

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

Tuesday, February 10, 2017

1:00 PM

1225 Barefoot Boulevard, Building D/E



BAREFOOT BAY RECREATION DISTRICT

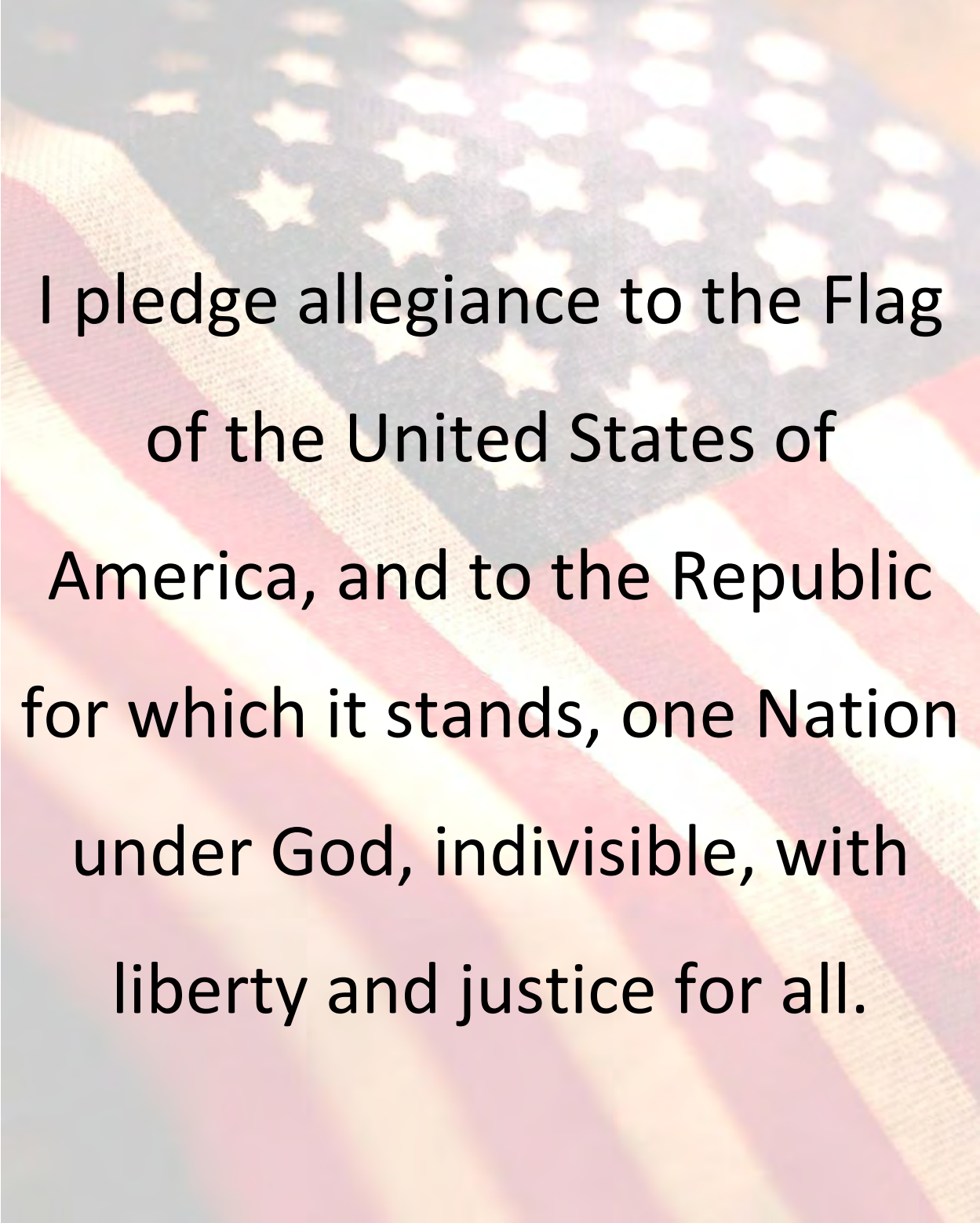
Barefoot Bay Recreation District Regular Meeting
Friday, February 10, 2017 1 P.M.
Building D&E

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. Employee Milestone Awards
5. Approval of Minutes
 - A. 13Jan17
 - B. 24Jan17
6. Treasurer's Report
7. Audience comment on Agenda Items
8. Unfinished Business
 - A. Committees
 - B. DOR Amendments
 - C. Purchase of 944 Pecan
9. New Business
 - A. Selection of Resident to Fill unexpired Term of Trustee Wright
 - B. Audit Presentation
 - C. DOR Violations
 - i. Case# 16-003325 935 Vireo Drive
 - ii. Case# 16-004765 628 Marlin Circle
 - D. Budget Amendment: FY17 1st Quarter General Fund Transfer from CIP Account to Operating Account
 - E. Use of Temporary Employment Agency
 - F. Shuffle Board Light Replacement Award of Contract
 - G. Bldg. A Sound System Upgrade Authorization of Funding
 - H. Flashing Lights on Micco Road
10. Manager's Report
11. Attorney's Report
12. Committee/Liaison Reports
13. Incidental Trustee Remarks
14. Audience Participation
15. Adjournment

2/4/2017 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.

Roll Call

Trustees

Chairman - Mr. Diana

1st Vice Chair - Mr. Lavier

2nd Vice Chair - Vacant

Secretary - Mr. Klosky

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 January 13, 2017 1 P.M. –Building D&E

Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on January 13, 2017 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. Lavier led the Pledge of Allegiance to the Flag.

Roll Call

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

Presentations

Mr. Klosky presented Mr. Raymond Spencer with a formal proclamation accepting his donation of the original Barefoot Bay Song written by Mr. Spencer, as the official song of Barefoot Bay.

Mr. Diana made a motion to approve proclamation for the Barefoot Bay Song. Second by Brian Lavier Motion carried unanimously.

Minutes

Mr. Lavier made a motion to approve the minutes December 9, 2017. Second by Mr. Cavaliere. Motion carried unanimously.

Treasurer's Report

Mr. Cavaliere presented the Treasurer's Report for January 13, 2017.

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

Trustee Oath and Reorganization of the Board

Ms. Myers, District Clerk administered the Oath of Office to Mr. Cavaliere, Mr. Lavier and Mr. Klosky. Ms. Wright nominated Mr. Diana for Chairman of the Board. None opposed.

Mr. Steve Diana – Chair

Mr. Cavaliere nominated Mr. Lavier for 1st Vice Chair. None opposed

Mr. Lavier – 1st Vice Chair



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Ms. Wright nominated herself for 2nd Vice Chair. Mr. Lavier nominated Mr. Cavaliere for 2nd Vice Chair. Mr. Cavaliere rejected the nomination. None opposed for Ms. Wright.

Ms. Wright – 2nd Vice Chair.

Mr. Cavaliere nominated Mr. Klosky for Secretary. None opposed.

Mr. Klosky – Secretary

Mr. Cavaliere – Treasurer

Audience Participation

Ms. Lizzann Taylor requested a change on the Treasurer's report. Cash expenditures should read December 1st to December 31st.

Mr. Richard Schwaltow was opposed to using the vacant shopping center space for the Building F replacement as we will lose the revenue of that space and will spend more money trying to convert it to useable offices. He recommended staying with the original plan to completion rather than jumping to an alternate plan too soon.

Mr. Ed Geier, newly selected Finance Advisory Committee Chairman, addressed the Board regarding the direction he will lead the committee in. He stated that he has a history of working in public office and his purpose is to lead the Finance Committee with the intention of the betterment of the Bay. Mr. Geier stated that emergencies should not be sent to Finance Committee. Staff is capable of making pertinent decisions. He commented on the banking RFP process stating it should have been sent out for RFP before the interview process by the Finance committee. He asked that the Board send direction to the committee for analysis as the committee will not meet without the Board's direction. Mr. Geier announced there are three openings on the Finance committee.

New Business

DOR Violations

Case # 16-004161 890 PECAN CIRCLE ARTICLE II, SECT.3 (A) (15) ADIR (Lamp Post)

Mr. Cavaliere made a motion to bring Case # 16-004161 890 PECAN CIRCLE to the attorney for legal, equitable or other appropriate action with failure to comply. Second by Ms. Wright. Motion carried unanimously.

Case # 16-004253 453 EGRET CIRCLE ARTICLE II, SECT.3 (A) (15) ADIR (Lamp Post)

Mr. Cavaliere made a motion to bring Case # 16-004253 453 EGRET CIRCLE to the attorney for legal, equitable or other appropriate action with failure to comply. Second by Mr. Lavier. Motion carried unanimously.

Case # 16-003412 715 BAREFOOT BOULEVARD ARTICLE III, SECT.2 (C) Condition of Prop. *Mr. Cavaliere made a motion to bring 16-003412 715 BAREFOOT BOULEVARD to the attorney for legal, equitable or other appropriate action with failure to comply. Second by Mr. Lavier. Motion carried unanimously.*

Case # 16-004248 890 PECAN CIRCLE ARTICLE III, SECT.2 (C) Condition of Prop.



BAREFOOT BAY RECREATION DISTRICT

Mr. Cavaliere made a motion to bring 16-004248 890 PECAN CIRCLE to the attorney for legal, equitable or other appropriate action with failure to comply. Second by Mr. Lavier. Motion carried unanimously.

Case # 16-004248 526 PERSIMMON DRIVE ARTICLE III, SECT.11 Exterior Maintenance.

Mr. Cavaliere made a motion to bring 16-004248 526 PERSIMMON DRIVE to the attorney for legal, equitable or other appropriate action with failure to comply. Second by Mr. Lavier. Motion carried unanimously.

Beach Planning Discussion

Mr. Jim Rigg presented his plan for accomplishing the projects at the beach with the use of volunteers and independent contractors at a vastly reduced cost to the District. Mr. Cavaliere inquired about where Mr. Rigg received his figures. Ms. Wright and Mr. Diana thanked Mr. Rigg for his work on the beach over the years. Board consensus that we are under a time constraint and will need to move forward with the plan if we are to receive the beach grant award.

Mr. Cavaliere made a motion for staff to continue to pursue the beach grant and proceed with the required projects. Second by Mr. Lavier. Motion carried unanimously.

Use of Vacant Shopping Center Units for Replacement Building F Project.

Ms. Wright commented on the need to make a decision on the Building F replacement project as the current building is in deplorable condition and not fit for the workers. She recommended reconfiguring the vacant space in the shopping center for Building F offices. Mr. Coffey presented a sample layout if the current space was reconfigured to hold the offices. Mr. Cavaliere voiced his opinion on continuing with the appeal in an effort to clarify the language for referendum for future reference as it has not been clearly defined. He stated that moving into the shopping center will waste a lot of money and we will still have no firm decision on the referendum issue.

Mr. Klosky made a motion not to move forward with pursuing the shopping center as an option for the Building F replacement project. Second by Mr. Cavaliere. Ms. Wright opposed. Motion carried 4-1.

Budget Amendments: FY17 Pay Plan

On November 10, 2016, the Board approved Resolution 2016-25 to adopt an Employee Pay Classification Plan. Staff recommends the Board approve the above budget amendments reallocating the funding in different departments/sub-departments and approve the accompanying Resolution.

Mr. General Counsel read the resolution:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2016-10; AMENDING THE BUDGET; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Lavier made a motion to approve resolution the budget amendment for the FY17 Pay Plan. Second by Ms. Wright. Motion carried unanimously.



BAREFOOT BAY RECREATION DISTRICT

Confirmation of Award of Contract for Golf Course Overseeding

The FY17 Budget contains funding for the annual overseeding of the golf course, which the BOT authorized beginning in FY16. Staff recommends the BOT confirm the award of contract to ABM for \$9,622.50 for annual overseeding of the golf course and waive the 2nd quote requirement.

Mr. Klosky made a motion to confirm the award of contract to ABM for \$9,622.50 for annual overseeding of the golf course and waive the 2nd quote requirement. Second by Mr. Cavaliere. Motion carried unanimously.

Resignation of Mr. E.J. Wright from Facilities Planning Advisory Committee & Security Advisory Committee

On December 19, 2016, Mr. Wright submitted his resignation letter to Community Manager Coffey and District Clerk Myers. Said letter was promptly forwarded to the BOT and this agenda item is needed to officially accept Mr. Wright's resignation.

Mr. Klosky made a motion to accept Mr. Wright's resignation from all the committees he is currently sitting on. Second by Mr. Cavaliere. Motion carried unanimously.

Donation Request: Tree for Golf Course

Golf Operations Manager Ernie Cruz received a donation request form from Ms. Leslie Nulty and worked with her to identify her desired location on hole #8, type and cost of the tree. Ms. Nulty requests donation of \$450 for installation of a Christmas Palm.

Mr. Lavier made a motion to approve Ms. Nulty's donation request. Second by Mr. Klosky. Motion carried unanimously.

Confirmation of Building D/E Air Condition Replacement Award of Contract

Currently, Building D is cooled by two residential 4 ton units outside and a 10 ton commercial air handler in the ceiling. These units run on an outdated refrigerant which can no longer be installed. One of the 4 ton units has failed and needs replacing. Florida Breeze, an A/C vendor who BBRD has had good experience within in the last year, recommends replacing both 4 ton units with a new 10 ton unit and is willing to replace a problematic unit in the 19th Hole with the remaining 4 ton unit from D/E. 19th Hole with the remaining 4 ton unit from D/E. Staff recommends the Board confirm the award of contract in the amount of \$8,900.00 for the replacement of the D/E air conditioning unit and the swap out of the units in the 19th Hole.

Mr. Cavaliere made a motion to award of contract in the amount of \$8,900.00 for the replacement of the D/E air conditioning unit and the swap out of the units in the 19th Hole. Second by Ms. Wright. Motion carried unanimously.

FY17 General Fund Transfer from Operating Account to Committed Fund Balance-CIP and its Resolution

General Counsel read the Resolution:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; APPROVING AND AMENDING COMMITTED FUND



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BALANCES FOR CAPITAL IMPROVEMENT PROJECTS IN FISCAL YEAR 2016-2017; AND AUTHORIZING THE TRASFER OF SIX HUNDRED FORTY FOUR THOUSAND AND FIVE HUNDRED DOLLARS FROM THE DISTRICT'S OPERATING ACCOUNT TO SBA CAPITAL IMPROVEMENT ACCOUNT; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.

Mr. Klosky made a motion to approve the Resolution to commit \$644,500 of General Fund Unassigned Fund Balance for the purpose of FY17 Capital Improvement Projects purpose. Second by Ms. Wright. Motion carried unanimously.

FY17 General Fund Transfer from Operating Account to Debt Service Fund and Resolution

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; AUTHORIZING THE TRANSFER OF FOUR HUNDRED THIRTY THOUSAND DOLLARS (\$430,000.00) FROM THE DISTRICT'S OPERATING ACCOUNT TO THE DISTRICT'S STATE BOARD OF ADMINISTRATION DEBT ACCOUNT; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.

Mr. Klosky made a motion to approve the Resolution to authorize the transfer of \$430,000 from General Fund BOA Operating Account to Debt Service Fund SBA Debt Account. Second by Mr. Cavaliere. Motion carried unanimously.

Finance Advisory Committee Recommendation: Removal of Absent Member

At the Jan. 5, 2017 Finance Advisory Committee meeting the committee voted to recommend the BOT remove Ms. Linda Pellegrino from her 3 year term due to excessive absenteeism. The motion passed 4-0. Ms. Jean Osborne asked that the Board establish a policy about excessive absenteeism on the committees.

Ms. Lizzann Taylor asked to consider the members that are not full-time residents when making this motion. Mr. Cavaliere was opposed as part of accepting a role on the committees is the obligation to attend the meetings.

Mr. Cavaliere made a motion to remove a committee member from the committee after three consecutive absences. Second by Ms. Wright. Motion carried unanimously.

Mr. Cavaliere made a motion to approve removing the absent committee member from the Finance Advisory Board and seek a replacement to fill her unexpired 3-year term. Second by Ms. Wright. Motion carried unanimously.

ClerkBase Demonstration

District Clerk Myers demonstrated the newly implemented agenda and minutes search engine now located on the bbrd.org website.

Manager's Report

District Clerk

C.O.P.S. Authorization to Patrol RV Lots – Per the request of the Security

Committee, staff will contact BCSO to see what type of authorization is needed to allow the C.O.P.S. to patrol the RV lots.



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FEMA meeting – Staff will meet with a FEMA representative on January 10, 2017 regarding funding for Hurricane Mathew damages.

Insurance Coverage Research – Staff is soliciting quotes for wave damage coverage for the pier. After Hurricane Matthew, staff learned the pier is not currently covered for damages except by fire.

Project Updates:

Long-term Records Storage Unit – Staff is currently soliciting quotes. CCTV System Change Order – Per the request of Trustee Wright, staff is soliciting a quote for a change order to add additional cameras. This proposed change order will be placed on the next available BOT agenda.

Finance

Assessment Receipts Update – As of Dec. 12, 2016, \$2,182,188.18 in net receipts were received, representing 65% of the FY17 Budget

Resident Relations

ARCC Update:

Meeting of 13Dec16 – 19 Permits were reviewed and 18 were approved. One permit was tabled for need of additional information. Meeting of Dec. 27, 2016 – 34 Permits were reviewed and approved. The majority of the permits were for repairs to hurricane damage. The committee will meet on 10Jan17 to review 19 new applications and the application tabled on Dec 13, 2016. Next meeting – Jan. 23, 2017 at 9am in the Lounge. The ARCC Committee meets every second week. Permits must be received by noon the Tuesday prior to the meeting.

DOR Update:

Meeting of Dec. 09, 2016 – 17 Violations were on the agenda. 3 came into compliance prior to that meeting. 14 were found in violation. Next Meeting – The Violation Committee is back to its regular schedule of meeting on the 2nd and 4th Friday of each month at 10am in D/E.

Food & Beverage

19th Hole New Tables & Chairs – Were received and set out. Motown Show – Tickets are sold out.

Wednesdays @ the 19th Hole – \$1 grilled hot dog days from 11-3 p.m.

Golf-Pro Shop

Fleet Golf Cart Update – Received Yamaha cart fleet (awaiting stormcovers [back-ordered] and decals to be installed). Covers and decals should arrive next week.

January Golf Course Tournaments (Contact Pro Shop at 772.664.3174 for information): Veteran's Tournament – Jan. 21, 2017...Even if you're not a golfer, come out and watch the Sebastian Sky Dive Team perform a spectacular tribute to our veterans at 12:30pm. Bayside High School Football Program Benefit – Jan. 28, 2017. This is your chance to play golf scramble style, help your local high school sports program and meet some potential future NFL players.

R&M Projects Update:

Driving Range netting improvements are complete (hitting bay for long shots), and drainage will be completed during the off-season.

Restroom on hole #16 is closed for emergency sewer line repairs.

Pro Shop News:



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Hat sale while supplies last (Buy 1 get 10% off and/or Buy 2 get 20%off)

Tervis Tumblers and license plate frames are now available.

Property Services

R&M/Capital Projects Updates: Continued to solicit quotes for various projects.

Installed new bleachers at the softball field and added stone around them

Routine/Special Projects Updates:

Procured New rototiller for the Kubota and tilled the softball infield. Straightened fence at the tennis courts and reset them with new concrete. Windscreens will be reinstalled soon. Removed all Christmas decorations and built brackets to hang them up in the new sheds. Reinstalled canopy at the 19th Hole. Repaired broken shower at pool 1 and repainted the stall. Second shower will be repainted soon. Repainted Property Service office and replaced ceiling tiles. Prepared the Bobcat for canal/lake bank mowing which will begin Tuesday Jan. 17, 2017.

General Information

Hurricane Repairs to Pier Update – Staff obtained sufficient detail from a vendor to sign a quote for repairs to the pier Dec. 22, 2016. Per Board consensus in November, I signed the quote and will place it on the Jan. 24, 2017 Board agenda for confirmation. Hurricane Repairs Beach Walkover Update – Due to shifting sand and Brevard County's emergency sand replenishment scheduled for the next two months, an extension of the walkover is no longer needed. American Red Cross Home Fire Campaign Offer – A representative of the American Red Cross has inquired if the Board would be interested in BBRD partnering with them and Brevard County Fire Department to host a Home Fire Campaign where volunteers go door to door offering to install free smoke detectors. Staff seeks direction from the Board regarding this proposal. Board consensus to defer to HOA. Joint BOT-HOA meeting date – In response the Board wanting to schedule a joint workshop with the new HOA Executive Board, the following dates and times were sent to the Board Feb. 21, 2017 at 1pm or 21Feb17 at 1pm Staff requests direction from the BOT regarding which date to use. Consensus to use Feb 7, 2017

5-Year Financial Model and Capital Improvement Plan Review Meetings Update:

Facilities Planning Advisory Committee

16Jan17, D, 1-3pm (canceled)

19Jan17, C, 10am-noon

24Jan17, D, 10am-noon

Finance Advisory Committee

18Jan17, D, 1-3pm

26Jan17, D, 10am-noon

BOT

31Jan17, D&E, 2-4pm

Attorney Report

General Counsel announced that the local Bill for the Term Limits was accepted by the Representative Fines office. Rep. Randy Fine has agreed to sponsor the local bill in the 2017 Legislative Session.



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Assuming the bill receives unanimous support from the delegation the bill will be advertised and filed prior to the start of the session on March 7, 2017. General Counsel is working with the Lizzann Taylor on reviewing the Ballot amendments. He reported that a notice of appeal has been filed on the order denying summary judgement in the Guinther vs BBRD case. He will advise the Board once the appeal courts rules on the notice.

Trustee Incidental Remarks

Ms. Wright commended Mr. Gary Gresko, President on the Artist's Guild on his commitment and contributions to Barefoot Bay. Mr. Gresko is not only an artist with work frequently displayed in building A but he is a veteran and skilled sailboat/yacht restoration expert. On behalf of the Board Ms. Wright personally thanked him for all his help restoring the Barefoot Bay sailboat that was on the entrance wall for many year and all that Mr. Gresko does for the community. This is a great example of the community working together to make barefoot Bay a better place to live.

Tom Granholm asked about the buffer that will be used between the resident property and the FPL solar farm soon to be built in the area off Micco Road. He was concerned about the type of buffers that will be used. Mr. Diana urged all the residents to send a letter to the county to ensure that FPL will follow through with their promise to use natural non evasive buffers.

Al Keely thanked the Board for the work done to beautify the BBRD Beach. He commented on RVs at the beach stating that he was opposed to them parking at the beach. Mr. Coffey stated that the plan is not to have the area open for campers in the future.

Brian Belanger commented on the great job ABM and John Coffey has done for the softball league and the softball field.

Adjournment

The next meeting will be on January 24, 2017 at 7PM in Building D/E.

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

Meeting adjourned 3:37PM.



BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees Regular Meeting
January 24, 2017
1 P.M. –Building D&E**

Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on January 24, 2017 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Diana called the meeting to order at 7:00 P.M.

Thought for the Day

Mr. Diana 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.

Mr. Diana stated with heavy heart that he had to regretfully announce the resignation of Trustee Wright from her seat as 2nd Vice Chair. Mr. Diana read her resignation letter aloud which stated that Ms. Wright had other opportunities arise which would not allow to dedicate the time she needed to her position on the Board. In all fairness to the residents she decided it was in the benefit of the District if she resigned from her role on the Board.

Roll Call

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

Minutes

Due to one business day turnaround the minutes were not available for the agenda but will be included with the next agenda.

Treasurer's Report

Mr. Cavaliere presented the Treasurer's Report for January 24, 2017.

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

Audience comment on Agenda Items

Mr. Jim Rigg distributed a cost comparison of the beach projects based on estimates he has acquired and the estimates from the engineer. He showed that in his estimates largely via volunteer participation, and independent contractors, the costs would be substantially lower. Mr. Rigg stated that his estimates for the same projects selected at the town hall meeting; parking lot, security gate, restroom and pavilion would come to a total of \$61,193 compared to \$192,950 from the engineers. Mr. Cavaliere voiced a concern of the costs submitted by Mr. Rigg as there was no information on where the costs came from or



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who the vendors were. He was not confident if the costs were firm or not. He stated that the District is facing a deadline with this grant and will need to make a decision.

Unfinished Business

None brought forward

New Business

Selection of Banking RFP Evaluation Committee

Mr. Coffey presented the Board with options for choosing the Banking RFP Committee. Traditionally the Board has opted to adhere to BBRD policy which would require BOT to select one voting member. The Community Manager announced committee membership with Finance Manager, Kimi Cheng being the user department representation and Finance Advisory Committee Chairman, Ed Geier being the third-party nonemployee resident.

Mr. Klosky made a motion to appoint Mr. Cavaliere to the RFP Committee as Trustee representative. Second by Mr. Lavier. Motion carried unanimously.

Security Advisory Committee Resignation

Mr. Peter DiVergilio was appointed to Security Advisory Committee for an unexpired three year term on April 26, 2016. On January 7, 2017, Mr. DiVergilio emailed his resignation letter the BOT via the District Clerk due to his recent employment with the District. BBRD policy prohibits employees to be voting members on advisory committees.

Mr. Lavier made a motion to accept the resignation from Mr. Peter DiVergilio. Second by Mr. Cavaliere. Motion carried unanimously.

Golf FRDAP Grant Award

In 2016, BBRD received notice of award of a \$50,000 no match Florida Recreation Development Assistance Program (FRDAP) grant as administered by the Department of Environmental Protection. The grant agreement needs Chairman Diana's signature.

. The following are the projects titles submitted as part of the grant application.

Active Recreation - Golf Course, Driving Range, Picnic Shelter

Support Projects, Restrooms (Rehabilitation), Landscaping

Funding for this grant program is included in the Golf-Pro Shop FY17 Budget with reimbursement anticipated in late FY18. Staff requested the Board authorize Chairman Diana to sign the agreement on behalf of BBRD.

