



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

April 8, 2022

1PM –Building D&E

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on April 8, 2022, Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Maino called the meeting to order at 1PM.

Pledge of Allegiance to the Flag

Led by Mr. Cary.

Roll Call

Present: Mr. Nugent, Mr. Morrissey, Mr. Amoss, Mr. Maino, Mr. Brinker. Also, present, John W. Coffey, ICMA-CM, Community Manager, John Cary, General Counsel, Stephanie Brown, District Clerk, Matt Goetz, Property Services Manager, Charles Henley, Finance Manager, Kathy Mendes, Food & Beverage Manager and Rich Armington, Resident Relations/HR Manager.

Additions or Deletions to the Agenda

None.

Approval of the Agenda

Mr. Nugent made a motion to approve the agenda as is. Second by Mr. Brinker. Motion passed unanimously.

Presentations and Proclamations

None

Approval of Minutes

Mr. Morrissey made a motion to approve BOT Meeting minutes dated March 11, 2022, and Budget Workshop minutes dated March 14, 2022. Second by Mr. Amoss. Motion passed unanimously.

Treasurer's Report

Mr. Brinker made a motion to approve the Treasurer's Report for April 8, 2022, as read. Second by Mr. Amoss. Motion passed unanimously.



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Audience Participation

Rodney Peters-906 Cashew Circle-asked for status of the beach restroom project.

Kristina Kline-556 Dolphin Circle-voiced concern with ADA Pool Lift install delays but is happy that the project is now in the permitting phase.

Unfinished Business

Mid-Size Truck Replacement

Staff recommends the BOT revoke the March 11, 2022, award of contract and award a contract to Garber Ford, Inc for a 2022 Ford Ranger XLT truck in the amount of \$25,406.00 and instruct staff to prepare a budget amendment to recognize fund balance to cover the overage.

Mr. Goetz explained the difference between the Ford Ranger and the Ford Ranger XLT.

Mr. Nugent made a motion to revoke the March 11, 2022, award of contract and award a contract to Garber Ford, Inc for a 2022 Ford Ranger XLT truck in the amount of \$25,406.00 and instruct staff to prepare a budget amendment to recognize fund balance to cover the overage. Second by Mr. Amoss. Motion passed unanimously.

New Business

DOR Violations

DOR Violation 21-001921 808 Waterway Drive

Mr. Morrissey made a motion to allow Resident Relations staff to give the homeowner two weeks to come into compliance and refer case #21-001921 808 Waterway Drive to General Counsel Cary for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Brinker. Motion passed unanimously.

19th Hole Kitchen and (2) Walk-in Coolers Project Award of Contract

Staff recommends the BOT award contract for the 19th Hole kitchen renovations and (2) walk in coolers to MGM Contracting in the amount of \$483,379 and instruct staff to prepare a future budget amendment to recognize fund balance for the budget overage.

Mr. Nugent made a motion to award contract for the 19th Hole kitchen renovations and (2) walk in coolers to MGM Contracting in the amount of \$483,379 and instruct staff to prepare a future budget amendment to recognize fund balance for the budget overage. Second by Mr. Amoss. Motion passed unanimously.



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19th Hole Kitchen and Walk-in Project Change Order #1

Staff recommends the BOT approve change order #1 for the 19th Hole kitchen renovations and (2) walk in coolers contract reducing the cost of the project by \$123,149 and removing the Lounge walk in cooler element of the project.

Mr. Morrissey made a motion to approve change order #1 for the 19th Hole kitchen renovations and (2) walk in coolers contract reducing the cost of the project by \$123,149 and removing the Lounge walk in cooler element of the project. Second by Mr. Nugent. Motion passed unanimously.

Utility Cart Replacements

Staff recommends the BOT award contract to Deere & Company for the replacement of two utility carts in the amount of \$17,713.82.

Mr. Amoss made a motion to award contract to Deere & Company for the replacement of two utility carts in the amount of \$17,713.82. Second by Mr. Nugent. Motion passed unanimously.

Confirmation of Building A Retaining Wall Repairs Project Change Orders #1 and #2

Staff recommends the BOT confirm the Community Manager's approval of change orders #1 and #2 in the amount of \$12,600.00 for the Building A retaining wall repairs project.

Mr. Amoss made a motion to confirm the Community Manager's approval of change orders #1 and #2 in the amount of \$12,600.00 for the Building A retaining wall repairs project. Second by Mr. Brinker. Motion passed unanimously.

Minimum Fund Balance Policy Decrease to 15%

Resolution 2022-04 read by Mr. Cary:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2016-11; REVISING THE GENERAL FUND MINIMUM FUND BALANCE POLICY.

Mr. Brinker made a motion to approve Resolution 2022-04 as read. Second by Mr. Morrissey. Motion passed unanimously.



