

Agenda
Bayshore Gardens Park & Recreation District
Board of Trustee Work Session
January 13, 2021 @ 7:00 P.M.

1. Roll Call
2. Call to Order
3. Pledge to Flag
4. Trustee Committee Reports
 - Policy and Procedure Committee - Marina Boat Slip Rental Contract
 - Policy and Procedure Committee - Small Boat Area Contract
 - Policy and Procedure Committee - Marina Ramp Access Contract
 - House Committee - Screen Room
 - House Committee - Painting of Building
 - Banner Committee – Banner Policy / Procedure
5. Motion - Steve Watkins - Water Collection in Marina
6. Motion - Steve Watkins - Towing Contract
7. Additional Items as Needed

(Resident comments agenda item 3 minutes)

8. 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 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: Towing Contract Meeting Date: ~~Dec 16, 2020~~ ²⁹ 1/13/2021

Type of Meeting: _____ Workshop Board Meeting

Motion: _____ Discussion: (check one)

Rationale for Request: The Towing Company is not authorized to tow vehicles on the specified District property.

Estimated Costs to District (if applicable)

Attachments/Supporting documents: None: _____

FEACH

Board Trustee: ~~John Dordsey~~ Date: ~~Dec 16, 2020~~ ²⁹ Dec 29, 2020

Print Name: ~~John Dordsey~~ STEVE WATKINS

Received by: ~~Dia~~ Date: ~~12/1/20~~ 12/29/20

CommTow LLC. Service Agreement

1301 29th Ave W. Bradenton, Florida 34205
(800) 547-5550 (Toll Free) (877) 735-7464 (Fax)

Parkingservices@live.com

This agreement is entered into by CommTow LLC and: Bayshore Gardens

Park & Recreation District

Towing address: 6319 26th Street W, Bradenton, FL 34207

The corporation, partnership or other entity in control of this property hereby authorizes CommTow LLC, its agents, assignees or subsidiaries to remove vehicles from the controlled parking area listed above under the guidelines and stipulations as set forth in Florida Statute section 715.07. Such removal shall occur at any time of the day or on any week unless otherwise specified in this agreement.

Posting shall be in accordance with Florida Statute 715.07 and of the administrative code of the respective County and City where towing is to take place, if any. Any towing or violation notices issued will be in strict compliance with the rules and regulations defined in this agreement. Any and all modifications or amendments to these rules must be provided to CommTow LLC. in writing.

Payment of towing, storage and administrative costs pertaining to the removal of a vehicle will be the responsibility of the vehicle's owner or lawfully authorized operator, and will be charged in accordance with the regulated towing rates as set forth by the County or Municipality in which towing takes place and are detailed in this agreement. These rates are not set by CommTow LLC. and are subject to change without notice at the behest of said County or Municipality.

This agreement becomes effective on today's date and shall remain in effect until canceled in writing by either party with 30 days notice. In witness hereof, the parties have hereunto set their hands and seals the day and year written below.

Duly Authorized Property Agent

[Signature] 4/26/20

Signature Date

[Print Name]

Print Name

[Title]

Title

CommTow LLC.

[Signature] 9/24/20

Signature Date

Calvin Hudson

Print Name

President

Title

Standard Tow Away Violations (Immediate Tow)

- Inoperable - On blocks, jacks, in unsafe condition, or otherwise undrivable ✓
- Blocking dumpsters or access to critical property features ✓
- Fire code violations (gasoline powered vehicle parked within 5 ft of building) ✓
- Improperly parked (on landscaping, double parking, taking up multiple spaces, fire lane, etc) ✓
- ✗ Parked anywhere other than a clearly marked parking space ✓
- Parked in a handicap space with no handicap permit displayed or handicap plate ✓
- Blocking access ramps, loading zones, entrances, driveways or sidewalks ✓
- Missing or invalid license plate ✓
- Parked in resident parking without a properly displayed permit (if applicable) ✓ RI/17

Standard Warnings Issued (24 Hour Written Notice Prior to Tow)

- Eyesore (Severe damage, broken glass, etc)
- Flat tires
- Leaking Fluids

If any changes are required to these standard rules, please detail those changes here:
✗ *Overflow parking, vehicles only, are permitted on grass area near north ramp gate entrance (runs parallel to access rd.)*
[Signature]
Initials

Custom Property Options (circle one)

