



# BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

December 4, 2020

1PM –Building D&E

## Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on December 4, 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. Grunow.

## Roll Call

Present: Mr. Klosky, Mr. Maino, Mr. Loveland, Ms. Henderson, Mr. Grunow. Also, present, John W. Coffey, ICMA-CM, Community Manager, Cliff Repperger, General Counsel, Stephanie Brown, District Clerk, Rich Armington, Resident Relations Manager, Charles Henley, Finance Manager, Ernie Cruz, Golf Operations Manager, Kathy Mendez, Food & Beverage Manager, and Matt Goetz, Property Services Manager.

## Presentations and Proclamations

Employee milestone awards are presented for the period of March-December 2020. Mr. Klosky was given a video presentation for his 14 years of service to BBRD.

## Approval of Minutes

*Ms. Henderson made a motion to approve the minutes dated November 13, 2020. Second by Mr. Loveland. Motion passed unanimously.*

## Treasurer's Report

*Ms. Henderson made a motion to approve the Treasurer's Report for December 4, 2020 as read. Second by Mr. Grunow. Motion passed unanimously.*

## Audience Participation

Richard Schwatlow-636 Marlin Circle-spoke in favor of having a family mini golf night.

Louise Crouse-808 Sapodilla Drive -expressed her gratitude to Ms. Mendez for putting Mr. Klosky's video presentation together. She also expressed her gratitude to Mr. Klosky for his service to the BBRD.

Jeanne Osborne-100 Cherokee Court-wished Mr. Klosky the best in his retirement.

Nancy Isley-expressed her gratitude for everything Mr. Klosky has done for the BBRD community.

Carol Joseph-expressed her gratitude to the BOT and staff for making the BBRD what it is today. She also gave a special thanks to Mr. Klosky.



# BAREFOOT BAY RECREATION DISTRICT

## Unfinished Business

### Phased Re-Opening Discussion

Assessment of current conditions and consideration of further re-openings based on the conditions-based re-opening timeline.

*Ms. Henderson made a motion to revisit further re-openings at the next BOT Meeting. Motion failed*

*Mr. Maino made a motion to accept the Community Manager's proposed re-opening plan. Second by Mr. Loveland. Motion passed. 3-2. Ms. Henderson and Mr. Klosky dissented.*

### Steward Medical Group Proposed Ground Lease Letter of Intent

Mr. Repperger gave an overview of the Steward Medical Group lease proposal.

Ms. Henderson asked if 9 months was a reasonable amount of time to construct the medical clinic. Mr. Repperger responded yes; Steward Medical Group stands by the timeframe. Also, in comparison to similar projects, the timeframe is reasonable. Mr. Loveland and Mr. Grunow spoke in favor of the letter of intent. Mr. Maino asked what the consequences were if Steward Medical Group decided to walk out of the project. Mr. Repperger responded that they would be in violation of the lease agreement.

*Ms. Henderson made a motion to accept the proposed Steward Medical Group ground lease. Second by Mr. Maino. Motion passed unanimously.*

## New Business

### DOR Violations

#### DOR Violation 18-003582 701 Bougainvillea Circle

*Ms. Henderson made a motion to refer case #18-003582 Bougainvillea Circle 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 DOR, the charge for such action shall be charged to the Respondents account and shall constitute as a lien. Second by Mr. Maino. Motion passed unanimously.*

### Interlocal Agreement with Brevard County for Potential CARES Act Funding

Community Manager recommends BOT approval of draft CARES Act Funding Interlocal Agreement with Brevard County Board of County Commissioners.

*Mr. Maino made a motion to approve the draft CARES Act Funding Interlocal Agreement with Brevard County Board of County Commissioners. Second by Ms. Henderson. Motion passed unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

## Resident Relations-Finance Reorganization

Resolution 2020-16 read by Mr. Repperger:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2020-08; AMENDING THE BUDGET.

