



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Regular Meeting

December 3, 2021

1PM –Building D&E

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on December 3, 2021, Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Maino called the meeting to order at 1PM.

Pledge of Allegiance to the Flag

Led by Mr. Nugent.

Roll Call

Present: Mr. Grunow, Mr. Nugent, Mr. Morrissey, Mr. Amoss, Mr. Maino. Also, present, Charles Henley, Finance Manager, Cliff Repperger, General Counsel, Stephanie Brown, District Clerk, Mackenzie Leiva, Management Analyst, Rich Armington, Resident Relations Manager, Kathy Mendes, Food & Beverage Manager, and Matt Goetz, Property Services Manager.

Additions or Deletions to the Agenda

None.

Approval of the Agenda

Mr. Amoss made a motion to approve the agenda as is. Second by Mr. Morrissey. Motion passed unanimously.

Presentations and Proclamations

Chairman Maino presented the 5-year Service Certificate to Julia Gregory and a presentation was given for General Counsel Cliff Repperger for his 14 years of service as General Counsel to BBRD.

Approval of Minutes

Mr. Grunow made a motion to approve BOT minutes dated November 12, 2021. Second by Mr. Nugent. Motion passed unanimously.

Treasurer's Report

Mr. Morrissey made a motion to approve the Treasurer's Report for December 3, 2021, as read. Second by Mr. Amoss. Motion passed unanimously.

Audience Participation

None.



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Unfinished Business

Discussion of COVID-19 Precautions

Mr. Morrissey spoke in favor of extending the one-rider per cart rule until January 14, 2021, BOT Meeting. Mr. Nugent and Mr. Amoss agreed with Mr. Morrissey. Mr. Grunow voiced his concern about the length of time of extending the one-rider per cart rule to January 14, 2022.

Mr. Morrissey made a motion to extend the one-rider per cart rule through January 14, 2022, and a re-evaluation at the January 14, 2022, BOT meeting. Second by Mr. Amoss. Motion passed unanimously.

New Business

DOR Review Ad Hoc Committee Appointments

Staff recommends the BOT appoint five individuals to voting positions and two individuals to the alternate positions.

Mr. Nugent made a motion to appoint Dan Murphy, Joe Klosky, John Scarritt, Louise Crouse, and Jeff Grunow to voting members, and Deidre Cohen and Vickie Sloss as alternates. Second by Mr. Morrissey. Motion passed. 4-1. Mr. Grunow abstained.

Miniature Golf Course Adopt a Hole Program

Mr. Grunow spoke in favor of carpeting and not redesigning the mini golf course unless it is handled by a professional. Mr. Amoss spoke in favor of not redesigning the mini golf course.

Mr. Nugent stated that Sue Hill is no longer a part of the Adopt-a-Hole project.

Mr. Nugent made a motion to not redesign the mini golf course. Second by Mr. Grunow. Motion passed unanimously.

Mr. Nugent made a motion to table the Adopt-a-Hole proposal. Second by Mr. Grunow. Motion passed unanimously.



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Discussion of Land Purchase for RV Storage

Mr. Maino voiced his concern that taking on a land purchasing project may be too much with additional upcoming projects. Mr. Morrissey spoke in favor of purchasing 2.5 acres of land along Micco Rd for a 100 spaces (25 overnight free, 50 for those on the waiting list and 25 extra spaces) to create RV storage for the purpose of generating revenue. Mr. Nugent spoke in favor of staff getting additional information on the land for sale. Mr. Grunow also spoke in favor of further investigation of the land purchase project. Mr. Amoss agreed with Mr. Grunow. Mr. Grunow asked Mr. Repperger how long the zoning change process would take. Mr. Repperger responded that the process is not generally a lengthy process, zoning could take roughly 2-3 months, unless it is rejected, or other issues occur.

BOT consensus to direct staff to investigate the land purchasing project.

Employee Classification Plan and Compensation Study

Staff recommends the BOT award contract to Evergreen Solutions, LLC for an employee classification and compensation study in the amount of \$24,000.00.

Mr. Armington gave an overview of the Employee classification plan and compensation study process. Mr. Maino stated that due to the time that the study would take and detail of the study, a professional firm would be best. Mr. Grunow spoke in favor of a professional firm handling the study. Mr. Amoss spoke in favor of Evergreen Solutions because of the number of services included in the contract for the price.

Mr. Amoss made a motion to award contract to Evergreen Solutions, LLC for an employee classification and compensation study in the amount of \$24,000.00. Second by Mr. Grunow. Motion passed unanimously. Motion passed unanimously.

