

Agenda
Bayshore Gardens Park & Recreation District
Board of Trustees Meeting
Wednesday; September 29, 2021 @ 7:00 P.M.

1. Call to Order
2. Roll Call
3. Pledge to Flag
4. Approval of Minutes: 8/11/21 BOT Work Session / 8/25/21 BOT Meeting & 9/15/21 BOT Work Session
5. Treasurer's Report
6. District Office Manager's Report
7. Trustee Committee Reports:
 - Recreation Committee (Belle)
 - Marina Committee (Morris)
 - House & Grounds Committee (Barbara S.)
 - i. Agenda Motion - Morris - Tree Trimming
 - Personnel & Salaries Committee (Terry)
 - Policy & Procedure Committee (Melanie)
 - i. Agenda Motion - Melanie - Marina Vessel Slip Rate 1005RATE
 - ii. Agenda Motion - Melanie - Res. Marina Ramp Access Contract 1019A
 - iii. Agenda Motion - Melanie - Non-Res. Marina Ramp Access Contract 1019NRC
 - iv. Agenda Motion - Melanie - FOB Annual Rate Sheet 1026FOBRATE
 - v. Agenda Motion - Melanie - FOB Policy Non- Resident 1019PNR
8. Agenda Motion - Dan - Pool Replacement Fobs
9. Additional Items as Needed

(Resident comments agenda item 3 minutes)
10. Adjournment

Pursuant to Section 286.26, Florida Statutes, and the Americans with Disabilities Act, any handicapped person desiring to attend this meeting should contact the District Manager at least 48 hours in advance of meeting to ensure that adequate accommodations are provided for access to the meeting.

Pursuant to Section 286.0105, Florida Statutes, should any person wish to appeal a decision of the Board with respect to any matter considered at this meeting, he or she will need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is based.

Bayshore Gardens Park & Recreation District Profit & Loss Budget Performance

August 2021

Ordinary Income/Expense	Aug 21	Budget	Oct '20 - Aug 21	YTD Budget	Annual Budget
Income					
4000 · Assessments					
4005 · Property Tax	0.00	42,369.00	500,652.15	466,059.00	508,428.00
4006 · Commission fees	0.00	-1,143.41	-15,019.56	-12,577.59	-13,721.00
4007 · Excess fees (Excess commission fees)	0.00		3,821.35		
Total 4000 · Assessments	0.00	41,225.59	489,453.94	453,481.41	494,707.00
4100 · Rent					
4111 · Screen Room Rental	75.00	83.33	900.00	916.67	1,000.00
4120 · Hall Rentals	1,560.00	1,666.67	16,682.08	18,333.33	20,000.00
4150 · Marina Rentals					
4151 · Slip Rental					
4152 · Resident slip rentals	0.00	3,008.33	36,407.63	33,091.67	36,100.00
4153 · Non Resident slip rentals	-154.00	7,850.00	98,001.96	86,350.00	94,200.00
4155 · Short Term Slip Rental	0.00		0.00	0.00	0.00
4158 · Homeowner-Non Resident	0.00	391.67	4,051.54	4,308.33	4,700.00
Total 4151 · Slip Rental	-154.00	11,250.00	138,461.13	123,750.00	135,000.00
4154 · Small Boat Area	0.00	33.33	2,016.00	366.67	400.00
4156 · Trailer Space Rental	0.00	383.33	3,641.58	4,216.67	4,600.00
4157 · Gate Keys	0.00	646.67	7,900.00	7,113.33	7,760.00
4805 · late fees	0.00		0.00	0.00	0.00
4825 · Work Area/Pressure Washer	0.00		500.00	0.00	0.00
Total 4150 · Marina Rentals	-154.00	12,313.33	152,518.71	135,446.67	147,760.00
Total 4100 · Rent	1,481.00	14,063.33	170,100.79	154,696.67	168,760.00
4300 · Pool					
4360 · Pool FOB	30.00		14.00		
Total 4300 · Pool	30.00		14.00		
4500 · Publications					
4530 · Banner - Classified Ads	0.00		5.00	0.00	0.00
Total 4500 · Publications	0.00		5.00	0.00	0.00
4600 · Interest Income (Interest Income)	52.36	83.33	583.66	916.67	1,000.00
4700 · Recreation Income					

