



BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees Regular Meeting
February 26, 2019
7PM –Building D&E**

Meeting Called to Order

The Barefoot Bay Recreation District held a Meeting on February 26, 2019 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. Diana.

Roll Call

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

Minutes

Mr. Diana made a motion to approve the minutes. Second by Ms. Henderson. Motion carried unanimously.

Treasurer's Report

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

Audience Participation

Mr. Schwatlow suggested reserving one side of Building A for storage and stated that ideas such as these can be discussed in a committee.

Mr. Jack Reddy commented on the Finance committee he was on in the past and discussed the recommendations they offered including having the assessments paid via the county annual taxes, bucket accounting and a reserve fund. He strongly recommended the re-establishment of the Finance and Facilities Planning committees as there are knowledgeable people in the Bay that can assist the Board.

Mr. Rick Berndsen thanked the Board for sharing and incorporating his design for the Lounge with the design team and reiterated that his contribution is a good example of why committees should be reinstated. He maintained that there are residents in the Bay with a vast amount of experience that can add value to the Board.

Ms. Moira Hoylan thanked Mr. Coffey and Kathy Mendes Food and Beverage Manager for acknowledging the need for new dartboards in the Lounge.



BAREFOOT BAY RECREATION DISTRICT

Unfinished Business

Ms. Henderson presented her proposal to reinstate the committees based on her meeting with five residents regarding the structure for future committees. She reiterated that there are residents in Barefoot Bay that have the knowledge and experience to lend the Board. Mr. Klosky reiterated that the Board approved the Facility management program last year which takes the place of committees as they assess the buildings and provide information on necessary repairs, costs and future needs. Mr. Diana shared his dissatisfaction with the formal committees that were established in the past due to the problems some of the members caused in the community. He stated that some members stepped over the line and almost had the District liable for slander. Mr. Loveland stated that the previous committees were only put on suspension until reinstated on an as needed basis. He stated that the Civic Volunteer Organization (CVO) offers a great opportunity for volunteers and have a better line of communication to the residents. He recommended utilizing this organization to establish ad hoc committees as voted for by the previous Board.

Mr. Wheaton supported a vote for the committees. He gave the example of his assessment of the area projected for the D/E complex which showed that the proposed plans from the design team ultimately would not have fit in the space allotted. He stated that the Bay has a need for the input experienced homeowners can offer.

Me. Berndsen spoke on the value committees can offer beyond the Facility assessment program and Ms. Louise Crouse spoke on the proper way to run the committees with the members discussing and working out issues before they come to the Board. Mr. Roger Compton gave his opinion about the proposal stating that it did not seem sufficient to run a successful committee. He questioned both Trustee Henderson and Trustee Wheaton's decision to establish their own committees outside of any guidelines proposed by the Board. Mr. Wheaton replied to Mr. Compton stating he has advisory committees to assist him with concepts and equipment usage he is not familiar with. Ms. Lorraine Andrews stated that she was not against committees but against too many and was not pleased to hear that some residents are not willing to work with the CVO. She stated that committees are established to work together and will not support committees with this divisive outlook.

Ms. Henderson made a motion to reinstate her committees proposal as presented to the Board. Second by Mr. Wheaton. Mr. Loveland, Mr. Diana and Mr. Klosky opposed. Motion failed.

Building C Exterior Renovation Request for Proposal (RFP)

Mr. Coffey asked the Board to disregard this agenda item as it was placed on the agenda prior to staff's realization that one RFP was indeed received but was mistakenly left in a safe over the weekend.

Commercial Realtor for Vacant Shopping Center Units

Mr. Coffey reported that the leasing agreement with Lightle Beckner Robison, Inc. for commercial real estate services regarding vacant units at the Shopping Center has ended. Mr. Charles Henley, Finance Manager has interviewed two proposed agents, Paradise Home Finders and Caldwell Bank Commercial Paradise. The proposals have been forwarded to the Board.

Mr. Diana made a motion to accept Caldwell Bank Commercial Paradise. Second by Ms. Henderson. Motion passed unanimously.



BAREFOOT BAY RECREATION DISTRICT

Update on NRP Property Transactions Recommendations

General Counsel Repperger reported that every property that was authorized by the NRP has been acquired or have contracts pending. He was confident that we are where we need to be. As far as DOR violations all complaints have been drafted or filed. He will provide an updated list by the next meeting. Mr. Rich Armington, Resident Relations Manager stated that he is very pleased with the work General Counsel Repperger has provided his department. Mr. Wheaton commended Mr. Armington for the great work he has done in acquiring the NRP recommended properties expeditiously, in addition to all of his other responsibilities.

Neighborhood Revitalization Program Confirmation

On February 12, 2019, NRP Chairman Wheaton authorized the purchase of 824 Tamarind Circle for \$7,000. After closing, staff will obtain an asbestos study of the home and then demolition. Once a clean title is secured, the property will be listed for sale (of which the proceeds will go back into the NRP project line-item for future use to improve the community via the removal of derelict homes and the sale of the vacant property).

