

## Agenda

### Board of Trustee Work Session

March 6, 2019

1. Roll call (do not need a quorum)
2. Trustee Frost proposals for the district
3. Gutters/drains north and east side of center
4. Scanner
5. Tree trimming
6. Banner
7. Swimming pool revision

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 the 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 to be based.

BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
AGENDA MOTION FORM

1002 F

TODAY'S DATE 2-4-19

MEETING DATE ~~2-19-19~~ 3-6-19  
At least 8 days prior to meeting date

REGULAR MEETING  WORK SESSION  SPECIAL MEETING  EMERGENCY   
 COMMITTEE MEETING  BUDGET

Trustee requesting Sharon Denson

Subject: Butlers & a Drains North side of Center  
Left of Breezeway

Reason flooding

BRIEF EXPLANATION

Extensive flooding -

MOTION IF NEEDED

motion to do butlers w/ downspout on  
East end of bldg - if problem persists  
consider drains

Supporting documentation attached

Received by \_\_\_\_\_ Date \_\_\_\_\_

Approved April 17, 2018 Sharon Denson, Chairman  
Revised \_\_\_\_\_  
Effective 4/17/18

19

**TODAY'S HOME SERVICES, LLC**  
 941-518-1870

**Estimate EST00303**

NAME Bayshore Gardens Rec Center  
 ADDRESS 6919 26th st West bradenton fl 3207  
 EMAIL office@bayshoregardens.org  
 DATE January 21, 2019

**Today's Home Services, LLC**

Business #: 9415181870  
 Shawn Dupont  
 6723 Northampton PL  
 Bradenton, FL 34207  
 (941) 518-1870  
 waterpros941@gmail.com

DESCRIPTION	UNIT PRICE	QTY	TOTAL
<b>Gutter</b> Install 6" gutter along roof line apx 85 ' with two down spouts. Down spouts must be tied into Under ground French drain to avoid flooding .	\$750.00		\$750.00
<b>Drain system</b> Install 150 foot French drain from low point at main entrance to the canal tying in both gutter downspouts. . We will install 3 , 12" catch basin's along drain line  We will use p stone size rock (1/8-1/2 )to fill in around The 4" Perforated drain line . The pipe will be backfilled with P stone covered with fabric and then backfilled with sand To rough grade. Any brick pavers that we remove we will Reinstall The sidewalk is going to have to be cut where catch basin is installed Price includes finishing the concrete off around the catch basin. The three catch basins will not only collect water but they will also be used for clean out locations once or twice a year The catch basin's will need to be cleaned out. A utility locate must be called in before work can start.	\$55.00	150	\$8,250.00

SUBTOTAL \$9,000.00

**TOTAL \$9,000.00**

*BOARD ✓*

BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
AGENDA MOTION FORM

1002 F

TODAY'S DATE 21 DEC 2018

MEETING DATE ~~2018~~ March 6, 2019  
At least 8 days prior to meeting date

REGULAR MEETING \_\_ WORK SESSION  SPECIAL MEETING \_\_ EMERGENCY  
\_\_ COMMITTEE MEETING \_\_ BUDGET

Trustee requesting S. WATKINS

Subject: PURCHASE SCANNER

Reason TO SCAN PAST BANNERS FROM PREVIOUS YEARS

BRIEF EXPLANATION

BANNERS TO BE SCANNED IN FULL PAGE FORMAT AND SAVED  
TO PDF FORMAT AND ARCHIVED. TO BE PROVIDED ONLINE.

MOTION IF NEEDED

TO PURCHASE SCANNER.

Supporting documentation attached

Received by \_\_\_\_\_ Date \_\_\_\_\_

Approved April 17, 2018 Sharon Denson, Chairman

Revised \_\_\_\_\_

Effective 4/17/18

# MANAGERS REPORT TO THE BOARD – 02/19/2019

**SBA:** The office has expended numerous hours on straightening out the SBA. Specifically, lack of contracts and delinquent payments. We have 3 kayaks that have not been identified nor claimed. Certified mailings went out to parties that are delinquent in payment and/or lacking current contracts. These parties have 30 days to remedy, deadline is Feb. 18<sup>th</sup>. Thereafter, the vessel will become the property of the District. Seeking Board permission to advertise and sell for past due fees.

