

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

**Tuesday, July 26, 2016**

**7:00 PM**

**1225 BAREFOOT BOULEVARD, BUILDING D/E**



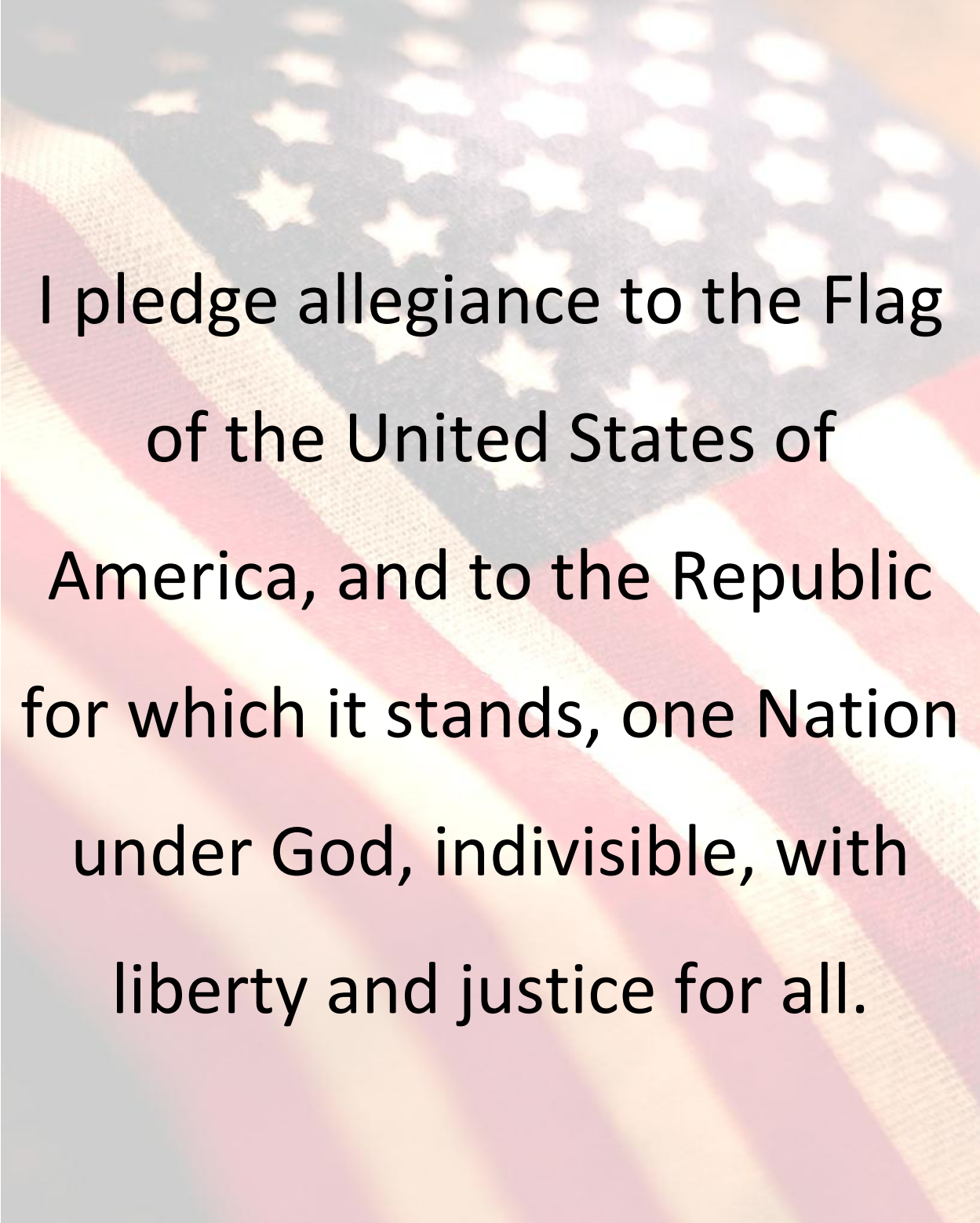
# BAREFOOT BAY RECREATION DISTRICT

Barefoot Bay Recreation District Regular Meeting  
Tuesday, July 26, 2016 7 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
5. Approval of Minutes
  - A. June 28, 2016
  - B. July 8, 2016
6. Treasurer's Report
7. Audience comment on Agenda Items
8. Unfinished Business
  - A. Stormwater Equipment and Projects Financing
  - B. Stormwater Equipment Award of Contract
  - C. Stormwater Projects Award of Contract
  - D. Facilities Planning Committee's Recommendation: Capital Improvement Program
  - E. Recreation Committee Appointment
  - F. Security Committee Appointment
  - G. Request to Form a Club (Support Group for People Diagnosed with Multiple Sclerosis)
  - H. Tennis Courts Restroom Trailer Options
  - I. Over 60 Softball Association Amended Agreement
9. New Business
  - A. DOR Violations
    - i. Case #16-002191 852 Waterway
  - B. Adoption of FY17 Assessment Rate
  - C. Finance Advisory Committee's Recommendation: Research New Banking Options
  - D. Recreation Advisory Committee's Recommendation: End of Summer Youth Swim Event
10. Manager's Report
11. Attorney's Report
12. Committee/Liaison Reports
13. Incidental Trustee Remarks
14. Audience Participation
15. Adjournment



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. Klosky

1<sup>st</sup> Vice Chair - Ms. Wright

2<sup>nd</sup> Vice Chair - Mr. Lavier

Secretary - Mr. Diana

Treasurer - Mr. Cavaliere

## **Also Present**

General Counsel- Cliff Repperger, Jr., Esq.

Community Manager - John W. Coffey

District Clerk - Dawn Myers



# Approval of Minutes



# BAREFOOT BAY RECREATION DISTRICT

## Board of Trustees Regular Meeting Tuesday, June 28, 2016 7 PM –Building D&E

The Barefoot Bay Recreation District held a Regular Meeting on June 28, 2016 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 7:00 PM.

### Thought for the Day

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

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

### Roll Call

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

### Minutes June 10, 2016

*Mr. Cavaliere made a motion to approve the minutes with one correction. Second by Mr. Diana. Motion carried unanimously.*

### Treasurer's Report

Mr. Cavaliere presented the Treasurer's Report for June 28, 2016.

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

### Audience Participation (Agenda items only)

None brought forward.

### Old Business

#### Award of Contract: Restoration of Bunkers, Phase 1

Staff presented an update on the previously awarded contract for bunker replacement, phase 1 to Double Eagle Golf Works for \$24,336.16. The vendor has since declined to execute a contract with BBRD citing an over-commitment of work for the summer. Golf manager, Ernie Cruz has solicited additional quotes. Revised quotes are as follows:

ABM - \$24,916.80

Iron/Horse Equipment, Inc - \$30,625.00

Staff recommends the Board rescind award of contract to Double Eagle Golf Works for \$24,336.16 and award to ABM.



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*Mr. Lavier made a motion to rescind award to Iron Horse Equipment for \$24,336.16 and accept the quote from ABM for \$24,916.80. Second by Mr. Diana. Motion passed unanimously.*

## **New Business**

### **Adoption of FY17 Budget**

The Proposed FY17 General Fund Budget is \$6,169,454.00, containing \$299,658 in non-capital decision points, \$612,500 in R&M/Capital projects and funding for 67.96 full-time equivalent positions (33 full-time and 34.96 part-time). Staff recommended the Board approve the resolution to adopt FY 2016-17 Proposed Budget. General Counsel Repperger read the resolution:

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT ESTABLISHING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.**

*Mr. Diana made a motion to accept the FY17 Budget as presented. Second by Ms. Wright. Motion carried unanimously.*

### **Adoption of Minimum General Fund Balance Policy**

The Government Finance Officers Association recommends, “at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.” Staff recommended the Board establish a minimum Unassigned Fund Balance in General Fund equivalent to 20% of the subsequent fiscal year’s budgeted expenditures less R&M/Capital Projects and transfers out and approve the Resolution. General Counsel Repperger read the resolution:

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; APPROVING AND ESTABLISHING THE DISTRICT MINIMUM UNASSIGNED FUND BALANCE POLICY IN GENERAL FUND PURSUANT TO GOVERNMENTAL ACCOUNTING STANDARDS BOARD IN FISCAL YEAR 2015-2016; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.**

*Mr. Diana made a motion to establish a minimum unassigned Fund Balance in General Fund. Second by Mr. Lavier. Motion carried unanimously.*

### **Rescind Committed Fund Balance Designation of Reserve Account in the General Fund**

The Board adopted the Resolution to establish Minimum Fund Balance policy to serve the same purpose of designating the Reserve Account as Committed Fund Balance, which is to cover unexpected expenditure and revenue shortfalls, protect against unforeseen emergencies and serve cash flow needs. Staff recommended the Board approve the Resolution to rescind Committed Fund Balance designation. General Counsel Repperger read the resolution:

General Counsel Repperger read the resolution:

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; RESCINDING THE DESIGNATION OF THE RESERVE ACCOUNT WITHIN THE GENERAL FUND AS COMMITTED FUND BALANCE; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.**

*Mr. Cavaliere made a motion to rescind the committed Fund balance designation of the Reserve account in the General Fund. Second by Mr. Diana. Motion carried unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

## **Contract to Power Wash Homes**

Barefoot Bay Recreation District contract with Advanced Exterior Cleaning expired on April 29, 2016. We have reached out to Advanced and GP Pressure Cleaning to obtain quotes. GP Pressure Cleaning has submitted a price of \$80 per home, compared to \$125 per home from Advanced. This will result in an anticipated reduction in the cost to power wash homes in violation of \$45 per home.

Staff recommended the Board award a two-year contract to GP Pressure Cleaning for pressure washing homes found in Violation of Article III, Section 2 Condition of Property (Power wash).

*Mr. Lavier made a motion to award the contract to GP Pressure Cleaning. Second by Ms. Wright. Motion carried unanimously.*

## **Recreation Committee Recommendation: Youth Swim Times**

Mr. Cavaliere stated that he is not in favor of holding the event at Pool 1 due to the close proximity of the Lounge and the fact that a majority of the residents use Pool 1. Ms. Wright stated that kids can be found at pool 1 all the time and the Lounge is not typically an issue. She encouraged the Board to keep the event at Pool 1 as it is a nicer venue for the families to enjoy and perhaps may encourage those without a social membership to purchase one. Ms. Ann Manzo spoke on behalf of this event. She encouraged the Board to approve this event for the youth of Barefoot Bay as a means for our families to meet and enjoy their summer. She was also in favor of keeping it at pool 1. She reminded the Board that all pool rules will still be applicable.

Ms. Fran Solecki voiced opposition to having the event at Pool 1 and offering entrance to anyone without a social membership as this could have serious repercussions.

Mr. Jim Barry was against having the event at Pool 1 and voiced a concern about opening the amenities to non-property owners.

Mr. Rich Schwatlow commented on the opportunity for the residents to use pool 1 as a way to get residents aware of the amenities and encourage social membership.

Ms. Loretta Dorn was opposed to Pool 1 for this event. She voiced a concern about allowing residents that do not pay their fees to use the amenities.

Ms. Louise Crouse reiterated that the standard pool rules will apply as usual. She encouraged the Board to consider this event at Pool 1 to offer awareness of the amenities and in particular there is shelter at Pool 1 in the event of a sudden downpour.

Nancy Eisele discussed the swim events the Bay has offered in the past and asked about approval to supervise the kids.

Mr. Joe Martin discussed the grants and requested clarification on whether accepting grants opens Barefoot Bay for non-residents. Mr. Coffey stated that there is a \$15 charge for non-residents to use the amenities.

Mr. Cavaliere was in favor of waiving the membership for the kids but recommended charging a fee for the families.

Mr. Diana made a motion to have the youth swim time at Pool 2 or 3 for the month of July. Second by Mr. Cavaliere. Mr. Diana rescinded his motion.

*Mr. Cavaliere made a motion to allow an exclusive youth swim at Pool 3 with their families and charge a \$5 fee for those families that do not have a social membership. Second by Mr. Diana. Ms. Wright opposed. Motion carried 4-1.*



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## **Lawnmower Replacement**

The FY16 Capital Department Budget contains \$30,000 for the replacement of a commercial lawnmower. Property Services Acting Manager Matt Goetz proposed replacing the 2010 X-mark lawnmower. A Florida State Contract price of \$18,021.42 was found for a Toro GM7200 mower with a 72 inch side discharge. Staff recommended the Board authorize procurement of the Toro GM7200 mower with a 72 inch side discharge for \$18,021.42 from state contracting in addition to authorizing the use of exception to Competition #8.

*Mr. Diana made a motion to procure the Toro GM7200 mower with a 72 inch side discharge for \$18,021.42 from state contracting in addition to authorizing the use of exception to Competition #8..*

*Second by Mr. Cavaliere. Motion carried unanimously.*

## **Beach Site Plan**

Mr. Coffey explained that earlier this year BBRD was awarded a \$200,000 (50% match) Florida Recreation Development Assistance Program grant for the beach project. Additionally, BBRD has been notified of a pending \$60,000 (50% match) Coastal Partnership Initiative Grant. Both grants require a 50% plus \$1.00 expenditures for active recreation elements to receive full reimbursement. TLC Engineering submitted a proposal to provide planning and preliminary design services for the project. This proposal would accomplish these two tasks plus research regulatory requirements related to exotic removal, parking, septic tank and drain field location, etc. Approval of the proposal will result in staff scheduling a town hall style meeting in August. Staff recommended the Board accept the TLC proposal of \$8,300 for conceptual site plan.

*Mr. Cavaliere made a motion to approve accept the TLC proposal of \$8,300 for conceptual site plan development of the beach. Second by Mr. Lavier. Motion carried unanimously.*

## **Position on Abolishment of Barefoot Bay**

*Mr. Cavaliere made a motion to request a voice vote from the Trustees stating they are against abolishment of the Barefoot Bay Recreation District. Second by Mr. Diana. Motion carried unanimously.*

*Mr. Cavaliere made a motion to authorize General Counsel to send a certified letter to the HOA Directors and Officers asking their position on the abolishment of the District. Second by Mr. Diana. Ms. Wright opposed. Motion carried 4-1.*

*Mr. Cavaliere made a motion to ensure the approved certified letter states that each recipient of the inquiry has thirty days to respond and failure to respond is an admission that they are in support of abolishment. Second by Mr. Diana. Ms. Wright opposed. Motion carried 4-1.*

Harold Wortman stated that this is an unfounded attack on the HOA, he asked Mr. Cavaliere to please refrain from slandering the members of the HOA by inferring they are against maintaining the District.

Mr. Cavaliere stated that he simply wants the HOA to publically offer their opinion once and for all. Attorney bills regarding this topic are adding up and he wants to put an end to the queries. Mr. Lavier was in agreement with Mr. Cavaliere as he frequently hears questions regarding this topic and would like to come to a final resolution. Ms. Wright asked General Counsel if Mr. Cavaliere's request to send the letter requiring an answer was legal. General Counsel stated that rather than a question of legality the question should be what the effectiveness is of sending this letter. Mr. Cavaliere can request a response but a non-response can be interpreted several ways and are any of them truly an effective statement on



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the letter? Mr. Klosky stated that he will support the letter because he is confident the HOA will show they have nothing to hide.

## **Manager's Report**

Mr. Coffey reported ATP Security has completed some CCTV work will be complete the rest of the installation once the fiber optic lines are installed. The audit selection committee, which is composed of the Board of Trustees will meet tomorrow to select from the top three responses to the Audit Request For Proposals. Proposed updates to the Policy Manual and Employee Manual will be reviewed in a Trustee workshop on July 28<sup>th</sup> at 10 AM. Staff is currently working on these updates. Review of updates to the Food and Beverage Principles of Operations is scheduled to occur on August 4<sup>th</sup> at 10 AM. The District has received 99.46% of the FY16 assessment. The stormwater equipment and project topic will be placed on the Board of Trustees agenda for review on July 8<sup>th</sup>.

## **Attorney's Report**

General Counsel Repperger discussed the case for unpaid assessment at 904 Oriole Circle. The owner has agreed to settlement agreement pursuant to a payment schedule for the balance of all unpaid fees and court fees. If the owner defaults the court has deemed the property can be put up of sale immediately.

*Mr. Cavaliere made a motion to approve the settlement agreement for the case on 904 Oriole Circle. Second by Mr. Lavier. Motion carried unanimously.*

General Counsel stated that the case from 635 Hyacinth appeared before the magistrate and reduced the enforcement costs but did not reduce the county fines. Commission will hear the case on July 26, 2016.

*Mr. Cavaliere made a motion to bring the case to completion and approve General Counsel Repperger to represent Barefoot Bay at the hearing. Second by Mr. Lavier. Motion carried unanimously.*

*Guinther vs. Barefoot Bay* was not approved by the insurance company and as a result General Counsel Repperger will represent Barefoot Bay. He is currently working on the Summary Judgment.

Mr. Diana requested an update on the replacement wall reimbursement. General Counsel stated that the Travelers Insurance agent admitted that the check was lost. He is in communication with him and will keep the Board updated on the progress.

## **Trustee Liaison Report**

Mr. Klosky read the Violations report. The Violation Committee met on June 24, at 10 PM in D/E. Thirty-two cases were placed on the agenda and sixteen cases came into compliance prior to the meeting, sixteen cases were presented and found to be in Violation. The next Violation Committee will meet on July 8, at 10 PM in D/E. The ARCC Committee met on June 14, 2016. Sixteen permits were submitted, all were approved. The ARCC Committee met this morning, June 28, 2016. Ten permits were submitted and nine were approved. One permit was tabled for additional information. The Committee approved changes to the ARCC guidelines regarding privacy landscape material and skirting on modular homes. These changes will be brought forward to the Board of Trustees at their next meeting. The next ARCC committee meeting is July 12 at 9 AM in the Lounge.

Mr. Cavaliere reiterated communication from Louise Crouse regarding the long standing committees in the Bay. Committees and past committee members have been a great resource to the District and are not



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a new occurrence in the Bay. The main difference is the Trustees are no longer Chairmen of these advisory committees. He suggested that the Trustees provide guidance for the committees according to what topics require discussion so they may prepare their agenda accordingly.

Ms. Wright reported on behalf of the Food and Beverage Department. We are scheduled to celebrate the July 4<sup>th</sup> with music and dancing at Pool 1 Vince love will perform. A Hawaiian style Luau is schedule for July 23<sup>rd</sup> with buffet. Tickets are available for \$11 before July 18<sup>th</sup> and \$14 after the 18<sup>th</sup>. Please purchase tickets early as this helps Kathy Mendes, Food and Beverage Manager, estimate how much food will be needed for each event. Ms. Wright discussed a topic from the Recreation Committee regarding a joint committee meeting to include interested residents that would discuss proposed ideas to improve amenities or anything else the residents may want to discuss that may improve our community. Recreation committee also discussed a possible swim program next year for kids similar to the successful programs we have had here in the past. They are asking for feedback from the parents regarding their interest in starting up a program like this again.

Mr. Lavier gave the Property Services report. A main water valve and meter was replaced in Building A recently. During the 3-day closure of the Lounge due to the water meter replacement, Property Services staff replaced the floor in the walk in cooler at the Lounge. Staff has also repainted the curbing at the shopping center and added another panel to the Veteran's Wall Memorial in Building A. Mr. Lavier reported on the reconfiguration of the tee box at #12, the tee box is growing in nicely. The first session of Jr. Golf Camp is ending Thursday and the second session is due to begin on July 8<sup>th</sup>. Bunker replacement is scheduled to begin in August and a tournament is scheduled for the end of July with more details to follow. Proceeds will go to help the Jr. Golf program.

Mr. Diana reported that Facilities Planning is currently discussing conceptual ideas for expanding the kitchen in Building A. The Facilities Planning Committee is also reviewing projects slated to impact the Bay in FY18.

## **Trustee's Incidental Remarks**

Mr. Cavaliere announced that according to the Sheriff Department residents 14 and under driving golf cart is against the law and the deputies will be pursuing violators of this law in Barefoot Bay. He added on a personal note, to be cautious if approached by AT&T sales reps offering a proposal without membership. He stated that he entertained the prospect until he learned that it indeed does ultimately involve a 2-year agreement. Mr. Cavaliere discussed the rumor mill in Barefoot Bay spurred by social media. He asked that resident think about what they hear before repeating it as this sometimes cause more confusion and false information for our residents. He commented on being admonished for citing scripture at the previous meeting by statting that we acknowledge God at the start of every meeting with the Pledge of Allegiance and each time we conduct business as it states In God We Trust on every dollar bill. He stated he is not apologetic for believing in God and will continue to do the best job for the residents of Barefoot Bay with a positive attitude.

Mr. Diana discussed the youth in Barefoot Bay and the potential cost of installing a soccer field in Barefoot Bay. He asked if staff could investigate the potential for alerting the residents when the county taxes have been paid so residents may update their badges immediately.

Mr. Klosky discussed liaison responsibility for the advisory committees and maintaining the appropriate boundaries between staff and trustee.



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## **Audience Participation**

Mr. Roger Compton discussed the recent updates to the Policy Manual. He approved a majority of the changes, however he voiced a concern about the new rental fee for exclusive use of the three pools. Mr. Klosky encouraged him to come to the Policy Workshop scheduled on July 28, 2016.

