

# Trailer Estates Park and Recreation District

Board of Trustees  
Regular Board Meeting  
February 6, 2024

JAN 30 '24 AM 11:07

Mark's Hall  
Trailer Estates  
1903 69<sup>th</sup> Avenue West  
Bradenton, FL 34207

Call to Order  
Roll Call  
Public Input (Limit 3 Minutes on Any Topic)  
Approval of Minutes  
Treasurers Report  
Invoice Approval

## Items Presented by Board & Staff (PP 38)

1. Install Boat Lift at 6909 Tarpon Lane
2. Update Organizational Chart PP02, PP01E, and Create PP06
3. Enforcement Committee Fine Approval 6520 Kansas
4. Enforcement Committee Fine Approval 6510 Kansas
5. Enforcement Committee Fine Approval 1612 New York
6. Enforcement Committee Fine Approval 1906 Minnesota
7. Enforcement Committee Fine Approval 6517 Massachusetts

Trustee/Staff Final Comments

Unfinished Business

Adjournment

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

Zoom Meeting Access:

Time: Feb 6, 2024 09:30 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81590105855?pwd=SIJhalQwSm5YSnN0bHR2MUUyVtM81QT09>

Meeting ID: 815 9010 5855

Passcode: 1KjBYM

One tap mobile

+13052241968,,81590105855#,,,,\*812912# USMobile

Passcode: 812912

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 Install boat lift at 6909 Tarpon Lane

For Upcoming Meeting—Date February 6, 2024

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): All necessary paperwork is completed to proceed with approval of installation of boat slip at 6909 Tarpon Lan

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_


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.)** ARC approvals, site diagram and plans  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Trustee Rod Smith, South PR Trustee

Date Submitted January 29, 2026

Chairman/Designee 

Office Manager/Designee: Date Posted 1/30/2024 Initials 

### TRAILER ESTATES PARK AND RECREATION DISTRICT DEED RESTRICTIONS BUILDING REQUEST PP 33

THIS FORM IS ONLY FOR APPROVAL OF BUILDING REQUESTS AS DEFINED IN THE TRAILER ESTATES DEED RESTRICTIONS. PROPERTY OWNER SHOULD CONTACT MANATEE COUNTY DIRECTLY TO DETERMINE IF BUILDING PERMITS OR OTHER ADDITIONAL LAND DEVELOPMENT APPROVALS ARE REQUIRED. They can be reached at MANATEE COUNTY PERMITTING DEPT., 1112 Manatee Ave West 2<sup>nd</sup> floor, Bradenton, FL 34205 , 941-749-3047 ext.3800

PERMIT NUMBER: 18  
519-562-6982

Davisson William 6909 Tarpon Ln. Trailer Estates  
(Print) LAST NAME FIRST ADDRESS PHONE  
40 4+5  
BLOCK NUMBER LOT NUMBER(S) SUBDIVISION OR ADDITION

Install boat lift  
TYPE OF CONSTRUCTION Example: NEW HOME, ADDITION, CEMENT WORK, PORCH, A/C, RESIDING, ETC.

12' x 10'4" Duncan Scawall / Scott Myers 941-351-1553  
DIMENSIONS: (W-L-H) BUILDER CONTRACTORS NUMBER

SET BACKS	FRONT	BACK	LEFT SIDE	RIGHT SIDE	
ORIG & 2 <sup>nd</sup> ADD	5'	5'	4'	2'8"	(single lots only) otherwise 4' SET BACKS
1 <sup>st</sup> ADD	5'	5'	4'	4'	ARE MEASURED FROM
3 <sup>rd</sup> to 7 <sup>th</sup>	5'	5'	5'	5'	PROPERTY LINE

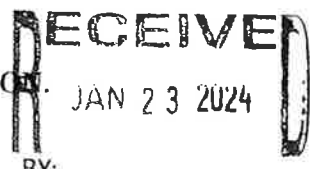
MAKE SCALE DRAWING ON REVERSE SIDE OR SUBMIT ON SEPARATE SHEET(S) SHOWING PROPER SETBACKS. ASK OFFICE FOR SHEETS.

EXPIRATION: THIS BUILDING REQUEST EXPIRES 6 MONTHS FROM DATE OF APPROVAL.

APPROVAL IS FOR SETBACKS ONLY. ALL COUNTY CODES MUST BE FOLLOWED AND APPROVED.

