

**Barefoot Bay Recreation District
Regular Meeting of the Board of Trustees**

Friday, December 9, 2016

1:00 PM

1225 Barefoot Boulevard, Building D/E



BAREFOOT BAY RECREATION DISTRICT

Barefoot Bay Recreation District Regular Meeting
Friday, December 9, 2016 1 P.M.
Building D&E

AGENDA

Please turn off all cell phones

1. Thought for the Day
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Presentations and Proclamations
 - A. Luann Henderson Retirement
 - B. Barefoot Bay Song
 - C. FPL Presentation
5. Approval of Minutes
6. Treasurer's Report
7. Audience comment on Agenda Items
8. Unfinished Business
 - A. Review of Committees
 - B. Safety Deposit Box Relocation
9. New Business
 - A. DOR Violations
 - i. Case # 16-003542 944 PECAN CIRCLE
 - B. Lounge Canopies Re-covering Award of Contract
 - C. Lake Water Fountain Donation Request by BFBHOA
 - D. Golf Advisory Committee Recommendation: Membership Rates
 - E. Finance Advisory Committee Recommendation: New Bank
 - F. Recreation Advisory Committee Recommendation: Soccer Field
 - G. Replacement Golf Cart Award of Contract
 - H. Resident Relations Postage Machine Lease Renewal
 - I. Confirmation of CCTV Change Order
 - J. Building A Sound System Upgrades
 - K. 19th Hole Carpet Replacement
 - L. Facilities Planning Advisory Committee Appointments
 - M. Finance Advisory Committee Appointments
 - N. Security Advisory Committee Appointment
 - O. Violations Committee Appointment
 - P. Guinther v. Barefoot Bay Recreation District
10. Manager's Report
11. Attorney's Report
12. Committee/Liaison Reports
13. Incidental Trustee Remarks
14. Audience Participation
15. Adjournment

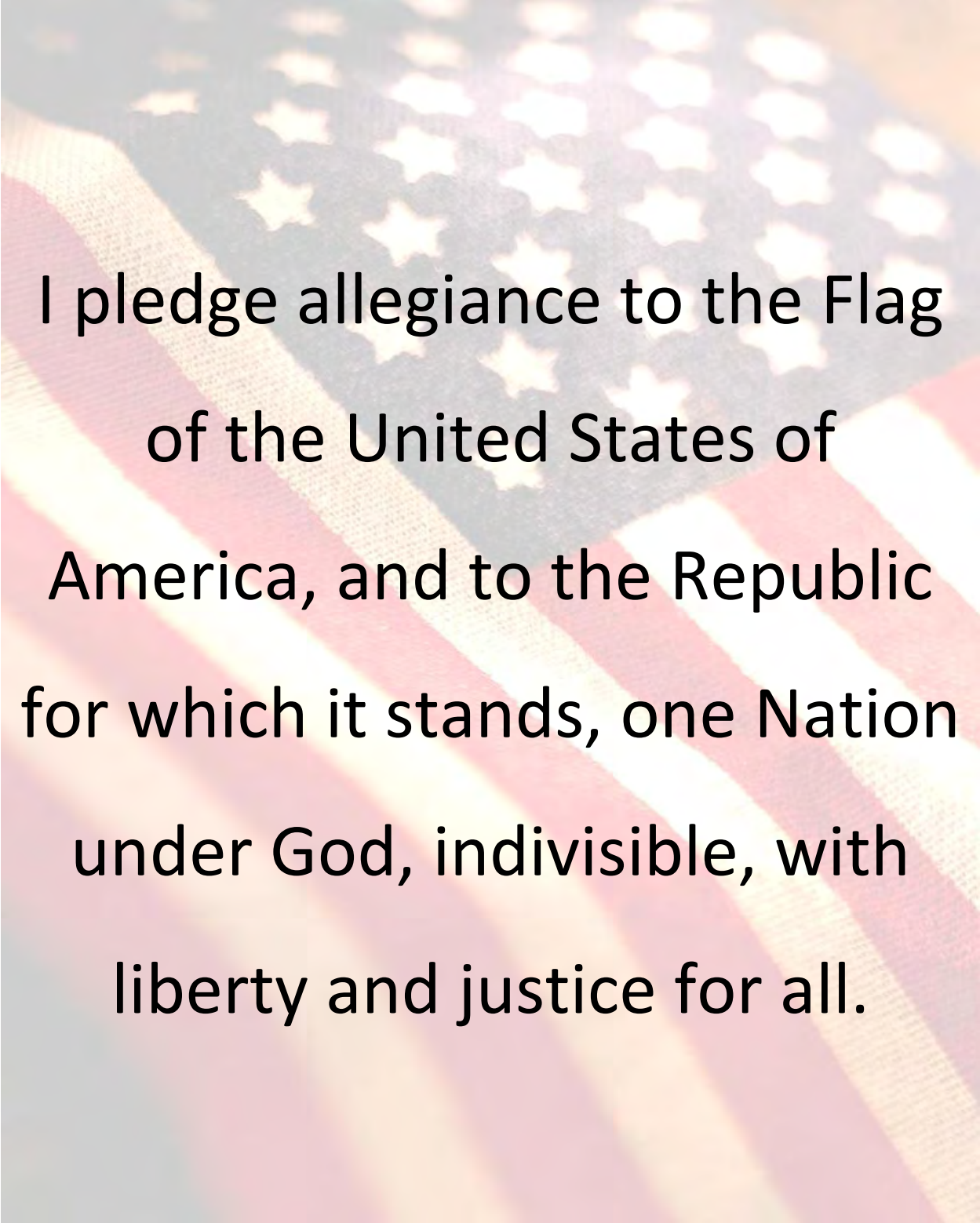
12/3/2016 If an individual decides to appeal any decision made by the Recreation District with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.



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- 14. Audience Participation
- 15. Adjournment

12/3/2016 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.



I pledge allegiance to the Flag
of the United States of
America, and to the Republic
for which it stands, one Nation
under God, indivisible, with
liberty and justice for all.

The Barefoot Bay Song

By

Raymond Spencer

Chorus: Barefoot Bay, Barefoot Bay,
Easy livin', the old fashioned way.
Warm Florida sunshine (almost) every day,
I've a happy home in Barefoot Bay

Verse#1: Hear the mockingbird sing, even at night.
Hear the rumble of the freight train, pulling out of sight.
Hear the rattle of the sand cranes struttin' around.
Barefoot Bay has it's very own sound.

Verse#2: Always wear your big hat and dark glasses in the pool.
Never get your head wet , seems to be the rule.
Thrash in the water to a Zumba beat,
Stay in the pool up to your chin to beat the heat.

(Chorus)

Verse#3: Always somethin' goin' on in Building "A".
Cards, clubs, committees, and many games to play.
But if you're tired or lazy or it's too hot to think,
Just belly up to the bar and order up a drink .

The Barefoot Bay Song - Continued (Page 2 of 2)

Verse#4: Barefoot Bay has yard sales on Saturdays, each and every week.
Just drive around, you will have found all the treasures that you seek.
Bring them home and store them in any space that will allow.
Then sell them in your own yard sale, a year or two from now.

(Chorus)

Verse#5: Snowbirds come, and, then, they go,
Getting away from all that ice and snow.
But don't you worry about losing a friend,
Because before you know ithere they come again.

Verse#6: Hurricane Mathew came to call, one October day.
We were all so glad to see him, we all drove away.
So now we count our blessings, he did not stay too long.
We can all go back to singing our merry little song.

(Chorus)

(Ending)

This song was composed and written entirely and exclusively by Raymond M. Spencer in

2015 and 2016.

Roll Call

Trustees

Chairman - Mr. Klosky

1st Vice Chair - Ms. Wright

2nd Vice Chair - Mr. Lavier

Secretary - Mr. Diana

Treasurer - Mr. Cavaliere

Also Present

General Counsel- Cliff Repperger, Jr., Esq.

Community Manager - John W. Coffey

District Clerk - Dawn Myers

Approval of Minutes



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting November 10, 2016 1 P.M. –Building D&E

Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on November 10, 2016 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 1:00 P.M.

Thought for the Day

Mr. Klosky asked for a moment of silence to honor our service personnel both past and present who have helped protect our country. He also asked that we remember our Barefoot Bay residents both past and present.

Mr. Klosky led the Pledge of Allegiance to the Flag.

Presentations

Mr. Klosky read and presented Barefoot Bay Veterans with a Veterans Day Proclamation in honor of their service.

Mr. Diana made a motion to accept the Veterans Day Proclamation. Second by Brian Lavier. Motion carried unanimously.

Roll Call

Present: Mr. Klosky, Ms. Wright, Mr. Diana, Mr. Cavaliere and Mr. Lavier. Also present: General Counsel Cliff Repperger, John W. Coffey, Community Manager and Dawn Myers, District Clerk.

Minutes

Ms. Wright made a motion to approve the minutes October 25, 2016. Second by Mr. Cavaliere. Motion carried unanimously.

Treasurer's Report

Mr. Cavaliere presented the Treasurer's Report for November 10, 2016.

Mr. Diana made a motion to accept the Treasurer's Report. Second by Mr. Lavier. Motion carried unanimously.

Audience comment on Agenda Items

None brought forward

Unfinished Business

Resolution of Advisory Committee Suspension

At the October 25, 2016 The Board made a motion to temporarily suspend Mr. Hurrol Brinker from all the committees he is currently sitting on. The suspension came about due to a Department Manager complaint that Mr. Brinker was creating a hostile work environment for him and his fellow managers by



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constantly criticizing their department productivity and operations. Mr. Diana was tasked to investigate the allegation by meeting with all the managers concerning their position on Mr. Brinker's complaint. He was also asked to meet with Mr. Brinker to hear his side of the situation and bring the full report back to this meeting for a final decision by the Board. Ms. Wright requested that the Board table this agenda item until the rest of the Board has an opportunity to review the report or call for a recess to review prior to hearing the report and making a decision. General Counsel advised that the decision to proceed is ultimately up to the Board. Consensus of the Board to proceed with Mr. Diana's report. Mr. Diana read the report which included anonymous statements from staff. The summarized statements acknowledged Mr. Brinker and other committee members had, in fact, overstepped their positions on occasion by applying undue pressure to staff by criticizing daily operations. Mr. Diana stated that the modern workplace is not reminiscent of the workforce as Mr. Brinker knew it to be years ago. He was confident that due to the current situation, Mr. Brinker was well aware of his misstep and could be trusted not to recommend releasing Mr. Brinker's suspension at this time.

Due to his speech impediment, Mr. Hurrol Brinker presented a written statement read by Ms. Carol Joseph concerning the allegations. In his statement Mr. Brinker called attention to the fact that the procedure for filing a complaint was not followed by the Board as stated in the BBRD Employee Manual. The first time Mr. Brinker had even heard of the complaint was at a public Board of Trustees meeting. He maintained that he was put on trial at a public forum without an opportunity to defend the charge. He voiced his thorough dissatisfaction on the way this situation was handled and stated that he wished the Board had followed their own rules.

Ms. Wright supported Mr. Brinker's position that the chain of command regarding BBRD harassment policy was not followed, but rather arbitrarily brought up at a public meeting leaving Mr. Brinker no opportunity to defend himself. Mr. Cavaliere stated that he is not comfortable with Mr. Brinker on any committees and reiterated his position on abolishing the committees in general. He stated that he heard Mr. Brinker discussing the staff in a derogatory manner and brought attention to recent incidents where committee members were abusing their roles with staff. He suggested abolishing the committees altogether. Mr. Lavier agreed with Mr. Cavaliere as he is well aware that the committee members have been overstepping their bounds and was supportive of dissolving the committees. In response to the claim that procedure was not followed regarding this charge, Mr. Lavier maintained that the committee members are also not following procedure.

Mr. Klosky recommended applying a 5 month suspension for Mr. Brinker and yielded to the Board to make a decision.

Ms. Carol Joseph spoke on behalf of Mr. Brinker agreeing that this situation was not handled properly and acknowledged that both sides had made mistakes. She asked that the Board consider this topic carefully.

Mr. Ernie Cruz commented on the conversation that prompted him to forward an email to Mr. Coffey regarding the last conversation he had with Mr. Brinker. He maintained that he believes he did the right thing as his co-workers do not deserve for their jobs to be threatened by committee members.

Mr. Cavaliere made a motion to permanently suspend Mr. Brinker from all advisory committees. Second by Mr. Lavier. Ms. Wright opposed. Motion carried 4-1.



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New Business

BOT Rules Revision: Elimination of Trustee Departmental Liaison Function

The revision to the BOT Rules was brought back to the Board for approval due to an additional language revision to the Rules and resolution detected at the last meeting. Mr. Cavaliere read the resolution.

RESOLUTION OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING AND SUPERSEDING RESOLUTION 2016-02, BY ADOPTION OF A REVISED SET OF RULES FOR THE BOARD OF TRUSTEES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT WITH OTHER PROVISIONS; AND, PROVIDING FOR AN EFFECTIVE DATE.

Mr. Cavalier made a motion to accept the resolution revising the Rules of Trustees. Second by Mr. Diana. Mr. Klosky opposed. Motion carried. 4-1

DOR Violations

Case # 16-003199 1089 Wren Circle

Ms. Wright made a motion to forward to the attorney for equal and equitable action. Second by Mr. Lavier. Motion carried unanimously.

Case # 16-003041 606 Tarpon Drive

Ms. Wright made a motion forward to the attorney for equal and equitable action. Second by Mr. Cavaliere. Motion carried unanimously

Review of Advisory Committees

Mr. Klosky suggested changing the meeting dates for the Recreation Committee to four times a year and keeping Violations and ARCC committees as is but disbanding all the rest of the committees. Mr. Diana agreed and recommended establishing Ad Hoc committees as needed. Ms. Wright stated that this is a knee jerk reaction. The committees provide a valuable service to the community and they have a lot of experience and education to offer Barefoot Bay.

Jeanne Osborne suggested that perhaps the Board appointed too many committees to start with and shared her concern with the undue criticisms of the Board for no good reason. She asked that the Board consider keeping the Recreation, Finance, Facility Planning and DOR committees as they are beneficial to the community.

Tom Guinther voiced his dissatisfaction with the idea of abolishing the committees as they are very beneficial to the community. The committees provide a welcome forum for the residents to voice their opinion. He stated that he is not in agreement with the way the prior agenda topic was handled as the Board should have addressed the situation as it happened per policy.

Nancy Eisele also voiced her concern regarding to abolishing the committees. The members are concerned residents of Barefoot Bay and the Board has the final say. She urged them to take a larger role with the committees.

Kathryn Lesh commented on her dissatisfaction with the idea of abolishing the committees. She stated that she is very interested in what is going on in the District and will be paying close attention to the Board as she is disappointed in the path they have been taken with recent decisions. She urged them to make the right decision.



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Louise Crouse stated that the committees are great benefit to the community as they do a lot of research and was also opposed to dissolving the committees. She also acknowledged the process for addressing threatening behavior by committee members. This should have gone to the Community manage for resolution rather than discussing in a public forum.

Mr. Cavalier suggested keeping the Finance committee as they are currently working on something. Mr. Lavier stated that the Golf Committee is also working on something at this time and recommends they complete their deliberation. Ms. Wright stated that the Recreation Committee is working on a couple of items.

Mr. Diana made a motion to table the topic to the next meeting. Second by Ms. Wright. Mr. Lavier opposed. Motion carried. 4-1

Lease Renewal for Barefoot Bay Beauty Salon

Barefoot Bay Beauty Salon's current is due to expire on December 30, 2016. The terms of the current lease provides for an additional 5-year renewal period. The lessee has requested consideration of (2) additional 2-year periods, in place of the 5-year renewal period. Staff asked for the Board's consideration to amend the Memorandum of Understanding, Item 1.b. of the lease to reflect the tenant's request.

Mr. Cavaliere made a motion accept the amendment to the Memorandum of Understanding for the Beauty Salon lease. Second by Mr. Diana. Motion carried unanimously.

New Lease for Shaw Medical Group, LLC

Shaw Medical Group has requested consideration of a two year lease to rent the space previously occupied by IRMC. They do business as My Health. They are a Family Practice which specializes in Internal Medicine. The square footage rate for the lease is \$10 per square foot. In addition to the rent, the tenant will pay the CAM, Real Estate Tax, Sales Tax and the current rate. The prospective tenant is requesting the first 2.67 months' rent to be waived.

Mr. Shaw requested help from the District with expenses on a build out for upgrades to the cabinets and the carpet. He stated that this is common practice for the lease holder to help with this. He is willing to move in as quickly as possible. Mr. Cavaliere stated that he is not familiar with the landlord having responsibility for the inside of the space. He was against helping any upgrades. Mr. Klosky was in agreement that we should not pay for any work in the building. Ms. Wright asked for more information from Mr. Shaw regarding what is needed. Mr. Diana agreed that assisting the build out is not out of the question. He would like to provide a good level of service to the community and was willing to support his request to help. Mr. Lavier was hesitant to move forward with helping with the build out but has no issue with the lease. Matt Goetz informed the Board that it would take approximately \$4000 to do the upgrades Mr. Shaw is requesting.

Mr. Cavaliere made a motion to provide the lease as is and add February as an additional free month. Second by Mr. Lavier. Ms. Wright opposed. Motion carried 4-1

Moore Stephens Lovelace, P.A. Audit Planning Communications

Staff received Fiscal Year 2016 Audit Planning under the guidelines of GAGAS from our independent auditor, Moore Stephens Lovelace, P.A. We are directed to present the Audit Planning to the Board of Trustees of Barefoot Bay Recreation District. The Audit Planning outlines the Identification of Financial



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Statement Elements, Audit Objectives, Auditor Responsibilities, Management Responsibilities, General Audit Procedures, Internal Control Audit Procedures, Compliance Audit Procedures, Accounting and Reporting Issues, and Audit Schedule. Staff recommends the Board acknowledge receipt of the Audit Planning Communications.

Mr. Cavaliere made a motion to accept the Audit Planning Communications. Second by Mr. Lavier. Motion carried unanimously.

Fiscal Year 2015/16 Year-End Budget Amendments and Resolution

At the end of each fiscal year, staff requests the Board to reallocate budgeted expenditures between departments. Staff recommended the Board approve the Resolution for the FY16 Year-End Budget Amendments. Mr. Repperger read the resolution.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2014-06; AMENDING THE BUDGET; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Cavaliere made a motion to approve the resolution for the FY16 Year-End Budget Amendments. Second by Mr. Lavier. Motion carried unanimously.

FY 2016 4th quarter Capital & Grants Transfer and Resolution

Approval of Transfer of Funds Expended in 4th quarter of FY16 from SBA Capital Improvement Account to BBRD Operating Account and Approval of the Resolution

Staff recommended the Board approve the transfer of \$96,797.76 from SBA Capital Improvement Account to BOA Operating Account. Mr. Repperger read the resolution.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; AUTHORIZING THE TRANSFER OF NINETY SIX THOUSAND SEVEN HUNDRED NINETY SEVEN DOLLARS AND 76/100 CENTS (\$96,797.76) FROM THE DISTRICT'S STATE BOARD OF ADMINISTRATION CAPITAL IMPROVEMENT ACCOUNT TO THE DISTRICT'S OPERATING ACCOUNT; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.

Mr. Cavaliere made a motion to approve the resolution approving the transfer of \$96,797.76 from SBA Capital Improvement Account to BOA Operating Account. Second by Mr. Lavier. Motion carried unanimously.

FY17 Carryover Projects Budget Amendment

The total of all carryover projects from FY16 to FY17 is \$44,028.50. Staff recommended the Board approve the accompanying Resolution for carryover FY16 Unfinished Projects to FY17 Adopted Budget. Mr. Repperger read the resolution.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2015-12; AMENDING THE BUDGET; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Diana made a motion to approve the resolution. Second by Ms. Wright. Motion carried unanimously.

Appointment to Finance Advisory Committee

Mr. Cavaliere made a motion to appoint Ms. Wilma Weglein to the unexpired 2-year term and Mr. Ed Geier to the unexpired 3-year term on the Finance Committee. Second by Ms. Wright. Mr. Lavier opposed. Motion carried 4-1



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Adoption of FY17 Employee Pay and Classification Plan

The Board adopted the FY17 Budget on 28Jun16 which contained 14 expenditures/uses decision points.

One of the decision points was for the adoption of a formal employee pay and classification plan.

A RESOLUTION OF THE BAREFOOT BAY RECREATION DISTRICT ESTABLISHING AN EMPLOYEE PAY AND CLASSIFICATION PLAN FOR FISCAL YEAR 2016-2017; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT WITH OTHER PROVISIONS; AND, PROVIDING FOR AN EFFECTIVE DATE.

General Counsel read the resolution.

Mr. Diana made a motion to accept the resolution adopting the Employee Pay and Classification Plan.

Second by Mr. Cavaliere. Motion carried unanimously.

Replacement Dump Truck Award of Contract

The FY17 Budget contains \$55,000 for the replacement of the 1986 Ford Dump Truck which has 136,459 miles (as of February 2016) and was rated mechanically poor and fair in body condition.

Staff researched the cost of new and used vehicles with the following results:

- \$67,452.00 for a 2017 F-650 Regular Cab with dump body (new, state contract)
- \$29,900.00 for a 2007 Ford F-650 Extended Cab , 114,000 miles
- \$23,900.00 for a 2000 Ford F-650 Regular Cab, 143,176 miles

E.J. Wright gave his opinion that a diesel engine has more power can take many more miles than a gas engine and is easier to maintain. Matt Goetz stated that he looked at both options but the District does not put a lot of miles on the vehicles as they are mostly driving in the community. As a result the diesel which does not do well with many starts and stops is not necessary for our needs.

Mr. Cavaliere Made a motion to approve purchase of a replacement Dump Truck to Duval Ford LLC for \$67,452.00, waving the RFP requirement and authorizing the use of \$12,452 in Capital/R&M Projects Contingency

Resignation of Jack Dunham from Security Advisory Committee

Mr. Diana made a motion to accept the resignation from Mr. Jack Dunham. Second by Mr. Lavier.

Motion carried unanimously.

Manager's Report

Mr. Coffey presented a recent UPS request to store their trailer in the Building A parking lot during the holiday season to assist with their deliveries in Barefoot Bay. Mr. Coffey advised against this as it may take up valuable room in the Building A parking lot during the busy event season.

Harold Wortman suggested placing the UPS trailer in the RV storage unit.

Greg Deslandes suggested charging them to use the RV lot as they can come and go with minor obstruction. Board consensus for Mr. Coffey to move forward with the request and find a suitable location if possible.

Mr. Coffey informed the Board of the initial quote to repair the District damages from the hurricane to the pier and the extended build out to the beach walkover.

Mr. Diana made a motion to proceed with a contract for the repairs to the pier and the beach walkover.

Second by Mr. Cavaliere. Motion carried unanimously.



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Mr. Coffey will be accepting ideas for inclusion in the FY18-22 5yrFM&CIP starting on November 14, 2016 through December 16, 2016. Please contact Matt Goetz, Property Services Manager or Mr. Coffey with your idea and any applicable information you have. Every idea submitted will be listed, although revenue limitations may not permit every project to be funded. The Proposed FY18-22 5yrFM&CIP will be distributed to Trustees, Finance Advisory Committee and Facilities Planning Committee members by close of business Friday January 6, 2017. Some of the Property Services crew will demonstrate new Stormwater Bobcat and boom arm mower equipment on November 18th. Mr. Coffey stated that staff has researched options for the new safety deposit box. We can wait until next month to make a decision. He recommended inviting General Counsel to the next DOR and Charter Workshop. Board consensus to allow the attorney to attend. He invited residents to attend the Veteran's Ceremony tomorrow and reminded the residents that the Pro Shop will have great Black Friday sales after Thanksgiving.

Attorneys Report

General Counsel gave a status update on the Guinther vs. Barefoot Bay case heard on October 31, 2016. At the hearing, Judge Maxwell requested that the parties submit a Memorandum of Supplemental Authority by November 9, 2016. Judge Maxwell indicated that he would review the Memorandum submitted in advance of issuing any ruling in the case. Should you have any questions or concerns, regarding the Memorandum of Supplemental Authority and Argument, please feel free to contact me. Otherwise, he will advise once a ruling is rendered by the Court.

Trustee Liaison Report

Mr. Klosky reported on the ARCC meeting. The ARCC met on November 1, 2016 and 42 applications were presented and approved. The next ARCC meeting is on November 15, 2016 in the lounge at 9AM. The Violations Committee met on October 28, 2016 and 20 cases were on the agenda. Six properties came into compliance and 14 properties were found in violation. The Violations Committee met this morning Nov 10th with 12 cases on the agenda. Nine properties were found in violation. The next meeting of Violations Committee is December 9th at 10AM in D/E.

Mr. Lavier shared the Property Services report.

- Trenched and installed more piping for the security cameras at the playground
- Drilled and set 15 new poles also hung the screens at the golf course
- Cleaned up debris at the beach
- Set up for veterans day ceremony
- Mulched The beds in front of building A
- Replaced the seats on the bar stools at the 19th Hole. The lounge will be replaced next week
- Ordered and installed new shed for the holiday materials storage
- Ordered and installed 5 new tables with chairs and umbrellas for Pool 1
- Ordered and set up 2 new poker tables in Building C. Two more coming soon.

Mr. Lavier read the golf report. The over seeding is complete. The Golf Fore Tots Tournament is this Saturday and Sadie Hawkins November 16th. December 2nd is second annual Night Golf. The golf



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netting is now replaced and reminded residents that on November 24th the golf course closes at 2PM for Thanksgiving.

Mr. Cavaliere reported the Finance Committee will meet with Oculina Bank and Wells Fargo at the next meeting on November 3, 2016 1:30PM in Building D.

Mr. Diana thanked the Veterans for their service and wished everyone a Happy Thanksgiving.

Ms. Wright November 17th in Building E at 2Pm is hearing ideas on capital projects. November 15th at 1PM in Building D/E is the next DOR and Charter committee. She thanked the Veterans for serving, and also thanked staff and residents.

Wilma Weglein reported that Trunk or Treat was a success and thanked Lee Wright and Ann Manzo for judging the costume contest. There were four awards this year. SS Chamberlain from PAFB will be on hand at the next HOA meeting on November 11, 2016 7PM. She invited everyone to attend.

Thanksgiving dinner tickets are on sale for \$12.

Incidental Trustee Remarks

Mr. Klosky announced the Christmas Parade will be on December 4, 2016 starting at Building D/E. Anyone interested in helping or joining please contact Mr. Klosky or leave a message for Mr. Klosky at the Administrative office in Building F. He read a letter from Kathy Fortier thanking the Board for allowing the Craft Club to have their recent Craft Fair. The Craft Club donates proceeds to local Charities and also for Thanksgiving Dinner for shut ins.

