



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

April 21, 2020 (closed to the public)

7PM –Building D&E

Available for viewing via livestream on www.bbrd.org and via simulcast in Building A

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on April 21, 2020 Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 7PM.

Pledge of Allegiance to the Flag

Led by Mr. Loveland

Roll Call

Present: Mr. Klosky, Ms. Henderson, Mr. Maino, Mr. Loveland, and Mr. Compton. Also, present, John W. Coffey, ICMA-CM, Community Manager, Cliff Repperger, General Counsel, and Stephanie Brown, District Clerk, Matt Goetz, Property Services Manager and Rich Armington, Resident Relations Manager.

Resolution Adopting Rules and Procedures for Meetings Via Communications Media Technology

Mr. Repperger read the resolution 2020-04:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; ADOPTING EMERGENCY RULES AND PROCEDURES ALLOWING FOR BOARD OF TRUSTEES MEETINGS VIA COMMUNICATIONS MEDIA TECHNOLOGY; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALING CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE AND SUNSET PROVISION.

Ms. Henderson made a motion to approve Resolution 2020-04 as read. Second by Mr. Loveland. Motion passed unanimously.

Presentations and Proclamations

None.

Approval of Minutes

Mr. Compton made a motion to approve the minutes dated March 13, 2020 and March 24, 2020. Second by Ms. Henderson. Motion passed unanimously.

Treasurer's Report

Mr. Maino made a motion to approve the Treasurer's Report for April 21, 2020 as read. Second by Mr. Compton. Motion passed unanimously.

Audience Participation



BAREFOOT BAY RECREATION DISTRICT

Mr. Coffey read a letter submitted by Rich Schwatlow-636 Marlin Circle- he spoke in favor of voiding the vote for the Name the Facilities Contest due to the small number of votes entered, uncertainty on the legality of the votes, lack of a 'no change' ballot option and possible miscounting.

Unfinished Business

Optional One-Time Retroactive Severance Payment to District Employees Laid off due to COVID-19

Mr. Coffey gave an overview of the severance payment structure. Mr. Maino asked how many of our employees are getting unemployment. Mr. Coffey responded that it has been very few. Mr. Maino also spoke in favor of a Furlough for employees as opposed to a lay off. Mr. Loveland agreed with Mr. Maino. Mr. Loveland and Mr. Maino spoke in favor of allowing employees to opt-in to the retroactive severance offer at any time. Mr. Klosky voiced his concern on the financial affects of continuing to pay laid off employees.

Mr. Repperger read Resolution 20-06:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; AUTHORIZING AN OPTIONAL ONE-TIME RETROACTIVE TWO-WEEK SERVERANCE PAY AMOUNT TO DISTRICT EMPLOYEES LAID OFF DUE TO COVID-19; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALING CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Compton made a motion to approve Resolution 2020-06 amending taking out the one-time reference. Second by Mr. Maino. Motion passed 4-1. Mr. Klosky dissents.

Shopping Center Lease for Building 2 Suite 3. Holy Canolli, L.L.C. (Lessee)

Staff recommends the BOT approve of the Draft Lease Agreement and Draft Guaranty.

Mr. Maino made a motion to approve Shopping Center Draft Lease Agreement and Draft Guaranty. Second by Mr. Loveland. Motion passed unanimously

Name the Facilities Contest

Mr. Compton stated that he spoke with Mr. Baldwin and was in agreeance that due to the National pandemic the Name the Facilities Contest should be tabled.

Mr. Compton made a motion to table the decision on the Name the Facilities Contest indefinitely. Second by Mr. Loveland. Motion passes unanimously.



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New Business

Temporary Suspension of ARCC Meeting and Permit Approval Procedures

Mr. Repperger read the resolution 2020-05:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT; TEMPORARILY SUSPENDING PHYSICAL QUORUM REQUIREMENTS FOR ARCHITECTURAL REVIEW AND CONTROL COMMITTEE MEETINGS; TEMPORARILY AUTHORIZING ARCHITECTURAL REVIEW AND CONTROL COMMITTEE CHAIRPERSON TO EXECUTE PERMITS IF A QUORUM CANNOT BE OBTAINED DURING STATE OF EMERGENCY RELATED TO COVID-19, SUBJECT TO RATIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALING CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE AND SUNSET PROVISION.

