

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

Friday, July 8, 2016

1:00 PM

1225 BAREFOOT BOULEVARD, BUILDING D/E



BAREFOOT BAY RECREATION DISTRICT

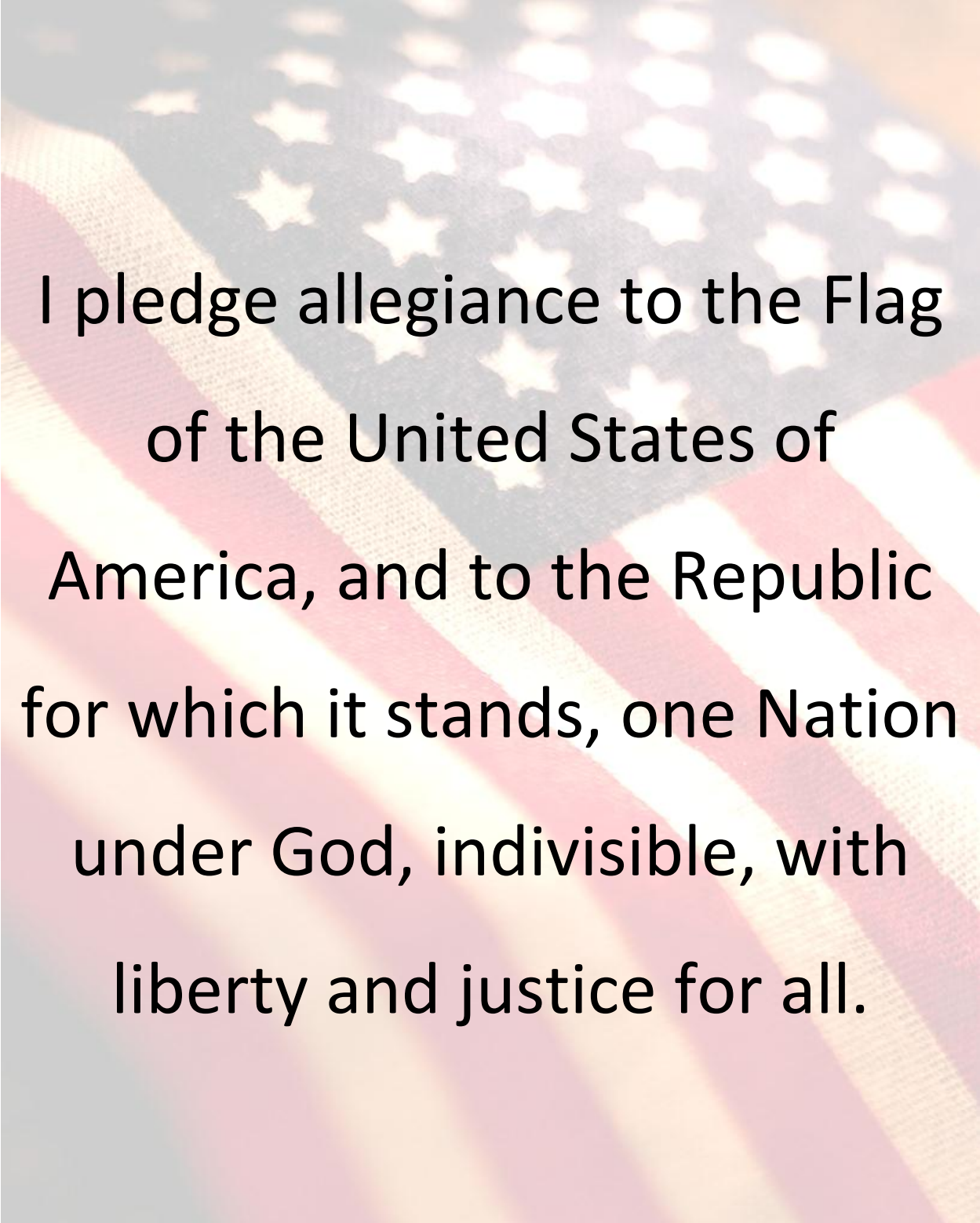
Barefoot Bay Recreation District Regular Meeting
Friday, July 08, 2016 1 P.M.
Building D&E

AGENDA

Please turn off all cell phones

1. Thought for the Day
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Presentations and Proclamations
5. Approval of Minutes
6. Treasurer's Report
7. Audience comment on Agenda Items
8. Unfinished Business
 - A. Audit RFP: Selection Committee Recommendation
 - B. Stormwater Equipment and Projects Financing Options
9. New Business
 - A. DOR Violations
 - a. Case # 16-001446 1153 Waterway Drive
 - b. Case# 16-001255 1135 Navajo Drive
 - B. Recreation Committee Resignation/Appointment
 - C. Over 60 Softball Association Proposed Agreement Amendment
 - D. Request To Form A Club
10. Manager's Report
11. Attorney's Report
12. Committee/Liaison Reports
13. Incidental Trustee Remarks
14. Audience Participation
15. Adjournment

7/1/2016 If an individual decides to appeal any decision made by the Recreation District with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.



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

Roll Call

Trustees

Chairman - Mr. Klosky

1st Vice Chair - Ms. Wright

2nd Vice Chair - Mr. Lavier

Secretary - Mr. Diana

Treasurer - Mr. Cavaliere

Also Present

General Counsel- Cliff Repperger, Jr., Esq.

Community Manager - John W. Coffey

District Clerk - Dawn Myers

Approval of Minutes

Treasurer's Report

Barefoot Bay Recreation District
Treasurer's Report
July 8, 2016

Cash Balances in General Fund

as of 6/30/2016

Bank of America:

| | |
|--|------------------------|
| Operating Account | \$ 1,517,061.23 |
| Money Market Account | \$ 105,602.74 |
| Total Cash Balances @BOA in General Fund: | \$ 1,622,663.97 |

SBA:

as of 6/30/2016

| | |
|--|----------------------|
| Capital Improvement Account | \$ 184,881.10 |
| Reserve Account | \$ 550,218.54 |
| Total Cash Balances @SBA in General Fund: | \$ 735,099.64 |

Total Cash Balances in General Fund: \$ 2,357,763.61

Cash Balance in Debt Fund

as of 6/30/2016

SBA:

| | |
|---|----------------------|
| Debt Account | \$ 479,440.60 |
| Total Cash Balance in Debt Fund: | \$ 479,440.60 |

* Participant Return for SBA in June 2016 was 0.67%

Total Cash Balances in All Funds: \$ 2,837,204.21

Total Cash receipts from June 21 to June 30, 2016:

| | |
|-----------------------|---------------------|
| Daily deposits: | \$ 26,469.44 |
| Assessments received: | \$ - |
| | \$ 26,469.44 |

Expenditures over \$5,000 from June 16 to June 30, 2016:

| <u>Vendor</u> | <u>Description</u> | <u>Check Amount</u> |
|---|------------------------------------|----------------------|
| Employees | Employees Salaries and Wages 6/16 | \$ 64,149.60 |
| Federal and State Payroll Taxes* | Employer Tax Liabilities 6/16 | \$ 5,281.70 |
| Employees | Employees Salaries and Wages 6/30 | \$ 60,617.34 |
| American Total Protection | Deposit and 2nd payment for CCTV | \$ 12,620.00 |
| Gray Robinson | Legal Fees May 2016 | \$ 15,984.73 |
| ABM Landscape & Turf Services | Maintenance services June 2016 | \$ 37,556.75 |
| Preferred Government Insurance Trust | Worker Comp. | \$ 5,338.77 |
| UnitedHealthcare Insurance | Medical, Dental & Vision Ins. July | \$ 16,177.08 |
| Special District Services | Management Fees June 2016 | \$ 12,014.59 |
| Total of Expenditures over \$5,000 | | \$ 229,740.56 |

*6/30/16 Employer Tax Liabilities was only \$4,946.09, and therefore, was not listed above

Barefoot Bay Recreation District
Monthly Summary - BOT Monthly Summary Treasurer Report
From 10/1/2015 Through 6/30/2016