*Ms. Henderson made a motion to approve the resolution #2020-16 as read. Second by Mr. Maino. Motion passed unanimously.*

### **Building A Renovations Project: Change Order #3**

Staff recommends the BOT approve Change Order #3 in the amount of \$17,767.50 as submitted by Parkit Construction for the addition of electrical service, lights, and ceiling fan outlet to the Pavilion and instruct staff to execute a Budget Transfer from R&M Contingency in the same amount.

*Mr. Grunow made a motion to approve Change Order #3 in the amount of \$17,767.50 as submitted by Parkit Construction for the addition of electrical service, lights, and ceiling fan outlet to the Pavilion and instruct staff to execute a Budget Transfer from R&M Contingency in the same amount. Second by Ms. Henderson. Motion passed unanimously.*

### **CVO Donation to Offset Cost of Pavilion Electrical Service Change Order to Building A Renovations Project**

Staff recommends the BOT accept the \$2,555.78 donation from the CVO to offset the cost of electrical service, lights, and ceiling fan outlet to the Pavilion.

*Mr. Loveland made a motion to accept the \$2,555.78 donation from the CVO to offset the cost of electrical service, lights, and ceiling fan outlet to the Pavilion. Second by Ms. Henderson. Motion passed unanimously.*

### **2021 Independence Weekend Fireworks Display**

Staff recommends the BOT waive the second bid requirement and approve the proposal from Zambelli in the amount of \$10,000.00.

*Mr. Maino made a motion to waive the second bid requirement and approve the proposal from Zambelli in the amount of \$10,000.00. Second by Ms. Henderson. Motion passed unanimously.*

## **FY21 Employee Pay and Classification Plan**

Resolution 2020-15 read by Mr. Repperger:

A RESOLUTION OF THE BAREFOOT BAY RECREATION DISTRICT SUPERSEDING AND REPLACING RESOLUTION 2019-17 AND ADOPTING AN EMPLOYEE PAY AND CLASSIFICATION PLAN FOR FISCAL YEAR 2020-2021; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT WITH OTHER PROVISIONS; AND, PROVIDING FOR AN EFFECTIVE DATE.

*Ms. Henderson made a motion to approve the resolution #2020-15 as read. Second by Mr. Maino. Motion passed unanimously.*



# BAREFOOT BAY RECREATION DISTRICT

## **Violations Committee Appointments**

Staff recommends the BOT appoint Ms. Vickie Sloss and Mr. John Vogt to the vacant voting member positions for a 3-year term and two property owners to the vacant alternate positions for 3-year terms.

*Mr. Grunow made a motion to appoint Ms. Vickie Sloss and Mr. John Vogt to the vacant voting member positions for a 3-year term and two property owners to the vacant alternate positions for 3-year terms. Second by Ms. Henderson. Motion passed unanimously.*

## **BOT 2021 Regular Meeting Schedule**

Staff recommends the BOT approve the proposed dates for the regularly scheduled BOT meeting in calendar year 2021 and authorize staff to advertise them in the Florida Today.

*Mr. Maino made a motion to approve the proposed dates for the regularly scheduled BOT meeting in calendar year 2021 and authorize staff to advertise them in the Florida Today. Second by Mr. Grunow. Motion passed unanimously.*

## **Manager's Report**

### Resident Relations

#### **ARCC Meeting 11/24/20**

- 26 Consent Items – all approved
- 7 Other items – 5 approved, 1 approved with stipulations, and 1 denied
- 3 Old Business – all approved (extension requests)

#### **Next ARCC Meeting 12/8/20 Agenda**

- 1 Old Business – Resubmittal of new plans
- 10 Consent Items
- 13 Other Items

#### **Violations Committee Meeting 12/04/20**

- 27 cases are on the agenda
  - 16 found in violation
  - 5 DOR is working with the homeowners
  - 6 Cases came into compliance prior to the meeting



# BAREFOOT BAY RECREATION DISTRICT

- December 25<sup>th</sup>
  - 19<sup>th</sup> Closed
  - Lounge Closed
- December 31<sup>st</sup>
  - 19<sup>th</sup> Hole closes at 8pm
  - Lounge closes at 9pm

