

Bluewater Bay Municipal Services Benefit Unit Board of Directors Meeting | May 14, 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, May 14, 2019 at 5:30 pm. Board Members present were, Judy Griffin, Steve Boswell, Debbie Stretch, and David Vardaman. 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 review the proposed budget for 2020 that has to be submitted to the county by May 15, 2019. This meeting was noticed on the Bluewater Bay website, Friends of Bluewater website and also posted on the notice signs throughout Bluewater. The notice stated the board was to consider a 5% increase to the 2020 budget and approve the budget at the meeting that follows. The proposed budget work sheet had a proposed budget with a 5% increase and one without an increase. The biggest difference between last year's budget and the 2020 budget is there is no carry over balance. The storm water mitigation, Woodlands sidewalk and Woodlands Park playground and enhancements expenses that have not yet occurred will be carried over. Jennifer Fillmore stated all the board requested adjustments had been done and were reflected in the new proposed budget. This included the sign maintenance increase to \$5000.00, the playground equipment changed to playground enhancements. The proposed 5% increase is predominately split between common area enhancements and irrigation, both of which were underfunded in 2019 due fact-of-life increased infrastructure upkeep. David Vardaman stated that even with the proposed assess the annual budget has not kept up with inflation over the past 15 years. The board also asked that a note be added on that the proposed budget that stated the Christmas lighting was on its final year of contract. Also a side note needed to be add that the circle flags were part of the office supplies line item. The board stated the tree maintenance and removal line item could use an increase and would have to look at it during the 2021 budget preparation.

Call to Order:

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

Bluewater Blvd. Traffic Circle Discussion

Prior to proceeding with the agenda David Vardaman introduced Scott Bitterman, Okaloosa County Engineer. The purpose for Mr. Bitterman to be at this meeting was to discuss what could and could not be done at the traffic circle to prevent another devastating accident. Mr. Bitterman stated he handles everything from roads and safety to waste contracts and mosquito control throughout all of the county. Bitterman stated anytime there is a significant accident his office takes a very close look at the collision history at the location. Round-a-bouts are the safest intersections there are. They are safer than two-way stops or all-way stops and that holds true at this intersection. The intersection is operating safely but could use some improvements. He has tasked a consultant to determine what could make this intersection safer. The cost to completely repave the roundabout including multiple safety updates will be approximately \$525,000. The project would consist of moving sidewalks and moving striping to constrain vehicles and slow the traffic down. The county has already approved an overlay of asphalt in this area and Mr.

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Bitterman stated he would see what could be done during this process to move the stripping and potentially add some additional raised pavement markers to slow the traffic. The project should start within the next two months. The cost of the pavement markers cost around \$75.00 per marker. The board previously approved the pavement markers and reinforced it's deserve for installment by the county work crews. The board opened the floor up to the owners to ask Mr. Bitterman questions. Owners requested a line of sight study to determine if landscaping needed to be cut back. Owners also asked for a three-way stop be installed or speed bumps be installed to slow the traffic. Board also asked flashing signs be installed. Bitterman stated an all-way stop is more dangerous than the round-a-bout. As for the speed bumps the cons to installing them is they would slow emergency vehicles down. Mr. Bitterman stated the county will look into the circle in full detail and would do everything in their power to make this intersection as safe as possible. Board requested the already approved and scheduled installment of the Woodlands Drive sidewalk be completed as soon as possible. Debbie Stretch stated she would get with Scott to determine what petition needed to be completed in order for speed humps to be installed around the circle. Bitterman stated a high percentage of owners in Bluewater Bay would need to sign the petition to accomplish this and also the fire department and first responders would also have to approve. Debbie Stretch stated she would work on this goal. [Landscaping efforts to improve safety at the traffic circle are found in a later section of these minutes.]

Steve Boswell motioned to approve raised pavement markers be installed around the circle by the county. With the motion he requested as many markers be installed but not exceed \$2000.00. Debbie Stretch seconded the motion. Motion Approved Unanimously.

Pat Fralix stated that the Friends of Bluewater Bay may be able to contribute to the effort.

Approval of prior meeting minutes

Judy Griffin motioned to approve minutes from April 9th, 2019; seconded by Steve Boswell. Motion Approved Unanimously.

