

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

Friday, June 8, 2018

1:00 PM

1225 Barefoot Boulevard, Building D/E



BAREFOOT BAY RECREATION DISTRICT

Barefoot Bay Recreation District Regular Meeting
Friday, June 8, 2018 at 1 P.M.
Building D&E

AGENDA

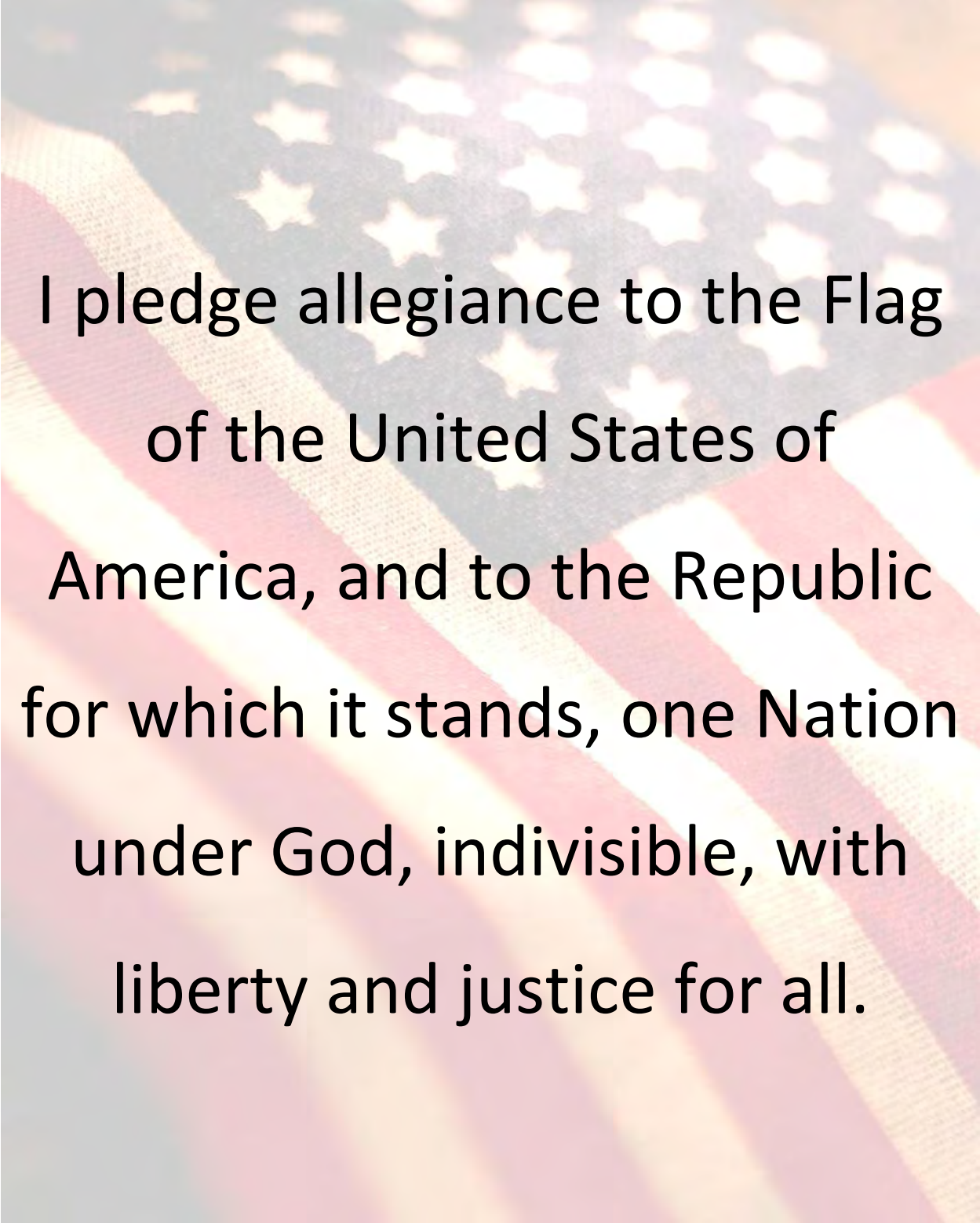
Please silence all electronic devices

1. Thought for the Day
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Presentations and Proclamations
 - A. Employee Milestones
5. Approval of Minutes
6. Treasurer's Report
7. Audience Participation
8. Unfinished Business
 - A. RJ's 2002 Diner Lease Assignment
 - B. New D&E/19th Hole/Pro Shop/Cart Barn Project
 - C. Lounge Expansion Project
9. New Business
 - A. DOR Violation 17-004770 942 Jacaranda Drive
 - B. Banking Issues
 - C. Pool Temperatures
 - D. Pool#2 Heater Replacement Confirmation
 - E. Budget Amendment: Seasonal Groundskeepers positions
 - F. Exercise Equipment on TuTu Trail
 - G. Generator Study
10. Manager's Report
11. Attorney's Report
12. Incidental Trustee Remarks
13. Adjournment

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

Thought of the Day





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. Lavier

1st Vice Chair - Mr. Diana

2nd Vice Chair – Mr. Wheaton

Secretary - Mr. Klosky

Treasurer - Mr. Cavaliere

Also Present

General Counsel- Cliff Repperger, Jr., Esq.

Community Manager - John W. Coffey

District Clerk - Dawn Myers

Presentations

Approval of Minutes



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

May 11, 2018

1 P.M. –Building D&E

Meeting Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on May 11, 2018 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Lavier called the meeting to order at 1:00 P.M.

Thought for the Day

Mr. Lavier asked for a moment of silence to honor our service personnel both past and present who have helped protect our country. He also asked that we remember our Barefoot Bay residents both past and present. He informed the audience of a special moment of silence to acknowledge the loss of 25-year veteran employee of Barefoot Bay Recreation District, Ms. Sandy Lobello. Ms. Lobello was a dedicated employee in the Pro Shop, Resident Relations and advocate for the veterans and veteran services in Barefoot Bay.

Pledge of Allegiance to the Flag

Led by Mr. Wheaton.

Roll Call

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

Presentations

Minutes

Mr. Cavaliere made a motion to approve the minutes from April 13, 2018. Second by Mr. Wheaton. Motion carried unanimously.

Treasurer's Report

Mr. Cavaliere read the Treasurer's Report for May 11, 2018.

Mr. Klosky made a motion to approve the Treasurer's Report as written. Second by Mr. Wheaton. Motion carried unanimously.

Audience comment On Agenda Items

Mr. Rich Schwatlow shared his thoughts on the proposed expense to update the current CCTV system in the RV and Boat Storage. He stated that it is an unnecessary expense for the Bay as the storage area is fenced and card access only.

Unfinished Business

FASD

Mr. Cavaliere explained that the Board previously voted to renew their membership with the Florida Association of Special Districts (FASD). Today he would like to nominate a resident from the District to represent Barefoot Bay at their forums and events. Mr. Cavaliere made a motion to select Mr. Ed Geier as



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the District representative to the FASD. Mr. Lavier passed the gavel to Mr. Wheaton in order to second the motion.

Ms. Jeanne Osborne commented on the number of eligible females in the Bay and asked that the Board consider a female resident to represent the District.

Mr. Klosky made a motion to select Ms. Jeanne Osborne as the resident representative. General Counsel Repperger stated that there already was a motion on floor and a second. Mr. Cavaliere withdrew his motion and requested tabling the item until the next meeting.

Mr. Cavaliere made a motion to table the agenda item until the next meeting. Second by Mr. Lavier.

Motion passed unanimously.

Ms. Carol Joseph asked for clarification as she thought the representative had to be a Trustee. Mr. Coffey stated that he spoke with the Executive Director of FASD and he did confirm that the representative can be a non-employee, non-legislative individual.

Update on Golf Signs on US1

Mr. Jack Reddy shared his frustration concerning the repeated topic of Golf at the District meetings.

Mr. Cavaliere asked for an update on the public golf course signs the Board asked to be placed on the entrance walls to Barefoot Bay. Mr. Coffey stated that a deposit has been provided to the vendor, however there has been a delay with the completion of the signs. Mr. Matt Goetz, Property Services Manager, is in close contact with the vendor and was told that the process is a lengthy one. Mr. Cavaliere suggested that if there is an option for refund perhaps we can pursue this and investigate another sign vendor or have General Counsel contact the vendor to encourage acceleration of the process.

Recap of D&E Complex As Understood by Trustee Cavaliere

Mr. Cavaliere began a discussion on investigating the feasibility of an alternate option for Building D/E. He suggested placement of a 7,000 square foot building for meeting space in the area behind the shopping center. He explained that since the proposed replacement building will encroach onto the current golf course area which will incur additional costs to redesign the golf course, perhaps we can consider expansion of current D/E Building. He proposed expansion of the 19th Hole kitchen, dining area and the Pro Shop. He inquired about his concerns about delaying the bond process. Mr. Coffey stated that the change in plans will, in fact, slow down the bond process but encouraged the Trustees to take as long as they want to make a decision. He reminded the Board that BBRD Financial Advisor, Mr. Clark Bennett cautioned them to make a firm decision before moving forward as it will affect the bond process. Mr. Wheaton agreed that we should hold off on the bond process until we have a firm idea of which direction we will move.

Ms. Jeanne Osborne asked for clarification about Mr. Cavaliere's proposal. She inquired about considering a building survey on the effectiveness of our current meeting facilities. Mr. Cavaliere explained that he understands that the residents are showing a higher interest in expansion of the Lounge than for the D/E Building and would rather focus on what the homeowners are more interested in.

Ms. Carol Joseph inquired about putting the bond issue on hold for a while until we get a better idea of what projects need to be addressed.



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Mr. Cavaliere clarified that he only wants to hold off for a week or so to check out the space to see if it fits and if it does not he would like to proceed as planned.

General Counsel also advised holding off as long as it takes to make the right decision. Mr. Jason Pierman echoed General Counsel's words and stated that small changes after making the decision to move forward is possible but large decisions like this one are not possible so he recommends waiting until the Board is certain about what they are going to do. He cautioned that interests rates may go up but its better to wait than to move forward with still unknown factors.

Ms. Sue Reddy questioned the legalities of moving forward without the consent of the residents.

General Counsel reiterated that each situation should be looked at individually, but the court has ruled that any buildings already in the platted area are outside of the requirements for the \$25,000 cap. He continued that any proposed new buildings purchased would be subject to the acquisition limitations stated in the Charter.

Ms. Louise Crouse applauded the Board on listening to the residents in this instance. She suggested the Board also think about the fact that since the Resident Relations staff will transition to the new Administration Building, we may consider the space where the current Resident Relations office and the Water Department office as additional space for a possible profit bearing venue.

Mr. Robin Nash shared his comments about moving forward with the bond process and stated that he supports the Boards decision to obtain the 30-year bond.

Mr. Wheaton made a motion to have TLC provide the information on the feasibility of a 7,000 square foot building in the area behind the shopping center. Second by Mr. Cavaliere. Mr. Klosky opposed. Motion carried 3-1

Employee Incentive Program

In October 2017, the Board authorized the development of a draft Employee Incentive Program that complies with Section 215.425, Florida Statutes to be brought back at a future meeting. General Counsel Repperger and BBRD Staff have developed a program that complies with the requirements of the statutory section. General Counsel presented the program to the Board.

Mr. Cavaliere made a motion to approve the Employee Incentive Program as presented by General Counsel Repperger. Second by Mr. Klosky. Motion carried unanimously.

Fireworks Display

Staff solicited a quote from Zambelli Fireworks for a 10-12-minute display. Mr. Coffey presented a map of the fireworks zone near the unused shuffle board courts by the playground (future mini golf area) and the safety restricted zone (area that the shuffle board courts, bocce ball courts, lawn bowling and horse shoe pits). Mr. Cavaliere suggested the 10 million insurance liability language is included in the contract. He stated that the amount attributed to BBRD should not be higher than \$10,000.

Mr. Cavaliere made a motion to approve the contact with the amendment that the \$10 million liability insurance is listed in the contract. Mr. Lavier passed the gavel to Mr. Wheaton. Second by Mr. Lavier. Mr. Klosky opposed. Motion passed 3-1

Mr. Rich Schwatlow voiced his opinion regarding the high cost for the fireworks and his opposition to spending this amount of money on this type of purchase.



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Parking Issues at Softball Field

Mr. Cavaliere stated that he was presented a petition from the residents on Wren Circle regarding the problem with parking at the softball field. He stated he is happy with the resolution that has come out of the problem. Mr. Coffey clarified that the resolution to the problem is a change in landscaping so the parking will be on the District property rather than on Wren Circle.

Mr. Brian Belanger stated that they have come up with a resolution to add at least 20 more cars in the current parking area. Visitors can also park on Dottie Lane.

Mr. Louis Sabella stated that he started the petition. He stated that the residents on Wren Circle will work with the softball players but will be back if this resolution does not work.

Responsibility of Committee Members Making Public Statements

Mr. Cavaliere stated that he is tired of a certain resident printing inaccurate statements in the Tattler as it is irresponsible and causes misinformation around the community. He stated that if it continues he will request the Board remove him from any and all committees that he currently sits on.

Micco RV Storage CCTV Repair/Replacement

Mr. Coffey stated that the quality of the CCTV system at the Micco RV Storage lot has deteriorated considerably over the past few years. He requested direction on the Board if they would like to pursue the upgrade of the system. Staff recently received a quote from ADS for \$13,269.00.

Mr. Cavaliere stated he is not in favor of continuing with the funding for the upgrade to the CCTV system.

