

Bluewater Bay Municipal Services Benefit Unit Board of Directors Meeting | February 11, 2020

Landscape Workshop was held at 5pm prior to the February meeting.

Discussion on landscape needs including tree/shrubbery maturity issues, monument signage updates, grass replacement, signage (street & speed limit) replacement. Discussion on possible need to establish an additional funding source to meet increased landscape maintenance and replacement requirements. The consensus was that a master plan was needed in order to organize a path forward.

Board of Directors Meeting

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, February 11, 2020 at 5:30 pm. Board Members present were; David Vardaman, Steve Boswell, Debbie Stretch, Pam Ragnoli and Rich Johnson. Also attending the meeting were; Laura Landsberser, Toni High, Denise Fuller, Marcus Garcia, Brett Hinely, Michael Panorisi, Kevin & Amanda Sitcer, James Johnson, Lynne Whittemore, Linda Vardaman, Pam Fruliso, Juli Kostily. Chris Olson, Frankie Iverstine, Kathy Dillon, Sara Bess, Jesse Borthwick and Jerry Zivan. Also present were; Mike Kent & Dan Simpson from Progressive Management of America.

Call to Order:

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

Approval of prior meeting minutes

Steve Boswell moved to approve minutes from January 14th, 2020; seconded by Pam Ragnoli.

Motion Approved Unanimously.

Financial Report

Steve Boswell reported on the January financial report showing collections of \$171,566.84, and expenses of \$28,864.48. General Fund balance of \$198,228.99 and Reserve Fund balance of \$2,027.80.

Steve Boswell moved to approve the January financial report; Rich Johnson seconded.

Motion Approved Unanimously.

Landscape Report

Debbie Stretch reported that during the Month of January, Brightview performed routine winter maintenance; spot mowing, edging, blowing, debris removal and weed spraying throughout the property. At the beginning of the Month they performed winter cutbacks of grasses and perennial plant material. Then moved on to native cutbacks starting on Bay Drive, cutting debris away from desired plant material and moving on to Bluewater Blvd and Southwinds. In February they will complete Southwinds native cutbacks and move into the Woodlands. There will also be a heavy focus on weed and sucker growth removal, due to the rising temperatures and frequent rains. They will also be completing the first irrigation inspection of 2020 and sending out spring seasonal color selections toward the end of the Month.

Rich Johnson moved to approve the Landscape report. Steve Boswell seconded the motion.

Motion Approved Unanimously.

New Landscape Items – Debbie Stretch discussed recent pear tree trimming work by Arbor Barber and that some of their cleanup work had to be diverted to immediate cleanup needs resulting from the recent storm. Discussion on adding instructions to the website for residents properly placing debris for pickup.

Chairman & Board Member Comments

No additional comments.

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Unfinished Business

A. *Budget Referendum Timeline Review (Brett Hinely)*

Brett Hinely discussed status of his research of how to improve the MSBU revenue stream through a referendum to change dues to a millage rate system or an increased annual assessment. Both proposals would require a majority owner approval. He will continue research and report findings to the Board.

B. *Annual MSBU Assessment compared to inflation rate over the years (see attached graph)*

David Vardaman discussed the amount of current dues in relationship to inflation rate.

C. *Parks Committee Update (Matt Higginbotham)*

Matt Higginbotham discussed his finding a positive outlook from the County and the public in moving forward with the inclusion of parks in the revitalization of the area.

D. *Abram's Park Fundraising Update (Chris Olson, Friends of Bluewater Bay)*

Chris Olson discussed current status of the fundraiser as well as additional fundraising opportunities to pay for operating expenses and further improvements.

E. *Hwy-20 Beautification Grant (David Vardaman)*

David Vardaman discussed details on the Hwy-20 Beautification Grant Update as of February 11, 2020. Information stems from phone conversation with Mr. Roy Petrey, Okaloosa County Engineer. The dates listed are estimates in order to forecast progression of the package. A delay at any step will influence a similar delay in follow-on steps. Unfortunately, a projected start-date/completion-date for construction isn't discussed until the Contracting phase.

- Finally received input (good news) from CHELO regarding electrical power for irrigation
 - As long as future pumps are within 30' of an existing power-line on the north side of Hwy-20, there will be no charge to connect
- Mr. Petrey plans to conduct final engineering review this week, then Attorney reviews
 - If there are no issues identified in these two reviews the project will be advertised for bids on early next week which lasts about a week. (February 18-25, 2020)
 - The bid will likely be packaged with two other Hwy beautification projects within the County.
- Once the County initially selects (awards) a vendor, the project is made available to other vendors to challenge the result. Hope to complete "challenge" phase ~March 5.
- When the challenge phase is complete it takes at least a couple of weeks to negotiate and write the contract which will hopefully be complete ~March 19]
- Once the County and vendor are satisfied with the parameters of the contract the effort is scheduled for consideration / approval by the Board of County Commissioners during their regular meeting cycle. Estimate 30 days for scheduling. [mid-April, 2020]

F. *Abrams Park Long Term Maintenance Commitment (Pam Ragnoli)*

Pam Ragnoli discussed concerns of commitments to additional projects and how they affect the budget. The Board discussed a review of the sustainment commitment for Abram's Park. The item was tabled until the March meeting in order to conduct a more thorough analysis.

New Business

A. *Contractor Evaluations*

Debbie Stretch discussed the need to soon conduct evaluations on current contracts. Discussion on reviewing both the Landscape and Management evaluations at the next meeting.

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Public comments

Discussions on continued speeding issues at the roundabout, website issues, and ideas for traffic control issues including funding ideas through a 'safe roads to schools campaign'.

Adjournment

Rich Johnson moved to adjourn meeting. Pam Ragnoli seconded the motion. Meeting was adjourned at 7:07pm. The next meeting is scheduled to be held on March 10th, 2020

Respectfully Submitted
for the Board of Directors,

Dan Simpson

Dan Simpson, CAM