Mr. Klosky made a motion to have Chairman Diana sign the document on behalf of the District. Second by Mr. Lavier. Motion carried unanimously.

Confirmation of Pier Repair Award of ContractThe Community Manager was originally granted authorization to select a vendor and proceed with repairs for the hurricane damaged pier. Mr. Coffey submitted the contract for the Pier repair for confirmation of award for Board approval.



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Mr. Klosky made a motion to confirm award of contract of \$9,500 to Dockside Builders for repairs to the pier and waive the 2nd quote requirement. Second by Mr. Cavaliere. Motion carried unanimously.

Purchase of Tax Deed at 2/23/2017 Brevard County Tax Deed Sale

The property at 944 Pecan Circle has been in violation of the Deed of Restrictions on numerous occasions. Neighbors frequently complain about the condition of the property and the late night activity. Ms. Sue Cuddie requested the Board authorize execution of a plan to acquire the property from a tax deed sale and evict the current owners. The Board was in agreement that the home is in sever disrepair and the owners are non-compliant with BBRD Deed of Restrictions.

Ms. Carol Brown spoke on behalf of neighbors around 944 Pecan Circle. She urged the Board to purchase the property and demolish the home as it is in severe disrepair. The property seriously affects and devalues the surrounding homes.

Mr. Cavalier made a motion that we move forward to do whatever we can to acquire the property. Second by Mr. Lavier. Motion carried unanimously.

The Board directed Ms. Cuddie to contact the county to find out if the fines attached to the home can be reduced and bring the item back to the February 10th agenda with a sale amount for presentation to the Board.

DOR Violations

Case# 16-004634 927 Wren Circle

ARTICLE III, Sect. 11 (C) Exterior Maintenance.

Mr. Cavaliere made a motion to bring Case# 16-004634 927 Wren Circle to the attorney for legal, equitable or other appropriate action with failure to comply and lien the property for any fines that may apply. Second by Mr. Lavier. Motion carried unanimously.

DOR Amendment Ballot Questions

Mr. Cavaliere made a motion to table the item until the next meeting until cost estimates can be acquired and General Counsel's recommendations have been reviewed.

Mr. Schawlow voiced his concern regarding the allowance of commercial vehicles in a residential area as this is a county prohibition. Mr. Schawlow stated that allowing this language violates the county restrictions. He was concerned of the change we will bring to the community should this be permissible.

Facilities Planning Advisory Committee Recommendation: Beach Site Plan

Staff submitted a list to FDEP on January 6, 2017 regarding the Costal Partnership Initiative \$60,000, 50% match grant agreement. Subsequently, staff was informed that the walking trail would require a 60 day federal review, and essentially delaying commencement of the program.

Before staff can proceed with the projects, a finalized site plan must be submitted to FDEP for approval. The Facilities Planning Advisory Committee (FPAC) met on January 19, 2017 to review the conceptual site plan and made a recommendation to the Board to adopt a revised site plan. A summary of changes are as follows:

Deletion of interior parking, Addition of pervious parking along northern boundary and western boundary immediately to the east of the berm, Addition of non-pervious handicap parking spots



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immediately to the west of the end of the extended boardwalk to the crossover, Conversion of pervious walking trail from handicap parking to crossover and to pavilion with non-pervious surface
Elimination of RV parking throughout the property and Elimination of nature trail in areas of driving paths. Staff requested the Board adopt a Facilities Planning recommended site plan for the beach and authorize staff to proceed with CPI related projects.

Mr. Klosky made a motion to approve the recommended site plan. Second by Mr. Cavaliere. Motion carried unanimously.

Manager's Report

Mr. Coffey provided the department report.

District Clerk

Draft minutes from the 13Jan17 meeting will not be available for the 24Jan17 meeting due to the short turnaround, but will be a part of the February 10, 2017 agenda package.

Staff toured BBRD and further discussed reimbursement process issues with FEMA project managers. Local Bill defining Trustee term limits update, staff completed the required advertisement in Florida Today.

Finance

Assessment Receipts Update – As of 10Jan17, \$2,462,843.7 or 75% of net receipts were received (see attached for details).

Resident Relations

Request by Deck the Halls Club to hold a Bingo Game – The Policy Manual permits gambling/games of chance as long as permitted by state statute and authorized by the BOT. The event is planned for 04Feb17. Mary Weller and Betsy Davis presented their request for authorization to generate funds towards the Deck the Halls Club. General Counsel stated that it is not permissible for Barefoot Bay to run a Bingo night due to Florida gambling statutes. The Board requested Ms. Weller try to convert the event into another kind of fundraiser that will not run into the legal complications.

ARCC Update – 24Jan17 had 37 permits reviewed and approved, including 7 to replace carports damaged in Hurricane Matthew.

Violation Committee Update – Next meeting is Friday, 27Jan17 at 10 AM in D/E. 10 violations are scheduled for review. Additionally, since 01Oct16, 93 Statements of Violation were issued. Of those, 79 were homeowners and 14 were renters.

Food & Beverage

St. Paddy's Day – Tickets for the party on the Lakeside of the Lounge will go on sale 6Feb17 at the 19th Hole and the Lounge. A full day is planned and flyers with all the details will be posted. Corned Beef sandwich tickets are \$8 and are served at noon and a buffet for \$12 is served at 2:30 p.m.

NFL Championship Tickets Update – There are some tickets still available for seat at the 19th Hole for the big game. Tickets are \$5.

Motown Show Update – Tickets for Saturday night's show in Building A are sold out.

Golf-Pro Shop

Fleet Golf Cart Update:

Received Yamaha cart fleet (awaiting storm covers (back-ordered) and decals installed

Storm covers have shipped to our location per Yamaha representative.

Golf Course Tournaments Updates:



BAREFOOT BAY RECREATION DISTRICT

January

Veteran's tournament success. 192 players. Most for an event.

Bayside High School Benefit Tournament - 28Jan17

February

Golf Gala - 11Feb17

Member/Member - 25Feb17

Call or stop by the Pro Shop for more information about any of the tournaments.

Donation Update – The memorial tree donated by Ms. Nulty was planted on #8 hole today

Property Services

Stormwater Maintenance of Canals Update – Staff began clearing of the canal banks utilizing the new equipment behind the softball field and Garden Club areas. Staff will be hauling away limbs. Continued routine maintenance of the canal banks will keep the exotics under control.

Routine Work Update:

- Grounds crew cut all current high grass DOR cases, including one overgrown lot

- Repaired light over Pool 1 with lift

- Completed multiple work orders

- Solicited quotes for light pole replacements as damaged from Hurricane Matthew (will be on next agenda)

- Began researching requirements for Building A Roof Replacement RFP development (scheduled to be released after 2nd BOT meeting in February.)

General Issues

Entertainment calendar will be included in the Tattler starting in the March edition.

635 Hyacinth Property Update – On 27Sep16, the BOT authorized staff to list the property for sale at \$18,000. Since then, no offers have been received. Staff requests direction if the BOT wants to drop the price to \$15,000.

Mr. Klosky made a motion to drop the price for the property on 635 Hyacinth to \$14,999. Second by Mr. Cavaliere. Motion carried unanimously.

Mr. Coffey requested alternate dates for the Budget in an effort to hold an evening meeting.

Mr. Cavaliere made a motion to move the Budget meeting on April 6th to April 17th at 7pm. Second by Mr. Lavier. Motion carried unanimously.

Attorneys Report

No report

Incidental Trustee Remarks

On behalf of the incoming President of the HOA, Mr. Diana requested that discussion of a master plan for future projects be placed on the agenda for the second meeting in February. Board consensus to place the item on the agenda.

Mr. Klosky requested the Board begin preparation of the SDS/Community Manager evaluations. Mr. Diana directed Mr. Klosky to prepare the necessary evaluations.



BAREFOOT BAY RECREATION DISTRICT

Audience Participation

Ms. Carol Joseph read a letter she wrote to the Board of Trustees regarding a misconception regarding the tennis club schedule. She stated that she also wrote an apology letter to the tennis club. She originally requested the Board reconfigure one of the tennis courts to a pickleball court. However since the pickleball courts in the 5YR plan are due to be moved up to FY18 she withdrew her request. Susie White stated that she is in support of the pickleball players. She agreed with Ms. Joseph that pickleball is a rapidly growing sport and would like to see the pickleball courts installed as well.

Mr. Jack Reddy inquired about the when the new trustee will be selected. Mr. Diana stated that we are accepting resumes and the new trustee will be selected the February 10, 2017 meeting. He commented on the long presentation on the Beach topic for residents that are not interested in the beach projects. He asked that topics of this nature be held separately.

Adjournment

The next meeting will be on February 10, 2017 at 1PM in Building D/E.

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

Meeting adjourned 8:58PM.

Joe Klosky, Secretary

Dawn Myers, District Clerk

Treasurer's Report

Barefoot Bay Recreation District

Treasurer's Report

February 10, 2017

Cash Balances in General Fund

as of 2/1/2017

Bank of America:

| | | |
|----------------------|----|------------|
| Operating Account | \$ | 889,325.39 |
| Money Market Account | \$ | 105,621.35 |

Total Cash Balances @BOA in General Fund: \$ 994,946.74

SBA:

as of 2/1/2017

| | | |
|-----------------------------|----|------------|
| Capital Improvement Account | \$ | 676,955.71 |
| Reserve Account | \$ | 552,888.61 |

Total Cash Balances @SBA in General Fund: \$ 1,229,844.32

Total Cash Balances in General Fund: \$ 2,224,791.06

Cash Balance in Debt Fund

as of 2/1/2017

SBA:

| | | |
|--------------|----|------------|
| Debt Account | \$ | 676,955.71 |
|--------------|----|------------|

Total Cash Balance in Debt Fund: \$ 676,955.71

* Participant Return for SBA in January 2017 was 0.90%

Total Cash Balances in All Funds: \$ 2,901,746.77

Total Daily Deposits and Assessemnts Rec'd (from County Only) from Jan 13 to Jan 31, 2017:

| | | |
|--|----|------------|
| Daily deposits: | \$ | 150,336.29 |
| Assessments received (from County only): | \$ | - |
| | \$ | 150,336.29 |

Expenditures over \$5,000 from January 14 to January 31, 2017:

| <u>Vendor</u> | <u>Description</u> | <u>Check Amount</u> |
|---|---|----------------------|
| Employees | Employees Salaries and Wages 1/26/17 | \$ 73,028.18 |
| Federal and State Payroll Taxes | Employer Tax Liabilities 1/26/17 | \$ 7,117.62 |
| Gray Robinson | Legal fees Dec 2016 | \$ 8,280.84 |
| Moore Stephens Lovelace | Interim billing for FY16 audit | \$ 10,000.00 |
| ABM Landscape & Turf Services | GC, softball field, lawn bowling service | \$ 37,954.84 |
| Florida Breeze Air & Heat | New AC @ Bldg D&E | \$ 5,800.00 |
| ABM Landscape & Turf Services | Perennial ryegrass seed fertilizer on fairway | \$ 9,622.50 |
| Bank of America | Obligation 18 payment | \$ 711,125.04 |
| Total of Expenditures over \$5,000 | | \$ 862,929.02 |

Barefoot Bay Recreation District
Monthly Summary - BOT Monthly Summary Treasurer Report
From 10/1/2016 Through 1/31/2017

| | 10/1/2016 - 10/31/2016 | 11/1/2016 - 11/30/2016 | 12/1/2016 - 12/31/2016 | 1/1/2017 - 1/31/2017 | Total |
|---|---------------------------|---------------------------|---------------------------|-------------------------|---------------------|
| Revenues | | | | | |
| Daily Revenue/Deposits | 380,966.21 | 182,991.18 | 223,961.43 | 267,170.00 | 1,055,088.82 |
| Assessments | <u>200.00</u> | <u>973,421.36</u> | <u>1,511,155.27</u> | <u>152,048.69</u> | <u>2,636,825.32</u> |
| Total Revenues | <u>381,166.21</u> | <u>1,156,412.54</u> | <u>1,735,116.70</u> | <u>419,218.69</u> | <u>3,691,914.14</u> |
| General Fund Expenditures | | | | | |
| Payroll | | | | | |
| Salaries & Wages | 73,534.43 | 125,874.95 | 205,161.83 | 146,714.79 | 551,286.00 |
| Other Pay & Benefit | 2,943.48 | 2,224.85 | 3,233.11 | 2,672.99 | 11,074.43 |
| Payroll Taxes | 5,913.20 | 9,925.82 | 16,117.56 | 14,505.27 | 46,461.85 |
| Payroll Fees | <u>990.66</u> | <u>1,030.28</u> | <u>1,323.35</u> | <u>1,090.78</u> | <u>4,435.07</u> |
| Total Payroll | 83,381.77 | 139,055.90 | 225,835.85 | 164,983.83 | 613,257.35 |
| Professional Expenses | | | | | |
| SDS | 13,916.00 | 11,650.57 | 17,273.07 | 11,800.26 | 54,639.90 |
| Gray Robinson | 14,514.82 | 13,307.39 | 8,780.84 | 0.00 | 36,603.05 |
| Other Prof. Fees | <u>11,261.70</u> | <u>20,005.70</u> | <u>18,314.29</u> | <u>8,498.45</u> | <u>58,080.14</u> |
| Total Professional Expenses | 39,692.52 | 44,963.66 | 44,368.20 | 20,298.71 | 149,323.09 |
| Insurance | | | | | |
| Employees Health, Dental & Life | 14,822.13 | 19,186.57 | 12,413.92 | 14,710.59 | 61,133.21 |
| Liabilities Ins. | 18,715.50 | 11,890.50 | 12,809.50 | 11,890.50 | 55,306.00 |
| Worker Comp. Ins. | <u>17,732.25</u> | <u>5,844.08</u> | <u>5,844.08</u> | <u>5,844.08</u> | <u>35,264.49</u> |
| Total Insurance | 51,269.88 | 36,921.15 | 31,067.50 | 32,445.17 | 151,703.70 |
| Utilities | | | | | |
| Telephone, Internet & Cable | 6,097.23 | 3,583.47 | 3,331.17 | 1,352.85 | 14,364.72 |
| Electricity - FPL | 6,869.79 | 6,723.99 | 6,851.53 | 0.00 | 20,445.31 |
| Propane | 919.45 | 2,225.80 | 2,756.42 | 59.91 | 5,961.58 |
| Water & Sewer | 3,248.64 | 3,902.97 | 3,357.29 | 0.00 | 10,508.90 |
| Garbage & Recycling | 1,846.75 | 3,580.23 | 2,079.62 | 2,086.42 | 9,593.02 |
| Portable Toilets | <u>709.06</u> | <u>572.90</u> | <u>573.89</u> | <u>670.92</u> | <u>2,526.77</u> |
| Total Utilities | 19,690.92 | 20,589.36 | 18,949.92 | 4,170.10 | 63,400.30 |
| Operations | | | | | |
| Music and Entertainment | 5,330.00 | 6,365.00 | 8,315.00 | 8,700.00 | 28,710.00 |
| Cost of Sales | <u>33,307.14</u> | <u>27,010.42</u> | <u>50,370.43</u> | <u>3,943.33</u> | <u>114,631.32</u> |
| Total Operations | 38,637.14 | 33,375.42 | 58,685.43 | 12,643.33 | 143,341.32 |
| Repairs and Maintenance | | | | | |
| Golf Course - ABM | 36,252.13 | 36,252.13 | 36,252.13 | 36,252.13 | 145,008.52 |
| Canal/Lake | 479.00 | 0.00 | 0.00 | 0.00 | 479.00 |
| Other R&Ms | <u>25,714.26</u> | <u>24,184.43</u> | <u>14,057.36</u> | <u>22,786.58</u> | <u>86,742.63</u> |
| Total Repairs and Maintenance | 62,445.39 | 60,436.56 | 50,309.49 | 59,038.71 | 232,230.15 |
| Stormwater Loan Expenditures | | | | | |
| Loan Principal | 2,624.44 | 2,619.96 | 2,633.59 | 2,629.73 | 10,507.72 |
| Loan Interest | <u>274.20</u> | <u>278.68</u> | <u>265.05</u> | <u>268.91</u> | <u>1,086.84</u> |
| Total Stormwater Loan Expenditures | 2,898.64 | 2,898.64 | 2,898.64 | 2,898.64 | 11,594.56 |
| Property Taxes | 0.00 | 15,711.48 | 14,919.34 | 1,005.36 | 31,636.18 |
| Bank Fees | 1,085.88 | 4,030.11 | 2,305.40 | 0.00 | 7,421.39 |
| Capital Expenses | 29,597.73 | 23,227.28 | 10,129.87 | 1,834.50 | 64,789.38 |
| Other Misc. Expenditures | 36,204.39 | 67,970.36 | 152,146.59 | 27,038.41 | 283,359.75 |
| Transfer to Debt Service Fund | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>430,000.00</u> | <u>430,000.00</u> |
| Total General Fund Expenditures | <u>364,904.26</u> | <u>449,179.92</u> | <u>611,616.23</u> | <u>756,356.76</u> | <u>2,182,057.17</u> |
| Debt Service Fund Expenditures | | | | | |
| Debt Service Principal | 0.00 | 0.00 | 58,768.86 | 695,892.89 | 754,661.75 |
| Debt Service Interest | <u>0.00</u> | <u>0.00</u> | <u>1,296.11</u> | <u>43,265.16</u> | <u>44,561.27</u> |
| Total Debt Service Fund Expenditures | <u>0.00</u> | <u>0.00</u> | <u>60,064.97</u> | <u>739,158.05</u> | <u>799,223.02</u> |

Audience Participation Agenda items only

Unfinished Business

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: **Discussion of Advisory Committee Resignation**

Section & Item: 8A

Department: Administration: District Clerk

Fiscal Impact: N/A

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

Attachments: Advisory Committee Roster

Reviewed by
General Counsel: N/A

Approved by:



Requested Action by BOT

Review of Advisory Committees and Direction to Staff

Background and Summary Information

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.

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.

On 09Dec16, the BOT continued the discussion and continued the topic till after a workshop can be held with the new incoming HOA Executive Board members. Said workshop is scheduled for 07Feb17.

Currently there are

- 9 current vacancies
- 3 expiring terms with incumbents who do not want to be reappointed
- 5 expiring terms with incumbents who do want to be reappointed

Staff requests direction from the BOT regarding this matter.

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 | CM | 1 | Tuesday, February 23, 2016 | Friday, March 11, 2016 |
| | | Security | CM | 3 | Tuesday, February 23, 2016 | |
| | | Security | CM | 3 | Tuesday, February 23, 2016 | Tuesday, April 26, 2016 |
| Nelson | Tom | Security | Chair | 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 | Vice Chair | 1 | Tuesday, February 23, 2016 | |
| Gallagher | Jim | Security | Alt | 3 | Tuesday, July 26, 2016 | |
| | | Security | Alt | 3 | Friday, April 08, 2016 | |
| | | Facilities | Chair | 1 | Tuesday, February 23, 2016 | |
| Pellegrino | Lenny | Facilities | Vice Chair | 3 | Tuesday, February 23, 2016 | |
| Osborne | Jeanne | Facilities | CM | 3 | Tuesday, February 23, 2016 | |
| Deslandes | Gregory | Facilities | CM | 2 | Tuesday, February 23, 2016 | |
| | | Facilities | CM | 3 | Tuesday, February 23, 2016 | |
| Banta | Forrest | Facilities | CM | 2 | Tuesday, February 23, 2016 | |
| Grunow | Al | Facilities | CM | 1 | Tuesday, February 23, 2016 | |
| English | William | Facilities | Alt | 3 | Tuesday, February 23, 2016 | |
| Belanger | Brian | Facilities | Alt | 3 | Friday, April 08, 2016 | |
| Geier | Ed | Finance | CM | 2 | Tuesday, February 23, 2016 | Thursday, November 10, 2016 |
| Osborne | Jeanne | Finance | Vice Chair | 2 | Tuesday, February 23, 2016 | |
| | | Finance | CM | 3 | Tuesday, February 23, 2016 | |
| Weglein | Wilma | Finance | CM | 3 | Tuesday, February 23, 2016 | Thursday, November 10, 2016 |
| 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 08, 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 09, 2014 | |
| Atta | John | Violations | CM | 3 | Monday, September 12, 2016 | |
| Dunham | Ed | Violations | Alt | 3 | Tuesday, July 28, 2015 | |
| | | Violations | Alt | 3 | Friday, August 28, 2015 | |
| Klosky | Joe | ARCC | Chair | | | |
| Rhodes | Albert | ARCC | Inspector | | | |
| Cuddie | Sue | ARCC | Secretary | | | |
| Reed | Ken | ARCC | Inspector | | | |
| Voit | Paul | ARCC | Alternate | | | |
| Gruseck | Thelma | ARCC | R.Secretary | | | |

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: DOR Amendment Ballot Questions

Section & Item: 8B

Department: Resident Relations: DOR Enforcement

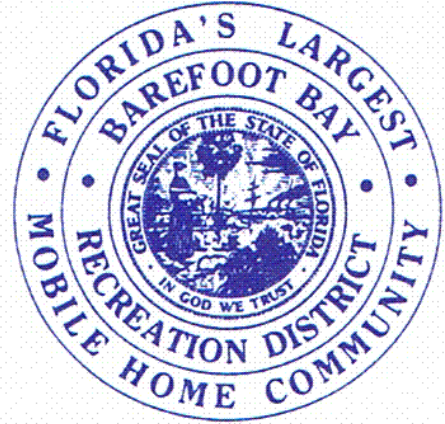
Fiscal Impact: N/A

Contact: Sue Cuddie, Resident Relations Manager; Dawn Myers, District Clerk; or John W. Coffey, Community Manager

Attachments: Draft DOR Amendment Questions

Reviewed by
General Counsel: Yes

Approved by:



Requested Action by BOT

Consider draft proposed DOR Amendment Ballot Questions and issues related to DOR Amendment Mail-Out Election.

Background and Summary Information

For the past several months, the DOR and Charter Review Advisory Committee (DOR&CRAC) has reviewed the DOR and proffered proposed changes. On 15Nov16, the BOT reviewed the proposed changes and instructed the DOR&CRAC to develop specific question to address the proposed changes.

At the BOT meeting held on 24Jan17, the BOT tabled discussion of this item to allow the DOR&CRAC chair to discuss suggested amendments and comments with Attorney Repperger.

On 1Feb17, Lizzann Taylor, Sue Cuddie, and Attorney Repperger discussed the proposed changes. Attached, is a final draft version of the proposed ballot questions with all underlying concerns addressed and edits incorporated.

The Board may approve, amend, or remove any of the ballot questions in whole or in part.

If the Board so desires, the Brevard County Supervisor of Elections is willing to conduct the election with no additional staff time costs; however, there are a number of issues that will need to be decided by the Board before moving forward including:

1. The length of time to leave ballots open prior to return deadline.
2. The process of forwarding undeliverable mail-out ballots.
3. Approval of staff to move forward with return envelope and instruction sheet insert preparation.
4. Approval of Supervisor of Elections staff handling of return ballots.
5. Funding of ballot preparation and postage (information on costs still being gathered).

Otherwise staff has acquired at least one quote of approximately \$8,400 from a local printing vendor for printing and mail out of the ballots (with a return self-addressed stamped envelope). Staff will continue to seek quotes and will provide any additional information to the BOT prior to the meeting.

**DRAFT DOR AMENDMENT BALLOT
INCORPORATING EDITS THROUGH 2/3/17**

BALLOT QUESTION NO. 1:

Statement of Purpose.

Adds a Statement of Purpose to the Deed of Restrictions.

EFFECT OF A YES VOTE

A “yes” vote will add a “whereas” clause to precede Article I to clearly define the purpose of the Deed of Restrictions.

The new section will read as follows:

“WHEREAS, the purpose of the Amended and Restated Deed of Restrictions of the Barefoot Bay Recreation District (BBRD) is twofold: 1. To ensure proper use and appropriate development and/or improvements of each residential Lot of Barefoot Bay and the community as a whole; and 2. To ensure that any such use, development or improvement is aesthetically compatible with other homes, protecting the value and desirability of all property in Barefoot Bay.

_____YES

_____NO

BALLOT QUESTION NO. 2:

Definitions.

Adds three (3) new definitions to Article I to include the “Architectural Review and Control Committee,” the “Board of Trustees,” and “Guidelines for Use by the Architectural Review and Control Committee.”

EFFECT OF A YES VOTE

A “yes” vote will add three definitions to the four definitions already listed in order to clarify terms used in the DOR.

(Note: If approved the drafters intend these items to become Section 1, Section 3, and Section 4. Existing definitions will be renumbered accordingly.)

The newly added definitions will read as follows:

Section 1. “Architectural Review and Control Committee” (ARCC) shall mean and refer to the Committee established to promulgate regulations and enforce Article II of the Amended and Restated Deed of Restrictions of the Barefoot Bay Recreation District as established in Article II.

Section 3. “Board of Trustees” shall mean and refer to the governing body of the Recreation District as defined in Brevard County Ordinance No. 84-05 and Section 418.302, Florida Statutes.

Section 4. “Guidelines for Use by the Architectural Review and Control Committee” (ARCC Guidelines) shall mean and refer to the document used by ARCC in reviewing and approving applications for construction of homes and structures or alterations to the exterior of homes and structures in Barefoot Bay. Said Guidelines shall be amended and updated to ensure compatibility with this Amended and Restated Deed of Restrictions.

_____ YES

_____ NO

BALLOT QUESTION NO. 3;

Reorganization of the ARCC, Voting Members, Term Limits, and Conduct of Business.

Amends Article II, Section I to regarding organization of the ARCC to be consistent with other Advisory Committees in the Recreation District. It identifies voting members, term limits, and sets guidelines for the conduct of business.

