

Agenda
Bayshore Gardens Park & Recreation District
Board of Trustees Meeting
Wednesday; February 26, 2025 @ 7:00 P.M.

1. Roll Call
2. Call to Order
3. Pledge to Flag
4. Approval of Minutes: 1/15/25 Special Meeting / 1/22/25 BOT Meeting & 2/12/25 Special Meeting
5. Treasurer's Report
6. Trustee Committee Reports
 - Long Range Planning (Skip)
7. District Office Manager's Report
8. Old Business
 - Agenda Motion - (C. Howell) - Pool Panel Upgrade & Riser
 - Agenda Motion - (C. Howell) - Clarification of Committees
9. New Business
10. Resident Comments on Agenda Items - 3 Minutes
11. Announcements for Clubs & Organizations
12. 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 January 2025

	<u>Jan 25</u>	<u>Budget</u>	<u>Oct '24 - Jan 25</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
4000 - Assessments					
4005 - Property Tax	345,840.64	46,862.50	482,319.67	187,450.00	562,350.00
4006 - Commission fees	-10,375.22	-3,046.42	-14,469.59	-12,185.64	-36,557.00
4007 - Excess fees (Excess commission fees)	871.08		4,841.56		
Total 4000 - Assessments	<u>336,336.50</u>	<u>43,816.08</u>	<u>472,691.64</u>	<u>175,264.36</u>	<u>525,793.00</u>
4100 - Rent					
4111 - Screen Room Rental	100.00	12.50	35.00	50.00	150.00
4120 - Hall Rentals	4,225.00	2,083.34	4,042.09	8,333.36	25,000.01
4150 - Marina Rentals					
4151 - Slip Rental					
4152 - Resident slip rentals	312.00	5,000.00	48,504.00	20,000.00	60,000.00
4153 - Non Resident slip rentals	-360.00	10,000.00	136,647.00	40,000.00	120,000.00
Total 4151 - Slip Rental	<u>-48.00</u>	<u>15,000.00</u>	<u>185,151.00</u>	<u>60,000.00</u>	<u>180,000.00</u>
4154 - Small Boat Area	384.00	83.34	1,920.00	333.36	1,000.00
4156 - Trailer Space Rental	180.00	416.67	4,956.00	1,666.68	4,999.99
4157 - Gate Keys	360.00	500.00	3,600.00	2,000.00	6,000.00
4162 - NR Boat Ramp	800.00	1,000.00	9,600.00	4,000.00	12,000.00
4825 - Work Area/Pressure Washer	450.00		750.00		
Total 4150 - Marina Rentals	<u>2,126.00</u>	<u>17,000.01</u>	<u>205,977.00</u>	<u>68,000.04</u>	<u>203,999.99</u>
Total 4100 - Rent	<u>6,451.00</u>	<u>19,095.85</u>	<u>210,054.09</u>	<u>76,383.40</u>	<u>229,150.00</u>
4300 - Pool					
4360 - Pool FOB	180.00	250.00	880.00	1,000.00	3,000.00
Total 4300 - Pool	<u>180.00</u>	<u>250.00</u>	<u>880.00</u>	<u>1,000.00</u>	<u>3,000.00</u>
4500 - Publications					
4520 - Banner - Subscriptions	40.00		70.00		
Total 4500 - Publications	<u>40.00</u>		<u>70.00</u>		
4600 - Interest Income (Interest Income)	122.04		481.46		
4800 - Miscellaneous Income					

Bayshore Gardens Park & Recreation District Profit & Loss Budget Performance January 2025

