

## Bluewater Bay Municipal Services Benefit Unit Board of Directors Meeting | March 10, 2020

**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, March 10, 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; Chris Olson, Marcus Garcia, Denise Fuller, Laura Landsberger, Toni High, Linda Vardaman, Kathy Dillow, Frankie Iverstine, Sara Helen Lowe, Mike Griffith, Steve Duresky, Kevin & Amanda Sitcer. 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**

**Debbie Stretch moved to approve minutes from February 11<sup>th</sup>, 2020; seconded by Rich Johnson. Motion Approved Unanimously.**

### **Financial Report**

Steve Boswell reported on the January financial report showing collections of \$27,622.13, a donation from Friends of Bluewater Bay of \$31.00 and expenses of \$20,631.85. General Fund balance of \$205,250.27 and Reserve Fund balance of \$2,027.80.

**Steve Boswell moved to approve the January financial report; Debbie Stretch seconded. Motion Approved Unanimously.**

### **Landscape Report**

Debbie Stretch reported that during the Month of February, Brightview performed routine winter maintenance; spot mowing, edging, blowing, debris removal and weed spraying throughout the property. The crew also completed Southwinds native cutbacks and moved into the Woodlands pruning the medians at Woodlands Drive and Oakwood Circle. The crew then pruned the plant material around the traffic circle, including the large Hollies as well as rejuvenation pruned struggling Camellias and Azaleas. The crew is now working on items from the QSA punch list. In March they will be moving out of winter maintenance and begin more frequent mowing and pruning throughout the property.

**Debbie Stretch moved to approve the Landscape report. Pam Ragnoli seconded the motion. Motion Approved Unanimously.**

*New Landscape Items* – Marcus Garcia discussed landscape items they have been directed to remove over the last few years that have not been put back on their list now totaling approximately \$24,000 of work. He also discussed requested Quality Site Assessment, listing master plan recommendations for property enhancements and suggesting zones to focus priority. David Vardaman discussed that the priority list numbers are for reference purposes only and do not preclude other area issues from being addressed. Discussion that the list could benefit in communicating progress to residents. Discussion on hedgerow in front of Millers Run.

**Debbie Stretch moved to approve trimming of the hedgerow in front of Millers Run. Pam Ragnoli seconded the motion. Motion Approved Unanimously.**

Debbie Stretch requested an update on the Arbor Barber trimmings. Dan Simpson reported that the trimmings had been done earlier in the day. Debbie Stretch discussed the impact new construction would have on MSBU roads. She wrote to Greg Stewart who tagged Jason Autrey with a reply that the roads had been constructed to handle the volume and weight of traffic and construction vehicles. Debbie Stretch discussed acquiring cost estimate to have a claw truck to remove tree limbs for a community cleanup day. Debbie Stretch discussed damaged fence on Bay Drive (by Wren Way). Dan Simpson reported that the repair has been completed and discussed the

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fragile condition of the entire fence. Discussion on need for clarification of who is responsible for the fence. Debbie Stretch discussed BrightView's proposal for landscaping work at the traffic circle. Discussion on damaged posts at the traffic circle and obtaining bids to paint the curb with reflective paint. Discussion on obtaining bids for gravel and railroad ties for area near Southwind Drive and Turnberry Way where cars park to wait on the school bus.

**Debbie Stretch moved to approve Brightview's proposal for landscape work at the traffic circle totaling \$4,849.01 to be paid from Common Area Enhancements. Pam Ragnoli seconded the motion. Motion Approved Unanimously.**

**Debbie Stretch moved to have the posts at the traffic circle removed. Pam Ragnoli seconded the motion. Motion Approved Unanimously.**

### Communications Report

Discussion on setting up a County email address to direct public communications to Pam Ragnoli.

### Chairman & Board Member Comments

No additional comments.

### Unfinished Business

Hwy-20 Beautification Grant update - David Vardaman discussed that an update is still pending due to main contact being out of town.

