



BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees Regular Meeting
April 25, 2017
7 P.M. –Building D&E**

Meeting Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on April 25, 2017 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Diana called the meeting to order at 7:00 P.M.

Thought for the Day

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

Pledge of Allegiance to the Flag.

Roll Call

Present: Mr. Diana, Mr. Lavier, Mr. Cavaliere, Mr. Geier and Mr. Klosky. Also present: John W. Coffey, Community Manager, General Counsel Cliff Repperger and Sue Cuddie, Resident Relations Manager as Acting Recording Secretary. District Clerk, Dawn Myers was excused.

Presentations

None brought forward.

Minutes

Mr. Klosky made a motion to approve the minutes March 28, 2017. Second by Mr. Geier. Motion carried unanimously.

Treasurer's Report

Mr. Geier presented the Treasurer's Report for April 25, 2017.

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

Audience comment on Agenda Items

Ms. Nancy Eisele reminded residents that the first Thursday in May is National Day of Prayer.

Old Business

Special District Services, Inc. Contract Extension

General Counsel Repperger explained that the proposed renewal agreement eliminates the breakdown of fee by year, and inputs a flat fee in for the next five fiscal years, thereby imposing a 2.5% increase each year. The fee includes all of the management services, with a reimbursable maximum addressed in the actual agreement.



BAREFOOT BAY RECREATION DISTRICT

Mr. Klosky made a motion to approve the contract extension. Second by Mr. Geier. Motion carried unanimously.

New Business

ARCC Promulgation of Rules

Ms. Cuddie explained the proposed changes presented by the ARCC, revising covering on fencing, allowing eight foot vinyl panels attached to carports only, and allowing prefabricated storage units adjacent to the home, removing the restriction that they are only allowed in carport or covered patio.

Mr. Klosky made a motion to approve the ARCC Promulgated Rules as presented. Second by Mr. Lavier. Motion carried unanimously.

Discussion of Sexual Offender & Predator Notification Requirement

Mr. Geier requested Board consensus to develop a letter to the Brevard County Board of Commissioners requesting approval to implement a resolution similar to the City of Palm Bay Ordinance 2005-60. The Palm Bay Ordinance requires any vendor employing sexual predators to reveal that information prior to entering a private home to perform any contractual work. Mr. Geier stated we could amend the DOR to prohibit but the penalty would be applied to the homeowner and not the vendor.

Mr. Geier made a motion to send a letter of request to the Brevard County Board of Commissioners requesting authorization to implement the requirement that all vendors doing work in Barefoot Bay reveal any employed sexual predators or offenders prior to entering the resident's home to perform any contractual work. Second by Mr. Klosky. Motion carried unanimously.

Adoption of Revised Policy Manual.

Mr. Coffey explained the changes to policy manual regarding commercial entities hosting catering events, the need to execute an indemnification agreement and changes to club registration.

- 3-4 (Part Three. General Rules Applicable to District Facilities, 3.4 Guidelines for Registering as a Club or Organization and Use of District Facilities, Use of Kitchen Facilities/Bringing in Incidental Food, page 3-22)
 - Added #11. All commercial entity hosted for-profit, revenue-based, food service special events, excluding outside commercial entity catering and/or simple food delivery for resident or club-hosted meetings or special events, are prohibited from being held in any District owned facilities.
 - Added #12. Any private commercial caterer and/or event planner providing food-related services for any resident or club-hosted meeting or special event, excluding simple food service delivery, shall be required to execute an indemnification and hold harmless agreement in favor of the District related to any food-related services provided.
- 3-4 (Part Three. General Rules Applicable to District Facilities, 3.4 Guidelines for Registering as a Club or Organization and Use of District Facilities, Registration of Clubs/Organizations/Private Parties, page 3-19)
 - Instructed staff to remove BOT approval from #1



BAREFOOT BAY RECREATION DISTRICT

- The Community Manager also recommends the insertion of the following language under #2(B)
 - Any club or organization having fewer than 3 meetings and/or events per year shall be de-certified.

General Counsel Repperger read the accompanying resolution.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; PROVIDING FOR THE ADOPTION OF VARIOUS COMPREHENSIVE REVISIONS TO THE POLICY MANUAL ADOPTED MAY 8, 2009, AS SUBSEQUENTLY AMENDED THROUGH MARCH 28, 2017; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Lavier made a motion to approve the resolution to amend the Policy Manual as presented. Second by Mr. Klosky. Motion carried unanimously.

Summer Youth Program Discussion

The Property Services Recreation sub-department, has a current available FY17 Budget of \$2,660.50 in Resident Activities line-item that may be used for any summer youth programs upon the consent of the Board.

Mr. Rich Moran discussed his proposal for a youth summer program to include end of school year and back to school splash parties beginning on Wednesday, May 31, 2017 through August 23, 2017 from 5:30-7:30PM. He requested the Board waive the requirement for a social membership or guest pass during that time for children whose families have not purchased the required social membership to use district facilities. Mr. Moran proposed holding the weekly pool party at Pool 2. However, he asked that the Board grant permission to hold the first and the last event at Pool 1, which will be catered by 2002 Restaurant and include a live DJ with the final back to school party catered by the BBRD Food and Beverage department. Board agreed that the parties are a welcome addition to the summer events in Barefoot Bay.