	Jan 25	Budget	Oct '24 - Jan 25	YTD Budget	Annual Budget
4802 · Office Services	5.00	6.66	26.60	26.64	80.00
4830 · Over/Short	0.00		0.01		
Total 4800 · Miscellaneous Income	5.00	6.66	26.61	26.64	80.00
Total Income	343,134.54	63,168.59	684,203.80	252,674.40	758,023.00
Gross Profit	343,134.54	63,168.59	684,203.80	252,674.40	758,023.00
Expense					
5000 · Administration Expenses					
5100 · Wages, Taxes and Fees					
5120 · Wages - Administration	6,832.00	5,000.00	26,200.00	20,000.00	60,000.00
5130 · Wages - Maintenance	4,781.00	6,666.66	19,560.00	26,666.64	80,000.00
5132 · Wages - Dockmaster	646.16	750.00	2,907.72	3,000.00	9,000.00
5135 · Wages - Pool	0.00	4,500.00	1,314.26	18,000.00	54,000.00
5170 · Health Insurance Compensation	200.00	291.66	900.00	1,166.64	3,500.00
5210 · FICA-941 Taxes	953.14	1,250.00	3,892.50	5,000.00	15,000.00
5215 · Unemployment Taxes	203.10	50.00	318.03	200.00	600.00
5610 · Accounting Fees	900.00	1,000.00	4,500.00	4,000.00	12,000.00
6080 · Travel Mileage	0.00	41.66	0.00	166.64	500.00
Total 5100 · Wages, Taxes and Fees	14,515.40	19,549.98	59,592.51	78,199.92	234,600.00
Total 5000 · Administration Expenses	14,515.40	19,549.98	59,592.51	78,199.92	234,600.00
5200 · Marina Expense					
5250 · Property Tax	0.00	300.00	2,860.52	1,200.00	3,600.00
5575 · Marina Repair/Maintenance/FOBS	0.00	2,083.34	-1,108.86	8,333.36	25,000.00
Total 5200 · Marina Expense	0.00	2,383.34	1,751.66	9,533.36	28,600.00
5300 · Security					
5311 · Security Camera R&M	0.00	1,891.66	-774.69	7,566.64	22,700.00
5300 · Security - Other	0.00		20,954.89		
Total 5300 · Security	0.00	1,891.66	20,180.20	7,566.64	22,700.00
5400 · Utilities					
5410 · Electric	1,271.69	2,500.00	3,521.26	10,000.00	30,000.00
5420 · Water/Sewer	1,529.47	1,666.66	6,233.54	6,666.64	20,000.00

Bayshore Gardens Park & Recreation District Profit & Loss Budget Performance January 2025

	Jan 25	Budget	Oct '24 - Jan 25	YTD Budget	Annual Budget
5430 · Telephone	0.00	100.00	0.00	400.00	1,200.00
5440 · Gas/Propane	0.00	8.34	0.00	33.36	100.00
5460 · Internet	0.00	258.34	803.01	1,033.36	3,100.00
Total 5400 · Utilities	2,801.16	4,533.34	10,557.81	18,133.36	54,400.00
5500 · Building and Grounds					
5511 · Professional/Contract Services	735.27	833.34	6,110.27	3,333.36	10,000.00
5512 · Repairs, Maintenance & Supplies	46.54	916.66	1,487.42	3,666.64	11,000.00
5514 · Building Maintenance	0.00	1,250.00	4,276.99	5,000.00	15,000.00
5515 · Janitorial and Cleaning	0.00	583.34	1,113.68	2,333.36	7,000.00
5516 · Gasoline (Grounds machinery fuel)	0.00	50.00	0.00	200.00	600.00
5520 · Maintenance Equipment	0.00	500.00	0.00	2,000.00	6,000.00
5530 · Pest Control	0.00	50.00	105.00	200.00	600.00
5560 · Landscaping	0.00	4,335.25	444.87	17,341.00	52,023.00
5580 · Pool Maintenance	0.00	483.34	0.00	1,933.36	5,800.00
5585 · Pool Repair/Replacement	0.00	166.66	24.56	666.64	2,000.00
5590 · Pool Chemicals	0.00	2,083.34	1,527.40	8,333.36	25,000.00
5591 · EPA/Water	0.00	108.34	0.00	433.36	1,300.00
5683 · Certification Reimbursement	0.00	83.34	0.00	333.36	1,000.00
5684 · Woodchoppers	0.00	83.34	188.00	333.36	1,000.00
6500 · Playground Expense	0.00	250.00	0.00	1,000.00	3,000.00
Total 5500 · Building and Grounds	781.81	11,776.95	15,278.19	47,107.80	141,323.00
5600 · Other Administration Expense					
5519 · Leased Equipment	331.10	183.34	1,927.36	733.36	2,200.00
5650 · Postage	0.00	100.00	0.00	400.00	1,200.00
5660 · Legal Fees	1,337.70	416.66	2,184.00	1,666.64	5,000.00
5665 · Seminars, Training and Fees	50.00	41.66	50.00	166.64	500.00
5670 · Office Supplies/Expenses	159.09	583.32	962.59	2,333.32	7,000.00
5680 · Audit Fees	0.00	1,166.66	0.00	4,666.64	14,000.00
5682 · Organizational Fees and License	0.00	16.66	20.00	66.64	200.00
5686 · Website Maintenance	206.00	133.34	790.00	533.36	1,600.00

