

Bayshore Gardens Board of Trustees Workshop Minutes

February 6, 2019

Draft by Gwen Norris

Item 1. Roll Call. Sharon opened the meeting at 7:00 pm. Trustees in attendance were Belle Baxter, Jim Frost, Barbara Susdorf, Steve Watkins, Sharon Denson, Dan Rawlinson, Terry Zimmerly, and John Lamb. A quorum was not required. Also in attendance were Gwen Norris, scribe; Allan Riga, Barbara Greenberg, and Don Gassie. Jim Couey arrived at 7:10.

Item 2. Additions to the Agenda for Business Information Not Available When Agenda Published.

Town Hall March 20th. Sharon said that the County's Town Hall is set for March 20th and Trailer Estates will be invited. She stated that the meeting will be 'noticed' so the Trustees can attend. Sharon said she has asked Jodie to make sure it is on the front page of the Banner.

FDOT Workshop February 14th and 15th. Sharon said that FDOT is having a Workshop on 14th Street (US-41) corridor from Cortez Rd and Bay Drive that she plans to participate in. She has information available for anyone interested.

Sewer Drain. Sharon stated that the Hall plumbing (drain) required cleaning from the building and across the parking lot at a cost of \$1,125. She said Randy said it has to be done twice a year. Sharon said the drain was plugged with paper towels and she would like to have seven hand dryers and get rid of the paper towels. She said Randy has researched and found shallow (to the wall) dryers at \$300 each. There will be wiring required. She said that there was one incident that someone put grease in the drain in a bathroom and she does not know how to stop that. She said we cannot vote on it now but would like a consensus on the purchase. A roll call vote was made: Belle – yes, Jim Frost - yes, Barbara - yes, Steve – yes, Sharon – yes, Dan – yes, Terry – yes, John - yes. It was unanimous.

Allan Riga stated that a study has determined hand dryers spread germs and paper towels are the most sanitary method of drying hands. Sharon said that they will take a look at that but at this time the plugging of the toilet is as big a health hazard as you can get.

Item 3. Prioritize Projects. Sharon stated that they have been looking at the budget and essentially a five year plan. She said we need to establish projects important for the district now and five and ten years. She said that the projects we come up with tonight may or may not be something we will address with our current funds, but should be put in our 'plan'. She said we need get a good survey done to find out what the residents want. She said that putting it in the Banner gets us special interest feedback and she wants a survey that will tell us what the majority of the people want. She cautioned to not get zeroed in on a year. She said that there are certain things that have to be done and others are discretionary.

Jim Couey arrived at the meeting.

Recreation committee – Belle said that they had a meeting last night and discussed 6-7 activities. She said the Splash Park cost would put it in the five year plan and is in conjunction with Jim's House and Grounds Committee. She said they have investigated the cost to be between \$450,000 and \$500,000. Sharon said that there is an interest on the park. She said she wants a bid on the splash park. Sharon wants Shaun to quote on a Splash Park.

Belle said that the 4th of July Event was discussed. Sharon said it can come out of the current budge, not reserves.

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Belle said that the Pickle Ball court was discussed which has a lot of interest. She said they discussed one-off classes, like paint night. Belle is looking for \$15,000 for activities this year (not pickle ball or the splash park.) Belle said she is also looking for more activities for children. Sharon asked for the item be put on the Agenda for the next BOT Meeting on the 19th. Sharon said that the projects (\$15,000) are not out of our reserve funds or in the future. Sharon said the Recreation Committee will have their own budgeted money.

Belle asked if Swim Team is a Club since the resident coach wants to volunteer. Sharon said she would be covered in liability as an employee. Sharon suggested that it would not matter if they are a Club or a volunteer, she would like it to be a Bayshore Swim Team and want residents free and outsiders pay. Sharon said that there are stored things for a swim team. Belle said that a swimsuit, cap and goggles cost about \$45/ea. Sharon said that it may be more. Sharon said that the outsiders could pay for their own stuff. Sharon said that if the first year the coach volunteers that would give us an idea without costing us a ton of money.

House and Grounds – Jim Frost stated that the marina dredging cost is estimated at \$681,860 and the marina piers reconstruction is \$350,000 (including wrapping the piles/poles). He estimates \$1,100,000 for it all. He said the dredging is based on trucking the 11,800CY of soil out and no cost at the landfill/dump (crediting Misty Servia's help). He said the dredge would be pumped into bags (bladder) then removed from the bag, dried then hauled away. Gwen asked if includes restoring the ball field's grass from the salt. Terry said that sodding the area would be easy.