Mr. Diana was in favor of all the youth events planned for the summer and stated that along with the summer splash parties, the summer softball camp and junior golf camps are a great way to keep our Barefoot Bay youth involved and active.

Mr. Klosky made a motion to approve the weekly events on Wednesday's at Pool 2. Second by Mr. Cavaliere. Discussion ensued. Mr. Klosky amended his motion to have the first and last parties at Pool 1, and the remaining events at pool 2. Motion carried unanimously.

Board of Trustees Meeting Dates Discussion

Mr. Coffey explained that the Board previously requested options for moving the dates that the District holds their regular Board of Trustees meetings. He offered alternate dates for the Board to consider.

Mr. Lavier made a motion to reduce the traditional two-meeting a month to meeting once a month. Second by Mr. Geier for discussion.

Mr. Jack Reddy voiced concern that one meeting a month could mean very long meetings.

Mr. Coffey recommended, upon approval of the Chairman, that a special meeting could be called if needed. Board consensus to call a special meeting as needed.



BAREFOOT BAY RECREATION DISTRICT

Ms. Lizzann Taylor suggested that the Board could have more workshops so they can discuss topics prior to meeting as a way to keep the one meeting a month at a reasonable length of time.

Ms. Louise Crouse expressed her opposition to one meeting a month, and voiced her concern for calling Special meetings while trying to maintain the posting requirement for public meeting agendas.

Ms. Nancy Eisele also expressed her opinion that the two-meeting month should not change.

General Counsel Repperger explained that we would need to change the Rules of Trustees and reminded the Board that Special meetings would require a seven-day notice. A Resolution will be required to change the BOT rules, which can be presented prior to the June 2017 start date.

Mr. Lavier made a motion to reduce the traditional two-meeting a month to meeting once a month. He amended the motion to include maintaining the current evening meeting day and time namely on the 4th Tuesday of the month at 7PM and beginning this June. Second by Mr. Geier. Mr. Diana and Mr. Klosky opposed. Motion carried 3-2.

Donation Request

Mr. Diana addressed the memorial request from Patricia Henry Beling for placement of a donated bench at Pool 3 in memory of her mother Suzanne R. Flynn.

Mr. Lavier made a motion to accept the memorial donation. Second by Mr. Klosky. Motion carried unanimously.

Discussion of Off-Season Use of Lawn Bowling Court for Croquet

Mr. Diana discussed his recommendation to use the Lawn Bowling Court for Croquet during the off season. Mr. Coffey explained that Staff has spoken to the ABM on-site superintendent about the proposed off-season use and he is amenable to it given the following circumstances:

- The field can be closed during and after aggressive treatments such as aeration.
- Time of irrigation use (varies by season) are posted so residents are not surprised when the system turns on automatically during the day
- Hours of use start after 9am to allow for required mowing and other maintenance
- Residents are made aware of the less than desirable appearance of the turf during transition from over-seed to Bermuda each year.
- If alternate use of the field causes significant damage, said use will be limited or discontinued.

Mr. Cavaliere made a motion to approve and accept the use of the lawn bowling courts for croquet during the off-season with ABM suggestions. Second by Mr. Lavier. Motion carried unanimously.

ARRC Appointment

Mr. Brian Belanger submitted a letter of interest for the open position of ARCC alternate.

Mr. Klosky made a motion to appoint Mr. Belanger to the open position. Second by Mr. Cavaliere. Motion carried unanimously.

Manager's Report

District Clerk

Upcoming BOT Workshops:



BAREFOOT BAY RECREATION DISTRICT

- FY18 WDPB Review: Thurs., 27Apr17, Bldg. D/E, 10am CANCELED
- FY18 WDPB Review: Tuesday 02May17, Bldg. D/E. 2:30pm
- FY18 WDPB Review: Thurs., 11May17, Bldg. D/E, 7pm (if needed)

Finance

Assessment Update – As of 5Apr17, \$3,083,308.73 or 93% of net assessment receipts were received (see attached for details).

Resident Relations

ARCC Update

- 4Apr17 ARCC Meeting: 19 permits were reviewed and approved.
- 18Apr17 ARCC Meeting: 20 permits were reviewed and approved.
- The next ARCC Committee meeting is on 02May17 in the new BFBHOA office.

Violations Committee Update:

- The next meeting is scheduled for Fri., 28Apr17 at 10am in D/E.

The Customer Service office will be open on Saturday April 29 from 9AM to Noon, to allow residents the opportunity to update their badge.

Food & Beverage

Mother's Day Brunch Update – Tickets for Mother's Day brunch on 14May17 at Pool #1 will go on sale Monday, 10Apr17 at the Lounge, the 19th Hole and Resident Relations.

2nd Annual Kentucky Derby Party Update – Location: the 19th Hole on 6May17 @ 5 p.m. No tickets required. Dress in your Derby best. There are prizes for Best Hat and Best Derby Dresser for both men & women. A mint julep drink special and derby food will be available for purchase.