Mr. Cavaliere made a motion to not approve the CCTV system upgrade in the Micco RV Lot. Second by Mr. Wheaton. Motion carried unanimously.

Mr. Cavaliere made a motion to remove funding from the budget to upgrade the cameras at the West RV lot and discontinue the cameras. Second by Mr. Klosky. Motion carried unanimously.

Replacement Mower

Budgeted for FY18 is the replacement of the commercial lawn mower. Staff solicited a quote from the state bid system from WescoTurf for \$32,145.

Mr. Cavaliere made a motion to award contract for a replacement mower to WescoTurf in the amount of \$32,145.61. Second by Mr. Klosky Motion carried unanimously.

Manager's Report

Finance

FY18 Assessment Collection Update – \$3,340,276.65 (gross) or 92.8% of the FY18 Budget has been received as of April 12th. Please see attached for details.

Resident Relations

ARCC Updates

- Meeting on April 17, 2018 at 9am in the HOA office. There were 46 permits on the agenda 2 extensions were granted 2 were denied.



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- Meeting on May 1, 2018 at 9 am in the HOA office. There were 44 permits on the agenda 2 extensions were granted 1 was denied.
- The ARCC Committee will meet again on May 15, 2018 at 9 am in the HOA office.

Violations Committee Updates

- Meeting on April 13, 2018 at 10am at Bldg. D&E. There were 20 cases on the agenda for that meeting. 6 cases came into compliance prior to the meeting. 14 cases were found in violation.
- Meeting scheduled for April 27, 2018 was cancelled.
- The Violations Committee will meet again on May 11, 2018 at 10 am at Bldg. D&E. There are 21 Violations for this meeting.

Human Resources Update

- Processed 119 applications for 8 open positions.

Food & Beverage

- There are still a few tickets left for our annual Mother's Day brunch on Sunday at 1pm. at Pool #1. Everyone is welcome to the street dance from 2-6 p.m.
- Happy hour is now 2-6pm. from May through September at the Lounge and the 19th Hole.
- Lounge and 19th Hole operational hours are posted for the months of May – September.
- Tickets for the Father's Day clam bake will go sale Monday, May 14. Flyers with all the details are posted.

Golf-Pro Shop

- Tournaments: Sign up at Pro Shop or call 664-3174 for details
- Employee
 - May 19 Course Closed until 1:00 pm
- Upper East Coast
 - May 24, 8:30 Shot gun
- Course Aerification completed
- Weed Control will cause yellowing for next few weeks
- Projects beginning next week
 - Bunker restoration
 - #13 area behind green
- Mother's Day Sale Call Pro Shop for details 664-3174
 - Now through Mother's Day (May 13)

Property Services

- Began construction of the boardwalk extension at the beach
- Repaired broken wire and bad breaker for the sidewalk lights on Veteran's Way out to the bridge
- Finished construction of the remaining two bocce ball courts
- Installed new heater at pool #1
- Ordered new 1,000,000 btu heater for Pool #2



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- Finished assembly of the 34 new benches and began installation

General Information

- FY19 Budget Review and Adoption Process Update – Public meetings include the following:
 - Authorization for FY19 Proposed Budget Mailout: BOT Regular Meeting, 22May18, Bldg. D/E, 7pm
 - Adoption of FY19 Assessment Rate and FY19 Budget: BOT Regular Meeting, 26Jun18, Bldg. D/E, 7pm
- FY19 WDPB Documents can be reviewed or obtained as follows:
 - Paper copies of the FY19 WDPB are available for inspection at the Old Administration Building and Resident Relations' Office
 - The “Homeowner’s Version” is available free to all residents at the Old Administration Building.
 - Electronic versions of each document are available at www.bbrd.org.
- Financing of Projects Update
 - The following agenda items are scheduled for the May 22nd BOT meeting (based on the April 13th BOT approved list of 20 projects and selection of the 30-year bond method of financing):
 - Disclosure Counsel Proposal
 - Trustee (for Bond) Proposal
 - Underwriters RFQ Committee Selection
 - Validation Resolution

Attorney’s Report

No Report

Incidental Trustee Remarks

Mr. Cavaliere remarked on the constant bickering and trustee bashing from the Community in the Tattler. He recommended the residents that have questions or concerns come to the Board meetings and speak to the Trustees directly. Mr. Cavaliere asked that the residents try to be nicer to the elected officials so you will have quality people working for you.

Mr. Klosky stated that he is pleased with the current status of the Bay.

Mr. Lavier asked that everyone keep Ms. Sandy Lobello’s family in their thoughts.

Adjournment

The next meeting will be on Tuesday, May 22, 2018 at 7PM in Building D/E.

Mr. Cavaliere made a motion to adjourn.

Meeting adjourned 3:39PM.

Joseph Klosky, Secretary

Dawn Myers, District Clerk



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

May 22, 2018

7 P.M. –Building D&E

Meeting Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on May 22, 2018 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Lavier called the meeting to order at 7:00 P.M.

Thought for the Day

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

Pledge of Allegiance to the Flag

Led by Mr. Cavaliere.

Roll Call

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

Presentations

Mr. Lavier presented the Memorial Day Proclamation to Veteran representatives, Mr. Jim Willie and Mr. Ray Bourgault.

Mr. Diana made a motion to accept the Memorial Day Proclamation. Second by Mr. Klosky. Motion carried unanimously.

Minutes

Minutes will be approved at the next meeting.

Treasurer's Report

Mr. Cavaliere read the Treasurer's Report for May 22, 2018.

Mr. Klosky made a motion to approve the Treasurer's Report as written. Second by Mr. Diana. Motion carried unanimously.

Audience comment On Agenda Items

Mr. Jim Willie, Commander of the American Legion announced that the offices of Disabled American Veterans Chapter #155 and American Legion Post 366 would like to honor Ms. Sandy Lobello for her contributions as a Veterans Service Officer. He acknowledged her unwavering service to the Veterans as unmatched and requested that Ms. Lobello's name be memorialized on the Veteran's building she worked so hard to build.



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Ms. Louise Crouse discussed the smoking issue on today's agenda. She suggested forming a committee of smokers and non-smokers to get an informed direction on this issue. Ms. Crouse explained that this issue was also presented to the Board years ago and a viable solution was achieved through creation of a task force committee. She voiced her disapproval with the possibility of expanding the smoking section and reminded the Board of the dangers of second hand smoke, that there are less smokers overall and the proximity of children in this area. Ms. Crouse did not recommend making a firm decision on this topic without further investigation.

Mr. Rich Schwatlow voiced his opinion on the development of the buildings in Barefoot Bay. He voiced dissatisfaction with the way the Trustees have managed building projects in the past and shared his apprehension for the administration of future building projects currently being discussed as well. Mr. Schwatlow stated that he has suggested a city planner in the past and recommends the Boards seek out expert assistance for future projects in the Bay.

Mr. Rick Berndsen commented on the placement of the audience participation on the agenda prior to unfinished and new business. He voiced his dissatisfaction that residents do not have a firm idea of how to comment on the agenda items when participation is at the beginning of the meeting. Mr. Berndsen commented on the smoking agenda item and suggested smoking should be restricted whenever there is a roof, as this is the standard he has experienced in his travels both here and abroad. He suggested the Board hold off on the bond issue until the next election in the event names change on the Board bringing new opinions on the subject. Mr. Berndsen voiced his dissatisfaction on approving the bond as the amount of money the Board is thinking of borrowing, in his opinion, is not necessary and will only double after 30 years.

Ms. Connie Bennett commented on the smoking issue stating that as a smoker, she is respectful of non-smokers and understands the issue. However, she asked that the Board refrain from completely restricting smoking at the pool as smokers also have rights too.

Ms. Shirley Baker stated that she is courteous of non-smokers and has a right to smoke at the pool area. She stated that if the smokers are banned at Pool 1 then smoking should not be allowed on the porch of the 19th Hole and outside of Building A either as these areas are close to the doors of those establishments.

Unfinished Business

Appointment of FASD Representative

Mr. Cavaliere discussed the need for a Barefoot Bay representative for the Florida Association of Special Districts (FASD) conferences. He stated that he has received and read Mr. Geier's resume there have been no other resumes submitted and maintains that former Trustee, Mr. Ed Geier, is the best selection to attend the meetings on behalf of Barefoot Bay.

Mr. Diana agree with Mr. Cavaliere pointing out his local government background as Mayor of Palm Bay and his workings with Governor Bush. Mr. Wheaton explained his disagreement with the selection of Mr. Geier as he does not believe the information in Mr. Geier's resume is accurate. Mr. Cavaliere clarified Mr. Wheaton's statement about him originally wanting this position as false.



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Ms. Jeanne Osborne stated that she feels strongly that this appointment should be given to a Trustee as they are the ones elected to represent the Bay.

Mr. Cavaliere made a motion to select Mr. Ed Geier as Barefoot Bay FASD representative. Second by Mr. Diana. Mr. Klosky and Mr. Wheaton opposed. Motion carried 3-2.

New Business

FY19 Proposed budget Mailout

Mr. Coffey presented the draft mailout to the Board which was discussed at multiple workshops and BOT meetings. He gave the Board the opportunity to discuss the budget further or accept today as presented.

Mr. Cavaliere made a motion to approve the Budget mailout as presented. Second by Mr. Klosky. Motion carried unanimously.

Smoking at Pool #1

Ms. Debbie Oldakowski commented about smoking at the pool and shared her hope that the smoking section is not being expanded especially with the health issues connected with smoking.

Ms. Connie Bennett said with respect to the non-smokers though she is a smoker, she is also a consumer who spends money and enjoys the pool. She hopes the Board will remember that smokers have rights too and will not hold one group's rights over another.

Mr. Diana stated that it has come to his attention there are disrespectful smokers at the Pool. He is aware that there are renegade smokers behind the Lounge that smoke in the non-smoking area, throw their cigarette butts on the ground or put them out against the building. Mr. Diana discussed his own personal encounter with a resident who walked with his cigarette past the pool host and threw his cigarette butt on the pool deck before entering the Lounge. He asked that residents respect the Bay and each other, he asked that penalties are put in place for violators of the smoking policy. The Board gave direction to staff that consequences for violations to the BBRD smoking policy is strictly enforced. Mr. Cavaliere commented on the fact that unfortunately people have a lack of respect for each other and it will be difficult to get individuals to adhere to policy at all times. He stated that all we can do is direct the smokers found in the prohibited area to the proper smoking section. He added, if the individuals remain non-compliant then staff should be instructed to contact 911. Mr. Wheaton stated that we can have crowd monitors, but people will do what they want to do. Residents are personally responsible for following the policy. He stated that he agreed with the audience member who asked about moving the audience participation section as many residents were confused about what this topic was about at the beginning of the meeting.

Memorial Bench

Mr. Humbert Webster has requested to donate a memorial bench in honor of Ms. Irene Webster for placement at the 18th Tee Box which will replace an existing bench.

Mr. Klosky made a motion to accept the donation in memory of Mrs. Irene Webster. Second by Mr. Diana. Motion carried unanimously.



BAREFOOT BAY RECREATION DISTRICT

Manager's Report

Finance

- FY18 Assessment Collection Update – \$3,408,126.07 (gross) or 94.7% of the FY18 Budget has been received as of May 11th. Please see attached for details.
- Surplus Disposition – On-line auctions for the surplus mid-size truck, dump truck and gas-powered golf cart end on Friday. Said items can be bid on at <https://www.govdeals.com>. Additional surplus items will be listed for sale at the site in the near future.

Resident Relations

ARCC Updates

- Meeting on May 15, 2018 at 9 am in the HOA office.
There were 24 permits on the agenda. All were approved.
- The next meeting will be on May 29, 2018 at 9 am in the HOA office. 36 permits will be considered.

Violations Committee Updates

- Meeting on May 11, 2018 at 10am at Bldg. D&E. There were 21 cases on the agenda for that meeting. 2 cases came into compliance prior to the meeting. 19 cases were found in violation.
- The next meeting will be on May 25, 2018 at 10 am at Bldg. D&E. There are 21 cases on the agenda.

Customer Service Update

- 15 new homeowner packets processed since May 11th.

Food & Beverage

- Belmont Race Party in the Lounge. – Come and cheer on Justify on June 9th as he tries to win the Triple Crown. Three Ring Circus will play from 5-9pm. Pastrami and chicken waldorf sliders will be on the menu and the special drink will be the Belmont Jewel.
- Father's Day Clam Bake – Tickets for the annual event are on sale in the Lounge, 19th Hole and Resident Relations Office. Flyers with all the details are posted.

Golf-Pro Shop

- Course Aerification
 - June 4th Back Nine and Putting Green Closed
 - June 5th Front Nine and Driving Range Closed
 - Weed Control will cause yellowing for next few weeks
- Projects beginning next week
 - Bunker restoration phase 3
 - Completed 1st bunker drainage
 - Started 2nd bunker
 - Sod will be done all at once at completion of drainage phase of all bunkers
 - #13 area behind green being prepared for sod removal and replacement
 - Repaired 4 sinkholes on number 17 (2 on green, 1 in rough by green and 1 in fairway)
- Memorial Day Sale – Call Pro Shop for details 772.664.3174 (Now through Memorial Day)
- Jr. Golf Camp begins June 8th (Sign up at Pro Shop)

Property Services

- Pressure washed the sidewalks and buildings at the shopping center
- Replaced the line on the flag poles on US1



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- Repaired burned out pole lights at Pool 1
- Addressed current DOR grass violations
- Solicited bids on pickleball court project and tennis court fence repairs
- Worked with Finance to list surplus inventory on on-line auction site for disposition
- Prepped for Memorial Day parade and ceremony
- Conducted interviews for vacant positions
- Pool heaters will be turned off for the summer this weekend as normally scheduled unless the BOT desires otherwise.

