



BAREFOOT BAY RECREATION DISTRICT

Barefoot Bay Recreation District Regular Meeting
May 12, 2022 at 1:00 PM

Agenda

Please turn off all cell phones

- 1. Thought of the Day**
- 2. Pledge of Allegiance to the Flag**
- 3. Roll Call**
- 4. Additions or Deletions to the Agenda**
- 5. Approval of the Agenda**
- 6. Presentations and Proclamations**
- 7. Approval of Minutes**
 - A. BOT Townhall and Regular meeting minutes dated April 26, 2022.
- 8. Treasurer's Report**
 - A. Treasurer's Report
- 9. Audience Participation**
- 10. Unfinished Business**
- 11. New Business**
 - A. FY23 Working Draft Proposed Budget Review
 - B. FY23 Proposed Budget Mailout
 - C. DOR Amendment Ballot Mailout Authorization
 - D. Authorization for Charter Amendment Referendum: Increase the Limit on New Acquisitions from \$25,000 to \$50,000
Authorization for Charter Amendment Referendum: Increase the Length of Trustee's Term from
E. Two-Years to Three-Years
 - F. Pool #1 Pit and Heater Relocation and Replacement Project
 - G. Building A Retaining Wall Repairs Project: Change Order #3
 - H. Building A Renovations Project: Final Change Order

- I. Discussion of Recruitment Process for New Community Manager
- J. Designation of Acting Community Manager

12. Manager's Report

- A. Community Manager's Report

13. Attorney's Report

14. Incidental Trustee Remarks

15. Adjournment

If an individual decides to appeal any decision made by the Recreation District with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.

Barefoot Bay Recreation District Regular Meeting



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

Quarterly Townhall

April 26, 2022

6PM –Building D&E

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Townhall Meeting on April 26, 2022, Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Amoss called the meeting to order at 6PM.

Pledge of Allegiance to the Flag

Led by Mr. Amoss

Roll Call

Present: Mr. Nugent, Mr. Morrissey, Mr. Amoss, Mr. Brinker, Mr. Maino-excused. Also, present, John W. Coffey, ICMA-CM, Community Manager, Cynthia Mihalick, Assistant to the District Clerk, Mackenzie Leiva, Management Analyst, and Matt Goetz, Property Services Manager.

Audience Dialogue with BOT

Richard Schwatlow- 636 Marlin Circle- spoke in favor of the 19th Hole not being a restaurant, but a place for quick food. He is not in favor of replacing the walk-in cooler. He also stated that that keeping employees should be the priority. He voiced his concern about paving at Pool #3 and the water overflow system.

Michael Stern-564 Dolphin Circle – spoke in favor of the BOT having a workshop on aggressive unrestrained dogs.

Bob Arren- asked why there were still box lunches for music bingo now that the new kitchen is open. He also asked for updates about the food truck and the bathroom facilities at the beach.

Tom Nelson-spoke in favor of the BOT giving serious consideration to the Evergreen report and making BBRD employees a priority. He also suggested that the BOT meet with Mr. Tobias to discuss raising the Charter cap.

Joe Klosky-960 Barefoot Boulevard-asked for an update on the BBRD 5-year Capital Improvement Plan.

Mary Miller 906 Jacaranda Drive –voiced her concern that Pool #2 was supposed to have an awning installed.

Joe Fowler – voiced his concern regarding the dog bite issue. He also spoke against golf carts being allowed to pull up to lakeside for the entertainment. Mr. Fowler asked what laws govern having alcohol near the lake. He also asked why there are two bars and spoke against the lounge bar expansion.



BAREFOOT BAY RECREATION DISTRICT

Nancy Eisele – voiced expressed that Barefoot Bay is a great place to live and thanked BBRD staff for all they do.

BOT Direction to Staff

None

Incidental Trustee Remarks

None

Adjournment

The next Townhall meeting will be on July 7, 2022, at 9am in Building D/E.

Mr. Nugent made a motion to adjourn. Second by Mr. Brinker. Mr. Amoss adjourned.

Meeting adjourned at 6:28 pm.

Hurrol Brinker, Secretary

Stephanie Brown, District Clerk



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

April 26, 2022

7PM –Building D&E

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on April 26, 2022, Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Amoss called the meeting to order at 7PM.

Pledge of Allegiance to the Flag

Led by Mr. Morrissey.

Roll Call

Present: Mr. Nugent, Mr. Morrissey, Mr. Amoss, Mr. Brinker, Mr. Maino-excused. Also, present, John W. Coffey, ICMA-CM, Community Manager, John Cary, General Counsel, Mackenzie Leiva, Management Analyst, Cindy Mihalick, Administrative Assistant to the District Clerk, and Matt Goetz, Property Services Manager.

Additions or Deletions to the Agenda

None

Approval of the Agenda

Mr. Nugent made a motion to approve the agenda as is. Second by Mr. Morrissey. Motion passed unanimously.

Presentations and Proclamations

None

Approval of Minutes

Mr. Brinker made a motion to approve BOT Budget Workshop minutes dated March 31, 2022, and BOT Regular Meeting minutes dated April 8, 2022. Second by Mr. Morrissey. Motion passed unanimously.

Treasurer's Report

Mr. Morrissey made a motion to approve the Treasurer's Report for April 26, 2022, as read. Second by Mr. Brinker. Motion passed unanimously.

Audience Participation

Jackie Broderick requested to donate a memorial bench on Hole #9.



BAREFOOT BAY RECREATION DISTRICT

Unfinished Business

None

New Business

Acceptance of Donation Request

Staff recommends the BOT waive the 90-day clause and accept the donation of \$858.50 from Mrs. Broderick for a bench on the Golf Course.

Mr. Nugent made a motion to waive the 90-day clause and accept the donation of \$858.50 from Mrs. Broderick for a bench on the Golf Course. Second by Mr. Brinker. Motion passed unanimously.

BBRD Policy Manual Amendment: Travel Reimbursement Rates and Procurement

Resolution 2022-07 Read by Mr. Cary:

RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; PROVIDING FOR THE ADOPTION OF A REVISION TO THE POLICY MANUAL ADOPTED MAY 8, 2009, AS SUBSEQUENTLY AMENDED THROUGH August 13, 2021; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE

Mr. Nugent made a motion to approve Resolution 2022-07 as read. Second by Morrissey. Motion passed unanimously.

FY22 Budget Amendment: 19th Hole Kitchen & Walk-in-Cooler Project & Mid-Size Truck Replacement

Resolution 2022-08 Read by Mr. Cary:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2021-09; AMENDING THE BUDGET.

Mr. Brinker made a motion to approve Resolution 2022-08 as read. Second by Nugent. Motion passed unanimously.

Neighborhood Revitalization Program (NRP) Purchase Confirmation: 855 Hawthorn Circle

Staff recommends the BOT confirm the purchase of 855 Hawthorn Circle via the Neighborhood Revitalization Program.

Mr. Brinker made a motion to confirm the purchase of 855 Hawthorn Circle via the Neighborhood Revitalization Program. Second by Mr. Morrissey. Motion passed unanimously.



BAREFOOT BAY RECREATION DISTRICT

Manager's Report

District Clerk

BOT Meeting Video/livestreaming Update - IM Solutions is scheduled to install the audio-visual and streaming equipment from 5/18/22-5/20/22. This will include testing and training of the production equipment.

Finance

Assessments Received –94.4% Collected or \$3,798,968.99 Balance to Collect: \$226,467.01

Resident Relations

ARCC Meeting 4/12/2022

- 1 Old Business – denied
- 16 Consent Items – 15 approved, 1 approved with stipulation
- 11 Other Items – 8 approved, 1 approved with stipulation, 2 denied

ARCC Meeting 4/26/2022

- 1 Old Business - approved
- 13 Consent Items - approved
- 13 Other Items – 12 approved, 1 denied

Next ARCC Meeting is May 10th at 9am in the Administration Building Conference Room.

VC Meeting 4/8/22

- 9 cases came into compliance prior to the meeting.
- 3 cases found to be in violation.

VC Meeting 4/22/22

- 5 cases came into compliance prior to the meeting.
- 12 cases found to be in violation.

Next VC Meeting is scheduled for May 13th at 10am in the Administration Building Conference Room.

Food & Beverage

- “Tres de Mayo” buffet will be available at Karaoke on May 3 from 5-7 p.m. This event will kick off Taco Tuesday once again Lakeside of Lounge.
- A Mother’s Day Brunch will be held from 10-1 p.m. on Mother’s Day lakeside of the Lounge. A variety of breakfast and lunch items, a carving station and pastry will be offered. Royal Ink will perform during brunch from 10-1 p.m. on the stage and DJ Terry perform for the Street Dance from 2-6 p.m.



BAREFOOT BAY RECREATION DISTRICT

Flyers with all the details are posted.

Property Services

- Repainted the veteran's memorial
- Installed more handrails at the back door of the 19th hole
- Completed repairing the damaged bar area behind the lounge
- Assembled and finished some cabinets for the food and beverage dept.
- Cleaned up debris at east lake
- Repaired pool heater
- Repaired lounge bulletin board
- Cleaned up waste in the cul-de-sac on Sequoia
- Assembled 12 new tables for the pavilion
- Administered monthly Fire extinguisher inspections
- Serviced BBRD equipment
- Cold patched a hole in the shopping center parking lot
- Replaced door stops on the lounge restrooms
- Continued to solicit bids for various projects

Golf-Pro Shop

- **Picnic Area Scoreboard project update:** completed, installation of picnic tables and concrete pads to follow. Picnic tables were ordered on April 6, 2022. Delivered on April 14, 2022 but refused due to multiple pieces damaged.
- We wish to thank everyone during the peak season for joining us. As we start to transition to our summer maintenance program a few things will occur.
- **Greens Replacement/Repair projects update:**
 - No 10 green is going to be rebuilt to USGA specs and therefore we have made a temporary green at the end of the 10th fairway. Please do not walk into the construction zone and adhere to all posted warning signs.
 - Our putting green will close to begin ABM's repair. Please remain away from construction zone until it is re-opened.
- Our hours of play will expand from 6:30pm until 7:30pm (effective immediately); however, the Pro Shop will close at 6:30 and the last cart must be in by 7:00pm.
- We will begin an aggressive weed killing program so you may see a yellowing on the course.
- Our summer rates will go into effect on May 1st.
- **Irrigation Pump Repairs project update:**
 - Pump pedestals complete
 - Repaired pump reinstalled and operational
- **May 14th BBRD Employee Golf Tournament**
 - Course closed to member/public play until 2pm



BAREFOOT BAY RECREATION DISTRICT

General Information

- **Kitchen Trailer Project update** – The unit is currently being built and the “wrap” design was approved by staff.
- **Brevard County Public Works Request about Micco Road Crossing**– Traffic Operations requested BBRD and/or Micco HOA take on the responsibility of monitoring the crosswalk flags and their replacement purchases since the initial set of flags quickly disappeared. Micco HOA declined to take on the responsibility. Staff respectfully recommends the BOT decline this additional responsibility.

Consensus of the Board to decline the county's request to take on the responsibility of monitoring the crosswalks.

- **Evergreen Pay and Benefits Study Update** – The report is expected within the next few days and representatives from the company will be at the May 12th BOT meeting to make a presentation on the findings.
- **Remaining Budget Workshops** – Staff recommends the BOT cancel the Tuesday May 3rd 10am workshop. Staff believes the BOT should be able to complete their review at the May 5th 7pm Budget Workshop.

Consensus of the Board is to cancel both the Tuesday, May 3rd, 2022, 10 AM Budget Workshop as well as the May 5th, 2022, 7 PM Budget Workshop and add the topic as an agenda item to the May 12th, 2022, BOT Meeting.



BAREFOOT BAY RECREATION DISTRICT

Attorney's Report

Mr. Cary stated that the legislation has been signed and will move forward to the Brevard County Commissioner's office for approval. He also stated that he will have more information at the next BOT meeting about other bills that may affect BBRD.

Incidental Trustee Remarks

Mr. Amoss thanked everyone for attending.

Adjournment

The next regular meeting will be on May 12, 2022, at 1pm in Building D/E.

Mr. Morrissey made a motion to adjourn. Second by Mr. Brinker. Mr. Amoss adjourned.

Meeting adjourned at 7:21 PM.

