

Bluewater Bay Municipal Services Benefit Unit Board of Directors Meeting | September 8, 2020

Attendees: The Board of Directors for the Bluewater Bay Municipal Services Benefit Unit held their scheduled public meeting, September 8, 2020 at 5:30 pm. Board Members present were; David Vardaman, Steve Boswell, Debbie Stretch and Rich Johnson. Also attending the meeting were; Laura Landsberger, Toni High, Diane Minks, Joe & Felecia Moran, Mike Griffith, Linda Vardaman, Pat Fraber, Jan Reams, and Chris Olson. Also present was Dan Simpson from Progressive Management of America.

Call to Order:

The meeting was called to order at 5:31 pm; a quorum was established with four of five members present.

Approval of prior meeting minutes Rich Johnson moved to approve minutes from August 11th, 2020; seconded by Steve Boswell. Motion Approved unanimously.

Financial Report

Steve Boswell reported on the August financial report showing no assessments & interest collections in August (\$352,104.10 year total) and expenses of \$19,877.71. General Fund balance of \$89,445.98 and Reserve Fund balance of \$2,027.80. **Steve Boswell moved to approve the June financial report; Rich Johnson seconded the motion. Motion Approved unanimously.**

Landscape Report

Debbie Stretch discussed that during the month of August BrightView performed routine summer maintenance; mowing, edging, blowing, debris removal and weed spraying throughout the property. At the beginning of the Month BrightView cutback native areas along sidewalks and pruned and detailed the plant material along Bay Drive. The crew then pruned and detailed the beds along Woodlands from White Point to Southwinds. Brightview also knocked down the Southwinds lake bank as part of their quarterly commitment. The medians and entry beds between Hwy 20 and the Tennis three-way stop were detailed. Bluewater Blvd North of Hwy 20 up to Range Rd. was pruned and detailed along with the Hwy 20 medians. The two large seasonal color beds on hwy 20 along Bluewater Blvd were replaced. The plant material was continually declining due to unfavorable weather conditions, despite BrightView's efforts to revive it using fertilizers and fungicides. Considering these beds are a main focal point for Bluewater Bay and the winter change out is still a couple months away the decision was made to install fresh plant material at no cost to the MSBU. BrightView performed an enhancement approved by the board at the entrance to the Woodlands. The declining plant material was removed, and new plants were installed using the same plant palette we have been using throughout Bluewater Bay for the past two years. County has been trimming back the trees on Bluewater Boulevard. A crape myrtle was leaning and Brightview will stake it. Irrigation – This month Brightview performed an irrigation inspection of all systems throughout Bluewater Bay. Two proposals for repairs were submitted.

The first proposal 'Bluewater Bay MSBU Sept 20 SO 7318386' consists of basic repairs such as replacing a damaged nozzle or sprinkle head, repairing a broken lateral line and replacing stuck open valves.

The second proposal 'Bluewater Bay MSBU – Sept 20 NTE SO 7318396' is for a not to exceed to troubleshoot several issues found on three different systems. The systems have low pressure throughout, and one system has an inoperable valve.

Debbie Stretch moved to approve the Landscape report. Steve Boswell seconded the motion. Motion Approved unanimously.

New Landscape Items – Debbie Stretch discussed proposals for the triangle beds along Hwy 20. The proposal includes installing new plant material per the digital image on all four triangle beds both North and South of hwy 20. The design for the triangles is, facing from Hwy 20; Blue daze on the front tips, backed by variegated flax, dwarf camellia in the center of the crape myrtles and blue agapanthus in the back. All plant material will be low enough not to obstruct views from traffic. The color palette is blue and white, the same as the traffic circle and

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monument beds to keep a cohesive look. Debbie Stretch asked Brightview to provide an estimate for fixing the irrigation in front of the tennis center area.

Debbie Stretch moved to approve submitted proposal for work at the four triangle beds for \$4,257.18. Rich Johnson seconded the motion. Motion Approved unanimously.

Debbie Stretch moved to approve submitted proposal for the 'Not To Exceed' \$1500.00 to troubleshoot issues found on three systems. Rich Johnson seconded the motion. Motion Approved unanimously.

Debbie Stretch moved to approve submitted proposal of \$2267.00 for September Irrigation Repairs Report basic irrigation repairs. Rich Johnson seconded the motion. Motion Approved unanimously.

Communications Report

Nothing to report.

Chairman & Board Member Comments

No additional comments.

Unfinished Business

- *New Website* – Dianne Minks reported on domain name access problems, progress on finding the needed information, recommendation of utilizing a new domain name, and that bluewaterbayfl.org has been secured and is ready for use. Discussion on continuing efforts to retain current domain if possible and utilize the new domain if access to the current domain cannot be secured.

Rich Johnson moved to accept bluewaterbayfl.org as the new domain name. Steve Boswell seconded the motion. Motion Approved unanimously.

Rich Johnson moved to allow Debbie Stretch to make any needed web domain change decisions on behalf of the Board's best interests prior to launching the new website. Steve Boswell seconded the motion. Motion Approved unanimously.

- *Abram's Park update*: David Vardaman discussed the progress with the park and that the issue is on the September County agenda for budget talks and that there are no tangible changes until the project is funded.

- *Woodlands Park Shade installation update* – David Vardaman discussed that there have been no changes and that Okaloosa County Parks continues to be on track with the process.

New Business

Management Contract – Discussion on submitted contract. Dave Vardaman signed the contract and Rich Johnson signed as witness.

Public comments

Discussion on a broken post and problem of trash in Highway 20 medians.

Adjournment

**Rich Johnson moved to adjourn the meeting. Debbie Stretch seconded the motion.
Meeting was adjourned at 6:13pm.**

The next meeting is scheduled to be held on October 13th, 2020

Respectfully Submitted
for the Board of Directors,

Dan Simpson

Dan Simpson, CAM