## General Information

**Beach Restroom Project Update** – As I previously inform the BOT, the site plan is complete. In a follow up phone conversation with TLC this week, I learned there is no part of our beach property where the restrooms can be installed without the required 40-foot pilings as a foundation. There is a possibility of getting a variance from Brevard County but there is no assurance it will be granted. If we do not get the variance the cost estimate of installing the pilings starts at \$80,000. Therefore, staff will not start looking for septic tank and drain field contractors until we receive direction from you on how to proceed (apply for variance or absorb the cost of the pilings). Due to the change in the BOT, I recommend that we hold a brief workshop on January 14<sup>th</sup> at 6pm prior to the planned FY22-26 Budget Townhall meeting.

**Lounge/Lakeside Expansion Project Design Update** – BBRD's engineering firm anticipates having the final design package completed in early December. To get this project executed in a timely manner next summer, the 2021 BOT should commit to issuing a request for proposal by the second meeting in January and also authorize (fees to be paid in advance) the validation process (court process that ensures we can legally incur the debt) at about the same time. Staff plans on engaging the new BOT about their desire regarding this project at the January 14<sup>th</sup> FY22-26 Budget Kickoff Townhall Meeting.

**Shopping Center Electrical System and Parking Lot lighting Upgrade Design** – The design is substantially completed, but due to a lack of historic construction, I authorized a supplemental services proposal for \$2,100 to map the electrical systems within the rental spaces. Once, the mapping service is completed, the design will be drawn over the mapping and the design plans will be completed for staff to issue an RFP.

**Change in Information Technology Vendors** – As I previously informed the BOT, this week I signed a contract with Omega Technology Solutions to be BBRD's IT vendor starting December 10, 2020. Although I exceeded my spending authority, I believe avoiding a typical RFP/RFQ process was warranted to ensure the maximum level of security of BBRD's data. I will be placing an agenda item on the January 8<sup>th</sup> BOT meeting to publicly confirm my actions.

Mr. Coffey gave a special thanks to Ms. Henderson for her 2yrs of service. He also thanked Kathy Mendez for her service for the roast video. He also expressed his gratitude to Mr. Hughes, Mr. Watson, and the District Clerk for video/streaming services. Mr. Coffey thanked Mr. Klosky for his support during his time as Community Manager, and for his years of service to the BBRD.

**Big Announcement** – Everyone is on Santa's good list this year!



# BAREFOOT BAY RECREATION DISTRICT

## Attorney's Report

Mr. Repperger gave an overview of the DOR status list. He stated that he will try to keep the status list updated frequently. Blissful Things case update: Mr. Repperger stated that an affidavit setting out amounts of rent that was due is needed to set the hearing. Ms. Henderson inquired about the Shopping Center Roof Project. Mr. Repperger stated that is the next project he will work on.

Mr. Repperger expressed his gratitude for all that Mr. Klosky has done and stated that it has been a pleasure to work with him. He also thanked Ms. Henderson for her service.

## Incidental Trustee Remarks

Mr. Loveland expressed his gratitude to Mr. Klosky for his dedication and support to BBRD.

Mr. Grunow expressed his gratitude to Mr. Klosky for his service. He also thanked the BOT for how they have handled the COVID-19 pandemic.

Ms. Henderson expressed her gratitude to Mr. Klosky for his service. She also wished everyone Happy Holiday.

Mr. Maino expressed his gratitude to Ms. Henderson and Mr. Klosky for their service.

Mr. Klosky expressed his gratitude to Ms. Mendez for his video presentation. He stated that enjoyed the time he spent serving BBRD and wished everyone a Happy Holidays!


## Adjournment

The next meeting will be on January 8, 2020 at 1pm in Building D/E

Ms. Henderson made a motion to adjourn. Mr. Klosky adjourned.

Meeting adjourned at 3:12pm

  
Jeff Grunow, Secretary

  
Stephanie Brown, District Clerk