*to us*  
The previous **scanner** submitted for scanning the Banners to archive was not the proper size. A proper sized scanner has been located with a cost of \$357.60. A **free** application has been located, **Smart Doc Scanner**. This app is for a cell phone, will take a photo of the Banner page, download it as a PDF and then can email to archive the old Banners. The other alternative is to use the existing copier which will scan one page at a time. This may be done after office hours. These solutions are being suggested versus spending the money on a large scanner for a one purpose use. *\$367.70*

**TODAY'S HOME SERVICES:** Estimate for the gutter at the entrance of the pool breezeway and drain system. See detailed estimate for the job.

**LIBRARY:** Maintenance has placed the book shelves in the Dockmaster room for the library books. A sign out sheet has been made so that we may see the activity that takes place. To date, no use has been noted on the sheet.

**FLORIDA LEAGUE OF CITIES:** Insurance Co. was contacted regarding the removal of the slide and platform dive and how, if any, this may affect our premium.

**Replacement Value Pool/Equipment: \$459,000 - Average**

**General Liability Limit: \$500,000 - Average**

**Aggregate Limit for Legal Fee Reimbursement: \$100,000 - Low**

Board trustee, John Lamb, who is a Commercial Insurance Agent, contacted our Agent, Andy Hanson to discuss our policy limits. Proposed increases on the GL aggregate limits are being quoted for an increase.

1 million/ occurrence/2 million aggregate – Premium Increase: \$157 No aggregate/unlimited ✓

2 million occurrence/3 million aggregate – Premium Increase: \$1,699 No aggregate/unlimited

*1699*

*Med pay*

*Partial Benefits*

BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
AGENDA MOTION FORM

1002 F

TODAY'S DATE 2/20/19

MEETING DATE ~~2/27/19~~ 3-6-19  
At least 8 days prior to meeting date

REGULAR MEETING \_\_\_ WORK SESSION  SPECIAL MEETING \_\_\_ EMERGENCY \_\_\_  
\_\_\_ COMMITTEE MEETING \_\_\_ BUDGET \_\_\_

Trustee requesting

Jerry Zimmerman south side of

Subject

cutting trees behind the pool down.

Reason

They cause more maintenance in the pool.

BRIEF EXPLANATION

The tops of the trees should have been trimmed. They were put there as a barrier for privacy but ~~then~~ there is a screen. They should be cut before now they get higher than our staff can handle like the ones on the side.

MOTION IF NEEDED

Supporting documentation attached

Received by Judith Lerman Date 2/20/19

Approved 4-17-18 [Signature]

Revised  
Effective 4-17-18

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Trustee requesting Sharon Denson

Subject: Banner

Reason No policy

BRIEF EXPLANATION

Many Problems w/o Board Policy  
regarding Banner

MOTION IF NEEDED

Motion to approve Banner Policy -

Supporting documentation attached

Received by \_\_\_\_\_ Date \_\_\_\_\_

Approved April 17, 2018 Sharon Denson, Chairman

Revised \_\_\_\_\_

Effective 4/17/18

**BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
BANNER SUBMISSION POLICY**

1017 P

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The Bayshore Banner is a newsletter that is published by the District to inform the community of the business and activities of the District. The Banner is intended to further the recreational purposes of the District by informing the residents of upcoming events within the community as well as keeping the residents informed of the business of the District.

Trustees are encouraged to place articles about their areas of responsibilities.

The Office Manager is encouraged to place articles in the Banner of interest to the District.

The Banner is funded in part from the sale of advertisements. Commissions may be paid for contracts/ payments received. Costs not covered by the advertisements, are paid from the funds of the District.

January, February, March, and April the District will publish \_\_\_\_\_ copies, during the balance of the year the District will publish \_\_\_\_\_-copies.

Advertisements are solicited for goods and services of interest to the residents of Bayshore Gardens. In addition, political ads are sold to candidates/candidate committees seeking the vote of the residents of Bayshore Gardens.

Individuals may purchase space in the classified section for items appropriate to those categories.

