



# BAREFOOT BAY RECREATION DISTRICT

## Board of Trustees Regular Meeting

June 9, 2017

1 P.M. –Building D/E

### Meeting Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on June 9, 2017 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Diana called the meeting to order at 1:00 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

Led by Mr. Lavier.

### Roll Call

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

### resentations

None brought forward

### Minutes

*Mr. Klosky made a motion to approve the minutes dated May 23, 2017. Second by Mr. Lavier. Motion carried unanimously.*

### Treasurer's Report

Mr. Geier presented the Treasurer's Report for June 9, 2017.

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

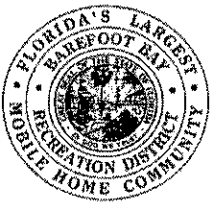
### Audience comment on Agenda Items

None brought forward

### New Business

#### Request to Relocate the Veteran's Service Office

Mr. Coffey presented a letter from Ms. Sandy Lobello, BBRD employee and longtime Veterans Services volunteer, requesting use of the soon to be vacated sheriff's office for the Veteran's office. The sheriff's office is currently located at the shopping center. Mr. Coffey stated that the office has the potential to collect approximately \$7500 in rental fees annually, however due to the small square footage and recent exclusivity clause applied to the new barber/beauty shop, the type of vendor that would potentially be interested in this space is limited. Ms. Lobello's request included approval from the District to continue to cover utility expenses



# BAREFOOT BAY RECREATION DISTRICT

as is the current practice for their existing office located in Building D. Ms. Lobello confirmed Mr. Cavaliere's question regarding the Veteran's office plans to extend their hours currently available to the public.

*Mr. Laver made a motion allowing the Veteran's Service Office to relocate from Building D/E to the Shopping Center Building #1, Space #6 with BBRD paying for the utilities. Second by Mr. Geier. Motion carried unanimously.*

## **Use of Temporary Employment Agency**

Mr. Coffey informed the Board that a temporary position is needed in the Finance Department. Mr. Geier stated that the process to place requests for temporary personnel on the agenda for approval by the Board is unnecessary and creates a delay in fulfilling the employment need. He suggested the Board change any requirements that staff bring these items to the Board as this is a personnel issue. Mr. Cavaliere suggested postponing discussion on policy changes for now and address the current request to approve the use of the agency as presented.

*Mr. Klosky made a motion to approve the Client Services Agreement provided by Vaco Orlando and authorize Chairman to sign the agreement. Second by Mr. Geier. Motion carried unanimously.*

## **Award of Contract for Rough Order Magnitude Cost Estimates for Projects to be Financed**

Mr. Coffey elaborated on the topic discussed at the May 11<sup>th</sup> workshop regarding proposed projects and their financing options. Fifteen of the projects discussed were complex and required further cost estimates. He presented a quote from BBRD engineer firm TLC in the amount of \$12,600 for a rough cost estimate for the projects. Mr. Klosky voiced his opinion stating the Board should address the projects on a step by step process rather than awarding the contract to TLC to research pricing for all the proposed projects at one time. Ms. Jeanne Osborne requested clarification on why some of these projects are being proposed even though they are not on the 5yr Plan. Mr. Cavaliere and Mr. Diana explained that the proposal is simply to investigate the feasibility for pursuing the various proposed projects per costs and not a guarantee that the District will pursue. *Mr. Cavaliere made a motion to award contract to TLC Engineering for Rough Order Magnitude Cost Estimating Services of \$12,600 and instruct staff to transfer said amount from Contingency to Professional Services in the R&M/Capital Department. Second by Mr. Geier. Mr. Klosky opposed. Motion passed. 4-1*

## **Discussion of Beach Projects and Grant Program Section**

Mr. Coffey discussed the \$200,000, 50% reimbursement grant awarded to BBRD from the Land Water Conservation Fund (LWCF) last year. He also discussed the award of \$60,000 from the Florida Department of Environmental Protection's Coastal Partnership Initiative (CPI) which was terminated recently due to federal disapproval of BBRD's plan regarding execution of the program. He explained that currently he is not confident that we can pursue the resident suggestions obtained from the town hall meeting last year while also meeting the LWCF grant requirement of 50% active projects. At this point approximately \$30,000 reimbursement rather than the full 50% is possible given resident priorities. He maintained that with the lengthy administrative process necessary to retrieve the \$30,000, it may not be worthwhile to continue to pursue the grant. Mr. Coffey stated that the improvements at the beach are underway and we have \$75,000 in FY18 to continue with the projects prioritized by the residents (electronic gate and restrooms) at the town hall meeting. Mr. Klosky voiced his support regarding halting pursuit of the LWCF grant as we have not seen significant return on any of the grants since the onset of the program. He referenced the reimbursement from the grant for the Community Complex