Mr. Coffey informed residents that the fireworks display will be presented on July 1st there will be a safe area recommended by the vendor. Residents will not be permitted in or near this area. This restricted area will be strictly enforced anyone found in the restricted area will be quickly directed to our sheriff deputy service.

Attorney's Report

General Counsel Repperger discussed the fireworks vendor contract. He reported that the vendor had some questions with the language the Board approved regarding the proposed contract amendment. The certificate of insurance for 10 million dollars was discussed and agreed to be added with the contract.

Incidental Trustee Remarks

- Mr. Cavaliere had no report.
- Mr. Klosky wished everyone a safe and Happy Memorial Day.
- Mr. Wheaton wished everyone a great weekend and Happy Memorial Day.
- Mr. Diana wished everyone a safe and Happy Memorial Day. He commented on the county commissioners proposed increase to the fire district's special assessment fee of \$88 a year. He stated that if the increase passes, please be aware this is not Barefoot Bay's increase but an increase through the county.
- Mr. Lavier discussed the agenda sequence specifically the Audience Participation section of the meeting. He explained that he will lead the meetings back towards the Robert's Rules of Order process. He stated that he understood the frustration that some residents have about commenting at the beginning of the meeting without knowing what the full scope of the agenda item is about but reminded the residents that the Trustees also do not know and cannot discuss the agenda items among themselves prior to the public meeting per the Florida Sunshine Law. On behalf of the Board he wished everyone a safe and Happy Memorial Day.

Adjournment

Mr. Cavaliere made a motion to adjourn.

The next meeting will be on Friday, June 8, 2018 at 1PM in Building D/E.

Mr. Cavaliere made a motion to adjourn.

Meeting adjourned 8:00PM.

Joseph Klosky, Secretary

Dawn Myers, District Clerk

Treasurer's Report

Barefoot Bay Recreation District

Treasurer's Report

June 8, 2018

Cash Balances in General Fund as of 5/31/18

Petty Cash

Total Petty Cash: \$ 2,000.00

Operating Cash in Banks

MB&T Operating Account

2,633,730.09

Total Operating Accounts: 2,633,730.09

Interest Bearing Accounts

BOA Money Market Account

105,653.01

SBA Reserve Account

562,435.56

Total Interest Bearing Accounts 668,088.57

Total Cash Balances in General Fund:

\$ 3,303,818.66

Total Daily Deposits and Assessments Rec'd for 5/16 - 5/31/2018:

Daily deposits: \$ 49,774.02

Assessments received (from County only): -

Total Deposits Received \$ 49,774.02

Expenditures over \$5,000 for 5/16 - 5/31/2018:

Check Number	Vendor	Description	Check Amount
	US Treasury Department	Payroll Tax Liability: PPE 5/13	22,294.48
50356	ABM Landscape & Turf Services	Maintenance for May 2018	38,691.16
	Rossway Swan Tierney Barry Lacey & Oliver P.L.	Legal for May 208	9,109.27
50390	Special District Services, Inc	Management Fee May 2018	12,797.18
50394	Atlantic Roofing II	Building Roof A, Application #5 Capital	9,243.00
50409	Reynolds General Contractors, Inc.	New Admin. Bldg. - Draw 2	60,750.00
50427	Paychex	Payroll Liability: PPE 5/27	51,277.40
	US Treasury Department	Payroll Tax Liability: PPE 5/27	15,219.45

Total Expenditures over \$5,000 for 5/16 - 5/31/2018: \$ 219,381.94

Audience Participation

Unfinished Business

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018

Title: **RJ's 2002 Diner Lease Assignment**

Section & Item: 8A

Department: Administration: Finance Manager

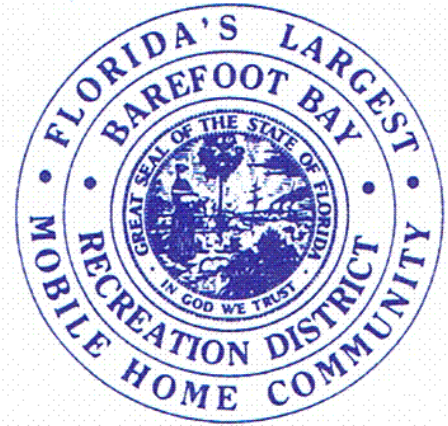
Fiscal Impact: \$877.29

Contact: John Coffey, Community Manager, and Charles Henley, Finance Manager

Attachments: Letter from Robert Schmidt on behalf of Ninette M. Ierome (leasee)

Reviewed by General Counsel: No

Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Review request from Mr. Schmidt and direction to staff.

Background and Summary Information

BBRD entered into a 5 year lease agreement ending Dec. 31, 2019 with 2002 Sebastian, Inc. and Raymond Macht on February 24, 2015 for use of Building 1, Space 2 and a portion of Space 2 at 937 Barefoot Blvd. On March 27, 2018 the BOT assigned the lease to Ms. Ierome and authorized three months of 50% reduction in "rent."

The leasee apparently believed the term "rent" covered all payments due per her contract and is now requesting an additional \$292.42 reduction per month (for the first 3 months) to cover CAM, real estate taxes and sales taxes components of her monthly lease.

Staff requests direction from the BOT.

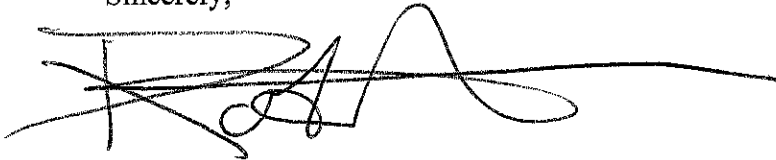
May 23, 2018-05-23

Barefoot Bay Recreation District

Attention: Board

I, Robert Schmidt request to be on the June 8th BBRD BOT meeting agenda regarding the rent forgiveness for RJ 2002 Restaurant.

Sincerely,

A handwritten signature in black ink, appearing to be 'R Schmidt', with a long horizontal flourish extending to the right.

Robert Schmidt

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018

Title: **New D&E/19th Hole/Pro Shop/Cart Barn Project**

Section & Item: 8B

Department: 2018 Bond Projects Fund: R&M/Capital

Fiscal Impact: \$4,998,643.65

Contact: Frank Cavaliere, Trustee

Attachments: Summary of project (as taken from draft engineering report for the bond issuance) and Rough Order of Magnitude cost estimate

Reviewed by

General Counsel: No

Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Discussion and direction to staff.

Background and Summary Information

Trustee Cavaliere requested this item be placed on the agenda.

In mid-FY17, the BOT began developing a list of projects to consider for financing. Early in FY18, the BOT added this project and deleted the following renovation/expansion projects from their list:

19th Hole Kitchen renovation and expansion	220,343
Repave 19th Hole lot (parking lot)	124,043
D/E sidewalk replacement	21,000
Replacement of pro shop	369,545
Replacement of Golf course cart barn	110,766
Total	845,697

Later in FY18, the BOT authorized a follow-up conceptual design effort where the BOT settled on a 14,000-16,000 square foot building to be construction in the approximately location of the existing buildings which have a total of 7,376 sq. ft.

Pro Shop	1,440
D/E	3,750
19th Hole	2,186
Total Square Footage*	7,376
* Indicates porches are excluded	

The financing effort is currently on hold until the BOT re-confirms the specific projects and costs. A request for a RoM cost estimate for a 6,000-7,000 sq. ft. building to be located behind the Shopping Center was previously submitted to BBRD's engineer of record (as directed by the BOT on May 11, 2018).

Staff requests direction from the BOT.

more detail by a licensed surveyor and civil engineer during design development phase of the project. The RoM estimate assumes the existing wearing course measures 1.5" thick, and will be removed entirely to accommodate a new 1.5" thick wearing course. Value engineering solutions to reduce the amount of wearing course required will need to be reviewed by a licensed civil engineer.

NEW ADMIN BUILDING

Administrative services for the Barefoot Bay Recreation District are currently located in modular buildings adjacent to Building A in Barefoot Bay Florida. The replacement project proposes to remove the existing modular buildings, and construct a new 3,855 square foot structure consisting of load-bearing reinforced masonry walls and pre-engineered wood roof trusses. The project scope includes infrastructure to accommodate the installation of a full back up generator in the future, as well as, site improvements and storm water detention for future expansion of the parking lot in front of the building. The new building is located adjacent to the existing structure to allow the existing building to remain occupied and functional throughout construction. At the time of this report, construction drawings had been submitted to the Brevard County building department for review, and the building was under contract with Reynolds Construction.

REPLACEMENT OF D-E/19TH HOLE/PRO SHOP COMPLEX

The existing community center, pro-shop, and restaurant are contained within three adjacent buildings that comprise the D-E/19th Hole/Pro Shop complex. Existing Building D-E is a pre-engineered metal building structure with non-load bearing masonry infill walls. The 19th hole, constructed as an addition to the original Building D-E structure, consists of load bearing masonry walls with steel girders, purlins, and a metal roof deck. The pro-shop is housed within modular buildings on the south side of Building D-E. The existing buildings no longer service the growing needs of the community. The Barefoot Bay Recreation District contracted with Dave Nagrodsky Architects (DNA) and BSE Civil Engineers to develop a concept site plan and architectural layout for a new 14,000 square foot clubhouse facility to replace the existing D-E, 19th Hole, and Pro Shop. The proposed facility requires demolition of the existing structures to site the building in such a way as to avoid additional project cost related to golf course redesign and impacting the existing right of way. The proposed structure would consist of load bearing reinforced masonry walls with pre-engineered roof trusses supported on shallow foundations. The catering and food service capacity of the proposed facility requires that the existing utility services to the building be upsized. Square footage cost for the building is assumes moderate finishes being used throughout the building and moderate add-ons to the RS Means base facility (8%). The base building square footage cost (\$184.59) is less than the national average for this type of facility.

UPGRADE ELECTRICAL INFRASTRUCTURE AT BUILDING A

The Barefoot Bay Recreation District contracted with TLC Engineering for Architecture in November 2015 to perform an assessment of the existing electrical distribution system as it related to circuit breaker trips experienced during community events in Building A. TLC determined that the circuit breaker trips were being caused by circuit overload associated with too much equipment being plugged into a single circuit. Recommendations and code required modifications to the electrical distribution system and clearances to equipment to satisfy current building code standards were outlined in the TLC report (attached to this report). RoM cost for proposed infrastructure improvements were provided in the report.

BUILDING A HVAC REPLACEMENT/UPGRADE

The Barefoot Bay Recreation District contracted with TLC Engineering for Architecture in September 2017 to assess the condition of the existing HVAC system in Building A. The existing building is served by (4) split system A/C units and a separate wall mounted unit in a renovated office space. Three of the four existing Community Center split systems are more than 10 years old. Additionally the systems have operational issues that need to be addressed in order to coordinate with the proposed kitchen renovations and increase efficiencies. Recommendations for equipment replacement and additional controls are contained within the TLC report included as an attachment to this report. RoM cost for proposed HVAC improvements were also provided in the report.



COCOA DIVISION
874 Dixon Blvd
Cocoa FL 32922-5809
321-636-0274 • Fax 321-639-8986

MEMORANDUM

TO:	John Coffey Community Manager Barefoot Bay Recreation District 625 Barefoot Blvd Barefoot Bay, FL 32976	PROJECT:	Rough Order Magnitude (RoM) Cost Estimating Services Proposal
FROM:	Colin G. Doyle, PE	PROJECT #:	517175
RE:	Building D&E Replacement	DATE:	May 01, 2018

Per your request, TLC is providing a rough order of magnitude cost estimate for the removal and replacement of the existing Building D&E facility with a new 14,000 square foot facility.

The rough order of magnitude cost estimate is based on national average construction cost as provided by 2016 RS Means adjusted for regional cost factors. Rough order of magnitude estimates do not include soft costs associated with permitting, design, restricted working hours, or hauling costs.

The rough order magnitude cost is based on the following assumptions and limitations:

- Existing building foundations will need to be removed to accommodate proposed building foundations and underground utilities.
- The RoM estimate assumes the existing building utilities are undersized for the proposed building and need to be replaced.
- The RoM cost assumes the new building will be located over the footprint of the existing building and will not impact or require redesign of the golf course. Redesign of the golf course has been estimated to exceed \$3 million dollars.
- Square footage cost for the building is assumes moderate finishes being used throughout the building and moderate add-ons to the RS Means base facility (8%). The base building square footage cost (\$184.59) is less than the national average for this type of facility.

Rough Order Magnitude Cost: **\$5.00 million.**

Unit costs for various elements are provided in the attached worksheet.

If you have any additional questions or concerns, please feel free to contact our office.

Regards,

Colin G. Doyle, PE
Structural Project Engineer



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Project	Barefoot Bay Building D/E Replacement
TLC #	517175
By	CGD
Date	15-Jan-18
Subject:	Building D&E Replacement RoM Cost Estimate
Description:	Rough order magnitude cost for replacement of existing Building D/E with a new 14,000 SF clubhouse.

