



VENICE YOUTH BOATING ASSOCIATION

Venice Youth Boating Association, Inc. ♦ 1330 Tarpon Center Drive ♦ Venice, FL 34285 ♦ Ph: (941) 468-1719

The following comments were received in response to the original proposal submitted November 13, 2019. The comments below represent the input from all City Departments, the City Attorney and Sarasota County Parks & Recreation. Venice Youth Boating Association has edited the proposal to address the comments. Changes made to the proposal can be seen in **RED**.

City Attorney:

- 1) A license agreement or lease agreement will be needed to authorize this use. This will be drafted by the City Attorney and then require City Council approval.

Public Works:

- 1) The proposed fence should be white vinyl to match the adjacent fence at the VYBA yard. This will also provide 100% opacity for the neighboring properties.

Engineering:

- 1) Page 5 – City should not be required to provide an updated survey or site plan. If required for construction this will be the responsibility of VYBA. The City will provide any existing record drawings and surveys which are available.

Risk Management: The following provisions will need to be included within the use agreement.

- 1) Damage to VYBA property – VYBA should carry insurance on all improvements and property such as boats, trailers, etc.
- 2) A requirement in the agreement for Venice Youth Boating to carry and maintain Commercial General Liability insurance in an amount of not less than \$1,000,000 per occurrence AND be listed as an additional insured.
- 3) Injury to VYBA members and participants – If not covered by GL insurance, VYBA should carry specialist insurance to cover this risk.
- 4) VYBA should indemnify and hold harmless the city for any loss in connection with its use of the designated park area.
- 5) Certificate Holder should be 'City of Venice', and shall be named as an additional insured, endorsed on the policy, and evidenced to the city
- 6) At any time the city may change insurance requirements deemed to be appropriate to Venice Youth Boating operations, and evidence provided to the city of Venice.
- 7) At any time the city may request, and receive, any insurance policy Venice Youth Boating carries pursuant to this agreement.

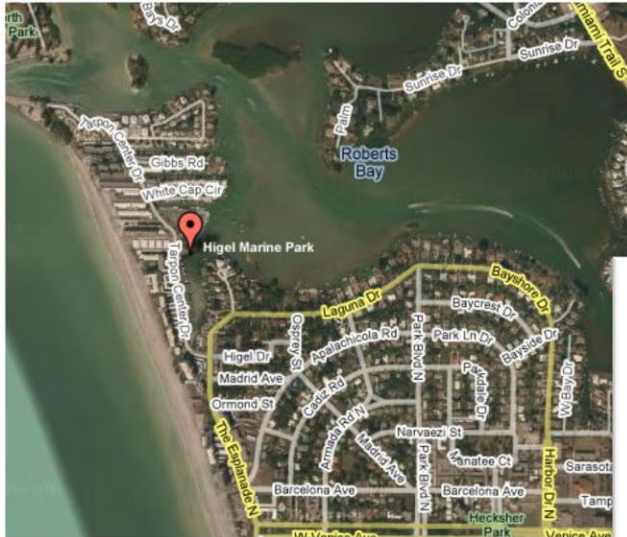
Sarasota County:

- 1) Identify in the proposal that all fence maintenance will be the responsibility of VYBA.
- 2) Identify in the proposal that all edging and mowing along the fence (interior and exterior) will be the responsibility of VYBA.



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PROPOSAL

VENICE YOUTH BOATING ASSOCIATION USE OF HIGLEY MARINE PARK

November 2019

As a 501(c)(3) organization, a copy of the official registration and financial information may be obtained from the division of consumer services by calling toll free 1-800-435-7352 within the state or by accessing the website www.freshfromfl.com. Registration does not imply endorsement, approval or recommendation by the state. Registration No. CH14277

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USE OF HIGEL MARINE PARK

Background

The Venice Youth Boating Association (VYBA) has provided sailing experiences for the youth of Venice and surrounding areas for over 60 years. Founded in 1952 and receiving not profit status in 1976, VYBA offers programs year-round for young sailors. These programs support their development as capable athletes, confident leaders, and independent individuals. Our Learn to Sail programs start at age 6 and the skills our youth develop there become a lifelong passion for the water, sailing, and our community. VYBA hosts the following programs:

- Youth Learn to Sail (ages 6-18)
- School Year Adventure Sailing (ages 7-18)
- School Year Race Team (ages 8-18)
- Venice High School Sailing

Our policy is to never turn away a child in need. VYBA raised over \$20,000 of scholarship funding in 2019 and was able to fund 25% of summer sailors and 40% of all school year sailors in 2019 with the scholarships. VYBA strives to be a helpful part of the community by fulfilling our mission of changing young lives thorough sailing.