# BAREFOOT BAY RECREATION DISTRICT

that we are still awaiting though we have completed all requirements in that program. Mr. Cavaliere and Mr. Diana both agreed that the administrative hoops and rigid project requirements leave much to be desired. They also supported halting pursuit of the LWCF grant at this point. Mr. Geier agreed on this issue but recommended the Board remain selective for future grants rather than rejecting all grants going forward.

Ms. Louise Crouse voiced her disapproval regarding halting the grants. She stated that we have completed the planning and surveys necessary, much effort and work has gone into pursuing the active projects as required. Even some of the anticipated 50% reimbursement is a welcome return on our investment into this project thus far as \$30,000 is still a significant return. She cautioned against withdrawing from the LWCF grant program at this time.

*Mr. Klosky made a motion to terminate the grants and use our own funds to complete the beach funds. Second by Mr. Cavaliere. Motion carried unanimously.*

## **Manager's Report**

### Office of District Clerk

FY18 Proposed Budget Mailout Update – Document was finalized and printed and should be mailed out by 02Jun17.

DOR Ballot Update – The official parameters for the DOR Ballot was approved the week ending 02Jun17 as well as the final printing cost of \$3,859.23 and sent back to the SOE Office. The ballot is set to be mailed out by 15Jun17 with a return deadline of noon on 01Aug17.

### Upcoming BOT Workshops:

- Thurs. 22Jun17, D/E, 2:30pm (deferred items from 23May17 BOT meeting)
- Thurs., 29Jun17, D/E, 2:30pm (lots with excessive back taxes/liens and implementation of removal of derelict homes program)

### Resident Relations

#### ARCC Update:

- 30May17 had 16 permits reviewed and approved.
- The next ARCC meeting is scheduled for 13Jun17.

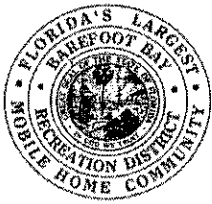
#### Violations Committee Update:

- 12May17 had 25 cases on the agenda and 8 came into compliance prior to the meeting
- 26May17 had 19 cases on the agenda and 8 came into compliance prior to the meeting.
- The next meeting is scheduled for 09Jun17 with 7 cases on the agenda.

### Food and Beverage

Father's Day Clam Bake Update – Tickets are now on sale. Flyers with all the details are posted in our facilities and tickets may be purchased at the Lounge, the 19th Hole and Resident Relations.

19th Hole Closure Update – The facilities are closed for air conditioning repairs, ceiling tile and runner repairs and new carpet installation through Thurs., 15Jun17. Individual beer and other beverages will be available for purchase in D/E during the closure.



# BAREFOOT BAY RECREATION DISTRICT

## Staff Training Update:

- The full staff professional service training provided by Service with Style in May was well received by staff.
- Culinary training for kitchen staff is scheduled for 02Aug17. Darren Denington, a Certified Food & Beverage executive with over 30 years of experience in the hospitality industry will conduct the training. Darren has extensive background as an Executive Chef, Food & Beverage Director, General Manager, Restaurant Owner, Staff Trainer and Consultant. He founded Service with Style in 1998. All kitchen staff will participate in this hands on training. Darren will work with the staff right in the kitchen as opposed to a power point presentation. A few of the training topics include chef line set up, organization, quality, presentation, speed & efficiency and knife skills. There will also be a follow up session on the same day with management and key personnel.

