

Trailer Estates Park and Recreation District

Board of Trustees Workshop

February 18, 2025

9:30AM Mark's Hall

1903 69th 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

Initial Budget Presentation- Treasurer/Park Manager

Discussion Items Presented by Board & Staff (PP38)

1. Revise Parking Permit Application PP35
2. Update Procedures for Applicant Interviews PP5
3. Update Procedures for Paid Instructors PP13

Trustee Reports

Violation Report - None

Park Manager Comments

Unfinished Business

1. Rose Garden Next Steps

Adjournment

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

Zoom Meeting Access:

<https://us02web.zoom.us/j/83676197953?pwd=HctvpgbgB2ZBZOQbhTBExDQmL5V79.1>

Meeting ID: 836 7619 7953

Passcode: f0Q2dh

One tap mobile

+13052241968,,83676197953#,,,,*705784# US

Meeting ID: 836 7619 7953

Mobile Passcode: 705784

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 Revise Parking Permit Application

For Upcoming Meeting—Date Feb 18

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): _____

Revise PP 35 so that it can be used for all Parking Permits.

Delete PP35A

Revise Rules and Regulations Part D - Overnight Parking - Residential Parking

Exceptions X to replace PP35A with PP35

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

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

Trustee Rod Smith *RS*

Date Submitted Feb. 4, 2025

Chairman/Designee *[Signature]*

Office Manager/Designee: Date Posted _____ Initials _____

TRAILER ESTATES PARK AND RECREATION DISTRICT
PARKING PERMIT – PARK LANE PP 35

Current

NAME: _____

HOME ADDRESS: _____

VEHICLE TYPE (Car, Van, Pickup, Motor Home, Trailer, etc.): _____

VEHICLE DESCRIPTION (Color, Make, Model): _____

VEHICLE LICENSE: _____

LENGTH OF STAY:
FROM: _____ TO: _____

WILL THE VEHICLE HAVE OVERNIGHT OCCUPANCY? (Yes or No): _____

LOCAL ADDRESS: _____

LOCAL TELEPHONE NUMBER: _____

DATE OF ISSUE: _____

ISSUED BY: _____

I HEREBY AGREE TO ABIDE BY THE PARKING RULES AS PRINTED ON THE
BACK SIDE OF THIS PERMIT.

THIS PERMIT MUST BE DISPLAYED ON INSIDE OF WINDSHIELD

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PARKING PERMIT – PARK LANE PP 35**

From: Rules & Regulations - Part D, Page 6

OVERNIGHT PARKING

Pursuant to Florida State Statute, 715.07, all overnight parking on Trailer Estates Park and Recreation District property is prohibited except by permit only.

PARK LANE PARKING LOT

- I. Six day storage permits may be requested at the District Office by those displaying current District Identification Cards for their own and/or a guest's vehicle. Permit must be prominently displayed on the vehicle upon arrival. If arrival will be after office hours, on a weekend or a holiday it is the owner's responsibility to obtain the permit PRIOR to arrival. In an emergency, contact the South PR Trustee, or their designee, regarding a permit.
- II. Occupancy is limited to three nights in self contained vehicles only. Permit must indicate occupancy. No extension to 3 day occupancy permits will be granted by the office.
- III. Trailer Estates Clubs may obtain three day permits for R.V.'s of those participating in a Club sponsored event.
- IV. THE FOLLOWING ACTIVITIES ARE PROHIBITED:
 - A. NO idling of vehicle's motor for more than ten (10) minutes at any time except while parking or just prior to departure.
 - B. NO operation of any auxiliary motor (e.g. refrigeration unit or generator).
 - C. NO parking of commercial vehicles parking of new mobile homes overnight.
 - D. NO discharging of any waste.
 - E. NO Connecting to park utilities (i.e. electric, water, etc.)
- V. Any vehicle found violating this parking regulation SHALL BE TOWED AWAY AT THE OWNER'S EXPENSE.
- VI. This regulation shall be printed on the back of the permit issued by the District.
- VII. In compliance with Section 715.07, proper signs shall be posted.
- VIII. Extensions and exemptions to this parking regulation may be made by any District's Board Trustee.

