

**Barefoot Bay Recreation District**  
**Regular Meeting of the Board of Trustees**

**March 26, 2019**

**7:00 PM**

1225 Barefoot Boulevard, Building D/E



# BAREFOOT BAY RECREATION DISTRICT

Barefoot Bay Recreation District Regular Meeting  
Tuesday, March 26, 2019 at 7 P.M.  
Building D&E

## AGENDA

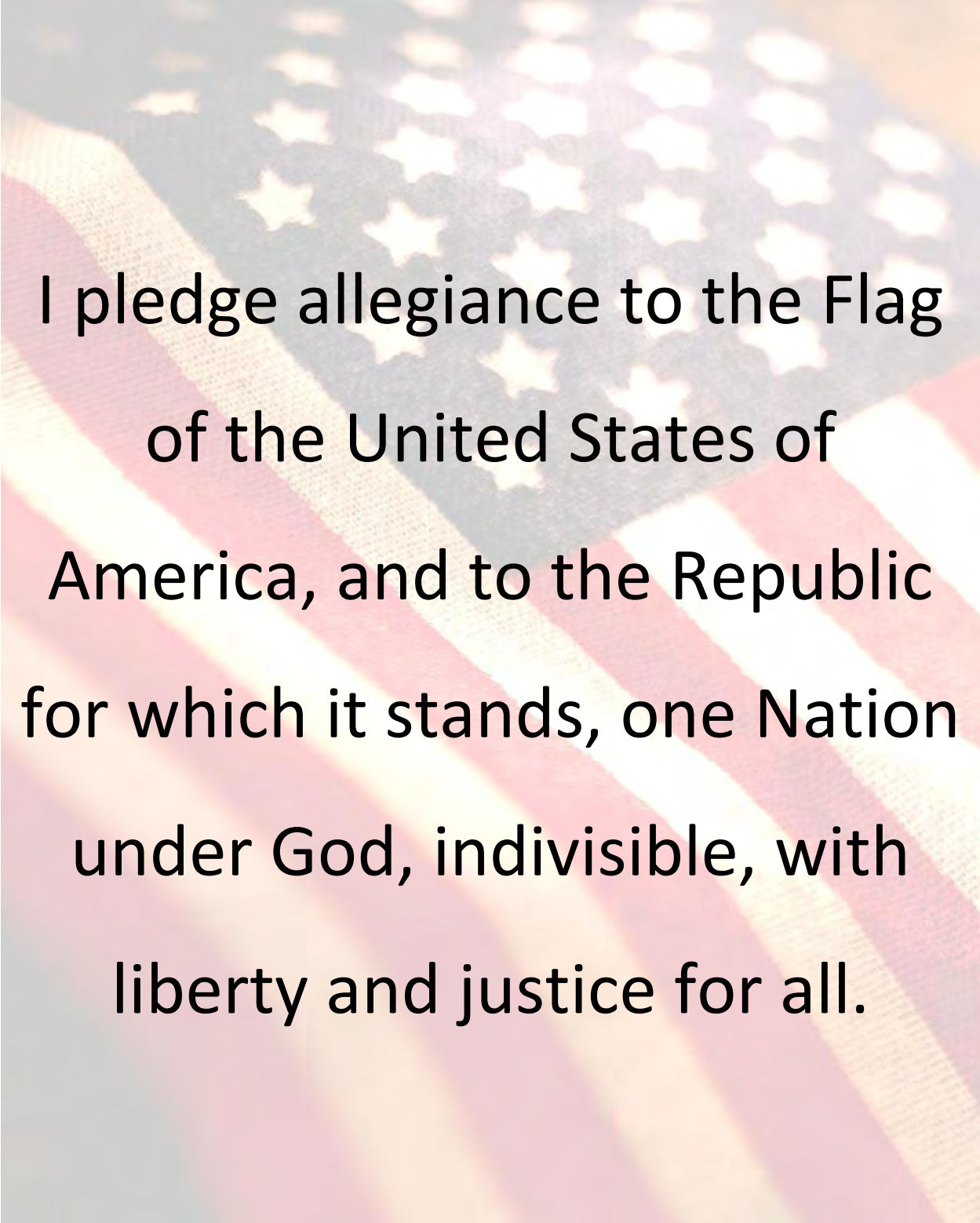
Please silence all electronic devices

1. Thought for the Day
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Presentations and Proclamations
  - A. Jean White
5. Approval of Minutes
6. Treasurer's Report
7. Audience Participation
8. Unfinished Business
9. New Business
  - A. FY18 Audit Presentation
  - B. Building C Exterior Renovations RFP Committee Recommendation
  - C. Project Manager/Consultant
  - D. Budget Amendment: NRP Sales Proceeds
  - E. Employee Handbook Revision
  - F. Kids Swim Program
10. Manager's Report
11. Attorney's Report
12. Incidental Trustee Remarks
13. Adjournment

If an individual decides to appeal any decision made by the Recreation District with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.

# Thought of the Day





I pledge allegiance to the Flag  
of the United States of  
America, and to the Republic  
for which it stands, one Nation  
under God, indivisible, with  
liberty and justice for all.

# Roll Call

## **Trustees**

Chairman - Mr. Klosky

1st Vice Chair – Mr. Wheaton

2nd Vice Chair – Ms. Henderson

Secretary - Mr. Diana

Treasurer - Mr. Loveland

## **Also Present**

General Counsel- Cliff Repperger, Jr., Esq.

Community Manager - John W. Coffey, ICMA-CM

District Clerk - Dawn Myers

# Presentations

# Approval of Minutes



# 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 8<sup>th</sup> 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 19<sup>th</sup> 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 5<sup>th</sup> is the next meeting (CVO Office at 9am)
- **Violations Committee Update**
  - February 22<sup>nd</sup> meeting has 8 cases on the agenda. 3 came into compliance prior to the meeting and 5 were found in violation.
  - March 8<sup>th</sup> is the next meeting.

### Food & Beverage

- **19<sup>th</sup> 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 10<sup>th</sup> green to a future BOT meeting for consideration.
- Tournaments (Please call pro shop 664-3174 for details)



# BAREFOOT BAY RECREATION DISTRICT

- CVO: March 2<sup>nd</sup> 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 5<sup>th</sup> 1:00pm Shotgun