| | 10/1/2015 - 10/31/2015 | 11/1/2015 - 11/30/2015 | 12/1/2015 - 12/31/2015 | 1/1/2016 - 1/31/2016 | 2/1/2016 - 2/29/2016 | 3/1/2016 - 3/31/2016 | 4/1/2016 - 4/30/2016 | 5/1/2016 - 5/31/2016 | 6/1/2016 - 6/30/2016 | Total |
|---|---------------------------|---------------------------|---------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------------|
| Revenues | | | | | | | | | | |
| Daily Revenue/Deposits | 372,836.90 | 182,409.19 | 216,964.02 | 193,707.84 | 212,305.03 | 249,996.33 | 189,740.82 | 130,169.90 | 103,984.05 | <u>1,852,114.08</u> |
| Assessments | <u>2,103.42</u> | <u>659,485.24</u> | <u>1,764,997.23</u> | <u>213,883.50</u> | <u>165,565.31</u> | <u>163,242.94</u> | <u>280,535.13</u> | <u>76,888.09</u> | <u>179,232.34</u> | <u>3,505,933.20</u> |
| Total Revenues | <u>374,940.32</u> | <u>841,894.43</u> | <u>1,981,961.25</u> | <u>407,591.34</u> | <u>377,870.34</u> | <u>413,239.27</u> | <u>470,275.95</u> | <u>207,057.99</u> | <u>283,216.39</u> | <u>5,358,047.28</u> |
| General Fund Expenditures | | | | | | | | | | |
| Payroll | | | | | | | | | | |
| Salaries & Wages | 76,985.69 | 123,574.11 | 188,294.56 | 131,124.39 | 131,010.93 | 133,499.63 | 132,347.19 | 127,404.91 | 186,007.39 | <u>1,230,248.80</u> |
| Other Pay & Benefit | 1,340.27 | 1,561.52 | 2,104.43 | 1,617.52 | 2,633.40 | 3,670.30 | 2,247.77 | 2,400.57 | 2,685.57 | <u>20,261.35</u> |
| Payroll Taxes | 6,014.14 | 9,758.19 | 14,863.99 | 13,251.47 | 13,274.32 | 13,420.10 | 12,410.40 | 11,428.90 | 15,435.88 | <u>109,857.39</u> |
| Payroll Fees | <u>476.90</u> | <u>478.00</u> | <u>1,360.58</u> | <u>1,484.35</u> | <u>1,112.96</u> | <u>1,706.24</u> | <u>983.21</u> | <u>1,046.45</u> | <u>1,221.10</u> | <u>9,869.79</u> |
| Total Payroll | 84,817.00 | 135,371.82 | 206,623.56 | 147,477.73 | 148,031.61 | 152,296.27 | 147,988.57 | 142,280.83 | 205,349.94 | 1,370,237.33 |
| Professional Expenses | | | | | | | | | | |
| SDS | 14,452.04 | 11,458.78 | 16,840.64 | 11,644.63 | 11,447.65 | 11,536.41 | 11,692.09 | 11,450.79 | 12,014.59 | 112,537.62 |
| Gray Robinson | 8,593.23 | 6,979.41 | 8,975.88 | 11,717.50 | 12,082.14 | 15,040.32 | 10,710.82 | 15,984.73 | 87.50 | 90,171.53 |
| Other Prof. Fees | <u>21,835.80</u> | <u>19,613.45</u> | <u>23,822.10</u> | <u>9,646.70</u> | <u>3,141.70</u> | <u>4,142.20</u> | <u>10,614.70</u> | <u>9,093.70</u> | <u>6,762.15</u> | <u>108,672.50</u> |
| Total Professional Expenses | 44,881.07 | 38,051.64 | 49,638.62 | 33,008.83 | 26,671.49 | 30,718.93 | 33,017.61 | 36,529.22 | 18,864.24 | 311,381.65 |
| Insurance | | | | | | | | | | |
| Employees Health, Dental & Life | 12,892.00 | 12,859.80 | 10,709.68 | 16,640.63 | 13,278.69 | 13,497.73 | 14,225.56 | 12,876.42 | 9,838.63 | 116,819.14 |
| Liabilities Ins. | 17,854.87 | 11,312.83 | 11,312.83 | 11,312.83 | 11,312.83 | 11,312.83 | 11,312.83 | 11,312.83 | 11,312.83 | 108,357.51 |
| Worker Comp. Ins. | <u>16,216.25</u> | <u>5,338.75</u> | <u>5,338.75</u> | <u>5,338.75</u> | <u>9,634.75</u> | <u>5,338.75</u> | <u>5,338.75</u> | <u>5,338.75</u> | <u>5,338.75</u> | <u>63,222.25</u> |
| Total Insurance | 46,963.12 | 29,511.38 | 27,361.26 | 33,292.21 | 34,226.27 | 30,149.31 | 30,877.14 | 29,528.00 | 26,490.21 | 288,398.90 |
| Utilities | | | | | | | | | | |
| Telephone, Internet & Cable | 5,553.27 | 3,535.49 | 3,458.55 | 2,489.30 | 2,511.20 | 2,275.19 | 2,277.90 | 2,478.35 | 717.20 | 25,296.45 |
| Electricity - FPL | 5,879.32 | 7,061.96 | 6,590.49 | 5,519.83 | 6,060.86 | 6,747.50 | 6,378.09 | 7,039.24 | 0.00 | 51,277.29 |
| Propane | (1,544.39) | (1,425.95) | (1,795.46) | 2,619.51 | 2,476.40 | 2,077.93 | 1,697.78 | 760.69 | 99.85 | 4,966.36 |
| Water & Sewer | 2,785.46 | 4,698.78 | 4,119.71 | 4,425.75 | 5,929.47 | 5,074.61 | 5,358.11 | 4,472.29 | 0.00 | 36,864.18 |
| Garbage & Recycling | 1,616.09 | 2,388.16 | 1,525.93 | 1,750.76 | 2,275.67 | 2,059.41 | 2,241.06 | 2,060.89 | 2,061.89 | 17,979.86 |
| Portable Toilets | <u>604.39</u> | <u>442.39</u> | <u>440.13</u> | <u>437.08</u> | <u>434.25</u> | <u>730.50</u> | <u>437.60</u> | <u>440.35</u> | <u>455.65</u> | <u>4,422.34</u> |
| Total Utilities | 14,894.14 | 16,700.83 | 14,339.35 | 17,242.23 | 19,687.85 | 18,965.14 | 18,390.54 | 17,251.81 | 3,334.59 | 140,806.48 |
| Operations | | | | | | | | | | |
| Music and Entertainment | 5,675.00 | 5,630.00 | 7,230.00 | 7,245.00 | 6,860.00 | 8,035.00 | 7,135.00 | 4,600.00 | 4,580.00 | 56,990.00 |
| Cost of Sales | <u>31,798.25</u> | <u>33,007.16</u> | <u>45,722.51</u> | <u>45,332.04</u> | <u>43,502.66</u> | <u>63,162.90</u> | <u>42,893.88</u> | <u>42,354.86</u> | <u>1,152.92</u> | <u>348,927.18</u> |
| Total Operations | 37,473.25 | 38,637.16 | 52,952.51 | 52,577.04 | 50,362.66 | 71,197.90 | 50,028.88 | 46,954.86 | 5,732.92 | 405,917.18 |
| Repairs and Maintenance | | | | | | | | | | |
| Golf Course - ABM | 35,871.89 | 35,871.89 | 35,871.89 | 35,871.89 | 35,871.89 | 35,871.89 | 35,871.89 | 35,871.89 | 35,871.89 | 322,847.01 |
| Canal/Lake | 4,237.50 | 1,962.50 | 2,550.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,750.00 |
| Other R&Ms | <u>38,515.33</u> | <u>42,317.50</u> | <u>23,228.48</u> | <u>17,981.05</u> | <u>20,561.71</u> | <u>16,327.24</u> | <u>12,761.03</u> | <u>17,052.79</u> | <u>11,711.60</u> | <u>200,456.73</u> |
| Total Repairs and Maintenance | 78,624.72 | 80,151.89 | 61,650.37 | 53,852.94 | 56,433.60 | 52,199.13 | 48,632.92 | 52,924.68 | 47,583.49 | 532,053.74 |
| Property Taxes | 0.00 | 28,470.68 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 28,470.68 |
| Bank Fees | 1,063.78 | 3,693.99 | 2,053.18 | 2,245.48 | 2,140.80 | 2,065.44 | (22.09) | 1,805.83 | 0.00 | 15,046.41 |
| Capital Expenses | 49,096.79 | 23,797.88 | 18,866.85 | 650.00 | 26,638.70 | 20,756.14 | 19,579.90 | 24,090.31 | 20,827.97 | 204,304.54 |
| Other Misc. Expenditures | <u>28,452.65</u> | <u>50,688.65</u> | <u>104,159.61</u> | <u>98,387.72</u> | <u>32,364.13</u> | <u>29,407.94</u> | <u>22,589.68</u> | <u>601,976.84</u> | <u>18,310.66</u> | <u>986,337.88</u> |
| Total General Fund Expenditures | <u>386,266.52</u> | <u>445,075.92</u> | <u>537,645.31</u> | <u>438,734.18</u> | <u>396,557.11</u> | <u>407,756.20</u> | <u>371,083.15</u> | <u>953,342.38</u> | <u>346,494.02</u> | <u>4,282,954.79</u> |
| Debt Service Fund Expenditures | | | | | | | | | | |
| Debt Service Principal | 0.00 | 0.00 | 42,487.90 | 655,574.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 698,061.90 |
| Debt Service Interest | <u>0.00</u> | <u>0.00</u> | <u>2,073.27</u> | <u>83,958.30</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>86,031.57</u> |
| Total Debt Service Fund Expenditures | <u>0.00</u> | <u>0.00</u> | <u>44,561.17</u> | <u>739,532.30</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>784,093.47</u> |

*PLEASE NOTE THAT BBRD FINANCIAL STATEMENTS ARE REPORTED USING THE MODIFIED ACCRUAL BASIS OF ACCOUNTING.
ALL REVENUES AND EXPENDITURES IN THIS REPORT REPRESENT ENTRIES RECORDED ON OR BEFORE 6/30/2016.

Audience Participation Agenda items only

Unfinished Business

| |
|---------------------|
| Meeting Date |
| July 8, 2016 |



| | |
|----------------|----------|
| Agenda | |
| Section | 8 |
| Item No | A |

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: FY16 – FY20 Governmental Auditing Services Award of Contract

Dept/Office: Administration- Finance Office

Requested Action: Review and Approval of Auditing Services Contract

Summary Explanation and Background:

On September 22, 2015 BOT meeting, the Board consented that FY16 – FY20 Governmental Auditing Services Contract shall go out for a RFP (Request for Proposal).

On May 4, 2016, staff prepared the Audit RFP document and emailed it to BBRD General Council for his review.

On May 5, 2016, Finance Committee reviewed and approved the Audit RFP document as presented by the staff.

On May 12, 2016, Audit Committee reviewed and approved the Audit RFP document as presented by the staff.

On May 17, 2016, BBRD advertised the notice of Request for Proposal 2016-01 for FY16 – FY20 Governmental Auditing Services and posted said document at BBRD website and Demand Star.

On June 17, 2016, Audit Committee opened five sealed Audit RFPs (Berman Hopkins Wright & LaHam, Grau & Associates, Rehmann, Carr Riggs & Ingram, and Moore Stephens Lovelace) and selected three audit firms (Rehmann, Carr Riggs & Ingram, and Moore Stephens Lovelace) for oral presentation and interview.

On June 29, 2016, Audit Committee members evaluated three firms by five criteria stated in Audit RFP document, which were Ability of Personnel (30 points), Proposer's Experience (25 points), Understanding of Scope of Work (15 points), Ability to Furnish the Required Services (10 points), and Price (20 points). As a result, the total score for Rehmann was 383, Carr Riggs & Ingram was 438, and Moore Stephens Lovelace was 478. Moore Stephens Lovelace ranked the highest among the three firms. Audit Committee made a recommendation to the Board to award the Auditing Services Contract to Moore Stephens Lovelace.

Staff is currently working with Moore Stephens Lovelace and expects to have a proposed contract (similar to the existing contract) prior to the BOT meeting for their review.

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 periods.

Exhibits Attached: Evaluation Forms

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

Fiscal Impact: \$23,000 in FY17 (\$22,000 budgeted), \$22,000 in FY18 & FY19; \$23,000 in FY20 & FY21

Contract/Agreement Reviewed by Attorney: Yes

Community Manager's Approval:

**AUDIT COMMITTEE
RFP 2016-01 EVALUATION FORM (TOTAL SCORE)**

| COMMITTEE MEMBER | J.K. | L.W. | B.L. | S.D. | F.C. | TOTALS |
|-------------------------------|------|------|------|------|------|--------|
| Rehmann | 83 | 65 | 75 | 84 | 76 | 383 |
| Carr, Riggs & Ingram | 85 | 85 | 85 | 88 | 95 | 438 |
| Moore Stephens Lovelace, P.A. | 98 | 95 | 95 | 95 | 95 | 478 |
| | | | | | | |

Highest Ranking: Moore Stephens Lovelace, P.A.

Second Highest Ranking: Carr, Riggs & Ingram

Lowest Ranking: Rehmann

AUDIT COMMITTEE
RFP 2016-01 EVALUATION FORM

Audit Committee Member Name: Joseph Klosky Date: June 29, 2016

| FIRM | 1 | 2 | 3 | 4 | 5 | TOTALS |
|----------------------------|----|----|----|----|----|--------|
| Rehmann.A. | 25 | 20 | 15 | 8 | 15 | 83 ✓ |
| Carr, Riggs & Ingram | 25 | 20 | 15 | 8 | 17 | 85 ✓ |
| Moore Stephens Lovelace, P | 28 | 25 | 15 | 10 | 20 | 98 ✓ |
| | | | | | | |

EVALUATION CRITERIA:

1. Ability of Personnel (30 points).

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience (25 points).

(E.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Special Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work (15 points).

Extent to which the Proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services (10 points).

Present ability to manage this project and the extent to which the Proposal demonstrates the adequacy of Proposers' financial resources and stability as a business entity necessary to complete the services required (E.g., the existence of any natural disaster plan for business operations).

5. Price (20 points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.


AUDIT COMMITTEE MEMBER SIGNATURE

I see that all 3 clients gave a great presentation they have a great knowledge. But I believe that MSL has done the best. He has explained about how we had a clean Bill of Health. They did a great job since 07. I do recommend MSL

**AUDIT COMMITTEE
RFP 2016-01 EVALUATION FORM**

Audit Committee Member Name: LEE WRIGHT Date: 6-29-16

| FIRM | 1 | 2 | 3 | 4 | 5 | TOTALS |
|----------------------------|----|------------------|----|----|----|--------|
| Rehmann.A. | 20 | 20 10 | 10 | 10 | 15 | 65 ✓ |
| Carr, Riggs & Ingram | 25 | 20 | 15 | 10 | 15 | 85 ✓ |
| Moore Stephens Lovelace, P | 30 | 25 | 15 | 10 | 15 | 95 ✓ |
| | | | | | | |

EVALUATION CRITERIA:

1. Ability of Personnel (30 points).

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience (25 points).

