

BAYSHORE GARDENS BOARD OF TRUSTEES MEETING MINUTES SEPTEMBER 18, 2018

Items 1 through 3. A pledge of to the flag was led by Sharon. A roll call was performed and a quorum was established. The meeting was called to order by Sharon Denson at 7:00 PM and a roll call was given. Trustees present were Jim Couey, Suzanna Young, Terry Zimmerly, Dan Rawlinson, Sharon Denson, Steve Watkins, Barbara Susdrof, and Don Gassie. A quorum was established.

Item 4. Approval of Minutes - Steve moved to approve the minutes from the Board of Trustee Meeting on August 21, 2018 as posted in the Banner. Jim seconded the motion. There was no discussion. It passed in a unanimous vote.

Steve moved to approve the Board of Trustee Work Session minutes for the September 12, 2018 as posted. Jim seconded the motion. Corrections or additions: none. The motion passed in a unanimous vote.

Item 5. Treasurer Report Resolutions 2018-01 and 2018-02 to transfer funds for Security System. Terry stated that there will be more resolutions next month. Jodie stated that the reserve checks arrived a couple of days ago. Terry said that in the trustee's packet there were a couple of resolutions. Terry read a portion of the written resolution: whereas the park and rec district is a tax supported special purpose district under house bill 997 etc. Resolution 2018-01 moves funds from reserve funds item 1036 security system to item 5311 security camera and repair. This resolution will be posted on the website for two years. Terry moved to accept Resolution 2015-01 as read. Jim seconded the motion. Discussion: none. The motion passed unanimously.

Resolution 2018-02 transfers \$4500 from item 6040, Trustee elections, to item 5311 security camera and repair. Terry moved to pass this resolution. Barbara seconded the motion. There was no discussion. The motion passed by unanimous vote.

Sharon stated that Natalie has fixed report so it will be easier for Terry.

Item 6. Additional to agenda not known when agenda posted. Sharon stated that she spoke with the insurance company about renting the facilities and the permit for the water runoff management runoff system to be addressed later.

Item 7. Trustee Committee Reports.

Suzanna reported on the Long Range Plan Committee. She said the Committee has come up with a Five and Ten Year Plan Mission Statement: To create a range of recreational and educational activities and opportunities both indoor and outdoor for all residents of all ages. Then they added vision statements on how they want it look. For five and ten year plan vision: A Board of Trustees that participates in future planning. A Board that understands financial responsibility in representing resident interests in their investment in their recreational enterprise. And most of all the physical needs of the facility to better serve the community. She continued: to expand water related recreation with classes to encourage and promote it because we are on the water. She said they want to see the recreation center to have full daily activities. The vision is also want to see activates to bring all ages together and sharing skills and mentor. The hall restored with new equipment; PA system, lights, etc. They would like to see a rustic but classic hall depicting a tropical resort hotel banquet room.

They are currently establishing a baseline. The first year's plan establishes the nuts and bolts of what we have already to support such a facility. The five year plan funds may be impacted by the marina's overhaul. She said that they need the Board's input on support of the plan.

Jim stated that the Labor Day event went well. Sharon stated that the day ended in the 'black'. Jodie stated that \$377 was in receipt. Sharon said the effort was well worth it. Dan stated that 100 hot dogs were sold and all of the pizza was sold. Steve gave a thank you to Jim Frost for the donation of his blow up units for the kids who really enjoyed them. Steve has placed a thank you in the Banner for him and others.

Don updated us on the ADA Committee. Jack Humburg will be visiting September 24th at 11:0AM. Sharon will meet with Jack and review the facility on ADA issues. Jack will do a report to share.

Old Business

Item 9. Trimming Trees. There were two bids on tree trimming and removals. Steve said M.N. bid was for palm tree trimming for \$30 each. Two Brothers shows \$50 each to trim and some removal of trees. There is no RFP. Sharon suggested that the trees be marked (number) with orange paint. Terry moved that the palm trees be trimmed by N.M. and then remove trees at a cost not to exceed \$7,500 so if there are more tree removal to be added, they can. Barbara seconded the motion. Barbara and Steve will ensure the trees are marked. There was no more discussion. The motion passed by vote unanimously.

