



# BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

July 12, 2019

1PM –Building D&E

## Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on July 12, 2019 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 Ms. Henderson.

## Roll Call

Present: Mr. Klosky, Mr. Wheaton, Mr. Diana, Ms. Henderson and Mr. Loveland. Also, present, John W. Coffey, ICMA-CM, Community Manager, Brooke Benzio, Action General Counsel and Dawn Myers, District Clerk. General Counsel Cliff Repperger was excused.

## Minutes

*Ms. Henderson made a motion to approve the minutes dated June 14<sup>th</sup> and June 25<sup>th</sup>. Second by Mr. Diana. Motion carried unanimously.*

## Treasurer's Report

*Mr. Henderson made a motion to approve the Treasurer's Report for July 11, 2019 as read. Second by Mr. Diana. Motion passed unanimously.*

## Audience Participation

Mr. Ed Keeley commented on his opposition to beginning work on a new building when there are projects that currently need attending.

Ms. Jeanne Osborne was also opposed to the multi-purpose building agenda item. She requested the Board consider having a building study done before deciding to construct a new building.

Mr. Frank Cavaliere discussed the benefits of having a multi-purpose building readily available with a kitchen and rooms to hold multiple events at once. He urged the Board to consider the needs of the future residents rather than doing nothing.

Ms. Nancy Eisele agreed that a survey regarding what the community needs are should be completed before we move forward with a new building project.

## Unfinished Business

### Multi-Function Building Behind Shopping Center

Mr. Wheaton discussed the negative aspects to expanding the Lounge such as parking limitations and aging sewer systems. He proposed the Board revisit the multi-purpose building that was discussed last year as a design and build contract where the engineer firm clearly states what is available for a set amount of money. He requested the Board consider the design and build contract for a 7,000 square foot building with a proposed 5-year loan in order to hold functions every night of the week.



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Mr. Loveland stated he is not for or against the idea but is not thrilled about revising a budget that was just approved. He stated that we should look at our infrastructure first since there is ample issues that need to be addressed. Mr. Loveland suggested a facility use study.

Mr. Diana agreed that we should wait for the parking study to come back before we consider constructing a new building.

Ms. Henderson stated that she is not in favor of building on the limited green space in that area. She agrees we should wait for the results of the parking study before committing to a new building.

*Mr. Diana made a motion to table the topic of the multi-function building until we have a study completed regarding facility use. Second by Ms. Henderson. Motion passed unanimously.*

### **New Business**

#### **DOR Violations**

##### **Case# 18-001022 803 Beech Court**

Article III, Section 4-B, Pets (3 large dogs)

*Mr. Wheaton made a motion to refer Case# 18-001022 to General Counsel Repperger for legal action, equitable or other appropriate action with failure to comply. If the BOT brings any such action to enforce the DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Diana. Motion passed unanimously.*

Mr. Diana requested General Counsel Repperger reach out to the resident to see if we can come to an amicable solution.

#### **Discussion Regarding How to Proceed with Shopping Center Roof Replacement**

Mr. Coffey informed the Board that an elevated truss system was installed in the shopping center in 2014. Per the Dude Solutions report, we were informed that the roof needs replacing. He provided four options for the Board to consider. Mr. Coffey recommended approval for TLC to design a construction and replacement plan for the roof, so we are not at the mercy of the roofer's plans.

*Mr. Diana made a motion that the BOT pursue Option #1 and have staff place a proposal from TLC on the next available agenda for development of construction drawings to remove the pitch roof and install a new flat roof with metal elevations on both buildings. Second by Ms. Henderson. Mr. Wheaton opposed. Motion carried 4-1.*

#### **Request for Qualifications (RFQ) Pool Construction and Consultation Services**

On May 24, 2019, BBRD released a Request for Proposal (RFP) for the relocation of the Pool #1 pit and heater building and the replacement of the Pool #2 Pit. No bids were received by the deadline. Last month, Trustee Henderson placed an item on the agenda to discuss issuing a Request for Qualifications (RFQ) for current and future pool construction services. Board consensus was to approve the RFQ and select the RFQ Committee per BBRD Policy.