I, the undersigned owner or purchaser of Lot 4+5 Block 40 of Trailer Estates do hereby certify that I assume full responsibility that the construction will conform as shown in the drawings, plans, and specifications as submitted. If said construction commences before this application is approved and a building permit is issued by the County, the construction or addition work will be stopped immediately and I shall be subject to County Zoning Laws as per violation noted, until such violation is remedied. I also realize I am responsible for any other persons property as to damage done by contractors working for my benefit, and I shall see that the damage is corrected at no cost to the district or property owner.

NOTIFY DISTRICT OFFICE WHEN WORK STARTS AND UPON COMPLETION. SIGNING THIS GIVES ARC PERMISSION TO ENTER YOUR PROPERTY.



Jan 15 / 2024  
Date

[Signature]  
Property Owner

OFFICE USE

APPROVED  DISAPPROVED OR PENDING Date: 1-23-24 Howard Moore  
For The Board of Trustees

EXPLANATION: Contingent ON Board of Trustees Approval

APPLICANT NOTIFIED BY Phone ON 1-23-24 (date)  
BUILDING PERMIT FORM (formerly PP39)

\* →  
\* →

County permit Required

**trailerestates@trailerestates.com**

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**From:** kim duncanseawall.com <kim@duncanseawall.com>  
**Sent:** Thursday, January 18, 2024 1:44 PM  
**To:** Trailer Estates Park and Recreation District (trailerestates@trailerestates.com)  
**Subject:** Trailer Estates Building Request - William Davison, 6909 Tarpon Ln.  
**Attachments:** Davison Trailer Estates App and Plans.pdf

Good afternoon Trailer Estates,

Attached please find the application and plans to install a boat lift for William Davison at 6909 Tarpon Ln.

Please let us know of anything else needed and when approved.