(E.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Special Districts in other contracts; character, integrity, reputation of Proposer, etc.)

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Extent to which the Proposal demonstrates an understanding of the District's needs for the services requested.

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Present ability to manage this project and the extent to which the Proposal demonstrates the adequacy of Proposers' financial resources and stability as a business entity necessary to complete the services required (E.g., the existence of any natural disaster plan for business operations).

5. Price (20 points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.


AUDIT COMMITTEE MEMBER SIGNATURE

**AUDIT COMMITTEE
RFP 2016-01 EVALUATION FORM**

Audit Committee Member Name: BRIAN LAVIER Date: 6/29/16

| FIRM | 1 | 2 | 3 | 4 | 5 | TOTALS |
|----------------------------|----|----|----|----|----|--------|
| Rehmann.A. | 20 | 20 | 15 | 10 | 15 | 75 ✓ |
| Carr, Riggs & Ingram | 25 | 20 | 15 | 10 | 15 | 85 ✓ |
| Moore Stephens Lovelace, P | 30 | 25 | 15 | 10 | 15 | 95 |
| | | | | | | |

EVALUATION CRITERIA:

1. Ability of Personnel (30 points).

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience (25 points).

(E.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Special Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work (15 points).

Extent to which the Proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services (10 points).

Present ability to manage this project and the extent to which the Proposal demonstrates the adequacy of Proposers' financial resources and stability as a business entity necessary to complete the services required (E.g., the existence of any natural disaster plan for business operations).

5. Price (20 points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.


AUDIT COMMITTEE MEMBER SIGNATURE

**AUDIT COMMITTEE
RFP 2016-01 EVALUATION FORM**

Audit Committee Member Name: STEVEN DIANA Date: 6/28/16

| FIRM | 1 | 2 | 3 | 4 | 5 | TOTALS | |
|----------------------------|----|----|----|----|----|--------|-----|
| Rehmann.A. | 27 | 20 | 12 | 10 | 15 | 84 | 84 |
| Carr, Riggs & Ingram | 29 | 20 | 12 | 10 | 17 | 88 | 88 |
| Moore Stephens Lovelace, P | 25 | 25 | 15 | 10 | 20 | 95 | 95. |
| | | | | | | | |

EVALUATION CRITERIA:

1. Ability of Personnel (30 points).

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience (25 points).

(E.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Special Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work (15 points).

Extent to which the Proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services (10 points).

Present ability to manage this project and the extent to which the Proposal demonstrates the adequacy of Proposers' financial resources and stability as a business entity necessary to complete the services required (E.g., the existence of any natural disaster plan for business operations).

5. Price (20 points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

I feel that we should award the contract to Moore Stephens Lovelace as they are familiar with the city.


AUDIT COMMITTEE MEMBER SIGNATURE

**AUDIT COMMITTEE
RFP 2016-01 EVALUATION FORM**

Audit Committee Member Name: F. Cavaliere Date: 6-29-2016

| FIRM | 1 | 2 | 3 | 4 | 5 | TOTALS |
|----------------------------|----|----|----|----|----|--------|
| Rehmann.A. | 20 | 18 | 15 | 50 | 18 | 76 ✓ |
| Carr, Riggs & Ingram | 30 | 20 | 15 | 10 | 20 | 95 ✓ |
| Moore Stephens Lovelace, P | 30 | 20 | 15 | 10 | 20 | 95 ✓ |
| | | | | | | |

EVALUATION CRITERIA:

1. Ability of Personnel (30 points).

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience (25 points).

(E.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Special Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work (15 points).

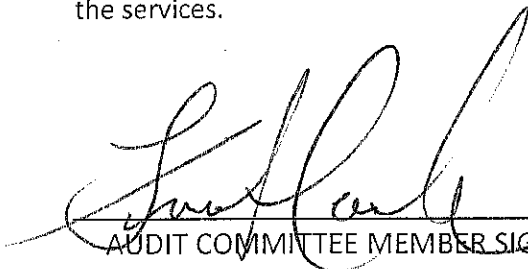
Extent to which the Proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services (10 points).

Present ability to manage this project and the extent to which the Proposal demonstrates the adequacy of Proposers' financial resources and stability as a business entity necessary to complete the services required (E.g., the existence of any natural disaster plan for business operations).

5. Price (20 points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.


AUDIT COMMITTEE MEMBER SIGNATURE



BAREFOOT BAY RECREATION DISTRICT

RFP Committee Meeting
Thursday May 12, 2016
4 P.M. –Building D&E

Call to Order

Pledge of Allegiance

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, Sue Cuddie, Resident Relations Manager, Kimi Cheng, Matt Goetz and Dawn Myers, District Clerk.

RFP Audit Committee

Mr. Coffey provided the Trustees with the proposed RFP document. He requested the committee input their opinion on the criteria and on the ranking sheet.

Mr. Diana made a motion to approve the RFP document as written. Second by Frank Cavaliere. Motion carried unanimously.

The following schedule was presented for approval

- May 15th - RFP released to the public
- June 16th - RFP closure date
- June 17th - Committee meets to open submitted RFP
- June 29th - Committee hears oral presentation from top three pre-selected vendors
- July 8th - Committee recommendation presented at the BOT meeting for award of contract

Steve Diana made a motion to approve meeting dates June 17th and June 29th. Second by Ms. Wright. Motion carried unanimously.

Meeting Adjourned.



BAREFOOT BAY RECREATION DISTRICT

Audit RFP Committee Meeting
Thursday, June 17, 2016
11AM – Building D

Welcome

Mr. Klosky called the meeting to order at 11:09AM

Pledge of Allegiance

Roll

Trustees Present: Joseph Klosky, Lee Wright, Brian Lavier and Frank Cavaliere. Steve Diana was excused. Also present: John W. Coffey, Kimi Cheng, Valeria Owens and Dawn Myers.

Audit RFP Opening

Mr. Coffey reminded the Board that today's workshop is for the purpose of reviewing and determining which firm will be brought back for an interview. Mr. Klosky and Mr. Coffey opened the submittals.

The Board was presented with five submittals:

- MSL - Moore Stephens Lovelace CPAs and Advisors
- CRI – Carr Riggs & Ingram CPAs and Advisors
- Berman Hopkins Wright & LaHam and Associated, LLP (Berman Hopkins)
- Rehman Robson LLC
- Grau & Associates Certified Public Accountants

Mr. Cavaliere's vendor choices - 1.) MSL 2.) CRI 3.) Berman Hopkins

Mr. Lavier's vendor choices - 1.) MSL 2.) CRI 3.) Rehmann

Ms. Wright's vendor choices - 1.) MSL 2.) Rehmann 3.) Grau & Associates

Mr. Klosky's vendor choices - 1.) MSL 2.) CRI 3.) Rehmann

The Board agreed on five minute presentations twenty-five minute question and answer period with a break in between. Based on the majority. Firms selected were as follows:

1.) MSL 2.) CRI 3.) Rehmann

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

Meeting adjourned.



BAREFOOT BAY RECREATION DISTRICT

Audit RFP Meeting
Wednesday, June 29, 2016
9 A.M. –Building D

Call to Order

Pledge of Allegiance

Roll Call

Present: Mr. Klosky, Ms. Wright, Mr. Lavier, and Mr. Cavaliere. Mr. Diana was excused. Also present: John W. Coffey, Community Manager, Kimi Cheng, Finance Manager and Dawn Myers, District Clerk.

RFP Audit Evaluation

Mr. Coffey gave brief instructions on how the ranking sheet provided by Ms. Cheng should be utilized for rating the firms today.

Rehmann Robson, LLC

Ms. Christine Horrocks presented the background on her firm which services local areas in Indian River County, Vero Beach, Sebastian, City of Fellsmere and the Town of Orchid. Currently serving 400 governmental and non-for profit entities. Team of 800 associates available. Experience with GFOA and participates in the AICPA peer review program. A fully integrated financial services firm of CPA's and Consultants, Wealth Advisors and Corporate Investigators.

CRI – Carr Riggs and Ingram CPA's and Advisors

Christine Noll-Rhan presented background information on the regional firm. They have an office located in Melbourne. A Separate IT report is offered as part of the audit. Currently they service 420 governmental entities. Debbie Good, CRI partner and manager of the Melbourne office has 27 years audit experience and presented the opportunities available with CRI. Two audit partners will be involved for the auditing process. CRI offers forensic and internal audits. Services cities of West Melbourne, Palm Bay, Daytona Beach, Satellite Beach, Cocoa, Indialantic, Fellsmere, Okeechobee, New Smyrna Beach, Daytona Beach Shores. Focused on internal controls and will present the audit schedule in advance. Will works to meet our guidelines.

MSL – Moore Stephens and Lovelace

Bill Blend, shareholder in charge of the engagement and Ehab Azer Audit Manager, introduced themselves and presented the services offered from MSL. One of the few Florida based firms that work with governmental audits. They reminded the Board that they understand the importance of the audit to the residents of Barefoot Bay and the audit concerns. Mr. Blend stated that they have taken personal calls over the years and have been here through the transition of the tax collection and with the follow up accounting procedures since the transition. Last year was a clean audit. MSL was very pleased about that and Mr. Blend stated they believe they are the best firm to help with the audit due to their high standards and familiarity with Barefoot Bay and their unique needs.

The committee posed questions to each firm regarding what red flags they look for doing the audit, sampling practices, experience with Government Finance Officers Association (GFOA), software use and the audit staff, with a preference for a different audit staff each year. Committee discussed the



BAREFOOT BAY RECREATION DISTRICT

qualifications, strengths and weakness of the three firms and numerically rated each one. Moore Stephens and Lovelace received the highest rating.

Mr. Cavaliere made a motion to recommend award of the contract to Moore Stephens and Lovelace with the option to request the presenter at the end of the audit process. Second by Mr. Lavier. Motion carried unanimously.

Mr. Cavaliere made a motion to adjourn. Second by Mr. Lavier.
Meeting adjourned.

| |
|---------------------|
| Meeting Date |
| July 8, 2016 |



| | |
|----------------|----------|
| Agenda | |
| Section | 8 |
| Item No | B |

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 Financing Proposals for Stormwater Projects & Equipment and Direction to Complete Financing Application

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, John Coffey 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 | | | | |
| | | | | | |
| 165,000 | Amount staff is seeking financing | | | | |
| 86% | Percent Financed | | | | |

Staff contacted multiple banks and financing entities in May and June, including Bank of America, PNC, US Bank, Space Coast Credit Union, Valley National Bank, Wells Fargo, SunTrust, Chase, Anthem Bank, TD Bank, Capital Bank, Region Bank, Florida Community and BB&T. Staff eventually was able to obtain four completed proposals and one partial proposal. Here are the details:

TD Bank: Equipment financing only, up to 80% of the equipment purchase price with 4.25% fixed rate for 60 months

Capital Bank: \$165,000 loan with 2.06% fixed rate for 60 months. Estimated monthly payment would be \$2,896.50.

Region Bank: \$165,000 loan with 3.60 fixed rate for 60 months. Estimated monthly payment would be \$3,009.03

Florida Community Bank: \$165,000 loan: Loan #1 \$97,000 with 2.40% fixed rate for 60 months and Loan #2 \$68,000 with 2.30% fixed rate for 36 months. The bank requested a minimum of \$100,000 guaranteed deposit relationship. Estimated monthly payment would be \$3,673.83 for the first three years and \$1,717.22 for the last two years.