- | | | | |
|------------------------------|---|-----------------------------------|---|
| Boats allowed? | Yes <input type="radio"/> No <input checked="" type="radio"/> | Designated parking area provided? | Yes <input type="radio"/> No <input checked="" type="radio"/> |
| Campers/RV's allowed? | Yes <input type="radio"/> No <input checked="" type="radio"/> | Designated parking area provided? | Yes <input type="radio"/> No <input checked="" type="radio"/> |
| Commercial vehicles allowed? | Yes <input type="radio"/> No <input checked="" type="radio"/> | Designated parking area provided? | Yes <input type="radio"/> No <input checked="" type="radio"/> |
| Trailers allowed? | Yes <input checked="" type="radio"/> No <input type="radio"/> | Designated parking area provided? | Yes <input type="radio"/> No <input checked="" type="radio"/> |
| Motorcycles allowed? | Yes <input checked="" type="radio"/> No <input type="radio"/> | Designated parking area provided? | Yes <input type="radio"/> No <input checked="" type="radio"/> |

Expired plates (circle one)

Option A - Issue 24 Hour written warning on expiration date, then tow

Option B - Tow if expired for longer than 15 days

Date Notices will be distributed:

Date to begin enforcement:

Date to begin permit enforcement:

Special Instructions/Exceptions
We will begin enforcement 1 week after signs have been posted and stencils placed.
[Signature]
Initials

Total Number of Units on Property

2 Buildings, marina

Service Location:

1515 30th Ave E. Bradenton FL 34208 (Sarasota/Manatee)

3398 64th Ave N. St Petersburg, FL 33702 (Pinellas)

13607 W. Hillsborough Ave, Tampa, FL 33635

2805 N. Florida Ave. Tampa, FL 33602 (Tampa)

Parking Permits (check one)

Property has their own

New permits needed

Not applicable

If needed, please specify color, style and any special instructions:

N/A

Initials

Please list days/hours for parking permit enforcement:

Monday - Friday 4 pm - 6 am.
Sat. - Sunday - 24 hours

Initials

Please list special days or holidays that you may wish to suspend parking permit enforcement for if any:

N/A

Initials

Visitor Parking (check one)

Property has Visitor Parking spaces currently designated

Property will require Visitor Parking spaces to be stenciled

Property will use Visitor Parking Permits

Not Applicable

If Visitor Parking Permits are required, please list any special requirements. Also specify if any temporary visitor permits may be required. Please provide site map for any stenciling required.

Loading zone only. 4 stencils on North gate side near docks.
4 stencils on south side near docks.

Initials

Regulated Non-Consensual Towing Rates by County

Sarasota County

Base tow (under 10k GVW) \$125
Base tow (over 10k GVW or 15ft) \$175
Inside storage \$35 per day
Outside storage \$25 per day
Additional services (dollies) \$25 Second man) \$15
Mileage \$4 per mile (max 15 mile radius)
24 Hr admin fee \$40
48 Hr processing fee \$40
Hourly labor rate \$100
After hours release (gate) fee \$50
Drop fee (prior to tow away) \$62.50

Manatee County

Base tow (under 10k GVW) \$125
Base tow (over 10k GVW or 15ft) \$150
Over 10k GVW storage \$30 per day
Storage \$25 per day
Additional services \$15
Mileage \$4 per mile (max 15 mile radius)
24 Hr admin fee \$45
Hourly labor rate \$100 (when applicable)
After hours release (gate) fee \$35
Securing or protecting vehicle contents \$25
Drop fee (prior to tow away) \$62.50

Pinellas County

Class A (Under 10k GVW or 15 ft in length)
\$125 Base Tow
\$4.00 Per Mile
\$25 Daily Storage
\$80 Hr. Labor (after 1st 30 min)
Class B (10k to 19.5k GVW or 15ft to 22ft in length)
\$225 Base Tow
\$5.00 Per Mile
\$35 Daily Storage
\$225 Hr. Labor (after 1st 30 min)
Class C (19.5k GVW to 25k GVW or over 22ft in length)
\$340 Base Tow
\$6.00 Per Mile
\$50 Daily Storage
\$340 Hr. Labor (after 1st 30 min)

All Tows (Pinellas County)

\$40 Administration fee (if applicable)
\$35 Lien Processing Fee (if applicable)
\$20 Tarp/Contents Fee (if applicable)