Bayshore Gardens Park & Recreation District Profit & Loss Budget Performance January 2025

	Jan 25	Budget	Oct '24 - Jan 25	YTD Budget	Annual Budget
5690 · Advertising	41.94	58.34	292.00	233.36	700.00
6020 · Bank Fees	842.30	1,000.00	5,845.61	4,000.00	12,000.00
6040 · Trustee Election	0.00	250.00	0.00	1,000.00	3,000.00
6041 · Board Ethics Course	0.00	83.34	158.00	333.36	1,000.00
Total 5600 · Other Administration Expense	2,968.13	4,033.32	12,229.56	16,133.32	48,400.00
5630 · Insurance-Business					
5631 · Insurance - Liability	0.00	1,083.34	44,317.00	4,333.36	13,000.00
5632 · Insurance - Workers Compensatio	0.00	416.66	3,863.24	1,666.64	5,000.00
5633 · Insurance - Auto Liability	0.00		0.00	0.00	0.00
5634 · Insurance -Property	0.00	2,833.34	0.00	11,333.36	34,000.00
Total 5630 · Insurance-Business	0.00	4,333.34	48,180.24	17,333.36	52,000.00
5700 · Publications Expense					
5711 · Banner composition	830.00	416.66	2,100.00	1,666.64	5,000.00
5750 · Banner - Office Supplies					
5752 · Office supplies	56.00		56.00		
5750 · Banner - Office Supplies - Other	144.00	208.34	732.00	833.36	2,500.00
Total 5750 · Banner - Office Supplies	200.00	208.34	788.00	833.36	2,500.00
Total 5700 · Publications Expense	1,030.00	625.00	2,888.00	2,500.00	7,500.00
5800 · District Recreation					
5830 · Expenses -	0.00	416.66	0.00	1,666.64	5,000.00
5870 · Swim Team	0.00	416.66	0.00	1,666.64	5,000.00
Total 5800 · District Recreation	0.00	833.32	0.00	3,333.28	10,000.00
5900 · Capital Layout					
5901 · Survey	0.00		0.00	0.00	0.00
5915 · Maintenance Shed Awning	0.00	1,250.00	0.00	5,000.00	15,000.00
5917 · Pool ADA Bathrooms	21,617.30		21,617.30	0.00	0.00
5921 · Fitness Trail	0.00	2,500.00	0.00	10,000.00	30,000.00
5922 · Hall	285.00	1,125.00	27,745.00	4,500.00	13,500.00
5923 · Playground	0.00	8,333.34	40,881.49	33,333.36	100,000.00
Total 5900 · Capital Layout	21,902.30	13,208.34	90,243.79	52,833.36	158,500.00

Bayshore Gardens Park & Recreation District
Profit & Loss Budget Performance
 January 2025

	<u>Jan 25</u>	<u>Budget</u>	<u>Oct '24 - Jan 25</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
6900 - Uncategorized Expenses	0.00		0.00		
8500 - STORM EXPENSES	1,070.96		83,852.29		
Total Expense	<u>45,069.76</u>	<u>63,168.59</u>	<u>344,754.25</u>	<u>252,674.40</u>	<u>758,023.00</u>
Net Ordinary Income	298,064.78	0.00	339,449.55	0.00	0.00
Other Income/Expense					
Other Income					
10000 - Sales Tax Discount	30.00		90.00		
Total Other Income	<u>30.00</u>		<u>90.00</u>		
Net Other Income	<u>30.00</u>		<u>90.00</u>		
Net Income	<u><u>298,094.78</u></u>	<u><u>0.00</u></u>	<u><u>339,539.55</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