Location: Barefoot Bay, Florida
 Location Factor: 90% {Melbourne, FL}
 Historical SF Cost Index 110%
 Construction: Commercial
 Existing Construction 10,000 SF
 New Construction 14,000 SF

Rough Order Magnitude Cost - 19th Hole Renovation						
Code	Description	Unit Cost	Adj. Unit	Unit	Qty	Total
Demolition						
02 41 16.13	Building Demolition - Superstructure/Interiors	\$ 0.39	\$ 0.39	CF	160000	\$ 61,776.00
02 41 16.17	Building Demolition - Slab on Grade	\$ 0.70	\$ 0.69	SF	10000	\$ 6,930.00
02 41 16.17	Building Demolition - Foundations	\$ 17.10	\$ 16.93	SF	10000	\$ 169,290.00
Subtotal 1						\$ 237,996.00
New Building Construction						
M.100	Country Club (Wood Truss w/ Conc Block)	\$ 185.00	\$ 183.15	SF	14000	\$ 2,564,100.00
M.100	Add-Ons (Lockers, Bar, Walk-In Cooler, Etc)	\$ 14.25	\$ 14.11	SF	14000	\$ 197,505.00
Subtotal 2						\$ 2,761,605.00
Site Development						
G2040 990	Site Development {per development of 14,000 SF commercial space per RSMeans					
	Site Preparation	\$ 38,000.00	\$ 37,620.00	L.S.	1	\$ 37,620.00
	Utilities	\$ 130,000.00	\$ 128,700.00	L.S.	1	\$ 128,700.00
	Pavement	\$ 220,000.00	\$ 217,800.00	L.S.	1	\$ 217,800.00
	Stormwater Management	\$ 180,000.00	\$ 178,200.00	L.S.	1	\$ 178,200.00
	Sidewalks	\$ 18,200.00	\$ 18,018.00	L.S.	1	\$ 18,018.00
	Lighting	\$ 50,000.00	\$ 49,500.00	L.S.	1	\$ 49,500.00
	Landscaping	\$ 74,000.00	\$ 73,260.00	L.S.	1	\$ 73,260.00
Subtotal 3						\$ 703,098.00
Contractor Fees (General Requirements: 10%; Overhead 5%; Profit: 10%) per RSMeans					25%	\$ 925,674.75
Contingency					10%	\$ 370,269.90
Total						\$ 4,998,643.65



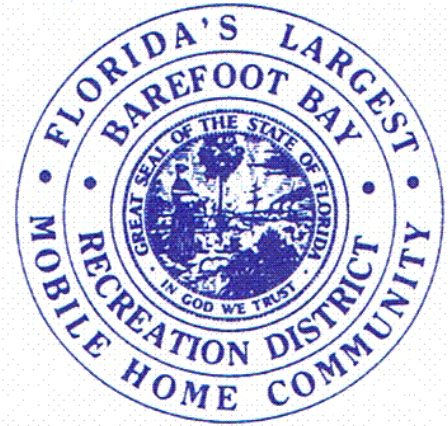
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Notes	
1	RoM cost estimate does not include soft costs associated with permitting, review, restricted working hours, additional services from the design team, and other mitigating factors.
2	RoM cost estimate assumes all existing building foundations need to be removed to accommodate new underground utilities and building foundations. Final location of proposed building may reduce or eliminatet the need for existing foundations to be removed.
3	RoM square footage cost of new building construction is less than national mean for this type of facility. Assumes avarage finishes and ammenities. (National range according to RSMeans between \$89.50 and \$296.35 per square foot). Cost of add-ons assumed to be 8% of square footage cost of facility. This includes lockers, sound system, walk-in-coolers, etc.
4	RoM estimate assumes existing building will be removed prior to start of new construction in order to avoid impact to existign golf course. Cost associated with redesign of existing golf course to accommodate alternate building location/maintain existing facility during construction estimated in excess of \$3 million.
5	RoM estimate assumes existing utility servces (potable water, sewer, grease trapps, etc.) are undersized for the proposed new building and need to be replaced. Future development of design may allow for a percentage of existing foundations that do not conflict with proposed building support to remain.

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018
Title: Lounge Expansion Project
Section & Item: 8C
Department: 2018 Bond Projects Fund: R&M/Capital
Fiscal Impact: \$350,000
Contact: Frank Cavaliere, Trustee
Attachments: Summary of project (as taken from draft engineering report for the bond issuance) and Rough Order of Magnitude cost estimate

Reviewed by
General Counsel: No
Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Discussion and direction to staff.

Background and Summary Information

Trustee Cavaliere requested this item be placed on the agenda.

In mid-FY17, the BOT began developing a list of projects to consider for financing. This project was originally estimated at \$245,000 but later revised to \$350,000 when staff noticed an error in the base square footage and thus an error in the expansion square footage (in addition to the original estimate from the engineers not including ancillary required site work). The current cost estimate is based on a 1,300 square foot or 50% expansion.

The financing effort is currently on hold until the BOT re-confirms the specific projects and costs. A request for a RoM cost estimate for a 6,000-7,000 sq. ft. building to be located behind the Shopping Center was previously submitted to BBRD's engineer of record (as directed by the BOT on May 11, 2018).

Staff requests direction from the BOT.

BUILDING A KITCHEN EXPANSION

Barefoot Bay Recreation District has proposed to renovate the existing kitchen in Building A to provide increased capacity with the intent to facilitate catering events for up to 300 guests. The renovation requires reconfiguration of the existing partitions, replacement of existing kitchen equipment, installation of new HVAC systems to service the hoods and walk in freezer, and new openings in the exterior walls to facilitate access to the new exterior walk in cooler/freezer. The RoM estimate assumes the existing grease trap and grease interceptor are code compliant and sized to accommodate the revised kitchen load. Existing building drawings showing the existing grease trap and grease interceptor were not available. The estimate further assumes the existing utility and power service to the building are sufficient for the additional loads. RoM cost estimates for equipment assumes that the equipment is owner furnished and contractor installed. The unit price for each piece of equipment as shown in the kitchen equipment designers specifications represents the average market value of the equipment and does not account for the owner's purchasing power, taxes, shipping, or available discounts that may be offered to the Barefoot Bay Recreation District.

LOUNGE ENLARGEMENT

A proposal has been put forth to enlarge the existing 2,600 square foot lounge adjacent to Building A by 50 percent with an approximately 1,300 square foot addition. The new lounge would be conditioned. The RoM estimate assumes that the lounge enlargement would classify as a Class II renovation in accordance with the Florida Existing Building Code, exempting the requirement that the existing building structure, mechanical, electrical, fire protection, plumbing, and/or architectural life safety elements of the existing building be brought up to standards outlined in the current edition of the Florida Building Code. Moderate landscaping and demo costs of portion of the existing exterior canopy on the North side of the lounge building, and relocation of the existing exterior walk-in cooler are included in the RoM cost estimate. New mechanical equipment will be provided to service the lounge addition. Scope and RoM is based on components of a master planning study developed by BBRD in conjunction with BSE, DNA, and TLC in 2016.

BEACH PROJECTS, PHASE 3 (RESTROOM)

The project consists of construction of a new modular pre-engineered pre-manufactured restroom and changing facility at the beach parcel owned by the Barefoot Bay Recreation District. The RoM includes the construction of new septic system, and demolition of the existing structure. Scope and RoM is based on components of a master planning study developed by BBRD in conjunction with BSE, DNA, and TLC in 2016.

BEACH PROJECTS, PHASE 4 (PAVILION)

The project consists of construction of a new wood framed 20 foot x 40 foot covered pavilion with concrete slab on grade and adjacent fixed charcoal grills on the beach parcel owned by the Barefoot Bay Recreation District. Scope and RoM is based on components of a master planning study developed by BBRD in conjunction with BSE, DNA, and TLC in 2016.

BEACH GATE ACCESS CARD SYSTEM

The project scope includes removal of the existing gate at the Barefoot Bay Recreation District beachside parcel and construction of a new mechanical security gate. The new security gate would provide access to Barefoot Bay residents with a card system and/or punch code. The RoM estimate includes removal of the existing gate and construction of the new gate (including foundations and electrical). Long term maintenance and operational costs of the system are excluded from the RoM estimate.

LAKE BANK RESTORATION, PHASE 6

The scope of work is limited to installing approximately 2,700 linear feet of geo-filter tube erosion barriers along the banks of the lake left of the 11th tee box and right of the 16th green. The full report provided by Treasure Coast Turf and Landscape Services has been included as an exhibit to this report. The recommendations contained within the report include, but are not limited to, additional sprinkler heads to



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MEMORANDUM

TO:	John Coffey Community Manager Barefoot Bay Recreation District 625 Barefoot Blvd Barefoot Bay, FL 32976	PROJECT:	Rough Order Magnitude (RoM) Cost Estimating Services Proposal
FROM:	Colin G. Doyle, PE	PROJECT #:	517098
RE:	Building A Lounge Enlargement	DATE:	May 09, 2018

Per your request, TLC is providing a rough order of magnitude cost estimate for the enlargement of the existing $\pm 2,600$ sf conditioned lounge area by 50% to $\pm 3,900$ sf. The additional space is to be conditioned A. The scope of the project is intended to increase the square footage of the existing lounge by 50%. The rough order of magnitude cost estimate is based on national average construction costs as provided by 2016 RS Means adjusted for regional cost factors. Rough order of magnitude estimates do not include soft costs associated with permitting, design, restricted working hours, hauling costs, or incidental site work.

The rough order magnitude cost is based on the following assumptions/limitations:

- The lounge addition is to be conditioned.
- RoM cost excludes interior fit out of expanded lounge including, but not limited to: decorations, furniture, and concessions. "400" should be "1,300"
- RoM assumes the existing lounge square footage is 400 square feet. Estimated RoM may be scaled by actual square footage.
- Moderate landscaping and demo costs of portion of the existing exterior canopy on the North side of the lounge building, and relocation of the existing exterior walk-in cooler are included in the square footage RoM estimate values.
- New mechanical equipment will be provided to service the lounge addition.
- Expansion of the lounge square footage is assumed to fall under a Class II renovation and does not require that the existing building structure, mechanical, electrical, fire protection, plumbing, and/or architectural life safety elements be brought up to the standards outlined in the current Florida Building Code. This can only be evaluated through conceptual design of the expansion. Changes to this assumption may have significant impact to the assumed total cost of renovation.

Rough Order Magnitude Cost: **\$350,000.00**

Unit costs for various elements are provided in the attached worksheet.

If you have any additional questions or concerns, please feel free to contact our office.

Regards,

Colin Doyle, PE
Associate / Structural Project Engineer



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Project	Barefoot Bay FY18 RoM Cost Estimates
TLC #	517098
By	CGD
Date	9-Oct-17
Subject:	Building A Lounge Enlargement
Description:	Rough order of magnitude cost estimate for a 50% increase in the square footage of the existing Building A lounge area.

Location: Barefoot Bay, Florida
 Location Factor: 90% {Melbourne, FL}
 Historical Cost Index: 112% {2016}
 Construction: Commercial
 Area 3600 SF

Rough Order Magnitude Cost						
Code	Description	Unit Cost	Adj. Unit	Unit	Qty	Total
-	General Interiors	\$ 22.16	\$ 22.34	SF	3600	\$ 80,414.21
-	Structural	\$ 11.63	\$ 11.73	SF	3600	\$ 42,215.16
-	Mechanical	\$ 11.15	\$ 11.24	SF	3600	\$ 40,461.12
-	Electrical	\$ 14.25	\$ 14.36	SF	3600	\$ 51,710.40
-	Plumbing	\$ 9.70	\$ 9.78	SF	3600	\$ 35,199.36
Subtotal						\$ 250,000.25
Contractor Fees (General Requirements: 10%; Overhead 5%; Profit: 10%) <i>per RSMeans</i>					25%	\$ 62,500.06
Contingency					15%	\$ 37,500.04
Total						\$ 350,000.35

Notes	
1	RoM cost estimate does not include soft costs associated with permitting, review, restricted working hours, hauling/fill costs, site work, additional services from the design team, and other mitigating factors
2	RoM cost includes interior fitout of expanded lounge including, but not limited to: decorations, furniture, and concessions.
3	Expansion of the lounge square footage classifies as a Class II renovation and does not require that the existing building structure be brought up to the standards of the current Florida Building Code. This will need to be evaluated through a life safety analysis of the existing space through conceptual design of the addition. changes to this assumption may have significant impact to the assumed cost of renovation.

New Business

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018
Title: **DOR Violation 17-004770
942 Jacaranda Drive**

Section & Item: 9A
Department: Resident Relations: DOR Enforcement
Fiscal Impact: N/A
Contact: Rich Armington, Resident Relations
Manager
Attachments: Notice's and Pictures

Reviewed by
General Counsel: N/A
Approved by: John W. Coffey, Community Manager



Requested action by the Board of Trustees

Review violation and referral to General Counsel Repperger.

Background and Summary Information

First violation occurred on 10/03/2017, a 30-day suspension was imposed on 10/16/2017 and a six-month suspension was imposed on 11/16/2017.

Eighteen follow ups and pictures have been done since first Violation. Staff has signed affidavit of notices, signed suspension notices and attached ten pictures. Respondent has been notified by first class mail and certified mail.

Staff recommends that the BOT refer this Violation to the General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT 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.

