

**GREATER BOCA RATON BEACH & PARK DISTRICT**  
**MINUTES OF A REGULAR MEETING OF**  
**THE BOARD OF COMMISSIONERS**  
**September 6, 2022**

The MEETING took place at the Swim & Racquet Center and was also conducted virtually through the Zoom platform. The meeting was called to order by CHAIRMAN Erin Wright at 5:15 p.m.

**COMMISSIONERS PRESENT:**

Craig F. Ehrnst  
Steven M. Engel  
Robert K. Rollins, Jr.  
Susan Vogelgesang  
Erin Wright

**CHANGES TO AGENDA:**

**PUBLIC REQUESTS:**

*Mr. David Bracknell* inquired about the status of the plat map for Sugar Sand Park.

*Mr. Garth Duff-Gray* appealed to the Board for support and help with acquiring natural turf field space for Rugby.

*Mr. John Davenport*, President of the Men's Rugby Club, reported that rugby is an expanding sport with the need for natural turf fields.

**APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS:**

**MOTION** was made by Commissioner Vogelgesang and seconded by Commissioner Engel to approve the minutes of the regular meeting held on August 15, 2022, at 5:15 p.m.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

**REGULAR BUSINESS:**

**1. Insurance RFP**

On June 6, 2022, the Board reviewed and approved the Request for Proposals (RFP) for Insurance for the Greater Boca Raton Beach & Park District. The District received three proposals in July from the following firms: Brown & Brown, EGIS, and the Florida Municipal Insurance Trust (FMIT). Executive Director Harms requested that the Board rank the three proposals in order of their preference.

The District General Counsel publicly addressed, among other things, the legal basis for the Board of Commissioners to evaluate the RFP, to rank and to ultimately award a contract, subject to negotiations, in accordance with the RFP, and under the guidance and provisions of State law in Section 287.057, FS.

<b><u>Ranking</u></b>	<b><u>First</u></b>	<b><u>Second</u></b>	<b><u>Third</u></b>
Commissioner Rollins	FMIT	Brown & Brown	Egis
Commissioner Engel	FMIT	Brown & Brown	Egis

Commissioner Ehrnst	FMIT	Brown & Brown	Egis
Commissioner Vogelgesang	FMIT	Brown & Brown	Egis
Commissioner Wright	FMIT	Brown & Brown	Egis

**MOTION** was made by Commissioner Engel and seconded by Commissioner Vogelgesang to accept the following ranking for the Insurance RFP bids: #1 Florida Municipal Insurance Trust, #2 Brown & Brown, and #3 Egis.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

**MOTION** was made by Commissioner Vogelgesang and seconded by Commissioner Engel to direct the Executive Director and Counsel to negotiate a contract with the top-ranked firm, Florida Municipal Insurance Trust, and bring a contract back to the Commission for consideration.

Discussion ensued regarding an umbrella policy; blanket coverage; worker comp codes; fixed rate commissions; public official liability coverage and if any of the proposals were guaranteed by the state of Florida.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

**2. YMCA Amendment**

Executive Director Harms requested approval of the Amendment to the YMCA's current agreement that would expand the programming services offered by the YMCA at the Community Center throughout the school year.

**MOTION** was made by Commissioner Vogelgesang and seconded by Commissioner Engel to approve the Amendment to the YMCA's current contract, as presented.

**Discussion:**

Commissioner Rollins was concerned if there would be sufficient parking in the evenings if the local sports teams or tournaments were held at the same time as the YMCA classes. If there are any parking problems, he suggested that the YMCA class be rescheduled to not interfere with the other programs.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

**4. Mattice Contract Renewal**

Executive Director Harms requested approval of the Mattice Business Services Contract Renewal at the current monthly rate, which provides QuickBooks, accounting, payroll, and bookkeeping consulting services for the District.

**MOTION** was made by Commissioner Ehrnst and seconded by Commissioner Rollins to approve the Mattice Business Services Contract Renewal at the current monthly rate, as presented.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

**APPROVAL OF PAYROLL AND INVOICES:**

**MOTION** was made by Commissioner Ehrnst and seconded by Commissioner Engel to approve the payroll and invoices as presented, totaling \$2,028,953.21

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

**REPORTS AND DISCUSSION ITEMS:**

**District Counsel:**

**Executive Director:**

**Procedures for City Invoices**

Executive Director Harms and Commissioner Ehrnst spoke with Raquel McIntosh from Grau and Associates to discuss agreed-upon procedures for City invoices and to evaluate ways to improve the invoice process. Ms. McIntosh will put together an engagement letter for the Board to evaluate and consider at a future meeting.

**P & R Board Meeting**

GBRB&PD Minutes: September 6, 2022

Chair Wright and Director Harms will attend the P&R Board meeting next week at the Swim and Racquet Center to provide the Board with an update on some of the District projects including Boca Teeca.

**Ocean Strand**

Crews were on site last week to survey and mark the pathway areas at Ocean Strand. Work will commence next week and is scheduled to be finished by the end of the year.

**Pipes & Pumping Project**

The Pipes and Pumping project is underway and is anticipated to be completed by the end of the year.

**DeHoernle Park Maintenance Facility**

Bids for the DeHoernle Park Maintenance facility were received by the City and are being evaluated.

**Perk Your Park Contest**

The District has an opportunity to win \$75,000 for one of Boca's parks. The Perk Your Park Contest is live until September 12, 2022. Please vote daily!

**Commissioners:**

Commissioner Ehrnst reported that he attended the Federation of Boca Raton Homeowner Associations meeting with speakers Dorothy Jacks and Brian White from Florida Atlantic University. He suggested that the District consider expanding its partnership with FAU to accommodate woman's beach volleyball.

Commissioner Engel reminded everyone to vote in the Perk your Park contest!

**FUTURE AGENDA ITEMS:**

Proposal for Field House Evaluation

Proposal for Shade Coverage of Pickleball Courts at Patch Reef Park

Joint Meeting

**ADJOURNMENT:**

**MOTION** was made by Commissioner Engel and seconded by Commissioner Vogelgesang to adjourn the meeting at 5:54 p.m.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

  
Erin Wright Chairman

  
Craig F. Ehrnst Secretary-Treasurer