Hillsborough County



Light Duty Towing (Up to 10k GVW)
\$125 Base Tow
\$25 Daily Storage
\$.55 Per mile
\$80 Hr - Wait time (billable in 15 min. increments)
\$100 Hr - Additional labor
Medium Duty Towing (10,001 to 16k GVW)
\$160 Base Tow
\$35 Daily Storage
\$.55 Per mile
\$125 Hr - Wait time (billable in 15 min. increments)
\$125 Hr - Additional Labor
Heavy Duty Towing (16,001 GVW and above)
\$350 Base Tow
\$50 Daily Storage
\$.60 Per mile
\$200 Hr - Wait time (billable in 15 min. increments)
@275 Hr - Additional labor
All Tows (Hillsborough County)
\$50 After Hours Fee
\$75 Lien Processing

Contact Information and Authorization


Property Phone: 941-755-1912 Fax: 941-789-3515
 Email: office@bayshoregardens.org Web-site: www.bayshoregardens.org
 Mgt Co: Name: Jodie Lawman Mgt. Co Phone: 941-704-6628
 Regional Mgr Name: Jim Frost Regional Mgr. Phone: 813-810-9767

The following parties alone are authorized to request the towing of vehicles from this property:

<u>Jodie Lawman</u>	<u>District Mgr.</u>	<u>941-704-6628</u>
Name	Title	Contact #
<u>Jim Frost</u>	<u>Board Chairman</u>	<u>813-810-9767</u>
Name	Title	Contact #
<u>Robert Hindle</u>	<u>Dockmaster</u>	<u>941-465-6062</u>
Name	Title	Contact #

Account Password 	Gate Code (if Applicable)  (MARINA North gate)
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Please provide an email address and a password which will allow access to our portal.

Email: office@bayshoregardens.org Password: 

Start Up Supplies Needed

		Qty	Total
Tow Away Signs	\$25 ea	<u>8</u>	<u>\$200</u>
Handicap Signs	\$25 ea	_____	_____
Parking Permits	\$.28 ea	_____	_____
Visitor Permits	\$.50 ea	_____	_____
Temp Visitor Permits	\$.15 ea	<u>100</u>	<u>\$15</u>
Warning Stickers	\$.20 ea	<u>50</u>	<u>\$10</u>
Handicap Stencils	\$5 ea	_____	_____
Reserved Stencils	\$5 ea	_____	_____
No Parking Stencils	\$5 ea	_____	_____
Visitor Parking Stencils	\$3 ea	_____	_____
Sub Total			<u>\$ 225.00</u>

I authorize CommTow LLC. To provide the above listed supplies. I further agree to pay any outstanding invoices within 30 days of installation and/or delivery of supplies.

Signed: Jodie Lawman

Dated: 4-14-2020

plus additional signs itemized in email.

OFFICE - 1011

Private Property Tow
Code Enforcement & Illegal Parking

- As the property owner, manager, or lessee; Tow Away signs are posted as per F.S.715.07. I am hereby requesting removal of this vehicle. I agree to hold harmless from any and all costs, damages and attorney's fees resulting from the removal and towing of this vehicle.
- As the property owner, manager, or lessee; this vehicle is restricting normal operation of business as per F.S. 715.07(5) (f). I am requesting the removal of this vehicle without Tow Away signs posted. I agree to hold harmless from any and all costs, damages, and attorney's fees resulting from the removal and towing of this vehicle.

Who Authorized Tow

Name of Organization/Individual who authorized tow: BANKHOLE GARDENS Park & Rec. District

Property Address Vehicle Towed from: 6919 26th Street West

City: BRADENTON State: FL Zip: 34207

Tow Date: NA Tow Time: NA

Under penalties of perjury, I declare that I have read the foregoing document and that the facts listed in it are true. I understand that a person who knowingly makes a false declaration is guilty of the crime of perjury by false written declaration, a felony of the third degree, punishable as provided in s. 775.082, s. 775.083 or s. 755.084.

Printed Name of Person Authorizing Tow: Jodie Lawman

Signature of Person Authorizing Tow: Jodie Lawman

Sign Here: Jodie Lawman Position: District Manager

Phone Number of Person Authorizing Tow: 941-755-1912

Tow Company Information

Vehicle Information

Vehicle Identification Number: _____ Plate Number: _____

Year: _____ Make: _____ Body: _____ Color: _____

Police Department Notified: _____ Date Notified: _____ Time Notified: _____

Case Number: _____

Name of Tow Company: ELMERS AUTOMOTIVE & TOWING

Under penalties of perjury, I declare that I have read the foregoing document and that the facts listed in it are true. I understand that a person who knowingly makes a false declaration is guilty of the crime of perjury by false written declaration, a felony of the third degree, punishable as provided in s. 775.082, s. 775.083 or s. 755.084.

