

1 **Bluewater Bay Municipal Services Benefit Unit**
2 **Board of Directors Meeting February 8, 2022**
3

4 **Attendees:** The Board of Directors for the Bluewater Bay Municipal Services held their
5 scheduled public meeting on Tuesday February 8, 2022. Board Members present were,
6 Pam Ragnoli, Debbie Stretch, Jeff Rocque. Steve Boswell was not present. Tony Burris
7 with Brightview Landscaping was present. Bluewater Bay Residents present were:
8 Chris Olson, Jan Reams, Rick Andiyor, M and M Weinischke, Matt Higginbotham, Paula
9 and Dan Grose, Gaylene Donas and Toni High. Representing Management Laura
10 Landsberger, Kathy Friesen and Denise Fuller.
11

12 **Call to Order:** The meeting was called to order at 5:30 a quorum was established with 3
13 out of 4 Board Members present.
14

15 **Approval of Prior Meeting Minutes:**

16 Ms. Stretch motioned to Approve the January 11, 2022 minutes as written; seconded by
17 Mr. Rocque; No further discussion; All in Favor; Motion Carries Unanimously.
18

19 **Chairman Report:**

20 Ms. Ragnoli asked the audience to hold their comments until the public comments part
21 of the meeting. A new column to the sign in sheet labeled "request to speak" was
22 added.
23

24 **Financial Report:**

25 Ms. Landsberger presented the January Expenditure Status Report that was provided by
26 the County. The amount paid under CS-Lawn Service represents BrightView's
27 December payment. February's report should include January and February payments.
28

29 Ms. Stretch motioned to approve the financials as presented; Mr. Rocque seconded; No
30 discussion; All in Favor; the Motion Carries Unanimously.
31

32 **Landscape Report:**

33 During the month of January 2022, BrightView preformed the routine maintenance
34 including Mowing, blowing, removal of leaf debris and removal of dead branches.

35 The following tasks were also completed:

- 36 • The Nature Trail was trimmed, ground debris were removed, and the trail
37 was blown off
- 38 • Hwy 20 medians were serviced
- 39 • Hwy 20 sidewalks were sprayed for weeds
- 40 • Miller's run Ligustrum hedge was pruned
- 41 • Red-Tip hedge row by the marina was pruned
- 42 • Palms in the median on Bluewater Blvd at Parkwood place were
43 completely cut-back to improve sight lines
- 44 • Azaleas at the Rang road and Bluewater Blvd intersection were cut back

45 The following tasks are scheduled to be performed in the month of February
46 2022:

- 47 • Winter cutbacks will be completed throughout property
- 48 • The monthly service of the nature trail will be scheduled for the second
49 half of Feb.
- 50 • The sidewalks down Bay Drive will be serviced, and any plant material
51 hanging over them will be removed.
- 52 • The sidewalk area by the school will be serviced weekly
- 53 • One of the new Crepe Myrtles in the hwy 20 median was struck by an
54 overturned Jeep during the first week of Feb, we will re-set it this week.

55 The Quality Site Assessment prepared by BrightView is attached.

56 Ms. Stretch motioned to accept landscape report as presented; Seconded by Mr.
57 Rocque; No Discussion; All in Favor; Motion Carries Unanimously.

58

59 **New Landscape Items:**

60 Ms. Stretch stated that the Lakeside irrigation system needs to be repaired, not to
61 exceed \$2,000. Also, that the replacement of the raised beds for Saint Kits 1&2 will not
62 exceed \$2,700.00.

63

64 Ms. Stretch motioned to approve both projects not to exceed \$4,700; Seconded by Mr.
65 Rocque; No Discussion; All in Favor; Motion Carries Unanimously.

66

67 Ms. Stretch stated that a couple of previous motions need to be reapproved since the
68 County requested the bids to be itemized.

69

70 Ms. Stretch motioned to approve, the install of a three horse power pump, wiring, wiring
71 install for the Lakeside well pumps on Bay Drive; the install of a 1.5 horse power pump,
72 housing, wiring and install for the Lakeside well pumps on Bay Drive; and the removal
73 and disposal of the existing pumps on Bay Drive for \$8,571.42; Seconded by Mr.
74 Rocque; No Discussion; All in Favor; Motion Carries Unanimously.

75

76 Ms. Stretch motioned to approve the Bay Drive Cut Back Phase 1 Tree and Vine Project
77 for \$5,200 that includes: N.W. corner: behind "Bluewater Bay" wall/sign, kick back
78 vegetation to fence line, Bay Drive, both sides from Bluewater Bay stucco walls down to
79 Garden Oak Way (end of roadside planted landscaping), kick back, elevate, all
80 vegetation growing out over and into the planted landscaping bordering Bay Drive,
81 elevating necessary low limbs/tree clearance, create a space/gap/etc.. between natural
82 area vegetation and landscape vegetation. Vine mitigation; Seconded by Mr. Rocque;
83 No Discussion; All in Favor; Motion Carries Unanimously.

84

85 Ms. Stretch motioned to approve the Circle Area Cut-Back and Lower Areas proposal for
86 \$5,850 that includes: Bluewater Blvd. and Southwind Drive round-a-bout: from white
87 and blue BWB roadside sign, threw, round-a-bout, down to 25mph sign. Mirror these
88 specs on opposite side of Bluewater Blvd. (street lights); Southwind Drive, from round-a-

89 bout, down Southwind to street lights/appx. end of center median: kick back, elevate, all
90 vegetation growing out over and into the planted landscaping bordering above listed
91 roads.; elevating necessary low limbs/trees for clearance, create a space/gap/etc.
92 between natural area vegetation and landscape vegetation, vine mitigation; Seconded
93 by Mr. Rocque; No Discussion; All in Favor; Motion Carries Unanimously.

