



BAREFOOT BAY RECREATION DISTRICT

Barefoot Bay Recreation District Regular Meeting
February 9, 2023 at 1:00 PM

Agenda

Please turn off all cell phones

- 1. Thought of the Day**
- 2. Pledge of Allegiance to the Flag**
- 3. Roll Call**
- 4. Additions or Deletions to the Agenda**
- 5. Approval of the Agenda**
- 6. Presentations and Proclamations**
- 7. Approval of Minutes**
 - A. BOT Regular Meeting minutes dated January 24, 2023, and Townhall minutes dated January 26, 2023.
- 8. Treasurer's Report**
 - A. Treasurer's Report
- 9. Audience Participation**
- 10. Unfinished Business**
- 11. New Business**
 - A. Architectural Review Control Committee (ARCC) Appointment
- 12. Manager's Report**
 - A. February 9, 2023 Manager's Report
- 13. Attorney's Report**
- 14. Incidental Trustee Remarks**
- 15. 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.

Barefoot Bay Recreation District Regular Meeting



BAREFOOT BAY RECREATION DISTRICT

**Board of Trustees Regular Meeting
January 24, 2023
1PM –Building D&E**

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on January 24, 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. Grunow.

Roll Call

Present: Mr. Grunow, Mr. Amoss, Mr. Brinker, Mr. Klosky, Ms. Tummolo. Also, present, Kent Cichon, Community Manager, Stephanie Brown, District Clerk, Garrett Olsen, General Counsel, Matt Goetz, Property Services Manager, Richard Armington, Resident Relations Manager and Charles Henley, Finance 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. Grunow. Motion passed unanimously.

Presentations and Proclamations

None.

Approval of Minutes

BOT regular meeting minutes dated January 12, 2023, were approved as submitted.

Treasurer's Report

Mr. Brinker submitted the Treasurer's Report for January 24, 2023, approved as written.



BAREFOOT BAY RECREATION DISTRICT

Audience Participation

None.

Unfinished Business

None.

New Business

Architectural Review Control Committee (ARCC) Appointment

Staff recommends the BOT appoint a property owner to the unexpired voting position.

Mr. Amoss spoke in favor of moving John Soulis, the current alternate up to a voting member position.

Mr. Klosky made a motion to appoint John Soulis to the expired ARCC voting position (term ends February 22, 2024). Second by Ms. Tummolo. Motion passed unanimously.

Transfer of Funds between Local Government Investment Pools

Staff recommends the BOT revise its prior instruction to staff to transfer \$500,400 from Florida PRIME to Florida TRUST – ST Bond Fund and instruct staff to modify the BBRD Investment Policy, as presented, to better enable staff to maximize the return on BBRD funds.

Mr. Tummolo made a motion to revise its prior instruction to staff to transfer \$500,400 from Florida PRIME to Florida TRUST – ST Bond Fund and instruct staff to modify the BBRD Investment Policy, as presented to better enable staff to maximize the return on BBRD funds. Second by Mr. Klosky. Motion passed unanimously.



BAREFOOT BAY RECREATION DISTRICT

FY 2022 Roll Over R&M/Capital Projects and Use of R&M/Capital Projects Department Contingency Budget Amendment and Resolution

Resolution 2023-02 read by Mr. Olsen:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BAREFOOT BAY RECREATION DISTRICT AMENDING RESOLUTION 2022-14; AMENDING THE BUDGET.

Mr. Grunow made a motion to approve the Budget Amendment and Resolution 2023-02 to roll over FY22 project budgets in the R&M/Capital Projects Department budget using fund balance and to transfer funds from R&M/Capital Projects Department Contingency to the Property Services Department and the Golf Pro Shop Department. Second by Mr. Klosky. Motion passed unanimously.

DOR Violations

DOR Violation 22-002879 614 HYACINTH CIRCLE

Mr. Grunow made a motion to refer case #22-002879 614 Hyacinth Circle to General Counsel Olsen 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. Brinker. Motion passed unanimously.

DOR Violation 22-002954 1108 TEQUESTA DRIVE

Mr. Tummolo made a motion to refer case #22-002954 1108 Tequesta Drive to General Counsel Olsen 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. Klosky. Motion passed unanimously.