Ms. Henderson made a motion to approve Resolution 2020-05 as read. Second by Mr. Compton. Motion passed unanimously.

DOR Violation 20-000885 922 Fir Street

Mr. Maino made a motion to refer case #20-000885 922 Fir Street to BBRD Property Services Department to bring properties into compliance. Second by Ms. Henderson. Motion passed unanimously.

DOR Violation 20-000931 1012 Royal Palm Drive

Mr. made a motion to refer case #20-000931 1012 Royal Palm Drive to BBRD Property Services Department to bring properties into compliance. Second by Ms. Henderson. Motion passed unanimously.

DOR Violation 20-000963 1374 Barefoot Circle

Mr. made a motion to refer case #20-000963 1374 Barefoot Circle to BBRD Property Services Department to bring properties into compliance. Second by Ms. Henderson. Motion passed unanimously.

DOR Violation 20-000959 1376 Barefoot Circle

Mr. made a motion to refer case #20-000959 1376 Barefoot Circle to BBRD Property Services Department to bring properties into compliance. Second by Ms. Henderson. Motion passed unanimously.

DOR Violation 19-004867 833 Vireo Drive

19-004867 833 Vireo Drive came into compliance.



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Building A Renovations RFP Evaluation Committee Recommendation

Staff recommends the BOT award the contract to Parkit Construction in the amount of \$564,435.00 for building A renovations.

Ms. Henderson spoke in favor of tabling the decision until the May 8th BOT Meeting.

Mr. Compton made a motion to approve awarding the contract to Parkit Construction in the amount of \$564,435.00 for building A renovations. Second by Mr. Loveland. Motion passes 4-1. Ms. Henderson dissents.

Lounge Roof Replacement Award of Contract

Staff recommends the BOT award contract for the Lounge Roof Replacement to MB Enterprises Roofing & Sheet Metal, Inc. in the amount \$49,950.00, while waiving the second bid requirement. Per Barefoot Bay Recreation District Policy Manual, If fewer than three sealed and qualified proposals are received by the Evaluation Committee, by a majority vote the Evaluation Committee may request the Community Manager to seek non-sealed bids for comparative analysis or forward their recommendation for award of contract.

Mr. Compton made a motion to award the contract for the Lounge roof replacement to MB Enterprises Roofing & Sheet Metal, Inc. in the amount of \$49,950.00, while waving the second bid requirement. Second by Ms. Henderson. Motion passed unanimously.

Pool #1 Walkway Roof Replacement, Phase 2 Award of Contract

Staff recommends award contract for the Pool 1 Walkway Roof Replacement, Phase 2 to MB Enterprises Roofing & Sheet Metal, Inc. in the amount of \$39,900.00, waiving the second bid requirement, and instructing staff to transfer the balance of the budget to Contingency. Per Barefoot Bay Recreation District Policy Manual, If fewer than three sealed and qualified proposals are received by the Evaluation Committee, by a majority vote the Evaluation Committee may request the Community Manager to seek non-sealed bids for comparative analysis or forward their recommendation for award of contract.

Mr. Compton made a motion to award contract for the Pool 1 Walkway Roof Replacement, Phase 2 to MB Enterprises Roofing & Sheet Metal, Inc. in the amount of \$39,900.00, waiving the second bid requirement, and instructing staff to transfer the balance of the budget to Contingency. Second by Ms. Henderson. Motion passed unanimously.

