



BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees Regular Meeting
September 14, 2023
1PM –Building D&E**

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on September 14, 2023, Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Amoss called the meeting to order at 1PM.

Pledge of Allegiance to the Flag

Led by Mr. Amoss.

Roll Call

Present: Mr. Grunow, Mr. Amoss, Mr. Klosky, Ms. Hansen, Mr. Brinker. Also, present, Kent Cichon, Community Manager, Stephanie Brown, District Clerk, Garrett Olsen, General Counsel, Rich Armington, Resident Relations/HR Manager, Matt Goetz, Property Services Manager, Charles Henley, Finance Manager and Kathy Mendes, Food & Beverage Manager.

Additions or Deletions to the Agenda

None.

Approval of the Agenda

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

Presentations and Proclamation

Mr. Amoss presented an employee appreciation certificate to Food & Beverage Manager, Kathy Mendes for her 15 years of service.

Approval of Minutes

Regular BOT minutes dated August 22, 2023, were approved as submitted.

Treasurer's Report

Mr. Brinker submitted the Treasurer's Report for September 14, 2023, approved as written.



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Audience Participation

David Wheaton-1477 Barefoot Circle-voiced his concern about various items in the FY24 budget.

Unfinished Business

Golf Course Fees and Charges

Resolution 2023-14 read by Mr. Olsen:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING THE BAREFOOT BAY GOLF COURSE FEE AND CHARGE SCHEDULE TO PROVIDE FOR AMENDED FEE AND CHARGE SCHEDULE CLASSIFICATIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Ms. Hansen asked if a renter would be paying the same amount as a non-resident instead of being charged the same amount as an owner. Mr. Amoss responded that it was discussed and accepted at a prior meeting.

Mr. Grunow made a motion to approve Resolution 2023-14 as read. Second by Mr. Amoss. Motion failed 3-2. Ms. Hansen, Mr. Brinker, and Mr. Klosky dissented. Mr. Amoss and Mr. Grunow approved.

Consensus of the BOT to change the golf course fee and charge schedule to reflect renter's and owners being charged the same fee amount and bring back to the next BOT Meeting.

New Business

Classification & Compensation Recommendation

Resolution 2023-15 read by Mr. Olsen:

A RESOLUTION OF THE BAREFOOT BAY RECREATION DISTRICT SUPERSEDING AND REPLACING RESOLUTION 2022-17 AND ADOPTING AN EMPLOYEE PAY AND CLASSIFICATION PLAN FOR FISCAL YEAR 2023-2024; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT WITH OTHER PROVISIONS; AND, PROVIDING FOR AN EFFECTIVE DATE.

Mr. Klosky asked what the percentage was for COLA (cost of living adjustment). Mr. Cichon responded that it is a combined amount of COLA and Merit. Mr. Klosky and Ms. Hansen asked for further clarification. Mr. Klosky then stated COLA should be the same for all employees. Mr. Grunow and Ms. Hansen agreed with Mr. Klosky. Ms. Hansen stated that managers should be heavily involved in merit increases of staff. Mr. Brinker agreed with Ms. Hansen. Ms. Hansen spoke in favor of COLA and merit percentages being defined. Mr. Cichon responded that



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more funds would be necessary if COLA was a fixed percentage for all employees. Mr. Amoss suggested not offering COLA but agreed with Mr. Klosky that if BBRD states that they will offer COLA, it should be the same percentage for all employees. Mr. Cichon responded that he was ok with eliminating the term COLA.

Consensus of the BOT to instruct staff to prepare a new resolution excluding the COLA verbiage.

Liability & Workers Compensation Insurance Award of Contract

Staff recommends the BOT award liability and workers' compensation insurance coverage policy to Preferred Governmental Insurance Trust (Brown & Brown) in the amount of \$234,833, plus the cost of liquor liability (\$15,370), authorize Chairman Amoss to sign the agreement and instruct staff to prepare a budget amendment for the overage to be presented at a future BOT meeting.

Mr. Grunow asked what was the reason for the increase in the workers compensation modifier and what will be done to mitigate it in the future. Ms. Brown responded that the increase is due in part to the amount of claims within the last year, risk transfer and negligence challenges. She also stated staff are working on policy and enforcement strategies to address those issues. Ms. Hansen spoke in favor of implementing an accident investigation process and staff/department managers supporting the District Clerk's office in addressing claims and risk. Mr. Goetz spoke on some of the solutions that Property Services has implemented and suggested having a Safety Officer.

Ms. Hansen made a motion to award liability and workers' compensation insurance coverage policy to Preferred Governmental Insurance Trust (Brown & Brown) in the amount of \$236,108, plus the cost of liquor liability (\$15,370), authorize Chairman Amoss to sign the agreement and instruct staff to prepare a budget amendment for the overage to be presented at a future BOT meeting. Second by Mr. Brinker. Motion passed unanimously.