Hurrol Brinker, Secretary

Stephanie Brown, District Clerk

Barefoot Bay Recreation District

Treasurer's Report

May 12, 2022

Cash Balances in General Fund as of 5/4/22

Petty Cash

Total Petty Cash: \$ 2,500.00

Operating Cash in Banks

MB&T Operating Account

157,888.29

Total Operating Accounts: 157,888.29

Interest Bearing Accounts

MB&T Money Market Account

2,752,149.18

SBA Reserve Account

700,221.65

Total Interest Bearing Accounts: 3,452,370.83

Total Cash Balances in General Fund:

\$ 3,612,759.12

Total Daily Deposits and Assessments Received for 4/19/22 - 5/4/22

Daily Deposits: \$ 104,387.37

Interest Received: Money Market Account 233.73

Interest Received: SBA Account 260.69

Interest Received: Other Interest -

Golf Revenues 17,202.69

Assessments Received: -

Total Deposits Received: \$ 122,084.48

Expenditures for 4/19/22 - 5/4/22

Check Number	Vendor	Description	Check Amount
59068	Barefoot Services, Inc	Final Payment for Golf Score Board	7,370.00
59074	Florida Power & Light Co	Electricity: 3/22	9,172.84
59085	Parkit Construction, Inc.	Final Payment for Bldg A Renovations	26,001.96
59094	Special District Services, Inc	Management Fees: 4/22	14,097.72
59099	US Foods	Foodstuff and Supplies	5,126.55
59116	ProPump & Controls, Inc	Install New Steel Pump Mounts	7,948.00
	Paychex	Net Payroll - PPE 4/24/22	69,105.29
	United States Treasury	Payroll Taxes - PPE 4/24/22	19,619.60

Total Expenditures \$5,000 and above: \$ 158,441.96

Expenditures under \$5,000: \$ 56,276.42

Total Expenditures: \$ 214,718.38

Board of Trustees

Meeting Agenda Memo

Date: Thursday, May 12, 2022
Title: **FY23 Working Draft Proposed Budget Review**
Section & Item: 11.A
Department: Administration, District Clerk
Fiscal Impact: N/A
Contact: Mackenzie Leiva, Management Analyst, John W Coffey, ICMA-CM, Community Manager
Attachments: FY23 WDPB Changes, 5yrFMandCIP Summary
Reviewed by General Counsel: N/A
Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

Review FY23 Working Draft Proposed Budget and consensus to finalize numbers.

Background and Summary Information

The FY23 Working Draft Proposed Budget was submitted to the BOT on March 7, 2022, and two workshops (March 14th and March 31st) were held. No changes to the FY23 line-items were made, although some changes to the FY22 Year-end Estimates and FY23 Year-end Estimates were made as three FY22 projects were defunded and other FY22 projects had higher than previously anticipated costs. Attached is a summary of the total revenues and expenditures from FY22 Revised Budget through FY23 Year-end Estimates plus a tracker showing changes made since March 7th.

Staff recommends the BOT tentatively finalize the FY23 Proposed Budget so the next agenda item (authorization of the FY23 Proposed Budget mailout to homeowners can be considered).

If changes are made to the FY23 Budget, staff will adjust the draft mailout accordingly before sending the document to the vendor responsible for printing and mailing out the document. The BOT can still adjust the FY23 Proposed Budget up to adoption of the FY23 Approved Budget on June 28, 2022.

Changes made to FY23-27 5yrFMandCIP

Workshop Date	Dept/ Sub-Dept	FY22 YE Est. \$ Change	FY23 Budget \$ Change	FY23 YE Est. \$ Change	Description
March 14th	R&M/Capital	(75,000)	-	-	Defunded "Pool 3 asphalt parking lot & add retention pond" project
	R&M/Capital	(18,868)	-	-	Defunded "Carpeting miniature golf course" project
	R&M/Capital	(17,238)	-	-	Defunded "Electrical outlets under the oaks east of the Bldg. A lake" project
Sub-total		(111,106)	-	-	
Adjustments prior to March 31st workshop	R&M/Capital	(37,400)	-	(37,400)	Defunded "Lounge walk in cooler replacement" project and moved budget to "19th Hole kitchen renovations and walk in cooler/freezer" project
	R&M/Capital	26,100	-	26,100	Moved budget and expense of "19th Hole walk in cooler/freezer" to "19th Hole kitchen and walk in cooler/freezer" project
Sub-total	R&M/Capital	229,180	-	44,590	Changed name of "19th Hole kitchen: new hood and stove" to 19th Hole kitchen renovations and walk-in cooler/freezer" project and increased expenditures to match project cost
Sub-total		217,880	-	33,290	
March 31st		no changes made			
Adjustments prior to May 12th review	R&M/Capital	149,900	-	-	Merged "replacement of pit building at Pool #1" and "relocate heater equipment at Pool #1" projects and increased cost to match proposal.
	R&M/Capital	32,766	-	(36,276)	Increased 19th Hole Kitchen Project FY22 YE Est. to match planned expenditures and deleted FY23 YE Est. (since acquisition will be completed in FY22)
	R&M/Capital	(270,000)		270,000	Moved Pool #1 pit and heater relocation project to FY23 Year-end Estimate.
	R&M/Capital	(15,950)		15,950	Moved Awning South Side of Lounge (partial payment) to FY23 Year-end Estimate (with final payment).
Sub-total		(103,284)	-	249,674	
Total		3,490	-	282,964	

FY23 Budget Workshops FY23-27 Gen. Fund 5-Year Interactive Financial Model and Capital Improvement Plan

General Fund	FY22 Revised Budget	FY22 Year-end Estimate	FY23 Proposed Budget	FY23 Year-end Estimate
Beginning Fund Balance	2,193,809	2,193,809	1,339,111	1,339,111
Revenues/Sources				
Assessment	4,025,436	4,021,357	4,210,041	4,210,041
Recreation Fees	569,550	608,550	629,550	629,550
Guest Passes	61,955	68,550	68,550	68,550
DOR Enforcement Fees	14,000	9,590	9,590	9,590
Food & Beverage Sales	1,346,179	1,268,752	1,470,305	1,470,305
Golf-Pro Shop Fees & Income	641,768	647,254	665,316	665,316
Shopping Center Income	134,965	134,716	139,365	139,365
Vehicle Storage Income	179,819	184,914	206,990	206,990
Misc. Revenue	79,769	69,209	29,009	29,009
Bond/Loan Proceeds	-	-	-	-
Grant Revenue	50,000	-	-	50,000
Revenues/Sources	7,103,441	7,012,892	7,428,716	7,478,716
(Dollar change from previous year)	(524,187)	1,006,626	325,275	465,824
(Percent change from previous year)	-6.87%	16.76%	4.58%	6.64%
Total Resources	9,297,250	9,206,701	8,767,827	8,817,827
Expenditures/Uses				
Personnel	3,008,237	3,028,492	3,416,639	3,389,051
Operating	3,179,878	3,214,917	3,324,914	3,292,519
New Non-Capital Proposals	-	-	-	-
R&M/Capital	1,856,607	1,624,181	171,550	665,646
Reserves	-	-	400,410	200,000
Contingency	115,630	-	115,203	115,203
(Year-end Rev. over Exp.)	N/A	N/A	N/A	N/A
Total Expenditures/Uses	8,160,352	7,867,590	7,428,716	7,662,419
(Dollar change from previous year)	(422,694)	1,680,552	(731,636)	(205,172)
(Percent change from previous year)	-4.92%	27.16%	-8.97%	-2.61%
Rev./Sources minus Exp./Uses	(1,056,911)	(854,698)	-	(183,703)
Ending Fund Balance				
Undesignated Fund Balance	1,136,898	745,015	1,339,111	1,055,408
Committed Fund Balance				
Non-spendable for inventory & prepaids	-	100,000	-	100,000
Committed for CIP	-	494,096	-	-
Total Ending Fund Balance	1,136,898	1,339,111	1,339,111	1,155,408
Fund Balance (excluding committed for capital, prepaids, projects & transfers) percentage of subsequent year's budget (Personnel & Operating).				
FY27 is based on FY27 Budget numbers.	16.86%	11.05%	18.90%	14.90%

Board of Trustees

Meeting Agenda Memo

Date: Thursday, May 12, 2022
Title: **FY23 Proposed Budget Mailout**
Section & Item: 11.B
Department: Administration, District Clerk
Fiscal Impact: \$7,428,716 (Balanced Budget)
Contact: Mackenzie Leiva, Management Analyst, John W Coffey, ICMA-CM, Community Manager
Attachments: FY23 Proposed mailout, Policy Manual excerpt
Reviewed by General Counsel: N/A
Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

Approve FY23 Proposed Budget Mailout and announce date/time of Public Hearing for adoption of FY23 Assessment Rate and the adoption of the FY23 Budget.

Background and Summary Information

BBRD Policy Manual requires the BOT to adopt a proposed draft budget for mail out to property owners at a regular meeting in May.

The FY23 Proposed Budget was developed based upon:

- BOT held a townhall meeting in January 2022 to solicit input from the public
- BOT review and modification of the FY23 Working Draft Proposed Budget during two workshops and one BOT Regular Meetings

The FY23 Proposed General Fund Budget is presented with Total Revenues/Sources of \$7,478,746 and Total Expenditures/Uses of \$7,428,716. Unless the BOT reaches a consensus on additional expenditures/uses, the surplus will be added as “reserves” to provide for a mailout budget of \$7,478,746.

The following revenue augmentations are included:

- \$188,684 from a total \$3.23 increase in the monthly assessment rate to \$72.07 (comprised of 4.698% increase to offset the impact of inflationary pressures on operating costs)
- \$21,000 from a \$50 increase in the one-time social membership fee from \$1,300 to \$1,350
- \$22,020 from a \$5 a month increase in RV Storage rental fee from \$41 to \$46 a month
- An average of 6.00% increase in Food & Beverage prices

The FY22 Proposed General Fund Budget contains the following Decision Points and R&M/Capital projects:

- \$43,149 State mandated minimum wage increase (year 2 of 6)
- \$100,000 Employee Pay and Classification Plan compression
- \$15,000 Annual trimming of palm trees on the Golf Course
- \$15,000 2.69 FTE Pool Hosts (part-time)
- \$171,550 R&M/Capital Projects

11 R&M/Capital projects costing \$171,550

- \$40,100 Replacement backhoe (used)
- \$30,000 Shopping Center (937) exterior windows replacement
- \$25,000 Portable 20kw emergency backup generator
- \$16,600 Golf Course maintenance facility (green building) repairs
- \$13,400 Upgrade golf cart parking area (Lounge) to crushed concrete
- \$10,120 Pool #2 tech closet electrical panel replacement
- \$10,000 Replacement Property Services utility cart (2016)
- \$10,000 Replacement courtesy golf cart (2016)
- \$7,000 Softball Field shed replacement
- \$6,800 Pro Shop cart barn electrical panel replacement
- \$2,530 19th Hole ceiling air handling unit replacement

Additionally, the FY23 Proposed Budget contains Contingency budgets of \$100,000:

- \$100,000 R&M/Capital (for unforeseen projects or higher than anticipated costs)

The FY23 Proposed General Fund Budget contains 77.99 FTEs of which 35 are full-time plus 1.0 FTE via the contract with Special District Services, Inc.

Hence, staff recommends the BOT approve the Proposed Budget Mailout as attached (or modify as needed and then approve it) and announce 1pm in Building D/E on June 28, 2022 as date and time of the public hearing for the adoption of the annual assessment in addition to the adoption of the FY23 Budget.



Barefoot Bay Recreation District
Proposed Budget - General Fund
Fiscal Year 23 (10/01/2022 – 9/30/2023)

The FY23 General Fund Proposed Budget is based on an assessment rate of \$864.88 (\$72.07/month) per year per lot.

