

Policy and Procedure Committee Meeting Minutes
October 3, 2018

The Committee Meeting was called to order at 7:00 PM by Sharon Denson. Those in attendance included Sharon Denson, Don Gassie, Jim Couey, Steve Watkins, Dan Rawlinson, and Gwen Norris (scribe).

1. Addendum to Marina vessel contract 1005C Addendum – Sharon stated that this is a onetime, short term use of creating a way for slip renters to pay half of their annual rent now and the rest by March 1, 2019. There is no additional invoice/reminder to be sent to the leaser. There was one typo: an 'a' will be removed from last sentence of the second paragraph.

Sharon stated that the boat slip, trailer spot rentals and pool forms/waivers will be in one book alphabetically by last name. This will eliminate the duplication of personal documents.

2. Hourly rate for commercial rental of the facilities. – It was noted that the Jazzercise instructor rents the hall for about \$12/session, 8 times a month. They have no liability insurance and no contract now. Normal rent is to nonresidents is \$187.50/4 hours.

Sharon said that she would like to see the District Trustee find an instructor for the district to hire and the class attendees pay the district. Sharon said that the instructor would need to bring their own audio and music. Jim suggested that exercise videos would do the same thing for less money.

There would be a minimum of participants to make it work.

Decision needs to be made on whether we want to rent the pool out. i.e. Suba, Swimming classes, etc. The times/days requested for Scuba are a problem.

There was discussion of lighting at the pool, maybe LED. There was discussion on heating the pool. Get bids? Dan said solar heating is not strong enough to heat the pool. A gas backup would be needed. The max heat of the pool may be 92 degrees. There is 198,000 gallons of water in pool.

An hourly rate rent of the pool needs to be established. Sharon stated the pool repair is higher so the rent/deposit should be higher than the hall.

The Charter says the district is supported by the tax (assessments), not the rent of the facility. (Charter, 418 State Statutes) Legislature prohibits.

Requests to rent the hall: Jazzercise @\$200/month. CODA for \$50/month. Shakespeare 7-9PM Sunday and one play per month (free use). Dan some of the outside renters prohibit setup time for resident's activities. Trailer estates does not charge for resident hall use for parties.

Facilities Lease- All Commercial or Nonresident Club/Organization/Business Use 1004 COM – Discussion: Item #2 stated the refund for violation are refunded from security deposit at the end of the contract term. Gwen stated that this does not seem practical. The information will be considered before the form is finalized.

Item #4 does not stated the amount of the minimum liability coverage needed.

Need a clause for district termination of the contract.

Page two third bullet needs typo fixed.

Page 2 paragraph BAYSHORE GARDENS refers to "section 3"... needs removed or explained.

Page 2 last sentence is struck (says the charge -for Sally- is to be deducted from Security Deposit.) This will be reworded.

The rental contract needs to state that the district can change their event date if needed. Steve will check Tri-Par and Trailer Estates to see what they charge. Sharon would like to see a Trustee be an Event person.

3. No smoking areas for district establishments 1028P. Sharon found that only the Legislature can ban smoking at the beach and park. Smoking is not allowed in buildings. Discussion: Moving the benches and (ash tray) cans to places that do not cause smoke to enter the unwanted areas would be permitted and will not require a Board approval. We could ask the special districts and Florida Cities to lobby for restrictions through the legislature.

4. Pets in areas south of the main parking lot. 1027P Animals should not be allowed off leash. The problem is people are letting them loose and not picking up after them. Jim said he has seen signs at Riverhouse Restaurant, Palmetto, of \$100 first offence of a dog off the leash, \$200 for second offense, and \$300 for the third offense. Sharon said that this is the county's law. Gwen said that residents have been allowed to bring their dogs to the beach for years, loss of access would be a loss of benefits. The last sentence in the first paragraph is struck that includes restrictions to the road to the beach and the beach. The second paragraph will be expanded to allow pets and service animals in the beach and road to the beach.

5. Reservations of some of the picnic pavilions 1029P, 1029F. Resident could reserve up to five pavilions, leaving three open for nonresident use at will. The form 1029F would be filled out with the number of people. Each pavilion needs to be assigned numbers. And a box added to the pavilions for notice of a reservation.

Don stated that he has seen people parked on the access road to unload. Number 11 on 1029F will be added to the form with such a notice. It was suggest that a 'no stopping/parking' or 'no loading /unloading on the road' sign be posted.

6. Contract for Banner Sales reps. 1017A. Page 1 the use of the work "Employer" was suggested to be changed to "district". Sharon said that this (employer) is standard language. Gwen was concerned that some may think they are an employee and have workman compensation insurance, etc.

Page 2 and 3. Compensation and percentages were discussed.

Page 2. #1- the 20th of the month is changed to 15th of the month.

Page 2. Second paragraph: 'other than has been delineated in this agreement' should be changed to 'otherwise contained in this agreement.

Page 2. Typo in third paragraph last sentence use 'position', not 'positions'.

Page 2. '3) EMPLOYMENT' should be changed to '3) RELATIONSHIP' to not confuse the status of the contractor.

Payments are by a 1099. There was discussion on the money that goes to Crime Watch for their services for the Banner.

Items 7. Enforcement authority and 8. Pay raise for employees were skipped due to time.

9. Slide/Diving Board Report. The past risk management was discussed. It was noted that the pool is too shallow for a diving board. The pool's board is a platform. The limitations for the platform will be researched. The pool slide challenges were discussed. Dan suggested the slide and platform be removed and make it a retirement pool. It was suggested that they be replaced to meet Florida requirements/Permits (Florida Code). The kids like the slide. The slide needs to have a monitor's

platform at the top. For now it was suggested the slide be taped off "for structural problems". The slide could be sold in the Banner.

There was discussion on patrolling the marina. The Trustees and the Crime Watch cannot approach visitors; stopping to questioning visitors. Read the Charter. There is no enforcement authority except by law enforcement.

There was discussion on fob 'turn-off. Sharon stated there can be a due process: a letter to the fob owner concerning the use... Maybe have the letter read by the attorney. Sharon will work on the Due Process and letter. The letter would be a warning, then a hearing, etc, etc. Sharon said the process letter can say 'loaning the fob may result in'etc.

There was discussion of private cameras use in the marina.... We cannot let others use our wifi to view the private or district cameras.

The meeting adjourned at 9:17 PM.

P.S. Reference to pool requirements Florida Statutes 424.1.2.7 – I could not find.

A handwritten signature in black ink, appearing to be 'P. S.', written in a cursive style with a long horizontal flourish extending to the right.