  - 9-Holes \$16.00 per person
- Canada Club: March 9<sup>th</sup> 8:30am Shotgun
  - Contact Pro Shop for pricing
- 18 Hole Ladies Spring Invitational: March 12<sup>th</sup> 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 21<sup>st</sup>: Pairing Dinner @ 6:00pm Bldg A
  - March 22 & 23 Tournament
  - March 23<sup>rd</sup>: 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 30<sup>th</sup>: 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



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- 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 2<sup>nd</sup> 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.

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Steve Diana, Secretary

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Dawn Myers, District Clerk



# BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees  
Town Hall Meeting  
February 26, 2019  
2P.M. – Building D&E**

## **Meeting Called to Order**

The Barefoot Bay Recreation District held a Townhall Meeting on February 26, 2019 in Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 2:04 PM.

## **Pledge of Allegiance to the Flag**

Led by Mr. Loveland.

## **Roll Call**

Present: Mrs. Henderson, Mr. Loveland, Mr. Klosky, Mr. Diana and Mr. Wheaton. Also present: John W. Coffey, Community Manager, Matt Goetz, Property Services Manager, Kathy Mendes, Food and Beverage Manager, Ernie Cruz, Golf Manager, Rich Armington, Resident Relations Manager, Charles Henley, Finance Manager Dawn Myers, District Clerk and Whitney Hodges, Administrative Assistant.

## **Town Hall Meeting Introduction**

Mr. Coffey explained the purpose of the Townhall Meeting and explained the plan for the meeting.

## **Resident Questions and Discussion**

Changes to the lounge. 1.) What is the cost of site prep for each option? 2.) Sewer adequate? 3.) Enough parking? 4.) Will old work have to be redone? There will still be unknown costs. Is the work to be considered maintenance or new construction? The lawyer says it is maintenance and does not need board approval.

Mr. Loveland stated we have requested an estimate from TLC and that any necessary code upgrades must be done during construction. He supports moving forward on the lounge with or without a referendum, but mentioned that a referendum would not give seasonal homeowners a voice.

Ms. Henderson had questions about whether it should be taken to referendum and whether it is maintenance or new construction.