Clubs, groups and organizations of Bayshore Gardens may submit articles to the District for inclusion in the Banner at no charge provided they meet the following:

1. Articles must be submitted to the District office, if sent to Banner editor, the article will be rejected.
2. Contributors must be a member of a Board of Trustee recognized club or organization within the District. Club/Organization must notify the District of the (1) contact person for submission to the Banner.
3. Articles shall be limited to 5
4. past, current or upcoming activities or events of the club or organization.
5. Clubs, groups, or Organization may not take a political position in their submission.
6. Articles must be submitted ready for publication with the preferred format tif or pdf
7. Photos must be 300 dpi
8. Personal Opinions are prohibited

All articles submitted to the District office for placement in the Banner must be received in the District Office by the 20<sup>th</sup> of the month and shall be reviewed for typographical errors and compliance with the above requirements by the Banner Trustee. If the Banner Trustee determines that an article does not comply with any of the above requirements, the Banner Trustee shall notify the club/organization of the deficiency and the club will have to correct and resubmit by the 20<sup>th</sup> of the month or article will be rejected.

All Banner ads must be received by the 20<sup>th</sup> of the month and paid for prior being sent to publisher.

Date Approved \_\_\_\_\_

Date Revised \_\_\_\_\_

Date Effective \_\_\_\_\_



BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
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Trustee requesting Sharon Denson

Subject: Swimming Pool Policy

Reason TO Keep Pool open more hours

BRIEF EXPLANATION

Can't hire enough lifeguards -  
Employ one lifeguard + one pool  
attendant per shift

With slide + diving board removed can  
cut back on lifeguards

MOTION IF NEEDED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supporting documentation attached

Received by \_\_\_\_\_ Date \_\_\_\_\_

Approved April 17, 2018 Sharon Denson, Chairman

Revised \_\_\_\_\_

Effective 4/17/18

BAYSHORE GARDENS PARK AND RECREATION DISTRICT  
SWIMMING POOL POLICY RESIDENTS

1010 P

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CHARTER 2002-365

*Section 3 Use of district facilities—Persons entitled to use the district facilities and property of the district shall be limited to residents within the district, their family members and guests, and such other persons and groups as the trustees may authorize from time to time, The property of the district shall consist of real or personal property and improvements now or hereafter acquired, erected, or purchased by the trustees for the district. For the purposes of this act, each parcel of property in said district is hereby declared to be uniformly and generally benefited by the provisions hereof.*

The swimming pool shall be for the use of residents and their guests and others as approved by the Board of Trustees on a case by case basis.

**At least one** Lifeguards **and one pool attendant** shall be on duty when pool is open to the public.

The residents and their guests shall sign a waiver and obtain a pool FOB before using the pool. A guest may come to the pool with the resident. There shall be no cost to the residents or their guests.

The pool shall be closed 8:00AM until noon daily to the public **unless one lifeguard and one pool attendant is on duty**. The Board may authorize Bayshore Gardens Clubs and Organizations the use the pool during the 8:00AM until Noon (or until lifeguards **and pool attendant** are present) for Lap swimming / organized exercise. The time for lap swimming/exercise may be extended if Lifeguards **and pool attendants** are not available after noon. No one under the age of 10 will be admitted to the pool for lap swimming without a lifeguard **and a pool attendant** on duty unless accompanied by an adult.

Public Pool hours shall be for the month of May, 4:00 to 8:00PM Monday thru Friday and noon until 8:00PM Saturday and Sunday. **Must be closed ½ hour before dusk.**

Summer months while school is not in session, Noon until 8:00PM, **at least one** Lifeguards **and one pool attendant** must be on duty. October until the end of the season, noon until 6:00PM Monday thru Sunday , lifeguards must be on duty. Should the District experience a shortage of lifeguards the pool will be closed to the Public during the hours that Lifeguards **and pool attendants** are not on duty.

Should the Board of Trustees authorize non-residents the use the pool, the charges per swim will be set by the Board at the time approval is granted to non-resident/s group. The non-resident/s shall sign a waiver before entering the pool area. **The non resident events shall have a certified lifeguard on duty at their expense.**

Approved 5/15/2018 Sharon Denson  
Revised 6/19/18 Sharon Denson Revised 11/21/18  
ffective 5/15/2018