DOR Violation 22-002425 935 ORIOLE CIRCLE

Ms. Tummolo made a motion to refer case #22-002425 935 Oriole Circle to General Counsel Olsen 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. Grunow. Motion passed unanimously.

DOR Violation 22-001789 902 SPRUCE STREET

Ms. Tummolo made a motion to refer case #22-001789 902 Spruce Street to General Counsel Olsen 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. Brinker. Motion passed unanimously.



BAREFOOT BAY RECREATION DISTRICT

DOR Violation 22-001607 908 HEMLOCK STREET

Mr. Grunow made a motion to refer case #22-001607 908 Hemlock Street to General Counsel Olsen 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. Klosky. Motion passed unanimously.

Manager's Report

Finance

Assessment received – 79.24% collected or \$3,336,009. Balance to collect \$874,032.

Resident Relations

ARCC Meeting 1/3/23

- 1 Old Permit - approved
- 7 Consent Permits - approved
- 28 Other Permits - approved

VC Meeting 1/13/23

- 18 Cases – came into compliance prior to the meeting
- 4 Cases – DOR is working with the homeowners
- 17 Cases – found to be in violation

Food & Beverage

- Tickets go on sale for the Bella Donna Project, a NINE PIECE Stevie Nicks/Fleetwood Mack Tribute on Tuesday, February 1st at 9:30am in Building A. There are some tickets available for the Divas and Frankie Valli shows. Call the Administration office at 772-664-3141 x222 for ticket availability.
- A Valentines evening for everyone is planned for February 14th in Building A. There will be two seatings available, one at 4:30pm and one at 6:30pm. There is a variety of seating options for couples, friends, and singles. Tickets are on sale from 4-5pm on Thursdays in Building A and you may also call 772-664-3141 x222. Paradise Planners is styling the event, Simply Sarah will sing her heart out, Food and Beverage is preparing a price inclusive 4-course meal, and the bartenders will be making special craft cocktails all to create a fabulous experience on this



BAREFOOT BAY RECREATION DISTRICT

Food & Beverage (continued)

special night. The best part is that the event benefits Joe's Club located here in the Bay to help purchase needed chairs in their facility.

- St. Paddy's Day full day in the Bay is March 17th. A parade, ceremony, including a Blessing of the Bay, a bag piper show, and all-day music and food is planned in Building A and lakeside complex. Tickets for the buffet style dinner and corned beef sandwiches will go on sale at the 19th Hole, the Lounge, and Administration Building starting February 15th.

Flyers with all the details are posted.

Property Services

- Worked on the heating systems for Pools #1 & #2
- Reviewed engineering plans for the Pool #1 Pit and Heater Relocation Project

Golf-Pro Shop

- A new golf course maintenance provider, Brightview Golf Maintenance, is scheduled to begin services this April. Brightview will also be providing various services for the softball field and lawn bowling facility as well.



BAREFOOT BAY RECREATION DISTRICT

Attorney's Report

Mr. Olsen stated that 15 demand letters have been sent out to BBRD homeowners to date. He also stated that he will be requesting that any remaining cases from BBRD former General Counsel, Mr. Repperger be moved to Vose Law Firm once they get to a good stopping point. Mr. Olsen notified the BOT that there is a final judgement on 400 Osprey Drive.

Incidental Trustee Remarks

Mr. Brinker reminded BBRD residents of the Townhall being held on Thursday, January 26, 2023, at 9am in building D/E.

Mr. Grunow expressed his gratitude to those who attended the American Legion event. He also spoke in favor of a pool policy regarding pool temperatures. Mr. Grunow expressed his gratitude to Vose Law Firm for the ethics training.

Ms. Tummolo suggested higher suspensions for residents who bring outside alcohol.

Mr. Klosky agreed with Ms. Tummolo regarding higher suspensions for residents bringing outside alcohol.

Mr. Amoss reminded BBRD residents of the Budget Kickoff/Townhall meeting being held on Thursday, January 26, 2023, at 9am in building D/E.

Adjournment

The next regular meeting will be on February 9, 2023, at 1pm in Building D/E.

Mr. Amoss adjourned.