	FY21 Actual	FY22 Original Budget	FY22 Year-end Estimate	FY23 Base Budget	FY23 Decision Points	FY23 Proposed Budget
Revenues/Sources						
Administration	4,071,061	4,047,360	4,036,581	4,038,731	188,684	4,227,415
Resident Relations	73,063	88,500	86,825	89,775	-	89,775
Food & Beverage	510,623	1,346,179	1,268,752	1,470,305	-	1,470,305
Golf-Pro Shop	602,035	691,768	647,254	665,316	-	665,316
Property Services	440,398	569,550	608,550	608,550	21,000	629,550
Vehicle Storage	170,354	179,819	184,914	184,970	22,020	206,990
Shopping Center	122,827	134,965	134,716	139,365	-	139,365
Stormwater	-	-	-	-	-	-
R&M/Capital Projects	15,906	-	45,300	-	-	-
Total Revenues/Sources	6,006,266	7,058,141	7,012,892	7,197,012	231,704	7,428,716
Expenditures/Uses						
Administration	1,227,536	1,413,630	1,326,549	1,428,416	100,000	1,528,416
Resident Relations	496,296	563,306	573,430	600,214	-	600,214
Food & Beverage	518,575	1,385,630	1,311,275	1,495,234	23,014	1,518,248
Golf-Pro Shop	892,849	976,514	1,047,485	994,589	17,911	1,012,500
Property Services	1,669,965	1,768,308	1,867,098	1,928,654	83,293	2,011,947
Vehicle Storage	16,199	16,497	33,685	17,761	-	17,761
Shopping Center	56,916	38,368	44,501	45,045	-	45,045
Stormwater	42,371	21,520	39,386	22,625	-	22,625
R&M/Capital Projects	1,266,330	874,368	1,624,181	500,410	171,550	671,960
Total Expenditures/Uses	6,187,039	7,058,141	7,867,590	7,032,948	395,768	7,428,716

FY23 contains the following revenue enhancements:

- \$188,684 from a total \$3.23 increase in the monthly assessment rate to \$72.07 (comprised of 4.698% increase to offset the impact of inflationary pressures on operating costs)
- \$21,000 from a \$50.00 increase in the one-time social membership fee from \$1,300.00 to \$1,350.00
- \$22,020 from a \$5.00 increase in RV Storage monthly rental fee
- An average 6.00% increase in Food & Beverage prices

The public hearing to set the Assessment and Adopt the Budget will be held on June 28, 2022, Building D/E at 1:00pm



General Fund Revenues/Sources

District Assessment Fee	4,210,041
Recreation Fees	597,000
Badge & Add. Social Membership	32,550
Guest Passes	68,550
Golf Memberships	262,834
Fleet Golf Cart Rentals	84,127
Private Golf Cart Fees	97,013
Handicap Fees	8,350
Practice Range	1,659
Greens Fees	136,421
Golf Rental Equipment	2,379
Merchandise Sales	74,724
Coupons	(18,996)
Staff Discount	(1,581)
Beverage Sales	902,230
Food Sales	527,447
Building Rentals	4,785
DOR Enforcement Fees	9,590
Interest Income	8,887
Vending Machine Income	1,552
NSF Fees	40
Vendor Discount	212
Sales Tax Discounts	360
Delinquent Fee Collections	1,396
Lien Fee Reimbursement	675
Legal Fee Recovery	2,450
Ins. Proceeds (reimbursements)	3,000
Proceeds from Sale of Fixed Assets	250
(Golf) Youth Group Income	3,500
Misc. Income General	61,062
Vehicle Storage Income	205,296
Kayak Storage Income	1,548
Leasing Income	106,532
Common Area Maint. Income	18,951
Real Estate Taxes Income	13,882

Total G. F. Revenues: 7,428,716

General Fund Expenditures/Uses

F/T Salaries	1,502,329
P/T Wages	1,029,303
Overtime	17,905
Special Pay	14,912
Payroll Taxes	196,120
401 A Benefit	25,610
Medical/Dental/Life Insurance	436,064
Payroll Fees	22,650
Professional Fees	58,757
Legal Fees	100,000
Management Fees	177,408
Management Fees/Tax Roll	5,000
Accounting & Auditing Fees	34,500
Software/ IT Support	116,902
Operating Supplies	62,831
Cleaning Supplies	34,873
Chlorine	34,323
Chemicals	3,048
Beverage Supplies	6,346
Paper Supplies	22,608
Small Tools & Hardware	10,242
Fuel	34,229
Collection Fees	84,201
Collection Discounts	136,826
Property Taxes	34,159
ICMA Retirement	1,000
Employee Incentive	200,666
Employee Recruitment & Testing	6,356
Lien & Recording Fees	1,248
Travel & Training	28,809
Telephone, Internet, Cable	32,657
Postage	6,055
Utilities/Electrical	102,684
Utilities/Propane	47,587
Utilities/Water	58,771
Utilities/Solid Waste-Garbage	37,699
Utilities/Portable Toilets	4,201
CVO Utilities	3,792
Equipment Leasing	73,425
Uniform Leasing	9,036

Insurance	130,032	R&M/Capital Project Summary:	
Resident Activities	21,464	Replacement Backhoe (used)	40,100
Workers Comp. Insurance	24,270	Shopping Ctr. (937) Exterior Windows	
Access System Service Fee	5,974	Replacement	30,000
Licenses, permits & lien fees	7,232	Portable 20kw Emergency Backup	
Printing	3,798	Generator	25,000
Advertising	14,709	Golf Course Maintance Facility (Green	
Employee Clothing Allowance	7,497	Building) Repairs	16,600
Bank Charges	33,500	Upgrade Golf Cart Parking Area	
Dues & Subscriptions	27,998	(Lounge) to Crushed Concrete	13,400
DOR Enforcement Expenses	1,657	Pool #2 Tech Closet Electrical Panel	
Election Expenses	4,548	Replacement	10,120
Golf Course Maintenance	484,586	Replacment P.S. Utility Cart (2016)	10,000
R & M Misc	33,310	Replacement Courtesy Golf Cart (2016)	10,000
R & M Buildings	87,234	Pro Shop Cart Barn Electrical Panel	
R & M Grounds	150,130	Replacement	6,800
R & M Equipment	77,328	19th Hole Ceiling Air Handling Unit	
R & M Pools	19,320	Replacement	2,530
Vehicle Maintenance	3,770	Softball Field Shed Replacement	7,000
Contingency	115,203	Total R&M/Capital Projects:	171,550
Reserves	400,410		
Music & Entertainment	142,314		
Food Costs of Sales	232,076	FY22 Personnel Summary (FTEs):	
Beverage Costs of Sales	315,781	Full-time	35.00
Soft Drinks & CO2	41,590	Part-time	42.99
Merchandise Cost of Sales	53,596	Total Positions:	77.99
Miscellaneous Expenditures	832		
Debt Service Principal	1,876		
Capital projects	171,550		
Total G. F. Expenditures:	7,428,716		

Non-Capital Decision Point Summary:

State mandated minimum wage increase (year 2 of 6)	43,149
Employee Pay and Classification Plan Compression Increases	100,000
Annual trimming of palm trees on the Golf Course	15,000
2.69 FTE Pool Hosts (part-time)	66,069
Total Non-Capital Decision Points:	224,218

For a complete department by department line-item budget, please go to
https://www.bbrd.org/sites/g/files/vyhlif2761/f/uploads/5_budget_detail.pdf or stop by
the Administration Building for a paper copy.

Please direct any questions to:
John W. Coffey, ICMA-CM, BBRD Community Manager
772.664.3141
jcoffey@bbird.org

or
Charles Henley, Finance Manager
772.664.3141
charleshenley@bbird.org

Barefoot Bay Recreation District
625 Barefoot Blvd.
Barefoot Bay, FL 32976

Fiscal Year and Budget Process

"The fiscal year of the district shall commence on October 1 of each year and end on September 30 of the following year. The trustees shall, on or before April 1 of each year, prepare an annual financial statement of income and disbursements during the prior fiscal year. On or before July 1 of each year, the trustees shall prepare and adopt an itemized budget showing the amount of money necessary for the operation of the district for the next fiscal year and the special assessment to be assessed and collected upon improved residential parcels of the district for the next ensuing year. Each year such a financial statement shall be published once during the month of April in a newspaper of general circulation within the county. A copy of the statement and a copy of the budget shall also be furnished to each owner of an improved residential parcel within 30 days after its preparation, and a copy of each shall be made available for public inspection at the principal office of the district at reasonable hours."

In order to meet the time frame mandated by the Charter, and the Florida Statutes, the Community Manager will begin to hold pre-budget meetings with each department of the district in order to have a draft of the proposed budget available for trustee perusal and public meetings. The Community Manager shall have a working draft available by April 1 of each year.

April 1	Prior fiscal year Financial Statement and working draft of next fiscal year's Budget to be presented to Trustees.
First Week of April	First working draft presented to the Trustees
Third Week of April	Workshop for the Trustees to give their recommendations to the Community Manager.
Fourth Week of April	Publish prior fiscal year Financial Statement in generally circulated newspaper within Brevard County.
Third week of May	Workshop to present proposed draft for mail out to community and hear comments from both Trustees and citizens.
Regular May Meeting	Adopt proposed draft for mail out to property owner of record and set Public Hearing date (must be 21 days after notice is published).
On or before Monday after May meeting	Publish notice of Public Hearing in newspaper of general circulation (must be 21 days prior to hearing). Mail proposed budget, proposed assessment rate, and prior year financial statements to all property owners of record.
June 20th to June 30th	Time frame for Public Hearing, for community input, on proposed budget, proposed assessment that was received in mail. Board will have to consider two resolutions. One to set the special assessment rate, and one to adopt the formal budget.
September 15	Deadline to certify the Non-Ad valorem Assessment Roll to Brevard County Tax Collector
September 30	Current fiscal year ends
October 1	New fiscal year starts

2.9 ESTABLISHING A NEW FUND

It is the policy of the Recreation District to establish a new fund based on the criteria identified by the State of Florida in the Uniform Accounting System Manual. The manual recommends that only

Board of Trustees

Meeting Agenda Memo

Date: Thursday, May 12, 2022
Title: **DOR Amendment Ballot Mailout Authorization**
Section & Item: 11.C
Department: Administration, District Clerk
Fiscal Impact: TBD
Contact: Stephanie Brown, District Clerk, John Cary, General Counsel
Attachments: Sample DOR ballot v3, Resolution 2022-09
Reviewed by General Counsel: Yes
Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

BOT approval of DOR mailout referendum.

Background and Summary Information

November 21, 2021

The BOT established a DOR Review Ad Hoc Committee and adopted the Ad Hoc Committee Rules.

April 23, 2022

The BOT held a workshop to review the AD Hoc DOR Committee amendments. A consensus was reached on the proposed DOR amendment ballot questions with the following changes: BOT decided to strike ballot questions 7 and 16, and keep ballot question 10 as written, without the addition of driveway language. BOT also decided to strike the expired license language from ballot question 11 and replace it with non-registered vehicles language. All other ballot amendment questions will remain as written.

Staff recommends the BOT approve resolution 2022-09 as attached and authorize staff to commence with the DOR mailout referendum on June 8, 2022, ballots to be received no later than August 8, 2022 (60 days) with direction to staff on return envelope postage. Staff will count the ballots in a public setting (date/time/location TBD).

AMENDED AND RESTATED DEED OF RESTRICTIONS (DOR)
AMENDMENT BALLOT

Underlined words reflect new words that would be added to the DOR if approved by the referendum.

~~Words with a strike through~~ reflect words that would be removed if approved by the referendum.

BALLOT QUESTION NO. 1:

ARTICLE I, SECTION 1 – Definitions.

AND

ARTICLE II, SECTION 2 - ARCC Guidelines.

EFFECT OF A YES VOTE:

This amendment removes references to ARCC “regulations” and changes to “guidelines” to make it consistent with other sections of the DOR. Article I, Section 1 of the DOR will be amended to read as follows:

“Architectural Review and Control Committee” (ARCC) shall mean and refer to the Committee established to promulgate guidelines ~~regulations~~ and enforce Article II of the Amended and Restated Deed of Restrictions of the Barefoot Bay Recreation District as established in Article II.

AND

Article II, Section 2 of the DOR will be amended to read as follows:

The ARCC shall have the authority to promulgate guidelines ~~regulations~~ relating to all construction and landscaping for lots within Barefoot Bay. Such guidelines ~~regulations~~ may, without formal amendment of this Deed of Restrictions, be created, amended, modified, altered, or changed by a majority vote of the ARCC, provided, however, that notice of any such amendment, modification, alteration, or change to the guidelines ~~regulations~~ shall be given in writing to the Recreation District as soon as practicable after adoption thereof by the ARCC. A copy of Guidelines for Use by the Architectural Review and Control Committee (ARCC Guidelines), any such amendment, modification, alteration, or change to such a guideline ~~regulation~~ shall be maintained online at the official Recreation District website as well as in the offices of the Recreation District and shall be made available on request to any interested party upon payment of a reasonable copying fee.

BALLOT QUESTION NO. 2:

ARTICLE I, SECTION 2 - Definitions.

ARTICLE II, SECTION 1 – Architectural Review & Control Committee.