Audience Participation

Mr. Harold Wortman congratulated the three incumbents that were elected and hoped we could go forward with great ideas for the Bay. He voiced his support of the Board and for the HOA.

Adjournment

The next meeting will be on December 9, 2016 at 1PM in Building D/E.

Mr. Cavaliere made a motion to adjourn. Second by Mr. Lavier. Motion carried unanimously.

Meeting adjourned 3:45PM.

Steve Diana, Secretary

Dawn Myers, District Clerk

Treasurer's Report

Barefoot Bay Recreation District

Treasurer's Report

December 9, 2016

Cash Balances in General Fund

as of 12/1/2016

Bank of America:

Operating Account	\$	1,582,981.30
Money Market Account	\$	105,615.98
Total Cash Balances @BOA in General Fund:	\$	1,688,597.28

SBA:

as of 12/1/2016

Capital Improvement Account	\$	32,280.97
Reserve Account	\$	552,000.46
Total Cash Balances @SBA in General Fund:	\$	584,281.43

Total Cash Balances in General Fund: \$ 2,272,878.71

Cash Balance in Debt Fund

as of 12/1/2016

SBA:

Debt Account	\$	480,993.33
Total Cash Balance in Debt Fund:	\$	480,993.33

* Participant Return for SBA in November 2016 was 0.85%

Total Cash Balances in All Funds: \$ 2,753,872.04

Total Daily Deposits and Assessemnts Rec'd (from County Only) from Nov 1 to Nov 30, 2016:

Daily deposits:	\$	182,991.18
Assessments received (from County only):	\$	973,221.36
	\$	1,156,212.54

Expenditures over \$5,000 from November 1 to November 30, 2016:

<u>Vendor</u>	<u>Description</u>	<u>Check Amount</u>
Employees	Employees Salaries and Wages 11/3/16	\$ 63,177.83
Employees	Employees Salaries and Wages 11/17/16	\$ 63,822.61
Online Solutions LLC	Citizenserve	\$ 10,800.00
Complete Restaurant Equipment	Sandwich unit, bottle and draft beer cooler	\$ 6,583.00
Empire Carpets	19th Hole Floor	\$ 5,578.00
Brevard county Tax Collector	7995 Fleming Grant Rd	\$ 6,154.21
Preferred Government Insurance Trust	Worker Comp. insurance	\$ 5,844.08
Gray Robinson	Legal Fees Oct 2016	\$ 14,514.82
ABM Landscape	Golf, Softball & Lawn Bowling Maint.	\$ 37,954.84
UnitedHealthcare Insurance	Employees Health Insurance	\$ 19,405.56
Public Risk Insurance	Liabilities Insurance	\$ 35,671.50
Special District Services	Management Fee Nov 2016	\$ 11,650.57
Total of Expenditures over \$5,000		\$ 281,157.02

*11/3/16 & 11/17/16 Employer Tax Liabilities were only \$4,974.67 & \$4,951.15 respectively, and therefore, was not listed above

Barefoot Bay Recreation District
Monthly Summary - BOT Monthly Summary Treasurer Report
From 10/1/2016 Through 11/30/2016

	10/1/2016 - 10/31/2016	11/1/2016 - 11/30/2016	Total
Revenues			
Daily Revenue/Deposits	380,966.21	182,991.18	563,957.39
Assessments	<u>200.00</u>	<u>973,421.36</u>	<u>973,621.36</u>
Total Revenues	<u>381,166.21</u>	<u>1,156,412.54</u>	<u>1,537,578.75</u>
General Fund Expenditures			
Payroll			
Salaries & Wages	73,534.43	125,874.95	199,409.38
Other Pay & Benefit	2,943.48	2,224.85	5,168.33
Payroll Taxes	5,913.20	9,925.82	15,839.02
Payroll Fees	<u>990.66</u>	<u>1,030.28</u>	<u>2,020.94</u>
Total Payroll	83,381.77	139,055.90	222,437.67
Professional Expenses			
SDS	13,916.00	11,650.57	25,566.57
Gray Robinson	14,514.82	0.00	14,514.82
Other Prof. Fees	<u>11,261.70</u>	<u>17,662.70</u>	<u>28,924.40</u>
Total Professional Expenses	39,692.52	29,313.27	69,005.79
Insurance			
Employees Health, Dental & Life	14,822.13	19,298.11	34,120.24
Liabilities Ins.	18,715.50	11,890.50	30,606.00
Worker Comp. Ins.	<u>17,732.25</u>	<u>5,844.08</u>	<u>23,576.33</u>
Total Insurance	51,269.88	37,032.69	88,302.57
Utilities			
Telephone, Internet & Cable	6,096.96	2,635.97	8,732.93
Electricity - FPL	6,869.79	0.00	6,869.79
Propane	919.45	79.88	999.33
Water & Sewer	3,248.64	0.00	3,248.64
Garbage & Recycling	1,846.75	3,377.06	5,223.81
Portable Toilets	<u>709.06</u>	<u>298.65</u>	<u>1,007.71</u>
Total Utilities	19,690.65	6,391.56	26,082.21
Operations			
Music and Entertainment	5,330.00	6,365.00	11,695.00
Cost of Sales	<u>33,307.14</u>	<u>2,998.30</u>	<u>36,305.44</u>
Total Operations	38,637.14	9,363.30	48,000.44
Repairs and Maintenance			
Golf Course - ABM	36,252.13	36,252.13	72,504.26
Canal/Lake	479.00	0.00	479.00
Other R&Ms	<u>24,772.01</u>	<u>9,854.22</u>	<u>34,626.23</u>
Total Repairs and Maintenance	61,503.14	46,106.35	107,609.49
Stormwater Loan Expenditures			
Loan Principal	2,624.44	2,619.96	5,244.40
Loan Interest	<u>274.20</u>	<u>278.68</u>	<u>552.88</u>
Total Stormwater Loan Expenditures	2,898.64	2,898.64	5,797.28
Property Taxes	0.00	15,711.48	15,711.48
Bank Fees	1,085.88	0.00	1,085.88
Capital Expenses	23,287.73	21,988.16	45,275.89
Other Misc. Expenditures	<u>36,404.91</u>	<u>61,607.11</u>	<u>98,012.02</u>
Total General Fund Expenditures	<u>357,852.26</u>	<u>369,468.46</u>	<u>727,320.72</u>

Audience Participation Agenda items only

Unfinished Business

Meeting Date
Dec. 09, 2016



Agenda	
Section	8
Item No	A

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Review of Advisory Committees

Dept/Office: Administration: District Clerk

Requested Action: Direction to Staff
<p>Summary Explanation and Background:</p> <p>On 10Nov16, the BOT discussed this topic under new business and voted to continue the agenda item until the next meeting. Below is the text from the November agenda memo.</p> <p><i>The BOT Rules, Article V, Section 8 governs the creation, review and disbandment of advisory or fact finding committees. Chairman Klosky requested this item be placed on the agenda.</i></p> <p><i>Staff requests direction regarding this matter.</i></p>
Exhibits Attached: Excerpt from BOT Rules
Contact: Dawn Myers, District Clerk; Joe Klosky, Trustee
Fiscal Impact: N/A
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:

Section 7

If an item is continued it should be placed under unfinished business until it is completed unless the Board of Trustees sets a specific agenda for it to be discussed.

Section 8

The Board shall have the power to create any advisory or fact-finding committee as deemed appropriate and necessary by the Board collectively. Any Trustee may propose the formation of any such committee which may only be formed upon a majority vote of the full membership of the Board. At the time of formation/revision of any such committee, the Board shall define in writing the purpose and duration of the committee, the number of committee members, their length of terms (not to exceed 5 years), appoint the individual members of the committee, and assign a staff representative to support each committee. Trustees shall not serve as members of committees. Each committee shall only have the powers granted to it by the Board at the time of establishment. In the event of a change of membership of any committee, replacement members shall only be confirmed upon a majority vote of the membership of the Board. The Board shall have the power to review the membership, purpose, and duration of any committee, including the right to dissolve and disband any committee, at any time upon a majority vote of the membership of the Board.

After the adoption of the revisions to this section, the Board shall review all committees (excluding Violations committee) and adopt written purposes of each committee. Existing committee members (excluding Violations and ARCC committees) may be re-appointed for fixed terms with a staggered length of terms to ensure all committee members' terms do not expire at the same time. Under no circumstances shall a paid staff person be appointed as a voting members of a committee. Applicants for said committees shall submit a resume for consideration of appointment.

Written minutes of committee meetings must be kept, with a copy provided to the District Record Custodian for record keeping. Members of all advisory committees shall be advised of the Sunshine Laws applicable to the committee members. The BBRD Guidelines for Committee/Task Force form shall be prepared for each committee and shall be turned in to the District Record Custodian for record keeping.

Meeting Date
Dec. 09, 2016



Agenda	
Section	8
Item No	B

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Safety Deposit Box Relocation

Dept/Office: Administration: District Clerk

Requested Action: Direction to Staff
<p>Summary Explanation and Background:</p> <p>On 10Nov16, the BOT was updated on this issue under the Community Manager's Report section and the BOT agreed to continue this item until the next meeting. Below is the text from the November revised Community Manager's Report.</p> <p><i>Safety Deposit Box Relocation – Staff researched the options available and include the following:</i></p> <ul style="list-style-type: none"> <i>a) 2 hours fire resistant safe \$400.</i> <i>b) Bank of America that is located at 710 S Fleming St, Sebastian, FL 32958. Rental fee for 10" x 10" is \$135 per year.</i> <i>c) Oculina Bank that is located at 13600 US-1, Sebastian, FL 32958. Rental fee for 10" x 10" is \$150 per year.</i> <i>d) Seacoast Bank that is located at 1110 Roseland Rd, Sebastian, FL 32958. Rental fee for 5" x 10" is \$95 per year (10" x 10" is not available)</i> <i>e) SunTrust Bank that is located at 13800 US-1, Sebastian, FL 32958. Rental fee for 10" x 10" is \$125 per year.</i> <i>f) TD Bank currently has no available box.</i> <p>Since Agenda item 9E deals with changing banks, the BOT may want to consider this item out of order (i.e. after agenda item 9E).</p> <p>Staff requests direction regarding this matter.</p>
Exhibits Attached: N/A
Contact: Kimi Cheng, Finance Manager; or John W. Coffey, Community Manager
Fiscal Impact: Not to exceed \$150 per year, unless safe is procured in place of continuing to rent a safety deposit box
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:

New Business

Meeting Date
December 09, 2016



Agenda
Section 9
Item No. A

Agenda Report *Barefoot Bay Recreation District Board of Trustees*

#0884

Subject: Case # 16-003542 944 PECAN CIRCLE

Dept/Office: Resident Relations/DOR Enforcement

Requested Action: To consider the Violations Committee's finding and recommendation to bring an action for legal, equitable or other appropriate action with failure to comply.
If the Board of Trustees brings any such action to enforce the DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien.

Summary Explanation and Background: The Violations Committee met on 11/10/2016 and found ARTICLE III, SECT. 2 (C) Condition of Prop. (C) Unauthorized items Occupied The respondent has been given until November 17, 2016 to bring the property into compliance.

Staff has signed Affidavit of Notices, First Class and Certified mailing of Order of Finding and Recommended Order and Notice of Hearing and Affidavit of Non-Compliance.

There are delinquent taxes on the property. The property is up for tax sale. Pursuant to the Violations Committee Order, the property was inspected and found to be still in violation.

Exhibits Attached: *Findings of Fact of Recommended Order Issued by the Violations Committee * Notice of Board Hearing * Photographs

Contact: Susan Cuddie, Stephane Fecteau, Thelma Gruseck, Thomas O'Donnell, Rich Armington

Fiscal Impact:

Contract/Agreement Reviewed by Attorney ☐ YES ☐ NO ☐ N/A **Community Manager approval:** _____



Unauthorized Items - 7 Days - Comply by Nov. 17, 2016
Sep 27, 2016



BAREFOOT BAY RECREATION DISTRICT

15. Adjournment

12/2/2016 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 VIOLATIONS COMMITTEE
BREVARD COUNTY, FLORIDA**

BAREFOOT BAY RECREATION DISTRICT

Petitioner

Vs

Case no. 16-003542

#0884/16-003542

LOSIEWICZ, JANINE R,

944 PECAN CIR

BAREFOOT BAY, FL 32976

Respondent(s),

VIOLATIONS COMMITTEE FINDINGS OF FACT AND RECOMMENDED ORDER

AND

NOTICE OF DISTRICT HEARING

THIS CAUSE having come on for the public hearing before the Violations Committee on 11/10/2016 after due notice to the Respondent and the Violation Committee having heard testimony under oath and receiving evidence, thereupon issues this Finding of Fact and Recommended Order as follows:

- A. The Respondent(s) LOSIEWICZ, JANINE R, et. al. is/are the owner(s) of that certain parcel of real property located at 944 PECAN CIRCLE, Barefoot Bay, FL 32976 (the "Property")
- B. Notice of Violation was provided to the Respondent(s) by certified U.S. Mail, Return Receipt Requested/Hand Delivery/Posting, and the Respondent(s) were/were not present for the hearing.
- C. Based upon the testimony heard and the evidence presented, the Violation Committee concluded that there is a violation of Article III, Section 2(C) of the Deed of Restrictions of Barefoot Bay Recreation District in that the Respondents have debris on the Property. Specifically, there are unapproved items on the property.

ORDER

Based upon the foregoing finding of fact and recommended order, it is

ORDERED AND ADJUDGED THAT:

1. Respondent(s) shall by November 17, 2016 come into compliance with the violation cited herein by unapproved items in an around carport (recliners and boat...(etc).
- 2.

Should the Respondent(s) fail to comply with this Recommended Order by November 17, 2016 the Respondent(s) is advised that Barefoot Bay Recreation District shall cause the home and lot to come into compliance with the requirements of the above articles and shall bill the expense of such action to the respondent.

3. The Respondent is further advised that he/she shall contact the DOR staff and schedule an inspection to confirm the compliance with this Order has been achieved. Upon compliance, an Order of Compliance shall be issued and the Respondent shall be deemed in compliance with the violation(s) cited herein.
4. The Respondent(s) are further advised that should a repeat violation occur, the Respondent(s) will not be given notice to cure and will be brought before the Violations Committee.

DONE AND ORDERED this 11/10/2016 at Barefoot Bay Recreation District Brevard County, Florida.

Violations Committee of the Barefoot Bay
Recreation District Brevard County, Florida

M. Joy Liddy, Chair

- Al Grunow, Vice Chair

**BAREFOOT BAY RECREATION DISTRICT
BREVARD COUNTY, FLORIDA**

**NOTICE OF HEARING
OF
FINDINGS OF FACT AND RECOMMENDED ORDER ISSUED BY THE VIOLATIONS COMMITTEE**

Pursuant to Resolution 2008-1 of the Board of Trustees of The Barefoot Bay Recreation District adopted the 22nd day of January, 2008; Section 7: Enforcement Procedure.

Notice is hereby given that a **Hearing** will be conducted before the Barefoot Bay Board of Trustees at **1:00 P.M.** on **December 09, 2016** at **1225 Barefoot Boulevard, Building D&E, Barefoot Bay, Florida.**

The purpose of this **Hearing** will be to consider the Recommended Order of the Violations Committee to the Board of Trustees for your Case.

The Board shall not conduct a full de novo quasi-judicial hearing on the violation, but shall consider the **Finding of Fact and Recommended Order issued by the Violations Committee.** The owner may not present new or additional evidence, but shall be given an opportunity to be heard. If the Board of Trustees concurs with the Violation Committee that a violation has been established, the Board of Trustees shall have the authority to bring an action for injunctive or other appropriate legal or equitable relief in a court of competent jurisdiction in Brevard County, Florida to remedy the violation. If the Board of Trustees brings any such legal action to enforce the Deed of Restrictions and is deemed to be the prevailing party in such action, the Board of Trustees shall be entitled to an award of attorney's fees and court costs incident to bringing such action.

IF ANY INDIVIDUAL WISHES TO APPEAL ANY DECISION MADE BY THE BOARD OF TRUSTEES WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, A VERBATIM RECORD OF THE PROCEEDING WILL BE REQUIRED, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS BASED SUCH PERSON MUST PROVIDE A COURT REPORTER, COURT STENOGRAPHER OR OTHER METHOD ACCEPTABLE TO A COURT OF LAW TO PROVIDE FOR SUCH VERBATIM RECORD; THE DISTRICT DOES NOT PROVIDE SUCH RECORD (FS 286.0105).

THIS IS A PUBLIC MEETING. ALL INTERESTED PARTIES MAY ATTEND. THE FACILITY WHEREIN THIS PUBLIC MEETING WILL BE HELD IS ACCESSIBLE TO THE PHYSICALLY HANDICAPPED. IN ACCORDANCE WITH AMERICAN DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE DEED OF RESTRICTIONS ENFORCEMENT OFFICE AT 772-664-4722.

November 09, 2016
Deed of Restrictions STAFF



944 Pecan carport
Thomas O'Donnell
Oct 22, 2016



Photo: 944 Pecan

Date Taken:11/29/2016

Address:944 PECAN CIRCLE

Taken by:Stephane Fecteau

Case Number:16-003542

Jarefoot Bay Recreation District

Violations Committee

"Recommended Curative Action Plan"

Resolution 2013-05

Case no: 16-003542

Address: 944 PECAN CIRCLE

Acct# 0884

Debris

A. Occupation Status of Property: Occupied
B. Recommended proposed secured relocation/storage area <u>on</u> property:
C. Recommended proposed secured relocation/storage area <u>off</u> property: X
D. Recommended abatement agent: District Management

Project Milestone	Date Estimate
Project Start Date	11/10/2016
Project End Date	11/10/2016

Property Services	Case # 16-003542	Customer # 0884
Service Rendered: Dump Truck and Driver	Unit Price: \$75.00	Hours: .5 Line Total: \$37.50
Service Rendered:	Unit Price:	Hours: Line Total: \$0.00
Service Rendered:	Unit Price:	Hours: Line Total: \$0.00
Service Rendered:	Unit Price:	Hours: Line Total: \$0.00
	Unit Price:	Hours: Line Total: \$0.00
		Disposal of Debris: \$50.00
		Disposal of Tires:
		Total \$87.50

This is a quotation on the goods or services named, subject to the conditions. Such conditions may include but not limited to whether the property is occupied.

Approved by


M. Joy Liddy, Violations Committee Chair

I certify that the above mentioned property was abated by property services on _____. (Initials) _____

Meeting Date
Dec. 09, 2016



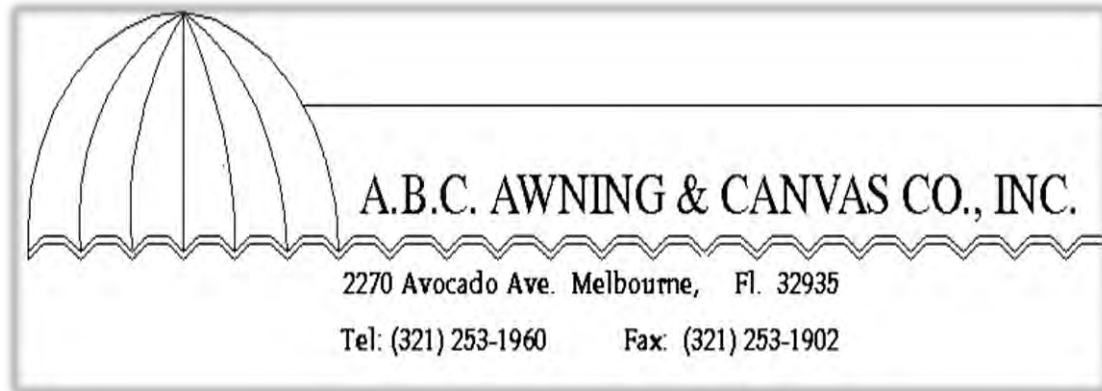
Agenda	
Section	9
Item No	B

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Lounge Canopies Replacement Award of Contract

Dept/Office: R&M/Capital

Requested Action: Award of Contract
<p>Summary Explanation and Background:</p> <p>In preparing for Hurricane Matthew, staff removed the canopy covers from the Lounge. Due to the condition of the material, the reinstallation of the existing canopies was not possible. Staff solicited the following quote and anticipates obtaining a second quote next week prior to the BOT meeting (which will be forwarded to the Trustees and posted on www.bbrd.org).</p> <ul style="list-style-type: none"> • \$7,515 ABC Awning & Canvas (\$3,240 Pool side and \$4,275 lake side) <p>Funding for the canopy replacement is recommended to be used from R&M/Capital Contingency with anticipated majority reimbursement from either BBRD's insurance company and/or FEMA.</p> <p>Staff recommends the BOT award contract to the lowest responsible vendor.</p>
Exhibits Attached: Quotes from ABC Awning & Canvas Comp., Inc.
Contact: Kathy Mendes, Food & Beverage Manager; John W. Coffey, Community Manager
Fiscal Impact: Not to exceed \$7,515
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:



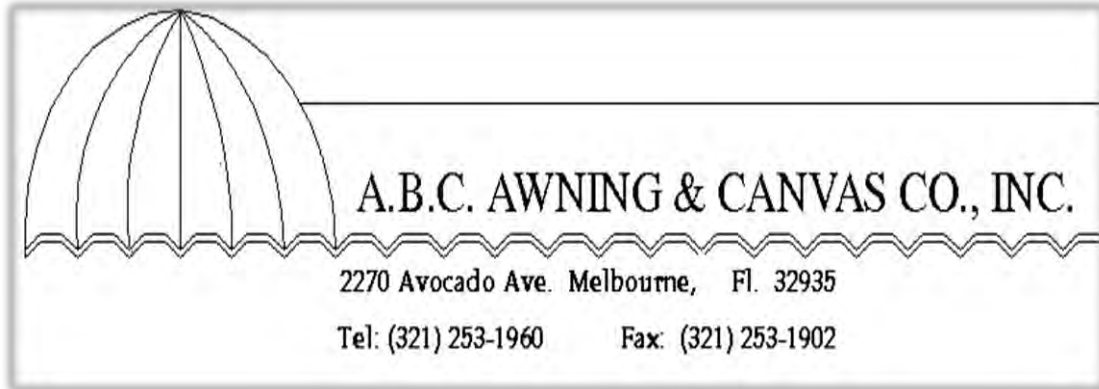
LOUNGE AWNING-POOL SIDE COVER SHEET

To: Barefoot Bay	From: Rue McNay
ATT:	Date: 11/14/2016
Fax:	Email: kathymendes@bbrd.org
Subject: quote	Total Pages, including cover sheet: 1

Recover Poolside Canopy:
\$3240.00

There is a 3% service charge for Credit Card payments.
A 50% deposit (non refundable) is required.

Thank you
Rue McNay



BIG AWNING-LAKESIDE OF LOUNGE COVER SHEET

To: Barefoot Bay	From: Rue McNay
ATT:	Date: 11/14/2016
Fax:	Email: kathymendes@bbrd.org
Subject: quote	Total Pages, including cover sheet: 1

Recover hip canopy. Fabric to be the same as existing awning:
\$4275.00

There is a 3% service charge for Credit Card payments.
A 50% deposit (non refundable) is required.

Thank you
Rue McNay

Meeting Date
Dec. 09, 2016



Agenda	
Section	9
Item No	C

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: BFBHOA Fountain Donation Request

Dept/Office: R&M/Capital

Requested Action: Acceptance of Donation
<p>Summary Explanation and Background:</p> <p>Earlier this Autumn, Mr. Kahl requested a meeting with staff to present the BFBHOA's donation proposal for a lighted water fountain for the lake behind Building A. Mr. Kahl presented information about the fountain and stated his organization would install the water fountain and the annual maintenance cost would be approximately \$600 for BBRD.</p> <p>Per Policy Manual (p. 3-22) requirements for gifts and memorials, "staff determined all the short and long-term costs" of the proposal and are presented below.</p> <ul style="list-style-type: none"> • \$19,235 10hp TriTier Model with LED lights includes control panel- Total running amps - 34 amps – at least 60 amp breaker required 230v 3phase (208v 3phase will have very similar pricing). • \$5,000 Electrical work (approximate. Formal quote should be received before BOT meeting) • \$24,235 Total Installation costs • \$600 Annual cost for quarterly Maintenance/ Cleaning. <p>The BFBHOA, per Mr. Kahl, is requesting the BOT waive Guideline #2 for Gift or Memorials (page 3-22) which requires donors to provide the cost of the donation to BBRD and staff then procures/install said donation. Mr. Kahl stated the BFBHOA would prefer to pay directly for the installation of the fountain.</p> <p>For transparency purposes, a lake fountain capital project was added to the FY17-21 5yrFM&CIP last fiscal year which currently shows the project funded for \$22,000 in FY18.</p> <p>Staff recommends BOT <u>accept the BFBHOA donation proposal while waiving the Policy Manual requirement for a cash donation and/or provide direction to staff regarding this matter.</u></p>
Exhibits Attached: Information provided by Mr. Kahl, Excerpt of Policy Manual
Contact: Bob Kahl, BFBHOA Treasurer; Matt Goetz, Property Services Manager; John W. Coffey, Community Manager;
Fiscal Impact: \$600 per year
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:

Fountain at the lake gift Proposal

John,

The Barefoot Bay HOA Board has authorized me to present to the Board of Trustees a proposal to gift a floating fountain to the District to be placed in the lake behind building "A". I have been in touch with the contractors and we, the HOA, have the funding for this project.

The proposal is very straight forward and simple: Just like the LED sign we donated to the District a few years ago the HOA will fund the entire project and at the completion of the project gift the fountain to the District. The cost to the District, if accepted, would be for the electric to run the pump & lights. Although the fountain has a four (4) year warranty included I would strongly recommend that the District enter into an agreement with Aquatic Systems, Inc. (the manufacturer of the fountain) which at this time is \$150.00 per quarter. While this might seem a high price to pay for maintaining the fountain I do not believe that the District has the knowledge or the capability to maintain this type of equipment to keep it running at peak performance.

I have spoken with Mike Macleary from Complete Electric prior to my getting approval from the HOA Board and we do have enough power to run the fountain. The location of the control panel is yet to be determined.

I have asked for drawings of the lakes to best determine where to place the fountain and have located a place that would give both residents at the pool #1 and those driving into Barefoot Bay a great view of the fountain.

