



**BAREFOOT BAY  
RECREATION DISTRICT**

Barefoot Bay Recreation District Regular Meeting  
April 23, 2024 at 3:00 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**
  - A. National Day of Prayer Proclamation
- 7. Approval of Minutes**
  - A. April 2, 2024 BOT Proposed Budget Workshop Minutes
  - B. April 11, 2024 Regular Board of Trustees Minutes
- 8. Treasurer's Report**
  - A. Treasurer's Report
- 9. Audience Participation**
- 10. Unfinished Business**
  - A. Disability Fee Waiver Application
  - B. Proposed Language for Policy Manual Amendments Regarding Caregivers; "Sole Owners" 2nd Owner's Badge Designation
- 11. New Business**
- 12. Manager's Report**
  - A. April 23, 2024 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*

## PROCLAMATION

BAREFOOT BAY RECREATION DISTRICT Recognizes A DAY OF PRAYER

**WHEREAS**, our nation was built on the steadfast foundation of the prayers of our ancestors. In times of blessing and crisis, stability and change, thanksgiving and repentance, appeals for Divine direction have helped the citizens of the United States to remain faithful to our long-standing commitment to life, liberty and justice for all; and

**WHEREAS**, the National Day of Prayer was created in 1952 by a joint resolution of Congress, and signed into law by President Harry S. Truman; and

**WHEREAS**, this holiday was originally created to celebrate the Christian faith and to unite American citizens together to turn to God in prayer and meditation; and

**WHEREAS**, regardless of faith tradition, prayer and affirmations help to bring people together and build bridges between varying ideas and perspectives; and

**WHEREAS**, we unite with purpose and resolve, and recommit ourselves to the core freedoms that helped define and guide our Nation from its earliest days; and

**WHEREAS**, in 1988 legislation setting aside the first Thursday in May in each year as a National Day of Prayer was passed unanimously by both Houses of Congress and signed by President Ronald Reagan; and

**WHEREAS**, the National Day of Prayer is an opportunity for Americans of all faiths to join in united prayer to acknowledge our dependence on God, to give thanks for blessings received, to request healing for wounds endured, and to ask God to guide our leaders and bring wholeness to the United States and her citizens; and

**WHEREAS**, it is fitting and proper to give thanks to God by observing A DAY OF PRAYER IN BAREFOOT BAY RECREATION DISTRICT when all may acknowledge our blessings and express gratitude for them, while recognizing the need for strengthening religious and moral values in our state and nation.

**NOW BE IT RESOLVED**, that, the **BOARD OF TRUSTEES OF BAREFOOT BAY RECREATION DISTRICT**, does hereby proclaim Thursday, May 2, 2024, as

### **A DAY OF PRAYER IN BAREFOOT BAY RECREATION DISTRICT**

**PASSED AND ADOPTED** by the Board of Trustees of Barefoot Bay Recreation District this 23<sup>th</sup> of April 2024.

**BOARD OF TRUSTEES  
BAREFOOT BAY RECREATION DISTRICT  
BAREFOOT BAY, FLORIDA**

**BY:** \_\_\_\_\_  
**Bruce Amoss, Chairman**



# Barefoot Bay Recreation District

## Board of Trustees Workshop

### FY25-29 Proposed Budget

Tuesday, April 2, 2024

9AM –Building D/E

#### Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Workshop on April 2, 2024, Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Amoss called the meeting to order at 9AM.

#### Thought of the Day

The way I see it, if you want the rainbow, you gotta put up with the rain. - Dolly Parton.

#### Pledge of Allegiance to the Flag

Led by Mr. Klosky.

#### Roll Call

Present: Mr. Amoss, Mr. Klosky, Mr. Grunow, Ms. Hansen, and Ms. Van Berschot. Also, present, Kent Cichon, Community Manager, Cindy Mihalick, Interim District Clerk, Charles Henley, Finance Manager, Manager, Kathy Mendes, Food and Beverage Manager, and Bill Balash, Interim Golf Manager.

#### Audience Participation

None.

#### Review of FY25-29 Proposed Budget

Mr. Cichon reviewed the PowerPoint presentation from the previous budget workshop and advised there were some updates. The FY25 budget will place a hold on large new projects and focus on repairs and maintenance, contend with the wage increase, and address increased cost due to inflation, and fees and charges adjustments. Additionally, the 15 percent reserves for contingency will be maintained and Capital Reserves will be grown.

The FY25 Proposed Budget is \$8,709,341, a 7.2 percent increase over FY24 adopted budget. The proposed Annual assessment is \$972.49, which is a \$3.20 a month increase, and the Social Membership Fee is \$1,450.

