

BAYSHORE GARDENS BOARD OF TRUSTEES MEETING MINUTES DECEMBER 26, 2018

Items 1 through 3 Roll Call, Call to Order, Pledge to the Flag. Sharon Denson opened the meeting at 7:03 PM and a pledge to the flag was performed. A roll call was taken. Trustees in attendance were Belle Baxter, Jim Frost, Barbara Susdorf, Steve Watkins, Sharon Denson, Terry Zimmerly, and Jim Couey. A quorum was established. Gwen Norris, scribe and Robert Hindle, Dockmaster attended.

Coastal Engineering – Work Order #2 - Sharon said the only item on the agenda is the WO#2 vote. She had emailed Mark Kincaid on 12-18-18 about re quoting/reducing Work Order #2 quote after meeting with us. Mr. Kincaid responded with a revised quote of \$30,860.00. Mr. Kincaid feels that he can work with Robert Hindle as a Project Manager. Sharon made a motion to hire Robert Hindle as our Project Manager for the duration of the project. She includes the Boat Ramp and Pier work. Steve Watkins seconded the motion.

Proposed Project Manager. Robert Hindle, Boat Master and prospective Project Manager stated that his proposal for the position had been supplied. He said he would do observations and report, not re-engineer the plans. He will review safety concerns of the public and contractor to the best of his ability. He will review the pollution control and advise the contractor. He said the contractor has to follow SWFMD and Standards. He will ensure the site is kept clean as it is a major concern. Steve mentioned our drain field that is so close to the work. Robert said he will get with the contractor that installed the 'work area drainage' and a portion may have to be removed for ramp construction and re-installed after construction. Sharon said the drainage contractor said that if we get with them ahead of time it will not cost us anything. Robert said as far as construction inspection it will be a hard one between the Engineer, Constructor and owners. Everyone will get his personal phone number and if there is something that the Trustees sees that needs addressed, he can work on. If it is a large issue (major changes) it has to go before the Board then the Engineer and then the contractor. Robert will observe and record contractor events, these are the large events going on. Robert will try to have pictures to go along with those reports. Robert said that some testing will be done by outside personnel. Concerning checking material, Robert said he will not be receiving materials as that is the responsibility of the Contractor. Robert will check for damages on material and that it meets the Spec requirements and in the end review the as builds.

Sharon asked about the Pier work phase boat moving for construction and expected Robert participate. Robert said we will need to work on that. The logistic of moving power boats will be pretty nominal as a lot of owners can be put them on their trailers and we can provide parked. He said the larger problem is the sail boats on the south seawall as some have deep keels. Sharon said that we may need to foot the bill to put these boats in slip somewhere else. Robert said he is negotiation to move his deep draft boat to Bryn Mawr.

He has questions on security. He said 'CS 6.2 Security' of the Contract states the Contractor is in complete control of the security of his work area and he has the ability to determine who may and may not enter his site. He continued that our Neighborhood Watch will try to keep an eye on it at night and will report any problems. He said we are not responsible for the security of the area and we do not have responsibility of that. He said that the contractor can deny access if we do not have a hard hat, safety vest, or steel toed shoes.

Robert would like some things to be cleared up on the Engineer, engineer's evaluation, and Engineer's status about the project and authority. Sharon said we will address whether we keep the Engineer in the next topic.

Robert asked for questions. Steve asked about a form to keep his time on. Robert will get a bound notebook that pages cannot be torn out for his daily log (date, time, etc.). Pages of the notebook can be copied. Steve asked that contractor equipment and activities be mentioned. Sharon said Jodie will give Robert copies of everything he asks for. He will keep a file of invoices. He will use the Dockmaster's office.

Steve said the metal stations (Jack Stands) are not locked up. Robert and Randy will move them back near the Styrofoam storage box after the some rain and the ground settles down from the trench work.

Robert estimated his salary as a 1 hour per day for the contract duration and added 10 or 15 hours for a cushion in his proposal. He estimates 10 hours per week. In some days he will not be there, and other days during testing concrete, putting pilings in, he will be there more than one hour. He hopes to not use the entire estimated time. He said if the contractor goes faster it will cut down on his time.

Joyce fisher asked about the width of the ramp. Robert said will be 16' wide. Gwen asked if Robert will be given a normal size plans to read. 16' is not wide enough for Joyce's catamaran (18'). The width was determined a long ago by the Marina Committee.

Gwen said that Robert can call her for any help, if he wants. Robert said he will call her. Sharon said the construction will begin anytime from now to March. The contractor will let us know. Alan Riga asked if there was a survey of boat owners before the design was set. Sharon said no survey was found in the boxes. The Marina committee handled the design of the ramp. Jim Couey thinks the contract is not written in stone and change can be made to accommodate our community. Sharon stated that we would need to go back to renegotiate the design, bidding new design, and new permits, which would be costly. Sharon said that a 'no' vote will have us starting over. Jim Frost said that a change order can be made. Terry wanted to know when we would stop the widening, at 44'.

