

**Bayshore Gardens Park & Recreation District  
Board of Trustees Work Session Minutes  
Wednesday; January 11, 2023, at 7:00 PM**

Roll call was taken. The meeting was called to order by Chairman Morris Raymer at 7:04 P.M.

**Attending Trustees** - Barbara Susdorf, Terry Zimmerly, Melanie Woodruff, Morris Raymer, and Kyle Weatherly

**Trustees Not in Attendance** - Jeanne Murphy, Barbara Greenberg, Dan Rawlinson, and Belle Baxter

The Pledge of Allegiance was conducted.

**Committee Reports:**

**Policy & Procedure** - M. Woodruff Reported:

- Bidding/Procurement Checklist - 1008PCL asked everyone to look it over and see if everything for any mistakes. This checklist is to help the person(s) with the RFP process.
- Budget Hearing Agenda - 1002BA - This will only be used for the Budget Hearings to help keep thing more orderly and organized. T. Zimmerly wanted to add that only budget items will be discussed, and each person only gets one time at the podium to speak.
- Budget Hearing Temporary Committee Charge - Committee is still working on this, but it was discussed that we would like to form a temporary committee to oversee the checking people in and voting process. So that the Trustees and the office staff won't have to stand at the door and can deal with anything else that may come up.
- Budget Hearing Procedure For Ballots – This was not numbered for some reason, but the committee will have it ready and can be passed out at the next meeting for everyone to look it over.

**Marina** - M. Raymer reported:

- Fence For Marina - We received a couple of estimates, and the committee thinks this is important to better secure the marina. M. Raymer mentioned that he witnessed someone sneaking in using a bicycle to open the gate so that the truck could drive in.
- Replace Shed - Included with the agenda are a few of options for a replacement shed, two from Lowe's and one from Home Depot.
- Dock Boxes - A few people have asked Gia and Jose about them. M. Raymer thought was if someone wants to buy them, and we can properly install them. We would need to pick out a size that would work and not be intrusive. The only thing would be if the renter leaves the marina the dock boxes would be the property of the District.
- Hand Railing - Along the North Side of the Marina going down to the slips.
- Electric - M. Raymer called Duncan and spoke with the guy in charge of the electric in the marina stated they had to order a part to finish what they need and can call F.P.L. out here to hook everything up.

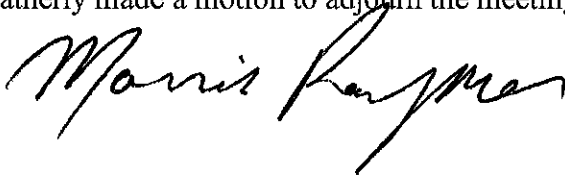
**Discussion**

- K. Weatherly stated he gave the Trustees a copy of the R.F.P. for the courts, to look over and wanted to know what everyone was thinking. M. Woodruff said she saw a few things, everywhere that reads proposal needs to be corrected to read to bidder, a few Florida Statutes that were left out that she believes need to be in it there, and has a checklist, but forgot to bring it with her tonight. Lastly there is no emailing of bids they need to be in a sealed envelope and opened in front of the Board. S. Denson stated that the R.P.F must specify all the terms and conditions it can't be "negotiated". The bids are where the bidder would state what they will need to complete the project. M. Woodruff stated she read the City of Newport's invitation to bid for a basketball court and it was really good.

## Discussion Continues

- T. Zimmerly stated she looked into dismantling the Budget & Finance Committee and it is not against the law our By-Laws state we can add or subtract any Committee we want at any time. T. Zimmerly's reasoning behind not wanting it to be a Committee is she feels this Board should be debating on where the money should be allocated for the projects each Committee wants to have completed. Everything can be put together and discussed at a Board Meeting rather than having to go back to the Budget & Finance Committee every time to make a change. The Budget is voted on by the Board and residents could come to a Work Session or Board Meeting if they want to see something on the budget.
- M. Raymer advised everyone that Olive Branch was here today for the yearly trimming of all the palm trees and the beach access road. T. Zimmerly stated we have a yearly contract with them to do the trees and a yearly contract with Suncoast Environmental Group to trim the mangroves and invasive plants.
- T. Zimmerly stated that she believes that B. Susdorf has been trying to get a few different estimates on lawn care.
- Questions regarding the pool. M. Raymer stated they are working on the returns and putting the staples in, and the pool should be completed and open this summer.

K. Weatherly made a motion to adjourn the meeting, T. Zimmerly seconded. Meeting adjourned at 8:04 P.M.

A handwritten signature in black ink, appearing to read "Morris Raymer". The signature is written in a cursive style with a large, sweeping initial "M".