

**Agenda**  
**Bayshore Gardens Park & Recreation District**  
**Board of Trustees Meeting**  
**Wednesday; November 20, 2024 @ 7:00 P.M.**

1. Roll Call
2. Call to Order
3. Pledge to Flag
4. Approval of Minutes: 8/28/24 BOT Meeting
5. Interview Candidates for Vacant Board Seat (Seat 04)
6. Treasurer's Report
7. Trustee Committee Reports
8. District Office Manager's Report
  - Chage Orders - ADA Restroom Project
  - Dates for 2025 Meetings
9. Old Business
10. New Business
  - Agenda Motion - (J. Smetters) - Fence North Side Marina
  - Agenda Motion - (C. Howell) - Close Office for Training / Floors
  - Agenda Motion - (C. Howell) - Storage for Office
11. Resident comments agenda item 3 minutes
12. Announcements for Clubs & Organizations
13. 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**  
 September 2024

	<u>Sep 24</u>	<u>Budget</u>	<u>Oct '23 - Sep 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 - Assessments</b>					
4005 - Property Tax	0.00	45,737.50	560,867.80	548,850.00	548,850.00
4006 - Commission fees	0.00	-2,987.50	-16,826.02	-35,850.00	-35,850.00
4007 - Excess fees (Excess commission fees)	0.00		3,343.52		
<b>Total 4000 - Assessments</b>	<u>0.00</u>	<u>42,750.00</u>	<u>547,385.30</u>	<u>513,000.00</u>	<u>513,000.00</u>
<b>4100 - Rent</b>					
4111 - Screen Room Rental	30.00	66.67	863.69	800.00	800.00
4120 - Hall Rentals	-2,123.52	1,583.33	30,941.26	19,000.00	19,000.00
<b>4150 - Marina Rentals</b>					
<b>4151 - Slip Rental</b>					
4152 - Resident slip rentals	-20.37	4,350.00	59,005.39	52,200.00	52,200.00
4153 - Non Resident slip rentals	500.00	10,650.00	132,144.75	127,800.00	127,800.00
<b>Total 4151 - Slip Rental</b>	<u>479.63</u>	<u>15,000.00</u>	<u>191,150.14</u>	<u>180,000.00</u>	<u>180,000.00</u>
4154 - Small Boat Area	0.00	83.33	2,016.00	1,000.00	1,000.00
4156 - Trailer Space Rental	0.00	333.34	7,200.00	4,000.00	4,000.00
4157 - Gate Keys	630.00	341.67	6,710.00	4,100.00	4,100.00
4162 - NR Boat Ramp	400.00	966.67	4,400.00	11,600.00	11,600.00
4825 - Work Area/Pressure Washer	240.00		1,240.00		
<b>Total 4150 - Marina Rentals</b>	<u>1,749.63</u>	<u>16,725.01</u>	<u>212,716.14</u>	<u>200,700.00</u>	<u>200,700.00</u>
<b>Total 4100 - Rent</b>	<u>-343.89</u>	<u>18,375.01</u>	<u>244,521.09</u>	<u>220,500.00</u>	<u>220,500.00</u>
<b>4300 - Pool</b>					
4360 - Pool FOB	440.00	75.00	6,230.00	900.00	900.00
<b>Total 4300 - Pool</b>	<u>440.00</u>	<u>75.00</u>	<u>6,230.00</u>	<u>900.00</u>	<u>900.00</u>
<b>4500 - Publications</b>					
4520 - Banner - Subscriptions	130.00		345.00		
<b>Total 4500 - Publications</b>	<u>130.00</u>		<u>345.00</u>		
4600 - Interest Income (Interest Income)	108.35		4,274.97		
4700 - Recreation Income	0.00		300.00		