EFFECT OF A YES VOTE

A “yes” vote will make the following changes: 1.) The Board of Trustees member will become a Liaison and will no longer Chair or have a vote on the Committee. 2.) The appointed staff member will continue to be Secretary to the Committee, but will no longer have a vote. 3.) Two of the five members will be recommended by the Board of Trustees and three of the five members will be recommended by the Association. All recommendations will be approved by the Board of Trustees. 4.) Members will no longer serve indefinitely, but will hold three (3) year terms. 5.) Each year, the Committee will elect a Chair and a Vice Chair from among its membership.

The amended Article II Section 1 will read as follows:

Section 1. Architectural Review & Control Committee.

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

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

(B) ~~Three additional~~ Five voting members of the ARCC shall be appointed as follows: ~~One (1) two (2)~~ by the Board of Trustees and ~~Two (2) three (3)~~ by the Association, all of whom shall be Lot owners.

~~(C) The fifth member shall be a management employee of the Recreation District and shall serve as Secretary to the ARCC.~~

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

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

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

(F) Quorum and Conduct of Business

1. In order to conduct the business of the committee, a quorum must be present. A quorum will exist when a simple majority of three (3) voting members are present. A simple majority of those present is needed to take action on any item.

2. The ARCC shall hold an organizational meeting each year as soon after January 1 as is practicable. The ARCC shall select a Chairman and a Vice-Chairman from among its

membership at the organizational meeting. The Vice-Chairman will chair the meeting when the Chairman is absent.

3. Each member of the Committee shall have one (1) vote on each permit application.

4. The ARCC may also adopt such rules and procedures as it may deem to be appropriate for the conduct of its business; provided, however, that such rules may not be inconsistent with the provisions of this article.

~~The term of the members of the ARCC shall be for an indefinite period. Each member shall serve at the pleasure of the authority which made his or her appointment, and each member shall serve on the ARCC until he or she is replaced, resigns or otherwise leaves office. The ARCC shall hold an organizational meeting each year as soon after January 1 as is practicable. The ARCC shall select a Vice Chairman from among its membership at the organizational meeting. The ARCC shall also adopt such rules and procedures as it may deem to be appropriate; provided, however, that such rules may not be inconsistent with the provisions of this Article.~~

_____ YES

_____ NO

BALLOT QUESTION NO. 4:

ARCC Guidelines.

Adds information to Article II, Section 2 regarding where the requirements for approval by ARCC are listed and where they are available.

EFFECT OF A YES VOTE

A “yes” vote will amend the relevant paragraph of Article II, Section 2 as follows:

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

Recreation District website as well as in the offices of the Recreation District and shall be made available on request to any interested party upon payment of a reasonable copying fee.

_____YES

_____NO

BALLOT QUESTION NO. 5:

Lamp Post Illumination Requirement.

Amends Article II, Section 3 (A) 15 to require all lampposts to be illuminated from dusk to dawn for security purposes and in accordance with ARCC Guidelines.

EFFECT OF A YES VOTE

A “yes” vote will require all lampposts to be illuminated from dusk to dawn whether a home is occupied or not occupied.

Amended Article II Section 3 (A)15 will read as follows:

15. A Lamp Post approved by the ARCC shall be installed in front of all Residences and maintained in operational condition. Said Lamp post shall be illuminated from dusk to dawn ~~during any time that the residence is occupied~~ in accordance with ARCC Guidelines.

_____YES

_____NO

BALLOT QUESTION NO. 6

Fencing.

Amends Article II, Section 5 (B.) to add powder coated aluminum or steel, vinyl picket, or other ARCC approved materials to the list of approved fencing.

EFFECT OF A YES VOTE

A “yes” vote will allow the use of powder coated aluminum or steel, vinyl picket, or other ARCC approved materials to the list approved fencing.

The amended Article II, Section 5 (B.) will read as follows:

(B.) Where no drainage canals or swales exist along a lot line, permitted fencing shall be limited to chain link, powder coated aluminum or steel, or vinyl picket fencing, or other ARCC approved materials not exceeding four (4) feet in height.

_____YES

_____NO

BALLOT QUESTION NO. 7

Enforcement of Architectural Control Requirements.

Amends Article II, Section 7 by taking responsibility for sending any Notices of Violation to Lot owners from ARCC and placing it with the Violations Committee as is the current practice.

THE EFFECT OF A YES VOTE

A “yes” vote will reflect the current practice by transferring the responsibility for correspondence from ARCC to Violations Committee as outlined in Article III, Section 13 of the DOR.

The amended Article II, Section 7 will read as follows:

(A) The ARCC is to assist in the enforcement of the provisions of Article II of this Instrument. The ARCC shall advise and consult with a designated representative of the Recreation District with respect to apparent or alleged violations of the terms or conditions of Article II of this Instrument and as to the appropriate means to correct or remedy such violations. This subsection shall not be deemed to limit the right of the Recreation District to determine for itself whether such a violation exists and the appropriate remedy for any such violation.

~~(A) In the event that the ARCC determines that there is a violation of the provisions of this Article on any lot in Barefoot Bay, the ARCC shall give written notice to the Owner of such Lot specifying the nature of such violation and giving the Lot Owner a reasonable time of not less than 21 days to cure or correct such violation. Such written notice shall be either: delivered personally to one of the record owners of the Lot in question as shown on the Brevard County tax rolls, or mailed by certified U.S. Mail, return receipt requested, to the address of such Owner as shown on the Brevard County tax rolls.~~

(B) In the event that the Recreation District determines that there is a violation of the provisions of Article II of this Instrument on any Lot in Barefoot Bay, the Recreation District

shall give written notice to the Owner and/or Occupant of such Lot in accordance with the process outlined in Article III, Section 13 of this instrument.

~~(B) In the event that the ARCC determines that the Owner to whom such a notice of violation has been given has not corrected the violation within the time set forth in the notice, the ARCC may, in its discretion, elect to forward the issue of such violation to the Board of Trustees of the Recreation District for further action. If the Board of Trustees of the Recreation District concurs that legal action is necessary to cause the alleged violation to be corrected, the Recreation District shall thereafter have the authority to bring an action for injunctive and other appropriate relief in a court of competent jurisdiction in Brevard County, Florida. If the Recreation District brings such legal action to enforce the provisions of this Article, the Recreation District shall be entitled to an award of attorney's fees and court costs incident to such action.~~

_____YES

_____NO

BALLOT QUESTION NO. 8

Lawn and Landscape.

Amends Article III, Section 2 (A) by adding a statement that prohibits the placement of landscaping that could present a hazardous condition.

EFFECT OF A YES VOTE

A "yes" vote will add a provision prohibiting the placement of landscaping materials or plantings that may present an inherent danger to people or property.

Amended Article III Section 2 (A) will read as follows:

(A) The lawn and landscaped areas (including all trees, shrubs, and other vegetation) of each lot shall not be neglected and shall be regularly pruned and maintained at the expense of the Owner or Resident of such lot. The lawn and landscaped areas shall be maintained free from all underbrush, excessive overgrowth, all rubbish, and weeds and grass in excess of six inches in height. "Excessive overgrowth" shall mean any vegetation that is not regularly pruned in accordance with common care for such vegetation, or presents an inherent danger in either height, placement or as restricted in ARCC Guidelines. Dead vegetation on any lot is required to be promptly removed.

_____YES

_____NO

BALLOT QUESTION NO. 9

Curative Action.

Amends Article III, Section 2 (D) to expand the areas of violation in which the Recreation District may take remedial action to bring homes into compliance to include lawn, landscape (Section 2), skirting (Section 10), and exterior maintenance of the home (Section 11) and to limit prolonged violation conditions.

EFFECT OF A YES VOTE

A “yes” vote will allow the Recreation District to take curative action in cases of violations in landscaping, skirting, and exterior maintenance of homes.

Article III, Section 2 (D) would be amended to read as follows:

In the event that any lawn, landscaped areas, driveway, carport or home is not maintained in compliance with the requirements of Section 2, Section 10, or Section 11 of Article III, the Recreation District shall have the right to enter upon the lot and take any action reasonably necessary to cause the home and lot to come into compliance with the requirements of subsections (A), (B), and (C) of Section 2, Section 10, or Section 11 of Article III. The expense of such action shall be billed by the Recreation District to the owner, shall be a personal obligation of the owner, and shall be paid by the owner within thirty days after the owner is provided with written notice of such expenses. If payment is not made within the said thirty day period, the expense in question shall be and become a lien upon the said lot until paid, which lien shall have priority as of the date of recording of a notice thereof in the public records of Brevard County; provided, however, such lien shall not be superior to the lien for county taxes or the lien for the Recreation District's assessments and maintenance fees. The sum so due to the Recreation District may be collected by either an action of law, or the Recreation District shall have the right at its discretion to proceed to foreclose the above-described lien. In the event of such litigation, the Recreation District shall have the right to recover the costs thereof including a reasonable attorney's fee.

_____YES

_____NO

BALLOT QUESTON NO. 10

Recreation Vehicle, Boats, Trailers, Parking.

Amends Article III, Section 3 (C) to list all exceptions to Parking of Vehicles. Repeals the 48 continuous hour parking rule and creates regulations for parking between the hours of 7:00 am and 10:00 pm. Permission to park such vehicles for extended time may be granted by the Recreation District with prior notice by the resident.

EFFECT OF A YES VOTE

A “yes” vote will amend Article III, Section 3 to allow residents to park RVs, boats, personal water craft, utility trailers, or boats mounted on trailers on a lot between the hours of 7:00 am and 10:00 pm for the reasons listed. However, should extenuating circumstances require an extended time, this amendment allows residents to request approval from Resident Relations.

Article III, Section 3 (C) will be amended to read as follows:

~~(C) Notwithstanding any of the foregoing subparagraphs of this section, a recreation vehicle or a boat mounted upon a boat trailer may be parked in the driveway on a lot for a period not to exceed 48 continuous hours for purposes of cleaning, loading, unloading and preventive maintenance. The Recreation District shall be notified in advance if the owner of a recreation vehicle or boat desires to park such vehicle or boat in his driveway for such purposes.~~

Notwithstanding any of the foregoing subparagraphs of this section, a recreation vehicle, boat, personal water craft, utility trailer, or boat mounted on a trailer may be parked in the driveway on a lot for purposes of cleaning, loading, unloading, and preventative maintenance between the hours of 7 a.m. and 10 p.m. only. An owner may request that a vehicle be allowed to remain on a lot beyond the timeframe provided herein if extenuating circumstances exist submitting a request to Recreation District Resident Relations in advance of said occurrence. No vehicle shall remain on a lot beyond the timeframe provide herein without obtaining approval from Recreation District Resident Relations in advance.

_____YES

_____NO

BALLOT QUESTION NO. 11

Commercial Vehicle Parking.

Creates a new section Article III, Section (C) 2 to allow certain commercial vehicles to be parked on a residential Lot if it is the sole means of transportation of the occupant of that lot and is kept

in a garage or fully covered under the carport. No signage, equipment, or materials are to be visible when parked.

EFFECT OF A YES VOTE

A “yes” vote would allow one commercial vehicle which is the sole means of transportation of the occupant to be parked on the Lot in a garage or fully under a carport. No signage, equipment or materials are to be visible when parked.

The newly created Article III, Section 3 (C) 2 will read as follows (Article III, Section 3 (C) 1 to be renumbered if approved):

2. A commercial vehicle is defined for the purpose of this Document as any passenger and/or non-passenger vehicle designed, used, or maintained primarily for the conduct or operation of a commercial business. Only one pick-up truck, passenger van or cargo van used for commercial purposes, which is the sole means of transportation of the occupant of the lot, must be kept in a garage or fully parked under a carport with visual buffering as may be approved by ARCC. A vehicle may not have signage, equipment, or materials visible when parked.

_____YES

_____NO

BALLOT QUESTION NO. 12

Allowance of Contractor Signs and Removal Date of All Signs.

Amends Article III, Section 6 (A) to include signs advertising a contractor working on the property. It also limits the amount of time that signs can be displayed.

EFFECT OF A YES VOTE

A “yes” vote will amend Article III, Section 6 (A) to allow contractors to place signs while they are working on a property. In addition this amendment establishes that all signs as defined in this section shall be removed within a specified period after the event.

The amended Article III Section 6 (A) will read as follows:

(A) Not more than one sign having a maximum area of 6 square feet may be used to advertise a Lot "for sale" or "for rent," to advertise a contractor working on the property, or to express political views or support. Any such sign shall be made of wood, plastic, or metal and

shall be maintained in good repair, free of faded or peeling paint or other material. Such signs shall be removed within two (2) weeks after the event.

_____YES

_____NO

BALLOT QUESTION NO. 13

Authorization of Permanent Signs Indicating Security Inspection or Security System.

Creates a new section Article III, Section 6 (C) allowing the placement of signs regarding security inspection or presence of a security system to be permanently displayed on the property.

EFFECT OF A YES VOTE

A “yes” vote will add an exception to Article III, Section 6 restriction on signage. It will allow security signs to be permanently displayed on the property and will not be counted in the limitation set forth in paragraph (A) of that section. The newly created paragraph (C) will also be referenced in the following paragraph (D). (Note: If approved the remaining items will be renumbered accordingly.)

The newly created Article III, Section 6 (C) and Amended Article III, Section 6 (D) will read as follows:

(C) Signs displayed in front of or attached to the home having a maximum area of one (1) square foot indicating Brevard County Security Inspection and/or signs provided by the vendor of a home security system shall be allowed. Such signs shall not fall within the limitation set forth in Article III, Section 6 (A).

~~(C)~~ (D) Except as provided in subsections (A), (B), and (C) of this section, no sign of any kind shall be displayed on any residential Lot in Barefoot Bay.

_____YES

_____NO

BALLOT QUESTION NO. 14

Temporary Portable or Free-standing Structures.

Creates a new Section 13 to be added to Article III stating that temporary, portable, or free-standing structures that are installed for longer than 48 hours are prohibited unless an application is made to and approved by ARCC.

EFFECT OF A YES VOTE

A “yes” vote will prohibit temporary, portable, or free-standing structures installed for more than 48 hours unless approved by ARCC. Such structures that are installed for less than 48 hours due to a special event are not included in this restriction. (Note: If approved the remaining Sections will be renumbered.)

The newly created Article III, Section 13 will read as follows:

Temporary, portable, or freestanding structures that are installed for longer than 48 hours are prohibited unless an application is completed, submitted to, and approved by ARCC.

_____ YES

_____ NO

BALLOT QUESTION NO. 15

DOR Statement of Violation and Notice of Hearing.

A recommendation to define in Article III, Section 13 (B) action of DOR Enforcement to provide a Statement of Violation for infractions and a Notice of Hearing when such infractions are not corrected. It also requires such notices to be delivered in any one (1) of the three (3) described methods as recommend by DOR Enforcement. This also allows Recreation District Management to determine “reasonable time” according to the situation and pursuant to written policy.

EFFECT OF A YES VOTE

A “yes” vote will amend language to clarify the steps required to provide a Statement of Violation and, if not corrected, a Notice of Hearing to follow. Such Statement or Notice will be delivered in any one of three possible methods and shall be deemed sufficient notice. A “yes” vote will amend language to regulate reasonable time to correct violations as determined by Recreation District management. In addition, a “yes” vote will amend language to use standard numbers in place of Roman numerals for document consistency.

The amended Article III Section 13 (B) will read as follows:

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

_____YES

_____NO

BALLOT QUESTION NO. 16

Availability of Documents.

Creates a new Article V, Section 5 to include availability and location of all documents referenced in the Amended and Restated Deed of Restrictions.

EFFECT OF A YES VOTE

A “yes” vote will add a new Article V, Section 5, to inform residents as to the availability of all documents referenced in the DOR.

The newly created Article V Section 5 will read as follows:

All documents referenced in the Amended and Restated Deed of Restrictions are available online at the official website of the Barefoot Bay Recreation District or at District Administrative offices upon payment of a reasonable copying fee consistent with the Recreation Districts’s Public Record Request Policy.

_____YES

_____NO

BALLOT QUESTION NO. 17

Correction of Spelling/Grammatical Errors.

Allows for the correction of spelling/grammatical errors that were found during the review of the Amended and restated Deed of Restrictions.

EFFECT OF A YES VOTE

A “yes” vote will allow for the correction of spelling/grammatical errors in the Amended and Restated Deed of Restrictions be made without requiring a vote of Lot owners.

_____YES

_____NO

Board of Trustees Meeting Agenda Memo

Date: February 10, 2017

**Title: Purchase of Tax Deed at 2/23/2017
Brevard County Tax Deed Sale**

Section & Item: 8C

Department: Resident Relations

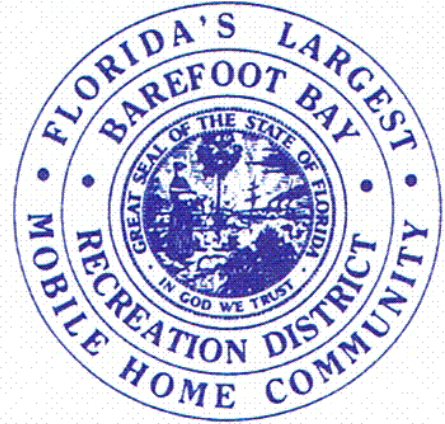
Fiscal Impact: \$ 27,399.00 approximately

Contact: Susan Cuddie, Resident Relations Manager; or John W. Coffey, Community Manager

Attachments: Tax deed sale information, e-mail regarding BC Code Enforcement fines, proposal for demolition and asbestos survey, photos

Reviewed by
General Counsel: N/A

Approved by:



Requested Action by BOT

Direction to staff regarding maximum purchase price.

Background and Summary Information

- At the January 24 Board of Trustee meeting, the Board authorized staff to purchase the property and asked for additional information regarding costs.
- This property will be available at the February 23, 2017 Brevard County Deed Sale. The approximate cost to purchase and remove the home is:

| | |
|--------------------|---|
| 11,616.28 | Tax deed minimum bid |
| 942.22 | 2016 outstanding taxes |
| 3,100 | Cost to have the home removed and an asbestos report. Asbestos remediation, if needed, is not included. |
| 440 | Code Enforcement costs |
| 7,801 | Maximum costs of code enforcement fines (35% of \$22,290 value) |
| <u>3,500</u> | Estimate of costs suit for ejectment |
| <u>\$27,399.00</u> | Estimated costs if purchased at minimum bid |

- The costs for code enforcement fines are estimated on the high side. Based on past experience. The fines will probably be \$2,500 to \$3,500.

Staff recommends the Board give staff direction regarding a maximum bid for the tax deed.



Tax Deed Sale for February 23, 2017

There will be a Tax Deed Sale held February 23, 2017 which is the fourth Thursday in the Month of February, at 9:00 a.m., online at www.brevard.realforeclose.com.

****Please Note: the Estimated Minimum Bid may increase pursuant to Section 197.502(6)(b), Florida Statutes****

The following parcels will be offered for sale to the highest bidder:

Status: SALE
File Number: 150143
Property Description: TWP-23 RG-35 SC-22 SB-01 BLK-157 LOT-9
PORT ST JOHN UNIT 4
LOT 9 BLK 157
PLAT BOOK 0022 PAGE 0036
Applicant: CHRISTA GREENFIELD
Assessed To: TROY STRASTERS & JOELLE STRASTERS H/W
Certificate Number: 201302662
Issue Date: 05/31/2013
Outstanding Assess: SUBJECT TO 2014 TAXES
Minimum Bid: \$1,976.25

Status: SALE
File Number: 160676
Property Description: TWP-29 RG-37 SC-05 SB-GJ BLK-329 LOT-19
PORT MALABAR UNIT 9
LOT 19 BLK 329
PLAT BOOK 0015 PAGE 0001
Applicant: 5T WEALTH PARTNERS LP
Assessed To: JOSEPH S CARBONE, JACQUELINE CARBONE H/W
Certificate Number: 201411659
Issue Date: 05/31/2014
Outstanding Assess: SUBJECT TO 2016 TAXES
Minimum Bid: \$1,843.37

Status: SALE
File Number: 160677
Property Description: TWP-29 RG-37 SC-07 SB-GN BLK-537 LOT-17
PORT MALABAR UNIT 12
LOTS 17 & 18 BLK 537
PLAT BOOK 0015 PAGE 0043
Applicant: 5T WEALTH PARTNERS LP
Assessed To: RICHARD A RIBEIRO
Certificate Number: 201411887
Issue Date: 05/31/2014
Outstanding Assess: SUBJECT TO 2016 TAXES
Minimum Bid: \$1,773.11

Status: SALE
File Number: 160681
Property Description: TWP-30 RG-37 SC-18 SB-MF BLK-K LOT-7
DEER RUN
LOT 7 BLK K
PLAT BOOK 0027 PAGE 0011
Applicant: 5T WEALTH PARTNERS LP
Assessed To: LETICIA G CAPILI
Certificate Number: 201413781
Issue Date: 05/31/2014
Outstanding Assess: SUBJECT TO 2016 TAXES
Minimum Bid: \$2,854.09

Status: SALE
File Number: 160682
Property Description: TWP-29 RG-37 SC-07 SB-GN BLK-537 LOT-19
PORT MALABAR UNIT 12
LOTS 19 & 20 BLK 537
PLAT BOOK 0015 PAGE 0043
Applicant: 5T WEALTH PARTNERS LP
Assessed To: RICHARD A RIBEIRO
Certificate Number: 201411888
Issue Date: 05/31/2014
Outstanding Assess: SUBJECT TO 2016 TAXES
Minimum Bid: \$1,773.11

Status: SALE
File Number: 160683
Property Description: TWP-30 RG-38 SC-10 SB-JU BLK-117 LOT-4
BAREFOOT BAY UNIT 2 PART 12
LOT 4 BLK 117
PLAT BOOK 0022 PAGE 0079
Applicant: 5T WEALTH PARTNERS LP
Assessed To: JANINE R LOSIEWICZ
Certificate Number: 201414030
Issue Date: 05/31/2014
Outstanding Assess: SUBJECT TO 2016 TAXES, HOMESTEAD
Minimum Bid: \$11,616.28

Sue Cuddie

From: Damm-Martling, Angela R
Sent: Wednesday, February 1, 2017 9:20 AM
To: suecuddie@bbrd.org
Cc: Esseesse, Alexander; Berrios, Cristina; Yuan, Diana; Engel, Mark
Subject: FW: 15CE-00634 - Tax Deed 160683- 944 PECAN CIR BAREFOOT BAY FL (Tax Account 3005126)

Sue,

Pursuant to your request, see my response to tax deed clerk yesterday.

Angela Damm-Martling
Special Projects Coordinator
Code Enforcement Division
Planning and Development Department
Brevard County Board of County Commissioners
2725 Judge Fran Jamieson Way, Building A 114
Viera, FL 32940
(321) 633-2086, Extension 52885
(321) 633-2167, facsimile

From: Damm-Martling, Angela R
Sent: Monday, January 30, 2017 3:44 PM
To: 'taxdeedclerks@brevardclerk.us'
Cc: Esseesse, Alexander; Berrios, Cristina; Yuan, Diana; Engel, Mark
Subject: 15CE-00634 - Tax Deed 160683- 944 PECAN CIR BAREFOOT BAY FL (Tax Account 3005126)



BOARD OF COUNTY COMMISSIONERS

FLORIDA'S SPACE COAST

Planning & Development Department
CODE ENFORCEMENT DIVISION
2725 Judge Fran Jamieson Way, Suite A-114, Viera, FL
32940

Phone: (321) 633-2086
Fax: (321) 633-2167

Good Afternoon Keta,

In response to the Notice of Application for Tax Deed, the status of the Code Enforcement case as of the date of the tax deed sale scheduled for 2/23/17 for Tax Deed 160683-944 PECAN CIR BAREFOOT BAY FL (Tax Account 3005126) will be:

Case 15CE-00634: Violation remains active, and continues to accrue at \$25.00 per day and will continue until compliance or it reaches 35% maximum. On 2/23/17, the fine will have accrued to \$15,050.00 and enforcement costs of \$550.00 also remain due and are imposed as a lien. TOTAL DUE for case on that date: **\$15,600.00.**

To discuss the violation or compliance options, contact Code Enforcement Officer Mark Engel at (321) 633-2086, extension 52097.

Feel free to contact me if you have any questions. Thank you.

Angela Damm-Martling
Special Projects Coordinator
Code Enforcement Division
Planning and Development Department
Brevard County Board of County Commissioners
2725 Judge Frank Jamieson Way, Building A 114
Viera, FL 32940
(321) 633-2086, Extension 52885
(321) 633-2167, facsimile

"Under Florida Law, email addresses are Public Records. If you do not want your e-mail address released in response to public record requests, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."

Tropical Demolition

2760 Pine Lily Lane
Cocoa, FL 32926
321-302-9960 Frank
321-638-3662 office
321-638-0395 fax
tropicaldemolition@earthlink.net

Date: 1/23/17

This agreement is made between Tropical Demolition, Inc. (hereinafter referred to as T.D.) with offices as 2760 Pine Lily Lane, Cocoa, FL 32926.

And:

Barefoot Bay Recreation District
625 Barefoot Blvd
Barefoot Bay, FL 32976
772-664-4722 (4839)- office
772-664-17552 - fax
suecuddie@bbrd.org

Project Site -944 Pecan Circle, Barefoot Bay, Micco

Shall be in effect, upon acceptance of this AGREEMENT for T.D. to perform the following described demolition work at the above named project.

- *Demolish and remove mobile home with addition at above address (concrete pad and driveway included).*
- *Asbestos survey included. Asbestos remediation if applicable not included.*
- *All utility disconnects to be responsibility of owner.*

EXCLUSIONS: Environmental notifications or monitoring; dewatering; site restoration; grubbing; saw cutting; backfill; compaction; patching and/or repair or adjacent surfaces outside of project site

1. Customer shall pay the sum of: \$3,100.00 which includes asbestos survey and permit fees. Total sum shall be payable upon completion.

initials _____

2. All delinquent payments shall bear interest of 1.5% per month (18% per annum) from when due. In the event that T.D. is required to use an attorney for collection of delinquent payments against its contract, owner shall pay reasonable attorney fees incurred.

