



**BAREFOOT BAY  
RECREATION DISTRICT**

Barefoot Bay Recreation District Regular Meeting  
February 11, 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 Regular Meeting and Townhall Meeting minutes dated January 25, 2022
- 8. Treasurer's Report**
  - A. Treasurer's Report
- 9. Audience Participation**
- 10. Unfinished Business**
  - A. Violations Committee Appointment
- 11. New Business**
  - A. Discussion of Leasing of Lots to Owners of Structures
  - B. Proposed New BOT Meeting Dates and Times
  - C. Pool #2 Canopy Discussion
  - D. Golf Grant Program: Rebuilding Green #10 to USGA Standards Proposal
  - E. Concrete Work Award of Contract
  - F. FY22 Budget Amendment: Employee Health Insurance
- 12. Manager's Report**
  - A. February 11th 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  
FY23-27 Budget Kickoff Townhall  
January 25, 2022  
6PM –Building D&E

## Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Townhall Meeting on January 25, 2022, Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Maino called the meeting to order at 6PM.

## Pledge of Allegiance to the Flag

Led by Mr. Nugent

## Roll Call

Present: Mr. Nugent, Mr. Morrissey, Mr. Amoss, Mr. Maino, Mr. Brinker. Also, present, John W. Coffey, ICMA-CM, Community Manager, Stephanie Brown, District Clerk, Mackenzia Leiva, Management Analyst, and Matt Goetz, Property Services Manager.

## Introduction and Overview of Significant Issues Impacting Future FY23-27 Budgets (by Community Manager)

Mr. Coffey gave an overview of the FY23-27 budget and explained the largest impacts which are the assessment, social membership, minimum wage increases (compression issue), RV storage fee \$5 a month increase, F&B planned 5% increase and the proposed golf membership fee increase of 10% in FY25.

## Audience Dialogue with BOT

Elaine Van Berschot spoke in favor of placing an awning on the southside of Building A (backside by the lake) and adding more storage in building A by decking the open bays.

Bob Arren voiced his concern regarding various projects that have not been completed and requested various information.

Richard Schwatlow was not in favor of a retention pond and pavement installation. He spoke in favor of a restroom trailer near the pickleball court. He also suggested repainting the concrete on the mini golf course in lieu of purchasing carpeting.

Louise Krouse spoke in favor of considering the purchase of vacant land to use for personal storage for residents.

Resident voiced her concern about outside investors selling homes and leasing the lots.

Mary Miller-906 Jacaranda Drive-voiced her concern about outside investors selling homes and leasing the lots

Lorraine Andrews voiced her concern about outside investors selling homes and leasing the lots.



# BAREFOOT BAY RECREATION DISTRICT

Linda Morrissey 901 Cashew Circle-voiced her concern about outside investors selling homes and leasing the lots.

Brad Danise-1466 Gardenia-voiced his concern about the increase of renters in the community.

Paul McQuade-was not in favor of selling homes and leasing the lots and stated that homes and lots should be sold together.

Nancy Eisle spoke in favor of Pool #4 but not the meeting rooms.

Resident asked if the issue with leasing lots can take precedence in the DOR review. Ms. Crouse (Ad Hoc DOR Review Committee member) responded that it could be added to the list of concerns.

## **BOT Direction to Staff**

Mr. Coffey recommended approval of 4.69% as the FY23 CPI.

*Mr. Morrissey motion to approve the FY23 CPI of 4.69% increasing the monthly assessment rate to \$72.07. Mr. Second by Mr. Nugent. Motion passed unanimously.*

## **Incidental Trustee Remarks**

None.

## **Adjournment**

The next Townhall meeting will be on April 19, 2022, at 7pm in Building D/E.

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

Meeting adjourned at 7pm.

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Hurrol Brinker, Secretary

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Stephanie Brown, District Clerk



# BAREFOOT BAY RECREATION DISTRICT

## Board of Trustees Regular Meeting

January 25, 2022

7PM –Building D&E

### Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on January 25, 2022, Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Maino called the meeting to order at 7PM.

### Pledge of Allegiance to the Flag

Led by Mr. Maino.

### Roll Call

Present: Mr. Nugent, Mr. Morrissey, Mr. Amoss, Mr. Maino, Mr. Brinker. Also, present, John W. Coffey, ICMA-CM, Community Manager, John Cary, General Counsel, Stephanie Brown, District Clerk, Mackenzie “Marcie” Leiva, Management Analyst, Matt Goetz, Property Services Manager and Rich Armington, Resident Relations Manager.

### Additions or Deletions to the Agenda

11D Mandatory two riders per cart.

### Approval of the Agenda

*Mr. Nugent made a motion to add item 11D Mandatory two riders per cart to the agenda. Second by Mr. Morrissey. Motion passed unanimously.*

### Presentations and Proclamations

None.

### Approval of Minutes

*Mr. Amoss made a motion to approve Special Meeting minutes dated January 6, 2022, and BOT Meeting minutes dated January 14, 2022. Second by Mr. Nugent. Motion passed unanimously.*

### Treasurer’s Report

*Mr. Brinker made a motion to approve the Treasurer’s Report for January 25, 2022, as read. Second by Mr. Morrissey. Motion passed unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

## **Audience Participation**

None

## **Unfinished Business**

None

## **New Business**

### **Acceptance of Donation Request: Bench for Golf Course**

Staff recommends the BOT waive the 90-day clause and accept the donation of \$777.15 from Ms. Paradis and Mr. Trella for a bench on the Golf Course.

*Mr. Morrissey made a motion to waive the 90-day clause and accept the donation of \$777.15 from Ms. Paradis and Mr. Trella for a bench on the Golf Course. Second by Mr. Brinker. Motion passed unanimously.*

Mr. Amoss asked Mr. Coffey the reasoning behind the 90-day clause. Mr. Coffey responded that he was told the clause was put in place to avoid a rush to make a donation out of grief.

### **Selection of RFP Evaluation Committee Member for Pool #3 Parking Lot Paving Project**

The BOT needs to select one Trustee to serve as a voting member.

*Mr. Amoss made a motion to appoint Mr. Morrissey to serve as a voting member for the Pool #3 Parking Lot Paving Project RFP Evaluation Committee. Second by Mr. Brinker. Motion passed unanimously.*

Members include Chairman Maino, Trustee Morrissey, Mr. Coffey, Matt Goetz, and Mr. Grunow.

### **Selection of RFP Evaluation Committee Member for 19th Hole Kitchen Renovations and (2) Walk in Coolers Project**

Selection of one Trustee to serve as a voting member on the Request for Proposal (RFP) Evaluation Committee for the 19th Hole Kitchen Renovations and (2) Walk in Coolers project.

*Mr. Brinker made a motion to appoint Mr. Nugent to serve as a voting member for the 19<sup>th</sup> Hole Kitchen Renovations and (2) Walk in Coolers Project RFP Evaluation Committee. Second by Mr. Amoss. Motion passed unanimously.*

Members include Chairman Maino, Trustee Nugent, Mr. Coffey, Matt Goetz, and Mr. Klosky.



# BAREFOOT BAY RECREATION DISTRICT

## **Mandatory two riders per golf cart**

Mr. Nugent stated that he has received complaints regarding mandatory two-riders per golf cart (two carts per foursome) and resident requests to be able to use their own discretion to decide if someone can ride in their cart. Mr. Amoss asked if the issue was regarding private carts and/or district carts. Mr. Nugent responded the owner of the cart or having the discretion to ride alone in a district cart. Mr. Maino spoke in favor of leaving the two rider per cart rule in place (two carts per foursome). Mr. Brinker and Mr. Morrissey agreed with Mr. Maino. Mr. Coffey recommended making whatever decision is made a permanent rule.

*Mr. Nugent made a motion to one-rider per cart per the resident's discretion. Motion died.*

## **Manager's Report**

### Resident Relations

#### **ARCC Meeting 01/04/2022**

- 1 Old Business – approved
- 17 Consent Items – approved
- 10 Other Items – approved

#### **ARCC Meeting 01/18/2022**

- 11 Consent Items – 10 approved & 1 tabled
- 7 Other Items – 5 approved & 2 denied

#### **Next ARCC Meeting**

- Is scheduled for February 01<sup>st</sup> at 9am in the Administration Conference Room

#### **VC Meeting 01/14/2022**

- 8 Cases – came into compliance prior to the meeting
- 3 Cases – DOR is working with the homeowners
- 1 Case – Deleted as a duplicate
- 16 Cases – were found to be in violation

#### **Next VC Meeting**

- Is scheduled for January 28<sup>h</sup> at 10am in Bldg. D/E

### Food & Beverage

- Saturday night's Dueling Pianos ticketed event in Building A is the SOLD OUT. Doors open at 5pm for the pre-show party with food and beverages available. Food and beverages may not be brought into the event.
- Save these dates for the **4th Annual Barefoot by the Lake festival** on Friday, February 11, and Saturday February 12 from 11 am -9:30 p.m. Over 40 artisans and food vendors are attending this year along with a line-up of great free music on the festival stage.
- Tickets are on sale now in the Administration Building (NAB) for "**Greggie and The Jets**" an Elton



# BAREFOOT BAY RECREATION DISTRICT

John Tribute show to be held on March 25, 2022. Tickets are \$25 with theater style seating and a maximum purchase of 4 seats with a valid badge.

