



BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees Regular Meeting
October 12, 2018
1 P.M. – Building D&E**

Meeting Called to Order

The Barefoot Bay Recreation District held a Regular Meeting on October 12, 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. Diana.

Roll Call

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

Presentations

Mr. Lavier read a resolution on behalf of the Board of Trustees recognizing the importance of breastfeeding in accordance with Florida laws and statutes. Ms. Myers was on hand to accept the resolution on behalf of the Florida Department of Health Brevard County.

Mr. Cavaliere made a motion to accept the resolution. Second by Mr. Diana. Motion carried unanimously.

Mr. Lavier read and presented a proclamation on behalf of the Board of Trustees to Mr. Coffey for reaching a 5-year milestone as Barefoot Bay's Community Manager. Mr. Lavier thanked Mr. Coffey for his outstanding service to the community and for his role in the completion of major projects and significant improvements in Barefoot Bay under his leadership. The Board congratulated Mr. Coffey on being the longest running Community Manager in Barefoot Bay's history.

Mr. Diana made a motion to accept the proclamation. Second by Mr. Klosky. Motion carried unanimously.

Minutes

Mr. Klosky made a motion to accept the minutes from September 25th and September 14th. Second by Mr. Cavaliere. Motion carried unanimously.

Treasurer's Report

Mr. Cavaliere read the Treasurer's Report for October 12, 2018.

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



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Audience comment On Agenda Items

Mr. Rich Schwatlow suggested that interested residents may want to form a Barefoot Bay marching band. He emphasized the upcoming Christmas season coming up would be a great time to have a marching band to add to the annual Christmas Parade.

Ms. Deb Dalton requested assistance with the Kid's Christmas Golf Tournament fundraiser coming up in November. She asked the Board to please waive the green fees on that day and help with the food costs. All proceeds will go towards helping the children in Barefoot Bay.

Mr. Cavaliere stated that he will allow Food & Beverage to charge the food at cost.

Mr. Cavaliere made a motion to donate the entire cost of the food and waive the green fees for the day of the tournament. Second by Mr. Klosky. Motion carried unanimously.

New Business

Trustee Cavaliere Presentation: "Why Pay As You Go Will Not Work."

Mr. Rich Schwatlow shared his opinion on Pay As You Go financing stating that he is in favor of this method. He did not feel comfortable commenting on a topic before hearing what the Board had to say about it.

Ms. Luann Henderson stated her opinion on why the topic of the Loan or 30-year Bond is still being discussed even though some residents have voiced their opposition to it.

Mr. Tom Guinther commented on the agenda item stating that he was opposed to it as it looks like campaigning and requested that it be removed from the agenda. He stated that he will develop his own 5-year plan and have it available for the residents online.

Mr. Jack Reddy proposed his alternate plan for financing via Pay As You Go by using a short-term loan and the \$700,000 we already have in the General Fund.

Mr. Ed Keeley presented his own ideas on financing the 21 projects in four phases with the Pay As You Go Financing method.

Mr. Dick Lepage gave his opinion on reserve accounts as an option to save money for projects without putting a strain on the residents.

Mr. Rick Berndsen voiced his dissatisfaction with the outcome of a meeting he had with Mr. Cavaliere in an attempt to explain his ideas for a plan to finance the 21 projects with the Pay As You Go method and a short-term loan. He presented his plan to the Board.

Ms. Carol Joseph shared her appreciation for all the residents who cared enough to take the time to research alternate options for financing the projects. She encouraged them to keep open minds when hearing the trustees out as they too have spent a lot of time holding workshops and listening to professionals and the community, in an effort to make sound financial decisions. She reminded the residents that the Board only has the best interest for the Bay in mind.

Mr. Cavaliere presented his plan on Why Pay As You Go will not work to the residents via a PowerPoint presentation. Mr. Cavaliere stated that Pay As You Go will only drag out the projects over time. In his vision the final projects will be nearing completion in fiscal year 2046. He stated that he was unclear why some people would prefer to foot the entire bill for new facilities now rather than let future generations pay long term as they are the ones that will be using them for years to come. He stated that until he is presented with an alternate sensible plan he will maintain his position on the 30-Year Bond.



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Discussion of AIRBNB Short-Term Rentals

Mr. Jack Reddy encouraged the Board to come up with a plan that will restrict the few people that are taking part in the short-term rentals. He cautioned the Board of allowing Barefoot Bay to get turned into a "trailer park" environment.

Ms. Patty Becker gave an alternate experience of the positive side of AIRBNB renting. She stated that she lists her refurbished home on the site for a few days or months at a time, but she informed the Board that AIRBNB vets the home for the owner and for the renter. The renters can leave comments about the quality of her home and her response rate on the website just as she can leave feedback about the quality of the renter. She decided upon this type of rental after experiencing a nuisance renter in a home of a friend that could not get legally get rid of the renter. She stated that she endured the renter's disturbance due to alcohol abuse and continuous family fighting in the home right next door to her for two years.