FRIENDS OF HIGEL MARINE PARK

VYBA also strives to protect our sailing environment as well as preserve our community. In 2018, VYBA became a “Friend of Higel Park” and has fulfilled the responsibility of quarterly clean ups, with youth sailors doing the volunteer work. VYBA has won the following recent awards, showing our dedication to Higel Park and the environment overall.

- Keep Sarasota County Beautiful Awards
 - o City of Venice Adoption Program 2019
 - o Innovative Projects 2018
 - o Community Service Project—Venice 2017
 - o Sea Conservation 2016
- Sarasota Parks, Recreation, & Natural Resources — Volunteer Recognition for Outstanding Service to the Community 2018
- Sailors for the Sea — Silver Level Clean Regatta Certification for Venetian Cup 2018

VYBA pledges to continue the preservation of Higel Park while using it to expand our youth sailing programs to serve the community.

CURRENT VYBA STORAGE SITUATION

After completion of the new dinghy storage racks in 2017, VYBA greatly increased storage capacity for small dinghies such as the Optimist Prams and Sunfish that many of our sailors use. However, our Club 420 Sailboats

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are too large to store inside the racks and must remain on dollies inside the VYBA yard. Currently VYBA owns eight Club 420 Sailboats that are used by our Venice High School Sailing Team, our 420 Race Team and our adult Twilight Sailors. The storage of these boats inside our yard causes a tripping hazard as well as an issue with access when removing the smaller dinghies from the racks.



FUTURE NEED

VYBA has a growing student sailor population. Currently the Venice High School Varsity Sailing Team has 12 members and we would like to add additional members for a junior varsity squad. As the number of sailors grow, there will also be a need to purchase and store more of these larger dinghies. In addition, VYBA has also applied for and is under consideration to become a US Sailing Association Accredited Community Boating Center. With this accreditation comes additional responsibilities to maintain fleets and student spaces to US Sailing requirements. With our current space, we are unable to purchase additional boats to grow our program. Use of Higel Marine Park will provide the space needed to safely grow our Club 420 fleet and larger dinghy programs.

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Proposed Site Use

The VYBA staff and board members have been in touch with the Venice Director of Public Works as well as members of the Sarasota County maintenance crew to determine the best use of the park for boat storage and launching purposes. It was suggested that VYBA make the fencing structure so that the area required the least amount of maintenance possible for the county operation crews. This led to the design of a fence and gate that allows for easy access to utility meters that are in place but does not require additional weed eating or mowing around structures. The fence encloses the entire back lot area of the park. **The proposed fence will be white vinyl to match the adjacent fence at the VYBA yard. This will also provide 100% opacity for the neighboring properties.** See Figure 1.

