

APPROVED AS CORRECTED, JULY 16, 2024
TRAILER ESTATES PARK & RECREATION DISTRICT
BOARD OF TRUSTEES WORKSHOP

JUNE 18, 2024
MARK'S HALL
1903 69TH AVENUE WEST
BRADENTON, FL 34207

The Workshop Meeting was called to order by Duane Trotter at 9:41 a.m.

ROLL CALL: Dottie Deerwester, Kathy Gregory, Todd Lombardi, Russell McAlister, Louis Nickels, Cindy O'Brien and Duane Trotter were present in the hall. Lori Dalton and Rod Smith were absent. Park Manager, Lee Morris, was present in the hall.

PUBLIC COMMENT

John Good, 6913 Marlin Lane- He asked who is responsible for placing items on the Workshop agenda and if residents are permitted to add agenda items.

Closed Public Comment

REPORTS FROM STANDING COMMITTEES

Barbara Sewel, 6608 Dakota, Treasure Barn (TB) Committee – Treasure Barn sales will resume in October. Their final total is \$50,654.36.

CLUBS & ORGANIZATIONS: None

MASTER PLAN PRESENTATIONS

- 1) **Toole Recreation Planning** – Ann Toole and her team detailed their previous planning jobs and their vision for TE. Following the presentation, questions were asked about their experience working in Manatee County including the zoning and permitting processes, applying and obtaining financial assistance, especially with reference to 55+ communities and their knowledge of working within infrastructures such as here in Trailer Estates.

- 2) **Kimley-Horn Planning** – Jay Cooper and his team detailed their previous planning jobs and their vision for TE. Following their presentation, questions were asked about obtaining grants for special districts and 55+ communities, average costs to prepare and submit grants, and their role in obtaining permits and following zoning restrictions.

DISCUSSION ITEMS PRESENTED BY BOARD & STAFF

- 1) **Large Hall Restroom Refurbishment (Lombardi)** – Lee Morris and Bill Cottom detailed the plans to refurbish the Large Hall restrooms using \$35,000 donated from the Treasure Barn. A discussion followed. Three bids were requested but only bids from Shore Interior Solutions and RJM Contractors were received. The bid from Shore was accepted as it was \$37,254.70 as the bid from RJM Contractors was \$93,556.20. The materials included in the bid from Shore were discussed to ensure they will come under the stated budget for the project. Kathy asked about handicap access to the restrooms as it was not included in the bid. The stall doors will be wide enough to accommodate everyone. Lee Morris mentioned the handicap access could be completed during the new budget cycle. Duane asked if additional funding could be obtained from Treasure Barn. Lee stated the timing for this project is important as there are fewer residents during the summer months.

- 2) **Audit & Financial Statements (ending Sept. 30, 2023)(Nickels)** – Louis presented the results of the audit and their recommendations. A discussion followed. Louis stated no discrepancies or shortcomings were noted. Lee Morris distributed the Auditor’s Discussion and Analysis (AD&A) page which outlined accounting recommendations for the District. He noted that we have been utilizing staff from our sister parks to assist with accounting due to the complexity of the marina bond and early payments. He suggested looking at our staff to determine if they have the needed skill sets for this task or do we look outside for assistance. Dottie asked about the refundable deposits under the Current Liabilities section and was informed it is for fob deposits. She questioned the legality of not returning the deposits to the residents since they signed documents indicating the deposit would be returned.

- 3) **PP15A Bingo Policy (Deerwester)** – Dottie recommended changes to PP15A. A discussion followed. Dottie also proposed under Section 3, adding section E to read, “ No one under the age of 18 shall be allowed to play bingo. “
- 4) **District Email Address Change (Morris)** – Lee detailed the need to change from generic email addresses to unique email addresses to accommodate on-line financial filing for the state. A discussion followed. Dottie asked if previous emails will be lost when this change occurs. Lee stated previous emails will be archived.

TRUSTEE REPORTS

- 1) Cindy – She detailed the success of the Fall Prevention Program and the possibility of having another presentation during season. She is working on having a memory care presentation. Tai Chi classes will be offered beginning in September. She discussed mail theft and how to report it.
- 2) Kathy – She shared plans to change the Beach Party Happy Hour Dance from March to April 2025. Another dance may be added in March 2025.
- 3) Todd – He announced 20-foot boat slips are available. Maintenance shop is getting ready. The pool lift is now operational.
- 4) Louis – He shared that check fraud was reported by Regions Bank which resulted in locking our checking account. Upon the bank’s advice, we have established a payroll account and a vendor account. A new program called Positive Pay will be utilized.
- 5) Russell – Nothing to report.
- 6) Dottie – She stated the Father’s Day event was well received . The next potluck event is scheduled for Saturday, June 22. The guest speaker is from the Paranormal Society of Bradenton. On July 26, the opening ceremony for the Summer Olympic Games will be televised in Mark’s Hall. Watch for details. She plans to add a dance in July.
- 7) Duane – He thanked Lee Morris, the IT staff and the trustees who helped with the fob changeover on June 3rd. He reminded everyone that we have the Board of Trustee elections in December with three board openings.

PARK MANAGER COMMENTS

Lee thanked the trustees who assisted with the fob changeover. He acknowledged the difficulty with the fob installation and channel 732 broadcasts.

Lee thanked the residents for their continued patience until this matter is resolved.

VIOLATION REPORT

Lee distributed the violation report current as to 6/11/2024. This document did not contain violation listings which went to the enforcement committee. Lee pointed out that one address may have multiple violations. He reminded residents of the importance of caring for their homes and properties.

UNFINISHED BUSINESS

None.

ADJOURNMENT

Meeting adjourned at 12:08 p.m.

Respectfully submitted,

Kathleen Gregory, Acting Secretary
Correction made by Lori Dalton, Board Secretary