



BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees Regular Meeting
March 9, 2018
1 P.M. –Building D&E**

Meeting Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on March 9, 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.

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

Employee Milestones

On behalf of the Board of Trustees Chairman Lavier presented Mr. Richard Rybinsky of Property Services Custodial Department with a service award for 5 dedicated years of service to Barefoot Bay.

Minutes

Due to 2-day turnaround from the last meeting and the publishing of this agenda, the Minutes dated February 27, 2018 will be included in the March 27, 2018 agenda package.

Treasurer's Report

Mr. Cavaliere read the Treasurer's Report for March 9, 2018.

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

Audience comment on Agenda Items

Ms. Jeanne Osborne commented on General Counsel Repperger's agenda item announcing that he will be moving to a new law firm. She requested the Board consider transitioning with General Counsel Repperger and stated that she hoped he would be with BBRD for many years to come.



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Unfinished Business

Authorization for Chairman to Sign the Administration Building Project Contract

General Counsel Repperger provided the trustees with a draft copy of the Administration Building Project Contract. He went over a few small changes since the agreement was emailed to the trustees. Site work may start approximately April or before if the permit is approved. Substantial completion date is 6 months from the start date. He briefly discussed the contract and stated that the contractor has no additional changes and is ready to move forward.

Mr. Klosky made a motion to authorize Chairman Lavier to execute the contract for the Replacement Administration Building Project. Second by Mr. Diana. Motion carried unanimously.

Further Discussion of Trustee Wheaton's Alternate D/E Complex Project Proposal

Mr. Diana stated that he has surveyed the area where Mr. Wheaton's alternate proposal for Building D/E/19th Hole Project and stated he was not convinced that there was enough room for the additional parking in that area. He maintained that we should not make a habit of shifting gears mid project and spend more money on additional design schemes. Mr. Cavaliere agreed with Mr. Diana stating that after viewing the final plans for the original building proposal, he is convinced that this proposal is significantly better. Mr. Wheaton stated that those opinions are premature as the smaller building will require less parking. He stated his proposal makes better fiscal sense since the services at the 19th Hole will not be interrupted as it will be in the current proposal.

Jack Reddy asked about resident input regarding the financing for the new proposed building since the residents should have a say in spending this amount of money.

Mr. Diana made a motion to discontinue seeking a design proposal for Mr. Wheaton's alternate building D/E. Second by Mr. Cavaliere. Mr. Klosky abstained. Mr. Wheaton opposed. Motion carried 3-1.

DOR Violations

Case # 17-004758 & Case # 17-000874 882 HAWTHORN CIRCLE

- The Violations Committee met on 12/08/2017 and found ARTICLE III, SECT. 3 (A) (B) (C) (D) (E) Vehicle Violations (Boats/Trailer/RV/Comm. Vehicles)
- The Violations Committee met on 08/11/2017 and found ARTICLE III, SECT. 2 (C) (D) Condition of Prop. (C) Unauthorized items

Mr. Cavaliere made a motion via consent agenda to forward to the attorney's office. Second by Mr. Wheaton. Motion carried unanimously.

Review of Draft ABM Contract Extension

Mr. Coffey stated that the current contract with ABM for maintenance of the Golf Course, Softball Field and Lawn Bowling Court expires on 30Sep18. He explained that if the BOT approves the language, ABM and BBRD will have their legal counsel review and he will place the topic on the 13Apr18 agenda for consideration of approval.

Mr. Cavaliere made a motion to forward the ABM contract to the attorneys for review. Second by Mr. Diana. Motion carried unanimously.



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Confirmation of Award of Contract for Relocation of Fiber Optic Line to Old Administration Building

Mr. Coffey explained that site work for the New Administration Building which is currently scheduled to start in mid to late March and our fiber optic to the current Administrative building line is directly in the path of a drainage pipe to be installed. He stated that it is critical to relocate the conduit and fiber optic line before the site work starts. Mr. Coffey stated that he administratively approved the proposal to Network Cabling Services, Inc. for \$8,250.00 to expedite the work rather than postpone work for a week so the BOT could formally award the contract. The vendor has stated the work will start as soon as underground locates are completed.

Mr. Cavaliere made a motion to confirm the Community Managers award of contract for the relocation of the fiber optic line between Building A and the Old Administration Building to Network Cabling Services, Inc. for \$8,250.00 and his waiver of the 2nd bid requirement. Second by Mr. Cavaliere. Motion carried unanimously.

General Counsel Law Firm Transition

General Counsel Repperger announced to the Board that he will be leaving his position at GrayRobinson and moving to law firm, RosswaySwan. He stated that he will be working out of their offices in Melbourne and Vero Beach and will actually be closer to BBRD in their Vero office. He offered BBRD the opportunity to transition with him to the new firm, however they do have the option to stay with GrayRobinson if so desired and contract with a new District Counsel with them. General Counsel stated that he has enjoyed his role as District Counsel for the past 10 years and assured the Board that his fees and his dedication to the District will not change. He is looking forward to this new phase in his career and looks forward to a continued harmonious relationship with Barefoot Bay. Board discussion ensued.