Employee Handbook Revision: Enhanced Recruitment Methods for Part-time Positions

Staff recommends the BOT adopt the revised Employee Handbook as attached.

Mr. Nugent made a motion to adopt revised Employee Handbook as attached. Second by Grunow. Motion passed unanimously.

FY22 Budget Amendment: NRP Sales Proceeds

Resolution 2021-23 Read by Mr. Repperger:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2021-09; AMENDING THE BUDGET.

Mr. Morrissey made a motion to approve Resolution 2021-23 as read. Second by Mr. Amoss. Motion passed unanimously.



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Doors and Windows replacement award of contract

Staff recommends the BOT award of contract to Coleman Glass & Mirror, Inc. in the amount of \$66,353.18 for the replacement of various windows and doors and to instruct staff to execute the required budget amendment from contingency.

Mr. Amoss asked if there would be an additional charge for permitting if the contract is awarded to Coleman Glass & Mirror. Mr. Henley responded yes, but does not estimate that the cost will be \$26,000.00 for permitting.

Mr. Nugent made a motion to award of contract to Coleman Glass & Mirror, Inc. in the amount of \$66,353.18 for the replacement of various windows and doors. Second by Mr. Grunow. Motion passed unanimously.

Manager's Report

Finance

- **FY22 Assessment Collection Update** – \$1,055,306.87 (gross) or 30.5% of the FY22 Budget has been received as of November 23rd (see attached for details).

Resident Relations

ARCC Meeting 11/23/2021

- 14 Consent Items – approved
- 7 Other Items – approved

ARCC Meeting 12/7/2021

- 1 Old Business – to be presented
- 9 Consent Items – to be presented
- 8 Other Items – to be presented

Next ARCC Meeting

- Is scheduled for December 21st at 9am in Bldg. D/E

VC Meeting 12/03/2021

- 7 cases to be presented
 - 2 Cases – have come into compliance
 - 3 Cases – DOR is working with the homeowner
 - 2 Cases – to be presented



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Next VC Meeting

- Is scheduled for January 14th at 10am in Bldg. D/E

November Interesting Facts

- 29 home sales
- 39 Orientations presented
- 59 Residents in attendance

Food & Beverage

- **Annual Lounge Lakeside Christmas**

The must attend party of the season with TC and Sass will be held on December 18th from 6-10pm. There is an ugly sweater contest, cocktails of the season and a small plate menu.

- **Closure Notices:**

The Lounge and 19th Hole will close at 6pm on Christmas Eve and are closed on Christmas Day.

- **New Year's Eve Party Lakeside**

This year's New Year's band Soul Time will play on the Lounge Lakeside stage from 8pm-12:15am. As in past years, there will be a \$5.00 gate fee. In the event of inclement weather, the band will set up inside the Lounge. To be guaranteed a seat in the Lounge, \$10.00 tickets will go on sale November 29, 2021, at 9am inside the Lounge. Noise makers and a champagne toast is included in the \$10.00 ticket.

- **"Greggie and the Jets" Tribute Band**

Tickets will go on sale Sunday, January 2 in Building A at 11am for "Greggie and The Jets" an Elton John Tribute show to be held on March 25, 2022. Tickets are \$25 with theater style seating and a maximum purchase of 4 seats with a valid badge. FYI, there is no connection between this band and the NFL 3-8 team with the same name!

Flyers with all the details are posted.

Property Services

- Replaced light by Pool #2 pit
- Replaced the batteries and the charger on the courtesy cart
- Repaired the electrical service on the horseshoe storage shed
- Repaired leak associated with roof HVAC unit at the convenience store in the Shopping Center
- Repaired leaking toilet at Pool #3
- Repaired and readjusted the gate at Micco RV storage
- Installed new cabinets at D/E for Food and Beverage dept.
- Continued work in the new CVO space
- Installed BBRD Christmas decorations
- Installed the partitions and completed the men's room D/E
- Assisted Little Theatre in their set-up for their spectacular star-filled shows this week
- Installed a fence topper on the Pickleball divider fence
- Trimmed all trees around Pool #1 and Veterans Way recreation area
- Trimmed trees at the beach and sprayed out the weeds in the parking area
- Painted bollards on sidewalk near Traffic Circle



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- Mulched under the oaks at Building A
- Repaired broken cables and the pump on the pier
- Closure Notices
 - Dec. 10th: All Pools will close at 5pm for the Employee Christmas Party
 - Christmas: All Pools are closed all day
 - New Year's Eve:
 - Pools #2 & #3 closed all day
 - Pool #1 closes at 10pm

Golf-Pro Shop

- Cart Barn Repairs awaiting engineering and permitting
- Picnic Area survey received (awaiting vendor scheduling of project)
- Course Holiday Closure
 - Dec. 10th: Closes at 4pm for Employee Christmas party
 - Christmas: Closed all day (tee marker and flags will be removed to discourage trespassing)
 - New Year's Eve: Course closes at 2pm/Last cart out 10am
- Bert and Ernie say, "only 20 shopping days left before Christmas...come on down to the Pro Shop for all your BBRD logo gifts."