BB&T: \$165,000 loan: Option #1 4.95% fixed rate for 60 months or Option #2 4.40% fixed rate for 36 months. The bank requested either specific lien on special assessment or blanket lien on tax receivables. Estimated monthly payment for option #1 would be \$3,115.40 and for Option #2 would be \$4,905.55

FY16 Budget contains an available \$40,750 budget for use toward the 14% and initial payments.

FY17 Adopted Budget includes \$29,000 in Equipment Leasing line item in Stormwater Department for funding of the Stormwater equipment, which is approximately \$2,417 per month.

On 09Jun16, the Finance Advisory Committee passed a motion to recommend the use of fund balance for the procurement of the equipment and projects.

Staff recommends the BOT direct staff to apply for the financing with Capital Bank. SIf approved, staff will contact Capital Bank and proceed with the financing request. Once the final loan agreement is completed, staff will present it to the Board for final review and approval.

Finance Committee will review the financing options on its July 7, 2016 meeting. Staff will then present its recommendation on the BOT meeting.

Exhibits Attached: Loan Proposals and minutes from 09Jun16 Finance Advisory Committee Meeting

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:

| Bank | Request Date | Response Date | Proposal | Collateral Options | Monthly Payment |
|--------------------------|---------------------|-----------------------------------|---|--|--|
| Bank of America | 5/19/2016 | Would not proceed | | | |
| PNC | 6/16/2016 | Would not proceed | | | |
| USBank | 6/16/2016 | Would not proceed | | | |
| Space Coast Credit Union | 5/20/2016 | Did not call back | | | |
| Valley National Bank | 5/24, 5/27 & 6/1/16 | Did not response | | | |
| Wells Fargo | 6/16/2016 | Did not response | | | |
| SunTrust | 6/16/2016 | Did not response | | | |
| Chase | 6/16/2016 | Did not response | | | |
| Anthem Bank | 6/16/2016 | Loan for existing CD clients only | | | |
| TD Bank | 5/18/2016 | 5/19/2016 | Equipment financing only, up to 80% of the purchase price, 4.25 fixed rate for 60 months | N/A | N/A |
| Capital Bank | 6/16/2016 | 6/20/2016 | 2.06% fixed rate for 60 months | N/A | \$2,896.50 (5-year term) |
| Region Bank | 6/16/2016 10:49AM | 6/16/2016 1:27PM | 3.60% fixed rate for 60 months | N/A | \$3,009.03 (5-year term) |
| Florida Community Bank | 6/1/2016 | 6/2/2016 | Loan 1: \$97,000 2.40% fixed rate for 60 months & Loan 2: \$68,000 2.30% fixed rate for 36 months | Guaranteed deposit relationship in the amount of \$100,000 (minimum) | Loan 1: \$1,717.22 (5-year term) & Loan 2: \$1,956.61 (3-year term) |
| BB&T | 5/20/2016 | 6/16/2016 | Option 1: 4.95% fixed rate for 60 months or Option 2: 4.40% fixed rate for 36 months | Specific Lien on special assessment or blanket lien on tax receivables | Option 1: \$3,115.40 (5-year term) or Option 2: \$4,905.55 (3-year term) |



CAPITAL BANK

capitalbank-us.com

Phone | 800.639.5111

June 21, 2016

Barefoot Bay Recreation District - Loan Pricing Request

Attn: Kimi Cheng

525 Barefoot Blvd

Barefoot Bay, FL 32976

Dear Ms. Cheng—

Capital Bank is prepared to make Barefoot Bay Recreation District a loan for the purpose of two storm water projects and equipment at the following terms and conditions:

Loan Amount: \$165,000.00

Term: 60 months fully amortizing

Rate: 2.06%

Fees: 0.00

The above proposal is conditioned upon receiving all satisfactory income documentation.

Sincerely,

Dianne Brodie

VP Branch Manager

305 - 931 - 7100

20295 NE 29 Place

Aventura, Florida 33180

Kimi Cheng

From: Candace C. Leary
Sent: Thursday, June 16, 2016 1:27 PM
To: kimicheng@bbrd.org
Subject: loan quote
Attachments: Business Banking NonProfitOrgQues 072409.doc

Kimi,

So nice to speak with you. We could lend \$165,000 on a 60 month term at 3.60% fixed with a payment of \$3,009.03. Rates of course subject to change.

I would need the following for loan submission:

1. 2 years tax returns all schedules
2. Interim financials for 2016 profit and loss/balance sheet and income statement
3. Last 3 months bank statements
4. Fill out attached non- profit questionnaire
5. Invoice/quote on the equipment

Once I have received the following information, it will take about 5 days for approval.

I look forward to working with you. Please let me know that you received this.

Candace Leary
Vice President
Region's Bank Business Banking
7750 N. Wickham Road
Melbourne, FL 32940
Rebecca Oberg Assistant
321-255-6206 office
321-537-3642 cell

Kimi Cheng

From: Catherine Digulla
Sent: Thursday, June 02, 2016 12:53 PM
To: Kimi Cheng
Subject: RE: Barefoot Bay Recreation District request of \$165,000 loan

Kimi:

Here are the term changes for your request

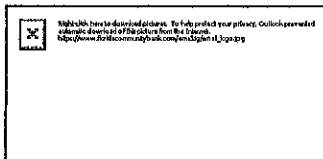
LOAN 1

For the storm water improvements with an amount of \$97,000 - rate of 2.40% fixed for 60 months. *1717.22*

LOAN 2

For the Lawn mowers with an amount of \$68,000 - rate of 2.30% fixed for 36 months. *1956.61*

Catherine Digulla
AVP, Branch Manager
Florida Community Bank, N. A.
2105 N Courtenay Pkwy
Merritt Island, FL 32953
P: 321.868.6041 | F: 321-453-5894
NMLS# 676917
FCB: Florida Based. Florida Focused.



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From: Kimi Cheng [mailto:kimicheng@bbrd.org]
Sent: Thursday, June 02, 2016 11:41 AM
To: Catherine Digulla <cdigulla@fcb1923.com>
Subject: RE: Barefoot Bay Recreation District request of \$165,000 loan

The email below is from an external source. Please do not click on any enclosed link(s) or open any attachment(s) from unknown or suspicious origin.

Good morning Catherine,

We are actually just looking for total of \$165,000 loan. The offer was for \$191,500.

Can you revise the loan 1 to \$97,000 with 5 year term instead of 7 year? Please advise.

Best Regards,

Kimi Cheng

Finance Manager
Barefoot Bay Recreation District
Phone: 772-664-3141
Fax: 772-664-1928
kimicheng@bbrd.org

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

From: Catherine Digulla [<mailto:cdigulla@fcb1923.com>]
Sent: Thursday, June 02, 2016 10:31 AM
To: Kimi Cheng
Subject: RE: Barefoot Bay Recreation District request of \$165,000 loan

Kimi:

Good morning

I have the requested information regarding your loan request(s).

Here is the proposed rates for 2 loans:

Loan One

For the storm water improvements with an amount of \$123,500 - rate of 2.40% fixed for 84 months.

Loan two

For the Lawn mowers with an amount of \$68,000 - rate of 2.30% fixed for 36 months.

We will need a guaranteed deposit relationship with this request in the amount of \$100,000 (minimum) to be opened before loan funding.

If you would like to proceed we will need to get an application, project budget for the storm water improvements and invoices for the lawn mowers.

I would also be available to come out to meet with the Board to discuss the above loan rates, structure etc.

Upon your review, if you or any Board Member have any questions, please feel free to reach out to me either by phone and/or email.

I look forward to hearing from you,

Kimi Cheng

From: Baldwin, Lori
Sent: Thursday, June 16, 2016 1:55 PM
To: Kimi Cheng (kimicheng@bbrd.org)
Cc: Fricke, Scott; Lowry, Kathleen
Subject: FW: Term Sheet for Storm water Improvements #secure#
Attachments: image2016-06-16-133814.pdf

Kimi, attached please find the Bank's Term sheet outlining the proposed terms for Barefoot Bay's storm water improvement project. You will notice that we have offered both a 3 and a 5 year term for you at a fixed rate as I have discussed with Valeria. I have also provided 2 collateral options, either an assignment of the special assessment, or a blanket lien on your tax receivables. Please chose one option.

Please let Scott know if you have any question on this, and which options you will be choosing.

Thank you for allowing BB&T and me the opportunity to be of assistance to you and Barefoot Bay. You have a great community there.

Lori

Lori Baldwin
Vice President
6905 N. Wickham Road, Suite 200
Melbourne, Florida 32940
Office: 321-723-7413
Fax: 321-259-0536

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NON-BINDING TERM SHEET
FOR INFORMATIONAL PURPOSES ONLY

June 16, 2016

Branch Banking and Trust Company (the "Lender") is pleased to submit the following summary of proposed terms and conditions for discussion purposes only. This is not a commitment to lend; however, it is intended to form a basis for discussion of the key terms and conditions that Lender believes could be incorporated into a commitment.

| | |
|-----------------------|---|
| <u>BORROWER:</u> | Barefoot Bay Recreation District Florida |
| <u>PURPOSE:</u> | Repair and upgrade Storm Water Drainage System |
| <u>AMOUNT:</u> | \$165,000.00 |
| <u>INTEREST RATE:</u> | Option 1: Fixed Rate of 4.950% over five (5) years fully amortizing term. 3109.98 Option 2: Fixed rate of 4.40% over three (3) years fully amortizing term. 4900.87 |
| <u>PAYMENT TERMS:</u> | Monthly Principal and interest payments |
| <u>FEES:</u> | \$50.00 |
| <u>COLLATERAL:</u> | Specific Lien on special assessment for storm water drainage system repairs. Or blanket lien on Tax Receivables. |
| <u>GUARANTORS:</u> | None |
| <u>COVENANTS:</u> | None |
| <u>OTHER ITEMS:</u> | Receipt of Annual audited financial statements or other information as may be required by bank Opportunity to allow Bank to maintain checking or savings account with Borrower |

THIS TERM SHEET IS NOT INTENDED TO BE A CREDIT AGREEMENT OR AN AGREEMENT TO LEND MONEY OR OTHERWISE TO EXTEND CREDIT WITHIN THE MEANING OF SECTION 687.0304 OF THE FLORIDA STATUTES ANNOTATED.

In any transaction, the borrower will be required to certify that no part of any real property acquired with the proceeds of or serving as collateral for the credit offered



BAREFOOT BAY RECREATION DISTRICT

Finance Committee Minutes
Thursday, June 9, 2016
9:30AM-Lounge

Welcome

Mr. Sherwood called the meeting to order at 9:37am

Pledge of Allegiance

Roll Call

Committee Members Present: Mr. Bill Sherwood, Ms. Jeanne Osborne, Mr. Hurrol Brinker, Mr. Ed Geier, and Ms. Wilma Weglein.

Also present: Kimi Cheng, EJ Wright, and Leonard Pellegrino.

Committee Members Absent: Ms. Linda Pellegrino and Mr. Bob Peet.

Minutes

Mr. Brinker made a motion to approve the Finance Committee meeting minutes from May 27, 2016 with corrections. Second by Mr. Geier. Motion carried unanimously.

