

Bluewater Bay Municipal Services Benefit Unit
Board of Directors Meeting | May 08, 2018

Attendees: The Board of Directors for the Bluewater Bay Municipal Services Benefit Unit held their scheduled public meeting at Bluewater Association Management's Conference Room, located at 4400 Hwy. 20, Ste. 311, on Tuesday, May 08, 2018 at 5:30 pm. Board Members present were Felix Beukenkamp, Judy Griffin, and Steve Boswell, David Vardaman, and David Costa, Jr. Mike Kent, Jennifer Fillmore, and Clinton Moomey from Progressive Management of America.

Call to Order:

The meeting was called to order at 5:30 pm; a quorum was established with five members present.

Chairman Report

Felix Beukenkamp announced that on April 16th, 2018 he met with Mr. Windes, Commissioner of District 5, about Phase II, Storm water Grant Application and funding of it. He asked that Felix memorialize the request in a letter. He was also contacted by Christy Jones, grant administrator, who asked for documentation and minutes that gives Felix authority to represent MSBU. MSBU is on the agenda for May 15th at 8:30am. Felix will be at the meeting to speak on behalf of the MSBU. The county attorney, Mr. Stewart, asked for some documentation and will present MSBU with an agreement much like the agreement that was signed in 2015. This agreement will state a three year payoff period. The grant has language in it that allows the state to lend the county the \$46,000 that the county is asking MSBU pay. This will help both party's pay the grant back in three years. The grant expires at the end of 2018 but can be extended.

Felix also discussed the CHELCO offer to loan a piece of equipment for one day to clean up some areas in MSBU. Areas to be considered are Hwy 20 from Bay drive to Magnolia, South wind and Bluewater Blvd, , and White Point. Felix asked for direction from the board to determine which areas would be considered. Board asked Marcus from Bright View what his opinion is on what areas are the most crucial. Marcus stated he would like to see them start on Hwy 20 and see how far a day would take them. Steve Boswell stated this is something MSBU could ask CHELCO to do once a year at no charge.

Approval of prior meeting minutes

Judy Griffin motioned to approve minutes from April 10, 2018; seconded by David Vardaman.

Owner from Oak lake Lane asked why he was not on the agenda after he requested to be placed on agenda last meeting. Felix stated he would be placed on the agenda for this meeting. Another owner asked why the block wall at Parkwood that was approved has not been completed and not in the minutes. Clinton Moomey stated the wall would be repaired within the next week. These changes will be noted and amended accordingly.

Motion Approved unanimously with the two amendments.

Financial Report

Steve Boswell reported on financial status for April 2018. Jennifer Fillmore also addressed the reports. Jennifer stated she has revised the reporting to give the board a better understanding of where MSBU stand financially. She stated, with all of the committed funds accounted for, there will be \$27,446.00 in reserves as a carry over for 2019. Steve Vardaman asked that that on the Budget Performance statement where it states Actual/Committed be switch to read Actual and Committed. Jennifer also presented a committed project expense report that allows the board to see everything the board has voted on to be completed and its status of completion. This will allow the board to see if the project has been completed and submitted for payment.

Steve Boswell motioned to approve the report; Judy Griffin seconded. Motion Approved Unanimously.

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2018 Budget Approval

Felix asked for certification of tax roll. Steve Boswell stated that he and Jennifer Fillmore met with Carl Walhart and determined that there are 4,800.9 units. Steve discussed the procedure to determine who would be exempt and what is considered a residential unit. MSBU representative will sign form that certify the tax roll for the property appraiser. Steve Boswell will be the representative along with Jennifer Fillmore who signs and verifies the tax roll.

Steve Boswell motioned that MSBU accept the tax roll as prepared by MSBU board with 4,800.9 units. David Vardaman seconded the motion. Motion Approved Unanimously.

Steve Boswell motioned to approve the budget for the 2019 fiscal year. Judy Griffin seconded the motion. Steve Boswell stated with the motion includes changes to be made in the following line items. Tree maintenance and removal reduce to \$10,000 and move the overage up to the common area enhancements. Motion Approved Unanimously.

Steve Boswell motioned to increase the budgeted income by 5% for assessments for the 2019 fiscal year. After thorough discussions, months of analysis and interaction with fellow BWB community members the FY19 budget was recommended to increase in order to maintain a high standard of landscaping as well as make investments in capital improvements such as sidewalks, flood control in order to retain and/or increase property values throughout Bluewater Bay. Judy Griffin seconded the motion. Motion Approved Unanimously.

Intra Fund Transfer Approval for FDEM BWB Hazard Mitigation Grant

Jennifer Fillmore requested that the transfer of funds needed to be approved for \$893.00 related to the storm water grant.

Judy Griffin motioned to transfer the \$893.00 for the storm water grant Steve Boswell seconded the motion. Motion Approved Unanimously.