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

BAREFOOT BAY RECREATION DISTRICT

Petitioner

Vs

Case no. 17-004770

#2098/ 17-004770

BARBOUR, DAVID L

942 JACARANDA DR

BAREFOOT BAY, FL 32976

Respondent(s),

STATEMENT OF VIOLATION

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

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

• **ARTICLE III, SECT. 3 (A) (B) (C) (D) (E) Vehicle Violations(Boats/Trailer/RV/Comm. Vehicles, Etc.)**

(A) No commercial vehicle, abandoned and/or inoperable vehicle, recreational vehicle, jet ski, boat, boat trailer, utility trailer, camper, motor home, camping trailer, truck camper, pickup truck with camper top OR any vehicle in excess of 25 feet in overall length as measured from the foremost projection thereof to the rearmost projection thereof, shall be parked on any lot, driveway, carport or common area within Barefoot Bay, except for commercial vehicles parked temporarily at a lot for the purpose of providing repair or other services to the occupant thereof, and (2) those vehicles described in subsection C of this section. (B) All vehicles described in subsection (A) of this section shall be parked in vehicle storage areas provided by the Recreation District or in such other areas outside Barefoot Bay as may be located by the owner. (C) 1. Notwithstanding any of the foregoing sub-paragraphs of this section, a recreation vehicle, boat, personal water craft, utility trailer, or boat mounted on a trailer may be parked in the driveway on a lot for purposes of cleaning, loading, unloading and preventative maintenance between the hours of 7 a.m. and 10 p.m. only. An owner may request that a vehicle be allowed to remain on a lot beyond the time-frame provided herein if extenuating circumstances exist, submitting a request to Recreation District Resident Relations in advance of said occurrence. No vehicle shall remain on a lot beyond the time-frame provide herein without obtaining approval from Recreation District Resident Relations in advance. 2: A commercial vehicle is defined for the purpose of this Document as any passenger and/or non-passenger vehicle designed, used, or maintained primarily for conduct or operation of a commercial business. Only one pick-up truck, passenger van or cargo van used for commercial purposes, which is the sole means of transportation of the occupant of the lot, must be kept in a garage or fully parked under a carport with visual buffering as may be approved by ARCC. A vehicle may not have signage, equipment or materials visible when parked. (D) Motor vehicles parked at or on a Lot shall be parked only on the concrete driveway or concrete parking area serving on such Lot. No vehicle shall be parked on any lawn, grass or landscaped area of a Lot. (E) Kayaks and canoes may be properly stored and secured at the rear of any residence.

LOCATION/ADDRESS WHERE VIOLATION EXISTS

Block # 121 Lot # 41

942 JACARANDA DRIVE

BAREFOOT BAY, FL 32976

DESCRIPTION OF VIOLATION(s): Trailer cannot be parked on property

DATE OF VIOLATION FIRST OBSERVED: Oct 03, 2017

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

October 04, 2017 via First Class

May 29, 2018 via Certified return receipt requested.

DATE ON/BY WHICH VIOLATION TO BE CORRECTED: June 4th, 2018

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

NOTICE OF HEARING

The Respondent must correct the alleged violation(s) contained in the enclosed Statement of Violation by the date set forth therein and contact the Deed of Restrictions Enforcement Officer who signed the Statement of Violation to verify such correction. If the Respondent disputes the existence of the violation(s) and wishes a hearing, notice is hereby given that a Hearing will be conducted before the Board of Trustees at 1:00Pm on June 8th, 2018 at 1225 Barefoot Boulevard, Building D&E, Barefoot Bay, Florida. The purpose of this Hearing will be to determine whether or not the alleged violation(s) exist.

If the violation(s) described in the Statement of Violation are corrected and then recur, or if the violations are not corrected by the time specified for correction, the case shall be presented to the Board of Trustees. Notice is hereby given that a **Hearing** will be conducted before the Barefoot Bay Board of Trustees at on at **1225 Barefoot Boulevard, Building D&E, Barefoot Bay, Florida.**

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

IF ANY INDIVIDUAL WISHES TO APPEAL ANY DECISION MADE BY THE BOARD OF TRUSTEES WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, A VERBATIM RECORD OF THE PROCEEDING WILL BE REQUIRED, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS BASED 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 29, 2018

Board of Trustees/Deed of Restrictions STAFF

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

BAREFOOT BAY RECREATION DISTRICT

Petitioner

Vs

Case no. 17-004770

#2098 / 17-004770

BARBOUR, DAVID L,

942 JACARANDA DR

BAREFOOT BAY, FL 32976

Respondent(s),

RE: 942 JACARANDA DRIVE
Barefoot Bay, FL 32976

AFFIDAVIT OF NOTICES

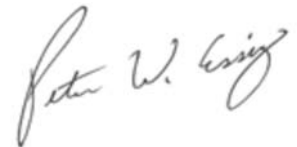
STATE OF FLORIDA
COUNTY OF BREVARD

BEFORE ME, the undersigned authority, personally appeared, Deed of Restrictions Enforcement Officer Peter Essig for the Barefoot Bay Recreation District, who after being duly sworn deposes and says:

1. That on or about the _____ day of _____ 2018, a Statement of Violations and a Notice of Hearing was mailed to the respondent at the above address by **First Class mail**.
2. That on or about the _____ day of _____ 2018, a Statement of Violations and a Notice of Hearing was mailed to the above respondent by **Certified mail**, return receipt requested, a copy of which is attached hereto.
3. That on or about the _____ day of _____ 2018, a Statement of Violations and a Notice of Hearing was **Posted** at the above referenced address a copy of which is attached hereto.
4. That on or about the _____ day of _____ 2018, a Statement of Violations and a Notice of Hearing was emailed to the Mortgage Servicer for above referenced address, a copy of which is attached hereto.

FURTHER AFFIANT SAYETH NOT.

Dated this _____ day of _____ 20____.



Peter Essig, DOR Inspector

The Foregoing instrument was acknowledged before me on _____ day of _____ 20____ by Peter Essig, who is personally known to me and did take an oath.

Notary Public
State of Florida at Large



942 Jacranda. Trailer overnight. 5:37 AM
Peter Essig
May 09, 2018



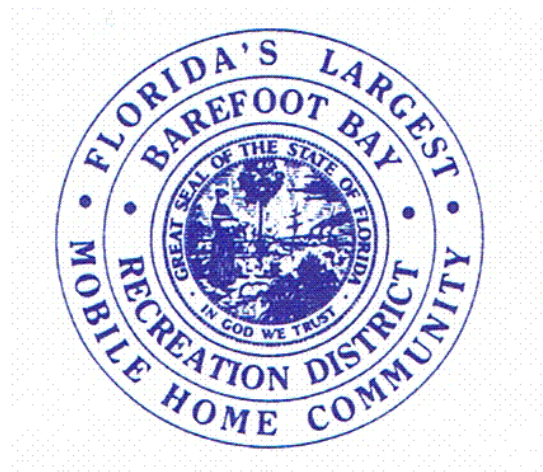
Richard Armington
Oct 09, 2017



Richard Armington
Oct 06, 2017

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018
Title: Banking Issues
Section & Item: 9B
Department: Administration: Finance
Fiscal Impact: Unknown
Contact: Frank Cavaliere, Trustee
Attachments: N/A
Reviewed by
General Counsel: No
Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Discussion and direction to staff.

Background and Summary Information

Trustee Cavaliere (BOT appointed Treasurer) requested this item be placed on the agenda.

Staff requests direction from the BOT.

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018
Title: Pool Temperatures
Section & Item: 9C
Department: Property Services: Pools
Fiscal Impact: Unknown
Contact: Frank Cavaliere, Trustee; Matt Goetz, Property Services Manager; or John W. Coffey, Community Manager
Attachments: N/A
Reviewed by
General Counsel: No
Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Discussion and direction to staff.

Background and Summary Information

Trustee Cavaliere requested this item be placed on the agenda.

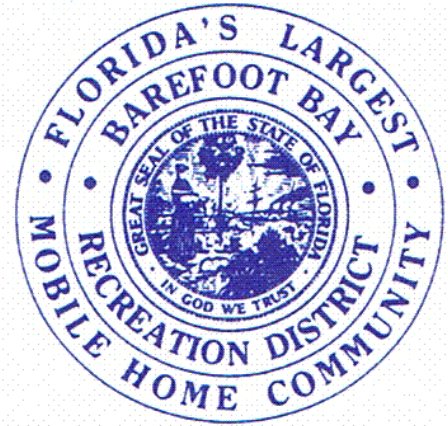
BBRD's three pools are heated by propane gas each year beginning on October 1st through Memorial Day weekend. Historically, (as explained to the Community Manager 4.5 years ago) BBRD strives to achieve the goal of 86 degrees Fahrenheit water temperature when heated (summertime temperatures can sometimes exceed this goal due to the heat of the sun and high evening temperatures).

Each winter season, for the past five years, residents have complained when the temperature drops lower than 84 degrees. This year, complaints have also been received that the temperature is too high.

Staff requests direction from the BOT.

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018
Title: **Pool #2 Heater Replacement Confirmation**
Section & Item: 9D
Department: Property Services: Pools
Fiscal Impact: \$10,892.00
Contact: Matt Goetz, Property Services Manager;
or John W. Coffey, Community Manager
Attachments: Quote
Reviewed by
General Counsel: No
Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Review and confirm award of contract by the Community Manager.

Background and Summary Information

In March, the BOT confirmed the Community Manager's award of contract for a larger (1,000,000 BTU) gas heater for Pool#1. Said unit was received and placed into service. As part of the FY19 Budget Review workshops, the BOT had tentatively added funding to the FY19 Proposed Budget to upgrade the heaters at Pools #2 & #3 to similar sized units. However, the existing heater at Pool#2 ultimately failed in early May. Although the Community Manager only has spending authority up to \$7,500.00, he signed the quote for \$11,971.00 to expedite the replacement process (an estimated 30-day arrival due to the unit having to be shipped from overseas).

Staff recommends the BOT confirm the Community Manager's award of contract to The Gas Man in the amount of \$10,892 for a Pool#2 replacement heater while waiving the second quote requirement.



INVOICE B 7990

130 Mar Len Drive
Melbourne Beach, FL 32951
Email: ericthegasman@yahoo.com

<input type="checkbox"/> SERVICE <input type="checkbox"/> INSTALL <input checked="" type="checkbox"/> ESTIMATE		<input type="checkbox"/> CONNECT <input checked="" type="checkbox"/> ESTIMATE		WORK #	DATE OF INVOICE
				HOME #	DATE SERVICED 3-19-18
				CELL/PAGER #	772-664-3141
CUSTOMER NAME/ADDRESS				MAKE	
BIS Pool #1				MODEL	
BAREFOOT BLVD.				SERIAL	
33 32976					
ITEMS TO BE SERVICED			PROBLEM REPORTED		
MATTHEW GOETZ @ BBRO. QAL					
QUAN	PARTS OR MATERIAL USED			AMOUNT	
-	RAYPAK COMMERCIAL 962			\$11,971.00	
	POOL HEATER (INDOOR)				
-	RAYPAK COMMERCIAL 926			\$10,892.00	
	POOL HEATER (OUTDOOR)				
WORK PERFORMED:					
* 30 DAY LEAD TIME ON					
THESE UNITS *					
				MATERIALS	
				LABOR	
				SUBTOTAL	
A \$25 late fee is added to all invoices				TAX	
not paid within 30 days of service.				TOTAL DUE	
CUSTOMER UNDERSTANDS AND AGREES THAT WORK HAS BEEN PERFORMED IN A SATISFACTORY MANNER AND IN SAFE OPERATING CONDITION. CUSTOMER HAS ALSO BEEN ADVISED THAT THEIR GAS SUPPLIER IS TO BE CONTACTED IMMEDIATELY FOR GAS ODORS DETECTED, POSSIBLE GAS LEAKS, CORRECTIONS OR CHANGES TO GAS SYSTEM, AND PERIODIC MAINTENANCE TO GAS SYSTEM.					

8/ date
is for
Pool #1

(QW)

EMAILED

CUST. SIGN.

DATE:

PERFORMED BY:

[Signature] 03 MAY 18

[Signature]

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018

Title: **FY 2018 Budget Amendment and Resolution to add two Seasonal 40 Hour per week Groundskeeper positions**

Section & Item: 9E

Department: Property Services

Fiscal Impact: \$19,119 (from Contingency and Employee Incentive)

Contact: John Coffey, Community Manager or Charles Henley, Finance Manager

Attachments: Resolution

Reviewed by General Counsel: Yes

Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Review and Approve Budget Amendment and Resolution

Background and Summary Information

A motion to approve the addition of 2 Seasonal 40 Hour per week Groundskeeper positions (0.85 FTE) to the FY18 Budget and to authorize staff to bring a budget amendment to move the required budget to Property Services: Grounds Sub-department passed unanimously at the April 13th, 2018 regular meeting of the Board of Trustees.

- Transfer \$19,119 from the Administration Department: Finance Sub-department to the Property Services Department: Grounds Sub-department:

\$ 16,442	Part Time Wages
1,480	Payroll Taxes
987	Workers Comp. Insurance
210	Employee Clothing Allowance
\$ 19,119	Total Transfer

Budget Transfer						
Increase	Decrease	Fund	Dept	Sub	Acct.	Description
	4,119	001	1300	06	510260	Employee Incentive
	15,000	001	1300	06	510606	Contingency
16,442		001	7241	12	510122	Part Time Wages
1,480		001	7241	12	510210	Payroll Taxes
987		001	7241	12	510451	Workers Comp. Insurance
210		001	7241	12	510530	Employee Clothing Allowance
19,119	19,119					

Staff recommends the BOT approve Resolution amending the FY18 Budget Amendment.

RESOLUTION 2018-05

**A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE BAREFOOT BAY RECREATION
DISTRICT AMENDING RESOLUTION 2017-10;
AMENDING THE BUDGET; PROVIDING FOR
FUNDING FOR TWO SEASONAL
GROUNDSKEEPERS.**

WHEREAS, the Barefoot Bay Recreation District Board of Trustees adopted Resolution 2017-10, which adopted an operating Budget for the Fiscal Year beginning October 1, 2017 and ending September 30, 2018; and

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

WHEREAS, the Board of Trustees has ascertained that the following amendments are necessary to provide for the operation of the District for the Fiscal Year 2017-18:

An Amendment to reallocate \$19,119 of budgeted expenditures from the Administration Department to the Property Services Department.