Storm water "Drainage", Tamarind Cir. & Cherokee Court

Mr. Sherwood asked Ms. Cheng for the update on financing options. Ms. Cheng informed the Committee that BB&T agreed to give us a proposal for 5-year term with no specified interest rate, Florida Community Bank submitted a proposal, Bank of America refused to proceed, and TD Bank agreed to finance 80% of equipment purchase price. Ms. Osborne further asked for more information regarding to FCB submitted proposal. Ms. Cheng responded that FCB offered two loans, the first loan was for 5-year term with 2.40% fixed rate and the second loan was for 3-year term with 2.30% fixed rate with \$100,000 guaranteed deposit relationship. Ms. Weglein asked about the Valley National Bank. Ms. Cheng stated that she had made multiple phone calls to the bank as well as emailed them, but the bank did not return calls nor reply the emails.

Mr. Sherwood gave out "How to Choose the Right Bank for Your Small Business" handouts to the Committee member for the agenda item number 3: Discussing Banking Options.

Mr. Geier expressed that, in his opinion, the Committee member started to micromanaging the department managers and Finance manager. Ms. Osborne disagreed.

Mr. Sherwood discussed the "How to Choose the Right Bank for Your Business" handout. He believed that BBRD needs to have a bank that offered investment options, loan options and a line of credit. Mr. Geier provided a financial advisor contact information to Ms. Cheng.

Mr. Sherwood shared his opinion that BBRD had approximately \$1.8 million in cash balance, which should be more than enough to cover these projects. Mr. Brinker supported the opinion. Ms. Cheng explained the differences between cash balance and fund balance. She



BAREFOOT BAY RECREATION DISTRICT

recommended the Committee to suggest the use of fund balance instead of cash balance or operating budget.

Ms. Osborne made a motion to recommend that the drainage projects at Tamarind and Cherokee by using the current available fund. Second by Ms. Weglein. Motion carried unanimously.

Skid Steer and Boom Arm Mower

Mr. Sherwood gave out "Article IV Powers of District" handouts to the Committee members and discussed item number 13 on the handout regarding to \$25,000 threshold. Ms. Osborne suggested to lease the equipment and buy out at the end of lease term.

Ms. Osborne made a motion to recommend the Board to consider leasing option for the Bobcat as an alternative as purchase. Second by Mr. Geier. Mr. Brinker and Mr. Sherwood opposed. Motion passed 3-2.

Mr. Geier made a motion to the Board to make an agreement with the County for reimbursement of the work performed by the two equipment. Motion died without the second.

Mr. Geier made a motion to the Board to research if the County is responsible for the work BBRD does on the projects by the two equipment. If the County does have responsibility, BBRD should be reimbursed for it. Mr. Geier withdrew the motion and changed it to a recommendation of a question to the Board of Trustees. Committee members consented on the recommendation.

Mr. Brinker recalled that John Coffey mentioned in the meeting that it was BBRD responsibility.

Mr. Sherwood informed Mr. Pellegrino that John Coffey agreed on a project test run as long as the Committee chooses a project that is in FY 18 or out.

Discuss Banking Options

Mr. Sherwood discussed the "How to Choose the Right Bank for Your Small Business" handout. Ms. Weglein expressed that she was very impressed with the FCB which had a quick response time. Mr. Sherwood indicated that Mr. Coffey and Ms. Cheng had a concern of the way FCB would handle BBRD daily cash. Ms. Cheng commented that, in her opinion, safety was her main concern. Mr. Brinker raised the question that how it could be safer when Bank of America would not send out an armored truck, but FCB would. Ms. Cheng reminded the Committee members that FCB would only send the armored truck to BBRD once a week.

Committee members discussed how often the Finance Committee should meet. Mr. Brinker suggested to have the meeting twice a month. Mr. Sherwood agreed. Ms. Cheng indicated that the Finance Committee meeting is scheduled for once a month, the first Thursday of each month except during budget season. Mr. Sherwood claimed that he did not know where Ms. Cheng got the schedule idea from.

Mr. Geier made a motion to adjourn, second by Ms. Weglein. Meeting Adjourned at 11:11AM.

New Business

Meeting Date

July 08, 2016

**Agenda**

Section 9

Item No. A. i.

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

#0035

Subject: Case # 16-001446 1153 WATERWAY DRIVE**Dept/Office:** Resident Relations/DOR Enforcement

Requested Action: To consider the Violations Committee's finding and recommendation to bring an action for legal, equitable or other appropriate action with failure to comply.

If the Board of Trustees brings any such action to enforce the DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien.

Summary Explanation and Background: The Violations Committee met on 05/27/2016 and found The respondent has been given until June 10, 2016 to bring the property into compliance.

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

There are no delinquent taxes on the property. No liens, No mortgage, One Notice was returned Certified. Pursuant to the Violations Committee Order, the property was inspected and found to be still in violation.

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

Contact: Susan Cuddie, Paul Ingardia, Thelma Gruseck, Thomas O'Donnell, Rich Armington

Fiscal Impact:

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



1153 Waterway Dr
Jun 11, 2016



Photo: 1153 Barefoot Cir.

Date Taken:05/03/2016

Address:1153 WATERWAY DRIVE

Taken by:Thomas O'Donnell

Case Number:16-001446

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

BAREFOOT BAY RECREATION DISTRICT

Petitioner

Vs

Case no. 16-001446

#0035

DERIENZO, ANTHONY R III,
1153 WATERWAY DR
BAREFOOT BAY, FL 32976

Respondent(s),

VIOLATIONS COMMITTEE FINDINGS OF FACT AND RECOMMENDED ORDER
AND
NOTICE OF DISTRICT HEARING

THIS CAUSE having come on for the public hearing before the Violations Committee on 05/27/2016 after due notice to the Respondent and the Violation Committee having heard testimony under oath and receiving evidence, thereupon issues this Finding of Fact and Recommended Order as follows:

- A. The Respondent(s) DERIENZO, ANTHONY R III, et. al. is/are the owner(s) of that certain parcel of real property located at 1153 WATERWAY DRIVE , Barefoot Bay, FL 32976 (the "Property")
- B. Based upon the testimony heard and the evidence presented, the Violation Committee concluded that there is a violation of ARTICLE III, SECT. 11, Exterior Maintenance, skirting is damaged and the fascia is missing

ORDER

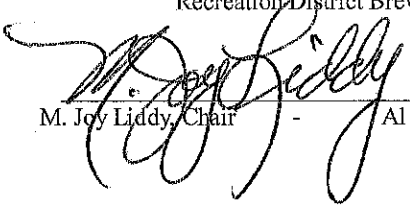
Based upon the foregoing finding of fact and recommended order, it is

ORDERED AND ADJUDGED THAT:

1. Respondent(s) shall by June 10, 2016 come into compliance with the violation cited herein by repairing the skirting and fascia on the exterior of the home.
2. Should the Respondent(s) fail to comply with this Recommended Order by June 10, 2016 the Respondent(s) is advised that the matter will be forwarded to the Board of Trustees with the Violation Committee's findings and recommendations along with a status report from DOR Enforcement Staff for the Board of Trustees to make a determination as to whether to proceed with legal action. Based on the nature of the violation found to exist in this matter, should the violation not be corrected within the time provided herein, the Violations Committee does recommend legal or equitable action, or other appropriate action, be taken by the Board of Trustees.
3. The Respondent is further advised that he/she shall contact the DOR staff and schedule an inspection to confirm the compliance with this Order has been achieved. Upon compliance, an Order of Compliance shall be issued by the Violations Committee and the Respondent shall be deemed in compliance with the violation(s) cited herein.
4. The Respondent(s) are further advised that should a repeat violation occur, the Respondent(s) will not be given notice to cure and will be brought before the Violations Committee.

DONE AND ORDERED this 05/27/2016 at Barefoot Bay Recreation District Brevard County, Florida.

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


M. Joy Liddy, Chair

- Al Grunow, Vice Chair

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

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

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

Notice is hereby given that a **Hearing** will be conducted before the Barefoot Bay Board of Trustees at **1:00 P.M.** on **July 08, 2016** at **1225 Barefoot Boulevard, Building D&E, Barefoot Bay, Florida.**

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

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

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

THIS IS A PUBLIC MEETING. ALL INTERESTED PARTIES MAY ATTEND. THE FACILITY WHEREIN THIS PUBLIC MEETING WILL BE HELD IS ACCESSIBLE TO THE PHYSICALLY HANDICAPPED. IN ACCORDANCE WITH AMERICAN DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE DEED OF RESTRICTIONS ENFORCEMENT OFFICE AT 771-664-4722.

May 25, 2016

Deed of Restrictions STAFF



Exterior Maintenance (missing fascia and damaged skirting) - 14 days - Comply by 6.10.16

Thomas O'Donnell

May 21, 2016

Meeting Date

July 08, 2016

**Agenda**

Section 9

Item No. A . i

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

#2358

Subject: Case # 16-001255 1135 NAVAJO DRIVE**Dept/Office:** Resident Relations/DOR Enforcement

Requested Action: To consider the Violations Committee's finding and recommendation to bring an action for legal, equitable or other appropriate action with failure to comply.

If the Board of Trustees brings any such action to enforce the DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien.

Summary Explanation and Background: The Violations Committee met on 05/27/2016 and found ARTICLE III, SECT. 11 Exterior Maintenance. Fascia needs repair. The respondent has been given until June 10, 2016 to bring the property into compliance.

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

There are no delinquent taxes on the property. No liens, No Mortgage Pursuant to the Violations Committee Order, the property was inspected and found to be still in violation.

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

Contact: Susan Cuddie, Paul Ingardia, Thelma Gruseck, Thomas O'Donnell, Rich Armington

Fiscal Impact:

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



1135 Navajo Dr
Jun 11, 2016



Photo: Exterior Maintenance - Fascia needs to be repaired - 14 days - Comply by 6.10.16

Date Taken:05/21/2016
Address:1135 NAVAJO DRIVE

Taken by:Thomas O'Donnell
Case Number:16-001255

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

BAREFOOT BAY RECREATION DISTRICT
Petitioner

Vs

Case no. 16-001255

#2358

FIRST NATIONAL BANK OF CHICAGO,
C/O SMITH, HIATT & DIAZ PAPO BOX 19519
FT LAUDERDALE, FL 33318
Respondent(s),

VIOLATIONS COMMITTEE FINDINGS OF FACT AND RECOMMENDED ORDER
AND
NOTICE OF DISTRICT HEARING

THIS CAUSE having come on for the public hearing before the Violations Committee on 05/27/2016 after due notice to the Respondent and the Violation Committee having heard testimony under oath and receiving evidence, thereupon issues this Finding of Fact and Recommended Order as follows:

- A. The Respondent(s) FIRST NATIONAL BANK OF CHICAGO, et. al. is/are the owner(s) of that certain parcel of real property located at 1135 NAVAJO DRIVE , Barefoot Bay, FL 32976 (the "Property")
- B. Based upon the testimony heard and the evidence presented, the Violation Committee concluded that there is a violation of ARTICLE III, SECT. 11, Exterior Maintenance,

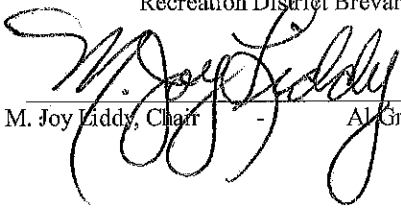
ORDER

Based upon the foregoing finding of fact and recommended order, it is
ORDERED AND ADJUDGED THAT:

1. Respondent(s) shall by June 10, 2016 come into compliance with the violation cited herein by repair the fascia on the exterior of the home.
2. Should the Respondent(s) fail to comply with this Recommended Order by June 10, 2016 the Respondent(s) is advised that the matter will be forwarded to the Board of Trustees with the Violation Committee's findings and recommendations along with a status report from DOR Enforcement Staff for the Board of Trustees to make a determination as to whether to proceed with legal action. Based on the nature of the violation found to exist in this matter, should the violation not be corrected within the time provided herein, the Violations Committee does recommend legal or equitable action, or other appropriate action, be taken by the Board of Trustees.
3. The Respondent is further advised that he/she shall contact the DOR staff and schedule an inspection to confirm the compliance with this Order has been achieved. Upon compliance, an Order of Compliance shall be issued by the Violations Committee and the Respondent shall be deemed in compliance with the violation(s) cited herein.
4. The Respondent(s) are further advised that should a repeat violation occur, the Respondent(s) will not be given notice to cure and will be brought before the Violations Committee.