## Bayshore Gardens Park & Recreation District Profit & Loss Budget Performance September 2024

	<u>Sep 24</u>	<u>Budget</u>	<u>Oct '23 - Sep 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>4800 - Miscellaneous Income</b>					
4802 - Office Services	0.00	4.17	57.50	50.00	50.00
4815 - Insurance Refunds	4,828.00		4,828.00		
4830 - Over/Short	0.00		1.39		
4800 - Miscellaneous Income - Other	75.00		73.51		
<b>Total 4800 - Miscellaneous Income</b>	<u>4,903.00</u>	<u>4.17</u>	<u>4,960.40</u>	<u>50.00</u>	<u>50.00</u>
<b>Total Income</b>	<u>5,237.46</u>	<u>61,204.18</u>	<u>808,016.76</u>	<u>734,450.00</u>	<u>734,450.00</u>
<b>Gross Profit</b>	5,237.46	61,204.18	808,016.76	734,450.00	734,450.00
<b>Expense</b>					
<b>5000 - Administration Expenses</b>					
<b>5100 - Wages, Taxes and Fees</b>					
5120 - Wages - Administration	6,024.00	4,583.33	59,573.94	55,000.00	55,000.00
5130 - Wages - Maintenance	5,866.50	8,333.33	72,368.72	100,000.00	100,000.00
5132 - Wages - Dockmaster	646.16	750.00	8,400.08	9,000.00	9,000.00
5133 - Marina Project Manager	0.00		0.00		
5135 - Wages - Pool	3,055.40	4,500.00	28,568.76	54,000.00	54,000.00
5170 - Health Insurance Compensation	200.00	583.33	3,075.00	7,000.00	7,000.00
5210 - FICA-941 Taxes	1,007.42	1,666.67	12,997.90	20,000.00	20,000.00
5215 - Unemployment Taxes	108.96	50.00	1,423.09	600.00	600.00
5610 - Accounting Fees	0.00	1,125.00	9,600.00	13,500.00	13,500.00
6080 - Travel Mileage	0.00	41.67	0.00	500.00	500.00
<b>Total 5100 - Wages, Taxes and Fees</b>	<u>16,908.44</u>	<u>21,633.33</u>	<u>196,007.49</u>	<u>259,600.00</u>	<u>259,600.00</u>
<b>Total 5000 - Administration Expenses</b>	16,908.44	21,633.33	196,007.49	259,600.00	259,600.00
<b>5200 - Marina Expense</b>					
5240 - Sales Tax	0.00		0.30		
5250 - Property Tax	0.00	516.67	3,458.15	6,200.00	6,200.00
5575 - Marina Repair/Maintenance/FOBS	363.54	166.67	20,135.65	2,000.00	2,000.00
<b>Total 5200 - Marina Expense</b>	<u>363.54</u>	<u>683.34</u>	<u>23,594.10</u>	<u>8,200.00</u>	<u>8,200.00</u>
<b>5300 - Security</b>					
5311 - Security Camera R&M	3,660.28	1,891.67	9,333.34	22,700.00	22,700.00

## Bayshore Gardens Park & Recreation District Profit & Loss Budget Performance September 2024

	<u>Sep 24</u>	<u>Budget</u>	<u>Oct '23 - Sep 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5335 · Key Fobs	0.00		1,393.75		
<b>Total 5300 · Security</b>	<b>3,660.28</b>	<b>1,891.67</b>	<b>10,727.09</b>	<b>22,700.00</b>	<b>22,700.00</b>
<b>5400 · Utilities</b>					
5410 · Electric	2,329.15	1,916.67	29,996.26	23,000.00	23,000.00
5420 · Water/Sewer	1,352.58	1,500.00	21,887.95	18,000.00	18,000.00
5430 · Telephone	0.00	100.00	990.88	1,200.00	1,200.00
5440 · Gas/Propane	0.00	8.33	0.00	100.00	100.00
5460 · Internet	267.67	250.00	3,089.59	3,000.00	3,000.00
5400 · Utilities - Other	280.00		280.00		
<b>Total 5400 · Utilities</b>	<b>4,229.40</b>	<b>3,775.00</b>	<b>56,244.68</b>	<b>45,300.00</b>	<b>45,300.00</b>
<b>5500 · Building and Grounds</b>					
5511 · Professional/Contract Services	969.00	691.67	18,246.11	8,300.00	8,300.00
5512 · Repairs, Maintenance & Supplies	325.88	833.33	21,163.60	10,000.00	10,000.00
5514 · Building Maintenance	0.00	1,250.00	42,276.62	15,000.00	15,000.00
5515 · Janitorial and Cleaning	0.00	291.67	5,309.19	3,500.00	3,500.00
5516 · Gasoline (Grounds machinery fuel)	0.00	66.67	47.25	800.00	800.00
5520 · Maintenance Equipment	550.19	500.00	9,432.71	6,000.00	6,000.00
5530 · Pest Control	0.00	100.00	315.00	1,200.00	1,200.00
5560 · Landscaping	120.62	1,916.67	13,622.87	23,000.00	23,000.00
5580 · Pool Maintenance	0.00	83.33	5,155.23	1,000.00	1,000.00
5585 · Pool Repair/Replacement	0.00	83.34	6,820.68	1,000.00	1,000.00
5590 · Pool Chemicals	479.00	2,500.00	17,474.18	30,000.00	30,000.00
5591 · EPA/Water	0.00	108.33	0.00	1,300.00	1,300.00
5683 · Certification Reimbursement	0.00	83.33	0.00	1,000.00	1,000.00
5684 · Woodchoppers	0.00	83.33	188.00	1,000.00	1,000.00
6500 · Playground Expense	0.00	208.33	0.00	2,500.00	2,500.00
<b>Total 5500 · Building and Grounds</b>	<b>2,444.69</b>	<b>8,800.00</b>	<b>140,051.44</b>	<b>105,600.00</b>	<b>105,600.00</b>
<b>5600 · Other Administration Expense</b>					
5519 · Leased Equipment	0.00	183.33	1,713.17	2,200.00	2,200.00
5650 · Postage	0.00	100.00	920.49	1,200.00	1,200.00