Printed Name of Agent for Tow Company: _____ Phone Number: _____

Signature of Authorized Agent for Tow Company: _____

Sign Here: _____

(over)

Those authorized after hours

Jodie Lawman

Steve Walker

Don Lawler

Jim Frost

Jim Coney

Don Bassie

Terry Zimmerman

Barbara Sunday

Sharon Benson -

Trustees

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

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Agenda Item: Water Collection to Marina Meeting Date: ~~Feb 16, 2020~~ ²⁹ 1/13/2021

Type of Meeting: _____ Workshop Board Meeting

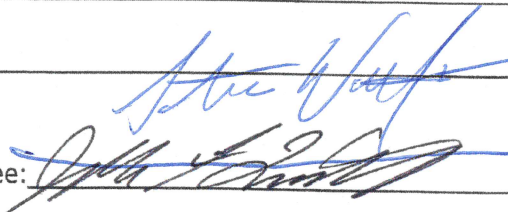
Motion: _____ Discussion: (check one)

Rationale for Request: We need to make sure
The Dockmaster understands.
Shawn Dupont was involved
in the collection process.


Estimated Costs to District (if applicable)


Attachments/Supporting documents: None: _____

A EACH

Board Trustee:  Date: Dec 29, 2020

Print Name: STEVE WATKINS

Received by:  Date: 12/1/20
12/29/20



Paid 12/3/20



RECEIVED
12-1-2020

BENCHMARK
EnviroAnalytical, Inc.

1711 12th Street East
Palmetto, FL 34221
Tel: (941) 723-9986

DATE INVOICE #
12/1/2020 20111295

BAYSHORE GARDENS PARK & REC
6919 26TH ST WEST
BRADENTON, FL 34207

P.O. No. Terms

QUARTERLY STORM WATER ANALYSIS - 4th
Quarter
Sampled 11/12/20

2 Aluminum	18.00	36.00
2 Iron	18.00	36.00
2 Zinc	18.00	36.00
2 Lead	18.00	36.00

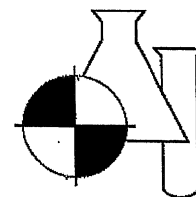
WE ACCEPT VISA AND MASTERCARD

Total \$144.00

1.5% MONTHLY FINANCE CHARGE ASSESSED AFTER 30 DAYS OR TERMS OF CONTRACT.

BENCHMARK

EnviroAnalytical Inc.



NELAC Certification #E84167

ANALYTICAL TEST REPORT

THESE RESULTS MEET NELAC STANDARDS

Submission Number : 20111295

Bayshore Gardens Park & Recrea
6919 26th St. West
Bradenton, FL 34207

Project Name : QUARTERLY STORM WATER ANALYSIS
Date Received : 11/23/2020
Time Received : 1354

Submission Number: 20111295	Sample Date: 11/23/2020
Sample Number: 001	Sample Time: 0915
Sample Description: FLR05G647 North	Sample Method: Grab

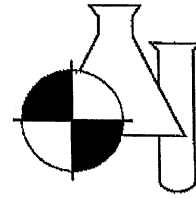
Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
ALUMINUM	19.5	MG/L	0.023	0.092	200.7	11/25/2020 13:05	BLB
IRON	20.4	MG/L	0.029	0.116	200.7	11/25/2020 13:05	BLB
ZINC	8.17	MG/L	0.0014	0.0056	200.7	11/25/2020 13:05	BLB
LEAD	0.480	MG/L	0.00067	0.00268	SM3113B	11/24/2020 16:07	BLB

Submission Number: 20111295	Sample Date: 11/23/2020
Sample Number: 002	Sample Time: 0922
Sample Description: FLR05G647 South	Sample Method: Grab

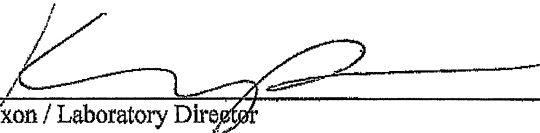
Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
ALUMINUM	0.292	MG/L	0.023	0.092	200.7	11/25/2020 13:09	BLB
IRON	0.374	MG/L	0.029	0.116	200.7	11/25/2020 13:09	BLB
ZINC	0.059	MG/L	0.0014	0.0056	200.7	11/25/2020 13:09	BLB
LEAD	0.022	MG/L	0.00067	0.00268	SM3113B	11/24/2020 16:12	BLB

BENCHMARK

EnviroAnalytical Inc.