*Mr. Diana made a motion have Mr. Loveland fill the Trustee seat on the RFQ Committee. Second by Ms. Henderson. Motion carried unanimously.*

Mr. Coffey stated that the committee will consist of voting members Randy Loveland, Roger Compton and Matt Goetz. Mr. Coffey and Mr. Klosky will be the non-voting members. The RFQ will be released on July 15, 2019 and deadline to submit bids August 15, 2019. The RFQ opening will take place on August 16, 2019 at 10am in the Administration Conference Room.



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### **Discussion of Acquisition of Specific Vacant Lots with Tax Deeds Owned by Brevard County**

Mr. Coffey reported that 12 vacant lots were recently discovered with tax deeds owned by Brevard County as potential lots to be purchased to promote new construction. The lots have liens placed on the properties for lawn violations which resulted in BBRD having to cut the grass. Mr. Rich Armington presented his plan to acquire the lots.

1. Purchase one County held certificate more than two years old.
2. Approximately 7 days after purchase call for Tax Deed sale.
3. At Tax Deed sale BBRD will bid the minimum to acquire all other tax deeds and take possession of the properties.
4. Once BBRD owns the properties they will be placed on Govdeals.com our website for all properties we auction.

*Mr. Wheaton made a motion to move forward with Mr. Armington's plan. Second by Mr. Diana. Motion carried unanimously*

### **Shopping Center Building 2 Space 3 (old Doctor's Office) Lease Proposal**

Mr. Coffey presented the lease proposal from Ralph Taylor, RN, MSN, MHA CNOR the Chief Nursing Officer/Chief Operating Officer of the Sebastian River Medical Center made the following proposal through our listing agent at Coldwell Banker Commercial with respect to the Shopping Center Building 2, Space 3 which was formally a doctor's office.

1. A 36-month lease with and annual Base Rent of \$10/sf rental rate along with the existing \$1.61/sf cam fee and the \$1.24 real estate tax fee.
2. An option to renew.
3. The right to make minor revisions including cabinet, countertop and floor repair and replacement.

*Mr. Diana made a motion to accept a 36-month lease with annual Base Rent of \$10/sf rental rate along with the existing \$1.61/sf cam fee and the \$1.24 real estate tax fee. Second by Ms. Henderson. Motion carried unanimously.*

### **Budget Amendment**

Beginning in 2017, the BOT has included partial funding in the annual Budget for a second position via the contract with Special District Services, Inc. (SDS). The contract with SDS has not yet been amended so a budget of \$10,000 for July and August is available for redistribution to address unplanned expenditures. Additionally, due to unforeseen problems with the Golf-Pro Shop carpet, staff recommends executing that project immediately rather than waiting for the start of FY20 on October 1st. Mr. Coffey presented a list of projects that need addressing.

Ms. Benzio read the resolution:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2018-06; AMENDING THE BUDGET.

*Mr. Diana made a motion to approve resolution 2019-05 amending the FY19 Budget and authorize staff to procure the listed projects. Second by Mr. Loveland. Motion carried unanimously.*

### **Manager's Report**

#### District Clerk

The New ADA compliant website is now operational.



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## Resident Relations

- **ARCC Update**
  - July 09th meeting agenda contains: 20 consent approved, 19 non-consent (15 approved, 3 approved with stipulations, and 1 denied), 1 old business approved, and one extension approved.
  - July 23rd is the next meeting (New Administration Conference Room at 9am).
- **Violations Committee Update**
  - July 12th meeting has 27 cases on the agenda (17 came into compliance before the meeting, 1 closed due to new homeowner, 3 deferred as working with staff, and 6 found in violation)
  - July 26th is the next meeting
- **Interesting fact of the month of June**
  - 38 homes sold
  - 45 new homeowners issued badges
- **Interesting DOR facts of FY19 (October 2018 through June 2019)**
  - 12% of properties account for approximately 59% of all DOR violations
  - 117 complaints submitted by residents were found to be invalid (i.e. no violations on the property)
- **NRP Update**
  - 517 Egret, a property on the foreclosure list was given to BBRD by the owner at no cost by Quit Claim. Mr. Armington filed the paper yesterday which was recorded by the County. Taxes in the amount of \$9,608 are due. Once the taxes are cleared up, staff will be placing the property up for sale via an on-line auction.