Pool #2 Restroom Roof Replacement Award of Contract

Staff recommends award contract for the Pool #2 Restroom Roof Replacement to MB Enterprises Roofing & Sheet Metal, Inc. in the mount \$14,250, waive the second bid requirement, and instruction staff to transfer the balance of the budget to Contingency. Per Barefoot Bay Recreation District Policy Manual, If fewer than three sealed and qualified proposals are received by the Evaluation Committee, by a majority vote the Evaluation Committee may request the Community Manager to seek non-sealed bids for comparative analysis or forward their recommendation for award of contract.



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Mr. Maino made a motion to award contract for the Pool #2 Restroom Roof Replacement to MB Enterprises Roofing & Sheet Metal, Inc. in the amount \$14,250, waive the second bid requirement, and instruction staff to transfer the balance of the budget to Contingency. Second by Ms. Henderson. Motion passes unanimously

Pool #3 Restroom Roof Replacement Award of Contract

Staff recommended BOT award contract for the Pool #3 Restroom Roof Replacement to MB Enterprises Roofing & Sheet Metal, Inc. in the amount \$14,250, waive the second bid requirement, and instruction staff to transfer the balance of the budget to Contingency. Per Barefoot Bay Recreation District Policy Manual, If fewer than three sealed and qualified proposals are received by the Evaluation Committee, by a majority vote the Evaluation Committee may request the Community Manager to seek non-sealed bids for comparative analysis or forward their recommendation for award of contract.

Ms. Henderson made a motion to award contract for the Pool #3 Restroom Roof Replacement to MB Enterprises Roofing & Sheet Metal, Inc. in the amount \$14,250, waive the second bid requirement, and instruction staff to transfer the balance of the budget to Contingency. Second by Mr. Maino. Motion passes unanimously.

Transition Announcement Letter

Mr. Repperger announced his transition from Rossway Swan (May 1st) to White Bird (May 4th). Mr. Repperger requested for the BOT to determine whether the District desires for Mr. Repperger to continue in his new capacity to represent the District or continue to have Rossway Swan to represent the District.

Ms. Henderson made a motion to retain Mr. Repperger and authorize files to be transitioned with him and to execute the letter. Second by Mr. Compton. Motion passes unanimously.

Manager's Report

Finance

- \$3,574,203.76 (gross) or 92.5% of the annual assessment receipts were received as of April 14, 2020.

Resident Relations

ARCC Meeting 03/17/20

- 1 Old Business – Permit approval rescinded for further information & drawings
- 24 Consent Items - all approved
- 13 Other Items -all approved

ARCC Meeting 03/31/20

- 16 Consent items – all approved



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- 8 Other items – 7 approved and 1 denied

ARCC Meeting 04/14/20

- 10 Consent items – all approved
- 11 Other items – 9 approved, 1 tabled pending application of a county building permit, and 1 denied for unapproved materials
- 1 Old Business - approved

ARCC Meeting 04/28/20

- Next meeting

VC Meetings

- All future meetings have been canceled until the Coronavirus pandemic abates

Interesting Fact from March

- 42 New Homeowners
- 67 new badges issued

Golf-Pro Shop

- Staff appreciates all the golfers following our guidelines for dealing with this pandemic
- Please remember to bring your own water or beverages
- Please remember to show up 5 minutes before your tee time and be ready to go so we don't have congregating groups
- Summer green fee rates will start May 1st. Please see the Pro Shop for details.

Property Services

- Continued replacement of broken posts around the common grounds
- Shut down buildings and disinfected user areas
- Replaced solenoids and broken irrigation heads at the softball field
- Replaced all burned out flame tip bulbs in the chandeliers in Building A
- Stripped the dance floor in the Lounge and recoated
- Installed new sink in the Lounge
- Continued work on the miniature golf course
- Pressure cleaned and painted floor at pool 1 picnic/pavilion area
- Rehabilitated Liquor closet at the Lounge (paint and flooring)
- 19th hole passthrough window upgrade and installed heat lamps
- Oversaw vendor completion of the last element of the Bldg. A FPE electrical panel replacement project