Bayshore Gardens Park & Recreation District
Profit & Loss Budget Performance
August 2021

	Aug 21	Budget	Oct '20 - Aug 21	YTD Budget	Annual Budget
4745 · Swim Team - Barracudas	0.00		48.00		
4700 · Recreation Income - Other	0.00		900.00		
Total 4700 · Recreation Income	0.00		948.00		
4800 · Miscellaneous Income	0.00		44.00		
4802 · Office Services	0.00		0.00		
4815 · Insurance Refunds	0.00		-0.27		
4830 · Over/Short	0.00		11.20	190.67	208.00
4800 · Miscellaneous Income - Other	0.00	17.33			
Total 4800 · Miscellaneous Income	0.00	17.33	54.93	190.67	208.00
Total Income	1,563.36	55,389.58	661,160.32	609,285.42	664,675.00
Gross Profit	1,563.36	55,389.58	661,160.32	609,285.42	664,675.00
Expense					
5000 · Administration Expenses					
5100 · Wages, Taxes and Fees					
5120 · Wages - Administration	2,640.00	4,583.33	32,420.00	50,416.67	55,000.00
5130 · Wages - Maintenance	8,766.48	9,602.50	104,879.69	105,627.50	115,230.00
5132 · Wages - Dockmaster	700.00	700.00	7,700.00	7,700.00	8,400.00
5133 · Marina Project Manager	0.00		0.00	0.00	0.00
5135 · Wages - Pool	2,394.46	4,500.00	23,104.13	49,500.00	54,000.00
5170 · Health Insurance Compensation	300.00	583.33	3,600.00	6,416.67	7,000.00
5210 · FICA-941 Taxes	1,132.27	1,500.00	13,135.38	16,500.00	18,000.00
5215 · Unemployment Taxes	21.65	50.00	1,652.81	550.00	600.00
5450 · Cell Phone	0.00		0.00	0.00	0.00
5610 · Accounting Fees	600.00	1,133.33	8,900.00	12,466.67	13,600.00
6080 · Travel Mileage	0.00	41.67	0.00	458.33	500.00
Total 5100 · Wages, Taxes and Fees	16,554.86	22,694.16	195,392.01	249,635.84	272,330.00
Total 5000 · Administration Expenses	16,554.86	22,694.16	195,392.01	249,635.84	272,330.00
5200 · Marina Expense					
5240 · Sales Tax	0.00		0.11		
5250 · Property Tax	0.00	400.00	4,885.63	4,400.00	4,800.00
5575 · Marina Repair/Maintenance	922.83		9,607.04	0.00	0.00
Total 5200 · Marina Expense	922.83	400.00	14,492.78	4,400.00	4,800.00

Bayshore Gardens Park & Recreation District Profit & Loss Budget Performance August 2021

	Aug 21	Budget	Oct '20 - Aug 21	YTD Budget	Annual Budget
5300 · Security					
5311 · Security Camera R&M	0.00	333.33	0.00	3,666.67	4,000.00
5320 · Gate Closing Expense	0.00		0.00	0.00	0.00
5335 · Key Fobs	0.00		0.00	0.00	0.00
5300 · Security - Other	0.00		0.00		
Total 5300 · Security	0.00	333.33	0.00	3,666.67	4,000.00
5400 · Utilities					
5410 · Electric	1,794.90	1,291.67	14,487.89	14,208.33	15,500.00
5420 · Water/Sewer	1,247.54	1,291.66	15,538.58	14,208.34	15,500.00
5430 · Telephone/Pager/Cable/Web	220.57	208.33	2,656.23	2,291.67	2,500.00
5440 · Gas/Propane	0.00	25.00	92.35	275.00	300.00
Total 5400 · Utilities	3,263.01	2,816.66	32,775.05	30,983.34	33,800.00
5500 · Building and Grounds					
5511 · Professional/Contract Services	665.00	816.67	12,368.94	8,983.33	9,800.00
5512 · Repairs, Maintenance & Supplies	307.30	583.33	7,242.12	6,416.67	7,000.00
5515 · Janitorial and Cleaning	50.22	416.67	2,701.51	4,583.33	5,000.00
5516 · Gasoline (Grounds machinery fuel)	0.00	58.33	329.40	641.67	700.00
5520 · Maintenance Equipment	0.00	250.00	1,529.08	2,750.00	3,000.00
5530 · Pest Control	0.00	250.00	1,126.05	2,750.00	3,000.00
5560 · Landscaping	5,600.00	1,666.67	7,937.57	18,333.33	20,000.00
5580 · Pool Maintenance	0.00	416.67	319.97	4,583.33	5,000.00
5585 · Pool Repair/Replacement	0.00	866.67	22,262.04	9,533.33	10,400.00
5590 · Pool Chemicals	1,154.05	1,333.33	7,862.90	14,666.67	16,000.00
5591 · EPA/Water	0.00	102.50	0.00	1,127.50	1,230.00
5683 · Certification Reimbursement	0.00	166.67	225.00	1,833.33	2,000.00
6500 · Playground Expense	0.00		2,460.00	0.00	0.00
Total 5500 · Building and Grounds	7,776.57	6,927.51	66,364.58	76,202.49	83,130.00
5600 · Other Administration Expense					
5519 · Leased Equipment	0.00	183.33	6.95	2,016.67	2,200.00
5650 · Postage	0.00	41.67	1,025.00	458.33	500.00
5660 · Legal Fees	200.00	1,000.00	1,587.00	11,000.00	12,000.00
5665 · Seminars, Training and Fees	25.00	83.33	379.00	916.67	1,000.00