- Tickets will go on sale Wednesday, February 2<sup>nd</sup> at 9am in Building A for the **50/60s Rock 'N Roll Doo Wop Dance Show** to be held on April 9<sup>th</sup> in Building A. Tickets are \$20 with round table seating. Up to 8 tickets may be purchased with a valid badge.
- For all shows in the Winter Beats series, the doors, and bar open at 5pm and a food menu is available.
- Flyers with all the details are posted.

## Property Services

- Re-routed the AC drain line in the 19th Hole over the bar
- Replaced damaged old barber wire on the back of West RV
- Repaired low water pressure issue on the drinking fountain at the Softball Field
- Began demo of the Women's restroom at D/E
- Continued to trim trees around BBRD grounds
- Replaced the rope on the Veterans flagpole
- Replaced section of fence/ handrail at the bridge near basketball
- Repaired the Taps on the Keg fridge D/E
- Replaced planks on walk bridge near handball
- Repaired lock at the fishing pier
- Continued work on the FY23 WDPB

## Golf-Pro Shop

- Cart Barn Repairs awaiting engineering and permitting
- Picnic Area scoreboard: Awaiting permitting
- January Golf Tournaments (Contact Pro Shop at 664-3174 for Details)
  - 29th Carl Anderson Memorial
- February Golf Tournaments (Contact Pro Shop at 664-3174 for Details)
  - 8th Ladies 9-Hole League Charity: Shotgun start at 8:00pm
  - 22nd Ladies President's Cup: Shotgun start at 8:00pm
- Lake bank restoration began Wednesday, January 19th (ECD March 15th Weather permitting)
- Thank you to my staff, volunteers, and players supporting this year's Sandy Lobello Veterans Memorial Golf Tournament. Over \$3,700 was raised to benefit The American Legion Post 366 and the Barefoot Bay Veterans Council.

## General Information

- **Building A Renovations Project Update** – Yesterday the fire alarm was connected the kitchen hood system and the previous technical issue was finally resolved. The final round of inspections are in the process of being requested. A formal ribbon cutting, and grand opening ceremony will be scheduled in the future for residents to be able to tour the new facilities.
- **Restroom Trailer at the Tennis Courts Update** – Staff received notice that the unit is nearing completion and will be delivered within the next 45 days. Staff will be prepping the site (relocation of horseshoe shed and concrete work) prior to installation.





# BAREFOOT BAY RECREATION DISTRICT

- **Violations Committee Vacancy Update** – Although advertised since November 22<sup>nd</sup>, zero applications have been received. Staff will continue to solicit for resumes/letters of interest but will not place the appointment on a future agenda until at least one application is received.

## Attorney's Report

Mr. Cary gave an update on the transfer of cases from Mr. Repperger. Mr. Maino requested for Mr. Cary to research any legal avenues regarding the lot leasing issue. Mr. Cary responded that he will be looking into it.

## Incidental Trustee Remarks

Mr. Nugent asked for an update on the Shaw Medical Group ground lease and Mr. Coffey responded that Mr. Repperger stated that the CVO leases are imminent.

Mr. Brinker requested a consensus of the BOT to instruct staff after the proposed budget is finalized in March to prepare request for qualifications for electrical, plumbing and AC services. This would allow staff to select one vendor in each field to have continuing service contracts similar to engineering, IT, and pool services. Mr. Maino asked if the vendors would be on retainer. Mr. Coffey responded no, but it enables a continuing service agreement with a specified labor cost for various types of labor, without the necessity of a second quote. The agreement does not lock BBRD into using a specific vendor.

Mr. Morrissey asked for an update on the beach project and the speeding survey. Mr. Coffey responded he is waiting on the revised site plan and permitting, and that the project is estimated to be completed by this summer. Mr. Coffey responded that he thinks the survey will be scheduled within the first half of this year. He also stated that it is still the discretion of the Brevard County Police Department to issue tickets.

Mr. Amoss gave an overview of the Brevard County Commissioner's proposed water usage rate increase (a total of 34%) for BBRD and voiced his concern for the impact it would have on residents and future BBRD budgets. He also spoke in favor of residents contacting the Brevard County Commissioner's Office to voice their concerns about the water usage rate increase.

## Adjournment

The next regular meeting will be on February 11, 2022, at 1pm in Building D/E.

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

Meeting adjourned at pm 7:58pm

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Hurrol Brinker, Secretary

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Stephanie Brown, District Clerk

# Barefoot Bay Recreation District

## Treasurer's Report

February 11, 2022

### Cash Balances in General Fund as of 2/3/22

Petty Cash Total Petty Cash: \$ 2,500.00

### Operating Cash in Banks

MB&T Operating Account 295,271.71  
**Total Operating Accounts: 295,271.71**

### Interest Bearing Accounts

MB&T Money Market Account 3,151,170.14  
SBA Reserve Account 700,053.16  
**Total Interest Bearing Accounts: 3,851,223.30**

**Total Cash Balances in General Fund: \$ 4,148,995.01**

### Total Daily Deposits and Assessments Received for 1/19/22 - 2/3/22

Daily Deposits: \$ 103,523.95  
Interest Received: Money Market Account 267.64  
Interest Received: SBA Account 85.47  
Interest Received: Other Interest 0.37  
Golf Revenues 21,936.09  
Assessments Received: -  
**Total Deposits Received: \$ 125,813.52**

### Expenditures for 1/19/22 - 2/3/22

Check Number	Vendor	Description	Check Amount
58512	White Bird Law	Legal Fees: 12/21	7,675.00
58527	Florida Power & Light Co	Electricity: 12/21	7,024.35
58541	Special District Services, Inc	Management Fees: 1/22	13,935.64
	United States Treasury	Payroll Taxes - PPE 1/30/22	19,680.92
	Paychex	Net Payroll - PPE 1/30/22	67,589.69
	United States Treasury	Payroll Taxes - PPE 1/16/22	19,542.94
	Paychex	Net Payroll - PPE 1/16/22	66,141.50

**Total Expenditures \$5,000 and above: \$ 201,590.04**

**Expenditures under \$5,000: \$ 68,378.29**

**Total Expenditures: \$ 269,968.33**

## Board of Trustees

## Meeting Agenda Memo

Date: Friday, February 11, 2022  
Title: **Violations Committee Appointment**  
Section & Item: 10.A  
Department: Administration, District Clerk  
Fiscal Impact: N/A  
Contact: John W Coffey, ICMA-CM, Community Manager  
Attachments: Edward Haslam, Sondra Limerick, Violations Committee Roster  
  
Reviewed by General Counsel:  
Approved by: John W. Coffey, ICMA-CM, Community Manager



### Requested Action by BOT

Selection of one homeowner for appointment as an alternate to the Violations Committee.

### Background and Summary Information

On November 16, 2021, Trustee-elect Brinker submitted a resignation letter for his position on the Violations Committee effective January 14, 2022. After notifying the Trustees, staff advertised the position.

On January 14, 2022, the BOT appointed then alternate member Louise Crouse of the Violations Committee to the unexpired voting position (term end September 30, 2024) previously held by Trustee Brinker.

The following individual submitted a letter of interest in serving on the Violations Committee:

- Edward Haslam
- Sondra Limerick

Additional resumes/letters of interest that are received prior to the meeting will be forwarded to the BOT and placed on [www.bbrd.org](http://www.bbrd.org).

Resolution 2015-16 Section 3(c) states that "An appointment to fill any vacancy on the Violations Committee shall be for the remainder of the unexpired term of office."

Hence, staff recommends the BOT appoint one homeowner to the unexpired alternate position (term ends September 30, 2024).

01/31/2022

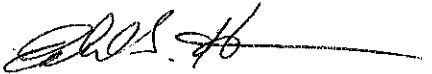
Board of trustees

Barefoot Bay Recreation District

I am interested in the Violations committee appointment. My Name is Edward Haslam and I live at 909 Laurel Circle. I have been a resident since November of 2014. I have owned the house since 2011.

I spent 36 years working for the Postal Service doing everything from unloading trucks, sorting mail in the processing plant in White River Jct. VT. Working as a letter carrier as well as acting Postmaster. Since retiring in the fall of 2014 I have done odd jobs here in Florida. I was a shift manager at CVS Pharmacy before coming to work for the Bay as a custodian. I am currently working part time at a Brevard County Library in Palm Bay.

I believe I have the background and knowledge of how the Bay Works and would appreciate your consideration for this appointment.

A handwritten signature in black ink, appearing to read 'Ed Haslam', followed by a horizontal line.

Edward Haslam

909 Laurel Circle

Barefoot Bay Florida 32976

603-738-9664

February 3, 2022

RE: Violations Committee Vacancy

My name is Sondra Limerick and I am very interested in the vacancy on your committee. I am retired and live in the park.

A little about my background in experience in law enforcement; investigator in child abuse; case manager & liaison between doctors & mentally ill clients. I also have experience in customer service.

My educational background is a BA in Criminology/Sociology; Master's Degree in Public Administration.

I enjoy working with people and living in this park.