#### BBRD Fees & Charges Discussion

##### Food & Beverage Fees

The only proposed increase for Food & Beverage fees and charges is the last line of the spreadsheet, which is the fee for non-BBRD Caterer use of the Building A Kitchen.



# Barefoot Bay Recreation District

Mr. Grunow asked how often outside caterers use the kitchen. Ms. Mendes confirmed that it is not common. Most of the clubs use Barefoot Bay Food & Beverage for catering or food preparation, so these fees do not impact them.

*Consensus of the BOT is to approve the proposed Kitchen Fees.*

## **Resident Relations and Recreation Fees**

The spreadsheet presented showed the proposed incrementally increased fees. The fees that caused resident concern have been kept flat for this next year and will increase beginning in FY26 incrementally each year.

Mr. Grunow asked about seven-day guest passes being purchased at pools and was concerned about having to have extra change available for the Pool Host. Mr. Cichon advised that there were over 200 sold during this past year.

*Consensus of the BOT to approval the proposed Resident Relations and Recreation Fees and Charges.*

Mr. Klosky asked about a resident's request to consider a second card on the membership. He suggested that the topic should be discussed at a regular BOT meeting with the attorney present and requested that it be added as an agenda item for an upcoming regular meeting.

## **Golf and Pro Shop Fees**

Mr. Cichon discussed the proposed fee increases. Employee renewals have a slight decrease to encourage employees to obtain memberships with the golf course.

Range balls are a small increase and club storage has been decreased to encourage golfers to take advantage of that service.

Mr. Grunow asked if there are more golfers now that the course has improved. Mr. Balash said there are and there will be more non-residents since some of the golfers have moved outside Barefoot Bay to local developments. Mr. Amoss said that a lot of golfers are returning now that the golf course has improved, and management is better.

Ms. Van Berschot stated she is concerned that the golf course does lose money. She felt that golf fees should be increased by a larger portion and suggested that the Board consider revisiting the topic of an increase next year. Staff will research fees at neighboring golf courses for next year's projected budget.

*Consensus of the BOT is to approve the proposed Golf and Pro Shop Fees and Charges.*

## **Five-Year Capital Improvement and Project Plan**

Mr. Cichon presented a list of recommended projects for the Board to consider funding. The funds available are \$190,000.

Proposed Items include:

- Golf Course Irrigation System \$107,000



# Barefoot Bay Recreation District

○ Electrical System	60,000
○ Filter System	47,000
● Building Tech II	56,000
● Camera System Phase 1	19,870
● Camera System Phase 2	19,600
● Camera System Additional Locations	27,000
● Pool #1 Ambience Lighting	18,500
● Pool #1 Dance Area	7,500
● Golf Course Sod Nursery	7,000
● Lightning Detector	5,500
● Veterans Gathering Center Flag Display	5,000
● 19 <sup>th</sup> Hole Picnic Area Outdoor Bar	4,500

## **Golf Course Irrigation System**

Ms. Van Berschot feels that the golf course projects should be funded and asked Mr. Cichon about possibly using grant money. Mr. Cichon stated that he communicated with the grants consultant yesterday about projects that could be funded by grants, including irrigation system, electrical and filter, sod nursery, tee boxes, repair and maintenance to restrooms on the course and landscaping, which is a requirement of the grant. The consultant responded that all the items could potentially be funded through a future grant. Mr. Cichon is seeking clarification from the consultant about whether the items could be funded through the current approved FRDAP grant.

## **Camera System**

All Board members were in support of funding the camera system upgrades. Ms. Hansen felt that all three CCTV projects should be done together instead of in phases. Mr. Amoss asked about cameras that were potentially placed away from the buildings would need to have Wi-Fi added for connectivity, such as the pier and beach. Mr. Cichon said it could potentially add to the cost.

*Consensus of the BOT is to combine the camera phases and complete the project, not to exceed \$70,000.*

## **Lightning Detector**

*Consensus of the BOT is to fund the Lightning Detector.*

## **Pool #1 Dance Area Paver Replacement with Concrete**

Mr. Grunow and Ms. Hansen both stated that they had been told that the dance area was fine. Ms. Mendes confirmed that there had been a tripping incident and this item was requested by a resident. Mr. Grunow asked if this could be covered in the concrete allocation. Mr. Cichon suggested the Board wait until the end of FY25 and if \$7,500 was remaining, staff could come back to the Board to see if they want to proceed.

## **19<sup>th</sup> Hole Picnic/Bandshell Area Outdoor Bar**

Ms. Van Berschot asked for more information about the proposed outside bar. Ms. Mendes said it would improve efficiency and supplies could be locked. It is cumbersome to set up a bar in the picnic area for every event. The shed will be in the same location as the outside bar that has been set up. It would just fit and would create a walk-up service bar that will not interfere with parking or landscaping. Mr. Balash stated that during tournaments he receives requests to have an outdoor bar set up.