Mr. Diana agreed that parking is a problem and the parking lot needs to be expanded. He also stated that the board has decided to explore option 4 for the lounge and that they are waiting on the engineers.

Mr. Wheaton stated that the board doesn't have all of the necessary information to answer these questions.



# BAREFOOT BAY RECREATION DISTRICT

Mr. Klosky agreed with the other trustees and has always said anything over \$2,500 should go to referendum. If we move on without one we could be sued. Parking is a big issue no matter what we do with the lounge.

When is the architect supposed to get back to us?

Mr. Coffey stated that the architect needs a couple of days for the design and that the more money you spend the better cost estimates you get. It comes down to the bids. The contract was to do a final conceptual. It should be soon. The designs have a rough estimate of new parking.

Lounge needs new roof and windows. These need to be incorporated into changes to the lounge. We need more than one bid. The parking lot is a real issue. At the weekend concert, there was a \$15 charge for special seating but there was nearby seating that was free. Everyone should have had to pay for tickets.

The electrical in building A - Are you going to totally redo it? What is the plan? How many people bid?

Mr. Coffey said we have a 2-year-old assessment in the admin building but doesn't recall it exactly. Only 1 person bid on bldg. C. Mr. Loveland asked that they are given the opportunity to move forward and look at the costs of everything. His goal is to move forward with projects.

What about the car show area? Are we allowed to park carts there?

Mr. Coffey stated you can pull the car into the grass but there's not handicap parking. Every tree we pull down has to be replaced.

Restrooms at the beach haven't been done, when will we get our bathrooms?

Mr. Coffey stated that they were in this year's budgets; they are planned for next summer. It's in the planning phase.

Pools are cold and slippery in the bathrooms when wet. Can the temperature be raised.

Mr. Klosky reminded the audience that the manufacturer specifications state it should be between 80-81. Higher temps will burn them out. He stated that we are thinking of pool covers.

Ms. Henderson stated that it is in the plans to look at different ways to help those heaters.

Mr. Klosky asked Mr. Coffey to explain the heater issues in further detail.

Mr. Coffey stated that he made a proposal that we put it at 84 with a pool cover and reminded everyone that the previous board chose not to do that. Pool One will have one this summer as a test.

Mr. Loveland stated that we heard from a lot of people about the benefits and downsides of higher temperatures. He doesn't feel the pool temperatures should be before the board and that the decision belongs with Mr. Coffey and Matt because of the equipment. We did approve a temperature based on what John and his staff feels our heaters can handle. If a pool cover is required and needs to come before the board he would approve that cost.





# BAREFOOT BAY RECREATION DISTRICT

Mr. Coffey stated that the heaters we have aren't strong enough to keep it that warm and believes the board will approve the cover. He believes that this summer people will become opposed to the pool cover because they don't want one end of the pool blocked. He stated the year before we had all three pools down at the same time and they kept breaking. They were breaking every winter. One was under warranty and the manufacturer told us we were exceeding the recommended use of the equipment and they won't repair it again. Mr. Coffey stated the pool covers are approximately \$20,000 installed.

Resident complaint that Micco road is dangerous for golf carts and has talked to the county commissioner but he was not helpful. Also talked with a traffic engineer and found that installing flashing lights is too expensive. Request for support from the board to go to the county commissioner about this issue.

Mr. Diana stated that Federal DOT stopped in the implementation because there was an increase in accidents in another similar situation in California. He agrees there has been a huge increase in traffic and that Micco may get larger. The only beneficial alternative he can see is an actual stop light. He would vote to move forward to ask the county commissioner to get a stop light. Mr. Diana believes that anything we do would be great, but states that we would have to ask the county for something like that.

Mr. Klosky stated that the board can send a letter to the county asking about it.

Ms. Henderson believes that people would just race from stop light to stop light if they were installed on Micco and supports a letter to the commissioner.

New Admin building - When will it be done?

Mr. Coffey stated that we had our second walk through last week. There is progress. We shouldn't accept anything less than what we want and he won't pay them until it's done. He can't say when it will be finished.

Businesses on property. Clubs on property. What is the BOT doing to get the clubs out of the buildings that could be rented?

Mr. Coffey said that at the next BOT meeting, they will consider getting a real estate person to market the empty offices. One of the current tenants might get a post office. He hasn't been tasked with finding new space for the clubs.