Woodlands Drive sidewalk update - David Vardaman discussed the sidewalk is to be installed on the South side of Woodlands Road and that the project is to begin sometime in April. Discussion of need for notification to public due to County use of inmates to do labor.

Woodlands Park shade installation update – Dan Simpson discussed that questions from County have been answered and that the bid process is in the hands of County.

Abram's Park fundraising update - Friends of Bluewater Bay discussed that the fundraiser has surpassed their \$25,000 goal with a current balance of \$25,188 with more donations expected.

Referendum update [as required, speaker TBD] – No report.

Abram's Park Long-Term Maintenance Commitment Discussion [as required, Board members] – Discussion on where the long-term sustainment funding was being acquired, creation of a line item for the sustainment, and differences between the proposed park and the Woodlands Park. Pam Ragnoli discussed satisfaction with details of the long-term sustainment plan. David Vardaman discussed the Neighborhood Comparison Chart included in the meeting package and recommended it's inclusion into the minutes.

Debbie Stretch discussed receipt of request from Jerry Zivan for approval of right-of-way directional signage for Fate's Landing, Slick Mick's and Golf Course Check-in.

**Rich Johnson moved to appoint Debbie Stretch to negotiate directly with Jerry Zivan to acquire additional information on the request and determine the appropriate parameters for new right-of-way signage. Pam Ragnoli seconded the motion. Motion Approved Unanimously.**

**Note:** Rich Johnson excused himself from the meeting (6:45pm).

### New Business

*Contractor Evaluations* - Debbie Stretch discussed evaluation forms for current contracts and will obtain a form geared towards the Landscape Contractor for the next meeting. Available completed evaluation forms were turned in to managements for the records.

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FY2021 Budget Discussion – Discussion on the draft budget provided by management for review and that a Budget Workshop will be held at 5:00pm prior to the scheduled April 14<sup>th</sup> meeting.

### Public comments

Discussions on website redesign and new hosting, dead trees and tree limb cleanup, MSBU landscape master plan website posting, street traffic safety at the circle, and ideas for roundabout change proposal ideas.

### Adjournment

Pam Ragnali moved to adjourn meeting. Debbie Stretch seconded the motion. Meeting was adjourned at 7:31pm. The next meeting is scheduled to be held on April 14<sup>th</sup>, 2020

Respectfully Submitted  
for the Board of Directors,

*Dan Simpson*

Dan Simpson, CAM

*Neighborhood comparison -- March 2020*

Neighborhood	Annual cost (\$)	Pool	Park	Playground Equipment	Sidewalks / pedestrian lane
Swift Creek	\$1,000 (includes pool)	Yes, w/ clubhouse	Yes	Outdoor hard-court	Yes
Deer Moss Creek	\$1,000	-	Yes	-	Yes
Chardonay Estates	\$450	-	-	-	-
Dana Pointe	\$200	-	Yes	-	Yes
Rocky Bayou	\$140	<ul style="list-style-type: none"> <li>• Yes</li> <li>• \$400 / year</li> <li>• Unheated; open 6 months</li> </ul>	Yes	-	Yes
Huntington Estate	\$120	-	-	-	-
Raintree Estates	\$100	-	Yes	-	-
Bluewater Bay	\$75 (there are separate pockets with additional fees and facilities)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• 3 pools</li> <li>• \$500 / year</li> <li>• Heated lap pool; available all year</li> </ul>	Yes	<ul style="list-style-type: none"> <li>• Woodlands Park (small)</li> <li>• Abram's Park (large) forecasted for 2021</li> <li>• Potentially more park(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Yes</li> <li>• 0.4 mile path (Caribbean)</li> <li>• 0.3 mile path (Southwind)</li> <li>• Proposed 1.0 mile golf path from developer</li> </ul>

*(Approximate figures based upon in-person discussions and availability of public records)*