ALL OTHER TE PARKING LOTS AND THE TEN PROPERTY

- IX. Overnight parking in other TE parking areas or on the TEN property is prohibited. Vehicles SHALL BE TOWED AWAY AT THE OWNER'S EXPENSE.

RESIDENTIAL PARKING EXCEPTIONS

- PP35
- X. With a Parking Permit (PP35A) prominently displayed on the inside of the windshield or exterior of the vehicle, boats, travel trailers, utility trailers and motor homes or similar property may be on premises for purpose of loading, unloading, repairs, cleaning, etc. for no more than 48 hours in a 30 day period.

TOUR PARKING

- XI. Tour Parking Permits (PP35) may be requested at the District Office by those displaying current District Identification Cards for their own and/or a guest's vehicle. Permit must be prominently displayed on the vehicle upon arrival and are only approved for the dates listed on the permit.

PARKING PERMIT – PP 35

From: Rules & Regulations - Part D, Pages 6 & 7

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**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 Procedures for Applicant Interviews PP5

For Upcoming Meeting—Date 2/18/2025

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): _____

As discussed in the 2/4/2025 workshop, the need for a moderator requirement was
addressed. This eliminates the moderator requirements

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 2/10/2025

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PROCEDURE FOR APPLICANT INTERVIEWS FOR TRUSTEE
APPOINTMENTS TO THE BOARD OF TRUSTEES PP 5**

1. The Chairman ~~conduct the interview(s) and shall assign a trustee to~~ shall select a person to serve as an impartial Moderator. The Moderator shall appoint clerks as assistants necessary to follow the procedure set forth below. The Moderator's designee shall be the timekeepers.
2. The ~~Moderator/Chairman~~ shall advise the candidate(s) that they have three minutes to make a preliminary statement to review their qualifications, experience, and reason for seeking a Trustee position. The ~~Moderator/Chairman~~ shall inform the candidate(s) they have three (3) minutes to answer a question. The other candidate(s) then has three minutes to answer the same question. A two-minute rebuttal period is then permitted for each candidate. If during this process, a candidate requests additional time for clarification, the ~~moderator/Chairman~~ man grant the request. The other candidate(s) may do the same. Only one request per candidate will be permitted on each question.
3. The Board of Trustees will direct their questions to each candidate with any follow-up questions.
4. The ~~Moderator/Chairman~~ shall direct the next question to the other candidate(s) so as to alternate who answers first on each question. The process continues when all relevant questions have been addressed or until the allotted time for questions has expired.
5. The ~~Moderator/Chairman~~ shall provide the candidate(s) up to three minutes to present a summary. The candidate(s) shall go in reverse order of their preliminary statements. Upon completion of the summaries by the candidate(s), the ~~Moderator shall conclude the interview process and turn the proceeding over to the Chairman~~ shall conclude the interview process of the Board for further action.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PROCEDURE FOR APPLICANT INTERVIEWS FOR TRUSTEE
APPOINTMENTS TO THE BOARD OF TRUSTEES PP 5**

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5. The Chairman shall provide the candidate(s) up to three minutes to present a summary. The candidate(s) shall go in reverse order of their preliminary statements. Upon completion of the summaries by the candidate(s), the Chairman shall conclude the interview process.

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 Procedudres for Paid Instructors PP13

For Upcoming Meeting—Date _____

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): _____

Review and update Procedures for Paid Instructors

From the 2/4/2025 workshop meeting, the last paragraph, the word "If" was changed to "When".

Jazzercise prefers to be moved to another location rather than cancelled. Willing to change times, shorten classes.

