

# Trailer Estates Park and Recreation District

Board of Trustees Workshop

January 7, 2025

9:30AM Mark's Hall

1903 69<sup>th</sup> Avenue West

Bradenton, FL 34207

Call to Order

Roll Call

Public Comment (Limit 3 Minutes on Workshop Agenda Items Only)

Reports from Standing Committees

Clubs & Organizations

Presentation -

Discussion Items Presented by Board & Staff (PP38)

1. Update Community Channel Event Form PP14B
2. Update Bingo Policy PP15A
3. Update PP13 Procedures for Paid Instructors
4. Resolution 2025-01 Max Ownership of Properties in Trailer Estates
5. Interior/Exterior Repairs to Maintenance & Treasure Barn Buildings
6. Discuss Vote of Owners Required to Sell TE Real Property
7. Charging for District Sponsored Events

Trustee Reports

Violation Report - None

Park Manager Comments

Unfinished Business

Adjournment

Trailer Estates broadcasts its Meeting live on Channel 732 inside the Community.

Zoom Meeting Access:

<https://us02web.zoom.us/j/89378130744?pwd=bH6hfan4i9JBjj3j4y5iVuKuGht99.1>

Meeting ID: 893 7813 0744

Passcode: 9BS7YY

One tap mobile

+13052241968,,89378130744#,,,,\*076274# US

+13092053325,,89378130744#,,,,\*076274# US

Meeting ID: 893 7813 0744

Mobile Passcode: 076274

Pursuant to Section 286.0105, Florida Statutes, should any person wish to appeal a decision of the Board with respect to any matter considered at this meeting, he or she will need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Pursuant to Section 286.26, Florida Statutes, and the Americans with Disabilities Act, any handicapped person desiring to attend this meeting should contact TJ Miller at 756-7177, at least 48 hours in advance of the meeting, to ensure that adequate accommodations are provided for access to the meeting.

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Update Community Channel Event Request Form - PP14B

For Upcoming Meeting—Date 01/07/2025

Type of Meeting (check one): Workshop  Board Meeting

**\*It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.**

Rationale (for workshops)/ MOTION (for board meetings): To review proposed plan to replace the current PP14B with an updated version that is easier for the office assistant to work with.

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)**  
None.

Attachments: **(Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)** Current & Draft copies of PP14B

Trustee Lori Dalton

Date Submitted 12/26/2024

Chairman/Designee \_\_\_\_\_

Office Manager/Designee: Date Posted \_\_\_\_\_ Initials \_\_\_\_\_



**CHANNEL 732 – TE COMMUNITY CHANNEL EVENT POSTING REQUEST FORM PP14B**

**SUBMITTED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CLUB/GROUP/ORGANIZATION NAME:** \_\_\_\_\_

**CONTACT PHONE:** \_\_\_\_\_

**START DATE:** \_\_\_\_\_ **END DATE:** \_\_\_\_\_

**PLEASE PRINT YOUR POSTING INFORMATION CLEARLY IN THE LINES PROVIDED BELOW. Be sure to include the who, what, where, why, when and any costs associated with your event/post. Additionally, please indicate if your event is for group members only or residents and their guests.**


**For Channol Manager Only**  
Approved for Posting: \_\_\_\_\_ Posted Date: \_\_\_\_\_

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Amend BINGO Policy PP15A

For Upcoming Meeting—Date 1/7/2025

Type of Meeting (check one): Workshop [checked] Board Meeting [ ]

\*It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.

Rationale (for workshops)/ MOTION (for board meetings):

Revise PP15A BINGO policy to bring policy into compliance to TE Charter

Section 15, Item 11.

Costs/Estimated Costs: (Required if agenda item includes spending district money.) None

Attachments: (Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)

PP 15A and attacheded document outlining changes.