Mr. Jeff Grunow thanked Mr. Diana for bringing the topic to the agenda. He stated that though AIRBNB is not always a negative experience he has researched the service and found that it does change the climate of the neighborhood in which it is located. He agreed with Mr. Reddy in believing that if we allow the rentals we would have to implore great due diligence.

Mr. Diana stated that he is not trying to interfere with homeowner's rights but simply trying to make sure the Bay is not being taken advantage of and is compensated for the extra traffic at the facilities and amenities. Mr. Cavaliere requested the topic be brought to a workshop at the first of the year. Consensus of the Board to schedule a workshop to discuss short term rentals in the beginning of the year.

Non-Tipped Minimum Wage for Tipped Employees Who Attend Mandatory Meetings

Mr. Diana brought the topic to the agenda due to overhearing the Food and Beverage employees voice concern for the many various meetings they must come in for on their days off at their regular pay. He suggested paying the employees at the standard minimum wage rate when having to come in for training and staff meetings. The Board discussed the wages stating that the employees may have an hour meeting or training at their regular pay but during their regularly scheduled work days they sometimes exceed minimum wage on their shift which makes up for the imbalance. No action taken.

Handicap Rails in Building A Women's Restroom Non-Handicap Stalls

Ms. Carol Joseph commended the Board on making the right decision by supporting the Brevard Health Department's campaign to follow the Surgeon General's lead in bringing the importance of women's breastfeeding and its overwhelmingly positive impact on babies' health to the Board. She mentioned that installing changing tables in the restrooms would also make a positive impact.

Mr. Diana stated that he put this item on the agenda because of his conversations with an elderly female who frequents Building A and speaks for many of her peers. She hoped her concern would be heard in front of the Board. Mr. Diana stated that he empathized with the need for rails in the bathrooms as his vision causes him to be unsteady at times as well. Mr. Coffey stated that the rails are \$50 per stall for materials and labor for the installation will be a separate amount. Mr. Wheaton stated that staff does not have enough hours in the day for their current workload. Mr. Cavaliere was not confident that this expense should be taken on because of one individual's request. No action taken.



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Paws Meals on Wheels Request

Mr. Ted Pankiewicz of the Paws Meals on Wheels Senior Pet Sanctuary presented his offer to service the residents of Barefoot Bay by supplying pet food to those individuals in need of assistance with feeding their pets. He explained that he would only need a place to park the trailer of food in a centralized location once a month to make it available to the residents. He can deliver to any disabled or elderly residents unable to pick up the food if necessary.

Mr. Klosky made a motion to allow Paws Meals on Wheels a spot in the Building A parking lot on the 2nd week of the month to park their trailer allowing residents access to the free pet food. Second by Mr. Wheaton. Motion carried unanimously.

Revised Policy Manual

Mr. Coffey presented the Workshopped amendments to the Policy Manual. He brought attention to the tentative changes allowing for additional guest pass fees for short term renters use of the amenities that can be removed or deferred based on the decisions made earlier in the meeting. Consensus to keep the language.

General Counsel Repperger read the resolution:

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAY RECREATION DISTRICT;
PROVIDING FOR THE ADOPTION OF VARIOUS REVISIONS TO THE POLICY
MANUAL ADOPTED MAY 8, 2009, AS SUBSEQUENTLY AMENDED THROUGH DECEMBER 08,
2017; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Klosky made a motion to approve the resolution amending the Policy manual. Second by Mr. Diana. Motion carried unanimously.

Revised Employee Handbook

Mr. Coffey presented staff amendments in the Employee Manual to the Board for approval.

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

2019 Independence Week Fireworks Display

Mr. Coffey requested the Board award the contract for the fireworks display next year to Sabella's and to waive the second bid requirement. He informed the Board that staff has scheduled the display to take place on June 30th which is the closest Sunday to the 4th of July. He explained that staff anticipates a successful Sunday Street Dance following the fireworks display as was the case last year.

Mr. Cavaliere made a motion to waive the 2nd bid requirement and award the contract to Zambelli's. Second by Mr. Wheaton. Motion carried unanimously.

New Administration Building Furniture

Mr. Coffey requested the Board waive the 2nd bid requirement for the new office furniture going into the New Administration Building and proceed with procurement of the furniture. He stated that the budget for the furniture was originally \$24,900. Finance Manager, Charles Henley, worked with staff to obtain the most cost-effective items bringing the total cost down to \$18,482.