DONE AND ORDERED this 05/27/2016 at Barefoot Bay Recreation District Brevard County, Florida.

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


M. Joy Liddy, Chair

Al Grunow, Vice Chair

1 **REFOOT BAY RECREATION DISTRICT
BREVARD COUNTY, FLORIDA**

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

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

Notice is hereby given that a **Hearing** will be conducted before the Barefoot Bay Board of Trustees at 1:00 P.M. on July 08, 2016 at 1225 Barefoot Boulevard, Building D&E, Barefoot Bay, Florida.

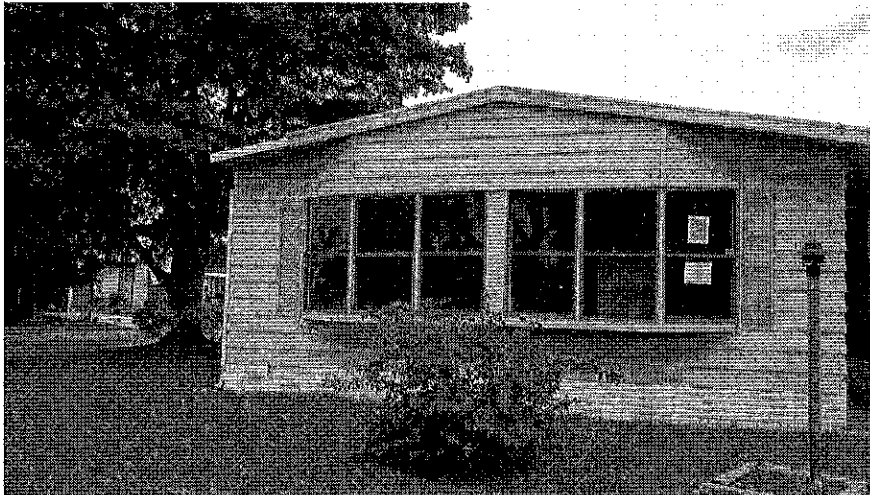
The purpose of this **Hearing** will be to consider the Recommended Order of the Violations Committee to the Board of Trustees for your Case.

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

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

THIS IS A PUBLIC MEETING. ALL INTERESTED PARTIES MAY ATTEND. THE FACILITY WHEREIN THIS PUBLIC MEETING WILL BE HELD IS ACCESSIBLE TO THE PHYSICALLY HANDICAPPED. IN ACCORDANCE WITH AMERICAN DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE DEED OF RESTRICTIONS ENFORCEMENT OFFICE AT 771-664-4722.

May 25, 2016
Deed of Restrictions STAFF



Exterior Maintenance - Fascia needs to be repaired - 14 days - Comply by 6.10.16
Thomas O'Donnell
May 21, 2016

| |
|---------------------|
| Meeting Date |
| July 8, 2016 |



| | |
|----------------|----------|
| Agenda | |
| Section | 9 |
| Item No | B |

Agenda Report
Barefoot Bay Recreation District Board of Trustees

Subject: Resignation and Appointment to Recreation Committee

Dept/Office: Administration: District Clerk's Office

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|---|
| Requested Action: Acceptance of Resignation and Appointment to the Position of Alternate on the Recreation Committee |
| <p>Summary Explanation and Background:</p> <p>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.</p> <p>Staff recommends the BOT accept Ms. Eisele's resignation and appoint a homeowner to the Recreation Committee as an Alternate for a 3-year term.</p> |
| Exhibits Attached: Ms. Eisele's resignation letter |
| Contact: Dawn Myers, District Clerk; and John W. Coffey, Community Manager |
| Fiscal Impact: N/A |
| Contract/Agreement Reviewed by Attorney: N/A |
| Community Manager's Approval: |

6/23/16

To: Barefoot Bay Recreation Committee Chairman.

From: Nancy Eiselo, Alternate to this committee.

Please accept my resignation from the Recreation Committee as I am an employee of the District and therefore can not serve on an Advisory Committee.

Thank You,
Nancy Eiselo

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|---------------------|
| Meeting Date |
| July 08, 2016 |



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| Agenda |
| Section 9 |
| Item No C |

Agenda Report
Barefoot Bay Recreation District Board of Trustees

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

Dept/Office: Administration: District Clerk's Office

Requested Action: Discussion and Direction to Staff

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

In summary the proposal would reduce Property Services' work, shift areas of ABM's responsibilities (keeping it at about the same overall level) and increasing the responsibility of the O60SA while slightly increasing their monthly payment.

Staff requests direction from the BOT regarding this matter.

Exhibits Attached: Proposal from O60SA, Minutes from 26Jan16 BOT meeting, current BBRD-O60SA Agreement, Kubota Damages Repayment Agreement

Contact: John W. Coffey, Community Manager

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

Contract/Agreement Reviewed by Attorney: N/A

Community Manager's Approval:

Over 60 Softball Association Proposal

Joe Ziegler Responsibilities

Game Days - From Oct to spring the field has to be nail drag & mat drag to produce a even playing field. Both sidelines need to be limed & bases put in place. This is done 2 and sometimes 3 days a week. We practise everyday 6 days a week.

Drag field 6 rotations per day (unless it rains)

Push Mower - mows under oak tree - sod put there by the Bay

Push Mower - mows behind fence at home plate

Push Mower - mows entire area around score board

Weed wack entire outfield area where ABM can't get to when mowing

Weed wack entire length of canal bank approx 2 feet down towards water

Edgeing all infield between dirt & grass

Weed Control - Joe has been getting weed killer from maint (no permit required for this)

Cleans both mens & womens bathroom

Joe waters all plants twice a week with hose

Cleans out street gutter from crushed concrete washing out of driveway due to heavy rain.

Joe has been preparing field and unlocking bathrooms at 3pm for kids softball on tuesdays & thursdays.

What ABM will be required to do with this new proposal

Mow behind center & right field fence next to canal.

Mow area on hillside behind home plate & outside of left field fence

Over 60 Softball Association Proposal

Weed controll & fertilize due to permit being required on all grass areas.

Mow entire infield twice a week or when needed.

Other pertenant information regarding the softball field

Over 60 donates to Pedals & Palms for work they perform on the gardens in front of the entrance to the field.

Need load of crushed concrete for entire fence area & driveway & walkways. Joe will distribute material.

Closing off path between right field fence where plants were planted. Vehicles & golf carts are using this area behind fence. A libility should someone drive off into the canal.

Discuss the \$150.00 being held from Joe Zieglers pay and a \$40.00 raise for all additional duties being done by him.

\$688.00 Present

\$150.00 Subtracted from pay (Please consider dropping this July 2016)

\$ 40.00 Raise

\$728.00 Proposed for all additional duties being done by Joe Ziegler



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting Tuesday, January 26, 2016 7 P.M. –Building D&E

The Barefoot Bay Recreation District held a Regular Meeting on January 26, 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. Lavier, Mr. Diana and Mr. Cavaliere. Also present: John W. Coffey, Community Manager, General Counsel Cliff Repperger and Dawn Myers, District Clerk.

Minutes

Mr. Cavaliere made a motion to approve the minutes from January 8, 2016 with one correction. Second by Mr. Diana. Motion carried unanimously.

Treasurer's Report

Mr. Cavaliere presented the Treasurer's Report for January 26, 2016.

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

Audience Participation (Agenda items only)

None brought forward

Old Business

None brought forward

New Business

Fiscal Year 2015 Audit Presentation

Mr. Ehab Azer of Moore, Stephens and Lovelace, presented the Draft Audit Report as of September 30, 2015. Mr. Azer briefly reviewed the report. He stated that that he was pleased to announce that for the first year in the several years that he has performed the audit for Barefoot Bay Recreation District, there are no findings and he is presenting a clean report.

Mr. Diana made a motion to accept the FY15 Audit Report as presented. Second by Mr. Cavaliere. Motion carried unanimously.

Contract for Legal Services

Barefoot Bay Recreation District and GrayRobinson, P.A. (Clifford R. Repperger, Jr.) entered into an initial contract for Legal Services in April 2007. The initial Agreement was renewed in 2010 and 2013 via Memoranda of Understanding for an additional three (3) year term and currently expires on April 14, 2016. GrayRobinson, P.A. is proposing renewal of the Contract for an additional three (3) year term beginning April 14, 2016 ending April 13, 2019. All terms, including rates and termination, are proposed to stay the same.

Tom Guinther addressed the Board on behalf of General Counsel Repperger, noting his professionalism, his long term position with Barefoot Bay, and the subsequent benefit to the Bay due to his experience



BAREFOOT BAY RECREATION DISTRICT

here. Mr. Guinther urged the Board to extend the contract with GrayRobinson for three years. He stated that in his personal experience working with General Counsel for the past several years as a Trustee on the Board, he can honestly state that this firm and Counsel Repperger is the best representation the Bay has ever had.

Ernest Loening stated that these are his own opinions and no one else's. He commented on his concern that General Counsel will refer to the Mulhearn case on future issues that question the use of a referendum. He stated his dissatisfaction with General Counsel's opinion on Building F and his recommendation that we seek other counsel or the Attorney General's counsel if not in agreement with his decision.

Jeanne Osborne stated that General Counsel Repperger has represented us well. As former Chairman, she can state that his representation has been exceptional. Barefoot Bay benefits from an association with his firm as they are connected to all the government bodies in the Florida. She stated it is a mistake to even consider letting him go. She urged the Board to renew General Counsel Repperger's contract.

Carol Joseph commented on General Counsel's recommendation during the Lounge renovation. She stated that at the time, he advised staying within the footprint of the building and not expanding walls or floor space. Ms. Joseph stated that he has recently retracted that statement claiming that he never gave that opinion. Ms. Joseph asked that the Board consider this in their deliberation.

Mr. Cavaliere and Mr. Lavier stated that this is not the time to change legal counsel and supports option one to renew the contract. Ms. Wright recommended we go out for an RFP as we could benefit from other opinions besides our current Counsel. Mr. Diana recalled Counsel's representation on sensitive issues in the past and fully supported his firm.

Mr. Cavaliere made a motion to extend the contract with Gray Robinson for three years. Second by Mr. Lavier. Ms. Wright and Mr. Klosky opposed. Motion carried 3-2.