Trustee Dottie Deerwester

Date Submitted 12/23/24

Chairman/Designee

Office Manager/Designee: Date Posted Initials

**TRAILER ESTATES PARK AND RECREATION DISTRICT  
BINGO POLICY PP 15A**

~~Bingo is currently operated by Trailer Estates Park & Recreation District (TEPRD). The district can conduct bingo provided the proceeds of such games shall be distributed to players in the form of cash or prizes after having deducting the actual business expenses for such games for articles for and essential to the operation, conduct, and playing of bingo and to conduct 50/50 raffles provided at least 50% of the raffle proceeds shall be distributed in the form of cash or prizes. Such bingo games or raffles shall be held only on property owned or leased for not less than 1 year by the district. To that extent, the following rules shall be complied with.~~

**SECTION I.**

**Bingo is not open to the public or visitors.** Admission to play Bingo is by District FOB-ID or District Guest FOB-ID, issued by TE office in accordance with Rules and Regulations, Part A, except Section II, paragraph D does not apply.

**SECTION II.**

- A. Games are played every Sunday and Wednesday night (except some holidays) starting after 6:45 p.m. as soon as helpers are ready to start. No cards shall be sold after 6:45 p.m.
- B. Helpers may buy their cards starting at 5:30 p.m. with others buying their cards at 5:45 p.m. on game night only. Helpers/representatives may not purchase cards for other residents or guests of residents. No "advance" ticket sales are permitted.

**SECTION III.**

All games are to be conducted under the supervision of a Trustee or Delegate.

- A. The Trustee or Delegate on site shall be responsible to see that all bingo games are conducted pursuant to Florida State Statutes.
- B. Bingo participants are prohibited from selecting seats until one hour (60 minutes) prior to the scheduled start of the games when preceded by a scheduled activity.

**TRAILER ESTATES PARK AND RECREATION DISTRICT  
BINGO POLICY PP 15A**

1. Any one violating these rules shall be expelled from that day's games.
  2. It shall be the responsibility of the Trustee or Delegate to ensure this is strictly enforced.
- C. Each player may use as many cards as desired by purchasing a card.
- D. Callers may not play.
- E. No one under the age of 18 shall be allowed to play bingo.

**TRAILER ESTATES PARK AND RECREATION DISTRICT  
BOARD AGENDA ITEM FORM      PP 38**

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda PP13 Procedures for Paid Instructors

For Upcoming Meeting—Date January 7, 2024<sup>5</sup> @

Type of Meeting (check one): Workshop  Board Meeting

**\*It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.**

Rationale (for workshops)/ MOTION (for board meetings): Update the  
Update policy and remove Seasonal Social & Recreational Trustee and replace  
with Health & Welfare Trustee

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)**  
n/a

Attachments: **(Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)** See Attached

Trustee Trotter

Date Submitted 12/18/2024

Chairman/Designee \_\_\_\_\_

Office Manager/Designee: Date Posted \_\_\_\_\_ Initials \_\_\_\_\_



**TRAILER ESTATES PARK AND RECREATION DISTRICT  
PROCEDURES FOR PAID INSTRUCTORS PP 13**

The Trailer Estates Park and Recreation District promotes recreational activities and classes. The Board of Trustees may allocate funds for activities and classes requiring paid instructors. Persons or groups may request funding from the District for paid instructors if the following criteria are met:

1. The class or activity must be open to all residents of the District, regardless of membership in a particular group.
2. There must be a minimum of 10 residents participating in the class or activity.
3. Applications for funding must be submitted to the Health and Welfare Trustee ~~by received by~~ February 1 of each year in order to be considered for the upcoming budget.

The Health and Welfare ~~Seasonal Social and Recreational~~ Trustee will review the applications, and ~~will~~ make a recommendation(s) to the Board, based upon the objectives of the class, the instructor's qualifications and cost, current resident/~~non-resident~~ participation, session length, number of sessions, proposed scheduling dates of sessions, and facility requirements.

If funding is approved by the Board and the Health and Welfare ~~Seasonal Social and Recreational~~ Trustee shall be authorized to enter into contracts with instructors up to a maximum of \$100.00 per week for a maximum of 3 hours per week and for a maximum of 15 weeks. ; Establish set fees for resident and non-resident participation, any Club/Organizational sponsorship contributions, verify attendance records, collect and distribute monies. ; May terminate the contract and discontinue funding for the class or activity if it deviates from the approved application. ; and otherwise administer the District's program pertaining to the classes or activities being funded by the District.

