

**BYLAWS OF THE BAY PARK IMPROVEMENT BOARD,
CITY OF SARASOTA, FL AND SARASOTA COUNTY, FL – Version 4
10/15/21**

These Bylaws of the Bay Park Improvement Board (“BPIB”) shall govern the conduct of its business as delineated in the Interlocal Agreement Regarding Cooperative Funding of Capital Improvements to the Bay Park using Tax Increment Revenues (hereafter referred to as the “Agreement”) as entered into by and between Sarasota County, Florida, a charter county and political subdivision of the State of Florida (“County”), and the City of Sarasota, a Florida municipal corporation (“City”)(hereafter the City and County may be referred to individually as “Party” and collectively as “Parties”), approved by the City on October 19, 2020 and the County on November 11, 2020, attached hereto as Attachment 1.

- 1. Function.** The BPIB will be responsible for the review and approval of all proposed capital project budgets to be completed using Tax Increment Revenue from the Trust Fund, and any other duties described in the Agreement. The BPIB shall have no authority or role other than that which is stated in the Agreement.
- 2. Membership.** The BPIB shall be made up of five members, constituted as follows:
 - a. Two members shall be County Commissioners appointed by the Board of County Commissioners to serve staggered two-year terms. To achieve the staggered terms, the initial term of one of the appointed County Commissioners shall be for a one-year term with the second appointed County Commissioner being appointed for a full two-year term.
 - b. Two members shall be City Commissioners appointed by the Sarasota City Commission to serve staggered two-year terms. To achieve the staggered terms, the initial term of one of the appointed City Commissioners shall be for a one-year term with the second appointed City Commissioner being appointed for a full two-year term.
 - c. One member, “Community Member,” shall be a member of the general public as chosen by a majority vote of the four elected officials listed above.
 - i. **Qualifications.** Candidates for Community Member shall possess the basic Qualifications for Service:
 1. Candidates must fully support the mission of the BPC and the New Performing Arts Center, and the Agreement, as demonstrated by actively participating in the planning, funding or operational activities of The Bay or New Performing Arts Center.
 2. Candidates must be a resident of Sarasota County.
 3. Candidates must own property in the City of Sarasota in an area adjacent to or within the Tax Increment Financing District or be experienced in creating, operating or managing a Tax Increment Financing District.
 - (ii) **Service.** Any Candidate selected to serve as Community Member shall serve in accordance with the Agreement.

- (iii) **Selection of Community Member.** The initial selection of this Community Member shall occur at the second meeting of the BPIB and then every two years during the term of Agreement at the first meeting of the respective year.
 - d. After the initial selection of all BPIB members, terms shall be two-year terms.
 - e. Notwithstanding any provisions to the contrary, nothing shall prevent a person appointed to a term on the BPIB from being reappointed to subsequent terms provided that the member continues to meet the requirements for appointment and service.
- 3. Officers.** The first official to serve as Chair will be one of the appointed City Commissioners and the first to serve as Vice-Chair will be one of the appointed County Commissioners, each chosen by a majority of BPIB. The role of Chair and Vice-Chair shall alternate annually between a City Commissioner member and a County Commissioner member.
- 4. Meetings.**
 - a. The BPIB shall meet at such times and places as the Chair deems appropriate to carry out its functions as outlined in the Agreement, but at least once per year.
 - b. A seating area shall be provided for members of the public.
 - c. Meeting agendas shall provide for public comment during designated public comment periods, limited to three minutes per person and speakers may neither defer nor combine their time to another speaker.
 - d. Meetings shall require a quorum to conduct regular business.
 - e. Requests for approving projects to receive Tax Increment Revenue funding shall require approval of the majority of the entire BPIB, or a minimum of three members.
 - f. Except as stated herein, all meetings shall be guided by the latest edition of Robert's Rules of Order.
 - g. All BPIB members are expected to attend all BPIB meetings.
- 5. Public Records and Open Meetings.** The BPIB will constitute a governmental body subject to applicable law, including Florida's public records and open meetings requirements. Meetings shall be posted in advance by both the City of Sarasota and Sarasota County in accordance with such requirements, including publishing on both websites.
- 6. Administrative Support.** The City of Sarasota will coordinate and house all meetings of the BPIB and will provide administrative staff to assist necessary to the proper conduct of its meetings including providing public notice of and producing minutes from the meetings, as well as advertising for Community Member candidates.
- 7. Community Member Removal.** If the Community Member no longer fulfills the Qualifications for Service or does not attend at least 75% of the prior year's meetings, the majority of the elected members may vote to remove the Community Member and immediately seek another Community Member.