Thank you,

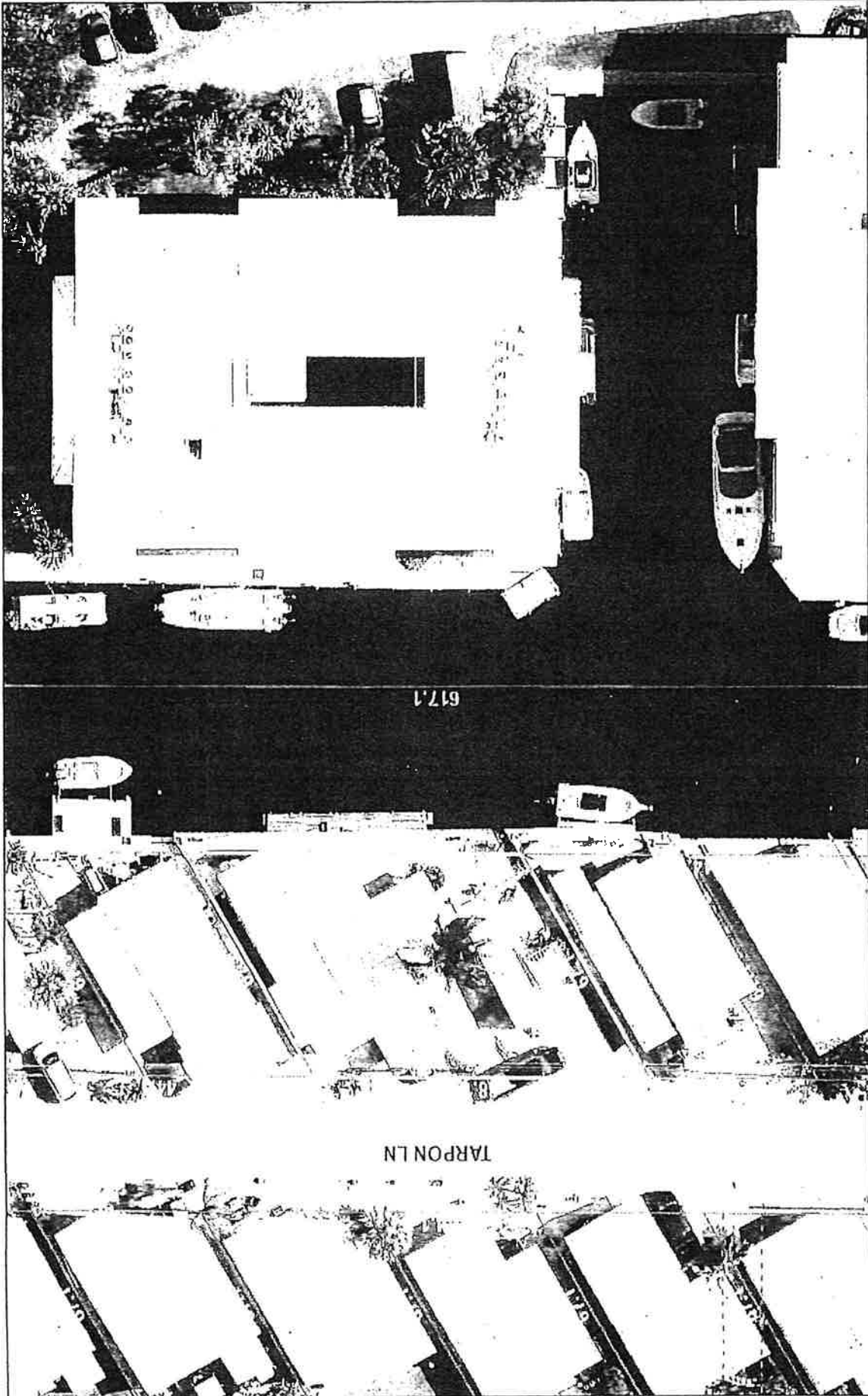
*Kim Varrasso*



**DUNCAN**  
SEAWALL DOCK & BOAT LIFT, LLC

**1714 Independence Blvd.**  
**Sarasota, FL 34234**  
**(941) 351-1553**  
**(941) 351-3378 (fax)**

Letter ANSI A Landscape



1/15/2024



Street Names

Parcel Search

2023

Parcel Lines

Parcel Dimensions

Easement Lines

- Red: Band\_1
- Green: Band\_2

1:492

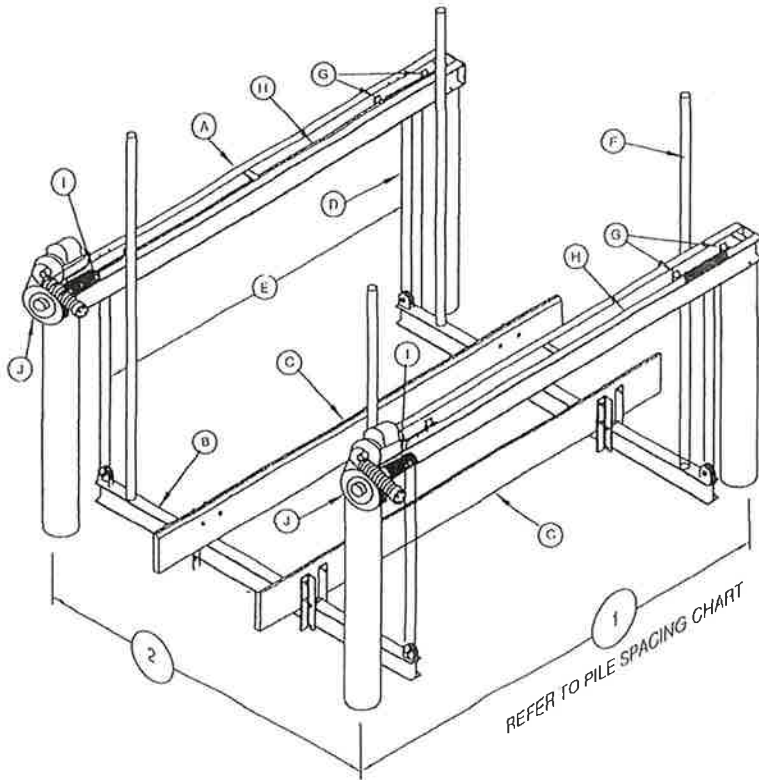


Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Manatee County Property

This map has been compiled from the most authentic information available. The Manatee County Property Appraiser's Office makes every effort to produce and publish the most current and accurate information possible. The determinations made during compilation are for maintenance of the tax roll only and do not represent legal determinations. This map may include data and features that are owned and maintained by other government agencies and therefore

**GOLDEN**

**4 POST, 2 MOTOR SEA DRIVE BOAT LIFTS**



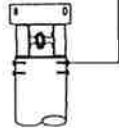
**PILE SPACING CHART**  
The boat center of gravity needs to be set in the center of the top beam

Lift Capacity	Dimension		Recommended Pile Diameter
	1' Dimension	2' Dimension	
Lb.	Ft.	Ft.	In.
5,000	11	10	8
7,500	12	12	10
10,000		12.5	
12,000			
14,000		14	
16,000	16	16	12
20,000			
24,000			
28,000			