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Resolution 2025-01 Deed Restriction Amendment- Max Ownership of Properties in Trailer Estates

For Upcoming Meeting—Date January 7, 2025

Type of Meeting (check one): Workshop [checked] Board Meeting [ ]

\*It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.

Rationale (for workshops)/ MOTION (for board meetings):

- Discuss Deed Restriction Amendment - Resolution 2025-01
Maximum Ownership/Control of 3 Properties at one time
Determine Ballot Wording
Property Owners vote- Election on March 11, 2025

Costs/Estimated Costs: (Required if agenda item includes spending district money.)
Possible Election Costs

Attachments: (Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)

- Resolution 2025-01
Critical Event Schedule

Trustee Chairman Trotter

Date Submitted December 30, 2024

Chairman/Designee

Office Manager/Designee: Date Posted Initials

**RESOLUTION 2025- XX**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TRAILER ESTATES PARK AND RECREATION DISTRICT PROVIDING FOR A REFERENDUM OF THE QUALIFIED ELECTORS WITHIN THE TRAILER ESTATES PARK AND RECREATION DISTRICT TO DETERMINE WHETHER TO AMEND THE DEED RESTRICTIONS TO PLACE A LIMIT ON THE NUMBER OF UNITS PURCHASED BY ANY PERSON OR ENTITY WITHIN THE DISTRICT; PROVIDING FOR A GRANDFATHER PROVISION; PROVIDING FOR THE PLACEMENT OF THE REFERENDUM ON THE MARCH 11, 2025 BALLOT; PROVIDING FOR OFFICIAL BALLOT LANGUAGE; PROVIDING FOR NOTICE/CERTIFICATION OF THE REFERENDUM AND CERTAIN OTHER MATTERS IN CONNECTION WITH CONDUCT OF THE REFERENDUM; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Trailer Estates Park and Recreation District is an independent special park and recreation district created by, Laws of Florida, as amended by House Bill No. 1631, as further amended (collectively referred to as the “Enabling Legislation”) and provided supplemental authority pursuant to general law including Chapters 189 and 418, Florida Statutes; and

**WHEREAS**, Trailer Estates Park and Recreation District (the “District”) provides services within its jurisdiction in unincorporated Manatee County; and

**WHEREAS**, currently pursuant to the Enabling Legislation of the District, the District is vested with the power to adopt and enforce reasonable rules and regulations governing the use of the facilities of the District as provided by general law, and to prescribe penalties for violations of such rules and regulations. Such rules and regulations to be enforced include deed restrictions; and

**WHEREAS**, pursuant to the terms of the Enabling Legislation, as recently amended, the District is entitled to amend and revise the District deed restrictions through a process involving a Resolution of the Board of Trustees and an election of the qualified electors of the District; and

**WHEREAS**, the District wishes to amend the District deed restriction to provide for a limit on the number of units any person or entity may purchase within the District; and

**WHEREAS**, the District’s Board of Trustees seeks to pose a referendum pursuant to its Enabling Legislation and general law, to the qualified electors; and

**WHEREAS**, the District’s Board of Trustees seeks to take all actions required under applicable Florida law to present the referendum question set forth herein to the qualified electors at the March 11, 2025, election.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TRAILER ESTATES PARK AND RECREATION DISTRICT THAT:**

**SECTION 1. RECITALS.** The recitals set forth herein are true and correct and are hereby incorporated fully by reference.

**SECTION 2. CALLING FOR REFERENDUM.** Pursuant to the Enabling Legislation and additional applicable law, a referendum election is hereby called for and ordered in Manatee County, Florida to be held on March 11, 2025, for the purpose of submitting to the qualified electors of the Trailer Estates Park and Recreation District on the question of whether the District should amend its deed restrictions to provide for a limit on the number of units any person or entity may purchase within the District, with the proviso for certain “grandfathering.” The referendum shall be conducted by the Manatee County Supervisor of Elections in accordance with all applicable requirements of law. The staff of the District is hereby authorized and directed to take such actions as may be necessary or desirable in furtherance thereof, including coordination with the Manatee County Supervisor of Elections and entering into an agreement with the Supervisor on the District's behalf regarding conduct of the referendum.