Mr. Ernest Loening suggested the Board authorize a contest for the youth of Barefoot Bay in regards to a slogan for Barefoot Bay.

Mr. E.J. Wright discussed his role in the CCTV project as discussed in the previous meeting. He wanted to clarify that he inquired about additional cameras last year before the new committees were formed in February. He stated that the committees now have members with backgrounds pertaining to each committee topic for the most part which is a great improvement from the way the committees were before. He clarified that he did not intend to imply that past committees were not useful in a previous discussion, only that the appointment of experienced committee members tend to make the meetings more productive.

Mr. Harold Wortman commented on the topic of abolishment of the District. He asked that Mr. Cavaliere, when asked about this topic in the future, communicate the fact to the residents that the HOA is against the dissolution of the District and further, they have no power to do so. He also invited Mr. Cavaliere to request a voice vote at the next HOA meeting to confirm this statement. Mr. Wortman also requested that Mr. Cavaliere advise General Counsel against sending the proposed letter discussed earlier in the meeting as it is a waste of District funds and General Counsel's time. Mr. Cavaliere clarified that he is not against the HOA rather he would like to see the HOA utilize their function in Barefoot Bay to its full potential. He stated that there is an opportunity for the HOA to reach the homeowners regarding the future direction for the community in addition to several other issues where the Board does not need to be involved until a final decision is required. Mr. Cavaliere reiterated that he simply wants to put the question on abolishment of the District to rest so the community as a whole can move past the contentious discourse this topic has created.

Mr. Rich Schwatlow commented on the budget. He voiced a concern regarding funding for new expenditures such as the proposed bathrooms though the funding is not there. He would like the Bay to implement a long term revenue plan to raise the fees one dollar a year for the next ten years.

Ms. Nancy Eisele stated that the bond should be allocated in the proper way after it is paid without having to raise assessment fees. She commented on the beach property stating that this was part of the development plan when the District was purchased years ago.

Mr. Ken Reed commented on the golf cart regulations as they are applied in the Bay. He requested clarification between the Sheriff Department regulations for golf carts compared to the District regulations and suggested we apply the correct ones. He also requested clarification on whether the ARCC committee is considered a Board advisory committees. He noted that the committee Chair is also the liaison to the Board yet earlier he understood that the Trustee liaisons are no longer eligible to be Chairman in the newly formed committees. Mr. Coffey explained that the ARCC appointments are determined by the DOR and that would take a ballot majority vote to change. Mr. Cavaliere clarified that the golf cart regulations in the Bay are the same as the County regulations. They have been printed in the *Peek at the Week* newsletter in the past or in *the Tattler* newspaper as a reminder to the residents.





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Mr. Cavaliere commented on the assumption that paying off the bond will create a windfall for the District in FY18. He explained that the money from paying off the bond is already tied up in the FY16 and FY17 Budgets. As a community, we need to discuss what we want for the future in order to appropriate the money responsibly moving forward.

Mr. Klosky suggested the HOA and the Board get together when they reconvene in the Fall in an effort to stay on the same page.

## **Adjourn**

The next meeting will be on July 8, 2016 at 7PM in Building D/E.

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

Meeting adjourned at 9:20PM.

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Steve Diana, Secretary

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Dawn Myers, District Clerk



# BAREFOOT BAY RECREATION DISTRICT

## Board of Trustees Regular Meeting

Friday, July 8, 2016

1 P.M. –Building D&E

The Barefoot Bay Recreation District held a Regular Meeting on July 8, 2016 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 1:00 P.M.

### Thought for the Day

Mr. Klosky asked for a moment of silence to honor our service personnel both past and present who have helped protect our country. He also asked that we remember the policemen that lost their lives in Texas as well as our Barefoot Bay residents both past and present.

Pledge of Allegiance to the Flag

### Roll Call

Present: Mr. Klosky, Ms. Wright, Mr. Lavier, Mr. Diana and Mr. Cavaliere. Also present: John W. Coffey, Community Manager, Jason Pierman, SDS General Counsel Cliff Repperger and Dawn Myers, District Clerk. Also Present: Sue Cuddie, Resident Relations Manager, Kimi Cheng, Finance Manager and Matt Goetz, Property Services Manager.

### Minutes June 28, 2016

*Due to less than a week work day turnaround between District Meetings the June 28, 2016 minutes will be considered on the next agenda scheduled for approval on July 26, 2016.*

### Treasurer's Report

Mr. Diana presented the Treasurer's Report for July 8, 2016.

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

### Audience Participation (Agenda items only)

None brought forward.

### Old Business

#### FY16 – FY20 Governmental Auditing Services Award of Contract

The Audit RFP Committee which consisted of the five members on the Board of Trustees, held two meetings subsequent to the closing of the RFP advertisement for governmental auditing services. The top three submissions were interviewed and rated based on a point scale and five category: Ability of Personnel, Proposer's Experience, Understanding Scope of Work, Ability to Furnish the Required Services and Price. Current BBRD auditing firm Moore Stephens Lovelace, received the top score. Staff recommends the Board award the FY16 – FY20 Governmental Auditing Services to Moore Stephens Lovelace with an option to extend the contract for one additional five fiscal year period.



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*Mr. Diana made a motion to accept the recommendation of the RFP Auditing Committee and award the FY16 – FY20 Governmental Auditing Services to Moore Stephens Lovelace with an option to extend the contract for one additional five fiscal year period. Second by Ms. Wright. Motion passed unanimously.*

## **Financing Options for Stormwater Projects and Equipment**

Staff solicited multiple financing options for the stormwater project on Cherokee and Tamarind and the skid steer and boom arm mower to maintain the canal system per Board direction. Kimi Cheng, Finance Manager, provided the options to the Finance committee for review yesterday. They recommended staff apply for financing with Capital Bank's offer of a \$165,000 loan with 2.06% fixed rate for 60 months. Estimated monthly payment would be \$2,896.50.

*Mr. Cavaliere made a motion to accept the Finance Committee recommendation to apply for financing terms with Capital Bank and bring back the final agreement for approval. Second by Ms. Wright. Motion carried unanimously.*

## **DOR Violations**

### **Case# 16-0011446 1153 Waterway Drive**

Fascia and Skirting Exterior Maintenance

*Mr. Cavaliere made a motion to forward Case# 16-0011446 - 1153 Waterway Drive to the Attorney's office for legal and equitable action and lien the property for fees. Second by Mr. Diana. Motion carried unanimously.*

### **Case# 16-0011446 1135 Navajo Drive**

Fascia Exterior Maintenance

*Mr. Diana made a motion to forward Case# 16-0011446 - 1153 Waterway Drive to the Attorney's office for legal and equitable action and lien the property for fees. Second by Mr. Cavaliere. Motion carried unanimously.*

Mr. Cavaliere stated the property owners in question have had ample time to correct the violations. He maintained that he does not want to see these cases come back to the Board to request fees waived at a future date. Mr. Diana was in agreement.

## **Resignation and Appointment to Recreation Committee**

On February 23, 2016, Ms. Nancy Eisele was nominated to an Alternate seat on the Recreation Committee at a Board of Trustees Meeting for a term of three years. On June 23, 2016 Ms. Eisele submitted her resignation from the Recreation Committee to the Recreation Committee Chair due to a conflict of interests, as she is currently employed in the Property Services Department. Staff recommends the Board accept Ms. Eisele's resignation and appoint a homeowner to the Recreation Committee as an Alternate for a 3-year term when one becomes available. Mr. Diana thanked Ms. Eisele for her many years of commitment to the residents of BBRD.

*Mr. Diana made a motion to approve the resignation from Nancy Eisele. Second by Ms. Wright. Motion carried unanimously.*

## **Proposed Amendment to Over 60 Softball Association Agreement with BBRD**

The Over 60 Softball Association has proposed an amendment to the agreement they made with BBRD in January 2016. Staff was recently asked to amend the agreement which outlined taking over the maintenance of the Wren Circle curbing area to the softball field fence in exchange for forgiveness of



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the balance owed for the damage to the Kubota Tractor engine and an increase in their monthly payment of \$40 to a new monthly payment of \$728.00. The proposal would reduce Property Services' work, shift areas of ABM's responsibilities keeping it at about the same overall level and increase the responsibility of the O60SA while slightly increasing their monthly payment.

Mr. Brian Belanger spoke on the benefits of the softball field for the residents and families in Barefoot Bay. He stated that this is a good proposal and asked that the Board seriously consider approving it today.

Mr. Cavaliere commented on the tireless efforts from the League in keeping up with the softball field. Regarding the forgiveness on the damages to the Kabota tractor, he acknowledged that the tractor is not solely used by the softball league. He reiterated that he previously asked for a log sheet stating the dates and names of who is using the Kabota engine in the event another incident occurs, someone can be held accountable. Ms. Wright commended the softball league for the service they offer the community. She thanked Mr. Coffey, Mr. Belanger and ABM for sitting down and working things out calmly while coming up with a solution that works for everyone involved.

*Mr. Cavaliere made a motion to amend the agreement. Second by Mr. Diana. Motion carried unanimously.*

## **Request to Form a Club**

This item was removed from the agenda.

## **Manager's Report**

The Building A transformer project is scheduled to commence next week with a planned power outage to Buildings A & C on July 7 and 8 2016. Mr. Coffey invited interested residents to pick up a copy of the official District documents in Building F if they are curious about how the District was formed and how it is run.

## **Attorney's Report**

The insurance agent General Counsel has been working with at Traveler's Insurance regarding the entrance wall has been found to have been providing erroneous information. General Counsel stated that in the last week, he found the agent has left the company and a supervisor did not find any notations in the account since 2015. He is currently in talks with the supervisor regarding repayment of the check as soon as possible. Mr. Diana implored General Counsel to impress upon Traveler's Insurance that if a resolution is not found by the next Board meeting in two weeks we will begin legal action against them. He also stated we should consider an alternate vendor if any of our current vendors do business with Traveler's Insurance. General Counsel informed the Board that the letters to the HOA requested at the last meeting have been sent.

## **Trustee Liaison Report**

Mr. Klosky read the Violations and ARCC report. The Violation Committee met this morning, July 8, at 10 PM in D/E to review 10 cases on the agenda. 4 cases came into compliance prior to the meeting. 6 cases were presented and found to be in Violation.



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The next Violation Committee meets on July 22, at 10 PM in D/E. The next ARCC committee meeting is scheduled on July 12 at 9 AM in the Lounge.

Mr. Cavaliere announced that Finance meeting met yesterday. He discussed the committee and voiced his appreciation of the time dedicated by the members and acknowledged the great job they are doing. He encouraged committee members to remember to go through the committee liaison if they have questions for staff.

Ms. Wright provided the Food and Beverage report. The Hawaiian Luau planned for July 23 is currently \$11 and \$14 after July 18<sup>th</sup> which includes tropical style buffet and entertainment by Rock City. She announced that tonight is the last night of entertainment from Jim Moy in Barefoot Bay as he is retiring after 15 years. Ms. Wright reported on the overwhelming success of the youth swim last Wednesday. She commended staff, Trustees and residents for combining their efforts in bringing this event together. She thanked Rich Moran, Ann Manzo and Mary Weller for their planning and coordination in getting this started. She also thanked the members of the Recreation Committee Mr. Coffey, Dawn Myers, Leslie Kadlec, Becky the Pool host, the HOA and the many residents who donated snacks and refreshments. A great time was had by all and the swim evenings will continue throughout the month of July from 5:30 – 7:30 PM every Wednesday.

Mr. Klosky also thanked those who helped make the event a success and stated it was a joy to see the kids having a good time.

Mr. Lavier reported on behalf of Property Services. Pool I main pump was replaced, flowerbeds mulched and sod replaced as well as concrete for the fencing replaced. Two new lights in the Building A walkway and painted roof pillars and ramps going into the Lounge. A new concrete slab was poured for the grease trap at the 19<sup>th</sup> Hole. The first nematode (parasite on the greens) application was applied on the golf course of a two-step process. The new turf on the number 12 tee box continues to grow in. Staff has addressed the washout under the cart paths due to heavy rains.

Mr. Harold Wortman HOA discussing the Candidate Forum on August 21<sup>st</sup> and even in the summer will be in the HOA office from 1-3PM on Monday and Wednesdays.

## **Trustee's Incidental Remarks**

Mr. Diana thanked the residents that promoted and assisted in the youth swim and softball. He recommended the Recreation committee discuss youth swim next summer for the kids after school is out until it begins again in August. He thanked staff for their quick response to the extreme weather last weekend when pool furniture was strewn about. He was very appreciative to see everyone working together both on the clock and off to restore the area.

Mr. Klosky discussed the proposed combined committee meeting between Facilities, Finance and BOT suggested at the Finance meeting yesterday. This combined meeting could very easily go on for several hours he suggested the committees meet on their own and bring back recommendations to the Board for review at a workshop. He asked the Board for their input. The Trustees were in support of a combined meeting for Facilities and Finance with recommendations brought back to the Board for review at a workshop.



# BAREFOOT BAY RECREATION DISTRICT

## **Audience Participation**

Mr. Ernest Loening suggested the Board terminate certain employees in the DOR Enforcement department. Mr. Klosky stated that employee discussion is not permitted at District meetings and is a staff concern. Mr. Loening stated that Mr. Coffey and Ms. Cuddie advised him to bring his concern to the Board meeting. Ms. Wright voiced concern about the discussion, she asked General Counsel's advice regarding the topic of discussion. General Counsel stated that an issue within the department can be discussed, however a personal complaint against an employee is not appropriate and should be brought to the department manager as a first step in addressing the problem. Mr. Loening stated that he did bring this to the manager. He went on to comment on a recreation vehicle parked in a driveway for months, a roof askew that has been this way for months and the debris all over the lawn at 852 Waterway for many weeks now. Mr. Coffey stated that there is a degree of frustration working with violations as some residents do not do what they say they will. He stated the DOR officers are aware of the violations and are working on getting them resolved.

Mr. Harold Wortman commented on the rumor that the HOA meets in secret. He clarified that the HOA is not bound by the Florida Sunshine Laws and may meet and speak with their members anytime. He addressed the accusation that \$3000 of District attorney fees are due to the HOA asking the opinion of County Commissioner Trudie Infantini regarding what would happen to District properties if the residents called for a dissolution of the District and Board of Trustees. He clarified that the HOA only solicited information from County Commissioner Infantini and up to the County attorney. They did not give authorization for phone calls to the District General Counsel or management, therefore he does not believe the HOA is in any way responsible for those fees.

Ms. Elaine Van Berschot commented on the possibility of extending the pool hours at Pool 1. Mr. Coffey stated this is a budgetary issue. Ms. Wright suggested bringing the item to a workshop. Mr. Diana suggested taking a poll of attendance at all the pools 2 and 3 in an effort to possibly stagger coverage.

Mr. Richard Schwatlow stated that non Aqua Zumba pool goers at Pool 3 were recently verbally abusive to him and even threatening in one incident. After reporting the incident, with no resolution, Mr. Schwatlow stated that he felt Barefoot Bay officials were not supportive of resident safety. He stated that he received direction to leave the area and/or call the sheriff department, which was not a satisfactory response in his opinion. He also commented on rumors in the community and encouraged residents to come to the meetings to get accurate information. Mr. Schwatlow questioned where the funding was coming from which allows a sheriff deputy's presence during the Trustee meeting. Mr. Lavier questioned why Mr. Schwatlow felt he was not supported. Ms. Wright stated that she, by no means, implied Mr. Schwatlow's safety was not important when he brought the issue up at a Security meeting, but the Pool Hosts have limited options in terms of resolving resident disagreements. Mr. Coffey explained that imposing a penalty for every resident slight brought before him would quickly become costly, as a magistrate is involved in suspension appeal cases and court costs, if the magistrate rules in favor of the defendant, become the responsibility of BBRD. For practical reasons he does not pursue incidents that do not have clear evidence of wrong doing and/or staff confirmation.

Ms. Linda Scholefield asked what the process is in Mr. Schwatlow's case. Mr. Lavier stated that the process begins with going to the pool host to report the conflict. The resident does have the opportunity to call the sheriff if he feels threatened but his statement that the District does not care is false and an



# BAREFOOT BAY RECREATION DISTRICT

assumption. He maintained that it is offensive to the Board, as the Trustees and staff consistently do their best to address any issues in the Bay.

Mr. Bob Peet commented as a former trustee on the disagreement at the meetings he has noticed recently. Residents should not attack the trustees or the staff. He reiterated that this is a business meeting and should not be used as a forum for personal attacks.

Ms. Louise Crouse also thanked all involved with the youth swim event especially the pool host on duty that afternoon. She voiced a concern regarding placing the topic of forming a club on the agenda. She noted the new policy charging the residents to rent the facilities was not well thought through. She stated the facilities are here for the residents to use. She encouraged the Trustees to review this policy and revert back to the way it was before with no fees.

Mr. Bob Kahl announced that the HOA website [www.barefootbayhoa.com](http://www.barefootbayhoa.com) is up and running if anyone wants to visit the site he will be updating it frequently.

## **Adjourn**

The next meeting will be on Tuesday July 26, 2016 at 7PM in Building D/E.

*Mr. Cavaliere made a motion to adjourn. Second by Mr. Lavier.*

Meeting adjourned at 3:32PM.

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Steve Diana, Secretary

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Dawn Myers, District Clerk

# Treasurer's Report



# Barefoot Bay Recreation District

## Treasurer's Report

July 26, 2016

### Cash Balances in General Fund

as of 7/15/2016

#### *Bank of America:*

Operating Account	\$	1,475,455.95
Money Market Account	\$	105,602.74
<b>Total Cash Balances @BOA in General Fund:</b>	<b>\$</b>	<b>1,581,058.69</b>

#### *SBA:*

as of 7/15/2016

Capital Improvement Account	\$	184,881.10
Reserve Account	\$	550,218.54
<b>Total Cash Balances @SBA in General Fund:</b>	<b>\$</b>	<b>735,099.64</b>

**Total Cash Balances in General Fund: \$ 2,316,158.33**

### Cash Balance in Debt Fund

as of 7/15/2016

#### *SBA:*

Debt Account	\$	479,440.60
<b>Total Cash Balance in Debt Fund:</b>	<b>\$</b>	<b>479,440.60</b>

\* Participant Return for SBA in June 2016 was 0.67%

**Total Cash Balances in All Funds: \$ 2,795,598.93**

### Total Cash receipts from July 1 to July 14, 2016:

Daily deposits:	\$	75,698.05
Assessments received:	\$	-
	<b>\$</b>	<b>75,698.05</b>

### Expenditures over \$5,000 from July 1 to July 18 2016:

<u>Vendor</u>	<u>Description</u>	<u>Check Amount</u>
Employees*	Employees Salaries and Wages	\$ 61,149.01
ABM Landscape & Turf Services	Reshaping project@12 tee box	\$ 8,769.00
<b>Total of Expenditures over \$5,000</b>		<b>\$ 69,918.01</b>

\*7/14/16 Employer Tax Liabilities was only \$4,966.04, and therefore, was not listed above

# Unfinished Business

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>
<b>Section</b> 8
<b>Item No</b> "*****C"

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Financing Options for Stormwater Projects and Equipment

**Dept/Office:** Administration- Finance Office

**Requested Action:** Review and Approve Capital Bank Loan Agreement for Stormwater Projects & Equipment

**Summary Explanation and Background:**

On Mar 22, 2016 BOT meeting, the Board discussed the possible procurement of a skid steer and boom arm mower to maintain the canal system. The Board continued the agenda item so staff could research the cost of leasing a skid steer and inquire with Brevard County about the cost and feasibility of their staff doing the work for a fee.

At the May 13, 2016 BOT meeting, staff presented lease options to finance the equipment.

On May 17, 2016, the BOT authorized staff to solicit financing options for the stormwater projects and the previously discussed stormwater maintenance equipment).

68,000	Tamarind Drainage project				
56,000	Cherokee drainage project				
124,000	sub-total drainage projects cost				
68,000	Stormwater equipment (Skid Steer and boom arm mower)				
192,000	Total Costs				
27,000	Amount Stormwater Department will pay in FY16				
<b>165,000</b>	<b>Amount staff is seeking financing</b>				
86%	Percent Financed				

On July 8, 2016 BOT meeting, the Board directed staff to apply the financing with Capital Bank and bring back the final loan agreement to the Board for final review and approval.

The BOT should be aware that by approving the final loan agreement with Capital Bank will require the waiver of BBRD's RFP requirement per Policy Manual pages 2-9 & 2-14 through 2-16.

Staff recommends the BOT authorize Chairman Klosky to sign the Capital Bank loan agreement upon Board approval.

Unfortunately, staff has not received the final loan agreement from Capital Bank when preparing the agenda memo. Capital Bank Vice President stated that they will have it ready on Thursday July 21, 2016. Once staff receives the agreement, staff will email it to the Trustees and post it at BBRD website for the public.

**Exhibits Attached:** Capital Bank Loan Agreement (5-year Term) (will be forthcoming)

**Contact:** Kimi Cheng, Finance Manager

**Fiscal Impact:** Approximately \$29,897 in FY16 (assuming two month payment and 14% of project) and \$34,758 in FY17 (budgeted \$29,000 in FY17)

**Contract/Agreement Reviewed by Attorney:** N/A

**Community Manager's Approval:**

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>	
<b>Section</b>	<b>8</b>
<b>Item No</b>	<b>B</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Stormwater Maintenance Equipment Award of Contracts

**Dept/Office:** Stormwater

**Requested Action:** Award of Contracts for Stormwater Maintenance (Skid Steer, boom arm and mower) Equipment

**Summary Explanation and Background:**

On Mar 22, 2016 BOT meeting, the Board discussed the possible procurement of a skid steer and boom arm mower to maintain the canal system. The Board tabled the agenda item so staff could research the cost of leasing a skid steer and inquire with Brevard County about the cost and feasibility of their staff doing the work for a fee.