STAINLESS STEEL PILING MOUNT BRACKET. RECOMMENDED ATTACHMENT BASED ON BRACKET CONFIGURATION. VERIFY ADEQUACY BASED ON ACTUAL SITE CONDITIONS.  
4-3/8" STAINLESS STEEL LAG SCREWS USED TO CONNECT THE BRACKETS TO THE PILING AND 2-3/8" STAINLESS STEEL CARRIAGE BOLTS USED TO CONNECT THE BRACKETS TO THE LIFT CHANNELS

NOTE: THIS STRUCTURE HAS BEEN DESIGNED FOR LOADS ASSOCIATED WITH AN ULTIMATE WIND SPEED OF 180 MPH, EXPOSURE 'D', RISK CATEGORY I, CALCULATED PER FLORIDA BUILDING CODE 8th EDITION, 2023, ASCE/SEI 7-22 AND ADM-2020. BOATS SHALL NOT BE STORED ON LIFTS DURING HIGH WIND EVENTS.

IN GENERAL, PILING PENETRATION TO BE A MINIMUM OF 10' INTO THE SAND BOTTOM OR 5' INTO THE ROCK STRATA. SUB SURFACE CONDITIONS CAN VARY GREATLY, THE CONTRACTOR SHALL VERIFY ALL PILE CAPACITIES. ALL PILING TO BE 2.5 C.C.A. PRESSURE TREATED WOOD. ALL STRUCTURAL MEMBERS TO BE 6061-T6 ALUMINUM.



**SUMMARY OF DESIGN FEATURES**

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)		
LIFT CAPACITY	TOP BEAM CHANNEL	GRADLE I-BEAM	BUNK	CABLE SIZE	CABLE	GUIDE	BRGS	DRIVE	WINDER	MOTOR	INCHES	RECOM
Lbs	2 EACH	2 EACH	BOARDS	INCHES	SPREAD	POST		SHAFT	DIA	HP	OF LIFT	PILING
	INCHES	INCHES	(PT)		IN	HGTH				VOLTAGE	PER MIN	SIZES
5,000#	4 H x .15 2 W x .23 141" OAL	6 H x .19 4 W x .29 120" LGTH	2x8x14 ROUGH SAWN CARPETED	4 - 5/16" x15" ST ST 1 PART	107.75	80"	10 - 2" H.D. EXTRUDED 6061-T6 ALUM.	1-15/16" DIA. SCH 40 GALV PIPE	3-1/2" DIA SCH 80 ALUM PIPE W/ CABLE GROOVES	2 - 3/4 HP 120V/20A 240V/10A	39.70"	8" DIA
7,500#	5 H x .15 2.25 W x .26 x 153" OAL	6 H x .19 4 W x .29 144" LGTH		4 - 5/16" x30" ST ST 2 PART	120.75					2 - 1 HP 120V/28A 240V/14A		
10,000#	6 H x .17 2.5 W x .29 x 153" OAL	8 H x .23 5 W x .35 150" LGTH		4 - 5/16" x30" ST ST 2 PART	116.75					2 - 3/4 HP 120V/20A 240V/10A	19.85"	10" DIA
12,000#	7 H x .17 2.75 W x .29 x 153" OAL	8 H x .25 5 W x .41 150" LGTH								2 - 1 HP 120V/28A 240V/14A		
14,000#	7 H x .17 2.75 W x .29 x 153" OAL	8 H x .25 5 W x .41 150" LGTH	2x10x92 ROUGH SAWN CARPETED	4 - 5/16" x45" ST ST 3 PART	127.75	120"	1-15/16" DIA. SCH 80 GALV PIPE	3-1/2" DIA SCH 80 ALUM PIPE W/ CABLE GROOVES	2 - 1 HP 120V/28A 240V/14A	13.20"	10" DIA	
16,000#	8 H x .19 3 W x .35 x 153" OAL	10 H x .25 6 W x .41 160" LGTH							2 - 1 HP 120V/28A 240V/14A			
20,000#	8 H x .25 3.75 W x .41 x 177 OAL	10 H x .25 6 W x .41 192" LGTH	4 - 5/16" x60" ST ST 4 PART	151.75	150.3125	120"	1-15/16" DIA. SCH 80 GALV PIPE	3-1/2" DIA SCH 80 ALUM PIPE W/ CABLE GROOVES	2 - 1-1/2 HP 120V/30A 240V/15A	0.57"	12" DIA	
24,000#	8 H x .25 3.75 W x .41 x 201 OAL	10 H x .29 6 W x .50 192" LGTH										
28,000#	10 H x .526 2.00 W x .437 x 206 OAL	12 H x .29 7 W x .47 192" LGTH										