The two contractors who will be working on this project would be Aquatic Systems, Inc. & Complete Electric, Inc. Both of these contractors have worked for the District in the past and are well known to the District so there would be no problems with unknown or incapable people working on this project.

Thank you,

Bob Kahl

WHY VERTEX?

- ♦ Highest quality components in the industry
- ♦ Rugged construction & dependability
- ♦ Degreed, in-house Engineering Department to ensure:
 - Optimum pump efficiency and performance
 - Optimum flow characteristics - thrust and friction loss
- ♦ Built to order - ensuring we meet the needs and desires of you and your customer
- ♦ An unequalled devotion to quality construction, components and design
- ♦ Systems delivered 100% factory assembled

- ♦ Free design/material takeoff to ensure your individual needs & requirements are met
- ♦ Interactive, downloadable specifications for construction documents and bids
- ♦ Custom design and fabrication services
- ♦ Fountain renderings superimposed on existing lake/pond settings

EXTENDED WARRANTIES

- ♦ Fountain Assembly: 4 years
- ♦ Light Fixtures: 2 years
- ♦ Fountain Controls: 1 year

GREAT CUSTOMER SERVICE

- ♦ Factory direct assistance
- ♦ A nationwide network of authorized Dealers, providing expert delivery and installation
- ♦ Continuous Research & Development



Vertex Water Features
Floating Fountains

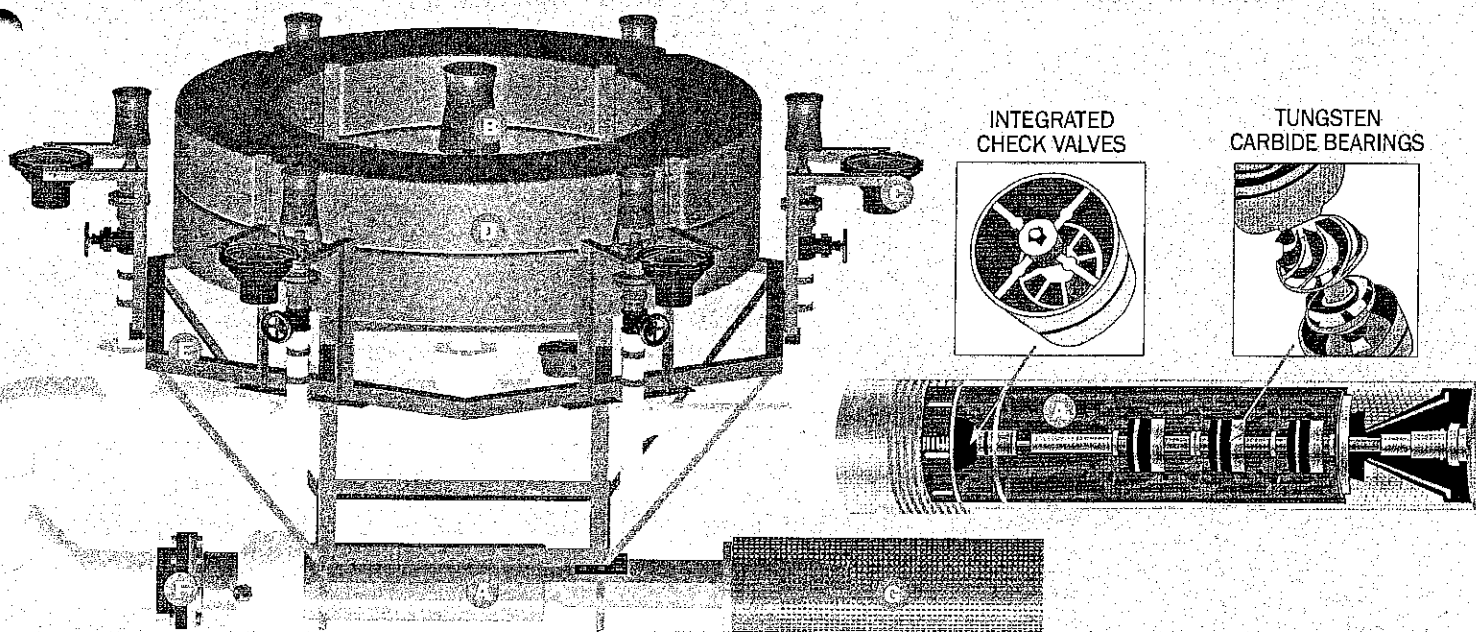
2100 NW 33rd Street • Pompano Beach, FL 33069

P: 800-432-4302 • F: 954-977-7877

info@vertexwaterfeatures.com

www.vertexwaterfeatures.com

THE PROFESSIONALS CHOICE



TYPICAL FOUNTAIN ASSEMBLY

Fountains need to work smoothly and efficiently over a long period of time, so Vertex makes sure that individual components are built from the highest quality materials and assembled to exacting standards. Our designs begin in research and development, go through extensive engineered production, exhaustive quality control, and finally, complete systems testing to ensure a striking focal point in your lake.

1 Pump/Motor Assembly

- ◆ High performance turbine pump/motor assembly
- ◆ Stainless steel construction
- ◆ Water cooled: no oils, seals or o-rings to replace
- ◆ Lower cost of ownership: no proprietary/custom pumps = lower replacement costs

2 Display Head Nozzles

- ◆ Precision machined brass and/or bronze construction
- ◆ No use of inferior plastics

3 Lights: Halogen or LED

- ◆ Cast bronze and/or copper housing
- ◆ Tempered lenses
- ◆ Bronze/stainless steel lens protectors
- ◆ Bronze junction boxes
- ◆ Halogen bulbs up to 1000W each
- ◆ LED up to 90W each

4 Flotation

- ◆ Rotocast polypropylene
- ◆ Individual leveling compartments for exact leveling control
- ◆ UV inhibitors for protection from sun

5 Frame

- ◆ Welded stainless steel construction

6 Manifold Assembly

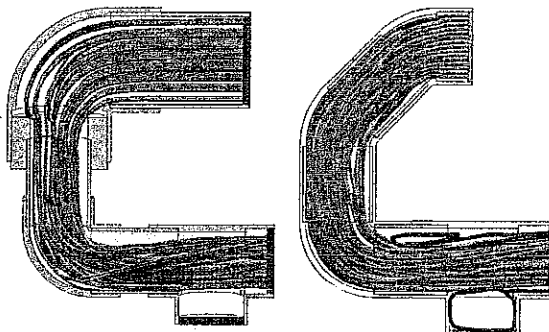
- ◆ Sch 40 and/or Sch 80 PVC
- ◆ All connections are reinforced with stainless steel fastenings

7 Intake Screen

- ◆ Stainless steel with integral support rings

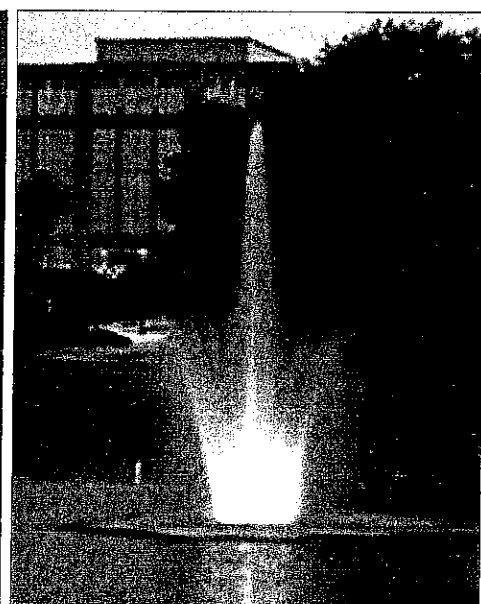
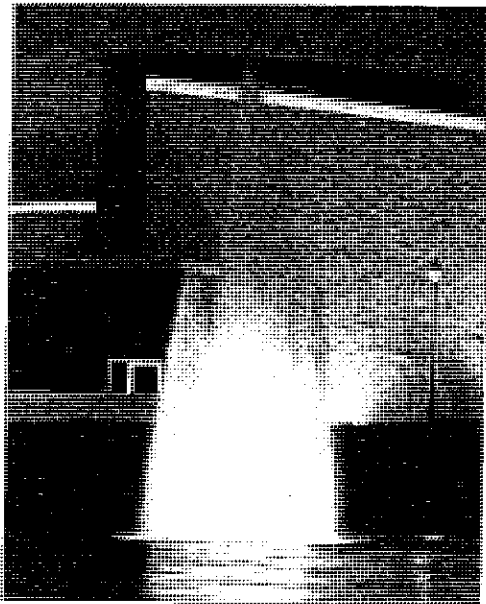
FLOW ANALYSIS

Typical Competitor Design Improved Vertex Design



Increased flow, shown in photo on the right, reduces the cost to operate and provides fuller display

FOUNTAIN LIGHTING FOR DRAMATIC EFFECT



Create an even more dramatic effect by adding a light package to your Vertex fountain system. Whether powerful halogen or energy efficient LED, in standard white or dazzling color combinations, your illuminated fountain is sure to be a focal point to the property.

All Vertex lights feature cast bronze, stainless steel and/or copper construction. From a single 54W LED to a 6000W halogen system, all Vertex lighting is designed to illuminate even the largest displays.

LIGHTING BENEFITS

HALOGEN

- Lower initial investment costs
- Higher lumen output

LED

- Dramatically lower amp draw/power consumption
- Longer life: up to 50,000 hours, virtually eliminates bulb replacements and lowers maintenance costs
- "Whiter" whites and more vivid colors (kelvins)
- Smaller sized, less expensive cables

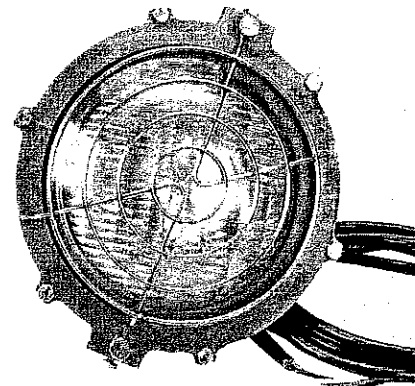
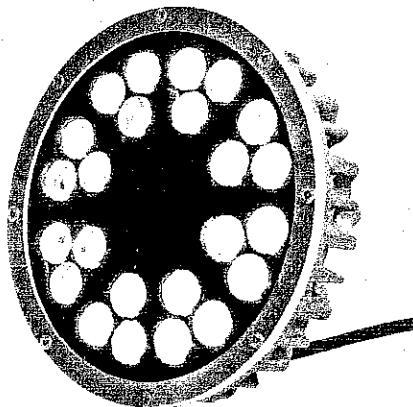
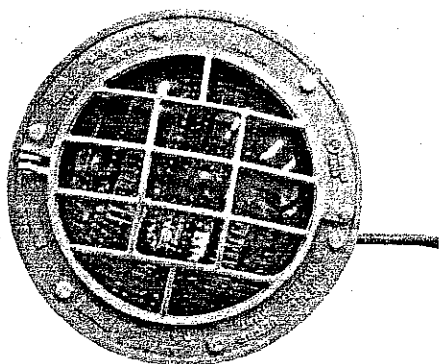
LIGHTING COMPARISON EXAMPLE

	(4) 120V 500W HALOGEN	(5) 120V 54W LED
Purchase Cost:	Low	Higher
Total Amp Draw:	16.7	2.3
Yearly Operating Costs*:	\$588.00	\$80.00
Lifespan Rated - Hours ¹ :	4000	50,000
Lifespan Rated - Years ² :	1.83	22.8

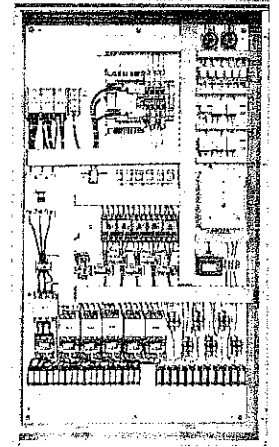
*Comparison based on operating the lights 6 hours every night, 7 days per week for 12 months at a .14kW/hr power rate

¹ Bulb manufacturers estimated lifespan

² Operating 6 hours per day



CUSTOMIZATION



As the technology leader in custom floating fountains, Vertex is known for providing the highest quality products in the industry. With custom floating fountains as large as 60hp, Vertex has earned a reputation for attention to detail and customer satisfaction for over 35 years. Every fountain Vertex builds can be customized to provide a wide number of display, lighting and control modifications to meet your needs.

Custom Displays

- ♦ Number of display nozzles
- ♦ Angle of display nozzles
- ♦ Size of display nozzles
- ♦ Multiple fountain configurations

Custom Controls/Operation

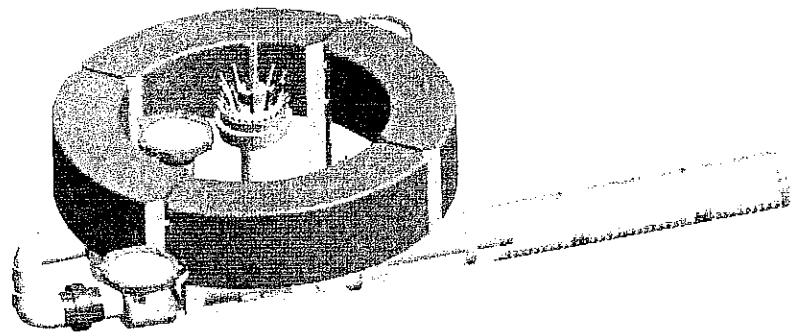
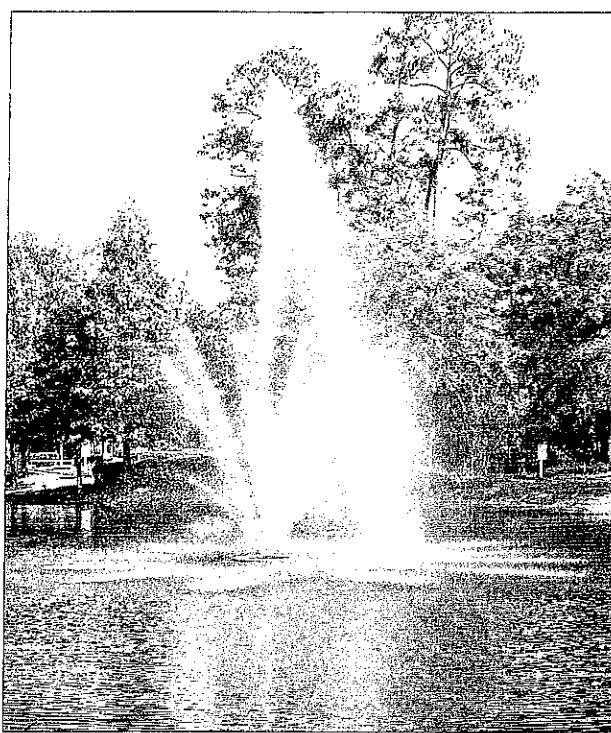
- ♦ Wind sensing shutoff
- ♦ Remote control operation
- ♦ Master controls/multi-unit panels

Control panel

- ♦ UL listed per National Electrical Code
- ♦ Weatherproof steel enclosures

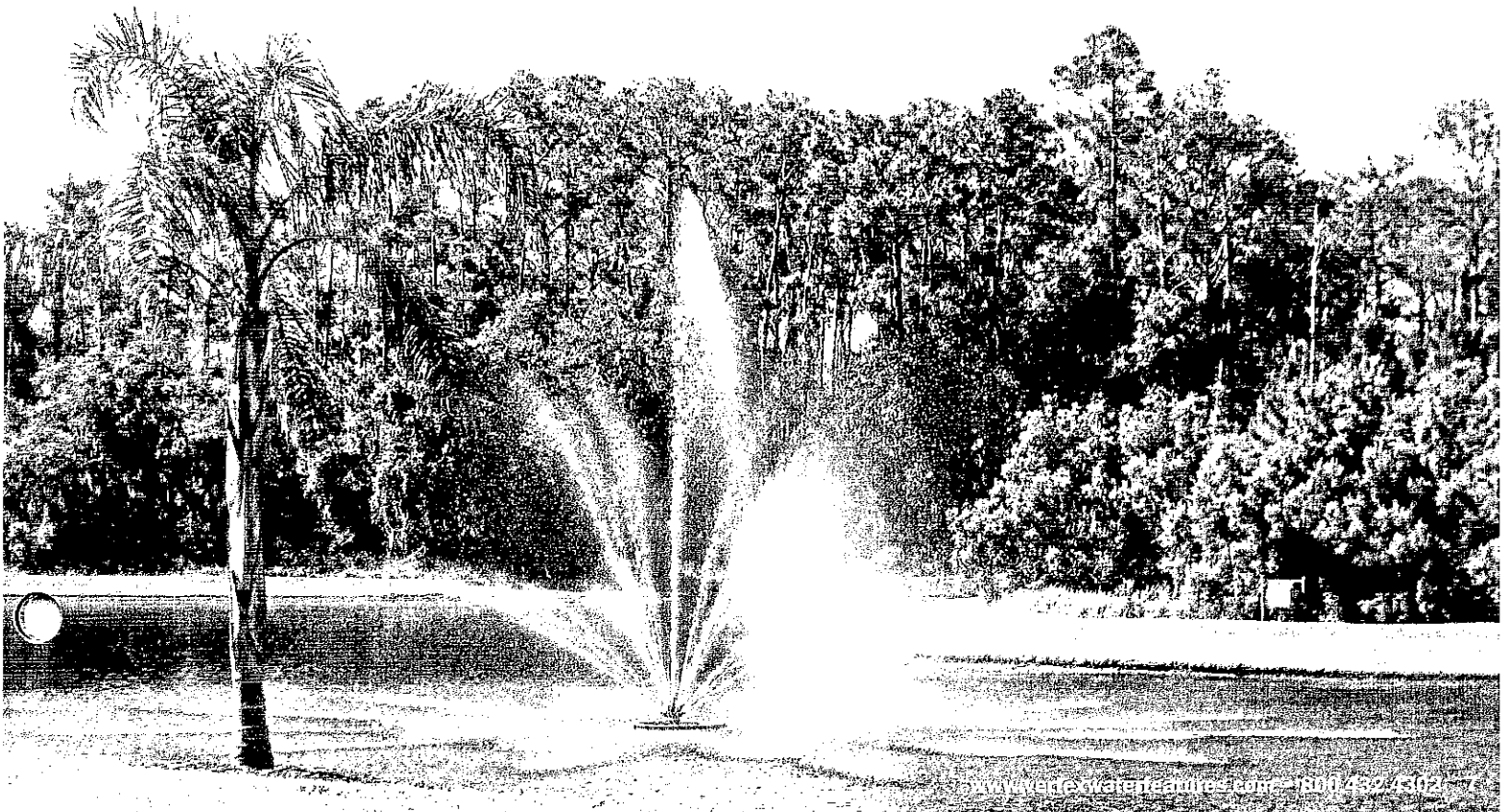


VERTEX TRITIER™



One of the most delicate and aesthetic displays offered. The dramatic TriTier™ pattern, with its floral arches created by an all brass precision machined nozzle is available in heights from 20' to 45'.

HP	1ST HT	2ND HT	3RD HT	1 Phase (V)	3 Phase (V)		
2	20'	8'	4'	230	208	230	460
3	25'	10'	5'	230	208	230	460
5	30'	15'	7'	230	208	230	460
7.5	35'	18'	8'	230	208	230	460
10	40'	20'	9'	230	208	230	460
15	45'	25'	10'	230	208	230	460

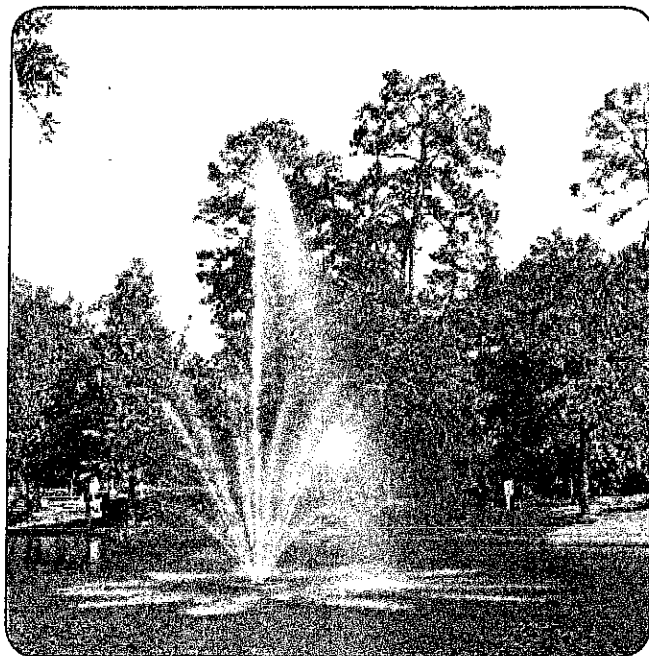




Vertex Water Features
Lake Aeration Systems & Floating Fountains

TRITIER™

FLOATING FOUNTAINS



The TriTier series provides one of the most delicate and aesthetic displays offered. The dramatic 3-tier pattern, with its floral arches created by all brass precision machined nozzle and swivel base (available on 5HP and above nozzles) is available in heights from 15' to 46'.

Powered by a UL listed heavy-duty submersible turbine pump, the TriTier standard equipment includes a complete UL listed control panel.

All fountain components are fully waterproof and made of the finest corrosion resistant materials to provide years of dependability and high performance.

FEATURES AND BENEFITS

PUMPS/MOTORS

- ♦ High performance turbine pump/motor assembly
- ♦ Stainless steel construction
- ♦ Water cooled: no oils, seals or o-rings to replace
- ♦ 4 year warranty

NOZZLES

- ♦ Precision machined brass/bronze nozzles

SUBMERSIBLE LIGHT FIXTURES

- ♦ Halogen or LED available
- ♦ Cast bronze/stainless steel housing
- ♦ Stainless steel brackets
- ♦ Tempered lenses
- ♦ 2 year warranty

CONTROL PANEL

- ♦ UL listed per National Electrical Code
- ♦ Weatherproof steel enclosures

CABLES

- ♦ STW-A rated
- ♦ 4 year warranty

FLOTATION

- ♦ Rotocast polypropylene construction
- ♦ UV inhibitors for long life
- ♦ Individual leveling compartments for exact adjustments
- ♦ 4 year warranty

CORROSION RESISTANT

- ♦ Cast brass/bronze nozzles
- ♦ Polypropylene float
- ♦ Stainless steel frame and fastenings
- ♦ Bronze/stainless steel lights

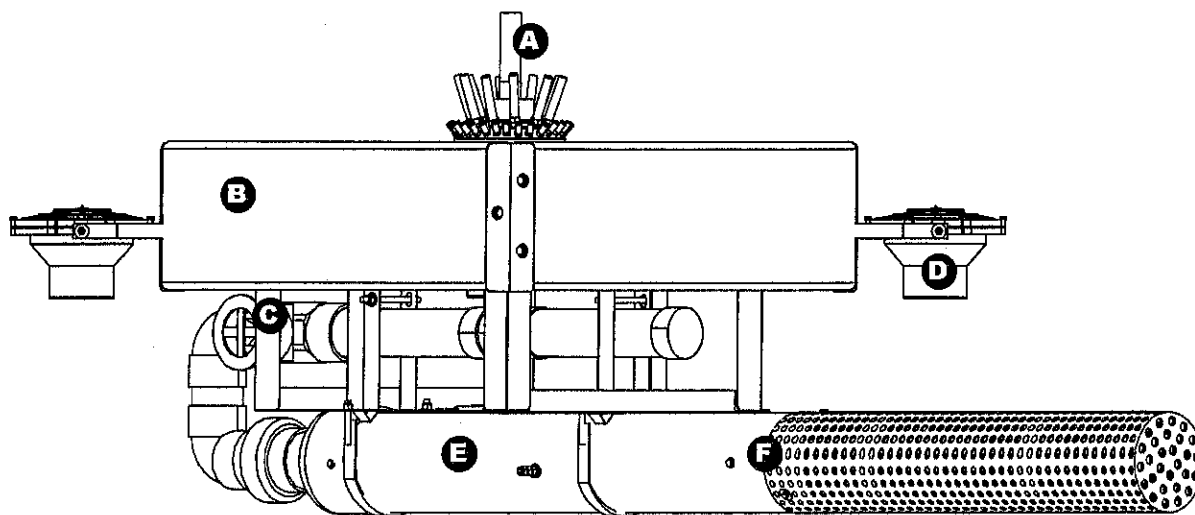
BENEFITS TO LAKE

- ♦ Aesthetics – beautifies waterway
- ♦ Increases property value and quality of community
- ♦ Adds a focal point to any community
- ♦ Assists in aeration of lake system, aiding in fish dynamics
- ♦ Through agitation, prevents aggregation of planktonic algae on the surface and helps in reduction of mosquito larvae

800-432-4302

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TRITIER™ FLOATING FOUNTAIN



A	PRECISION MACHINED BRASS/BRONZE DISPLAY NOZZLES
B	POLYPROPYLENE FLOTATION ASSEMBLY
C	WELDED STAINLESS STEEL FRAMEWORK

D	CAST BRONZE/BRASS LIGHT FIXTURES
E	TURBINE PUMP MOTOR ASSEMBLY
F	STAINLESS STEEL INTAKE SCREEN

Due to the electric equipment involved, floating fountains are not designed for waterways where swimming or water sports are permitted. Specifications recorded during calm wind conditions. Install all electrical equipment in accordance with Article 682 of the National Electrical Code and all local codes. Vertex Water Features reserves the right to improve and change our designs and/or specifications of our fountains without notice or obligation.