Item 10. Mark Kincaid request. There was a review of Mark's request. Terry said the Committee recommends that the piers be done starting with the outside docks. The inside docks may not be done for three years. Sharon said the dredging RFP needs prepared and the work should be done the same time as the outside docks. Suzanna said the dredging can be done after the piers are augured into the hard pan.

Sharon said that the step down to the docks needs highlighted with yellow. The boat launch ramp RFP is out for bid. Bids are due October 16, 2018. The ramp work does not interfere with the dock work.

Terry will respond to Mark on the RFP questions and ask for an estimated cost for the dock work. She suggested that the dock work be held for about six months. She said her estimate is about \$500,000 for the docks and we had an estimate of \$375,000 on the ramp. The dredging will be added to the dock work estimate. The center pier is not included at this time.

Steve stated that there are drainage issues causing sand into the marina. The concrete walkways on the north side needs shell or something to stop the sand from getting in the marina.

Item 11. Screen Room Roof. There is a bid of \$11,000 to replace the roof. The rafters and supports are rotting and may need fixed now prior to extending the room. Dan suggested removing the screened room. Steve suggested using an awning. Terry asked if the screen room can be removed and a raised deck be placed to view the water. She asked if an ADA ramp can be added to a raised deck. Sharon will ask Jack on the 24th about having an ADA ramp so far from the parking lot. Terry said she would prefer a roof and screen for the deck. The screened room is not locked. Suzanna said the area was used before when it was an open patio but more popular with roof and screen. Sharon suggested that it be discussed at a Committee or Work Session in October.

New Business

Item 12. Golf Cart/Mower. Estimates for a used golf cart is \$4,449 and a new Kubota 46" mower \$4,796.56. We have 2 other golf carts. The carts make the maintenance work efficient. The subject cart is not safe. Sharon moved to spend up to \$10,000 for the two items. The mower will be kept for small areas. Don seconded the motion. Discussion – Barbara said that the maintenance men need good equipment. There being no more discussion there was a vote. The motion passed unanimously. Jodie will advise Randy of the decision.

Item 8. District Manager Response to Trustees. Jodie said the boat trailer sold for \$45. The pool lane lines were donated to Manatee County at GT Bray Park. They were very thankful. The floor scrubber was sold to a resident for \$40.

Jodie reported that the Jazzercise inquiry response was returned by Kathy Mathews. They have no insurance or contract with the District and of 14 participants only 2 are residents. It is a for-profit business. Jodie asked the Board for guidance. The Jazzercise pay \$107/month for use of the hall eight times. Sharon said that all commercial use issues of the district will need to go to committee to set a policy. She said when talking with our insurance company we need to come up with a Policy.

Jodie said that 5/3 Bank brought pizza and drinks, meet with the staff and has offered services to the employees. Jodie said it would cost \$1.75 each to direct deposit employee's checks with 5/3. She discussed it with the employees and they were receptive. She wants to use the balance of the existing checks as they are expensive and paid for.

Jodie said that maintenance was bringing their own tools to work. They utilize the district's tool box. The district should supply the tools or give the employees stipends. The estimated value of the tools needed is \$4,000 to \$5,000. There is a list being developed. Don asked about the truck rack purchased by the District for Randy's truck. It is still the district's property. Sharon suggested that this issue be taken up in October when the list is complete. Steve said that anything purchased by the District needs to be inventoried. Sharon wants district items engraved. Suzanna agrees tools should be supplied by the district and inventoried.

Jodie received an estimate from Big Fish to add a zoom camera for the center pier. She said the internet needs boosted for consistency and an internet phone added for the maintenance shop. Currently the employees are compensated for using their personal phones. The estimated cost is \$1,676. Sharon made a motion to approve the Big Fish estimate, to add a camera for the center pier, add an internet phone and improve the internet at the maintenance shop. Jim seconded the motion.