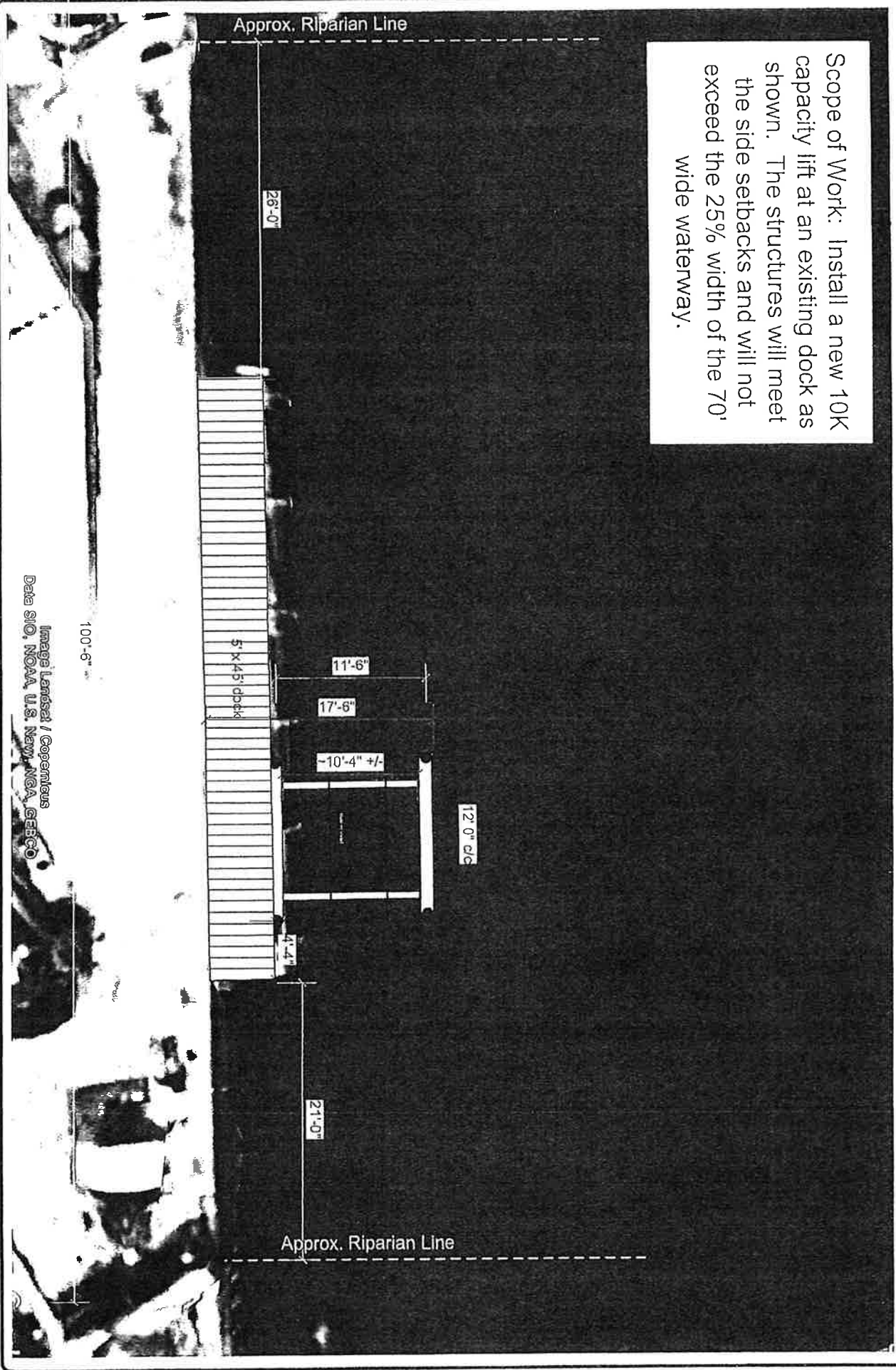
Prepared By: Tom Glancy  
941-351-1553  
Duncan Seawall Dock & Boat Lift, LLC  
1714 Independence Blvd.  
Sarasota, FL 34234



Scale:  
1" = 15'  
Date:  
1/17/24

Prepared For:  
Mr. Bill Davison  
6909 Tarpon Lane  
Bradenton, FL 34207

Scope of Work: Install a new 10K capacity lift at an existing dock as shown. The structures will meet the side setbacks and will not exceed the 25% width of the 70' wide waterway.