AND

ARTICLE V, SECTION 4 - Amendments

EFFECT OF A YES VOTE

This amendment removes references to the Barefoot Bay Homeowners Association, which is not a legally-recognized organization. Article I, Section 2 of the DOR will be amended to read as follows, and subsequent sections will be renumbered:

~~Section 2. "Association" shall mean and refer to Barefoot Bay Homeowners Association, a Florida Corporation and its successors and assigns.~~

AND

Article II, Section 1 of the DOR will be amended to read as follows:

Section 1. Architectural Review & Control Committee.

An Architectural Review & Control Committee (ARCC) shall be established to enforce the provisions of this article. The ARCC shall consist of five (5) members, who shall be appointed as follows:

(A) The Board of Trustees of the Recreation District shall appoint a Member of the Board of Trustees to serve as Liaison to the ARCC.

(B) Five voting members of the ARCC shall be appointed ~~as follows: two (2) by the Board of Trustees and three (3) by the Association~~, all of whom shall be Lot owners.

(C) Two (2) alternates shall be appointed by the Board of Trustees, each to a three (3) year term ~~as follows: One (1) by the Board of Trustees and one (1) by the Association~~, who shall both be Lot owners. Alternates shall only be permitted to vote when needed to establish a quorum as provided in the ARCC rules and procedures. If needed, the Chairman of the ARCC shall designate which alternate shall vote on any item.

(D) The Community Manager shall assign a Recreation District employee to serve as support staff responsible for the recording of notes and drafting of minutes. The Resident Relations Department shall retain original copies of all minutes and handouts from the meetings and shall publish an agenda seven (7) days prior to each meeting.

(E) ARCC members will be appointed by the Board of Trustees ~~as follows: one (1) member appointed by the Association for a one (1) year term; one (1) member appointed by the Board of Trustees and one (1) member appointed by the Association, each for a two (2) term; and one (1) member appointed by the Board of Trustees and one (1) member appointed by the Association, each for a three (3) term~~. At the expiration of the initial terms, new members will be appointed for terms of three (3) years each. If a member resigns or otherwise vacates his/her seat before the expiration of his/her term, a new member will be appointed to fill the open seat and serve the balance of the unexpired term.

AND

Article V, Section 4 of the DOR will be amended to read as follows:

Amendments to this instrument may be initiated by a Lot Owner, or the Recreation District, ~~or the Association~~. Any amendment shall become effective only upon approval by a majority of votes cast on any individual proposed amendment, provided however that the amendment affecting any of the rights or responsibilities of ~~either the Association or the Recreation District shall have the concurring vote of the Executive Board of the Association, and/or the concurring vote of the Board of Trustees of the Recreation District, as applicable~~. In voting with respect to any proposed amendment of this instrument, the Owners of each Lot shall be entitled to one vote, and multiple Owners of any given Lot shall designate which of the Owners shall be entitled to vote on any such proposal.

BALLOT QUESTION NO. 3:

ARTICLE II, SECTION 3 – Architectural Design and Installation Requirements.

EFFECT OF A YES VOTE

This amendment specifies that a garage must be a minimum size of 11' x 18' and must have siding conforming to the style and materials of the home, and must have two unobstructed sides. Article II, Section 3 (A) 2. of the DOR will be amended to read as follows:

(A) 2. A garage with the minimum size of 11' x 18' with siding conforming to the style and materials of the home or a carport roof, including posts and fascia, fabricated of aluminum or other approved materials having two unobstructed sides.

BALLOT QUESTION NO. 4

ARTICLE II, SECTION 3 – Architectural Design and Installation Requirements.

EFFECT OF A YES VOTE

This amendment specifies that a home may have a utility room in lieu of a garage. Article II, Section 3 (A) 3. of the DOR will be amended to read as follows:

(A) 3. A In lieu of a garage, a utility room, fabricated of aluminum or other approved materials. A utility room is a building designed to house common household tools and equipment, and for general storage. The base of the building is a concrete slab. It may be used for housing a washer, dryer, and automatic hot water heater. A utility building must be structurally attached by full roof to the modular coach (mobile home) or carport at eave level. A utility room shall conform to all specific dimensions as approved and recorded by the ARCC.

BALLOT QUESTION NO. 5

ARTICLE II, SECTION 3 – Architectural Design and Installation Requirements.

EFFECT OF A YES VOTE

This amendment specifies standards for lamp post light as a minimum of 460 lumens and white, clear, or yellow, and not obstructed by landscaping. Article II, Section 3 (A) 15. of the DOR will be amended to read as follows:

(A) 15. A ~~Lamp Post~~ lamp post approved by the ARCC shall be installed in front of all Residences and maintained in operational condition at all times. Said ~~Lamp~~ lamp post shall be illuminated from dusk to dawn and must be a minimum of 460 lumens (40 watt), be white, clear, or yellow and not be obstructed by landscaping, in accordance with the ARCC Guidelines.

BALLOT QUESTION NO. 6

ARTICLE II, SECTION 3 – Architectural Design and Installation Requirements.

EFFECT OF A YES VOTE

This amendment requires solar installations to follow setback requirements and meet state statutes and DOR requirements. Adopting Article II, Section 3 (G) of the DOR to read as follows:

(G) 15. Any solar installation must be within the setback requirements and meet the requirements of section 163.04, Florida Statutes, and must be in conformity and harmony with the state statutes and the DOR.

BALLOT QUESTION NO. 7

ARTICLE II, SECTION 6 – Antennas and Satellite Dishes.

EFFECT OF A YES VOTE

This amendment removes unenforceable standards with respect to damage caused by antennae and clarifies that it applies to reception and transmitting antennae. Article II, Section 6 (F) of the DOR will be amended to read as follows:

(F) Each Owner of a reception/transmitting antenna shall be responsible for all costs associated with the antenna, including, but not limited to installation, maintenance, and removal.

- ~~1. The cost to repair, replace, maintain, move, and remove the antenna.~~
- ~~2. The damages to common property, other Lots, and any other property damage by the installation, maintenance, or use of the antenna.~~
- ~~3. The costs of injury to any persons who may be injured as a result of the installation or use of the antenna.~~

BALLOT QUESTION NO. 8

ARTICLE III, SECTION 1 – Residential Use.

EFFECT OF A YES VOTE

This amendment ensures that the DOR complies with a new state home-based business statute. Article III, Section 1 of the DOR will be amended to read as follows:

No structure other than a single story, single-family residential dwelling shall be erected, altered, placed, or permitted to remain on any lot. Each lot is hereby restricted to residential use by the Owner or Owners thereof and their immediate families, guests, lessees, and invitees. No commercial or business activity shall be permitted upon any lot unless the occupant thereof holds a home occupation license issued by Brevard County for such activity provided, however, that all lot owners shall comply with the requirements of Section 8 of the this article. The owner of a commercial business operating out of the residence must reside in that residence.

BALLOT QUESTION NO. 9

ARTICLE III, SECTION 2 – Condition of Property.

EFFECT OF A YES VOTE

This amendment provides that ancillary structures, in addition to the primary home, must be maintained free of mildew, mold, and dirt. Article III, Section 2 (B) of the DOR will be amended to read as follows:

(B) The exterior of a home or other ancillary structures on any lot shall be maintained free of mildew, mold, and dirt which is visible when the house is viewed from the street or from an adjacent lot.

BALLOT QUESTION NO. 10

ARTICLE III, SECTION 3 – Parking of Vehicles.

EFFECT OF A YES VOTE

This amendment clarifies that vehicles with an expired license or lack of registration may not be parked on any lot, driveway, carport, or common area except as specifically provided in the section. Article III, Section 3 (A) of the DOR will be amended to read as follows:

(A) No commercial vehicle, abandoned, non-registered, and/or inoperable vehicle, recreational vehicle, jet ski, boat, boat trailer, utility trailer, camper, motor home, camping trailer, truck camper, pick-up truck with camper top, or any vehicle in excess of 25 feet in overall length as measured from the foremost projection thereof to the rearmost projection thereof, shall be parked on any lot, driveway, carport, or

common area within the Barefoot Bay, except for (1) commercial vehicles parked temporarily at a lot for the purpose of providing repair or other services to the occupant thereof, and (2) those vehicles described in subsection C of this section.

BALLOT QUESTION NO. 11

ARTICLE III, SECTION 5 – Nuisance.

EFFECT OF A YES VOTE

This amendment clarifies that occupants of a lot, not the owners, are responsible for preventing nuisances on the lot. Article III, Section 5 of the DOR will be amended to read as follows:

No nuisance shall be allowed upon any Lot, nor shall the occupant of any Lot be permitted to conduct or engage in any activity which interferes with the peaceful possession and proper use of neighboring property by the ~~Owners~~ occupants thereof. No person shall make unlawful use of any Lot within Barefoot Bay, and the occupants of all Lots shall comply with all valid laws, zoning ordinances, and regulations of Brevard County and the State of Florida.

BALLOT QUESTION NO. 12

ARTICLE III, SECTION 6 – Signs.

EFFECT OF A YES VOTE

This amendment changes the title of the section from “Signs” to “Signs, Flags, and Banners” to more accurately reflect the subject matter of the section. The title of Article III, Section 6 of the DOR will be amended to read as follows:

Section 6. Signs, Flags, and Banners.

BALLOT QUESTION NO. 13

ARTICLE III, SECTION 6 – Signs.

EFFECT OF A YES VOTE

This amendment allows the BBRD administration to approve other materials for signs rather than limiting materials to just wood, plastic, and metal, and requires that signs must comply with state law and county ordinances. Article III, Section 6 (A) of the DOR will be amended to read as follows:

(A) Not more than one sign having a maximum area of 6 square feet may be used to advertise a Lot “for sale” or “for rent,” to advertise a contractor working on the property, or to express political views or support. Any such sign shall be made of wood, plastic, ~~or metal,~~ or other approved material and shall be maintained in good repair, free of faded or peeling paint or other material. Such signs shall be removed within two (2) weeks after the event and must comply with Florida Statutes and County Ordinances.

BALLOT QUESTION NO. 14

ARTICLE III, SECTION 6 – Signs.

EFFECT OF A YES VOTE

This amendment ensures that the BBRD may not enforce the sign code in a way that violates federal law, state law, or county ordinances. Article III, Section 6 (D) of the DOR will be amended to read as follows:

(D) Except as provided in subsections (A), (B), and (C) of this section, no sign of any kind shall be displayed on any residential Lot in Barefoot Bay except as permitted by federal law, state law, or county ordinances.

BALLOT QUESTION NO. 15

ARTICLE III, SECTION 14 – Enforcement of Deed of Restrictions.

EFFECT OF A YES VOTE

This amendment allows BBRD staff to notify DOR violators of violations by delivering the notice of violation in person as long as the staff also posts the notice of violation on the lot. Article III, Section 14 (B) of the DOR will be amended to read as follows:

(B) **Notice of Violation.** Statement of Violation and Notice of Hearing. In the event that the Recreation District determines that there is a violation of the provisions of this Instrument on any Lot in Barefoot Bay, the Recreation District shall give a Statement of Violation and a Notice of Hearing to the Owner or Occupant of such Lot specifying the nature of such violation and giving the Lot Owner or Occupant a reasonable time, as determined by Recreation District management and pursuant to current written Recreation District policy, to cure or correct such violation. Such Statement of Violation and Notice of Hearing shall be deemed to be sufficient if it is (1) delivered personally to the occupant of the Lot or the record Owner of the Lot as shown on the Brevard County Tax Rolls, in addition to posting on the Lot of the address where the violation exists (2) mailed by certified U.S. Mail, return receipt requested, to the Occupant of the Lot at the address on which the violation exists, or (3) mailed by certified U.S. Mail, return receipt requested, to the address of the Owner as shown on the Brevard County Tax Rolls.

BALLOT QUESTION NO. 16

ARTICLE IV, SECTION 3 – Social Membership Fee.

EFFECT OF A YES VOTE

This amendment removes redundant and no longer applicable language relating to the social membership fee. This amendment does not alter the powers of the Board of Trustees in any way. Article IV, Section 3 of the DOR will be amended to read as follows:

Each Lot Owner shall, upon the genuine sale of the property to a new owner, pay to the Recreation District a social membership fee. The membership fee ~~at the time of recording of this Amended and Restated Deed of Restrictions is \$750.00 plus sales tax per Lot, but such fee may be increased from time to time as may be determined by the Board of Trustees of the Recreation District as stated in the Barefoot Bay Recreation District Policy manual. (. . .)~~

BALLOT TO BE RETURNED



Barefoot Bay Recreation District
DOR Amendment Ballot

Please check either yes or no beside the number of each question number that corresponds to the enclosed information packet. Completed ballots should be returned via the enclosed envelope (by U.S. Mail or dropped of at the Administration Building no later than close of business (date to be added)).