## Bayshore Gardens Park & Recreation District Profit & Loss Budget Performance September 2024

	<u>Sep 24</u>	<u>Budget</u>	<u>Oct '23 - Sep 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5660 · Legal Fees	159.00	833.33	4,184.50	10,000.00	10,000.00
5665 · Seminars, Training and Fees	0.00	83.33	1,569.54	1,000.00	1,000.00
5670 · Office Supplies/Expenses	380.83	666.69	5,891.81	8,000.00	8,000.00
5680 · Audit Fees	0.00	1,166.67	8,900.00	14,000.00	14,000.00
5682 · Organizational Fees and License	0.00	125.00	30.00	1,500.00	1,500.00
5686 · Website Maintenance	126.00	133.33	1,638.00	1,600.00	1,600.00
5690 · Advertising	46.80	58.33	552.91	700.00	700.00
6020 · Bank Fees	349.70	1,000.00	10,326.21	12,000.00	12,000.00
6040 · Trustee Election	0.00	416.67	0.00	5,000.00	5,000.00
<b>Total 5600 · Other Administration Expense</b>	<b>1,062.33</b>	<b>4,766.68</b>	<b>35,726.63</b>	<b>57,200.00</b>	<b>57,200.00</b>
<b>5630 · Insurance-Business</b>					
5631 · Insurance - Liability	0.00	833.33	11,260.00	10,000.00	10,000.00
5632 · Insurance - Workers Compensatio	0.00	1,166.67	3,746.00	14,000.00	14,000.00
5633 · Insurance - Auto Liability	0.00	20.83	0.00	250.00	250.00
5634 · Insurance -Property	0.00	2,562.50	31,978.00	30,750.00	30,750.00
<b>Total 5630 · Insurance-Business</b>	<b>0.00</b>	<b>4,583.33</b>	<b>46,984.00</b>	<b>55,000.00</b>	<b>55,000.00</b>
<b>5700 · Publications Expense</b>					
5711 · Banner composition	400.00	375.00	4,510.00	4,500.00	4,500.00
5720 · Banner - Printing Costs	144.00		2,059.26		
5740 · Banner - Paper Delivery	52.00		603.00		
5750 · Banner - Office Supplies					
5752 · Office supplies	0.00		0.00		
5750 · Banner - Office Supplies - Other	0.00	208.33	340.08	2,500.00	2,500.00
<b>Total 5750 · Banner - Office Supplies</b>	<b>0.00</b>	<b>208.33</b>	<b>340.08</b>	<b>2,500.00</b>	<b>2,500.00</b>
<b>Total 5700 · Publications Expense</b>	<b>596.00</b>	<b>583.33</b>	<b>7,512.34</b>	<b>7,000.00</b>	<b>7,000.00</b>
<b>5800 · District Recreation</b>					
5830 · Expenses -	0.00	416.67	982.00	5,000.00	5,000.00
<b>Total 5800 · District Recreation</b>	<b>0.00</b>	<b>416.67</b>	<b>982.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>5900 · Capital Layout</b>					
5901 · Survey	0.00	83.33	0.00	1,000.00	1,000.00

**Bayshore Gardens Park & Recreation District**  
**Profit & Loss Budget Performance**  
 September 2024

	<u>Sep 24</u>	<u>Budget</u>	<u>Oct '23 - Sep 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5903 · Sheds to Replace Porta Potty	0.00		0.00	0.00	0.00
5907 · Basketball Court	0.00		0.00	0.00	0.00
5915 · Maintenance Shed Awning	0.00	1,250.00	0.00	15,000.00	15,000.00
5917 · Pool ADA Bathrooms	35,657.30	10,487.50	69,282.30	125,850.00	125,850.00
5921 · Fitness Trail	0.00	1,000.00	0.00	12,000.00	12,000.00
5922 · Hall	0.00	1,250.00	0.00	15,000.00	15,000.00
<b>Total 5900 · Capital Layout</b>	<b>35,657.30</b>	<b>14,070.83</b>	<b>69,282.30</b>	<b>168,850.00</b>	<b>168,850.00</b>
6900 · Uncategorized Expenses	0.00		0.00		
<b>Total Expense</b>	<b>64,921.98</b>	<b>61,204.18</b>	<b>587,112.07</b>	<b>734,450.00</b>	<b>734,450.00</b>
<b>Net Ordinary Income</b>	<b>-59,684.52</b>	<b>0.00</b>	<b>220,904.69</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
10000 · Sales Tax Discount	3.20		129.04		
<b>Total Other Income</b>	<b>3.20</b>		<b>129.04</b>		
<b>Net Other Income</b>	<b>3.20</b>		<b>129.04</b>		
<b>Net Income</b>	<b>-59,681.32</b>	<b>0.00</b>	<b>221,033.73</b>	<b>0.00</b>	<b>0.00</b>