Personal information:

Name: Sondra Limerick

Telephone: 407-369-3542

Email: Slimerick416@gmail.com

Address: 1225 Calusa Dr, Barefoot Bay,  
FL 32976

Thank you for your attention to this matter.

Sincerely  
Sondra Limerick



# Barefoot Bay Recreation District

## Violations Committee Roster

Contact Information	Appointment Date*	Reappointed Y/N	End of Term	Number of Terms Served
<b>Louise Crouse</b> 808 Sapodilla Drive Barefoot Bay, FL 32976 <a href="mailto:lcrouse2@cfl.rr.com">lcrouse2@cfl.rr.com</a> 772.913.5113	01/14/2020	Y	9/30/2024	
<b>David Wheaton</b> 1477 Barefoot Circle Barefoot Bay, FL 32976 <a href="mailto:Bendavid58@yahoo.com">Bendavid58@yahoo.com</a> 239.220.0948	9/22/2020	Y	9/30/2024	
<b>John C. Vogt</b> 644 Periwinkle Circle Barefoot Bay, FL 32976 <a href="mailto:Johnv52@verizon.net">Johnv52@verizon.net</a> 814.450.9923	12/4/2020	Y	9/30/2024	
<b>Vickie L. Sloss</b> 625 Wedelia Drive Barefoot Bay, FL 32976 <a href="mailto:Vlsloss1@gmail.com">Vlsloss1@gmail.com</a> 908.343.7000	10/09/2020	Y	9/30/2024	
<b>Stephen Holmberg</b> 506 Puffin Drive Barefoot Bay, FL 32976 <a href="mailto:sbumpkins@yahoo.com">sbumpkins@yahoo.com</a> 386.986.8578	10/1/2021	Y	9/30/2024	
	<b>Alternate(s)</b>			
<b>Susan Hall</b> 904 Hawthorne Barefoot Bay, FL 32976 <a href="mailto:shprthd728@yahoo.com">shprthd728@yahoo.com</a> 219.765.1099	10/1/2021	N/A	9/30/2024	
<b>Vacant</b>		N/A	9/30/2024	

\*Appointment date reflects date appointed as a voting member and does not include dates served as an alternate.

## Board of Trustees Meeting Agenda Memo

Date: Friday, February 11, 2022  
Title: Discussion of Leasing of Lots to Owners of Structures  
Section & Item: 11.A  
Department: Administration  
Fiscal Impact: TBD  
Contact: John Cary, General Counsel, John W Coffey, ICMA-CM,  
Community Manager  
Attachments:  
Reviewed by General  
Counsel: Yes  
Approved by: John W. Coffey, ICMA-CM, Community Manager



### Requested Action by BOT

Consideration of action based on legal opinion from General Counsel John Cary, Esq.

### Background and Summary Information

Recently, an individual purchased 11 lots with the intent of installing new homes, selling the homes and leasing the land to the structure owners. Said lease payments are reportedly to cover, property taxes/assessments, lawn maintenance, twice a year powerwashing, etc. Said individual has sold two structures and recently received 3 ARCC permits for additional new home installations.

At the January 25<sup>th</sup> BOT Budget Kick-off Townhall Meeting, several residents voiced concern about this type of home ownership and the possible negative consequences. General Counsel Cary opined in an email to the BOT that the individual is not breaking any state or local law, that such ownership is currently permitted under the Deed of Restrictions (DOR), and that he would further research this issue.

Staff requests direction regarding this matter.

## Board of Trustees Meeting Agenda Memo

Date: Friday, February 11, 2022  
Title: **Proposed New BOT Meeting Dates and Times**  
Section & Item: 11.B  
Department: Administration, District Clerk  
Fiscal Impact: Cost of re-advertising regularly scheduled BOT Meetings for the balance of 2022.  
Contact: John W Coffey, ICMA-CM, Community Manager, Jim Nugent, Trustee  
Attachments: Policy Manual excerpt  
Reviewed by General Counsel: N/A  
Approved by: John W. Coffey, ICMA-CM, Community Manager



### Requested Action by BOT

Consideration of Trustee Nugent's proposal to change BOT meeting dates and times.

### Background and Summary Information

Historically, the BOT regularly scheduled monthly meetings have occurred on the following frequency:

- Second Friday at 1pm
- Fourth Tuesday at 7pm.

Trustee Nugent requested this item be placed on the agenda to discuss the possibility of changing the meeting dates/times to the following effective in March 2022:

- Second Thursday at 1pm
- Fourth Tuesday at 1pm (March 2022 and April 2022 meetings would be at 4pm due to conflicts, and all subsequent meetings would start at 1pm)

While one club currently use Building D/E during the proposed new days/times (Dancing club on 2<sup>nd</sup> Thursday), BBRD does have the authority via the *Policy Manual* (see attached excerpted pages) to re-assign the club's use to accommodate Trustee Nugent's proposal.

Staff requests direction regarding this matter.



6. The time that has been scheduled for club meetings must be followed. Members are not allowed to come in early. Other functions or cleaning may be in progress prior to the clubs scheduled time.

#### Use of District Facilities

1. Any Club or Organization that uses District facilities must be comprised of a majority of Barefoot Bay residents unless permitted by policies adopted by the Board of Trustees. Only registered Clubs or Organizations may use District facilities on a non-fee basis.<sup>161</sup>
2. Residents of the Barefoot Bay Recreation District may utilize District facilities but registered Clubs or Organizations shall have priority in scheduling.
3. Social events held by residents requesting use of District facilities shall be classified as "District Resident-Private Parties." Rental fees shall not apply; however, non-residents who attend these functions must register as guests and pay fees in accordance with the District's fee schedule.
4. Residents using District facilities for a "for profit" event are required to pay fees in accordance with the District's fee schedule.
5. Non-registered clubs and organizations or non-residents may use District facilities upon payment of appropriate fees in accordance with the District's fee schedule. **Priority shall be in terms of scheduling:**
  - A. BBRD official meetings, workshops and/or events
  - B. BFBHOA
  - C. District Resident-Private Parties
  - D. Registered Clubs, Organizations
  - E. Non-residents.

#### Non-Discrimination Policy

The Barefoot Bay Recreation District does not discriminate against anyone in a protected class including, but not limited to race, creed, color, national origin, religion, gender, or sexual orientation. When in use of Barefoot Bay Recreation District facilities, anyone in a protected class including employees, residents and guests will not be discriminated against regardless of race, creed, color, national origin, religion, gender or sexual orientation.<sup>162</sup>

#### Use of Alcoholic Beverages

1. Bringing alcoholic beverages to District facilities is prohibited. Where permitted, all alcoholic beverage purchases must be provided by the Barefoot Bay Recreation District.
2. In accordance with Florida Law, Home owners, residents, or guests may NOT place alcoholic beverages that are not purchased through the golf course or 19<sup>th</sup>-hole on their property adjacent to the golf course for any amenity user to consume.<sup>163</sup>
3. For all functions desiring the use of bar service for the purpose of purchasing alcoholic beverages, the minimum service charge shall be \$100.00.<sup>164</sup> For non-club functions, this fee is payable in advance at the Resident Relations Office.<sup>165</sup> If the Bar takes in less than \$100.00, the function host will reimburse the bar total.<sup>166</sup> Clubs who register a bar must also meet the \$100.00 minimum, but are not required to pay in advance.<sup>167</sup> Clubs who do not meet the \$100.00 minimum must make up the difference.<sup>168</sup>
4. Clubs or organizations must fill out a Bar Form (if a bar is desired) to request a Bar for the function. A good estimate on the number of people that will attend is required. This helps the bartender to stock the bar properly.
5. A request for bar service must be made at least two weeks in advance. If not submitted two weeks prior to the event,<sup>169</sup> BBRD cannot guarantee that personnel will be available to cover the bar.

### Scheduling and Set-Up

1. It will be necessary to have dates of annual events scheduled prior to November 25<sup>th</sup> each year for the following year. There will be no confirmation of these dates until they have been reviewed and approved.
2. Reservations will be booked for eleven months only: If an entity desires the use of club facilities during December, this must be requested on a separate form. Regular scheduling of facilities shall be beginning in January.
3. Pick more than one date and check with the Calendar Coordinator's Office to determine the availability of time and building.
4. At the time of reservation, you will need to know the number of people that will be attending, and if you would like round or square tables. Options for table layout are limited to established table layouts.
5. Buildings will no longer be held for the Clubs or Organizations unless they come into the office and sign the necessary paperwork.
6. In order to cancel a meeting, an authorized representative must come in person to the Calendar Coordinator's office to cancel. They will be asked to sign a cancellation form.
7. **The Barefoot Bay Recreation District reserves the right to assign, re-assign or re-schedule any function.** The Community Manager shall be responsible for all final decisions regarding conflicts in scheduling.
8. Smaller clubs/organizations/events may be reassigned to a smaller facility to reduce utility and maintenance costs.
9. All functions requiring set-up must be submitted at least 2 weeks in advance. Failure to provide adequate notice by this deadline shall result in payment of set-up fees of \$25.00 & tax. Once set up plans are submitted and approved, any changes to the set up plans as submitted may be required to pay additional fees.
10. Persons requesting the use of Building A or D & E and requiring multiple large electrical usage appliances must follow the plan outlined by Property Services to safely utilize existing power supplies. Failure to follow the set plan will result in loss of usage of the facility for that event. It is the responsibility of the Barefoot Bay Recreation District to strictly adhere to all Fire and Safety regulations for events in and around the Recreation District facilities.
11. Persons requesting the use of Building A or D & E which will result in large groups of mobile guests are required to follow the plan outlined by Property Services to safely utilize doorways and exits. Failure to follow the set plan will result in loss of usage of the facility for that event. It is the responsibility of the Barefoot Bay Recreation District to strictly adhere to all Fire and Safety regulations for events in and around the Recreation District facilities.
12. Requests for an outdoor bar by the Pavilion (back of Building A) shall pay a \$50.00 non-refundable bar setup and tear down fee at time of finalizing the reservation with the Calendar Coordinator.<sup>170</sup>

### Use of District Facilities Where Fees Are Charged

All private functions requiring a fee or individual admissions charge may be subject to additional payment fees to the District, unless waived by the Board of Trustees in consideration that the fees accrued go to benefit the registered club's stated purpose that being of a "non-profit" nature. Non-resident fees will apply.