Bayshore Gardens Park & Recreation District
Profit & Loss Budget Performance
August 2021

	<u>Aug 21</u>	<u>Budget</u>	<u>Oct '20 - Aug 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5670 · Office Supplies/Expenses	275.24	416.67	7,019.62	4,583.33	5,000.00
5680 · Audit Fees	0.00	985.00	11,500.00	10,835.00	11,820.00
5682 · Organizational Fees and License	0.00	125.00	10.00	1,375.00	1,500.00
5686 · Website Maintenance	100.00	100.00	1,100.00	1,100.00	1,200.00
5690 · Advertising	29.25	125.00	503.77	1,375.00	1,500.00
6020 · Bank Fees	526.79	500.00	6,124.27	5,500.00	6,000.00
6040 · Trustee Election	0.00		0.00	0.00	0.00
Total 5600 · Other Administration Expense	1,156.28	3,560.00	29,255.61	39,160.00	42,720.00
5630 · Insurance-Business					
5631 · Insurance - Liability	0.00	1,266.67	6,716.25	13,933.33	15,200.00
5632 · Insurance - Workers Compensatio	0.00	872.50	3,450.25	9,597.50	10,470.00
5633 · Insurance - Auto Liability	0.00	16.67	163.50	183.33	200.00
5634 · Insurance -Property	0.00	894.17	16,466.25	9,835.83	10,730.00
5635 · Insurance - Flood	0.00	0.00	9,938.43	0.00	0.00
Total 5630 · Insurance-Business	0.00	3,050.01	36,734.68	33,549.99	36,600.00
5700 · Publications Expense					
5710 · Banner - Commissions	0.00		0.00	0.00	0.00
5711 · Banner composition	300.00	191.66	3,410.00	2,108.34	2,300.00
5720 · Banner - Printing Costs	26.64		621.46	0.00	0.00
5740 · Banner - Paper Delivery	0.00		885.72	0.00	0.00
5760 · Banner - Miscellaneous Expenses					
5761 · Tide Tables	0.00		0.00	0.00	0.00
5762 · King Features	0.00		0.00	0.00	0.00
Total 5760 · Banner - Miscellaneous Expenses	0.00		0.00	0.00	0.00
Total 5700 · Publications Expense	326.64	191.66	4,917.18	2,108.34	2,300.00
5800 · District Recreation					
5830 · Expenses -	0.00	333.33	4,589.45	3,666.67	4,000.00
Total 5800 · District Recreation	0.00	333.33	4,589.45	3,666.67	4,000.00
5900 · Capital Layout					
5901 · Survey	0.00	416.67	0.00	4,583.33	5,000.00
5903 · Sheds to Replace Porta Potty	0.00		0.00	0.00	0.00
5906 · Fishing Pier Repair	0.00		0.00	0.00	0.00

Bayshore Gardens Park & Recreation District
Profit & Loss Budget Performance
August 2021

