

Bluewater Bay Municipal Services Benefit Unit Board of Directors Meeting | April 09, 2019

Attendees: The Board of Directors for the Bluewater Bay Municipal Services Benefit Unit held their scheduled public meeting at Crosspoint Church, located at 4400 Hwy. 20, Ste. 600, on Tuesday, April 09, 2019 at 5:30 pm. Board Members present were, Judy Griffin, Steve Boswell, Debbie Stretch, and David Vardaman. David Costa Jr. was not present. Mike Kent, Clinton Moomey and Jennifer Fillmore from Progressive Management of America.

Prior to the regular scheduled board meeting the board held a Budget Workshop. This workshop was to determine projects that would be considered for the 2020 budget that has to be submitted to the county by May 15, 2019 after the May 14 MSBU meeting. Jennifer Fillmore explained the monthly financial reports. The proposed budget work sheet showed the actual and projected from October to March with committed expenses. The proposed budget work sheet had a proposed budget with a 5% increase and without. The biggest difference between last year's budget and the 2020 budget is there is no carry over. The storm water mitigation, Woodlands sidewalk and Woodlands playground board expenses that have not yet occurred will be carried over. Jennifer went through each line item to explain the details. Mike Kent explained the sign replacement line item was increased with an increase and decreased with a flat budget. He stated if the board recommended the need of a special assessment that would be the time to do all street signs. Judy asked if the street signs should be put on a three-year plan or if it should be removed for a special assessment. Board recommended the sign maintenance should go up a little and remove the sign replacement line from the budget at this time. The money that is budgeted to the signs should go to irrigation. The sign maintenance should go up to \$5,000. David requested that the playground equipment should be named playground enhancements. Board requested the increase would go to irrigation and the remaining amount would go to common area enhancement. David Vardaman stated without an increase the assessments are not keeping up with inflation. Steve Boswell asked if approving the budget at the May meeting would affect the timing with the County. Mike Kent stated the county has allowed the MSBU to submit after the May 14th meeting. Progressive Management will prepare draft budgets with changes from above and the Board will hold another budget workshop in conjunction with the May 14th meeting at 5PM to review and approve at the board meeting that will follow.

Call to Order:

The meeting was called to order at 5:30 pm; a quorum was established with four members present. David Costa Jr. was not present.

Approval of prior meeting minutes

**Steve Boswell motioned to approve minutes from March 12, 2019; seconded by Debbie Stretch.
Motion Approved Unanimously.**

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Financial Report

Steve Boswell reported on financial status as of March 2019. Steve stated due to unforeseen circumstances no expenses had occurred during the month of March. The county got behind on paying bills and the board would see double the expenses at the May meeting. In the General fund there is \$14,845.78 and in the reserve fund there is currently \$1,527.80.

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

David Vardaman stated the Intrafund Transfer for the Woodlands Sidewalk needs to be approved because the project would start until later in the fall of 2019 and would go into the 2020 budget. For the project to be funded, the money would need to be moved into the 2020 budget.

Steve Boswell motioned to approve the Intrafund Transfer as stated. Judy Griffin seconded. Motion Approved Unanimously.

Landscape Report

Judy Griffin reported Brightview will be installing new plants around the monument signs next week along with pine straw. Judy asked Brightview to give a price on trees for the Woodlands park. Brightview quoted the following:

'Natchez' Crape Myrtle	16'	\$697.13	\$1,394.26
'Natchez' Crape Myrtle	10-12'	\$472.43	\$944.86
Southern Live Oak	2" Caliper (10-12' Tall)	\$936.13	\$1,872.26
Southern Live Oak	30 gallon (8-10' Tall)	\$471.73	\$943.46

After discussion it was determined the county would have to give permission for the MSBU to move forward with the project prior to installation of the playground. The board did state they wanted the largest Crape Myrtles possible. David Vardaman stated he would get with the county and ask if the MSBU could move forward with the planting. The project was tabled at this time.

Judy stated she wanted to move forward on the trees as soon as possible to determine if the budgeted \$8000 was needed. If all the money was not needed it would free up some of the money to go toward common area enhancements and irrigation.