At the May 13, 2016 BOT meeting, staff presented lease options to finance the equipment.

On May 17, 2016, the BOT authorized staff to solicit financing options for the stormwater projects and the previously discussed stormwater maintenance equipment.

The following maintenance equipment is recommended for procurement to maintain the canal and lake banks (with ancillary use elsewhere in lieu of renting a skid steer when needed as is the practice of BBRD):

- \$40,535.96 S650 T4 Bobcat Skid-Steer Loader (state contract) from Bobcat of Orlando
- \$18,995.00 Raptor Boom Mower and Side-work Attachment System from Skidsteersolutions.com (side reach 10ft without mower head. A second quote is provided from Spartanequipment.com for \$7,550.00 but is for a 8ft from center which will not meet the needs of BBRD for canal bank mowing)
- \$7,495.00 Cyclone 48" Rotary Brush Cutter – Eterra CY-48 from Skidsteersolutions.com (Options but must be procured from same vendor as arm. A discount of \$200 is applied when the Raptor and Cyclone are purchased at the same time)

Although the Spartan Articulating Skid Steer Brush Cutter Attachment (boom arm and mower sold as a single unit) is significantly less expensive than the Raptor Boom Mower and Side-work Attachment System and Cyclone 48" Rotary Brush Cutter –Eterra combination, the former will not provide the reach needed and therefore not of use to BBRD for Stormwater Maintenance purposes. The Spartan unit does meet the spirit of BBRD's second quote requirement demonstrating value and cost effectiveness of the Raptor-Cyclone combination.

Additionally, the BOT will need to use Policy Manual (page 2-10) Exceptions to Competition #8 (Under other documented and justified circumstances approved by the Community Manager) as the BBRD Policy Manual currently does not allow the use of State Contracting pricing in lieu of seeking additional quotes. The reader should note that state contract prices are competitively solicited and therefore meets the intent of the BBRD Policy Manual language.

The following tables contain the fiscal breakdown of the recommended procurement and funding source.

<b>May 2016 Estimate</b>	<b>Submitted/ Actual</b>						
68,000	74,592	Tamarind Drainage project					
56,000	55,098	Cherokee drainage project					
124,000	129,690	sub-total drainage projects cost					
68,000	N/A	Stormwater equipment (Skid Steer and boom arm mower)					
N/A	40,536	Skid Steer					
N/A	18,995	Boom arm					
N/A	7,495	Mower head					
N/A	(200)	discount for ordering boom arm and mower head at same time					
68,000	66,826	Equipment Sub-total					
192,000	<b>196,516</b>	<b>Total Stormwater Projects and Equipment</b>					
<b>165,000</b>	<b>165,000</b>	<b>Amount financed</b>					
86%	84%	Percent Financed					

Sufficient available budget is available to cover the acquisition and payments through FY17.

5,796	Loan payments assuming two payments				
32,000	Projects payments (assuming 01Sep16 start date)				
<b>37,796</b>	<b>FY16 Estimated Costs</b>				
<b>40,750</b>	<b>FY16 Available Budget</b>				
34,758	Loan payments				
97,690	Projects (balance of two started in FY16)				
<b>132,448</b>	<b>FY17 Estimated Costs</b>				
<b>136,690</b>	<b>FY17 Available Budget (loan repayment, carry-forward for projects and partial canal/lake restoration budget)</b>				

Staff recommends the two following two motions:

BOT award a contract to Bobcat of Orlando in the amount of \$40,535.96 for procurement of a S650-T4 Bobcat Skid Steer Loader via state contract price while using exception to Competition #8.

BOT award a contract to skidsteersolutions.com in the amount of \$26,290 for procurement of a Raptor Boom Mower and Side-work Attachment System and Cyclone 48” Rotary Brush Cutter – Eterra CY-48.

**Exhibits Attached:** Quotes from Bobcat of Orlando, Skidsteersolutions.com and Sparanequipment.com,

**Contact:** John W. Coffey, Community Manager and Matt Goetz, Acting Property Services Manager

**Fiscal Impact:** \$66,826 (with loan payments [including cost of stormwater projects] of a maximum of \$5,796 in FY16, \$34,758 in each FY17, 18, 19 &20 and approximately \$28,980 in FY21)

**Contract/Agreement Reviewed by Attorney:** N/A

**Community Manager’s Approval:**



# Bobcat

## Product Quotation

Quotation Number: CMS-32754

Date: 2016-04-11 11:56:29

Customer Name/Address:	Bobcat Delivering Dealer	ORDER PLACED WITH:
BAREFOOT BAY RECREATION DIST Attn: MATT GOETZ 895 FALCOM CR BAREFOOT BAY, FL 32976 Phone: (772) 664-2063	Tom Bunton Bobcat of Orlando ORLANDO FL 32810 Phone: 407-273-7383 Fax: 407-658-1071	Contract Holder/Manufacturer Bobcat Company PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 701-280-7860 Contact: Crystal Stram crystal.stram@doosan.com

### Description

#### S650 T4 Bobcat Skid-Steer Loader

74 HP Tier 4 Turbo Diesel Engine  
Auxiliary Hydraulics: Variable Flow  
Backup Alarm  
Bob-Tach  
Bobcat Interlock Control System (BICS)  
Controls: Bobcat Standard  
Cylinder Cushioning - Lift, Tilt  
Engine/Hydraulic Systems Shutdown  
Glow Plugs (Automatically Activated)  
Horn  
Instrumentation: Engine Temp and Fuel Gauges,  
Hourmeter, RPM and Warning Lights

Part No	Qty	Price Ea.	Total
M0269	1	\$31,821.30	\$31,821.30

Lift Arm Support  
Lift Path: Vertical  
Lights, Front & Rear  
Operator Cab

- Includes: Adjustable Cushion Seat, Top & Rear Windows, Parking Brake, Seat Bar, Seat Belt
- Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471
- Falling Object Protective Structure (FOPS) meets SAE-J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts)

Spark Arrestor Exhaust System  
Tires: 12-16.5 12 PR Bobcat Heavy Duty  
Warranty: 12 Months, Unlimited Hours

### Factory Installed

#### A51 Option Package

M0269-P01-A51	1	\$3,553.20	\$3,553.20
---------------	---	------------	------------

Cab Enclosure with Heat and AC  
Suspension Seat

Power Bob-Tach  
Cab Accessories Package

	Advanced Control System	M0269-R01-C03	1	\$1,186.50	\$1,186.50
	Two Speed	M0269-R04-C02	1	\$1,107.40	\$1,107.40
	12-16.5, 12 PR, Severe Duty-Poly Fill Tires	M0269-R09-C05	1	\$1,654.00	\$1,654.00
Dealer Installed	Bobcat Loader Operator Training Kit	6901726	1	\$161.18	\$161.18
	Bobcat Operator Safety DVD	6904762	1	\$25.88	\$25.88
Attachments	74" Low Profile Bucket	6731421	1	\$809.40	\$809.40
	--- Bolt-On Cutting Edge, 74"	6718007	1	\$217.10	\$217.10

Quote Total - US dollars

**\$40,535.96**

*\*Prices per the Florida State Contract #22101000-15-1 (Construction).*

*Contract Period thru: 06-30-2018*

*\*Terms Net 30 Days. Credit cards accepted.*

*\*FOB: Destination within the 48 Contiguous States.*

*\*Delivery: 60 days from ARO.*

*\*State Sales Taxes apply.*

*\*TID# 38-0425350*

*\*Orders Must be Placed with: Clark Equipment Company, dba Bobcat Company, Govt Sales, PO Box 6000, West Fargo, ND 58078.*

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.





**SKID STEER**  
**SOLUTIONS.COM**

CALL US! 866.966.2538  
360.255.0603

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SKID STEER

EXCAVATOR

MINI SKID STEER

TELEHANDLER

★ REVIEWS

Home Skid Steer Skid Steer Attachments Mowers Boom Mowers  
Raptor Boom Mower and Side-work Attachment System - Select a Mower Accessory



## RAPTOR BOOM MOWER AND SIDE- WORK ATTACHMENT SYSTEM - SELECT A MOWER ACCESSORY

★★★★★ 1 Review

Ask a question

**\$18,995.00**

24 / month



Sign up to see what your friends like.

BRAND: ETERRA ATTACHMENTS  
SKU: ET-RT-20  
Weight: 900.00 LBS

Rewards Program

SPECS

+

## Product Options



QTY

1



ADD TO CART

ADD TO WISHLIST



FREE SHIPPING TO THE 48 CONTINENTAL

US STATES



Financing Availal

DIRECT CAPITAL

WELLS FARGO

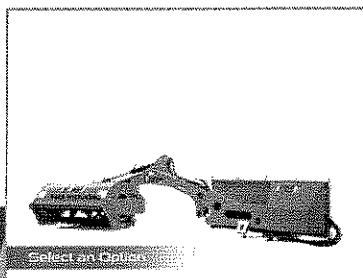
FINANCING

## PRODUCT VIDEOS

360 VIEW

DETAILS

## RELATED PRODUCTS



Select an Option

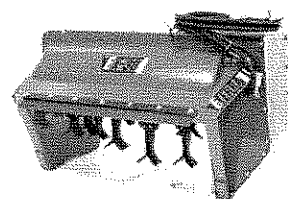
ADD TO CART

ETERRA SCORPION  
SIDE-WORK  
ATTACHMENT SYSTEM

\$11,995.00

The Raptor Boom Arm Mower and Sidework System from Eterra Attachments is here. Meet the World's 1st Industrial Grade Boom Arm Mower System for Skid Steer Professionals

In 2014, Eterra redesigned their famous skid steer boom mower. It is bigger, stronger and they now have many options that our customers have asked for in the past 10 years that variants of the Raptor have existed (dates back to 2003). Competitors of Eterra Attachments have been building flimsy toys just so they can say they are cheaper. It is

ETERRA EX-30  
EXCAVATOR BRUSH  
MOWER

clear that with this new machine, Eterra designs and builds to be the best. Check out the new specifications and become familiar with what is new and available. If you

The price shown includes only the Boom Arm System which will allow you to reach ~ 10 ft. out to the side (varies by each Skid Steer or compact trackloader machine). Order now and don't be disappointed. We carry only a few on hand and **lead times can be 6 - 8 WEEKS when we are out of stock.**

**OPTIONS: Please select a mower accessory to go with the boom mower (select as many as you want). All Mower Head Accessories are listed as options at a \$200.00 discount. This discount price can only be achieved by ordering mower heads with your Raptor at the same time. Call 866-966-2538 or LIVE Chat with a representative below if you need any assistance.**

#### USES:

- Roadside Brush Clearing
- Maintain your Fence Lines
- Ditch clearing
- Mow those pesky branches that hang down and scratch the top of your trucks
- We even sent one to the US Military in Iraq to clear the side of the roadways so the insurgents could not easily plant roadside bombs. Now that is a life saving use!
- We have shipped these to China for the government to mow between the sidewalks and roadways since there are so many people, they cannot throw any material.
- **YOU MUST EXERCISE EXTREME CAUTION WHILE USING THIS DEVICE AS IT IS NO TOY! It can kill or injure you or others.**

#### BOOM ARM:

- Completely enclosed front enclosure protects controls and electronics
- Solid tubing for hydraulic lines reduces hose play and damage of hoses when they hang out in the open.
- Quick connect mower heads - Sickle (3 Sizes), Flail & String Trimmer.
- Wireless Remote Control eliminates wiring from machine to boom.
- Only 1 x 12 volt source needed to run controls.
- Completely interchangeable with different brands and sizes of machines. Run it on a Bobcat one day and a John Deere the next.

~~\$6,995.00~~  
\$5,995.00



ETERRA RAZOR  
BOOM MOUNTED  
SICKLE MOWER 7 FT.

**\$6,295.00**



ETERRA RAZOR  
BOOM MOUNTED  
SICKLE MOWER 9 FT.

**\$6,695.00**

- Reach - Boom arm - 10'. 12'6" Reach with flail mower head. 16' reach with 5' sickle head, 18' reach with 7' sickle head, 20' reach with 5' sickle head.
- New Heavier State of the Art Mower Heads.
- Advanced hose routing protects your hydraulic circuits better than ever.
- Hydraulic rotary actuator acts as a break away to protect your boom arm and mower head from damage if you hit a stationary object. Resets with the flip of a switch. Allows you to cut in the side ways position, and forwards as well as park the arm forward for easier transport.
- Full angle rotation allows the operator to cut flat overhead and angle down deep into ditches.
- The Raptor Boom Mower requires an auxilliary flow range of 15 - 25 GPM, there is no Hi-Flow model available but there are ways to meter your flow to run within the required range. If you are planning to purchase or use a Flail Mower head then you will need a minimum Auxilliary Hydraulic Flow of 17 GPM. Contact us for more details on compatibility!
- Auxilliary Flow Rating of 15 GPM - 25 GPM for sickle heads and 17 - 25 GPM for flail or rotary heads. No High Flow Version Available, however if you can meter your flow, you can set your machine up to run up to the required flow so that you can run your skid steer at a lower throttle and still maintain your mowing ability.
- Enclosed cab to shield the operator from flying debris.

## CONTROLS

- Custom Wireless remote control receiver is mounted inside the control box and handles all functions of the mower.
- Wireless remote is hand held or can be remotely mounted. Now works with all machine sticks and styles including Toolcat.
- Custom designed hydraulic block is specifically engineered and manufactured for eTerra in the USA. This is not an off the shelf pieced together control. It has all of the functions and controls handled internally meaning you can adjust the flow to the head, preassure to the head and bleed out for the controls all on the block. This makes for very stable and easy to operate controls. This has taken us many years to perfect and you will notice the difference if you have run other hydraulic controlled implements. This is not your average mower. Eterra and Skid Steer Solutions are not your average companies.

## OUR PRICE INCLUDES:

The mower heads which you select from the options.

Boom arm and all controls.

Hoses and couplers to suite your machine.

High Tech Wireless Controller

Wireless Controller Mount for your stick

Built in linear actuator to control swing, breakaway and park.

Optional mowers may be ordered. 36" Sidewinder Flail Mower, 5 foot sickle head, 7 foot sickle head, 9 foot sickle head, (NEW) 48" Cyclone

Rotary Mower or even a String Trimmer.

## FLAIL HEAD: 14 foot reach.

- New housing design is able to withstand more abuse without twisting.
- 100% DOMEX Steel Used. Only premium mowers use this material. It is lighter and stronger than competitive steel products.
- 1 lb. cutters allow for heavier material cutting.
- Heavy duty steel rear roller allows you to use the mower to guide the cutting making a much nicer finished cut.
- Large chute opening for more efficient heavy brush cutting.
- Electronically balanced cutter shaft minimizes head shake when the boom is extended.

## **48" ROTARY MOWER HEAD (CYCLONE):**

- CYCLONE 48" Cyclone Mower Head
- Deluxe Remote Control System
- Hoses & 1/2" Flat Faced Couplers
- All electrical wiring to power the receiver which is either generic, 8 pin, 14 pin or 7 pin compatible.
- Float control for the boom arm and mower rotation so you can relax and let the mower follow your ground contour automatically.

Designed for the Eterra Raptor Skid Steer Boom Arm, backhoes and excavators from 6000 lbs. to 30,000 lbs., the Cyclone CY-48 operates efficiently on hydraulic flows from 12 - 40 GPM. Flow requirements are simple and straight forward. For this Boom Arm Set-up, we recommend a minimum of 16 GPM to a maximum of 40 GPM at 3500 PSI as the optimal requirement that will get you cutting up to 8" trees and removing thick brush and grass in no time. The speed of the cut will vary with the type of material and density of the brush. We have found that if you mow regularly, the brush will grow in finer and you will be able to cut faster and faster. With cutting capacities up to 6+ inch material, this mower can take anything you throw at it. At 600 lbs. without a mount the CY-48 is strong enough for the toughest projects. A lot of effort has gone into using the right materials to make this mower lighter than other mowers in it's class to reduce your swing weight and keep you cutting in all conditions. Not just level and flat. With the lower weight and tough construction, you can easily work side hills and not fear that you might tip your machine over. Don't worry, Eterra still uses top quality materials and the finest design to ensure you have a mower that will last and last. Skid Steer Solutions, Inc. backs this up with a no hassle, 1 year warranty that puts the others to shame.

## **Eterra String Trimmer HST-1000**

- The HST-1000 spins at up to 3500 RPM so special consideration had to be given to supporting the string and not letting it just shear off in the holder.
- Hydraulics: We know that with so many applications, you are going to have many different flows and pressures to contend with so we have

included a flow divider that allows you to tune your trimmer to be just the right speed on your particular machine. We also include a special pressure valve that will not allow you to over pressure the motor making this last and last. Whatever you throw at it, the HST-1000 will just keep on going.

- With a total weight of just 75 lbs. you can mount the Eterra HST-1000 String Trimmer just about anywhere.

#### **Features:**

- Tough Enough For Use on Most Mini Excavators
- Hydraulic Proportional Valve Supplied for Tuning RPM
- Pressure Relief Valve for Motor Protection
- Several Mounting Options

### **Sickle Head - 5 foot - 16 foot Reach.**

- SICKLE HEAD 5 Foot: - 16 foot reach.
- New housing design is lighter but stronger to reduce swing weight and protect the drive components.
- Pitman Arm Drive System works under water as well as above.
- Longer, heavier teeth allow for heavier material cutting.
- Bolted, not riveted teeth are field serviceable with no special tools.
- Single grease point is easy to maintain and service.

### **Sickle Head - 7' and 9' - 18 and 19' Reach**

- New housing design is lighter but stronger to reduce swing weight and protect the drive components.
- Pitmanless Drive System with counter balance makes it hum with a minimum of shaking on the boom.
- Longer, heavier teeth allow for heavier material cutting.
- Bolted, not riveted teeth are field serviceable with no special tools.
- Light weight but strong enough to be operated on modern skid steer loaders.

#### **NEW Mower Head Accessories COMING SOON...**

- 3 Foot Rotary Broom
- 24" Rotary Saw

**Please Use Common Sense and Extreme Caution when operating this Mower to avoid the following examples of dangers:**

- Electrocution from overhead wires
- Injury to others by flying debris
- Damage to other vehicles or property from improper cutting or flying debris

**If you have questions about the item, ordering, service or anything about this spectacular attachment, please do not hesitate to contact us by email. live chat or by calling our experts at 866-966-2538.**



OUR SITESMY ACCOUNTYOUR CART 



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SEARCH PRODUCTS 

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MINI SKID STEER

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Home : Excavator : Excavator Attachments : Brush Mowers :  
Cyclone 48" Rotary Brush Cutter | Eterra



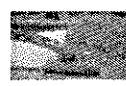
## CYCLONE 48" ROTARY BRUSH CUTTER | ETERRA

☆☆☆☆☆ Write a review

2 Questions \ 2 Answers

**\$7,495.00**

FINANCE ME



ar cation 

St the Continental USA

Rewards Program

Brand: Eterra SKU: ET-CY-48-l  
Attachments

WARRANTY

+

DETAILS

-

**The Cyclone 48" Rotary Brush Mower - Boom Mounted configuration for Excavator Mounting.**

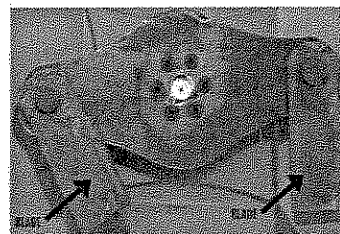
**Ideal for clearing brush from road sides, driveways, ditches, and much more.**

It is not very often that a new product introduction is met with so much fan fare. Customers have been anxiously waiting for this product to arrive and it is finally here. Why is

so important? Eterra has a reputation for building the longest and highest quality flail and sickle bar mowers found anywhere. They have been asked to build a rotary brush mower for many years. Customers have waited because they are aware that anything less than what they offer is sure to be a let down; so they have been patient with us while we worked with the Eterra Attachments company to come up with the most forward thinking rotary mower of it's kind.

