



Blue Pagoda, 655 N. Tamiami Trail, Sarasota, FL 34236

Board Meeting Agenda
March 17, 2020
3:00 pm

Call to Order	Cathy Layton, Chair
Public Comment*	Cathy Layton, Chair
Consent Agenda	Cathy Layton, Chair
Chair's Report	Cathy Layton, Chair
Finance Report <ul style="list-style-type: none">Financials – February 2020	Rob Lane, Treasurer
Management Report <ul style="list-style-type: none">Communications UpdateMangrove Walk Construction UpdateSite Plan Process UpdateFundraising Update	<ul style="list-style-type: none">AG Lafley, Founding CEOBill Waddill, Chief Implementation OfficerVeronica Brady, Director of Advancement
Agency/Sasaki Report <ul style="list-style-type: none">Phase 1 Design Progress, Schedule	Gina Ford, Susannah Ross
Old Business	Cathy Layton, Chair
New Business	Cathy Layton, Chair
Adjourn	Cathy Layton, Chair



*Guidelines for comments by members of the public at BPC Board Meetings:

- Comments and input are welcome
- Speaker must register prior to speaking (name, organization)
- 2 to 3 minutes maximum time speaking per person
- 10-minute maximum period devoted to this segment

Handouts

Financial Reports – February 2020

Resource Committee Discussion – January 10, 2020

Consent Agenda

Board Meeting and Team Update Minutes – January 21, 2020, February 18, 2020

Public Meetings: All meetings held at the Blue Pagoda unless noted.

Team Update	April 21, 2020	3:00 pm - 5:00 pm
Board Meeting	May 19, 2020	3:00 pm - 5:00 pm
Team Update	June 16, 2020	3:00 pm - 5:00 pm
Board Meeting	July 21, 2020	3:00 pm - 5:00 pm
Team Update	August 18, 2020	3:00 pm - 5:00 pm
Board Meeting	September 15, 2020	3:00 pm - 5:00 pm
Team Update	October 20, 2020	3:00 pm - 5:00 pm
Board Meeting	November 17, 2020	3:00 pm - 5:00 pm
Team Update	December 15, 2020	3:00 pm - 5:00 pm

The Bay Park Conservancy, Inc.

Balance Sheet

As of February 29, 2020

	<u>Feb 29, 20</u>	<u>Feb 28, 19</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
CenterState Bank - Checking	33,345	12,201	21,145
CenterState Bank - Money Market	8,271,706	276,457	7,995,249
Total Checking/Savings	8,305,051	288,658	8,016,393
Accounts Receivable			
Grants Receivable	406,400	840,000	-433,600
Total Accounts Receivable	406,400	840,000	-433,600
Total Current Assets	8,711,451	1,128,658	7,582,793
TOTAL ASSETS	<u>8,711,451</u>	<u>1,128,658</u>	<u>7,582,793</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
Credit Card X2003	2,059	0	2,059
Total Credit Cards	2,059	0	2,059
Total Current Liabilities	2,059	0	2,059
Total Liabilities	2,059	0	2,059
Equity			
Temp. Restricted Net Assets	406,400	840,000	-433,600
Unrestricted Net Assets	7,587,764	272,360	7,315,404
Net Income	715,228	16,298	698,930
Total Equity	8,709,392	1,128,658	7,580,735
TOTAL LIABILITIES & EQUITY	<u>8,711,451</u>	<u>1,128,658</u>	<u>7,582,793</u>

The Bay Park Conservancy, Inc.
Statement of Financial Income Expense
January 2019 through February 2020

Income/Expense

<u>Income</u>	<u>Phase 1 Budget</u>	<u>Actual</u>	<u>\$ Remaining</u>
Gifts and Grants (Private)	20,000,000	10,146,760	9,853,240
Other Grants (Public)	5,000,000	-	5,000,000
Total Income	\$ 25,000,000	\$ 10,146,760	\$ 14,853,240
 <u>Expense</u>			
Phase 1 - Implementation			
Design/Plan Consultants		1,020,846	
Contingency		71,174	
Other Consultants		230,358	
Capital-Fountain Garden		158,754	
Capital-Mangrove Walk		17,315	
Other Expenses		3,246	
Current Phase 1 - Implementation	\$ 22,500,000	\$ 1,501,693	\$ 20,998,307
 Personnel Expense			
Compensation and Benefits		223,164	
Consultant - Advancement		150,000	
Professional Fees		92,103	
Other Professional Fees		18,705	
Total Personnel/Professional Expense		483,972	
 Communications/Outreach			
Business Meals		4,450	
Memberships		588	
Website/Communications		27,312	
Community Outreach		105,279	
Communications/Outreach		137,629	
 Occupancy			
Occupancy		20,767	
Insurance		27,967	
Office Supplies and Equip		26,792	
Total Other Operating		75,526	
Total Operating	\$ 2,500,000	\$ 697,127	\$ 1,802,873
Total Expense	\$ 25,000,000	\$ 2,198,820	\$ 22,801,180
Net Ordinary Income	\$ -	\$ 7,947,940	\$ (7,947,940)
 <u>Other Income/Expense</u>			
Interest from Money Market		82,707	(82,707)
Bank wire fees		(15)	
Total Other Income	\$ -	\$ 82,692	\$ (82,707)
Net Income	\$ -	\$ 8,030,632	\$ (8,030,647)



