

1 **Bluewater Bay Municipal Services Benefit Unit**
2 **Board of Directors Meeting July 13, 2021**
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4 **Attendees:** The Board of Directors for the Bluewater Bay Municipal Services held their
5 scheduled public meeting on Tuesday July 13, 2021. Board Members present were Pam
6 Ragnoli, David Vardaman, Diane Minks and Debbie Stretch, Joe Moran; Tony Burris,
7 Hunter Morrison, Jan Reams, Kathy Dillon, Toni High, Steve Duroskey, Pat Fowly and
8 Rick Andujar. Representing Management Laura Landsberger and Kathy Friesen.
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10 **Call to Order:** The meeting was called to order at 5:32 a quorum was established with
11 all 5 Board Members present.
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13 **Approval of Prior Meeting Minutes:**

14 Ms. Stretch motioned to Approve the June 8, 2021 minutes as written with Mr.
15 Vardaman's changes; seconded by Ms. Minks; No further discussion; All in Favor;
16 Motion Carries Unanimously.
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18 **Financial Report:**

19 Mr. Vardaman stated that the pine straw bill was paid and the Accounts Payable report
20 will be amended to reflect payment. Also, the tennis center sign will show paid on next
21 month's report. Mr. Vardaman motioned to approve Accounts Payable as presented.
22 Ms. Ragnoli seconded the motion. No discussion; All in Favor; Motion Carries
23 Unanimously.
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25 Mr. Vardaman stated that the association has brought in an additional \$1,323 in
26 assessment revenue. This is in excess to what was budgeted. This money will transition
27 to the reserve account. Mr. Vardaman motioned to approve the monthly budget review
28 as presented; Ms. Ragnoli seconded; No discussion; All in Favor; the Motion Carries
29 Unanimously.
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31 **Landscape Report:**

32 Ms. Stretch stated that during the month of June BrightView preformed the routine
33 maintenance including: Mowing, blowing, removal of leaf debris and removal of dead
34 branches.

35 The following tasks were also completed in the month of June:

- 36 • Follow-up color bed services, including replacing any dead flowers,
37 weeding, fertilizing, & bed maintenance
- 38 • The two remaining enhancement projects were completed on Range
39 Road and The 3 Way Stop at the Tennis Center
- 40 • Bay and hwy 20 entrance holly was pruned and shaped on both sides of
41 the road.
- 42 • HWY 20 sidewalk was sprayed to kill weeds and control encroaching
43 vines.
- 44 • Bluewater Bay Blvd areas behind the color beds around the monument
45 signs were pruned.

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- Irrigation repairs that were approved for the North and South beds at the Blue Water Blvd entrances were completed
 - The bed was rebuilt and the tree debris were removed at the intersection of Bay and Kitts Cove (caused by a car wreck)
 - The posts were repaired and replaced on Bay Drive
 - The encroaching vines on Bay across from Kitts Cove past the sign were cut back away from the road
 - Several large broken limbs were removed from the Bradford pear tree in the median of Blue Water Bay Blvd.
 - The following tasks are scheduled to be performed in the month of July:
 - Pruning of the Red Tip and Viburnum Hedge at the end of Bay Drive
 - Sidewalks past the Rec Center will be pruned, sprayed and edged.
 - All Bay Drive raised planters will be serviced and pruned
 - All Bluewater Bay Blvd medians will be edged to stop and control grass encroachment.
 - Finger lake edge will be trimmed again.
 - All areas will continue to be sprayed for weeds.

63 Ms. Stretch motioned to accept landscape report as written; Seconded by Mr.
64 Vardaman; No Discussion; All in Favor; Motion Carries Unanimously.

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66 **New Landscape Items:**

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68 Ms. Stretch motioned to repair broken irrigation line at Oakmont and Bluewater Blvd. not
69 to exceed \$500 after the fact; Mr. Moran seconded; No discussion; All in Favor; the
70 Motion Carries Unanimously.

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72 Ms. Stretch motioned to repair sprinklers on Range Road and Bluewater Bay Blvd not to
73 exceed \$1,500 after the fact; Mr. Moran seconded; Discussion, Mr. Vardaman requested
74 that this expense will be added to the irrigation line item on the budget; Motion Carries
75 Unanimously.

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77 Ms. Stretch mentioned that BrightView offers a hurricane storm clean-up program. Mr.
78 Burriss stated that their program offers pre-booking of storm clean-up at locked in rates.
79 Mr. Burriss will present the program in more detail at next month's meeting.

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81 Ms. Stretch motioned to accept the County approved Landscaping RFP as written; Mr.
82 Vardaman seconded; No Discussion; All in Favor; Motion Carries Unanimously.

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84 **Communications Report:**

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86 Ms. Minks stated that the map files she submitted are active thanks to the assistance of
87 the County GIS department. The functionality to create a mailing list on the website is
88 now available. Also, she added the Board Members seat numbers and term limits to the
89 website. The search function for the pdf files will be completed by next month.

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91 **Chairman and Board Member Comments: None**

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94 **Management Report:**

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96 Ms. Landsberger stated that several owners have contacted her office about
97 landscaping issues that are under the County's control. Ms. Landsberger stated that
98 several of the neighborhood corner rock walls are looking worn and dated. The Board
99 will look at during their next area drive thru. She also mentioned that the grass in
100 several common areas are being ruined by vehicles parking on the grass.

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102 **Unfinished Business: None**

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104 **New Business:**

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106 Mr. Burris was asked for an update on the Hwy 20 project. He stated that the permit
107 was obtained and that Chelco is in the process of installing the power pole. Mr. Burris
108 will provide another update and a projected completion date at the next Board meeting.

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110 Mr. Vardaman stated that he has been working closely with the County Bookkeepers.
111 They discovered \$40,000 in long term reserves that could be used for near projects now.
112 Mr. Vardaman explained that the money has built up over the past five years from funds
113 that were not spent on expenses. Money not utilized for previous expenses was
114 transferred into the long term reserves account. Mr. Vardaman passed out a list of
115 proposed projects that he thought could be completed by mid-August. The list was
116 tabled until more accurate estimates could be provided and work scope corrected due to
117 duplication of already contracted work.

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119 **Public comments: None**

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122 **Adjournment:** Mr. Moran motioned to adjourn at 7:04; Ms. Stretch seconded; No
123 Discussion; All in Favor; Motion Carries Unanimously. Next Scheduled meeting is
124 August 10, 2021 at 5:30PM at the Crosspoint Church in Bluewater Bay.