	Aug 21	Budget	Oct '20 - Aug 21	YTD Budget	Annual Budget
5907 · Basketball Court	0.00	4,166.67	0.00	45,833.33	50,000.00
5909 · Screen Room Repair	0.00	3,333.33	0.00	36,666.67	40,000.00
5911 · Rec Hall Repairs	0.00	1,916.67	7,544.99	21,083.33	23,000.00
5912 · Automatic Gate to the Beach	0.00		0.00	0.00	0.00
5913 · Splash Park	0.00		0.00	0.00	0.00
5914 · Dog Park	0.00		0.00	0.00	0.00
5916 · Lighting Basketball Court	0.00		0.00	0.00	0.00
5917 · Pool ADA Bathrooms	0.00		0.00	0.00	0.00
5918 · Lighting Pool	0.00		0.00	0.00	0.00
5921 · Capital Layout - Marina Project	0.00	5,249.58	0.00	57,745.42	62,995.00
Total 5900 · Capital Layout	0.00	15,082.92	7,544.99	165,912.08	180,995.00
9010 · Bank Service Charges	24.50		232.75		
Total Expense	30,024.69	55,389.58	392,299.08	609,285.42	664,675.00
Net Ordinary Income	-28,461.33	0.00	268,861.24	0.00	0.00
Other Income/Expense					
Other Income					
10000 · Sales Tax Discount	2.82		92.06		
Total Other Income	2.82		92.06		
Net Other Income	2.82		92.06		
Net Income	-28,458.51	0.00	268,953.30	0.00	0.00

Bayshore Gardens Park & Recreation District

Balance Sheet

As of August 31, 2021

Aug 31, 21

ASSETS

Current Assets

Checking/Savings

1000 · Checking-Operating 5/3 2537	17,394.58
1004 · Petty Cash - District	350.00
1005 · Escrow Account 5/3 - 3919	36,000.00
1006 · Checking-Payroll 5/3 2545	18,134.83
1016 · Savings - Operating 5/3 4032	278,771.67
1019 · Savings Reserves 5/3 5013	
1021 · Reserve Fund-Roofing	4,607.39
1022 · Reserve Fund-Hall Upgrade	-2,373.67
1023 · Reserve Fund-Pool	7,110.59
1024 · Reserve Fund - Wood Shop Exp	800.00
1025 · Reserve Fund - ADA	25,000.00
1032 · Reserve Fund - Marina	44,754.69
1033 · Reserve Fund-Outdoor Recreation	5,000.00
1036 · Reserve Fund - Security System	10,000.00
1019 · Savings Reserves 5/3 5013 - Other	-3,103.61
Total 1019 · Savings Reserves 5/3 5013	<u>91,795.39</u>

Total Checking/Savings 442,446.47

Accounts Receivable

1100 · Accounts Receivable	44,839.00
----------------------------	-----------

Total Accounts Receivable 44,839.00

Other Current Assets

11500 · Water Boy Bottle Deposit	35.00
1499 · *Undeposited Funds	2,355.00

Total Other Current Assets 2,390.00

Total Current Assets 489,675.47

Fixed Assets

1900 · Land	400,000.00
1910 · Buildings	1,307,197.93
1920 · Recreation Area	1,768,907.19
1940 · Recreation Area F & E	97,308.64
1960 · Machines & Equipment	90,008.21
1980 · Office Furniture and Equipment	36,158.54
1990 · Other Furniture and Equipment	53,448.88
1995 · Accumulated Depreciation	-1,195,385.52
1999 · 2019-2020 FY Reserve Expenses	59,815.22