DISPLAY SPECIFICATIONS

HP	1ST HT	2ND HT	3RD HT	1 Phase (V)	3 Phase (V)		
2	20'	8'	4'	230	208	230	460
3	25'	10'	5'	230	208	230	460
5	30'	15'	7'	230	208	230	460
7.5	35'	18'	8'	230	208	230	460
10	40'	20'	9'	230	208	230	460
15	45'	25'	10'	230	208	230	460

PUMP AMPERAGE

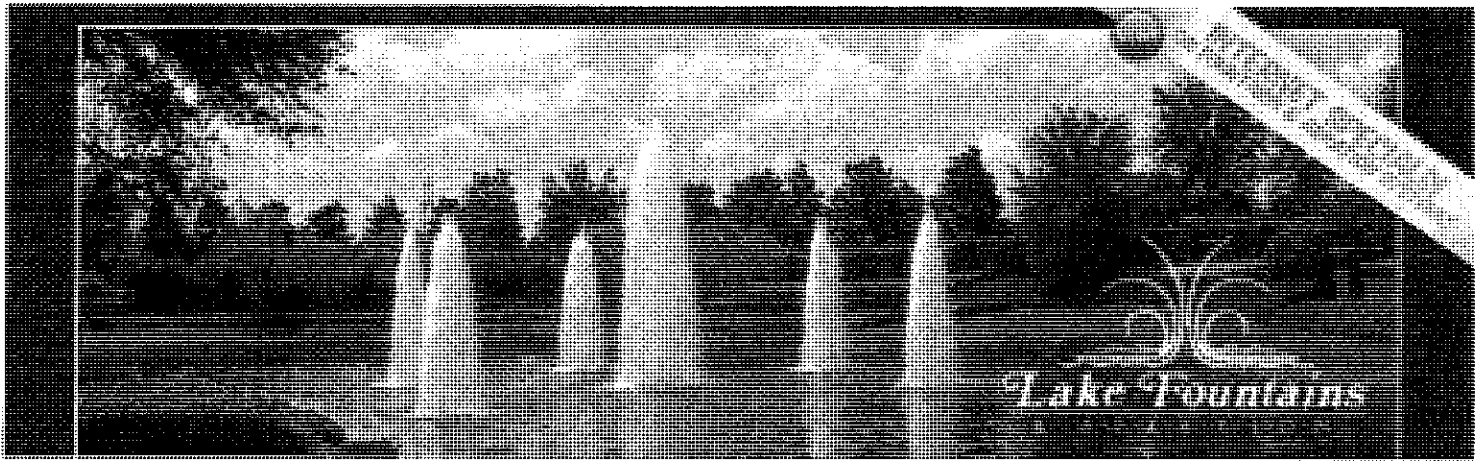
(208V & 460V 3-phase motors available)

HP	230V1Ø	230V3Ø
2	14	8
3	17	10
5	28	17
7.5	42	25
10	51	32
15	72	47

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2100 NW 33rd Street Pompano Beach, FL 33069
Phone: 800-432-4302 Fax: 954-977-7963
www.vertexwaterfeatures.com



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OUR FOUNTAINS

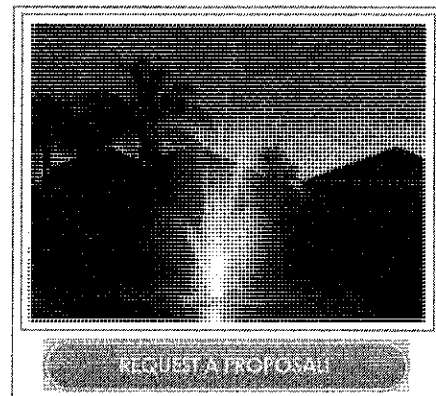
3-TIER FOUNTAINS | [SELECT ANOTHER SERIES](#) | [VIEW PHOTOS](#)

These 3-Tier fountains are our most popular models. The elegant 3-tier display actually serves two purposes—it is beautiful to look at, and helps to improve the water quality.

These fountains come with 150' of underwater power cable and GFI protected controls.

Lights and additional power cable are available. Lake Fountains are shipped to your site complete and ready to install.

[View Standard Features](#)



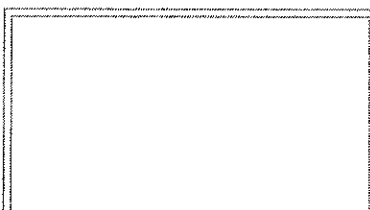
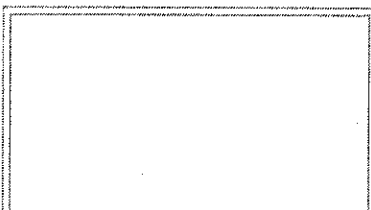
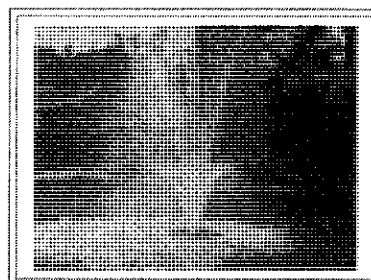
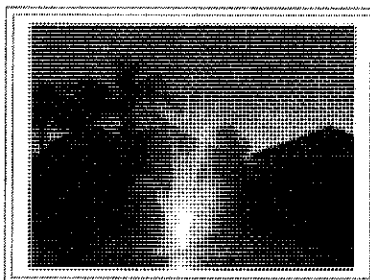
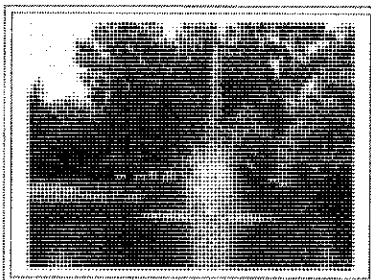
[REQUEST A PROPOSAL](#)

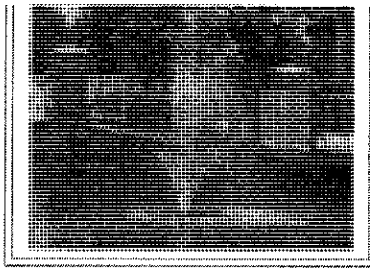
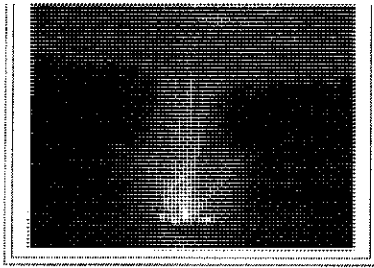
TECHNICAL INFORMATION

FOUNTAIN	HORSEPOWER	HEIGHT	RECOMMENDED LIGHTING
MS5003TP	.5	12'	LKR 2x120 Watt
LF7503TP	.75	18'	LKR 2x120 Watt
LF10003TP	1	18'	LKB 1x500 Watt
LF20003TP	2	25'	LKD 2x500 Watt
LF30003TP	3	30'	LKE 3x500 Watt
LF50003TP	5	35'	LKH 1x500+4x300 Watt
LF75003TP	7.5	40'	LKH 1x500+4x300 Watt

3-TIER FOUNTAIN PHOTOS

Here are some examples of our 3-Tier Series Photos. Interested in one of these fountains? [Request a FREE Proposal today!](#)





[3 TIER FOUNTAINS](#) • [POD JET](#) • [CASCADE FOUNTAINS](#) • [CUSTOM](#) • [MORNING GLORY](#) • [POND AERATION](#)
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TECHNICAL INFO

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MS SERIES

Our popular MS Series fountains for small ponds are our most economical fountains. They are equipped with high performance pumps. The attractive 24" four-section adjustable float assembly is durable and allows for water level fluctuation.

Mini Series fountains are supplied with your choice of jet, 100' of submersible pump cable, welded stainless steel assembly frame with stainless steel hardware, clog resistant stainless steel intake screen and a GFI protected time clock with photocell. Professional installation is available (within Florida). Mini Series fountains are easy to ship and install. Lights and additional cable are optional.

Lens color choices, in order of brightness, are: clear (white), amber, turquoise, red, blue and green.

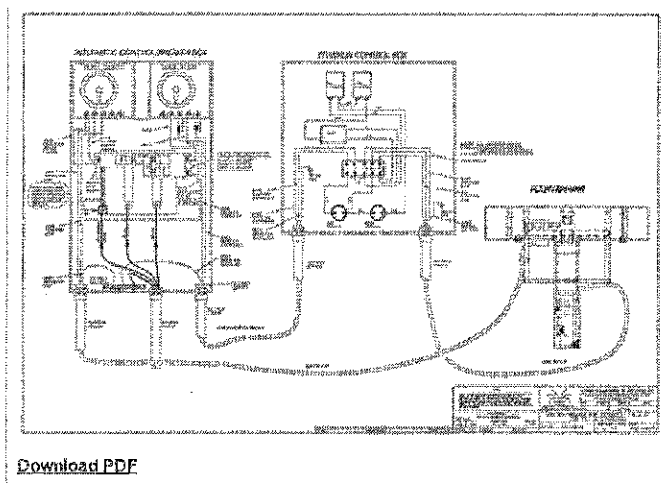
DISPLAY OPTIONS

Display	Height	Jet Used
3-Tier	12'	3T37
Morning Glory	4'	MG
Aerating Bubbler	6'	AB

LIGHTING OPTIONS

Lamps	Voltage	Amps
2X120-Watt	120	2.0
2X200-Watt	120	3.3

2 HP Electrical Hookup



3-TIER SERIES FOUNTAINS STANDARD FEATURES

- Attractive four-section, 48" diameter, rotocast U.V. stabilized polyethylene float assembly with molded-in bronze threaded inserts and ballast fill plugs for full adjustment.
- 50' of heavy duty nylon anchor line.
- Stainless steel assembly frame with stainless steel hardware.
- All jets constructed of brass or bronze and precision machined for top performance. Water flow stabilizers are used for maximum jet performance.
- One-half, three-quarter, one, two or three-horsepower heavy duty submersible pumps designed for efficiency, reliability and maximum gallons per minute water flow.
- Perforated stainless steel intake screen, oversized to reduce frequency of cleaning.
- Carefully designed manifolding to promote efficient, smooth water flow to all jets.
- 50' of special heavy duty submersible power cable. Cable sizes increased as necessary to minimize voltage drop. Extended lengths are available.
- * Light kit including U.L. listed submersible fixture, equipped with 120, 200, 300 or 500-watt lamp(s), clear tempered glass lens, and 50' of submersible light cable. Other lens colors available.
- * Complete Fountain Control Center for fast, convenient hookup by your qualified electrician. Includes time clock for pump and lighting, breaker panel, equipment grounding bar, lightning arrestor and lockable all-weather heavy duty NEMA 3R steel enclosure.
- ** Installation by LAKE FOUNTAINS consisting of delivery to job site, positioning and anchoring of float assembly in lake, instructions for electrical hookup, nozzle and lighting testing and adjustment. Does not include any on-shore electrical work.

* Optional

** Available in Florida only

CASCADE SERIES

Cascade fountains have long been popular due to their strong, bold statement and their fascinating white, frothy activity. They are highly visible during the day and illuminate beautifully in the evenings. Recently, their popularity has increased because of their ability to highly aerate the water, injecting life-giving oxygen into the water as it passes from the nozzle.

Our cascades are equipped with durable and attractive U.V. stabilized polyethylene floats which are compartmentalized and fully adjustable. The reliable submersible turbine pumps are equipped with large stainless steel intake screens and induction tubes for clog resistant operation and long life. Base price includes standard control box with start and run capacitors, contactor, lightning arrestor and thermal protection (single phase) or motor starter (three phase) in rainproof enclosure. Optional features include our complete Fountain Control Center, lighting, additional underwater power cable and professional installation (within Florida).

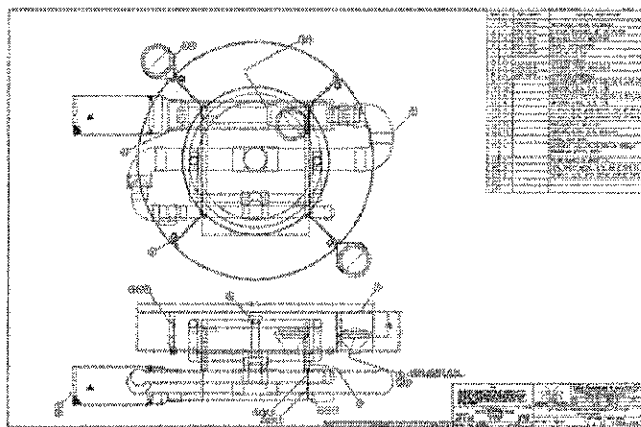
Medium, Large and Custom Fountain Assembly

TECHNICAL INFORMATION

Spray Height	Horsepower	Power Required	Lighting**
10'	3.0	230 Volt, 1φ	2 500-Watt
15'	5.0	230 Volt, 1φ or 3φ	3 500-Watt
20'	7.5	230 Volt, 1φ or 3φ	2 1000-Watt
25'	10.0	230 Volt, 1φ or 3φ	4 500-Watt
30'	15.0	230 Volt, 1φ or 3φ	2 1000-Watt
35'	20.0	230 Volt, 3φ	4 1000-Watt

*208 volt available upon request.

** Lens color choices, in order of brightness, are: clear (white), amber, turquoise, red, blue and green.


[Download PDF](#)

POD JET/SPRAY RING SERIES

The appeal of our pod jet/spray ring fountains lies in their geometry; a large, heavy stream rising straight up surrounded by a lower ring of many smaller jets set at an adjustable angle from vertical. The delicate floral-like pattern is very attractive and illuminates very well.

These fountains are equipped with our attractive, durable float assembly, very reliable submersible turbine pumps and a standard control box. Optional features include our complete Fountain Control Center, lighting, additional underwater power cable and professional installation (within Florida).

TECHNICAL INFORMATION

PERFORMANCE				
HP	Center Jet Height	Spray Ring Height	Ring Jet Size	No. of Ring Jets
3.0	20'	8'	1/4"	16
5.0	25'	10'	1/4"	24
7.5	30'	12'	1/4"	32
10.0	40'	13'	1/4"	40
15.0	50'	15'	1/4"	48
20.0	60'	18'	1/4"	48
30.0	70'	24'	1/4"	48

SUGGESTED LIGHTING				
Spray Height	# Lights	Watts	Voltage	Amps
25'	6	200	120	10
30'	6	300	120	15
40'	6	500	120	25
50-60'	8	500	120	33

STANDARD ELECTRICAL REQUIREMENTS	
1 thru 15 horsepower	230 Volt, 1φ or 3φ
20 horsepower	230 Volt, 3φ
*208 Volt available	

Spray height and nozzle size and number can be varied. Consult factory for more information.

MEDIUM, LARGE AND CUSTOM SERIES FOUNTAINS STANDARD FEATURES

- Attractive four & eight section U.V. stabilized rotocast polyethylene float assemblies, 48", 72" or 96" diameter, with ballast fill plugs for adjustment and heavy duty nylon anchor line.
- Stainless steel major and minor assembly frame with all stainless steel hardware.
- All jets constructed of brass or bronze and precision machined for top performance; larger jets flanged. Water flow stabilizers used to maximum jet performance.
- Reliable and efficient submersible turbine pumps, 3 to 30-horsepower, 6", 7" 8" or 10" diameter, equipped with high-thrust stainless steel clad submersible motors.
- Specially designed induction tube housing the pump to provide cooling water flow past motor; housing flanged for easy service.
- Large, clog-resistant perforated stainless steel intake, screen oversized to reduce frequency of cleaning.

Flow-control valves where required to provide spray height adjustments. Carefully designed manifolding to promote efficient, smooth water flow to all jets.

- 50' of special heavy duty power cables for submersible lights and pumps. 150' of heavy duty power cable is standard on fountain packages. Cable sizes upgraded as necessary to minimize voltage drop. All cable is marked water resistant.
- Standard motor control box with capacitors, contactor, lightning arrestor and thermal protection (single phase) or motor starter with thermal protection (three phase) in rainproof enclosure.
- * Bronze and copper submersible light fixtures, U.L. approved, equipped with 200, 300 or 500-watt lamps, adjustable stainless steel brackets, tempered glass lens available in colors (in order of brightness) clear, amber, turquoise, red, blue or green and stainless steel hardware.
- * Complete Fountain Control Center for fast, convenient hookup by your qualified electrician. Includes time clock for pump and lighting, breaker panel, equipment grounding bar, lightning arrestor and all-weather heavy duty lockable NEMA 3R steel enclosure.
- ** Installation by LAKE FOUNTAINS consisting of delivery to job site, positioning and anchoring of float assembly in lake, instructions for electrical hookup, nozzle and lighting testing and adjustment. All on-shore wiring, electrical work and trenching for conduit shall be by others.

*Optional

**Available in Florida only

2HP SHORELINE PUMP FOUNTAINS

Our popular 2-horsepower shoreline series can be used in small to medium ponds. They are equipped with special heavy duty centrifugal pumps with proven long term reliability. The attractive four-section adjustable float assembly is durable and allows for water level fluctuation. The beauty of the economical 230 volt, single phase, 2 horsepower shoreline mounted pump model is the choice of interchangeable nozzles and lighting.

Our fountain is equipped with 150' of discharge piping, stainless steel assembly frame with stainless steel hardware, clog resistant stainless steel intake screen assembly and a one year guarantee. Optional features include our complete Fountain Control Center, lighting, additional underwater piping and a professional installation (within Florida).

TECHNICAL INFORMATION

PERFORMANCE		LIGHTING OPTIONS		
Jet Type*	Height	Lamps	Voltage	Amps
3-Tier (3T-12)	15'	2 500-watt	120	8.3
3-Tier (3T-24)	12'	2 300-watt	120	5.0
2-Tier	20'	2 200-watt	120	3.3
Cluster Jet - 4" diameter	25'			
Aerating Bubbler	12'			
Pod Jet - 6" diameter	18'			
Morning Glory	7' x 14'			

*Multiple jets and custom designs available upon request.

Lens color choices, in order of brightness, are: clear (white), amber, turquoise, red, blue and green.

2HP SHORELINE PUMP FOUNTAINS STANDARD FEATURES

- Attractive four-section, 48" diameter, U.V. stabilized rotocast polyethylene float assembly with ballast fill plugs for full adjustment. 50' of heavy duty nylon anchor line and anchors.
- Stainless steel assembly frame with all stainless steel hardware.
- All jets constructed of brass or bronze and precision machined for top performance. Water flow stabilizers used for maximum jet performance.
- 2 horsepower heavy duty centrifugal pump designed for reliability and maximum gallons per minute water flow mounted on a concrete pad.
- Large perforated stainless steel intake screen designed to be clog resistant and non-corroding.
- Heavy duty brass, copper and PVC plumbing.
- Up to 150' of discharge piping from pump to float (greater lengths available).
- * Bronze and copper submersible light fixtures, U.L. approved, equipped with 200, 300, or 500-watt lamps, adjustable stainless steel brackets, with tempered glass lens available in order of brightness (clear, amber, turquoise, red, blue and green) and stainless steel hardware.
- * Complete Fountain Control Center for fast, convenient hookup by your qualified electrician. Includes time clocks for pump and lighting, pump and lighting, circuit breakers, breaker panel, equipment grounding bar, lightning arrestor and all-weather heavy duty NEMA 3R enclosure.
- * Installation by LAKE FOUNTAINS consisting of delivery to job site, positioning and anchoring of float assembly in lake, instructions for electrical hookup, nozzle and lighting testing and adjustment and all on shore plumbing within 25' of water's edge. Electrical work and trenching for conduit shall be done by others.

* Optional

FOUNTAIN POWER CONTROL CENTERS

LAKE FOUNTAINS & AERATION, INC. recommends an optional Fountain Power Control Center for use with our submersible series fountains. The Fountain Power Control Center includes the following in addition to the standard control box:

- Time clock for pump
- Time clock for lighting circuits
- Ground fault circuit interruption for pump*
- Ground fault breakers for lights**
- Lightning arrestor
- Breaker panel
- Equipment grounding bar
- All-weather, heavy duty steel lockable NEMA 3R enclosure

** Panels are UL listed

* Breaker size corresponds with electrical requirements for specific submersible series fountain chosen.

** Breaker size corresponds with electrical requirements for specific lighting package chosen.

It will be necessary for the customer's electrician to mount the control center and perform actual electrical hookups per instructions supplied by **LAKE FOUNTAINS**. The Fountain Control Center can be supplied to the customer prior to the actual fountain installation.

Power requirements for each submersible model are listed separately.

FOUNTAIN ELECTRICAL SPECIFICATIONS AND CABLE SELECTION CHART

SPECIFICATIONS				MAXIMUM LENGTH IN FEET/AWG COPPER WIRE SIZE							
Horsepower	Volts	Phase	Max Amps	14	12	10	8	6	4	2	0
.5	115	1	11.2	60'	95'	150'	241'	350'			
.5	230	1	6.0	214'	341'	350'					
.5	230	3	3.5	350'							
.75	115	1	12.0	56'	89'	141'	225'	350'			
.75	230	1	8.0	161'	256'	350'					
.75	230	3	4.8	268'	350'						
1	230	1	9.8	131'	208'	350'					
1	230	3	4.7	274'	350'						
2	230	1	13.2	97'	155'	246'	350'				
2	230	3	8.1	159'	252'	350'					
3	200	3	12.5	89'	142'	226'	350'				
3	230	1	17.0		120'	191'	350'				
3	230	3	10.9	118'	187'	296'	350'				
5	200	3	20.5		86'	136'	219'	350'			
5	230	1	27.5			118'	188'	299'	350'		
5	230	3	17.8		115'	182'	290'	350'			
7.5	200	3	30.5			92'	147'	234'	350'		
7.5	230	1	42.1					195'	310'	350'	
7.5	230	3	26.4			123'	196'	311'	350'		
10	200	3	37.0					193'	307'	350'	
10	230	1	51.0						256'	350'	
10	230	3	32.2				160'	255'	350'		
15	200	3	54.5						208'	332'	350'
15	230	1	75.0							277'	350'

15	230	3	47.4	173'	276'	350'
20	200	3	69.7		259'	350'
20	230	3	60.6	216'	343'	350'
25	200	3	86.3			333
25	230	3	75.0		277'	350'
30	200	3	104			276
30	230	3	90.4			350'

Determine horsepower, voltage and phase from the three columns at left of chart. Then look to the right for the length needed. The AWG size at the top of the chart is the size required.

LIGHT KIT ELECTRICAL SPECIFICATIONS AND CABLE SELECTION CHART

SPECIFICATIONS				MAXIMUM CABLE LENGTH/AWG WIRE SIZE					
NO. OF LIGHTS	VOLTS	TOTAL WATTS	AMPERAGE	14	12	10	8	6	4
1X200	120	200	1.66	350'					
2X200	120	400	3.33	202'	321'	350'			
3X200	120	600	5	134'	215'	340'	350'		
4X200	120	800	6.66	100'	160'	255'	350'		
5X200	120	1000	8.33	80'	130'	200'	325'	350'	
6X200	120	1200	10	67'	107'	170'	270'	350'	
1X300	120	300	2.5	266'	350'				
2X300	120	600	5	134'	215'	340'	350'		
3X300	120	900	7.5	89'	143'	227'	350'		
4X300	120	1200	10	67'	107'	170'	270'	350'	
5X300	120	1500	12.5	53'	85'	136'	216'	344'	350'
6X300	120	1800	15	44'	71'	113'	180'	286'	350'
1X500	120	500	4.17	161'	256'	350'			
2X500	120	1000	8.34	80'	130'	200'	325'	350'	
3X500	120	1500	12.61	53'	85'	136'	216'	344'	350'
4X500*	120	2000	16.68	40'	64'	101'	162'	257'	350'
1X1000	120	1000	8.34	80'	130'	200'	325'	350'	
2X1000*	120	2000	16.68	40'	64'	101'	162'	257'	350'
1X500+4X300	120	1700	16	44'	71'	130'	180'	286'	350'

*Requires 25 Amp Circuit

TO SELECT CABLE SIZE FOR YOUR INSTALLATION:

Choose light kit from left column on chart. Then look to the right for the length needed. The AWG size at the top of the chart is the size required.

TYPICAL FOUNTAIN OPERATING COSTS

The figures below are based on a fountain operating from 8:00 am to 10:00 pm every day and lighting operation from 7:00 pm to 10:00 pm every evening. Energy cost is based on \$.09 per kwh.

Horsepower of Motor	Hourly Operating Cost	Monthly Operating Cost
0.5	\$0.05	\$ 22.68
0.75	\$0.07	\$ 30.24
1.0	\$0.09	\$ 41.58
2.0	\$0.18	\$ 75.60
3.0	\$0.26	\$111.51

MONTHLY LIGHTING COSTS						
Lighting	1 Light	2 Lights	3 Lights	4 Lights	6 Lights	8 Lights
200 Watt	\$1.62	\$3.24	\$4.86	\$6.48	\$9.72	\$12.96
300 Watt	\$2.43	\$4.86	\$7.29	\$9.72	\$14.58	\$19.44
500 Watt	\$4.05	\$8.10	\$12.15	\$16.20	\$24.30	\$32.40

5.0	\$0.44	\$185.22
7.5	\$0.65	\$275.94
10.0	\$0.88	\$370.44
15.0	\$1.19	\$498.96
20.0	\$1.57	\$657.72

NOTE: Actual kwh cost may vary. Check with your local energy provider.

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3.5 Guidelines for Gift and or Memorials for the Barefoot Bay Recreation District¹³¹

All gifts and /or memorials plans must be submitted for review by the Community Manager for compliance with the guidelines below. Those meeting the criteria below may be recommended for acceptance to the Board of Trustees at a regularly scheduled meeting. Acceptance of any memorial or gift meeting the criteria shall be at the discretion of the Board of Trustees. The Board of Trustees reserves the right to decline the acceptance of gifts or memorials due to inappropriateness, restrictions placed upon the gift or memorial and any potential financial or legal liability and for any other reason.

1. No gifts or memorials may be considered until the person has been deceased for more than 90 days.
2. Residents desiring to donate gifts and/or memorials shall work with staff to determine the costs of the memorial or item. The cost of the item will be presented to the donor. BBRD will purchase the item after the resident has paid for the item(s) and assume legal liability for the item.
3. No restrictions can be placed on the use or ownership of the gift or memorial. The BBRD is the sole owner of all gifts and will determine the use of the gift or memorial.
4. The gift or memorial must be deemed appropriate by the Community Manager and the Board of Trustees.
5. The Community Manager must determine all short and long-term costs of all gifts and memorials. These costs shall include the maintenance, repair, upkeep, insurance and/or any other hazards or liability. The placement of any memorial or gift shall not interfere with the maintenance of District facilities.
6. The acceptance, placement, use and removal of gifts and memorials are at the sole discretion of the District.
7. Plaques for all memorials shall not be considered permanent, and will be removed at the sole discretion of the District when they deteriorate.

Meeting Date
Dec. 09, 2016



Agenda	
Section	9
Item No	D

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Golf Advisory Committee Recommendation: Membership Rates

Dept/Office: Golf-Pro Shop

Requested Action: Direction to Staff
<p>Summary Explanation and Background:</p> <p>At the 25Oct16 BOT meeting, a resident voiced her concern over the difference in the cost between a single and family annual membership to the BBRD Golf Course. The BOT referred the issue to the Golf Advisory Committee (GAC) for their review and for the issue to be placed on a future BOT agenda.</p> <p>On 02Dec16, the GAC thoroughly discussed the issue and declined to make a recommendation to the BOT.</p> <p>Staff requests direction from the BOT regarding this matter.</p>
Exhibits Attached: 25Oct16 BOT Minutes and Golf Membership Rate Comparison
Contact: John Armstrong, GAC Chairman; Ernie Cruz, Golf Operations Manager; John W. Coffey, Community Manager;
Fiscal Impact: TBD
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting October 25, 2016 7 P.M. –Building D&E

Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on October 25, 2016 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 7:00 P.M.