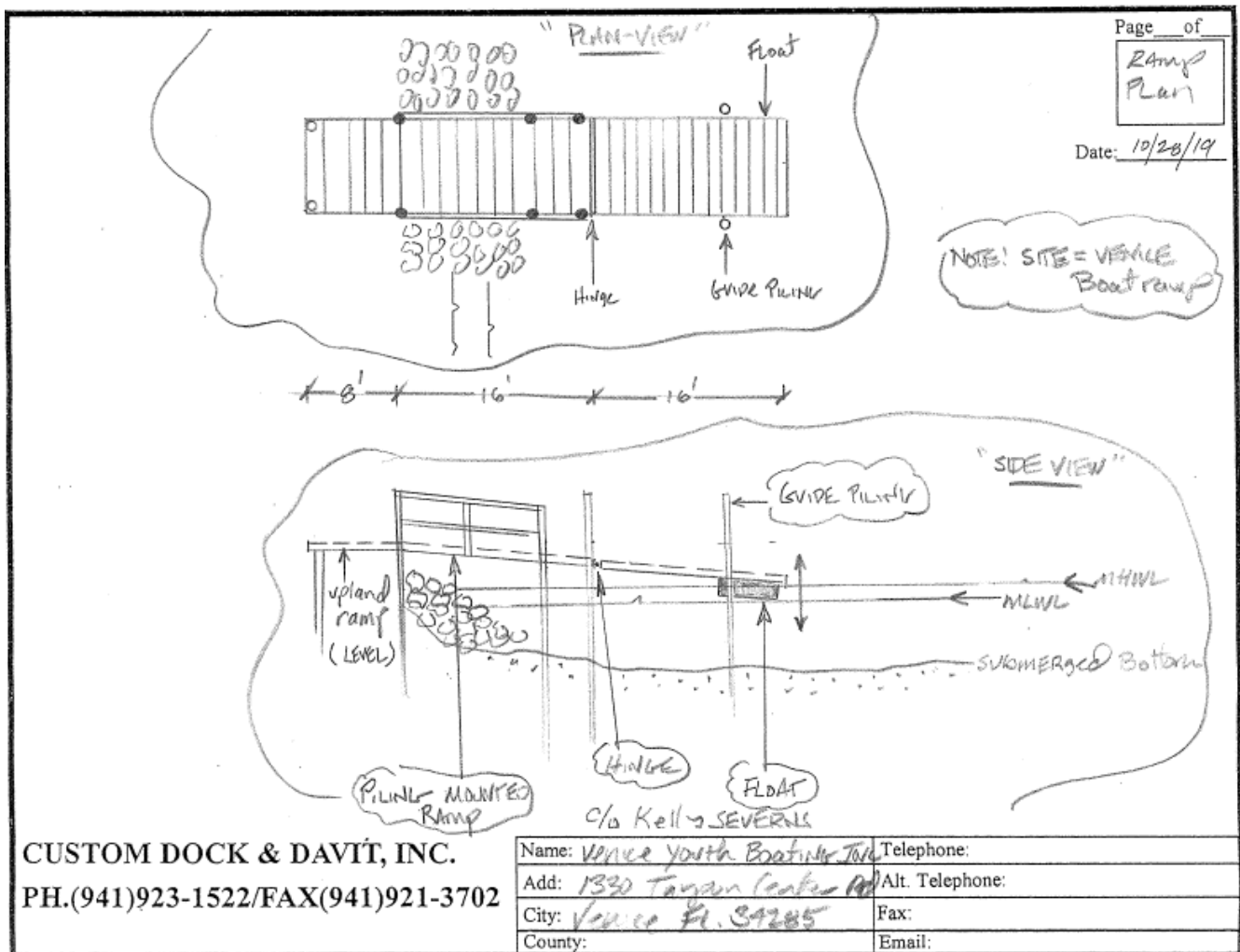
Figure 1: Site Layout (not to scale)



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The dock design aims to make the least environmental impact possible while giving a safe launch area for the student sailors. This design will not require removal of any mangroves, though some trimming will need to be done. Any trimming will be approved and permitted as required by the city and county. The dock will not protrude into any canal ways or channels and will give a safe, clear launching area for the student sailors. See Figure 2 for the design.

Figure 2: Dock Design



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Outline of Responsibilities

Since the land in discussion for this project is owned by the City of Venice and operated by Sarasota County, it is important to have a clear division of responsibility for the project in question. **A license agreement or lease agreement will be needed to authorize this use. This will be drafted by the City Attorney and then require City Council approval.** Venice Youth Boating Association proposes the following:

CONSTRUCTION

Venice Youth Boating Association **construction** responsibilities:

- Cover all costs associated with construction of the boundary fence and gate as described
- Cover all costs associated with construction of the dock and floating ramp as described
- Work with the city and contractors to file for and pay for all required permitting including:
 - o Minor Project Permit – Fence (Commercial)
 - o Minor Project Permit – Dock
 - o Sarasota County Water & Navigation Control Authority approval
 - o Construction documents
 - o Site Prep permit (vegetation removal, etc)
- Project Manager oversight of the construction by a Professional Engineer (PE) / Project Management Professional (PMP)
- Ensure that all water meters or other utility access hatches remain outside of the VYBA fenced land for easy city access
- Arrangement of final inspection

City of Venice **construction** responsibilities:

- Work with VYBA and contractors to determine that the project meets all permitting requirements
- **The City will provide any existing record drawings and surveys which are available showing the property lines, existing easements, utility locations in relations to proposed improvements (with required setback dimensions) to be used in the permitting process**
- Provide final inspection and approval of the construction

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MAINTENANCE

Venice Youth Boating Association **maintenance** responsibilities:

- VYBA will maintain all land and structures within the boundary of the fence including the waterline vegetation and dock structures. This includes any mowing, weed eating, etc. needed for landscape maintenance inside the fence
- **VYBA will maintain all parts of the fence.**
- **VYBA will be responsible for the weed-eating / edging along all fence edges inside and out.**
- VYBA will be responsible for security of the fenced area, including locks for the gate, security of any future storage structures and surveillance cameras. The City or County will hold no liability for any stolen or vandalized property within the fenced area maintained by VYBA.
- VYBA will be provided water service for wash down of the boats from the Higel Park shelter water spigot at an agreed upon monthly rate. VYBA will provide their own hoses.