Ballot Questions	Yes	No
1	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>
3	<input type="checkbox"/>	<input type="checkbox"/>
4	<input type="checkbox"/>	<input type="checkbox"/>
5	<input type="checkbox"/>	<input type="checkbox"/>
6	<input type="checkbox"/>	<input type="checkbox"/>
7	<input type="checkbox"/>	<input type="checkbox"/>
8	<input type="checkbox"/>	<input type="checkbox"/>
9	<input type="checkbox"/>	<input type="checkbox"/>
10	<input type="checkbox"/>	<input type="checkbox"/>
11	<input type="checkbox"/>	<input type="checkbox"/>
12	<input type="checkbox"/>	<input type="checkbox"/>
13	<input type="checkbox"/>	<input type="checkbox"/>
14	<input type="checkbox"/>	<input type="checkbox"/>
15	<input type="checkbox"/>	<input type="checkbox"/>
16	<input type="checkbox"/>	<input type="checkbox"/>

DRAFT

RESOLUTION 2022-09

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT APPROVING AMENDMENTS TO THE BAREFOOT BAY RECREATION DISTRICT DEED OF RESTRICTIONS; AUTHORIZING STAFF TO CREATE A DISTRIBUTION LIST, MAIL THE BALLOTS, AND COUNT THE VOTES; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Barefoot Bay Recreation District (BBRD) Deed of Restrictions (DOR) may be amended from time to time through a vote of BBRD property owners under the terms of Article V, Section 4 of the DOR; and

WHEREAS, The Board of Trustees of the District created an ad hoc committee to review the DOR and make recommendations; and

WHEREAS, the Trustees reviewed the proposed amendments at a workshop on April 21, 2022; and

WHEREAS, the Board of Trustees has the sole authority to approve the proposed amendment to be submitted for a vote by the owners; and

WHEREAS, The Board of Trustees of the District has found and determined that the proposed amendments are in the best interest of the owners and residents of the District.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT, BREVARD COUNTY, FLORIDA, that:

Section 1. The DOR amendments which appears as Exhibit “A” of this Resolution are hereby approved by the BBRD Board of Trustees for consideration by the owners of real property within the District.

Section 2. District staff is hereby authorized to take necessary actions to search property records to determine a distribution list, mail the ballots to property owners, and count votes at some future date to be determined, as well as any other action necessary to effectuate this Resolution. .

Section 3. This Resolution shall become effective immediately upon its adoption.

The foregoing resolution was moved for adoption by Trustee _____. The motion was seconded by Trustee _____ and, upon being put to a vote, that vote was as follows:

Chairman, Michael R. Maino
Trustee, Jim Nugent
Trustee, Michael Morrissey
Trustee, Hurrol Brinker
Trustee, Bruce Amoss

The Chairman thereupon declared this resolution Done, Ordered, and Adopted this 12th Day of May, 2022.

BAREFOOT BAY RECREATION DISTRICT

By: _____
MICHAEL R. MAINO
CHAIRMAN

HURROL BRINKER
SECRETARY

Board of Trustees

Meeting Agenda Memo

Date: Thursday, May 12, 2022

Title: **Authorization for Charter Amendment Referendum: Increase the Limit on New Acquisitions from \$25,000 to \$50,000**

Section & Item: 11.D

Department: Administration, District Clerk

Fiscal Impact: TBD

Contact: John Cary, General Counsel, John W Coffey, ICMA-CM, Community Manager, Stephanie Brown, District Clerk

Attachments: Resolution 2022-10 Increasing Charter Cap

Reviewed by

General Counsel: Yes

Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

Authorization for Charter Amendment Referendum: Increase the cap on new acquisitions from \$25,000 to \$50,000.

Background and Summary Information

In 2007, the Florida Legislature passed HB 1157 (2007-293, Laws of Florida) authorizing an increase in the BBRD Charter expenditure limitation as provided in Article IV, Section 13 of the BBRD Charter from \$25,000 up to \$125,000. Referenda initiatives were placed on the ballots in 2007 (\$125,000), 2011 (\$75,000), and 2014 (\$75,000), and each prior initiative failed to gain the required approval by the registered electors of the District.

On June 23, 2020, the BOT discussed the application of the BBRD Charter expenditure limitation, particularly as it applies to limitations on the Board's ability to acquire distressed properties as part of the Neighborhood Revitalization Program (NRP) for the benefit of BBRD. After determining that a modest increase in the expenditure limitation up to \$50,000 (well below the maximum amount authorized by the Legislature) would be of great benefit in improving the BOT's ability to purchase NRP properties, the BOT approved a resolution calling for a referendum election to be held in conjunction with the General Election on November 3, 2020. Due to a conflicting issue, the BOT rescinded the resolution, and the referendum election did not occur.

At the October 28, 2021, BOT Townhall meeting, the BOT discussed putting the issue on the November General Election once again.

The accompanying resolution will authorize staff to work with the Supervisor of Elections Office to get the Charter Amendment on the November 8, 2022, General Election ballot.

Staff recommends the BOT approve Resolution 2022-10 authorizing the staff to begin the work to place the charter amendment referendum increasing the Charter limitation on new acquisitions from \$25,000 to \$50,000 on the November 8, 2022 ballot.

RESOLUTION 2022-10

A RESOLUTION OF BAREFOOT BAY RECREATION DISTRICT, FLORIDA CALLING A REFERENDUM ELECTION ON NOVEMBER 8, 2022 ON THE QUESTION OF WHETHER THE CHARTER OF THE BAREFOOT BAY RECREATION DISTRICT SHOULD BE AMENDED TO AUTHORIZE THE BAREFOOT BAY RECREATION DISTRICT BOARD OF TRUSTEES TO ENTER INTO CONTRACTS INVOLVING THE PURCHASE, LEASE, CONVEYANCE OR OTHER MANNER OF ACQUISITION OF COMMON REAL OR TANGIBLE PERSONAL PROPERTY WHERE THE COST, PRICE, OR CONSIDERATION FOR SUCH ACQUISITION DOES NOT EXCEED \$50,000 WITHOUT A TWO-THIRDS VOTE OF THE BOARD OF TRUSTEES AND REFERENDUM APPROVED BY THE ELECTORS OF THE DISTRICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BAREFOOT BAY RECREATION DISTRICT, BREVARD COUNTY, FLORIDA:

SECTION 1. AUTHORITY FOR RESOLUTION. This resolution is adopted pursuant to the authority of the **BOARD OF TRUSTEES OF BAREFOOT BAY RECREATION DISTRICT** pursuant to Section 418.30, Florida Statutes, Section 101.161, Florida Statutes, and Section 100.342, Florida Statutes regarding amendment of the charter of a Mobile Home Recreation District, and any other applicable provisions of law.

SECTION 2. FINDINGS. It is hereby found and determined as follows:

A. A Charter has been adopted for the Barefoot Bay Recreation District entitled "Charter of the Barefoot Bay Recreation District" (Brevard County Ordinance 84-05, which has been subsequently been amended by Ordinance 96-53, Ordinance 08-03, Ordinance 12-01, and Ordinance 18-22 adopted by the Board of County Commissioners of Brevard County).

B. The Barefoot Bay Recreation District Board of Trustees, has proposed certain amendments to the "Charter of the Barefoot Bay Recreation District;"

C. Section 418.30, Florida Statutes requires proposed amendments to a recreation district charter to be approved by a vote of the electors of the District and subsequently incorporated into an ordinance of the county or municipality which established said District;

D. The general election to be held on November 8, 2022, is an appropriate and desirable date for the conduct of a concurrent referendum election;

E. All things required to be done prior to the calling of a referendum election on the question of amending the Charter of the Barefoot Bay Recreation District have been done and it is now desirable to call the necessary referendum election.

F. In addition to the above, Chapter 2007-293 (House Bill No. 1157) authorizes the Board of Trustees of Barefoot Bay Recreation District to call for a referendum election for the purpose of proposing an amendment to Article IV, Section 13 of the Charter of the Barefoot Bay Recreation District to the registered electors of Barefoot Bay Recreation District.

G. Article IV, Section 13 of the Charter of the Barefoot Bay Recreation District and Fla. Stat. Sec. 418.304 (13) authorizes the Board of Trustees of Barefoot Bay Recreation District to call for referendum elections regarding issues related to spending initiatives for the Board of Trustees of Barefoot Bay Recreation District.

SECTION 3. REFERENDUM ELECTION. A referendum election is hereby called and ordered to be held concurrently with the general election to be held on November 8, 2022, to determine whether or not the amendment recited in Section 6 below to the Charter of the Barefoot Bay Recreation District shall be approved.

SECTION 4. NOTICE OF REFERENDUM ELECTION. This resolution shall be published twice in full as part of the Notice of Referendum Election, together with a notice in substantially the form attached hereto as Exhibit "A," in *Florida Today*, a newspaper of general circulation in the Barefoot Bay Recreation District. The publication shall be made by the Clerk to the Barefoot Bay Recreation District Board of Trustees at least thirty (30) days prior to the election; once in the fifth week and once in the third week prior to the week in which the election is to be held.

SECTION 5. PLACES OF VOTING, INSPECTORS, CLERKS. The polls will be open at the voting places on the date of such referendum election during the hours prescribed by law. All qualified electors shall be entitled and permitted to vote at such referendum election on the proposition provided below. The places of voting and the inspectors and clerk for the referendum election shall be those designated by the Supervisor of Elections of Brevard County, Florida.

SECTION 6. OFFICIAL BALLOT. The ballots to be used in the referendum election shall contain one question describing the proposed amendment to the Charter of the Barefoot Bay Recreation District, and shall be in substantially the following form:

BALLOT

Barefoot Bay Recreation District, Brevard County, Florida

NO. 1

BAREFOOT BAY RECREATION DISTRICT CHARTER AMENDMENT ARTICLE IV.

SECTION 13.

Shall the Barefoot Bay Recreation District Charter be amended to increase the Board of Trustees' common real or tangible personal property acquisition spending limit from \$25,000.00 to \$50,000.00?

YES (for approval)

NO (for rejection)

SECTION 7. CHARTER AMENDMENT. If approved by the registered electors of Barefoot Bay Recreation District, the Board of Trustees of Barefoot Bay Recreation District shall submit a proposed Ordinance amending Article IV, Section 13 of the Charter of the Barefoot Bay Recreation District to the Board of County Commissioners of Brevard County for adoption.

SECTION 8. PAYMENT OF REFERENDUM ELECTION EXPENSES. The Barefoot Bay Recreation District shall pay all lawful expenses associated with conducting the referendum election.

SECTION 9. VOTER REGISTRATION BOOKS. The Supervisor of Elections for Brevard County is hereby authorized and requested to furnish to the inspectors and clerks at each place where the votes are to be cast in such referendum election, applicable portions of the registration books or certified copies thereof showing the names of the qualified electors.

SECTION 10. ELECTION ADMINISTRATION. The referendum election shall be held and conducted in the manner prescribed by law and shall, as soon as practicable, be returned and canvassed in the manner prescribed by law. The result shall show the number of qualified electors who voted at such referendum election and the number of votes cast respectively for and against approval of the amendment. Upon certification in the manner prescribed by law, the results shall be recorded in the minutes of the Board of County Commissioners of Brevard County, Florida.

SECTION 11. ELECTION RESULTS. If the majority of the votes cast at such a referendum election shall be "Yes (for approval)", the amendment shall pass.

SECTION 12. SEVERABILITY. In the event that any work, phrase, clause, sentence or paragraph hereof shall be held invalid by any court or competent jurisdiction, such holding shall not affect any other word, clause, sentence or paragraph hereof.

SECTION 13. REPEALING CLAUSE. All resolutions or other actions of the Board of Trustees of Barefoot Bay Recreation District which are in conflict herewith are hereby repealed to the extent of such conflict or inconsistency.

SECTION 14. EFFECTIVE DATE. This resolution shall take effect immediately upon adoption.

The foregoing resolution was moved for adoption by Trustee _____. The motion was seconded by Trustee _____ and, upon being put to a vote, that vote was as follows:

Chairman, Michael R. Maino
Trustee, Jim Nugent
Trustee, Michael Morrissey
Trustee, Hurrol Brinker

Trustee, Bruce Amoss

The Chairman thereupon declared this resolution Done, Ordered, and Adopted this 12th Day of May, 2022.