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*Consensus of the BOT is to fund the outdoor bar at the 19<sup>th</sup> Hole.*

## **Building Tech II**

*Consensus of the BOT is to defer the additional Property Services position.*

## **Golf Course Irrigation System**

The Board members agreed that both electrical and filtration irrigation components were critical to maintaining the conditions of the golf course. Mr. Cichon will research the possibility of using the current grant to fund the project prior to the next budget workshop.

*Consensus of the BOT is to fund Golf Course Irrigation System.*

## **Golf Course Sod Nursery**

Ms. Hansen asked for further information about the sod nursery and whether Brightview would maintain it. Mr. Balash explained that the price much less than originally proposed would be built similar to the greens we already have. The sod nursery would be built to maintain the greens and tees, rather than purchasing a pallet where some of the sod goes to waste. Most golf courses have a sod nursery. The sod nursery would not be used for larger projects.

Mr. Cichon informed the Board that with all the items already moved to the funded column, there was only \$3,000 left. The sod nursery may be eligible for the grant. Mr. Grunow suggested that the Board hold off making decisions on additional projects until the next budget workshop.

Mr. Cichon will bring an agenda item to the Board to officially approve the scope of work for the FRDAP grant for the golf course and softball field. The planned softball field facility projects are extending the tall fencing in the outfield and a shade canopy over the grandstands.

The list of projects potentially golf course projects to be funded through the FRDAP:

- Irrigation and filter system
- Regrassing tees to turf Tahoma 31
- Sod Nursery
- Regrassing collars with Tahoma 31
- Landscaping which is a requirement for the project
- Wet Jet for the greens injecting sand and nutrients into the greens to prolong life
- Restrooms on the golf course

Mr. Amoss asked about the concept of engaging an engineer for irrigation issues. Mr. Cichon stated the engineer would analyze issues and come up with a solution. Mr. Balash stated that he is currently working with vendors to come up with a solution to the problem and will present it to the Community Manager when more information is available.



# Barefoot Bay Recreation District

The remaining proposed projects remain under consideration.

Mr. Amoss stated that the propane cost has increased to 27 percent. He suggested staff check with other vendors for cost savings.

Ms. Van Berschot spoke about the concept of Food & Beverage purchasing alcohol in larger quantities for cost savings, but we do not have a place to store it. There is a storage container in the West RV lot but security would be an issue. She suggested that the unit in the shopping center that is currently being utilized by Paradise Planners for storage could be used for alcohol storage and Paradise Planners could store their items in the storage container in the West RV lot. Mr. Amoss asked why we are providing Paradise Planners storage since they are not in Barefoot Bay anymore. Mr. Amoss asked that the topic be added to the agenda for the next regular meeting.

Mr. Amoss stated that the Board should talk to staff individually before October about increasing fees. He thanked everyone for attending the meeting today.

## **Adjournment**

The next BOT Budget Workshop meeting will be Thursday, April 18, 2024, at 9am in Building D/E.

Mr. Amoss adjourned.

Meeting adjourned at 10:42am.

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Elaine Van Berschot, Secretary

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Cynthia Mihalick, Interim District Clerk



# Barefoot Bay Recreation District

## Board of Trustees Meeting

April 11, 2024

1pm –Building D/E

### Meeting Called to Order

The Barefoot Bay Recreation District Board of Trustees held a Meeting on April 11, 2024, Building D&E, 1225 Barefoot Boulevard, Barefoot Bay, Florida. Mr. Amoss called the meeting to order at 1PM.

### Thought of the Day

“Failure is a part of success. There is no such thing as a bed of roses all your life. But failure will never stand in the way of success if you learn from it.” – Hank Aaron

### Pledge of Allegiance to the Flag

Led by Ms. Hansen.

### Roll Call

Present: Mr. Amoss, Mr. Klosky, Mr. Grunow, Ms. Hansen, and Ms. Van Berschot. Also, present, Kent Cichon, Community Manager, Cindy Mihalick, Interim District Clerk, Garrett Olsen, General Counsel, Charles Henley, Finance Manager, Matt Goetz, Property Services Manager, and Sally Biondolillo, DOR Coordinator.

### Additions or Deletions to the Agenda

None

### Approval of the Agenda

*Mr. Klosky made a motion to approve the agenda. Second by Mr. Grunow. Motion passed unanimously.*

### Presentations and Proclamation

None.