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

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

Trustee Trotter

Date Submitted 2/10/2025

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 requirement of 10 residents participating in the class or activity. The instructor will maintain daily attendance sheets notating residents/non-residents participating. Attendance sheets will be turned in after each class to the office or drop box located at the office. The Health & Welfare Trustee will monitor the attendance sheets and determine the average monthly resident participation. If the average resident participation rate is consistently below 10m the Health & Welfare Trustee may cancel future classes
3. Applications for funding must be submitted to the Health and Welfare Trustee by February 1 of each year in order to be considered for the upcoming budget.

The Health and Welfare Trustee will review the applications, and make 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.

When funding is approved by the Board and the Health and Welfare 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/Organization sponsorship contributions and verify attendance records. May terminate the contract and discontinue funding for the class or activity if it deviates from the approved application.

**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 Rose Garden Next Steps

For Upcoming Meeting—Date February 18, 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 the results of the soil sample from the extension service and actions to be taken.

Costs/Estimated Costs: (Required if agenda item includes spending district money.)
Will be presented during the workshop.

Attachments: (Please attach any diagrams or pertinent information concerning this
Agenda Item. Please list the attachments.) _____
email from extension service attached.

Trustee Kathleen Gregory KTG

Date Submitted February 9, 2025

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____

Subject RE: Trailer Estates soil samples
From Griffith,Susan Jennifer <sjgriffith@ufl.edu>
To: kathy gregory <rkate692000@yahoo.com>
Date Yesterday at 1:49 PM

Hi Kathy,

I received your soil test results from the new batch of 6 that I took and again they all tested in the low 4's- except for just north of the fountain was a normal 6.77 oddly enough. It is EXTREMELY rare as I said, to see numbers like this, and to have just one little patch in the middle be normal and the rest so incredibly acidic.

I asked the gentleman who had been taking care of the roses if they put anything down that would have radically altered the pH and he said no.

It is currently too acidic. At 4 pH plants cannot take up any of the macronutrients that plants need to survive and thrive. Nitrogen, Phosphorus, Potassium cannot be accessed. Neither can Sulfur, Calcium or Magnesium. All of these are needed.

The trouble is that as it sits, there aren't even any plants that we could recommend to live in this. It is too acidic (except for the tiny area north of the fountain) to grow even "acid-loving" plants in. Acid-loving plants need 5.5 pH.

I pulled samples from 5 to 6" deep. I think the best recommendation would be to either replace this soil or to begin a liming regimen. (See below)

<https://edis.ifas.ufl.edu/publication/SS480>

Too much lime in the soil may be just as bad as too little. If soils are highly alkaline, pay special attention to the inclusion of minor elements in fertilizer mixes. Sulfur or peat moss is suggested to reduce alkalinity in overlimed soils. Generally, 1–2 pounds of sulfur or 10-15 pound of peat moss per 100 square feet is adequate. However, in soils with

a native pH of more than 7.0, applying sulfur is of little benefit. These EDIS publications have more for vegetable production at <https://edis.ifas.ufl.edu/publication/hs1207> (Liu et al. 2020) and for fruit production at <https://edis.ifas.ufl.edu/publication/HS1234> (Liu and Hanlon 2019).

Liming materials and the amount to apply depend upon several factors, including the soil reaction (pH), crop species planted, and soil type. Often it is necessary to talk with a consultant or advisor to determine the proper liming program for garden soil, but in general, a reaction below pH 5.5 indicates a need for lime, and 2–3 pounds of dolomitic lime per 100 square feet is an effective application to start a remedial program.

Agricultural limestone, which contains mostly calcium carbonate, may be used. However, dolomite is a good liming material because of its magnesium content, which is essential for plant growth and development. Owing to its relatively slow reaction, it should be applied well ahead of planting (2–3 months).

The lime should be spread evenly throughout the garden before plowing or spading it into

the soil to a depth of 6 inches. Water the soil to promote the chemical reaction.

After this has been applied, 2-3 months later do another set of soil tests to see where it is at, and if ready for planting.

Or if you replace the soil, re-test after that.

After this set of soil tests we can make an appointment to talk about plants.

Thanks and so sorry to be the bearer of bad news!

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