Meeting adjourned at 1:43pm.

Jeff Grunow, Secretary

Stephanie Brown, District Clerk



BAREFOOT BAY RECREATION DISTRICT

Board of Trustees Meeting
Quarterly Townhall
January 26, 2023
9AM –Building D&E

Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Townhall Meeting on January 26, 2023, Building D&E 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Amoss called the meeting to order at 9AM.

Pledge of Allegiance to the Flag

Led by Mr. Amoss.

Roll Call

Present: Mr. Amoss, Mr. Brinker, Mr. Klosky, Mr. Grunow, Ms. Tummolo. Also, present, John W. Coffey, ICMA-CM, Community Manager, Stephanie Brown, District Clerk, Rich Armington, Resident Relations/HR Manager, Charles Henley, Finance Manager, Kathy Mendes, Food and Beverage Manager, and Matt Goetz, Property Services Manager.

Introduction and Overview of Budget Development for the FY24-28 Budgets

Mr. Cichon gave an overview of the FY24-28 budget and explained the development principles which included projects, repair and maintenance, minimum wage increases, wage compression and inflation.

Mr. Amoss asked if leaks in the Administration Building would be covered under a warranty. Mr. Cichon responded that the warranty timeframe has passed. He also asked if door replacements would be ADA accessible. Mr. Goetz responded that ramps can be added. Mr. Amoss suggested that the building A parking lot project gets moved to FY24 from FY28. Mr. Grunow stated that it would be more cost effective to handle as soon as possible. Mr. Brinker agreed with Mr. Amoss and Mr. Grunow.

Audience Dialogue with BOT

Richard Scwhatlow-636 Marlin Circle-asked if the costs have been researched regarding the outdoor movie screen. Mr. Cichon responded that it has been discussed with staff that would it be seen as an amenity and a revenue generating by renting to other clubs and communities. He also asked if BBRD could levy assessment fees on the 5,000 lots within Barefoot Bay. Mr. Grunow responded that BBRD has been restricted by the interlocal agreement with Brevard County.

Joe Modjeska-1049 Manila Drive-asked about the difference between contingency and capital reserves. Mr. Cichon responded contingency is for emergency purposes and capital reserves are built up and used specifically for capital projects.

Harold Wortman-915 Balsam-suggested researching buying equipment to do re paving and sealing in house. Mr. Goetz responded that sealing could be possible, but his department is not qualified to re pave.



BAREFOOT BAY RECREATION DISTRICT

Mr. Brinker asked about lawn bowling gutter replacement. Mr. Goetz responded that there is a gutter around the perimeter of the lawn bowling area.

Incidental Trustee Remarks

Mr. Grunow suggested researching different models of budgeting.

Mr. Brinker spoke in favor of Food & Beverage expenditures not being charged to the Property Services Department.

Ms. Tummolo responded to Mr. Brinker and suggested a gate charge for music events.

Adjournment

The next Townhall meeting will be on April 4, 2023, at 9am in Building D/E.

Mr. Amoss adjourned.

Meeting adjourned at 10:14am.

Jeff Grunow, Secretary

Stephanie Brown, District Clerk

Barefoot Bay Recreation District

Treasurer's Report

February 9, 2023

Cash Balances in General Fund as of 1/30/23

Petty Cash

Total Petty Cash: \$ 2,500.00

Operating Cash in Banks

MB&T Operating Account

645,958.49

Total Operating Accounts:

645,958.49

Interest Bearing Accounts

MB&T Money Market Account

2,257,038.70

FL Class

203,386.27

FL Trust - Short Term Bond Fund

108,223.00

SBA Reserve Account

712,591.64

Total Interest Bearing Accounts:

3,281,239.61

Total Cash Balances in General Fund:

\$ 3,929,698.10

Total Daily Deposits and Assessments Received for 1/14/23 - 1/30/23

Daily Deposits:

\$ 125,413.85

Assessments Received:

-

Total Deposits Received:

\$ 125,413.85

Expenditures for 1/14/23 - 1/30/23

Check Number	Vendor	Description	Check Amount
60774	Como Oil & Propane - Vero Beach	Propane	8,872.94
60798	Special District Services, Inc	Management Fees: 1/23	14,284.03
60805	Vose Law Firm, LLP	Legal Fees: 12/23	7,500.00
60829	Florida Blue	Employee Health Insurance: 2/23	34,000.96
60830	Florida Power & Light Co	Electricity	8,558.78
60831	Gabriel, Roeder Smith & Company	OPEB Evaluation FY 22	7,000.00
60863	US Foods	Foodstuff and Supplies	5,857.46
	Florida Department of Revenue	Sales Tax: 12/22	16,599.92
	Paychex	Net Payroll - PPE 1/15/23	79,011.14
	United States Treasury	Payroll Taxes - PPE 1/15/23	21,823.64

Total Expenditures \$5,000 and above:

203,508.87

Expenditures under \$5,000:

94,027.98

Total Expenditures:

\$ 297,536.85

Board of Trustees

Meeting Agenda Memo

Date: Thursday, February 9, 2023
Title: **Architectural Review Control Committee (ARCC) Appointment**
Section & Item: 11.A
Department: Administration, District Clerk
Fiscal Impact: N/A
Contact: Kent Cichon, Community Manager, Stephanie Brown, District Clerk
Attachments: Deidre Sunter Consideration Request, Deidra Sunter Resume, Paul Preston Resume, Paul McQuade-Letter of Interest, Paul McQuade Resume, 01.31.2023 Mark Thomasson Resume

Reviewed by

General

Counsel: N/A

Approved by: Kent Cichon, Community Manager

Requested Action by BOT

Appointment of one homeowner to the unexpired alternate position.

Background and Summary Information

The ARCC is comprised of five voting members, two alternates and one (non-voting) liaison from the BOT.

On January 24, 2023, John Soulis, an alternate, was appointed to an unexpired voting position. The unexpired alternate position (term ends February 22, 2024) is currently vacant.

BBRD Staff has advertised resumes/letters of interest for the vacant alternate position.

The following individuals submitted resumes/letters of interest for consideration of appointment to the ARCC as an alternate:

- Deidre Sunter
- Paul Preston
- Paul McQuade
- Mark Thomasson

Staff recommends the BOT appoint one property owner to the unexpired alternate position (term ends February 22, 2024).



From: [Dee Dee Sunter](#)
To: [Stephanie Brown](#)
Subject: Resume for open ARCC vacancy
Date: Monday, December 19, 2022 10:18:38 AM
Attachments: [Executive Assistant- Project Administrator__Resume update 6.22.docx](#)

Good morning Stepjanie,

I would like to submit my resume in consideration for the open ARCC position.

Please feel free to contact me if you need any other information.

Regards,
Deidre P Sunter

DEIDRE P SUNTER
PROJECT ADMINISTRATOR
CERTIFIED ADMINISTRATIVE ASSISTANT
deidrepcohen@gmail.com | 321-417-1214 | Sebastian, FL 32976

Professional Skills

- Operations Management
- Executive Administration
- Marketing/Social Media/Public Relations
- Bookkeeping & Accounting (AP/AR)
- Service Orientation
- Record maintenance/Data Entry/Filing
- Scheduling/Travel Arrangements/Logistics
- Exceptional attention to detail
- Microsoft Office Suite (Word, Excel, PowerPoint, Access, Outlook)
- Event planning/Fundraising
- Management/Supervision
- Training/Professional Development
- Purchasing & Inventory control
- Time Management
- Logistics

Experience

Administrative Assistant/Project Administrator

Whole Family Health Center | Vero Beach, FL 11/2020 - Present

- Approve supply purchases, complete requisitions for expenses over \$250
- Maintain inventory controls over Covid test supplies
- Input Patient information from insurance companies into patient files
- Daily communication and status updates with organization President, Vice President, and Chief Medical Officer
- Sort daily mail
- Refine process for Patient Dismissal from Practice letters
- Apply discretion and uphold HIPPA guidelines for dealing with sensitive Patient issues
- Provide travel, lodging and meal and clinical visit itinerary for visiting Provider candidates
- Provide detail activity reports and measurement criteria to ensure all efforts result in maximum efficiency and patient satisfaction.
- Develop an interactive strategy and operational plan for integrate relationship marketing initiatives for potential patients