BAREFOOT BAY RECREATION DISTRICT

By: _____
MICHAEL R. MAINO, Chairman

Attest: _____
HURROL BRINKER, Secretary

EXHIBIT "A"

**NOTICE OF REFERENDUM ELECTION ON
AMENDMENTS TO CHARTER OF THE BAREFOOT BAY RECREATION DISTRICT**

Notice is hereby given that a referendum election shall be held to consider certain amendments to the Charter of the Barefoot Bay Recreation District. The referendum election shall be held on November 8, 2022, at which the questions described in the following resolution number 2022-10 adopted by the Barefoot Bay Recreation District Board of Trustees, on the 12th day of May, 2022, shall be submitted to the electors:

[RECITE RESOLUTION]

Board of Trustees

Meeting Agenda Memo

Date: Thursday, May 12, 2022
Title: **Authorization for Charter Amendment Referendum: Increase the Length of Trustee's Term from Two-Years to Three-Years**



Section & Item: 11.E
Department: Administration, District Clerk
Fiscal Impact: TBD
Contact: Stephanie Brown, District Clerk, John Cary, General Counsel
Attachments: Resolution 2022-11 Increasing Term Limits
Reviewed by
General Counsel: Yes
Approved by: John W. Coffey, ICMA-CM, Community Manager

Requested Action by BOT

Authorization for Charter Amendment Referendum: Increase the Length of Trustee's Term from Two-Years to Three-Years

Background and Summary Information

June 22, 2021

At the BBRD Board of Trustees meeting, the Board authorized Trustee Grunow and General Counsel Repperger to meet with Representative Randy Fine to seek support for a local bill that would increase the terms of Trustees to three-years and would stagger the cycle of election to avoid a potential majority turnover of the Board every two (2) years. Increasing the number of trustees from its current number of five (5) to seven (7) was also discussed.

August 13, 2021

At the BBRD Board of Trustees meeting, the Board decided to move forward with alternative 1 proposed draft 2022 local bill to increase the length of terms and stagger the election cycle for members of the Board of Trustees.

October 8, 2021

At the BBRD Board of Trustees meeting, former General Counsel Repperger notified the Board that the legislative delegation approved the BBRD Bill for 3-year BOT terms.

April 8, 2022

At the BBRD Board of Trustees meeting, General Counsel Cary notified the Board that the BBRD Bill was approved by the House and Senate and sent to the Governor's Office for his signature.

The accompanying resolution will authorize staff to work with the Supervisor of Elections Office to get the Charter Amendment on the November 8, 2022, general election ballot.

Staff recommends the BOT approve resolution 2022-11 authorizing the staff to begin the work on placing the charter amendment referendum increasing the length of the trustee's term from two years to three years on the November 8, 2022, ballot.

RESOLUTION 2022-11

A RESOLUTION OF BAREFOOT BAY RECREATION DISTRICT, FLORIDA CALLING A REFERENDUM ELECTION ON NOVEMBER 8, 2022 ON THE QUESTION OF WHETHER THE CHARTER OF THE BAREFOOT BAY RECREATION DISTRICT SHOULD BE AMENDED TO LIMIT THE NUMBER OF TERMS OF MEMBERS OF THE BOARD OF TRUSTEES OF THE DISTRICT TO NO MORE THAN TWO (2) CONSECUTIVE THREE (3) YEAR TERMS; PROVIDING STANDARDS FOR STAGGERING THE ELECTION CYCLE FOR THE TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BAREFOOT BAY RECREATION DISTRICT, BREVARD COUNTY, FLORIDA:

SECTION 1. AUTHORITY FOR RESOLUTION. This resolution is adopted pursuant to the authority of the **BOARD OF TRUSTEES OF BAREFOOT BAY RECREATION DISTRICT** pursuant to Section 418.30, Florida Statutes, Section 101.161, Florida Statutes, and Section 100.342, Florida Statutes regarding amendment of the charter of a Mobile Home Recreation District, and any other applicable provisions of law.

SECTION 2. FINDINGS. It is hereby found and determined as follows:

A. A Charter has been adopted for the Barefoot Bay Recreation District entitled "Charter of the Barefoot Bay Recreation District" (Brevard County Ordinance 84-05, which has been subsequently been amended by Ordinance 96-53, Ordinance 08-03, Ordinance 12-01, and Ordinance 18-22 adopted by the Board of County Commissioners of Brevard County).

B. The Barefoot Bay Recreation District Board of Trustees, has proposed certain amendments to the "Charter of the Barefoot Bay Recreation District;"

C. Section 418.30, Florida Statutes requires proposed amendments to a recreation district charter to be approved by a vote of the electors of the District and subsequently incorporated into an ordinance of the county or municipality which established said District;

D. The general election to be held on November 8, 2022, is an appropriate and desirable date for the conduct of a concurrent referendum election;

E. All things required to be done prior to the calling of a referendum election on the question of amending the Charter of the Barefoot Bay Recreation District have been done and it is now desirable to call the necessary referendum election.

F. In addition to the above, House Bill No. 535 from the 2022 Regular Session of the Florida Legislature authorizes the Board of Trustees of Barefoot Bay Recreation District to call for a referendum election for the purpose of proposing an amendment to Article V, Section 11 of the Charter of the Barefoot Bay Recreation District to the registered electors of Barefoot Bay Recreation District.

G. Article V, Section 11 of the Charter of the Barefoot Bay Recreation District and Fla. Stat. Sec. 418.304 (13) authorizes the Board of Trustees of Barefoot Bay Recreation District to call for referendum elections regarding issues related to spending initiatives for the Board of Trustees of Barefoot Bay Recreation District.

SECTION 3. REFERENDUM ELECTION. A referendum election is hereby called and ordered to be held concurrently with the general election to be held on November 8, 2022, to determine whether or not the amendment recited in Section 6 below to the Charter of the Barefoot Bay Recreation District shall be approved.

SECTION 4. NOTICE OF REFERENDUM ELECTION. This resolution shall be published twice in full as part of the Notice of Referendum Election, together with a notice in substantially the form attached hereto as Exhibit "A," in *Florida Today*, a newspaper of general circulation in the Barefoot Bay Recreation District. The publication shall be made by the Clerk to the Barefoot Bay Recreation District Board of Trustees at least thirty (30) days prior to the election; once in the fifth week and once in the third week prior to the week in which the election is to be held.

SECTION 5. PLACES OF VOTING, INSPECTORS, CLERKS. The polls will be open at the voting places on the date of such referendum election during the hours prescribed by law. All qualified electors shall be entitled and permitted to vote at such referendum election on the proposition provided below. The places of voting and the inspectors and clerk for the referendum election shall be those designated by the Supervisor of Elections of Brevard County, Florida.

SECTION 6. OFFICIAL BALLOT. The ballots to be used in the referendum election shall contain one question describing the proposed amendment to the Charter of the Barefoot Bay Recreation District, and shall be in substantially the following form:

BALLOT

Barefoot Bay Recreation District, Brevard County, Florida

NO. 2

**BAREFOOT BAY RECREATION DISTRICT CHARTER AMENDMENT ARTICLE V.
SECTION 11.**

Shall the Barefoot Bay Recreation District Charter be amended to limit the number of terms of the members of the board of trustees of the District to no more than two (2) consecutive three (3) year terms and providing standards for staggering the election cycle for the trustees.

YES (for approval)

NO (for rejection)

SECTION 7. CHARTER AMENDMENT. If approved by the registered electors of Barefoot Bay Recreation District, the Board of Trustees of Barefoot Bay Recreation District shall submit a proposed Ordinance amending Article V, Section 11 of the Charter of the Barefoot Bay Recreation District to the Board of County Commissioners of Brevard County for adoption.

SECTION 8. PAYMENT OF REFERENDUM ELECTION EXPENSES. The Barefoot Bay Recreation District shall pay all lawful expenses associated with conducting the referendum election.

SECTION 9. VOTER REGISTRATION BOOKS. The Supervisor of Elections for Brevard County is hereby authorized and requested to furnish to the inspectors and clerks at each place where the votes are to be cast in such referendum election, applicable portions of the registration books or certified copies thereof showing the names of the qualified electors.

SECTION 10. ELECTION ADMINISTRATION. The referendum election shall be held and conducted in the manner prescribed by law and shall, as soon as practicable, be returned and canvassed in the manner prescribed by law. The result shall show the number of qualified electors who voted at such referendum election and the number of votes cast respectively for and against approval of the amendment. Upon certification in the manner prescribed by law, the results shall be recorded in the minutes of the Board of County Commissioners of Brevard County, Florida.

SECTION 11. ELECTION RESULTS. If the majority of the votes cast at such a referendum election shall be "Yes (for approval)", the amendment shall pass.

SECTION 12. SEVERABILITY. In the event that any word, phrase, clause, sentence or paragraph hereof shall be held invalid by any court or competent jurisdiction, such holding shall not affect any other word, clause, sentence or paragraph hereof.

SECTION 13. REPEALING CLAUSE. All resolutions or other actions of the Board of Trustees of Barefoot Bay Recreation District which are in conflict herewith are hereby repealed to the extent of such conflict or inconsistency.

SECTION 14. EFFECTIVE DATE. This resolution shall take effect immediately upon adoption.

The foregoing resolution was moved for adoption by Trustee _____. The motion was seconded by Trustee _____ and, upon being put to a vote, that vote was as follows:

Chairman, Michael R. Maino

Trustee, Jim Nugent

Trustee, Michael Morrissey
Trustee, Hurrol Brinker
Trustee, Bruce Amoss

The Chairman thereupon declared this resolution Done, Ordered, and Adopted this 12th Day of May 2022.

BAREFOOT BAY RECREATION DISTRICT

By: _____
MICHAEL R. MAINO, Chairman

Attest: _____
HURROL BRINKER, Secretary

EXHIBIT "A"

**NOTICE OF REFERENDUM ELECTION ON
AMENDMENTS TO CHARTER OF THE BAREFOOT BAY RECREATION DISTRICT**

Notice is hereby given that a referendum election shall be held to consider certain amendments to the Charter of the Barefoot Bay Recreation District. The referendum election shall be held on November 8, 2022, at which the questions described in the following resolution number 2022-11 adopted by the Barefoot Bay Recreation District Board of Trustees, on the 12th day of May 2022, shall be submitted to the electors:

[RECITE RESOLUTION]

Board of Trustees

Meeting Agenda Memo

Date: Thursday, May 12, 2022
Title: **Pool #1 Pit and Heater Relocation and Replacement Project**
Section & Item: 11.F
Department: R&M/Capital Projects
Fiscal Impact: \$267,049.12 plus permitting (FY22 Budget of \$109,100)
Contact: Matt Goetz, Property Services Manager, John W Coffey, ICMA-CM, Community Manager
Attachments: Family Pools proposal
Reviewed by General Counsel: N/A
Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

Review and approval of staff's recommendation to delay approval of a proposal to replace and relocate the Pool #1 pit and heater until early FY23.

Background and Summary Information

The replacement and relocation of the Pool #1 pit and heater was originally budgeted in FY18 but deferred until later years when the 2018 BOT decided not to pursue the issuance of a 30-year bond for 21 specific projects and re-order project priorities. In FY20, the project was further delayed when the 2020 BOT funded the creation of construction drawings to renovate the entire area (encompassing the current locations of the pit and heater building). When the 2021 BOT canceled the Lounge/Lakeside Expansion project, the individual projects were again green lighted. Due to the anticipated lengthy closure of the pool and Lakeside area for the project, the commencement of the project could not be accomplished in 2021 without infringing upon the winter season.

Family Pools, Inc., BBRD's pools services continuing contract provider, was commissioned in 2021 to design the replacement/relocation project. Said design and proposal were recently received. Due to the last resurfacing of Pool #1 in 2014, the vendor believes the prudent course of action is to resurface the pool while the pool is drained for the pit and heater project. Below is a summary comparison of budget to expense:

	FY22 Budget	Year-End Est. Expense	Proposal	Unplanned Expense
Pit Replacement	62,400.00	68,700.00	N/A	
Heater Relocation	46,700.00	51,400.00	N/A	
Sub-total	109,100.00	120,100.00	229,949.12	109,849.12
Pool Resurfacing	-	-	37,100.00	37,100.00
Total	109,100.00	120,100.00	267,049.12	146,949.12

However, problematic is the vendor's timeline (19 weeks for permitting and equipment acquisition and 9 weeks of work). If an award of contract is made by the BOT at this meeting, Pool #1 and the Lakeside of the Lounge entertainment area (including the smoking pit) would be closed from the end of September through Thanksgiving Day weekend. Any delays to the project (i.e., personnel, equipment acquisition, equipment failure, weather, etc.) has the potential to continue the closures into the busy winter season of FY23. Hence, staff proposes that the BOT not award a contract for this project now and have staff seek an updated proposal in October with award of a contract in November or December with a project commencement date no sooner than May 1, 2023 (permitting and equipment acquisition would begin sooner). The vendor is in agreement with this proposed change in the scheduling of the project.