Mr. Diana made a motion to have the District transition legal services with General Counsel Repperger from GrayRobinson to RosswaySwan. Second by Mr. Cavaliere. Motion carried unanimously

Manager's Report

Office of the District Clerk

Ground Breaking Ceremony Reminder – On Tues., 20Mar18 at 3pm behind the old Administration Building located at 625 Barefoot Blvd the Board of Trustees will officially commence construction of the New BBRD Administration Building with the ceremonious first shovel throws marking the beginning of the project. Chairman Lavier will be the master of ceremony and deliver a brief address to those assembled. Light refreshments will be served. Everyone is welcome to attend.

Finance

FY18 Assessment Collection Update – \$3,047,603.48 (gross) or 84.5% of the FY18 Budget has been received as of 03Mar18. Please see attached for details.

Resident Relations

ARCC Updates

- The 27Feb18 meeting continued the review of the ARCC guidelines. The next meeting to review the guidelines is 13Mar18 at 8am in the BFBHOA office.
- The 06Mar18 meeting had 48 permits on the agenda. All permits were approved.



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Violations Committee Updates

- The meeting on 23Feb18 had 14 cases on the agenda. 3 cases came into compliance prior to the meeting, 11 cases were found in violation.
- The meeting on 09Mar18 had 19 cases on the agenda for that meeting. 6 cases came into compliance prior to the meeting, 13 cases were found in violation.
- **Badge Renewal Information** – Staff will begin renewing badges with the new 04/2019 stickers on Monday 05Mar18, for residents who have paid their 2017 Brevard County Taxes in full. The homeowners need to bring in the “Resident Badges” and “Dependent Badges” for additional residents living in their home, if you choose to have them updated. Homeowner approval is required for all updates.

The Resident Relations Office is open from 8:30am - 4:30pm Monday - Friday. To assist residents who are unable to come to the office during the week, the office will be open the following Saturdays from 9am – Noon

- 10Mar18
- 24Mar18
- 07Apr18

Food & Beverage

- **St. Paddy's Day Update** – A full day of events is planned for St. Patrick's Day on Sat, 17Mar18.
 - The parade starts at 10am down Veteran's Way followed by a short ceremony outside Building A which closes with a blessing of the Bay by Deacon John Dunlop.
 - Immediately following the ceremony, the Brevard County Pipers march around Pool #1 to the lakeside of the Lounge to entertain the crowd.
 - The bars open at 10am, music is scheduled from 11am-7pm. There are a few tickets left for corned beef sandwiches or dinners at the Lounge and the 19th Hole.
 - The 19th Hole will also offer a special menu on Saturday of corned beef & cabbage, cottage pie, bangers & mashed or salmon, cream & peas.



Golf-Pro Shop

- **Variable Frequency Drive (VFD) Replacement** – The gizmo that provides constant pressure to the two main irrigation pumps has been damaged by some form of electrical shock to the system. The irrigation pumps, transformers, regulators, butterfly valves, and all electrical components have been serviced and up to date. The VFD needs replacing and staff will operate one pump at a time until a local vendor receives the component which is shipping from Wisconsin. This will be done to prevent excessive surges or motor start and shutdown.



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- **Tournaments:** Sign up at Pro Shop or call 664-3174 for details
 - Canada Club, 10Mar18, 8:30am shotgun start
 - Ladies 18 Hole Spring Invitational, 13Mar18, 8am shotgun start
 - BBRD Club Championship, 22Mar18 Pairings Dinner at 6pm in Bldg. A 23 & 24Mar18, Tee Times begin 7:15am
 - Martini League End of Season Tournament, 31Mar18, 8:30 shotgun start
- **March 31st** - Pro Shop will close at 3:00 pm for inventory

Property Services

- Finished clay installation and paint on 2 of the 4 bocce ball courts. The remaining 2 will begin construction Monday 12Mar18
- Finished installation of all new paper towel dispensers, toilet paper dispenser etc. from our new custodial supplies company.
- Began repairs from the hurricane to the fascia on Building D/E
- Finished electric installation to the new Christmas storage shed
- Repainted storage shed at Property Services
- Resealed and repainted the roof of the custodial supply shed
- Annual Re-inspection and tag of all the fire extinguishers in BBRD

General Information

• **Financing of projects:**

BBRD's Financial Advisor, Mr. Clark Bennett will be here next month (13Apr18) regarding two agenda items.