94

95 Ms. Stretch motioned to trim the crepe myrtle trees at the entrance of Bluewater Blvd for
96 \$381.93; Seconded by Mr. Rocque; No Discussion; All in Favor; Motion Carries
97 Unanimously.

98

99 Ms. Stretch motioned to add the following language to BrightView's contract:

100 (1) One pine straw application per year - 1300 bales @ \$6.75 (installed) -

101 \$8775.00(per year) – this will be performed in Oct.

102 (2) Maintenance of the Pine Straw during the remainder of the year.

103 a. (4) man hours per month ($\$45 \times 4 = \$180/\text{month} = \$2160$ per Year)

104 b. Listed on the current contract (Supplemental Pricing Form) as "Additional Labor
105 with truck and hand tools"

106 (3) Herbicide spray to prevent, control, and remove weeds from median beds. This will
107 be performed twice a month (same as other medians already covered by contract)

108 a. (5) man hours per service – (2) services per month – ($\$45 \times 8 = \$450/\text{month}$
109 \$5400.00 per year)

110 b. Listed on the current contract (Supplemental Pricing Form) as "Additional Labor
111 with truck and hand tools"

112 The total addition for the new medias would be \$16,335/year - \$1361.25/month.;

113 Seconded by Mr. Rocque; No Discussion; All in Favor; Motion Carries Unanimously.

114

115 Ms. Stretch motioned to add the following language to BrightView's contract:

116 For the Flower bed that we added on BWB and Range road:

117 150 sq/ft (216 units) changed out 2 times per year = \$2100.00/year or \$175/month;

118 Seconded by Mr. Rocque; No Discussion; All in Favor; Motion Carries Unanimously.

119

120 Ms. Stretch motioned to add the following language to BrightView's contract: BrightView
121 will trim trees over thirteen feet when required; Seconded by Mr. Rocque; No
122 Discussion; All in Favor; Motion Carries Unanimously.

123

124 Ms. Stretch motioned to strike the following paragraph from BrightViews contract

125

- a. Contractor shall submit an invoice to Bluewater Bay MSBU monthly. Bluewater Bay MSBU then shall submit the invoice to the County for approval and payment. Invoices will not be paid unless they follow the contract and all items should be itemized on the invoice. The invoice shall indicate that all services have been completed for that invoice period. In addition, Contractor agrees to provide the Bluewater Bay MSBU with any additional documentation requested to process the invoices.

126

127 and replace it with "Contractor shall submit an invoice to the Bluewater Bay MSBU
128 monthly. Bluewater Bay MSBU then shall submit the invoice to the county for approval
129 and payment. The invoice shall indicate that all services have been completed for that
130 invoice period."; Seconded by Mr. Rocque; No Discussion; All in Favor; Motion Carries
131 Unanimously.

132

133 **Communications Report: None**

134

135 **Unfinished Business:**

136 Ms. Landsberger reported that she received an email from Jeff Hyde stating that the
137 County does not have the funds to move forward with the Woodlands sidewalk. An
138 additional \$31,000 is needed due to material increases. Ms. Landsberger will arrange a
139 meeting with Mel Ponder to discuss further. The County approved this project back in
140 2013.

141 Ms. Landsberger reported that she received an email from a resident complaining that
142 there's a project list on the MSBU website that does not include an updated status. Ms.
143 Landsberger stated this was actually an actions list and will contact the web developer to
144 remove them.

145 Ms. Landsberger received a request through the MSBU website about a 12" pine tree
146 leaning sideways that needs to be removed near the intersection of Woodlands and
147 Southwind. Ms. Landsberger asked the individual to mark the tree so the County can
148 easily identify it.

149 Ms. Landsberger received bids for pressure washing the entrances. One of the vendors
150 asked about including the triangles. Ms. Landsberger will adjust the SOW to include the
151 triangles and report back with the bids.

152 Ms. Landsberger reported that her office received a call today from a resident stating
153 that the hedges are not being trimmed by Wingfoot and Brookdale. Tony Burris with
154 BrightView will check on it and report back to Ms. Landsberger.

155

156 **New Business:**

157 Review application for Vice Chair position and Vote.

158 Ms. Landsberger reported that only one application was received for the vacancy of Vice
159 Chair. The Board welcomed Mathew Higginbotham to the Board.

160

161 **Public comments:**

162 Paula Grose stated that several owners in the Woodlands neighborhood are removing
163 trees and installing through gates on their properties. Ms. Ragnoli suggested that she
164 contact the County code enforcement.

165 Gayleen Donas followed up on the conversation stating she has pictures of the
166 concerns. She also stated that several street lights are out. She was advised to report
167 these to Ms. Landsberger so she can notify the County.

168 Chris Olson reported that the flood mitigation is delayed due to COVID. Materials won't
169 be available until June of this year.

170 **Adjournment:** Ms. Stretch motioned to adjourn at 6:05pm; Mr. Rocque seconded;
171 No Discussion; All in Favor; Motion Carries Unanimously. Next Scheduled meeting is
172 March 8, 2022.