3. All scrap and/or rights of material attached to or contained with the building (s) at the time site inspection for quotation shall upon acceptance of this proposal become the property of T.D.

Prices quoted are based upon an allowance for it and price adjustment will be made if owner causes salvage to be removed or its condition changes between the date of the estimate and the start of work by T. D.

Upon execution, this proposal becomes a legal and binding contract.

Submitted by:

Proposal accepted by:

Frank Buzzo, Pres.

Tropical Demolition, Inc.

Signature

Print name

TROPICAL DEMOLITION INC.

initials _____

New Business

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: **Selection of a Qualified Elector to Fill the Unexpired Term of Trustee Wright**

Section & Item: 9A

Department: Administration: District Clerk

Fiscal Impact: N/A

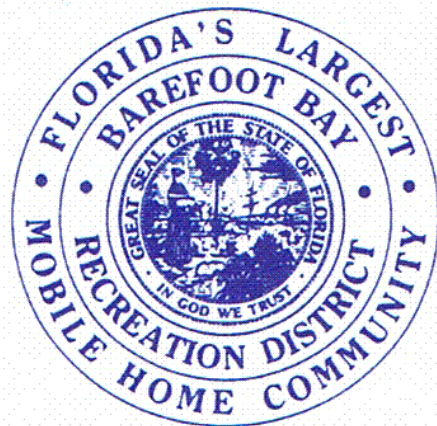
Contact: Dawn Myers, District Clerk

Attachments: Resumes from qualified electors

Reviewed by

General Counsel: N/A

Approved by:



Requested Action by BOT

Selection of a qualified elector to fill the unexpired term of trustee formerly held by Lee Wright.

Background and Summary Information

On 24Jan17, Trustee Wright submitted her resignation letter to BOT Chairman Diana.

As provided in Article V Board of Trustees Section 4. Vacancies on the Board of Trustees; any vacancy on the Board of Trustees shall be filled for the unexpired term by appointment by the remaining Trustees of a successor among the qualified electors of the District. The Board shall fill the vacancy by an appointment for the remainder of the unexpired term which extends until November 2017. Any individual who is a legal resident of the State of Florida and of the District, and is a registered voter, is qualified to serve on the Board. Persons interested in appointment to the Board were provided an opportunity to submit a letter of interest and/or resume to District Clerk Myers. At the time of the publication of this memo, four resumes were received:

- Edward Geier
- Heather Brott
- Mary Weller
- Robert Peet

District Clerk Myers is prepared to swear in the new trustee upon selection by the BOT.

EDWARD L. GEIER
950 BAREFOOT BLVD
BAREFOOT BAY, Florida 32976
321-216-8838 / Timeout0654@Yahoo.com

SUMMARY OF QUALIFICATIONS: A multi-talented, hands on Manager with significant experience in the successful rehabilitation of the physical plant, public perception and financial strength of a variety of properties. Fair and up front person. Hard working team player.

EXPERIENCE

2015-Present Lowe's, Vero, Fl. Sale's and Services

2013-2015 Radio Shack Sebastian Fl. : Sales and Services / Manager
Some marketing and help close the store in 2015 due to the bankruptcy of corporation.

2011-2014 - Self -Employed Sebastian Fl. Position: Property Inspector
Doing property inspection for underwriters for insurance company's

2006-2011 -THE HOME DEPOT (THD) Company Palm Bay Fl Position: At Home Services

To generate 10% of stores sales for the year selling big ticket items. To handle all the customer needs.

2004-2006 - HOLIDAY INN EXPRESS- Cocoa, Cocoa, Florida Position: General Manager

Successfully passed all franchise inspections and site visits from August 2004 to December 2004. Generated 1 million dollars in revenue January 2005 to August 2005. Generated 1.75 million dollars in revenue for a 75-room hotel. This is a revenue increase of over 45% from the previous year.

1993 - 2004 - BEST WESTERN HOTEL: Melbourne, Florida Position: General Manager, Promoted from Assistant Manager Successful conversion of the property from a Ramada Inn to Best Western; upgraded and rehabilitated property to successfully pass all franchise inspections and site visits; increased financial strength leading to change in ownership. Recipient of Best Western Directors Award with the score of 951.

COMMUNITY INVOLVEMENT

Veteran's Center of Vero Beach
Moose Lodge of Sebastian
Italian American Club Sebastian
Elk's of Palm Bay / Past Palm Bay PER

January 1998 – December 2006

Eagles of Palm Bay

American Legion Of Orlando

Barefoot Bay

Chairperson Finance committee Jan 2017

Committee member Finance Committee Jan.2016-2017

City Of Palm Bay

MAYOR

June 1999 – November 2005

City Of Palm Bay

Deputy Mayor / Council Member

November 1996 – June 1999

November 2005 – November 2008

State, County & City Boards

Chairman / Member

Code Enforcement Chairman

Recreation, and Other's Boards

May 1986 – December 2009

SPECIAL TRAINING

U.S. Army Finance and Accounting - 4 years

Other U.S. Army Special Training - 4 Years

Elected Official Municipal Certificates, Class I

Elected Official Municipal Certificates, Class II

Successfully completed Management Training with Motel 6

Successfully completed Management Training with Best Western

Successfully completed Management Training for Holiday Inn Express

REFERENCE

Larry Cohen: Owner Radio Shack:772-267-7566

Tom Redmond: Sales Representative: 321-508-4998

Sal Nasca: Retired Police Officer: 321-243-5317

HEATHER BROTT

1229 Calusa Drive, Barefoot Bay, FL 32987

27 January 2017

Dawn Meyers
Barefoot Bay District Clerk
625 Barefoot Blvd
Barefoot Bay, FL 32976
(772) 634-3141

Dear Ms. Myers

My name is Heather Brott and I am interested in being appointed to the vacant Barefoot Bay Trustee position that is currently available. I am a registered Florida voter and a 4 year (year round) homeowner in the bay, with my husband and 6-year-old granddaughter. A little more about me:

- I will complete my Master's degree in Management in March 2017
- I served in the military for 17 years before suffering a military career ending injury
- While in the Army, I had numerous leadership responsibilities with regards to personnel and Army property.
- I have been very active in the Barefoot Bay Computer Club since my residence in the bay.
- I served as the Barefoot Bay Craft club treasurer for a term
- I am currently the President of the GFWC Sebastian River Junior's Women's club.
- I have an interest in ensuring that the needs of Bay residents are taken care in a physical and fiscal manner

If you (or anyone else) should have any additional questions for me, please feel free to contact me. Thank you for your time and consideration

Sincerely,

Heather L. Brott

January 27, 2017

Ms. Dawn Myers
District Clerk
Barefoot Bay Recreation District
625 Barefoot Boulevard
Barefoot Bay, FL 32976

Dear Ms. Myers,

I am writing to express interest in joining the Barefoot Bay Board of Trustees for the remainder of the term of former Trustee Lee Wright. I am pleased to have had the opportunity to contribute to the community in a positive way during the five years I have lived in Barefoot Bay. Now, I desire the opportunity to continue contributing as a Board member.

I believe my strengths are my passion and perseverance to a task. I have been extremely active in implementing many positive changes in the Bay and I will bring that passion to the Board of Trustees' position. With a resurgence of interest and a new vitality in the community, it is important to have dedicated, passionate and knowledgeable Board members. I am well prepared to serve the interests of the community for the good of the residents.

Regards,



Mary Weller
mweller8583@gmail.com
757-709-5192

Attachment: Resume

Mary E. Weller

406 Osprey Drive · Barefoot Bay, FL 32976 · Telephone: 757-709-5192 · Email: mweller8583@gmail.com

Education and Certifications

Master of Education – Educational Administration, Shippensburg University, Shippensburg, PA 1978

Bachelor of Science – Elementary Education, Penn State University, University Park, PA 1973

Teaching English as a Second Language Certification – Battle Creek Language and Culture Center - 2007

Reading Certification – The University of Akron - 2004

Permanent Teaching Certificate – Department of Education, PA (Elementary K-8) -1979

Volunteer Experience Barefoot Bay

Census/Survey Team 10/16-Present

Member

- Collaborated with team members to research, design and implement first data driven survey in Barefoot Bay
- Responsible for written materials and presentations to Board of Trustees for approval
- Team to analyze results in mid-April/May 2017

Homeowners Association of Barefoot Bay 2015-Present

Orientation Presenter

- Developed and presented resident curbside recycling for HOA New Homeowner Orientation
- Consulted with Brevard County Waste Management for information, education and print literature

Deck the Halls Club of Barefoot Bay

Treasurer

5/16-1/17

- Responsible for taking an idea from concept to implementation
- Income and expense record keeping, bank reconciliation, accurate record keeping for 501-C (3) status and annual IRS reporting
- Ensured all sponsors received thank you letter or post card for sponsorships and donations
- Requested quotes, analyzed and chose holiday decorations to be purchased
- Helped raise over \$21,000 dollars for holiday decorations
- Responsible for status filing with IRS and state agencies
- Cooperated with Property Services to ensure placement and storage of decorations

End-of-Summer Pool Splash Party 08/16

Coordinator

- Successfully conducted end-of-summer youth swim party with no incidents and no accidents for over 100 youth
- Developed advertising and associated flyers
- Responsible for proposal development for Board of Trustees approval
- Utilized momentum from involvement in summer youth swim events to enlist parent and community support for end-of-summer party

How to Run for the Board of Trustees

Workshop Presenter

05/16

- Developed advertising and associated flyers
- Worked with Brevard County Supervisor of Elections to ensure accuracy of information
- Developed and delivered a two-hour training program for prospective candidates and community members

Campaign Manager

Lee Wright Candidate Barefoot Bay Board of Trustees

7/15-11/15

- Responsible for all aspects of campaign
- Resulted in successful election capturing 30% of total votes

Little Theater Club

Member

2014-2015

- Judge for annual Christmas parade and children's presentation; ushered at 2016 annual production
- Responsible for Childrens' Play following Christmas Parade

Barefoot Bay Wall Map (Bldg C and Resident Relations)

2013

Designer

- Leadership role in moving an idea from concept to adoption
- Created a prototype for consideration
- Professional map created from prototype

Senior Singles Club

Program Coordinator

2011-2012

- Developed unique calendar of events that allowed more members to participate in a greater number of activities

Business Experience

Training Manager

Northcoast PCS, Independence, OH

1/01-1/02

- Responsible for the development of curriculum materials for start-up wireless service company
- Delivered training for all new-hire employees in customer service, sales and point-of-sale transaction

Training Specialist

Cox Communications, Inc., Parma, OH

7/98-12/01

- Delivered training classes on customer service, sales, product knowledge and competition for 150 employees that included call center representatives and field service technicians
- Provided side-by-side coaching in call center which resulted in reducing turn-over by 13 percent
- Managed the incentive portion of the sales program that resulted in a net gain of 2,000 new customers

Assistant Marketing Manager

Roadway Express, Inc., Akron, OH

1/88-6/98

- Collaborated with marketing research department to analyze customer satisfaction results
- Improved customer satisfaction score by 4 percent over two-year period

Supervisor, Credit and Collections, Akron, OH 5/94-5/96

- Managed pilot project to outsource collection activity
- Developed and implemented training curriculum for outsourced collections

Regional Collections Examiner, Harrisburg, PA 2/88-5/94

- Designed and implemented training for a newly created collections department
- Reduced overdue accounts from a loss of \$20,000 a year to \$1,000 in a non-automated environment

Teaching Experience

Adjunct Instructor

Eastern Florida State College – Palm Bay, FL

1/12-Present

Course: *Developmental Reading, English as Second Language and College Success Strategies*

Long-Term Substitute Reading Specialist

01/11-06/11

Accomack County Public Schools, Accomac, VA

Taught reading skills using push-in program for grades 1-5 in preparation for state mandated testing

Adjunct Instructor**Eastern Shore Community College – Melfa, VA**Course: *Developmental English*

8/10-12/10

Adjunct Instructor**College of the Marshall Islands, Majuro, Marshall Islands**

Summer 2009

Courses: *Developmental English and College Success***Instructor****Kellogg Community College – Battle Creek, MI**

8/05-5/10

Courses: *College Reading and Study Skills (2 levels), College Success and English as a Second Language*

- Coordinator for Developmental Reading
- Teaching reading, study skills and college success courses designed to prepare students for college level classes
- Teaching a diverse student population using Blackboard enhancement of classroom instruction
- Taught English language course to non-native English speaking population
- Delivered academic study skills workshops for entire college

Lecturer**University of Wisconsin-Parkside –Kenosha, WI**

8/04-8/05

Courses: *English Composition Preparation, College Reading Efficiency I and II, Study Skills*

- Taught composition in a computer mediated classroom/lab using *Academic Systems Interactive English*
- Taught reading skills necessary to prepare students for university level coursework

Adjunct Assistant Lecturer

08/02/-12/02, 1/03-5/03, 8/03-12/03, 1/04-5/04

The University of Akron at Wayne College – Orville, OHCourse: *College Reading and Study Skills*

- Taught reading comprehension skills, critical reading, study skills and test taking skills
- Taught traditional, non-traditional, multi-ethnic and students with special needs

Adjunct Assistant Lecturer

1/04-5/04, Summer 2004

The University of Akron – Akron, OHCourse: *Evaluating Language Literacy*

- Taught literacy assessment inventories to preservice undergraduate students

Adjunct Assistant Lecturer**The University of Akron – Akron, OH**

8/03-12/03

Course: *College Reading and Study Skills*

Other Teaching Experience

Volunteer Co-coordinator/Teacher**ESL Burmese Community Program, Battle Creek, MI**

09/07-09/08

Course: *English as a Second Language* – Curriculum development, teaching demonstrations, liaison between funding source and steering committee, facilitating teacher training**Workshop Presenter - Success Strategies**

Winter Semester, 2006-2007

Gull Lake Public Schools, Richland, MI*Developed and delivered series of eight study strategies workshops for high school students and parents***Instructor****Bohecher's Business College, Ravenna, OH**

Part-time during the span of 1995-2003

Courses: *English Composition, Business Letters and Reports, Professional Development, Consumer Behavior, Speech and Introduction to MS Word***Bryant and Stratton College, Cleveland, OH**

Part-time during the span of 1998-2001

Courses: *English Composition, Speech, Business Communication, and Office Procedures***Workshop Presenter – Exceptional Customer Service****The University of Akron, Workforce Development, Akron, OH**

Four times during 2001-2003

Course: Designed and delivered for the local business community

Resume – Robert S. Peet

Married, 3 children, 7 grandchildren and 1 great granddaughter

Resident of Barefoot Bay since January 2002

Supervisor, Manager and Management Analyst at the Social Security Administration for 32 years. The last seven, I managed a group of employees who provided Human Resources and Administrative services for 5500 people.

Controlled and administered \$10,000,000 overtime budget.

For 25 years, I was on the Board of Directors of a \$100,000,000 Credit Union. I chaired the following committees: Budget, Human Resources, Strategic Planning and By-Laws. I was selected as the Maryland Credit Union Volunteer of the year in 2001 for outstanding service.

Served as a Trustee on the Barefoot Bay Recreation District 2007-2009, 2012-2014.

Served as Vice-President of the Barefoot Bay Homeowners Assoc. 2010

Currently serving on the Finance Committee for the Recreation District.

Served on the Charter and DOR Review Committee for the Barefoot Bay Recreation District.

Served on the Barefoot Bay Golf Committee for 4 years. Served as Chairperson for 2 years.

I am currently a member of the Moose.

I am presently serving on the Executive Board of the Barefoot Bay Men's Golf Assoc.

I am also a member of the Barefoot Bay Men's Golf Assn., playing with the 9 holers.

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: **FY16 Audit Presentation**

Section & Item: 9B

Department: Administration: Finance

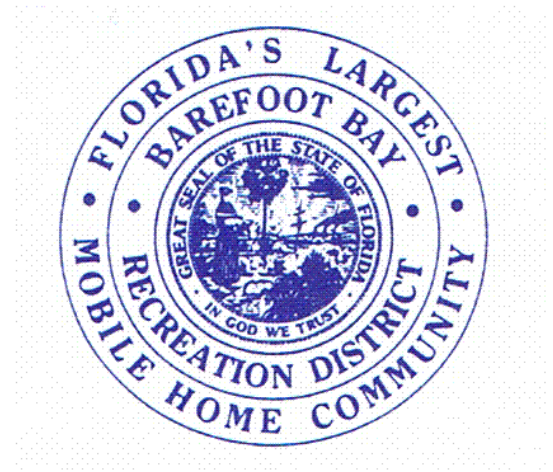
Fiscal Impact: N/A

Contact: Kimi Cheng, Finance Manager

Attachments: FY16 Annual Financial Report Binder to be provided by M.S.L.

Reviewed by
General Counsel: N/A

Approved by:



Requested Action by BOT

Board Review and Approval

Background and Summary Information

To review and approve annual audit report prepared by Barefoot Bay Recreation District's independent auditors, Moore Stephens Lovelace, P.A.

The report is required to be submitted to the State of Florida by June 30, 2017.

Staff recommends the BOT approve the presented FY16 Audit Report.

BAREFOOT BAY RECREATION DISTRICT, FLORIDA

Annual Financial Report

Year Ended September 30, 2016

CCH-[\[Or\]](#)-[\[35039\]](#)-[\[AU013\]](#)-Barefoot Bay Recreation District-[\[9/30/16\]](#)

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BAREFOOT BAY RECREATION DISTRICT

Board of Trustees as of September 30, 2016

| | |
|--------------------------|-----------------|
| Chairperson: | Joseph Klosky |
| First Vice Chairperson: | Lee Wright |
| Second Vice Chairperson: | Brian Lavier |
| Secretary: | Steve Diana |
| Treasurer: | Frank Cavaliere |

C O N T E N T S

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MOORE STEPHENS
LOVELACE, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Barefoot Bay Recreation District
Barefoot Bay, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of governmental activities, and each major fund of Barefoot Bay Recreation District, Florida (the "District") as of and for the year ended September 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the District as of September 30, 2016, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Board of Trustees
Barefoot Bay Recreation District

INDEPENDENT AUDITOR'S REPORT
(Concluded)

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Budgetary Comparison Schedule, and the Schedules of Funding Progress and Employer Contributions – Other Postemployment Benefits Plan, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February [REDACTED], 2017, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

MOORE STEPHENS LOVELACE, P.A.
Certified Public Accountants

Orlando, Florida
February [REDACTED], 2017

"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

Year Ended September 30, 2016

As management of the Barefoot Bay Recreation District (the "District"), we offer readers of the District's financial statements this overview and analysis of financial activities of the District for the fiscal year ended September 30, 2016. Please read the information presented here in conjunction with the financial statements and accompanying notes following this Management's Discussion and Analysis (the "MD&A").

Financial Highlights

- The assets and deferred outflows of the District exceeded its liabilities at the close of the fiscal year 2016 by \$8,950,789 (net position). Of this amount, \$1,830,603 (unrestricted net position) may be used to meet the District's ongoing obligations to citizens and creditors.
- The District's total net position increased by \$572,244. The majority of this increase is attributable to the reclassification of principal debt payments and capital outlay.
- As of September 30, 2016, the District's governmental funds reported combined ending fund balances totaling \$2,208,997, an increase of \$149,623 in comparison with the prior year. Approximately 83% of this amount (\$1,836,788) is available for spending at the government's discretion (unassigned fund balance).
- At the end of the current fiscal year, unassigned fund balance in the General Fund was \$1,836,788 or 37% of General Fund expenditures for fiscal year 2016.
- The District's long-term debt decreased by \$538,335 in fiscal year 2016 as we continue to make our scheduled payment each year for the original bonds issued for the purchase of the facilities.
- The District acquired Loan 4040580296 on July 26, 2016 in the amount of \$165,000.

Overview of the Financial Statements

The *organization-wide and fund financial statements* are combined for this annual report, as all activities of the District are governmental activities. The report consists of the organization-wide and fund statements, notes to the financial statements, and required supplementary information. The statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The *Statement of Net Position and Governmental Funds Balance Sheets* presents information on all of the District's assets, deferred outflows, liabilities and deferred inflows, with the difference between them reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of the financial position of the District.

The *Statement of Activities and Governmental Funds Revenues, Expenditures and Changes in Fund Balances* presents information showing how the District's net position changed during the most recent fiscal year. The District uses the economic resources measurement focus and the accrual basis of accounting. All changes in net position are reported as the underlying event giving rise to the change, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (i.e., grants receivable and earned but unused vacation leave). These governmental activities are primarily supported by assessments and charges for services.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

Year Ended September 30, 2016

It was the intention of the Governmental Accounting Standards Board, when it issued Statement No. 34, to institute significant changes in the way local governmental units account for their finances. It was a decision designed to make local government more "business like" in its approach to reporting financial conditions. The use of depreciation, more commonly used in business for tax purposes, and the netting of long-term assets, such as buildings against long-term liabilities, like accrued vacation and sick leave, present both a more complex, as well as long-term picture of the governmental unit's fiscal health. Its objective is to alert citizens and governing boards to the costs and needs produced by aging infrastructure and unfunded future liabilities, thus showing the taxpayers there is a greater cost to operating a government than just the present year's operation.

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year.

The *notes to the financial statements* provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found after the Statement of Activities and Governmental Funds Revenues, Expenditures and Changes in Fund Balances.

Financial Analysis

As noted earlier, net position may serve, over time as a useful indicator of a government's financial position. In the case of the District, assets and deferred outflow exceeded liabilities by \$8,950,789 at the close of the fiscal year ended September 30, 2016.

As shown in the table below, the largest portion of the District's net position (77%) reflects its investment in capital assets (e.g., land, buildings, improvements, machinery, equipment, and intangibles) less any related debt used to acquire those assets. The District uses these capital assets to provide service to its citizens; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion (\$269,085) of the District's net position (3%) represents restricted net position for debt service that is subject to external restrictions on how it may be used. The remaining balance of unrestricted net position (\$1,830,603) is available to meet the District's obligations to citizens.

At the close of fiscal year ended September 30, 2016, there was not much change in total net position from the prior year. The largest increase occurred in the net investment in capital assets from \$6.3 million to \$6.8 million mostly due to the upgrade of electrical infrastructure in building A project, restoration of bunkers project, building D&E fire alarm system, CCTV expansion project and building F replacement project, along with the current-year bond payment.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

Year Ended September 30, 2016

The District's Net Position

| ASSETS | <u>FY 16</u> | <u>FY 15</u> |
|----------------------------------|---------------------|---------------------|
| Current and Other Assets | \$ 2,579,212 | \$ 2,495,618 |
| Capital Assets, Net | 7,657,612 | 7,822,964 |
| Total Assets | 10,236,824 | 10,318,582 |
| DEFERRED OUTFLOW | | |
| Deferred Swap Outflow | 26,760 | 84,950 |
| LIABILITIES | | |
| Current and Other Liabilities | 202,472 | 315,637 |
| Long-Term Liabilities | 1,110,323 | 1,709,350 |
| Total Liabilities | 1,312,795 | 2,024,987 |
| NET POSITION | | |
| Net Investment in Capital Assets | 6,851,101 | 6,370,240 |
| Restricted in Debt Service | 269,085 | 479,867 |
| Unrestricted | 1,830,603 | 1,528,438 |
| Total Net Position | \$ 8,950,789 | \$ 8,378,545 |

There was an overall increase in the District's net position of \$572,244 in fiscal year 2016. The majority of this increase is due to the reclassification of principal debt payments and capital outlay.

The District's Changes in Net Position

| Revenues | <u>FY 16</u> | <u>FY 15</u> |
|----------------------------------|---------------------|---------------------|
| Program Revenues | | |
| Assessments | \$ 3,511,560 | \$ 3,365,491 |
| Charges for Services | 1,893,316 | 1,823,948 |
| Capital Grants and Contributions | 17,436 | 38,955 |
| General Revenues | | |
| Investment Income | 15,465 | 14,618 |
| Other | 331,450 | 288,525 |
| Total Revenues | <u>5,769,227</u> | <u>5,531,537</u> |
| Expenses | | |
| General Government | 5,142,626 | 4,921,822 |
| Interest on Long-Term Debt | 54,357 | 95,251 |
| Total Expenses | <u>5,196,983</u> | <u>5,017,073</u> |
| Change in Net Position | 572,244 | 514,464 |
| Net Position – Beginning | 8,378,545 | 7,864,081 |
| Net Position – Ending | <u>\$ 8,950,789</u> | <u>\$ 8,378,545</u> |

BAREFOOT BAY RECREATION DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

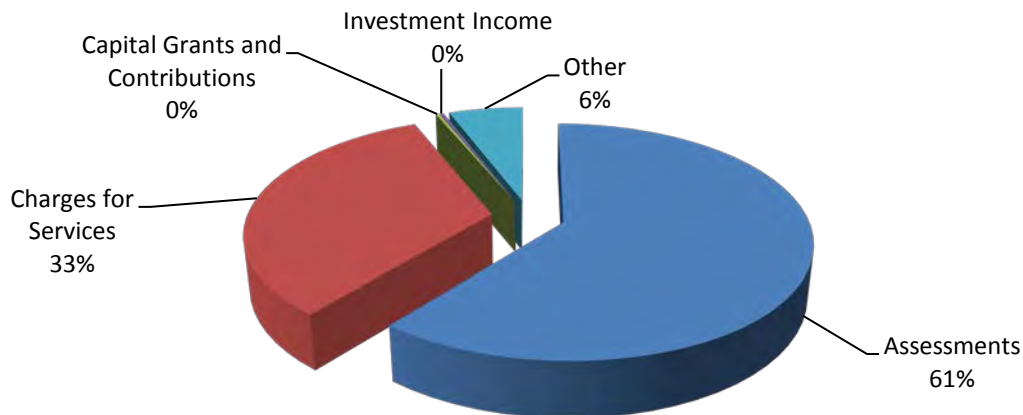
Year Ended September 30, 2016

As mentioned previously, governmental activities increased the District's net position by \$572,244 and it was an increase of 11% in comparison with the prior year. Key elements of this change are as follows:

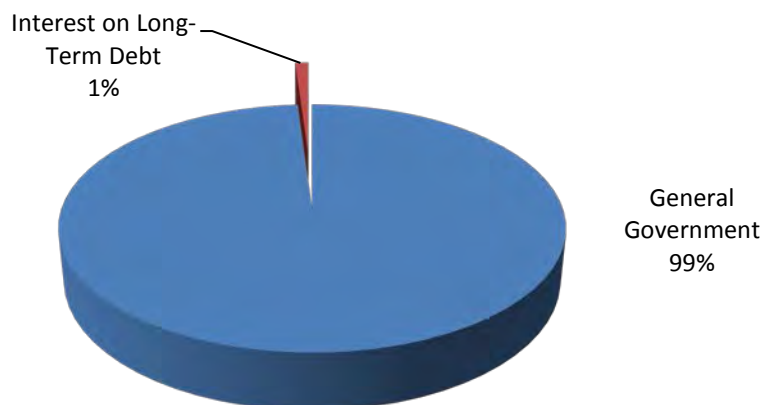
- Assessments revenue increased by 4% (\$146,069) from the prior year. This change indicates an increase in collection of prior-year past due assessments from residents in fiscal year 2016.
- Capital Grants and Contributions expenditure decreased by 55% (\$21,519) as compared with the prior year. A significant reason for this change is the decrease of expenditures in Grants projects, which were finalized and submitted for reimbursement in fiscal year 2016.
- Interest Expenditure decreased by 42.9% (\$40,894) as compared with the prior year. A significant reason for this change is the decrease in interest and SWAP payments in fiscal year 2016.