Designed for the Eterra Raptor Skid Steer Boom Arm, backhoes and excavators from 6000 lbs. to 30,000 lbs., the Cyclone CY-48 operates efficiently on hydraulic flows from 12 - 40 GPM. With cutting capacities up to 6+ inch material, this mower can take anything you throw at it. At 600 lbs. without a mount the CY-48 is strong enough for the toughest projects. A lot of effort has gone into using the right materials to make this mower lighter than other mowers in it's class to reduce your swing weight and keep you cutting in all conditions. Not just level and flat. With the lower weight and tough construction, you can easily work

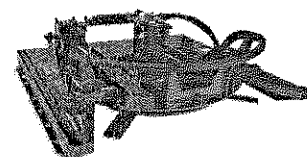
## RELATED PRODUCTS



ETERRA CYCLONE CUTTER BLADE 48"

\$75.00

[More Info](#)



SKID STEER INDUSTRIAL ROTARY BRUSH CUTTER | VERNIG

\$10,495.00

\$10,250.00

[More Info](#)



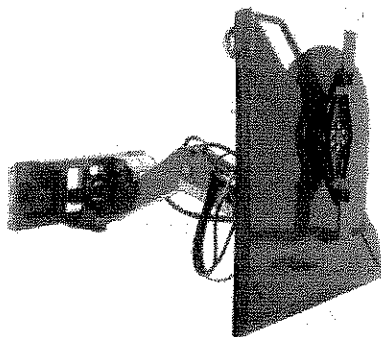
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## Articulating Brush Cutter Attachment 17-27 gpm (Requires Drain Line)

**Price: \$7,550.00**

SKU: SEABCWH

Series: [Professional Series](#)

Condition: New

Weight: 1,100.00 LBS

Harness: ☒ UniversalKit: ☒ 8 Pin Deutsch☐ 14 Pin DeutschQuantity: 

\* Zip/Postcode:

[Cancel](#) or [Estimate Shipping](#)

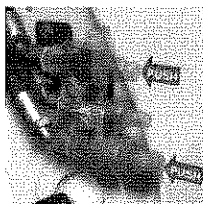
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### Product Description

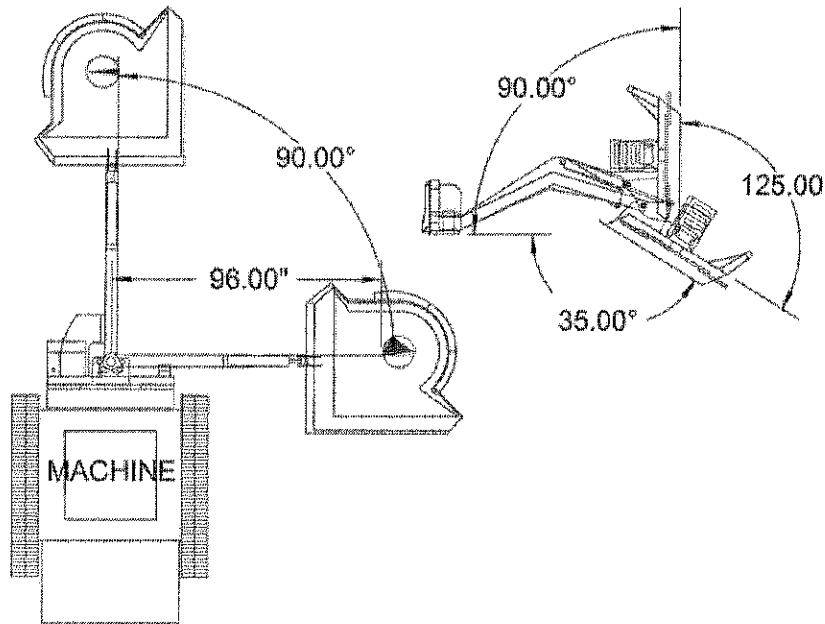
The Spartan Articulating Skid Steer Brush Cutter Attachment is a great implement to add to your arsenal. It is designed for cutting banks, fence lines, and right of ways. It also is an excellent choice for clearing pond banks and cutting trails. This cutter has a significant reach advantage over our typical brush cutters. With a reach of 96" when extended horizontally and a vertical reach of sixteen feet or more (depending on the reach height of your machine), it makes clearing unwanted tree limbs less of a chore. This brush cutter will also swing to the right 90° and can be used as a side cutter. It is equipped with two blades (5/8 in Thick X 11.5 in Long X 5.5 in Wide) and is powered by a high torque direct drive piston motor with a 3000 psi relief valve coupled to a heavy duty reduction gearbox. A range of hydraulic flow of 17-27 gpm is required.

This unit comes with 3 Three Hoses, Flat Face Couplers that require a return drain line, In-Cab Universal Electrical Attachment Control Kit that must be added to base price and our 1 year warranty.

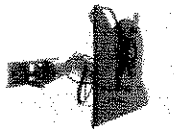


Unit MUST have a third return drain line for this unit.

- Reach advantage over our typical brush cutters
- Can be used as a side cutter
- High torque motor with 3000 psi relief valve



## RELATED PRODUCTS



Articulating Brush Cutter Attachment 14-20 gpm

Price: \$6,975.00



Brush Cutter Attachment 60" Wide Standard Flow 14-20 gpm

Price: \$3,995.00



Brush Cutter Attachment 60" Wide Standard-Mid Flow 17-27 gpm

Price: \$4,595.00



Brush Cutter Attachment 72" Wide Standard Flow 14-20 gpm

Price: \$4,395.00

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<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>	
<b>Section</b>	<b>8</b>
<b>Item No</b>	<b>C</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Stormwater Projects Award of Contract

**Dept/Office:** Stormwater

**Requested Action:** Award of Contract for Stormwater Projects (Tamarind Circle and Cherokee Court)

**Summary Explanation and Background:**

On Mar 22, 2016 BOT meeting, the Board discussed the possible procurement of a skid steer and boom arm mower to maintain the canal system. The Board tabled the agenda item so staff could research the cost of leasing a skid steer and inquire with Brevard County about the cost and feasibility of their staff doing the work for a fee.

At the May 13, 2016 BOT meeting, staff presented lease options to finance the equipment.

On May 17, 2016, the BOT authorized staff to solicit financing options for the stormwater projects and the previously discussed stormwater maintenance equipment.

Two quotes were received via TLC sub-contractor B.S.E.:

- \$129,690.35 Brevard Excavating and Landscaping, Inc. (does not include bid and performance bonds)
- \$271,610.00 Brewer Paving & Development, Inc.

May 2016 Estimate	Submitted/Actual						
68,000	74,592	Tamarind Drainage project					
56,000	55,098	Cherokee drainage project					
124,000	129,690	sub-total drainage projects cost					
68,000	N/A	Stormwater equipment (Skid Steer and boom arm mower)					
N/A	40,536	Skid Steer					
N/A	18,995	Boom arm					
N/A	7,495	Mower head					
N/A	(200)	discount for ordering boom arm and mower head at same time					
68,000	66,826	Equipment Sub-total					
192,000	196,516	<b>Total Stormwater Projects and Equipment</b>					
165,000	165,000	<b>Amount financed</b>					
86%	84%	<b>Percent Financed</b>					

The reader should note that the sample bid document language contains the following clauses:

- 90 days for substantial completion
- 120 days for full completion
- Liquidated damages of \$100 a day past substantial completion (plus any extensions in accordance with the General Conditions of the contract).

Sufficient available budget is available to cover the acquisition and payments through FY17.

5,796	Loan payments assuming two payments			
32,000	Projects payments (assuming 01Sep16 start date)			
<b>37,796</b>	<b>FY16 Estimated Costs</b>			
<b>40,750</b>	<b>FY16 Available Budget</b>			
34,758	Loan payments			
97,690	Projects (balance of two started in FY16)			
<b>132,448</b>	<b>FY17 Estimated Costs</b>			
<b>136,690</b>	<b>FY17 Available Budget (loan repayment, carry-forward for projects and partial canal/lake restoration budget)</b>			

The BOT should be aware that award of contract to the lowest responsible bidder will require the waiver of BBRD's RFP requirement per Policy Manual pages 2-9 & 2-14 through 2-16. Additionally, staff recommends the BOT waive the optional bid/performance bond requirements that would add an additional 7.5% (\$9,727) to the project costs. Staff believes the long-term positive experience of B.S.E. in working with the vendor and General Counsel Repperger's ability to enforce contracts, negates the need for the bid/performance bonds for this type of project.

Once the BOT awards a contract for the projects staff will work with General Counsel Repperger and TLC sub-contractor B.S.E. to develop a contract based on the bid, bid documents, BBRD requirements and state laws.

Staff recommends the BOT award a contract for Tamarind Circle and Cherokee Court Stormwater projects to Brevard Excavating and Landscaping, Inc. for \$129,690.35 while waiving the RFP and bid/performance bond requirements.

**Exhibits Attached:** Bids from Brevard Excavating and Landclearing, Inc & Brewing Paving and Development, Inc.; sample bid documents, email from B.S.E.

**Contact:** John W. Coffey, Community Manager and Matt Goetz, Acting Property Services Manager

**Fiscal Impact:** \$129,690 (with payments of a maximum of \$5,796 [including stormwater maintenance equipment] in FY16, \$34,758 in each FY17, 18, 19 & 20 and approximately \$28,980 in FY21)

**Contract/Agreement Reviewed by Attorney:** N/A

**Community Manager's Approval:**

**BAREFOOT BAY**  
**CHEROKEE COURT & TAMARIND CIRCLE DRAINAGE IMPROVEMENTS**  
**CONTRACTOR BID FORM**  
**BSE # 11311.02**

ITEM	UNIT	ENGINEER ESTIMATED QUANTITY	CONTRACTOR UNIT PRICE	CONTRACTOR ESTIMATED QUANTITY	TOTAL PRICE
<b>TAMARIND CIRCLE</b>					
CLEAN/REGRADE SWALE, PROTECT THE EXISTING FENCE, RESOD AS NECESSARY, CLEAR AS NECESSARY	LF	1,415	\$ 11.00	1,415	\$ 15,565.00
INLETS/mitered end	EA	5	\$ 1,970.00	5	\$ 9,850.00
15" ADS PIPE	LF	383	\$ 61.25	383	\$ 23,458.75
18" ADS PIPE	LF	346	\$ 67.85	368	\$ 24,968.80
MISCELLANEOUS IRRIGATION REPAIR (IF ANY)	LS	1	\$ 750.00	1	\$ 750.00
<b>SUBTOTAL - TAMARIND CIRCLE</b>					<b>\$ 74,592.55</b>
<i>Bid bond/performance bond. Acquired if awarded at cost of 7.5% of proposed project total. Cost not reflected in subtotal.</i>					
<i>Included in linear foot pricing: All dump fees, hauling, grass stripping, grading, import fill for grading, sodding disturbed areas for proposed sotrm pipe and dewatering of large retention pond. Irrigation repair is estimated, exact cost up or down shall be reflected in final invoice.</i>					
<b>CHEROKEE COURT</b>					
CLEAN/REGRADE SWALE, PROTECT THE EXISTING FENCE, RESOD AS NECESSARY, CLEAR AS NECESSARY (NOT REFILLING FOR REPLACEMENT PIPE)	LF	412	\$ 22.00	412	\$ 9,064.00
CLEAN EXISTING OUTFALL DITCH	LF	815	\$ 10.00	815	\$ 8,150.00
MODIFY EXISTING BATCH BASINS	EA	2	\$ 450.00	2	\$ 900.00
NEW CATCH BASINS	EA	2	\$ 1,750.00	2	\$ 3,500.00
12" ADS PIPE	LF	90	\$ 57.55	90	\$5,179.50
15" ADS PIPE	LF	287	\$ 59.85	306	\$ 18,314.10
14" X 23" ALUMINUM PIPE	LF	92	\$ 74.35	92	\$ 6,840.20
HEADWALL (14" x 23")	EA	1	2800	1	\$ 2,800.00
MISCELLANEOUS IRRIGATION REPAIR (IF ANY)	LS	1	\$ 350.00	1	\$ 350.00
<i>Bid bond/performance bond. Acquired if awarded at cost of 7.5 % of proposed total. Cost not reflected in subtotal..</i>					
<i>Included in linear foot pricing: All dump fees, hauling, grass stripping, grading, import fill for grading, sodding disturbed areas for proposed sotrm pipe. Irrigation repair is estimated, exact cost up or down shall be reflected in final invoice.</i>					
<b>SUBTOTAL - CHEROKEE COURT</b>					<b>\$ 55,097.80</b>
<b>TOTAL</b>					<b>\$ 129,690.35</b>

**NOTES**

1. Bids shall include sales tax and other applicable taxes and fees.
2. The Engineer's Estimated Quantities are provided for your convenience. Contractor should bid their own quantities. If there is a large discrepancy, please contact Engineer.

**BAREFOOT BAY**  
**CHEROKEE COURT & TAMARIND CIRCLE DRAINAGE IMPROVEMENTS**  
**CONTRACTOR BID FORM**  
**BSE # 11311.02**

ITEM	UNIT	ENGINEER ESTIMATED QUANTITY	CONTRACTOR UNIT PRICE	CONTRACTOR ESTIMATED QUANTITY	TOTAL PRICE
<b>TAMARIND CIRCLE</b>					
CLEAN/REGRADE SWALE, PROTECT THE EXISTING FENCE, RESOD AS NECESSARY, CLEAR AS NECESSARY	LF	1,415	\$ 35.00	1,415	\$ 49,525.00
INLETS	EA	4	\$ 7,500.00	4	\$ 30,000.00
15" ADS PIPE	LF	383	\$ 65.00	383	\$ 24,895.00
18" ADS PIPE	LF	346	\$ 85.00	346	\$ 29,410.00
MISCELLANEOUS IRRIGATION REPAIR (IF ANY)	LS	ALLOWENCE	\$ 10,000.00	1	\$ 10,000.00
<b>SUBTOTAL - TAMARIND CIRCLE</b>					<b>\$ 143,830.00</b>
<b>CHEROKEE COURT</b>					
CLEAN/REGRADE SWALE, PROTECT THE EXISTING FENCE, RESOD AS NECESSARY, CLEAR AS NECESSARY (NOT REFILLING FOR REPLACEMENT PIPE)	LF	412	\$ 55.00	412	\$ 22,660.00
CLEAN EXISTING OUTFALL DITCH	LF	815	\$ 35.00	815	\$ 28,525.00
MODIFY EXISTING BATCH BASINS	EA	2	\$ 5,000.00	2	\$ 10,000.00
NEW CATCH BASINS	EA	2	\$ 7,500.00	2	\$ 15,000.00
12" ADS PIPE	LF	90	\$ 60.00	90	\$ 5,400.00
15" ADS PIPE	LF	287	\$ 65.00	287	\$ 18,655.00
14" X 23" ALUMINUM PIPE	LF	92	\$ 120.00	92	\$ 11,040.00
HEADWALL OR MITERED END SECTION (14" x 23")	EA	1	\$ 6,500.00	1	\$ 6,500.00
MISCELLANEOUS IRRIGATION REPAIR (IF ANY)	LS	ALLOWENCE	\$ 10,000.00	1	\$ 10,000.00
<b>SUBTOTAL - CHEROKEE COURT</b>					<b>\$ 127,780.00</b>
<b>TOTAL</b>					<b>\$ 271,610.00</b>

NOTES

1. Bids shall include sales tax and other applicable taxes and fees.
2. The Engineer's Estimated Quantities are provided for your convenience. Contractor should bid their own quantities. If there is a large discrepancy, please contact Engineer.
3. No Layout or As Builts
4. No New Landscaping or saving Existing Landscaping.
5. No fence removal or sheds of any kind.
6. No removal of residents' belongings from work area.

## EXHIBIT "A" NOTES

# MASTER NOTES

Prices submitted are based upon the following:

- 1 No permits or associated fees.
- 2 Final payment to be made based upon final field measurement paid at the unit prices in the above bid.
- 3 Pricing is good for 30 days after submission of proposal, unless bid documents state otherwise.
- 4 Price does not include adjusting any existing utilities to grade.
- 5 No engineering or testing.
- 9 No Export of any Material ( Assumed onsite Material suitable for Fill & Backfill )
- 10 No fencing relocation or repair
- 11 No repair or modification to existing Asphalt.
- 13 Project was bid using the assumption of full access to the site. Brewer Paving cannot be held responsible for any issues related to time if the access had been restricted.
- 14 Unless the words "lump sum" appear next to an item, all prices are per unit, and payments will be based upon the actual number of unites performed at that price. The prices quoted are binding for 30 days, but may be accepted at any later date at the sole option of Brewer Paving & Development, Inc. and subject to escalation based upon increases in Brewer's costs.
- 15 Payment and performance bonds are not included (Please add 2.5%, if required).
- 16 Pricing excludes any permits, fees, testing, as-builts, staking, utility location and adjustment or relocation, asphalt saw-cutting.
- 17 This quote is contingent upon Brewer's satisfaction with credit conditions.
- 18 Brewer cannot be held responsible for any damage caused to any concrete surfaces while performing our portion of the proposed work. Brewer cannot be held responsible for any cleaning of any concrete surfaces while performing our portion of the proposed work.
- 19 Pricing is based on performing work during daytime operational hours and in accordance with Brewer's normal operational schedule.



## PROPOSAL

### BAREFOOT BAY – CHEROKEE COURT & TAMARIND CIRCLE DRAINAGE IMPROVEMENTS

---

Full Name of Bidder:

Brewer Paving & Development, LLC

Main Business Address:

3190 Crissom Parkway

Place of Business:

Cocoa, FL 32926

State Contractor's License:

Florida

TO: Barefoot Bay Recreation District (hereinafter called the **Owner**)

The undersigned, as Bidder, declares that the only person or parties interested in this Proposal as principals are those named herein, that this Proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the location of the proposed work, the proposed forms of Agreement and Bonds, and the Contract Drawings and Specifications, including Addenda issued thereto and acknowledges receipt below:

Addendum Number	Date Issued	Contractor's Initials
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>

He proposes, and agrees if this Proposal is accepted, that he will contract with Barefoot Bay Recreation District in the form of the copy of the Agreement included in these Contract Documents, to provide all necessary machinery, tools, apparatus and other means of construction, including utility and transportation services necessary to do all the Work, and furnish all the materials and equipment specified or referred to in the Contract Documents in the manner and time herein prescribed, and according to the requirements of the Owner as therein set forth, furnish the Contractor's Bonds and Insurance specified in the General Conditions of the Contract, and to do all other things required of the Contractor by the Contract Documents, and that he will take full payment the sums set forth in the following bid schedule.



Upon receipt or written notice of the conditional acceptance of this bid, bidder will execute the formal Contract attached and deliver the insurance within 15 days as required by the Contract Documents.

If awarded a contract under this Proposal, the Undersigned proposes to start work at the site within 14 calendar days after the receipt from the Owner of a written Notice to Proceed. The Undersigned further agrees to fully complete all work covered per the following schedule. All dates shown represent consecutive calendar days from and including the date of receipt from the Owner of a written Notice to Proceed.

**Contract Time Substantial Completion**  
90 days

**Final Completion**  
120 days

**OWNER** and **CONTRACTOR** recognize that time is of the essence of the Agreement and that **OWNER** will suffer financial loss if the Work is not substantially complete within the time specified, plus any extensions thereof allowed in accordance with the General Conditions. They also recognize that it is difficult, if not impossible, to ascertain precisely the actual loss suffered by **OWNER** if the Work is not substantially complete on time. Accordingly, instead of requiring any such proof, **OWNER** and **CONTRACTOR** agree that as liquidated damages for delay (but not as a penalty) **CONTRACTOR** shall pay **OWNER** one hundred dollars (\$100.00) for each calendar day that expires after the time specified substantial completion until the Engineer finds the Work is substantially completed, in accordance with the General Conditions.

### **Bid Security**

Accompanying this Bid is a Certified or a Cashier's Check or a Bid Bond in the amount of \$\_\_\_\_\_, made payable to the Owner which may be forfeited as liquidated damages if, in the event this proposal is accepted, the undersigned fails to execute the Agreement and furnish and pay for the required performance and payment bonds for the Owner within ten (10) days after acceptance of the Bid; otherwise said Certified or Cashier's Check or Bid Bond will be returned to the undersigned.

### **Award of Bid**

Bidder acknowledges that Owner may not award the Contract immediately. Bidder acknowledges that all prices quoted within the proposal are valid for a period of sixty (60) days after bid opening. If the Contract is not awarded within sixty (60) days, Bidder may adjust the unit prices proposed; however, Owner retains the right to reject all bids and rebid the project.

Respectfully Submitted:

State of Florida

County of Brevard

Billy Joe Brewer, being first duly sworn on oath deposes and says that the Bidder on the above Proposal is organized as indicated below and that all statements herein made are made on behalf of such Bidder and that this deponent is authorized to make them.

Billy Joe Brewer, also deposes and says that he has examined and carefully prepared his Bid Proposal from the Contract Drawings and Specifications and has checked the same in detail before submitting this Bid; that the statements contained herein are true and correct.

(a) Corporation

The bidder is a corporation organized and existing under the laws of the State of \_\_\_\_\_, which operates under the legal name of \_\_\_\_\_, and the full names of its officers are as follows:

President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

Manager \_\_\_\_\_

and it (does) or (does not) have a corporate seal. The \_\_\_\_\_ is authorized to sign construction proposals and contracts for the company by action of its Board of Directors taken \_\_\_\_\_, a certified copy of which is hereto attached (Strike out this last sentence if not applicable).

(b) Co-Partnership

The Bidder is a co-partnership consisting of individual partners whose full names are as follows:

_____	_____
_____	_____
_____	_____
_____	_____

The co-partnership does business under the legal name of: \_\_\_\_\_

(c) Individual

The bidder is an individual whose full name is, \_\_\_\_\_, and if operating under a trade name, said trade name is \_\_\_\_\_.

Dated \_\_\_\_\_, 2016.

Brewer Paving & Development, LLC  
Legal Entity

(Seal - If Corporation)  
(Sign Here)

By: [Signature] m.p.