### Use of Facilities for Gambling and Games of Chance

Gambling/games of chance of any kind shall not be permitted unless authorized by state statute and as may be authorized by the Board of Trustees.

## Board of Trustees

## Meeting Agenda Memo

Date: Friday, February 11, 2022  
Title: **Pool #2 Canopy Discussion**  
Section & Item: 11.C  
Department: R&M/Capital Projects  
Fiscal Impact: TBD based on scope of work.  
Contact: Michael Morrissey, John W Coffey, ICMA-CM, Community Manager  
Attachments: exhibit A Pool 2 canopy memo from May 26 2020, exhibit B 5.26.2020 BOT Meeting Minutes  
Reviewed by General Counsel: N/A  
Approved by: John W. Coffey, ICMA-CM, Community Manager



### Requested Action by BOT

Consideration of Trustee Morrissey's request to add the project to the current budget.

### Background and Summary Information

In 2017, the BOT added a "canopy at Pool #2" to the list of R&M/Capital projects. The purpose of the project was for a place for pool users to wait out thunderstorms versus having to get in their vehicles and go home. Ultimately the scope of work became the construction of a 20' x 24' aluminum canopy on a concrete pad in front of the pool. On May 26, 2020, the BOT indefinitely tabled the project and instructed staff to use the budgeted funds to complete the Beach restroom project.

Trustee Morrissey requested this topic be placed on the agenda.

Staff requests direction regarding this matter.

## Board of Trustees Meeting Agenda Memo

Date: May 26, 2020  
Title: **Pool #2 Canopy**  
Section & Item: Old Business  
Department: R&M/Capital  
Fiscal Impact: \$15,225.00 (FY20 Budget of \$14,000)  
Contact: Matt Goetz, Property Services Manager  
and John W. Coffey, ICMA-CM,  
Community Manager  
Attachments: Quote and minutes from April 12, 2019  
and August 9, 2019  
Reviewed by  
General Counsel: N/A  
Approved by: John W. Coffey, ICMA-CM, Community  
Manager



### Requested Action by BOT

Withdraw August 9, 2019 award of contract for canopy to Housman's Aluminum & Screening, Inc, award a new contract for construction of a canopy including concrete work, and direction to staff to execute the required budget transfer from R&M/Capital Contingency.

### Background and Summary Information

After the BOT awarded contract to Housman's Aluminum & Screening, Inc. in August 2019, staff signed a quote from Superior Concrete on November 15, 2019 in the amount of \$3,360 for the concrete pad. Subsequently, staff was unable to facilitate the needed cooperation between the two vendors and Housman's Aluminum & Screening, Inc. stated they were not interested in pouring the pad themselves. Hence, staff once again started to solicit bids for the project (this time for the entire project by one vendor). The following bid was recently obtained:

- \$15,225 Endeavor Construction, Inc. (structure, concrete, survey, and permitting)

Due to the long delays in the project and staff's inability to find vendors willing to quote the project, staff recommends the BOT withdraw the August 9, 2019 award of contract for canopy to Housman's Aluminum & Screening, Inc, award a new contract for the entire project to Endeavor Construction, Inc. in the amount of \$15,225.00, and direction to staff to execute the required budget transfer from R&M/Capital Contingency (for the additional \$1,225).

### April 12, 2019 agenda memo text

*At the November 15, 2017 BOT workshop, Trustee -elect Wheaton suggested adding a project to the list being prioritized for construction of a canopy at Pool #2 so when residents leave the pool due to inclement weather they have a place to wait out the weather. After the BOT agreed by consensus to add the new project, in the prioritization of projects (one of the scheduled agenda items) said project was ranked 10<sup>th</sup> out of 12 projects (#1 being the top priority). Due to the BOT moving the New Administration Project up one year (from FY19 to FY18) in late FY17, the lower ranked priority projects were deferred until the completion of the New Administration Building.*

*Staff solicited the following quotes for a 20-foot by 24-foot aluminum canopy:*

- \$10,538.00 Endeavor Construction, Inc.
- \$7,050.00 Tripod Aluminum, Inc.

*As attached, Tripod Aluminum clarified their quote does include the cost of permitting. Additionally, staff plans on soliciting quotes for a concrete pad on which the canopy will be sited.*

*Although the award of contract is within the Community Manager's authority, this award of contract was placed on the BOT agenda for transparency purposes since it is an unbudgeted item (although it has appeared in the last two years' 5yrFM&CIP as a funded project).*

*Staff recommends, the BOT award contract for construction of a canopy to Tripod Aluminum, Inc. in the amount of \$7,050.00 and authorize staff to execute the required budget transfer from R&M/Capital Contingency once a quote is signed for the installation of the concrete pad.*

#### August 9, 2019 agenda memo text

*On April 12, 2019 the BOT awarded a contract for the construction of a canopy at Pool #2 to Tripod Aluminum. Subsequently, the vendor refused to execute the project as quoted, wanting to install a center pole and increase the cost of the project. Staff contracted the other vendor (Endeavor Construction) also declined to honor its quote. Listed below in italic*

*Staff solicited new quotes from the following vendor:*

*\$10,170.00 Housman's Aluminum & Screening, Inc.*

*\$10,990.05 Palm Bay Aluminum (ballpark estimate – no site visit by contractor)*

*Staff recommends the BOT withdraw the April 12, 2019 award of contract for canopy to Tripod Aluminum, award a new contract for construction of a canopy to Housman's Aluminum & Screening, Inc. in the amount of \$10,170.00, and direction to staff to execute the required budget transfer from R&M/Capital Contingency.*



# BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting (closed to the public)

May 26, 2020

7PM –Building D&E

## Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on May 26, 2020 Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 7PM.

## Pledge of Allegiance to the Flag

Led by Mr. Loveland.

## Roll Call

Present: Mr. Klosky, Ms. Henderson, Mr. Maino, Mr. Loveland and Mr. Compton. Also, present, John W. Coffey, ICMA-CM, Community Manager, Cliff Repperger, General Counsel, and Stephanie Brown, District Clerk, Matt Goetz, Property Services Manager, and Rich Armington, Resident Relations Manager.

## Presentations and Proclamations

None.

## Approval of Minutes

*Mr. Loveland made a motion to approve the minutes dated May 5, 2020 (Budget Workshop) and May 8, 2020. Second by Mr. Maino. Motion passed unanimously.*

## Treasurer's Report

*Ms. Henderson made a motion to approve the Treasurer's Report for May 26, 2020 as read. Second by Mr. Compton. Motion passed unanimously.*

## Audience Participation

Mr. Coffey read a comment from John Lavoie-828 Tamarind Circle-he spoke in favor of Shaw Medical Clinic being in the Shopping Center rather than the jewelry store.

Paul E. Sharkey-spoke in favor of the Shaw Medical Clinic proposal.

Mr. Coffey read a letter from Richard Schatlow-636 Marlin Circle-he spoke in favor of waiting to see how the COVID-19 could affect construction before moving ahead with the building A project.

Carol Joseph-966 Waterway Drive-spoke in favor of reopening the pools with restrictions for health safety.

Dawn Forsman Trust-1072 Manila Drive-would be willing to work with BBRD regarding COVID guidelines to continue her water exercise classes.



# BAREFOOT BAY RECREATION DISTRICT

Joann Longley-712 Wedelia Drive-spoke in favor of opening the pools.

James Sukiennik-1103 Oriole Circle-spoke in favor of reopening amenities on a limited basis.

Susan Kinscherf-379 Egret Circle-spoke in favor reopening pools with guidelines.

## Unfinished Business

### Phased Re-Opening Discussion

Mr. Compton spoke in favor of implementing phase 2 of re-opening. Mr. Maino voiced his disapproval of implementing phase 2 at this time. Ms. Henderson spoke in favor of going into Phase 1 of reopening June 16, 2020. She also wanted to know if the Property Services staff would be ready for re-opening. Mr. Coffey responded he cannot give an answer until a decision to re-open has been made. Mr. Loveland voiced his concern for the security and safety of the staff. He spoke in favor of deciding on a day for re-opening.