The revenues by source and expenditures by function for the District are displayed in the following graphs:

Revenue by Source



Expenditures by Function



"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

Year Ended September 30, 2016

Financial Analysis of the District's Funds

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balance of *spendable* resources. Such information is useful in assessing the District's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of fiscal year 2016, the District's governmental funds reported combined ending fund balances totaling \$2,208,997, an increase of \$149,623 in comparison with the prior year. Approximately 83% (\$1,836,788) of this amount constitutes *unassigned fund balance*, which is available for spending at the government's discretion. The remainder of fund balance is *non-spendable or restricted or committed* to indicate that it is not available for new spending because it is 1) obligated for inventory and prepaids (\$70,902), or 2) restricted for debt service (\$269,085), or 3) committed for capital improvement projects (\$32,222).

The *General Fund* is the operating fund of the District, and is considered a major fund for financial reporting. At the end of fiscal year 2016, unassigned fund balance was \$1,836,788, while the total fund balance reached \$1,939,912. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 37% of total fiscal year 2016 General Fund expenditures. Total fund balance represents 39% of total fiscal year 2016 General Fund expenditures.

The total fund balance of the District's General Fund increased during the fiscal year ended 2016 by \$360,405. This increase was due to the increase in assessments collection, the decrease in Debt Service Fund transfer, and a debt issuance of \$165,000.

The *Debt Service Fund* is a major fund of the District. At the end of the fiscal year 2016, the fund balance of \$269,085 was restricted for future debt service. The fund balance decreased by \$210,782 from the prior year as a result of decrease in transfer from General Fund by \$230,000 in fiscal year 2016.

General Fund Budgetary Highlights

The General Fund original budget was adjusted during fiscal year ended 2016. The end-of-year budgeted expenditures increased by \$140,078 primarily for additional capital outlay projects added in fiscal year 2016. The General Fund actual expenditures were less than the final budget by \$79,063. This was mostly attributed to unfinished capital projects at year-end.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

Year Ended September 30, 2016

The following schedule shows the differences between the General Fund's actual revenues and expenditures and its amended budget:

| EXPENDITURES | <u>Actual Amount</u> | <u>Final Budget Amount</u> | <u>Variance</u> |
|---------------------------------|-----------------------------|-----------------------------------|------------------------|
| General Government | \$ 4,607,541 | \$ 4,592,847 | \$ (14,694) |
| Capital Outlay and Debt Service | 378,032 | 471,789 | 99,757 |
| Total | <u>\$ 4,985,573</u> | <u>\$ 5,064,636</u> | <u>\$ 79,063</u> |
| REVENUES | | | |
| Assessments | \$ 3,511,560 | \$ 3,519,360 | \$ (7,800) |
| Charges for Services | 1,893,316 | 1,712,086 | 181,230 |
| Investment Income | 12,154 | 3,000 | 9,154 |
| Other | 333,948 | 260,112 | 73,836 |
| Total | <u>\$ 5,750,978</u> | <u>\$ 5,494,558</u> | <u>\$ 256,420</u> |

Capital Assets and Long-Term Debt

Capital assets. Capital asset management is divided between major systems turned over to Brevard County, which includes streets, roads and utilities; and those assets that the District is directly responsible for, which consists of all the common areas and recreational facilities regarded as amenities by the residents.

The District's investment in capital assets for its governmental activities as of September 30, 2016 amounts to \$7,657,612 (net of accumulated depreciation/amortization). This investment in capital assets includes land, buildings, improvements other than buildings, machinery and equipment, vehicles, and construction in progress. The total decrease in the District's investment in capital assets (net of accumulated depreciation/amortization) for the current fiscal year was 2.11%.

The following table presents the capital assets of the District at September 30, 2016:

| | Governmental Activities | |
|--|--------------------------------|---------------------|
| | <u>FY 16</u> | <u>FY 15</u> |
| Land | \$ 4,292,933 | \$ 4,292,933 |
| Construction in Progress | 108,203 | 52,597 |
| Buildings and Improvements | 8,668,727 | 8,583,830 |
| Software | 28,845 | 28,845 |
| Machinery, Furniture and Equipment | 1,011,332 | 1,292,280 |
| | <u>14,110,040</u> | <u>14,250,485</u> |
| Less Accumulated Depreciation and Amortization | <u>(6,452,428)</u> | <u>(6,427,521)</u> |
| Capital Assets, net | <u>\$ 7,657,612</u> | <u>\$ 7,822,964</u> |

Major capital assets events during the current fiscal year included the following:

- Completed Phase 1 of upgrading electrical infrastructure in building A in the amount of \$23,526
- Completed Phase 1 of restoration of bunkers in the amount of \$27,403
- Completed installation of building D and E fire alarm system in the amount of \$10,951
- Started installation of CCTV replacement and expansion in the amount of \$19,382
- Continued building F replacement project in the amount of \$50,038

Additional information on the District's capital assets can be found in Note 3.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

Year Ended September 30, 2016

Long-term debt. At the end of the current fiscal year, the District had total bonds payable of \$754,662. Of this amount, \$695,893 represents Revenue Bonds Payable, Series 1996A, and \$58,769 represents Revenue Bonds Payable, Series 2001. On July 26, 2016, the District acquired Loan 4040580296 from Capital Bank in the direction of the Board to finance stormwater canal projects. At the end of the current fiscal year, the District had a loan payable of \$159,727. The total of long-term debt for the District was \$914,389 at the end of fiscal year 2016.

The District's total bonds and loan payable decreased 37% even though the District acquired a new loan in fiscal year 2016. The reason for the decrease was that the District continues to pay for bonds issued for the purchase of facilities from Avatar and the golf course irrigation system. The following table presents the outstanding bond and loan principal of the District at September 30, 2016:

| | Governmental Activities | |
|-------------------------------------|--------------------------------|--------------|
| | FY 16 | FY 15 |
| Revenue Bonds Payable, Series 1996A | \$ 695,893 | \$ 1,351,467 |
| Revenue Bonds Payable, Series 2001 | 58,769 | 101,257 |
| Total Bonds Payable | 754,662 | 1,452,724 |
| Loan 4040580296 | 159,727 | - |
| Total Bonds and Loan Payable | \$ 914,389 | \$ 1,452,724 |

Additional information on the District's long-term debt can be found in Note 3.

Economic Factors and Next Year's Budget and Rates

A successful budgeting effort to control operating expenditures and an improvement in overall revenues contributed a positive impact on the overall the District financial position during the fiscal year ended September 30, 2016.

For fiscal year 2016, the assessment rate was unchanged.

Request for Information

The financial report is designed to present users with a general overview of the District's finances and to demonstrate the District's accountability. If you have any questions concerning any of the information provided in this report or need additional financial information, contact the District's Community Manager or Finance Manager at 625 Barefoot Boulevard, Bldg. F, Barefoot Bay, Florida 32976. Or call (772) 664-3141. Or visit our website at: www.bbrd.org

BASIC FINANCIAL STATEMENTS

"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

**STATEMENT OF NET POSITION AND
GOVERNMENTAL FUNDS BALANCE SHEETS**

September 30, 2016

| | General Fund | Debt Service Fund | Total | Adjustments (Note 2) | Statement of Net Position |
|--|-------------------------|----------------------------------|---------------------|---------------------------------|--------------------------------------|
| ASSETS | | | | | |
| Cash and cash equivalents | \$ 1,982,731 | \$ - | \$ 1,982,731 | \$ - | \$ 1,982,731 |
| Restricted cash and cash equivalents | - | 269,085 | 269,085 | - | 269,085 |
| Receivables, net | 53,496 | - | 53,496 | - | 53,496 |
| Due from other governments | 198,668 | - | 198,668 | - | 198,668 |
| Inventories | 49,239 | - | 49,239 | - | 49,239 |
| Prepays | 21,663 | - | 21,663 | - | 21,663 |
| Assets for resale | - | - | - | 4,330 | 4,330 |
| Property, plant and equipment, net | - | - | - | 7,657,612 | 7,657,612 |
| TOTAL ASSETS | <u>\$ 2,305,797</u> | <u>\$ 269,085</u> | <u>\$ 2,574,882</u> | <u>7,661,942</u> | <u>10,236,824</u> |
| DEFERRED OUTFLOWS | | | | | |
| Deferred Swap Outflow | | | | 26,760 | 26,760 |
| TOTAL DEFERRED OUTFLOWS | | | | <u>26,760</u> | <u>26,760</u> |
| LIABILITIES | | | | | |
| Accounts payable | \$ 71,499 | \$ - | \$ 71,499 | - | 71,499 |
| Accrued payroll and related liabilities | 58,716 | - | 58,716 | - | 58,716 |
| Accrued expenses, other | 1,839 | - | 1,839 | 34,809 | 36,648 |
| Due to other governments | 6,820 | - | 6,820 | - | 6,820 |
| Unearned revenue | 12,443 | - | 12,443 | - | 12,443 |
| Escrow deposits | 16,346 | - | 16,346 | - | 16,346 |
| Noncurrent liabilities: | | | | | |
| Due within one year | - | - | - | 844,367 | 844,367 |
| Due in more than one year | - | - | - | 265,956 | 265,956 |
| TOTAL LIABILITIES | <u>167,663</u> | <u>-</u> | <u>167,663</u> | <u>1,145,132</u> | <u>1,312,795</u> |
| DEFERRED INFLOWS | | | | | |
| Unavailable earned grants | 198,222 | - | 198,222 | (198,222) | - |
| TOTAL DEFERRED INFLOWS | <u>198,222</u> | <u>-</u> | <u>198,222</u> | <u>(198,222)</u> | <u>-</u> |
| FUND BALANCES / NET POSITION | | | | | |
| FUND BALANCES | | | | | |
| Nonspendable for inventories and prepaids | 70,902 | - | 70,902 | (70,902) | - |
| Restricted for debt service | - | 269,085 | 269,085 | (269,085) | - |
| Committed fund balance - Capital | 32,222 | - | 32,222 | (32,222) | - |
| Unassigned | 1,836,788 | - | 1,836,788 | (1,836,788) | - |
| TOTAL FUND BALANCES | <u>1,939,912</u> | <u>269,085</u> | <u>2,208,997</u> | <u>(2,208,997)</u> | <u>-</u> |
| TOTAL LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES | | | | | |
| | <u>\$ 2,305,797</u> | <u>\$ 269,085</u> | <u>\$ 2,574,882</u> | | |
| NET POSITION | | | | | |
| Net investment in capital assets | | | | 6,851,101 | 6,851,101 |
| Restricted for: | | | | | |
| Debt service | | | | 269,085 | 269,085 |
| Unrestricted | | | | 1,830,603 | 1,830,603 |
| TOTAL NET POSITION | | | | <u>\$ 8,950,789</u> | <u>\$ 8,950,789</u> |

The accompanying notes are an integral part of the financial statements.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

STATEMENT OF ACTIVITIES AND
GOVERNMENTAL FUNDS REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES

For the Year Ended September 30, 2016

| | General Fund | Debt Service Fund | Total | Adjustments (Note 2) | Statement of Activities |
|---|-------------------------|----------------------------------|---------------------|---------------------------------|------------------------------------|
| REVENUES | | | | | |
| Assessments | \$ 3,511,560 | \$ - | \$ 3,511,560 | \$ - | \$ 3,511,560 |
| Charges for services | 1,893,316 | - | 1,893,316 | - | 1,893,316 |
| Capital grants and contributions | - | - | - | 17,436 | 17,436 |
| Investment income | 12,154 | 3,311 | 15,465 | - | 15,465 |
| Other | 333,948 | - | 333,948 | (2,498) | 331,450 |
| TOTAL REVENUES | <u>5,750,978</u> | <u>3,311</u> | <u>5,754,289</u> | <u>14,938</u> | <u>5,769,227</u> |
| EXPENDITURES / EXPENSES | | | | | |
| General Government/Recreation | 4,607,541 | - | 4,607,541 | 750 | 4,608,291 |
| Debt Service: | | | | | |
| Principal | 5,273 | 698,062 | 703,335 | (703,335) | - |
| Interest | 524 | 86,031 | 86,555 | (32,198) | 54,357 |
| Depreciation | - | - | - | 534,335 | 534,335 |
| Capital outlay | 372,235 | - | 372,235 | (372,235) | - |
| TOTAL EXPENDITURES / EXPENSES | <u>4,985,573</u> | <u>784,093</u> | <u>5,769,666</u> | <u>(572,683)</u> | <u>5,196,983</u> |
| EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES | 765,405 | (780,782) | (15,377) | - | - |
| OTHER FINANCING SOURCES (USES) | | | | | |
| Transfers | (570,000) | 570,000 | - | - | - |
| Debt insurance | 165,000 | - | 165,000 | (165,000) | - |
| TOTAL OTHER FINANCING SOURCES (USES) | <u>(405,000)</u> | <u>570,000</u> | <u>165,000</u> | <u>(165,000)</u> | <u>-</u> |
| EXCESS (DEFICIENCY) OF REVENUES, OTHER FINANCING SOURCES AND TRANSFERS IN (OUT) OVER EXPENDITURES | 360,405 | (210,782) | 149,623 | (149,623) | - |
| CHANGE IN NET POSITION | - | - | - | 572,244 | 572,244 |
| FUND BALANCES / NET POSITION | | | | | |
| BEGINNING OF THE YEAR | <u>1,579,507</u> | <u>479,867</u> | <u>2,059,374</u> | <u>6,319,171</u> | <u>8,378,545</u> |
| FUND BALANCES / NET POSITION | | | | | |
| END OF THE YEAR | <u>\$ 1,939,912</u> | <u>\$ 269,085</u> | <u>\$ 2,208,997</u> | <u>\$ 6,741,792</u> | <u>\$ 8,950,789</u> |

The accompanying notes are an integral part of the financial statements.

BAREFOOT BAY RECREATION DISTRICT

NOTES TO FINANCIAL STATEMENTS

Year Ended September 30, 2016

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The Barefoot Bay Recreation District (the "District") is a special independent taxing district created by Ordinance Number 84-05 of the Board of County Commissioners of Brevard County, Florida, on January 12, 1984, in accordance with Sections 34 through 38 of Chapter 83-204, Laws of Florida, under the authority granted by Section 418.30, Florida Statutes. The District was established to acquire, operate, and maintain the facilities of the mobile home recreation park.

The financial statements of the District have been prepared in conformity with U.S. generally accepted accounting principles, as applied to governmental units. The more significant of the government's accounting policies are described below.

The accompanying financial statements present the financial position and results of operations of the applicable funds controlled by or dependent upon the District. In evaluating the District as a reporting entity, management has considered all potential component units for which the District may or may not be financially accountable and, as such, would be includable within the District's financial statements. No component units exist which would require inclusion in the District's financial statements.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the District. The effect of inter-fund activity has been eliminated from these statements. The District only has governmental activity and does not engage in any business-type activities. Direct expenses are those that are clearly identifiable with a specific function or segment. General revenues include ad valorem taxes and interest income. Fund financial statements are presented for the District's general and debt service funds. Both of these funds are considered to be major funds.

The statement of activities demonstrates the degree to which the direct expenses of a given function, or segments, are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Maintenance assessments, golf membership fees, and interest associated with the current fiscal period are all considered to be susceptible to accrual, and have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The District reports the following major governmental funds:

General Fund - The General Fund is the general operating fund of the District and is used to account for all financial resources, except for those required to be accounted for in another fund.

Debt Service Fund - The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, principal and interest on long-term general obligation debt of governmental funds.

Program revenues are 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues, rather than as program revenues. Likewise, *general revenues* include all taxes.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed. For unrestricted resources, the District considers that committed amounts would be reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*)

Budgetary Information

An annual budget is prepared for both funds of the District. The annual operating budgets are prepared on a basis consistent with generally accepted accounting principles. The Board of Trustees adopts a budget resolution on or before July 1, to fix the amount of the assessment and maintenance fee needed for the operation of the District for the next ensuing fiscal year.

The budgets, as adopted, may only be amended through formal approval (resolution) by the Board of Trustees. Budget transfers that do not either increase or decrease the amount of a fund or department within the General Fund will be recommended by the Finance Manager and approved by the Community Manager without formal approval by the Board of Trustees. Any revisions that increase the total appropriations of the District must be approved by the Board of Trustees. Annual budget appropriations lapse at the end of each fiscal year.

Assets, Liabilities, and Net Position or Fund Balance

Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand, demand deposits, and investments in the State Board of Administration Florida PRIME (Florida PRIME). Florida Statutes require the District to deposit public funds in qualified public depositories. Cash deposits as of September 30, 2016, are insured by federal depository insurance and the Public Depository Trust Fund.

Restricted Cash and Cash Equivalents

Cash reported in the Debt Service Fund is classified as restricted assets on the statement of net position because its use is limited to pay off long-term bonds.

Inventories and Prepaids

Inventories are stated at cost (first-in, first-out method). Inventories of governmental funds are accounted for under the consumption method. Prepaids represent payments made to vendors for services that will benefit beyond September 30, 2016. These payments are recorded as expenditures when consumed rather than when purchased.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*)

Assets, Liabilities and Net Position or Fund Balance (*Continued*)

Capital Assets

Capital assets include property, property improvements, equipment, and software. Capital assets purchased in the General Fund are recorded as expenditures at the time of purchase. Gifts or contributions are recorded at fair market value at the time received. It is the policy of the District to capitalize property, improvements, equipment and software over \$2,000. Capital assets are depreciated or amortized using the straight-line method over the estimated useful lives of the various classes of capital assets, which ranges from 5 - 40 years.

Deferred Outflows

Deferred outflows at September 30, 2016, consists primarily of the Swap Fair Values of Public Improvement Revenue Bond, Series 1996A.

Unearned Revenue

Unearned revenue at September 30, 2016, consists primarily of unredeemed golf club gift certificates.

Compensated Absences

The District records the vested portion of accumulated, unused compensated absences at year-end based on each employee's unused hours and rate of pay, including the District's share of payroll taxes. All compensated absences are accrued when incurred in the government-wide financial statements as accrued liabilities. A liability for these amounts is reported in governmental funds only if they have matured (for example, as a result of employee resignations or retirements).

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts are deferred and amortized over the term of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Deferred Inflows

Deferred inflows at September 30, 2016, consists primarily of grant revenues that were earned by meeting grant requirements, but unavailable in accordance with the District's revenue recognition policy.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*)

Assets, Liabilities and Net Position or Fund Balance (*Continued*)

Fund Balance

In accordance with Accounting Standards, the District classified governmental fund balances as follows:

Nonspendable Fund Balance - represents fund balance that is (a) not in a spendable form, such as prepaid items and inventories, or (b) legally or contractually required to be maintained intact, such as an endowment. There was a \$70,902 nonspendable fund balance at September 30, 2016.

Restricted Fund Balance - consists of amounts that can be spent only on the specific purposes stipulated by law or by the external providers of those resources. There was a \$269,085 restricted fund balance for debt service at September 30, 2016.

Committed Fund Balance - self-imposed limitations set in place prior to the end of the fiscal period. These amounts can be used only for the specific purposes determined by a formal action of the Board of Trustees, which is the highest level of decision-making authority, and that require the same level of formal action to remove the constraint. The Board of Trustees can establish, modify or rescind committed fund balance through the formal approval of a resolution. There was a \$32,222 committed fund balance for capital improvement projects at September 30, 2016.

Assigned Fund Balance - amounts that are subject to a purpose constraint that represents an intended use established by the Board of Trustees or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the General Fund. Formal action is *not* necessary to impose, remove, or modify a constraint in Assigned Fund Balance. Additionally, this category could be used to reflect the appropriation of a portion of existing fund balance to eliminate a projected deficit in the subsequent year's budget. The Board has not formally appointed anyone with the authority to assign fund balance. There was no Assigned Fund Balance at September 30, 2016.

Unassigned Fund Balance - represents the residual classification of fund balance and includes all spendable amounts not contained within the other classifications of the General Fund. There was a \$1,836,788 unassigned fund balance at September 30, 2016.

Minimum Fund Balance Policy - On June 28, 2016, the Board of Trustees approved Resolution 2016-11 Establishing the District Minimum Unassigned Fund Balance Policy in General Fund. The District shall establish a minimum unassigned fund balance in the General Fund equivalent to twenty percent (20%) of the subsequent fiscal year's budgeted expenditures less R&M/Capital Projects and transfers out.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

**NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND FUND
FINANCIAL STATEMENTS**

Adjustments were made to include capital assets (net of accumulated depreciation), long-term liabilities, and accrued interest on the statement of net position. This resulted in a net difference between ending governmental fund balances and total net position of \$6,741,792. Interfund payables and receivables were also eliminated.

| | |
|-----------------------------------|---------------------|
| Ending governmental fund balances | \$ 2,208,997 |
| Capital assets, net | 7,657,612 |
| Deferred swap outflow | 26,760 |
| Unavailable earned revenue | 198,222 |
| Assets held for resale | 4,330 |
| Long-term liabilities | (1,110,323) |
| Accrued interest | (34,809) |
| | <hr/> |
| Total net position | <u>\$ 8,950,789</u> |

Adjustments were made to include depreciation and amortization expense; record the decrease in long-term compensated absences, other postemployment benefits, and accrued interest; and eliminate capital outlay expenditures and long-term debt and loan principal expenditures on the statement of activities. This resulted in a net difference between “excess (deficiency) of revenues and transfers in over (under) expenditures and transfers out” and “change in net position” of \$422,621.

| | |
|---|-------------------|
| Excess of revenues and transfers in over expenditures and transfers out | \$ 149,623 |
| Less: Depreciation expense | (534,335) |
| Change in other long-term liabilities | 2,502 |
| Unavailable earned grants | 17,436 |
| Loss on disposal of capital assets | (3,252) |
| Sales of assets for resale | (2,498) |
| Debt proceed | (165,000) |
| Add: Capital outlay expenditures | 372,235 |
| Change in accrued interest | 32,198 |
| Long-term debt principal expenditures | 703,335 |
| | <hr/> |
| Change in net position | <u>\$ 572,244</u> |

NOTE 3 - DETAILED NOTES ON ALL FUNDS

Deposits and Investments

At September 30, 2016, the carrying value of demand deposits, amounted to \$1,091,373, and the bank balance was \$1,126,306. All deposits with financial institutions were 100% insured by federal depository insurance or by collateral pursuant to the Public Depository Security Act of the State of Florida.

Funds invested with the SBA Florida PRIME are fully secured by Government Securities, as required by Florida Statutes, Chapter 215.47. The Florida PRIME is an external 2a7-like investment pool which is presented at share price. All fair market valuations are based on quoted market prices. Florida PRIME pool shares are based on amortized cost, which approximates fair market value, of the Florida PRIME's underlying portfolio. The Florida PRIME is not a registrant with the Securities and Exchange Commission. The Office of the Auditor General of the State of Florida performs the operational audit of the activities and investments of the Florida PRIME.

The District's balance in the Florida PRIME at September 30, 2016 was \$1,160,443. The Florida PRIME had a dollar weighted average days to maturity ("WAM") of 50 days as of September 30, 2016. Next interest rate reset dates are used in the calculation of the WAM.

Interest Rate Risk - To mitigate interest rate risk, the District's investment policy requires that investment portfolio structure maturities meet the District's cash needs for ongoing operations and that operating funds be invested primarily in short-term securities.

Credit Risk - To mitigate credit risk, the District's investment policy limits the minimum credit quality of investments, as rated by nationally recognized statistical rating organizations ("NRSRO"s). The District primarily invests in the Florida PRIME. The Florida PRIME's rating at September 30, 2016, was AAAM with Standard & Poor's.

Concentration of Credit Risk - To mitigate concentration of credit risk, the District diversifies its investments to an extent that is practical given the safety of investments and associated return, in compliance with its investment policy.

Interfund Transfers

The composition of interfund transfers as of September 30, 2016, was as follows:

| <u>Transfers In</u> | <u>Transfers Out</u> | <u>Amount</u> |
|---------------------|----------------------|------------------|
| Debt Service | General Fund | <u>\$570,000</u> |

Transfers are used to move revenues from the fund with collection authorization to the Debt Service Fund, as debt service principal and interest payments become due.