Mr. Diana made a motion to confirm the purchase of 824 Tamarind Circle. Second by Mr. Wheaton. Motion Carried unanimously.

On January 29, 2019, NRP Chairman Wheaton authorized the purchase of 944 Pecan Circle for \$24,999.00. After closing, staff will obtain an asbestos study of the home and then demolition. Once a clean title is secured, the property will be listed for sale (of which the proceeds will go back into the NRP project line-item for future use to improve the community via the removal of derelict homes and the sale of the vacant property).

Mr. Diana made a motion to confirm the purchase of 944 Pecan Circle. Second by Mr. Loveland. Motion carried unanimously.

Over 60 Softball Association Agreement Amendment (O60SA)

On February 01, 2019, Mr. Brian Belanger, Treasurer for the O60SA, requested the Board consider an amendment to the agreement between the O60SA and BBRD affectively changing the payee for the monthly invoice from the O60SA to a specific individual. Per General Counsel Repperger, *"an amendment to Paragraph 6 of the Agreement to the Board for consideration. The amendment would read, "In consideration for the services set forth in paragraph 1 of this Agreement, BBRD shall monthly pay to the LEAGUE or the LEAGUE's designee a sum not to exceed \$728.00 for services performed beginning July 1, 2016 (nunc pro tunc) upon the submittal of an invoice to the Finance Office of the BBRD." Then the League can just provide formal notice of its designee to us."*

Mr. Diana made a motion to approve the proposed amendment to the BBRD-O60SA agreement and authorize Chairman Klosky to sign the required form once drafted by General Counsel Repperger. Second by Ms. Henderson. Motion carried unanimously.

Building A Renovation Request for Proposals Announcement

Staff recommends these three projects, Upgrade Electrical Infrastructure in Building A. Building A Heating, Ventilation and Air Conditioning (HVAC) Replacement/Upgrad and Building A Kitchen Expansion be combined into one project which will be released as a single RFP (Request for Proposal). The Policy



BAREFOOT BAY RECREATION DISTRICT

Manual requires a request for proposal (RFP) process be used for any project anticipated to cost over \$50,000. Additionally, the evaluation committee shall consist of three voting members (one Trustee, one employee from the user department and one non-employee resident as selected by the Community Manager) plus two non-voting members. Mr. Loveland requested to be the Trustee voting member on the RFP committee for the Building A Renovation. Board consensus that Mr. Loveland fill the required Trustee seat on the committee. Mr. Coffey announced the committee will consist of Mr. Loveland, Mr. Matt Goetz, Property Services Manager and homeowner, Mr. Jeff Grunow as voting members. He stated he and Mr. Klosky will be the two non-voting members. The RFP will be released on Wednesday, February 27, 2019 and closing date for submittals is Thursday, March 28, 2019 at 4:30PM. The RFP opening will occur on Friday, March 29, 2019 at 9AM in Building C.

Florida Association of Special Districts Representative (FASD)

Mr. Coffey announced that Mr. Klosky has applied for the FASD Certified District Officer Program and the annual conference in June. Since Mr. Ed Geier's service as FASD representative to the Board is open ended he requested the Board decide whether to maintain his position as representative or instruct staff send him a thank you for your services letter. Mr. Loveland volunteered to attend the annual FASD Conference with Mr. Klosky.

Mr. Diana made a motion to send a letter thanking Mr. Geier for his services. Second by Ms. Henderson. Motion carried unanimously.

Shopping Center Building 2 Unit 3 Renovations

Mr. Coffey discussed unit 4 in the shopping center, configured as a doctor's office. He stated that due to the extended amount of time that unit 3 has been vacant, Chairman Klosky offered to inspect the unit and is of the opinion that it would rent quicker if the interior walls were removed and the unit marketed with an offer to work with the new leasee to address the gaps in the ceiling grid, wall scars (where interior walls were removed) and new flooring. Board discussion ensued. Board took no action.

Discussion of a Post Office in the Shopping Center

Mr. Wheaton stated that the owner of the Barber Shop has requested assistance and authorization to establish a post office in the shopping center. Mr. Wheaton recommended allowing the Barber shop to take use of the Resident Relations office once available and allowing them to incorporate a post office in the front of the unit and allowing the Veterans Council use of the vacated barber shop space. He stated the move would save costs for renovation needed to convert the space for the Veterans. Mr. Diana and Mr. Loveland stated that they were not comfortable going forward with this proposal until discussed with the Veterans. Mr. Diana recommended the subject be tabled until the Veterans are contacted. Mr. Klosky offered to speak to the Veterans prior to the next meeting.

Mr. Diana made a motion to table the topic until the next meeting. Second by Mr. Loveland. Motion carried unanimously.