Total Fixed Assets 2,617,459.09

Other Assets

SUSPENSE	571.00
1800 · Utility Deposits	280.00

Total Other Assets 851.00

TOTAL ASSETS 3,107,985.56

LIABILITIES & EQUITY

Bayshore Gardens Park & Recreation District
Balance Sheet
 As of August 31, 2021

	<u>Aug 31, 21</u>
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	20,768.35
Total Accounts Payable	<u>20,768.35</u>
Other Current Liabilities	
2010 · Accrued Wages	6,180.17
2100 · Payroll Liabilities	
2300 · Garnishment of Wages	-1,023.78
2100 · Payroll Liabilities - Other	-920.29
Total 2100 · Payroll Liabilities	<u>-1,944.07</u>
2171 · Sales Tax Payable	734.42
2500 · Security Deposits	
2501 · Hall Security Deposits	-770.00
2502 · Marina Security Deposits	35,321.00
2503 · Screen Room Deposit (Screen Room Deposit)	180.00
Total 2500 · Security Deposits	<u>34,731.00</u>
2600 · Deferred Revenues	46,682.59
2700 · Prepaid Income	665.65
Total Other Current Liabilities	<u>87,049.76</u>
Total Current Liabilities	<u>107,818.11</u>
Total Liabilities	107,818.11
Equity	
3040 · Owners' Equity	182,295.76
3050 · Retained Earnings (Retained Earnings)	1,420,774.85
3200 · Fund Balance	-86,517.97
3300 · Investment in GFAAG	1,214,661.51
Net Income	268,953.30
Total Equity	<u>3,000,167.45</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,107,985.56</u></u>

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.

Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

Agenda Item: Tree Trimming Meeting Date: 9-29-21

Type of Meeting: _____ Workshop _____ Board Meeting

Motion: Discussion: _____ (check one)

Rationale for Request: To trim all palm trees
and beach access road

Estimated Costs to District (if applicable)

Attachments/Supporting documents: None: _____
Estimates

Board Trustee: Morris Kaymer Date: 9-21-21

Print Name: MORRIS KAYMER

Received by: Dia C Date: 9/21/21



Olive Branch Enterprises of Florida Inc.

2904 45th Street East
Bradenton, FL 34208 US
941-748-5030
general@olivebranchtreecare.com
http://www.olivebranchtreecare.com



"...for your tree's every need."

Estimate

ADDRESS

Bayshore Gardens Park &
Recreation
6919 26th Street West
Bradenton, FL 34207

ESTIMATE # 6034

DATE 09/09/2021

SALES REP

Jared Allman

ACTIVITY	QTY	RATE	AMOUNT
Palm Tree Trimming This price reflects trimming the 113 Palms every 6 months. - trim at 9-3 - remove the seedpods - trim the boots	113	22.00	2,486.00
Tree Trimming Beach access road on the SW side of the property - trim back everything hanging back to the rail road ties - raise the canopy to 14ft	1	875.00	875.00
TOTAL			\$3,361.00

Accepted By

Accepted Date



Terry's Tree Service of SW FL LLC

4304 Lorraine Rd
Bradenton, FL 34211
941-748-4484

Proposal #16101

Created: 09/09/2021

From: Travis Newell



Proposal For

Bayshore Gardens Park & Recreation

6919 26th Street West
Bradenton, FL 34207

main: 941-755-1912
mobile: 941-524-6016
office@bayshoregardens.org

Location

6919 26th St W
Bradenton, FL 34207

Terms

Due Upon Receipt

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) Tree Trimming - Assorted Trees Pruning all palms throughout property: * Prune properly * Remove seed pods	147	\$ 9,555.00
2) Tree Trimming - Assorted Trees Roadway near Main building: * Cut back sides for large truck clearance	1	\$ 1,250.00

All work will be completed in accordance with these plans unless subsequent changes are agreed upon in writing. All pruning will be done according to ANSI 300 Pruning Standards. Balances not paid by the due date are subject to late fees. We accept cash, check, credit card or PayPal payments.

TOTAL	\$ 10,805.00
--------------	---------------------

Signature

x

Date:

Please sign here to accept the terms and conditions

5

Northriver lawn Service

\$160 palm's

HEDGES trimmed

HAUL Away.

\$12,000

hess

\$11,000

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.
Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

1005 RATE Marina Vessel Slip Rates Meeting Date: 9/29/21

Type of Meeting: _____ Workshop _____ Board Meeting

Motion: Discussion: _____ (check one)

Rationale for Request: TO make a separate rate sheet for the marina vessel slip rates to ensure easier rate changes in the future

Estimated Costs to District (if applicable)
N/A

Attachments/Supporting documents: None: _____
Rate Sheet

Board Trustee: Melanie Woodruff Date: 9/21/21

Print Name: Melanie Woodruff

Received by: Mia Cruz Date: 9/21/21

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
 MARINA VESSEL SLIP RATES

1005 RATE

EXAMPLES: additional sizes multiply length of vessel X rate X 12 month plus 7% tax.			
THE EXAMPLES BELOW OF THE ANNUAL MARINA RATES INCLUDES TAX OF 7%			
Per Foot	4.00 PLUS TAX	6.50 PLUS TAX	9.00 PLUS TAX
	RESIDENT	NON-RESIDENT OWNER	NON-RESIDENT
Length			
20 ft	1027.20	\$1669.20	\$2311.20
24 ft	\$1232.64	\$2003.04	\$2,773.44
26 ft	\$1,335.36	\$2169.96	\$3004.56
30 ft	\$1540.80	\$2503.80	\$3466.80

Approved: 11/20/18 *Sharon Denson*
 Eff. Date: 10/1/18
 Revised: _____

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.

Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

Agenda Item: 1019 A Marine Ramps Access Contract Meeting Date: 9/29/21

Type of Meeting: _____ Workshop _____ Board Meeting

Motion: Discussion: _____ (check one)

Rationale for Request: Rate fees taken out to
make contract time appropriate

Estimated Costs to District (if applicable)

N/A

Attachments/Supporting documents: None: _____

Contract

Board Trustee: Melanie A. Woodruff Date: 9/21/21

Print Name: Melanie A. Woodruff

Received by: [Signature] Date: 9/21/21

**BAYSHORE GARDENS PARK AND RECREATION DISTRICT
MARINA RAMP ACCESS CONTRACT**

**ANNUAL CONTRACT
RESIDENTS ONLY 1019A**

Key FOB # _____ Key FOB # _____ Key FOB # _____
Decal # _____ Decal # _____ Decal # _____

I accept and understand the Rules and Regulations below. I also understand that I must follow all posted marina ramp rules. Violations of the Rules controlling marina use and fob use may result in suspension or loss of privileges.

1. Copy of current vessel, trailer and vehicle registration, drivers' license, and proof of insurance on the towing vehicle, must be presented at the time of application for a key FOB.
2. A maximum of three (3) key FOBs are permitted per household per tow vehicle. Person in household obtaining key FOB must come into the District Office and show proper identification and proof of residence. If the identification does not reflect a Bayshore Gardens address, a lease or deed must be presented for residency verification.
3. Key FOBs are solely for the use of those assigned the FOB. Unauthorized transfer, including lending of FOB, will result in suspension and/or loss of privileges.
4. Key FOBs are done on a fiscal year from October 1st through September 30th. Failure to renew prior to expiration date will result in your key FOB being deactivated. FOB will be reactivated upon contract renewal completion. Expiration of FOBs is posted on the marina north gate and will be noted in the Bayshore Banner 30 days preceding the expiration date. **(Adjusted rate of \$10 per month plus tax for June 1 thru September 30th.)**
5. A Bayshore Gardens parking decal will be issued with each key FOB. The decal must be permanently displayed on the lower, rear windshield on the driver's side of the registered vehicle. Vehicles and trailers parked behind the marina gates MUST display the parking permit to park in the secured area. Key FOB holders may obtain additional parking decals upon request, no more than a maximum of three (3) may be issued to a household
6. No boats, attached to the towing vehicle, are permitted to be stored on trailers in the secured marina area at any time.
7. Resident's guests are encouraged to park outside of the secured area.

A COPY OF DRIVERS LICENSE, CURRENT VESSEL, TRAILER AND VEHICLE REGISTRATION AND VALID PROOF OF INSURANCE ARE REQUIRED TO BE ATTACHED TO THIS CONTRACT. THESE DOCUMENTS ARE INCORPORATED HEREIN BY REFERENCE AND MADE A PART OF THIS CONTRACT. LOSS OF RESIDENCY WITHIN BAYSHORE GARDENS TERMINATES FOB/RAMP ACCESS PRIVILEGES.

I ACKNOWLEDGE THE TERMS OF THIS CONTRACT AND AGREE TO ADHERE. I FURTHER UNDERSTAND THAT IT IS MY RESPONSIBILITY TO PROVIDE THE DISTRICT OFFICE WITH CURRENT REGISTRATIONS AND INSURANCE DOCUMENTS UPON EXPIRATION. FAILURE TO PROVIDE THE DISTRICT OFFICE WITH CURRENT DOCUMENTS MAY RESULT IN DEACTIVATION OF FOB UNTIL PROVIDED. _____ initial.