Landscape Report

Judy Griffin reported that she met with Marcus from Brightview. The well for Bluewater Blvd. will go in on Friday and seasonal color will be installed on Monday the 14th of May. The seasonal color was put on hold until the well was installed for irrigation. On Bay drive some irrigation lines were broken and an emergency fix was approved by management to repair the lines. The valve that was broken was moved to a place away from the road to stop the valve from being broken. They visited Oaklake and looked at irrigation and it was determined the water could not be turned on because the water department is no longer allowing irrigation from potable water. Owner from Oaklake presented photos of the plant beds from 2014 and current status. Marcus asked that some drought resistant plants be placed in these two areas to improve them. Judy asked to meet with owners in Oaklake to discuss what to plant. Owner from Oaklake offered to water location to establish new plantings.

Judy Griffin motioned to approve not to exceed the amount of \$1,500.00 to improve the two areas at Oak lake and have owners help establish plants with watering. Steve Boswell seconded the motion. Motion Approved Unanimously.

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Bluewater Bay Monuments north and south lantana did not survive the winter. Planting needs to be done in these areas. Judy suggested bringing proposals to the next meeting to have approved. Judy suggested planting some grasses and some perennials. Owners suggested to approve now.

Judy Griffin motioned that the board approve not to exceed \$2,500.00 to improve the north and south monuments with new plants and also have work completed prior to the June meeting. Steve Boswell seconded the motion. Motion Approved Unanimously

David Costa Jr. asked why it was taking so long to get these plantings done. Marcus stated the vendor they had been using was slow and has since switched vendors. Management will work with Brightview to remove the time between seasonal plantings.

Judy brought up the wood signs throughout Bay Drive there is still a need for these signs because they are in desperate need of repairs or replacement. Owner in attendance stated these signs do not belong to MSBU and the owner of the signs need to make the decision. David Vardaman will reach out to the owner of the signs and get the decision to replace and remove.

Florida Club to Magnolia cleanup and mowing has been completed along the right of way.

David Vardaman stated that the benches have been completed and will be stained within the next two weeks. He also stated if anyone else would like to sponsor additional benches they can do so at the cost of \$475.00. Owner asked to have stepping stones at the foot of the bench at the Marina Cove location. David Vardaman stated he would look into the issue.

Judy Griffin stated the bench at the lake is great but it may need to be moved after the trees grow larger.

Unfinished Business

Mike Kent stated the draft for the FL DOT grant will be on the agenda for the county on Thursday at the county commission meeting May 15th. After they approve the application it will then go to the state for final approval. Felix stated he would be at the meeting to see the outcome of the application and report back at the June meeting. Mike Kent suggested getting bids for the project and have them ready when the application is approved to go to the state. Management will work on getting proposals together for submission to the state. Felix will help with the boring under the roads and placement of the electrical meters. Brightview will have their proposal within two weeks. David Vardaman stated that all trees that will be planted must come from the state of Florida.

David Vardaman gave an update on side walk that will run from White Point down Woodlands Dr. to Southwind. He has talked to Mr. Puckett, Okaloosa County Public Works and his initiative is to get this done in the next 18 months. Mr. Puckett stated he would try to get this complete by the fall of 2018. He is working on price and timing to get this completed. David will continue to follow progress to get this done. Judy Griffin stated that Turnberry has irrigation along that side of the and would need to be moved to place the side walk on the north side. David Vardaman will contact Turnberry board to discuss the issue. Judy suggested to look at the placement of the sidewalk again and consider placing on the opposite side. Vardaman stated they would re visit the location. The Board has not reached a formal discussion yet.

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New Business

Felix stated that his and David Vardaman's board terms are ending at the end of this year and urged other owners of the community run and qualify by June 15th in order to be considered as Board Members. Management will post qualification requirements on the MSBU website.

Public Comments

Owners stated there was a car that was on Bay Drive that was for sale and when people do this they are ruining the grass and breaking irrigation lines. Owner also requested to look into the striping on the roads. David Vardaman stated he would contact the county for striping, to clearly indicate bike paths and protect pedestrians.

David Costa Jr. stated that the traffic signal poles are scheduled to repaint and they should be addressed in the near future. They will be starting in the next six weeks but many not be starting in Bluewater first.

David Vardaman stated that Florida Club is holding postponing their request to be removed from MSBU. They are awaiting the improvements of HWY 20 medians to make their final decision.

David Vardaman asked to come to a resolution to the \$1,650.00 day rate. One day for Southwind and one day for Bay Drive. This is to remove dead trees in these areas. Judy Griffin and Clinton Moomey will meet to go over scope and find new contractors.

Next public Board Meeting will be held June 12, 2018 at 5:30pm.

Adjournment

Judy Griffin motioned to adjourn the meeting; seconded by David Vardaman. Meeting was adjourned at 7:11PM.

Respectfully Submitted
for the Board of Directors,

Clinton Moomey

Clinton Moomey, CAM