Jim said the Hall is an extensive project. He said there are quite a few things that need to be done right away since the 'health inspection'. He said that one of the biggest things we have is the plumbing from the Hall to the road that is a collapsing old cast iron with root intrusions. He said it can be re-sleeved or replaced, which he will have information on in two weeks. He said this will offset the cost of cleaning the pipe. He said the remodeling of the Hall would be about \$200,000 which includes \$70,000 for the window replacements, and door replacements. The windows would be energy efficient type not hurricane type. He said he will have more information on this in a couple of weeks when the 'as build' guy gets the plans to him he can get quotes. He said with the 'as build' he will be getting a quote for the Hall tiles and another option for a drop ceiling as well as drywall. Jim said that if we budgeted \$200,000 we would be getting a lot of the quotes covered. Sharon asked if we budgeted \$200,000 we could get started on the Hall stuff. Jim said we don't have to put hurricane windows with the shutters on. He said the impact windows which are more expensive. Gwen said we don't have shutters on the back. Jim Couey said he had three hurricane windows installed at his house for \$500 each. John asked if the shutters are hurricane shutters. Jim said that the information on the shutters shows they were when installed five or ten years ago. John said that we may save money with hurricane windows. Jim Frost said he will have quotes on impact and hurricane windows. Sharon said the \$200,000 does not include the ceiling work or high impact windows. Jim Frost said the doors are estimated at \$5-6,000, and the ramp redo at \$5-8,000. He proposes to redo the ramp and not have an automatic door. Sharon said that if the ramp is to code the door does not need to be changed. Jim said the automatic door is as much as the ramp concrete work. The bid will include the railing along the ramp. Dan asked if there is study on replacing the building with a metal building. Dan said that if a hurricane comes it may push the building off the foundation and a water surge would take it 'out' and a steel building would stand. Jim said the 'health inspection report' mentioned that the joists are not strapped down, that needs to be done. Jim

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said if it takes \$300 SF to bring the Hall to new code then we could look at a new building. Sharon said that that would be beyond our means and a loan would be a problem as we'd have to get a tax attorney and decide on all of our future moneys. Jim said the \$200,000 includes \$70,000 for impact windows (not hurricane), shore up the building (\$8-10,000), plumbing (sewer line \$20,000), roof for screen room roof (\$30-40,000), maintenance work for the rest of the meeting. It does not include the Hall ceiling.

Sharon said John is looking into the insurance savings of hurricane windows. John said he thinks the building is insured for about \$1.1 million and pool for \$459,000. He suggests that the general liability be increased from the current \$500,000. He also said the legal fee aggregate limit at only \$100,000 is insufficient. John has called the agent today. Sharon suggested John prepare questions on costs of higher limits on the policy for Jodie to send the agency. Sharon said that she found no records on the building's appraisal. Allan Riga asked about an option of replacing the building or have the Hall blow down and have the insurance company pay part of the cost to rebuild. He said the building updating will not be inexpensive. He also mentioned that Trailer Estates has had legal expenses of \$1.7M. Sharon said that the insurance value of the building is so much per square foot.

Jim Frost said he is waiting on the 'as builds' for estimates on the kitchen upgrades. He anticipates \$10,-15,000. He said the most expensive portion for a working kitchen is the hood system.

Jim Frost said the pool lift needs to be installed before season begins. He estimates \$8-9,000 for installation. Sharon asked Jim Frost to bring forth a motion for the ADA chair lift for the pool for our BOT Meeting. She said the ADA pool lift and ramp work can come from the existing funds and we don't need to go into the reserve funds.

Sharon asked about the bathrooms. Jim said that when he gets the 'as builds' he will get final costs. Jim said that 20% of the upgrades has to go to the ADA improvements. He said the bathrooms are easier, just reconfigured for easier use/function. Sharon asked that the pool lift and ramp be brought to the board so the work can be done from the normal budget.

Steve said that that the marina ramp and pier work projects have been talked about for twenty years and should be the first priority. Second priority is the dredging. Third is the hall, and fourth is the kitchen. Dan agreed with Steve's list except for the kitchen. Dan said that kitchen must function but not a commercial kitchen. Jim Frost said he was looking at a 'warming' kitchen and explained why. Sharon said the kitchen and things should be kept separate from the hall estimates.