# Bayshore Gardens Park & Recreation District Balance Sheet

As of September 30, 2024

Sep 30, 24

**ASSETS**

**Current Assets**

**Checking/Savings**

1000 · Checking-Operating 5/3 2537	141,895.86
1004 · Petty Cash - District	350.00
1005 · Escrow Account 5/3 - 3919	36,000.00
1006 · Checking-Payroll 5/3 2545	55,753.97
1016 · Savings - Operating 5/3 4032	175,606.21
1019 · Savings Reserves 5/3 5013	
1022 · Reserve Fund-Hall Upgrade	21,935.22
1022.5 · Building Maintenance	22,335.91
1024 · Reserve Fund - Wood Shop Exp	215.01
1025 · Reserve Fund - ADA	91,410.88
1027.5 · Basketball Court	2,237.07
1032 · Reserve Fund - Marina	144,699.00
1033 · Reserve Fund-Outdoor Recreation	25,000.00
1036 · Reserve Fund - Security	35,000.00
1037 · Fitness Trail	5,000.00
1038 · Hall Floors	800.00
1040 · Reserve Fund - Screen Room	30,000.00
1050 · Reserve Account Bank Fees	-8,077.30
1051 · Reserve Account Interest Income	3,801.58

**Total 1019 · Savings Reserves 5/3 5013** 374,357.37

**Total Checking/Savings** 783,963.41

**Accounts Receivable**

1100 · Accounts Receivable -39,450.89

**Total Accounts Receivable** -39,450.89

**Other Current Assets**

11500 · Water Boy Bottle Deposit 35.00

1499 · \*Undeposited Funds 7,510.26

**Total Other Current Assets** 7,545.26

**Total Current Assets** 752,057.78

**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 38,112.48

1990 · Other Furniture and Equipment 53,448.88

1995 · Accumulated Depreciation -1,641,317.52

**Total Fixed Assets** 2,659,908.29

**TOTAL ASSETS**

**3,411,966.07**

# Bayshore Gardens Park & Recreation District Balance Sheet

As of September 30, 2024

Sep 30, 24

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

2000 · Accounts Payable 12,680.75

**Total Accounts Payable** 12,680.75

**Other Current Liabilities**

2010 · Accrued Wages 6,180.17

2105 · Prepaid Expenses (Expense paid for previous FY) -791.20

2171 · Sales Tax Payable 2,619.05

**2500 · Security Deposits**

2501 · Hall Security Deposits 4,250.00

2502 · Marina Security Deposits 36,980.00

**Total 2500 · Security Deposits** 41,230.00

2600 · Deferred Revenues 43,925.59

2800 · Deposit on Boat Slips 1,000.00

**Total Other Current Liabilities** 94,163.61

**Total Current Liabilities** 106,844.36

**Total Liabilities** 106,844.36

**Equity**

3040 · Owners' Equity 182,295.76

3050 · Retained Earnings (Retained Earnings) 2,014,954.73

3200 · Fund Balance -86,517.97

3300 · Investment in GFAAG 973,355.46

**Net Income** 221,033.73

**Total Equity** 3,305,121.71

**TOTAL LIABILITIES & EQUITY** 3,411,966.07



**Keely B. Brown**  
2908 Florida Blvd. Bradenton, FL 34207  
619-885-1979  
obbeachlover@gmail.com

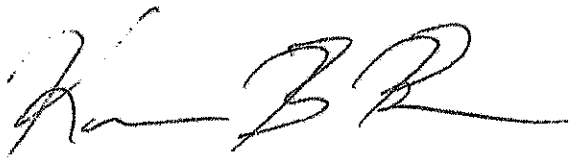
October 18, 2024

Bayshore Gardens Park and Recreation District members,

I, Keely Brown, am expressing interest to become a board member for our community. For those of you that don't know me, I have been a full time resident of Bayshore Gardens since May 2021. I love our community and am an individual that likes to make a positive impact in my community. I work fulltime in the Healthcare Technology industry, a part time Real Estate agent along with my spouse and volunteer at an exotic bird sanctuary.

I have served on the board of one homeowner's association for 3 years (a private non-government entity). My goal is to keep the community a welcoming home for residents and to help sustain the social and recreational activities for our residents. Although we are the "Jewel of the Gulf Coast" we are also a hidden gem of a community that needs preserved.

Thank you for your time and I look forward to collaborating with you all soon.

A handwritten signature in black ink, appearing to read "Keely B. Brown". The signature is fluid and cursive, with the first name "Keely" written in a larger, more prominent script than the last name "Brown".

**Keely B. Brown**  
2908 Florida Blvd. Bradenton, FL 34207  
619-885-1979  
obbeachlover@gmail.com

**Summary of Employment Qualifications and Certifications:**

**Epic Certifications:** EpicCare Ambulatory, MyChart, Cadence, SmartForms, Nurse Triage and Bones Proficiency.

**Real Estate Sales Associate:** SL3537540

**Professional Experience:** Exceptional analytical, organizational and project management skills  
Real Estate: Buyer/Seller agent  
Healthcare: Customer Service, Workflow Analysis, Design Implementation, Programing

**Employment past 20 years:**

**eXp Realty, Bradenton, FL 04/2022 – Current**  
**Sales Associate**

- Buying and Listing Agent
- Relocation assistance

**Lee Health, Fort Myers FL 12/2020 – Current**  
**Senior Application Analyst**

- Senior analyst mentor and trainer to new analysts
- Optimization and maintenance of current instance
- Update and upgrade and On-Call Service desk support