WHEREAS, the Board of Trustees has considered these amendments in a public meeting.

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

Section 1. The amendments shall be made to the operating Budget for the Fiscal Year beginning October 1, 2017 and ending September 30, 2018.

Section 2. The Community Manager and the Finance Manager are directed to adjust FY 2017/18 Adopted Budget by reallocating \$19,119 of budgeted expenditures from the Administration Department to the Property Services Department.

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

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

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

The Chairman thereupon declared this Resolution Done, Ordered, and Adopted on this 8th day of June 2018.

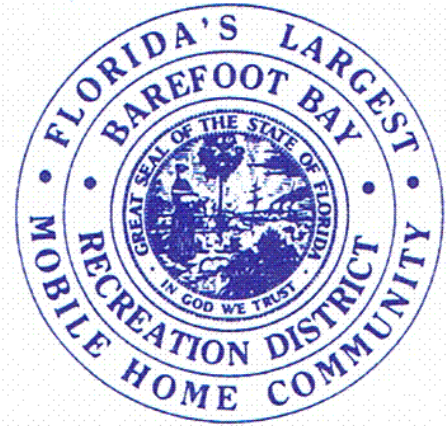
BAREFOOT BAY RECREATION DISTRICT

By: _____
Brian Lavier,
CHAIRMAN

Joseph Klosky,
SECRETARY

Board of Trustees Meeting Agenda Memo

Date: June 8, 2018
Title: **Exercise Equipment on TuTu Trail**
Section & Item: 9F
Department: Property Services: Recreation
Fiscal Impact: TBD
Contact: Matt Goetz, Property Services Manager;
or John W. Coffey, Community Manager
Attachments: Pictures of Existing Equipment
Reviewed by
General Counsel: No
Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Review of options and direction to staff

Background and Summary Information

Trustee Cavaliere requested this agenda item be placed on the agenda.

At an unknown time in the past, multi-station exercise equipment was emplaced along TuTu trail. Said equipment is obsolete and individual pieces have been removed as they deteriorate beyond the point of safe operations. Currently 9 stations and/or remnants of stations still remain. Various options include:

- A. Do nothing and continue to cull equipment as needed
- B. Remove all remaining equipment and do not replace
- C. Replace missing or incomplete stations and leave existing intact stations
- D. Remove all existing stations and replace with new stations

Property Services Manager Goetz is currently researching options for possible replacements which range from approximately \$10,000 (for a set of 10 stations) and up based on quality, complexity and quantity. Additionally, most new stations require a concrete pad underneath them which would increase the cost of any replacement.

Specific funding for replacement of existing units is not specifically available within the FY18 Budget or proposed within the FY19 Budget, however use of Fund Balance is always an option for the BOT to consider. Of note, currently 15 R&M/Capital projects within the FY18 Budget are in the "Deferral" status due to the BOT moving the Replacement Administration Building project up from FY19 and making it BBRD's number one priority.

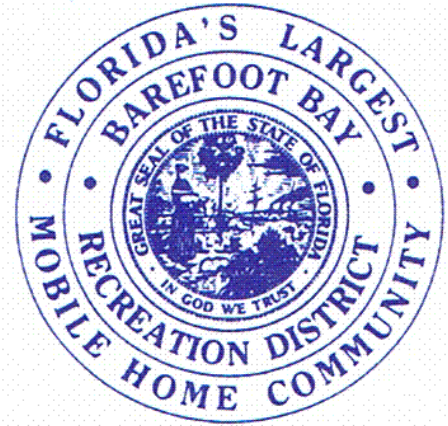
Staff requests direction from the BOT regarding this matter.

Pictures of existing stations.



Board of Trustees Meeting Agenda Memo

Date: June 8, 2018
Title: Generator Study
Section & Item: 9G
Department: R&M/Capital
Fiscal Impact: N/A
Contact: Matt Goetz, Property Services Manager;
or John W. Coffey, Community Manager
Attachments: Draft report from TLC
Reviewed by
General Counsel: No
Approved by: John W. Coffey, Community Manager



Requested Action by BOT

Discussion and direction to staff.

Background and Summary Information

At the January 30, 2018 FY19-23 Five-year Financial Model and Capital Improvement (5yrFM&CIP) Program Workshop, the BOT directed staff to seek assessment of generator capacity and cost for Building A, the Lounge, the New Administration Building and lights around the traffic circle.

The Proposed FY19-23 5yrFM&CIP had an “emergency backup generator for Building A” project at an estimated \$450,000 in FY21 (based on a telephone ballpark estimated costing between \$300,000 and \$500,000 from a generator vendor. Said vendor stated he could refine the estimate but would need to analyze the power needs and conduct an on-site inspection of the building.). Trustee Wheaton questioned the cost estimate citing a much lower KW requirement and cost. The BOT further discussed having only one generator for Building A, the Lounge, the New Administration Building and the lights along the traffic circle. The BOT ultimately instructed staff to seek a proposal from BBRD’s engineer of record for a feasibility and cost study of all the backup electrical needs for the buildings and lights discussed in the workshop.

Said study in draft form is attached which details an estimated 250 KW system costing approximately \$400,000.

Staff requests direction from the BOT.

Barefoot Bay
Recreation District
625 Barefoot Blvd
Barefoot Bay, FL

Electrical System Assessment
Draft Generator Report

PERFORMED BY:



ENGINEERING
FOR ARCHITECTURE

874 DIXON BLVD
COCOA, FLORIDA 32922
321-636-0274
TLC PROJECT 518032

Table of Contents

1.0 Background.....	
2.0 Executive Summary.....	
3.0 Existing Conditions & Site Investigation	
4.0 Recommended Improvements	
5.0 Broad Cost Estimate (Replace with 250KW Rating).....	
 APPENDIX A – POWER BILL LOAD INFO.....	
APPENDIX B – EMERGENCY LOADS (BLDG A, NEW BLDG F).....	
APPENDIX C – GENERATOR SIZING CALCULATION (WITH ONE-LINE DIAGRAM).....	
APPENDIX E – ELECTRICAL SITE PHOTOS.....	

1.0 Background

TLC Engineering for Architecture was tasked to investigate the feasibility of an emergency backup generator to provide full backup power for Building A, the new Building F, the Lounge and site lighting around the traffic circle in front of Building A. The scope of the project consists of visiting the site, reviewing drawings and providing a basis of design equipment selection in a report including a rough order of magnitude cost estimate for the generator and supporting infrastructure.



Barefoot Bay



Barefoot Bay Recreation District

2.0 Executive Summary

Building A is in working condition, but some reconfiguration of electrical panels would be needed to split off loads not to be supplied from the standby emergency generator via a new ATS-1. The new Building F would be supplied from the standby emergency generator via a new ATS-2 and a stepdown transformer. Generator sizing calculation indicates a 250KW generator is needed.

3.0 Existing Conditions & Site Investigation

- Power bill load information was provided for a 13 month period (see summary in Appendix A).
- An existing FPL transformer rated 300KVA with 480Y/277V 3P4W secondary supplies Building A.
- Panel HDA (Main 480Y/277V panel at Building A) is obsolete type (Federal Pacific) and will require replacement as part of load reconfiguration. Refer to nameplate photo in Appendix D.
- Panel DA (208Y/120V at Building A was recently replaced and is supplied from a step-down 150KVA transformer.
- Load for the Traffic Circle lighting would need to be supplied from the emergency generator, but other parking lot lights should be split out for supply from normal power.

4.0 Recommended Improvements


After the field investigation, discussions with Barefoot Bay staff, and review of drawings for Building A as well as the new Building F, it is apparent that Barefoot Bay Recreation District will be better served with the following recommendations:

1. We propose an emergency generator, interconnecting cables and Automatic Transfer Switches ATS-1 at Building A and ATS-2 at the new Building F be installed, with generator rating of 250KW to be confirmed during project design. Generator sizing calculation (see Appendix C) indicates a 250KW generator is needed for the emergency loads identified (see Appendix B).
2. Generator will be natural gas type in an enclosure rated for 130MPH wind loading. Budgetary pricing from Kohler was obtained for the broad cost estimate.
3. Other items related to the generator replacement would also need to be done:
 - Replace panel HDA at Building A (obsolete Federal Pacific distribution panel) so loads can be reconfigured to split off loads not to be supplied from the emergency generator. This cost has been included as part of this report.
 - A step-down 150KVA transformer (480-208Y/120V) will be needed at the new Building F as well as an enclosed 225A breaker for 480V supply to the step-down transformer. These costs have been included as part of this report.
 - Cable and conduit from the emergency generator to ATS-1 and ATS-2 as well as the supplied loads. These costs have been included as part of this report.


5.0 Broad Cost Estimate

Project:	Barefoot Bay Emergency Generator				
Generator Rating of 250KW					
Item No.	Description	Unit Cost	Material Cost (EA)	Cost	Installed Cost (M&L)
1	250KW Generator	X \$500 / KW	\$125,000		\$188,000
2	Cable for Generator (200FT X \$50/FT for ATS-1) (200FT X \$30/FT for ATS-2)		\$16,000		\$32,000
3	ATS-1 (400A at Bldg. A with Maintenance Bypass Switch)		\$10,000		\$15,000
4	Replacement MDP at Bldg. A (400A, 3P4W 480V)		\$20,000		\$30,000
5	ATS-2 (225A at new Bldg. F with Maintenance Bypass Switch)		\$6,000		\$9,000
6	Step-down 150KVA Transformer at new Bldg. F (480-208Y/120V)		\$20,000		\$25,000
7	Enclosed 225A Breaker for 480V supply to step-down transformer		\$5,000		\$7,000
Sub-total					\$306,000
General Conditions (OH&P)	(10%)				\$30,600
Contingency	(10%)				\$30,600
Design	(10% of \$367,200)				\$36,720
Total					\$403,920


APPENDIX A
Power Bill Load Info (Meter KV56303 at Bldg A)

	GENERAL CALCULATION SHEET			Project No. 518032		Calculation File No.																																																																																		
	PROJECT : <u>Barefoot Bay Electrical Generator Study</u> SUBJECT : <u>Power Bill Load Info</u>			PRELIM		REV.	COMP. BY	DATE																																																																																
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<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 5%;">No.</th> <th style="width: 15%;">Month</th> <th style="width: 15%;">KWH</th> <th style="width: 15%;">KWD (AVG)</th> <th style="width: 15%;">KWD (MAX)</th> </tr> </thead> <tbody> <tr><td>1</td><td>Jan-17</td><td>15,360</td><td>21</td><td>46</td></tr> <tr><td>2</td><td>Feb-17</td><td>14,760</td><td>22</td><td>47</td></tr> <tr><td>3</td><td>Mar-17</td><td>16,680</td><td>22</td><td>46</td></tr> <tr><td>4</td><td>Apr-17</td><td>16,560</td><td>23</td><td>47</td></tr> <tr><td>5</td><td>May-17</td><td>20,040</td><td>27</td><td>48</td></tr> <tr><td>6</td><td>Jun-17</td><td>17,400</td><td>24</td><td>49</td></tr> <tr><td>7</td><td>Jul-17</td><td>19,560</td><td>26</td><td>48</td></tr> <tr><td>8</td><td>Aug-17</td><td>20,760</td><td>28</td><td>50</td></tr> <tr><td>9</td><td>Sep-17</td><td>15,720</td><td>22</td><td>46</td></tr> <tr><td>10</td><td>Oct-17</td><td>15,240</td><td>20</td><td>38</td></tr> <tr><td>11</td><td>Nov-17</td><td>14,760</td><td>21</td><td>38</td></tr> <tr><td>12</td><td>Dec-17</td><td>13,080</td><td>18</td><td>46</td></tr> <tr><td>13</td><td>Jan-18</td><td>13,320</td><td>18</td><td>46</td></tr> <tr> <td colspan="2">TOTAL</td> <td>213,240</td> <td>--</td> <td>--</td> </tr> <tr> <td colspan="2">AVERAGE</td> <td>16,403</td> <td>22</td> <td>46</td> </tr> </tbody> </table>									No.	Month	KWH	KWD (AVG)	KWD (MAX)	1	Jan-17	15,360	21	46	2	Feb-17	14,760	22	47	3	Mar-17	16,680	22	46	4	Apr-17	16,560	23	47	5	May-17	20,040	27	48	6	Jun-17	17,400	24	49	7	Jul-17	19,560	26	48	8	Aug-17	20,760	28	50	9	Sep-17	15,720	22	46	10	Oct-17	15,240	20	38	11	Nov-17	14,760	21	38	12	Dec-17	13,080	18	46	13	Jan-18	13,320	18	46	TOTAL		213,240	--	--	AVERAGE		16,403	22	46
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APPENDIX B
Emergency Loads (Bldg A, New Bldg F)

	GENERAL CALCULATION SHEET				Project No. 518032		Calculation File No.		
	PROJECT : <u>BAREFOOT BAY GENERATOR STUDY</u> SUBJECT : <u>EMERGENCY LOADS</u>				PRELIM		REV.	COMP. BY	DATE
					FINAL				
					VOID				
					SHEET NO.				
				1 of 2					

