

**BAYSHORE GARDENS PARK AND RECREATION DISTRICT
BOARD OF TRUSTEES MEETING
JULY 17, 2018**

Agenda Item 1. Roll Call, establish quorum. The roll call was performed. Trustees present were Suzanna Young, Jim Couey, Dan Rawlinson, Sharon Denson, Steve Watkins, Don Gassie, and Joyce Fisher. A quorum was established.

Agenda Item 2. Call to Order The meeting was called to order by Sharon Denson at 7:00 PM.

Agenda Item 3. Pledge to flag Sharon led attendees in the pledge of allegiance to the flag.

Agenda Item 4. Approval of Minutes April Budget hearing, May 9, 23 and June 13 Work Session, June 19 Board of Trustee meeting Sharon stated that a Secretary will be appointed at the next meeting. Steve Watkins moved to approve the minutes from the Board of Trustee meeting on June 19, 2018. Dan Rawlinson seconded the motion. The motion was voted on and passed with no one opposing.

The remainder of the Minutes that will be voted on next meeting.

Agenda Item 5. Treasurer Report. Not at this time.

Agenda Item 6. Additional Items. None

Agenda Item 7. Trustee Committee Reports. None

Agenda Item 8. District manager Report to Trustees a. Sharon stated that Jodie's Manager's report will be reviewed by individuals and will be available in the office.

Jodie lawman, stated that Big Fish has provided a bid for new NVR and related software for the District's security camera system. The system will allow review of the cameras from the Office computer. The bid was for \$2050.87.

Steve Watkins moved to accept the bid. Jim Couey seconded the motion.

Discussion revealed that the video can be captured and copied to a DVD for law enforcement. The proposed system has a motion activated recording. The system has 90 days of memory. The current system held one week's data. The old system has three units and overheats. It needs replaced. The system can use our current cameras. We have enough cameras right now. Crime Watch room will have access to the proposed system.

The motion was voted on and passed with no one opposing ..

Agenda Item 8. District Manager Report to Trustees. Jodie stated that Sir Speedy has submitted a price for full signs in English and in Spanish 23"x36" for the pool at \$351.01. Steve Watkins moved to approve the pool signs. Jim Couey seconded the motion.

Sharon stated that the top portion of the sign will be 'dry erase' for the pool hours. The signs and price were voted on and passed with no one opposing. Jodie will order the signs.

Old business

Agenda Item 9. Open Auditor Bids. Belle Baxter announced that the District has received five proposals for Annual Auditor. The deadline for submittal was 3:30 pm today. She opened the proposals.

Christopher, Smith, Leonard, Bristow and Stanell, PA (Boca Raton)	\$18,100
Braxton & Holway, PA (Bradenton)	\$16,175
CRI, Carr Riggs & Ingram (Bradenton)	\$12,500

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Grau & Associates	(Boca Raton)	\$15,000
Mauldin Jenkins	(Bradenton)	\$10,900

A Committee Meeting is scheduled on July 24th at 7:00 pm to review the proposals. The bids are available for review in the office.

Agenda Item 10. Security bids for pool/marina (Fobs). Jodie stated that there are three bids for the Marina gates and Pool gate security. Sharon thanked Jim Frost for getting a third bid. The bids include software to pinpoint who and when the cards are used.

Tempus	\$13,382.51
Foremost Fence	\$16,550.51
Rapid Security Solutions (RSS)	\$9,975 plus \$648.00 tax Total \$10,623.00

Sharon asked for volunteers interested in reviewing the proposals in a Review Committee to make recommendations at the next meeting. She stated our reserve has \$12,126 plus what is in the budget. Dan Rawlinson, Steve Watkins, Don Gassie and Jim Frost agreed to be on the Review Committee to review the proposals. The proposals may be reviewed in the office. Steve stated he found interactive software interesting and would like presentations from the bidders. The Chair to the committee will be chosen at their meeting slated for Tuesday, July 24th at 7:00 pm. Jodie said Rapid Security representative has offered to come in to discuss their product. She can ask the others.