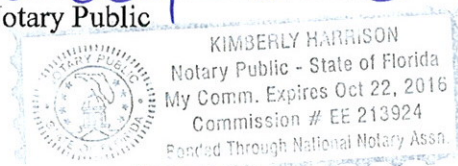
Telephone No. 321-636-4645

Subscribed and sworn to before me this 27th day of June, 2016.

[Signature]  
Notary Public

My Commission Expires:

10/22/2016



## LIST OF SUBCONTRACTORS/SUPPLIERS

### BAREFOOT BAY – CHEROKEE COURT & TAMARIND CIRCLE DRAINAGE IMPROVEMENTS

The Undersigned states that the following is a full and complete list of the proposed subcontractors and suppliers on this Project and the class of work to be performed by each, and that such list will not be added to nor altered without written consent of the Owner through the Engineer.

#### Subcontractor and Address

#### Class of Work to be performed or Type of Material to be Supplied

(1) \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(2) \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(3) \_\_\_\_\_  
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(4) \_\_\_\_\_  
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(5) \_\_\_\_\_  
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(6) \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\*Attach additional sheets as necessary.

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**BIDDER**

\_\_\_\_\_  
**SIGNATURE**

## BID FORM

**PROJECT IDENTIFICATION:** Barefoot Bay – Cherokee Court & Tamarind Circle  
Drainage Improvements

**CONTRACT IDENTIFICATION AND NUMBER:**  
B.S.E. # 11311.02 / 11311.03

**THIS BID IS SUBMITTED TO:**  
B.S.E. Consultants, Inc.  
312 South Harbor City Boulevard  
Melbourne, FL 32901  
(321) 725-3674 telephone  
(321) 723-1159 fax

1. The undersigned **BIDDER** proposes and agrees, if the **BID** is accepted, to enter into an Agreement with **OWNER** in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.
2. **BIDDER** accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid Security. This Bid will remain open for sixty calendar days after the day of Bid opening. **BIDDER** will sign the Agreement and submit the Contract Security and other documents required by the Contract Documents within fifteen calendar days after the date of **OWNER**'s Notice of Award.
3. In submitting this Bid, **BIDDER** represents, as more fully set forth in the Agreement, that:
  - (a) **BIDDER** has examined copies of all the Contract Documents and of the following addenda:

<u>Date</u>	<u>Number</u>
<hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/>	<hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/>
<hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/>	<hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/>
<hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/>	<hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/>

(receipt of all of which is hereby acknowledged) and also copies of the Invitation to Bid and the Instruction to Bidders;



- (b) **BIDDER** has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations), including disposal of cleared material and the conditions affecting cost, progress or performance for the Work and has made such independent investigations as **BIDDER** deems necessary;
- (c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; **BIDDER** has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; **BIDDER** has not sought by collusion to obtain for himself any advantage over any other Bidder or over **OWNER**; and
- (d) Two sets of drawings, each set consisting of a Cover Sheet and Sheet Number 2; the first set bearing the General Title Barefoot Bay – Tamarind Circle and the second set Barefoot Bay – Cherokee Court.
4. **BIDDER** will complete the Work for the following price(s): *Six Hundred-Ten  $\frac{00}{100}$*
- CONTRACT PRICE:** *Two Hundred Seventy-One Thousand* DOLLARS,  
(\$ *271,610.00*).
5. **BIDDER** acknowledges that a separate Notice to Proceed will be issued and the possible impacts of such have been considered within the Bid.
6. **BIDDER** agrees that the individual stages of the Work will be substantially completed per the following schedule, such days reflecting the time after the date when the Contract Time commences to run.

**Substantial Completion**  
90 days

**Full Completion**  
120 days

**OWNER** and **CONTRACTOR** recognize that time is of the essence of the Agreement and that **OWNER** will suffer financial loss if the Work is not substantially complete within the time specified, plus any extensions thereof allowed in accordance with the General Conditions. They also recognize that it is difficult, if not impossible, to ascertain precisely the actual loss suffered by **OWNER** if the Work is not substantially complete on time. Accordingly, instead of requiring any such proof, **OWNER** and **CONTRACTOR** agree that as liquidated damages for delay (but not as a penalty) **CONTRACTOR** shall pay **OWNER** one hundred dollars (\$100.00) for each calendar day that expires after the time specified substantial completion until the Engineer finds the Work is substantially completed, in accordance with the General Conditions.

**BIDDER** accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work on time.

7. The following document is attached to and made a condition of this Bid:
  - (a) A tabulation of Subcontractors and other persons and organizations required to be identified in this Bid.
  - (b) Exhibit A — Estimated Quantity Forms
8. The attached estimated quantities are included only for the assistance of the Bidder and for establishing unit prices for individual items. Payment for all work will be based upon actual measurements of installed and accepted work.
9. Communications concerning this Bid shall be addressed to:

Mr. Scott M. Glaubitz, P.E., P.L.S.  
B.S.E. Consultants, Inc.  
312 South Harbor City Boulevard  
Suite 4  
Melbourne, FL 32901
10. The terms used in this Bid which are defined in the General Conditions of the Construction Contract included as a part of the Contract Documents have the meanings assigned to them in the General Conditions.

SUBMITTED ON 6-28, 2016.

Name of Firm: Brewer Paving & Development, LLC

Signature: [Signature] Title: MANAGING Partner  
(Seal)

Attest: [Signature]

Business Address: 3190 ORISON PIKE  
CELEDA, FL 32926

Phone No.: 321-636-4645

**IMPORTANT:**

**Note:** If the Contractor is a corporation, the legal name of the corporation shall be set forth above together with a signature of the officer or officers authorized to sign Contracts on behalf of the Corporation; if Contractor is a co-partnership, the true name of the firm shall be set forth above together with the signatures of all the partners; and if Contractor is an individual, his signature shall be placed above. If signature is by an agent other than an officer of a corporation or a member of a partnership, a power-of-attorney must be attached hereto. Signature of Contractor shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgment.



**BAREFOOT BAY**  
**CHEROKEE COURT & TAMARIND CIRCLE DRAINAGE IMPROVEMENTS**  
**CONTRACTOR BID FORM**  
**BSE # 11311.02**

ITEM	UNIT	ENGINEER ESTIMATED QUANTITY	CONTRACTOR UNIT PRICE	CONTRACTOR ESTIMATED QUANTITY	TOTAL PRICE
<b>TAMARIND CIRCLE</b>					
CLEAN/REGRADE SWALE, PROTECT THE EXISTING FENCE, RESOD AS NECESSARY, CLEAR AS NECESSARY	LF	1,415	\$ 35.00	1,415	\$ 49,525.00
INLETS	EA	4	\$ 7,500.00	4	\$ 30,000.00
15" ADS PIPE	LF	383	\$ 65.00	383	\$ 24,895.00
18" ADS PIPE	LF	346	\$ 85.00	346	\$ 29,410.00
MISCELLANEOUS IRRIGATION REPAIR (IF ANY)	LS	ALLOWENCE	\$ 10,000.00	1	\$ 10,000.00
<b>SUBTOTAL - TAMARIND CIRCLE</b>					<b>\$ 143,830.00</b>
<b>CHEROKEE COURT</b>					
CLEAN/REGRADE SWALE, PROTECT THE EXISTING FENCE, RESOD AS NECESSARY, CLEAR AS NECESSARY (NOT REFILLING FOR REPLACEMENT PIPE)	LF	412	\$ 55.00	412	\$ 22,660.00
CLEAN EXISTING OUTFALL DITCH	LF	815	\$ 35.00	815	\$ 28,525.00
MODIFY EXISTING BATCH BASINS	EA	2	\$ 5,000.00	2	\$ 10,000.00
NEW CATCH BASINS	EA	2	\$ 7,500.00	2	\$ 15,000.00
12" ADS PIPE	LF	90	\$ 60.00	90	\$ 5,400.00
15" ADS PIPE	LF	287	\$ 65.00	287	\$ 18,655.00
14" X 23" ALUMINUM PIPE	LF	92	\$ 120.00	92	\$ 11,040.00
HEADWALL OR MITERED END SECTION (14" x 23")	EA	1	\$ 6,500.00	1	\$ 6,500.00
MISCELLANEOUS IRRIGATION REPAIR (IF ANY)	LS	ALLOWENCE	\$ 10,000.00	1	\$ 10,000.00
<b>SUBTOTAL - CHEROKEE COURT</b>					<b>\$ 127,780.00</b>
<b>TOTAL</b>					<b>\$ 271,610.00</b>

NOTES

1. Bids shall include sales tax and other applicable taxes and fees.
2. The Engineer's Estimated Quantities are provided for your convenience. Contractor should bid their own quantities. If there is a large discrepancy, please contact Engineer.
3. No Layout or As Builts
4. No New Landscaping or saving Existing Landscaping.
5. No fence removal or sheds of any kind.
6. No removal of residents' belongings from work area.

## John Coffey

---

**From:** Julie Bernal  
**Sent:** Thursday, June 30, 2016 11:15 AM  
**To:** John Coffey (jcoffey@bbrd.org); Colin Doyle (colin.doyle@tlc-eng.com)  
**Cc:** Scott Glaubitz  
**Subject:** Barefoot Bay - Cherokee Court & Tamarind Circle Bids (BSE # 11311.02 / 11311.03)  
**Attachments:** Brevard Excavating Bid\_6.23.16.pdf; Brewer Bid Form & Exhibit A.pdf

John/Colin,

Attached are the two Contractor bids that we received for the Cherokee Court and Tamarind Circle Drainage Improvements. It was very difficult to obtain bids for this project as Barefoot Bay is perceived to be a difficult community to work within – we had several Contractors decline to bid. Let us know how you would like to proceed.

Julie Bernal  
Executive Assistant  
B.S.E. Consultants, Inc.  
312 South Harbor City Blvd., Suite 4  
Melbourne, FL 32901  
(321) 725-3674  
e-mail: jbernal@bseconsult.com  
Website: bseconsult.com

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>	
<b>Section</b>	<b>8</b>
<b>Item No</b>	<b>D</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Facilities Planning Committee Recommended Capital Improvement Program

**Dept/Office:** Administration: District Clerk's Office

<b>Requested Action:</b> Review and Accept/Decline Recommendation
<p><b>Summary Explanation and Background:</b>  At the 24Mar16 Facilities Planning Committee (FPC) meeting, four recommendations were approved and forwarded to the BOT for consideration , one of which is the development and use of a Capital Improvement Program (not to be confused with staff's annual Five-year Finance Model and Capital Improvement Program) to be used on out year projects.</p> <p>At the 8Apr16 BOT meeting, the recommendation for the Capital Improvement Program was deferred until Mr. Pellegrino could be present and was reviewed on 13May16. Subsequently, staff worked with Mr. Pellegrino to customize the forms to eliminate items not applicable to a recreation district and to increase the usefulness.</p> <p>Staff recommends the BOT <u>approve the FPC's CIP proposal as presented.</u></p>
<b>Exhibits Attached:</b> Revised CIP documents,
<b>Contact:</b> Steve Diana, Trustee and FPC liaison; Lenny Pellegrino, FPC Vice-Chairman; and John W. Coffey, Community Manager
<b>Fiscal Impact:</b> N/A
<b>Contract/Agreement Reviewed by Attorney:</b> N/A
<b>Community Manager's Approval:</b>

## BAREFOOT BAY RECREATION DISTRICT

### CAPITAL PROJECT SCOPING FORM

The ***Requestor*** should answer the questions that pertain to your proposed project or program. Attach additional pages if necessary. This information will help in the Planning Process and in determining whether BBRD can apply for grants to help offset the costs.

***Return this completed form to the BBRD Clerks Office.***

Name of Project: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

#### **PART I: INITIAL PLANNING PHASE: (to be completed by the ***Requestor***)**

##### **Description:**

Briefly describe what the project is here.

Explain how this project will benefit the community long term.

1. What is the project? Why is it needed?
2. Who would be the BBRD Project Manager assigned to this project?

3. List any permits or plans that are needed (feasibility, marketing, engineering, design or

other technical studies).

**Costs:**

4. What is the estimated cost of the project?

(Place the total from Part II here)

5. What is the annual cost and long-term cost for Operation and Maintenance of this project? Is this an increase over current levels?

List each alternative and whether they are recommended for further analysis.

6. Have any alternatives been considered and what are they?

If yes, please explain

7. Are other projects dependent and/or related to this project? Yes \_\_\_\_ No \_\_\_\_

**PART II: FINANCIAL AND ECONOMIC WORKSHEET:** (To be filled in by PM and FPC member working together)

**1. Proposed Budget Line Items**

<b>Construction Project Budget Estimate</b>		<b>Non-Construction Project Budget Estimate</b>	
Administrative costs	\$		\$
Land, structures, ROW, Easements	\$		\$
Relocation & Incidental Costs to Acquisition	\$		\$
Design, permitting, inspection	\$	Equipment	\$
Site Work	\$	Contractual **	\$
Construction and Demolition	\$	Supplies	\$
Equipment	\$	Other	\$
Contingencies *	\$	Total Direct Charges	\$
<b>Total Project Cost</b>	<b>\$</b>	<b>Total Project Cost</b>	<b>\$</b>

\* Contingencies should be set at 10-15% until budget estimates or budget quotes are received from reputable vendors or contractors. Then they could be lowered to 5%.

\*\* Contractual could include professional project management, Special Inspections, to name a few.



**Part III, Priority** (To be filled in by PM and FPC member working together after interviewing the applicant and the application and after performing a careful analysis of all the alternatives)

1. Priority 1 would include:
  - a. All projects that are regulatory in nature.
  - b. All projects that the BOT votes to be Priority 1
  - c. Any project which failure to act would result in significantly higher operating costs to BBRD
2. Priority 2 would include:
  - a. All projects that are required because Basic HUMAN Needs are not being met.  
For example, a HVAC unit needs to be replaced, or a Stormwater retention pond need to be rebuilt or expanded.
  - b. Any equipment which, if replaced, would create a savings in utility costs justifying its replacement.
3. Priority 3 would include:
  - a. All projects that do not fit in 1 or 2 above and
  - b. Any building construction project or
  - c. Any large equipment purchase

The Facilities Planning Committee rates the Priority of this Request a \_\_\_\_\_.

Date: \_\_\_\_\_ Chairmen's Initials \_\_\_\_\_.

THE Board of Trustees rate the Priority of this Request a \_\_\_\_\_.

Date: \_\_\_\_\_ Chairmen's Initials \_\_\_\_\_.

## PART IV: RECORD KEEPING:

1. Document the process followed as the project progresses:

[illegible]

Add additional pages if necessary

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>	
<b>Section</b>	<b>8</b>
<b>Item No</b>	<b>E</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Appointment to Recreation Committee

**Dept/Office:** Administration: District Clerk's Office

<b>Requested Action:</b> Appointment to the Position of Alternate on the Recreation Committee
<p><b>Summary Explanation and Background:</b></p> <p>On July 8, 2016, Ms. Nancy Eisele resigned from a 3-year alternate seat.</p> <p>Staff recommends the BOT review the submitted resumes and appoint a homeowner to the Recreation Committee to fill the alternate seat for a 3-year term.</p>
<b>Exhibits Attached:</b> N/A
<b>Contact:</b> Dawn Myers, District Clerk; and John W. Coffey, Community Manager
<b>Fiscal Impact:</b> N/A
<b>Contract/Agreement Reviewed by Attorney:</b> N/A
<b>Community Manager's Approval:</b>

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>	
<b>Section</b>	<b>8</b>
<b>Item No</b>	<b>F</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Appointment to Security Committee

**Dept/Office:** Administration: District Clerk's Office

<b>Requested Action:</b> Appointment to the Security Committee
<p><b>Summary Explanation and Background:</b></p> <p>On Tuesday, February 23, 2016 The Board of Trustees appointed Mr. Ted Firlein to a 3-year term on the Security Committee.</p> <p>On Friday, April 8, 2016 Mr. Firlein submitted his resignation to the Committee Chair and District Clerk thereby, leaving an open voting seat on the committee.</p> <p>On Tuesday, April 26, 2016 The Security Committee appointed Mr. Peter Divergilio, to Mr. Firlein's remaining unexpired term there by leaving an available alternate seat.</p> <p>Staff recommends reviewing the submitted resumes and appointing a homeowner to the open 3 year alternate seat.</p>
<b>Exhibits Attached:</b> N/A
<b>Contact:</b> Dawn Myers, District Clerk; and John W. Coffey, Community Manager
<b>Fiscal Impact:</b> N/A
<b>Contract/Agreement Reviewed by Attorney:</b> N/A
<b>Community Manager's Approval:</b>

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>	
<b>Section</b>	<b>8</b>
<b>Item No</b>	<b>G</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Request to Form a Club (Support Group for People Diagnosed with Multiple Sclerosis)

**Dept/Office:** Administration: District Clerk's Office

<b>Requested Action:</b> Approve Request
<p><b>Summary Explanation and Background:</b>  Ms. Linda Scholefield submitted a request to for a club "Support Group for People Diagnosed with Multiple Sclerosis." Per the Revised Policy Manual, the BOT shall approve or deny all applications after review by the Community Manager.</p> <p>Of note, since the request was received after the effective date of changes made to the Policy Manual in June 2016, said club, if approved would be required to pay meeting room rentals as outlined in the Policy Manual unless said fees are waived by the BOT.</p> <p>On 08Jul16, the BOT continued this item until the applicant could acquire the required number of signatures.</p> <p>Staff recommends the BOT approve the request by Ms. Linda Scholefield to form the "Support Group for People Diagnosed with Multiple Sclerosis" and waive the associated room rental fees.</p>
<b>Exhibits Attached:</b> Request to form a club from Ms. Linda Scholefield and excerpt from Policy Manual
<b>Contact:</b> John W. Coffey, Community Manager
<b>Fiscal Impact:</b> N/A
<b>Contract/Agreement Reviewed by Attorney:</b> N/A
<b>Community Manager's Approval:</b>



**BAREFOOT BAY  
RECREATION DISTRICT**

**REQUEST TO ORGANIZE A CLUB**

**NAME OF CLUB:**

Multiple Sclerosis Support Group

**PURPOSE/OBJECTIVE:**

Focusing on Advocacy, education & wellness through opportunities to help others and finding support from others.

**GUIDELINES**

- Any Club, Organization or Resident Group that uses District facilities must be comprised of a majority of Barefoot Bay residents unless permitted by policies adopted by the Board of Trustees.
- Any request to form a registered Club, Organization or Resident Group that intends to use District facilities must be reviewed by the Community Manager and must contain names, addresses, and phone numbers of at least four responsible year round residents or elected officers or alternates.
- A Building Registration application form must be filed upon approval from the Community Manager.

Please refer to BBRD Policy Manual Section 3.4 - Guidelines for Registering as a Club, Organization or Resident Group and Use of District Facilities for further information.

**REQUESTOR INFORMATION**

NAME

Linda Scholefield

ADDRESS

1202 Barefoot Circle

PHONE #

772-202-4740

**RESIDENT #1 INFORMATION**

NAME

Teresa Bronsing

ADDRESS

623 Puffin Dr. BFB (Resident)

PHONE #

772-532-9020

**RESIDENT #2 INFORMATION**

NAME

Robert Bronsing

ADDRESS

623 Puffin Dr. BFB (Resident)

PHONE #

772-532-9021

Mailing Address:  
625 Barefoot Boulevard, Building "F"  
P.O. Box 779-233

(772) 664-3141  
(772) 664-1928

Physical Address:  
625 Barefoot Boulevard  
Barefoot Bay, Florida 32976-7305



# BAREFOOT BAY RECREATION DISTRICT

## RESIDENT #3 INFORMATION

NAME Kim Kopet  
ADDRESS 626 Hyacinth Circle  
PHONE # 603 - 489-8501

## RESIDENT #4 INFORMATION

NAME Carol Pisarczk (Pisarczk)  
ADDRESS 1055 Royal Palm DR.  
PHONE # 772-664-5263

REQUESTOR SIGNATURE

DATE

Linda Schaeferfeld

July 15, 2016

COMMUNITY MANAGER APPROVAL

reviewed

DATE

R. W. Uffey

15 Jul 16

Barefoot Bay Recreation District  
Policy Manual

7. Pool #2 or #3 (exclusive use) (exclusive use) \$500 for 4 hours

Use is based on availability and with advanced booking through the Calendar Coordinator. These are part of the amenities offered to Barefoot Bay residents unless the use is a for profit function, in which case, the same rates will be charged as for non-Barefoot Bay residents or commercial businesses.

### **3.4 Guidelines for Registering as a Club or Organization and Use of District Facilities**

#### **Registration of Clubs/Organizations/Private Parties**

1. Any request to form a registered Club or Organization that intends to use District facilities must be reviewed by the Community Manager and approved by the Board of Trustees..
2. An Application form and Building Registration form must be filed as part of the application which shall include the following information:
  - A. Name of Club or Organization
  - B. Names, addresses, phone numbers of at least four responsible year round residents or elected officers or alternates.
  - C. Times, dates, and their choice of established layouts of tables and chairs needed for the club/organization.
  - D. Other pertinent information as may be required.
3. Changes to Club Officers or designated responsible parties must be reported to BBRD management staff when changes occur to keep registration forms current. Clubs or Organizations must renew their applications for use of District facilities on an annual basis. This must be done no later than the December 31st of each year. This is necessary to reaffirm scheduling for each season/year. Applicants also need to report if they desire to have their names published in the HOA annual phone directory.
4. The designated parties will be the only recognized officials to make new arrangements and changes to the schedule or set up plans.
5. The time that has been scheduled for club meetings must be followed. Members are not allowed to come in early. Other functions or cleaning may be in progress prior to the clubs scheduled time.