ATS-1 (BUILDING A)							
TAG	QTY	DESCRIPTION	BKR AMPS	KVA	VOLTS	PHASE	COMMENTS
DA	1	PANEL DA VIA 150KVA XFMR	175.0				
AL	1	PANEL AL	150.0	7.2	208	3	
KITCH	1	KITCHEN PANEL	150.0	7.2	208	3	
SPARE	1	SPARE 125A BREAKER	0.0	0.0	208	3	Was HDC Feed
LTG PNL	1	A BLDG LIGHT PANEL	60.0	2.9	208	3	
C BLDG	1	C BUILDING	70.0	3.4	208	3	
COFF.	1	A BLDG COFFEE SUB-PANEL	70.0	3.4	208	3	
LNGE	1	LOUNGE	225.0	24.9	480	3	
C BLDG	1	C BUILDING A/C	100.0	11.1	480	3	
A BLDG	1	A BLDG KITCHEN & HALL	100.0	11.1	480	3	
HDA2	1	A.C. ROOM	100.0	11.1	480	3	
RANGE	1	RANGE	40.0	4.4	480	3	
HDA1	1	A.C. ROOM	100.0	11.1	480	3	
SUB-TOTAL (THIS SHEET)				97.7	KVA	21	Pole Spaces
				117.6	A		

	GENERAL CALCULATION SHEET				Project No. 518032		Calculation File No.		
	PROJECT : <u>BAREFOOT BAY GENERATOR STUDY</u> SUBJECT : <u>EMERGENCY LOADS</u>				PRELIM		REV.	COMP. BY	DATE
					FINAL				
					VOID				
					SHEET NO. 2 of 2		0	JLM	30-Apr-18

ATS-2 (NEW BUILDING F)							
TAG	QTY	DESCRIPTION	BKR AMPS	KVA	VOLTS	PHASE	COMMENTS
PNL A	1	PANEL A	150.0	16.0	208	3	
PNL B	1	PANEL B	150.0	11.0	208	3	
AHU/CU-4	1	AHU-4 & CU-4	15.0	2.2	208	1	
CU-1	1	CU-1 EXTERIOR	35.0	6.0	208	3	
CU-2	1	CU-2 EXTERIOR	35.0	6.0	208	3	
CU-3	1	CU-3 EXTERIOR	35.0	6.0	208	3	
EF-1	1	EF-1	15.0	0.7	120	1	
AHU-1	1	AHU-1 MEZZANINI	60.0	8.8	208	3	
AHU-2	1	AHU-2 MEZZANINI	60.0	8.8	208	3	
AHU-3	1	AHU-3 MEZZANINI	60.0	7.4	208	3	
EWB-1	1	EWB-1	30.0	2.4	208	3	
LTG	1	TRAFFIC CIRCLE LIGHTS	20.0	1.2	120	1	
SUB-TOTAL (THIS SHEET)				76.5	KVA	30	Pole Spaces
				92.0	A		

APPENDIX C
Generator Sizing Calculation (with One-line Diagram)



Summary sizing report

Project information

Project name: Barefoot Bay Generator Study
Customer's name: Barefoot Bay Recreation District
Customer contact: John Coffey

Site requirements

Voltage:	277/480	Application:	Other
Phase:	3	Genset Application:	Stationary emergency
Frequency:	60Hz	Altitude:	30 Feet
Alt. Temp. Rise Duty:	130°C Standby	Max. Ambient Temp.:	87 Degrees F
Qty of Gensets:	1	Min. Genset Loading :	25 %
Fuel type:	Natural gas	Max. Genset Loading :	90 %
Country :	United States		

Site load requirements summary

Running kW:	183.66	Max. Starting kW:	151.35 in step 1
Running kVA:	214.18	Max. Starting kVA:	176.44 in step 1
Running P.F.:	0.86		

Generator selection

Genset Model:	250REZXB	Alternator:	4UA10	Rated kW :	260.00
Engine:	Doosan 14.6 L	Alternator Leads:	12 lead	Site Rated kW :	257.40
Emission level:	EPA Certified	Alt. Starting kVA at 35% V dip:	785.00	UL 2200 Certified	
BHP:	402.00	Excitation	PMG		
Displacement:	892.00	System :			
RPM:	1800				

Generator Performance Summary

Voltage Dip Limit:	30.00 %	Calculated Voltage Dip:	12.76 %
Frequency Dip Limit:	10.00 %	Calculated Frequency Dip:	8.75 %
Harmonic Distortion Limit:	10.00 %	Calculated Harmonic Distortion:	0.03 %
		Calculated Genset % Loaded:	71.35 %

The analysis provided from Power Solutions Center are for reference only. The installer must work with the local distributor and technician to confirm actual requirements when planning the installation. Kohler Co. reserves the right to change design or specifications without notice and without any obligation or liability whatsoever. Kohler Co. expressly disclaims any responsibility for consequential damages.

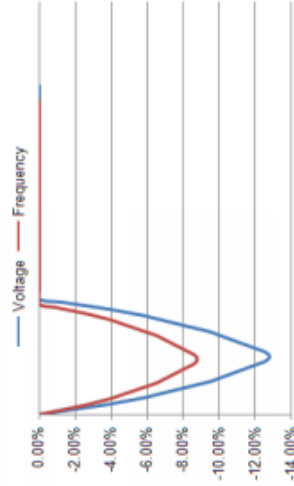
Report prepared by: Jeff Maitlen

TOTAL SYSTEM INTEGRATION

GENERATORS | TRANSFER SWITCHES | SWITCHGEAR | CONTROLS

Load Profile

Step # 1	Qty	Run			Start			Volt. Dip %	Freq Dip %	Volt. Dist. %
		KW	KVA	PF	KW	KVA	PF			
Misc. Linear Load Kitchen Panel 3 Phase	1	6.48	7.20	0.90	7.20	7.20	1.00			
Lighting Bldg A Ltg Panel Evenly distributed Fluorescent High Eff Magnetic	1	2.32	2.90	0.80	2.32	2.90	0.80			
Misc. Linear Load C Bldg 3 Phase	1	0.00	0.00	1.00	0.00	0.00	1.00			
Misc. Linear Load A Bldg Coffee Sub-Panel 3 Phase	1	3.23	3.40	0.95	3.40	3.40	1.00			
Misc. Linear Load Lounge 3 Phase	1	22.41	24.90	0.90	24.90	24.90	1.00			
Air Conditioning C Bldg A/C 3 Phase across the line	1	10.25	13.14	0.78	22.58	69.46	0.33			
Misc. Linear Load A Bldg Kitchen & Hall 3 Phase	1	9.99	11.10	0.90	11.10	11.10	1.00			
Misc. Linear Load Range 3 Phase	1	4.40	4.40	1.00	4.40	4.40	1.00			
Misc. Linear Load FUTURE LOADS 3 Phase	1	20.00	22.22	0.90	20.00	20.00	1.00			



Report prepared by: Jeff Maitlen

TOTAL SYSTEM INTEGRATION
GENERATORS | TRANSFER SWITCHES | SWITCHGEAR | CONTROLS

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Software version: 1.0028.4.53

Thursday, May 17, 2018

KOHLER. Power Systems										Sizing Report			
Step # 1	Qty	Run			Start			Volt Dip %	Freq Dip %	Volt. Dist. %			
		kW	kVA	PF	kW	kVA	PF						
Misc. Linear Load Panel A 3 Phase	1	14.40	16.00	0.90	16.00	16.00	1.00						
Misc. Linear Load Panel B 3 Phase	1	9.90	11.00	0.90	11.00	11.00	1.00						
Air Conditioning AHU/CU-4 3 Phase across the line	1	2.03	2.86	0.71	7.16	18.05	0.40						
Motor EF-1 0.70 HP Phase A-B Motor code : L Unloaded NEMA Design across the line	1	0.72	0.72	1.00	2.94	6.65	0.44						
Misc. Linear Load EWH-1 3 Phase	1	2.40	2.40	1.00	2.40	2.40	1.00						
Lighting TRAFFIC CIRCLE LIGHTS Evenly distributed HID High Eff Magnetic	1	0.96	1.20	0.80	0.96	1.20	0.80						
Misc. Linear Load FUTURE LOADS 3 Phase	1	15.00	16.67	0.90	15.00	15.00	1.00						
Step Total		124.49	138.77	0.90	151.35	176.44	0.86	12.76	8.75				
Cum.Total		124.49	138.77	0.90						0.03			

Report prepared by: Jeff Maitlen

TOTAL SYSTEM INTEGRATION
GENERATORS | TRANSFER SWITCHES | SWITCHGEAR | CONTROLS

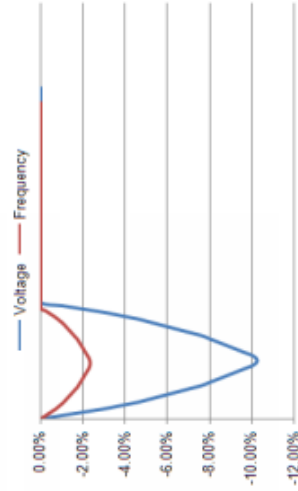
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Thursday, May 17, 2018

KOHLER Power Systems Sizing Report

Step # 2	Qty	Run			Start			Volt Dip %	Freq Dip %	Volt. Dist. %
		KW	KVA	PF	KW	KVA	PF			
Air Conditioning HDA1 3 Phase across the line	1	10.25	13.14	0.78	22.58	69.46	0.33			
Air Conditioning CU-1 3 Phase across the line	1	5.54	7.38	0.75	14.58	40.79	0.36			
Motor AHU-1 8.80 HP 3 Phase Motor code : G Unloaded NEMA Design across the line	1	7.72	9.90	0.78	17.02	52.36	0.33			
Step Total		23.51	30.42	0.77	54.17	162.59	0.33	10.22	2.33	0.03
Cum.Total		148.00	168.53	0.88						



Report prepared by: Jeff Maitlen

TOTAL SYSTEM INTEGRATION
GENERATORS | TRANSFER SWITCHES | SWITCHGEAR | CONTROLS

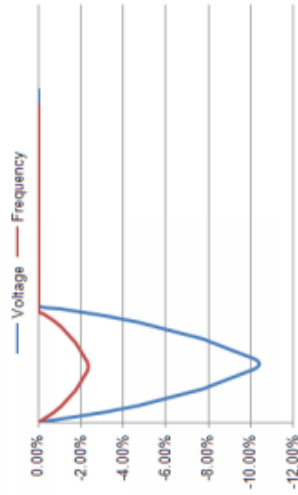
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Thursday, May 17, 2018

KOHLER Power Systems Sizing Report

Step # 3	Qty	Run			Start			Volt Dip %	Freq Dip %	Volt. Dist. %
Air Conditioning HDA2 3 Phase across the line	1	kW	kVA	PF	kW	kVA	PF			
		10.25	13.14	0.78	22.58	69.46	0.33			
Air Conditioning CU-2 3 Phase across the line	1	kW	kVA	PF	kW	kVA	PF			
		5.54	7.38	0.75	14.58	40.79	0.36			
Motor AHU-2 8.80 HP 3 Phase Motor code : G Unloaded NEMA Design across the line	1	kW	kVA	PF	kW	kVA	PF			
		7.72	9.90	0.78	17.02	52.36	0.33			
Step Total		23.51	30.42	0.77	54.17	162.59	0.33	10.37	2.33	0.03
Cum.Total		171.51	198.49	0.86						



Report prepared by: Jeff Maitlen

TOTAL SYSTEM INTEGRATION
GENERATORS | TRANSFER SWITCHES | SWITCHGEAR | CONTROLS

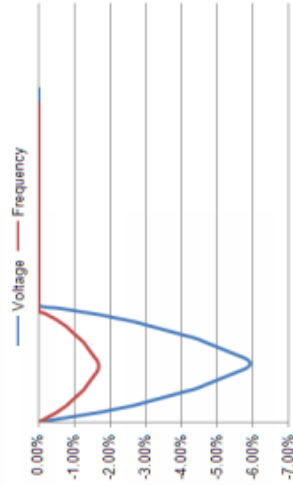
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Thursday, May 17, 2018

KOHLER Power Systems Sizing Report

Step # 4	Qty	Run		Start		Volt Dip %	Freq Dip %	Volt. Dist. %
Air Conditioning CU-3 3 Phase across the line	1	kW	kVA	PF	kVA	PF		
		5.54	7.38	0.75	40.79	0.36		
Motor AHU-3 7.40 HP 3 Phase Motor code : G Unloaded NEMA Design across the line	1	kW	kVA	PF	kVA	PF		
		6.61	8.54	0.77	44.03	0.33		
Step Total		12.15	15.92	0.76	29.18	0.34	1.68	0.03
Cum. Total		183.66	214.18	0.86				
Grand Total		183.66	214.18	0.86			12.76	0.03



