



BAREFOOT BAY RECREATION DISTRICT

Barefoot Bay Recreation District Regular Meeting
January 11, 2024 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. Oath of Office**
- 8. Reorganization of the BOT**
- 9. Approval of Minutes**
 - A. December 14, 2023 BOT Minutes
- 10. Treasurer's Report**
 - A. Treasurer's Report
- 11. Audience Participation**
- 12. Unfinished Business**
- 13. New Business**
- 14. Manager's Report**
 - A. January 11, 2024 Manager's Report
- 15. Attorney's Report**
- 16. Incidental Trustee Remarks**
- 17. 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 Meeting

December 14, 2023

1pm –Building D/E

Meeting Called to Order

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

Thought of the Day

What is Christmas? It is a tenderness for the past, courage for the present, hope for the future. It is a fervent wish that every cup may overflow with blessings rich and eternal and that every path may lead to peace. Agnes M. Pharo

Pledge of Allegiance to the Flag

Led by Mr. Brinker.

Roll Call

Present: Mr. Amoss, Mr. Klosky, Mr. Grunow, Ms. Hansen, and Mr. Brinker. Also, present, Kent Cichon, Community Manager, Cynthia Mihalick, Administrative Coordinator, Garrett Olsen, General Counsel, Charles Henley, Finance Manager, Kathy Mendes, Food & Beverage Manager and Matt Goetz, Property Services Manager.

Additions or Deletions to the Agenda

Mr. Cichon requested to add Item 8.E., a donation of an HVAC ground unit for the 19th Hole for the trustees' consideration.

Approval of the Agenda

Mr. Klosky made a motion to approve the agenda with the addition of Item 11.E., donation of an HVAC ground unit. Second by Mr. Grunow. Motion passed unanimously.

Presentations and Proclamation

DJ Dougie presenting a check for \$1,000 from Music Bingo participants to Mary Landenberger and Ken Vair with the Sunday Morning Scramble for their fund-raising benefit, Christmas for the Kids.

Approval of Minutes

Regular BOT minutes dated November 9, 2023 were approved as submitted.

Treasurer's Report

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



Barefoot Bay Recreation District

Audience Participation

Lorri Cook and Louise Crouse spoke about a new club formed in Barefoot Bay called Barefoot Angels. They are a community advocacy team of volunteers working closely with the CVO to help residents locate assistance with housekeeping, errands, rides to the doctor or companionship as well as maintain residency in their homes.

Rich Schwatlow, 636 Marlin Circle – had questions about the new business item Approval of Beach Sidewalk Assessment. He asked if at a future time Barefoot Bay would be required to build and pay for a sidewalk, what the current cost would be for the sidewalk, what the first projected cost was of the beach project, what the cost would be to finish the beach project, and does the cost still include the proposed part-time employee along with a vehicle. Mr. Amoss suggested bringing the question to the Townhall meeting but did mention that the county would be building the sidewalk not Barefoot Bay. Mr. Olsen confirmed that the easement signed last month by the Board transfers the responsibility to Brevard County to build and maintain the sidewalk.

Unfinished Business

None.

New Business

BBRD Storage Lease Agreement

General Counsel reviewed the existing storage lease agreement and determined a new storage lease would be appropriate to conform with current Florida law regarding risk transfer. Mr. Grunow asked about the major changes in the agreement. Mr. Olsen explained the changes, including modifying term language specifically when payment would be due, clarified some existing requirements after someone has defaulted, and risk transfer language when the lessee has active negligence, which shifts the risk from the district back to them. The district can terminate the lease if there is a violation of the district's rules. Florida law requires the district to have language asking residents if they are a member in uniformed service. Language has also been added regarding assigned space change.

Mr. Grunow made a motion to accept the change in the contract. Second Mr. Brinker second. Motion passed unanimously.

Approval of Sidewalk Easement Agreement for Beach Restroom Project

Mr. Cichon advised that Brevard County staff are requiring that the district execute a sidewalk assessment agreement. The agreement has been reviewed by General Counsel.

Ms. Hansen made a motion that the Trustees approve the Sidewalk Assessment Agreement for the Beach Restroom Project, authorize staff to finalize the agreement in consultation with Brevard County staff, and authorize the Chairman to execute the finalized Sidewalk Assessment Agreement. Second by Mr. Klosky. Motion passed unanimously.

Violations Committee Appointment

Staff recommends the BOT consider appointing Mark Thomasson to the alternate position expiring on September 30, 2024.