Mr. Cavaliere made a motion to waive the second quote requirements and authorize the Community Manager to proceed with the five purchases at a cost of \$18,482.00 plus shipping. Second by Mr. Diana. Motion carried unanimously.

Barefoot Bay Realty Lease Revocation



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On August 21st, Trustee Wheaton requested that the application for lease of the vacant office space in the shopping center be placed on the agenda for consideration. The Board subsequently approved the lease at that meeting. However, the individual has now had the lease for a month and has refused to sign it. Mr. Coffey recommends the Board revoke the lease and relist the space for rent immediately.

Mr. Cavaliere made a motion to revoke the lease agreement and instruct staff to re-list the unit for lease. Second by Mr. Klosky. Motion carried unanimously.

Donation Request

Mr. Frank N. Cavaliere and Mr. John McCarthy, owners of Holy Cannoli Bakery, submitted a request to fund the purchase of an outdoor refrigerated sandwich prep unit to be used by Food & Beverage.

Mr. Diana made a motion accept the donation. Second by Mr. Wheaton. Motion carried unanimously.

Pool #3 Heater Replacement

Mr. Coffey stated that the FY19 R&M/Capital Department Budget contains funding for the replacement and upgrade of the existing 400,000 BTU heater to a 1,000,000 BTU gas heater for Pool #3. He recommended the Board award the contract to The Gas Man and waive the 2nd quote requirement.

Mr. Cavaliere made a motion to award contract to The Gas Man in the amount of \$10,892 for a Pool #3 replacement heater while waiving the second quote requirement. Second by Mr. Wheaton. Motion carried unanimously.

Manager's Report

District Clerk

- **Copier Upgrades Update:** All new copiers were installed the first week of October.

Finance

- **Surplus Property Disposition Update** – Staff continues to thin the herd of surplus items. Year-to-date auction receipts total \$12,169.02.

Resident Relations

ARCC Updates

- Meeting on October 2nd had 23 permits on the agenda: 11 consent (not changing the footprint of the home) approved, 11 non-consent (i.e. anything requiring a survey) approved and 1 old case was denied.
- The next meeting will be on October 16th at 9 am in the BFBHOA office.

Violations Committee Updates

- Meeting on October 12th has 17 cases on the agenda.
- The next meeting will be on October 26th at 10 am in Bldg. D&E with 38 cases on the agenda.

Neighborhood Revitalization Program (NRP) Update

- The BOT Sub-Committee, san Trustee Klosky, met on October 10, 2018 and made two recommendations to the BOT which will be on the October 23, 2018 agenda.
- The next meeting of the NRP will be April 17, 2019 at 2pm in Building D.

Interesting Facts:



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- Within the past 60 days: 14 new hires, 7 separations (all resigned), average employee head count 108
- In September 28 (36 people) new homeowners received their social membership badges and new homeowner packets
- September Community Watch Statistics: 14 calls for suspicious activity to BCSO, 54 Illegally parked boats or other vehicles reported to DOR/ARCC Inspectors and 14 non-operating street lights reported to FPL (10 repaired so far).

Food & Beverage

- **BBRD's Annual Halloween Party Update** – As in the past, the Spooktacular event takes place in the Lounge on Saturday, October 27th from 6-10pm. Prizes for best costumes, a Crystal Head vodka raffle and great music by The Kore. Food will be available.
- **2019 Barefoot By The Lake Festival Update** – Next year's event kicks off on Friday, February 15 with one of the most IN DEMAND tribute acts in the country- a Beach Boys/Eagles concert by Woody and Longboards from Riverside, California. Starting November 1st Barefoot Bay residents can purchase tickets in the BFBHOA office for \$10 field tickets (guaranteed seating) and in the Lounge \$15 "Lakeside of the Lounge" (guaranteed) seats. There will also be open free seating available. Flyers with all the details are posted.
- **Pasta Night Update** – This week's event grossed \$1,700.90 in sales, \$756.80 increase over the same week last year. Of interest, 54% of the 85 meals sold were the two weekly specials, accounting 64% of food sales receipts.
- **Sun Sail Update** – On Tuesday, October 16th, installation of the Sun Sail will commence with completion scheduled for the following day.