Steve asked about an emergency phone for the kitchen. The third phone (Banner phone) in the office was slated for the kitchen. Jodie said it is about \$2000 to add another phone. Terry said the kitchen does not need a phone since everyone has cell phones now. Jodie said they are using internet phones to cut costs and stay away from Brighthouse phones. Dan suggested a \$40/month or \$20/month phone be placed in the kitchen. The motion was for the proposed marina camera and internet with a phone for the maintenance shop. The motion, Big Fish quote, was put to a vote. The vote passed with seven yeas and one no from Terry. Currently Randy gets paid for his minutes and the others get

Jodie said that since Joyce Fisher asked to resignation from the Board of Trustees, she has been asked to put an ad in the Banner. Joyce still wants to continue working with HOA and Bunco and is willing to work with an entertainment committee. Jodie said she wished her well and she needs to take care of herself.

Jodie stated that there will be hot dogs, chips and ice cream left over from the summer concession and Labor Day Event. She proposes an 'End of Summer Party' for the residents to give away the food in early

November. Terry moved to have an "End of Summer Pool Party" as described. Jim seconded the motion. There was discussion. Sharon appointed Barbara (as Chair) who will work with Terry and Jodie on the End of Summer Committee. Jodie will place a notice will be placed in the Banner and posted on the board.

Jodie stated the ice machine needs a new switch for \$550. New ice machines start at \$4000. Steve moved to get the machine fixed. Don seconded the motion. Discussion: none. It passed in vote unanimously.

Jodie stated that the office had a brief lesson on the new fob system today by Tempus Service. The demonstration was with cards, not fobs. On September 27th at 7:00 PM there will be an introduction of the security system for the community and there will be fobs. One thousand fobs were ordered.

Jodie the company with the soda machine in the breezeway has no contract. The verbal agreement was to give the District some money in the summer months. No funds were received by the district this summer for the soda machine. A policy covering of the soda machine as a commercial venture will be added to the commercial use Policy.

Dan asked the office to write the minutes for the meetings. Steve stated Gwen Norris is writing the minutes and he is modifying them for the Banner.

Jodie stated she has purchased two tee shirts per maintenance employee with the Bayshore emblem at a cost of \$180 from Shirts and Giggles. Steve moved to purchase three more shirts per employee for a total of five each. Jim seconded the motion. The motion was voted on and passed unanimously.

Sharon suggested we accept Joyce Fisher's resignation with regret.

Sharon stated that the Scuba, a commercial venture's request to use the pool should go to Committee. Suzanna said that we never got reimbursed for the last damage caused by a student's scuba equipment. Steve stated that some tiles on that repair look offset and need inspected and possibly repaired.

Jodie asked if the Swim Team was a club or commercial venture. Sharon said the Swim Team needs to form a club or be a commercial venture. Sharon said the waivers were never signed for the last event.

Jodie stated that the filters need replaced in the pool. There are 104 filters, five years old. Steve moved to purchase the filters. Don seconded the motion. Discussion: Randy has researched the filters and found \$17/filter or \$14/filter at Triangle Pools if maintenance installs them. The motion was accepted by a unanimous vote.

Item 13. Marina Work Area Contract 1005 WAC. Sharon made a motion to accept Marina Work Area Contract 1005WAC. Steve seconded the motion. Discussion: This the one that requires the crane operator to notify the office at least week prior. The motion passed in vote unanimously.

Item 14. Trailer Contact and Policy 1006P and 1006C. Sharon moved to accept Trailer Contract and Policy 1006P and 1006C. The corrections were emailed to the Board. Terry seconded the motion. Discussion: none. The vote on the motion passed unanimously. These will be used for the October 1st contracts.

Item 15. Clubs and Organizations 1020F and 1020L. Sharon moved to accept the Clubs and Organization 1020F and 1020L. Terry seconded the motion. The motion passed in unanimous vote.