Thought for the Day

Mr. Klosky asked for a moment of silence to honor our service personnel both past and present who have helped protect our country. He also asked that we remember our Barefoot Bay residents both past and present.

Mr. Cavaliere led the Pledge of Allegiance to the Flag.

Roll Call

Present: Mr. Klosky, Ms. Wright, Mr. Diana and Mr. Cavaliere. Mr. Lavier was excused. Also present: General Counsel Cliff Repperger, John W. Coffey, Community Manager and Dawn Myers, District Clerk.

Minutes

Mr. Cavaliere made a motion to approve the minutes October 14, 2016. Second by Mr. Diana. Motion carried unanimously.

Treasurer's Report

Mr. Cavaliere presented the Treasurer's Report for October 25, 2016.

Mr. Diana made a motion to accept the Treasurer's Report. Second by Ms. Wright. Motion carried unanimously.

Audience comment on Agenda Items

None brought forward

Unfinished Business

BBRD Census/Survey

At the Trustee Workshop held on September 20, 2016 a general discussion was held about surveys and a possible census of BBRD residents. Ms. Mary Weller explained the census survey project hand out and sample census. She discussed the steps she has taken along with two other concerned residents, Randy Loveland and Roger Compton, to get a census survey plan developed. She stated she hoped to have the completed survey which consists of key demographic information by badge renewal time next year. She requested that the Board allow them to continue working on the survey project. Roger Compton and Randy Loveland agreed that they anticipate what will come out of this project is something the



BAREFOOT BAY RECREATION DISTRICT

homeowners have voiced a desire for in recent years. The information will help the District have a better understanding of who our residents are and address our residents' concerns.

Mr. Cavaliere made a motion that Mary Weller, Randy Loveland and Roger Compton continue their work on the survey project. Second by Mr. Diana. Motion carried unanimously.

Fleet Golf Cart RFP Award of Contract

Currently, BBRD leases thirty-three fleet golf carts from E-Z GO for use by our golf course members and customers. The lease expires on December 31, 2016. Per BBRD Policy Manual requirements, staff issued a Request For Proposals (RFP) for a new lease on September 12, 2016 and received three proposals by the deadline. The RFP evaluation committee opened the three bids and ranked them in the following order:

- Yamaha (275.00)
- E-Z GO (207.00)
- Club Car (185.75)

BBRD requested each proposer submit two leasing options for 3 and 4 years. The top ranked Yamaha proposal contains the following leasing terms:

\$28,116 per year for 3-years

\$24,153 per year for 4-years

Mr. Cavalier made a motion to accept the four year contract with Yamaha for \$24,153 annually. Second by Mr. Diana. Motion carried unanimously.

Mr. Diana stated he has the utmost confidence in staff and hopes we have turned a corner in our assurance of staff judgement. He is very pleased with staff's work and decision making.

FY16 Various Capital Projects Budget Amendment and Resolution

In FY16, the Board approved various projects that require Budget Amendments to the FY16 Adopted Budget. The projects which require funding are: CCTV Replacement and Expansion project, Replacement 19th Hole Oven project, Bldg. D Ceiling Mounted Projector and Screen project and Replacement of the 19th Hole Floor Project. BBRD is permitted under state law (189.016(6) (c) FL. Statutes) to adjust the prior fiscal year's budget up to 60 calendar days after the end of the year. Staff recommended approval of the resolution authorizing the budget amendments/transfers to the FY16 Adopted Budget. General Counsel Repperger read the resolution:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2015-12; AMENDING THE BUDGETS; PROVIDING AN EFFECTIVE DATE.

Mr. Diana made a motion to approve the resolution authorizing the FY 16 Budget Amendments. Second by Ms. Wright. Motion carried unanimously.

BOT Rules Revision: Elimination of Trustee Departmental Liaison Function

Ms. Wright reiterated Mr. Cavaliere's recommendation from the September 9th BOT minutes requesting elimination of the Trustee department liaison function. In the minutes, Mr. Cavaliere stated that per the



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Baenziger report, among other recommendations, the Trustees should not be involved in staff's day to day operations. He stated that staff should only have to report to the Community Manager. Mr. Diana voiced his strong support for staff and supports the liaison elimination.

Ms. Wright made a motion to eliminate the Trustee department liaisons. Second by Mr. Cavaliere. Motion and second rescinded.

The following text was recommended for deletion the Board wishes to enact the proposal by Trustee Wright. ARTICLE VI DUTIES AND RESPONSIBILITIES OF OFFICERS AND TRUSTEES

Section 1: "Liaise with assigned BBRD department managers, provide perspective to said department manager and report on departmental activities at Board of Trustees meetings (under no circumstances shall the Trustee liaison provide specific direction to a department manager or individual staff member)."

General Counsel advised that language concerning the liaison under Article VIII will also need to be omitted if the Board would like to proceed with the elimination of the department liaison.

Mr. Diana made a motion to table the resolution and amendments until the November 10, 2016 meeting. Second by Ms. Wright. Motion carried unanimously.

Manager's Report

Staff received notice of Bank of America's decision to close the branch office at 13555 US1 in Roseland effective January 24, 2016. Additionally, we were notified we need to empty the Barefoot Bay safety deposit box in said branch office no later than December 23, 2016. Staff will research options for additional safety deposit spaces prior to the November 10, 2016 meeting.

Staff has requested clarification regarding the badge checking policy at Pool 1 during the Christmas Parade. Board consensus to waive the badge requirement during the parade.

Attorneys Report

Guinther vs. Barefoot Bay has been changed to the courthouse on Neiman Avenue in Melbourne at 9AM on Monday, October 31st presided by Judge Maxwell.

Space Coast Healthcare has been served a 3-day eviction notice. General Counsel Repperger requested direction from the Board concerning proceeding with the eviction or waiting to discuss payment with the lessee. Board consensus was to allow the lessee time to remove the items from the space and revisit at the next Trustee meeting on November 10th. General Counsel is planning to send the response letter out to the owner of 2002 Restaurant this week as previously directed by the Board.

Trustee Liaison Report

Mr. Klosky gave the ARCC and Violations report. ARCC met on October 18, 2016. There were six permits presented and approved. Seventeen new home applications have been submitted in 2016 to date. The Committee will met again on Tuesday, November 1, 2016 at 9 AM in the Lounge. All permit applications must be received the Tuesday prior to the meeting to be reviewed at an ARCC meeting.



BAREFOOT BAY RECREATION DISTRICT

The Violations Committee did not meet on October 14, 2016. The next meeting is on October 28th at 10 AM in Building D/E. To date, the DOR department has mailed 497 letters informing residents of storm damage caused by Hurricane Matthew. Approximately 125 were roof damages and 70 were carport damage. Mr. Klosky reported on Property Services for the absent Mr. Lavier. Staff has installed a new vehicle lift at the Property Service building, refinished the last two benches in front of building, covered damage to building F and continuing cleanup from Hurricane Matthew. Total number of pool users for the last fiscal year was 130,520 attendees. Mr. Klosky presented the golf report. The course is ready to be over seeded. The engineer provided the initial assessment for the golf course pump house. The Breast Cancer Awareness tournament was a success with over \$1000 raised. The Golf Fore Tots tournament will be held on November 12th and the Sadie Hopkins Tournament on November 19th. Both will be an 8:30 shotgun start. The Pro Shop and Golf Course will be closed on November 24th for Thanksgiving.

Ms. Wright presented the Food and Beverage report. The 19th Hole will be closed to install the new floor from Tuesday, November 4th through Friday, November 5th. Service hours will be provided in D/E and are posted in our facilities. Replacement bar stools have been ordered for the Lounge and the 19th Hole. The Halloween Party in the Lounge is this Friday, October 28th. Prizes for best costume will be given out and a decanter of Skull vodka will be raffled off. Free line dancing classes start up again in the Lounge on Monday, November 7th from 4:30-5:45. The DOR and Charter Review Committee has wrapped up their meetings and have sent their amendments to the Board for review. A Board of Trustee Workshop to review the amendments is scheduled on November 15th at 1PM in Building D/E all homeowners are welcome to attend. She read the narrative submitted by Louise Crouse on behalf of the Recreation Committee in support of the Community Complex bathrooms on the referendum.

Mr. Diana was appreciative of the work from the District Clerk's office. He discussed his absence from the last meeting due to an unforeseen personal illness that landed him in Palm Bay Hospital. He stated his appreciation for the staff at Palm Bay Hospital as they took great care of him. He asked that residents please attend the scheduled Veterans Day events in support of our Veterans.

Mr. Cavaliere reported the Finance Committee will meet with Oculina Bank. Wells Fargo has chosen not to present at the next meeting scheduled on November 3, 2016 at 1:30PM in Building D.

Mr. Cavaliere commented on information that was brought to his attention regarding a Finance Committee member who was openly badgering a staff member about his dissatisfaction with job performance of staff members and managers. Mr. Cavaliere commented that the committee member is creating a hostile environment for staff. He requested the Board suspended Hurrol Brinker from any further duties on all committees he is currently on until the issue is resolved.

The Board discussed how the issue will be resolved. General Counsel recommended either putting on the subsequent Trustee meeting agenda for discussion or choose a delegate to discuss the issue privately with staff. Mr. Coffey agreed that the behavior needs to be addressed as it is not an isolated incident. He stated that though he does not speak about these issues publically, he is well aware that certain managers are overly criticized by committee members. He stated that the Board will have to make the decision that is best for them. However, it has been a long standing frustration knowing that certain managers' job



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performances are under fire simply because they do not fit into a cookie cutter mold of what some committee members think a manager should look like and how they should act.

Mr. Cavaliere made a motion that the Board suspend Hurrol Brinker until the issue is resolved by management. Second by Mr. Diana. Motion carried unanimously.

Mr. Cavaliere made a motion to select Mr. Diana as the Trustee delegate to discuss the incident concerning Hurrol Brinker and staff. Second by Ms. Wright. Mr. Diana abstained. Motion carried 3-1.

Mr. Diana commented on rumors coming out of the coffee klatches that are being held for a candidate in the running for a seat on the Board. He attempted to dispel the outlandish implication that the Trustees are misappropriating the funds used for the projects for personal gain. Mr. Klosky remarked that the political rhetoric is not acceptable on the Board as we are here to conduct District business only.

Ms. Wilma Weglein stated that the recent Candidate Forum was a success and several top candidates were on hand to address the residents. She stated that she has hoped that some people running for the seat of Trustees were there early to greet the candidates running for Senate and the House. Trunk or Treat will be held on Monday, October 31, 2016. The C.O.P.S. will be in attendance to help monitor the traffic and crowds. On Tuesday, November 1st, the HOA will hold their monthly Board meeting in Building D/E everyone is welcome to attend. On November 11th at 7PM in Building A, the HOA will hold their General Meeting. The speaker will be SSgt. Lavondre Chamberlin from the 45th Medical Group on Patrick Air Force Base. There will be a special presentation for the Veterans at the end of the night as well. Mr. Cavaliere inquired about the status of the tornado alarm research. Ms. Weglein stated that the old tornado alarm at the fire station is disabled but she offered the information from the HOA newsletter regarding sign up for automatic emergency alert calls. She confirmed that nominations from the floor will take place at the General Meeting on November 11, 2016 for a seat on the HOA Board.

Incidental Trustee Remarks

Ms. Wright requested clarification from General Counsel regarding what would need to happen in order to abolish the District. In summary, General Counsel stated that according to the Charter, the District would have to have all debts paid, a majority vote from the Board to put the question out on referendum to the homeowners who would have the final decision on that issue.

Mr. Klosky announced the Christmas Parade will be on December 4, 2016 starting at Building D/E. Anyone interested in helping or joining please contact Mr. Klosky or leave a message for Mr. Klosky at 570.the Administrative office in Building F.

Mr. Cavaliere presented his position on why he recommended putting the tennis court restrooms on a referendum and not Building F. In his opinion, for a project as important as Building F putting on referendum would not best serve the residents as some homeowners are not permitted to vote due to registration and resident status in Florida. He stated that polling the residents in census type questions will best address what the residents really want.



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Audience Participation

Mr. Harold Wortman commented on the question of his support to the Board of Trustees. He clarified that he is in support of the Board of Trustees and would not be running for a seat on the Board if the opposite were true.

Mr. Greg Deslandes thanked Sue Cuddie and the DOR department for sending the hurricane damage assessment to the residents still up North. It was greatly appreciated. He commented on the case *Guinther vs. BBRD* stating that if Guinther prevails, the District must abide by a referendum vote for Building F. If the judge decides in favor of the District, they will not have a limit concerning maintenance of existing buildings and equipment. He advocated voting for trustees that support the \$25,000 spending cap. Mr. Klosky interjected that political positions are not acceptable at the Trustee meetings. Mr. Deslandes stated that he provided a possible solution to the referendum issue to Mr. Cavaliere and it is in the November Tattler Sound Off. He wished all candidates good luck in the upcoming election.

Ms. Mary Ellen Davis commented on the golf member disparagement between single and married member's dues. She voiced her dissatisfaction regarding the fact that she pays 34% more dues than those of her married counterparts. Mr. Klosky suggested Ms. Ellen attend the golf committee to voice her concern. Ms. Wright stated that she was aware of her concern and upon Mr. Cruz's request was planning to attend the next Golf Committee to discuss further. Mr. Cavaliere suggested placing the topic on a future agenda.

Mr. Jack Reddy called attention to the deputy in the back of the meeting room, stating that officers like him and his counterparts launched a successful raid on drug houses in the Bay and deserve our support. He hoped that the newly elected Trustees would be supportive of the deputy presence in Barefoot Bay. Ms. Carol Joseph commented on the differences between the HOA and the District. Homeowners are automatically members of the HOA. The HOA is a social organization that plans political events and provides activities and services for the residents of Barefoot Bay. The District makes financial decisions and decisions on Policy in the Bay. The two entities are not in competition as they have completely separate functions.

Adjournment

The next meeting will be on November 10, 2016 at 1PM in Building D/E.

Mr. Cavaliere made a motion to adjourn. Second by Mr. Diana. Motion carried unanimously.

Meeting adjourned at 9:34PM.

Steve Diana, Secretary

Dawn Myers, District Clerk

LOCAL AREA COURSES

MEMBERSHIP INFORMATION

MEMBERSHIP INFORMATION	Barefoot Bay		The Majors		Vista Plantation	Sebastian Municipal		Crane's Creek	Mallard's Landing	Sandridge	The Savannahs	Spessard Holland	The Habitat	Aquarina
	Year 1	Year 2 +				Year 1	Year 2 +							
Single Membership	\$643.50	\$612.70	\$1,980.00		\$1,750.00	\$1,375.00	\$875.00	N/A	N/A	N/A	N/A	N/A	N/A	Private
Family Membership	\$973.50	\$913.00	\$2,400.00		\$2,400.00	\$1,775.00	\$1,275.00	N/A	N/A	N/A	N/A	N/A	N/A	Private
Family Plus Minor Children	\$973.50	\$913.00	\$2,940.00					N/A	N/A	N/A	N/A	N/A	N/A	Private
Semi Annual Single (Oct 1 - Mar 30) BFB Resident Only	BFB Res Only \$512.00	BFB Res Only \$462.00	\$1,410.00		\$1,375.00			N/A	N/A	N/A	N/A	N/A	N/A	Private
Semi Annual Family (Oct 1 - Mar 30) BFB Resident Only	BFB Res Only \$829.90	BFB Res Only \$779.90	\$2,100.00		\$1,850.00			N/A	N/A	N/A	N/A	N/A	N/A	Private
Semi Annual Family Plus Minor Children (Oct 1 - Mar 30)	BFB Res Only \$829.90	BFB Res Only \$779.90	\$2,370.00					N/A	N/A	N/A	N/A	N/A	N/A	Private
Non-Resident Single	\$914.99							N/A	N/A	N/A	N/A	N/A	N/A	Private
Non-Resident Family	\$1,325.81							N/A	N/A	N/A	N/A	N/A	N/A	Private
Trail Fee Single (BFB Resident Only)	\$557.00	\$557.00	\$1,500.00 Resident \$2,050.00 Resident	\$1,650.00 NonRes \$2,255.00 NonRes		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Private
Trail Fee Family (BFB Resident Only)	\$557.00	\$557.00						N/A	N/A	N/A	N/A	N/A	N/A	Private
Cart Rental (per person) 18	\$12.00				\$14.00	\$15.00	\$15.00							
Cart Rental (per person) 9	\$7.00				\$10.50	\$12.00 After 1 PM \$6.00 After 1 PM	\$12.00 After 1 PM \$6.00 After 1 PM							
Walk 18	\$0.00													
Walk 9	\$0.00													
County or Resident Card	\$50.00									\$40.00	\$40.00	\$40.00	\$40.00	

Meeting Date
Dec. 9, 2016



Agenda
Section 9
Item No E

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Finance Advisory Committee (FAC) Recommendation: New Banking

Dept/Office: Administration - Finance

Requested Action: Direction to Staff
<p>Summary Explanation and Background:</p> <p>On 26Jul16 BOT meeting, the Board authorized the Finance Advisory Committee to research banking options under staff outlines and bring back to the Board for final decision.</p> <p>On 04Aug16 FAC meeting, the Committee considered interviewing 8 banks and voted to</p> <ul style="list-style-type: none"> • have staff contact six banks (Seacoast Bank, Oculina Bank, TD Bank, Valley National Bank, PNC Bank and SunTrust Bank) • exclude two banks from consideration (Bank of America and Wells Fargo) <p>On 08Sep16, Seacoast Bank presented its proposal to the FAC. Additionally, the FAC voted to</p> <ul style="list-style-type: none"> • include from future considerations three banks (Wells Fargo, Bank of America and Valley National Bank) • exclude from future considerations two banks (PNC Bank and TD Bank) because they could not offer all requested services. <p>On 03Nov16 FAC meeting:</p> <ul style="list-style-type: none"> • The FAC was informed that Valley National Bank and Wells Fargo were not interested in submitting a bid. • Oculina Bank presented its proposal to the FAC. • The FAC was informed that Bank of America notified staff of a 203% increase in monthly fees from \$331 to \$1,004. <p>On 03Nov16, the FAC voted to recommend the BOT have Oculina Bank make a presentation to the BOT.</p> <p>Staff seeks direction from the BOT regarding this matter.</p>
Exhibits Attached: 03Nov16 FAC minutes
Contact: Kimi Cheng, Finance Manager; Frank Cavaliere, Trustee and FAC Liaison; Jeanne Osborne, FAC Acting Chairperson
Fiscal Impact: TBD
Contract/Agreement Reviewed by Attorney: N/A
Community Manager's Approval:



BAREFOOT BAY RECREATION DISTRICT

Finance Advisory Committee Minutes Thursday, November 3, 2016 2:30PM–Building D

Welcome

Ms. Osborne called the meeting to order at 2:34pm

Pledge of Allegiance

Roll Call

Committee Members Present: Ms. Jeanne Osborne, Mr. Bob Peet, Ms. Wilma Weglein and Mr. Ed Geier.

Also present: Frank Cavaliere, Kimi Cheng, John Coffey, Lee Wright and Steve Diana.

Committee Members Absent: Ms. Linda Pellegrino.

Ms. Osborne asked if Ms. Weglein would like to fill in for a member so that the Committee would have three members to conduct business.

Minutes

Ms. Weglein made a motion to approve the Finance Committee meeting minutes from September 8, 2016. Second by Mr. Peet. Motion carried unanimously.

Recommendation to Board of Trustees of Alternate Member to Fill Current Vacant Position

Mr. Peet nominated Ms. Weglein to fill the vacant position. Second by Mr. Geier. Motion passed unanimously.

Request Board of Trustees to Select an Alternate Position

Mr. Geier suggested to send a recommendation to the Board asking for an absence policy. Ms. Osborne strongly agreed with the recommendation. Ms. Osborne asked the Finance Liaison, Frank, if that was a policy that the Committee could make. Frank replied that the Committee could recommend to BOT to remove the missing party of the Committee since they were not doing anything. Mr. Peet proposed to have a general absenteeism policy which applied to all Committees.

Mr. Geier made a motion to recommend to the Board establish a general absenteeism policy and to remove committee members who have four consecutive unexcused meetings from the Committee(s). Second by Ms. Weglein. Motion passed unanimously.

Oculina Bank Presentation

Gretchen Frazier and Diana Best were the representatives from Oculina Bank. Ms. Frazier started the presentation with history of the bank and proposal for services, then full analysis on checking account, additional services and lending services, and lastly questions and answers session.



BAREFOOT BAY RECREATION DISTRICT

Ms. Frazier stated that Oculina Bank is a 12 year old bank based on Treasure Coast. Its headquarters are in Vero Beach, Florida. All of its executives are living in Treasure Coast, so all decisions are made locally and fast.

The bank is one of the six largest SBA Lenders and one of the fastest growing lending institutions in the State of Florida.

Ms. Frazier stated that Oculina Bank could offer BBRD 0.60% interest rate on Money Market Account as compared to 0.03% currently offered by Bank of America.

Ms. Frazier proposed a service charge free account to BBRD which would offer BBRD free Remote Deposit Capture service, provide lockbox service at no charge and a possible annual savings of over \$2,900.

Mr. Peet asked if the bank offered courier service. Ms. Frazier replied no.

Mr. Cavaliere asked if BBRD could establish a working line of credit that could turn into permanent financing given the proper information and financial statements. Ms. Frazier replied "Absolutely."

Mr. Peet asked if BBRD would have a designated Account Manager. Ms. Frazier replied yes and would be Kristie Woodward.

Mr. Cavaliere asked if BBRD would put more money in Money Market Account, it would generate a higher return and BBRD would still have access to those funds at least 6 times a month. Ms. Frazier replied it was correct.

Mr. Coffey clarified the current District's operating policy, which money could only be transferred between accounts by the action of Board of Trustees in public meeting through adoption of Resolutions. Staff never had and currently do not have access to transfer or withdraw money from the District's bank accounts.

Ms. Frazier mentioned that the bank had extremely competitive ladder CDs which offered 2% in return.

Ms. Cheng emphasized again that only Board of Trustees has the ability to transfer money among BBRD bank accounts but none of the staff can do it.

Mr. Diana expressed that he would not support the recommendation of changing BBRD policy to fit any vendors.

Discussion of Valley National Bank, Seacoast Bank, Wells Fargo and Bank of America Emails

Ms. Cheng stated that Valley National Bank and Wells Fargo expressed that they were not interested submitting a bid. Seacoast Bank sent an email regarding different options for line of credits and interest rates for loans. Bank of America submitted a new bank charge fee proposal.

Mr. Geier was against inviting Bank of America. Mr. Peet summarized that BBRD only has two bank options: Seacoast Bank and Oculina Bank and he was impressed with both.

Mr. Geier made a motion to have Oculina Bank make a presentation to Board of Trustees. Second by Wilma. Motion carried unanimously.

Mr. Peet made a motion to adjourn. Second by Ms. Weglein.

Meeting Adjourned at 3:27PM.

Meeting Date
Dec. 09, 2016



Agenda	
Section	9
Item No	F

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Recreation Advisory Committee Recommendation: Soccer Field

Dept/Office: Property Services: Recreation

Requested Action: Accept/Reject Recommendation
<p>Summary Explanation and Background:</p> <p>At the 28Jun BOT meeting, Trustee Diana requested staff review the concept of installing a soccer field behind the shopping center and forward a recommendation back to the BOT. Staff subsequently referred the issue to the Recreation Advisory Committee (RAC). At the 17Nov16 RAC meeting the following motion was approved:</p> <ul style="list-style-type: none"> • Not to proceed with investigating a soccer field (motion by Richard Schwatlow, seconded by Grace Peet and passed 5-1) <p>Staff requests the BOT formally adopt/reject the recommendation from the RAC and direct staff on how to proceed.</p>
Exhibits Attached: Draft RAC 17Nov16 meeting minutes
Contact: Matt Goetz, Property Services Manager; John W. Coffey, Community Manager; Lee Wright, Trustee and RAC Liaison; RAC Chair
Fiscal Impact: TBD
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:

Draft Recreation committee meeting 11-17-16 minutes

-Attendance- Donna Bond, Lee Wright, Richard Schwatlow, Louise Crouse, Grace Pete, Bob Escot

Audience- Nancy Eisley, Wilma Wiglin, Hurrol Brinker

Excused- Richard Moran, Ann Manzo, Kathy Lesh

Meeting called to order at 02:00 pm

A Motion was made to accept the minutes as corrected made by Louise C. Second by Richard S.

