

**APPROVED AS WRITTEN, FEBRUARY 4, 2025**  
**TRAILER ESTATES PARK & RECREATION DISTRICT**  
**BOARD OF TRUSTEES REGULAR BOARD MEETING**  
**JANUARY 7, 2025**  
**MARK'S HALL**  
**1903 69<sup>TH</sup> AVENUE WEST**  
**BRADENTON, FL 34207**

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The Regular Board Meeting was called to order by Duane Trotter at 12:09 p.m.

**ROLL CALL:** Lori Dalton, Dottie Deerwester, Kathy Gregory, Todd Lombardi, Lenora Neal, Louis Nickels, Rod Smith and Duane Trotter present. Park Manager, Lee Morris, was present in the hall.

**PUBLIC COMMENT:**

- 1) Donna Fishburn, 1607 IA – She asked if we had a timeframe for when the cameras would be fixed. She asked if the next meeting in January had been cancelled (she was given an affirmative response) and then she asked if we could do anything about the car rallies held in the Dollar Store parking lot.

**Closed Public Comment**

**RESPONSE TO PUBLIC COMMENT:**

Todd – He stated we are still working on the cameras and there is no current timetable for completion.

Duane – He indicated there is nothing we can do about the car rallies.

**APPROVAL OF MINUTES:**

Louis made a motion to approve the Workshop Meeting Minutes of December 17, 2024, seconded by Todd. Corrections were identified and discussed. The minutes were approved as corrected 8/0.

Todd made a motion to approve the Regular Business Meeting Minutes of December 17, 2024, seconded by Rod. The minutes were approved as written 8/0.

Todd made a motion to approve the Organizational Meeting Minutes of January 2, 2025, seconded by Louis. Corrections were identified and discussed. The minutes were approved as corrected 8/0.

**REPORT OF TREASURER:**

Trailer Estates Payroll Account: \$ 27,164.30  
Trailer Estates Vendor Pay Account: \$ 145,242.73  
Regions Bank Money Market: \$ 1,398,364.94  
TOTAL: \$ 1,570,771.97

Lenora made a motion to approve the Report of the Treasurer, seconded by Todd. The motion was approved 8/0.

**INVOICE APPROVAL:**

None.

**ITEMS PRESENTED BY BOARD & STAFF:**

- 1) **Update Community Channel Event Form PP14B (Dalton)** – Lori made a motion “To approve the plan to replace the current PP14B with an updated version that is easier for the office assistant to work with as discussed in the workshop today.” The motion was seconded by Louis. The motion passed 8/0.
  
- 2) **Update Bingo Policy PP15A (Deerwester)** – Dottie made a motion “Update Bingo PP15A to bring the policy into conformance to TE Charter, Section 15, Item 11.” The motion was seconded by Louis. The motion passed 8/0.
  
- 3) **Update PP13 Procedures for Paid Instructors (Trotter)** – Duane withdrew this motion.
  
- 4) **Resolution 2025-01 Max Ownership of Properties in Trailer Estates (Trotter)** – Duane made a “Motion to adopt Resolution 2025-01 as amended in the workshop January 7, 2025.” The motion was seconded by Lenora. The motion passed 8/0.

- 5) **Interior/Exterior Repairs to Maintenance and Treasure Barn Buildings (Lombardi)** – Todd made a “Motion to award Interior/Exterior Repairs from Surge Water Flooding to Shore Interiors in the amount of \$46,899.91 including a 7.5% contingency”. The motion was seconded by Louis. The motion passed 8/0.
- 6) **Recurring Monthly Expense Approvals (Nickels)** – Louis made a motion “To approve items that are required to be paid, disbursed, or purchased in the course of normal District operations. Many items are under contract and have already been approved by the board at inception.” List attached as Exhibit A. The motion was seconded by Rod. The motion passed 8/0.
- 7) **Update Reservation for Function Form – PP37 (Dalton)** – Lori made a motion “To approve updates to the Reservation for Function form PP37 to include the sentence to check the website calendar upon approval and the week prior to the event as discussed in the workshop earlier today.” The motion was seconded by Lenora. The motion passed 8/0.

**TRUSTEE/STAFF FINAL COMMENTS:**

None.

**UNFINISHED BUSINESS:**

None.

**ADJOURNMENT:**

Meeting adjourned at 12:26 p.m.

Respectfully submitted,

Lori Dalton, Secretary

## EXHIBIT A

### Trailer Estates Park and Recreation District Recurring Monthly Expense Approvals January 1, 2025 – December 31, 2025

Check Payments, Electronic Payments, Fund Transfers, may be made by the Administration for the following items without Board Approval:

- Insurance Payments & Bonds
- Payroll & Payroll Expenses
- Trash Removal
- All Utility Bills & Cable TV
- Sales Tax Payments
- Refunds as required on Deposits, Boat Slips, RV spaces, Room reservations deposits
- Legal Expenses (up to \$3,500)
- Fund Transfers
- All Accounting Expenses
- Loan Payments

### Additional Expense Approvals January 1, 2025 – December 31, 2025

These items may be purchased and paid for without Board Approval:

#### Administration:

- All Election Expenses
- Administrative Expenses up to \$3,500
- All Tree Trimming

#### Trustee Responsibilities:

- Recreation Trustee & Continuing Recreation Trustee & Health and Welfare Trustee (Up to \$2,000)
- Maintenance Trustee (Refer to PP1E)

Park Manager must sign and/or approve all disbursements and transfers.