Judy Griffin motioned to reallocate the \$8000 in the budget that is for street signs and move this money to irrigation and common area enhancements. The breakdown of these funds would be as follows: \$5000.00 would be reallocated to irrigation and the remaining \$3000.00 would be

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reallocated to common area enhancements. Debbie Stretch seconded. Motion Approved Unanimously.

Judy Griffin stated on Bluewater Blvd. there were several pear trees removed and she would like to see the board approve the previous proposal to place Crape Myrtles in the area going down the hill toward the circle. David Vardaman requested large trees be put in place and not staggered but placed in a straight line.

Judy motioned to install 5-16-foot white Natchez Crepe Myrtle trees at the cost of 697.13 per tree on Bluewater Blvd. The Total project will cost \$3485.65 and to keep them in a straight line. Steve Boswell seconded. Motion Approved Unanimously.

David Vardaman stated that David Costa Jr. had submitted a letter of resignation and the board would need to determine who would take his seat. The board requested it be advertised on next door, on the MSBU website and ask the Bay Beacon to post the vacant board seat. Applications will be sent to Clinton Moomey and the deadline for submission will be May 7th in order to be considered. All applicants will be asked to give a brief resume and state why they feel they would be a good candidate for the position. Steve Boswell also asked Progressive to determine how much time is left on David Costa Jr.'s term to be filled. All applicants must attend the May meeting to be considered.

Judy Griffin stated she and Clinton Moomey meet with Chelco to request two additional lights be added to the corner of HWY 20 and Bluewater Blvd. North. Chelco agreed to add the two lights and the cost would be added to the monthly lighting bill at \$6.02 per light. The area in question is very dark when CVS closes at night.

Judy Griffin motioned to approve the additional lighting to be added to the location stated above. Steve Boswell seconded. Motion Approved Unanimously.

Unfinished Business

Woodlands Sidewalk Update

Clinton Moomey stated he had contacted the county and the project has been delayed to the fall of 2019. The board signed the Intrafund Transfer to move funding to the 2020 budget.

Bluewater Blvd. Traffic Circle Discussion

David Vardaman stated he had spoken to the county and they will move forward with putting reflectors and striping at the Bluewater Blvd. circle.

Owners also asked Progressive to contact someone about the striping and arrow markings at the Bluewater Blvd. North light and the bike lane coming off Hwy 20 onto Bluewater Blvd. North.

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FL DOT HWY 20 Grant Update

David Vardaman stated the Hwy 20 Grant Project has stalled and he is afraid that the money could be lost if the project cannot be submitted. Progressive and Brightview are currently trying to find a landscape architect to assist in submitting the application. David Vardaman stated Bran McAllister is willing to help in any way he can to move the project along.

Steve Boswell motion to form a Hwy 20 Beatification committee and place Bran McAllister as the chairman of the committee. Bran will work with Progressive on completing the application and report back to the MSBU as items are completed. Debbie Stretch seconded. Motion Approved Unanimously.

Woodlands Park Playground Enhancement Update

David Vardaman stated there was no update on the Woodlands playground but would reach out to the county and ask that irrigation and power are marked to move forward on planting trees.

Public comments

A resident expressed concern about speeding vehicles on Bay Dr. and Bluewater Blvd. The county is looking into what they can do to help with speeding.

Multiple residents asked the board what they could do to help with neighbor's collecting items that create health hazards and nuisance on their property off Troon Drive. David Vardaman stated the owners who are complaining need to keep making phone call to the county and law enforcement. Vardaman stated he would make some calls to see if he could help.

An owner on Bermuda Lake on Bay Drive asked if there was anything the board could do to stop people from fishing in their back yard. The board stated they would contact the county attorney to see if there could be no trespassing signs placed in the area. The owner stated that the land around the lake is not owned by the owner. The board also stated the owner may want to contact the golf course. The board also stated they would look into cleaning up the area as well.

Adjournment

Judy Griffin motioned to adjourn meeting. Steve Boswell seconded the motion. Meeting was adjourned at 7:34 PM.

Respectfully Submitted
for the Board of Directors,

Clinton Moomey

Clinton Moomey, CAM