1. A final decision on the projects to be financed (which specific projects and a total cost)
 2. Discussion on how to proceed (15 year bank loan or 30 year bond).
- **Weir** - Since we are back at a standstill with the County regarding who is responsible for the pipe under Dottie Lane, I have authorized a new dive team (\$6,400) to go down and see if they can figure out what is wrong so we can determine who is responsible.
 - **Micco RV CCTV System** - Due to continued decline in the quality of the system, rather than wait for the FY19 Budget, I will be placing a proposal in the next few weeks on the agenda regarding replacement/upgrade of the Micco RV lot CCTV system. A similar proposal for the West RV lot system will be in the FY19 WDPB.
 - **Tamarind and Cherokee Stormwater Project** – Since all the original work is now complete, with the exception of change order #3 work (relocation of pipe under Tequesta entrance to our RV lot and cleaning of the canal which the county stopped work on and their portion of the project is currently unfunded) the vendor has requested to close out the contract via a change order (#4 for a -\$50,872.80). The final payment would be \$11,494.87. Is there a consensus to close out the project and pay the final invoice? Sadly, until the County does their part (and then we see if the pipe under the Tequesta RV entrance still needs to be replaced) flooding in the Pocatella area will continue in the summer during heavy rains.

Consensus from the Board to close the project and pay the final invoice.



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- **Resident Relations Manager/Human Resources Coordinator** – With the pending retirement of Ms. Susan Cuddie, after a thorough search and selection process, I am pleased to announce the appointment Mr. Richard Armington (current full-time DOR/ARCC Inspector) to the position of Resident Relations Manager effective 02Apr18. Ms. Cuddie will work with Mr. Armington through 13Apr18 to ensure a smooth transition.
- **FY19 Working Draft Proposed Budget Update** – The document will be delivered to the Trustees on Wednesday 28Mar18.
 - Paper copies of the FY19 WDPB will be available for inspection starting Thurs., 29Mar18 at the Old Administration Building and Resident Relations' Office
 - The "Homeowner's Version" is available free to all residents starting Thurs., 29Mar18 at the Old Administration Building.
 - Electronic versions each document will be available at www.bbrd.org on Fri., 30Mar18.

Ms. Carol Spink suggested the District submit a claim to boiler machinery insurance, if the District has it, for the damaged pumps at the golf course due to the possible power surge. Mr. Coffey stated that we do have insurance, but he is not certain that it was a power surge, the machinery does wear out. Mr. Ernie Cruz stated that the component is in line with several other electronic equipment and nothing else was damaged. The component is called a regulator and the damage was definitely not due to a power surge but to wear and tear as this was piece was installed in 2001.

Attorney's Report

General Counsel stated that after his initial review of the ABM contract he has no objections and will await the legal counsel review on their side before bringing back to the meeting for authorization.

Incidental Trustee Remarks

Mr. Lavier recognized General Counsel Repperger and stated his appreciation for him remaining as BBRD Counsel. He stated that he hoped the District and General Counsel Repperger will have a long and successful relationship to come. He thanked Mr. Ernie Cruz and Matt Hill of ABM for all their hard work on the ABM contract and also thanked Ms. Sue Cuddie for her years of service with Barefoot Bay and wished her well on her future endeavors. He is looking for Mr. Lavier requested feedback from Mr. Roger Compton on the results of the past weekend's HOA sponsored golf tournament. Mr. Compton stated that the tournament was a great success.

Mr. Diana stated that he has thoroughly enjoyed working with General Counsel Repperger and looks forward to many more years together. He commented on the recent issues with the POS system at the 19th Hole. He asked if staff could look into the possibility that a larger bandwidth is warranted in this instance.

Mr. Wheaton commented that the reasoning behind his alternate proposal was to lower costs in an effort to reduce the complications that may arise with Bond validation as opposed to a bank loan. He thanked General Counsel for staying with the District.



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Mr. Klosky thanked general Counsel for his service to the District and looks forward to working with him in the future. He reminded the trustees about the due date for turning in Community Manager and SDS evaluations to the District Clerk's office.

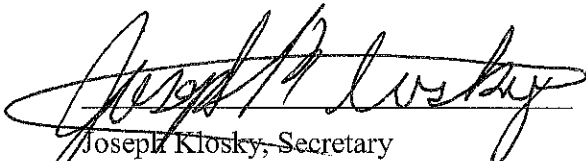
Mr. Cavaliere wished everyone a great weekend.

Adjournment

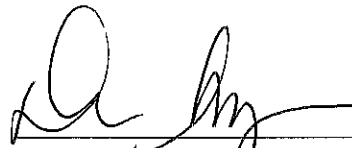
The next meeting will be on Tuesday, March 27, 2018 at 7PM in Building D/E.

Mr. Cavaliere made a motion to adjourn.

Meeting adjourned 2:01PM.



Joseph Klosky, Secretary



Dawn Myers, District Clerk