**SECTION 3. COMPLIANCE WITH APPLICABLE LAWS.** Said election shall be conducted according to the requirements of all special and general laws governing special district elections, including but not limited to the Enabling Legislation and Florida Statutes §§ 100.011 and 100.342.

**SECTION 4. CONDUCT OF ELECTION AND OFFICIAL BALLOT.** Pursuant to applicable Florida Statutes, the election shall be held at the polling places and early voting sites (if any) as designated by the Supervisor of Elections of Manatee County, Florida. The polls and early voting sites (if any) shall be opened and closed as provided by law. The ballots to be used in said election shall be in the form as provided by law and shall contain the question to be voted upon and said question shall have the following ballot title and the question shall be in substantially the following form:

**Amendment to Trailer Estates Park and Recreation District Deed Restrictions  
Limiting Unit Numbers for Purchase**

Shall District deed restrictions be amended to state no more than two lots shall be owned by the same individuals(s), trust, corporate entity, provided any property owner owning three or more properties in the District at date of adoption of this amendment shall not be required to divest ownership of said properties; however, said owner shall not be allowed to acquire or control additional properties in the District until owner can comply with these restrictions?

**YES-Approve** \_\_\_\_\_

**NO- Reject** \_\_\_\_\_

The proposed new language of the deed restriction is shown in redline format and attached hereto as Exhibit “A” and incorporated herein.

**SECTION 5. NOTICE OF ELECTION.** Pursuant to the Enabling Legislation and applicable Florida Statutes including §100.342, the District shall comply with all applicable notice requirements associated with the referendum. The District shall provide at least 30 days' notice of the referendum by publication in a newspaper of general circulation in Manatee County. The District shall publish such notice at least twice, once in the fifth week and once in the third week prior to the week in which the referendum is to be held. The proposed deed restriction amendment shall be available for review at the District's office located at 1903 69<sup>th</sup> Avenue West, Bradenton, Florida through the date of the election.

**SECTION 6. INTENT TO REIMBURSE.** Pursuant to Florida Statutes §100.011, the District shall bear responsibility for costs directly associated with the referendum election or pay the District's proportionate share, if applicable. The District shall reimburse the Manatee County Supervisor of Elections immediately upon receipt of invoiced applicable costs.

**SECTION 7. LANGUAGE.** To the extent required by law, the official ballot referendum shall be published in both the English and Spanish language. The District shall pay the costs associated with obtaining a Spanish translation of the above stated official ballot question.

**SECTION 8. SEVERABILITY.** Should any portion of this Resolution be found by a court of competent jurisdiction to be illegal or unconstitutional, then such portion shall be severed, and the remaining portions of this Resolution shall be unaffected thereby.

**SECTION 9. EFFECTIVE DATE.** This Resolution shall take effect immediately upon its adoption. If approved by a majority of the "yes" vote of the electors voting in the referendum, the deed restriction amendments shall take effect upon certification of the election results by the Supervisor of Elections.

ADOPTED by the Trailer Estates Park and Recreation District Board of Trustees, meeting in regular session this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

**TRAILER ESTATES PARK AND RECREATION DISTRICT, an independent special park and recreation district.**

By: \_\_\_\_\_  
Secretary

\_\_\_\_\_  
Duane Trotter  
Chairman

[DISTRICT SEAL]

## EXHIBIT "A"

Section 3. The use of any and all lots, blocks or parcels SAVE AND EXCEPT those owned by Trailer Estates Park and Recreation District, its successors or assigns, shall be limited to single-family residential use. No more than two lots shall be owned by the same individuals(s), trust, corporate entity, provided any property owner owning three or more properties in the District prior to March 11, 2025 shall not be required to divest ownership of said properties; however, said owner shall not be allowed to acquire or control additional properties in the District until owner can comply with these restrictions. Any conflicting language found in the deed restrictions or otherwise is hereby superseded.