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- Replaced emergency lights at Building A with LED fixtures
- Re coated the floors at the Pool 1 showers
- Refinished all doors inside the Lounge (men, Ladies and hallway)
- Cleaned all pool furniture Pools 1,2,3
- Repaired and repainted men's room in Building D&E
- Repainted interior of the 19th Hole
- Repaired irrigation pipe leak at the beach
- Replaced the bench at Pool 3
- Repaired ADA door at the Lounge
- Replaced the water pump at the fishing pier
- Repainted the bar at the 19th Hole
- Replaced broken car stops at the Shopping Center
- Acid washed Pool 2 and touched up/repainted surfaces
- Replaced basketball nets
- Replaced the main pump at Pool 1
- Repaired loose and broken bricks around all 3 Pools
- Clean up trash in the canals
- Made repairs to rotted and warped boards to the bridge next to tennis
- Replaced broken lights at the tennis courts
- Replaced broken flag rope at US1
- Repainted yellow markings at the Lounge
- Cold patched potholes at Micco RV
- Replaced all AC vents in the 19th Hole
- Changed all stained or damaged ceiling tiles in the 19th Hole and the Lounge
- Installed all new stainless shelving in the 19th Hole kitchen
- Fabricated microwave and printer shelf for the 19th Hole
- Installed a 3-bay sink at the bar in Building A
- Continued stripping the floor in Building A
- Shampooed the carpets in the Lounge
- Repainted the interior of Building C
- Continued 3-hour rotation of cleaning the golf course restrooms
- Continued soliciting bids for various projects

General Information

- The **first BOT Budget Workshop** is Tuesday, April 28th in Building D/E at 7pm (closed to the public). The public can view the meeting via livestream on www.bbrd.org or watch a simulcast in Bldg. A (where seating will be 6 ft apart).
- **Notification of waiver of second bid requirement as found in the Policy Manual "Use of Purchase Orders-Competitive Pricing" paragraph 2 (page 12)** – The BOT is hereby notified that due to the long-term inability to obtain bids for roof repairs to Building D/E sustained in Hurricane Matthew, I waived the 2nd bid requirement using "Exception to Competition #9 (Under other documented and justified circumstances approved by the Community Manager) and approved a bid from MB Enterprises Roofing & Sheet Metal, Inc. in the amount of \$5,800.00 on March 24, 2020.



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- **Steward Medical Group Land Lease Proposal Update** – The appraisal, valuing the parcel at \$100,000, was received on March 30th. Staff forwarded the report to Mr. Taylor of SRMC. Mr. Taylor stated this week that he had forwarded the appraisal to his corporate office and would get back with us when he had heard from the corporate office.
- **Lounge/Lakeside Expansion Update** – Bore samples and the site-specific survey were accomplished last week. Staff has a conference call with the design team this week to verify equipment needs of the food prep area. Completion of the design is anticipated in late summer or early autumn.

BOT agreed to change the time of the April 28th Budget Workshop from 7pm to 1pm and cancel the April 30th Budget Workshop.

Attorney's Report

Mr. Repperger Spoke about the use of closed meetings moving forward until the Covid-19 pandemic is over. He also gave an update on court activities and stated that all service of lawsuits has been suspended until May 29, 2020 or when there are no remaining Administrative Orders.

Incidental Trustee Remarks

Mr. Loveland requested residents to stay safe and follow CDC guidelines.

Mr. Compton expressed his thanks to the community.

Ms. Henderson had a question on who picks the music since it has been moved into the property services budget. 19th from food and beverage and give it to the Golf Course budget. She expressed her gratitude for residents staying safe and staying home.

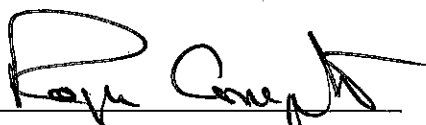
Mr. Klosky requested for residents to stay home and stay safe.

Adjournment

The next meeting will be on May 8, 2020 at 1pm in Building D/E

Mr. Henderson made a motion to adjourn. Mr. Klosky adjourned.

Meeting adjourned at 8:42 pm


Roger Compton, Secretary


Stephanie Brown, District Clerk