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Team Update Minutes

February 18, 2020

3:00 pm

Board Members Present: Cathy Layton – Chair, Michael Klauber

Board Members by Phone: Rob Lane – Treasurer, Jennifer Compton (Secretary), Carlos de Quesada, Keith Dubose, Cynthia McCague

Board Members Excused: Liz Alpert, Steve Cover, Rod Hershberger, Emily Walsh

BPC: A.G. Lafley – Founding CEO, Bill Waddill – Chief Implementation Officer, Veronica Brady – Director of Advancement, Lori Denny - Project Coordinator

Agency Consulting Team: Susannah Ross by telephone

Public: Gabrielle Connor, Marty Taffel, Suzanne Lynch, Richard Mones, Bo Medred

Management Report

Mr. Lafley, Mr. Waddill and Ms. Brady presented the management report:

- Mr. Lafley – Shared team goals: Approval of Phase 1 Site plan, Fundraising, Operations Update
- Mr. Waddill:
 - Site Plan – Accepted for Completeness
 - First DRC Meeting held February 5 – comments received – will resubmit plan in approximately one month
 - Second DRC Meeting – April 1
 - May 13 – Planning Board meeting (tentative)
 - June 15 – City Commission meeting (tentative)
 - TIF update – County staff are preparing the first draft of the interlocal agreement, will work with city and county staff to update, and then submit to City and County Commissions separately for approval. The goal is to have the TIF district in place this summer in time for the October 1 budget years for City and County.

- Public Funding – City pledged \$1M for 2020, and another \$1M for 2021 (subject to City Commission approval); overcoming the next hurdle towards a WCIND grant of \$600,000 for kayak launch; applying to FDEP for environmental funding; SWFWMD and state appropriations in progress.
- Ms. Brady
 - \$9M cash, plus another \$6M in commitments
 - Giving Challenge – April 28/29 2020 – partnering with non-profit partners on The Bay site; opportunity to broaden our base for community support.
- Mr. Lafley
 - Continuing community meetings with hotels, developers, condominiums and other surrounding neighbors
 - Outreach efforts via email, social media and websites are allowing us to increase our reach in the community. (Organic, paid and video)
 - Continuing speaking engagements by team members
 - After permits are received, the mangrove bayou walkway construction begins; when we receive site plan approval, surveys will begin for activation and implementation (in the fall).
 - 3CDC professionals come down each month, perhaps April will be the next visit, to help us build our activation plan. Ms. Brady shared EdExplore educational opportunities exist to participate in summer programs for wildlife, horticulture, and other types of educational programs.
 - The most work over the next month will be on the DRC submittal.

Adjourn

The meeting adjourned at 3:25 pm.



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Board Meeting Minutes

January 21, 2020

3:00 pm – 5:00 pm

Board Members Present: Cathy Layton - Chair, Rob Lane – Treasurer, Keith DuBose, Carlos de Quesada, Michael Klauber, Cynthia McCague, Emily Walsh

Board Members Excused: Jennifer Compton (Secretary), Liz Alpert, Steve Cover, Rod Hershberger

BPC: Bill Waddill – Chief Implementation Officer, Veronica Brady – Director of Advancement, Lori Denny - Project Coordinator

Agency Consulting Team: Gina Ford, Susannah Ross by telephone

atLarge Marketing Team: Nicole Miskovic, Heather McLain

Public: Richard MacIndue, Paige Atkins, Maria L. Haber, Bill Diehl, Howard Davis, Steve Brown, Lou Costa, Gabrielle Connor, Monica Van Buskirk, Frances Bermudez, John Bryant, Shane Lamay, Bo Medred, Jon Thaxton, Norm Dumaine, Marty Taffel, Christy May

Ms. Layton called the meeting to order at 3:00 pm. A quorum was present.

Ms. Layton requested public input:

- Bill Diel – Expressed his opinion that he doesn't like the shade structures on boardwalk and lawn. He also expressed his concern about impacts to seagrasses.
- Mary Haber - Fencing and security monitoring possible from the top of her building.