*Mr. Compton made a motion to implement phase 2 of the re-opening plan. Second by Ms. Henderson. Ms. Henderson, Mr. Maino and Mr. Loveland dissented. Mr. Klosky abstained. Motion failed 3-1.*

*Ms. Henderson made a motion to re-open Barefoot Bay Recreation District and start Phase 1 on June 8th. Second by Mr. Maino. Motion passed 3-2. Mr. Compton and Mr. Loveland dissented.*

### Building A Renovations Project: Authorization for Chairman Klosky to Sign the Contract

Staff recommends the BOT authorize Chairman Klosky to sign the contract for Building A Renovations with Parkit Construction, Inc. in the amount of \$564,435.00.

*Mr. Henderson made a motion to authorize Chairman Klosky to sign the contract for Building A Renovations with Parkit Construction, Inc. in the amount of \$564,435.00. Second by Mr. Loveland. Motion passed unanimously.*

### Pool #2 Canopy

Staff recommends the BOT withdraw the August 9, 2019 award of contract for canopy to Housman's Aluminum & Screening, Inc, award a new contract for the entire project to Endeavor Construction, Inc. in the amount of \$15,225.00, and direction to staff to execute the required budget transfer from R&M/Capital Contingency (for the additional \$1,225). Mr. Klosky suggested eliminating this project and moving the budget to the beach restroom project

*Mr. Maino made a motion to BOT withdraw the August 9, 2019 award of contract for canopy to Housman's Aluminum & Screening, Inc, award a new contract for the entire project to Endeavor Construction, Inc. in the amount of \$15,225.00, and direction to staff to execute the required budget transfer from R&M/Capital Contingency (for the additional \$1,225). Second by Mr. Compton.*

*Mr. Maino withdrew his motion and Mr. Compton withdrew the second.*

*Mr. Compton made a motion to postpone the project and use the funds for the beach restroom project. Second by Mr. Maino. Motion passed unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

## New Business

### **FY21 Proposed Budget Mailout**

Staff recommends the BOT approve the Proposed Budget Mailout as attached (or modify as needed and then approve it) and announce 7pm in Building D/E on June 23, 2020 as date and time of the public hearing for the adoption of the annual assessment in addition to the adoption of the FY21 Budget.

*Mr. Maino made a motion to approve the Proposed Budget Mailout as attached (or modify as needed and then approve it) and announce 7pm in Building D/E on June 23, 2020 as date and time of the public hearing for the adoption of the annual assessment in addition to the adoption of the FY21 Budget. Second by Ms. Henderson. Motion passed unanimously.*

### **Shopping Center Lease for Building 1 Unit 2 and part of 3 (Old Barber Shop)**

The Community Manager recommends the BOT approve one of the two proposals and instruct General Counsel Repperger to draft a formal lease and guaranty (for future BOT approval).

Mr. Coffey contacted both parties and allowed each to speak on their perspective proposals.

*Mr. Compton made a motion to approve the lease for Shaw Medical Group and instructed Mr. Repperger to draft a formal lease and guaranty for approval. Second by Mr. Loveland. Motion passed unanimously.*

### **Shopping Center Rent Reduction Requests (3 tenants)**

Consideration of requests from three tenants (Food Store, Barber Shop and RJ's 2002 Restaurant) for rent forgiveness due to the COVID-19 pandemic.

Ms. Henderson spoke in favor of rent forgiveness for 50% off over 2 months, to also include Sunshine Rentals.

*Mr. Loveland made motion of rent forgiveness for 50% over 2 months, excluding CAM fees and including Sunshine Rentals. Second by Ms. Henderson. Motion passed unanimously.*

### **Beach Restrooms Engineering Services**

Staff recommends the BOT approve the engineering services proposal from TLC at a cost of \$25,650.00.

*Mr. Maino made a motion to approve the engineering services proposal from TLC at a cost of \$25,650.00. Second by Mr. Compton. Motion passed unanimously.*

### **Pool #2 Pit Replacement and Upgrade**

Staff recommends the BOT approve the Pool #2 pit replacement and upgrade from Family Pools, Inc. in the amount of \$73,610.60 plus permitting and instruct staff to transfer the necessary budget from R&M/Capital Contingency to fully fund this project.





# BAREFOOT BAY RECREATION DISTRICT

*Ms. Henderson made a motion to approve the Pool #2 pit replacement and upgrade from Family Pools, Inc. in the amount of \$73,610.60 plus permitting and instruct staff to transfer the necessary budget from R&M/Capital Contingency to fully fund this project. Second by Mr. Loveland. Motion passed unanimously.*

## **Settlement Proposal FCHR Case No. 202023409**

The matter was dismissed by FCHR with a No Cause finding related to the claim.

## **DOR Violations**

### **DOR Violation 20-001039 414 Barefoot Blvd**

*Mr. Henderson made a motion to refer case #20-001039 414 Barefoot Blvd to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Compton. Motion passed unanimously.*

### **DOR Violation 20-000007 414 Barefoot Blvd**

*Ms. Henderson made a motion to refer case #20-000007 414 Barefoot Blvd to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Compton. Motion passed unanimously.*

### **DOR Violation 20-001110 414 Barefoot Blvd**

#20-001110 414 Barefoot Blvd came into compliance prior to the meeting.

### **DOR Violation 20-000380 400 Osprey**

*Ms. Henderson made a motion to refer case #20-000380 400 Osprey to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Compton. Motion passed unanimously.*

### **DOR Violation 20-000547 400 Osprey**

*Mr. Maino made a motion to refer case #20-000547 400 Osprey to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Compton. Motion passed unanimously.*

### **DOR Violation 20-000630 401 Osprey**

*Mr. Maino made a motion to refer case #20-000630 401 Osprey to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Ms. Henderson. Motion passed unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

## **DOR Violation 20-000631 401 Osprey**

*Mr. Maino made a motion to refer case #20-000631 401 Osprey to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Ms. Henderson. Motion passed unanimously.*

## **DOR Violation 20-005045 901 Waterway Drive**

*Ms. Henderson made a motion to refer case #20-005045 901 Waterway Drive to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Compton. Motion passed unanimously.*

*Mr. Loveland and Mr. Compton suggested a list from Mr. Repperger showing the status of cases.*

## **DOR Violation 20-00184 901 Waterway Drive**

*Ms. Henderson made a motion to refer case #20-00184 901 Waterway Drive to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Compton. Motion passed unanimously.*

## **DOR Violation 20-000632 401 Osprey (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-000632 401 Osprey to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

## **DOR Violation 20-001186 414 Barefoot Blvd (High Grass/Weeds)**

*#20-001186 414 Barefoot Bay Blvd came into compliance prior to the meeting.*

## **DOR Violation 20-001206 1032 Waterway Drive (High Grass/Weeds)**

*#20-001206 1032 Waterway Drive came into compliance prior to the meeting.*

## **DOR Violation 20-001202 108 Hydrangea Court (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001202 108 Hydrangea Court to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

## **DOR Violation 20-001201 622 Amaryllis Drive (High Grass/Weeds)**

*#20-001201 622 Amaryllis Drive came into compliance prior to the meeting.*

## **DOR Violation 20-001221 801 Lychee Drive (High Grass/Weeds)**

*20-001221 801 Lychee Drive came into compliance prior to the meeting.*

## **DOR Violation 20-001218 Tamarind Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001218 Tamarind Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

**DOR Violation 20-001214 861 Tamarind Circle (High Grass/Weeds)**

#20-001214 861 Tamarind Circle came into compliance prior to the meeting.

**DOR Violation 20-001207 449 Dolphin Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001207 449 Dolphin Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001205 600 Dolphin Circle (High Grass/Weeds)**

#20-001205 600 Dolphin Circle came into compliance prior to the meeting.

**DOR Violation 20-001200 556 Dolphin Circle (High Grass/Weeds)**

#20-001200 556 Dolphin Circle came into compliance prior to the meeting.

**DOR Violation 20-001199 200 Manatee Court (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001199 200 Manatee Court to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001198 359 Marlin Circle (High Grass/Weeds)**

#20-001198 359 Marlin Circle came into compliance prior to the meeting.

**DOR Violation 20-001197 257 Dolphin Circle (High Grass/Weeds)**

#20-001197 257 Dolphin Circle came into compliance prior to the meeting.

**DOR Violation 20-001222 913 Pecan Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001222 913 Pecan Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001220 953 Cashew Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001220 953 Cashew Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001219 851 Laurel Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001219 851 Laurel Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001216 1005 Ginger Lane (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001216 1005 Ginger Lane to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001215 1037 Oriole Circle (High Grass/Weeds)**

#20-001215 1037 Oriole Circle came into compliance prior to the meeting.

**DOR Violation 20-001227 1012 Royal Palm Drive (High Grass/Weeds)** *Mr. Compton made a motion to refer case #20-001227 1012 Royal Palm Drive to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

**DOR Violation 20-001213 1025 Oriole Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001213 1025 Oriole Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001212 912 Wren Circle (High Grass/Weeds)**

#20-001212 912 Wren Circle came into compliance prior to the meeting.

**DOR Violation 20-001224 415 Plover Drive (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001224 415 Plover Drive to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001210 1021 Wren Circle (High Grass/Weeds)**

#20-001210 1021 Wren Circle came into compliance prior to the meeting.

