



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting (closed to the public)

July 16, 2020

1PM –Building D&E

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on July 16, 2020 Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 1PM.

Pledge of Allegiance to the Flag

Led by Mr. Coffey.

Roll Call

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

Presentations and Proclamations

None.

Approval of Minutes

Ms. Henderson made a motion to approve the minutes dated June 23, 2020. Second by Mr. Compton. Motion passed.

Treasurer's Report

Ms. Henderson made a motion to approve the Treasurer's Report for July 16, 2020 as read. Second by Mr. Compton. Motion passed.

Audience Participation

Mr. Coffey read a letter from Carol Joseph-who gave compliments to the BOT for the COVID Policies. She also expressed his gratitude to Mr. Coffey and his staff for the completion Capital Projects. Ms. Joseph spoke in favor of using the deep end of the Pool #3 for laps.

Mr. Coffey read a letter from Richard Schwatlow-636 Marlin Circle- who voiced his concern over not receiving full information regarding costs of the BBRD Beach Restroom Project and other Capital Projects. He also voiced his concern over raising the spending cap.

Unfinished Business

Phased Re-Opening Discussion

Mr. Coffey gave an overview on COVID Closures and policies thus far. He stated that Shaw Medical Group has offered to handle all employee testing moving forward with no cost to Barefoot Bay Recreation District.



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Consensus of the Board to take no action for re-opening at this time.

Resolution Calling for Referendum Election/Charter Spending Authority

Consider approval of a Resolution calling for a Referendum Election to be held in conjunction with the General Election on November 3, 2020. If approved, the Board of Trustees would forward a proposed Resolution calling for a Referendum Election to the Brevard County Board of County Commissioners for consideration/adoption.

Ms. Henderson voiced her concern about limiting the spending cap to specific projects. Mr. Compton asked if clarifying questions about the Resolution. Mr. Repperger responded that the BOT should discuss the language on the ballot and if the language should be approved. Mr. Loveland spoke in favor of educating residents on the spending cap and making the ballot language straightforward. Ms. Henderson spoke in favor of striking the 'tangible personal property' wording of the ballot language. Mr. Repperger recommended striking the entire clause as opposed to one portion of the language.

Ms. Henderson made a motion to forward the proposed Resolution calling for a Referendum Election to the Brevard County Board of County Commissioners for consideration/adoption. Second by Mr. Loveland. Motion passed.

New Business

Building A Renovations Project: Waiver of Procurement Policies

Staff recommends the BOT waive all Policy Manual procurement requirements as it pertains to equipment purchases initiated by Parkit Construction, Inc. which will result in a net saving of approximately \$11,200.00 for the project.

Ms. Henderson made a motion to waive all Policy Manual procurement requirements as it pertains to equipment purchases initiated by Parkit Construction, Inc. which will result in a net saving of approximately \$11,200.00 for the project. Second by Mr. Compton. Motion passed.

Employee COVID-19 Policy

Community Manager Mr. Coffey recommends the BOT approve the BBRD Employee COVID-19 Policy as read.

Mr. Compton made a motion to approve the COVID-19 Policy as read. Second by Mr. Loveland. Motion passed.

Revised Employee Handbook

Community Manager recommends the BOT adopt the revised BBRD Employee Handbook as read.

Mr. Loveland made a motion to approve the adoption of the revised BBRD Employee Handbook as read. Second by Mr. Compton. Motion passed.



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Manager's Report

Office of the District Clerk

CivicReady Mass Notification Implementation Update – Staff is currently working on the transition from MailChimp to the new bulk email distribution service. The CivicReady solution will allow BBRD to issue urgent notifications, emergency instructions, warnings, and routine communications to subscribed residents via email, text message, and voicemail alert, to keep citizens safe and informed. In the event of a local emergency, residents subscribed to CivicReady will benefit from immediate, actionable information and instructions sent via their preferred notification channel.

Resident Relations

ARCC Meeting 7/7/20

- 18 Consent items - approved
- 13 Other items – 11 approved, 2 denied
- 1 Old Business (permit extension approved)

ARCC Meeting 7/21/20 agenda

- 22 Consent items
- 6 Other items
- 5 Old Business (permit extensions)

Next ARCC Meeting

- Is scheduled for 10am on 08/04/20

Violations Committee Meeting 06/26/20

- 18 cases were on the agenda
- 7 came into compliance prior to the meeting
- 1 is working with DOR staff towards voluntary compliance
- 9 were found in violation

Violations Committee Meeting 7/10/20

- 16 cases were on the agenda
- Meeting was canceled



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Next Violations Committee Meeting