-Review of the motion tracker-

A motion was made to remove #8 from the list (investigate a children's Christmas party) made by Louise second by grace 6-yes 0-no

A motion was made to cancel #10 from the list (table the water volleyball until the next meeting) made by Richard second by Grace 6-yes 0-no

A motion was made to combine #9 and #16 (not to proceed looking into a children's playground on kiwi and proceed with research of another playground) made by Louise second by Grace 6-yes 1-no

A motion was made to mark #12 (Forward an information survey with the addition of an address line to the HOA) as complete made by Louise second by Richard 6-yes 0-no

There was a discussion on the trunk or treat night there was some confusion during the event so a motion was made that a representative from the HOA and designee from the recreation committee plan next year's event for trunk or treat made by Louise second by Grace 6-yes 0-no

A motion was made to not precede with the picnic tables with game inserts made by Grace second by Louise 5-yes 1-no

The soccer field was discussed again Matt Goetz brought some options for the committee to consider and there was a lot of discussion but there was a motion made not to proceed with investigating a soccer field made by Richard second by Grace 5-yes 1-no

A motion was made by Louise for the recreation committee to disassociate themselves from the children's Christmas party second by Richard 6-yes 0-no

Richard made a couple suggestions for the 5 year plan

1. He would like to see the beach volleyball revisited
2. Tetherball

3. Dog park

The committee directed him to see the community manager. There was also some discussion on the beach and an indoor swimming pool

A motion was made by Louise to adjourn the meeting second by Grace 6-yes 0-no

Meeting Date
Dec. 09, 2016



Agenda	
Section	9
Item No	G

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Replacement Golf Cart Award of Contract

Dept/Office: R&M/Capital

Requested Action: Award of Contract
<p>Summary Explanation and Background:</p> <p>The FY17 Budget contains \$9,000 in the R&M/Capital Department for the replacement of a 2011 golf cart used by the Property Services Department. The type of golf cart currently in use is no longer available and staff researched the best alternate options resulting in the identification of a Toro Workman GTX grounds utility vehicle as the best choice. Staff believes this type of utility vehicle should hold up much better as it is designed to be used for the type of work Property Services does as opposed to less demanding work of a golf course.</p> <p>The state bid price for said unit with desired customization is \$8,679.73, which is 21% (or \$2,307.27) lower than retail costs.</p> <p>Staff recommends the BOT <u>award contract of \$8,679.73 to WestcoTurf, based on state contracting price, for a Toro Workman GTX utility vehicle</u> as detailed in the attachment.</p>
Exhibits Attached: State bid quote and vendor information
Contact: Matt Goetz, Property Services Manager; and John W. Coffey, Community Manager
Fiscal Impact: \$8,679.73 (FY17 Budget of \$9,000)
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:



2101 Cantu Court, Sarasota FL 34232

300 Technology Park, Lake Mary FL 32746

7037-37 Commonwealth Avenue, Jacksonville, FL 32220

November 30, 2016

Quote #: Q-00002893

Matt Goetz, Property Services Assistant
Barefoot Bay Rec District
895 Falcon Dr
Barefoot Bay, FL 32976

State Contract Number: 21100000-15-1

All pricing is valid for thirty (30) days

Qty	Model No	Description	MSRP	Discount	Net Price	Extended Price	Requested Delivery/HOC
1	07130	Toro Workman GTX	9,286.00	21.00	8,679.73	\$8,679.73	_____
1	07134	Bucket Seat Kit	429.00	21.00			
1	07140	Canopy, 2-Seat	669.00	21.00			
1	07151	Windshield For Canopy	300.00	21.00			
1	07145	Brush Guard	303.00	21.00			

Terms:	Net 30 Days
Equipment Total	\$ 8,679.73
State Sales Tax (6.00% + 0.50% County Surtax)	\$ 0.00
Total	\$ 8,679.73

Please indicate your acceptance of this quote as an order by signing below and returning via e-signature or via fax to Wesco Turf at 941.487.6889. Please include your preference for height of cut and requested delivery dates where applicable.

Signed: _____

Name: _____

Date: _____

The above quote meets or exceeds ANSI Safety Specification. Toro Commercial Equipment carries a two-year or 1500 hour warranty.

The preceding pricing is good for 30 days, not including Sales Tax, after which time new pricing would have to be submitted. Time of delivery may vary; please check when placing order. All payments are subject to state and local taxes.



Thank you for considering Wesco Turf, Inc. for your equipment needs. If I can be of any further assistance, please do not hesitate to contact me.

Sincerely,

Bill Wallace

WESCO TURF, INC.

Bill Wallace

Commercial Golf / Sports Fields & Grounds Territory Manager

Golf Commercial

Lake Mary

bill.wallace@wescoturf.com

**Attachment F – ITB No. 20-21100000-C
Agriculture & Lawn Equipment
State of Florida
Vendor Information Form**

Solicitation Number: ITB No. 20-21100000-C Agriculture & Lawn Equipment		
Please ensure the Ordering Instructions information provided in this form matches the MyFloridaMarketPlace ("MFMP") Vendor Registration account information: Florida Vendor Information Portal. DO NOT CHANGE THE FORMAT OF THIS FORM!		
RESPONDENT NAME:	WESCO TURF, INC.	
RESPONDENT FEID NO.:	59-2763187	
STREET ADDRESS:	2101 CANTU COURT	
CITY, STATE and ZIP:	SARASOTA, FL 34232	
INTERNET ADDRESS:	www.wescoturf.com	
TELEPHONE NO.:	941-377-6777	
TOLL-FREE NO.:	800-486-8873	
FAX NO.:	941-371-2967	
Person Responsible For Administering The Contract		
NAME:	Ron DiCicco	
TITLE:	VP Residential Landscape Contractor & Sports Field & Ground Division	
STREET ADDRESS:	2101 Cantu Court	
CITY, STATE and ZIP:	Sarasota, FL 34232	
E-MAIL ADDRESS:	Ron.dicicco@wescoturf.com	
TELEPHONE NO.:	941-377-6777	
TOLL-FREE NO.:	800-486-8873	
CELL PHONE NO.:	941-650-5698	
FAX NO.:	941-371-2967	
Ordering and Remit-To Information Please provide information where Customers should direct orders. You must provide a regular mailing address and e-mail address. If equipped to receive purchase orders electronically, you may also provide an Internet Address.		
REMIT-TO:	Wesco Turf, Inc.	
REMIT-TO STREET ADDRESS:	2101 Cantu Court	
REMIT-TO CITY, STATE and ZIP CODE:	Sarasota, FL 34232	
REMIT-TO EMAIL and/or INTERNET ADDRESS:	Sondra.gay@wescoturf.com	

Meeting Date
Dec. 09, 2016



Agenda	
Section	9
Item No	H



Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Resident Relations Postage Machine Lease Renewal

Dept/Office: Resident Relations

Requested Action: Authorization for Chairman Klosky to Sign Lease Renewal
<p>Summary Explanation and Background:</p> <p>Historically, BBRD has utilized one-year leases for the Resident Relations' Postage machine at a current annual renewal rate of \$357.00 plus tax. Neopost, offers a two-year renewal at \$267.72 plus tax, a savings of \$89.28 per year.</p> <p>Due to the Policy Manual requirement (page 2-9) that "the Board of Trustees must approve and the Chair of the Board must execute contracts that exceed one year (1) in duration..." this item is before the BOT for consideration.</p> <p>Staff recommends the BOT <u>approve the two-year lease renewal with Neopost for \$89.28 plus tax.</u></p>
Exhibits Attached: Lease Renewal Form and Email Correspondence
Contact: Sue Cuddie, Resident Relations Manager; or John W. Coffey, Community Manager
Fiscal Impact: \$89.28 plus tax per year
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:



Today's Date: 11/21/2016		THIS OFFER VALID UNTIL: 11/28/2016	
Agent's Name: John Baugh		Case Number: 1-747907810	
Customer Information		Renewal Agreement	
Equipment Address	Invoice Address	Payment Schedule	
Name: Barefoot Bay Recreation District	Name: Barefoot Bay Recreation District	Meter Model: IS280	
Address: 931 Barefoot Blvd Ste 2	Address: 931 Barefoot Blvd Ste 2	Meter Serial Number: 13811705	
City: Barefoot Bay	City: Barefoot Bay	Contract Number: 591272	
State: FL	State: FL	Renewal Date: 1/2/2017	
Zip: 32976	Zip: 32976	Renewal Term: 24 Months	
Telephone: (772) 664-3141	Telephone: (772) 664-3141	Billing Frequency: Quarterly	
Contact: Julie MacKenzie	Contact: Julie MacKenzie	Monthly Equipment Price: \$22.31 (Plus Tax)	
Customer Number: 60122910	Customer Number: 60122910		
Meter Rental Only	Rate Change Protection - Existing 		
Comments:			
Terms & Conditions This Renewal Agreement modifies your existing Agreement, referenced by the Contract Number above, between Neopost and Customer. This Renewal Agreement becomes effective for the next billing period immediately following the date signed below and is non-cancelable for the entire Renewal Term set forth above. I understand that this is a Price Protected Rental Agreement and that I will be invoiced in advance at the billing frequency indicated above. Taxes will be assessed where applicable. This offer is governed by the Neopost Rental Agreement that is available at http://neopostusa.com/terms/R-V04-16.pdf . If you do not have access to the Internet, please contact 1-866-228-8571 and we will provide you with a copy of the Agreement.			
The undersigned understands and agrees to comply with the Terms & Conditions of this agreement. The undersigned is authorized to sign this agreement on behalf of the Customer detailed above.			
 _____ Customer Signature			
_____ Printed Name			
_____ Title		_____ Date	
**PLEASE NOTE: MODIFYING THIS CONTRACT IN ANY WAY WILL CAUSE THIS AGREEMENT TO BECOME NULL AND VOID.			



112116 - 21116 \$ 29.75

COPY

Today's Date:

12/16/2015

THIS OFFER VALID UNTIL:

12/23/2015

Agent's Name:

Korita Walker

Case Number:

1-713036800

Customer Information		Renewal Agreement
Equipment Address	Invoice Address	Payment Schedule
Name: BAREFOOT BAY RECREATION DISTR	Name: BAREFOOT BAY RECREATION DISTRIC	Meter Model: IS280
Address: 931 Barefoot Blvd	Address: 625 Barefoot Blvd	Meter Serial Number: 13811705
City: BAREFOOT BAY	City: BAREFOOT BAY	Contract Number: 591272
State: FL	State: FL	Renewal Date: 1/2/2016
Zip: 32976	Zip: 32976	Renewal Term: 12 Months
Telephone: (772) 664-3141	Telephone: (772) 664-3141	Billing Frequency: Quarterly
Contact: Julie MacKenzie	Contact: Julie MacKenzie	Monthly Equipment Price: \$29.75 (Plus Tax)
Customer Number: 60122910	Customer Number: 60122910	
Meter Rental Only	Rate Change Protection - Existing	

Comments:**Terms & Conditions**

This Renewal Agreement modifies your existing Agreement, referenced by the Contract Number above, between Neopost and Customer. This Renewal Agreement becomes effective for the next billing period immediately following the date signed below and is non-cancelable for the entire Renewal Term set forth above. I understand that this is a Price Protected Rental Agreement and that I will be invoiced in advance at the billing frequency indicated above. Taxes will be assessed where applicable. This offer is governed by the Neopost Rental Agreement that is available at <http://www.neopostinc.com/terms/R-06-13.pdf>. If you do not have access to the Internet, please contact 1-866-228-8571 and we will provide you with a copy of the Agreement.

The undersigned understands and agrees to comply with the Terms & Conditions of this agreement. The undersigned is authorized to sign this agreement on behalf of the Customer detailed above.



Customer Signature

John W. Coffey

Printed Name

Comm. Manager

16 Dec 15
Date****PLEASE NOTE: MODIFYING THIS CONTRACT IN ANY WAY WILL CAUSE THIS AGREEMENT TO BECOME NULL AND VOID.**

John Coffey

From: Julie Mackenzie
Sent: Tuesday, November 22, 2016 9:36 AM
To: John Coffey
Cc: Valeria Owens
Subject: FW: Postage Meter Renewal Agreement - Barefoot Bay Recreation District, Case # 1-747907810
Attachments: Barefoot Bay Recreation District_IS280_13811705_11_21_2016.pdf

Hi John,

When I talked to the Neopost agent John Baugh he told me to ignore the offer valid until date as he would honor the agreement until it gets approved by the BOT at the 12/9/16 meeting.

Regards,

Julie Mackenzie

*Accounting Associate
Barefoot Bay Recreation District
Tel: 772-664-3141
Fax: 772-664-1928
juliemackenzie@bbrd.org*

PUBLIC RECORDS NOTICE: Barefoot Bay Recreation District is governed by the State of Florida public records law. This means that the information we receive online including your e-mail address might be disclosed to any person making a public records request. If you have any question about the Florida public records law refer to Chapter 119 Florida Statutes. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: Baugh, John [mailto:J.Baugh@neopost.com]
Sent: Monday, November 21, 2016 3:52 PM
To: juliemackenzie@bbrd.org
Subject: Postage Meter Renewal Agreement - Barefoot Bay Recreation District, Case # 1-747907810

Hi Julie,

Thank you for speaking with me today about your Neopost USA® postage meter. Your satisfaction is important to us. That's why we've put together this unique offer for you.

As discussed, I am able to offer you a monthly rate of **\$22.31**, at a **25%** discount. That saves you **\$89.25** per year!

All that's left to do is...

1. Review the attached form.
2. Sign & date it.

3. Email it or fax it back to me today.

Plus, if you send it back today, we are offering a free subscription to NeoSlogan, a meter-based application that lets you print logos and messages next to the indicia on your envelopes.

I am available to answer any questions regarding this or anything else you may want help with at j.baugh@neopost.com.

John Baugh

Customer Loyalty Representative

Phone: (972) 820-2948

Fax: (203) 301-2676

2304 Tarpley Road Suite 134 - Carrollton, TX 75006

Neopost USA | NeoDirect

www.neopostusa.com



Nominate a neoStar!

Also, If I have given you outstanding and exemplary service, please let us know by Nominate A Neostar please send email to: <http://www.neopostusa.com/our-company/nominate-neostar>

P.S. Still not convinced we're the better option? See how we stack up against the competition.

www.myneopost.com –or call: (800) NEOPOST (800-636-7678)

New Equipment / Product Info:

Option 1

Repair or maintenance:

Option 2

Customer Service & Supplies:

Option 3

Billing, Postage Admin, Rate Change:

Option 4

Dial by extension:

Option 5

Meeting Date

Dec. 09, 2016

**Agenda****Section 9****Item No I**

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Confirmation of 2016 CCTV Project Change Order

Dept/Office: R&M/Capital

Requested Action: Confirmation of Change Order Approval

Summary Explanation and Background:

During the FY17 5yrFM&CIP workshops, the BOT adopted a recommendation to expend \$25,000 during FY16 for replacement and expansion of the CCTV system. On 24May16, the BOT awarded a contract to ATP for replacement and expansion of the CCTV system. In addition to the CCTV vendor, the project required the installation of conduit (performed in house), fiber installation (by different vendor) and electrical work (performed by different vendor). Due to the fiber and electrical needs for the third camera at the playground (which was not considered within the original scoping of the project), a change order for the fiber installation was solicited and approved by staff. Unfortunately, Policy Manual requirements (pages 2-9) for the approval of the change order and total cost of the fiber were not followed (BOT approval is required and staff inadvertently signed off on the change order). The expenses and projected remaining costs for the project are listed below.

<u>FY16 CCTV Project Expenditure History</u>		
Date	Project	Payment
6/4/2016	CCTV 1st Installment	6,310.00
6/15/2016	CCTV 2nd Installment	6,310.00
8/2/2016	Deposit for Fiber Run Bldg A-Bldg F & Lounge -Playground	3,191.25
8/2/2016	Balance for Fiber	3,191.25
9/23/2016	Conduit for Fiber/Electrical	379.10
11/17/2016	Additional Fiber Run at Playground for 3rd Camera	2,711.23
11/17/2016	Deposit for Electrical Run Lounge to Playground	735.00
11/30/2016	Balance Electrical Run Lounge to Playground	1,627.25
	Sub-Total	24,455.08
Pending	CCTV Final Payment	6,310.00
	Projected Total	30,765.08

Of note, the \$11,383.48 (incurred in FY17) are being expensed to the FY17 CCTV project line-item while the \$19,381.60 was expensed in FY16.

Staff recommends the BOT confirm the change order approval for additional fiber optic installation to Hunter Communications in the amount of \$2,711.23.

Exhibits Attached: 24May16 BOT Agenda memo (award of original contract) and minutes, 10Jun16 BOT agenda memo (ATP Change order) and minutes, invoice from Hunter Communications for change order, Excerpt from Policy Manual, Summary of project expenditures and projected total expenditures

Contact: Dawn Myers, District Clerk; or John W. Coffey, Community Manager

Fiscal Impact: \$2,711.23 (Change order) and total fiber cost of \$9,093.73

Contract/Agreement Reviewed by Attorney: No

Community Manager's Approval:

Meeting Date
May 24, 2016



Agenda
Section 9
Item No B

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: CCTV Replacement and Expansion Project

Dept/Office: Administration: District Clerk

Requested Action: Award of Contract

Summary Explanation and Background:

On January 6, 2016, ADS Security General Manager, Adam Gaffney, met with District Clerk, Dawn Myers, Facilities Planning Chair and Security Committee Vice Chair, Mr. E.J. Wright and Trustee, Ms. Lee Wright to discuss options for additional, digital, wide range security cameras for the community complex and Building D/E complex. IT bandwidth availability, fiber optics, type of equipment and location options were discussed. The first quote for new camera installation was submitted to staff the following day to include (4) 180 degree wide ranging cameras. Additionally, Vice Chair, Mr. E.J. Wright solicited additional quotes which resulted with two of the three vendors sought, dropping out of the bidding process. Three quotes were recommended so the search for additional vendors continued.

On January 28, 2016 the Board of Trustees endorsed the proposed 5Year Fiscal Model and Capital Improvement Plan (5YrFM&CIP) which contained \$25,000 for Phase I of the proposed camera install for FY16 and a subsequent \$25,000 for FY17 designated for Phase II of a community wide security camera project.

The proposal was reviewed in the Facilities, Finance and Security Committees for further discussion. Finance and Facilities Committees recommended forwarding final decision to lie with the Security committee. After another tour of the proposed locations with the second vendor, Mr. Wright followed the recommendations from ATP Security and revised the options to include additional locations with a reduction in the quantity of the costly 180 degree camera. The original vendor provided a revised quote to match.

On March 10, 2016 the Security Committee approved the CCTV proposal as a FY16 Budget Amendment and FY17 proposal for inclusion in the FY17 Proposed Working Draft Budget.

On April 4, 2016 the Board reached a consensus on the FY17 Proposed Budget including the CCTV proposal at the final BOT Budget Workshop. This project will require a budget amendment as it is not a FY16 Budgeted item.

Currently, staff is in possession of (2) quotes, as traditionally recommended, since a 3rd additional vendor solicited for quotes subsequently dropped out of the bidding process.

	ADS	ATP
Installation	\$19,983	\$18,930
Maintenance	\$1,992	\$1,300
SubTotal	\$21,975	\$20,230
*Fiber	\$6,327	\$6,327
Total	\$28,302	\$26,557
*Not to exceed		

The above cost of fiber installation between Bldg A and Bldg F and also between the Lounge and the playground (as listed above) is the maximum cost for the part of the project. Staff is seeking a 2nd quote for the fiber installation.

Although BBRD has an ongoing contractual relationship with ADS, staff recommends the BOT award the contract to ATP for \$18,930 based on the reduced initial and annual cost. Staff will bring back as a budget amendment using fund balance to cover the cost.

Exhibits Attached: Quotes from ADS and ATP

Contact: Dawn Myers, District Clerk or E.J. Wright, Facilities Planning Committee Chair and Security Committee Vice Chair

Fiscal Impact: Not to exceed \$26,557 for the first 12 months

Contract/Agreement Reviewed by Attorney: N/A

Community Manager's Approval:



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

Tuesday, May 24, 2016

7 P.M. –Building D&E

The Barefoot Bay Recreation District held a Regular Meeting on May 24, 2016 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 7:00 P.M.

Thought for the Day

Mr. Klosky asked for a moment of silence to honor our service personnel both past and present who have helped protect our country. He also asked to remember our Barefoot Bay residents.

Mr. Diana led the Pledge of Allegiance to the Flag.

Roll Call

Present: Mr. Klosky, Ms. Wright and Mr. Diana Mr. Lavier and Mr. Cavaliere were excused. Also present: John W. Coffey, Community Manager, General Counsel Cliff Repperger and Dawn Myers, District Clerk.

Memorial Day Proclamation

Mr. Klosky presented the Memorial Day Proclamation to Mr. Ray Bourgault, American Legion Post Commander.

Minutes

Ms. Wright made a motion to approve the minutes from May 13, 2016. Second by Mr. Diana. Motion carried unanimously.

Treasurer's Report

Mr. Diana presented the Treasurer's Report for May 24, 2016.

Ms. Wright made a motion to accept the Treasurer's Report. Second by Mr. Diana. Motion carried unanimously.

Audience Participation (Agenda items only)

None brought forward

Old Business

None brought forward

New Business

FY17 Proposed Budget Mailout

Per BBRD Policy Manual, section 2.8, the Board shall "adopt proposed draft for mail out to community and hear comments from both Trustees and citizens." Staff requested Board approval of FY17 Proposed Budget for mail out to property owners.

Mr. Diana made a motion to accept the FY17 Budget mail out. Second by Ms. Wright. Motion carried unanimously.

Camera Replacement and Expansion

On April 4, 2016 the Board reached a consensus on the FY17 Proposed Budget including the CCTV proposal at the final BOT Budget Workshop. This project will require a budget amendment as it is not a FY16 Budgeted item.



BAREFOOT BAY RECREATION DISTRICT

Mr. Diana made a motion to accept the quote from ATP Security for \$18,930 plus \$1300 for first year maintenance of the CCTV system. Second by Ms. Wright. Motion carried unanimously.

Manager's Report

Mr. Coffey announced the Brevard County Emergency Management Services will host the annual informational meeting regarding hurricane preparation and evaluation procedures on June 3, 2016 in Building A at 2:30pm. He stated that Resident Relations will have extended hours and open on one Saturday (in June) to allow residents who do not find it convenient to renew their badges during our normal operating hours. Specific special hours include:

Monday 23May16: Open till 5:30pm

Tuesday 24May16: Open till 5:30pm

Friday 27May16: Open till 7pm

Saturday 4Jun16: 10m-2pm

Mr. Coffey announced the closure of the 19th Hole from June 5th-June 8th for maintenance and other activities that cannot be accomplished during normal operating hours. Food & Beverage staff will have limited hours of operations in D/E to offer as much service as possible.

Merchandise Sales under Golf Operations Manager Ernie Cruz continues to outpace historic performances. Please see below for details.

		Apr 15 YTD Actual	Apr 16 YTD Actual
	Merchandise Sales	38,438	62,131
	Merchandise Cost of Sales	27,178	40,804
	Net Rev/Exp.	11,260	21,327
	merchandise cost of sales percentage	70.7%	65.7%

Mr. Coffey requested the Board schedule the BOT Workshop on June 10, 2016 at 11am for Todd Wodraska, SDS President, to present a briefing on "running effective public meetings." Staff anticipates the presentation to last no more than 60 minutes with a break for lunch between the workshop and the Board of Trustees meeting.

Attorney's Report

General Counsel Repperger commented on the case on 1015 Thrush. Due to evidence that the owner's mail may have been tampered with resulting in them not receiving the violations notices, the case will be held until May 31st to allow time for the owner to remedy the issues. He will then follow up after next week. The previously discussed case on 730 Canary will be on the first agenda in June to give the owner an opportunity to appear before the Board. At this time the Board can decide if fees will be waived or to proceed with the case. General Counsel addressed a memorandum from the County stating an opinion on the possible abolishment of the District and also presented a perplexing position which essentially asserted that BBRD is not an independent Special District under F.S. 189. He stated that he will draft a response to the memorandum and will forward that response to the Trustees.

Mr. Diana requested an update on the insurance claim for the entrance wall. General Counsel has not heard back from Traveler's Insurance but will follow up with Board. Mr. Diana requested information on the sale of 710 Barefoot Blvd. Mr. Coffey stated that the buyer has other properties in Barefoot Bay



BAREFOOT BAY RECREATION DISTRICT

and is not out of state. General Counsel added that the buyer is well aware of the liens against the property.

Trustee Liaison Report

Mr. Klosky reported the ARCC met on May 3rd in the lounge at 9 AM. He stated 14 permits were issued and 1 application was tabled. The next ARCC meeting is May 17, 2016 at 9AM in the Lounge. The Violations Committee met on April 22, 2016. He stated 18 cases were found in violation. This morning at 10 AM, the committee met and 16 cases were presented to the committee. All were found in violation. The next Violations Committee meeting is on May 27, 2016 at 10 AM in Building D & E. Mr. Klosky read the Property Services report on behalf of Mr. Lavier who was excused. Stairs were installed at the 15th tee, the Garden Club shed replacement project is now complete and a new pump and handrail was installed at the pier. Please be aware badges expired in April and will need to be renewed in order to gain entry to the amenities.

Ms. Wright announced the closing of the 19th Hole for ceiling tile replacement and painting in the kitchen from June 6th – June 10th. Music Bingo will be held in the Lounge on Monday June 6th for one night only 5:30pm-8pm. There will be no Pasta Night on Wednesday and Vince Love will be in the Lounge from 5pm-8pm on Thursday June 9th. Breakfast will be available at 7am on Saturday June 11th in the 19th Hole. Tickets on sale for the Father's Day Street Dance and Clam Bake for \$12 at the Lounge Resident Relations and the 19th Hole. Guests must have a guest pass to get into the pool area.

Mr. Diana reported no issues with the District Clerk's office and thanked the Chairman of the Facilities Planning Committee and the members for their efforts. They are currently working on the official usage of the buildings as he requested at their last committee meeting.

Trustee's Incidental Remarks

Ms. Wright commented on a topic from the last meeting regarding Trustees attending conferences. She read from F.S. 189.063 Education Programs for New Members of District Governing Bodies. Some of the courses recommended for the newly elected members include Code of Ethics, Public Records, Public Finance and Parliamentary Procedures all topics covered at the last conference she attended. She requested a budget for the trustees that want to attend these conferences.

She thanked Ms. Myers and Facilities Planning Committee for their diligence in getting the CCTV project brought up to the FY16 budget and brought to the Board for approval. She stated she was very pleased with the results of this project.

Audience Participation

Ms. Carol Paskoroso voiced a concern about the rescheduled Aqua Zumba class. She did not believe this was fair as the Aqua Zumba's class is only one hour. She went on to explain that some of these residents cannot use any other recreational activities and stated that this is a very beneficial activity for the many resident. Ms. Merry Baker spoke on behalf of the Zumba's members request to hold classes on Tuesday, Wednesday and Thursday from 2pm-3pm. Ms. Karen Gallagher read a letter distributed to the members regarding the removal of one of their Aqua Zumba practice days.

Mr. Klosky stated that he does not see a problem with allowing the Zumba class to maintain the schedule for one hour on the three days for four months. Mr. Coffey stated that he wanted to maintain fairness for all involved when he removed one practice day for Aqua Zumba. Ms. Wright stated that she was in favor of the program but believed we should support Mr. Coffey's decision to remove one of the days. Mr. Diana stated that he was not opposed to the three days but asked if they would stick with one



BAREFOOT BAY RECREATION DISTRICT

day on Saturday. He also was not in favor of deciding this topic this late in the meeting as it was not placed on the agenda.

Board consensus to allow the Zumba class to continue with the original schedule Tuesday, Wednesday and Thursday from 2-3pm and revisit the schedule after four months.

Ms. Loretta Dorn commented on the misinformation in the calendar and on the calendar online regarding the time for the Recreation Committee.

Ms. Mary Weller asked about cost to the District for Mr. Wodraska to speak to the District on running an effective public meeting. Mr. Coffey stated that there would be no cost with the exception of lunch and the gas to drive here from the SDS office in West Palm.