**UC San Diego Health, San Diego CA 08/2016 – 12/2020**  
**Senior Clinical Systems Application Analyst**

- Ambulatory Implementation team lead for new clinics and new services
- Lead Ambulatory Analyst for Student Health/CAPS – 1st UC to incorporate Student Health Services
- Lab WorkQueue maintenance lead
- Senior analyst mentor and trainer to new analysts
- Update and upgrade and On-Call Service desk support

**Rady Children's Hospital, San Diego, CA 08/2014 – 12/2016**

**Senior Business Analyst**

- Service desk support
- Epic application coordinator Cadence, MyChart and EpicCare including Updates and Upgrades

**Sharp Healthcare, San Diego, CA 10/2013-08/2014**

**Senior Systems Analyst**

- Software Analyst for GE Centricity Business and CACTUS
- Integrated testing lead on optimization workflows
- Optimization and reimplementatation of CACTUS

**Keely B. Brown**  
2908 Florida Blvd. Bradenton, FL 34207  
619-885-1979  
obbeachlover@gmail.com

**Professional Experience Continued:**

**Rady Children's Physician Management Services, San Diego, CA 10/2006-10/2013**

**IT Supervisor 04/13 - 10/2013/ Software Application Analyst 10/06-04/13**

- Lead Epic application coordinator and assist in network administration/Service desk support
- Epic project: conception of paper charting, implementation and continued optimization
- Build, train and implementation of EpicCare Ambulatory, Cadence, Nurse Triage and MyChart
- Desktop support; imaging, installing software, and user support

**Rady Children's Specialist of San Diego, a Medical Foundation, San Diego, CA 10/02-9/06**

**Training, Reimbursement Specialist and Medical Biller**

- Develop training protocol specific to each position, training Manuals and Procedures
- Train all new and promoted employees.
- Performed Follow-up on unpaid claims, research/file appeals

**Achievements:**

1996 Military Department, State of California, California Commendation Medal  
1994 United States Army QuarterMaster School: Unit Supply Specialist (92Y10)



## **Eric Talman**

Director, Product and Solutions | #1 Mobile Satellite Connectivity Expert in the Americas  
| Digital Marketing and SEO Strategist | Business Systems Designer | Social Media &  
Video Content Creator

[Eric.talman@gmail.com](mailto:Eric.talman@gmail.com)

941-539-9357

At the time when cellular phones became smart phones Eric was in college studying IT & Web Development at the State College of Florida in Bradenton, FL. Alongside his studies he created and managed multiple business websites between 2002-2009. When the first 2G mobile devices came out in 2006 Eric started with Satellite Phone Store in the IT dept. working on the website and back-office systems development. Eric became a partner in 2014, helped open the San Diego, CA office in 2012 and setup the Mexico business in 2018. He is now engaged with the companies top enterprise clients and spends most his time developing those accounts and relationships.

### **VP, Partner, Satellite Phone Store, Sarasota, FL**

May 2006- 2022

Satellite Phone Stores is a global organization focused on providing telecommunications for travelers, rural areas, and during natural disasters.

Eric currently manages or is involved with the following parts of the business:

- Manage the Website Development Team
- Digital marketing and content creation
- Maintaining the highest level of knowledge and understanding of all satellite products and services in the company's portfolio.
- Relationship management with top vendors and clients
- Handling the companies top Enterprise and Government client relationships
- Developing custom solutions for clients in Enterprise, Maritime and Government sectors.

**Web Development & IT Consultant, Paradise Taverns, Sarasota, FL**

July 2005 - October 2009

Paradise Taverns was a group of restaurants in the Sarasota FL area.

Created a website to promote the restaurant along with starting the company newsletter, online reservations system, customer rewards program, social media accounts and back office inventory and ordering system.

**Freelance Developer, Sarasota, FL**

April 2001 - June 2009

Designed and built multiple business websites, including, but not limited to, BambooFlorida.com, SeaSucker.com, and many ecommerce, checkout and customer rewards programs for the different clients.

**Radio Shack, Sarasota, FL**

June 1999-2001

Assisted customers in finding parts for their projects and sold 4x different networks of cell phones at the store. Learned about many different types of electronics as mp3 players and digital cameras were just coming out.