Amended Agreement for Maintenance of Softball Field Recreation Facilities

On October 1, 2014 BBRD, as part of the approved BBRD budget, agreed to compensate the Over 60 Softball League up to six hundred and eighty-eight dollars (\$688.00) toward field maintenance. The Amended Agreement is intended to reflect the current budgeted payment and liability issues. In review of this issue, General Counsel, Repperger has identified various insurance coverage concerns. General Counsel. Repperger is also concerned about the fact that BBRD is "contracting" with a non-legal entity. As such, enforceability of the Agreement is an issue. Forrest Banta asked for clarification on exactly what the Board was requiring as far as insurance coverage. General Counsel confirmed that the coverage currently held by the Over 60 Softball League is sufficient according to the Board. He suggested modifying the terms to reflect the District does not require an additional insured on the agreement. Additional discussion ensued regarding the needs of the softball field's condition of the clay on the infield. Mr. Coffey stated that the core sample revealed the sand level is appropriate and the vendor claims the core sample is erroneous. Board consensus was to move forward with a plan to fix the sand content on the field.

Mr. Diana made a motion to approve the agreement as amended. Second by Mr. Lavier. Motion carried unanimously.

Referendum Regarding Term Limits for BBRD Trustees

At the District meeting held on January 8, 2016, the Trustees directed General Counsel Repperger to draft proposed referendum language related to the imposition of term limits (three consecutive terms of two years) for BBRD Trustees. Although General Counsel Repperger has not found any direct authority



BAREFOOT BAY RECREATION DISTRICT

regarding preemption of term limits as to the specific language used by the Legislature above, there are strong indicators of preemption such that a local bill (or general law amendment) authorizing the use of term limits is advisable prior to attempting to adopt and enforce the same. General Counsel provided three options.

1. Pursue a local bill with the Brevard Legislative Delegation in the 2017 session to allow for the implementation of term limits and then proceed to referendum in November 2017.
2. Proceed to referendum in November 2016 with the understanding that such term limits may be unenforceable with a local bill or general amendment to Sec. 418.302 (3), F.S.
3. Pursue an Attorney General opinion to further examine preemption of term limits by the Legislature.

Richard Schwatlow was not in favor of special legislation to decide term limits. He stated that the residents can vote a trustee out of his seat if they are not satisfied with them.

Mr. Diana made a motion to proceed with Option 1: Pursue a local bill with the Brevard Legislative Delegation in the 2017 session to allow for the implementation of term limits and then proceed to referendum in November 2017. Second by Mr. Cavaliere. Motion passed unanimously.

Attorney General Opinion Building F Replacement Referendum

Various Trustees have requested that an agenda item be prepared to consider writing for an opinion from the Attorney General as to the application of Article IV, Section 13 of the Charter to the Building F Replacement Project. General Counsel Repperger opined on March 13, 2015 that Article IV, Section 13 of the Charter did not require a referendum on the Building F Replacement Project. Previously, on August 4, 2000, the Attorney General rendered an informal opinion regarding the application of Article IV, Section 13 of the Charter to a golf course irrigation project. The Attorney General has not rendered an opinion on the interpretation of Article IV, Section 13 of the Charter or its application to any project since the Brevard County Circuit Court ruling in *Mulhearn v. BBRD*, Brevard County Circuit Court Case No.: 05-2001-CA-008554-XXXX-XX.

Jack Reddy stated that the Board should take the issue of the replacement building to the residents for their vote. He was not opposed to helping disseminate the information. In his opinion, the Board should be able to provide enough information to the residents in order for them to make an informed decision.

Greg Deslandes stated that he supports the replacement of Building F and Building D/E legally. He requested plans for the replacement building and complete costs for the entire project. Mr. Deslandes also requested the subject of replacing the building with a new structure should be brought forward to the Attorney General or a Brevard County court for a definitive ruling. He inquired about the reasoning behind the previous referendum for Building F being placed on the ballot to which General Counsel stated that it was the desire of the Board at that time.

General Counsel stated the Board has every right to pursue another opinion through the Attorney General which is simply another opinion. The only true definitive ruling would be through the court system. Board consensus was to take no action at this time.

Rich Schwatlow inquired about how long the case would take if taken to court. General Counsel stated that this is an unknown.

Jeff Jones stated that he is in support of replacing Building F but he is aware it will take a lot of money. He supports taking the issue to the residents to have them decide if it requires a referendum.



BAREFOOT BAY RECREATION DISTRICT

Jeanne Osborne encouraged the Board to move forward. The public had opportunities to voice their opinion during the planning phases in the past two to three years. The building was voted on and it is time to move forward now.

Board consensus was to take no action at this time.

Appointment to Facilities Planning Committee

Barefoot Bay residents Leonard Pelligrino and Greg Deslandes have applied for seats on the Facilities Planning Committee. Per BBRD policy the seats must be approved by the Board of Trustees.

Mr. Diana supported both appointments.

Mr. Cavaliere made a motion to approve Leonard Pelligrino and Greg Deslandes to the Facilities Planning Committee. Second by Mr. Diana. Motion carried unanimously.

Establishment of a Security Committee

Mr. Diana stated that due to various problems with crime and other misconduct in the Bay the Facilities Planning Committee recommended we move \$25,000 into the FY16 budget for the implementation of security cameras in several common areas. Another 25,000 was moved into FY17 for future additional cameras. In addition to the FCP recommendation, Mr. Diana recommended we establish a Security Committee made up of former law enforcement personnel to discuss and interact with the Brevard Sheriff Office in an effort to resolve current and potential issues in the Bay.

Mr. Schwatlow requested that a dedicated deputy in the community should work with the current C.O.P.S. program. He asked the residents work together for a change in the Bay.

Mr. Diana made a motion to establish a Security Committee made up of former law enforcement officers. Second by Mr. Cavaliere. Motion carried unanimously.

Manager's Report

Per the Board workshop held on January 19, 2016 a revision to the Rules of Trustees will be placed on the February 12, 2016 agenda for adoption. Staff is currently researching the cost of options for sheds suggested by residents and staff. Several factors are currently being researched before the sheds are ordered. Several factors are currently being researched before the sheds are ordered. Staff signed the final paperwork (payment request summary form) and returned it the grant writer. Once the notice of limitations is recorded at the Clerk of the Court's Office, the reimbursement package will be mailed to Tallahassee. Due to some oversights in the design fees in the active project cost calculations, only a maximum of \$198,221.74 will be requested for reimbursement.

Attorney Report

General Counsel Repperger commented on his time working with the Trustees and residents in the Bay. He communicated his respect for the evolution of the Board and this community in the years he has been here. He hopes to continue to assist the Board in the best way he can. He thanked the Board for the opportunity to continue working for Barefoot Bay. He asked for direction from the Board regarding several offers for 406 Raven Drive. The Board gave authorization to move forward with the offers. General Counsel will bring the final proposal back to a subsequent meeting. He discussed his communication with the attorney for the HOA regarding the upcoming HOA/BOT fining authority workshop. He stated that there is a good understanding between himself and the HOA attorney and believes there will be productive dialogue at the upcoming meeting.



BAREFOOT BAY RECREATION DISTRICT

Trustee Liaison Report

Resident Relations/ARCC/Violations/RV Storage/Shopping Center Liaison - Mr. Klosky reported on the recent Violation's Committee Meeting with four cases still remaining in violation out of eighteen. Since January 1, 2016, 207 cases have been opened. At the ARCC committee Mr. Klosky noted twenty-four applications received and twenty-four approvals. Ms. Wright commented on recent resident dissatisfaction regarding District meetings being cancelled without alerting the public. She asked that we remove the meetings from the calendar, which are traditionally cancelled due to the proximity to the holidays in advance, instead of waiting until a few weeks before the meeting. Ms. Wright reported on the upcoming events and promotions at the Lounge and the 19th Hole. Tickets are now available for the Superbowl for Sunday, February 7th and for the "Foods You Love" musical event and buffet lakeside on February 27th. Tickets can be purchased at the 19th Hole, the Lounge and resident relations for \$10 each. She discussed the new program "Barefoot Friends". Provide your email address to receive coupons for anniversaries, birthdays and special events. Registration forms are available at the both Food and Beverage locations. The mystery shopper program begins in February. Kathy Mendes, Food and Beverage manager has teamed up with "Service with Style" in effort to provide the best service possible to our residents. Mystery shoppers will have lunch and drinks in both of our establishments and will report on service, cleanliness and food quality. A written report will be submitted to Ms. Mendes. Welcome back snowbirds. In an effort to ensure resident enjoyment and comfort, local favorite band, Dreamer, will play on Feb 12th and on March 25th in Building A from 7-10:30PM.

Golf/Property Services Liaison - Mr. Lavier announced the Golf Gala scheduled on Feb 13th. This Saturday is the Bayside High School Football Booster Club fundraiser. He reported on the great time had by all at last weekend's 16th annual Veteran's Golf Tournament. Sebastian Skydivers made an appearance and was a spectacular sight as they jumped with the American flag, the POW flag and one jumper even had smoke trailing behind as they landed onto our golf course. Over 172 participants showed up to participate. Mr. Lavier thanked Sandy Lobello and Ernie Cruz for a great job coordinating the successful event and asked for a round of applause for their efforts.

Administration Liaison - Steve Diana as liaison to District Clerk/Administration reported on a job well done. He reported on the recent Special Facilities Committee meetings where committee evaluated and approved the 5yr Plan presented by Mr. Coffey.

HOA Liaison - Mr. Cavaliere reported he will make a more concerted effort to attend all the HOA meetings going forward starting with the Executive Board meeting scheduled on February 2nd. He looks forward to working with them as he sees the collaboration between the Board and the HOA as a valuable source to get information out to the homeowners. He announced the Finance meetings will be held on the first Thursday of the month with next month meeting discussion involving financing options as presented by Special District Services. He assured the residents that the Board's goal is not to raise the assessment but he is committed to fixing our current facilities. He asked that the residents remember prices have gone up and he is investigation the best way to finance these projects.

Trustee's Incident Remarks

Mr. Diana requested Staff investigate installing a cell tower disguised as a tree at the Barefoot Bay beach as a potential source of revenue. He stated the cell service in that area is limited and there is a potential to incur \$8-\$10,000 per month by having the tower situated in that location.



BAREFOOT BAY RECREATION DISTRICT

Audience Participation

Nancy Eisele reminded and invited the residents to the New Homeowners Orientation on the last Sunday in February. Why leave replacement Building F in the same location? Mr. Cavaliere stated that the committee voted to keep the building in the same location and forwarded to the Board who also voted to keep the building where it is.

Carol Joseph discussed the "Free Libraries" program. The County Library provides the equipment to set up a free book exchange and gently used books. It is centrally located in the community that houses one. She asked for approval from the Board to establish the Free Library here in Barefoot Bay. The board was in consensus to proceed with establishing the program.

Harold Wortman discussed the upcoming HOA/BOT Fining Workshop on February 2, 2016 at 2:30PM. He is confident that we are moving in the right direction in working together to improve the operations in the Bay. He announced the HOA General Meeting on February 8, 2016 at 7PM in Building A and the HOA card party scheduled for February 27, 2016 from 7-10PM. Tickets are on sale please call 321.327.9116 or stop by the HOA office from 1-3PM on Monday and Wednesday.

The next meeting is scheduled for Friday, February 12, 2016 in Building D/E at 1PM.

Mr. Diana made a motion to adjourn. Second by Mr. Cavaliere. Meeting adjourned at 9:17PM.