#### **Use of District Facilities**

1. Any Club or Organization that uses District facilities must be comprised of a majority of Barefoot Bay residents unless permitted by policies adopted by the Board of Trustees. Only registered Clubs or Organizations may use District facilities on a non-fee basis. No fees, (other than temporary social membership fees, as applicable) shall be charged to an invitee of a registered Club or Organization to attend an activity or specific event sponsored by a Club, Organization or Resident Group (Resolution 2003-01).
2. Residents of the Barefoot Bay Recreation District may utilize District facilities but registered Clubs or Organizations shall have priority in scheduling.
3. Social events held by residents requesting use of District facilities shall be classified as "District Resident-Private Parties." Rental fees shall not apply; however, non-residents who attend these functions must register as guests and pay fees in accordance with the District's fee schedule.



July 8, 2016

Respectively submitted to Barefoot Bay Board of Trustees

Explanation

Missed Deadline to Register/Requesting to Waive Fee for Building Use

When I moved here one of the first things I did was look for a Multiple Sclerosis Support Group. The nearest one is 20 miles North in Melbourne. I have been unable to drive to those meetings, but I am acutely aware of my own need for this support having recently suffered a prolonged relapse.

Multiple Sclerosis causes unpredictable setbacks when least expected. It is not easy to address this in a public forum as I'm a private person and have never been comfortable discussing how this disease has altered my life. This year has been the most difficult as the disease has become more progressive. I've received intense rehabilitation with nursing care at home and have been struggling with the challenge to regain my abilities and maintain my independence.

I began investigating how to start a MS Support Group in Barefoot Bay by contacting The National MS Society for guidelines. Groups are led by people with MS, and all groups are free of charge. The National MS Society will become involved once a group has been established and have met for at least three months by providing speakers and educational materials.

I have been watching the Board of Trustees Meetings from home. As you know there is a delay between the time of the meeting and when it is broadcast. When I became aware of the new deadline policy to register a new group by Monday June 26, 2016 I was not fully recovered from relapse and was just starting to drive again, but I went to Resident Services to pick up registration forms and get information on the process with the goal of completing the registration on that day. While speaking to the Calendar Coordinator I became aware I needed 4 signatures which I did not have. Although extremely weak and unsteady that day I drove to Administration Building to explain the special circumstances of not having 4 signatures. The receptionist said neither Mr. Coffey or Dawn were available at that time and not feeling well enough to wait, I went home.

I personally know only one other person suffering from this disease who lives in BFB so I contacted her that day and asked if I could include her name. Friday June 30th I felt strong enough to drive and went to Administration Office to turn in form and requested to speak to Mr Coffey or Dawn to explain circumstances but they were not available at that time. Dawn telephoned soon after I left. We discussed the issue on phone and I offered to return to office. She said not necessary she would speak to Mr Coffey and get back to me.

Received a call from Dawn Tuesday, July 5th stating the board would have to approve waiving the fee and give permission to establish the MS Support Group.

Purpose

National MS Society Support (self-help) Groups focus on advocacy, education and wellness by giving the opportunity to help others and finding support from others.

Requesting to register an Organization for people diagnosed with Multiple Sclerosis

Requesting permission to use building space for 2 hour meeting time, one afternoon a month.

Cannot advertise to recruit people who may want to join this group until we secure a Meeting Place, Date and Time.

Officers will be elected from within the group.

Closest MS Support Groups**Mid Florida**

2701 Maitland Ctr. Pkwy.

Suite 100

Maitland, FL 32751

**Healthfirst Gateway Center**

1223 Gateway Drive

Melbourne, FL 32901

July 8, 2016

Respectively submitted to Barefoot Bay Board of Trustees

Linda Scholefield

1202 Barefoot Circle

772-202-4740

**Meeting Date**

July 26, 2016

**Agenda****Section 8****Item No** "\*\*\*\*\*" J**Agenda Report*****Barefoot Bay Recreation District Board of Trustees*****Subject:** Tennis Court Restroom Trailer Options**Dept/Office:** Property Services: Recreation**Requested Action:** Discussion and Direction to Staff**Summary Explanation and Background:**

At the 13May16 BOT meeting, Chairman Klosky requested staff research replacement of the current portable restrooms by the tennis court and horseshoe court area (currently in FY21 of the 5yrFM&CIP). Mr. Klosky explained that he had received numerous complaints about the lack of cleanliness in the current portable restrooms. He requested staff look into the new or used portable restroom trailers with sinks included. Staff responded to the task and presented two options at the 10Jun16 meeting for the BOT to discuss. The options include both used and new with separate stalls for men and women. The BOT directed staff to further research the issue and bring back a proposal

Staff researched the following options for purchase of new units and rental.

Model	Cost
PRRT Comfort Series Elite Single	24,890
PRRT Comfort Series Compact 2 station	30,880
PRRT Comfort Elite 2 Station (hot water hand wash)	36,880
PRRT Comfort Elite Series 5 Stations (one ADA)	28,860
Ameri-can Engineering 3 Station (one ADA)	36,950
Anderson Rentals, Inc. 4 station (one ADA) per month (includes pump out)	4,000
PRRT = <a href="http://www.portablerestroomtrailers.com">www.portablerestroomtrailers.com</a>	

Used units can be found of varying costs depending upon age and condition. Staff is not listing any used units as past practice has proven used items that are cost-effective generally do not stay on the market for the time involved in the agenda preparation, notice and BOT meeting cycle.

Additionally, staff estimates \$10,000-\$12,000 concrete work will be required to extend the walkway to the identified site of the new restrooms. An old quote to extend the side walk to the tennis court gates is provided for benchmarking purposes.

Funding for the estimated cost of the project (\$37,000-\$49,000) is not budgeted in FY16 or FY17 but can be found in the following sources (although use of FY17 funds would require a delay in the procurement of the unit or use of fund balance in FY16 which could be "repaid" in FY17):

- Increase of \$0.63 - \$0.84 in the FY17 Monthly Assessment
- Use of Fund Balance
- Deferral of one or more FY17 Capital/R&M Department projects
- Use of FY17 Capital/R&M Department Contingency (\$82,000 budgeted)

If the BOT wishes to procure a used unit, staff recommends the BOT set a maximum price and authorize staff to procure one when it becomes available if a site inspection of the unit deems it a reasonable purchase (would require waiving 2<sup>nd</sup> quote and BOT pre- approval requirements from the Policy Manual).

Staff requests direction from the BOT regarding this issue.

**Exhibits Attached:** Prices from [www.portablerestroomtrailers.com](http://www.portablerestroomtrailers.com), [www.Ameri-can.com](http://www.Ameri-can.com), Anderson Rentals, Inc. and A&W Concrete LLC plus BOT minutes from 10Jun16

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

**Fiscal Impact:** Up to \$37,000-\$49,000

**Contract/Agreement Reviewed by Attorney:** N/A

**Community Manager's Approval:**

## QUICK SPECS

[CLICK HERE FOR A BROCHURE](#)

Trailer Name: **2017 Comfort Series Compact 2 Station + ADA Portable Restrooms Trailer- Unisex**

Inventory ID: **FR84135**

Status: **New for Sale**

Trailer Availability: **Available by Order**

Heat Package: **Heat Strips**

Model Year : **2017**

Trailer size: **Small**

Toilets: **3**

Trailer Type: **ADA Handicap-Accessible, Closeout/Show Special, Comfort/Elite Series, Unisex**

Price Value: **Lowest Retail Price**

**PRICE AT \$ 30,880**

## 2017 COMFORT SERIES COMPACT 2 STATION + ADA PORTABLE RESTROOMS TRAILER- UNISEX

**\$ 30,880**



## COMFORT SERIES COMPACT 2 STATION + ADA PORTABLE RESTROOMS TRAILER- UNISEX

[Overview](#)

[Details](#)

[Features](#)

[Floor Plan](#)

### GREAT FOR SCHOOLS, OFFICE BUILDINGS, PARKS, RESTAURANTS OR ANYWHERE ADA COMPLIANCE IS NEEDED

The ADA-compliant portable restrooms has a large ADA compliant restroom with self-storing ramp system. The unit includes 3 Unisex restrooms with all facilities. The Compact 2 Station + ADA Portable Restrooms Trailer, offers the number of restrooms needed for most locations in a more manageable compact 16 ft trailer size. This extremely popular unit offers total class and style. Coordinating hard surface vanities, abundant interior lighting. This particular portable restrooms trailer includes: 3 suites 2 standard Unisex and 1- Unisex ADA. Each suite (room) has a corner sink/vanity with metered hand wash, stainless steel sink, vanity mirror, dispensers for hand soap, paper towels and toilet tissue. The ADA plus 2 trailer unit includes a slip resistant steel ramp entry to the ADA compliant restroom. The unique design allows the entire restroom trailer and ramp to lower to the ground. The ADA-compliant toilet has a single handle direct flush and cleaning feature, wheelchair accessible sink, compliant faucet, and door handles. The ADA compliant suite of portable restrooms trailers allows for a full 360 turning radius for wheelchairs.

Financing available with deposit and approved credit.  
Call us today for more information at 1-866-275-7092

*While we try to ensure accuracy, Portable Restroom Trailers reserves the right to correct any errors or misprints in pricing or descriptions, or refuse any order based on an incorrect price or description at any time. We apologize for any inconvenience should this occur with your order. Please note, due to occasional changes in manufacturing; photos, brochures, and videos may not be an exact representation of your trailer.*

### Additional Features

Exterior Color: Champagne

Length: 16

Waste Tank: 325

Power Supply: 110v 20 amp

Water Supply: City- Garden Hose

Delivery Method: Freight Shipping

Fresh Water Tank: 125

Trailer Uses: Agriculture, Concerts,  
Construction & Remodeling, Corporate Events,  
Education, Emergency Response, Festivals,  
Film Production, Golf Courses, Government,  
Industrial, Municipalities, Outdoor Events,  
Political Events, Remote Locations, Sports  
Events

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## REQUEST A QUOTE

Quote Inquiry: \*

Purchase New Trailers ▼

First Name: \*

Last Name: \*

Company:

Phone: \*

Email: \*

Address:

City: \*

State/Province: \*

Zip:

Country:

Quote Request Comments:

Add to Mailing List:

☐ Yes, please!

## QUICK SPECS

Portable ADA Res...



[CLICK HERE FOR A BROCHURE](#)

Trailer Name: **2016 Comfort Series Elite Single Ada Portable Restrooms Trailer- Unisex**

Inventory ID: **WC987248**

Status: **New for Sale**

Trailer Availability: **Available Now**

Heat Package: **Heat Strips**

Model Year: **2016**

Trailer size: **Small**

Toilets: **1**

Trailer Type: **ADA Handicap-Accessible, Comfort/Elite Series, Unisex**

Price Value: **Lowest Retail Price**

**PRICE AT \$ 24,890**

## 2016 COMFORT SERIES ELITE SINGLE ADA PORTABLE RESTROOMS TRAILER- UNISEX \$ 24,890



## COMFORT SERIES ELITE SINGLE ADA PORTABLE RESTROOMS TRAILER

**Only Manufacturer To Receive Certification From International Code Council (ICC) In Accordance With The Americans With Disabilities Act!**

[Overview](#)

[Features](#)

[Color Options](#)

[Floor Plan](#)

Provide your guests with all the comforts of home combined with the easy access they need! The Comfort Series Elite Single ADA Portable Restrooms Trailer is specifically designed to accommodate the unique needs of disabled users. This ADA-compliant unit offers a spacious and comfortable environment that meets and exceeds the requirements for handicap access as specified by the American Disabilities Act.

This single unisex unit suite is completely self-contained and includes a city water or garden hose hook up with a 105-gallon on-board fresh water tank and 150-gallon waste tank. A 36" wide entry door and an ADA-compliant ramp welcome each guest with a one-touch hydraulic system that smoothly and quietly lowers to the ground. This suite also includes a white ceramic china toilet with wall mounted push button, high clearance wheelchair accessible sink, self-closing faucet with front push operation, and a 1-piece non-skid rubber floor. Your guests will also be sure to enjoy the comfort of a fully climate-controlled environment maintained by air conditioning and heat strips!

The Comfort Series Elite Single ADA Portable Restrooms Trailer also has many great options that can be added-on when including a full Arctic (winterization) Package, Dyson Airblade™ Hand Dryer, and a stereo system! These options and more are available by order only; please contact us at 1-866-275-7092 for more information.

Don't be left feeling flat-

**Add Spare Tire for only \$250.00.**

*\*Independently Certified compliant with Federal ADA Standards as of Oct 2013 – This certification does not apply to any state, county, or city rules.*

Financing available with deposit and approved credit.  
Call us today for more information at 1-866-275-7092

While we try to ensure accuracy, Portable Restroom Trailers reserves the right to correct any errors or misprints in pricing or descriptions, or refuse any order based on an incorrect price or description at any time. We apologize for any inconvenience should this occur with your order. Please note, due to occasional changes in manufacturing; photos, brochures, and videos may not be an exact representation of your trailer.

### Additional Features

Exterior Color: White

Waste Tank: 150

Length: 12

Power Supply: 110 V

Water Supply: City - Garden Hose

Delivery Method: Freight Shipping

Fresh Water Tank: 105

Trailer Uses: Agriculture, Concerts, Construction & Remodeling, Corporate Events, Education, Emergency Response, Festivals, Film Production, Golf Courses, Government, Industrial, Municipalities, Outdoor Events, Political Events, Remote Locations, Sports Events

Share this : [Facebook](#) [Tweet](#) [Pinterest](#) [Email](#) [Print](#)

### REQUEST A QUOTE

Quote Inquiry: \*

Purchase New Trailers ▼

First Name: \*

Last Name: \*

Company:

Phone: \*

Email: \*

Address:

City: \*

State/Province: \*

Zip:

Country:



HOME FOR SALE RENTALS TRAILER TYPES TRADE / SELL EVENTS RESOURCES COMPANY BLOG  
CONTACT

## QUICK SPECS



Trailer Name: **2016 Comfort Elite  
2 Station + ADA Portable  
Restrooms Trailer- Hot Water  
Hand Wash**

Inventory ID: **WC340055**

Status: **New for Sale**

Trailer Availability: **Available Now**

Heat Package: **Heat Strips**

Model Year : **2016**

Trailer size: **Small**

Toilets: **3**

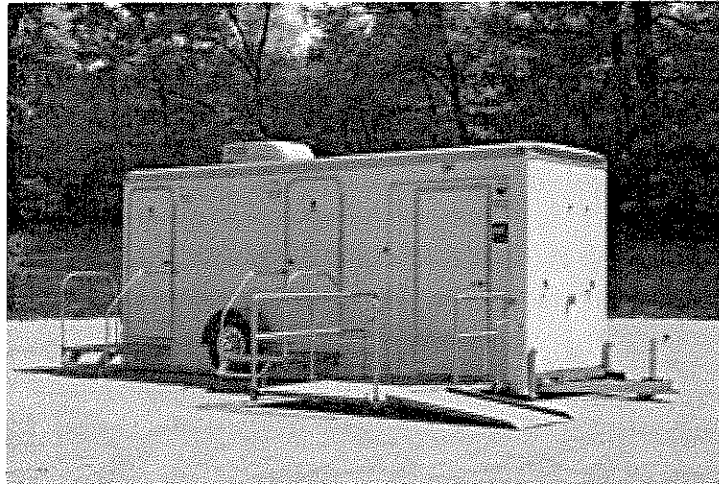
Urinals: **1**

Trailer Type: **ADA Handicap-  
Accessible, Closeout/Show  
Special, Comfort/Elite Series,  
Limited Time Offer**

Price Value: **Lowest Retail Price**

**PRICE AT \$ 36,880**

## 2016 COMFORT ELITE 2 STATION + ADA PORTABLE RESTROOMS TRAILER- HOT WATER HAND WASH \$ 36,880



## COMFORT ELITE 2 STATION + ADA PORTABLE RESTROOMS TRAILER PLUS HOT WATER HAND WASH

**Only Manufacturer To Receive Certification From International Code Council (ICC) In Accordance  
With The Americans With Disabilities Act!**

**\*Special Pricing Until 7/20/2016 – Regular Price \$37,930**

**\*Save \$400 off the cost of freight shipping for a limited time**

**\*Signed Bill of Sale and Deposit required by 7/20/16**

Overview Features Floor Plan

The Comfort Elite 2 Station + ADA Portable Restrooms Trailer is one of our most popular smaller ADA units, with all new upgraded features including hot water hand wash, framed mirrors, aluminum wheels, and 120V auto-flush toilets! This unit is specifically designed to accommodate the needs of disabled users and can also be utilized as a family suite by those caring for small children or older adults that need special assistance. This unique floor plan includes 1 women's suite, 1 men's suite, and 1 ADA unisex suite, each with a separate entrance and features a hydraulic lift system allows the entire restroom trailer and ramp to lower to the ground with the push of a button! The women's suite includes 1 water-saving china flushable toilet, wall-to-wall lockable vanity with large shatter-proof mirror, full hand wash, and in-counter wastebasket with soap and paper-towel dispenser and toilet-paper holder. The men's suite includes 1 water-saving china flushable toilet and urinal, wall-to-wall lockable vanity with large shatter-proof mirror, full hand wash, and in-counter wastebasket with soap and paper-towel dispenser and toilet-paper holder. The ADA-compliant unisex suite includes 1 wheelchair-accessible sink, faucet, and door handle; and 1 water-saving china flushable toilet with mounted push button control module. This suite also allows for a full 360 turning radius for wheelchairs and additional assistance grab rails, important details that your guests will be sure to notice!

Your guests will also be sure to enjoy the comfort of a fully climate-controlled environment maintained by air conditioning and heat strips! This well-designed unit can really handle a crowd with a roof-mounted A/C unit and built-in air supply return. This amazingly priced trailer also includes a smooth, durable white fiberglass interior, insulated walls and ceiling, and 1-piece non-skid rubber flooring.

A special feature of this self-contained unit is the inclusion of a mechanical room that provides easy access to the fresh water tank, utilities, and connections! The 105 gallon fresh water tank and large 360 gallon waste tank with garden hose hook-up found within this restroom trailer hold enough for

approximately 1,400 uses including hand washing!

Exterior details of this 20 foot unit continue to impress with a LED porch light & occupancy indicator Light at each entrance, fold-down ATP steps with aluminum railings at the Women's and Men's suites, and a ramp system with 1¼" stainless steel railings at the Unisex ADA suite.

This Comfort Elite 2 Station + ADA Portable Restrooms Trailer provides your guests with all the beauty, comfort and convenience they desire with the easy access they need, what more could you ask for? The possibilities are endless with this top-of-the-line unit- contact us today to start customizing your new trailer!

**Add Beach Package by order only – \$1300**

*\*Independently Certified compliant with Federal ADA Standards as of Oct 2013 – This certification does not apply to any state, county, or city rules.*

Financing available with deposit and approved credit.  
Call us today for more information at 1-866-230-8792

*While we try to ensure accuracy, Portable Restroom Trailers reserves the right to correct any errors or misprints in pricing or descriptions, or refuse any order based on an incorrect price or description at any time. We apologize for any inconvenience should this occur with your order. Please note, due to occasional changes in manufacturing; photos, brochures, and videos may not be an exact representation of your trailer.*

### Additional Features

Exterior Color: White

Waste Tank: 360

Length: 20

Power Supply: 110 V

Water Supply: City - Garden Hose

Delivery Method: Freight Shipping

Fresh Water Tank: 105

Trailer Uses: Agriculture, Concerts, Construction & Remodeling, Corporate Events, Education, Emergency Response, Festivals, Film Production, Golf Courses, Government, Industrial, Outdoor Events, Political Events, Remote Locations, Sports Events

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### REQUEST A QUOTE

Quote Inquiry: \*

Purchase New Trailers

First Name: \*

Last Name: \*

Company:

Phone: \*

Email: \*

Address:

## QUICK SPECS

Portable ADA Res...



[CLICK HERE FOR A BROCHURE](#)

**Trailer Name: 2016 Comfort Elite Series 4 + ADA Portable Restrooms Trailer**

**Inventory ID: WC81659**

**Status: New for Sale**

**Trailer Availability: Available by Order**

**Heat Package: Heat Strips**

**Model Year : 2016**

**Trailer size: Mid-Size**

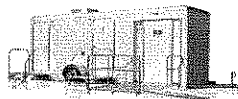
**Toilets: 5**

**Trailer Type: ADA Handicap-Accessible, Comfort/Elite Series, Unisex**

**Price Value: Lowest Retail Price**

**PRICE AT \$ 38,860**

## 2016 COMFORT ELITE SERIES 4 + ADA PORTABLE RESTROOMS TRAILER \$ 38,860



## COMFORT ELITE SERIES 4 + ADA PORTABLE RESTROOMS TRAILER

**Only Manufacturer To Receive Certification From International Code Council (ICC) In Accordance With The Americans With Disabilities Act!**

[Overview](#)

[Features](#)

[Color Options](#)

[Floor Plan](#)

This ADA Portable Restrooms unit features commercial water saving toilets, including an upgraded super ADA toilet with its own pump system and push button electric flush. The unit is compact in size, but not in features! Its 5 unisex private suites include separate entries for each suite. 4 suites come with space saving corner sinks, mirrors, a soap dispenser, and ceramic China toilet. The ADA compliant restroom is spacious, featuring a wheelchair accessible sink, compliant faucet, easy-to-use door handles, and a wall mounted push button control module with wash feature in a modern design full flush toilet.