Item 16. Meeting Decorum 1025P. Sharon moved to accept the policy. Suzanna asked if an issues was 'closed' could it be discussed. Yes it can be opened again. Sharon stated that this does not inhibit the

right to speak. She said that it rules that a business meetings should be about business. Sharon stated that trustees can make a motion on any issue that was closed. Terry seconded the motion. A vote on the motion passed.

Item 17. Woodchoppers 1020W. Steve moved to accept the Woodchoppers 1020W. Dan seconded the motion. A vote on the motion passed unanimously.

Item 18. Fob Pricing for Pool and Marina. Sharon moved to accept the fee of \$10 (plus tax) per fob. Don seconded the motion. Discussion: Sharon stated that a picture ID is required with the resident's current address. If there is none, the landlord's approval will need to be obtained (a form). Suzanna stated that this should be restricted to renters of over six months. She stated that renters less than six months is considered a transients. The motion passed in vote 7 to 1 with Suzanna voting no.

Steve stated that the fob system can handle up to five fobs per person. The pool waiver will ID the children under the adult with the fob. Jodie clarified that the marina access fob fee remains at \$40 (plus tax) and the pool access fob will be \$10 (plus tax). Each replacement pool access fob will be also \$10 per fob (plus tax).

Item 19. Banner Policy 1017P is tabled.

Item 20. Cash Register and work lights surplus property.

Sharon stated that there are work lights to dispose of. Sharon moved the that district keep two of the best lights and advertise the rest with the Sharp cash register in the Banner and what is left unsold be placed in the Attic Sale. Dan seconded the motion. Discussion: none. The motion passed in vote unanimously.

Sharon suggested that insurance for commercial ventures renting at the District be addressed in Committee.

Sharon stated that the Storm Water Management Permit needs renewed. The cost is \$288 per year to get the samples tested. She suggested that Benchmark Environmentalist, Inc. of Palmetto be contracted. They will ship containers to the District and the District will sample water send them back and provide reports to the stated. Sharon stated that a drain to be tested is not flowing and needs to be corrected to sample. Perhaps a company like Rotter Rooter can clean the pipe. Dan has a resident contact he will share. Sharon made a motion to contract with Benchmark Environmentalist for sample services for the Permit and whatever it takes to get the drain cleaned out. Jim seconded the motion. Discussion: We have paid the Permit money of \$500 already. The vote on the motion passed unanimously.

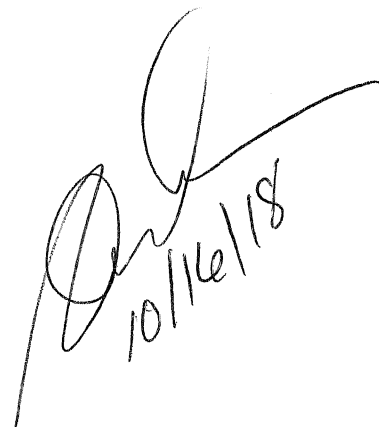
Sharon stated that we accept Joyce Fisher's resignation to the Board officially. Jim made a motion under protest to accept Joyce's resignation. Barbara seconded the motion. The motion passed unanimously on vote.

Steve stated that he and three others are attending classes for Community Emergency Response Team (CERT). The team will work with Trailer Estate's team and can volunteer nationwide for disasters. The CERT Program offers training in basic skills, such as fire safety, light search and rescue, and disaster medical operations.

Suzanna announced next Tuesday our community has a 'time certain' opportunity at 10 AM before the County Commissioners to express a need for an 'on demand' traffic signal at 26th Street and Florida Boulevard. She has fliers distributed and it has been advertised on Nextdoor. She has 5 or 6 committed

so far. She also stressed pedestrian signs and crosswalk markings for the kids. The current solution the county is talking about is adding LED flashing lights to the existing east/west stop signs. Sharon stated that Rick Wells supports a traffic light. Steve asked if other options like a roundabout is discussed. Suzanna said a roundabout or raised intersection are also options.

Sharon moved to adjourn. Steve seconded the motion. We adjourned at 8:49 PM.



A handwritten signature in black ink, followed by the date 10/16/18. The signature is stylized and appears to be 'Steve'.