Manatee County Building and Development Services  
 1112 Manatee Avenue West  
 Bradenton, FL 34205

**Building Permit Card**

Permit Granted by: Bill Palmer - County Building Official  
 Record ID: BLD2401-1520 Date: 1/26/24  
 Record Type: Waterfront Structure Issued by: Ruth Scherer  
 Address: 6909 TARPON LN  
 BRADENTON, FL 34207  
 Subdivision: TRAILER ESTATES FIRST ADDITION PB9/71  
 Owner: DAVISON WILLIAM ANDREW TERRY  
 Lot No: 4 Block No: 40  
 Zoning: RSMH-6 Overlays: ASC,CEA,CHH,CPA,SUR Flood Zone: AE  
 Flood Protection Elevation: 11 Drainage Plan Floor Elevation:  
 Setbacks: N/A

	Contractor	License No.	Phone
Primary	SCOTT M MYERS DUNCAN SEAWALL DOCK AND BOAT LIFTLLC	SCC131151670	
Sub	LEE DARRELL PALMER DUNCAN SEAWALL DOCK AND BOAT LIFT LLC.	EC13005773	

**DETAILED DESCRIPTION**

FLOOD:NCRQD:Install a boat lift/LOT 4/TRAILER ESTATES FIRST ADDITION

- Florida Building Code - Building - Section 110

"[A] 110.1 General. Construction or work for which a permit is required shall be a subject to inspection by the building official and such construction or work shall remain exposed and provided with access for inspection purposes until approved..."

**"WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."**

48 HOURS BEFORE YOU DIG CALL SUNSHINE 811 IT'S THE LAW IN FLORIDA

To schedule an inspection please call 941-749-3047 or text 833-392-8861.





Manatee County Building and Development Services  
1112 Manatee Avenue West  
Bradenton, FL 34205

**Inspections List**

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**Permit Number: BLD2401-1520**

The following list contains additional inspections that may be required depending on your scope of work.

- 117 BUILDING FINAL
- 123 SEAWALL CAP/TIEBACK
- 138 BFRV BUILDING FIELD REVIEW
- 205 ELECTRICAL FINAL
- 218 ELECTRICAL UNDERGROUND
- 405 PLUMBING FINAL

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Manatee County Building and Development Services  
 1112 Manatee Avenue West  
 Bradenton, FL 34205

**Permit Information**

Record ID BLD2401-1520 Record Type Waterfront Structure  
 Address 6909 TARPON LN Parcel ID 6779100004000-1744914858  
 BRADENTON, FL 34207  
 Subdivision TRAILER ESTATES FIRST ADDITION PB9/71  
 Setbacks: N/A  
 Section 27 Township 35S Lot No. 4 Block No. 40  
 Impact Area SW Overlays ASC,CEA,CHH, Range 17 Zoning RSMH-6  
 CPA,SUR  
 Flood Protection Elevation 11 Drainage Plan Floor Elevation  
 Flood Zone AE Fire District CEDAR HAMMOCK FIRE RESC  
 Total Square Footage (Under Roof) Declared Value \$16,667

Owner	DAVISON WILLIAM ANDREW TERRY	Contractor	SCOTT M MYERS
Address	1721 MOY AVE Canada	Address	16514 7TH AVENUE EAST BRADENTON, FL 34212
Phone		Phone	
		License #	SCC131151670
		License Type	Marine Contractor
		DBA	DUNCAN SEAWALL DOCK AND BOAT LIFTLLC

**DETAILED DESCRIPTION**

FLOOD:NCRQD:Install a boat lift/LOT 4/TRAILER ESTATES FIRST ADDITION

Permit Issued by:	Ruth Scherer
Representative of:	Bill Palmer, Manatee County Building Official
Issued Date	1/26/2024 12:00:00AM

To retrieve building permit data and other information, please visit  
<https://aca-prod.accela.com/manatee>

48 HOURS BEFORE YOU DIG CALL SUNSHINE 811 IT'S THE LAW IN FLORIDA

To schedule an inspection please call 941-749-3047 or text 833-392-8861.