Steve Diana, Secretary

Dawn Myers, District Clerk

**AGREEMENT FOR KUBOTA
ENGINE REPAIR REPAYMENT SCHEDULE**

This Agreement, made and entered into on this 28 day of JANUARY, 2016, by and between the BAREFOOT BAY RECREATION DISTRICT, a mobile home park recreation district organized under the laws of the State of Florida (herein called "BBRD") and the OVER SIXTY SOFTBALL LEAGUE (hereinafter called the "LEAGUE"):

WHEREAS, BBRD owns a certain park parcel, located in the Barefoot Bay Recreation District of Brevard County, Florida, described as:

Area designated "Park" in Barefoot Bay Mobile Home Subdivision, Unit 2, Part 10, according to the plat thereof, as recorded in Plat Book 22, Page 111, Public Records of Brevard County, Florida. This parcel is also described as: Park, "Tract EE" as described in Replat of Park Areas in Barefoot Bay Mobile Home Subdivision, Unit Two, Part Ten, according to the plat hereof as recorded in Plat Book 26, Page 5, of the Public Records of Brevard County, Florida; and

WHEREAS, BBRD and the LEAGUE have entered into an Amended Agreement for the maintenance of the recreational softball field and restroom facility on the above referenced property; and

WHEREAS, pursuant to the terms of the Amended Agreement between the parties, the BBRD is to pay to the LEAGUE a monthly sum not to exceed \$688.00 beginning October 1, 2014 (nunc pro tunc) upon the submittal of an invoice to the Finance Office of the BBRD; and

WHEREAS, in or about FY 2014-2015, BBRD discovered certain damage to a Kubota Tractor owned by BBRD and used by the League for maintenance activities; and

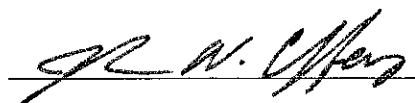
WHEREAS, BBRD and the League are agreeable to a repayment schedule for damage to the Kubota Tractor;

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is agreed as follows:

1. The amortization schedule attached hereto and specifically incorporated herein as Exhibit "A," is agreed to by the parties.

2. The League compensation due from BBRD to the LEAGUE under the Amended Agreement for Maintenance of Softball Field Recreation Facilities is to be reduced monthly by one hundred and fifty dollars (\$150.00) nunc pro tunc from October 1, 2014 to November 30, 2016. Thereafter, a final reduction of eighty-seven dollars and seventy-two cents (\$87.72) shall be withheld in December 2016. Thereafter, the compensation from BBRD to the LEAGUE shall return to six hundred and eighty-eight dollars (\$688.00) a month.

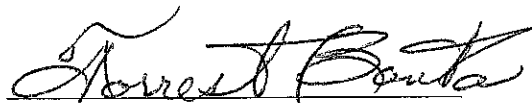
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates written below.



John Coffey,

Community Manager, BBRD

Date: 28 Jan 16



Print Name: FORREST BANTA

President, Over Sixty Softball
League

Date: 1-28-2016

Kubota engine repair payment schedule

| Fiscal Year | Month | monthly payment | Total repayment |
|-------------|-------|--------------------|--------------------|
| 2015 | Oct | 150 | 150.00 |
| | Nov | 150 | 300.00 |
| | Dec | 150 | 450.00 |
| | Jan | 150 | 600.00 |
| | Feb | 150 | 750.00 |
| | Mar | 150 | 900.00 |
| | Apr | 150 | 1,050.00 |
| | May | 150 | 1,200.00 |
| | Jun | 150 | 1,350.00 |
| | Jul | 150 | 1,500.00 |
| | Aug | 150 | 1,650.00 |
| | Sep | 150 | 1,800.00 |
| 2016 | Oct | 150 | 1,950.00 |
| | Nov | 150 | 2,100.00 |
| | Dec | 150 | 2,250.00 |
| | Jan | 150 | 2,400.00 |
| | Feb | 150 | 2,550.00 |
| | Mar | 150 | 2,700.00 |
| | Apr | 150 | 2,850.00 |
| | May | 150 | 3,000.00 |
| | Jun | 150 | 3,150.00 |
| | Jul | 150 | 3,300.00 |
| | Aug | 150 | 3,450.00 |
| | Sep | 150 | 3,600.00 |
| 2017 | Oct | 150 | 3,750.00 |
| | Nov | 150 | 3,900.00 |
| | Dec | 87.72 | 3,987.72 |

EXHIBIT "A"

**AMENDED AGREEMENT FOR MAINTENANCE OF
SOFTBALL FIELD RECREATION FACILITIES**

This Agreement, made and entered into on this 28 day of January, 2016, by and between the BAREFOOT BAY RECREATION DISTRICT, a mobile home park recreation district organized under the laws of the State of Florida (herein called "BBRD") and the OVER SIXTY SOFTBALL LEAGUE (hereinafter called the "LEAGUE"):

WHEREAS, BBRD owns a certain park parcel, located in the Barefoot Bay Recreation District of Brevard County, Florida, described as:

Area designated "Park" in Barefoot Bay Mobile Home Subdivision, Unit 2, Part 10, according to the plat thereof, as recorded in Plat Book 22, Page 111, Public Records of Brevard County, Florida. This parcel is also described as: Park, "Tract EE" as described in Replat of Park Areas in Barefoot Bay Mobile Home Subdivision, Unit Two, Part Ten, according to the plat hereof as recorded in Plat Book 26, Page 5, of the Public Records of Brevard County, Florida; and

WHEREAS, the said park parcel has been improved by the construction and installation of a recreational softball field and restroom facilities which require continuing maintenance; and

WHEREAS, the LEAGUE utilizes the said facilities on a regular basis for its activities; and

WHEREAS, the LEAGUE is willing to provide for maintenance of the improvements on the above-described parcel in order to facilitate and promote the activities of the League; and

WHEREAS, BBRD and the LEAGUE wish to enter into a written agreement pursuant to which the LEAGUE shall provide such services.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is agreed as follows:

1. The LEAGUE shall provide maintenance of the grounds comprising the Softball Field, restrooms, storage areas, bleachers and parking on the above-described parcel. Such maintenance shall include, but are not limited to, grounds preparation (with materials such as clay and sand), labor and services (such as nail dragging, mowing, edging, tree trimming, removal of debris, painting needs) to have a safe and playable surface.
2. The LEAGUE shall annually provide BBRD documentation of liability insurance which shall be of an amount and scope that is acceptable to BBRD. BBRD shall be listed as a certificate holder on the policy.
3. Any claim arising out of the maintenance or condition of the fields shall be the sole responsibility of the LEAGUE. The LEAGUE shall indemnify and hold harmless BBRD and its officers, agents, and employees from and against all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting from any actions or omissions taken under this Agreement, where such claim, damage, loss, or expense is caused, in whole or in part, by the act or omission of the LEAGUE, or anyone directly or indirectly employed by the LEAGUE, or

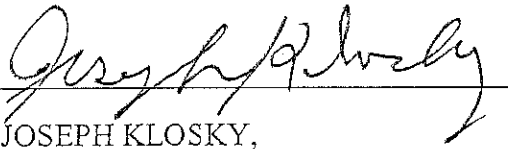
anyone for whose acts any of them may be liable, regardless of whether or not it is caused by or in part by a party indemnified thereunder. As part of this indemnification, the LEAGUE agrees to pay, on behalf of the BBRD, the cost of BBRD's legal defense as may be selected by BBRD for all claims described in this paragraph. Such payment on behalf of BBRD shall be in addition to any and all legal remedies available to BBRD and shall not be considered to be BBRD's exclusive remedy. In agreeing to this provision, BBRD does not intend to waive any defense or limit of sovereign immunity to which it may be entitled under Section 768.28, Florida Statutes or otherwise provided. The parties acknowledge that specific consideration has been exchanged for this provision

4. All material and supplies needed shall be ordered by the LEAGUE through BBRD Purchasing.

5. The services and materials to be furnished by the LEAGUE in accordance with this agreement shall expressly exclude repairs to the restroom facilities, as well as fertilizer and weed control. These items shall be and remain the responsibility of BBRD.

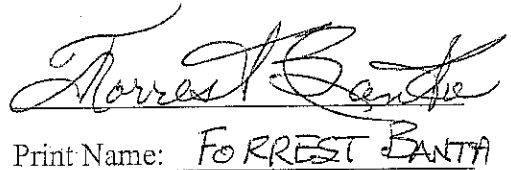
6. In consideration for the services set for the in paragraph 1 of this Agreement, BBRD shall monthly pay to the LEAGUE a sum not to exceed \$688.00 beginning October 1, 2014 (nunc pro tunc) upon the submittal of an invoice to the Finance Office of the BBRD.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates written below.


✓ JOSEPH KLOSKY,

Chairman, BBRD

Date: 28 Jan 16


Print Name: FORREST BANTA

President, Over Sixty Softball
League

Date: 1-28-2016

| |
|---------------------|
| Meeting Date |
| July 08, 2016 |



| | |
|----------------|----------|
| Agenda | |
| Section | 9 |
| Item No | D |

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

| |
|---|
| Requested Action: Approve Request |
| <p>Summary Explanation and Background: Applicant 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>Applicant does not meet all criteria (number of year round residents and times/dates/layouts for the club) but due to the nature of the request staff recommends the <u>BOT approve the request by Ms. Linda Scholefield to form the "Support Group for People Diagnosed with Multiple Sclerosis."</u></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.</p> |
| Exhibits Attached: Request to form a club from Ms. Linda Scholefield, excerpt from Policy Manual |
| Contact: John W. Coffey, Community Manager |
| Fiscal Impact: N/A |
| Contract/Agreement Reviewed by Attorney: N/A |
| Community Manager's Approval: |

July 1, 2014

Mr. John Coffey
Community Manager
B.F.B. R. D.

Linda Schokfield
1202 Barefoot Cirk.
B.F.B. 32976
772-202-4740

Dear Mr. Coffey,

I am writing to request permission to organize/establish a Club to be registered as BFB Club to have access to Meeting Place and Calender Scheduling.

The "Club" will be a Support Group for People Diagnosed with Multiple Sclerosis.

I am dealing with this disease and would like to reach out in the BFB Community to others dealing with same issues, possibly sharing Resources etc..

I have only two names of residents at this time. Until there is more exposure we can only include our two names. (see attached Request To Organize Form).

Thank you for your consideration. Look forward to meeting you at some point.

Linda Schokfield



**BAREFOOT BAY
RECREATION DISTRICT**

REQUEST TO ORGANIZE A CLUB

NAME OF CLUB:

Multiple Sclerosis Support Group

PURPOSE/OBJECTIVE:

*Support, Educate, Inform People with M.S.
Outreach surrounding Community*

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 (Resident)

ADDRESS

1202 Barefoot Circle

PHONE #

772-202-4740

RESIDENT #1 INFORMATION

NAME

Kim Kopet

ADDRESS

626 Hyacinth Circle

PHONE #

603-489-8501

RESIDENT #2 INFORMATION

NAME

ADDRESS

PHONE #

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 _____

ADDRESS _____

PHONE # _____

RESIDENT #4 INFORMATION

NAME _____

ADDRESS _____

PHONE # _____

REQUESTOR SIGNATURE

Linda Schaefer

DATE

July 1, 2016

COMMUNITY MANAGER APPROVAL

DATE

* Using 2 hours, once a month
Want to reserve time ~~a~~ day to establish
The support group!

Cannot advertize until have time a day
Secured.

Will do outreach for interest after secured.

* National MS Society will become involved once
the group has a membership for a 3 month
period.

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
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.

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 08, 2016

Subject: Manager's Report

1. **Building A Transformer Replacement Project Update** – The project is scheduled to commence next week with a planned power outage to Buildings A & C on Thursday 7-8Jul16.
2. **Peek at the Week Update** – Due to the holiday weekend, the next edition will be published and distributed on Tuesday, 5Jul16.

Attorney's Report

Trustees Liaison Reports

Incidental Remarks from Trustees

Audience Participation

Adjournment