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Continuing Service Contract Selection Process

Direction regarding whether request for proposal (RFP) or request for qualifications (RFQ) processes are used to select vendors for continuing service contracts for electrical, plumbing, and HVAC services.

Mr. Maino was not in favor of the RFQ process but spoke in favor of increasing the minimum staff can approve for projects without obtaining a second quote. Mr. Morrissey spoke in favor of keeping the current RFP process. Mr. Amoss and Mr. Nugent spoke in favor of increasing the staff approval amount for projects.

Mr. Brinker made a motion to issue an RFQ for the three continuing service contracts for electrical, plumbing and HVAC services. Second by Mr. Nugent.

Mr. Brinker rescinded the motion to issue an RFQ for the three continuing service contracts for electrical, plumbing and HVAC services.

BOT direction to staff to prepare a revision to the BBRD Policy Manual's procurement policy for future BOT consideration.

Lounge Outside Bar RFP Evaluation Committee Establishment

Selection of one Trustee to serve as a voting member on the Request for Proposal (RFP) Evaluation Committee for the Lounge Outside Bar project.

Mr. Amoss made a motion to appoint Mr. Brinker to serve as a voting member for the Lounge Outside Bar Project RFP Evaluation Committee. Second by Mr. Nugent. Motion passed unanimously.

Members include Chairman Maino, Mr. Coffey, Ms. Mendes, and Mr. Brinker.

Non-Voting Member-Guy Gorman, 938 Hyacinth Circle

FY22 Budget Amendment: ADA Lifts for all three pools

Resolution 2022-05 read by Mr. Cary:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2021-09; AMENDING THE BUDGET.

Mr. Morrissey made a motion to approve Resolution 2022-05 as read. Second by Mr. Amoss. Motion passed unanimously.



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FY22 Budget Amendment: NRP Sales Proceeds

Resolution 2022-06 read by Mr. Cary:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2021-09; AMENDING THE BUDGET.

Mr. Brinker made a motion to approve Resolution 2022-06 as read. Second by Mr. Morrissey. Motion passed unanimously.

Manager's Report

District Clerk

Future Special Meeting/workshop dates/time confirmation – since most of the BOT prefers daytime meetings/workshops, staff requests confirmation of the following meetings/workshop schedule. Alternate dates/times are provided in parenthesis

- April Townhall scheduled for April 19th at 7pm (Alternate date would be April 28th at 9am)
- October Townhall scheduled for 10/4/22 at 7pm (Alternate date would be 10/6/22 at 9am, 10/20/22 at 9am or 10/26 at 9am)
- Budget Workshop scheduled for 5/5/22 at 7pm (alternate time is 9am on the same day or 5/18/22 at 9am or 5/19/22 at 9am)
- All other meetings/workshops are currently scheduled during the daytime for the balance of calendar year 2022.

BOT consensus to keep future special meeting/workshop dates as scheduled.

Finance

- **Workers Compensation Premium Refund** – BBRD received a \$1,901 refund from FMIT after staff disputed the results of the Workers Comp. audit which resulted in an erroneous bill of \$4,367, a net saving to BBRD of \$6,268. The reader should note that the WC Audit and subsequent dispute were completed simultaneously with the Financial Statement Audit.

Resident Relations

ARCC Meeting 03/15/2022

- 1 Old Business – approved
- 22 Consent Items – approved
- 12 Other Items – 1 approved w/stipulations, 2 denied, and 9 approved



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ARCC Meeting 3/29/2022

- 18 Consent Items – approved
- 13 Other Items – 1 tabled for additional drawings, 1 denied, 5 approved w/stipulations, and 6 approved

ARCC Meeting 4/12/2022

- 1 Old Business – to be presented
- 16 Consent Items – to be presented
- 11 Other Items – to be presented

Next ARCC Meeting

- Is scheduled for April 26th at 9am in the Administration Conference Room

VC Meeting 3/11/2022

- 2 Cases came into compliance prior to the meeting
- 1 Case DOR is working with the homeowner
- 1 Case tabled by the Committee to work with the homeowner
- 3 Cases found to be in violation

VC Meeting 3/25/2022

- 2 Cases – came into compliance prior to the meeting.
- 1 Case – DOR is working with the homeowner.
- 8 Cases – found to be in violation

VC Meeting 4/08/2022

- 12 Cases to be presented
- 9 came into compliance prior to the meeting
- 3 cases found in violation

Next VC Meeting

- Is scheduled for April 22nd at 10am in Bldg. D/E

DOR Enforcement Special Magistrate Hearing (appeal of social membership suspension): A homeowner's request for an appeal of her one-year social membership suspension will be held on Wed., Apr. 20th, Bldg. D/E at 10am. The hearing is open to the public and testimony or comments by any member of the public may be heard



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after the conclusion of the public hearing. The Special Magistrate (Morris Richardson, City Attorney of West Melbourne) will have ten days following the hearing to issue his written finding of facts.