Lien Recording Service Award of Contract

Staff recommends BOT approval of the Master Service Agreement with Simplifile LC and authorize Chair Amoss to execute the agreement and addendum.

Ms. Hansen made a motion to approve the Master Service Agreement with Simplifile LC and authorize Chair Amoss to execute the agreement and addendum. Second by Grunow. Motion passed unanimously.

FY25 Budget Development Calendar

Staff requests the BOT choose from the list of openings below for the Budget Development Review/Townhall Meeting and give a consensus on the FY25 Budget Development Calendar as presented.



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Consensus of the BOT on the January 25th, 2024, Budget Development Review/Townhall Meeting date and the FY25 Budget Development Calendar as presented.

Ms. Hansen spoke in favor of the budget format prior to the FY24 Budget. Mr. Klosky and Mr. Brinker agreed with Ms. Hansen.

Manager's Report

Resident Relations

ARCC Meeting 8/15/2023

- 1 Old Business – approved
- 21 Consent Permits – approved
- 8 Other Permits – approved

ARCC Meeting 8/29/2023

- 3 Old Business – approved
- 11 Consent Permits – approved
- 12 Other Permits – 10 approved, 2 tabled

VC Meeting 8/11/2023

- 22 Cases – came into compliance prior to the meeting
- 1 Case – DOR is working with the homeowner
- 9 Cases – found to be in violation

VC Meeting 8/25/2023

- 17 Cases – came into compliance prior to the meeting
- 6 Cases – found to be in violation

Food & Beverage

- Tonight's Rustic Roast in Building A pays homage to Jimmy Buffet and his fun, easy style with a menu of cheeseburgers in paradise, the turkey beach club, and ahi tuna nachos. Wear your tropical shirt, because there will be booze in the blender and Jimmy Buffet favorites will be playing all night.

Food & Beverage (continued)



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- A grand opening is planned for Thursday, October 26th to officially celebrate the opening of the Cabana Bay bar and reopening of Pool #1 with a ribbon cutting ceremony at 4pm. After the ceremony, there will be a light appetizer buffet, and the Allen Wronko band will play on the Lake Side Stage until 7:30pm.

Property Services

- Pools
 - Completed painting the deck of Pool #1
 - Completed sealing the pavers of Pool #1
 - Completed the final preparations for the opening of Pool #1
 - Solicited bids for the reconstruction of the ADA ramp and shower stall entrance floor of Pool #1
 - Ordered fence materials and solicited bids for the construction of a concrete surface for the new smoking section of Pool #1
 - Replaced safety rings at Pool #1
 - Addressed ADA lift issues at Pool #1 & #2
 - Investigated the vacuum pressure issue for Pool #3 and replaced the main pump
- Began preparations for painting of the Lounge
- Repaired loose boards on the Beach walkover
- Serviced all fire extinguishers
- Serviced all AC units
- Explored alternative materials for replacement ceiling tiles in the 19th Hole

Golf-Pro Shop

- Sod replacement of only severely damaged areas on several greens to commence the week of September 11th as recommended by Brightview
- A revised fees & charges schedule will be effective October 1, 2023
 - The FY24 season new and renewal memberships will be accepted
 - Applications may be picked up after September 20, 2023, and will not be accepted prior to October 1, 2023
 - Please remember to bring in your BBRD ID badge
 - Provide updated insurance paperwork if a trail fee is being added
 - Contact the Pro Shop with questions at 772-664-3174



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Mr. Cichon provided an update on the beach restroom project.

Consensus of the BOT to provide an easement to Brevard County.

Attorney's Report

Mr. Olsen gave an update on DOR cases. He stated that he received Final Summary Judgment against 942 Jacaranda Drive, there is a Final Default Judgment hearing scheduled for 418 Barefoot Blvd, and a Motion for Clerk's Default has been filed in the 512 Puffin Drive case. Mr. Olsen stated that he will be filing an Order to Show Cause in the case of 526 Persimmon Drive.

Incidental Trustee Remarks

Mr. Grunow reminded residents of the shred event on September 28, 2023, at the Winn Dixie parking lot.

Mr. Klosky asked Mr. Cichon about the evaluation process. Mr. Cichon stated that BBRD already has a process in place. He also expressed his gratitude to staff for the work they have done in the BBRD.

Ms. Hansen welcomed Mr. Brinker back to the BOT.

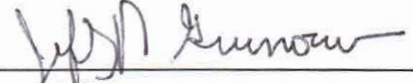
Mr. Amoss reminded residents that 2023 is the start of the 3-year terms for the BOT.


Adjournment

The next regular meeting will be on September 26, 2023, at 1pm in Building D/E.

Mr. Amoss adjourned.

Meeting adjourned at 2:50pm.


Jeff Grunow, Secretary


Stephanie Brown, District Clerk