The reader should note, following this recommended course of action will likely result in a higher project cost due to current record high inflation. Additionally, there is no impact to the FY22 Estimated Year-end Undesignated Fund Balance as the cost of this project would shift to the FY23 Year-end Estimated column and would increase the FY22 Year-end Designated Fund Balance.

Staff recommends the BOT not award contract to Family Pools, Inc. in the amount of \$267,049.12 plus permitting, and instruct staff to obtain an updated proposal in early FY23 and place the proposal on an agenda for approval with a planned May 2023 start date.



ADDRESS:
873 SW South Macedo Blvd.
Port Saint Lucie, FL 34983

WEBSITE: www.familypoolsinc.com
TOLL FREE: 1-866-294-4011
FAX: 772-785-9558

4-21-2022

Barefoot Bay

625 Barefoot Blvd, Barefoot Bay

Drain swimming pool and properly dewater. Standard Dewatering Included.

Demo existing pool equipment pit. Save piping.

\$10,500.00

Install Surge tank. Tank pricing will follow below. Back fill with clean fill brought in.

\$17,900.00

Cut trenches in concrete for pipes to new equipment location. Dispose of debris. 145 ft

\$9,500.00

Fill in ditches and pour concrete in place. Pour concrete around surge tank. Dowel in with rebar. Broom finish.

Paint, Spray deck, or pavers not included. Pour equipment pad.

\$11,500.00

Run 3" waste, 3" return, 2" vacuum, 3" suction, and install new static line from pool to surge tank in 1.5 in to new location outside of fence.

\$12,000.00

Install new pool equipment outside fence.

\$11,900.00

Install Unistrut racking for control system and feeders.

\$3,500.00

Gas plumbing not included.

Pool 177 per, 3-6, 2600 TIA, 1757 surface, 12 in gutters

Chip out entire surfaces pool and gutter. Dispose of.

\$17,406.00

Install new gutter lip tile and step edge tile. 177 lip and 120 step tiles in nonskid.

\$6,100.00

Remove all beam tile inner and outer Replace with new 6 x 6 bullnose. 392 ft

\$12,544.00

Install new main drain cover 12 x 12 and 22 gutter grates.

\$1,050.00

Install standard exposed aggregate swimming pool surface in pool and gutter Premix Marbletite Marquis.

\$23,510.00

Electric allowance

\$7,500.00

Obtain 200 sq ft old Chicago full size pavers in Brickscape. Install in deck and pit as needed.

\$2,200.00

Retaining wall for equipment and footer. Fill in with fill.

\$5,900.00

Backwash retention pit and piping.

\$3,900.00

Install 3 LED lights.

\$4,800.00

Demo Pool Heater room> solid concrete room with concrete roof. Demo concrete pad. Dispose of debris. Pour concrete in place. 832 sq. ft @ 8 in thick. 20.9 tons .

\$15,810.00 Gas/propane removal by owner.

POOL Equipment MATERIAL LIST

*VAK-COM 1 0.00 EA 0.00-COMMERCIAL PRODUCT VAK PAK INC – \$4,900.00

TLD-10-1008 1 \$5,963.00 EA JCP053ATS 5HP 208-230V/460V JCP TEFC 3PH PUMP W/STRAINER

*PUR10-COM 1 \$5,300.00 EA AD050-2301-N12 ACUDRIVE 5HP VF 230V 1PH NEMA12 WITH START-UP

PAC-05-708 2 \$3,855.55 140316 TR140C 36" SM TRITON C SAND FILTER

PAC-06-245 2 pcs- \$671.42 261050 2"S HIFLOW SAND/ QUAD DE SM MULTIPORT VALVE

MAY-06-9008 40 bags BAG \$1,609.60 A999008 25# GRADE-1 FINE ACTIVATE GLASS FILTER MEDIA

MAY-06-9010 18 BAG \$724.02 A999010 80/PLT 25# XTRA COARSE ACTIVATE GLASS FILTER MEDIA

AMP-06-289 2-EA \$104.88 50901600 1.5" SLIP SIGHT GLASS

BLU-56-1000 1 \$763.00 EA 556.60 RT-300S8-GPM1 F1000 3" FLOW TOTALIZER

SPG-06-1001 2 EA \$14.38 81060BU 2" 0-60PSI 0.25" BTM MOUNT PLASTIC PRESSURE GAUGE

LET-201-2104 2 pcs \$125.00 SL2D 50-220°F .5"MPT INLINE THERMOMETER

*CEI-COM 1 EA \$2,675.33 MR-1 CHEMICAL CONTROLLER LESS START-UP ***

*cei-com start up chem controller \$1,000.00

GHS-45-805 1 -\$467.98 45MJL5A1STAA 120V 50 GPD 25PSI .25" ADJ 1-HEAD CLASSIC PUMP

GHS-45-955 1 pcs \$354.08 STS30NC 30GAL WHITE CHEMICAL TANK F/ CLASSIC & ECON PUMPS

SFE-42-8500 1-EA \$29.22 3247 DANGER ACID LABELS

SFE-42-8501 1 -EA \$45.66 5156 DANGER CHLORINE LABELS

PAC-45-2629 1-UV Bioshield sanitization 522923 120V 6"S 60MJ@244GPM \$18,789.20 EA

TAY-45-1147 1-EA \$65.20 K-2005 6/BX COMPLETE HIGH DPD PROFESSIONAL TEST KIT

PUR-15-2001 2 units \$18,993.54 461113 ETI400 400K BTU NG IID ASME 96% EE POOL HEATER

PUR-151-9904 2-EA \$425.00 475612 ETI400 CONDENSATE NEUTRALIZER KIT
PUR-151-9905 2- EA \$384.28 475971 ETI400 INDOOR DIRECT AIR INTAKE KIT
AXL-45-1113 1-EA \$4,097.33 9501113 VERSACHLOR SYSTEM I CALHYPO SKID PACK COMPLETE
PPG-45-0153 1-EA \$859.36W9500153 VERSACHLORINJECTION PUMP KIT
PPG-50-0375 2 -PL \$250.00 W8000113 48/PLT 37.5# VERSACHLOR CAL-HYPO TABS
6- butterfly Valves and flanges 3'' \$3,600.00
1- Butterfly valves and flanges 4'' \$1,200.00
Pipe bracing and supports misc. \$1,900.00
Equipment set labor \$4,500.00
Misc. fittings equipment set \$2,600.00
Dumpster 2-20yard roll offs \$1,200.00

\$267,049.12

Permit

To be billed at actual cost plus \$300 for permit runner.

Fence by owner. (I can get you a quote). Equipment must be fenced.

Gas hook up not included.

Frank Russo

Owner/President

Family Pools Inc.

<http://familypoolsinc.com>

Board of Trustees

Meeting Agenda Memo

Date: Thursday, May 12, 2022

Title: **Building A Retaining Wall Repairs Project: Change Order #3**

Section & Item: 11.G

Department: R&M/Capital Projects

Fiscal Impact: \$32,134.50 (FY22 available project budget of \$10,320.00)

Contact: John W Coffey, ICMA-CM, Community Manager

Attachments: Signed Change Order #3 21Apr22

Reviewed by General Counsel: N/A

Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

Confirmation of Community Manager's approval of change order #3 for the Building A retaining wall repairs project.

Background and Summary Information

On January 14, 2022, the BOT awarded a contract to Foundation Professionals of Florida in the amount of \$114,780.00 (FY22 budget is \$137,700.00) for repairs to the Building A retaining wall repairs project based on an assessment completed in 2019. Work commenced on March 21, 2022. On March 29, 2022, staff received two change orders (dated March 23, 2022) for unforeseen costs of repairing panel joints and adding additional tie-backs to the panels. The Community Manager approved them and the BOT confirmed his approval on April 8, 2022.

On April 21, 2022, staff received a third change order for additional grouting material due to larger than anticipated voids behind the retaining walls. To keep the project moving forward, the Community Manager approved the change order (even though it exceeded his spending authority).

Sufficient monies are available in the FY22 project budget and fund balance. However, this change order will require a budget amendment to recognize the use of \$21,814.50 in fund balance.

	Amount	Date
Budget	137,700.00	1-Oct-21
Contract	114,780.00	14-Jan-22
C.O. #1	6,600.00	29-Mar-22
C.O. #2	6,000.00	29-Mar-22
C.O. #3	32,134.50	21-Apr-22
Revised contract cost	159,514.50	21-Apr-22

Therefore, staff recommends the BOT confirm the Community Manager's approval of change order #3 in the amount of \$32,134.50 for the Building A retaining wall repairs project and instruct staff to prepare a budget amendment for a future meeting agenda.

CHANGE ORDER



Project Name	Seawall Repair @ Barefoot Bay Regional District	Change Number	3
Requested By	Kirk Davis, PM	Date of Request	4/19/2022
Presented To	John Coffey	Project No.	22-00029-04

Description of Change: Additional 2-part Poly (ECP/NCFI P2-011)

Reason for Change: Lose soil and voided area by a number of joints

Effect on Schedule (including Estimated Completion Date for this change): N/A

Effect on Project Cost: 3,570.5 lbs @ \$9.00 per pound = Additional \$32,134.50

Total Net Change in Cost: Original contract amount minus the concrete dead man tie-back (\$1,200.00) plus change order #1 (\$7,800.00) plus change order #2 (\$6,000.00) plus change order #3

Item Description: 3,570.5 lbs over the contracted amount. Joints are averaging 47 pounds per joint, some joint are taking less and some more. **IF NOT ALL ADDITIONAL POLY IS NEEDED ONLY THE AMOUNT USED WILL BE BILLED.**

Functional Project		
<input checked="" type="checkbox"/> Approved	Signature: <i>[Signature]</i>	
<input type="checkbox"/> Rejected	Title: <i>Comm. Manager</i>	Date: <i>21 Apr 22</i>
FPI Representative :		Date:

LAKE CITY, FLORIDA 3309 SW SR 247, 32024 • Tel. (386) 755-3002 • Fax (386) 752-5456
JACKSONVILLE, FLORIDA 450 SR 13N, Suite 106-308, 32259 • Tel. (904) 381-8901 • Fax (904) 381-8902
Toll Free (855) WE-GROUT • www.FoundationProsFL.com

John Coffey

From: Kirk Davis <kdavis@foundationprosfl.com>
Sent: Thursday, April 21, 2022 12:03 PM
To: John Coffey; Matt Goetz
Subject: Change Order for Polyurethane
Attachments: 1280_001.pdf

Mr. John,

I have attached the ECP P2-011, 2-part polyurethane change order we discuss a few weeks back. I got the cost per pound down to \$9.00 a pound. I talked with Matt yesterday on-site as well about the pricing. Kevin and his crew will be done injecting today, and if the amount is less than we predicted, you will only be charged for the amount injected. Please let me know if you have any questions.

Thank you.

Kirk Davis

Production Manager
Florida CGC# 1522700



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Board of Trustees

Meeting Agenda Memo

Date: Thursday, May 12, 2022
Title: **Building A Renovations Project: Final Change Order**
Section & Item: 11.H
Department: R&M/Capital Projects
Fiscal Impact: \$5,250.21
Contact: John W Coffey, ICMA-CM, Community Manager
Attachments: signed changed orders 15A-15C
Reviewed by General Counsel: N/A
Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

Confirmation of the Community Manager's approval of Change Orders #15A, #15B, and 15C.

Background and Summary Information

During the closing out the project, three minor issues arose requiring modest change orders. To keep the project moving forward, the Community Manager verbally approved the modifications and requested the general contractor to submit them as part of a final change order packet. Specific work included:

\$4,570.21 for C.O. #15A: Supplemental blocking for installation of the exhaust fan platform originally not required by Brevard County (specific substructure of the roof was unknown to the design team since the as-builts were long ago lost)

\$430.00 for C.O. #15B: Modification of GFCI outlets to prevent specific kitchen equipment from tripping breakers

\$250.00 for C.O. #15C: Modification to floor drain vent pipe to reduce the risk of workers compensation/liability claims from tripping.