**Education, Sarasota, FL**

State College of Florida (2003-2006)

AS Information Systems and Technology

LinkedIn: <https://www.linkedin.com/in/erictalman/>

Work Sites:

[www.satellitephonestore.com](http://www.satellitephonestore.com)

[www.connectasat.com](http://www.connectasat.com)

# CHANGE ORDER FORM

CAP701

**To:**

BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

**From:**

VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

**Change Order Number:** **06**      **Change Order Date:** **10/02/2024**

**Architect's Project Number:** 23-19

**Contract for:**      **Contract Date:** 11/30/2023

**Our Project Code:** 2023-35

**Project:**

<b>Original Contract Sum:</b>	\$201,928.00
<b>Previous Change Orders:</b>	\$18,004.82
<b>Contract Sum:</b>	\$219,932.82
<b>Value of this Change Order:</b>	<b>\$996.61</b>
<b>New Contract Sum:</b>	\$220,929.43

**DISTRIBUTE TO:**

- |                          |           |                          |            |                          |                      |
|--------------------------|-----------|--------------------------|------------|--------------------------|----------------------|
| <input type="checkbox"/> | Owner     | <input type="checkbox"/> | Contractor | <input type="checkbox"/> | Other                |
| <input type="checkbox"/> | Architect | <input type="checkbox"/> | Field      | <input type="checkbox"/> | Construction Manager |

**The Contract Completion date will change by:**

**The expected completion date will be:**      / /

**The Contract is Changed as Follows:**

REPLACE EXISTING HIGH LOW WATER COOLER WITH LIKE KIND.

COOLER      \$978.55  
INSURANCE \$ 17.61  
TOTAL      \$996.61

*Had to purchase New  
other was destroyed  
due to Hurricane Helene*

**Architect**

WORLD DESIGN  
818 13TH ST W  
BRADENTON, FL 34205

\_\_\_\_\_  
Signature

**Contractor**

VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*10/2/24*

**Owner**

BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# CHANGE ORDER FORM

CAP701

**Change Order Number:**

**Change Order Date:**

**07**

**10/03/2024**

Architect's Project Number: **23-19**

Contract for:

Contract Date: **11/30/2023**

**To:**

BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

**From:**

VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

Our Project Code: **2023-35**

Project:

Original Contract Sum:	\$201,928.00
Previous Change Orders:	\$19,001.43
Contract Sum:	\$220,929.43
<b>Value of this Change Order:</b>	<b>\$528.44</b>
New Contract Sum:	\$221,457.87

**DISTRIBUTE TO:**

<input type="checkbox"/>	Owner	<input type="checkbox"/>	Contractor	<input type="checkbox"/>	Other
<input type="checkbox"/>	Architect	<input type="checkbox"/>	Field	<input type="checkbox"/>	Construction Manager

The Contract Completion date will change by:

The expected completion date will be:                    / /

**The Contract is Changed as Follows:**

OUTSIDE SHOWER HEADS AND VALVES \$487.13 NOT ON PLANS  
WORKERS BATHROOM SINK PROTECTION \$31.97 NOT ON PLANS.  
INSURANCE \$9.34

**Architect**

WORLD DESIGN  
818 13TH ST W  
BRADENTON, FL 34205

Signature

Date

*[Handwritten Signature]*  
*10-4-24*

**Contractor**

VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

Signature

Date

*[Handwritten Signature]*  
*10/4/24*

**Owner**

BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

Signature

Date

# CHANGE ORDER FORM

CAP701

**To:**  
BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

**From:**  
VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

**Change Order Number:** **08**      **Change Order Date:** **10/03/2024**

Architect's Project Number: **23-19**  
**Contract for:**                      **Contract Date: 11/30/2023**

Our Project Code: **2023-35**

**Project:**

Original Contract Sum:	\$201,928.00
Previous Change Orders:	\$19,529.87
Contract Sum:	\$221,457.87
<b>Value of this Change Order:</b>	<b>\$8,009.86</b>
New Contract Sum:	\$229,467.73

**DISTRIBUTE TO:**

<input type="checkbox"/>	Owner	<input type="checkbox"/>	Contractor	<input type="checkbox"/>	Other
<input type="checkbox"/>	Architect	<input type="checkbox"/>	Field	<input type="checkbox"/>	Construction Manager

The Contract Completion date will change by:

The expected completion date will be:                      / /

**The Contract is Changed as Follows:**

ORIGINAL WALLS & ADDITONAL WALLS & FRP NOT ON PLANS

FRAMING, DRYWALL, FRP LABOR	\$ 3,580.00
MATERIALS	\$ 4,551.56
BUDGET	(\$ 1,575.00)
TOTAL	\$ 6,556.86
CONSTRUCTION MANAGEMENT	\$1,311.37
INSURANCE	\$ 141.63
TOTAL CHANGE ORDER	\$8,009.86

**Architect**

WORLD DESIGN  
818 13TH ST W  
BRADENTON, FL 34205

Signature

Date

**Contractor**

VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

Signature

Date

**Owner**

BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

Signature

Date



# CHANGE ORDER FORM

CAP701

**Change Order Number:** **09** **Change Order Date:** **10/03/2024**

**To:**  
BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

Architect's Project Number: **23-19**  
**Contract for:** **Contract Date: 11/30/2023**

**From:**  
VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

Our Project Code: **2023-35**

Project:

Original Contract Sum:	\$201,928.00
Previous Change Orders:	\$22,752.34
Contract Sum:	\$224,680.34
<b>Value of this Change Order:</b>	<b>\$161.39</b>
New Contract Sum:	\$224,841.73