**TRAILER ESTATES  
PROCESS FOR AMENDMENT OF DEED RESTRICTIONS  
AND ELECTION  
DETAILED CRITICAL EVENTS SCHEDULE**

<b>EVENT</b>	<b>DATE</b>
2/3 Vote of full membership of the Board of Trustees to approve the terms and conditions of amendment to the Deed Restrictions by Resolution.	January 7, 2025
Not less than 30 or greater than 60 days after date of Resolution, Trustees certify Resolution to the Manatee Supervisor of Elections.	February 7, 2025
At least 30 days' notice of referendum by publication in a newspaper of general circulation in Manatee County.	
Publication of referendum notice made at least twice, once in the 5 <sup>th</sup> week and once in the 3 <sup>rd</sup> week prior to the week of March 11 <sup>th</sup> .	February 5, 2025, and February 19, 2025
Slate of Board Members up for election sent to each record owner not less than 15 days before election.	February 21, 2025
Publish slate of Board members in newspaper of general circulation in Manatee County 1x at least 10 days before election.	February 26, 2025
Board of Trustees Election and Referendum vote (second Tuesday in March). Need majority of qualified electors to approve referendum/ballot language.	March 11, 2025
Supervisor of Elections announces ballot/election results.	March 12, 2025

**TRAILER ESTATES PARK AND RECREATION DISTRICT  
BOARD AGENDA ITEM FORM**

**PP 38**

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Interior/Exterior Repairs to Maintenance & Treasure Barn Building

For Upcoming Meeting—Date January 7, 2025

Type of Meeting (check one): Workshop  Board Meeting

**\*It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.**

Rationale (for workshops)/ MOTION (for board meetings): \_\_\_\_\_

Quotes for Interior/Exterior Repairs from Surge Water Flooding

Rapid Response Team

Southwest Florida Contracting

Shore Interiors

Will be turned in for insurance reimbursement.

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)**

Contingency 7.5%

Attachments: **(Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)** \_\_\_\_\_

Quotes from Vendors

Trustee Maintenance Trustee Lombardi

Date Submitted December 30, 2024

Chairman/Designee \_\_\_\_\_

Office Manager/Designee: Date Posted \_\_\_\_\_ Initials \_\_\_\_\_



TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Vote of Owners Required To Sell TE Real Property

For Upcoming Meeting—Date January 7, 2025

Type of Meeting (check one): Workshop  Board Meeting

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Rationale (for workshops)/ MOTION (for board meetings): \_\_\_\_\_

The assets of Trailer Estates are owned by those who own property. The park is managed by a board of 9 trustees who are elected to manage and oversee the day-to-day operations of the park. Most actions of the board are reversible. Selling real property is a serious irreversible action. Bringing such action to the owners through a vote will ensure each and every owner has an opportunity to voice their opinion.

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)** Would anticipate costs to be part of the annual election. Costs unknown at this time.

Attachments: **(Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)** \_\_\_\_\_

No attachments.

Trustee Dottie Deerwester

Date Submitted 12/29/24

Chairman/Designee \_\_\_\_\_

Office Manager/Designee: Date Posted \_\_\_\_\_ Initials \_\_\_\_\_

TRAILER ESTATES PARK AND RECREATION DISTRICT  
BOARD AGENDA ITEM FORM PP 38

DEC 31 2024 10:00 AM

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD

Agenda Charging for District Sponsored Events

For Upcoming Meeting—Date January 7, 2025

Type of Meeting (check one): Workshop  Board Meeting

**\*It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.**

Rationale (for workshops)/ MOTION (for board meetings): \_\_\_\_\_

To discuss charging for all district sponsored events where district funds are used.

This change could aid in cost recovery and add value to the events.

Costs/Estimated Costs: (Required if agenda item includes spending district money.)

None

Attachments: (Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.) \_\_\_\_\_

Trustee Kathy Gregory

Date Submitted December 31, 2024

Chairman/Designee \_\_\_\_\_

Office Manager/Designee: Date Posted \_\_\_\_\_ Initials \_\_\_\_\_