

1 **Bluewater Bay Municipal Services Benefit Unit**
2 **Board of Directors Meeting June 13, 2023**
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4 **Attendees:** The Board of Directors for the Bluewater Bay Municipal Services held their
5 scheduled public meeting on Tuesday June 13, 2023. Board Members present were,
6 Debbie Stretch, Mathew Higginbotham, Jeffrey Rocque, Steve Boswell and Pam
7 Ragnoli. Tony Burris with Brightview Landscaping was present. The list of Bluewater
8 Bay Residents is attached to the minutes. Representing Management Laura
9 Landsberger and Denise Fuller.

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11 **Call to Order:** The meeting was called to order at 5:30 a quorum was established with
12 all five Board Members present.

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14 **Public Comments:**

15 No public comments at this time.
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17 **Approval of Prior Meeting Minutes:**

18 Ms. Stretch motioned to Approve the May 9, 2023 minutes as written; seconded by Mr.
19 Rocque; No discussion; All in Favor; the Motion Carries Unanimously.
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21 **Chair Report:**

22 Mr. Boswell introduced Deputy Tony Abel as the new Bluewater Bay Resource Officer
23 with Okaloosa County Sheriff's Department.
24

25 **Financial Report:**

26 Mr. Rocque stated that he is getting closer with the county on the clarification necessary
27 to approve the monthly expenditures. He is working with a county representative to
28 clarify inconsistencies in payment discernments on many invoices. The Public Works
29 Coordinator has been on leave the last month and is scheduled to return on June 26th.
30 Mr. Rocque is confident that this will all be resolved by the July 11th meeting and all
31 outstanding financial reports will be approved.
32 Mr. Rocque motion to approve corrections to the Budget: Total of 4878.29 units and to
33 collect \$86.814 (5 % increase) per unit, the actual revenue collected will be \$423,533.18.
34 Seconded by Ms. Stretch; All in Favor; the Motion Carries Unanimously.
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36 **Landscape Report:**

37 During the month of May 2023, Brightview preformed the routine maintenance including
38 Mowing, blowing, removal of leaf debris and removal of dead branches. The following
39 tasks were also completed:

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1. Nature trail was serviced for debris and encroaching plants cutback.
 2. Hedge at Miller's Run was pruned.
 3. Red tip hedge at the end of Bay was pruned.
 4. Sidewalks throughout the property were serviced for clearance.
 5. White point road area was serviced.

47 The following tasks are scheduled to be performed in the month of June 2023:

- 48 1. The sidewalk area by the school will be serviced weekly.
- 49 2. Hedge across from Miller's Run will be serviced.
- 50 3. Palmetto debris removal
- 51 4. Flower bed maintenance
- 52 5. Irrigation inspections

53

54 Ms. Stretch motioned to approve the landscape report as presented; Ms. Ragnoli
55 seconded; No discussion; All in Favor; the Motion Carries Unanimously.

56

57 **New Landscape Items:**

58 Ms. Stretch stated that the price to replace the Camellia that was destroyed in the circle
59 would be \$897.54 to replace. Ms. Stretch motioned to replace at a cost of \$897.54.

60 Ms. Ragnoli seconded. All in Favor. Motion Carries.

61 Replacement of the Bradford Pear trees to Crepe Myrtles has been approved by the
62 BCC under single source.

63

64 **Communications Report:**

65 Mr. Higginbotham stated that in talking to many people in the community, at a town hall
66 meeting for a special interest group, many did not know what MSBU stands for and they
67 do not understand our meeting signs. He would like to reprint the signs to spell out
68 Municipal Benefit Services Unit and remove Crosspoint from the address. In looking at
69 various local publications Bay Life will guarantee printing of our meeting notice for \$59
70 per month. A community member was told that they would do it for free but on further
71 investigation it was determined that this would be only if they had available space. Mr.
72 Higginbotham made a motion to update signs. Ms. Ragnoli seconded. All in Favor.
73 Motion Carries.

74 Mr. Higginbotham was unsure if the MSBU charter was available on the MSBU website
75 he wanted to make sure that all projects over \$3000 were sent out for at least three bids.
76 He was assured by Management and the rest of the board that these procedures were
77 already in place and being followed.

78

79 Mr. Higginbotham made a motion to paint the remaining Bluewater Bay signs at a cost
80 of not more than \$3000. Ms. Ragnoli seconded. All in Favor. Motion Carries.

81

82 **Management Report:**

83 Ms. Landsberger stated that the sunshade for Abram's Park has been delayed but
84 should be installed next week weather permitting. The concrete portion of the sidewalk
85 on Woodland Blvd. has been completed. The contractor is cleaning up now. Chelco has
86 been contacted to potentially install additional lighting.

87

88 **Public comments:**

89 A representative of the Kiwanis Club said that they have a meeting every Thursday at 7
90 am at the Comfort Inn and would love to have the Communication Chair speak about the
91 activities of MSBU. This would be a 30-minute timeslot.

92 Ms. Dillon was interested in the status of Prestwick Drive. Tony from Brightview
93 explained it was finally discovered that the nonfunctioning irrigation pipe did not belong
94 to MSBU and was put in by a homeowner years ago. The pipe will be removed and the
95 hole filled. Then drought resistant vegetation will be installed to mitigate further erosion.
96 Ms. Haley would like posts or signs put up on the walking path to prohibit motorized
97 vehicles.

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99 **Adjournment:** Ms. Stretch motioned to adjourn at 6:23 pm; Ms. Ragnoli seconded;
100 No Discussion; All in Favor; Motion Carries Unanimously. Next Scheduled meeting is
101 July 11, 2023.

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