- Is scheduled for 10am on 7/24/20

Interesting Fact of June

- 39 homes were sold

Golf-Pro Shop

- Irrigation system Design and Engineering
 - Have two quotes and staff is analyzing them
 - Expect award of contract on one of the next two BOT Meeting agendas
- Lake bank repair: Left #1 was scheduled to begin on July 7th (delayed due to COVID-19 closure)

Property Services

- Picked up and began installation of the pavers for Mini golf last week but stopped due to COVID-19 closures
- Continued work on the East Lake trail
- Repainted the hall in the 19th Hole
- Received the new custodian utility cart
- Completed the 19th hole kitchen floor replacement and reinstalled the equipment
- Met with potential bidders for the Shopping Center roof project (as part of the RFP process)
- Rewired the sign at the Shopping Center
- Set out and removed flags for Flag Day
- Provided Beach Restroom building vendor with desired paint codes for completion of the building
- Addressed all current DOR violations
- Continued soliciting bids for various projects



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General Information

- **Golf Course Grant Update** – Staff received notice that sufficient funding was allocated to the Florida Recreation Development Assistance Program in the State's FY21 Budget to fund BBRD's project. In the coming weeks, staff will receive the official grant award material for Chairman Klosky's signature which will provide 100% reimbursement for \$50,000 in improvements to the course.
- **Beach Restrooms Project Update** – Due to the proposed location of the new building (within FEMA costal construction map limits) and results of the core sampling, staff authorized the design team to explore alternate siting of the building to avoid the need of pilings under the base of the building.
- **Building A Renovations Project Update** – Parkit Construction, Inc. resubmitted the building permit application last week and staff is currently working with the vendor on ordering equipment that said cost and applicable sales tax will be deducted from cost of the contract.
- **Pool #2 Pit Replacement Project Update** – Family Pools, Inc received the approved Department of Health permit and is now working to secure the required building permit from Brevard County.
- **Shopping Center Electrical Infrastructure and Additional Parking Lot Lights Design Project Update** – As previously relayed to the Trustees, earlier this month I discovered that I inadvertently failed to email the signed proposal for this project to TLC last October. Said proposal was then promptly emailed to TLC who are currently developing an implementation schedule. Unfortunately, my oversight will probably cause the execution of this project to roll into FY22.
- **Neighborhood Revitalization Project Report Status** – In response to Trustee Loveland's request for a report on the NRP at the June 23, 2020 BOT meeting, staff is currently wrapping up the analysis of data and anticipates the final report being provided to the Trustees and made available to the public (electronic copy via www.bbrd.org or paper copy at the Administration Building) no later than July 31, 2020.
- **Relocation of Polling Location for August 18th Primary and November 3rd General Elections** – The Supervisor of Elections staff elected to move the pooling location to Building D/E this year due to the soon to start Building A Renovations project. To ensure maximum parking spaces for voters the Golf Course and 19th Hole will be closed on the election days. Building D/E (and the restrooms) will be unavailable for use by clubs/organizations the day prior to each election so as to provide the election workers a secure place to store the voting equipment. If you hear someone telling you that BBRD forced the Supervisor of Elections to use Building D/E please do not believe it.



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Attorney's Report

Mr. Repperger gave case updates and stated that an update would be given every meeting moving forward. He also stated that the Blissful Things case is in the process of filing a motion to strike and anticipates being complete by the next meeting date.

Incidental Trustee Remarks

Ms. Henderson stated that she has received resident complaints about speeding and not adhering to stop signs on Micco Rd. She asked residents to stop at the signs and please watch their speed.

Mr. Compton wished the community and BOT continual health.

Mr. Loveland expressed his gratitude to Mr. Coffey on notifying the community about polling place being relocated from Building A to Building D/E. He stated mail-out ballots will go out today. FPL has a program for those having trouble paying their electric bill. He also stated that if a resident has not received a new directory, residents can get a copy from the CVO office. CVO is open Mon, Wed Thurs 10am-2pm. Mr. Loveland wanted to notify everyone that we have a new tenant-Holy Canoli. He asked Mr. Coffey to elaborate on the beach issues. Mr. Coffey provided Mr. Loveland with a detailed response.

Mr. Klosky wants residents to stay safe and healthy.

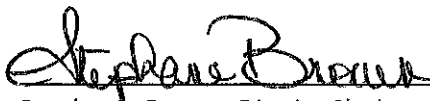
Adjournment

The next meeting will be on July 28, 2020 at 7pm in Building D/E

Ms. Henderson made a motion to adjourn. Second by Mr. Compton. Mr. Klosky adjourned.

Meeting adjourned at 2:00pm


Roger Compton, Secretary


Stephanie Brown, District Clerk