### Approval of Minutes

*Mr. Klosky made a motion to approve the minutes of the regular BOT meeting dated March 14, 2024, the minutes of the Budget Workshop dated March 19, 2024, and the minutes of the regular BOT meeting dated March 26, 2024 as written. Second by Ms. Hansen. Motion passed unanimously.*

### Treasurer's Report

*The Treasurer's Report for April 11, 2024, was submitted by Mr. Grunow and approved as written.*

### Audience Participation

None



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## Unfinished Business

None

## New Business

## DOR Violations

### DOR Violation 22-000500 605 Tarpon Drive

*Ms. Hansen made a motion to refer case #22-000500 605 Tarpon 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.*

### Request to Amend BOT Meeting Time

The General Counsel requests the Board amend the start time for the following meeting dates from 1:00pm to 3:00 pm:

April 23, 2024

May 28, 2024

June 25, 2024

August 27, 2024

September 24, 2024

*Mr. Klosky made a motion to amend the start time for the above-referenced meeting dates from 1pm to 3pm. Second by Mr. Grunow. Motion passed unanimously.*

### Single Owner on Deed

During the Tuesday, April 2, 2024 FY25-29 Proposed Budget Workshop, the Board requested that the topic of a single owner on deed be added to an upcoming regular Board of Trustees meeting for discussion.

Ms. Amoss spoke of a policy in the manual where a homeowner can designate another person to have a badge who resides in the house but is not listed on the deed. He felt this could also work for a caregiver with residency at the address. He suggested a single owner could have a plus-one sticker on their badge. The owner would need to be present with the plus-one badge.

Mr. Klosky spoke against the single owner badge with a plus-one sticker, due to potential lost revenue from pool passes. Ms. Hansen agreed that the plus-one badge could be used for rotating visitation of people, and it would be a benefit that two-badge owners would not receive. She felt that a person should be designated on the single owner additional badge with name and photo. If the single owner wishes to change the person on the additional badge, the \$37 fee to change it would need to be paid.

Mr. Grunow was concerned that someone could easily abuse the privilege. He felt that the badge holder should not be allowed to purchase guest passes.



# Barefoot Bay Recreation District

Mr. Cichon read an email from Karen O'Brien. She spoke to the Board at a prior meeting. Her father has been paying \$80 a month for his live-in caregiver to accompany him to use facilities and attend events. She requested that the Board address the caregiver issue.

Ms. Biondolillo spoke in favor of a homeowner badge with a plus-one sticker for a caregiver and two badges for a single person. She felt that the additional badge should be able to be used for multiple visitors.

Ms. VanBerschot disagreed that a homeowner should have to be present when the badge holder presents the badge at the pool or access to the facilities or events. Ms. Van Berschot stated that she understood the concern that some people will abuse the privilege but there will be far more people that would be honest. If the badge were to be abused, it would be the homeowner's responsibility. Mr. Amoss liked the idea of the second badge being tied to the first badge.

Mr. Grunow suggested that a resident with a caregiver need could register at the Administration Building. The caregiver on duty would then show proper identification as a caregiver to obtain access to facilities.

Ms. Amoss, Mr. Grunow, Ms. Hansen, and Mr. Klosky were all in agreement that the name and photo of one recipient should be assigned the proposed single resident second badge, with the restriction of no privileges to buy additional guest passes and they must be accompanied by the homeowner. Mr. Amoss advised that this would be a modification of the existing rule in the policy manual of the deletion of the requirement that the individual must live in the home. Ms. Van Berschot dissents.

*Consensus of the Board is to request Mr. Olsen draft verbiage for the amendment to the Policy Manual for the additional badge for a single homeowner and present the changes at the regular BOT meeting on April 23, 2024. The verbiage can be presented for discussion at the Townhall meeting on April 25, 2024. Mr. Cichon will provide feedback from the Townhall meeting to Mr. Olsen for the Policy Manual update to be presented to the Board at the first meeting in May.*

## **Shopping Center Lease Bldg. 2, Suite 2**

During the Tuesday, April 2, 2024 FY25-29 Proposed Budget Workshop, the Board requested that the topic of the lease agreement for the approximately 457 square feet of Building 2, Part of Suite 2, commonly referred to as "The Vault" at 935 Barefoot Boulevard in the shopping center be added to an upcoming regular Board of Trustees meeting for discussion.

Mr. Amoss advised that Food and Beverage needs storage facilities for purchases of large quantities of liquor. However, the shopping center unit is not climate controlled and has no electricity and will not work to store liquor. The unit could potentially be used for other purposes.

Mr. Olsen confirmed that we must give the tenant 60 days notice. The District will need to send a notice of intent. Mr. Amoss spoke to the tenant, Sue Hill, and she has agreed to vacate, but requested that she be allowed to remain until July 1st.