BAREFOOT BAY RECREATION DISTRICT

Manager's Report

District Clerk

- **Web-based agenda process update** – Staff plans on implementing this new procedure for the March 8th agenda. Minor changes in formatting may be noticeable, but the overall appearance of the agenda should remain the same.

Finance Office

- FY19 Assessment Collection Update – \$3,013,274.37 (gross) or 81.1% of the FY19 Budget has been received as of February 11th (see attached for details).

Resident Relations

- **ARCC Update**
 - February 19th meeting: 2 old business (1 approved and 1 tabled), 13 consent approved, 15 non-consent (13 approved, 1 tabled & 1 denied) and 1 other (extension) approved.
 - March 5th is the next meeting (CVO Office at 9am)
- **Violations Committee Update**
 - February 22nd meeting has 8 cases on the agenda. 3 came into compliance prior to the meeting and 5 were found in violation.
 - March 8th is the next meeting.

Food & Beverage

- **19th Hole Furniture Update** – New chairs have been purchased for the 19th Hole (at the request of residents) to have chairs with no arms that are easier to move around. The existing chairs have been moved lakeside of the Lounge as they match the chairs located in that area.
- **Lakeside Furniture Update** – An additional ten tables have also been purchased and delivered to the lakeside area.
- **60/70's Show Update** – There are only a few tickets left for the 60/70s Show on March 9 in Building A (available at the Food & Beverage Office in Building A Monday through Friday 9:30am-5pm).
- **St. Paddy's Day Update** – Tickets are on sale now for the St. Paddy's day buffet on Saturday, March 16, 2019. Tickets may be purchased at the Lounge and the 19th Hole. A full day of activities is planned.

Flyers with all the details are posted.

Golf-Pro Shop

- Soliciting bids for lake bank restoration project, Phase 6 that was added to the FY19 Budget via the FY20-24 5yrFM&CIP Workshop. Will bring two quotes for traditional restoration method and one cost estimate for requested wall around the 10th green to a future BOT meeting for consideration.
- Tournaments (Please call pro shop 664-3174 for details)



BAREFOOT BAY RECREATION DISTRICT

- CVO: March 2nd 8:30am Shotgun
 - Member w/Trail: \$28.00 per person
 - Member W/O Trail: \$33.00 per person
 - Non-member: \$38.00 per person
- Upstate New York: March 5th 1:00pm Shotgun
 - 9-Holes \$16.00 per person
- Canada Club: March 9th 8:30am Shotgun
 - Contact Pro Shop for pricing
- 18 Hole Ladies Spring Invitational: March 12th 8:00am Shotgun
 - Member w/Trail: \$10.46 per person
 - Member W/O Trail: \$15.89 per person
 - Non-member: \$30.15 per person
- BBRD Club Championship: March 21-23
 - March 21st: Pairing Dinner @ 6:00pm Bldg A
 - March 22 & 23 Tournament
 - March 23rd: Awards and Hors D'oeuvres after event play
 - 18-Holers: \$42.00 9-Holers: \$33.00
 - Dinner and Award Ceremony Guest: \$21.00
- Martini League Hoedown:
 - March 30th: 8:30am Shotgun
 - \$36.00 per player

Property Services

- Continued soliciting vendors for projects
- Completed the irrigation, landscaping and sodding work for the NAB
- Window blinds were installed today by the blinds vendor (separate from Reynolds contract)
- Participated in follow-up inspection of NAB punch list items with vendor
- Setup and tore down for the Barefoot by the Lake Festival
 - Set up tents
 - set up lighting and generator
 - set up port-o-potties and trash receptacles
 - Prepared the grounds i.e. mowing weed whacking and raking out uneven turf
 - Addressed all maintenance issues during the festival
 - Tore down all the above and policed the grounds for trash
- Completed replacing old lumber on the dock



BAREFOOT BAY RECREATION DISTRICT

- Cleaned trash out of the canals

Attorney Report

General Counsel Repperger reported to the Board on a lawsuit against the Bay regarding the case of a dogbite that he is working on. He explained that the claim happened on private property and has nothing to do with the District. But wanted to bring it to the Board's attention in the event it comes up.

Trustee Incidental Remarks

Mr. Loveland thanked Mr. Coffey for the help of his staff and the volunteers during the 2nd Annual Barefoot by the Lake Festival. He commended the work that staff did setting up, during and breaking down the festival.

Mr. Diana reiterated the great job by staff and the volunteers during the festival. He stated that the festival was a shining example of the wonderful community in which we live.

Ms. Henderson had no remarks

Mr. Wheaton had no remarks.

Mr. Klosky shared the sentiments of Mr. Diana and Mr. Loveland. He stated he thoroughly enjoyed the festival both Friday and Saturday.

Adjournment

Next meeting will be on March 8, 2019 at 1pm in Building D/E.

Mr. Wheaton made a motion to adjourn. Second by Ms. Henderson.

Meeting adjourned at 8:15pm.

Steve Diana, Secretary

Dawn Myers, District Clerk