Mr. Diana stated it's a two year lease with another 2 year option. We don't have any tenants lined up for the spaces. Allowing the CVO to use that space was the right decision for the residents of Barefoot Bay.

Practice nets on golf courses were blown down when will be replaced.

Mr. Coffey stated it isn't something we want to do before the championship. As soon as the season slows down, Ernie is going to look into a better solution that won't get blown down.

Meeting adjourned at 3:14 PM.



# BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees Regular Meeting  
March 8, 2019  
1PM – Building D&E**

## **Meeting Called to Order**

The Barefoot Bay Recreation District held a Meeting on March 8, 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 Mr. Diana.

## **Roll Call**

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

## **Minutes**

Due to the short turnaround between agendas the minutes will be provided with the next agenda.

## **Treasurer's Report**

Mr. Diana made a motion to accept the Treasurer's Report as read.

## **Audience Participation**

Ms. Jean Osborne requested the Board draft a proclamation for long-term resident of Barefoot Bay, Ms. Jean White who recently turned 100 years old. Consensus of the Board to draft a proclamation for Ms. White.

Mr. Ray Beaugault spoke on behalf of the Veterans regarding the offer from Mr. Wheaton to reconsider occupying the vacant Resident Relations office and instead take over the Barber Shop unit once vacated. Mr. Beaugault gave a history of events which lead to a unanimous vote from the Board to allow the Veteran's Council use of the Resident Relations office space for their meetings and events. He stated that the Veteran's have waited a long time for the opportunity to have their space and politely decline the offer to take over the Barber Shop unit.

Michelina 812 Silverthorn requested the Board place the topic of increasing the temperature for the pools on a future agenda.



# BAREFOOT BAY RECREATION DISTRICT

## Unfinished Business

### Discussion of a Post Office at the Shopping Center

Mr. Diana stated that although the Veterans have declined the offer to switch spaces with the barber shop the topic still needs to be discussed. He stated that he was a Trustee on the Board when the Resident Relations office space was offered to the Veteran's Council. He voiced his concern for the item being brought back to the Board after two unanimous votes to award the space to the Veterans. He stated he was troubled by this course of action. Mr. Loveland questioned Mr. Wheaton for the reasoning behind him bringing the topic to the agenda, as the owner of the Barber Shop has since come forward stating he never approved the item coming to the Board. Mr. Wheaton maintained that the owner of the barber shop did come forward initially to ask that he may bring the topic to the Board.

*Mr. Diana made a motion to close the topic of taking the Resident Relations office space away from the Veteran's Council. Second by Mr. Loveland. Motion carried unanimously.*

### Renewal of Legal Services Agreement

General Counsel Repperger presented to the Board. BBRD and GrayRobinson, P.A. (Clifford R. Repperger, Jr.) entered into an initial Contract for Legal Services ("Contract") on or about April 13, 2007. The initial Agreement was renewed in 2010, 2013, and 2016 via Memoranda of Understanding for additional three (3) year terms and currently expires on April 14, 2019. The Contract was transferred to and assumed by Rossway Swan (upon General Counsel Cliff Repperger switching law firms in March 2018. Rossway Swan is proposing renewal of the Contract for an additional three (3) year term beginning April 14, 2019 ending April 13, 2022. All substantive terms, including rates and termination, are proposed to stay the same.

*Mr. Diana made a motion to approve and execute the Memorandum of Understanding. Second by Mr. Wheaton. Motion carried unanimously.*

## Manager's Report

### Finance

BBRD will receive \$40,115 in sales for the following four Neighborhood Revitalization Program owned lots.

831 Thrush \$10,001.00

635 Hyacinth \$10,051.00

637 Hyacinth \$10,012.00

1003 Wren \$10,051.00

Staff will prepare a budget amendment for a future agenda to recognize this revenue and increase the NRP budget by the same amount.

### Resident Relations

- ARCC Update



# BAREFOOT BAY RECREATION DISTRICT

- March 5th meeting: 2 old business (1 approved and 1 tabled), 16 consent approved and 15 non-consent (12 approved, 1 tabled & 2 denied).
- March 19th is the next meeting (CVO Office at 9am)
- Violations Committee Update
  - March 8th meeting has 11 cases on the agenda.
  - March 22nd is the next meeting.