# Barefoot Bay Recreation District

*Ms. Hansen made a motion to authorize Mr. Olsen to notify Paradise Planners of the District's intent to terminate the lease effective July 31<sup>st</sup> and to remove their items. Second by Mr Klosky. Motion passed unanimously.*

## **Aquasol Commercial Chemical, Inc. D/B/A Poolsure Agreement**

The Poolsure Agreement was terminated in 2023 when Pool #1 was closed for repairs. Mr. Cichon informed the Board that Poolsure is the only vendor that delivers the necessary pool chemicals to this geographical area.

*Ms. Hansen made a motion to waive the BBRD Procurement Policy, requiring informal quotes from at least two sources for purchases of \$2,000.00 to \$24,999.99; approve the Poolsure agreement for swimming pool chemical delivery for Pool #1, and authorize the BOT Chairman to sign the agreement. Second by Ms. Van Berscot. Motion passed.*

## **Manager's Report**

### Finance

Assessment received – 85.0% collected or \$3,939,458

### Resident Relations

#### **ARCC Meeting 3/26/2024**

- 1 Old Business Item – denied
- 14 Consent Permits – all approved

#### **VC Meeting 3/22/2024**

- 6 Cases – came into compliance
- 1 Case – DOR is working with the homeowner
- 4 Cases – found to be in violation

The Violations Committee has one (1) vacant Alternate position, and we are requesting residents that are interested in filling this position to submit their resumes and letters of interest to the District Clerk.

### Food & Beverage

- The 19<sup>th</sup> Hole is closed this week for the installation of a replacement HVAC unit and air handler, new fans, and ceiling tiles; reconstruction of the duct work; and a partial closure to the opening between the bar and kitchen. This work will improve the temperature in the dining room and the kitchen for the comfort of residents and staff.
- April brings cocktail showers to the lakeside area.
  - On April 14<sup>th</sup>, the Electric Tree Frogs are on the Lakeside Stage from 2 – 6pm, and Titos brand reps will be on site offering samples of Titos cocktails.



# Barefoot Bay Recreation District

## Food & Beverage (continued)

- On April 20<sup>th</sup>, Groove Infusion will perform on the Lakeside Stage from 6 – 10pm, while Ketel One reps will be on site offering new Ketel One spritzers and cocktails.
- A Mother's Day brunch is planned for Sunday May 12<sup>th</sup> from 10am-1pm. Royal Ink, a female duo performing popular songs with a reggae beat will be on the Lakeside Stage. A variety of breakfast and lunch food items will be served along with a Mimosa for Mom. Tickets are on sale in the Lounge, the 19<sup>th</sup> Hole and Administration.

## Property Services

- Completed installation of the handrail for the Pool #1 ADA ramp
- Repaired two lights in Pool #1
- Repainted the coping perimeter and repaired a broken light for Pool #2
- Serviced BBRD trucks (e.g., oil changes, tire rotation, etc.)
- Began the HVAC system work for the 19<sup>th</sup> Hole
- Wired and sheetrocked the new office/breakroom for Brightview

## Golf-Pro Shop

- Free golf clinics are currently being conducted this month by BBRD's very own golf professional Bill Balish. Contact the Pro Shop at 772-664-3174 for topic information, schedule, and sign-up.
- The 2024 Barefoot Bay Club Championship had a great turn out with 88 players, including a record 23 players having competed in the 9 Hole Ladies Division. The Men's, Ladies, and 9 Hole Ladies Champions can be found in the Peek at the Week.
- The Ladies Martini League Tropical themed end of season tournament was played April 9<sup>th</sup> and enjoyed a sold-out field. Fun was had by all.
- The Golf Shop has received a new shipment of ladies' t-shirts including many new colors. Also, as the end of the season draws near, many items are on sale. Stop by and check out the deals.
- The Golf Course staff extends a sincere thank you to all our golfers this season. We wish them safe travels as they return to their northern homes.
- Brightview Golf Course Maintenance
  - Brightview has made new tee markers for the course. They were used for the first time during the club championship.
  - Regular maintenance continues including edging bunkers; applications of fertilizer, fungicide, and herbicide; and maintenance/replacement of irrigation heads.
  - The final application of the fairway pigment has been applied. It is the staff's opinion that this process was a successful alternative to overseeding; providing healthier fairways throughout the winter season, while allowing for a mild application of herbicide to treat weeds. This process has given Brightview a head-start on battling our weed issues as we move into the warmer months.



# Barefoot Bay Recreation District

- The finishing touches are being put on the new breakroom and office provided by Barefoot Bay for Brightview maintenance staff. The Golf Course extends a big thank you to the Property Services Department for their work on this project.