Terry said we are renting port-a-potties for \$600/month. Jim Frost said that the owning portable toilets would be cheaper, then pumped as needed. He said that each ADA port-a-lets would cost \$1,695. He said four with hand sanitizers shipped to site would be \$7126.13. Terry said we have three now. Jim said another was proposed at the main pier. Sharon said that that cost may come out of our current working money. Jim said he could price out the pumping costs with three estimates. Jim said that another option is a 'shed' on a skid with an outside tank that would cost \$2,500 to \$3,000. He said they can be hauled up to the building before a storm.

Terry asked if the screen room roof is \$40,000, why not replace it with a one double the size. Sharon said that doubling the size may get into a lot of permitting and we would have to go to our attorney. John said we are grandfathered in on the room as it is. Terry said she would like to by six round tables a year. Sharon said it would be in this year's budget.

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Jim Couey read a citizens an ADA complaint concerning having to walk in the beach access road when traffic is using it. He said the complainer wants a pathway for walking. Sharon asked that the complaint go to the office. Terry said along with that, there was an issue at the handicap parking access to the ball field which Jodie said she would take care of.

Item 4. Assignment of funds to appropriate Reserve account. Sharon said that there is not money in the current budget in this year for the screen room.

Sharon said that there is \$1,257,000 in Reserve to be allocated. Steve said he would like \$50,000 toward the kitchen so people can cook in it. He suggested buying used. Jim Frost said it would take about \$50,000 and we do not need a dishwasher but need a three-bin sink. Sharon said she does not want to spend \$50,000 and not meet Manatee County codes. She would like to see a dishwasher.

She said we have \$50,000 for the Hall fund already. She said there is \$15,000 for ADA furniture that can be used somewhere. She continued that we have \$1,318,751.31 plus the \$65,000 to consider on all of the projects. She said she does not see a reason not to do the projects. Terry asked about the screen room. Sharon said we don't have quotes on it so it is not included. Terry said she had estimates with a raised deck but it does not have to be. Jim said that one of his builders suggested that we place concrete, then wait and do the next stage later. Sharon said as long as it is under \$25,000/year it could be done. He said that a screened enclosure attachment to an existing roof has no requirements. Jim Couey asked about extending the fishing pier and adding a cover. Sharon said that the pier is in the budget (\$21,000) to rebuild the fishing pier. Jim Frost said that a pier extension would involve extensive permitting (mangroves). There will be a roof over the cleaning station. A roof could be considered later but it may be in the way of casting a line.

Allan recommends composite wood in lieu of pressure treated wood on the piers. Jim said that the piles are creosote piling with engineering product on the top. Gwen asked if there is a cost savings with using concrete pilings in the marina (50 years) in lieu of wood which last about 20 years. Jim said he would look into it. Jim said that the cost of using concrete piling is about a million dollars. He said the price is more because you have to drill into the piling.

Sharon said that a larger screen room may require a referendum and she needs to ask the attorney.

Sharon asked for an estimate for the small projects. Jim said \$41,000 should cover the ADA lift, front ramp, four portable toilets and fishing pier. Sharon does not have the screen room in the list.

#1 \$1,100,000 – Marina Work. Sharon said we need the marina cost considered as that should be a priority. Sharon said the fishing pier is to be built as it is. Jim said the fishing pier replacement and docks should be built at the same time. The group agreed that the marina work (dredging and docks) is the highest priority.

Jim Frost said that the new marina configuration will allow more wider and longer boats (25'-30') as there is less need for the 15' slips. Jim Couey asked about the abandoned boats. Sharon said we can do nothing until the State responds.

#2 \$200,000 – Hall work. Jim said that this includes under pinning the building and the sewer drain. It does not include the ceiling or rebuild the screen room. She said the screen room will be part of our thinking of the Hall but kept separate.

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John asked about the arrangements for an alternate boat ramp during the ramp work. Sharon said Hicks Marina will allow to use their ramp for a charge of \$10; and 59th Street and 10th Street ramps can be used free. Sharon said that Trailer Estates agreed to cooperate with some car parking.