Report prepared by: Jeff Maitlen

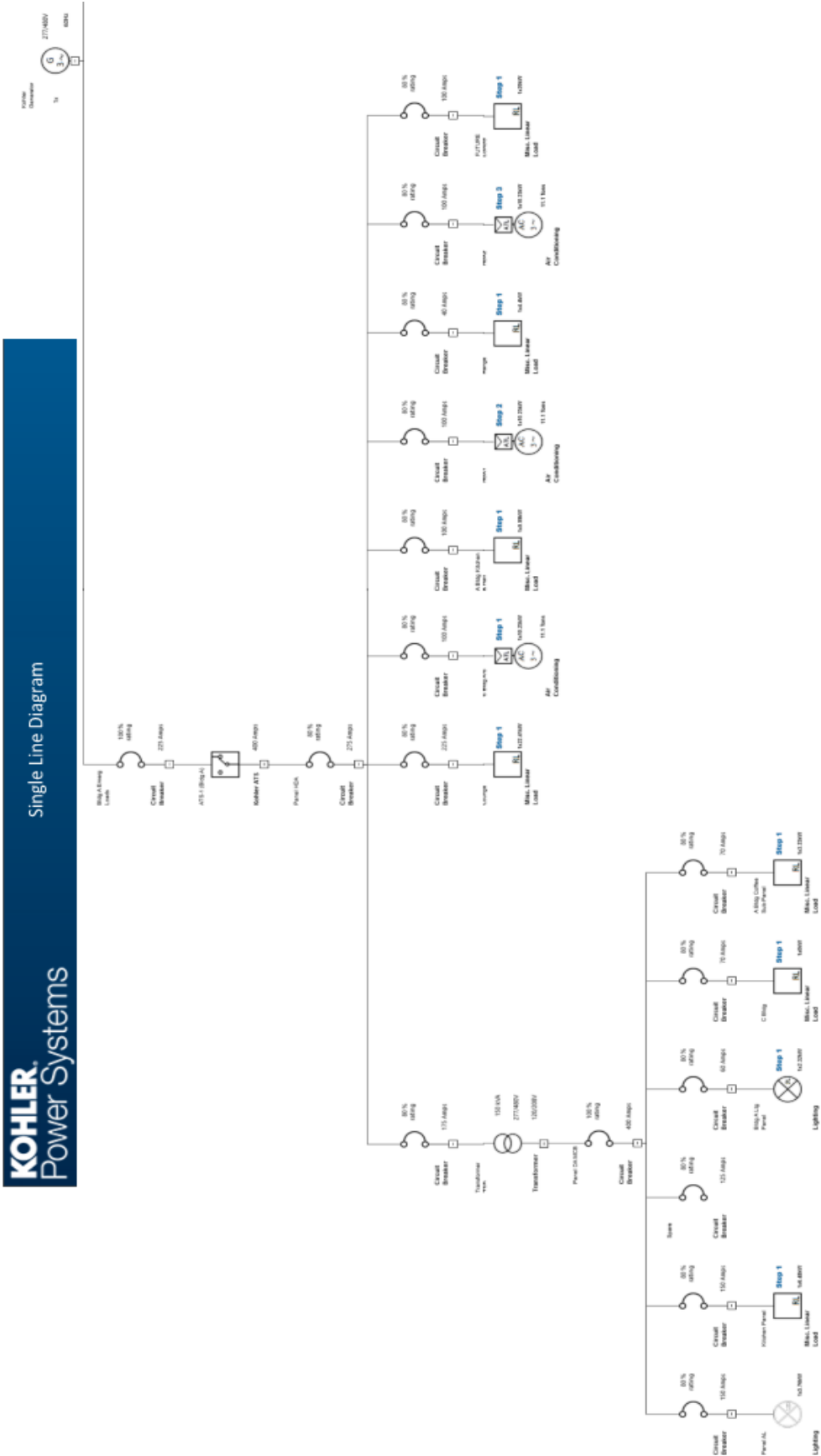
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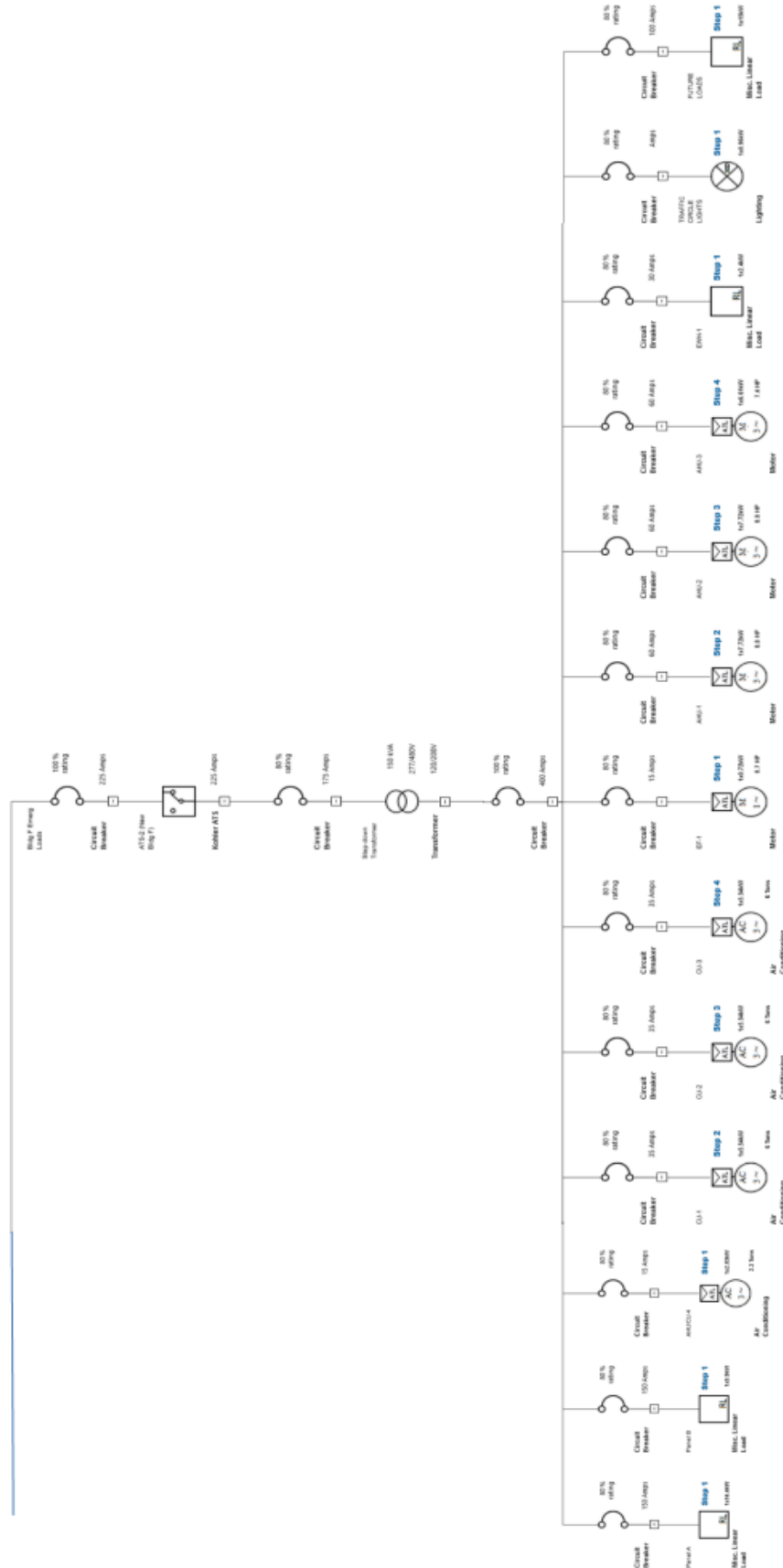
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Thursday, May 17, 2018

KOHLER. Power Systems
Single Line Diagram



Report prepared by: Jeff Maitlen

TOTAL SYSTEM INTEGRATION
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Thursday, May 17, 2018

APPENDIX D
Electrical Site Photos

DRAFT



Photo 6162

Panel HDA Breakers

HDA

PANEL BOARD: HDA

REC FROM:

IR.	LOAD DESCRIPTION
1	SUB MAIN
2	
3	TRANSFORMER
4	HDB "C" BLDG. A/C
5	HDC "C" Bldg. A/C
6	HDB "C" BLDG. A Kitchen + Hall
7	
8	
9	
10	
11	HDA 2 A.C. RM.
12	RANGE
13	HDA 1 A.C. RM.
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	

Photo 6163

Panel HDA Directory

Panel HDA Ratings

Photo 6166

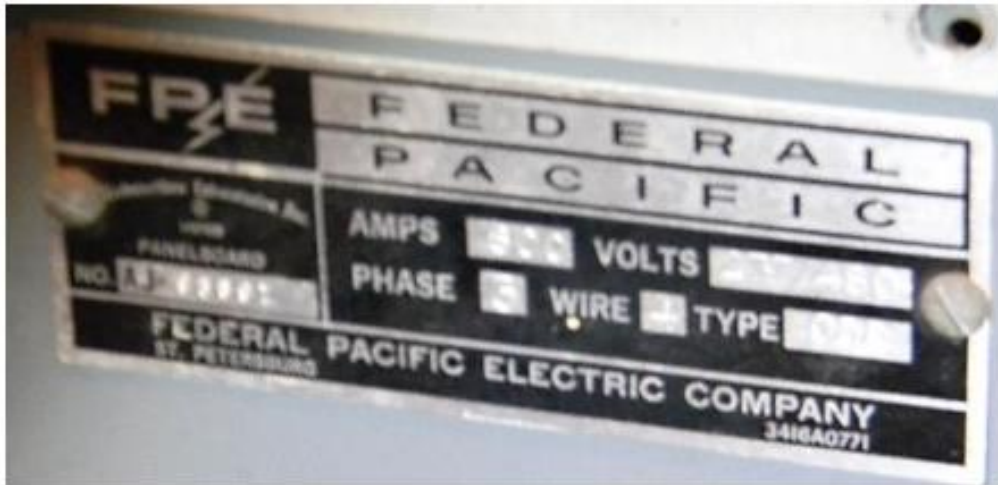


Photo 6167

Panel DA Breakers



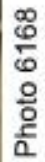
Photo 6167

Panel DA Breakers



Photo 6168

Panel DA Main Breaker



Panel DA Main Breaker

Photo 6170



Phl. Type	PRL3A	Phl. Amps	400
Volts	208Y/120 Volt	Phase	3 Wire 4
Neut. Cat	8805C34G02	Neut. Amps	400
Date	04/2016	Neut. Volts	120
Box Cat.	EZB2072R	Box Type	1
Job No.	SM10685564-001	Mfg. At	SUM

Suitable For Use As Service Equipment When Equipped With A Main Overcurrent Device Or When Not More Than Six Service Disconnects Are Provided And Panel Is Used As Permitted By Section 408-14 Of The National Electric Code. Automatic Trip Of Circuit Breaker Is Indicated By Handle Position Midway Between "On" And "Off" Restore Service By Moving Handle To "Off" Then "On".



Photo 6171

Panel AL Breakers

Panel AL Ratings

Photo 6173



Utility Transformer (from site visit for Bldg F)

Photo 8111



Utility Transformer (from site visit for Bldg F)

Photo 8121





Old Disconnect Switch for Emergency Panel



Transformer DA Ratings



Photo 6178

Transformer DA



Photo 6178

Transformer Primary Disconnect Switch

Manager's Report



Barefoot Bay Recreation District

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

Phone 772-664-3141

Fax 772-664-1928

Memo To: Board of Trustees

From: John W. Coffey, Community Manager

Date: June 08, 2018

Subject: Manager's Report

Finance

- **Surplus Disposition** – On-line auctions for the surplus mid-size truck, dump truck and gas-powered golf cart resulted in a net \$4,509.00 in revenue to BBRD. Additional surplus items will be listed for sale at the site in the future at <https://www.govdeals.com>.

Resident Relations

ARCC Updates

- Meeting on May 29, 2018 had 40 permits of which 3 were denied and 37 approved.
- The next meeting will be on June 12, 2018 at 9 am in the HOA office.

Violations Committee Updates

- Meeting on May 25, 2018 had 17 cases on the agenda with 2 cases coming into compliance prior to the meeting and 12 being found in violation.
- The next meeting will be on June 8, 2018 at 10 am at Bldg. D&E.

Community Watch statistics for May

- 9 Residents helped
- 11 Contact with Deputies
- 85 Violations noted for DOR Inspectors
- 14 Non-functioning street lights reported to FPL

Food & Beverage

- **Belmont Race Party in the Lounge.** – Come and cheer on Justify on June 9th as he tries to win the Triple Crown. Three Ring Circus will play from 5-9pm. Pastrami and chicken waldorf sliders will be on the menu and the special drink will be the Belmont Jewel.
- **Father's Day Clam Bake** – Tickets for the annual event are on sale in the Lounge, 19th Hole and Resident Relations Office. Flyers with all the details are posted.
- **"A Night in Paradise"**, our annual Luau, will be held on Saturday, July 21 at pool #1 with a tropical themed buffet and cocktail menu. Tickets for this highly anticipated event go on sale June 18th in the Lounge, the 19th Hole and Resident Relations.
- A **special Independence Day street dance** will be held on Sunday, July 1st at Pool #1 from 5-9pm and ending with fireworks at 9pm. The night's entertainment is the Hatley Band from Sarasota who played at the Barefoot by the Lake festival. The grill will be open from noon until 8pm.



Event flyers with all the details are posted.

Golf-Pro Shop

- **Tournaments: Sign up at Pro Shop or call 664-3174 for details**
 - Fireworks Over the Bay fundraiser, June 23rd, 8:30am shot gun
- **Course Aerification**
 - June 4th Back Nine and Putting Green Closed
 - June 5th Front Nine and Driving Range Closed
 - Weed Control will cause yellowing for next few weeks
- **Projects** beginning next week
 - Bunker restoration phase 3
 - Completed 3 bunkers so far
 - Next up are #13 area behind green, #3 & #5
 - Sod will be done all at once at completion of drainage phase of all bunkers
- **Father's Day Sale** – Call Pro Shop for details 772.664.3174 (June 9th through 17th)
- **Jr. Golf Camp** begins June 8th (Sign up at Pro Shop)

Property Services

- Continued pressure washing around Pool 1
- Set up and tear down for Memorial Day event (changed at last minute to inside of Building A)
- Addressed all current DOR grass violation
- Finished installation of the new benches around shuffle board
- Awaiting bench covers to install on select benches
- Continued to conducted interviews for vacant positions
- Continued to solicit quotes for FY18 R&M/Capital projects

Attorney's Report

Incidental Remarks from Trustees

Adjournment