Mr. Cichon also informed the Board that the fencing contractor has been tentatively scheduled for the fence replacement at the basketball court and partial fence replacement at the Micco RV lot. He also advised that a date for Turf Doctor is close to being scheduled for the installation of artificial turf on the miniature golf course. The Building Division for the County requested additional information for the application submittal for the Beach Restroom project. The additional information requested has been provided to the Building Division. Mr. Cichon stated the goal of completing the project by the end of August is still likely.

## **Attorney Report**

Mr. Olsen reported that several DOR cases were in process and his staff is filing a complaint for 908 Hemlock Street. Mr. Olsen also provided follow-up about cases where the District is named as a defendant:

- Brenda Watson - plaintiff in a dog bite case where the District is named to be responsible. Hearing to dismiss is set for Apr 22<sup>nd</sup>. Mr. Olsen is confident that he will win the motion to dismiss.
- Susan Woodward - sidewalk fall. Mr. Olsen's firm recently took the plaintiff's deposition. The plaintiff's attorney will set deposition times shortly for District personnel. Mr. Olsen expects there to be a shade meeting in June or July.
- The employee discrimination case is still pending. Mr. Olsen has no updates at this time.

## **Incidental Trustee Remarks**

Mr. Klosky said he received phone calls about dogs off leash behind the shopping center and Sebastian Road. He suggested concerned citizens call Brevard County to report the incidents. He asked that all residents keep their dogs on a leash at the park and clean up after them.

Ms. Hansen reiterated the dogs off leash issue. She advised that DOR has had a presence at the park on Sebastian Road and has been making attempts to curb the issue, but it is still occurring.

Mr. Grunow reminded the audience that there is a budget workshop on April 18<sup>th</sup> and suggested that anyone with concerns should attend. He also thanked whoever fixed the sound system.

Ms. Van Berschot reminded everyone that on April 18<sup>th</sup> in Building A, the Brevard EOC will be holding a Hurricane Preparedness meeting, and she encourages everyone to attend.

Mr. Amoss thanks everyone for attending today. He asked everyone to please have patience with the 19<sup>th</sup> Hole closure so that HVAC issues can be fixed. He reminded everyone that the third budget meeting will take place on April 18<sup>th</sup> at 9am, the regular BOT meeting is April 23<sup>rd</sup> at 3pm, and the next Townhall meeting is April 25<sup>th</sup> at 7pm.



# Barefoot Bay Recreation District

## **Adjournment**

The next regular meeting will be Tuesday, April 23, 2024, at 3pm in Building D/E.

Mr. Amoss adjourned.

Meeting adjourned at 2:13pm.

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Elaine Van Berschot, Secretary

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Cynthia Mihalick, Interim District Clerk

DRAFT

# Barefoot Bay Recreation District

## Treasurer's Report

April 23, 2024

### Cash and Investments Balances in General Fund as of 4/9/24

Petty Cash	\$ 800.00
Cash Drawers	4,800.00
Trade Deposits	31,000.00
<b>Total Cash on Hand:</b>	<b>\$ 36,600.00</b>

### Non Interest Bearing Accounts

MB&T Operating Account	\$ 26,429.41
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### Interest Bearing Accounts

MB&T Money Market Account	686,007.41
Valley National Bank	2,768,050.67
FL Class	216,329.64
SBA Reserve Account	761,482.04

### Investment Accounts (At Market Value)

FL Trust - Short Term Bond Fund	113,942.77
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<b>Total Cash Balances in General Fund:</b>	<b>\$ 4,608,841.94</b>
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### Total Daily Deposits and Assessments Received for 3/29/24 - 4/9/24

Daily Deposits:	\$ 181,014.11
Interest Deposits:	19,153.48
Assessments Received:	322,653.17
<b>Total Deposits Received:</b>	<b>\$ 522,820.76</b>

### Expenditures for 3/29/24 - 4/9/24

Check Number	Vendor	Description	Check Amount
1533	Stars of LaCage, Inc	Edward Twins Show	\$ 5,000.00
1536	US Foods	Foodstuff and Supplies	10,241.49
1563	Como Oil & Propane - Vero Beach	Propane	5,473.65
1566	Don Bo, Inc	Handicap Ramp Pool 1	7,420.00
1569	Florida Distributing Company, LLC	Alcohol	5,377.45
1582	Omega Technology Solutions, LLC	Monthly IT Support	5,264.22
1593	TurfDoctor, LLC	Deposit for Artificial Grass Mini Golf	8,800.00
1595	US Foods	Foodstuff and Supplies	9,021.17
1596	Valley National Bank	Lightning Detector, Tree Service, Floor	9,045.38
1597	Vose Law Firm, LLP	Legal Fees	7,500.00
	Paychex	Net Payroll	81,119.03
	United States Treasury	Payroll Taxes	22,647.48
<b>Total Expenditures \$5,000 and above:</b>			<b>176,909.87</b>
<b>Expenditures under \$5,000:</b>			<b>80,576.57</b>
<b>Total Expenditures:</b>			<b>\$ 257,486.44</b>