**DISTRIBUTE TO:**

<input type="checkbox"/> Owner	<input type="checkbox"/> Contractor	<input type="checkbox"/> Other
<input type="checkbox"/> Architect	<input type="checkbox"/> Field	<input type="checkbox"/> Construction Manager

The Contract Completion date will change by:

The expected completion date will be:                    / /

**The Contract is Changed as Follows:**

PERMIT ALLOWANCE	\$1,000.00
TOTAL COST TO DATE	\$1,161.39
AMOUNT DUE	\$ 161.39

**Architect**

WORLD DESIGN  
818 13TH ST W  
BRADENTON, FL 34205

Signature

Date

**Contractor**

VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

Signature

Date

**Owner**

BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

Signature

Date

# CHANGE ORDER FORM

CAP701

**Change Order Number:** **Change Order Date:**

10

10/16/2024

**To:**

BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

Architect's Project Number: 23-19

Contract for:

Contract Date: 11/30/2023

**From:**

VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

Our Project Code: 2023-35

Project:

Original Contract Sum:	\$201,928.00
Previous Change Orders:	\$27,701.12
Contract Sum:	\$229,629.12
Value of this Change Order:	\$0.00
New Contract Sum:	\$229,629.12

**DISTRIBUTE TO:**

<input type="checkbox"/>	Owner	<input type="checkbox"/>	Contractor	<input type="checkbox"/>	Other
<input type="checkbox"/>	Architect	<input type="checkbox"/>	Field	<input type="checkbox"/>	Construction Manager

The Contract Completion date will change by:

The expected completion date will be:

//

**The Contract is Changed as Follows:**

**DOOR HARDWARE (ALUMINUM)**

4 DEADBOLTS, 4 PULL PLATES,  
4 DOOR CLOSERS, LABOR \$1,943.00

**STAINLESS STEEL PARTS ADD \$456.00**

CREDIT FROM ORIGINAL BUDGET (-\$1,745.00)  
CHANGE ORDER ALUMINUM \$198.00  
CHANGE ORDER STAINLESS \$654.00

Let me know which  
kind to order  
Thanky  
Lee Sr.  
7044206

**Architect**

WORLD DESIGN  
818 13TH ST W  
BRADENTON, FL 34205

**Contractor**

VENTURE BUILDERS, INC  
4305 32ND ST. W. #-C  
BRADENTON, FL 34205

**Owner**

BAYSHORE GARDENS DISTRICT  
6919 26TH ST W  
BRADENTON, FL 34205

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

# January 2025

December '24							February '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	23	24	25	26	27	28	
8	9	10	11	12	13	14	29	30	31				
15	16	17	18	19	20	21							
22	23	24	25	26	27	28							
29	30	31											

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 District Closed For New Years	2 Organizational Meeting 7:00:00 PM	3	4
5	6	7	8 Work Session Meeting 7:00 PM	9	10	11
12	13	14	15	16	17	18
19	20	21	22 BOT Meeting 7:00 PM	23	24	25
26	27	28	29	30	31	
2	3	Notes				



# March 2025

February '25							April '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1							1
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28		27	28	29	30			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
23	24	25	26	27	28	1
2	3	4 Committee Meeting 7:00 PM	5 Committee Meeting 7:00 PM	6	7	8
9	10	11	12 Work Session Meeting 7:00 PM	13	14	15
16	17	18	19	20	21	22
23	24	25	26 BOT Meeting 7:00 PM	27	28	29
30	31	Notes				

# April 2025

March '25							May '25																														
S	M	T	W	T	F	S	S	M	T	W	T	F	S																								
							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
30		31		1	Committee Meeting 7:00:00 PM	2	Committee Meeting 7:00:00 PM	3		4		5	
6		7		8		9	Work Session Meeting 7:00 PM	10		11		12	
13		14		15		16		17		18		19	
20		21		22		23	BOT Meeting 7:00:00 PM	24		25		26	
27		28		29		30		1		2		3	
4		5		Notes									

# May 2025

April '25

S M T W T F S  
 1 2 3 4 5  
 6 7 8 9 10 11 12  
 13 14 15 16 17 18 19  
 20 21 22 23 24 25 26  
 27 28 29 30

June '25

S M T W T F S  
 1 2 3 4 5 6 7  
 8 9 10 11 12 13 14  
 15 16 17 18 19 20 21  
 22 23 24 25 26 27 28  
 29 30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
4	5	6 Committee Meeting 7:00:00 PM	7 Committee Meeting 7:00 PM	8	9	10
11	12	13	14 Work Session Meeting 7:00 PM	15	16	17
18	19	20	21	22	23	24
25	26	27	28 BOT Meeting 7:00 PM	29	30	31
1	2	Notes				





# July 2025

June '25							August '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	3	4	5	6	7	8	9
8	9	10	11	12	13	14	10	11	12	13	14	15	16
15	16	17	18	19	20	21	17	18	19	20	21	22	23
22	23	24	25	26	27	28	24	25	26	27	28	29	30
29	30						31						