Logistics

USSI Global | Melbourne, FL 12/2019 – 03/2020

- Track incoming and outgoing Samsung commercial equipment
- Develop procedure for identifying and tracking refused shipments
- Provided direction through point of contact for delivery and retrieval of goods
- Obtain, submit, and provide proper authorization for returned goods
- Collect information for filing lost claims
- Collect information for filing damaged claims
- Maintain tracking spreadsheet for technicians returning defective equipment
- Work closely with shipping company to assure overnight, economy, and expedited shipping of equipment
- Supplied tracking, shipment, and load numbers to warehouses for outgoing and incoming shipments

DEIDRE P SUNTER
PROJECT ADMINISTRATOR
CERTIFIED ADMINISTRATIVE ASSISTANT

deidrepcohen@gmail.com | 321-417-1214 | Sebastian, FL 32976

Manager on Duty

Shore Lanes Palm Bay | West Melbourne, FL 06/2015 – 07/2019

- Demonstrated superior customer service through extensive knowledge of the bowling industry
- Maintained a clean and positive atmosphere for the ultimate customer experience
- Developed new league participants and repeat customer base through increased customer satisfaction
- Trained and supervised newly hired employees on Conqueror database system; monitored work performance to ensure accuracy and completion
- Enacted company marketing initiatives increasing company revenue
- Completed daily financial transaction including bank deposits, cash register reconciliation, debit and credit transactions
- Managed daily logistics for special projects and events
- Provided daily operations management to include facility open and closure
- Business to Consumer (B2C) conflict resolution for external customers

Coaching Specialist/Administrative Assistant

United States Bowling Congress | Arlington, TX 07/2011-02/2014

- Provided administrative support for Director of Coaching and staff of 5
- Created and electronically distributed monthly newsletter to 40,000 coaches throughout the country and internationally; monitored and updated social media platforms (Facebook, Twitter)
- Collected data and prepared analysis (Survey Monkey, Excel) regarding coaching activities
- Recruited and trained individuals to become certified coaches
- Facilitated training courses, workshops and presentations (Prezi, Power Point, Go To Meetings)
- Prepared and presented Power point presentations and web-based conferences (Prezi, Go To Meetings)
- Provided travel arrangements, conference logistics and expense reimbursements
- Inventoried supplies, created reorder numbers, purchased necessary office supplies and equipment
- Prepared and presented power point presentations and web-based conferences
- Created and presented professional development seminars for business clients; provided technical support for NetDimensions (eLearning software)
- Helped accelerate social media presence by utilizing online tools to maximize brand visibility to develop strong relationships and engagement

Education

- **Master of Business Administration**, Business Benedictine University 2015
- **Bachelor of Business Administration**, Business and Economics Benedictine University 2011

Certifications

- Certified Administrative Professional, 2013
- Florida Notary, Commission Expires 2026

Service

- Deed of Restrictions Ad Hoc Committee, 2022

PAUL PRESTON

Qualifications

- Florida Licensed Community Association Manager
- Experienced Condominium/Rental Complex Manager
- President of self-managed Homeowner Association
- Director of Operation of telephone switch manufacture (70 employees)
- Supervisor of a Telephony Engineering Group (10 employees)
- Mater scheduler of over 1200 projects in both the U.S. and International Markets
- Project Manger of telecommunication project involving 6 states and 39 cities
- Global Network planner involving 1400 cities in 52 countries
- Project Manager of 2 North American Field Trials
- Volunteer Coordinator of YMCA' youth programs for ages 9 to 18.
- Electrical tester background
- Coordinated irrigation project
- Budget preparation
- Familiar with Continental's programs and procedures
- Worked with Julio Robaina and his Nine-member House Select Committee on Condominium and Homeowner Association Governance to implement changes introduced into law in 2008.