**DOR Violation 20-001223 1103 Myrtle Drive (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001223 1103 Myrtle Drive to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001209 1067 Wren Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001209 1067 Wren Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001208 1184 Waterway Drive (High Grass/Weeds)**

#20-001208 1184 Waterway Drive came into compliance prior to the meeting.

**DOR Violation 20-001204 909 Oleander Circle (High Grass/Weeds)**

#20-001204 909 Oleander Circle came into compliance prior to the meeting.

**DOR Violation 20-001203 707 Hyacinth Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001203 707 Hyacinth Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001230 1385 Barefoot Circle (High Grass/Weeds)**

#20-001230 1385 Barefoot Circle came into compliance prior to the meeting.

**DOR Violation 20-001226 1321 Barefoot Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001226 1321 Barefoot Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

**DOR Violation 20-001229 1376 Barefoot Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001229 1376 Barefoot Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

## **DOR Violation 20-001228 1374 Barefoot Circle (High Grass/Weeds)**

*Mr. Compton made a motion to refer case #20-001228 1374 Barefoot Circle to BBRD Property Services to get in compliance. Second by Ms. Henderson. Motion passed unanimously.*

## **Manager's Report**

### Resident Relations

#### **ARCC Meeting 05/12/20 agenda**

- 17 Consent items – all approved
- 6 Other items – all approved
- 3 Old Business items (extension requests) – all approved

#### **ARCC Meeting 05/26/20**

- 17 Consent items
- 8 Other items
- 1 Old Business

### **VC Meetings**

- All future meetings have been cancelled until the Coronavirus pandemic abates

### **Severance Package Update**

- As of May 19, 2020, 19 eligible employees have elected to receive the two-weeks compensation the BOT approved on April 21, 2020.

### Golf-Pro Shop

- Course Aerification Maintenance (only 9 holes open for two days)
  - June 1<sup>st</sup> Back Nine and Putting Green Closed
  - June 2<sup>nd</sup> Front Nine Closed
- In-House Lake Bank restoration will begin June 1<sup>st</sup>
- Beginning May 22, 2020, residents and golfers wishing to enter the Pro Shop will have their temperatures scanned via a touchless thermometer. If an individual does not wish to have his/her temperature checked, staff will assist that individual outside.

### Property Services

- Patched and Re-painted the Men's and Ladies room at the 19th hole
- Began the roof replacement on the Veterans shed at Micco RV



# BAREFOOT BAY RECREATION DISTRICT

- Re-painted the lines at the Community Center parking lot
- Repaired pool valve at pool 1
- Completed repairs to the ABM break room (new door and paint)
- Cleaned out all the overgrown brush at the Micco RV
- Straightened out fence posts at Micco and West RV
- Set up and removed flag display for Memorial Day
- Continued 3-hour rotation of cleaning the golf course restrooms
- Addressed all current DOR violations
- Continued soliciting bids for various projects

## General Information

- **Lounge/Lakeside Expansion Design Update:**
  - Staff received a revised food prep and storage area layout from the design team for review and comment
  - Staff received the preliminary site plan from the design team for review and comment. Said comments were sent back on May 2<sup>nd</sup>.
- **Steward Medical Group Proposed Land-Lease Update** - Mr. Taylor requested this item be pulled from this agenda so he could have the site plan further refined. He anticipates it being ready for one of the meetings in June.
- **Appeal of Staff Decision Regarding the Payment of a Social Membership** – Per an email dated May 19, 2020, one Trustee has requested this issue (denial of waiver from payment for transfer between two corporations owned by the same individual) be placed on the June 12<sup>th</sup> agenda for consideration by the BOT.
- **Lounge and Pool Restrooms Re-roofing project update:**
  - MB Enterprises arrived onsite today to commence the projects
  - To lessen the chance of damage to the fabric canopies, staff removed the fabric and will have a vendor re-install them after the project is completed (cost to be added to the project)
- **Memorial Day Virtual Ceremony Update** – Due to technical difficulties with the livestream website, the event did not have sound when viewed over the internet. Digital copies (made by staff) do have audio and once it is loaded on BBRD's YouTube account people can re-watch the event with sound.
- **Administration Building Special Hours on Wednesday May 27<sup>th</sup>** – To facilitate an all-hands re-opening planning meeting, staff will not be available to assist residents until 9:30am tomorrow morning.
- **July 5<sup>th</sup> Fireworks Update** – As I previously notified the Trustees, due to the ongoing coronavirus pandemic and uncertainty of re-opening of amenities and facilities, staff elected to shift the fireworks display to the backup date of Veterans Day (Wednesday, November 11, 2020).



# BAREFOOT BAY RECREATION DISTRICT

## Attorney's Report

None.

## Incidental Trustee Remarks

Mr. Loveland thanked the staff that for all the work that they have done through the pandemic.

Mr. Compton asked residents to be mindful of passing information, even inadvertently, between Trustees.

Ms. Henderson thanked all the Veterans and her thoughts went out to victims of COVID-19. She also thanked residents who participated in the golf tournament.

Mr. Maino asked residents to show some understanding in re-opening decisions that have been made.

Mr. Klosky thanked Property Services for the work they have done and reminded the Trustees that evaluations are due June 8<sup>th</sup>.

## Adjournment

The next meeting will be on June 12, 2020 at 1pm in Building D/E

Ms. made a motion to adjourn. Mr. Klosky adjourned.

Meeting adjourned at 9:15 pm

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Roger Compton, Secretary

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Stephanie Brown, District Clerk

## Board of Trustees Meeting Agenda Memo

Date: Friday, February 11, 2022  
Title: **Golf Grant Program: Rebuilding Green #10 to USGA Standards Proposal**  
Section & Item: 11.D  
Department: Golf  
Fiscal Impact: \$51,444.00 (of which \$32,000 is reimbursable via a FRDAP grant program)  
Contact: Ernie Cruz, Golf Manager, John W Coffey, ICMA-CM, Community Manager  
Attachments: ABM proposal, USGA standards explained  
Reviewed by General Counsel:  
Counsel: N/A  
Approved by: John W. Coffey, ICMA-CM, Community Manager



### Requested Action by BOT

Consideration and approval of ABM proposal to rebuild Green #10 to USGA standards or direction to staff.

### Background and Summary Information

In late 2020, BBRD received notice of award of a 100% reimbursable \$50,000 grant through the Florida Recreation Development Assistance Program (as administered by the Florida Department of Environmental Protection). The award was based on categories of course renovations, picnic area expansion, and minor landscaping improvements. To ensure adequate time for processing of closeout paperwork, all work should be completed by the end of calendar year 2022.

The picnic area portion is anticipated to commence work on February 7, 2022 and the minor landscaping will be accomplished during the summer months. Originally, rebuilding of the practice greens to USGA standards was planned, but ABM Superintendent Rick Jones' January 6<sup>th</sup> promise to bring the practice greens back to acceptable standards later this year at no cost to BBRD. Hence, staff requested ABM brass to revise the greens renovation proposal to Hole #10 (see attached).

Said proposal costs \$51,444.00, of which 23% of the cost is for fumigating the soil to eliminate weed seeds and nematodes that would inhibit the growth of the sprigged TifDwarf Bermuda grass. Additionally, an attachment is included which explains USGA standards regarding construction of golf greens. Sufficient operating contingency is available in the Finance Department to cover the overage (\$19,444.00).

If the BOT wishes to pursue another renovation project instead of the rebuilding of the #10 green, staff is amenable to exploring other ideas, but the work will need to be able to be reasonably seen as "renovations" of the course and will need to be accomplished by the end of this calendar year.

Absent other direction from the BOT, staff recommends the BOT approve the ABM proposal for rebuilding green #10 at a cost of \$51,444.00 and instruct staff to prepare a budget amendment for the overage from operating contingency for a future BOT meeting agenda.





Job #	52360010
Cust #	6470114

Work Order # \_\_\_\_\_

Attn: Barefoot Bay  
Job Location \_\_\_\_\_

## #10 Green & Collar

Phone No. (772) 664-3174 Cell / Fax No. \_\_\_\_\_



# What is a USGA Green?

Since 1960, the USGA method of putting green construction has helped golf courses deliver consistent, high-quality playing conditions.



## Carefully Selected Materials

Sand mix and gravel undergo rigorous scientific testing before installation.

## Layered Design

Layers help maintain sufficient moisture for healthy grass.



**12" Sand Mix**

**4" Gravel Layer**

## Rapid Drainage

Gravel and drain pipes quickly remove excess water.

## Dependability

The USGA method of putting green construction is based on decades of scientific research.



**Drainage System**

**USGA**

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## Board of Trustees

## Meeting Agenda Memo

Date: Friday, February 11, 2022  
Title: Concrete Work Award of Contract

Section & Item: 11.E  
Department: R&M/Capital Projects  
Fiscal Impact: \$52,300.00 (FY22 Budget of \$137,829)  
Contact: Mackenzie Leiva, Management Analyst, Matt Goetz, Property Services Manager, John W Coffey, ICMA-CM, Community Manager  
Attachments: Slater Construction bid, Hernandez Concrete of Brevard bid, map of areas of work  
Reviewed by  
General Counsel: N/A  
Approved by: John W. Coffey, ICMA-CM, Community Manager



### Requested Action by BOT

Award of contract for the installation of a concrete pad for the Tennis Court Restroom Trailer and repairs to walkways in the Community Center area.