City of Venice **maintenance** responsibilities:

- The City will work with Sarasota County to maintain the Higel Park structures and landscaping on all areas of the park outside of the fenced boundary
- The City will provide access to water spigots from the Higel park shelter for an agreed upon fee.

Sarasota County **maintenance** responsibilities:

- The County will maintain Higel Park boat ramp, parking and shelter (including restrooms) as usual with no change in responsibilities.
- The County will mow, weed eat and maintain landscaping on all areas outside of the VYBA fence.

RISK MANAGEMENT

- **VYBA Risk Management responsibilities will include:**
- **VYBA should carry insurance on all improvements and property such as boats, trailers, etc.**
- **Venice Youth Boating will carry and maintain Commercial General Liability insurance in an amount of not less than \$1,000,000 per occurrence**
- **VYBA will carry specialist insurance to cover injury to sailors, staff and volunteers.**
- **VBYA will indemnify and hold harmless the city for any loss in connection with its use of the designated park area.**
- **Certificate Holder should be 'City of Venice', and shall be named as an additional insured, endorsed on the policy, and evidenced to the city**
- **At any time the city may change insurance requirements deemed to be appropriate to Venice Youth Boating operations, and evidence provided to the city of Venice.**
- **At any time the city may request, and receive, any insurance policy Venice Youth Boating carries pursuant to this agreement.**
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Schedule and Estimate

The following is the expected Schedule of Construction. The project is expected to have a duration of 9 months, with construction expected to take 8 weeks. All dates are approximate estimates and are subject to change according to City approvals and contract negotiations.

Table 1: Project Schedule

SCHEDULE

| | |
|--|----------------|
| Proposal presented to City of Venice from VYBA | Nov. 15, 2019 |
| Approval of Venice City Council and Sarasota County Maintenance of this proposal | Jan. 1, 2020 |
| Draft Memorandum of Understanding from the City of Venice to VYBA for signature | Jan. 15, 2020 |
| Negotiation and Agreement between VYBA and City of Venice – signed | Feb. 1, 2020 |
| Negotiations with Contractors and Contracts signed | March 1, 2020 |
| Permitting Process – final drawings and permits secured | June 1, 2020 |
| Construction begins | July 1, 2020 |
| Dock and Fence construction complete | Sept. 1, 2020 |
| VYBA School Year Sailing – Race Teams begin using the facility | Sept. 15, 2020 |
| It is the goal of VYBA to have a usable facility for the start of the 2020-2021 school year sailing program. | |

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Quotes were received by contractors and research was used to determine the overall costs shown in Table 2 below. Additional improvements in a Phase 2 for the future may include delivery of gravel for site leveling and a storm proof self-contained storage shed to store sailing equipment. However, this Phase 1 will only include the fence and ramp construction.

Table 2: Project Estimate

| ESTIMATE | | |
|---------------------------------------|--------------------------------|-------------|
| WORK ITEM | CONTRACTOR/VENDOR | ESTIMATE |
| Three side fence and gate | H&Y Fence | \$5054.00 |
| Dock with floating ramp | Custom Dock and Davit | \$12995.00 |
| Additional items – Dock/ramp | Custom Dock and Davit | \$4000 |
| Estimated Permitting / Planning Costs | | \$1000 |
| Preparation of Construction Documents | (approx. 10% of project costs) | \$2500 |
| TOTAL PROJECT ESTIMATE | | \$25,550.00 |

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Conclusion

In conclusion, VYBA has a proven record of not only changing young lives through sailing, but also preserving and caring for Higel Marine Park. By adopting the park and performing quarterly clean up and maintenance, the sailors have gained a respect for the property and treat it like their own. If this proposal is approved, VYBA will continue to care for and preserve Higel Park while making meaningful use of currently vacant land. More Venice youth will be able to benefit from the sport of sailing and VYBA will help the City and County by maintaining a clean, visibly pleasing boat use area.

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Contact Information



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APPENDIX – Contractor Quotes

NOTE – this edited proposal includes a quote for the white vinyl privacy fencing as suggested in the comments replacing the quote for the chain-link with windscreen.