## General Information

### Conditions on record

**Conditions Name:** Issue Certificate of Completion

**Issued On:** 01/18/2024

- **Condition Comments:** Review Record before issuing Certificate of Completion

### Re-Review Process

- A re-review can be submitted when there is a change to the original scope of work. Under MyRecords, once you select the record needing revisions, there is a Rereview Application option available. You will complete the application for revisions, upload required documents and submit. A fee will be added, and once payment is complete, staff will route for review.
- If a record is in review status and the option is not available, the rereview form available on the portal can be emailed to [permitting@mymanatee.org](mailto:permitting@mymanatee.org) stating Manual Re-review request and staff will review for correct process.

### Change of Contractor

- **Notarized Letter to Current Contractor** **\*\*NOC can be accepted in lieu of the letter\*\***  
Provide a copy of a notarized letter from the Property Owner which states permit #, address, the contractor information being removed and contractor information taking over the permit (if owner is not taking over permit).
- **Permit Paper Application Form:** The new contractor, or Owner-Builder in the case of an owner, who is assuming the permit must submit a completed paper permit application form. (Do not apply for a new permit online)
- **Owner-Builder Disclosure Statement Form:** If an owner is assuming the permit, the owner must submit a completed and notarized Owner-Builder Disclosure Statement form. Note: please read the Owner-Builder Disclosure Statement in its entirety.
- **Notice of Commencement (NOC) Form** **\*\*Required\*\***  
Submit a new recorded Notice of Commencement, if a Notice of Commencement is required to be submitted (i.e. If the direct contract is greater than \$2,500) listing the new contractor, or owner in the case of an Owner-Builder. Place new recorded Notice of Commencement on jobsite. (Note: NOC's are recorded at the Clerk of Circuit Court's office).
- **Subcontractor Verification Form:** Submit a new Subcontractor Verification form with the signatures of new all subcontractors (if subcontractors are performing any work).
- **Fee Payment:** A fee for a change of contractor is applied at time of submittal.
- **Flood Review:** Flood review required as a new contract may be required.

### Deferred Document Review Process Guide

To streamline the review process please upload the deferred document through the Online Services account. Once the deferred documents are uploaded into the appropriate document type, the appropriate reviewer will then be notified, please allow 48-hour for review. For the complete list you can find online at [MyManatee/Deferred Documents Process](http://MyManatee/Deferred Documents Process) If you have further questions, please contact [zoning@mymanatee.org](mailto:zoning@mymanatee.org) or [plansreview@mymanatee.org](mailto:plansreview@mymanatee.org).

48 HOURS BEFORE YOU DIG CALL SUNSHINE 811 IT'S THE LAW IN FLORIDA

To schedule an inspection please call 941-749-3047 or text 833-392-8861.

JAN 30 '24 AM 7:23

## Scheduling Inspection

- To schedule or cancel an inspection you may either do so through Online Services or by calling the automated IVR System (941) 749-3047 or text (833) 392-8861.
- Contractors may schedule Virtual inspections, download the VuSpex GO App to your device via App store or Google Play.

## How to request Certificate of Occupancy (CO) or Certificate of Completion (CC)

Before requesting CO or CC all of the following must be completed:

- Make sure all required inspection have been scheduled and approved.
- All conditions listed on the permit record have been met and released.
- All the Fees have been paid.
- To check the items listed above visit our Online Services portal.

To obtain a Certificate of Occupancy (CO) or Certificate of Completion (CC) the Permit Holder or Private Provider must submit the request to the Inspections Division by emailing:

[inspections@mymanatee.org](mailto:inspections@mymanatee.org) for County Inspected Building Permits

[privateprovider@mymanatee.org](mailto:privateprovider@mymanatee.org) for Private Provider Inspected Building Permits. The request must include Certificate of Compliance Letter, Summary of Inspections, and all inspections reports required with request.

48 HOURS BEFORE YOU DIG CALL SUNSHINE 811 IT'S THE LAW IN FLORIDA

To schedule an inspection please call 941-749-3047 or text 833-392-8861.

MANATEE COUNTY  
BUILDING & DEVELOPMENT SERVICES

**Prepared By:** Tom Glancy  
 941-951-1553  
 This set of plans must be kept on the job site.  
**Duncan Seawall Dock & Boat Lift, LLC**  
 1714 Independence Blvd.  
 Sarasota, FL 34234

approval of authority to submit any  
 current local, state or federal codes.