**Board of Trustees**

Date: Tuesday, April 23, 2024  
Title: **Disability Fee Waiver Application**  
Section & Item: 10.A  
Department: Community Manager  
Fiscal Impact: To be Determined  
Contact: Kent Cichon, Community Manager  
Attachments: Disability Fee Waiver Application  
Reviewed by General Counsel: N/A  
Approved by: Kent Cichon, Community Manager



**Requested Action by BOT**

Consider Disability Fee Waiver Application for Disabled Dependents.

**Background and Summary Information**

During the February 27, 2024 BOT meeting, the Board considered proposed language for the amendment to the Policy Manual for a fee waiver for Disabled Dependents. Resolution 2024-04 was subsequently approved by the BOT on March 26, 2024, and the motion included a direction to staff to create a fee waiver application to be brought back to the Board for approval.

Staff recommends that the Board of Trustees approve the Fee Waiver Application for Disabled Dependents.



## Barefoot Bay Recreation District

### \*Disability Fee Waiver Application For Annual Dependent Badge

Please complete this form and mail to: Barefoot Bay Recreation District Administration Office, 625 Barefoot Blvd, Barefoot Bay, FL 32976, or fax to # 772-664-1928 or Email to:

#### Disabled Dependent's Information

Last Name	First Name	Middle Name
Parcel Number	Date of Birth (MM/DD/YYYY)	Sex Male <input type="checkbox"/> Female <input type="checkbox"/>
Current Street Address		
City	State	Zip Code

#### Primary Family Caregiver Applicant

Last Name	First Name	Middle Name
Parcel Number	Date of Birth (MM/DD/YYYY)	Sex Male <input type="checkbox"/> Female <input type="checkbox"/>
Current Street Address		
City	State	Zip Code
Primary Telephone Number (Including Area Code)	Alternate Telephone Number (Including Area Code)	
Email Address	*Relationship to Dependent	

#### Physician Information

I attest (name of patient) \_\_\_\_\_ is incapable of total self-support due to a physical or mental handicap and requires supervision of an adult guardian to participate in recreation activities.

Medical Doctor's Name		
Current Street Address		
City	State	Zip Code
Primary Telephone Number (Including Area Code)	Medical Doctor's Signature	

\*Disabled Dependent: shall mean any individual, regardless of age, who is incapable of total self-support due to a physical or mental handicap and requires supervision of an adult guardian to participate in recreation activities or enjoy District amenities due to their physical or mental handicap.

8-Apr-24

**Board of Trustees**

**Meeting Agenda Memo**

Date: Tuesday, April 23, 2024  
Title: **Proposed Language for Policy Manual Amendments Regarding Caregivers; "Sole Owners" 2nd Owner's Badge Designation**  
Section & Item: 10.B  
Department: Community Manager  
Fiscal Impact: To be Determined  
Contact: Kent Cichon, Community Manager  
Attachments:  
Reviewed by  
General Counsel: Yes  
Approved by: Kent Cichon, Community Manager



**Requested Action by BOT**

Discuss and approve proposed language to amend the Barefoot Bay Recreation District Policy Manual to provide for a definition and corresponding policy concerning badging requirements for caregivers and for an amendment to the policy concerning owner’s badges for sole property owners.

**Background and Summary Information**

At the last meeting of the Board of Trustees, the Trustees discussed including a new policy in the District’s Policy Manual to provide for a policy concerning badging requirements for caregivers. Following discussion, the Trustees directed the General Counsel to draft language to effectuate such a policy. The Trustees further directed the General Counsel to draft language to amend the District’s policy concerning owner’s badges to provide for “sole owners” with no live-in residents to assign their second owner’s badge to a designated individual, subject to several conditions. The requested language is as follows:

**Language for caregiver policy:**

“Caregiver” shall mean any person who provides direct care to another individual who is regarded as having a substantially limiting physical or mental impairment and who requires a person to provide them with direct care in order for that individual to be able to access District facilities or amenities.

Any individual who is authorized to utilize District facilities or amenities and requires the care of a caregiver may apply for a badge designation indicating that the individual is entitled to have a caregiver present with them while utilizing District facilities or amenities. The caregiver shall not enjoy district facilities other than to provide adequate care to the authorized individual. There shall be no charge for the authorized individual to apply for such badge designation. Staff shall develop an application pursuant to this section that is consistent with state and federal law. It is the intent of this policy to reasonably modify existing policies and practices to accommodate individuals with a substantially limiting physical or mental impairment.