General Information

- **Employee Christmas Party Closure Notice** – As customary over the past few years, all staffed buildings, and amenities (except Building D/E) will close early on **Friday, December 10th** to allow employees the opportunity to attend. Each year staff tries to schedule it early enough to block out meeting rooms. However due to COVID-19 last year's event did not occur and staff forgot to schedule this year's event early enough to find a date where there were no events scheduled. Hence, this year, the Boat and Fishing Club will be having an event in Building D/E which will be the only event or building/amenity open during the Christmas party.
- **Building D/E Restroom Rehabilitation Project Update** – The supply chain finally delivered the partitions and the men's room is completed as pictured below:

Once the Christmas party season is completed, staff will begin work on the ladies' restroom.

- **Lawn Bowling Update** – As the Trustees were previously notified, ABM notified staff on November 17th that due to staffing shortages and the inability to procure the required sod, the re-sodding project the Community Manager authorized on October 26th would not be performed and the signed proposal voided. On November 23rd and 24th, ABM top dressed and overseeded the field.
- **Building A Renovations Project Update** – Installation of the long-awaited hood exhaust pipe platforms is scheduled to commence Monday, December 6, 2021.
- **R&M Project Update** – Bids were received for four budgeted and one unbudgeted HVAC unit replacements. Staff signed the lowest responsible bids on November 22, 2021.



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- **Building A Retaining Wall Repairs Project Update** – Staff received a bid from a vendor on December 2nd and will continue to solicit bids prior to placing award of contract on the January 14, 2022, BOT Meeting agenda. Readers should note zero responses were received earlier in the year to an RFP for the project and 13 companies have been personally contacted since early October.
- **Special BOT Meeting** – A Special BOT Meeting is scheduled for Friday, December 17, 2021, in Building D/E at 9am. The sole agenda item will be the approval of the new general counsel contract. If you are planning on attending, please be early as this will probably be a very short meeting.
- **Administration Building Closures** – The Administration Building will be closed on December 23rd and 24th for the Christmas holidays and on December 31st for the New Year's Day holiday.
- **Big News from the Community Manager** – So sayeth the Community Manager: "I have worked feverously this year with representatives of the North Pole and finally can announce that all Barefoot Bay residents are once again on Santa's "good" list. Happy Hanukkah, Merry Christmas, and Happy New Year to all".



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Attorney's Report

Mr. Repperger stated that he will be present at the December 17, 2021, Special Meeting to transition some files. He stated that there are 50 matters open with Whitebird Law, but most are closed DOR cases. Mr. Repperger stated that he was pleased with BBRD's choice of Vose Law Firm as the new general counsel and stated that it will be a productive transition. He has filed a Motion for a Protective Order and to quash the subpoenas in the Administrative Hearing involving Mr. Preston. The Pre-Trial Hearing will be on Monday December 6, 2021, at 3pm. Mr. Repperger expressed his gratitude to BBRD and staff, and stated that was proud and honored to have served BBRD. He told the story of his first day as General Counsel.

Incidental Trustee Remarks

Mr. Grunow expressed his gratitude to Mr. Repperger for his service to BBRD and wished everyone a good holiday season.

Mr. Morrissey expressed his gratitude to Mr. Repperger or his service to BBRD. He also reminded residents to be safe on the roads and to have a happy holiday.

Mr. Amoss expressed his gratitude to Little Theater for their performance and thanked Mr. Repperger for his service to BBRD. He wished everyone a good holiday.

Mr. Maino stated Vose LLP was chosen as the new General Counsel for BBRD.

Adjournment

The next regular meeting will be on January 14, 2022, at 1pm in Building D/E.

Mr. Morrissey made a motion to adjourn. Second by Mr. Amoss. Mr. Maino adjourned.

Meeting adjourned at 2:13pm


Jeff Grunow, Secretary


Stephanie Brown, District Clerk