Accounts Receivable

Receivables as of year-end for the District's General Fund amounted to \$284,146 less an allowance for uncollectible accounts of (\$230,650). This primarily includes amounts for prior billed assessments and current DOR enforcement fees.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

NOTE 3 - DETAILED NOTES ON ALL FUNDS (Continued)

Capital Assets

Capital assets activity for the year ended September 30, 2016, was as follows:

| | <u>Beginning Balance</u> | <u>Increases</u> | <u>Decreases</u> | <u>Ending Balance</u> |
|---|------------------------------|--------------------|--------------------|---------------------------|
| Governmental activities: | | | | |
| Capital assets not being depreciated: | | | | |
| Land | \$4,292,933 | \$ - | \$ - | \$4,292,933 |
| Construction in progress | 52,597 | 132,106 | (76,500) | 108,203 |
| Total capital assets not being depreciated | 4,345,530 | 132,106 | (76,500) | 4,401,136 |
| Capital assets being depreciated and amortized: | | | | |
| Buildings and improvements | 8,583,830 | 98,087 | (13,190) | 8,668,727 |
| Software | 28,845 | - | - | 28,845 |
| Machinery, furniture and equipment | 1,292,280 | 218,542 | (499,490) | 1,011,332 |
| Total capital assets being depreciated | 9,904,955 | 316,629 | (512,680) | 9,708,904 |
| Less accumulated depreciation and amortization for: | | | | |
| Buildings and improvements | 5,253,640 | 441,321 | (11,209) | 5,683,752 |
| Software | 28,845 | - | - | 28,845 |
| Machinery, furniture and equipment | 1,145,036 | 93,014 | (498,219) | 739,831 |
| Total accumulated depreciation and amortization | 6,427,521 | 534,335 | (509,428) | 6,452,428 |
| Governmental activities capital assets, net | <u>\$7,822,964</u> | <u>\$ (85,600)</u> | <u>\$ (79,752)</u> | <u>\$7,657,612</u> |

Depreciation and amortization expense for governmental activities was not allocated to the functions of the District for fiscal year ended September 30, 2016.

Long-Term Liabilities

Changes in Long-Term Liabilities

Changes in long-term liabilities for the year ended September 30, 2016, consists of the following:

| <u>Description</u> | <u>2015 Balance</u> | <u>Additions</u> | <u>Reductions</u> | <u>2016 Balance</u> | <u>Due Within One Year</u> | <u>Long-Term Portion</u> |
|--|-------------------------|------------------|--------------------|-------------------------|--------------------------------|------------------------------|
| <u>Governmental Activities</u> | | | | | | |
| Revenue Bonds Payable, Series 1996A | \$1,351,467 | \$ - | \$(655,574) | \$ 695,893 | \$695,893 | \$ - |
| Revenue Bonds Payable, Series 2001 | 101,257 | - | (42,488) | 58,769 | 58,769 | - |
| Interest Rate Swap | 84,950 | - | (58,190) | 26,760 | 26,760 | - |
| Loan Payable | - | 165,000 | (5,273) | 159,727 | 31,742 | 127,985 |
| Other Postemployment Benefits | 73,312 | - | (8,146) | 65,166 | - | 65,166 |
| Compensated Absences | 98,364 | 5,644 | - | 104,008 | 31,203 | 72,805 |
| | <u>\$1,709,350</u> | <u>\$170,644</u> | <u>\$(769,671)</u> | <u>\$1,110,323</u> | <u>\$844,367</u> | <u>\$265,956</u> |

NOTE 3 - DETAILED NOTES ON ALL FUNDS (Continued)

Long-Term Liabilities (Continued)

Long-term debt consists of the following at September 30, 2016:

Governmental Activities:

| | |
|---|--------------------------|
| Public Improvement Revenue Bonds, Series 1996A; due annually to 2017, in amounts ranging from \$695,893 to \$713,679; including interest at 6.15%. | \$ 695,893 |
| Public Improvement Revenue Bond, Series 2001; due in annual installments through December 30, 2016; bearing a variable interest rate of 62.55% of the Bank of America prime rate. | 58,769 |
| Loan 4040580296, due monthly to 2021. Annual amounts ranging from \$28,660 to \$33,800; fixed interest rate of 2.06% | <u>159,727</u> |
| | <u><u>\$ 914,389</u></u> |

The Public Improvement Revenue Bonds, Series 1996A, ("Bonds") were issued in December 1996 to fund the acquisition of various recreation facilities located within the District and to pay costs of issuing the Bonds. The Bonds are collateralized by a pledge of any and all revenues, fees, and assessments received by the District from the ownership, management, operation or use of properties within the District's boundaries. Amounts required to meet debt service payments on the Bonds are transferred monthly to the Debt Service Fund. Revenues in excess of debt service requirements may be used for general operating purposes.

The Bonds bear an interest rate equal to 62.55% of the Bank of America ("Bondholder") prime rate and may be adjusted to maintain the Bondholder's after-tax yield, if the interest on the Bonds is determined to be taxable for federal income tax purposes and for various changes in tax laws.

Loan 4040580296 was acquired on July 26, 2016 from Capital Bank with a fixed interest rate of 2.06%, maturity date of July 26, 2021, to fund stormwater improvement projects and purchase of required equipment for the projects. The loan has no pledge of any revenues nor assessments.

Interest Rate Swap

The District is a party to an interest rate swap agreement that is not recorded in the financial statements in accordance with the recently issued GASB Statement No. 53 ("GASB 53"), "Accounting and Financial Reporting for Derivative Instruments". The derivative is to be reported in the statement of net position at fair value, and the hedges must be tested for effectiveness to qualify for hedge accounting. Depending on the test results, the change in fair value is either reported in the statement of net position, or in the statement of activities.

The District performed the required test on this swap, and deemed the swap effective, and it qualified for hedge accounting. Therefore, the change in fair value of the interest rate swap for this period was reported as a derivative swap liability of (\$26,760), offset by a corresponding deferred outflow account in the statement of net position. The option for cancelling this swap is only available to the District and not to the counterparty.

NOTE 3 - DETAILED NOTES ON ALL FUNDS (Continued)

Long-Term Liabilities (Continued)

Following are disclosures of key aspects of this agreement:

Objective of the Interest Rate Swap – The District entered into a variable-to-fixed-rate swap agreement for its 1996 Series Public Improvement Revenue Bond dated October 31, 1996. The objective was to achieve lower borrowing costs as compared to issuing regular fixed rate bonds at the time, by synthetically fixing interest rates on the note.

Terms – The swap, with a notional amount of \$8,400,000, became effective on October 31, 1996. Under the terms of the swap agreement, the District will pay the counterparty a fixed annual interest rate of 6.15%. The District will receive from the counterparty a variable payment based on a floating rate structure from January 31, 1997 through January 31, 2017; the interest rate is based on 62.55% of the prime rate based on the Federal Reserve System H.15. The swap had a negative fair value of (\$26,760), as of September 30, 2016.

Credit Risk – Should the interest rate on the swap exceed the fixed rate, and the counterparty enters into bankruptcy proceedings, the District may not be able to collect the value of the swap. If there is a terminating event and the interest on the swap is less than the fixed rate, the District may be required to pay the counterparty the negative value of the swap.

Interest Rate Risk – The swap agreement is to fix the interest rate on the variable rate of the bond. As interest rates increase above the value of the swap, the value of the swap increases. As interest rates decrease below the swap interest rate, the value of the swap decreases.

Basis Risk – Basis risk is the risk that the interest rate paid by the District on underlying variable rate bonds to bondholders differs from the variable swap rate received from the applicable counterparty. The swap does not expose the District to basis risk since the District receives the same percentage of the prime rate to offset the variable rate the District pays on its bonds.

Termination Risk – The District has the option to terminate the swap prior to its expiration by paying the remaining balance on the 1996 note. The counterparty may terminate the swap if the District fails to perform under the terms of the contract.

Rollover Risk – The District is exposed to rollover risk on the swap if it is terminated prior to the maturity of the associated debt. If this swap is terminated prior to the maturity of the bonds, the District will not realize the synthetic fixed rate offered by the swap on the underlying debt issues.

| <u>Amount</u> | <u>Date</u> | <u>Paid</u> | <u>Received</u> | <u>Date</u> | <u>Value</u> | <u>Counterparty</u> | <u>Credit Rating</u> |
|---------------|-------------|-------------|--------------------|-------------|--------------|---------------------|----------------------|
| Series 1996 | | | | | | | |
| \$ 695,893 | 10/31/1996 | 6.15% | 62.55 % PRIME H.15 | 1/31/2017 | \$ (26,760) | Bank of America | A1/A/A+ |

"DRAFT FOR DISCUSSION PURPOSES ONLY"

NOTE 3 - DETAILED NOTES ON ALL FUNDS (Continued)

Long-Term Liabilities (Continued)

Pledged Revenues

The bonds are payable solely from the District's revenues, as discussed above, through 2017. Annual principal and interest payments on the bonds are expected to require approximately 15% of these revenues. The total principal and interest remaining on the bonds, as noted above under Debt Service Requirements, is \$969,141. Principal and interest paid for the current year and total net revenues from operation of District properties were \$789,890 and \$5,754,289, respectively.

Debt Service Requirements on All Outstanding Debt

The annual requirements to pay principal and interest (estimated) on all long-term debt outstanding at September 30, 2016, to maturity are as follows:

| <u>Year</u> <u>Ending</u> | <u>SERIES 2001</u> | | <u>SERIES 1996</u> | | <u>LOAN 4040580296</u> | | <u>TOTAL</u> | |
|------------------------------|--------------------|-----------------|--------------------|------------------|------------------------|-----------------|-------------------|------------------|
| | <u>Principal</u> | <u>Interest</u> | <u>Principal</u> | <u>Interest</u> | <u>Principal</u> | <u>Interest</u> | <u>Principal</u> | <u>Interest</u> |
| 2017 | \$ 58,769 | \$ 3,614 | \$ 695,893 | \$ 42,797 | \$ 31,742 | \$ 3,041 | \$ 786,404 | \$ 49,452 |
| 2018 | - | - | - | - | 32,421 | 2,363 | 32,421 | 2,363 |
| 2019 | - | - | - | - | 33,104 | 1,679 | 33,104 | 1,679 |
| 2020 | - | - | - | - | 33,800 | 984 | 33,800 | 984 |
| 2021 | - | - | - | - | 28,660 | 274 | 28,660 | 274 |
| | <u>\$ 58,769</u> | <u>\$ 3,614</u> | <u>\$ 695,893</u> | <u>\$ 42,797</u> | <u>\$ 159,727</u> | <u>\$ 8,341</u> | <u>\$ 914,389</u> | <u>\$ 54,752</u> |

Property Held for Lease

The District is the lessor of commercial real estate under operating leases expiring in various years through September 2021. Leasing activities and related assets and liabilities are accounted for in the General Fund. Leased property as of September 30, 2016, is summarized as follows:

| | |
|-------------------------------|-------------------|
| Land | \$ 217,123 |
| Buildings and improvements | 945,945 |
| | <u>1,163,068</u> |
| Less accumulated depreciation | <u>(584,231)</u> |
| | <u>\$ 578,837</u> |

NOTE 3 - DETAILED NOTES ON ALL FUNDS (Continued)

Property Held for Lease (Continued)

Minimum future rentals to be received on noncancelable leases as of September 30, 2016, are as follows:

| <u>Fiscal Year</u> | <u>Amount</u> |
|--------------------|------------------|
| 2017 | \$ 63,993 |
| 2018 | 63,507 |
| 2019 | 56,981 |
| 2020 | 42,045 |
| 2021 | 37,851 |
| 2022 and after | - |
| Total | <u>\$264,377</u> |

Minimum future rentals do not include amounts to be received for common area maintenance or real estate taxes under certain leases. Amounts received for rent and such additional charges were \$124,022 for fiscal year 2016.

Other Postemployment Benefits

Plan Description

The District has implemented GASB Statement No. 45, *Accounting and Reporting for Postemployment Benefits Other than Pensions*, for certain postemployment healthcare and life insurance benefits provided by the District.

The Other Postemployment Benefit Plan ("OPEB Plan") is a single-employer benefit plan administered by the District. Retirees are charged whatever the insurance company charges for the type of coverage elected. However, the premiums charged by the insurance company are based on a blending of the experience among younger, active employees and older, retired employees. Since the older retirees actually have higher costs, it means that the District is actually subsidizing the cost of the retiree coverage because it pays a significant portion of that premium on behalf of the active employees. GASB No. 45 calls this the "implicit rate subsidy".

Retirees and their dependents are permitted to remain covered under the District's respective medical and insurance plans as long as they pay a full premium applicable to coverage elected. This conforms to the minimum required of Florida governmental employers per Ch. 112.08, F.S. The OPEB Plan does not issue a stand-alone report.

NOTE 3 - DETAILED NOTES ON ALL FUNDS (Continued)

Other Postemployment Benefits (Continued)

Funding Policy

For the OPEB Plan, contribution requirements of the District are established and may be amended through action of the District Board. Currently, there are 20 active participants and no retirees. The District's OPEB benefits are unfunded. The required contributions are based on pay-as-you-go financing requirements. There is no trust fund or equivalent arrangement into which the District would make contributions to advance-fund the obligation. Therefore, ultimate subsidies which are provided over time are financed directly by general assets of the District, which are invested in short-term investments in accordance with the investment policy and described previously. The interest rate used to calculate the present values and costs of OPEB must be the long-range expected return on those investments. The District selected an interest rate of 4% for this purpose.

Annual OPEB Cost and Net OPEB Obligation

The District's annual OPEB cost (expense) is calculated based on the annual required contribution of the employer ("ARC"), an amount actuarially determined in accordance with the parameters of GASB No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the District's net obligation to the OPEB Plan:

| | 2016 |
|---|-----------------------------|
| | <u>Fiscal Year</u> |
| Normal Cost (service cost for one year) | \$ 2,125 |
| Amortization of Unfunded Actuarial Accrued Liability (UAAL) | (5,840) |
| Interest on Normal Cost and Amortization | - |
| Annual Required Contribution (ARC) | <u>(3,715)</u> |
| As a percentage of covered payroll | 0.6% |
| Annual Required Contribution (ARC) | (3,715) |
| Interest on Net OPEB Obligation | 2,932 |
| Adjustment to ARC | <u>(7,331)</u> |
| Annual OPEB Cost (Expense) | (8,114) |
| Less: Employer Contributions Made | <u>32</u> |
| Increase (Decrease) in Net OPEB Obligation | (8,146) |
| Net OPEB Obligation at beginning of year | <u>73,312</u> |
| Net OPEB Obligation at end of year | <u><u>\$ 65,166</u></u> |

NOTE 3 - DETAILED NOTES ON ALL FUNDS (Continued)

Other Postemployment Benefits (Continued)

The District's annual OPEB cost, the percentage of annual expected employer contribution toward OPEB cost, and the net OPEB obligation were as follows:

| Year Ended September 30 | Annual OPEB Cost | District Contribution | Percentage Contributed | Net OPEB Obligation |
|------------------------------------|-----------------------------|----------------------------------|-----------------------------------|--------------------------------|
| 2016 | \$ (8,114) | 32 | N/A | \$ 65,166 |
| 2015 | \$ (5,873) | 68 | N/A | \$ 73,312 |
| 2014 | \$ (6,345) | - | 0.0% | \$ 79,253 |

Funded Status and Funding Progress

As of October 1, 2015, the date of the last actuarial valuation, the OPEB Plan was unfunded. The actuarial accrued liability ("AAL") for benefits was \$20,964. Assets of the OPEB Plan are valued at market; however, the current value is \$0, resulting in an unfunded actuarial accrued liability ("UAAL") of \$20,964. The covered payroll (annual payroll of active employees covered by the OPEB Plan) was \$605,844. The ratio of the UAAL to the covered payroll was 3.46%.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Projections for benefits for financial reporting purposes are based on the substantive plan, and include the types of benefits provided at the time of the calculation and based on the pattern of sharing of costs between the employer and plan members to that point. Amounts determined regarding the funded status of the OPEB Plan and the ARC are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the AAL.

Methods and Assumptions

Unfunded actuarial accrued liability and the annual OPEB cost have a tendency to grow from one valuation to another; however, both the annual OPEB cost and the unfunded actuarial accrued liability decreased in comparison to the prior year calculation which was performed using the alternative measurement method. Some factors that contributed to the changes were decreased number of active employees, and modifications to assumptions for medical cost trends and retiree medical coverage. The effects from provisions in the Affordable Care Act were also examined in this valuation.

NOTE 3 - DETAILED NOTES ON ALL FUNDS (Continued)

Other Postemployment Benefits (Continued)

The methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. The actuarial assumptions included a payroll growth rate of 4%, inflation rate of 2.5%, investment return of 4%, and healthcare inflation of 9%, adjusted annually to an ultimate rate of 4.70% in 2040. The remaining amortization period at September 30, 2016, was 10 years. The normal entry age actuarial cost method was used, with amortization of the UAAL as a level percent of expected payroll.

NOTE 4 - OTHER INFORMATION

Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters. To limit its exposure to these risks, the District purchases coverage for general liability, auto liability, and property insurance from Preferred Governmental Insurance Trust and other third-party insurance carriers. Participants in the program are billed annually for their portion of the cost of the program adjusted for actual experience during the period of coverage. Participants are not assessed for unanticipated losses incurred by the program. Premiums paid by the District during the year ended September 30, 2016 totaled \$142,296. The District also pays premiums for workers' compensation insurance to the Preferred Governmental Insurance Trust. Premiums paid for this coverage totaled \$68,561 for the year ended September 30, 2016.

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally federal and state governments. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures, which may be disallowed by the grantor, cannot be determined at this time, although the District expects such amounts, if any, to be immaterial.

Litigation

Various lawsuits and claims in the ordinary course of the District's operations are pending. The District is also party to litigation under which it may be required to pay certain monies upon the decision of the courts. However, it is the opinion of the District's attorney that the potential amount of the District's liability in these matters cannot be determined. Accordingly, no provision has been made in the basic financial statements for these contingencies.

REQUIRED SUPPLEMENTARY INFORMATION

"DRAFT FOR DISCUSSION PURPOSES ONLY"

BAREFOOT BAY RECREATION DISTRICT

**BUDGETARY COMPARISON SCHEDULE -
GENERAL FUND**

For the Year Ended September 30, 2016

| | Budgeted Amounts | | Actual | Variance with |
|--|-------------------------|--------------|----------------|----------------------|
| | Original | Final | Amounts | Final Budget |
| | | | | Positive |
| | | | | (Negative) |
| REVENUES | | | | |
| Assessments | \$ 3,519,360 | \$ 3,519,360 | \$ 3,511,560 | \$ (7,800) |
| Charges for services | 1,712,086 | 1,712,086 | 1,893,316 | 181,230 |
| Investment income | 3,000 | 3,000 | 12,154 | 9,154 |
| Other | 260,112 | 260,112 | 333,948 | 73,836 |
| TOTAL REVENUES | 5,494,558 | 5,494,558 | 5,750,978 | 256,420 |
| EXPENDITURES / EXPENSES | | | | |
| General government | 4,583,028 | 4,592,847 | 4,607,541 | (14,694) * |
| Capital outlay and debt service | 341,530 | 471,789 | 378,032 | 93,757 |
| TOTAL EXPENDITURES / EXPENSES | 4,924,558 | 5,064,636 | 4,985,573 | 79,063 |
| EXCESS OF REVENUES OVER EXPENDITURES | 570,000 | 429,922 | 765,405 | 335,483 |
| OTHER FINANCING SOURCES AND (USES) | | | | |
| Transfers | (570,000) | (570,000) | (570,000) | - |
| Fund balance appropriated | - | 140,078 | - | (140,078) |
| TOTAL OTHER FINANCING SOURCES AND (USES) | (570,000) | (429,922) | (570,000) | (140,078) |
| EXCESS OF REVENUES AND TRANSFERS IN OVER EXPENDITURES (OUT) | - | - | 195,405 | 195,405 |
| FUND BALANCES - | | | | |
| BEGINNING OF THE YEAR | - | - | 1,579,507 | 1,579,507 |
| FUND BALANCES - | | | | |
| END OF THE YEAR | \$ - | \$ - | \$ 1,774,912 | \$ 1,774,912 |

*The negative balance indicated an increase in Merchandise Cost of Sales at Golf Department and an increase in Food and Beverage Cost of Sales at Food and Beverage Department due to the increase in Merchandise and Food and Beverage Sales.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

**BAREFOOT BAY RECREATION DISTRICT
SCHEDULE OF FUNDING PROGRESS
OTHER POSTEMPLOYMENT BENEFITS PLAN**

| Alternative Measurement Method Calculation Date | Actuarial Value of Assets (a) | Actuarial Accrued Liability (AAL) Entry Age Normal (b) | Unfunded AAL (UAAL) (a-b) | Funded Ratio (a/b) | Covered Payroll (c) | UAAL as % of Covered Payroll ((b-a)/c) |
|---|--|---|---------------------------------|-----------------------|------------------------|---|
| 10/1/2009 | \$ - | \$ 396,208 | \$ 396,208 | 0.00% | \$ 841,337 | 47.1% |
| 9/30/2012 | - | 99,019 | 99,019 | 0.00% | 616,094 | 16.1% |
| 10/1/2013 | - | 26,955 | 26,955 | 0.00% | 598,713 | 4.5% |
| 10/1/2015 | - | 20,964 | 20,964 | 0.00% | 605,844 | 3.46% |

**BAREFOOT BAY RECREATION DISTRICT
SCHEDULE OF EMPLOYER CONTRIBUTIONS
OTHER POSTEMPLOYMENT BENEFITS PLAN**

| Year Ended September 30 | Annual Required Contribution | Annual OPEB Cost | District Contribution | Percentage Contributed | Net OPEB Obligation |
|----------------------------|------------------------------------|---------------------|--------------------------|---------------------------|------------------------|
| 2016 | \$ (3,715) | \$ (8,114) | \$ 32 | N/A | \$ 65,166 |
| 2015 | (1,118) | (5,873) | 68 | N/A | 73,312 |
| 2014 | (1,209) | (6,345) | - | 0.0% | 79,253 |
| 2013 | 16,630 | 16,687 | - | 0.0% | 85,598 |
| 2012 | 16,304 | 16,347 | - | 0.0% | 68,911 |
| 2011 | 45,795 | 46,093 | 19,662 | 42.7% | 52,564 |

COMPLIANCE SECTION



MOORE STEPHENS
LOVELACE, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Trustees
Barefoot Bay Recreation District
Barefoot Bay, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of governmental activities, and each major fund of Barefoot Bay Recreation District, Florida (the "District") as of and for the year ended September 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated February 1, 2017.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Board of Trustees
Barefoot Bay Recreation District

Compliance and Other Matters

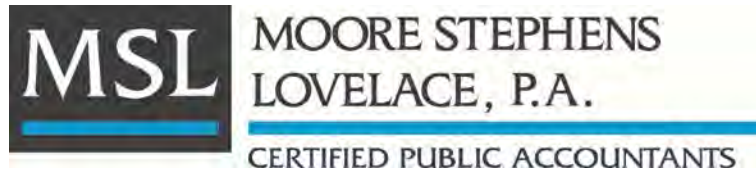
As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

MOORE STEPHENS LOVELACE, P.A.
Certified Public Accountants

Orlando, Florida
February , 2017



INDEPENDENT ACCOUNTANT'S REPORT

Board of Trustees
Barefoot Bay Recreation District
Barefoot Bay, Florida

We have examined Barefoot Bay Recreation District, Florida's (the "District") compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2016. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2016.

MOORE STEPHENS LOVELACE, P.A.
Certified Public Accountants

Orlando, Florida
February 1, 2017



MOORE STEPHENS
LOVELACE, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S MANAGEMENT LETTER

Board of Trustees
Barefoot Bay Recreation District
Barefoot Bay, Florida

Report on the Financial Statements

We have audited the financial statements of Barefoot Bay Recreation District, Florida (the "District") as of and for the fiscal year ended September 30, 2016, and have issued our report thereon dated February [REDACTED], 2017.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and Chapter 10.550, *Rules of the Auditor General*.

Other Reports

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, Section 601, regarding compliance requirements in accordance with Chapter 10.550, *Rules of the Auditor General*. Disclosures in those reports which are dated February [REDACTED], 2017, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The legal authority is disclosed in the notes to the financial statements.

Financial Condition

Sections 10.554(1)(i)5.a. and 10.556(7), *Rules of the Auditor General*, requires that we apply appropriate procedures and report the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

"DRAFT FOR DISCUSSION PURPOSES ONLY"

Board of Trustees
Barefoot Bay Recreation District

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), *Rules of the Auditor General*, we applied financial condition assessment procedures. It is management's responsibility to monitor the District's financial condition, and our financial condition assessment was based, in part, on representations made by management and the review of financial information provided by same.

Annual Financial Report

Sections 10.554(1)(i)5.b. and 10.556(7), *Rules of the Auditor General*, requires that we apply appropriate procedures and report the results of our determination as to whether the annual financial report for the District for the fiscal year ended September 30, 2016, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2016. In connection with our audit, we determined that these two reports were in agreement.

Other Matters

Section 10.554(1)(i)2., *Rules of the Auditor General*, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Auditor General, federal and other granting agencies, and applicable management, and is not intended to be, and should not be, used by anyone other than these specified parties.

MOORE STEPHENS LOVELACE, P.A.

Certified Public Accountants

Orlando, Florida
February , 2017

Board of Trustees Meeting Agenda Memo

Date: February 10, 2017
Title: DOR Violation 16-003325
935 Vireo Drive
Section & Item: 9 C i
Department: Resident Relations
Fiscal Impact:
Contact: Susan Cuddie, Resident Relations
Manager; or John W. Coffey,
Community Manager
Attachments: Findings of Fact and Notice of Hearing;
Photos

Reviewed by
General Counsel: N/A
Approved by:



Requested Action by BOT

To consider the Violations Committee's finding and recommendation to bring an action of 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 a lien.