These change orders are the final change orders of the project. Sufficient fund balance exists to cover this unexpected expense.

Below is a summary of the expenditures on the project:

Parkit Contract	471,237
Direct Purchases per the Parkit Contract	195,115
Total Additional Equipment Purchases	58,495
All Other Expenditures*	68,422
Total Building A Renovation	793,268

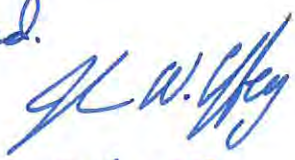
* Indicates expenditures for items such as fire alarm system upgrade, misc. roof work, replacement of storage units, temporarily storage, etc.

Hence, staff recommends the BOT confirm the Community Manager's approval of Change Orders #15A, #15B, and #15C in the amount of \$5,250.21 for minor alterations and instruct staff to prepare the necessary budget amendment to fund the cost.

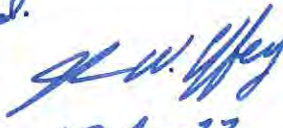
Job No./Name BBRD Building A Parkit Construction, Inc.				Date Through 10-Dec-21	
FCN No. 15A				RFI or RFP No. RCO No.	
Description of Work: Add supplemental blocking to Roof Work Platform tie-in. Modify Platform design / structure to eliminate conflicts with existing hardware and support of exhaust fans includes RDS ext. equipment rental					
Subcontractor		Qty	U/M	Unit Cost	Total Amount
Tuffest Concrete (Labor and Trucks on Substructure)		1.00	LS	\$ 1,908.00	\$ 1,908.00
RDS Industrial, Inc. (Labor & Equipment Superstructure)		1.00	LS	\$ 2,370.01	\$ 2,370.01
Total Subcontractor				\$	4,278.01
Material		Qty	U/M	Unit Cost	Total Amount
East Coast Lumber (Wood / Hardware 12/8/21)		1.00	LS	\$ 208.16	\$ 208.16
Home Depot (Simpson Connectors for Substruct 12/8/21)		1.00	LS	\$ 84.04	\$ 84.04
Total Material				\$	292.20
Labor		Qty	U/M	Unit Cost	Total Amount
		0.00	HRS	\$ -	\$ -
Total Labor				\$	-
Equipment		Qty	U/M	Unit Cost	Total Amount
		0.00	Days	\$ -	\$ -
		0.00	Days	\$ -	\$ -
Total Equipment				\$	-
Other		Qty	U/M	Unit Cost	Total Amount
		1.00	LS	\$ -	\$ -
		1.00	LS	\$ -	\$ -
Total Other				\$	-
Subtotal #1				\$	4,570.21
Overhead Markup (Discount from 10 to 0)		0.00%		\$ -	\$ -
Profit Markup (Discount done at Cost)		0.00%		\$ -	\$ -
Bond (Not needed due to ODP reductions)		3.00%		\$ -	\$ -
Total Cost for Change				\$	4,570.21
Time Requested			=	see below	
Note: Final Change Order #15 Brings Contract Time Current					

Approved.
J. W. Offey
12 Apr 22

Job No./Name BBRD Building A Parkit Construction, Inc.		Date Through 28-Feb-22	
FCN No. 15B		RFI or RFP No. RCO No.	
Description of Work: Electrical Contractor asked to modify plan GFCI outlets or plugs, where allowable, on 3 pieces of kitchen equipment to not trip breakers. GFCI's were per plan & modified 28FEB22 to make system work.			
Subcontractor		Qty	U/M
		Unit Cost	Total Amount
Current Electrical Solutions		1.00	LS \$ 430.00
		0.00	LS \$ -
Total Subcontractor			\$ 430.00
Material		Qty	U/M
		Unit Cost	Total Amount
		1.00	LS \$ -
		1.00	LS \$ -
Total Material			\$ -
Labor		Qty	U/M
		Unit Cost	Total Amount
		0.00	HRS \$ -
Total Labor			\$ -
Equipment		Qty	U/M
		Unit Cost	Total Amount
		0.00	Days \$ -
		0.00	Days \$ -
Total Equipment			\$ -
Other		Qty	U/M
		Unit Cost	Total Amount
		1.00	LS \$ -
		1.00	LS \$ -
Total Other			\$ -
Subtotal #1			\$ 430.00
Overhead Markup (Discount from 10 to 0)		0.00%	\$ -
Profit Markup (Discount done at Cost)		0.00%	\$ -
Bond (Not needed due to ODP reductions)		3.00%	\$ -
Total Cost for Change			\$ 430.00
Time Requested		=	see below
Note: Final Change Order #15 Brings Contract Time Current			

Approved.

 12 Apr 22

Job No./Name BBRD Building A Parkit Construction, Inc.				Date Through 31-Mar-22	
FCN No. 15C				RFI or RFP No. RCO No.	
Description of Work: GC asked by BBRD on 07MAR22 to modify drainage line on 1 piece of kitchen equipment so it wouldn't stick out beyond the outside edge of the equipment. Work was done on 31MAR22 by Craftsman Plumbing.					
Subcontractor		Qty	U/M	Unit Cost	Total Amount
Craftsman Plumbing		1.00	LS	\$ 250.00	\$ 250.00
		0.00	LS	\$ -	\$ -
Total Subcontractor				\$	250.00
Material		Qty	U/M	Unit Cost	Total Amount
		1.00	LS	\$ -	\$ -
		1.00	LS	\$ -	\$ -
Total Material				\$	-
Labor		Qty	U/M	Unit Cost	Total Amount
		0.00	HRS	\$ -	\$ -
Total Labor				\$	-
Equipment		Qty	U/M	Unit Cost	Total Amount
		0.00	Days	\$ -	\$ -
		0.00	Days	\$ -	\$ -
Total Equipment				\$	-
Other		Qty	U/M	Unit Cost	Total Amount
		1.00	LS	\$ -	\$ -
		1.00	LS	\$ -	\$ -
Total Other				\$	-
Subtotal #1				\$	250.00
Overhead Markup (Discount from 10 to 0)		0.00%		\$ -	\$ -
Profit Markup (Discount done at Cost)		0.00%		\$ -	\$ -
Bond (Not needed due to ODP reductions)		3.00%		\$ -	\$ -
Total Cost for Change				\$	250.00
Time Requested			=	see below	
Note: Final Change Order #15 Brings Contract Time Current					

approved.

 12 Apr 22

Board of Trustees Meeting Agenda Memo

Date: Thursday, May 12, 2022

Title: **Discussion of Recruitment Process for New Community Manager**

Section & Item: 11.I

Department: Administration, District Clerk

Fiscal Impact: TBD

Contact:

Attachments:

Reviewed by General Counsel: N/A

Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

Discussion and direction to staff if necessary.

Background and Summary Information

Discussion of how SDS will recruit the new community manager.

Board of Trustees Meeting Agenda Memo

Date: Thursday, May 12, 2022
Title: **Designation of Acting Community Manager**
Section & Item: 11.J
Department: Administration, District Clerk
Fiscal Impact: N/A
Contact: John W Coffey, ICMA-CM, Community Manager, Stephanie Brown, District Clerk
Attachments: Acting Community Manager Resolution 2022-12
Reviewed by General Counsel: Yes, before the meeting.
Approved by: John W. Coffey, ICMA-CM, Community Manager



Requested Action by BOT

Approval of a Resolution naming Jason Pierman of SDS "Acting Community Manager."

Background and Summary Information

To ensure compliance with audit standards, General Counsel Cary will provide a resolution to the BOT prior to the meeting naming Jason Pierman of SDS as "Acting Community Manager."

Staff recommends the BOT approve the resolution.

RESOLUTION 2022-12

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY
RECREATION DISTRICT APPOINTING AN ACTING COMMUNITY
MANAGER UNTIL A PERMANENT MANAGER CAN BE APPOINTED;
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Barefoot Bay Recreation District (BBRD) contracted with Special District Services Inc. (SDS) on January 22, 2008, as amended on October 27, 2020, to provide administrative management services; and

WHEREAS, John Coffey has been the appointed District Manager since October 14, 2013; and

WHEREAS, John Coffey has recently been appointed as the City Manager for the City of Indian Harbour Beach, and thus will no longer serve as the District Manager as of May 12, 2022; and

WHEREAS, the contract, as amended, requires SDS to pay a Base Management Services Fee of \$13,935.64, which shall be reduced to \$6,000 “during any period where a Community Manager is not provided by SDS”; and

WHEREAS, The Board of Trustees of the District hereby names SDS Management Director Jason Pierman as the Acting Community Manager solely for the purpose of directing staff and having the authority to sign documents that are required to be signed by the Community Manager, but is otherwise not a Community Manager for the purpose of SDS’s obligation to provide a full-time on site Community Manager as required in Section III, and as compensated in Section VII, of the 2008 contract as amended by the 2020 amendment.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT, BREVARD COUNTY, FLORIDA, that:

Section 1. The Board of Trustees of the Barefoot Bay Recreation District hereby names SDS Management Director Jason Pierman as the Acting Community Manager for the purpose of granting him the authority to direct staff and sign contracts and other documents as the Community Manager.

Section 2. BBRD does not intend this appointment to be considered an appointment for the purpose of SDS’s requirement to provide a full time Community Manager under Section III of the 2008 contract, as amended, and as compensated under Section VII of the 2008 contract, as amended.

Section 3. This Resolution shall become effective immediately upon its adoption

The foregoing resolution was moved for adoption by Trustee _____. The motion was seconded by Trustee _____ and, upon being put to a vote, that vote was as follows:

Chairman, Michael R. Maino
Trustee, Jim Nugent
Trustee, Michael Morrissey
Trustee, Hurrol Brinker
Trustee, Bruce Amoss

The Chairman thereupon declared this resolution Done, Ordered, and Adopted this 12th Day of May 2022.

BAREFOOT BAY RECREATION DISTRICT

By: _____
MICHAEL R. MAINO
CHAIRMAN

HURROL BRINKER
SECRETARY



Barefoot Bay Recreation District

625 Barefoot Boulevard, Administration
Building Barefoot Bay, FL 32976-9233

Phone 772-664-3141

www.bbrd.org

Memo To: Board of Trustees

From: John W. Coffey, Community Manager, ICMA-CM

Date: May 12, 2022

Subject: Manager's Report

Resident Relations

ARCC Meeting 5/10/2022

- 15 Consent Items approved
- 09 Other Items approved

Next ARCC Meeting is May 24th at 9am in the Administration Building Conference Room.

VC Meeting 5/13/22

- 15 cases to be presented

Next VC Meeting is scheduled for May 27th at 10am in the Administration Building Conference Room.

April's Interesting Facts

- 53 home sales
- 37 orientations presented
- 60 residents in attendance

Food & Beverage

- There will be a **street dance on Memorial Day**, Monday, May 25th from 2-6pm Lakeside of the Lounge with food and music by Johnny and The Blaze.
- Save the date and get your golf carts ready for the **annual Independence Weekend celebration** on Sunday, July 3rd. The day kicks off with a patriotic golf cart parade starting behind the shopping plaza, music, and food lakeside of the Lounge and a fireworks display at 9pm.

Flyers with all the details are posted.

Property Services

- Repaired the heater at pool #2
- Primmed/sealed the tower on the lounge preparing for paint this summer
- Addressed AC issue in the DOR vehicle
- Addressed AC issue in Holy Cannoli
- Filled in various pot holes around BBRD parking lots
- Assembled new benches for the golf course
- Ordered replacement lights for the Tennis/Pickleball courts

Golf-Pro Shop

- **Picnic Area Scoreboard project update:** completed, installation of picnic tables and concrete pads to follow. Picnic tables have arrived and concrete is scheduled to be poured on May 10th.
- **Lakebank project update** – completed the week of May 2nd.
- **Greens Replacement/Repair projects update:**
 - No 10 green is in progress. There is a temporary green at the end of the 10th fairway. Please do not walk into the construction zone and adhere to all posted warning signs.
 - Putting green is in progress. Please remain away from construction zone until it is re-opened.



- May 16th & 17th Course Aerification
 - Monday, May 16th: Back Nine Closed
 - Tuesday, May 17th: Front Nine and Driving Range Closed

General Information

- Information normally container here will be provided at the Meeting.