

**BLUEWATER BAY MSBU
BOARD of DIRECTORS WORKSHOP
Public Meeting
January 12, 2016**

I. Call to Order

Vice Chairman Jonathan Tallman called the meeting to order at 5:10 p.m. Present were Directors Judy Griffin, Felix Beukenkamp and Debbie Stretch. Steve Boswell was absent. The presence of a quorum was confirmed. Also attending were Karl Welhart and Marcia Sanders with the Bay Beacon. Lynn Hoshihara, County Attorney was also in attendance. Representing Bluewater Management Services were Darlane Landsberger and Meredith Collins.

A. Suggested Changes to Bluewater Bay Municipal Service Benefit Unit Ordinance

The below listed changes were discussed (please see attached “draft” Ordinance):

- Page 1 – “Quality of Life was struck as it’s not a legal term”.
- Page 5, Section 2 – “Board of Benefit” was changed to “Board of Directors”. It was also discussed that the current Ordinance states that the Organizational takes place in January. Ms. Griffin reported that the elections happen in November and the Organizational Meeting should take place in December. Mr. Beukenkamp reported that the County has their Organizational Meeting in December. The Board agreed to change to December.
- Page 7, Board of Directors, Section 4 – Mr. Beukenkamp reported that this section reads that the MSBU and its Board of Directors shall be subject to the Public Records Law. Mr. Beukenkamp reported that the MSBU should be given a County email address, all agreed. Mr. Tallman recommended to Ms. Hoshihara to advise the County that the MSBU needs support in obtaining email addresses.
- Page 8, Section 6, Powers (3) “Purchases, solicitations for services and other contractual services shall be procured through the policies and procedures of the County’s Purchasing Manual” – Mr. Beukenkamp reported that he is concerned that this wording will limit contractors with costs associated if qualified contractors must conform with the county standard. Mr. Hoshihara reported that it’s a process and before you can hire a landscape company, you must solicit for three (3) proposals. Ms. Hoshihara reported that when landscape contracts were submitted prior, the MSBU had a great bidding process, nothing will need to change. Mr. Welhart asked if the MSBU can obtain a copy of the Purchasing Manual, Ms. Hoshihara reported that it’s on the County Website. It was agreed that Ms. Hoshihara would confirm the requirements of the purchasing policy with the County Purchasing Department. The members of the Board could, in the meantime, review the Purchasing Manual.
- Page 8, Section 2, Powers – Ms. Hoshihara reported that this section is not defining the scope, changes have been made to remove “community”
- Page 8, Section 8, Funding – Ms. Hoshihara reported that the changes in this section is just for clarification and to more define the budget process.
- Page 10, (3) Noticing Requirements – Ms. Hoshihara provided the Board and Management copies of the Summary of MSBU Process showing the deadline dates for submission to the County as well as sample resolutions for submission. Mr. Beukenkamp reported that he would like to have thirty (30) days to review and discuss and approve at the February Board meeting. Mr. Beukenkamp also reported that he contacted the resort to review the proposed Ordinance changes. Ms. Hoshihara reported that was a great idea and said to compile all changes and

forward to her via email. Ms. Landsberger recommended possibly having another workshop prior to the February Board meeting and also put it on the website and ask for the community's input as well.

- Page 12, (4) – Reserve funding – Ms. Landsberger reported that ten (10) percent of the annual budget has been placed into the reserves annually. Ms. Griffin reported that it's put into the budget, however, per Mr. Greg Stewart, County Attorney, we can use these funds if needed. Mr. Beukenkamp asked Ms. Hoshihara about allowing the MSBU to expand boundaries. Ms. Hoshihara reported that if the likelihood of that happening, an additional section must be added and notices mailed to all owners that fall within the MSBU. Mr. Beukenkamp reported that we are currently following the statute, Ms. Hoshihara agreed. Ms. Hoshihara asked who tracks when new homes are built to pay their assessments. Mr. Beukenkamp reported that the Property Appraiser's office does. Ms. Hoshihara reported that she will clarify the language on the Purchasing Procedures. Ms. Griffin reported that we already have a procedure in place that complies. Mr. Beukenkamp asked Ms. Hoshihara if she can attend the next workshop, she reported yes, she would be in attendance. Mr. Hoshihara reported that when the Ordinance goes before the Board of County Commissioners at the end of February or early March, it will be in a difference ordinance format and there will only be one (1) public hearing before it goes before the Board for approval.

II. Adjournment

The meeting was adjourned at 6:10 p.m. with a motion from Ms. Griffin.

Submitted by: Meredith Collins

Approved by: Debbie Stretch