I UNDERSTAND AN ANNUAL FEE (SEE RATE SCHEDULE) PER FOB WILL BE CHARGED FOR THE RAMP ACCESS. REPLACEMENT COST OF FOB IS \$10.00 plus tax. LOST KEY FOBs WILL BE DEACTIVATED. IF FOUND, NO REIMBURSEMENT WILL BE ISSUED.

Print Name: _____ Telephone: _____

Address: _____ Email: _____

Signature: _____ Date: _____

Office: _____ Date: _____

Approved: 6/19/18 Revised: _____
Eff. date 9/17/19

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.

Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

LOANRC
Agenda Item: Non Resident Marina Ramp Access Meeting Date: 9/29/21

Type of Meeting: _____ Workshop _____ Board Meeting

Motion: Discussion: _____ (check one)

Rationale for Request: New Contract for new Policy
to rent 30 FOBs to nonresidents
for Ramp Access

Estimated Costs to District (if applicable)

N/A

Attachments/Supporting documents: None: _____

Contract

Board Trustee: Melanie A Woodruff Date: 9/21/21

Print Name: Melanie A. Woodruff

Received by: [Signature] Date: 9/21/21

**BAYSHORE GARDENS PARK AND RECREATION DISTRICT
NON-RESIDENT MARINA RAMP ACCESS CONTRACT**

CONTRACT #: _____

Key FOB # _____

Decal # _____ Decal # _____ Decal # _____

1019 NRC

As a Non- Resident of Bayshore Gardens Park and Recreation District a Special Taxing District, I accept and understand the Rules and Regulations below. I also understand that I must follow all posted marina ramp rules. Violations of the Rules controlling marina use and fob use may result in suspension or loss of privileges.

1. Copy of current vessel, trailer and vehicle registration, drivers' license, and proof of insurance on the towing vehicle, must be presented at the time of application for a key FOB. Towing Vehicles must be registered in the contract holders name and address.
2. A maximum of one (1) key FOB is permitted per application.
3. Key Fob is solely for the use of the contracted holder. Unauthorized transfer, including lending of FOB, will result in suspension and/or loss of privileges. No refund will be issued for the unused contract.
4. Key FOBs are done on a fiscal year from October 1st through September 30th. No notice will be sent out. Failure to renew prior to expiration date will result in your key FOB being deactivated. FOB will be reactivated upon contract renewal completion. Expiration of FOBS is posted on the marina north gate and will be noted in the Bayshore Banner 30 days preceding the expiration date.
5. A numbered Bayshore Gardens parking decal will be issued with the key FOB. The decal must be permanently displayed on the lower, rear windshield on the driver's side of the registered vehicle. Vehicles and trailers parked behind the marina gates MUST display the parking permit to park in the secured area. Key FOB holders may obtain additional parking decals upon request, no more than a maximum of three (3) may be issued to a household. Registration and insurance are required for additional decals as stated above in number once (1). Any vehicle not requested in the office and displaying the proper numbered parking decal are subject to being impounded at owner's expense.
6. No boats, attached to the towing vehicle, are permitted to be stored on trailers in the secured marina area at any time.
7. Guests must park outside of the secured area.

A COPY OF DRIVERS LICENSE, CURRENT VESSEL, TRAILER AND VEHICLE REGISTRATION AND VALID PROOF OF INSURANCE ARE REQUIRED TO BE ATTACHED TO THIS CONTRACT. THESE DOCUMENTS ARE INCORPORATED HEREIN BY REFERENCE AND MADE A PART OF THIS CONTRACT

I ACKNOWLEDGE THE TERMS OF THIS CONTRACT AND AGREE TO ADHERE. I FURTHER UNDERSTAND THAT IT IS MY RESPONSIBILITY TO PROVIDE THE DISTRICT OFFICE WITH CURRENT REGISTRATIONS AND INSURANCE DOCUMENTS UPON EXPIRATION. FAILURE TO PROVIDE THE DISTRICT OFFICE WITH CURRENT DOCUMENTS MAY RESULT IN DEACTIVATION OF FOB UNTIL PROVIDED. _____ initial.

THE ABOVE RULES WILL BE STRICKLY ENFORCED. I HAVE READ AND FULLY UNDERSTAND THE ABOVE RULES AND AGREE TO ABIBE BY THEM. I FURTHER UNDERSTAND THAT AND ANNUAL FEE OF \$400.00 (plus tax) WILL BE CHARDED TO NON-RESIDENT (non-slip holders). Lost FOB replacement will be \$100.00, and the original FOB will be deactivated. A copy of the Marina Rules 1005 MRR have been provided and are part of this agreement.