Mr. Ernest Loening stated that there is a dilapidated home with a roof that needs repair and he would like to see this addressed. He commented on the lack of compensation for the entrance wall yet we would not still be waiting if the Board would have decided to build the wall back as he recommended.

Mr. Rich Schwatlow requested that residents not listen to rumors but read the minutes to the Recreation Committee for accurate information.

Ms. Carol Joseph announced that the little free library is here and encouraged the residents to take advantage of the free books available at the shopping center.

Mr. Bob Kahl stated that the HOA van will be traveling to the Bushnell Cemetery on Memorial Day for any interested parties. Please call him if interested 202-4139. He thanked the Veteran's Council who will pay for the gas for the trip

Mr. Ray Bourgault, Chairman of the Veteran's Council thanked the trustees for the approval of a locker for the Veterans. Until now he has been sharing a locker with two other clubs that he has no knowledge of and has had items disappear over time. He asked for a permanent office for the veterans here in Barefoot Bay. Mr. Coffey stated the Board will have to make that decision. Mr. Bourgault asked Mr. Klosky to attend this Memorial Day's event and participate in the laying of the wreath ceremony. Mr. Klosky was honored to accept the request.

Mr. Diana requested the District Clerk organize a sheriff deputy presence at the next District meeting in an effort to discuss the COPS program and bring more attention to this program. He also asked that we place a topic regarding adoption of a Barefoot Bay Slogan on the next agenda.

Adjourn

Next meeting on Friday, June 10, 2016 at 1PM in Building D/E.

Ms. Wright made a motion to adjourn. Second by Mr. Diana.

Meeting adjourned 3:20 p.m.

Steve Diana, Secretary

Dawn Myers, District Clerk

Meeting Date
June 10, 2016



Agenda	
Section	8
Item No	B

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: CCTV Replacement and Expansion Project - Change Order

Dept/Office: Administration/District Clerk

Requested Action: Approve Change Order
<p>Summary Explanation and Background:</p> <p>The CCTV Phase I Project was awarded by the Board of Trustees at the May 24, 2016 meeting to American Total Protection (ATP) for a total of \$18, 930 for installation.</p> <p>In the subsequent tour of the areas designated for camera installation the ATP representative realized that a necessary piece of equipment, the NVR, was inadvertently left off the original quotes provided to BBRD for the Building D/E and ProShop complex.</p> <p>The initial vendor misinterpreted the distance the current fiber optic cabling in the building D/E complex extended to and subsequently did not deem it necessary to submit a quote for an NVR at that location. The second vendor quote followed the same parameters as the first, as stated in BBRD procurement policy.</p> <p>Upon discovery of this essential requirement, ATP informed the District Clerk that they will need to provide an additional quote for the NVR in the Building D/E location as follows:</p> <ul style="list-style-type: none"> • Digital Watchdog 16 Channel NVR (same manufacturer of the Blackjack Cube) with 8 TB of storage - \$2,135.00. <p>The additional amount will raise the total cost for installation from \$18,930 to \$21,065.</p> <p>Staff recommends the approval of the change order for \$2,135.</p>
Exhibits Attached: May 24, 2016 Agenda Memo
Contact: Dawn Myers, District Clerk and/or E.J. Wright, Facilities Planning Committee Chair and Security Committee Vice Chair
Fiscal Impact: \$2,135.00
Contract/Agreement Reviewed by Attorney: N/A
Community Manager's Approval:



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting Friday, June 10, 2016 1 P.M. –Building D&E

The Barefoot Bay Recreation District held a Regular Meeting on June 10, 2016 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 1:00 P.M.

Thought for the Day

Mr. Klosky asked for a moment of silence to honor our service personnel both past and present who have helped protect our country. He also asked that we remember our Barefoot Bay residents.

Ms. Wright led the Pledge of Allegiance to the Flag.

Roll Call

Present: Mr. Klosky, Ms. Wright, Mr. Diana and Mr. Cavaliere. Mr. Lavier were excused. Also present: John W. Coffey, Community Manager, General Counsel Cliff Repperger and Dawn Myers, District Clerk

Employee Milestones

Mr. Klosky recognized those employees that exemplified commitment and dedication to their position by presenting certificates, service pin and Barefoot Bay Bucks, which are negotiable for one regular workday off.

Virginia Evans – 10 years

Leslie Kadlec – 10 years

Ruth "Cookie" Simon-Shaw – 5 years

Special Employee Milestone

The Board recognized Paul Ingardia for 21 years of service to Barefoot Bay Recreation District. Mr. Klosky thanked Mr. Ingardia for his exemplary dedication to the Barefoot Bay Community and presented him with a commemorative retirement plaque.

Minutes

Mr. Diana made a motion to approve the minutes from May 24, 2016. Second by Mr. Cavaliere. Motion carried unanimously.

Treasurer's Report

Mr. Diana presented the Treasurer's Report for June 10, 2016.

Ms. Wright made a motion to accept the Treasurer's Report. Second by Mr. Diana. Motion carried unanimously.



BAREFOOT BAY RECREATION DISTRICT

Audience Participation (Agenda items only)

Ms. Dawn Forrester thanked the Board for allowing her Aqua Zumba class to continue practicing on Tuesday, Wednesday and Thursday at Pool 3. She discussed the history of her Aqua Zumba course here in Barefoot Bay and the successive growth and popularity of the class since she started five years ago. Ms. Forrester informed the Board that she has donated a lot of time and money to this community. She strongly encouraged the continued support of the Board to help her keep her members healthy by maintaining the current schedule as approved at the previous meeting.

Old Business

Mr. Cavaliere suggested that the Board reconsider using the cumbersome Robert's Rules of Order as a platform to run the Board of Trustee meetings. He was confident that the residents are satisfied with the meetings as long as the agenda items are addressed and completed. Mr. Diana stated that he recommended the use of Robert's Rules as a way to run the meetings more effectively. Ms. Wright was in agreement with Mr. Diana's statement as Robert's Rules have greatly improved the movement of the discussion in the meetings. Mr. Cavaliere stated that the meetings are not run any faster, as an example at a recent meeting, an hour and a half was spent discussing the BBRD logo in the trustee column of the Tattler. Mr. Klosky stated he would like to continue the use of the Rules in the Board meetings as well. Board discussed the benefits of using the Rules to encourage efficiency in the meetings.

Ms. Lizzann Taylor encouraged the Board to continue the use of Robert's Rules as the benefits far exceed the initial confusion. She has noticed a difference in how well the meetings are run recently compared to how they used to run a year ago.

Ms. Carol Joseph stated the Board should continue use of the Rules as the meetings have been more efficient and she has seen a marked improvement in the movement of the meetings in the last few months since they have been adopted.

Mr. Diana made a motion to continue using Roberts's Rules of Order to run the Board of Trustee meetings. Second by Ms. Wright. Mr. Cavaliere opposed. Motion carried. 3-1

CCTV Replacement and Expansion Project - Change Order

Advanced Total Protection (ATP), the vendor selected by the Board to install the new CCTV system informed the District Clerk that they will need to provide an additional quote for the NVR in the Building D/E location. The explanation provided was due to a miscalculation in the distance that the existing fiber extended. In order to have remote access to the cameras at the Pro Shop/Building D/E area an additional NVR is needed. Staff recommended the Board accept the quote ATP has provided for a Digital Watchdog 16-Channel NVR with 8 TB of storage for an additional \$2,135.00. Mr. Cavaliere voiced his concern about advisory committee members overstepping their boundaries and spending too much time with staff during the development of these projects. Ms. Wright opposed Mr. Cavaliere's statement about the advisory committee members, as in her opinion, the majority of the members have much to offer in their advisory role. Most are perfectly suited for their seats on the committees due to education and experience.

Mr. Cavaliere made a motion to accept the change order for a Digital Watchdog 16 Channel NVR for \$2,135.00. Second by Mr. Diana. Motion carried unanimously.



BAREFOOT BAY RECREATION DISTRICT

Aqua Zumba

Mr. Cavaliere stated that he did not bring this item back to the agenda to change anything but to bring attention to the way the topic was handled at the previous meeting. He reiterated that the decision regarding the scheduling of this class should have remained at the staff level. It should never have been brought to the Board for deliberation.

Ms. Mary Walker opposed the three days that was allotted to the Aqua Zumba class on Tuesday, Wednesday and Thursday. She encouraged the Board to rescind the decision to allow the class to have three days as this takes time away from residents who would like to use the pool at this time.

New Business

DOR Violations

Case # 16-000032, Case # 16-000033, Case # 16-001177 - 400 EAGLE DRIVE

ARTICLE III, SECTION (1) Residential Use - Unauthorized Structure

ARTICLE II, SECTION (3) (A)(2) ADIR (Garage or carport roof)

ARTICLE II, SECTION (3) (A)(15)ADIR (Lamp Post)

Mr. Cavaliere made a motion to forward Case # 16-000032, Case # 16-000033, Case # 16-001177 - 400 EAGLE DRIVE to the attorney's office for legal and equitable action. Second by Ms. Wright. Motion carried unanimously.

Case # 16-001117 - 580 MARLIN CIRCLE

ARTICLE III, SECTION (10) Condition of Skirting

Mr. Cavaliere made a motion to forward Case # 16-001117 - 580 MARLIN CIRCLE to the attorney's office for legal and equitable action. Second by Mr. Diana. Motion carried unanimously.

Building A Electrical Panel Award of Contract

The FY16 Budget contains \$30,000 in the Capital Department for Upgrade Electrical Infrastructure in Bldg A, Phase I. Tasks completed so far include: Needs assessment of the building, In-house minor repairs/replacement, Miscellaneous work.

Based on the assessment, staff solicited quotes for the replacement of a transformer that is obsolete for which reliable replacement parts cannot be procured. Advanced Electrical Systems, Inc. \$12,600 and Complete Electric, Inc. \$11,800

Staff recommended award of \$11,800, plus permitting costs to Complete Electric, Inc. for replacement of the Building A replacement transformer.

Mr. Diana made a motion to award the contract to Complete Electric for \$11,800. Second by Mr. Cavaliere. Motion carried unanimously.

Request for Dismissal of Lawsuit and Waiver of Fees and Costs

DOR Violation Enforcement Case Number: 16-000217 -748 Canary Drive

At the Board's meeting held on March 11, 2016, the Board referred DOR Violation

Enforcement Case Number 16-000217 to Attorney Repperger for Legal or Equitable Action. After several attempts to notice the property owner failed to result in compliance, on April 22, 2016. A Complaint was filed in Brevard County Circuit Court. On May 7, 2016, the property came into compliance. On May 13, 2016 the Board discussed dismissal of the lawsuit and waiver of the fees and



BAREFOOT BAY RECREATION DISTRICT

costs. The Board requested that a property owner representative appear before the Board to make the request. Staff has requested a property representative attend or submit a statement (to be provided if submitted).

Mr. Diana made a motion to dismiss Case Number: 16-000217 -748 Canary Drive and waive fees. Second by Ms. Wright. Motion carried unanimously.

Request for Dismissal of Lawsuit and Waiver of Fees and Costs

DOR Violation Enforcement Case Number: 16-000052 - 466 Egret Circle

At the Board's meeting held on March 11, 2016, the Board referred DOR Violation Enforcement Case Number 16-000052 to Attorney Repperger for Legal or Equitable Action. After attempts to notice the property owner failed to result in compliance, on May 2, 2016 a Complaint was filed in Brevard County Circuit Court. Pam Talamantez is the personal representative for the property. Ms. Talamantez is the daughter of the deceased owners. Ms. Talamantez advises that she did not receive notice of the violation until April 9, 2016. Ms. Talamantez advises that she was told by a property manager that the violation would be cured by April 13, 2016. The initial attempt to cure the violation was unsatisfactory to staff. Service of the lawsuit occurred on May 9, 2016. Ms. Talamantez filed the attached answer/response to the lawsuit on or about May 25, 2016. The property was found to be in compliance by staff on May 27, 2016. Ms. Talamantez now requests a dismissal of the lawsuit and waiver of fees and costs incurred. Dan Fast spoke on behalf of the property owner.

Ms. Wright made a motion to dismiss Case Number: 16-000052 - 466 Egret Circle and waive fees. Second by Mr. Cavaliere. Motion carried unanimously.

Revision to Policy Manual Guest Fees and Resolution

On a workshop held on May 12, 2016, the Board approved the changes to guest fees in the BBRD Policy Manual as well as changes to some of the language. The fees are listed below.

Residents and guests must display their badges and/or guest passes at any event or meeting in the Lounge, 19th Hole or Pool #1 Pavillion.

Guest Passes/Temporary Social Membership (All active military and children under 5 exempt)

One Day Guest Pass

- a. Regular (purchased at Resident Relations or any of the pools) \$3.00 per person. Street dance or other special events (purchased at Pool #1) \$5.00 per person

Two to Seven Day (week) Guest Pass

- a) Purchased at Pools \$7.00 per person
- b) Purchased at Resident Relations Office \$5.00 per person

Grandchild Pass (with picture)

- a. Quarterly \$10.00 per child
- b. Annually \$25.00 per child

Non-Residents (Visitor) Pass

\$15.00 per person per day

Temporary Lounge/Business Pass

\$0.00 (No Charge)

Additional Fees

Rental of building/spaces for any Barefoot Bay club, organization, or resident except for clubs and organizations registered with the District before July 1, 2016, are based on the following fee schedule.

1. Bldg A. \$100.00 & tax up to 8 hours
\$50.00 fee for use of kitchen (non-refundable)
2. Bldg. C \$25.00 up to 8 hours



BAREFOOT BAY RECREATION DISTRICT

- | | |
|----------------------------------|--------------------------------------|
| 3. Bldg. D or E | \$40.00 & tax up to 8 hours per side |
| 4. Bldg. D&E | \$80.00 & tax up to 8 hours |
| 5. Pool #1 Pavilion | (exclusive use) \$50 |
| 6. Pool #1 (exclusive use) | (exclusive use) \$500 for 4 hours |
| 7. Pool #2 or #3 (exclusive use) | (exclusive use) \$500 for 4 hours |

Ms. Lizzann Taylor voiced opposition for the rule regarding exclusive use of the pools. Mr. Coffey stated this language was not recently changed and has been an established rule in the manual.

Ms. Louise Crouse cautioned about the appearance of changing the fees for the passes and facilities as a means to generate revenue as these facilities and amenities are here for the residents. She also explained the reasoning behind the original placement of the language "resident group" was an attempt by the previous Board to define an invited group unlike a fixed club which meets regularly. She was opposed to changing this term. Ms. Wright requested the Board table the discussion until the upcoming workshop due to the recommendations heard here tonight. Mr. Cavaliere was opposed to tabling the discussion as these topics were already brought up at a workshop. General Counsel read the resolution.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; PROVIDING FOR THE ADOPTION OF VARIOUS COMPREHENSIVE REVISIONS TO THE POLICY MANUAL ADOPTING NEW GUEST PASS REQUIREMENTS; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE

Mr. Cavaliere made a motion to approve the resolution amending the Policy Manual. Second by Mr. Diana. Ms. Wright opposed. Motion carried 3-1.

Discuss and Authorize Procurement of New Restroom Trailer

Staff presented used and new restroom trailers for the area by the tennis carts. Ms. Sherry Arnold asked the Board to consider this purchase as they currently have to contend with vandalism to the portable restroom in place now. At this point golf carts are required during tennis tournaments for the guests to use proper facilities in Building A. The current portable restroom is not up to the standards of the clubs that use the amenities in this area.

Ms. Susie White asked the Board to replace the restroom trailer that she and her husband purchased years ago for the community complex area.

Mr. E.J. Wright invited the residents to come to the Facilities Planning Committee to voice any concerns or requests regarding the facilities.

Mr. Diana made a motion that staff research ADA compliant restroom trailers and bring a proposal back to the Board for consideration. Second by Mr. Cavaliere. Motion carried unanimously.

Barefoot Bay Slogan

Mr. Diana was approached from a resident about suggestions for a community slogan. He requested the Board support a community wide contest to come up with a slogan to represent the Barefoot Bay community.

Ms. Wright made a motion to accept Mr. Diana's idea for a Barefoot Bay Slogan. Second by Mr. Cavaliere.

Loretta Dorn voiced her dissatisfaction with this agenda topic. She stated her opinion that the subject is unimportant.



BAREFOOT BAY RECREATION DISTRICT

Advisory Committees Purpose

Mr. Cavaliere explained that the advisory committees should meet to discuss topics that the trustee liaisons task them to discuss rather than meeting to discuss their own agendas. Recently, the committees have been taking the lead on projects that are better served by staff. Ms. Wright suggested that the staff lead, Mr. Coffey, should become involved in the interaction and ensure staff is not getting interrupted. Ms. Wright recommended Mr. Coffey meet with the Committee Chair and Trustee Liaison to discuss a more effective interaction between committees, staff and the Board.

Ms. Jeanne Osborne clarified that not all committee members are guilty of overstepping their bounds.

Mr. Bill Sherwood stated that he has requested some direction from the Community manager on topics they may discuss and he did get feedback from Mr. Coffey and the committee liaison.

Ms. Louise Crouse commented on the original intention of the Trustee Liaison was to have one line of communication from residents back to the Board. She stated in her opinion there are too many people involved now which dilutes the original intention of the committees as they were established several years ago.

Manager's Report

The Projector and screen was successfully installed in Building D/E on June 1, 2016. The CCTV Contract was signed and returned to the District Clerks office this week. Installation is scheduled to begin on June 6, 2016. The FY17 Budget mailout is currently at the printer and will be mailed out to all property owners on June 6, 2016. Topics of Interest email communications are underway please sign up at Resident Relations or Building F if you wish to receive District communication via email. At the date of this meeting 96% of the assessment has been received. The 19th Hole maintenance work has been completed a day early and Mr. Coffey has signed an agreement with the mechanical engineers at TLC to give direction regarding the condensation problem at the 19th Hole due to discrepancies between vendors about the nature of the drips. The Lounge will be closed for 2-3 days next week in order to replace a water meeting for Building A complex. Residents will be notified about the exact dates of the closure. The Lounge Walk-In cooler floor will also be replaced during the closure. The FY17 Budget will be adopted at the next meeting on June 28th. The assessment rate will not be adopted due to it not being properly advertised and will be adopted in July.

Attorney's Report

General Counsel stated that check from Traveler's Insurance was released today and should be received by the next meeting. He discussed the property on 710 Barefoot Blvd. which has been transferred to another owner. He recommended pursuing recovery of the court fees. The Board discussed not pursuing the case as the individual has shown that he cannot be depended on to pay the fees. Mr. Cavaliere and Mr. Diana were in favor of pursuing collection of the fees as we do not want to send the wrong message to any future potential violators.

Ms. Carole Kennedy asked if the property was liened prior to closing. General Counsel stated that there was no closing as the transfer was a quit claim.

Ms. Anna Reed was concerned about waiving fees as this sends the wrong message to violators of the DOR. She agreed with the attorney that we should pursue the fees in this case.



BAREFOOT BAY RECREATION DISTRICT

Harold Wortman stated that we have all worked together very diligently to get this resolved. A precedent should be set now to discourage any future cases like these from happening again.

County fees have been reduced and maybe waived entirely on 635 Hyacinth in the court date coming up next week. General Counsel responded to the claim regarding Building F and is currently working on the Summary Judgment.

Trustee Liaison Report

Mr. Klosky read the Violations report. The Violations Committee met on May 27, 2016. Twenty-two cases were presented and found to be in violation. Committee met this morning, June 10, 2016. Three cases were presented and found in violation. The next Violation Committee meeting will be on June 24, at 10 AM in D/E. The ARCC Committee met on May 31, 2016. Eighteen permits were submitted, all were approved. The next ARCC committee meeting will be held on June 14, 2016 at 9AM in the Lounge.

Mr. Wright gave the Food and Beverage report. Karaoke has a new time at 6-10PM on Tuesdays in the Lounge. The Father's Day Clam Bake still has tickets available for Sunday June 19th. Tickets are \$12 and available in the Lounge, 19th Hole and Resident Relations. The 19th Hole has a fresh makeover with new ceiling tiles, newly painted walls and a new stove. The Belmont Stakes Party will take place at the 19th Hole from 4-7PM with food and beverages. No tickets are needed.

Mr. Cavaliere is looking forward to meeting with Mr. Coffey and Mr. Bill Sherwood, Finance Committee Chairman, to discuss guidelines for the upcoming Finance committee meetings.

Mr. Diana announced that karaoke will also be on Sundays in the Lounge due to requests from the residents. He thanked the Property Services department for their work on getting the 19th Hole open a day earlier than scheduled. He requested clarification on the term limit for trustees item submitted to General Counsel for presentation to the legislature. He responded that he is aiming for the next legislative agenda after the elections in November. He will discuss further with the Board and local representatives to ensure placement on the agenda in the coming weeks.

Trustee's Incidental Remarks

Ms. Wright thanked the residents Board and staff for coming together to get the new large screen and projector installed and in use for the meeting today. This was all due to a resident stating that they did not know what the trustees were talking about as they have no access to the documents they were looking at. Today the audience has access to the same information the trustees do thanks to everyone working together. She thanked Joe Ziegler, Brian Belanger, Rob Shepard and Mr. Cavaliere for their efforts with the youth of Barefoot Bay as they are meeting twice a week to teach softball to kids ages 7-17. Mr. Brian Belanger encouraged the residents to come out on Tuesdays and Thursdays. He has a great time so far working with them. Mr. Cavaliere also encouraged the kids and residents to come out and participate with the softball.

Audience Participation

Ms. Loretta Dorn commented on the Food and Beverage Principles of Operation document provided to her to answer her questions. She stated that the document did not have recent information and did not



BAREFOOT BAY RECREATION DISTRICT

provide any answers. Mr. Coffey stated that she is welcome to come to his office to discuss her questions however she has not taken this opportunity. A workshop will be held next month regarding making updates to the Food and Beverage, Principles of Operations.

Ms. Jeanne Osborne commented on the Proposed Barefoot Bay Flag. She stated that she is working on this and will have something to present to the Board soon. She also informed the Board that there was once a slogan in Barefoot Bay, "I Live In Beautiful Barefoot Bay".

Ms. Louise Crouse announced the summer youth camp now going on at Indian River Fitness Center. She discussed her long time support of the Aqua Zumba class.

Ms. Carol Pasquarosa commented on the decision to allow Aqua Zumba to continue practicing three days a week.

Ms. Mary Baker discussed past discrepancies at Pool 2 with the Aqua Zumba class. Ms. Wright invited the Zumba instructor to come to the Recreation Committee to discuss this issue further.

Ms. Dawn Forsman clarified why she requested three days during the week at Pool 3. She stated the conflict that is presented is due to a clerical error and she is very distressed about it. Aqua Zumba supporters requested clarification regarding the outcome of this agenda item. Mr. Coffey stated that there is no change from the decision made at the last meeting.

The next meeting will be on June 28, 2016 at 7PM in Building D/E.

Mr. Cavaliere made a motion to adjourn. Second by Ms. Wright.

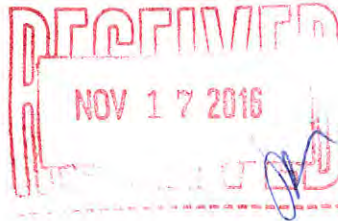
Meeting adjourned at 3:20PM.

Steve Diana, Secretary

Dawn Myers, District Clerk



709 Silver Palm Avenue,
Suite G
Melbourne, FL 32901
321.728.3720 Voice



Invoice

Date	Invoice #
11/15/2016	20606

Bill To
Barefoot Bay Recreational 625 Barefoot Bay Blvd Barefoot Bay, FL 32976

Ship To
Barefoot Bay Recreational 625 Barefoot Bay Blvd. Barefoot Bay, FL 32976

P.O. No.	Terms	Project
	NET 10	

Description	Qty	Rate	Amount
Bertek 6 Strand Fiber Indoor/Outdoor---250 ICC Fiber Terminal Wall Mount 2-Port ICC ST Fiber Modules 6-Strands---2 Corning ST Connectors---12 ICC ST to ST Fiber Patch Cords 1 Meter---2 Media Converter 10/100/1000 ST Installation, Termination and Testing Hoffman Outdoor Terminal NEMA Rated UU504020 Misc. Conduit, Mounting Poles and Hardware 7300 - 572147	1	2,711.23	2,711.23

Thank you for your business.

Subtotal \$2,711.23

Sales Tax (6.0%) \$0.00

Total \$2,711.23

Payments/Credits \$0.00

Balance Due \$2,711.23

2nd quote waived due to need complete project under Exception to Competition #8 (under other documented and justified circumstances approved by Comm. Mgr). due to vendor putting best of fiber for project. BOT will be requested to affirm my decision to waive 2nd quote and authorize change order on 09 Dec 16.
J. W. Laffey 21 Nov 16

documented to show the rationale for rejection (i.e. does not meet specifications, delivery and past performance problems).

Tie Bids

Award of all tie quotes/bids shall be made by the District in accordance with Sec. 287.087, F.S., which allows a firm certified as a Drug-Free Workplace to have preference. In the event that both or neither firm is a Drug-Free Workplace, tie quote/bids may be awarded by lot.

Waiver of Irregularities

The Board of Trustees shall have the authority to waive irregularities in any proposal, and/or bid.

Signatures on Contracts

The Community Manager must execute all contracts for on-going and/or routine purchases of goods and services.

The Board of Trustees must approve and the Chair of the Board must execute contracts that exceed one year (1) in duration, including renewal term or that exceed \$7,500 in value.

Change Orders or Amendments

Change order means changes, due to unanticipated conditions or developments, made to a contract, which do not substantially alter the character of the work contracted for and which do not vary so substantially from the original specifications as to constitute a new undertaking. Such changes must be reasonably and conscientiously viewed as being in fulfillment of the original scope of the contract. Further, such changes when viewed against the background of the work described in the contract and the language used in the specifications, must clearly be directed either to the achievement of a more satisfactory result of the elimination of work not necessary to the satisfactory completion of the contract.

The Community Manager is hereby authorized to approve and initiate work on the following types of change orders determined in his or her judgment to be in the best interest of the public and which do not materially alter the scope of the work contemplated by the initial contract.

1. All change orders resulting in a cumulative net decrease to the initial cost of the contract to Barefoot Bay Recreation District.
2. All change orders increasing the initial contract cost by under 10%, provided sufficient documentation is provided.
3. All change orders or amendments involving procedural or other matters that will not result in any change to the contract's cost.

The Board of Trustees must formally approve all other change orders before work may be authorized to begin.

