

Agenda

Board of Trustee Work Session

June 5, 2019

1. Roll call (do not need a quorum)
2. Florida League of Cities discussion coverage of facilities
3. Club facilities access keys and fobs 1020KF
4. Proposed Bylaws amendment
5. Board of Trustees access to facilities 1036BA

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 May 29, 2019

MEETING DATE June 5, 2019
At least 8 days prior to meeting date

REGULAR MEETING ___ WORK SESSION ___ SPECIAL MEETING EMERGENCY

___ COMMITTEE MEETING ___ BUDGET ___

Trustee requesting Sharon Denson

Subject: Jobs/Keys for Clubs

Reason Do not have policy to control access

BRIEF EXPLANATION

Guidelines for access

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
CLUBS FACILITIES ACCESS KEYS AND FOBS**

1020KF

Clubs and Organizations of the District shall have access to the facilities with the following guidelines.

1. The Club/Organization upon request shall receive two keys to the Recreation Hall. Keys to other areas are available in the District Office. The keys must be signed out from the District Office, one day prior to the event (on Friday if event should fall on a Sunday). The signed out keys shall be returned to the District Office the next business day after the event.
2. The fobs shall be issued to clubs for any event that would utilize the pool or marina. The fobs may be issued one day in advance of the event. (on Friday if the event should fall on a Sunday). The fobs shall be returned to the District the first business day after the event.
3. Neighborhood Watch may be issued 2 fobs with 24/7 access. Neighborhood Watch is responsible for the use of the fobs.
4. The Woodshop has a programmable lock that shall be controlled by the Woodchoppers organization. The Woodchoppers may be issued (2)fobs for an event and shall be returned to the District Office the first business day after the event.

The District Office must maintain records that control the distribution of the keys. The clubs shall renew their keys/fobs annually with the 1020P submission.

Approved _____

Revised _____

Effective _____

BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA MOTION FORM

1002 F

TODAY'S DATE May 29, 2019

MEETING DATE June 5, 2019
At least 8 days prior to meeting date

REGULAR MEETING ___ WORK SESSION ___ SPECIAL MEETING EMERGENCY

___ COMMITTEE MEETING ___ BUDGET ___

Trustee requesting Sharon Denson

Subject: Proposed Bylaws Change

Reason Requested by Attorney

BRIEF EXPLANATION

Clarify Special Meetings in article IV
Section 5

MOTION IF NEEDED

Supporting documentation attached

Received by _____ Date _____

Approved April 17, 2018 Sharon Denson, Chairman

Revised _____

Effective 4/17/18

BYLAWS PROPOSED AMENDMENT TO Article IV. Section 5

Section 5. Special Meetings are defined as a meeting addressing a situation requiring immediate attention and remedial action that cannot wait for a regularly scheduled Board of Trustees Meeting. Any Trustee of the Board may call a special meeting. Special meetings must meet all notice requirements. Notice shall be published in the Bradenton Herald or other newspaper which is legally authorized to publish official notices of Trustee meetings. The notice shall contain the date, place, and time of the special meeting and include an agenda. A notice of the special meeting shall also be published on the District's website at least seven days prior to the special meeting. The Trustee calling the special meeting shall notify the Office Manager at least eight days prior to proposed meeting and provide the agenda and all supporting documentation to the manager. The agenda and date for the meeting shall be reviewed by the ~~Chairman~~ *District's attorney* who shall determine if it meets the requirements of this section prior to notice being sent to the newspaper and published on the website and bulletin board. *The District attorney will respond in writing to the Trustee requesting the meeting and that response shall be attached to the agenda. Should the District's attorney advise against the purpose for the meeting, that written opinion shall become a public record and a part of the attorney book kept in the District office.* The agenda and all supporting documentation shall be published on the District's website at least seven days prior to the meeting as well as on the District Bulletin Board.

Jim Dye 4/16 /19

**BAYSHORE GARDENS PARK AND RECREATION DISTRICT
AGENDA MOTION FORM**

1002 F

TODAY'S DATE May 29, 2019

MEETING DATE June 5, 2019
At least 8 days prior to meeting date

REGULAR MEETING WORK SESSION SPECIAL MEETING EMERGENCY

COMMITTEE MEETING BUDGET

Trustee requesting Sharon Denson

Subject: Board of Trustee access to journals

Reason do not have

BRIEF EXPLANATION

Guidelines for District office to issue
Keys & Jobs to Trustees

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
BOARD OF TRUSTEES ACCESS TO FACILITIES

1036BA

CHAPTER 2002-365

House Bin No. 997

(7) The administrative duties of the board of trustees shall be as set forth in this act and chapters 189 and 418, Florida Statutes, as they may be amended from time to time. The trustees shall have the following specific powers: page 4

(e) To promulgate reasonable rules and regulations governing the use of the facilities of the district.

(11) The district shall have all powers provided to it by this charter, chapters 189 and 418, Florida Statutes, and other applicable general laws, as they may be amended from time to time.
Pg 6

The Board of Trustees has the duty and responsibility for the property of the District including its security. Trustees shall have 24/7 access to all properties whether by key or fob accept the District Office.

Access to the District Office is limited to approved office hours or Emergency response. Only the Chairman of the Board and/or the Office Manager will be authorized to enter the District Office to respond to an emergency after approved hours.

Individual Trustees may request the access that they feel they need from the District Office. The District Office shall issue the keys/fobs as requested by the individual Trustee.

A record shall be kept by the District Office for each key/fob issued to a Trustee and the keys/fobs shall be returned to the District Office upon the ending of a term or the resignation of a Trustee.

Date Approved _____
Revised _____
Effective _____