A roll count vote to hire Robert Hindle as Project Manager was made with the following results: Belle-yes. Jim Frost-yes, Barbara-yes, Steve-yes, Sharon-yes, Terry-yes, Jim Couey-yes. Robert was hired.

Work Order #2 for Coastal Engineering. The construction contract with Kelly Brothers has signed by the district. Sharon stated that Coastal Engineering sent their quote with an about \$20,000 deduction. The new quote is \$30,860.00. The quote includes survey, observation and administration services. Concerning discussion on widening the ramp design, Robert said the existing seawall may prevent widening the ramp. Terry said we do not need a double wide ramp like 12th Street and the added seawall design alone cost \$53,000. Jim Frost said that 90% of the residents can use a 16' wide ramp. Sharon said that Sarabay will take boats out in and in the water for \$60. Sharon confirmed that Kelly Brother's contract requires them to get the local permits.

Terry moved to accept the new Work Order #2 as revised by Mark by Coastal at \$30,860. Jim Couey seconded the motion. Discussion: Terry said that the contingencies were removed from the quote so the final amount may be higher. Sharon said that Robert will save us a lot on that because he knows what they are talking about and can communicate with them. Sharon said that Robert will be acting on behalf of the Board. A roll count vote was called for with the following results: Belle-yes, Steve-yes, Sharon-

yes, Terry-yes, Jim Couey-yes, Jim Frost-yes, and Barbara-yes. The motion passed. Sharon said had we started the project we may have done it differently but she felt we were too far into it. Barbara said that the amount of money it would cost to start over may be more than it is worth. Jim Frost stated that the board have to finish the project and take the fall. Sharon said she would send an email tonight to Mark stating that we have approved this and thanking him very much. She will sign the document tomorrow and Jodie will send it to him.

Other Upcoming Work. Sharon said we need to discuss the outside piers, and center pier work. Jim Frost stated he has met with contractors and an engineer and a dredging contractor here and discussed the work to be done. He said the cost effective way of doing the work is when the old piers are removed, dredging be done before the new piers are installed. The hydraulic boom dredging has trouble working around piling and the cost would be less. Terry said even Mark said that if we dredge the marina without the channel cleaned the ditch silt will fill the marina again. She stated that the equipment cannot get next to the seawalls because they are too tall. Terry said that once the center pier is removed the dredge can dredge to the seawalls. Sharon said that she does not agree with Mark and there was some damage to the docks at Trailer Estates from dredging operations. Sharon said that she wants the county involved and plans a meeting in February here on working out the dredging event. She said the county has said they have decided not to dredge the canal which is a County Commission decision and can be changed. Jim Frost said that one of the contractors said they have new equipment to dredge next to the seawall. Jim Frost has asked for quotes for dredging to the fist markers, the marina, and up the canal to the boat ramp. Jim Frost said he had asked the bids for the canal dredging and marina be separated so we could get Trailer Estates and the county to participate in the canal portion. Steve said the canal north of the marina is the one that needs to be cleaned since it flows into the marinas. Sharon said that the north canal may never get cleaned. Terry asked if the center piers will be unstable if dredging is done before the center piers are replaced. Sharon said the center piers and dredging should be done together. Jim said a contractor can re-dock the marina in two months and re-dock and dredge the whole marina in four to six months. Sharon said that we will be able to budget the phases once the auditors are finished with the annual budget. Jim said he should have some numbers and we can break it down into pieces. Steve said the piles need to be into the hardpan then they will stand the dredging. He said the contactors are on vacation and will price the work after they get back. Sharon would like to tell Mark that Work Order #2 is approved and wait on #3. Jim Frost said that an engineer said that if we are not doing a substantial changes as another pier like adding piers or a 'T' off a pier we don't need an engineer. We are moving the piers and adding an ADA slip. Jim Frost said that the county said the engineer can resize the plans and re-stamp them instead of re-drawing them. Jim said we have to wait until February 5 for the packages. Jim said that others have made poor decisions and we have to clean them up. Robert suggested that a crane be brought to pick up boats. Sharon has contacted Trailer Estates about the boat ramp usage. Their meeting will be after January 2nd. Sharon suggested Jodie draft a letter for the boat owner to sign and drop off at the Hicks Marina ramp and we can compensate the owner. The notice will be in the Banner once the date of closure known. Steve suggested a list of ramp users be developed with names, numbers and email addresses to send a notice of the ramp work. Sharon said Robert can have Jodie send a letter to each. Sharon confirmed to Alan Riga that there is no fob access to the Trailer Estates on the ramp gate. Sharon said boat owners can ask Trailer Estates to use their marina. It was decided the ramp at Trailer Estates was run by Hicks, but Hick's is being sold.

Terry moved to adjourn. Jim Couey seconded the motion. We adjourned at 7:54 PM.