Barefoot Bay Recreation District

Mr. Brinker made a motion to appoint Mark Thomasson to the voting position expiring on September 30, 2024. Second by Mr. Grunow. Motion passed unanimously.

Violations Committee Assignments

Staff recommends the BOT consider assigning voting member David Wheaton to an alternate position and assign alternate member Edward Haslam to assume the vacated Voting member position on the Violations Committee.

Ms. Hansen made a motion to assign voting member David Wheaton to an alternate position and assign alternate member Edward Haslam to assume the vacated voting member position on the Violations Committee. Second by Mr. Brinker. Motion passed unanimously.

Donation of Air Conditioning Unit

The BOT had approved in the FY24 budget process to fund a replacement ground unit for the 19th Hole. Staff met with various vendors to accept quotes for the unit in addition to other work at the facility. The estimate for the unit provided to the trustees is \$12,248. A vendor has offered to donate the unit, which includes installation. As part of the donation, the vendor is requesting to have their name on the unit, which is typical. The vendor will need to complete a memorial/gift request form. The donor is a new vendor in the area, and he wants to do more business in Barefoot Bay. Both Matt Goetz and Mr. Olsen informed the trustees that they do not see a downside to accepting the gift. The Memorial/Gift form mandates that the community manager review the form, so there is still an opportunity to review the gift.

Motion by Ms. Hansen accept the donation once the donor gift request form has been filled out and reviewed by Mr. Cichon and Council from Rhodes Air and Heat in the amount of \$12,248. Second by Mr. Klosky. Motion passed unanimously.

Manager's Report

Finance

Assessment received – 28.1% collected or \$1,303,805.

Resident Relations

ARCC Meeting 12/5/2023

- 1 Old Business Item –approved
- 13 Consent Permits – approved
- 9 Other Permits – 8 approved, 1 denied

VC Meeting 12/8/2023

- Cancelled – all cases in compliance or DOR is working with the homeowners

Food & Beverage

- The 2024 Winter Beats series schedule is posted with a great line up of entertainment. Tickets for the first weekend in the series “The Atlantic City Boys and The DIVAS” are



Barefoot Bay Recreation District

SOLD OUT. Tickets for the 1969 show go on sale December 19th and the Sounds of Soul go on sale January 2, both at 9am in Building A. Flyers with the full schedule and ticket sale dates are posted.

- The Lounge and the 19th Hole will close at 6pm on Christmas Eve and will be closed on Christmas day.
- SoulTime will be on the Lake Stage on New Year's Eve from 8pm – 12:15am. There is a \$5 gate fee and party favors and a champagne toast will be included.

Property Services

- Pools
 - Rotated out older Pool #1 chairs with temporary chairs and then with permanent chairs
 - Addressed Pool #1 heater issues under warranty
 - Chose contractor and ordered additional parts for Pool #1 ramp and new smoking area
 - Addressed Pool #3 heater issues
 - Continued to investigate Pool #3 electrical issues
 - Ordered materials, picked up the fences, and met onsite with potential contractors for the new smoking area at Pool #1
 - Installed yellow tape at the edge of the Lakeside of the Lounge Stage for safety
- Administration Building
 - Removed the plastic screen at the front desk
 - Met with multiple vendors to obtain quotes for replacing Administration Building floors
- Repaired burned out lights on the Fishing Pier
- Repaired large water leak at the beach property
- Completed installation of the improved lawn bowling irrigation system
- Trimmed trees requiring the lift
- Installed all the Christmas decorations
- Completed joint Building A beautification project with the Food & Beverage Department
- Hired and began training the new Property Services Crew Leader

Golf-Pro Shop

- The Golf Course will close at 2pm on Christmas Eve, with the last club cart out at 10am
- The Golf Course will be closed on Christmas Day
- The Golf Course will close at 2pm on New Year's Eve, with the last club cart out at 10am
- Brightview Maintenance



Barefoot Bay Recreation District

- The greens have been treated with a fungicide, insecticide, and fertilizer application
- The tee complexes were also treated with a fertilizer application
- The greens and tee complexes were over seeded along with bare areas in the fairways
- The ball washers have been painted
- Due to the change in seasons and colder weather this time of year, Brightview has indicated that it will no longer be able to attack the weeds on the greens with herbicides. If the greens were sprayed with herbicides, it would damage the weed, but it would also kill off the overseed leaving bare areas on the greens. Weed control on the greens this winter will be accomplished through hand pulling of the smaller weeds. Once the transition from winter to late spring occurs, the weeds on the greens will be attacked again.
 - The fairways have received another application of the enhanced pigment program

Attorney's Report

Mr. Olsen stated he is working with DOR staff about updating the notices and letters being sent out to engage residents to remedy violations without taking the issue to the BOT. He also received an email from some residents about 512 Puffin Drive. Mr. Olsen has already filed a final default judgment and is waiting for an order to bring the property into compliance.