Print Name: _____ Telephone: _____

Address: _____ Email: _____

Signature: _____ Date: _____

Office: _____ Date: _____

Approved: _____

Eff. Date: _____

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.

Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

1026 FOB
Agenda Item: FOB Annual Rate Sheet Meeting Date: 9/29/21

Type of Meeting: _____ Workshop _____ Board Meeting

Motion: Discussion: _____ (check one)

Rationale for Request: Pro Approve rate sheet
for FOBs. Pool Boat, Ramp, Marina,
Work Area, Rec. Hall
Rates already approved

Estimated Costs to District (if applicable)

N/A

Attachments/Supporting documents: None: _____

Rate Sheet

Board Trustee: Melanie A Woodruff Date: 9/21/21

Print Name: Melanie A. Woodruff

Received by: [Signature] Date: 9/21/21

BAYSHORE PARK AND RECREATION DISTRICT

FOB ANNUAL RATE SHEET

1026 FOB RATE

POOL

RESIDENT ONLY \$20.00 ANNUAL FEE PLUS TAX

BOAT RAMP

RESIDENT ONLY \$90.00 ANNUAL FEE PLUS TAX

NON RESIDENT \$400.00 ANNUAL FEE (LIMIT 20 CONTRACTS)

MARINA

WITH CONTRACT FIRST FOB IS FREE

ADDITIONAL FOB'S PER CONTRACT @ \$90.00 EACH PLUS TAX.

WORK AREA

RESIDENT/SLIP HOLDER \$40.00 PLUS TAX TO BE REFUNDED WHEN JOB COMPLETE AND FOB RETURNED

RECREATION HALL

RESIDENT FOB RENTAL FOR EVENT \$40.00 PLUS TAX TO BE REFUNDED WHEN INSPECTION COMPLETE AND FOB RETURNED.

NON-RESIDENT FOB RENTAL FOR EVENT \$80.00 PLUS TAX TO BE REFUNDED WHEN INSPECTION COMPLETE AND FOB RETURNED.

Approved 8/25/21

Revised _____

Effective _____

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.

Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

1019 PNR
Agenda Item: FOB Policy Non-Resident Meeting Date: 9/29/21

Type of Meeting: _____ Workshop _____ Board Meeting

Motion: Discussion: _____ (check one)

Rationale for Request: New Policy for non-resident Ramp Access FOB (20)

Estimated Costs to District (if applicable)

N/A

Attachments/Supporting documents: None: _____

Document

Board Trustee: Melanie A Woodruff Date: 9/21/21

Print Name: Melanie A Woodruff

Received by: [Signature] Date: 9/21/21

MARINA BOAT RAMP ACCESS TO NON-RESIDENT

Only 20 contracts to Non-Residents will be issued in a fiscal year. They are not prorate able or refundable. The District Office shall maintain a list of those FOB's issued to Non-Residents and shall not exceed the Board approved 20 FOBs.

Fobs to the gates at the Marina will be issued to Non-residents of Bayshore Gardens to access the Boat Ramp only. The FOB'S are for the use of the boat owner and are non-transferable.

The District Office shall number the contracts when issued and maintain a log of those Contract numbers, Name of Non Resident and FOB numbers.

Guests of the Non-Resident will not be allowed to park behind the gates of the Marina.

Approved _____

Revised _____

Effective _____

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

Completed form due in the office by 4:00 p.m. eight (8) days prior to meeting date.

This form can be utilized to bring a motion and/or discussion topic to the board.

Motion Defined: A motion is a request, or proposal, for the board to take action on an issue.

Agenda Item: Pool Replacement Fobs Meeting Date: 9-29-21

Type of Meeting: _____ Workshop _____ Board Meeting

Motion: Discussion: _____ (check one)

Rationale for Request: _____

Review pricing for lost Pool Fobs to
>10.00 Replacment as per manual (FB)

Estimated Costs to District (if applicable)

Attachments/Supporting documents: None: _____

Board Trustee: Don Paulsen Date: 9/21/2021

Print Name: Don Paulsen

Received by: Hia Cruz Date: 9/21/2021