Consent Agenda

- Ms. Layton asked for a motion to approve the consent agenda. The motion was made by Mr. Klauber and seconded by Ms. McCague. **Motion passed.**

Chair Report

- Ms. Layton proposed Bill Waddill host board meetings at the BPC office during off months and other board members can call in. Motion to approve a meeting schedule starting January and every other month the informational call would take place, with Bill Waddill hosting the meeting at BPC for the public attendance. The motion was made by Mr. Lane and seconded by Ms. McCague. **Motion passed.**
- Meeting notices will be sent to the board members from Ms. Layton to discuss on board responsibilities over the next year.
- Compensation committee has been formed, and Cynthia McCague will be chair.

Finance

- Mr. Lane advised a Finance Committee is being assembled which will also act as the Audit committee. It will become a resource for current finances and future funding. By our next meeting, Mr. Lane will have a proposed roster for the Finance Committee.
- Mr. Lane advised an RFP will be sent out to local companies for audit services.
- Mr. Lane reviewed the financial reporting through December 31, 2019.
- Ms. Brady indicated there are a couple more gifts received that will be included in the year-end adjustments. In addition, the City contribution of \$1M this year (their 2020 budget year began on October 1, 2019) and \$1M for 2021 fiscal year.

Management Report

Mr. Waddill and Ms. Brady presented the management report:

- Mr. Waddill spoke about the improvements in The Bay Fountain Garden project. Some of our environmental strategies have begun with this project.
- Second project is the Mangrove Walk. Ms. Brady shared additional information on the Mangrove Walk groundbreaking.
- Mr. Waddill shared an update that the site plan for Phase 1 was submitted to the City for review and was accepted as complete last week. Mr. Waddill shared timing of permitting and construction.
- Mr. Waddill shared the next Community Meeting may be held approximately the third week in February.
- Ms. Brady provided an update on Communications.
- Ms. Brady provided an update on Fundraising, Giving Challenge in April, and upcoming broad strategic planning in 2020.

Agency Report – Susannah Ross, Gina Ford and Jerry Sparkman from Sweet Sparkman

- Ms. Ford provided a high-level summary of the Phase 1 site plan (sharing black and white construction drawings).
- Bird’s Eye view drawing has been updated, and more information will be provided by Jerry Sparkman, on the shading options. Images for the main walk and boardwalk were shared.
- Ms. Ford reviewed construction drawing of mangrove site plan.
- Ms. Ford reviewed “mood board” and quality of materials planned to be used (light, breezy, airy yet tactile).

- Ms. Ford discussed the mangrove walk notes.
- Ms. Ford reviewed “Node Character” (osprey, twin oaks, cabbage palms, porch swing, deck bridges notes).
- Ms. Ford discussed the use of “Interpretive Precedents”.
- Mr. Sparkman broached the subject of “field theory” by Walter Netsch. “Architecture is a social art” and must be both “meaningful and beautiful”. Geometric design. Native materials.
- Overall goals – shade and gathering
- Blending of architecture and landscaping (food pavilion and reading room)
- Ms. Ford added the focus of using architecture to support form and life.
- Mr. Sparkman and Mr. Waddill shared info on the shade structures being energy efficient and potentially net zero, within the established budget.
- Ms. McCague asked how the design would withstand storm surge. Mr. Waddill and Mr. Sparkman reviewed the managed retreat approach.
- Ms. Layton appreciates we have taken a portion of our community’s past and used it to look forward.
- Mr. Waddill advised Ms. Ford will be coming to town and working on materials in the near future.

Additional Discussion

Mr. Lane expressed a desire to learn from other similar park projects. Mr. Waddill said the team could prepare a list of relevant similar parks if Board members would like to do some of their own research. Mr. Lane expressed that other park conservancies could have experiences that could be helpful as well.

Ms. McCague indicated we could use any learned relevant information for “benchmarking” as well. Ms. Ford shared that the City Parks Alliance could be a good resource.

Old Business

- None

New Business

- None

Adjourn

The meeting adjourned at 4:17 pm.



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Resource Committee Discussion

January 10, 2020

4:00 pm – 5:00 pm

Board Members Present: Cathy Layton, Rob Lane, Jennifer Compton

The attendees discussed individual board responsibilities, and how the Chair might better engage each board member for the greatest commitment to The Bay Park Conservancy. The Chair will meet with each board member in the next two months.

Changing the board meeting schedule to every other month was discussed and positively received. This will be discussed at the full board meeting on January 21, 2020.

Meeting adjourned at 5:00 pm.