## Food & Beverage

- A Luau will be held Lakeside of the Lounge on Saturday, August 20, 2019. Music is by Ladies of Soul and tickets for the tropical buffet are \$10. They go sale July 15th at the Lounge, the 19th Hole, and the Administration Building.
- Flyers with all the details are posted.

## Golf-Pro Shop

- Course continues to be sprayed with aggressive weed killing chemicals to assist Bermuda transition. This process WILL turn areas of the golf course yellow, brown, and white. It will not kill the grass, but it may look dead.
- Nematode damage on greens being treated
- Assisted Property Services in development of miniature golf course rules and score cards
- Course Closure for aerification (dates changed)
  - Monday, July 29th Back Nine and Putting Green
  - Tuesday, July 30th Front Nine and Driving Range
    - Grass will NOT be cut for 7 - 10 days on greens depending on conditions
- Pro Shop flooring and carpet replacement update



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- Two quotes have been solicited. Plan is to remove carpet and inspect/repair flooring before having new carpet installed.
- Jr. Camp session 2 started July 9th. See or call Pro Shop at 772.664.3174 for details
- Jr. Golf Tournament
  - July 27th, 8:30am Shot Gun
  - Sign up begins July 1st: See or call Pro Shop at 772.664.3174 for details
- Jr. Golf Camp Award Banquet
  - July 30th at 4:00pm (For Jr. Golf Camp attendees and guests)

### Property Services

- Miniature Golf Course construction plans are completed
- Began running electric and water to the new miniature golf course
- NAB phase 2 irrigation system as-builts are completed
- Set up and tore down from the fireworks display
- Repainted the Veteran's monument concrete
- Rototilled and rolled the TuTu trail
- Replaced damaged shelving in the 19th hole
- Repainted numbers and lines at the Micco and West RV lots
- Repainted parking lot curb stops lines and lettering at the 19th Hole
- Addressed all current DOR grass violations
- Began repairs to railing by smoking section at Pool #1
- Continued to chase after vendors for quotes for various projects

### **Attorney's Report**

Acting General Counsel Brooke Benzio reported for excused General Counsel Repperger. DOR Violations that have been sent to his office are drafted and sent to staff for filing. Once filed a more detailed report will be provided.

### **Incidental Trustee Remarks**

Mr. Loveland commended Ms. Kathy Mendes on the 1<sup>st</sup> annual golf cart parade for the 4<sup>th</sup> of July. He thanked everyone for coming out to watch or participating in the celebration.

Mr. Diana thanked the District for the 2<sup>nd</sup> annual Barefoot Bay fireworks which were a great success. He recommended the employee who painted the stars and stripes at the veteran's memorial for an employee incentive award.

Ms. Henderson countered Mr. Cavaliere's statement that the current board is not looking ahead. She clarified that the future is the main goal of this Board.

Mr. Wheaton commended the fireworks show. He commented on a social media post that had the wrong date at posting but

Mr. Klosky informed the Board that he has provided each one of the Trustees with a thumb drive containing all the presentations from the recent Florida Association of Special Districts (FASD) conference he attended. He thanked Administrative Assistant Kary Farrow for her assistance in putting it together



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### Adjournment

The next meeting will be on August 09, 2019 at 1pm in Building D/E.

*Mr. Diana made a motion to adjourn. Second by Mr. Loveland.*

Meeting adjourned at 2:39PM.

Steve Diana, Secretary

Dawn Myers, District Clerk