## Food & Beverage

- 60/70's Show Update – The March 9th event is sold out.
- 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.
- Ring of Fire Show – Listen and dance to the sounds of Cash, Willie and Haggard at the Ring of Fire show on Saturday, April 13th in Building A. Tickets go on sale in the New Administration Building at 9am on Monday, March 18. Tickets are \$13. One person may purchase up to 8 tickets.

Flyers with all the details are posted.

## Golf-Pro Shop

- FY19 Lake Bank Restoration Project, Phase 6 Update:
  - Green #10 wall
    - One was received for wall only. Staff is researching tree removal and course repair expenses to damaged areas after project for complete cost estimate.
    - Seeking second vendor for quote
  - Lake bank repair quotes:
    - One vendor has come out and assessed areas: working on quote
  - Once quote provided, staff will solicit a second quote
- Tournaments (Please call Pro Shop 772.664.3174 for details)
  - 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 21st-23rd
    - March 21st: Pairing Dinner @ 6:00pm Bldg. A
    - March 22nd & 23rd Tournament
    - March 23rd: Awards and Hors D'oeuvres after event play



# BAREFOOT BAY RECREATION DISTRICT

- 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
- CVO: April 6th 8:30am Shotgun
  - Member w/Trail: \$28.00 per person
  - Member W/O Trail: \$33.00 per person
  - Non-member: \$38.00 per person

## Property Services

- Continued soliciting vendors for projects
  - Pool #2 Canopy on Grass 2nd quote came in different than requested so staff will work to obtain similar quotes for a future agenda item
  - CVO funded pavilion installation vendor notified staff that they could not install the pavilion due to inaccessibility of the site for their vehicles. Staff will attempt again to obtain quotes from local vendors. CVO President Compton was notified of the situation.
- Finished trim work on the NAB irrigation pump house
- Began assembly and installation of new furniture in the NAB
- Repaired damaged gates at the playground
- Installed new LED fixture at the tennis court
- Investigated a report of beach gate being broken. Two labor hours later (time to load and unload tools and 1.5 hours round trip and quick inspection of the area) staff arrived back to report nothing was broken.
- Participated in DudeSolution conference call and established first week in April as the on-site visit/inspection dates.

## General Information

- New Administration Building Update:
  - The Old Administration Building, Resident Relations Office and the Food & Beverage Office (in Bldg. A) will close permanently at their regular times on Thursday, March 14th.
  - Staff will work Friday, March 15th and Saturday, March 16th (if needed) to move into the New Administration Building.
  - The New Administration Building will open Monday, March 18th with regular business hours of 8am to 4:30pm.



# BAREFOOT BAY RECREATION DISTRICT

- Chairman Klosky and the BOT will host a ribbon cutting ceremony and grand opening starting at 10am Monday, March 25th. Coffee, water and soda with light snacks will be provided during the grand opening.
- Building C Exterior Renovations Evaluation Committee Update:
  - Met on February 28th and opened the one proposal and then decided to hold a follow-up meeting and to request that the proposer attend the meeting to answer questions from the committee.
  - Next meeting is scheduled for March 14th in Building D/E at 9am.

## **Attorney Report**

General Counsel Repperger updated the Board on the newly auctioned properties. Payments have been made and deeds will be recorded and transferred from BBRD to new owners. He will have an update at the next Board meeting. General Council Repperger announced that he will be out of the office from March 15-22<sup>nd</sup>.

## **Trustee Incidental Remarks**

Mr. Loveland reminded everyone to support their veterans by purchasing a memorial poppy from Ms. Lizzann Taylor.

Mr. Diana thanked the Veterans for all they do. He thanked General Counsel Repperger for all he has done for the Bay and looked forward to seeing everyone at the ribbon cutting for the new Administration Building.

Ms. Henderson stated that since her proposal to have committees reinstated has failed, she would like to invite all skillsmen and tradesmen to come together for a committee meeting on Friday, March 15, 2019 at 9AM in Building D/E. She would like to set up a website as well, so those that cannot attend the meeting can still give input.

Mr. Wheaton commended Mr. Rich Armington for the hard work and great job he does with the NRP and everything else he does in Resident Relations and for the Bay.