Bayshore Gardens Park & Recreation District
Balance Sheet
As of January 31, 2025

Jan 31, 25

ASSETS

Current Assets

Checking/Savings

1000 · Checking-Operating 5/3 2537	256,496.55
1004 · Petty Cash - District	350.00
1005 · Escrow Account 5/3 - 3919	36,000.00
1006 · Checking-Payroll 5/3 2545	47,492.96
1016 · Savings - Operating 5/3 4032	175,868.75
1019 · Savings Reserves 5/3 5013	
1021 · Reserve Fund-Roofing	60,000.00
1032 · Reserve Fund - Marina	261,000.00
1033 · Reserve Fund-Outdoor Recreation	39,000.00
1036 · Reserve Fund - Security	60,000.00
1037 · Fitness Trail	79,000.00
1038 · Hall Floors	1,000.00
1050 · Reserve Account Bank Fees	-7,367.07
1051 · Reserve Account Interest Income	3,091.35

Total 1019 · Savings Reserves 5/3 5013 495,724.28

Total Checking/Savings 1,011,932.54

Accounts Receivable

1100 · Accounts Receivable 55,822.60

Total Accounts Receivable 55,822.60

Other Current Assets

11500 · Water Boy Bottle Deposit 35.00

1499 · *Undeposited Funds 2,581.84

Total Other Current Assets 2,616.84

Total Current Assets 1,070,371.98

Fixed Assets

1900 · Land 400,000.00

1910 · Buildings 1,338,396.93

1920 · Recreation Area 2,237,147.21

1940 · Recreation Area F & E 97,308.64

1960 · Machines & Equipment 136,811.67

1980 · Office Furniture and Equipment 38,436.48

1990 · Other Furniture and Equipment 53,448.88

1995 · Accumulated Depreciation -1,641,317.52

Total Fixed Assets 2,660,232.29

TOTAL ASSETS 3,730,604.27

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · Accounts Payable -11,440.74

Bayshore Gardens Park & Recreation District
Balance Sheet
As of January 31, 2025

	<u>Jan 31, 25</u>
Total Accounts Payable	-11,440.74
Other Current Liabilities	
2010 - Accrued Wages	6,180.17
2100 - Payroll Liabilities	-1,464.01
2105 - Prepaid Expenses (Expense paid for previous FY)	-536.20
2171 - Sales Tax Payable	3,398.20
2500 - Security Deposits	
2501 - Hall Security Deposits	6,000.00
2502 - Marina Security Deposits	38,480.00
2503 - Screen Room Deposit (Screen Room Deposit)	-100.00
2500 - Security Deposits - Other	-250.00
Total 2500 - Security Deposits	<u>44,130.00</u>
2600 - Deferred Revenues	43,925.59
2800 - Deposit on Boat Slips	1,750.00
Total Other Current Liabilities	<u>97,383.75</u>
Total Current Liabilities	<u>85,943.01</u>
Total Liabilities	85,943.01
Equity	
3040 - Owners' Equity	182,295.76
3050 - Retained Earnings (Retained Earnings)	2,235,988.46
3200 - Fund Balance	-86,517.97
3300 - Investment in GFAAG	973,355.46
Net Income	339,539.55
Total Equity	<u>3,644,661.26</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,730,604.27</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: Discuss Pool Panel upgrade and riser Meeting Date: 02/26/2025

Type of Meeting: _____ Workshop _____ Board Meeting X

Motion: X Discussion: _____ (check one)

Rationale for Request: _____

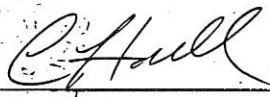
The current 100amp panel is scheduled to be removed and replaced. With the new long range planning concepts for the park area more voltage will most certainly be needed, 150-200amps. We can opt to change to a new higher amp panel and raise it if the timing will not interfere with the pool being run.

Estimated Costs to District: (if applicable)

TBD

Attachments/Supporting documents: None: _____

Currently being coordinated with MC permitting and electrician

Board Trustee:  Date: 02/17/2025

Print Name: Cori Howell

Received By:  Date: 2/18/25

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA FORM FOR TRUSTEES

1002F

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

Agenda Item: Clarification of committee responsibilities Meeting Date: 02/26/2025

Type of Meeting: _____ Workshop _____ Board Meeting X

Motion: _____ Discussion: X (check one)

Rationale for Request: _____

Clarification on committee responsibilities to avoid multiple estimates with different scopes, clear communication and maintain schedules.

Estimated Costs to District: (if applicable)

None

Attachments/Supporting documents: None: _____

Committee sheet

Board Trustee:  Date: 02/17/2025

Print Name: Cori Howell

Received By:  Date: 2/18/25