**Language for “sole owner” to select a recipient for second owner badge (new language underlined / ~~Strikethrough~~ indicates original language deleted.):**

Residents

All residents and renters/tenants are required to register to use district facilities. The one-time fee for a social membership for all residents intending to occupy the resident's unit, or designated as a "recipient" pursuant to the provisions below, shall be as follows:

Property owner (one-time fee) \$1,400.00<sup>219</sup> + tax for 2 people.

If two property owners are named as record owners on the deed, those two individuals will be the only individuals eligible for the two social membership badges associated with paying the one-time social membership fee for property owners listed above.

Or, in the event only one P property owner is listed on the deed and there is one adult living with the property owner listed on the deed, the property owner will be considered the first individual on the social membership and the one adult living at the property who is not the record owner will be considered ~~2nd~~ the second individual on the social membership and both individuals shall receive a social membership badge associated with paying the one-time social membership fee for property owners listed above.

- Or, in the event a property owner is the only individual listed on the deed and the property owner does not live with another adult, the property owner may designate one individual who does not live with the property owner (a "recipient") to be considered as the second individual on the property owner's social membership that is included in the one-time social membership fee for property owners listed above. The recipient shall require a picture badge containing the recipient's picture, the recipient's name, and the owner's name. The owner must be present with the recipient while the recipient utilizes District amenities. A recipient will not be eligible to purchase additional passes, including guest passes. All administrative fees and charges apply to the recipient's picture badge. The property owner may elect to change the designated individual recipient to another designated individual who does not live with the property owner, subject to all customary fees and administrative charges.

- The following ownership transfers shall not require the payment of an additional Property Owner Social Membership Fee (additional resident fees still apply).

Staff recommends that the Board of Trustees discuss the proposed language and provide further direction to staff.



## 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:** April 23, 2024  
**Subject:** Manager's Report

### Finance

Assessment received – 91.9% collected or \$4,262,111

### Resident Relations

#### **ARCC Meeting 4/9/2024**

- 1 Old Business Item – approved
- 14 Consent Permits – all approved
- 13 Other Items – all approved

The Violations Committee has one (1) vacant Alternate position, and we are requesting residents that are interested in filling this position to submit their resumes and letters of interest to the District Clerk.

### Food & Beverage

- This Saturday, April 26<sup>th</sup> Joe Reid will perform on the Lakeside Stage from 6-10pm. Titos brand reps will be on site offering samples of Titos cocktails. The food truck will also offer BBQ sandwiches and sides.
- A Mother's Day brunch is planned for Sunday May 12<sup>th</sup> from 10am-1pm. Royal Ink, a female duo performing popular songs with a reggae beat will be on the Lakeside Stage. A variety of breakfast and lunch food items will be served along with a Mimosa for Mom. Tickets are on sale in the Lounge, the 19<sup>th</sup> Hole, and Administration.

### Property Services

- Prepared the Miniature Golf Course for the installation of the new putting surface
- Constructed a new portable bar for the Food & Beverage Department
- Repaired damage to the West RV Storage Lot gate created by a boat
- Continued refurbishment of the 19<sup>th</sup> Hole with the installation of a new HVAC ground unit, new air handler, new ceiling tiles, new insulation, new lights; reconstruction of the ductwork; and a variety of other improvements
- Continued improvements to the Brightview worksite and breakroom/office

### Golf-Pro Shop

- Our 2024 Barefoot Bay Club Champions received a Sterling Cut Glass Trophy, a Membership discount, and a reserved cart parking space outside of the 19<sup>th</sup> Hole. We ask our golfers and residents to respect our Champions by not parking in their spots.
- 9-Hole Tuesday has ended for the season. The Golf Course is now open for 18 Hole play after Ladies' League play.
- Barefoot Bay logoed can and bottle koozies are available and on sale at the Golf Pro Shop and Administration Building. Stock up for the warmer summer weather.
- Brightview Golf Course Maintenance
  - The irrigation pumps were down once again because of a blown fuse and the electrician was able to fix the problem by replacing three fuses with a circuit breaker. The system appears to be running as it should now.
  - All greens were aerified to help water get down to the roots.
  - Spraying herbicide for weeds in the rough has begun and will continue throughout the summer. Rough height will be cut lower than in the past to aid in the process of eliminating weeds.
  - Concrete tee yardage markers that have sunken due to lack of maintenance in previous years will be removed and filled with sand. New red, green, white, and blue yardage markers will be installed throughout the summer.