Mr. Klosky thanked the Veterans and General Counsel Repperger for their service. He shared his sentiments about the new Administration Building and how pleased he is to see this day finally come after waiting almost 13 years to see it happen.



# BAREFOOT BAY RECREATION DISTRICT

## **Adjournment**

Next meeting will be on March 26, 2019 at 7pm in Building D/E.

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

Meeting adjourned at 7:49pm.

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Steve Diana, Secretary

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Dawn Myers, District Clerk

**Barefoot Bay Recreation District RFP Committee Meeting**  
**RFP 2019-02 Building C Rehabilitation**  
**March 14, 2019**  
**9AM - Building D&E**

**Meeting Called to Order**

The Barefoot Bay Recreation District held a Workshop on March 14, 2019 Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Klosky called the meeting to order at 9AM.

**Pledge of Allegiance**

Led by Mr. Wheaton

**Roll Call**

Present: Mr. Klosky, Mr. Matt Goetz, Property Services, Mr. Rick Berndsen, Mr. Coffey, Mr. Wheaton, and Whitney Hodges. Also present: Mr. Dave Park of Parkit Construction

**Motion to Approve Minutes**

*Mr. Goetz made a motion to approve the minutes from the 1<sup>st</sup> RFP Evaluation meeting. Second by Mr. Wheaton.*

**Audience Participation**

Mr. Rich Schwatlow suggested thinking outside the box for building C. The renovations on building C will cost a lot of money. Additionally, he suggested, Building C would be used as storage and the new modular could be used as the pool room or meeting room.

Mr. Coffey replied that this meeting is just to discuss the renovations and big proposal. Alternative options are outside the scope of the meeting.

**Interview of Proposer**

Mr. Berndsen asked Mr. Park about plans to reapply stucco and the metal roof. Mr. Park stated that he plans on removing and replacing all stucco as it tends to crack over time. He stated that he would use the metal for the pitched roof and prefers to use something else on the flat portion.

Mr. Wheaton questioned the quote of \$50,000 for the automatic doors. Mr. Parker stated that his bid is for everything new and that hardware for the doors is expensive. Committee discussed county regulations.

Mr. Goetz asked if the committee would like to make a motion to take this before the Board. He also stated that he agreed with the contractor regarding the stucco.

Mr. Berndsen made a motion to ask that the roof be done separately, then 6 months later do the windows and everything else. Second by Mr. Wheaton. Mr. Goetz opposed.

Meeting adjourned 9:16 AM



# Treasurer's Report

# Barefoot Bay Recreation District

## Treasurer's Report

March 26, 2019

### Cash Balances in General Fund as of 3/18/19

Petty Cash *Total Petty Cash:* \$ 2,500.00

### Operating Cash in Banks

MB&T Operating Account 2,824,745.11  
*Total Operating Accounts:* 2,824,745.11

### Interest Bearing Accounts

SBA Reserve Account 680,498.95  
*Total Interest Bearing Accounts* 680,498.95

**Total Cash Balances in General Fund:** **\$ 3,507,744.06**

### Total Daily Deposits and Assessments Received for 3/6 - 3/18/2019

Daily deposits: \$ 102,498.81  
 Assessments received (from County only): 123,461.16  
*Total Deposits Received* **\$ 225,959.97**

### Expenditures over \$5,000 for 3/6 - 3/18/2019

Check Number	Vendor	Description	Check Amount
52366	Florida Power & Light Co	Electric - Feb	6,427.90
52416	ABM Landscape & Turf Services	Golf Course Maintenance - Mar	38,691.16
52431	Florida Municipal Insurance Trust	3rd Pymt -General, Auto, Property & WC Ins FY 2019	47,144.50
52440	Home Depot Credit Services	Hardware, Supplies and Parts	11,166.26
52444	Moore Stephens Lovelace, P.A.	Final Audit Fees for FY18	7,000.00
	PayChex	Net Payroll: PPE 3/3/19	66,559.18
	US Treasury	Payroll Taxes: PPE 3/3/19	20,153.25
<b>Total Expenditures over \$5,000</b>			<b>\$ 197,142.25</b>

# Audience Participation

# Unfinished Business

# Manager's Report

# Attorney's Report

# Incidental Remarks from Trustees

# Adjournment