Golf-Pro Shop

- **Projects**
 - Bunker project sod replacement, and repair will begin Oct 15th
 - Hole 16 Restrooms Renovation continues with completion expected by mid-October
 - Picnic Area: 4 picnic tables with umbrellas are in place. Concrete base and screenings will be installed by Property Services
- **FY19 Membership Update** – Staff began accepting membership payments on October 1st in the Pro Shop. To reduce costs, statements will not be mailed. Once again members will have 3 ways to pay:
 - Entire amount
 - 3 Payments (Oct 1st, Nov 1st and Dec 1st) (processing fees apply)
 - 12 monthly payments (processing fees apply)
- Tournaments (Please call pro shop 664-3174 for details)
 - Christmas for Kids
 - November 3rd 8:30 Shotgun
 - \$30.00 per player
 - Sign up begins Oct 15
 - Member/Member
 - November 17th 8:30 Shotgun
 - 18-Holers \$35.00 per person, 9-Holers \$28.00 per person
 - Sign up begins November 1st
- Thanksgiving Day Hours
 - Pro Shop Closes at 2pm



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Attorney's Report

General Counsel Repperger stated that the new term limits for Trustees was accepted by the Board of Commissioners and will take affect after this coming election. He stated that he was surprised to see the minutes that came out of the last NRP meeting which called for the recommendation of hiring a real estate attorney handle the DOR and deed issues as he was not involved with the NRP meetings recently. He stated that he understands this may have come out of some poor communication on his part with staff. He stated that he has had conversation with DOR Manager Rich Armington and believes they have an understanding. Mr. Wheaton stated that he received General Counsel's plan of action but until he sees it there is nothing more to discuss. General Counsel Repperger stated that he will provide a plan of action to the Board and requested deferment of this recommendation for two months, so he has time to resolve the issues. General Counsel Repperger reported to the Board on former Trustee Chuck Mershon's status after the effects of Hurricane Michael. He did suffer some material damage, but he and his family are okay.

Trustee Incidental Remarks

Mr. Lavier apologized if he came off as too harsh regarding the 3-minute time limit on the audience participation segment of the meeting, but he must adhere to the rules.

Mr. Diana reminded the residents to acknowledge breast cancer awareness month.

Mr. Wheaton had no remarks at this time.

Mr. Klosky thanked Mr. Coffey for doing a great job in the community for the last 5 years and hoped he would see him for another 5 years.

Mr. Cavaliere wished everyone a great weekend.

Adjournment

Mr. Cavaliere made a motion to adjourn.

The next meeting will be on Tuesday, October 23, 2018 at 7PM in Building D/E.

Meeting adjourned 3:01PM.



Joseph Klosky, Secretary



Dawn Myers, District Clerk



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- Last Cart out at 10am
- Course Overseed Schedule (may be adjusted due to weather)
 - November 13 (Back nine and putting green will be closed)
 - November 14 (Front nine and driving range will be closed)

Ernie says, "only 74 more shopping days till Christmas." Get your BBRD logoed gifts at the Pro Shop.



Property Services

- Repaired the stormwater pipe and filled in the hole to the southwest of the pickleball courts
- Continued to repaint and make repairs to the deck on Pool # 1
- Continued work on the men's room on the 16th Hole
- Addressed all current DOR grass violations
- Continued to monitor the installation of the new pickleball courts
- Secured the needed materials for the Over 60 Softball Association new season
- **Pickleball Court Project Update** – The project is substantially completed. Installation of the nets (to be provided by the vendor) still to be accomplished. Staff will be scheduling an official Pickleball Court opening ceremony with the Trustees in the near future.
- **Retaining Wall Study Update** – An engineer from TLC conducted the 2nd walk though and visual analysis of Pool #1 retaining walls this week and will provide staff the locations for bore pits to further explore the stability of the walls.
- **Lounge Expansion Conceptual Design Exercise Update** – Staff has met twice with the architect working on the conceptual designs of the Lounge expansion project. A 2nd BOT workshop to review the 3 floorplans and 2 renders will be scheduled for mid-to-late November.

General Information

- **BOT NRP Sub-Committee Meeting** – The BOT sub-committee met on Wednesday, October 10th in Building D at 2pm.
- **Tattler Article** – Permission is requested from the BOT to submit the November FY20 Budget Kickoff Townhall meeting article to the Tattler. Consensus by the Board.
- **Project Tracker Update** – The project tracker (including signatory tracker) will now be provided to the BOT at the first meeting of each month as opposed to the previous practice of the 2nd meeting of the month.
- **Future BOT Meeting Dates Reminder** – There will only be one BOT meeting in November (9th) and December (7th).
- **New Administration Building Meeting Room Update** – Reservations for the meeting room within the New Administration Building will start being accepted through the Calendar Coordinator in the Resident Relations Office next Monday for dates starting on January 2, 2019.
- **Building C R&M/Capital Projects** – Staff requests permission to combine the following four FY19 projects into one project and develop an RFP for release in January 2019:
 - \$30,000 Roof Replacement; \$9,000 Doors Replacement; \$21,000 Windows Replacement;
 - \$22,000 Stucco Replacement

Mr. Coffey thanked the board and staff for acknowledging his 5-year milestone and stated that it has been a pleasure to come to work each day to serve the Board and the residents.