Agenda Item 11. Boat Ramp. Dan Rawlinson stated that Terry Zimmerly received some paperwork from a proposal/bidder and she has requested more information.

Resident's comments agenda item - none at this time.

New Business

Agenda Item 12. Labor Day Event (Sharon)

Sharon made a motion to hold a Labor Day Event. Jim Couey seconded the motion. Steve stated that some clubs may be interested in putting a table out to advertise their function and sign up memberships. Jodie has collected some names of the community that would like to help. Volunteers for this Labor Day Committee are Jim Frost, Joyce Fisher, Suzanna, Jim Couey (Chair) and Lenny. The Labor Day Event Committee will meet Tuesday July 24th at 7:00pm. Steve will put the Event in the Banner. Jodie said the District personnel will not be working but the Life Guards will be on duty. Sharon suggested contacting the Boy Scouts for picking up paper for merit badge credits. There are forty coupons to give out. The concession stand will be open. Jodie will need to order more product for the Event. Dan Rawlinson volunteered to help Mahal make calls for community volunteers next week to see what they would like to do. Jodie will give a copy of the volunteer list to Jim Frost. Lenny suggested that the first meeting would include creating a plan and the volunteers can come the next meeting. Motion passed.

Agenda Item 13. Marina work area policy 1005 (3 parts STP & A) (Sharon) from Work Session Item 9.

Sharon made a motion to accept the Marina Work Policy 1005 (3 parts). Dan Rawlinson seconded the motion. There was discussion on details that will come up as a revision. The motion was voted on and passed with no one opposing.

Agenda Item 14. Clubs and organization policy 1020P (WAPR) from Work Session item10.

Dan Rawlinson moved to accept the policy. Steve Watkins seconded the motion. Discussion included the benefit of giving the Club's meeting dates to the office per the policy. The motion was voted on and passed with no one opposing.

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Agenda Item 15. Committee Guidelines 1013P (Sharon) from Work Session.

Dan Rawlinson moved to approve the Committee Guidelines 1013P. Jim Couey seconded the motion. There being no discussion it was voted on and passed with no one opposing.

Agenda Item 16. Resident Complaint Form 1022 (3 Part) (Sharon) from Work Session Item 13. Sharon stated that they have been using the form and it is working well.

Dan moved to approve the Resident Complaint Form (3 parts). Steve Watkins seconded the motion. The motion was voted on and passed with no one opposing.

Agenda Item 17. Short Term Slip Rental 1005 STR and P (Sharon) from work Session item 14. Sharon explains that this is a simple way for renting for 2 weeks or so and is paid in advance.

Steve Watkins moved to approve the Short Term Slip Rental 01005 and P. Jim Couey seconded the motion.

Suzanna asked if there was a way the office was alerted when the rent time is up. The Dock Master monitors and gives a report every Monday and the maintenance personnel are very familiar and observant at the marina. There will be a \$100 fine assessed if left too long. It was voted on and passed with no one opposing.

Agenda Item 18. Employee salaries (Dan). Dan Rawlinson would look at the overall structure and would like all employees to be under contract to protect both parties. He feels contracts will give us a better employee. They are long time employees. He would like to look at incentive pay and have a system of what they do every day. He would like to instill pride in what they do. He would like a Committee to help come up with ideas.

Sharon Danson stated that Florida Statute 110.227 cannot be overridden with a contract and we cannot have an open ended contract. A Committee for Employee Salary incentives and contracts was formed. Don Gassie and Steve Watkins volunteered to be on the Committee. Dan Rawlinson will assign members.

Side note: There was discussion on the need for microphones for the Trustee Meetings. Jodie and Lenny will look into simple table top wireless systems to help with hearing the between the Trustees and the audience.