Financial Report

Steve Boswell reported on financial status as of April 2019. Steve stated due the unforeseen circumstances with the county delaying paying bills in March the expenses were doubled in April. In the General fund there is \$13,106.59 and in the reserve fund there is currently \$1,527.80. David requested that Jennifer Fillmore update the 2019 budget to reflect administrative interfund transfers from that were approved by the board during its April meeting in order to better reflect how each line item budget item is being executed.

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

Budget Approval

David Vardaman stated the board would need to determine whether a 5% increase would be implemented for the 2020 budget. Vardaman stated the budget and various options were reviewed at three previous budget workshops and asked for a motion to approve the 2020 budget.

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Steve Boswell motioned to approve the 2020 budget as presented with the minor corrections from the budget workshop with a 5% increase. Judy Griffin seconded. Motion Approved Unanimously.

Board Vacancy Appointment

Judy Griffin announced that she is resigning from the board due to moving out of Bluewater Bay. This meeting will be the last meeting she would be on the board. With this being said the board now has two board seats to be filled. The board advertised the vacancy on the board over the last 30 days and two candidates applied. The first applicate Alison Smith was in attendance. The second Pamela Ragnoli was not. After discussion the board determined to vote to appoint one director at this meeting and the remaining appointment at the June meeting.

Steve Boswell motioned to appoint Alison Smith to the board to fill the remaining term of David Costa. David Vardaman seconded. Motion Approved Unanimously.

Landscape Report

Judy Griffin reported Brightview had presented a proposal to remove the holly bushes and the berm at the South East and South West corner of the Bluewater Blvd. Circle near Southwind Dr. The board determined the South East corner is the area that needed to be addressed immediately.

Judy Griffin motioned to approve the demo and installation of new plant material on the southeast corner of Southwinds and Bluewater Blvd at the Traffic Circle. The berm would also be lowered in the demo. The price to complete the project will not exceed \$2800.00 to complete. Steve Boswell seconded. Motion Approved Unanimously.

Judy Griffin stated she wanted the board's final decision on whether the Crape Myrtles on Bluewater Blvd. that will be planted would be in a straight line or if they would be staggered. All members of the board stated they wanted the trees planted in a straight line.

Clinton Moomey stated he obtained bids to replace the split rail fence on Bay Dr. The lowest price to complete this project was \$2300.00. David Vardaman asked the project be tabled at this time to determine if doing repairs could be cheaper.

Clinton Moomey explained the county had approved the board to submit a sole source purchase request when proposals are presented that exceed \$3500.00. The sole source would need documentation to be submitted prior to any work started and approved by the county. The sole source is for work that is needed that an approved contractor will be completing and maintaining after. This will cut out the multiple bids when exceeding the \$3500.00 threshold as long as it is approved prior to initiating the job.

Steve Duresky asked that the board look into painting the traffic light poles on HWY 20. Duresky stated he would look into making more requests to the state if the board would allow it. The board had no issue with Steve acting on with his request.

Unfinished Business

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FL DOT HWY 20 Grant Update

Clinton Moomey stated the project is underway and he has spoken to Callie Barker and she has agreed to help submit everything to the state.

Woodlands Sidewalk Update

David Vardaman stated the bid process for plating the trees is still ongoing but moving forward.

Bluewater Bay Resort Update

David Vardaman stated the Resort had published an article in the Bay Beacon on May 8th. The article discussed the future of the resort. David urged the public read the article.

Public comments

An owner on Bermuda Lake on Bay Drive wrote a letter to the board and requested the board to approve him cleaning the area around the pond and help with the maintenance of the pond. The board stated he would need to contact Jerry Zivan on the issue.

Another owner requested by email that people are disposing of yard waste in unapproved areas throughout Bluewater and requested the board to help with notifying owners of the issues. Also he requested that the landscaping on Bluewater North be addressed with lines of sight and also remove two azaleas near range road. Marcus with Brightview stated he would look into the issues.

Another owner requested the board stay on top of the Flood Mitigation Grant because owners are removing beaver dams on a daily basis and something really needs done to help these owners.

Adjournment

Steve Boswell motioned to adjourn meeting. Judy Griffin seconded the motion. Meeting was adjourned at 8:12 PM.

Respectfully Submitted
for the Board of Directors,

Clinton Moomey

Clinton Moomey, CAM