The unique hydraulics allow the entire restroom trailer and ramp to lower to the ground with the push of a button. This design is preferred, resulting in shorter ramps and a smaller overall footprint. In addition, outside LED lighted occupancy indicators and outdoor porch lighting create a user-friendly experience. There is a large mechanical room with an LED waste tank monitoring system, fresh water tank, and electrical power system. The LED waste tank monitor and total trailer controls are easily accessed through the back side of the mechanical room. The 210 gallon fresh water tank and large 325 gallon waste tank found within this restroom trailer hold enough for approx. 900 uses, including hand washing. The large fresh water interior tank also allows for self-contained use or as back-up for lack of water pressure. \*This unit has a white interior, not the tan shown in photo.

Available with up to a 6 year Manufacturer Warranty

*\*Independently Certified compliant with Federal ADA Standards as of Oct 2013 – This certification does not apply to any state, county, or city rules.*

Financing available with deposit and approved credit.  
Call us today for more information at 1-866-275-7092

*While we try to ensure accuracy, Portable Restroom Trailers reserves the right to correct any errors or misprints in pricing or descriptions, or refuse any order based on an incorrect price or description at any time. We apologize for any inconvenience should this occur with your order. Please note, due to occasional changes in manufacturing; photos, brochures, and videos may not be an exact representation of your trailer.*

### Additional Features

Exterior Color: White

Waste Tank: 325

Length: 20

Power Supply: 2 -120 v 30 amp

Water Supply: City Water- Garden Hose

Delivery Method: Freight Shipping

Fresh Water Tank: 210

Trailer Uses: Agriculture, Concerts,  
Construction & Remodeling, Corporate Events,  
Education, Emergency Response, Festivals,  
Film Production, Golf Courses, Government,  
Industrial, Municipalities, Outdoor Events,  
Political Events, Remote Locations, Sports  
Events, Weddings & Upscale Events

Other: 041816

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### REQUEST A QUOTE

Quote Inquiry: \*

Purchase New Trailers ▼

First Name: \*

Last Name: \*

Company:

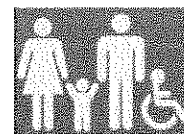
Phone: \*

Email: \*

Address:

City: \*

State/Province: \*



### Traditional Kneeling ADA Plus Two

#### Trailer Specifications // Standard Equipment

Unibody Steel Frame 8½' x 13'3"  
Five Year Warranty – Steel Frame  
Goodyear Tires ST205-75R15  
Electric Brake System  
Lined Steel Waste Tank 140 gallons  
Poly Fresh Water Tank 115 gallons  
High Efficiency Ducted A/C with Two Year Warranty  
34" Commercial Doors (36" for ADA)  
Locks Keyed Alike  
Rain Gutters over each Door  
Recessed Night Lights for Doors  
DOT Safety and Light Package  
FiberCorr Interior Walls – White  
All Walls and Ceiling Fully Insulated  
¾" Weatherproof Floor  
Side Wall Belt Rails for Lateral Strength  
Truss Rafters 16" O/C  
¾" Fresh Water Connection  
Aluminum Exterior – Customer Choice of Color  
Patented Kneeling Hydraulic Package

Single 5,200 lb Dexter Stub Axle  
Five Year Warranty – Axle  
Sure Lube Hubs  
Electric Break-a-Way System  
Waste Tank Sight Glass  
Frame and Tank Undercoating  
Lockable Thermostat  
Entrance / Exit Doors (3)  
Door Trim Package  
Aluminum Kick Plates  
20 Amp Electrical Circuits  
LED Exterior Lights  
FiberCorr Smooth Finish Ceiling  
Wired for Optional Baseboard Heat  
Floor Joist 2" x 2" Steel 16" O/C  
Vinyl Flooring – Galaxy  
Seamless Aluminum Roof  
3" Cam-Lock Waste Valve  
2 5/16" Adjustable Hitch  
Fold-In-Door ADA Ramp

#### Women's Accommodations

China Flushing Water Saver Toilet  
Lockable Vanity with Solid Surface Sink Top  
Wall Recessed Towel Dispenser and Waste Receptacle

Stainless Sanitary Receptacle  
Delta Water Saver Faucet  
Safety Glass Mirror

#### Men's Accommodations

China Flushing Water Saver Toilet  
Lockable Vanity with Solid Surface Sink Top  
Wall Recessed Towel Dispenser and Waste Receptacle

Safety Glass Mirror  
Delta Water Saver Faucet

#### ADA Unisex Accommodations

China Flushing Water Saver ADA Toilet  
Stainless Sanitary Receptacle  
Safety Glass Mirror  
ADA Door Handle & Locking System  
Wall Recessed Towel Dispenser and Waste Receptacle

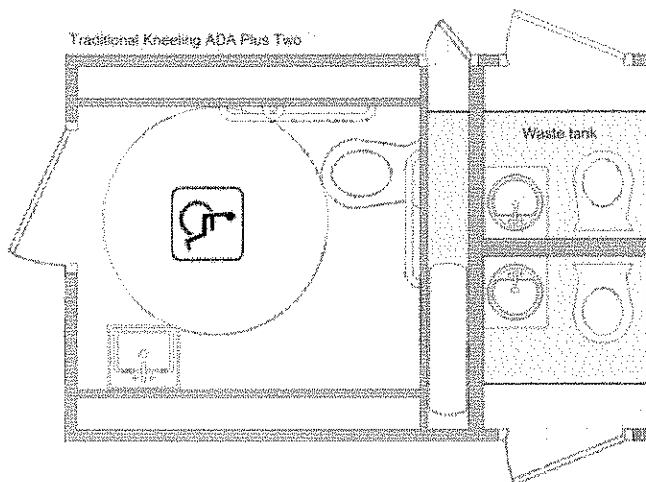
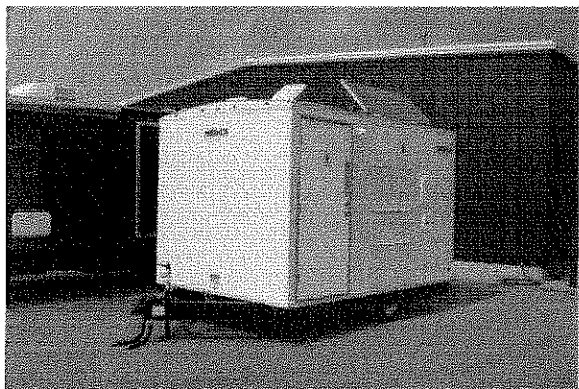
ADA Sink  
ADA Wall Rails  
Delta Water Saver Faucet  
ADA Door Closure

#### Traditional Series

Attractive, rugged, highly functional commercial grade restrooms trailers. Designed for cost effective heavy duty use. 18 floor plans and a choice of color combinations.

#### Base Price

**\$ 36,950.00**



#### Available Options

Heat Package (interior heaters only)	\$ 545.00
Cold Weather Package (includes heat package)	\$ 2,511.26
Arctic Weather Package (for more extreme temperatures) // Floor plan will need to be modified to accommodate furnace. Additional price to be determined.	\$ 4,511.26
Spare Tire – 15"	\$ 228.45
Hot Water System	\$ 525.00
Baby Change Station	\$ 545.00
Multi-Source Sound System	\$ 675.00
Upgrade to Electric Hands Free Delta Faucets (price per faucet)	\$ 385.75
Upgrade to Rubberized Flooring	\$ 1,323.00

**Since 1988 America's Premier Specialty Trailer Manufacturer**

# Anderson RENTALS INC

Portable Restrooms, Restroom trailers, Shower trailers, Roll-off Dumpsters

Post Office Box 765, Mims, FL 32754

800-553-2213, 321-269-9957, fax: 321-383-3408

www.potty.com

Customer # 149

**CUSTOMER** Matt Goetz

Barefoot Bay Recreation District

625 Barefoot Blvd

Barefoot Bay, FL 32976

**DATE:** 7/13/2016

**QUOTE EXPIRES:** 8/12/2016

**DELIVERY TO:** Same

[mattgoetz@bbrd.org](mailto:mattgoetz@bbrd.org)

**CELL:**

**COUNTY:** Brevard

**Work:** 772-664-2063

**Quote Number:** 160713-jra

**Delivery:** TBD

**Event Date(s):** Long Term Rental

**Picked up:** TBD

**Notes:** Call 1-hr before to meet: Matt Goetz

**THIS PROPOSAL REPRESENTS ONE (28 DAY) MONTH RENTAL WITH PUMP OUTS + DELIVERY.**

**Purchase Order:**

ITEM NO.	DESCRIPTION	QTY	RATE		Total
			Per Month	Each	Per Event
T-54	T-54: ADA ACCESSIBLE RESTROOM TRLR Three private stalls. One ADA. All can be unisex. One stall w/urinal.	1	\$3,200.00		\$3,200.00
EXW1	Pump Out(s) Only Monthly Rate = One (1) weekly X \$150.00/trip X 4 weeks.	1	\$600.00		\$600.00
EXW2	Pump Out(s) + Cleaning/restocking supplies Monthly Rate = One (1) weekly X \$200.00/trip X 4 weeks.	0	\$800.00		\$0.00
Delivery	One Time Charge / Includes Pick up.	1		\$200.00	\$200.00

**Invoice Subtotal:** \$4,000.00

Brevard **FL Sales Tax:** 0.00% \$0.00

**Invoice Total** \$4,000.00

\_\_\_ **Not for Profit:** 501c3, Check here and provide (attach) tax number either a) on company letterhead, b) copy of certificate or c) provide (or request) a tax certificate card. **This document must be provided before tax can be removed from this proposal.**

\_\_\_ **Not taxable:** Please provide a copy of current year Sales Tax Certificate. This must be provided before tax can be removed from this proposal.

**This order is not confirmed until this Agreement is signed, returned and received.**

**A&W CONCRETE LLC**1380 29<sup>th</sup> Ave

Vero Beach, FL 32960

MOBILE (772) 774-9748 OFFICE (772) 770 2094 EMAIL [wayned1959@gmail.com](mailto:wayned1959@gmail.com)**PROPOSAL****PROPOSAL SUBMITTED TO:****DATE: 01/08/2015****Barefoot Bay Recreation District****Matt Goetz****625 Barefoot Bay Blvd****Barefoot Bay, FL 32976****772-664-1928 Fax****772-494-9985****We hereby submit specifications and estimate for: (Concrete sidewalk tennis courts)****Concrete Sidewalks tennis courts 75ft x 10ft x 4in thick. 750 square feet approx. excavate to 4inches form for new Concrete, place pour and finish new concrete. With light broom finish.****Proposal is for all work as described, any additional Work or permits are subject to additional fees.****We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum of: (\$3375.00) with payment to be made as follows: \$1687.50 Deposit due upon acceptance, \$1687.50 due on day of completion.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. The A 1 A Document A201-1 997 applies to General Conditions of the Contract for Construction. Failure to pay in accordance with the terms and conditions of the contract may result in the improvements being removed at the owner's risk and/or expense. Cancellation must be received in writing within 3 (three) days of date of acceptance. Deposits are refundable less expenses incurred and subject to project. Underground and in ground conditions must be specified in writing prior to commencement.

We are not responsible for damage due to unspecified conditions. Interest shall be payable at the rate equal to 1.5 per month, or the highest rate permitted by law, on any balance that remains unpaid. A & W Concrete LLC will be granted access to any/all improvements until contract sum has been paid in full. Note: This proposal may be withdrawn by us if not accepted within 15 days.

Authorized Signature \_\_\_\_\_

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified.

INTEREST SHALL BE DUE AND PAYABLE AT THE RATE EQUAL TO 1.5 PER MONTH, OR THE HIGHEST RATE PERMITTED BY LAW, ON ANY BALANCE THAT REMAINS UNPAID. IF IT BECOMES NECESSARY TO EFFECT COLLECTIONS, I (WE) WILL PAY REASONABLE ATTORNEY FEES AND COURT COSTS. \_\_\_\_ INT

**DATE** \_\_\_\_\_**SIGNATURE** \_\_\_\_\_**SIGNATURE** \_\_\_\_\_**CONSTRUCTION INDUSTRIES RECOVERY FUND**

PAYMENT MAY BE AVAILABLE FROM THE CONSTRUCTION INDUSTRIES RECOVERY FUND IF YOU LOSE MONEY ON A PROJECT PERFORMED UNDER CONTRACT, WHERE THE LOSS RESULTS FROM SPECIFIED VIOLATIONS OF FLORIDA LAW BY A STATE LICENSED CONTRACTOR. FOR INFORMATION ABOUT THE RECOVERY FUND AND FILING A CLAIM, CONTACT THE FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD AT THE FOLLOWING TELEPHONE NUMBER AND ADDRESS: **Department of Business and Professional Regulation Division of Professions**

Construction Industry Licensing Board 1940 N Monroe Street - Tallahassee, FL 32399-0783 • (850) 487-1395 • [www.state.fl.us/dbpr](http://www.state.fl.us/dbpr)



# BAREFOOT BAY RECREATION DISTRICT

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

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

### **Thought for the Day**

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

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

### **Roll Call**

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

### **Employee Milestones**

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

Virginia Evans – 10 years

Leslie Kadlec – 10 years

Ruth “Cookie” Simon-Shaw – 5 years

### **Special Employee Milestone**

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

### **Minutes**

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

### **Treasurer’s Report**

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

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





# BAREFOOT BAY RECREATION DISTRICT

## **Audience Participation** (Agenda items only)

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

## **Old Business**

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

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

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

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

## **CCTV Replacement and Expansion Project - Change Order**

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

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



# BAREFOOT BAY RECREATION DISTRICT

## **Aqua Zumba**

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

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

## **New Business**

### **DOR Violations**

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

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

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

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

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

#### **Case # 16-001117 - 580 MARLIN CIRCLE**

ARTICLE III, SECTION (10) Condition of Skirting

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

## **Building A Electrical Panel Award of Contract**

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

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

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

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

## **Request for Dismissal of Lawsuit and Waiver of Fees and Costs**

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

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

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



# BAREFOOT BAY RECREATION DISTRICT

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

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

## **Request for Dismissal of Lawsuit and Waiver of Fees and Costs**

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

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

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

## **Revision to Policy Manual Guest Fees and Resolution**

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

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

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

### **One Day Guest Pass**

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

### **Two to Seven Day (week) Guest Pass**

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

### **Grandchild Pass (with picture)**

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

### **.Non-Residents (Visitor) Pass**

\$15.00 per person per day

### **Temporary Lounge/Business Pass**

\$0.00 (No Charge)

### **Additional Fees**

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

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



# BAREFOOT BAY RECREATION DISTRICT

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

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

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

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

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

## **Discuss and Authorize Procurement of New Restroom Trailer**

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

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

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

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

## **Barefoot Bay Slogan**

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

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

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



# BAREFOOT BAY RECREATION DISTRICT

## **Advisory Committees Purpose**

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

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

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

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

## **Manager's Report**

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

## **Attorney's Report**

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

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

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



# BAREFOOT BAY RECREATION DISTRICT

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

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

## **Trustee Liaison Report**

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

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

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

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

## **Trustee's Incidental Remarks**

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

## **Audience Participation**

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



# BAREFOOT BAY RECREATION DISTRICT

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

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

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

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

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

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

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

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

Meeting adjourned at 3:20PM.

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Steve Diana, Secretary

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Dawn Myers, District Clerk

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>
<b>Section</b> 8
<b>Item No</b> I

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Amendment to Over 60 Softball Association Agreement with BBRD

**Dept/Office:** Administration: District Clerk's Office

**Requested Action:** Approval of Amended Agreement

**Summary Explanation and Background:**

On the 26Jan16, the BOT renewed the agreement between the Over 60 Softball Association (O60SA) and BBRD for specific maintenance tasks at the softball field.

A representative of the approached staff recently requested an amendment to the agreement to take over the maintenance of the area from Wren Circle curbing to the softball field fence in exchange for forgiveness of the remaining repayments for the damage to the Kubota Tractor engine (\$837.72 out of total of \$3,987.72) and an increase in their monthly payment of \$40 to a new monthly payment of \$728.00. Below is an analysis of the fiscal impact on the current budget and FY17.

	FY16	FY17						
<b>Budget</b>								
	2,064.00	8,256.00	monthly payments of \$688					
	(450.00)	(387.72)	remaining payments on Kubota damages repayment agreement					
	<b>1,614.00</b>	<b>7,868.28</b>	<b>Total</b>					
<b>O60SA Proposal</b>								
	2,064.00	8,256.00	monthly payments of \$688					
	120.00	480.00	increase in payment request					
	<b>2,184.00</b>	<b>8,736.00</b>	<b>Total</b>					
<b>Difference</b>	<b>570.00</b>	<b>867.72</b>						
<b>Grand Total</b>			<b>1,437.72</b>					

On 08Jul16, the BOT directed staff to draft an amended agreement incorporating the requests of the O60SA. General Counsel Repperger will provide the Trustees the revised agreement prior to the BOT meeting and staff will place it on [www.bbrd.org](http://www.bbrd.org) for public access.

**Exhibits Attached:** Draft revised agreement (to be provided to BOT and posted on [www.bbrd.org](http://www.bbrd.org) prior to the meeting.

**Contact:** Cliff Repperger, BBRD General Counsel

**Fiscal Impact:** \$1,437.72 (\$570.00 in FY16 and \$867.72 in FY17)

**Contract/Agreement Reviewed by Attorney:** Yes

**Community Manager's Approval:**



# New Business

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>
<b>Section 9</b>
<b>Item No A</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Case #16-002191 852 Waterway Drive.  
Condition of Property-unauthorized items.

**Dept/Office:** Resident Relations/DOR Enforcement

**Requested Action:** Review and Consider the violation as presented in the Statement of Violation.

Per Article III Section 2(C) Condition of Property of the DOR, if the Board of Trustees concurs that the 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 or other appropriate relief in a Court of competent jurisdiction in Brevard County, Fl.

**Summary Explanation and Background:**

This case for accumulation and storage of items of personal property, other than customary outdoor items. During the week of July 1, 2016, DOR Staff observed the home to have unapproved items on the lawn. A call was made to the residence. The resident stated that he was having a garage sale. On Tuesday, July 5, 2016, the debris remained on the lawn of the property, with additional items added. Personal contact was made by staff to the resident on July 6 and the resident was again informed that he had to clean up his property. Follow up letters were sent.

The Statement of Violation and notice of BOT hearing was sent by Certified mail on 7/12/16.

Staff recommends the BOT find 852 Waterway Drive in violation of Article III Section 2(C) Condition of Property of the DOR and authorize the following course of action:

1. To pursue legal or equitable action or other appropriate action with failure to comply as long as home is occupied.
2. Approve the removal of remaining unapproved items by staff if the property becomes vacate.

**Exhibits Attached:** Statement of Violation, Notice of Hearing, photographs

**Contact:** Susan Cuddie, Resident Relations Manager, Tom O'Donnell, DOR Officer, John W. Coffey, Community Manager

**Fiscal Impact:** Unknown Attorney's Fees and Court Costs.

**Contract/Agreement Reviewed by Attorney:** N/A

**Community Manager's Approval:**

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

**BAREFOOT BAY RECREATION DISTRICT**

Petitioner

Vs

Case no. 16-002191

#3754/16-002191

O`GORMAN, LENORE,  
852 WATERWAY DRIVE  
BAREFOOT BAY, FL 32976

Respondent(s),

**STATEMENT OF VIOLATION**

PURSUANT to the Article(s) listed below, of the Barefoot Bay Deed of Restrictions, the undersigned DOR Enforcement Officer hereby gives notice of a violation or violations of the Deed of Restrictions of the Barefoot Bay Recreation District, described herein.

**SECTION(S) OF DEED OF RESTRICTION VIOLATION(S)**

• **ARTICLE III, SECT. 2 (C) Condition of Prop. (C) Unauthorized items (Occupied)**

The lawn, landscaped areas, driveways and carports on each lot shall be kept free of all items of personal property except for customary outdoor items such as exterior patio or porch furniture, golf carts, vehicles, and barbecue grills. The intent of this requirement is to prohibit the accumulation and/or storage of items such as indoor furniture, automotive parts, cartons, boxes, debris and similar property which causes an unsightly appearance or nuisance if left on or about the exterior of a home.

**LOCATION/ADDRESS WHERE VIOLATION EXISTS**

Block # 125 Lot # 39  
852 WATERWAY DRIVE  
BAREFOOT BAY, FL 32976

**DESCRIPTION OF VIOLATION(s):** Unapproved items in yard for several weeks

**DATE OF VIOLATION FIRST OBSERVED:** Jul 05, 2016

**DATE OF OWNER/PERSON IN CHARGE GIVEN NOTICE OF VIOLATION:**

via First Class  
July 12, 2016 via Certified return receipt requested.

