golf Course reaffirmed their pledge in the amount of \$5,000, however, that pledge is based on the sale of the one fairway of the Magnolia golf course. Randy Wise Homes also pledge from \$2,000 to \$5,000. The committee needs to raise a total of \$32,000 and the County reported that they will

donate an estimated \$10,000 in in-kind services. The first phase of the grant needs to be completed in June of 2016 and the Board County Commissioners (BCC) needs to receive a resolution from the MSBU stating that the MSBU authorizes the BCC to enter into the grant agreement with the State of Florida Emergency Management Agency. Then AVCON will do the first phase of the grant, and the state will review the results of AVCON's work before they authorize the next phase of the grant. We won't know what amount the state will fund until the 1st phase survey is completed and the computer model is done, which will establish several design requirements, including, but not limited to the size of the piping, etc. After that 1st phase review, the State will establish the schedule and amount authorized for the second phase of the grant work.

Mr. Olson reported that some of the neighbors are concerned that the area by the lake area, defined by Curacao, Dominica and Aruba is becoming wetlands again. Mr. Olson reported that once the plans are completed, the evidence of the problems will be presented, Mr. Beukenkamp reported that the entire project could take two to three years.

Ms. Stretch reported that the MSBU made a \$5,000 pledge; however, there is no line item in the 2016 budget for this pledge. Mr. Beukenkamp reported that there is an overage of over \$3,000 in 2015's budget that can be used. Ms. Stretch reported that those funds were going to be used for the Holiday Lighting and that Ms. Landsberger negotiated the price with the lighting company from \$4,039 to \$3,400, not putting lights at the circle or the round-a-bout. Mr. Beukenkamp reported that he knew nothing about the Holiday Lighting and never received an email and asked Ms. Collins to forward the email.

Mr. Beukenkamp reported that will leave \$400.00 left over, where will be find the additional \$4,600 for the pledge to the Lake Committee. Mr. Tallman asked when the money is due, Mr. Beukenkamp reported that it will be due either November 17, 2015 or at the December 1, 2015 County Commissioner's meeting. Ms. Stretch reported that the money would have to come out of the Common Area Enhancement line item. Mr. Beukenkamp made a motion to pledge \$1,000 to the Lake Fund Committee, this was seconded by Mr. Tallman.

Discussion: Mr. Beukenkamp asked how much Ms. Stretch proposes the MSBU to fund, Ms. Stretch reported zero. Mr. Beukenkamp reported that its hard to justify \$5,000, however, should fund something. Ms. Griffin reported that we can eliminate paying the \$200.00 per month to Water & Sewer and then we will have an estimated \$2,400 additional funding. The Board agreed to stop the monthly \$200.00 to water and sewer and Ms. Stretch recommended funding \$3,400 to the Lake Fund Committee. Mr. Beukenkamp amended his pledge motion to pledge \$3,400, this was seconded by Mr. Tallman, none opposed.

Mr. Beukenkamp made a motion to approve the Lake Flood Committee flyer, this was seconded by Mr. Tallman.

Discussion: Mr. Boswell reported that the money figures on the flyer do not match up. Ms. Fralix reported that revisions were made to the flyer and she can forward to the Board. The flyer was approved as amended with a motion from Ms. Griffin and seconded by Mr. Boswell, none opposed.

Mr. Beukenkamp reported that he needs Board approval to go to the County Commissioner's and present the checks and move forward with the grant process. Mr. Beukenkamp made a motion to attend the County Commissioner's meeting on either November 17, 2015 or December 1, 2015 to present money collected and sign an engagement / memo of understanding, this was seconded by

Ms. Griffin, none opposed. Ms. Griffin asked how much the Golf Course would be contributing, Mr. Beukenkamp reported nothing at this time due to legal issues.

New Business:

Holiday Decoration Discussion:

The Holiday Lighting was approved in the amount of \$3,400 with a motion from Mr. Beukenkamp and seconded by Mr. Tallman, none opposed.

Community Book Houses:

Ms. Stretch reported that she is having a hard time getting sponsors for the six (6) book houses that were built and reported it's \$500.00 for five years which covers the cost of the book house, installation, maintenance, etc. Ms. Stretch also reported that the sponsors can be split, i.e., \$250.00 and \$250.00. Mr. Duresky reported that he will contribute money and will also put something on the Facebook page, Ms. Griffin also reported she will donate \$100.00.

MSBU Annual Calendar:

Ms. Stretch reported on the annual calendar and stated that the Board needs to schedule some planning sessions. Ms. Griffin recommended that in January prior to the Board/Organizational meeting a planning session to include the following should be held:

- Strategic Plan
- Goals & Objectives

Another planning session should take place in February for the Budget and in December possibly have a planning session with Greg Stewart, County Attorney to discuss the Ordinance and Procedures at 5:30 p.m. Ms. Stretch will check with Mr. Stewart on his availability. Another planning committee should be held in March to discuss the "Skip Jack" area. Ms. Griffin recommended discussing with the attorney in December

Ms. Stretch reported on a letter that Management received from the Mid-Bay Bridge Authority requesting exemption from the Bluewater Bay MSBU Assessment for their Merchant's Walk Suites 501 and 502. Ms. Griffin reported that she believes they will need to petition the county to be allowed exemption. Item has been tabled and will discuss with the county attorney in December.

Ms. Stretch reported that the new Bluewater Bay Logo sign will be installed by Awesome Signs soon, with all of the rain, they have been unable to install. Ms. Stretch asked what the status of the new flags is, Ms. Collins reported that she will check with Laura tomorrow morning.

Establish December 8, 2015 MSBU Board Meeting Agenda:

The following items will be on the November Board Meeting Agenda.

1. Request for Chelco Light at Bay Drive and Lakeside IV
2. Mid Bay Bridge Authority request to be exempt from MSBU assessments
3. Lake Flood Committee Status Update

Public Comments

Ms. Fralix asked for permission for the Lake Flood Committee to have a 50/50 raffle at the movie night. The Board has no opposition, however, Mr. Beukenkamp recommended that she also let Mr. Hanks know about the raffle as it will be held on the Golf Course property.

Ms. Kostelny from Prestwick Drive asked who owns the roads and it was reported that the County does. She also asked what is the MSBU's policy for grooming the roadside and can owners volunteer their time to beautify, the board reported yes.

Mr. Beukenkamp asked when is the best time for pruning trees, Ms. Griffin reported this time of year.

Mr. Beukenkamp reported that he had previously discussed the putting down gravel by the Southwind Lake and hopes to get a contractor to move the gravel around for a few hundred dollars vs. \$2,000-\$3,000.00.

V. Adjournment

The meeting was adjourned at 7:58 p.m. with a motion from Ms. Griffin.

Submitted by: Meredith Collins

Approved by: Debbie Stretch