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
29	30			1	Committee Meeting 7:00:00 PM	2	Committee Meeting 7:00:00 PM	3		4		5	
6	7			8		9	Work Session Meeting 7:00 PM	10		11		12	
13	14			15		16		17		18		19	
20	21			22		23	BOT Meeting 7:00:00 PM	24		25		26	
27	28			29		30		31				2	
3					Notes								

# August 2025

July '25							September '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5 Committee Meeting 7:00:00 PM	6 Committee Meeting 7:00 PM	7	8	9
10	11	12	13 Work Session Meeting 7:00:00 PM	14	15	16
17	18	19	20	21	22	23
24	25	26	27 BOT Meeting 7:00 PM	28	29	30
31		Notes				

# September 2025

August '25

S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

October '25

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
31		1		2	Committee Meeting 7:00 PM	3	Committee Meeting 7:00 PM	4		5		6	
7		8		9		10	Work Session Meeting 7:00 PM	11		12		13	
14		15		16		17		18		19		20	
21		22		23		24	BOT Meeting 7:00 PM	25		26		27	
28		29		30		1		2		3		4	
5		6		Notes									

# October 2025

September '25							November '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6		2	3	4	5	6	7	8
7	8	9	10	11	12	13	9	10	11	12	13	14	15
14	15	16	17	18	19	20	16	17	18	19	20	21	22
21	22	23	24	25	26	27	23	24	25	26	27	28	29
28	29	30											30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2	3	4
5	6	7 Committee Meeting 7:00 PM	8 Committee Meeting 7:00 PM	9	10	11
12	13	14	15 Work Session Meeting 7:00 PM	16	17	18
19	20	21	22	23	24	25
26	27	28	29 BOT Meeting 7:00 PM	30	31	1
2	3	Notes				

# November 2025

October '25

S M T W T F S  
 1 2 3 4  
 5 6 7 8 9 10 11  
 12 13 14 15 16 17 18  
 19 20 21 22 23 24 25  
 26 27 28 29 30 31

December '25

S M T W T F S  
 1 2 3 4 5 6  
 7 8 9 10 11 12 13  
 14 15 16 17 18 19 20  
 21 22 23 24 25 26 27  
 28 29 30 31

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4 Committee Meeting 7:00 PM	5 Committee Meeting 7:00 PM	6	7	8 Veterans Day
9	10	11	12 Work Session Meeting 7:00 PM	13	14	15
16	17	18	19 BOT Meeting 7:00 PM	20	21	22
23	24	25	26	27 Thanksgiving	28	29
30		Notes				

# December 2025

November '25

S M T W T F S  
 2 3 4 5 6 7 8  
 9 10 11 12 13 14 15  
 16 17 18 19 20 21 22  
 23 24 25 26 27 28 29  
 30

January '26

S M T W T F S  
 4 5 6 7 8 9 10  
 11 12 13 14 15 16 17  
 18 19 20 21 22 23 24  
 25 26 27 28 29 30 31

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
30		1		2	Committee Meeting 7:00 PM	3	Committee Meeting 7:00 PM	4		5		6	
7		8		9		10	Work Session Meeting 7:00 PM	11		12		13	
14		15		16		17	BOT Meeting 7:00 PM	18		19		20	
21		22		23		24	Christmas Eve	25	Christmas Day	26		27	
28		29		30		31				2		3	
4		5	Notes										

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: Office Closed for Office Training/Flooring Meeting Date: ~~9-25-24~~ 11/20/24

Type of Meeting: \_\_\_\_\_ Workshop \_\_\_\_\_ Board Meeting

Motion:  Discussion: \_\_\_\_\_ (check one)

Rationale for Request: \_\_\_\_\_  
Allow district office  
to complete training while floors  
are being redone in the hall & office

Dates: Tue 12/3/24 - Fri 12/6/24

Estimated Costs to District (if applicable)

NONE

Attachments/Supporting documents: None: \_\_\_\_\_

NONE

Board Trustee: [Signature] Date: 9/10/2024

Print Name: CORI HOWELL

Received by: [Signature] Date: 9/10/2024

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: ADD 8' FENCE TO NORTH SIDE MARINA - GATE TO RAMP Meeting Date: ~~8/25/24~~ 11/20/24

Type of Meeting: BOARD MEETING Workshop \_\_\_\_\_ Board Meeting X

Motion: X Discussion: \_\_\_\_\_ (check one)

Rationale for Request: \_\_\_\_\_  
SAFETY & SECURITY OF NORTH SIDE MARINA, FENCE NORTH  
SIDE OF MARINA FROM GATE TO RAMP.

Estimated Costs to District (if applicable)

16,534.02 - 8' FENCE WITH SECURITY RAIL.

Attachments/Supporting documents: None: \_\_\_\_\_

SEE ATTACHED QUOTES FOR 8' FENCE (MATCHES  
SOUTH SIDE MARINA) AS WELL AS 6' FENCE FOR REFERENCE.

Board Trustee: [Signature] Date: 9-17-24

Print Name: Jeremy Smith

Received by: [Signature] Date: 9/17/24