Mr. Olsen also had several properties come into compliance and is filing voluntary dismissals. One of the properties was sold and fees have been recovered in that case. Mr. Olsen thanked the BOT as this is his one-year anniversary working with the Board, as well Mr. Brinker, as this is his last meeting.

Incidental Trustee Remarks

Mr. Klosky thanked everyone who attended and participated in the 18th Annual Christmas Parade, Barbara Fry, CVO office, judges, and residents. Judging for the annual Light Up the Bay will take place on Saturday and Sunday. Awards will be given by Mr. Cichon on Wednesday, December 20th at the Administration Building.

Ms. Hansen thanked Mr. Klosky for the Christmas parade and Mr. Brinker for everything he has done and will miss him. Ms. Hansen also wished everyone a merry Christmas and Happy Hanukkah.

Mr. Grunow thanked Mr. Brinker for his two years on the Board, and Mr. Klosky for the Christmas parade. He mentioned that the Veterans Center is open on Monday, Wednesday, and Friday, and the service officers are there to help people with their VA claims. Mr. Grunow wanted the Trustees to know that it is a great investment, as they have had over 400 people come in for assistance this year. The Veterans Center is also benefiting residents from Grand/Valkaria and northern Indian River.

Mr. Grunow also talked about the topic previously brought up at townhall meetings of things for kids to do. There is now a Young Christians group of 15 and also LOL group, who have been organizing family



Barefoot Bay Recreation District

swims at Pool #2. Mr. Cichon has done a great job working with the groups. Mr. Grunow also wished everyone happy holidays.

Mr. Brinker thanked everyone and stated that he enjoyed being trustee for two years. He also thanked Elaine VanBerschot for becoming a future trustee.

Mr. Amoss thanked Mr. Brinker for his two years as trustee and thanked Ms. Cook and Ms. Crouse for providing information about the new volunteer group. Mr. Amoss also thanked all departments for doing a great job this year and thanked everyone who attended the meeting. He reminded the audience to mark January 11, 2024 in their calendars to witness the swearing in of the new trustees. Mr. Amoss also wished everyone safe and happy holidays.

Adjournment

The next regular meeting will be Thursday, January 11, 2024, at 1pm in Building D/E.

Mr. Amoss adjourned.

Meeting adjourned at 1:52 pm.

Jeff Grunow, Secretary

Cynthia Mihalick, Acting District Clerk

Barefoot Bay Recreation District

Treasurer's Report

January 11, 2024

Cash and Investments Balances in General Fund as of 1/2/24

Petty Cash/Cash Drawers	Total Petty Cash: \$	5,600.00
Non Interest Bearing Accounts		
MB&T Operating Account		136,511.57
Interest Bearing Accounts		
MB&T Money Market Account		430,343.07
Valley National Bank		3,032,064.97
FL Class		213,426.26
SBA Reserve Account		751,049.44
Investment Accounts (At Market Value)		
FL Trust - Short Term Bond Fund		112,996.33
Total Cash Balances in General Fund:	\$	4,681,991.64

Total Daily Deposits and Assessments Received for 12/5/23 -1/2/24

Daily Deposits:	\$	237,574.09
Interest Deposits:	\$	15,311.93
Assessments Received:		2,130,484.44
Total Deposits Received:	\$	2,383,370.46