### Background and Summary Information

Beginning in FY16, BBRD has annually budgeted monies for the replacement of damaged concrete walkways. Unspent budgets were rolled forward each year to accumulate sufficient funds to pay for anticipated future needs. The FY22 Revised Budget contains \$137,829 in the R&M/Capital Department for this purpose. The following bids cover the costs of the required concrete pad for the soon-to-be-installed Restroom Trailer at the Tennis Courts and to replace damaged sections of walkways located within the Community Center recreational area.

- \$52,300.00 Slater Construction
- \$61,450.00 Hernandez Concrete of Brevard

Approximately 7,360 square feet of concrete will be poured (360 square feet for restroom trailer pad and 7,000 square feet of replacement walkways)

Commencement of work will not start until after the February 11<sup>th</sup> and 12<sup>th</sup> Barefoot Bay by the Lake Festival. A specific date of commencement of work is to be determined.

Hence, staff recommends the BOT award contract for concrete work to Slater Construction in the amount of \$52,300.00





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License # CGC1526339

**DATE:** January 28, 2022

**OWNER:** Barefoot Bay Admin

**PROJECT LOCATION:** 625 Barefoot Blvd

**SCOPE OF WORK**

- Removed existing concrete that is marked on ground as well as areas discussed with Mackenzie
- Provide dumpsters and haul off all removed concrete.
- Install new 3000 psi 4" concrete sidewalk where existing concrete was removed.
- Install a 12x30 concrete slab by tennis courts.
- Regrade sidewalk along parking area and add 3" curb. Price includes bringing in fill dirt.

**Project total: \$52,300.00**

**NOTES:**

- Estimate 2 weeks for job completion.
- Concrete material will need to be order roughly 2 weeks in advance. Job can start within a few days of deposit.

**Payment:**

- 50% Due at signing of contract for deposit and to order materials.
- 25% Due after concrete is removed and hauled away, ready to pour new concrete
- 25% Due once all construction related work is completed

**Change Order:** Any changes in work will be executed in writing between owner and contractor.

**COVID-19:** Due to covid-19 there is potential for delays in some materials as well as permitting process. Materials are in high demand and have shortages, so allowance are carried for current market price and are subjected to change throughout construction in which cause a change order may be issued for difference in material cost.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

Property Owner: \_\_\_\_\_

Contractor: \_\_\_\_\_

Dillon Z. Slater, Owner for: Slater Construction



1 of 1



Hernandez Concrete of Brevard  
 Alex: 772-766-2889  
 Serving all your concrete needs  
 Serving Brevard, Indian River, St. Lucie

QUOTE	DATE	DUE DATE
685	2/1/2022	UPON RECEIPT

CUSTOMER	CONTACT INFORMATION	JOB SITE ADDRESS
Mackenzie	772-453-5428	625 Barefoot Blvd

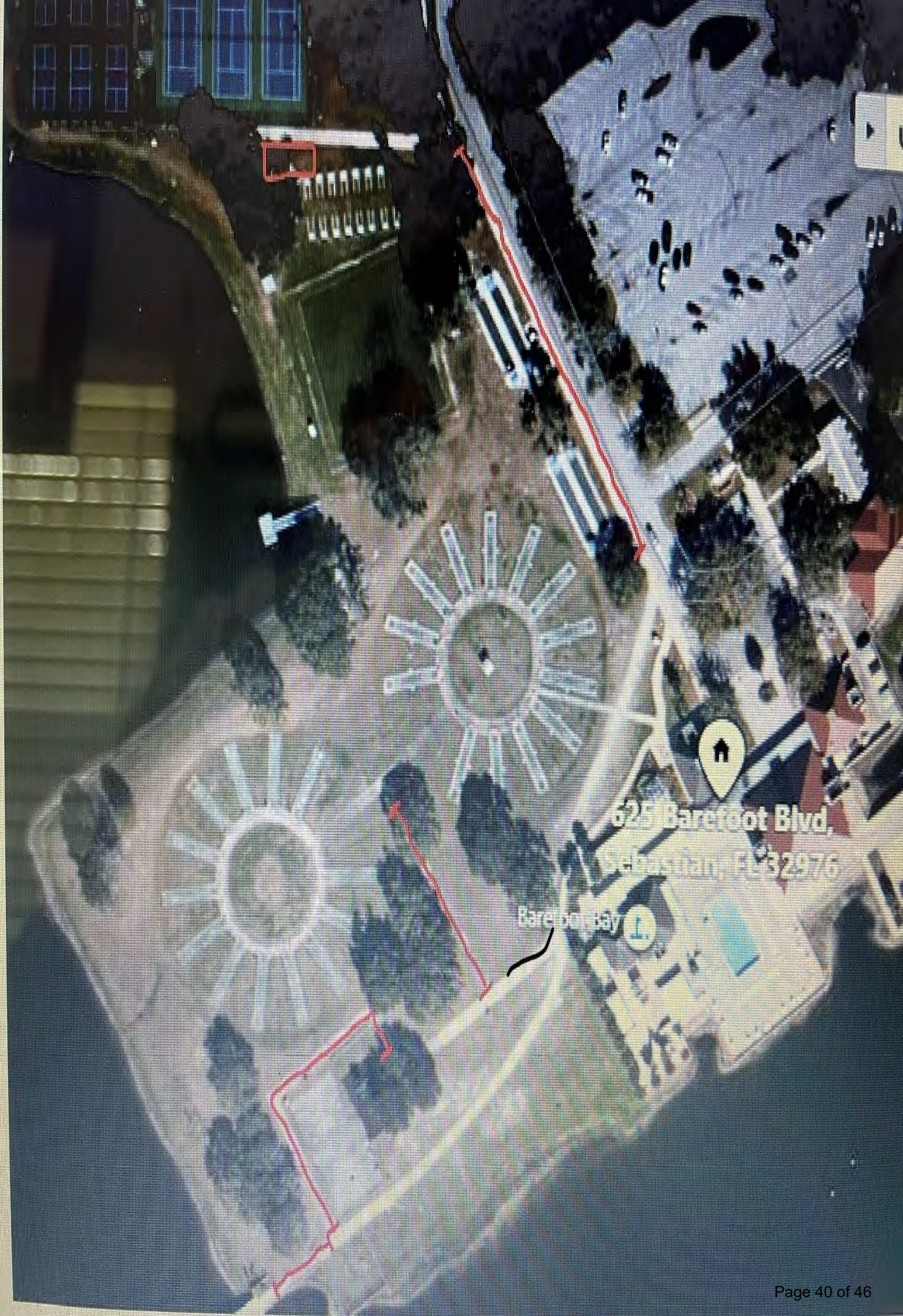
SCOPE OF WORK	QTY	PRICE	TOTAL
Remove 7000 sf of concrete from areas discussed with staff			\$
haul off all concrete as well as provide dumpsters			\$
Pour new concrete 4" with 3000 psi design mix			\$
Grade walkway along asphalt to ensure a 3" curb			\$
pour slab for future structure next to tennis court.			\$
			\$
			\$
			\$
			\$
			\$
			\$

TOTAL	\$	61,450.00
TAX	\$	-
PROJECT TOTAL	\$	61,450.00

Upon acceptance, the contract price shall be paid in progressive draws which will be mutually determined by Owner and Contractor. Additional work that is not listed in the above proposal will be calculated using \$75.00 an hour plus materials

I \_\_\_\_\_ hereby accept this proposal on \_\_\_\_/\_\_\_\_/\_\_\_\_







## Board of Trustees

## Meeting Agenda Memo

Date: Friday, February 11, 2022  
Title: **FY22 Budget Amendment: Employee Health Insurance**  
Section & Item: 11.F  
Department: Administration, Finance  
Fiscal Impact: \$0.00  
Contact: Charles Henley, Finance Manager, John W Coffey, ICMA-CM, Community Manager  
Attachments: 220211 Resolution 2022-01 - FY22 Budget Amendment - Correcting Staff Health Insurance  
Reviewed by General Counsel: N/A  
Approved by: John W. Coffey, ICMA-CM, Community Manager



### Requested Action by BOT

Board consideration and approval of Resolution 2022-01.

### Background and Summary Information

On September 28th, 2021, the BOT approved Resolution 2021-17, amending the FY22 budget transferring funds to the R&M Capital Projects Department from the Administration, Food & Beverage, Resident Relations, Golf and Property Services Departments.

Staff inadvertently miscalculated the adjustment and requests the BOT approve Resolution 2022-01, Amending the Budget, transferring \$38,029 from the Contingency line item in the Administration Department to the Medical/Dental/Life & AD&D Insurance line item in the Administration, Food & Beverage, Resident Relations, Golf and Property Services Departments according to the schedule below:

Department	Budget Line Item	Increase	Decrease
Administration	Contingency		\$ 38,029
Administration	Medical/Dental/Life & AD&D Insurance	\$ 7,613	
Food & Beverage	Medical/Dental/Life & AD&D Insurance	\$ 6,370	
Resident Relations	Medical/Dental/Life & AD&D Insurance	\$ 6,382	
Golf / Pro Shop	Medical/Dental/Life & AD&D Insurance	\$ 1,278	
Property Services	Medical/Dental/Life & AD&D Insurance	\$ 16,386	

The Administration Department's Contingency line item has sufficient balance to cover this transfer. There is no net impact to the Budget as the \$38,029 was previously accounted for in the Finance Contingency account (\$29,000 was originally budgeted in the account for employee health insurance premiums) and the R&M/Capital Contingency account (\$15,937 was transferred there from various employee insurance accounts earlier in FY22).