Professional Experience

**8/2006 – 9/2011: Continental's Community Association Manager at Polo Glen
Luxury Condominium in Plantation, FL**

- Manage maintenance crew and selected vendors
- Provided monthly reports including financial statement and variance details
- Monitored monthly maintenances payments per association guidelines and issued the paper worked needed to involve the attorney when appropriate
- Managed Polo Glen in accordance with the City, State, and Federal regulations. These regulations involve pool, fountains, irrigation system, lakes, and landscaping
- Pool renovation
- Building painting and concrete renovation
- Y200k program administrator

Previous Experience

American Digital Switching Systems - Melbourne, Fl

- **Acted as project manager for ADS's North American Field Trial, scheduled monitored and tracked all elements of the company's product from design to final payment**
- **Promoted to Director of Operations, tasked with procurement of parts, assemble of units, system testing, shipping, and Customer Service**

Cit-Alcatel – Reston, Va

- **French Telephone Switch Manufacture with 350,000 employees world wide.**
- **Managed Cit-Alcatel's North American Field Trial that involved tracking parts thru customs. Installing a switch into the world wide network and collecting the final dollar**

Global One - Reston, Va

- **Global Network Planner tasked with routing telephone calls and collecting associated revenue for calls between 1400 cities in 52 countries**

Datameterics – Orlando FL

- **Manufacture of rugged printers for military and commercial customers**

Awards

- **YMCA Volunteer of the year**
- **YMCA Man of the year**
- **Current world record holder of the unbreakable record**

PAUL G MCQUADE
35 Cottage Road Dudley MA. 01571
1446 Gardenia Dr., Barefoot Bay, FL 32976

Email Quadepg55@yahoo.com
Cell Telephone 508-414-0450

District Clerk Brown (sbrown@bbrd.org)
ARCC Barefoot Bay
Bldg A
Barefoot Bay, FL 32976

Greetings,

I would like to volunteer as an alternate on the Architectural Review Control Committee.

I have owned a home in the Bay since 2019 and am very interested in ensuring that we remain the type of community that others emulate.

I am retired and currently live in the Bay from November through April. My resume is attached. Please let me know if I can assist the Committee as a member.

Very truly yours,

Paul McQuade

PAUL G MCQUADE
35 Cottage Road Dudley MA. 01571
1446 Gardenia Dr., Barefoot Bay, FL 32976

Email Quadepg55@yahoo.com
Cell Telephone 508-414-0450

Experience:

City of Worcester, MA 9/17/1973 – 10/29/2010

- 1994 – 2010 Safety & Training Manager
- 1983 – 1994 Jr. Civil Engineer, Water Engineering Dept.
- 1979 – 1983 Foreman, Water Division
- 1973 – 1979 Heavy Equipment Mechanic

Air National Guard, Otis Air Force Base, Otis, MA

- 1983 – 2000 Civil Engineer, Water and Waste Supervisor, Roads and Grounds Supervisor

Army National Guard, 181st Civil Engineering, Whitinsville, Milford, Whitman, Cape Cod, MA

- 1970 – 1983 Heavy Equipment Operator/Instructor, Heavy Equipment Mechanic, Light Duty Mechanic

Organizations:

- Member of American Public Works Association
- Advisory Board Member of Bay State Roads Program
- Member of Worcester County Highway Association
- Member of the Central District Homeland Security Council (Retired)

References:

John Rugg, Director of Vehicle Maintenance, City of Worcester, MA –
508-726-2941

James Kempton, Asst. Director of Public Works, City of Worcester, MA –
508-304-2451

MARK THOMASSON

869 Waterway Drive, Barefoot Bay, FL 32976 · 410-320-1646
markt618@gmail.com

RECEIVED
11/3/23
4:12 PM

Bruce Amos
Chair
Barefoot Bay Board of Trustees
625 Barefoot Bay Blvd.
Barefoot Bay, FL 32976

Dear Mr. Amos,

I am submitting this cover letter and resume to volunteer to serve as an alternate on the Architectural Review Control Committee.

- 30 years a builder & developer setting up, and overseeing HOA's and Architectural Review Committees.
- 5 years on the board of Oyster Cove Marina, HOA.
- 10 years President of Seabreeze HOA, Inc. a mobile home park HOA

I am semi-retired and moved here to Barefoot Bay in March of 2022. I have done some remodeling and garage enclosure to my home and I am familiar with the ARCC Guidelines.

I hope that the BOT will review to my resume, and select me to the position of alternate member on the ARCC.