March's Interesting Facts (updated)

- 60 Homes sold
- 48 New Homeowner orientations were given
- 84 Residents were in attendance

Food & Beverage

- Dress up in your sock hoppin', 60's rockin' outfits at the **Rock 'n Roll Doo Wop show** on April 16th from 7-10pm for a chance to win Best Dressed at the event.
- A "Tres de Mayo" (i.e., 3rd of May) buffet will be available at Karaoke on May 3rd from 5-7pm. This event will kick off Taco Tuesday once again lakeside of Lounge.
- A Mother's Day Brunch will be held from 10am-1pm on Mother's Day Lakeside of the Lounge. A variety of breakfast and lunch items, a carving station and pastry will be offered. Royal Ink will perform during brunch from 10am-1pm on the stage and the Bobby Coleman Band will once again be back in the Bay for Street Dance from 2-6pm.

Flyers with all the details are posted.

Property Services

- Completed the rebuild of the entrance boards at the Softball Field
- Repaired loose pavers at the Pools
- Repaired and tightened the ladders at Pool #2
- Repaired Pool #1 heater and then another part broke, waiting on deliver of replacement part
- Completed the install of the new restroom trailer
- Installed new lighting at the restroom trailer
- Prepped Building A for grand opening ceremony
- Cleaned up old excess clay at the softball field
- Addressed ceiling leak in the shower at Pool #1
- Ran additional power for the new POS in Building A kitchen
- Serviced various equipment
- Serviced the RV lot gates
- Dropped off custodial equipment to be repaired in West Melbourne
- Maintained the TuTu walking trail around the lake
- Maintained the Gunther bypass golf cart path
- Sent the surveys for the ADA lifts to the electrician for permitting
- Began repainting the Veterans Memorial
- Began re-siding the Bar behind the Lounge
- Addressed wind damage from the Saturday's evening storm
- Replaced broken board on the Beach crossover
- Delivered and picked up multiple animal traps



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- Replaced Bldg. A door threshold seals and added additional down spouts from the gutter to mitigate water leaking under the doors during heavy rains
- Continued to solicit bids for various projects

Golf-Pro Shop

- Picnic Area scoreboard: completion expected soon (electrical work, roof dry in inspection, and final inspection remaining), installation of picnic tables and concrete pads to follow. Picnic tables were ordered on April 6, 2022.
- The Girls Golfing Gala sponsored by the Martini League and Paradise Planners update
 - Raised over \$1,500 to support BBRD Jr. Golf Program
 - The Juniors want to send out a very big public "thank you so much!"
- Lake bank restoration began Wednesday, January 19th (estimated completion date is April 15th weather permitting)
- Bob Hill (#17 fairway) Complaint – reviewed options and will rope off private property line unless other direction is provided by the BOT
- Easter Sunday April 17th
 - Golf Course Closes at 2pm
 - Last Cart out at 10am
- Greens Renovation #10 and Practice Green
 - April 4th: Initial turf chemical preparation
 - Growth inhibition will be seen within 5 to 7 days; however, turf will still be playable
 - Temporary green on Hole #10 will be put in play on Monday April 25th until duration of project completion
- Irrigation Pump Repairs update
 - Replacement pedestals anticipated to be installed by April 14th
 - Repaired pump anticipated to be reinstalled during the week of April 18th (depending upon availability of crane truck)



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Attorney's Report

Mr. Cary stated that House Bill 535 passed unanimously and is just awaiting a signature from the Governor. Once it is approved by the voters and Brevard County Commissioners, the terms will be 3 years instead of 2-year terms. He also gave an update on DOR Ad Hoc Committee.

Mr. Maino asked if the ballot passes, when will it go into effect. Mr. Cary responded November 2023.

Incidental Trustee Remarks

Mr. Morrissey had a question from a resident regarding why the Building A kitchen could not be used during bingo. Mr. Maino responded that the club using that space chose not to utilize the Building A kitchen.

Mr. Amoss asked if increasing the charter cap has to go on the ballot. Mr. Cary responded yes. Mr. Coffey stated that both the Charter Referendum and the spending cap must go to the BOT for authorization prior to submitting the language to the Supervisor of Elections. He also stated that he and Mr. Cary will be working on the ballot language and will get it to the BOT prior to the deadline. Mr. Amoss encouraged residents to vote and listed some topics that will be on the November ballot.



Mr. Coffey announced that the Special Magistrate Hearing being held on April 20, 2022, at 10am has been cancelled due to Ms. Kelley withdrawing the request.

Adjournment

The next regular meeting will be on April 26, 2022, at 7pm in Building D/E.

Mr. Morrissey made a motion to adjourn. Second by Mr. Brinker Mr. Maino adjourned.

Meeting adjourned at 2:07pm


Hurrol Brinker, Secretary
Stephanie Brown, District Clerk