## Golf-Pro Shop

### Tournaments

- Nine and Dine (29Jun17 @ 5:00 pm then food in D&E after) Sign up begins 12Jun17
- Jr. Golf (15Jul17 @ 8:30 Shotgun) Sign up begins 01Jul17

### New Golf Course Summer Rates effective 08Jun17

- See attachment for breakdown
- Golf and Lunch rate will be added when the 19th Hole opens (\$25.00 + tax includes 18 holes, cart, and lunch at 19th hole)

### Special Projects

- Range upgrade began (tee box and hitting cage). Staff expects completion of the project by 13Jun17.
- Junior Golf Camp begins 06Jun17 and end 01Aug17 (details at the Pro Shop 664-3174)
  - 06Jun17 12:30pm welcome to juniors luncheon was a great success
- Initial irrigation consultant has been on site. Awaiting design recommendation and rough order magnitude cost estimates
- In-house bunker repair to begin 12Jun17
- Awaiting second bid for FY17 R&M drainage project

## Property Services

### Routine Work Update:

- Successful set up and tear down for Memorial Day parade and ceremony
- Assisted Golf Operations Manager in multiple minor projects
- Croquet field is now open. Pool #1 host has playing equipment and irrigation times are posted.

### Special Projects

- Began renovations at the 19th Hole ( Repair ceiling tile track, replace all ceiling tiles, replace all ceiling fans, upgrade lighting to LED and install new A/C for the building).
- Received Long-term Records Storage Facility and began assessing customization materials needed.
- Daily site inspections of the beach and stormwater drainage projects.
  - Beach: Berm is completed and irrigation work is in progress
  - Stormwater: Inspections show piping sections working as designed. Grading sections remain to be accomplished.



# BAREFOOT BAY RECREATION DISTRICT

- Addressed minor restoration needs of homeowners along stormwater drainage project.
- Continue to seek bids for Building A roof Replacement and Pool #2 pit replacement projects.
- Replacement of Shuffle Board Light work commenced today.
- Proposal from TLC to resume Replacement Building F Project design will be on the 27Jun17 BOT meeting agenda for consideration

Mr. Coffey presented the Board with a draft article to the Barefoot Tattler which illustrates the timeline of the Building F project from discussion phase to the current planning phases. He asked if any trustees are opposed to his submittal. Board was not opposed.

## **Attorneys Report**

General Counsel Repperger updated the Board on the Ballot mailing status. With the assistance of the Supervisors of Elections office, the ballots will be printed using an outside vendor and are scheduled to be mailed on June 16, 2017. The official election date is August 1, 2017. This is the date when the returned ballots will be tabulated. He stressed that the envelope must be signed in order to be counted. General Counsel thanked staff at the Supervisor of Elections office for assistance in the production of the ballots without any additional charge with exception of the printing and postage costs. He updated the Board on the recent ruling on the Guinther vs. BBRD case effectively confirming that Judge Rainwater ruled in favor of BBRD this past Tuesday at the Viera courthouse. We are awaiting a final written order from Judge Rainwater. General Council will forward the written judgement as soon as he receives it at that time the case will be closed. Mr. Diana thanked General Counsel for his work in getting this matter resolved. The Term Limit Bill was signed into law by the Governor this week.

## **Incidental Trustee Remarks**

Mr. Cavaliere discussed the Facebook controversy regarding the final judgement in the case against the District. Based on the comments he has heard, he stated he felt the need to clarify discussion alluding to a less stringent decision making process on the Board now that this judgement has been handed down. He maintained that the court ruling has no bearing on future financial decision making as this was specifically meant to be a clarification of the years long quandary that was connected to the Replacement Building F Project. He reminded residents that the trustees are also part of the community and the financial decisions they make also impact them. Mr. Geier and Mr. Klosky agreed with Mr. Cavaliere's statements. Mr. Geier maintained that the recent ruling in no way indicates that there is now an open checkbook on the Board of Trustees. Mr. Geier wished a Happy Father's Day to all the Barefoot Bay fathers. Mr. Lavier and Mr. Diana echoed Mr. Cavaliere's words and assured the residents that any decisions will be carefully thought out as these decisions also affect them. Mr. Diana stated that this Board will continue to be a fiscally responsible Board for at least another year.

## **Adjournment**

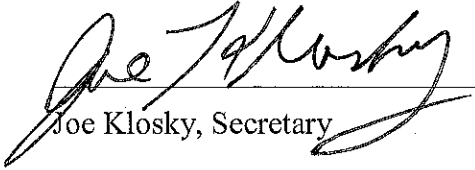
The next meeting will be on June 27, 2017 at 7PM in Building D/E.


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



# BAREFOOT BAY RECREATION DISTRICT

Meeting adjourned 3PM.

  
Joe Klosky, Secretary

  
Dawn Myers, District Clerk