Sharon said we could build a pickle ball court for little funds. She said that we could use part of the basketball court since they only throw hoops. She said we need to find a need in the community. Jim Frost said it is a mini tennis ball court. Belle said The National Pickle Ball Assoc. website article states a home set; a portable net and four paddle, balls and tape is \$200- \$400. Sharon said the old shuffleboard court fence is not high enough for pickle ball. Sharon said that the pickle ball court can be worked into this year's budget and not part of the Reserve money.

Kitchen upgrade (\$50,000). Sharon said we probably have enough money in Reserve but this does not include the ceiling. Jim Couey said that caterers don't cook in the kitchen. Jim said that if the kitchen is set up right we will not have those cooking in the back park and pouring grease in the drains. Terry said the Hall ceiling should have a higher priority. Sharon asked if the kitchen would come behind the Hall ceiling, building underpinning and drain repair. Sharon said we are not pushing for a quote on the ceiling now and the numbers are not case in stone at this time. She said we are trying to get a direction on priorities now. Jim said that he will try to get the ceiling done within the \$200,000. Jim said he cannot get quotes until the 'as builds' are done. Sharon said that she wants to have an ad in the paper for bids on the 20th. She stated she wants the fishing pier done. Gwen said that we know from the past that the bids have come back a little high and she thinks a cushion needs to be included so the Board will not have to meet to add money, just because the contractor finds an extra expense on the job.

Sharon said we have the marina, Hall and the kitchen is next.

Sharon said ADA ramp, doors, pool lift, and epoxy flooring for the breezeway (about \$8- 10,000) can be easily be from this year's budget. Sharon will put the \$10,000 for the floor in the current budget at the next BOT meeting. Jim asked about the picnic table progress: there is one built by maintenance, Randy, to look at.

Sharon said the pickle ball will be brought forward (at the next BOT Meeting). She asked Belle to make the motion for the BOT meeting so a Resolution can be done. Dan mentioned the dog park.

Terry reported that the entrance sign is in poor shape. She said the best sign they can get is 'starboard', a wrapped one that will last over ten years. She said the price was about \$1,500 a year and a half ago and will get a new quote. She thinks it will be less than \$2000. Barbara said she and Jim walked the ground and looked at the poor condition of all of the signs. She said Jim has photos of signs at other areas for ideas. Sharon said that the signs can come out of the budget now. Sharon said that the sign issues can be discussed at the next workshop to not tie up the BOT Meeting.

Allan Riga asked about Hicks Ramp parking (during our ramp construction). Sharon said that there is parking around that marina and whatever arrangements that you make there. She said you will be allowed to dock your boat there. She said there is parking at the 59th Street and the 10th Street ramps and they are free. Jim Couey said that there is parking at King Fish ramp. Jim said there is an AP (computer) to look up ramps.

Sharon said that the Reserves has about \$1.2M available so we do not much leeway. Sharon summarized \$681,650 (dredging) and \$350,000 (marina docks) gives us \$1,031,850 allocated to marina

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work. Sharon noted that \$350,000 had been removed from the Reserve numbers for the boat ramp work. Terry said we would add \$200,000 for the Hall work, plus the ceiling and kitchen work. Sharon said the available funds include the \$1.3 M plus the \$65,000 (\$50,000 from the original Hall budget and the \$15,000 from ADA furniture). She said \$50,000 shown for this year's Hall budget can be used for the Hall work. She said that even if we start all of the work discussed we would not be done with it this year. She does not want to remove any of the budgeted roof money. She said we need more money in this year's air conditioning budget because it is small. She said Jim was going to look into alternate heating for the Hall. Jim said that heat strips added to the air conditioning system will cost \$8000 for electrical so we can get rid of the old gas blower heaters hanging from the ceiling. He said once the heat strips are working the existing duct work.

Sharon said we have not done anything with the splash park idea as more research is needed. Sharon will ask Shawn to give a price. Jim said that the biggest cost is the filtration system since the existing pool system cannot handle more. Jim says the plumbing alone is about \$100,000 for the infrastructure for the splash park. Sharon said we can have this in our near future plan.

Jim Frost suggested closing the kayak storage since it has been a pain. He said it could be the dog park. Sharon said the contracts expire in October and it could be closed. Sharon asked that Jim put it on the Agenda for the BOT Meeting on the 19th. Jim Frost said the (storage unit) users do not want to comply with the way things need to be done and not paying. Sharon said when they started cleaning it up there were 31 kayaks and 7 contracts. Sharon said we would have to supply the dog bags to clean up after their dogs and have maintenance do it once in a while. John said we may have liability with loose dogs. It was noted that other dog parks don't have a problem. Sharon said that the kayaks are not titled and if left on a property it becomes the property owner's property. She said it will not be a problem here unless they abandon them.