Background and Summary Information

- The Violations Committee met 1/13/17 and found ARTICLE III, Sect. 2 (C) Condition of Property (C) Unauthorized Items - Occupied.
- 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.
- Pursuant to the Violations Committee Order, the property was inspected and found to be still in violation.

Research:

- There are not delinquent taxes on the property.
- There are no liens on the property.
- Notices and correspondence where not returned.

Staff recommends the BOT approve: The recommended curative action plan removing all loose material from the home and property.

**BAREFOOT BAY VIOLATIONS COMMITTEE
BREVARD COUNTY, FLORIDA**

BAREFOOT BAY RECREATION DISTRICT

Petitioner

Vs

Case no. 16-003325

#0022/16-003325

FRASIER, CHRISTINA P,
PO BOX 732
ROSELAND, FL 32957

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 01/13/2017 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) FRASIER, CHRISTINA P, et. al. is/are the owner(s) of that certain parcel of real property located at 935 VIREO DRIVE , 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 January 20, 2017 come into compliance with the violation cited herein by removing unauthorized items in and around carport and rear of home(occupied)fencing,railings,truck bed,metal,plastic,furniture.
- 2.

Should the Respondent(s) fail to comply with this Recommended Order by January 20, 2017 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 01/13/2017 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 **February 10, 2017** 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.

January 11, 2017
Deed of Restrictions STAFF



935 vireo
Richard Armington
Jan 06, 2017



Photo: 935Vireo

Date Taken:02/03/2017
Address:935 VIREO DRIVE

Taken by:Richard Armington
Case Number:16-003325



Photo: 935Vireo

Date Taken:02/03/2017
Address:935 VIREO DRIVE

Taken by:Richard Armington
Case Number:16-003325

Barefoot Bay Recreation District

Violations Committee

"Recommended Curative Action Plan"

Resolution 2013-05

Case no: 16-003325

Address: 935 VIREO DRIVE

Acct# 0022

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 | 01/20/2017 |
| Project End Date | 01/20/2017 |

| | | | |
|---|---------------------|---------------------|---------------------|
| Property Services | Case # 16-003325 | Customer # 0022 | |
| Service Rendered: Dump Truck and Driver | Unit Price: \$75.00 | Hours: 1.00 | Line Total: \$75.00 |
| Service Rendered: Laborer | Unit Price: \$20.00 | Hours: 1.00 | Line Total: \$20.00 |
| 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 | \$145.00 |

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) _____

Board of Trustees Meeting Agenda Memo

Date: February 10, 2017
Title: DOR Violation 16-004765
628 Marlin Circle
Section & Item: 9 C ii
Department: Resident Relations
Fiscal Impact:
Contact: Susan Cuddie, Resident Relations
Manager; or John W. Coffey,
Community Manager
Attachments: Findings of Fact and Notice of Hearing;
Photos

Reviewed by
General Counsel: N/A
Approved by:



Requested Action by BOT

To consider the Violations Committee's finding and recommendation to bring an action of 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 a lien.

Background and Summary Information

- The Violations Committee met 1/13/17 and found ARTICLE III, Sect. 2 (C) Condition of Property (C) Unauthorized Items - Occupied.
- 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.
- Pursuant to the Violations Committee Order, the property was inspected and found to be still in violation.

Research:

- There are not delinquent taxes on the property.
- There are no liens on the property.
- Notices and correspondence where not returned.

Staff recommends the BOT approve: The recommended curative action plan removing all loose material from the home and property.

**BAREFOOT BAY VIOLATIONS COMMITTEE
BREVARD COUNTY, FLORIDA**

BAREFOOT BAY RECREATION DISTRICT
Petitioner

Vs

Case no. 16-004765

#3140/16-004765
AYERS, DAVID N,
628 MARLIN 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 01/13/2017 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) AYERS, DAVID N, et. al. is/are the owner(s) of that certain parcel of real property located at 628 MARLIN 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:

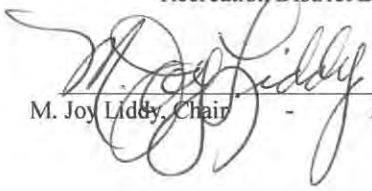
1. Respondent(s) shall by January 20, 2017 come into compliance with the violation cited herein by removing unauthorized items in and around carport(Occupied)(metal,wood,cloth,ladders).
- 2.

Should the Respondent(s) fail to comply with this Recommended Order by January 20, 2017 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 01/13/2017 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 **February 10, 2017** 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.

January 11, 2017
Deed of Restrictions STAFF



628 Marlin Circle
Richard Armington
Jan 02, 2017



Photo: 628 Marlin

Date Taken:01/20/2017
Address:628 MARLIN CIRCLE

Taken by:Richard Armington
Case Number:16-004765



Photo: 628 Marlin

Date Taken: 02/03/2017
Address: 628 MARLIN CIRCLE

Taken by: Richard Armington
Case Number: 16-004765



Photo: 628 Marlin

Date Taken:02/03/2017
Address:628 MARLIN CIRCLE

Taken by:Richard Armington
Case Number:16-004765

Barefoot Bay Recreation District

Violations Committee

"Recommended Curative Action Plan"

Resolution 2013-05

Case no: 16-004765

Address: 628 MARLIN CIRCLE

Acct# 3140

Debris

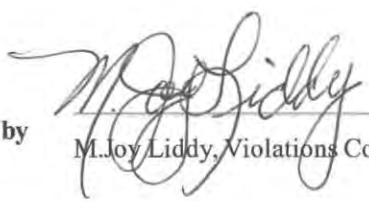
| |
|---|
| A. Occupation Status of Property: Occupied |
| B. Recommended proposed secured relocation/storage area <u>on</u> property: |
| C. Recommended proposed secured relocation/storage area <u>off</u> property: X |
| D. Recommended abatement agent: District Management |

| Project Milestone | Date Estimate |
|--------------------|---------------|
| Project Start Date | 01/20/2017 |
| Project End Date | 01/20/2017 |

| | | | |
|---|---------------------|---------------------|----------------------|
| Property Services | Case # 16-004765 | Customer # 3140 | |
| Service Rendered: Dump Truck and Driver | Unit Price: \$75.00 | Hours: 1.5 | Line Total: \$112.50 |
| Service Rendered: Laborer | Unit Price: \$20.00 | Hours: 1.5 | Line Total: \$30.00 |
| 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 | \$192.50 |

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) _____

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: FY17 1st Quarter General Fund Transfer from CIP Account to Operating Account

Section & Item: 9D

Department: Administration: Finance

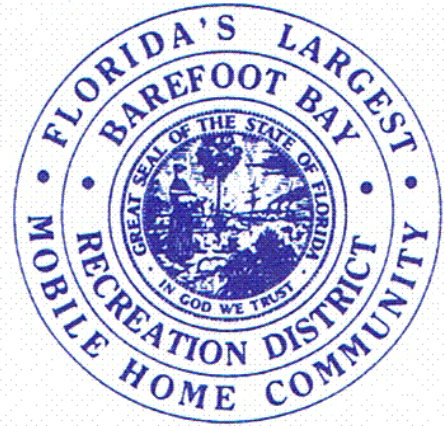
Fiscal Impact: N/A

Contact: Kimi Cheng, Finance Manager

Attachments: Resolution; Oct 2016-Dec 2016
Statement of Expenditures for Capital Department

Reviewed by
General Counsel: N/A

Approved by:



Requested Action by BOT

Board Approval of Transfer of Funds Expended in 1st quarter of FY17 from CIP Account to Operating Account and Approval of the Resolution

Background and Summary Information

The following is a list of Remaining Balance for Capital Improvement Projects after FY17 1st Quarter:

| | |
|---|-----------|
| Contingency | 82,000.00 |
| Removal of Undesirable Homes | 10,668.68 |
| Replace Damaged Concrete | 41,715.00 |
| Replace 19th Hole Tables and Chairs | 3,644.13 |
| Shuffleboard Concrete/Curbs (Grant) | 6,087.65 |
| Shuffleboard Concrete/Curb & Repl. Bocce Ball Ct (Grant) | 21,500.00 |
| Beach Project Ph.2 (Grant) | 72,800.50 |
| Upgrade Elec. Infrast. in Bldg. A FY17 | 76,474.05 |
| Replace Pit at Pool 2 | 40,000.00 |
| Replace Roof on Bldg. A | 60,000.00 |
| Misc. F&B Equipment | 1,279.90 |
| Replace P.S. Dump Truck (used) | 55,000.00 |
| Replace P.S. Golf Cart (2011) | 9,000.00 |
| Comm. Ctr. Projs: Replace 4 Bocce Ball Courts (Grant) | 15,000.00 |
| Bleachers for Softball Field (2) | 780.75 |
| Golf Course Drainage (1,345 linear ft.) | 16,500.00 |
| Restoration of Golf Course Bunkers Ph. 2 | 30,000.00 |
| Hi-Def CCTV Cameras | 13,408.32 |
| Upgrade Golf Cart Parking Area (Lounge) to Crushed Concrete | 11,000.00 |
| Long-term Records Storage Unit | 5,500.00 |
| Golf Course Pump House | 60,000.00 |

Total Remaining Balance for Capital Improvement Projects is \$632,358.98.
As of 1/31/2017, the CIP Account has a balance of \$676,955.71.

Thus, FY17 1st quarter CIP Account transfer is \$\$44,596.73.

Staff recommends the BOT approve the transfer of \$44,596.73 from CIP Account to Operating Account and approve its resolution.

Barefoot Bay Recreation District
Statement of Revenues and Expenditures
From 10/1/2016 Through 12/31/2016

Capital

| | Current Period Actual | Current Year Actual | Total Budget - Original | TTL Budget Revised | Balance Remaining |
|---|-----------------------------|------------------------|----------------------------|-----------------------|----------------------|
| Expenditures | | | | | |
| Contingency | 0.00 | 0.00 | 82,000.00 | 82,000.00 | 82,000.00 |
| Removal of Undesirable Homes | 0.00 | 0.00 | 10,000.00 | 10,668.68 | 10,668.68 |
| Replace Damaged Concrete | 0.00 | 0.00 | 25,000.00 | 41,715.00 | 41,715.00 |
| Replace 19th Hole Tables and Chairs | 8,355.87 | 8,355.87 | 12,000.00 | 12,000.00 | 3,644.13 |
| Shuffleboard Concrete/Curbs (Grant) | 412.35 | 412.35 | 6,500.00 | 6,500.00 | 6,087.65 |
| Shuffleboard Concrete/Curb & Repl. Bocce Ball Ct | 0.00 | 0.00 | 21,500.00 | 21,500.00 | 21,500.00 |
| Building F Replacement | 4,979.23 | 4,979.23 | 0.00 | 3,590.54 | 0.00 |
| Beach Project Ph.2 (Grant) | 2,199.50 | 2,199.50 | 75,000.00 | 75,000.00 | 72,800.50 |
| Upgrade Elec. Infrast. in Bldg. A FY17 | 0.00 | 0.00 | 70,000.00 | 76,474.05 | 76,474.05 |
| Replace Pit at Pool 2 | 0.00 | 0.00 | 40,000.00 | 40,000.00 | 40,000.00 |
| Replace Roof on Bldg. A | 0.00 | 0.00 | 60,000.00 | 60,000.00 | 60,000.00 |
| Misc. F&B Equipment | 8,220.10 | 8,220.10 | 9,500.00 | 9,500.00 | 1,279.90 |
| Replace P.S. Dump Truck (used) | 0.00 | 0.00 | 55,000.00 | 55,000.00 | 55,000.00 |
| Replace P.S. Golf Cart (2011) | 0.00 | 0.00 | 9,000.00 | 9,000.00 | 9,000.00 |
| Comm. Ctr. Projs: Replace 4 Bocce Ball Courts (Grant) | 0.00 | 0.00 | 15,000.00 | 15,000.00 | 15,000.00 |
| Bleachers for Softball Field (2) | 5,219.25 | 5,219.25 | 6,000.00 | 6,000.00 | 780.75 |
| Golf Course Drainage (1,345 linear ft.) | 0.00 | 0.00 | 16,500.00 | 16,500.00 | 16,500.00 |
| Restoration of Golf Course Bunkers Ph. 2 | 0.00 | 0.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| Hi-Def CCTV Cameras | 11,591.68 | 11,591.68 | 25,000.00 | 25,000.00 | 13,408.32 |
| Upgrade Golf Cart Parking Area (Lounge) to Crushed | 0.00 | 0.00 | 11,000.00 | 11,000.00 | 11,000.00 |
| Long-term Records Storage Unit | 0.00 | 0.00 | 5,500.00 | 5,500.00 | 5,500.00 |
| Golf Course Pump House | 0.00 | 0.00 | 60,000.00 | 60,000.00 | 60,000.00 |
| Replacement of Golf Course Irrigation Control Unit | 11,806.40 | 11,806.40 | 0.00 | 11,806.40 | 0.00 |
| Replacement of 19th Hole Floor FY17 | 6,413.00 | 6,413.00 | 0.00 | 4,773.83 | 0.00 |
| Replacement of Awnings at Lounge | 3,757.50 | 3,757.50 | 0.00 | 0.00 | 0.00 |
| Total Expenditures | 62,954.88 | 62,954.88 | 644,500.00 | 688,528.50 | 632,358.98 |

| | |
|--|--------------------|
| SBA Capital Improvement Account Balance as of 1/31/2017 | \$676,955.71 |
| Fund needed in SBA Capital Improvement Account | \$632,358.98 |
| FY17 1st Quarter SBA Capital Account Transfer | \$44,596.73 |

RESOLUTION 2017 -

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE BAREFOOT BAY RECREATION DISTRICT;
AUTHORIZING THE TRANSFER OF FORTY FOUR
THOUSAND FIVE HUNDRED NINETY SIX DOLLARS
AND 73/100 CENTS (\$44,596.73) FROM THE DISTRICT'S
STATE BOARD OF ADMINISTRATION CAPITAL
IMPROVEMENT ACCOUNT TO THE DISTRICT'S
OPERATING ACCOUNT; PROVIDING FOR CONFLICTS;
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, The Barefoot Bay Recreation District Board of Trustees has recognized a need to transfer funds in the amount of Forty Four Thousand, Five Hundred Ninety Six Dollars and 73/100 cents (\$44,596.73) from SBA Capital Account to the District's Operating Account for the Benefit of District operations; and

WHEREAS, The Barefoot Bay Recreation District maintains State Board of Administration (SBA) Capital Improvement Account which has a current balance of Six Hundred Seventy Six Thousand, Nine Hundred Fifty Five Dollars and 71/100 cents (\$676,955.71) as of January 31, 2017; and

WHEREAS, Total remaining balance for Capital Projects is \$632,358.98. The balance is for the following Capital projects approved by the District:

| | |
|---|-----------|
| Contingency | 82,000.00 |
| Removal of Undesirable Homes | 10,668.68 |
| Replace Damaged Concrete | 41,715.00 |
| Replace 19th Hole Tables and Chairs | 3,644.13 |
| Shuffleboard Concrete/Curbs (Grant) | 6,087.65 |
| Shuffleboard Concrete/Curb & Repl. Bocce Ball Ct (Grant) | 21,500.00 |
| Beach Project Ph.2 (Grant) | 72,800.50 |
| Upgrade Elec. Infrast. in Bldg. A FY17 | 76,474.05 |
| Replace Pit at Pool 2 | 40,000.00 |
| Replace Roof on Bldg. A | 60,000.00 |
| Misc. F&B Equipment | 1,279.90 |
| Replace P.S. Dump Truck (used) | 55,000.00 |
| Replace P.S. Golf Cart (2011) | 9,000.00 |
| Comm. Ctr. Projs: Replace 4 Bocce Ball Courts (Grant) | 15,000.00 |
| Bleachers for Softball Field (2) | 780.75 |
| Golf Course Drainage (1,345 linear ft.) | 16,500.00 |
| Restoration of Golf Course Bunkers Ph. 2 | 30,000.00 |
| Hi-Def CCTV Cameras | 13,408.32 |
| Upgrade Golf Cart Parking Area (Lounge) to Crushed Concrete | 11,000.00 |
| Long-term Records Storage Unit | 5,500.00 |
| Golf Course Pump House | 60,000.00 |

WHEREAS, on February 10, 2017 the Board of Trustees considered the above referenced transfer and directed that such transfer be approved by Resolution.

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

Section 1. A transfer of funds in the amount of Forty Four Thousand, Five Hundred Ninety Six Dollars and 73/100 cents (\$44,596.73) is authorized from SBA Capital Improvement Account to be allocated to the District's Operating Account.

Section 2. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed

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

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

Chairman, Steve Diana
Trustee, Brian Lavier
Trustee, Joseph Klosky
Trustee, Frank Cavaliere

The Chairman thereupon declared this resolution Done, Ordered, and Adopted this 10th Day of February, 2017.

BAREFOOT BAY RECREATION DISTRICT

By: _____
STEVE DIANA
CHAIRMAN

JOSEPH KLOSKY
SECRETARY

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: **Use of Temporary Employment Agency**

Section & Item: 9E

Department: Administration: Finance

Fiscal Impact: \$11,760 (560 work hours) (budgeted in Finance sub-department)

Contact: Kimi Cheng, Finance Manager

Attachments: Client Services Agreement and Cost Analysis

Reviewed by
General Counsel: N/A

Approved by:



Requested Action by BOT

Board Review and Confirm the Use of Temporary Employment Agency for Vacant Position in Finance Department

Background and Summary Information

Per Policy Manual, "The contract for services of use of an Employment Agency for temporary employees shall have the approval of the Community Manager up to a \$7,500 (or existing budgetary restraints). Any contract greater than \$7,500 will be brought to the Board of Trustees for approval."

Staff did a cost analysis between hiring the vacant position by the District and utilizing employment agency to fill the vacant position. The difference between two approaches was less than \$1,000 per 560 work hours. After 560 work hours, the District can offer to hire the temporary employee as permanent placement with no fee to the employment agency. Staff believes the value of the temporary agency doing the screening and pre-employment testing is worth the additional cost.

Staff recommends the BOT approve the Client Services Agreement provided by Vaco Orlando.

| | <u>Hourly</u> | <u>Hr/Wk</u> | <u>Weekly Pay</u> | <u>560 hours</u> | <u>Payroll Taxes</u> | <u>PTO</u> | <u>Health Ins</u> | <u>Total</u> |
|----------------------|---------------|--------------|-------------------|------------------|----------------------|------------|-------------------|--------------|
| <i>BBRD Employee</i> | \$ 15.07 | 35 | \$ 527.45 | \$ 8,439.20 | \$ 759.53 | \$ 361.68 | \$ 1,327.13 | \$ 10,887.53 |
| <i>Vaco</i> | \$ 21.00 | 35 | \$ 735.00 | \$11,760.00 | \$ - | \$ - | \$ - | \$ 11,760.00 |



**ADDENDUM A TO CLIENT SERVICES AGREEMENT
WORK SCHEDULE**

Client: Barefoot Bay Recreation District

Client Location: 625 Barefoot Bay Blvd. Building F
Barefoot Bay, Florida 32976

Description of Work to be performed: Accountant I

Client Project Manager: Valeria Owens
Client Contact Information: 772-664-7020
Valeriaowens@bbrg.org

Vaco Consultant Resources:

| Consultant Name | Hourly Bill Rate | OT Bill Rate | Estimated Start Date | Estimated End Date |
|-----------------|------------------|--------------|----------------------|--------------------|
| Jody Bush | \$21.00 | \$31.50 | 1/23/2017 | 5/12/2017 |

Travel Arrangements & Other Expenses:
Conversion Fee:

The conversion fee for the consultants listed above, for this project, shall be as follows:

If Client, or any of its related companies (divisions, subsidiaries, parents, etc.) elects to hire or otherwise directly or indirectly use the services of, on a full-time, part-time or temporary basis, any person assigned by Vaco to perform services to Client pursuant to this agreement, Client agrees to pay Vaco a conversion fee of 20% of such person's annual compensation (salary plus any guarantee bonus). After 560 hours conversion rate would be zero. This fee is payable for any person who has performed work for Client through Vaco within one (1) year after the termination of the person's assignment. In the event that Client provides the services of, or introduces any Consultant to, any third party during the course of any assignment, Client shall obtain the agreement of such third party to the foregoing and shall be responsible to Vaco for any breach thereof.

This document is not intended to replace the Client Services Agreement between the parties. By signing this agreement, Client agrees to all Terms and Conditions set forth in the Client Services Agreement.

Barefoot Bay Recreation District

Vaco Orlando, LLC

Title: _____
Signature: _____
Printed Name: _____
Date: _____

Title: _____
Signature: _____
Printed Name: _____
Date: _____

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: **Shuffle Board Lights Replacement Award of Contract**

Section & Item: 9F

Department: Property Services: Grounds

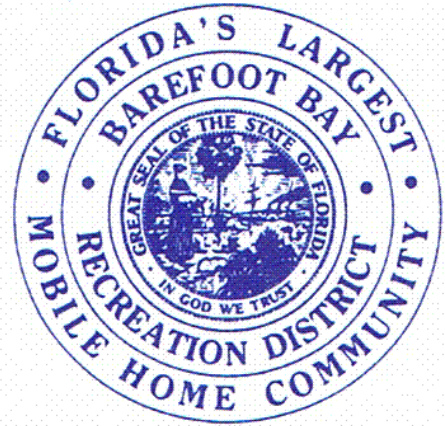
Fiscal Impact: \$7,850

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

Attachments: Quotes from Complete Electric and Pingston Electric

Reviewed by
General Counsel: N/A

Approved by:



Requested Action by BOT

Award of Contract for Replacement of Shuffle Board Lights Damaged during Hurricane Matthew.

Background and Summary Information

During Hurricane Matthew, two free standing lights in the shuffle board areas were blown down. Staff removed the damaged units and solicited the following quotes:

- \$8,400 Complete Electric (does not include permit)
- \$7,850 Pingston Electric (including permit)

Both vendors have done satisfactory work for BBRD in the recent past.

Staff anticipates a majority of cost of this project and other Matthew related repairs will be reimbursed via BBRD's insurance company and/or FEMA.

Staff recommends the BOT award contract of \$7,850 to Pingston Electric for the replacement of the shuffle board lights.

**Complete Electric, Inc.
Complete Alarm, Inc.
637 Sebastian Blvd.
Sebastian, FL 32958**

**Indian River: (772) 388-0533 Brevard: (321) 726-0601 St. Lucie: (772) 344-3444
Fax: (772) 388-2411**

www.completeelectricinc.com

Date: Thursday, December 22, 2016

Name: Barefoot Bay Recreation

Attn: Matt Goetz

Address: 625 Barefoot Blvd, Barefoot Bay, FL 32976

Email:

Phone: 772-664-3141

Re: Two Replacement Pole Lights

Complete Electric, Inc. Is Pleased To Present You, With Our Proposal Detailed Below:

Scope of Work: Supply and install (2) replacement poles, mounts, and new fixture heads to replace those that were torn down during Hurricane Mathew.

- Supply and install (2) direct burial fiberglass Heavy Duty poles rated for the quad bull horn mount, and the weight of (4) fixture heads. Make connections to the existing circuitry, and place in ground hand box over the junction at base of pole.
- Supply and install (2) quad aluminum bull horn mounting arms on top of the new poles.
- Supply and install a total of (8) LED flood light fixtures similar to the existing Metal Halide. **Please note, there is no price savings for using Metal Halide.
- Test operation upon completion.

NOTES: Permit fees are not included at this time. This is a like for like replacement of what was there previously, and should not be required. Wind Load calculations are not included. If permit fee is requested, we will have to increase quote to include permit fees, as well as the wind load engineering calculations.

TOTAL QUOTE: \$8400.00

If The AHJ Requires Additional Devices Or Items Not Indicated On The Plans, Or Not Included In The Specifications They Will Be Added At Additional Cost. Quote Based On Working Hours, 7:00 AM – 3:30 PM.

Damage Resulting From the Installation Of Our Scope Of Work To Underground Items That Have Not Been Identified By Locates Will Not Be The Sole Responsibility Of The Electrical Contractor.

No Permit fees or FPL fee's are included in the above quote. Quote is valid for 30 days. All Work will be performed in accordance to the National Electric Code standards and local ordinances. Please contact us if we can provide you with any additional information.

If work does not commence within 30 days of the date of this proposal, or if work is delayed after the designated start date, Complete Electric, Inc. reserves the right to increase the price to the current material cost at that time.

Estimator: Mike Macleary

Payment Schedule: 30% due at signing of quote, balance upon completion.
.025% will be added to all invoices paid with major credit cards.

