

Bluewater Bay Municipal Services Benefit Unit Board of Directors Meeting | July 14, 2020

Attendees: The Board of Directors for the Bluewater Bay Municipal Services Benefit Unit held their scheduled public meeting, July 14, 2020 at 5:30 pm. A Workshop was held at 5:00pm to discuss Management RFP scope of work. Board Members present were; David Vardaman, Steve Boswell, Debbie Stretch, Pam Ragnoli and Rich Johnson. Also attending the meeting were; Mike Griffith, Charles Moore, Chris Olson, Laura Landsberger, Diane Minks and Kevin & Amanda Sitcer. Also present was; Dan Simpson from Progressive Management of America.

Workshop 5:00pm - Dan Simpson excused himself to allow the Board to freely discuss the Management RFP Scope of Work.

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 June 9th, 2020; seconded by Debbie Stretch.
Motion Approved Unanimously.

Financial Report

Steve Boswell reported on the June financial report showing \$0 assessments & interest collections in June (\$344,260.18 year total) and expenses of \$38,495.20. General Fund balance of \$154,292.76 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 June BrightView performed the routine summer maintenance; mowing, edging, blowing, debris removal and weed spraying throughout the property. At the beginning of the month BrightView pruned and detailed the entrance beds/raised planters along Bay Drive, at the three way stop by the tennis center as well as the Redtips at the end of the road. The top of the hedge along Miller's run was pruned where needed and the beds detailed, removing unwanted plants. The canopies on the Hollies north of the Southwinds Traffic Circle were lifted to match the opposite side of the road and open up the bench. BrightView also knocked down and sprayed out the native areas in the center of the Troon entrance as well as pruned and detailed the plant material and raised beds throughout Oakmont and Winged Foot.

In July BrightView will be detailing and pruning throughout Woodlands including Oakwood Circle, Samana Way, White Point entrances and both Curacao and Aruba Way. Bluewater Blvd north of Hwy 20 up to Range Road will be pruned and detailed along with the Hwy 20 medians. The native areas along the sidewalks on Bay Drive and Southwinds will also be knocked back.

In irrigation news, there was a bore performed a while back on Bluewater Blvd across from Miller's Run that damaged an irrigation line. The leak finally showed itself washing out a hole in the pavement. The pavement was cut out, the area excavated, and damaged line was repaired by BrightView. Discussion that the invoice for this repair will be submitted to company responsible for the bore. Management is investigating to identify the responsible company. The hole has been reported to the County for repair.

Debbie Stretch instructed management to include the presented Quality Site Assessment provided by Brightview into the minutes.

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

New Landscape Items – Debbie Stretch discussed proposals for the triangle beds along Highway 20 for removal of Indian hawthorns and installation of pine straw.

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Debbie Stretch moved to accept proposal from Brightview to remove hawthorns and place pine straw provided ability to scale down the project not to exceed \$905.00. Pam Ragnoli seconded the motion. Approved Unanimously.

Communications Report

Discussed under unfinished business.

Chairman & Board Member Comments

David Vardaman discussed that plans for home construction on the driving range appear to be moving forward.

Unfinished Business

- *Preview of New Website* – Dianne Minks discussed new website status and potential uses for the site. She also stated that she was donating her time on the site and suggested the line item funds to be deferred toward another project. Discussion that Pam Ragnoli will continue directing the project to completion. Previews of the new site will be sent to Pam Ragnoli to forward to the Board for review in the next few weeks.

- *Abram's Park update*: Chris Olson from the Friends of Bluewater discussed that the project continues to proceed but may have slowed due to the County budget process being in motion. Discussion that options to alleviate potential traffic issues at the park are being considered.

- *Woodlands Park Shade installation update* – David Vardaman discussed that Okaloosa County Parks is on track with the procurement process but that it may be five to six months before installation is completed.

Management RFP update -

Debbie Stretch moved to approve the letter presented during the workshop to go to County for management request for proposals (RFP). Pam Ragnoli seconded the motion. Approved Unanimously.

New Business

- *Partnership to add another identical park bench* – David Vardaman discussed a resident's offer to donate \$400 toward an additional new park bench. Discussion that a new bench cost is approximately \$600.

Rich Johnson moved to approve not to exceed \$225 for the purchase and installation of a new park bench. Pam Ragnoli seconded the motion. Approved Unanimously.

- *Southwind trail repair options* – David Vardaman discussed bid received showing costs for repairs to Southwind trail sidewalk. Debbie Stretch discussed that County may do the grinding work and is waiting for return call. Discussion on possibility for consideration of new line item for future budgets and future sidewalk needs.

David Vardaman discussed Bay Drive speeding issues near the pool area and possible need for visual deterrents or curb changes. Issue was tabled to next meeting for further discussion.

Debbie Stretch discussed traffic issues at Southwind Drive and Turnberry Way bus stop. Issue was tabled to next meeting for further discussion.

Public comments

Discussion on recent tree limb piles being left in front of tennis center and other areas and increase of temporary signs in the area. Discussion on recent speeding and vehicles hitting trees at Bluewater Boulevard and Caribbean Way area and need for deterrents. The Board confirmed that this issue should be communicated with the County.

Adjournment

Rich Johnson moved to adjourn meeting. Debbie Stretch seconded the motion. Meeting was adjourned at 6:37pm.

The next meeting is scheduled to be held on August 11th, 2020

Respectfully Submitted
for the Board of Directors,
Dan Simpson
Dan Simpson, CAM