Staff recommends the BOT approve Resolution 2022-01 increasing the Medical/Dental/Life & AD&D Insurance line items by \$38,029 in the Administration, Food & Beverage, Resident Relations, Golf and Property Services Departments using the Administration Department's Contingency line item.

**RESOLUTION 2022-01**

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

**WHEREAS**, the Barefoot Bay Recreation District Board of Trustees adopted Resolution 2021-09, an operating Budget for the Fiscal Year beginning October 1, 2021, and ending September 30, 2022; and

**WHEREAS**, the Board of Trustees is desirous of amending the previously adopted Budget; and

**WHEREAS**, the Board of Trustees has ascertained that the following amendments are necessary to provide for the operation of the District for the Fiscal Year 2021/22:

An Amendment in the amount of \$38,029 to be deducted from the Contingency expenditure line item in the Administration Department.

An Amendment in the amount of \$7,613 to be added to Medical/Dental/Life & AD&D Insurance expenditure line item in the Administration Department Budget.

An Amendment in the amount of \$6,370 to be added to Medical/Dental/Life & AD&D Insurance expenditure line item in the Food & Beverage Department Budget.

An Amendment in the amount of \$6,382 to be added to Medical/Dental/Life & AD&D Insurance expenditure line item in the Resident Relations Department Budget.

An Amendment in the amount of \$1,278 to be added to Medical/Dental/Life & AD&D Insurance expenditure line item in the Golf / Pro Shop Department Budget.

An Amendment in the amount of \$16,386 to be added to Medical/Dental/Life & AD&D Insurance expenditure line item in the Property Services Department Budget.

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

**Section 1.** The amendment shall be made to the operating Budget for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022.

**Section 2.** The Community Manager and the Finance Manager are directed to adjust FY 2021/22 Adopted Budget.

**Section 3.** This resolution shall become effective 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 Maino  
Trustee, Bruce Amoss  
Trustee, Hurrol Brinker  
Trustee, James Nugent  
Trustee, Michael Morrissey

The Chairman thereupon declared this Resolution Done, Ordered, and Adopted on this 11<sup>th</sup> day of February 11, 2022.

**BAREFOOT BAY RECREATION DISTRICT**

By: \_\_\_\_\_  
Michael Maino,  
CHAIRMAN

\_\_\_\_\_  
Hurrol Brinker,  
SECRETARY



## Barefoot Bay Recreation District

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

Phone 772-664-3141  
Fax 772-664-1928

**Memo To:** Board of Trustees

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

**Date:** February 11, 2022

**Subject:** Manager's Report

### Finance

- **FY22 Assessment Collection Update** – Staff has not received any further disbursements from Brevard County since January 11<sup>th</sup>. When additional monies are received updated information will be provided.
- **Shaw Medical and CVO Leases Update** – Staff received draft leases on February 3<sup>rd</sup> and anticipate full execution of each lease during the week of February 7<sup>th</sup>.

### Resident Relations

#### **ARCC Meeting 02/01/2022**

- 29 Consent Items – 27 approved, 1 denied, 1 removed (duplicate)
- 18 Other Items – 15 approved, 2 denied, 1 tabled

#### **Next ARCC Meeting**

- Is scheduled for February 15<sup>th</sup> at 9am in the Administration Conference Room

#### **VC Meeting 01/28/2022**

- 3 Cases – came into compliance prior to the meeting
- 1 Case – DOR is working with the homeowner
- 1 Case – found to be in violation

#### **Next VC Meeting**

- Is scheduled for February 11<sup>th</sup> at 10am in Bldg. D/E

### **January's Interesting Facts**

- 24 Homes sold (30 were sold in January 2021)
- 26 New Homeowner orientations were given
- 40 Residents were in attendance

### Food & Beverage

- The **4th Annual Barefoot by the Lake Festival** is this weekend Friday the 11<sup>th</sup> and Saturday the 12<sup>th</sup> from 11am -9:30pm. Come on over to 625 Barefoot Boulevard where over 40 artisan and food vendors are attending along with a line-up of great free music on the festival stage.
- Saturday night, February 25 is the **SOLDOUT Paul McCartney Tribute ticketed event** in Building A. Doors open at 5pm for the pre-show party with food and beverages available. Food and beverages may not be brought into the event.
- Our big **annual St. Patrick's Day celebration** will be held on March 17, 2022, starting with a parade at 10am down Veterans Way, a short ceremony, Blessing of the Bay, and the Brevard Police and Fire, Pipers and Drums show follows the parade. Live entertainment starts at 11am and lots of corned beef sandwiches will be served at noon. Tickets go on sale for corned beef sandwiches and dinners on Wednesday, February 16 at the Lounge, the 19th Hole and the Administration Building.
- Tickets are on sale now in the Administration Building (NAB) for **"Greggie and The Jets" an Elton John Tribute show** to be held on March 25, 2022. Tickets are \$25 with theater style seating.
- For all shows in the Winter Beats series, the doors, and bar open at 5pm and a food menu is available.
- Flyers with all the details are posted.

#### Property Services

- Delivered mulch to the Softball Field for their annual re-mulching of the beds
- Continued work on the D/E Ladies restroom
- Began repainting the upper walls on the Shopping Center roof
- Completed the electrical and plumbing in the new CVO Office
- Completed installing all the bollards on Midway and Hawthorn
- Replaced the irrigation pump at the Shopping Center
- Replaced the rotten wood fence at the Shopping Center
- Repaired broken irrigation lines at the Shopping Center
- Repaired broken cables at the fishing pier
- Reworked the Sherriff's lock at the pier
- Repaired the heater at Pool #2
- Partnered with Golf-Pro Shop personnel to prep picnic area for demolition of old scoreboard and construction of new scoreboard
- Continued to solicit bids for budgeted projects

#### Golf-Pro Shop

- Cart Barn Repairs awaiting engineering and permitting
- Picnic Area scoreboard: commencement of work scheduled for Monday, February 7th
- January Golf Tournaments (Contact Pro Shop @ 664-3174 for Details)
  - 29th Carl Anderson Memorial
- February Golf Tournaments (Contact Pro Shop @ 664-3174 for Details)
  - 8th Ladies 9-Hole League Charity, Shotgun start @ 8:00
  - 22nd Ladies President's Cup, Shotgun start @ 8:00
- Lake bank restoration began Wednesday, January 19th (estimated completion date is March 15th Weather permitting)

#### General Information

- **Building A Renovations Project Update** – The final fire above ceiling inspection and final building department inspections passed the week of January 31<sup>st</sup>. Two minor corrections were noted on the final hood fire inspection which should be corrected before February 11<sup>th</sup> which will close out the

project. A formal ribbon cutting and grand opening ceremony will be scheduled in the future for residents to be able to tour the new facilities.

- **Bldg. A Retaining Wall Repairs Project Update** – The contract was executed on February 3<sup>rd</sup> and the deposit check was mailed on February 4<sup>th</sup>. Once the vendor received the deposit check he will schedule the project and notify staff of a tentative commencement date.
- **Food Trailer Update:** Staff has three bids but I am not comfortable recommending spending \$60K on something sight unseen. Hence, similar to how Matt and I made a road trip to NC to look at a restroom trailer, the Kitchen Supervisor will be traveling to South Florida, Orlando, and Jacksonville to visually inspect units for which we have received bids. Once I am comfortable with his and Kathy's recommendation I will place it on the next available agenda for consideration by the BOT.
- **Reminder that Government Finances Can Sometimes Be Difficult to Understand** – The public is gently reminded that approximately 60-65% of BBRD's revenues are derived through the annual assessment and golf membership fees which are largely received within the first four months of each fiscal year where historically 20-25% of expenditures occur in the same time frame. Additionally, the \$4.1 Million in "cash balances" read by Trustee Nugent in his Treasurer's Report earlier today includes \$1.1 Million in roll-forward project budgets from FY22. Hence, of the \$4.1 Million BBRD current has, only \$1.2 Million dollars is anticipated to be in the bank and various investment accounts on September 30, 2022 (which is reserved for emergencies per Resolution 2016-11). Hence, if someone tells you BBRD has \$4 Million in reserves, they do not have all the facts.
- **FY23 Working Draft Proposed Budget (WDPB) Update and Reminder** – Key dates include:
  - No later than March 7th: Submittal of the budget document to the Trustees.
  - No later than close of business March 8th: Electronic copies will be available on [www.bbrd.org](http://www.bbrd.org).
  - March 8th: Free paper copies of the Resident's FY23 WDPB will be available for pick up at the Administration Building.
  - Budget workshops will be in Building D/E and are scheduled for:
    - March 14th at 7pm
    - March 24th at 7pm
    - May 3rd at 10am
    - May 5th at 7pm