Expenditures for 12/5/23 - 1/2/24

Check Number	Vendor	Description	Check Amount
62739	Card Service Center	Plants, Generator Plan, Kitchenware	5,283.63
62743	Online Solutions LLC	New Module	7,500.00
62759	Omega Technology Solutions, LLC	Monthly IT Support	5,000.86
62771	US Foods	Foodstuff and Supplies	8,150.45
62808	US Foods	Foodstuff and Supplies	6,155.30
62810	Zambelli Fireworks	Deposit for Firework Display July 2024	6,000.00
62824	Como Oil & Propane - Vero Beach	Propane	5,178.16
62827	Florida Power & Light Co	Electricity	9,977.06
62849	US Foods	Foodstuff and Supplies	6,076.73
62863	BrightView Golf Maintenance, Inc	Golf Course Maintenance	44,915.67
62871	Florida Blue	Employee Health Insurance	33,879.50
62881	Special District Services, Inc	Management Fees	14,800.82
62883	US Foods	Foodstuff and Supplies	7,348.06
	Florida Department of Revenue	Sales Tax	22,731.40
	Paychex	Net Payroll PPE 231203	77,247.64
	US Department of Treasury	Payroll Tax PPE 231203	21,751.95
	Paychex	Net Payroll PPE 231217	22,082.40
	US Department of Treasury	Payroll Tax PPE 231217	80,344.60
Total Expenditures \$5,000 and above:			384,424.23
Expenditures under \$5,000:			132,168.90
Total Expenditures:			\$ 516,593.13



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: January 11, 2024

Subject: Manager's Report

Finance

Assessment received – 74.1% collected or \$3,434,290

Resident Relations

ARCC Meeting 12/19/2023

- 1 Old Business Item –approved
- 8 Consent Permits – approved
- 5 Other Permits – 3 approved, 1 tabled for additional information, 1 canceled by homeowner

VC Meeting 12/22/2023

- 2 Cases – came into compliance prior to meeting
- 2 Cases – DOR is working with the homeowners
- 9 Cases – found to be in violation

Food & Beverage

- The March lineup in the 2024 Winter Beats series is a Paul McCartney tribute band and Greggie and the Jets. Tickets on sale for Paul McCartney on January 23rd and Greggie and the Jets on sale January 30th. Tickets will be sold for both shows in Building A at 9am. s day.
- The 2024 Barefoot by the Lake festival is Friday, February 9th and Saturday, February 10th from 11am - 9:30pm. Over 60 artisans and food vendors will be in attendance and 2 full days of music. There is also an expanded Kids Zone with a bounce house, face painting & fairy hair, a giant soccer/dart and baseball game, and spin art.

Property Services

- Pools
 - Continuing to address Pool #1 heater issues under warranty
 - Created stanchions for New Year's Eve event at Pool #1
 - Resolved Pool #3 electrical issues
 - Continuing to address Pool #3 heater issues
 - Ordered materials, picked up the fences, and met onsite with potential contractors for the new smoking area at Pool #1
 - Installed yellow tape at the edge of the Lakeside of the Lounge Stage for safety
- Calked windows and power washed exterior of the Administration Building
- Replaced the bracket for Building D/E's projector
- Rebuilt the Golf Course golf ball washer
- Repaired concrete for Golf Course sidewalks
- Repaired a hole in the Micco Road RV Storage Facility's fence
- Painted the West RV Storage Facility's lot
- Installed signage at the Tennis and Pickleball Courts
- Installed emergency lights on Property Services Department vehicles
- Installed a new AED in the Veterans Center

Golf-Pro Shop

- On Thursday, February 1st from 10am – 2pm the golf course will be hosting a Titleist Golf Ball Education/Sampling Day for our golfers. A Titleist Golf Ball Fitter will be on hand providing participants with a free (2) ball pack that fits their game.
- The Sandy Lobello Memorial Veterans Golf Tournament is Saturday, February 3rd
 - This year's theme is "Supporting Veterans & Paying it Forward"
 - The format is Individual Low Net with Men's & Ladies Divisions
 - There will be 2 shotgun starts, 8am and 1pm
 - Sign up as a single, twosome, threesome or a foursome
 - The entry fee includes prizes, Closest to the Pin contests, door prizes, and lunch
 - The tournament also includes a \$10,000 Hole-in One contest as well as 3 additional Hole-in One prizes
 - The Air Sports Parachute Jump will touch down at 12:30 pm on the Golf Course Driving Range
- Call the Golf Pro Shop at 772-664-3174 for more information about booking Tee Times, Tournament Registration, or the Titleist Golf Ball Sampling
- Barefoot Bay logoed hoodies are available for purchase at the Golf Pro Shop and Administration Building

Golf-Pro Shop (continued)

- Brightview Maintenance
 - Brightview has found drainage boxes, irrigation quick couplers, irrigation heads, and irrigation leaks that have not been addressed in years
 - Brightview discovered a burglary that occurred the night of Thursday, December 28th. We ask residents near the Golf Course Maintenance yard to check their outdoor cameras for unusual activities. Please contact Bill Balash, PGA Professional at 772-663-0631 if you have any information for the Brevard Sheriff.