Jim Frost asked if the lights in the marina were fixed. Sharon said that they discovered a breaker was off and Jodie was going to let Sharon know if there still was a problem.

Jim Frost asked what was needed for the next meeting from him. Sharon said the bids on the pool chair lift, and the epoxy. Jim asked what kind of doors do we want for the Hall, solid like we have or glass doors. Sharon does not want glass doors because of the wind and kids breaking in. Jim Couey said he would like doors with a higher window.

Terry asked about the Attic Sale. Sharon said that Attic Sale is hosted by CERT to get some funds for the equipment and supplies they need. She said CERT is renting out the tables. Sharon said CERT does not have to go before the Board, and it is a federal organization. She said Dan has one more class and he is done, Jim Frost can finish the class March 15th. Sharon said that Clubs are Clubs and can use the Hall. Gwen asked about the Shakespeare Club. Sharon said that it was a restrictive organization that only let their members come. Sharon said she is taking the Red Cross Damage Assessment Class. She said the CERT Training is needed first. Sharon said the Board cannot recognize or not recognize a club.

Sharon reviewed the numbers with Terry and said she will get with Natalie to move several funds into the marina fund. She said she will have it ready before the next BOT Meeting.

Sharon supplied a copy of SS 189 for budget processing and asked the Trustees to read it. She said that what we did in the past is the way we should do it now (example was shown from 2005/6), which is

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short and simple to read. She said with Natalie' help, we had no problem with the Audit and only a couple of adjustments had to be made for last year, not this year. She said QuickBooks cannot do this simple report and it has to be done manually. She said the labor costs will be on one line, hourly and contract wages, no matter where they work. She said in Budget Report maintenance will have only one category with four sub categories: grounds, buildings, marina, and pool. She said then if money has to be moved from grounds to marina, it can be done in a motion, not a resolution.

Sharon reminded that the Town Hall will be noticed in the newspaper and the front page of the Banner. She said hopefully we can get some money from the county.

Belle said she will be making a motion for Sharon to make a Resolution for pickle ball. Sharon said if Belle is ready she can make a motion for the 4th of the July picnic and the swim team.

Jim Couey moved to adjourn. Belle Baxter seconded the motion. It was voted on and passed. We adjourned at 8:58 PM.

My summary - hopefully inclusive.... But you may want to read the minutes:

From Reserves:

1. \$681,650 (dredging) and \$350,000 (marina docks) gives us \$1,031,850
2. \$200,000 for the Hall work, (\$50,000 already in the budget) first the under pinning ad sewer line.
3. the Hall ceiling (unknown cost or design)
4. \$50,000 kitchen work.

The Marina ramp work is budgeted. The fishing pier should already be budgeted. This leaves the screen room work not addressed, but Jim said he put \$30-40,000 in his Hall guess.

From the normal budget:

1. Ramp work (\$5-6,000)
2. Door (\$5-6,000)
3. Pool lift (\$8-9,000) (bids on the 18th) (Jim said pool lift, ramp, 4 toilets and fishing pier was \$41,000)
4. 4 Portable Toilets (\$7,126.13)
5. Floor epoxy (\$8-10,000) (bids on the 18th)
6. Pickle ball, 4th of July picnic, swim team (motion on the 18th)
7. Signs (front and others)
8. Heat strips for A.C (\$8,000)

Sharon asked for a good survey to find out what the community wants.... Splash pool was mentioned.

Belle was asking for \$15,000 for the Recreation Committee fund for activities she detailed.

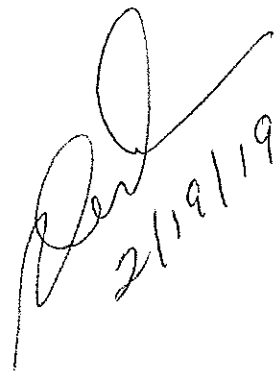
Terry wants to buy six round tables. Year for the hall.

Jim (motion) to close the kayak storage next October and make it a dog park.

Beef up the Air conditioning budget.

Re think the insurance numbers.

Complaint - ADA - walking on the beach road with traffic.



A handwritten signature in black ink, followed by the date '2/19/19' written vertically.