**DATE ON/BY WHICH VIOLATION TO BE CORRECTED:** July 22, 2016



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Thomas O'Donnell, DOR Enforcement Officer  
772-664-4722

DATE: July 12, 2016

**BAREFOOT BAY RECREATION DISTRICT  
BREVARD COUNTY, FLORIDA  
BOARD OF TRUSTEES**

**NOTICE OF HEARING**

The Respondent must correct the alleged violation(s) contained in the enclosed Statement of Violation by the date set forth therein and contact the Deed of Restrictions Enforcement Officer who signed the Statement of Violation to verify such correction. If the Respondent disputes the existence of the violation(s) and wishes a hearing, notice is hereby given that a **Hearing** will be conducted before the Board of Trustees at **7:00 P.M.** on **07/26/2016 at 1225 Barefoot Boulevard, Building D&E, Barefoot Bay, Florida.** The purpose of this **Hearing** will be to determine whether or not the alleged violation(s) exist.

**If the violation(s) described in the Statement of Violation are corrected and then recur, or if the violations are not corrected by the time specified for correction, the case shall be presented to the Board of Trustees.**

The Board of Trustees will receive testimony and evidence at the **Hearing** and make Findings of Fact as are supported by the testimony and evidence pertaining to matters alleged in the enclosed Statement of Violations. The respondent is entitled to testify and present evidence and witnesses at the **Hearing**, or may be represented by an attorney. *If the property is found to be in violation, all social, family, and golf memberships affiliated with the property will be automatically suspended.*

**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 (FS 286.0105) 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.**

**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.**

**July 12, 2016**

Board of Trustees/Deed of Restrictions Staff



852 Waterway Drive  
Richard Armington  
Jul 11, 2016



852 Waterway Drive  
Richard Armington  
Jul 07, 2016



852 Waterway  
Thomas O'Donnell  
Jul 05, 2016

# Barefoot Bay Recreation District

## Violations Committee

"Recommended Curative Action Plan"

Resolution 2013-05

Case no: 16-002191

Address: 852 WATERWAY DRIVE

Acct# 3754

Debris

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

Project Milestone	Date Estimate
Project Start Date	TBD
Project End Date	TBD

Property Services	Debris Removal - Case # 16-002191	Customer # 3754	
Qty	Description	Unit Price	Line Total
( ) hrs	( ) Dump Truck and Driver	\$75.00	
( ) hrs	( ) Laborers	\$20.00	
	Disposal of Debris		\$50.00
	Disposal of Tires		
		<b>Total</b>	<b>\$</b>

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)

\_\_\_\_\_



Photo: 852 Waterway Dr

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**Date Taken:**07/19/2016  
**Address:**852 WATERWAY DRIVE

**Taken by:**Thomas O'Donnell  
**Case Number:**16-002191





Photo: 852 Waterway Drive

**Date Taken:**07/11/2016

**Address:**852 WATERWAY DRIVE

**Taken by:**Richard Armington

**Case Number:**16-002191





Photo: 852 Waterway

**Date Taken:**07/05/2016

**Address:**852 WATERWAY DRIVE

**Taken by:**Thomas O'Donnell

**Case Number:**16-002191

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>
<b>Section 9</b>
<b>Item No B</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Public Hearing and Adoption of FY17 Proposed Assessment Rate

**Dept/Office:** Administration - Finance Office

**Requested Action:** Public Hearing for community input and Adoption of FY17 Assessment of \$720.00 per lot and its Resolution

**Summary Explanation and Background:**

The Board of Trustees (BOT) met three times in workshops to review and revise the FY17 Working Draft Proposed Budget as submitted by the Community Manager on 1Mar16.

On 24May16, the BOT authorized the mail out to property owners of the draft FY17 Budget and proposed assessment of \$720.00 per lot. The Proposed FY17 General Fund Budget is \$6,169,454.00.

Per BBRD Policy Manual 2.8 Yearly Budget Schedule and Levy of Assessments, the BOT is required to hold a public hearing and adopt an assessment rate in June.

**Procedure:**

1. The Chairman shall open the Public Hearing regarding FY17 Proposed Assessment Rate.
2. The Chairman shall ask if any residents wish to comment on the FY17 Proposed Assessment Rate of \$720.00
3. When the public comment is completed, the Chairman shall close the public hearing, have General Counsel read the resolution and entertain a motion from the BOT.

**Exhibits Attached:** Resolution

**Contact:** John W. Coffey, Community Manager; Kimi Cheng, Finance Manager

**Fiscal Impact:** \$3,516,480 is budgeted in FY17 to be received from an assessment of \$720.00 per lot

**Contract/Agreement Reviewed by Attorney:** N/A

**Community Manager's Approval:**

**RESOLUTION 2016 -**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT ESTABLISHING AN ASSESSMENT OF \$720.00 FOR EACH IMPROVED RESIDENTIAL LOT WITHIN THE SAID DISTRICT TO FUND THE 2016/17 FISCAL YEAR OPERATING BUDGET OF THE DISTRICT; PROVIDING FOR THE COLLECTION OF SAID ASSESSMENT IN THE MANNER PROVIDED FOR AD VALOREM TAXES PURSUANT TO SECTION 197.363, FLORIDA STATUTES; PROVIDING THAT SAID ASSESSMENT SHALL BE A VALID LIEN UPON EACH IMPROVED RESIDENTIAL LOT SO ASSESSED UNTIL SUCH ASSESSMENT HAS BEEN PAID IN FULL; PROVIDING THAT SAID ASSESSMENT SHALL BE CONSIDERED PART OF THE COUNTY TAX SUBJECT TO THE SAME PENALTIES, CHARGES, FEES, AND REMEDIES PROVIDED FOR THE ENFORCEMENT AND COLLECTION OF COUNTY TAXES; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Trustees of the Barefoot Bay Recreation District (the "District") has, by adoption of Resolution No. 2016-10; approved an operating budget for the District for fiscal year 2016/17 which requires total revenues in the amount of \$6,169,454.00 for the said fiscal year; and

**WHEREAS**, The Board of Trustees has reasonably determined that the sum of \$3,516,480.00 must necessarily be obtained through an assessment upon each improved residential lot within the District in order to fund the said operating budget; and

**WHEREAS**, the said total of \$3,516,480.00 can be attained by an assessment of \$720.00 for each of the estimated 4,884 improved residential lots within the District for the fiscal year beginning October 1, 2016 and ending September 30, 2017; and

**WHEREAS**, The Board of Trustees has determined that it is in the best interests of the District to collect said assessment in the manner provided for ad valorem taxes as provided in Sec. 197.363, F.S.; and

**WHEREAS**, The Board of Trustees of the District has also found and determined that it is reasonable and prudent to set forth (i) the lien rights of the District with respect to each improved residential lot so assessed until such assessment has been paid (ii) the method of enforcing the said assessment as provided by statute; and

**WHEREAS**, all affected property owners have been provided notice of the public hearing on this Resolution in accordance with Sec. 418.304(4)(b), F.S.; and

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

Section 1. An assessment in the amount of \$720.00 annually is hereby assessed for the fiscal year beginning October 1, 2016 and ending September 30, 2017 upon each improved residential lot within the Barefoot Bay Recreation District. The said assessment shall be for the purpose of funding the 2016/17 fiscal year operating budget of the District adopted by the District's Resolution No. 2016-10.

Section 2. The Board of Trustees hereby elects to collect said assessment in the manner provided for ad valorem taxes pursuant to the conditions of Sec. 197.363, F.S. as authorized by Sec. 418.304(4)(b), F.S.

Section 3. Pursuant to Sec. 418.304 (4)(e)1, F.S., the assessment levied in Section 1 this Resolution, shall be a valid lien upon each improved residential lot within the District until it has been paid in full; shall be considered a part of the county tax; and is subject to the same penalties, charges, fees, and remedies provided for the enforcement and collection of county taxes.

Section 4. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

Section 5. This Resolution confirms the assessment as reflected in the 2016/17 Budget which was adopted by the Board in Resolution 2016-10 on June 28, 2016.

Section 6. This Resolution shall become effective immediately upon adoption.

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

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

The Chairman thereupon declared this resolution Done, Ordered, and Adopted this 26<sup>th</sup> Day of July, 2016.

## **BAREFOOT BAY RECREATION DISTRICT**

By: \_\_\_\_\_  
JOSEPH KLOSKY  
CHAIRMAN

\_\_\_\_\_  
STEVE DIANA  
SECRETARY

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>	
<b>Section</b>	<b>9</b>
<b>Item No</b>	<b>C</b>

Agenda Report  
***Barefoot Bay Recreation District Board of Trustees***

**Subject:** Finance Advisory Committee (FAC) Recommendation: Research New Banking Options

**Dept/Office:** Administration - Finance

<b>Requested Action:</b> Review and Accept/Decline Recommendation
<p><b>Summary Explanation and Background:</b></p> <p>On July 7, 2016 FAC meeting, the following recommendation was approved and forwarded to the BOT for consideration:</p> <p style="text-align: center;"><i>To investigate banking options which will better serve future needs of BBRD</i></p> <p>Services to be considered and that are not currently offered to BBRD by Bank of America are:</p> <ol style="list-style-type: none"> <li>1) Availability of Capital Loans and Equipment Loans</li> <li>2) Investment Options (Bank must be SBA approved as a state depository)</li> <li>3) Availability of a Line of Credit</li> <li>4) Assign a Client Manager to BBRD to offer financial advice as may be appropriate (BBRD does have a designated Client Manager from Bank of America)</li> </ol> <p>Other services to be considered:</p> <ol style="list-style-type: none"> <li>1) A local bank that can offer improved cash handling options. This service should not be considered as being all conclusive and may be expanded and adjusted as the project moves ahead.</li> </ol> <p>Staff contacted BBRD designated Client Manager at Bank of America regarding to the restrictions or special conditions under the 1996 Bond Agreement that may prohibit BBRD to change depository bank before the loan is being paid off. Client Manager stated that according to the Bond Agreement dated in 1996, under other conditions #11 "Borrower (BBRD) shall maintain all accounts with Barnett Bank" (see attachment).</p> <p>The last loan payment is scheduled to be paid in Jan 2017.</p> <p>Staff requests direction from the BOT regarding this recommendation.</p>
<b>Exhibits Attached:</b> 2 pages of 1996 Bond Agreement
<b>Contact:</b> Dawn Myers, District Clerk, Frank Cavaliere, Trustee and FAC Liaison; Bill Sherwood, FAC Chairman
<b>Fiscal Impact:</b> N/A
<b>Contract/Agreement Reviewed by Attorney:</b> N/A
<b>Community Manager's Approval:</b>

**BAREFOOT BAY RECREATION DISTRICT**

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**\$8,370,500**  
**Public Improvement Revenue Bonds, Series 1996A**

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**DATED: December 30, 1996**

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**BARNETT BANK, N.A.**

8. Borrower must maintain a 1 to 1 debt service coverage ratio defined as follows:

$$\frac{\text{Net Income} + \text{Interest Expense}}{\text{Interest Expense} + \text{Current maturing long term debt}}$$

9. Advances on the non-revolving line of credit shall be a minimum of \$50,000. Borrower must provide documentation acceptable to the bank describing the intended use of the funds drawn. All draws must be acknowledged in writing by the Chairman of the Board of Trustees of Barefoot Bay Recreation District. Borrower's availability to receive advances under the subject non-revolving line shall be limited to 60 months from the date of closing or until all funds have been advanced. At the end of 60 months the outstanding balance, if any, shall convert to a 15 year amortizing term loan.
10. The rate on the loans will be adjusted to compensate for additional tax and charges to the Bank resulting from the following income tax related events:
- a. A change in the maximum marginal corporate tax rate to the Bank.
  - b. Imposition of partial taxability of the loans interest including a minimum tax or the disallowance of interest expense deduction on Bank liabilities funding the loan.
  - c. Determination that the loans are fully taxable
  - d. If this note is not a qualified tax exempt obligation or if the tax advantage to bank is reduced for any reason.
  - e. Interest and any penalties resulting from conditions a, b, c and/or d above.
11. Borrower shall maintain all accounts with Barnett Bank.
12. Borrower shall be responsible for any rebate or arbitration compliance.
13. Any review or approval by Bank will be for the benefit of Bank not the Borrower.

<b>Meeting Date</b>
July 26, 2016



<b>Agenda</b>	
<b>Section</b>	<b>9</b>
<b>Item No</b>	<b>D</b>

Agenda Report  
*Barefoot Bay Recreation District Board of Trustees*

**Subject:** Recreation Advisory Committee Recommendation: End of Summer Youth Swim

**Dept/Office:** Property Services: Recreation

<b>Requested Action:</b> Review and Accept/Decline Recommendation
<p><b>Summary Explanation and Background:</b>  Staff was informed of the intent of the Recreation Advisory Committee (RAC) to consider making a recommendation to the BOT at its 21Jul16 meeting regarding a proposed end of summer youth swim event. Since the agenda for this BOT meeting goes out before the RAC meeting, this agenda item was drafted to hold a place in the agenda for the subject. Additional information and recommendations from the RAC meeting will be sent to the BOT on 22Jul16 and posted on <a href="http://www.bbrd.org">www.bbrd.org</a>.</p>
<b>Exhibits Attached:</b> draft proposal to RAC
<b>Contact:</b> Matt Goetz, Acting Property Services Manager; John W. Coffey, Community Manager; Lee Wright, Trustee and RAC liaison; and RAC Chair
<b>Fiscal Impact:</b> Estimated \$250, depending upon attendance
<b>Contract/Agreement Reviewed by Attorney:</b> N/A
<b>Community Manager's Approval:</b>



DRAFT

**To:** BB Recreation Committee Members

**From:** Ann Manzo (Rec Comm Member) Mary Weller (volunteer) Richard Moran (volunteer)  
208 Cobia Ct. 406 Osprey Dr. 702 Lantania Dr.  
203-942-4190 757-709-5192 570-527-3823

**Date:** July 13, 2016

**Subject:** Proposal for ***End of Summer Pool Splash Party for Youth***

➔ **Recreation Members' Task:** Please read this proposal and **come to the July 21<sup>st</sup> Recreation Committee meeting with your questions, suggestions, comments and ideas** to ensure this event becomes a reality. We need your input! Time is of the essence since we want to present this proposal to the BOT on July 26<sup>th</sup> with the party scheduled for Wed., Aug. 3<sup>rd</sup> a week before the youth go back to school.

### • Brief Description of the Event in this Proposal

The Recreation Committee is recommending to the BOT that the BOT authorize the following proposal and expend the funds necessary to cover the costs as outlined below.

An ***End of Summer Pool Splash Party*** is planned for Wednesday, August 3 from 5:00-8:00 p.m. with ~~exclusive use of~~ at Pool #1 with the use of the Pavilion ~~as well~~ for all resident youth in Barefoot Bay. The pool has low use at this time of day and the while the capacity is limited in the pool, the deck and Pavilion area have unlimited capacity which provides a space for youth to be lead in games and activities while some youth are in the pool. In addition, the parking lot at Pool #1 is able to handle a large crowd.

Since this is a one-time-only event to celebrate the end of summer for both parents/guardians and youth, the Recreation Committee recommends that the BOT waive the social membership requirement and no charges be levied for the youth or their families.

Chaperones will be provided from parents/guardians and volunteers in Barefoot Bay. All Board of Trustee members are invited to attend and provide support. Chaperone background checks are not necessary according to Dawn Myers. Leslie Kadlec will provide two pool hosts to accommodate the expected volume of youth. In addition, two volunteers from the Recreation Committee will assist with the sign-in activities. While a lifeguard is not necessary, a lifeguard from the Brevard County Aquatic Center has been hired for the full three-hour period at a cost of \$50.00. Event liability insurance is covered by BBRD, and parental waivers are not required.

The youth will participate in games and activities both in the water and on land. Instructions provided from Matt Goetz include reminding all chaperones and parents of the BBRD Pool Use Rules\* and that using inflatable toys, dive toys, and other water group games are permitted. The parent volunteer, Heather Copithorne, is coordinating games and activities for the three-hour period. \*(BBRD Policy Manual applicable to District facilities for Swimming Pools as written part 3-13 and/or as posted at Pool #1)

Kathy Mendes is able to provide hot dogs, chips, cookies, popsicles and a drink for \$2.50 per youth. In addition, she has arranged for a DJ at a cost of \$100 for the duration of the event.

The Recreation Committee will provide a follow-up report at the next BOT meeting which will include the following information: number of youth attended, number of parents/chaperons attended, total cost/expenses for event, and any complaints written or verbal.

**Chaperon Coordinator:** Wendy Hughes

**Games and Activities Coordinator:** Heather Copithorne

**Serve Food Coordinator:** Dawn Breen

**Cost**

Lifeguard = \$ 50

Snacks - = \$250

DJ Music = \$100

**Total = \$400**

• **Detailed Description of the Event in this Proposal**

**Background**

1. At the regularly scheduled March 2016 meeting of the Recreation Committee, Rich Moran asked the members if it would host a youth swim event near the end of summer.
2. When this item was discussed at the April 8, 2016 BOT meeting, the Board moved that the Recreation Committee work out the details of this event and bring back to the Board a recommendation.
3. This proposal is the draft proposal/recommendation.

**Purpose**

1. The purpose of the event is to give the youth from Barefoot Bay an event to get together to meet each other, play together and make new acquaintances.
2. With both home-schooled youth and public school youth in the Bay, it is unknown if the youth realize that there may be others 1) who are their age and 2) who have similar interests. This event will provide an opportunity for youth to find out.
3. The other youth summer programs (golf, softball, crafts, Wednesday night youth swim, etc.) have been invited to use this event as their end-of program party.
4. In addition, it is hoped that the parents of these youth will have an opportunity to meet and get to know other parents in the Bay.

**Benefits**

- Youth and parents have a specific event to get to know each other – not just a chance happening.
- Youth who are not regular users of the pool will have an opportunity to participate and enjoy one of the Barefoot Bay amenities.
- The **End of Summer Splash Party** provides an opportunity for an intergenerational common event.
- With the Barefoot Bay Recreational District as the ultimate sponsor of the event, the residents of the Bay will applaud the Board's effort to represent the interests of all who live in the Bay.

(Con't.)

## **The Party Plan**

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### **Location**

#### **Pool #1**

- It has space to accommodate the size of the group expected.
- Time of day is at a low use time (5:00-8:00 p.m.)
- Parking lot is equipped to handle volume of cars

#### **Maximum Capacity of Pool #1**

- 34 in the pool; Unlimited on the deck/pavilion area

### **Safety**

#### **Liability Insurance**

- No additional insurance needed; no different than any other District event per Dawn Myers

#### **Parental Waiver**

- Not required per Dawn Myers

#### **Chaperones**

- Background checks are not mandatory per Dawn Myers
- Leslie Kadlec, Pools Supervisor, will add another pool host for this event (total 2)
- BOT members invited to attend

#### **Lifeguard**

- Not necessary as per Brevard County (Dawn Myers)
- Brevard County Aquatic Center has provided a lifeguard Cost: \$50.00

### **Party Program**

#### **Time**

- 5:00-8:00 p.m.

#### **Date**

- Wednesday, August 3, 2016 (Youth go back to school August 10<sup>th</sup>)
- No entertainment at the Lounge on Wednesdays to draw a crowd

#### **DJ/Music**

- Kathy Mendes to provide DJ to perform for the duration of the event Cost: \$100

### **Games and Activities**

- Parents will provide activities for youth on the deck-side area
- Per Matt Goetz inflatable toys, water group games, dive toys are acceptable
- Everyone must abide by the Pool Use Rules (copies available on day of event)

### **Snacks**

- Kathy Mendes, Food and Beverage Manager, will provide Snacks = hot dogs, chips, cookies, popsicles and drink \$2.50 per youth

Cost: \$250

**Total Expense: \$400**

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### **Follow-Up Report**

The Recreation Committee will present to the Board of Trustees a follow-up report which will include the following information: number of youth attended, number of parents/chaperons attended, total cost/expenses for event, and any complaints written or verbal.

# 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:** July 26, 2016

**Subject:** Manager's Report

1. **Beach Planning Town Hall Style Meeting** – Homeowners and residents are encouraged to attend and provide input regarding the development of the BBRD Beach property on Tuesday, 16Aug16, Bldg. A, 2pm.
2. **BOT Workshops** – Upcoming workshops include:
  - a. **Policy Manual & Employee Handbook Review** – Thurs., 28Jul16, 10am, Bldg. D/E
  - b. **Food & Beverage Principles of Operations Review** – Thurs., 04Aug16, 10am, Bldg. D/E
  - c. **DOR Procedures Review** – Trustee Cavaliere requested the BOT hold a workshop to review the operation of Resident Relations sub-department. Staff requests direction.
3. **FY17 Budget Process is complete:**
  - a. I would like to publically thank my department managers who have worked tirelessly since November of last year to develop detailed and transparent budget document.
  - b. I would also like to publically thank the members of the Finance Advisory Committee and Facilities Planning Advisory Committee for their time in reviewing the proposed budget.
  - c. And if anyone is counting, the FY18 Budget preparation process will start (staff internal work) in 76 days.
4. **November BOT Meeting Dates** – Staff inadvertently advertised last year the first BOT meeting in November on Veteran's Day. Staff requests direction if the BOT wishes to move the meeting to Thursday, 10Nov16 or to cancel the meeting. The reader should note the BOT has canceled the 2<sup>nd</sup> BOT meetings in November and December the last three years.

# Attorney's Report

# Trustees Liaison Reports

# Incidental Remarks from Trustees



# Audience Participation

# Adjournment