NELAC Certification #E84167


Dale D. Dixon / Laboratory Director

11/27/2020

Date

Tülay Tanrısever - Technical Director/QC Officer

Kara Peterson - QA Officer

DATA QUALIFIERS THAT MAY APPLY:

A = Value reported is an average of two or more determinations.
B = Results based upon colony counts outside the ideal range.
H = Value based on field kit determination. Results may not be accurate.
I = Reported value is between the laboratory MDL and the PQL.
J1 = Estimated value. Surrogate recovery limits exceeded.
J2 = Estimated value. No quality control criteria exists for component.
J3 = Estimated value. Quality control criteria for precision or accuracy not met.
J4 = Estimated value. Sample matrix interference suspected.
J5 = Estimated value. Data questionable due to improper lab or field protocols.
K = Off-scale low. Value is known to be < the value reported.
L = Off-scale high. Value is known to be > the value reported.
N = Presumptive evidence of presence of material.
O = Sampled, but analysis lost or not performed.
Q = Sample held beyond accepted hold time.

T = Value reported is < MDL. Reported for informational purposes only and shall not be used in statistical analysis.

U = Analyte analyzed but not detected at the value indicated.

V = Analyte detected in sample and method blank. Results for this analyte in associated samples may be biased high. Standard, Duplicate and Spike values are within control limits. Reported data are usable.

Y = Analysis performed on an improperly preserved sample. Data may be inaccurate.

Z = Too many colonies were present (TNTC). The numeric value represents the filtration volume.

I = Data deviate from historically established concentration ranges.

? = Data rejected and should not be used. Some or all of QC data were outside criteria, and the presence or absence of the analyte cannot be determined from the data.

* = Not reported due to interference.

Oil & Grease - If client does not send sufficient sample quantity for spike evaluation surface water samples are supplied by the laboratory.

NOTES:

MBAS calculated as LAS; molecular weight = 340.
PQL = 4xMDL.
ND = Not detected at or above the adjusted reporting limit.

COMMENTS:

For questions or comments regarding these results, please contact us at (941) 723-9986.

Results relate only to the samples.

Client Information: Bayshore Gardens Park & Recreation District
 6919 26th Street West
 Bradenton FL 34207
 Office Manager: Gia Cruz
 941-755-1912 / Fax: 941-739-3515
 office@bayshoregardens.org

Benchmark EnviroAnalytical, Inc
 1711 12th Street East
 Palmetto, FL 34221
 941-723-9986
 941-723-6061 Fax
 www.benchmarkea.com
 Sample Temperature checked upon receipt with Temperature Gun ID #RAYL060570277

Laboratory Submission # **2020-12-23**

Project Name: Quarterly Storm Water Analysis

Sample Name	Sample Type ¹ / Sample Matrix ²	Collection		Container	Preservative ⁴	Parameters for Analysis	Laboratory Sample #
		Date	Time				
FLR05G647 North	G / SW	11/23 2020	9:15A	1/2 Pint P	1:4 HNO ₃ pH<2	Pb (SM3113B) Al Fe Zn (200.7) Report metals in mg/L	1
FLR05G647 South	G / SW	11/23 2020	9:20A	1/2 Pint P	1:4 HNO ₃ pH<2	Pb (SM3113B) Al Fe Zn (200.7) Report metals in mg/L	2

1. "Sample Type" is used to indicate whether the sample was a grab (G) or whether it was a composite (C).
 2. "Sample Matrix" is used to indicate whether the sample is being discharged to drinking water (DW), groundwater (GW), surface water (SW), fresh surface water (FSW), saline surface water (SSW), soil, sediment (SDMNT), or sludge (SLDG).
 3. "Container Type" is used to indicate whether the container is plastic (P) or glass (G).
 4. Under "Preservative," list any preservatives that were added to the sample container.

Instructions:
 1. Each bottle has a label identifying sample ID, premeasured preservative contained in the bottle, sample type, client ID, and parameters for analysis.
 2. The following information should be added to each bottle label after collection with permanent black ink: date and time of collection, sampler's name or initials, and any field number or ID.
 3. All bottles not containing preservative may be rinsed with appropriate sample prior to collection.
 4. The client is responsible for documentation of the sampling event. Please note special sampling events on the sample custody form.

Collected By: Jox Alicea	Date: 11/23/20	Time: 9:15A	Received By: <i>[Signature]</i>	Date: 11/23/20	Time: 1:15P
Relinquished By:	Date:	Time:	Received By:	Date:	Time:
Relinquished By:	Date:	Time:	Received By:	Date:	Time:
Relinquished By:	Date:	Time:	Received By:	Date:	Time:

Laboratory Sample Acceptability:
 pH < 2.0
 BEA Temperature: 21.1C