PAYMENT LIABILITY

Customer signature signifies authorization of quoted work and acceptance of payment liability. Payment is due upon completion of work or satisfactory passing of any required inspection. If the invoice is not paid and the Contractor engages an attorney to enforce collection the customer agrees to pay all expenses including court costs and reasonable attorney fees to be fixed by any court in which said attorney is required to appear. The Customer further agrees that he or she may be sued in an Indian River County, Florida Court,

Customer Signature

Date

F: SERVICE QUOTES 2015-



Pingston Electric, LLC
432 4th Lane SW
Vero Beach, FL 32962
EC13005885

Estimate

| Date | Estimate # |
|-----------|------------|
| 1/17/2017 | 2032 |

Name / Address

Barefoot Bay Recreation District
Matt Goetz
625 Barefoot Blvd.
Sebastian, FL 32976

Project

Shuffle Board Pole Lights

P.O. No.

| Description | Qty | Rate | U/M | Total |
|---|-----|--------------|-----|----------|
| LUMP SUM QUOTE SERVICE COMMERCIAL | 1 | 7,600.00 | ea | 7,600.00 |
| **Install 2 New Light Poles with 4 Fixture Heads on Each Pole | | | | |
| --Replace 2 Broken Poles from Storm | | | | |
| --Poles to be 26 Foot Fiberglass Direct Bury at Existing Power Locations | | | | |
| --Poles to Have UL Listed Curved Tenon Mounts for 4 Fixture Heads | | | | |
| >>Coated Steel - 90 Inches Wide with 30 Inch Spread Between Fixture Heads | | | | |
| --Fixtures to be 50 Watt LED Cool White (6,000K to 6,800K Color) | | | | |
| >>Equivalent to 175 Metal Halide or HID Fixtures with Less than 1/3 Power Usage | | | | |
| >>2 Adjustable Axis - Horizontal & Vertical | | | | |
| >>Rated for 100-277 Volts AC & UL Listed | | | | |
| >>NOT Included - Adjustment of Fixture Heads After Dark | | | | |
| --Install New Wiring in Poles from Existing Junction Boxes | | | | |
| --Energize Circuits & Test Fixtures | | | | |
| --Lift Rental Included for 24 Hours | | | | |
| **Poles, Tenon Mounts, & Fixture Heads to be Delivered to Site | | | | |
| **Labor & Materials Included Except Above Mentioned | | | | |
| **Work to be Completed Per Code | | | | |
| STANDARD 50% DEPOSIT / 50% UPON COMPLETION | | | | |
| ***IF PERMIT REQUIRED FOR PROJECT ADD \$250.00 TO TOTAL*** | | | | |
| We are looking forward to working with you on this project. | | Total | | |
| | | \$7,600.00 | | |

E-mail

Web Site

eblom@pingstonelectric.com

www.pingstonelectric.com

Signature

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: **Bldg. A Sound System Upgrade
Authorization of Funding**

Section & Item: 9G

Department: Property Services: Buildings

Fiscal Impact: \$4,744

Contact: Matt Goetz, Property Services Manager;
or John W. Coffey, Community Manager

Attachments: Quotes from Hoover Audio Visual and
Premier Electronic Solutions

Reviewed by
General Counsel: N/A

Approved by:



Requested Action by BOT

Authorization for staff to proceed with use of available budget from the FY17 CCTV project in the R&M/Capital Department to fund upgrades to the Bldg. A sound system.

Background and Summary Information

Trustee Cavaliere requested staff research options to improve the sound system in Bldg. A and use the available budget from the FY17 CCTV project in the R&M/Capital Department for a funding source.

Staff solicited the following quotes:

- \$4,744 Premier Electronic Solutions
- \$16,895 Hoover Audio Visual

Both vendors have done satisfactory work for BBRD in the recent past.

Currently there is \$13,409 in available budget from the FY17 CCTV project in the R&M/Capital Department. The award of contract is within the authority of the Community Manager but the BOT needs to authorize a funding source before staff can proceed.

Staff recommends the BOT authorize staff to proceed with use of available budget from the FY17 CCTV project in the R&M/Capital Department for the project.



Main Building Audio Upgrade

Barefoot Bay

1225 Barefoot BLVD
Micco, FL



Presented By:

Premier Electronic Solutions

3716 N. Wickham Rd.
Suite 1
Melbourne, FL 32935
(321) 622-8981



Number: PREMI-0695
Modified: 12/8/2016
Revision: 0



Premier Electronic Solutions



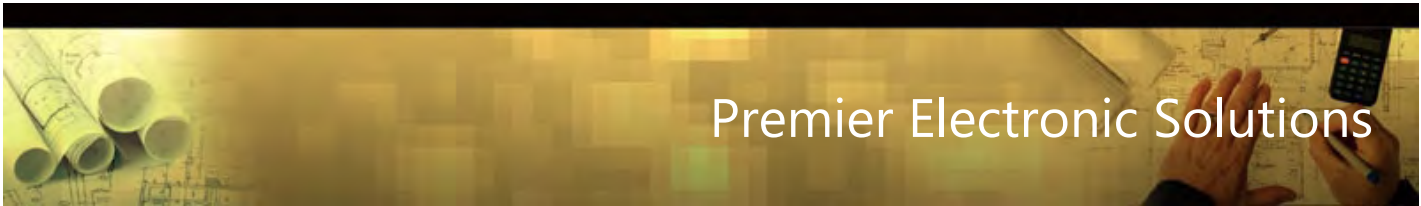
Equipment Room

We will be assembling a new more open rack. We will be re wiring the 6 main speakers for individual hook up to amps. The amps will have source provided through the mic mixers from the microphones.

Main Building

| | | |
|-----|--|----------|
| 3 | BINARY™ CABLES B6-XLR-3FM-10FT XLR Female to Male Cable | \$71.85 |
| 14 | BINARY™ CABLES B6-XLR-3FM-2FT Perfect for use with microphones in auditoriums, churches, or schools, these Binary 3P XLR Female to Male Cables with Gold-Plated Contacts provide a balanced, low noise signal with a built to last construction from end to end. Featuring die cast metal shells, tough outer jackets, and gold-plated contacts, each XLR cable combines supreme sound quality and maximum durability. | \$181.30 |
| 1 | MIDDLE ATLANTIC PRODUCTS ERK-27 USED - 27 SPACE EQUIPMENT ACCESS SYSTEM, 48 1/2" EXTENSION, 20" DEEP FRAME WITH FIVE SPACERS | \$599.99 |
| 350 | PREMIER1 12/2 AUDACIOUS WAVEFLEX CL3 RATED OXYGEN-FREE 105 STRAND COUNT 12AWG 2 CONDUCTOR SPEAKER WIRE. | \$210.00 |
| 1 | PREMIER1 120MM Fan Kit with Power Supply 120MM FAN KIT WITH POWER SUPPLY | \$84.00 |





Premier Electronic Solutions



1 **PREMIER1 Four Zone Mixer** \$400.00

THE FOUR ZONE MIXER COMBINES TWO PAGING MICROPHONES WITH UP TO FOUR LINE LEVEL SOURCE INPUTS. EACH INPUT IS SWITCH SELECTED TO OUTPUT TO ANY COMBINATION OF FOUR ZONE OUTPUTS. THE OUTPUTS ARE ALL BALANCED XLR CONNECTORS, AND A 1/4" REMOTE VOLUME JACK PROVIDES EACH ZONE WITH THE MEANS FOR EXTERNAL VOLUME CONTROL.

THE MICROPHONE INPUTS FEATURE AUTOMATIC DUCKING FOR EASY PAGING.



3 **PREMIER1 Rack Mount Stereo PA Amplifier, 250W x 2CH** \$725.94

RACK MOUNT STEREO PA AMPLIFIER, 250W X 2CH



2 **PREMIER1 RM82** \$900.00

EIGHT CHANNEL XLR/LINE MIXER



1 **PREMIER1 TC-ALTv2** \$82.00

ADVANCED COOLING CONTROL UNIT



1 **PREMIER1 TC-ASC** \$139.99

ADVANCED SYSTEM CONTROLLER - PROGRAMMABLE SET POINT



5 **STRONG™ SM-BLNK-1U** \$27.00

METAL RACK BLANK 1U

2 **STRONG™ SM-SHELF-2U** \$100.00

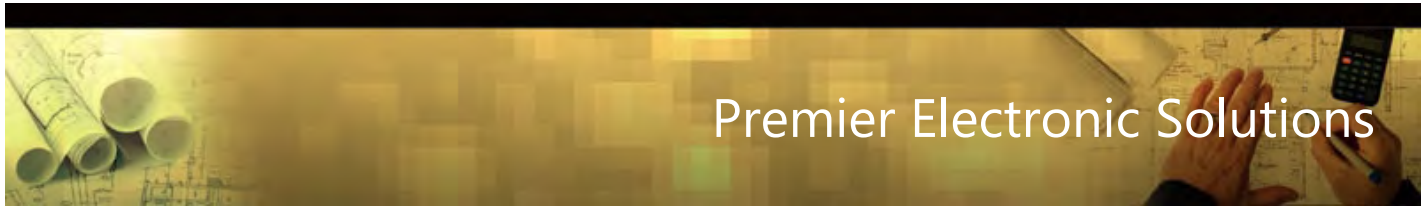
METAL RACK SHELF. 2U.

* Price Includes Accessories

Presented By: Premier Electronic Solutions
Project Name: Main Building Audio Upgrade

Project No.: PREMI-0695

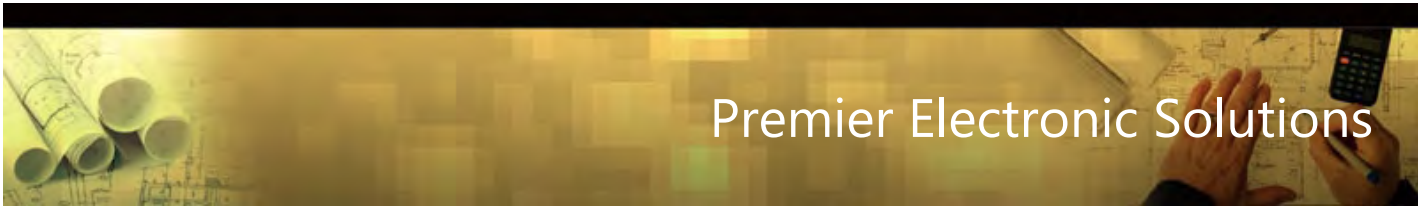
12/8/2016
Page 3 of 7



Premier Electronic Solutions

| | | |
|---|---|----------|
| 1 | STRONG™ SR-BLNK-2U STRONG RACK BLANK PANEL 2U | \$0.00 |
| 1 | STRONG™ SR-VENT-3U Form meets function. This 3U vented blank not only keeps your investment cool but it also obscures what lies beneath - be it wires or other unsightly items behind the rack. Proper airflow around equipment is critical to the long-term system performance so you can't be too careful when coming up with your rack's ventilation plan. | \$0.00 |
| 2 | WATTBOX™ WB-11-LIGHT WATTBOX SURGE LIGHTED PROTECTOR - 11 OUTLET | \$278.00 |





Premier Electronic Solutions



Scope, Specifications, and Requirements

**Changes to proposal can only be made with a signed change order approving changes and any additional costs.*

** Internet service is required for firmware updates and streaming capabilities of components. Internet must be functional upon install for proper function & testing.*

** Existing components, speakers, and wiring are all assumed to be in good working order. Premier Electronic Solutions cannot be held liable and payment cannot be withheld if this is not the case.*

** As Premier Electronic Solutions is not a provider of Internet or Cable TV Services, Premier Electronic Solutions cannot be held liable for issues related to those services (i.e. service outages, weak or poor signal, or discontinuation of services).*

**All materials in proposal are custom order. No returns accepted without return authorization from Premier Electronic Solutions. All returns subject to restocking fee per manufacturer and supplier policies.*

**Premier Electronic Solutions cannot be held liable and payment cannot be withheld for issues related to or effected by parts, materials, equipment, services, etc, that are not provided by Premier Electronic Solutions.*

**Payment for equipment and materials is due prior ordering.*

Scope, Specifications, and Requirements

1 **PESLN SCOPE, SPECIFICATIONS, & REQUIREMENTS** \$0.00



Terms

**Payment for equipment and materials is due prior ordering.*

**Labor for installation is due in full at substantial completion which shall be defined as providing the features described in the proposal within limitations set forth in "Scope, Specifications, & Requirements".*

Terms

1 **PESLN TERMS** \$0.00



* Price Includes Accessories

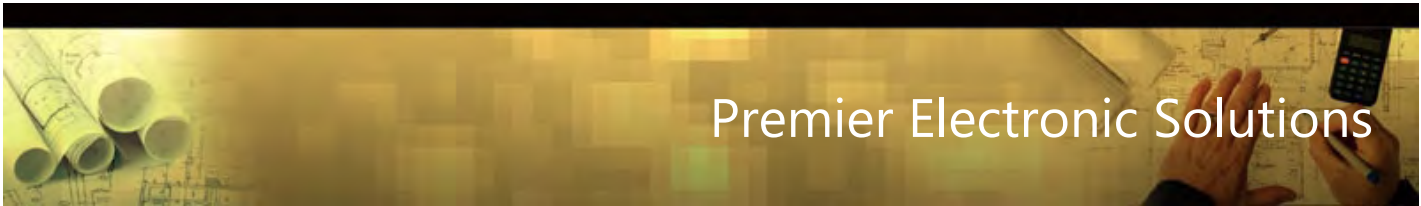
Presented By: Premier Electronic Solutions

12/8/2016

Project Name: Main Building Audio Upgrade

Project No.: PREMI-0695

Page 5 of 7



Warranty

**Installation is backed by a One-Year Warranty covering issues related to improper installation.*

**Although Premier is not a manufacturer, Premier will gladly assist customer with manufacturer warranty related issues.*

**Free Lifetime Telephone & Email support provided for system.*

Warranty



| | | |
|---|-------------------------------------|--------|
| 1 | PESLN WARRANTY & SUPPORT | \$0.00 |
|---|-------------------------------------|--------|

Project Subtotal: \$3,800.07



Project Summary

Equipment: **\$3,800.07**

Labor: **\$943.92**

Grand Total: **\$4,743.99**

Client:

Date

Contractor: **Premier Electronic Solutions**

Date



AUDIOVISUAL RENTAL & STAGING

Client: Barefoot Bay Recreational District
Contact: Matt Goetz
Project: Audio Install
Venue: Barefoot Bay theatre
Dates: TBD

Proposal #010417-1 Prepared Thursday, February 02, 2017

Supercedes all prior dated proposals

| Qty | EQUIPMENT REQUESTED | DAYS | Unit \$ | Total |
|------------------------|----------------------------|------|-----------|---------------------|
| Barefoot Bay | | | | |
| Audio | | | | |
| 6 | QSC Speakers | 1 | \$ 495.00 | \$ 2,970.00 |
| 6 | Yoke Mounts | 1 | \$ 345.00 | \$ 2,070.00 |
| 3 | QSC Amps | 1 | \$ 500.00 | \$ 1,500.00 |
| 1 | Yamaha Mixer | 1 | \$ 750.00 | \$ 750.00 |
| 1 | Cables, Connectors Package | 1 | \$ 295.00 | \$ 295.00 |
| 1 | Misc. Hardware | 1 | \$ 750.00 | \$ 750.00 |
| 4 | Shure Wireless Mics | 1 | \$ 625.00 | \$ 2,500.00 |
| 1 | Antenna DA System | 1 | \$ 695.00 | \$ 695.00 |
| 1 | Rack Mount System | 1 | \$ 995.00 | \$ 995.00 |
| 1 | Boom/Scissor Lift | 1 | \$ 995.00 | \$ 995.00 |
| Labor | | | | |
| 1 | System Design | 6 | \$ 75.00 | \$ 450.00 |
| 1 | Lead Audio Tech | 27 | \$ 75.00 | \$ 2,025.00 |
| 1 | Audio Assistant | 18 | \$ 50.00 | \$ 900.00 |
| Grand Sub Total | | | | \$ 16,895.00 |

Applicable Sales Tax Not Included

Initial: _____

Payment Terms
Signed PO to Order

Special Conditions:

Definitions: Hoover Audio Visual Inc. also known as "Hoover AV", Barefoot Bay Recreational District also known as the "Customer."

All information and concepts contained herein remain the sole property of Hoover AV and any use thereof is strictly prohibited without the written permission of Hoover AV.

It will be the responsibility of the Customer to provide all high voltage electrical circuits and hook ups for the AV equipment as required.

Due to the specific needs and use of this system, any and all structural modifications to the building with regard to installing the AV equipment proposed, will be the responsibility of the Customer. This includes but is not limited to: moving any ductwork, conduit or water pipes; ceiling, wall or lighting modifications; any other non customary modifications or changes to existing building systems for the purpose of accommodating AV equipment as proposed.

PAYMENT TERMS- Signed PO to order. Balance due upon completion.

DELIVERY – All shipments are mode FOB the manufacturer’s warehouse. The buyer is responsible for any facility modification of requirements, which are necessary to accommodate the hardware requirements of this order. Delivery will be deemed complete and the risk of loss or damage will pass to customer upon delivery to a common carrier or delivery by Hoover Audio Visual, Inc. (Hoover AV) vehicles to the customer’s site.

SECURITY INTEREST – The buyer, for valuable consideration, receipt whereof is hereby acknowledged, hereby grants to Hoover AV a security interest in the Buyer’s equipment heretofore or hereafter acquired by the buyer from Hoover AV (all hereinafter called the “Collateral”) and in contract rights with respect thereto, and all proceeds of the collateral and such contract rights. The security interest granted hereby is to secure payment of all liabilities of the buyer to Hoover AV now existed or hereafter arising, including but not limited purchase money obligations for the purchase of Collateral. Buyer agrees they will execute an UCC-1 Financing Agreement if required.

RETURNS – Products may not be returned without Hoover AV’s express written authorization and a return materials authorization (RMA) number. Any returns authorized and accepted by Hoover AV must have shipping prepaid and are subject to a restocking fee. Special or custom orders shall not be returned for any reason whatsoever nor shall Hoover AV be liable for full or partial refund.

TAXES AND DUTIES –The buyer is responsible for any applicable federal, state municipal, sale, use, property, and import or like taxes.

FORCE MAJEURE – Hoover AV shall not be liable for any delay or suspension or cancellation of performance or other failure of performance hereunder due to any cause beyond its control, including but not limited to acts of God or government, labor disputes or inability to secure materials, labor or transportation. In event of such delay, Hoover AV’s time for delivery shall be extended for a period equal to the duration of such delay.

INDEMNIFICATION AND HOLD HARMLESS – The customer agrees to indemnify and hold harmless Hoover Audio Visual Inc. (Hoover AV), and its officers, from any and all claims, demands, actions, costs, and liabilities (including attorneys fees) arising from, but not limited to, any and all contractors and sub contractors not employed or hired by Hoover AV and all actions or results of those actions not under the direct control of Hoover AV. In no event shall Hoover AV be liable for any consequential, incidental, indirect, exemplary or special damages, whether in contract or in tort, in any action, in connection with any goods or services provided by Hoover AV. This section shall survive the termination of this agreement.

The undersigned by his/her signature below acknowledges and agrees that he/she has read and agrees with the terms and conditions above.

Company Name

Individual’s Name

Authorized Signature Date

Board of Trustees Meeting Agenda Memo

Date: Feb. 10, 2017

Title: **Resident's Request for Flashing Lights on Micco Road**

Section & Item: 9H

Department: Administration: District Clerk

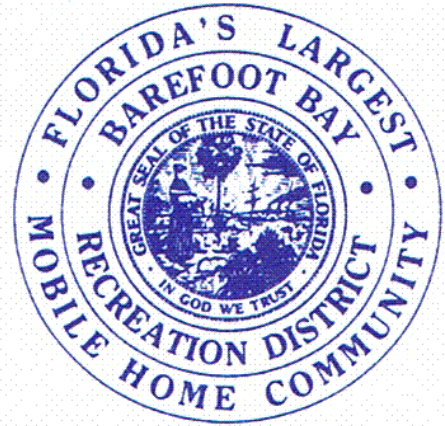
Fiscal Impact: N/A

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

Attachments: Emails from resident

Reviewed by
General Counsel: N/A

Approved by:



Requested Action by BOT

Direction to staff.

Background and Summary Information

On 30Jan17, a resident emailed the BOT and County Commissioner Tobia requesting flashing lights to be installed at pedestrian crossings on Micco Road. Subsequently, the resident received a phone call from the Brevard County Traffic Engineering Office confirming her request and stating the County will conduct feasibility studies of installing flashing lights at each of the five crossings on Micco Road.

Trustee Diana requested this issue be placed on the agenda.

Staff requests direction regarding this matter.

John Coffey

From: Pat Rinabarger
Sent: Monday, January 30, 2017 2:54 PM
To: sdiana@bbrd.org; jkiosky@bbrd.org; frankcavaliere@bbrd.org
Cc: jcoffey@bbrd.org
Subject: need for flashing light at crossings on Micco Rd

My name is Patricia Rinabarger of 203 Calico Court, BFB. My request is for your help in requesting the County Commissioner to authorize the installation of flashing lights at the pedestrian crossings on Micco Road.

Having observed the occurrence of numerous "near misses" of pedestrians in the crosswalks being ignored by speeding motorists, I feel it a public duty to ask for your support in my request to the County Commissioner for the installation of flashing lights at these crossings. This non-observance by some motorists is especially apparent during the hours of 7 a.m. to 9,30 a.m. when our residents are taking their early morning exercise and motorists are hurrying to work, but is an ever present hazard throughout the day. I have witnessed pedestrians half way across the road on designated crossings and coming within two feet or so of being maimed or losing their lives in a collision with motorists. Being without flashing lights can, in my opinion, be likened to an "accident waiting to happen"!

My initial complaint was to our Sheriff's Office Micco Sub-Station, then directed to the Deputy Sheriff, who explained that more police observation at these crossings was of limited assistance in targeting speeding motorists and their non-observance of pedestrian crossings. Her suggestion was to contact our County Commissioner and to request flashing lights.

I will most certainly follow up on her suggestion. However, I feel that I might be a 'voice in the wilderness' and it is for this reason that I am soliciting your help. I implore you to support my request to our County Commissioner for the urgent need of flashing lights at pedestrian crossings on Micco Road. I have observed some motorists' total disregard of the law at crossings at the junctions of East Drive and Ron Beatty Boulevard but have no knowledge of other crossings.

I ask for urgent consideration of my request for your help and look forward to your response. Please convey this email to all other Board Members. I am forwarding a copy of this email to our County Commissioner, John Tobia at john.tobia@brevardfl.gov.

Thank you. Patricia Rinabarger.

John Coffey

From: Pat Rinabarger
Sent: Tuesday, January 31, 2017 4:30 PM
To: John Coffey
Subject: RE: Flashing lights at Crossings on Micco Rd

John - Co.Comm forwarded my email to Brevard County Traffic Engineer, Corinna Dunn(?) couldn't quite catch her name, who has just 'phoned me. She asked for confirmation of my complaint, and will now undertake the feasibility of installing flashing lights costing \$10,000 at each of the five crossings on Micco Road. I pointed out that I had not observed traffic on crossings other than East Drive and Ron Beatty Boulevard. But at least the ball is rolling! Patti Rinabarger

On Tue, 1/31/17, John Coffey <jcoffey@bbrd.org> wrote:

Subject: RE: Flashing lights at Crossings on Micco Rd
To: "Pat Rinabarger" <prinabarger@yahoo.com>
Date: Tuesday, January 31, 2017, 5:24 AM

Ms. Rinabarger,

Excellent e-mails. I could
not have written them better.

Sincerely,

John W. Coffey
Community
Manager
Barefoot Bay Recreation District
625 Barefoot Blvd.
Barefoot
Bay, FL 32976
Phone: 772.664.3141
Fax: 772.664.1928

PUBLIC RECORDS NOTICE: Barefoot Bay Recreation District (BBRD) is governed by the State of Florida public records law. This means that the information BBRD receives 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.

-----Original

Message-----

From: Pat Rinabarger [mailto:prinabarger@yahoo.com]

Sent: Monday, January 30, 2017 3:12 PM

To: jcoffey@bbrd.org

Subject: Flashing lights at Crossings on Micco Rd

John - I have included

you in emails to both officers of the Board of Trustees and to Co.Commissioner. Please let me know if I have omitted anything of importance. Thanks so much for yr help. Patricia Rinabarger.

772-664-7503.

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: February 10, 2017

Subject: Manager's Report

District Clerk

1. **Security Committee Update** – At the 02Feb17 meeting, the committee requested a representative from the BCSO attend a subsequent meeting to give direction on how Barefoot Bay should proceed with security in the future.

Resident Relations

1. **2017 Badging Update** – Customer Service staff at the Resident Relation Office will begin updating badges on 6Feb17.
2. **ARCC Update** – 44 permits will be reviewed at the 7Feb17 ARCC meeting.
3. **Violation Committee Update** – Commercial screens will be installed within 2 weeks at the Lounge. The roll down screens will be fixed to the windows on the West side of the Lounge. Installation will be completed in 2 hours and scheduled on a morning before the Lounge opens so there will be no disruption in services.

Food & Beverage

4. **St. Paddy's Day** – Tickets for the party on the Lakeside of the Lounge are now on sale at the 19th Hole and the Lounge. A full day is planned and flyers with all the details will be posted. Corned Beef sandwich tickets are \$8 and are served at noon and a buffet for \$12 is served at 2:30 p.m.
5. **New screening at the Lounge** – Commercial screens will be installed within 2 weeks at the Lounge. The roll down screens will be fixed to the windows on the West side of the Lounge. Installation will be completed in 2 hours and scheduled on a morning before the Lounge opens so there will be no disruption in services.

Golf-Pro Shop

6. **Fleet Golf Cart Update** – 20 storm covers installed with another 13 scheduled to arrive next week (back-ordered).

7. **Golf Course Tournaments Updates:**

- February (sign ups start 01Feb17)
 - Golf Gala - 11Feb17
 - Ladies 9 hole charity tournament (8:30 shotgun)
 - Member/Member - 25Feb17

Call or stop by the Pro Shop for more information about any of the tournaments.

8. **R&M Project Update** – The cleaning and reshaping of the irrigation pump intake area will commence soon. This will ensure golf course irrigation does not get clogged with shells and “gunk.”

Property Services

9. **Stormwater Maintenance of Canals Update:**

- Finish clean up grading and seeding) at the Garden Club
- Began removal of canal bank debris through the Indian section and Creek Court from Dottie Lane to Barefoot Circle.

10. **Routine Work Update:**

- Rototilled the softball infield
- Finished restoration of work site of new drain line at the golf course bathroom
- Framed around new A/C in D&E building
- Replaced beer cooler in building A
- Purchased and installed poles for Soccer goal posts behind the shopping center
- Installed new conduit and wire for the lights in the parking lot at the 19th hole (old wires burned up underground)

Attorney's Report

Trustees Liaison Reports

Incidental Remarks from Trustees

Audience Participation

Adjournment