Purchase of Computer, Related Equipment and Supplies

Purchase of any IT related product or service will be coordinated through the IT services contract manager for vendor analysis and approval.³⁴

Receiving and Approving Goods and Services

It is the responsibility of each department to inspect all goods or services to determine their conformance with the specifications set forth in the purchase agreement.

If goods or services are not acceptable, the department manager take appropriate action and if necessary, notify the Community Manager.

FY16 CCTV Project Expenditure History

Date	Project	Payment
6/4/2016	CCTV 1st Installment	6,310.00
6/15/2016	CCTV 2nd Installment	6,310.00
8/2/2016	Deposit for Fiber Run Bldg A-Bldg F & Lounge -Playground	3,191.25
8/2/2016	Balance for Fiber	3,191.25
9/23/2016	Conduit for Fiber/Electrical	379.10
11/17/2016	Additional Fiber Run at Playground for 3rd Camera	2,711.23
11/17/2016	Deposit for Electrical Run Lounge to Playground	735.00
11/30/2016	Balance Electrical Run Lounge to Playground	<u>1,627.25</u>
	Sub-Total	24,455.08
 Pending	CCTV Final Payment	<u>6,310.00</u>
	Projected Total	<u><u>30,765.08</u></u>

Meeting Date
Dec. 09, 2016



Agenda	
Section	9
Item No	J

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Building A Sound System Upgrade

Dept/Office: R&M/Capital

Requested Action: Direction to Staff
<p>Summary Explanation and Background:</p> <p>After the November 2016 BFBHOA meeting, Trustee Cavaliere requested staff to research the problems with the sound system in Building A and place the issue on the 09Dec16 BOT agenda.</p> <p>Staff is currently working with vendors to solicit quotes which are anticipated to be under \$7,500 in costs. Although the Community Manager has the authority to sign the lowest responsible quote, the lack of a specific budget for the project necessitates BOT authorization to use either contingency or another project's available budget. Staff will provide the BOT copies of quotes as they are received prior to the meeting.</p> <p>Staff requests direction from the BOT regarding this matter.</p>
Exhibits Attached: N/A
Contact: Matt Goetz, Property Services Manager; John W. Coffey, Community Manager;
Fiscal Impact: TBD
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:

Meeting Date
Dec. 09, 2016



Agenda	
Section	9
Item No	K

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: 19th Hole Carpet Replacement

Dept/Office: R&M/Capital

Requested Action: Direction to Staff
<p>Summary Explanation and Background:</p> <p>On 27Sep16, the BOT authorized staff to proceed with flooring replacement in the 19th Hole which was completed last month. Trustee Klosky asked that staff solicit quotes for the carpet replacement and place the issue on this agenda for consideration by the BOT.</p> <p>Staff solicited the following quotes for tile carpet:</p> <ul style="list-style-type: none"> • \$3,408.60 Discount Carpet & Tile, Inc. • \$3,669.00 Empire Today (vendor who installed vinyl flooring) <p>For comparative purposes, staff requested a quote from Empire Today for regular carpet (\$2,043), although staff believes the tile carpet is a better value due to longer useful economic life as stained or torn sections can easily be replaced versus replacing the entire carpet as has te previous practice of BBRD.</p> <p>Currently, there is \$69,548 in available balance in the R&M/Capital Contingency line item budget.</p> <p>Staff requests direction from the BOT regarding this matter.</p>
Exhibits Attached: Quotes from Discount Carpet & Tile and Empire Today
Contact: Kimi Cheng, Finance Manager; or John W. Coffey, Community Manager
Fiscal Impact: No to exceed \$3,669.
Contract/Agreement Reviewed by Attorney: No
Community Manager's Approval:

I N V O I C E

DISCOUNT CARPET & TILE, INC.

3106 North U.S. #1 • Vero Beach, FL 32960

(772) 778-4634

Fax (772) 778-4639

Invoice No.

10769

Sheet No.

Date **11-21-16**

Invoice Submitted To

Name **BAREFOOT BAY 19TH HOLE**
 Street **1225 BAREFOOT BAY**
 City _____
 State _____
 Telephone Number **772-571-7121**

Work To Be Performed At

Street _____
 City _____ State _____
 Date of Plans _____
 Architect **Email**

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of

MOHAWK STYLE ENERGIZED 24x24

13 BOXES @ 8 yds 104 yds @ 24.61 yds 2559.44

TAX 179.16

LABOR @ 3.00 yds

312.00

TAKE UP CARPET

104.00

MUSHROOM CAP 48" @ 3.00"

144.00

FREIGHT

110.00

TOTAL

3408.60

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of **50% DEPOSIT REQUIRED** Dollars (\$ _____)

with payments to be made as follows:

Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance.

Respectfully Submitted

Bill Moran

NOTE: This invoice may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF INVOICE

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. **Please note: Any cancellation can result in up to a 25% restocking fee.**

Accepted _____ Signature _____

Date _____ Signature _____



Style/Product	Option 1	Option 2	Option 3	Option 4	Option 5
carpet Tile MAIN ST ONE			Broadloom (12 wide)		
Regular Price	\$9702.	\$	\$	\$	\$
Promotional Savings	\$	\$	\$	\$	\$
Multi-Product Savings	\$	\$	\$	\$	\$
YOUR EMPIRE PRICE TODAY:	\$36900	\$	\$204300	\$	\$
Line of Credit	\$	Night work - 1000			\$
Deposit / COD	\$	\$	\$	\$	\$
___ Month Financing	\$	\$	\$	\$	\$

Project Notes Price includes: carpet, installation, glue, removal & haul away, ff metal or vinyl & empires guarantee.

Licensure information can be found at EmpireToday.com/licensing

Sales and installation of products are provided by qualified and experienced independent contractors.

No interest if paid in full within 12 months. * Interest will be charged to your account from the purchase date if the purchase balance is not paid in full within the promotional period. 48 monthly payments with a special rate of 9.99% APR.**

* Offer applies only to single-receipt qualifying purchases. No interest will be charged on the promo purchase if you pay the promo purchase amount in full within 12 Months. If you do not, interest will be charged on the promo purchase from the purchase date. Depending on purchase amount, promotion length and payment allocation, the required minimum monthly payments may or may not pay off purchase by end of promotional period. Regular account terms apply to non-promotional purchases and, after promotion ends, to promotional balance. For new accounts: Purchase APR is 29.99%; Minimum interest charge is \$2. Existing cardholders should see their credit card agreement for their applicable terms. Subject to credit approval.

** Offer applies only to single-receipt qualifying purchases. Interest will be charged on promo purchases from the purchase date at a reduced 9.99% APR, and fixed monthly payments are required equal to 2.536% of initial promo purchase amount until promo is paid in full. The fixed monthly payment will be rounded to the next highest whole dollar and may be higher than the minimum payment that would be required if the purchase was a non-promotional purchase. Regular account terms apply to non-promotional purchases. For new accounts: Purchase APR is 29.99%; Minimum interest charge is \$2. Existing cardholders should see their credit card agreement for their applicable terms. Subject to credit approval. Offer not available at all Empire Today service areas and subject to change.

*Conditions apply. See empiretoday.com for details.

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Call - Tim 516-526-6355

FLOORING

Carpet • Hardwood • Laminate • Tile • Vinyl



PROFESSIONAL INSTALLATION

PADDING & MATERIALS

Padding / Underlayment
Moldings • Thresholds / Transitions • Tackstrips



STANDARD FURNITURE MOVING

TAKE-UP & HAUL AWAY

CLEAN UP



Low Price GUARANTEE

WE WON'T BE UNDERSOLD!†

Meeting Date
Dec. 09, 2016



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Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Appointment to the Facilities Planning Advisory Committee

Dept/Office: Administration: District Clerk's Office

Requested Action: Appointment to the Facilities Planning Advisory Committee
<p>Summary Explanation and Background:</p> <p>The Facilities Planning Advisory Committee currently has a vacant unexpired 3-year voting member position. Staff has advertised a vacancy and will forward any resumes received to the BOT when they are submitted.</p> <p>Staff recommends the BOT <u>appoint one of the current alternates (William English and Brian Belanger) to the unexpired 3-year term of voting member and then appoint a homeowner to the fill the 3-year term of Alternate to the Facilities Planning Advisory Committee.</u> If an insufficient number of resumes are received prior to the meeting, the BOT can continue the agenda item to the next meeting.</p>
Exhibits Attached: Roster of committees and members
Contact: Dawn Myers, District Clerk; and John W. Coffey, Community Manager
Fiscal Impact: N/A
Contract/Agreement Reviewed by Attorney: N/A
Community Manager's Approval:

BBRD Commitees & Board Appointments

Last Name	First Name	Committee	Seat	Term Years	Original Appointment	Re-Appointment
Bond	Donna	Recreation	Chair	3	Tuesday, February 23, 2016	
Peet	Grace	Recreation	Vice Chair	3	Tuesday, February 23, 2016	
Crouse	Louise	Recreation	CM	1	Tuesday, February 23, 2016	
Schwatlow	Richard	Recreation	CM	2	Tuesday, February 23, 2016	
White	Susie	Recreation	CM	1	Tuesday, February 23, 2016	
Manzo	Ann	Recreation	CM	3	Tuesday, February 23, 2016	
Estok	Bob	Recreation	CM	2	Tuesday, February 23, 2016	
Rich	Moran	Recreation	Alt	3	Tuesday, July 26, 2016	
Lesh	Kathryn	Recreation	Alt	3	Tuesday, March 22, 2016	
Taylor	Liz	DOR/Charter	Chair	3	Tuesday, February 23, 2016	
Wortman	Harold	DOR/Charter	Vice Chair	3	Tuesday, February 23, 2016	
Deslandes	Gregory	DOR/Charter	CM	3	Tuesday, February 23, 2016	
Kahl	Lynne	DOR/Charter	CM	1	Tuesday, February 23, 2016	
Peet	Bob	DOR/Charter	CM	2	Tuesday, February 23, 2016	
Gundling	Bonnie	DOR/Charter	CM	1	Tuesday, February 23, 2016	
Crouse	Louise	DOR/Charter	CM	2	Tuesday, February 23, 2016	Friday, October 14, 2016
Weglein	Wilma	DOR/Charter	Alt	3	Tuesday, February 23, 2016	
Grunow	Al	DOR/Charter	Alt	3	Tuesday, February 23, 2016	
Deslandes	Gregory	Security	Chair	1	Tuesday, February 23, 2016	Friday, March 11, 2016
Wright	E.J.	Security	Vice Chair	3	Tuesday, February 23, 2016	
Divergilio	Peter	Security	CM	3	Tuesday, February 23, 2016	Tuesday, April 26, 2016
Nelson	Tom	Security	CM	2	Tuesday, February 23, 2016	
Schwatlow	Richard	Security	CM	3	Tuesday, February 23, 2016	
Grant	Jeff	Security	CM	2	Tuesday, February 23, 2016	
Weglein	Wilma	Security	CM	1	Tuesday, February 23, 2016	
Gallagher	Jim	Security	Alt	3	Tuesday, July 26, 2016	
		Security	Alt	3	Friday, April 8, 2016	
Wright	E.J.	Facilities	Chair	1	Tuesday, February 23, 2016	
Pellegrino	Leonard	Facilities	Vice Chair	3	Tuesday, February 23, 2016	
Osborne	Jeanne	Facilities	CM	3	Tuesday, February 23, 2016	
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Pellegrino	Linda	Finance	CM	3	Tuesday, February 23, 2016	
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Peet	Bob	Finance	CM	1	Tuesday, February 23, 2016	Friday, March 11, 2016
		Finance	Alt	3	Tuesday, March 22, 2016	
		Finance	Alt	3	Tuesday, March 22, 2016	
Liddy	Joy	Violations	Chair	3	Sunday, February 8, 2015	
Grunow	Albert	Violations	Vice Chair	3	Tuesday, June 23, 2015	
Maguire	Arlene	Violations	CM	3	Sunday, October 11, 2015	
Firlein	Mary	Violations	CM	3	Friday, May 9, 2014	
Atta	John	Violations	CM	3	Monday, September 12, 2016	
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Rhodes	Albert	ARCC	Inspector			
Cuddie	Sue	ARCC	Secretary			
Reed	Ken	ARCC	Inspector			
Voit	Paul	ARCC	Alternate			
Gruseck	Thelma	ARCC	R.Secretary			

Meeting Date
Dec. 09, 2016



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Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Appointment to the Finance Advisory Committee

Dept/Office: Administration: District Clerk's Office

Requested Action: Appointment to the Finance Advisory Committee
<p>Summary Explanation and Background:</p> <p>The Finance Advisory Committee currently has two vacant Alternate positions. Staff has advertised said vacancies and will forward any resumes received to the BOT when they are submitted.</p> <p>Staff recommends the BOT <u>appoint homeowners to fill the 3-year terms of Alternate to the Finance Advisory Committee.</u> If an insufficient number of resumes are received prior to the meeting, the BOT can continue the agenda item to the next meeting.</p>
Exhibits Attached: Roster of committees and members
Contact: Dawn Myers, District Clerk; and John W. Coffey, Community Manager
Fiscal Impact: N/A
Contract/Agreement Reviewed by Attorney: N/A
Community Manager's Approval:

BBRD Commitees & Board Appointments

Last Name	First Name	Committee	Seat	Term Years	Original Appointment	Re-Appointment
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Peet	Grace	Recreation	Vice Chair	3	Tuesday, February 23, 2016	
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Lesh	Kathryn	Recreation	Alt	3	Tuesday, March 22, 2016	
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Wright	E.J.	Security	Vice Chair	3	Tuesday, February 23, 2016	
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Voit	Paul	ARCC	Alternate			
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Meeting Date
Dec. 09, 2016



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Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Appointment to the Security Advisory Committee

Dept/Office: Administration: District Clerk's Office

Requested Action: Appointment to the Security Advisory Committee
<p>Summary Explanation and Background:</p> <p>The Security Advisory Committee currently has a vacant Alternate position. Staff has advertised said vacancy and will forward any resumes received to the BOT when they are submitted.</p> <p>Staff recommends the BOT <u>appoint a homeowner to fill the 3-year term of Alternate to the Security Advisory Committee.</u> If an insufficient number of resumes are received prior to the meeting, the BOT can continue the agenda item to the next meeting.</p>
Exhibits Attached: Roster of committees and members
Contact: Dawn Myers, District Clerk; and John W. Coffey, Community Manager
Fiscal Impact: N/A
Contract/Agreement Reviewed by Attorney: N/A
Community Manager's Approval:

BBRD Commitees & Board Appointments

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Firlein	Mary	Violations	CM	3	Friday, May 9, 2014	
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Cuddie	Sue	ARCC	Secretary			
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Voit	Paul	ARCC	Alternate			
Gruseck	Thelma	ARCC	R.Secretary			

Meeting Date
Dec. 09, 2016



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Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Appointment to the Violations Committee

Dept/Office: Administration: District Clerk's Office

Requested Action: Appointment to the Violations Committee
<p>Summary Explanation and Background:</p> <p>The Violations Committee currently has a vacant Alternate position. Staff has advertised said vacancy and will forward any resumes received to the BOT when they are submitted.</p> <p>Staff recommends the BOT <u>appoint</u> a homeowner to fill the 3-year term of Alternate to the <u>Violations Committee</u>. If an insufficient number of resumes are received prior to the meeting, the BOT can continue the agenda item to the next meeting.</p>
Exhibits Attached: Roster of committees and members
Contact: Dawn Myers, District Clerk; and John W. Coffey, Community Manager
Fiscal Impact: N/A
Contract/Agreement Reviewed by Attorney: N/A
Community Manager's Approval:

BBRD Commitees & Board Appointments

Last Name	First Name	Committee	Seat	Term Years	Original Appointment	Re-Appointment
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Osborne	Jeanne	Facilities	CM	3	Tuesday, February 23, 2016	
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Liddy	Joy	Violations	Chair	3	Sunday, February 8, 2015	
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Cuddie	Sue	ARCC	Secretary			
Reed	Ken	ARCC	Inspector			
Voit	Paul	ARCC	Alternate			
Gruseck	Thelma	ARCC	R.Secretary			

Meeting Date
December 9, 2016



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Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Guinther v. Barefoot Bay Recreation District
Case No.: 05-2016-CA-025044-XXXX-XX

Dept/Office: Legal/Attorney Repperger

<p>Requested Action:</p> <p>Request for Attorney-Client Session pursuant to Sec. 286.011(8), Florida Statutes.</p>
<p>Summary Explanation and Background:</p> <p>On November 28, 2016, Judge George Maxwell III executed an Order denying BBRD's Motion for Summary Judgment in the above referenced case (attached).</p> <p>There are numerous strategic options available to BBRD to address the Order. Attorney Repperger desires the Board's advice concerning the litigation.</p> <p>If approved, the Attorney-Client Session will be held on December 19, 2016 beginning at 2:30 p.m. The location of the Attorney-Client Session will be separately noticed and announced at the meeting.</p>
<p>Exhibits Attached: Order as referenced.</p>
<p>Contact : Clifford R. Repperger, Jr. GrayRobinson, P.A</p>
<p>Fiscal Impact: Hourly cost of legal fees and court reporter costs.</p>
<p>Contract/Agreement Reviewed by Attorney : N/A</p>
<p>Community Manager's Approval :</p>

IN THE CIRCUIT COURT OF THE
EIGHTEENTH JUDICIAL CIRCUIT
IN AND FOR BREVARD COUNTY,
FLORIDA

CASE #05-2016-CA-025044

THOMAS D. GUINTHER,
Plaintiff,

v.

BAREFOOT BAY RECREATION
DISTRICT, an independent special
District of the State of Florida,
Defendant.

ORDER DENYING DEFENDANT'S MOTION FOR SUMMARY JUDGMENT

This cause was before the Court on October 31, 2016, on the Defendant Barefoot Bay Recreation District's (BBRD) Motion for Summary Judgment. After considering the argument of the parties and the authorities submitted, and being otherwise fully advised in the premises, the Court finds as follows:

A. Plaintiff, as a citizen/resident of Barefoot Bay Recreation District, filed an action concerning BBRD's decision to proceed with the design and construction of a new administration building without first submitting the cost of same via a referendum election to the district's electors. Plaintiff seeks an injunction and a declaratory judgment. Plaintiff alleges BBRD's action to proceed with the construction project violates Article IV, Section 13 of the BBRD charter (Brevard County Ordinance 84-05) and/or Section 418.304(13), Fla. Stat. (2016).

B. BBRD is an independent special district of the State of Florida. Article IV of the District's Charter and Section 418.304(3), (6) and (9), Fla. Stat. (2016) confers the BBRD with various duties and powers as follows:

3. To acquire, purchase, construct, improve, equip and maintain streets and lights, recreation facilities and other common areas of all types, including real and personal property within the area set forth in Article III, whether such acquisition is by purchase, lease, gift or otherwise.

6. To operate and maintain recreational facilities or to enter into arrangements with others for such operation and maintenance pursuant to contract, lease or otherwise.

9. To employ all personnel, including private security guards deemed necessary for the operation and maintenance of the facilities of the district.

C. The main administrative operations center of BBRD, located at 625 Barefoot Bay Boulevard, Barefoot Bay, Florida, is a free-standing manufactured/modular building. BBRD's employees work in the building. The building is at least thirty years old. According to BBRD, the building has deteriorated to the point where it cannot be repaired in a cost-effective manner and the building size is insufficient to meet the current needs of BBRD.

D. On September 11, 2015, the Board of Trustees voted to proceed with a conceptual plan to construct a new concrete building to completely replace the current structure. They propose to build a 3,855 square foot

concrete masonry building. BBRD hired TLC Engineering for Architecture to design the structure, at a cost of \$65,000.00. The estimated construction costs for the replacement building and necessary accompanying site work is estimated to be about \$600,000.00 to \$750,000.00. BBRD decided to proceed with the new building without voting to call for a referendum.

E. BBRD claims a referendum is not required under sections 3, 6 and 9, as previously outlined above. Article IV, Section 13 of BBRD's Charter and Section 418.304(13), Fla. Stat. (2016) confer upon BBRD the power:

To enter into contracts involving the purchase, lease, conveyance, or other manner of acquisition of common real or tangible personal property; however, in any instance when the cost, price, or consideration therefor exceeds \$25,000, including all obligations proposed to be assumed in connection with such acquisition, then only if:

(a) The trustees by a two-thirds vote have approved the terms and conditions of such acquisition by written resolution;

(b) Within not less than 30 days nor more than 60 days after the date of the resolution, the trustees certify the resolution to the supervisor of elections for the county for a referendum election; and

(c) The resolution is approved by a majority vote of the qualified electors voting in a referendum called for the purpose of considering the resolution.

F. BBRD claims that the \$25,000 spending cap limitation only applies to "acquisitions" of "common real and tangible personal property," not to the power to construct, improve, equip, operate, or otherwise maintain existing facilities. The Court finds that BBRD's argument lacks merit. Maintenance is defined as, "the care and work put into property to keep it operating and productive; general repair and upkeep." Black's Law Dictionary (10th ed. 2014). The construction of a completely new facility is not "maintenance" of existing facilities. The Court acknowledges the persuasiveness of Judge Kerry Evander's opinion in Mulhearn v. Barefoot Bay Recreation District, No. 05-2001-CA-008544 (Fla. 18th Cir. Ct. June 21, 2001). However, this action involves the complete construction of a new concrete building, from the foundation up – not general repair or upkeep or an expansion or modification of an existing structure. Accordingly, it is

ORDERED AND ADJUDGED:

Defendant Barefoot Bay Recreation District's Motion for Summary Judgment is **DENIED**.

DONE AND ORDERED at Moore Justice Center, Viera, Brevard County, Florida, this 28th day of November, 2016.


GEORGE W. MAXWELL III
CIRCUIT JUDGE

Copies to:

Thomas D. Guinther, pro se

Clifford Repperger, Jr., Esq.

Manager's Report



Barefoot Bay Recreation District

625 Barefoot Boulevard, Building "F"
Barefoot Bay, FL 32976-9233

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

Memo To: Board of Trustees
From: John W. Coffey, Community Manager
Date: December 09, 2016
Subject: Manager's Report

Finance

1. **FY16 Audit Update** – Independent auditors from MSL will be on-site doing fieldwork on 13-16Dec16.

Resident Relations

2. **Community Watch Program Update** – The program started last month and is now in operations. Hours of operations will vary according to day of week and season to avoid establishing a pattern of patrol. The additional eyes on BBRD has been well received by BCSO deputies and concerned citizens.

Food & Beverage

3. **New Year Eve Events:**
 - A. In response to requests by residents, this year the New Year's Eve party in the Lounge will be an open event without tickets. There will be a pot luck buffet with music by Bob Coleman and the Coolers. Weather permitting; the Coolers will set up Lakeside of the Lounge. Seats in the Lounge will not be reserved.
 - B. Tickets for the 19th Hole New Year's Eve party go on sale Saturday, 10Dec16 at 10am. A 3 course small plate meal will be served. Steve Cole is playing 7:30pm until midnight.
4. **Motown Show** – There will be another Motown Show on Saturday, 28Jan17 in Building A from 7-10pm. Tickets will go on sale Monday, 26Dec16 at the Lounge, the 19th Hole and Resident Relations for \$10.
5. **Tables, Chairs, Oh My** – New tables and chairs have been ordered for the 19th Hole and are expected to be delivered Monday, 12Dec16.

Golf-Pro Shop

6. **Tournaments** – Golf for Tots and Sadie Hawkins Tournaments were a great success.

7. **Bag Drop Relocation** – The Bag Drop and signs were moved to the former site of the 10 minute parking area for golf visitor convenience. The 10 minute parking area will not be relocated.
8. **Overseed Protection Watering Update** – ABM has added extra watering cycles to help to cool off over-seed during the unseasonably warm weather. Unfortunately, this will result in softer turf conditions until the irrigation settings are equalized.
9. **Hurricane Damages Repair Update** – Parking lot and driving range netting is back up and it looks great.
10. **Fleet Cart Transition Update** – Working with Attorney Repperger regarding new fleet golf cart lease and swap out of carts.
11. **Golf Course Member Only Sale** – Will be held on Wednesday 14Dec16 from 5-8pm.
12. **Holiday Closures:**
 - A. Golf Course Pro Shop closes at 2pm on Christmas Eve and will re-open at 6:30am on Monday 26Dec16.
 - B. Golf Course and Pro Shop will close at 2pm on New Year's Eve and re-open at 6:30am on Monday, 02Jan17.

Property Services

13. **R&M/Capital Projects Updates:**
 - A. Continued to solicit quotes for various projects.
 - B. Constructed and installed new drain boxes for the shuffle board courts.
 - C. Shuffle board vendor informed staff of new anticipated start date of late January.
14. **Boat Update:**
 - A. Installed the boat in the front island at Veterans Way.
 - B. Replaced outdated lighting in the front of Veterans Way for the boat and sign.
15. **Routine/Special Projects Updates:**
 - A. Trimmed trees throughout the Building A lake area.
 - B. Installed Christmas decorations with the Deck the Halls club.
 - C. Restriped /marked pathways and cart parking around the 19th Hole and Pro Shop area.
 - D. Placed stone around the new poles for the screens at the golf course.
 - E. ABM has added extra watering cycles to the Lawn Bowling Court help to cool off over-seed during the unseasonably warm weather. Unfortunately, this will result in softer turf conditions until the irrigation settings are equalized.

General Information

16. **Hurricane Repairs to Pier and Beach Walkover Update** – The vendor who previously provided staff with e-mail quotes refuses to provide a detailed quote for each project. Staff continues to solicit other quotes but multiple vendors have

declined to come down to BBRD citing enough work on the beaches to last several months.

17. **Proposed FY18-22 5yrFM&CIP Update** – The document will be hand delivered to trustees and applicable advisory committee members the evening of Friday, 06Jan17. The BOT workshop to review the model and plan is currently scheduled for Tuesday, 31Jan17 in Bldg. D/E at 2pm.
18. **Employee Christmas Party** – The annual BBRD employee Christmas Party will be held from 4-7pm in the Lounge on Thursday 22Dec16. To facilitate attendance and to limit the closure of the Lounge to residents, all BBRD offices will close at 4pm on 22Dec16.
19. **Holiday Closures** – Administrative offices will be closed on Friday 23Dec16 and Monday 26Dec16 for Christmas Eve and Christmas Holidays plus Monday 02Jan17 for New Year's Day.
20. **Season's Greetings** – The Community Manager is happy to report that all BBRD residents are on Santa's "Good Boy and Girl list" again this year. Happy Hanukkah, Merry Christmas and Happy New Year to all BBRD residents.

Attorney's Report

Trustees Liaison Reports

Incidental Remarks from Trustees

Audience Participation

Adjournment