Food & Beverage Staff Training Update – On the morning of Tuesday, 9May17, Food & Beverage staff will be attending a professional service training conducted by the hospitality group Service with Style. The vendor will also provide additional training for supervisors immediately following the staff training. The 19th Hole and the Lounge will open at noon on this day and notices are posted.

Golf-Pro Shop

May Tournament Updates:

- Martini League 9 –hole: Easter Bonnet Tournament was a huge success. They had 40 players, grand decorations, hats, food, and a great deal of laughs.
- Ace Wright's Ryder Cup Tournament: April 21 and 22nd
- HOA Fundraiser Golf and merchandise: April 29 @ 8:30 am shotgun

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

Special Projects Update:

- Attended GHIN training for recertification of the handicap software program



BAREFOOT BAY RECREATION DISTRICT

- Planning for Spring turf renovation projects: Back Nine and Putting Green Closed scheduled to be closed on 01May17 for course aerification
 - Front Nine and Driving Range scheduled to be closed on 02May17 for course aerification
- Grass on course will not be cut for ten days to allow growth and healing
- Beginning Golf Course grant funded projects
 - Rehabilitation of retaining wall behind 8 green
 - Rehabilitation of driving range tee box and procurement of a hitting cage

Property Services

Routine Work Update:

- Removed all damaged concrete by the bridge and replaced with sod
- Installed 2 new picnic tables in sodded area
- Constructed new office for the COP's in the BFBHOA Office
- Replaced several burned out lights on the tennis courts
- Repaired skirting on Building F
- Addressed roof leak in Building F
- Trained staff on implementing the new cell phone badge policy
- Ordered new signs for Resident Relations Office and the Beach
- Installed new Italian cypress trees along the lake side of the tennis courts and irrigation
- Replaced old damaged drainage next to sidewalk by horseshoe pits
- Scheduled Fire extinguisher training for all staff
- Mowed all current lot violations

Special Projects Update:

- Released building A roof replacement RFP (to be opened on 4May17)
- Developed draft Bldg. A Kitchen Expansion and Renovation Project RFP document.
- Obtained quotes for roof replacement on the 16th tee restroom
- Scheduled installation of new A/C in the 19th hole and walkway roof replacement
- Beach CPI Grant funded Projects Update:
 - Received copy of approved site plan permit from Brevard County
 - Staff is soliciting
 - Materials costs for the crushed concrete paths and parking phase
 - Educational sign costs and options
 - CCTV quotes
 - required "grant funded" signage requirements and cost
- Stormwater Projects Update:
 - Walked project sites with vendor
 - Met with multiple homeowners to discuss ways to mitigate impact to their properties from the project.
 - Received notification of the approved site plan permit for the stormwater projects



BAREFOOT BAY RECREATION DISTRICT

Received signed fully executed contract.

- Mobilization commenced today.
- Cell Phone Picture Badge Use Update – Per the recently revised Policy Manual, starting 01May17 residents can show a picture of their badge on their phone (under certain conditions) if they forget their physical badge.
- Pool #2 & #3 Smoking Sections Relocation Update – Effective 01May17 the smoking sections will be relocated outside the fence.

Attorneys Report

General Counsel Repperger explained that the Supervisor of Elections office has approved the final ballot changes with the use of an informational insert explaining the question. The ballot questions themselves will be in a simple “yes or no” format. He is still awaiting the final estimate for the mail out. The timeframe suggested by the Supervisors office for the mail out is on June 15th or 16th, with the latest possibility of an August 1st mail out date. He suggested that this will be close to the November municipal election, therefore, if not mailed out in June, it would have to wait until January 2018. It was the consensus of the Board to mail the ballot out in June.

General Counsel gave an update on the Guinther vs. BBRD lawsuit. A June 6th hearing date for a renewed motion for summary judgement has been set. The judge can then either, issue her own order, deny the motion or move forward for new information. If she does not rule on exception to bring case to resolution, the case may be moved to the June 12th trial dates.

He reported on the term limit changes, the item is in with a grouping of local bills. If it passes, the term limit change will go out with this year's referendum election ballot.

Incidental Trustee Remarks

Mr. Cavaliere requested adding the following items to a future BOT agenda:

- Financing some of our larger expense items on our capital list
- A definition of what an amenity is

It was the consensus of the Board to put these items on the next agenda.

Audience Participation


Mr. Brian Belanger asked the Board if they could consider not scheduling the hours for junior golf on the same days as the summer softball camp. He voiced a concern for the very small children that are playing softball with the teens as he is afraid someone may get hurt.

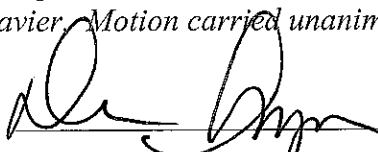
Adjournment

The next meeting will be on May 12, 2017 at 1PM in Building D/E.

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

Meeting adjourned 8:17 PM.


Joe Klosky, Secretary


Dawn Myers, District Clerk