Agenda Item 19. Town Hall Meeting for County Commission Candidates. (See 26. Announcements below)

Agenda Item 20. Resident Committee to propose a plan for the future of the District. Sharon Denson asked Suzanna Young to join Holly Clouse and Debbie Korell on the issue of a future plan for the District. Sharon wants a one, five and ten year plan. She asked to be updated on her decision at the next meeting.

Agenda Item 21. ADA Committee Appointment. Sharon asked Don Gassie to look at the new buzzer at the office door to alert the office to come out to help customers. The office can assist visitors outside. Sharon stated that she would like Don to get contractors' ideas on how to have the District comply with ADA. Don state the Home Report and Angies List has contractors that can bid on a lift. Steve Watkins said he has a lift idea from last fall. The playground is ok until it is upgraded. The hall needs a lift when it is remodeled. Don stated someone suggested to him to get a handicap lift for the pool as soon as possible.

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Agenda Item 22 Jam Session on Monday night. Sharon Denson stated that a Jam Session will be scheduled for each Monday night from 7:00 to 9:00 pm. Suzanna Young said that Restore Bayshore meets the second Monday of each month and will be resuming their meeting in August. The Jam Sessions will be the first, third and fourth (and fifth) Monday nights to not conflict with Restore Bayshore's meeting time. The schedule will be posted in the Banner. The sessions are open for those interested. Lenny can reach out to participants on his web site. This was voted on and passed.

Agenda Item 23. DVD Showing date. From Work Session item 5. On August 7th at 7:00 pm there will be a DVD showing of the Sunshine Workshop presentation by the County's attorneys. For the Board it is kind of mandatory to attend. The showing is open to the public. It runs about 2 hours.

Agenda Item 24. Resident comments agenda items. None.

Agenda Item 25. Resident comment that do not address agenda Items Limit to three minutes. Cathy Place stated that the bank's offer to the District was expensive and suggested that only the 'pass through interchange rate' from the credit card, plus a maximum of 0.30 (or even 0.25) per be charged for each transaction, as in "cost plus interchange rates". She explained that the pass through interchange rates are the same for all, large stores and small. She shared examples of these charges. Sharon stated that the bank waived the monthly statement fees in their offer. Jodie will discuss the fees with the bank and remind them that we are a long term customer.

There will be a Policy Committee Meeting on August 1 at 7:00pm to review the Marina Contracts. The new contracts go out in early September for the October 1st renewal. **There is a proposal to eliminate the \$500 deposit for residents.** Currently all slip contracts are 6 months. There is a proposal to change it to yearly contracts and options for residents to pay every 6 months option. Also there is a proposal for a 'key' for the boat owner and spouse and one for the owner's designated emergency person. The key agreement needs to be changed before the other marina agreements.

Agenda Item 26. Announcements from Clubs and Organizations

Joyce Fisher announced that the Home Owners Association have three events upcoming:

Thursday, August 9th 7:00 pm - Meet the Candidates

Thursday, September 13th 7:00 pm - Make it, Bake it, Sew it, or Grow it Auction

Thursday, October 20th 7:00 pm Progressive Supper This supper travels. A host will serve appetizers for six people, another host will serve six meals. And all will meet at the Hall for desert together.

The June 24th Committee Meeting will have Labor Day Event Committee, and Security proposals review, and Audit Selection Committee.

August 1st Committee Meeting includes the Policy and Procedure Committee and Audit Selection Committee meetings.

Lenny will give Joyce Fisher, Home Owners Association, information concerning the after school tutoring function (September start) for the kids.

Friday night June 20th Melton Little, candidate for District 4 County Commissioner, rented the Hall from 7:00 pm to 9:00 pm for a meet and greet with a band, dancing and food.

Steve Watkins said that candidates can submit write-ups with for the Banner with a purchased of an ad.

Sharon made a motion to adjourn. Steve seconded the motion. The meeting adjourned at 8:35 pm.