Sincerely,

Mark Thomasson

MARK THOMASSON

869 Waterway Drive, Barefoot Bay, FL 32976 · 410-320-1646
markt618@gmail.com

My objective is to become an Alternate Member of the Architectural Review Control Committee of Barefoot Bay.

EXPERIENCE

1990 – 2010

Vice president in charge of community development, for Maryland & Delaware, **PCS HOMES**
I developed townhome, single family, and commercial properties, supervising all of the installation of infrastructure, along with the setting up of the HOA's for the communities.

2002 – 2010

Secretary/Treasurer, **OYSTER COVE MARINA, HOA**

Along with managing the money for the marina, my other duties included enforcement of the HOA's guidelines for the slip owners.

2012 – 2022

President, **Seabreeze HOA, Inc.**

I was in charge of all aspects of the HOA including enforcement of the HOA's guidelines for the mobile home community.

EDUCATION

JUNE 1975

Graduated High School, **SEVERNA PARK HIGH SCHOOL**

Fall 1975 -Spring 1976

Attended Anne Arundel Community College

SKILLS

- I am a good listener.
- I am familiar with the Barefoot Bay ARCC guidelines.
- I am a home owner here and have applied for and had applications accepted for changes to my home.
- I have been a building contractor
- I have been involved with the many aspects of community architectural guidelines



Barefoot Bay Recreation District

625 Barefoot Boulevard
Administration Building
Barefoot Bay, FL 32976-9233

Phone 772-664-3141
www.bbrd.org

Memo To: Board of Trustees

From: Kent A. Cichon, Community Manager

Date: February 9, 2023

Subject: Manager's Report

Finance

Assessment received – 79.24% collected or \$3,336,009. Balance to collect \$874,032.

Resident Relations

ARCC Meeting 1/17/23

- 3 Old Business Permits - approved
- 11 Consent Permits – 10 approved, 1 approved with stipulations
- 8 Other Permits – 7 approved, 1 approved with stipulations

ARCC Meeting 1/31/23

- 16 Consent Permits – to be presented
- 17 Other Permits – to be presented

VC Meeting 1/27/23

- Cancelled due to DOR working with homeowners

Food & Beverage

- The annual Barefoot by the Lake festival starts tomorrow, Friday, February 10th and Saturday, February 11th from 11am -9: 30pm. There are over 60 crafters, artisans and food vendors, a kids' zone with 2 bounce houses, fairy hair and face painting. A full line up of music will be on the festival ground's stage. This event is open to the public.

There are some tickets available for the afternoon Franki Valli show. Call the Administration office @ 772-664-3141 x222 for ticket availability.

Food & Beverage (continued)

- A Valentines evening for everyone is planned for February 14th in Building A. There are some tickets available for the 4:30pm seating. You may call 772-664-3141 x222 for ticket availability. Paradise Planners is styling the event, Simply Sarah will sing her heart out, Food and Beverage is preparing a price inclusive 4-course meal, and the bartenders will be making special craft cocktails all to create a fabulous experience on this special night. The event benefits Joe's Club located here in the Bay to help purchase needed chairs in their facility.
- St. Paddy's Day full day in the Bay is March 17th. A parade, ceremony, including a Blessing of the Bay, a bag piper show, and all-day music and food is planned in Building A and lakeside complex. Tickets for the buffet style dinner and corned beef sandwiches will go on sale at the 19th Hole, the Lounge, and Administration Building starting February 15th.

Flyers with all the details are posted.

Property Services

- Repaired the Bobcat, custodian cart, fishing pier, fence at Pool #2, chain-link fence on Egret Circle, and multiple irrigation heads at the softball field
- Continued repairs of the pool heaters
- Replaced rotten white posts throughout BBRD
- Installed yellow posts on the new underground propane tanks for protection
- Cold patched areas in the Building A parking lot
- Ran cables in the Building D/E ceiling
- Changed aerial lights in Building A
- Assisted the electricians with the panel replacement project at the shopping center
- Cleaned out the Property Services Department's yard and took two loads of scrap metal to the scrap yard
- Set up for the car show and golf tournament

Golf-Pro Shop

- Softball Field irrigation repairs are in progress

General Information

- Projects Updates