**Environmental Review -**  
**Scope of Work:** Install a new 10K capacity lift at an existing dock as shown. The structures will meet the side setbacks and will not exceed the 25% width of the 70' waterway.

Approved - 12/23/2024  
 Approved - 1/14/2024  
 Approved - 1/14/2024



**Scale:**  
 1" = 15'

**Date:**  
 1/17/24

**Prepared For:**  
 Mr. Bill Davison  
 6909 Tarpon Lane  
 Bradenton, FL 34207

REVISED

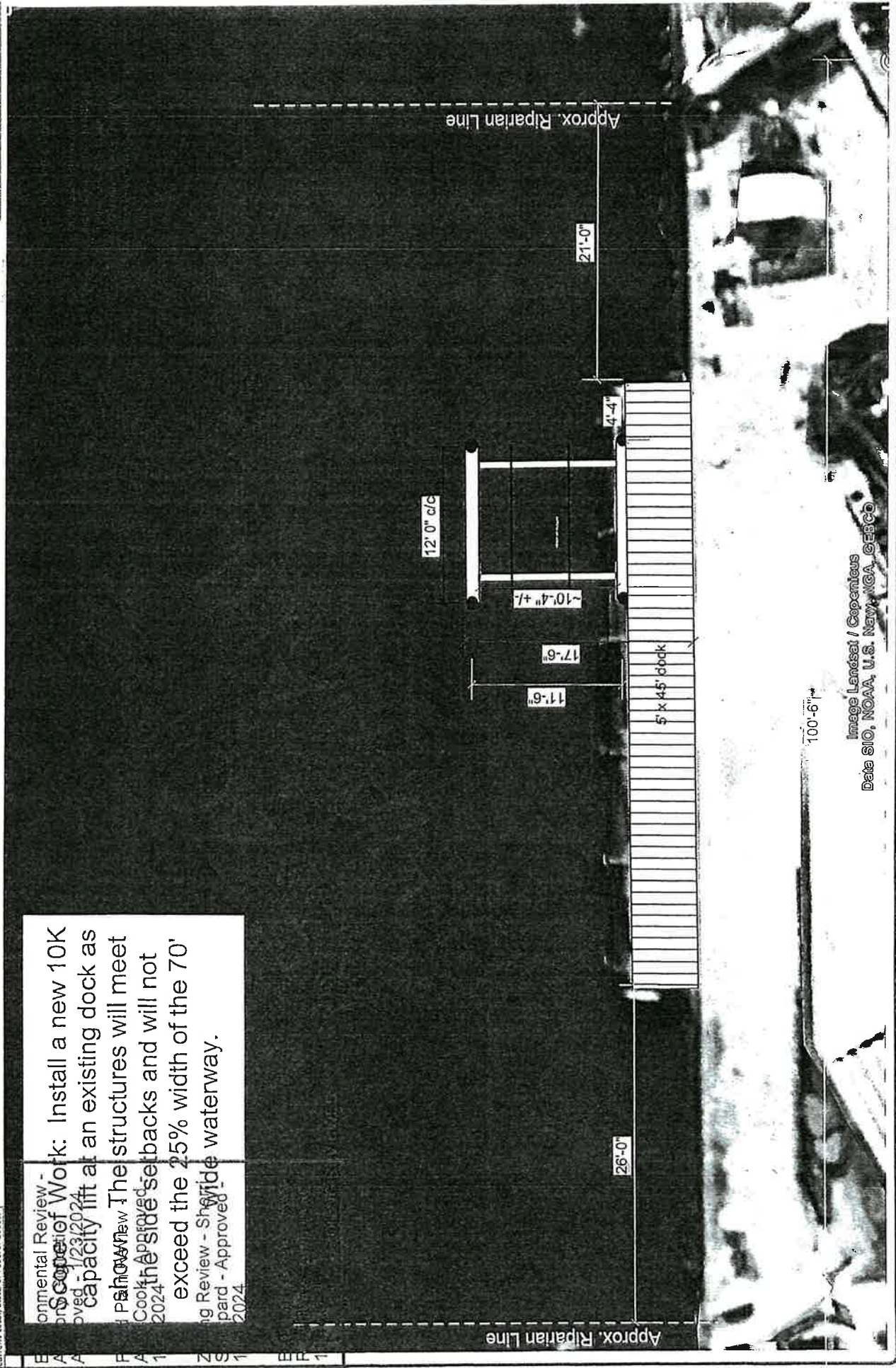


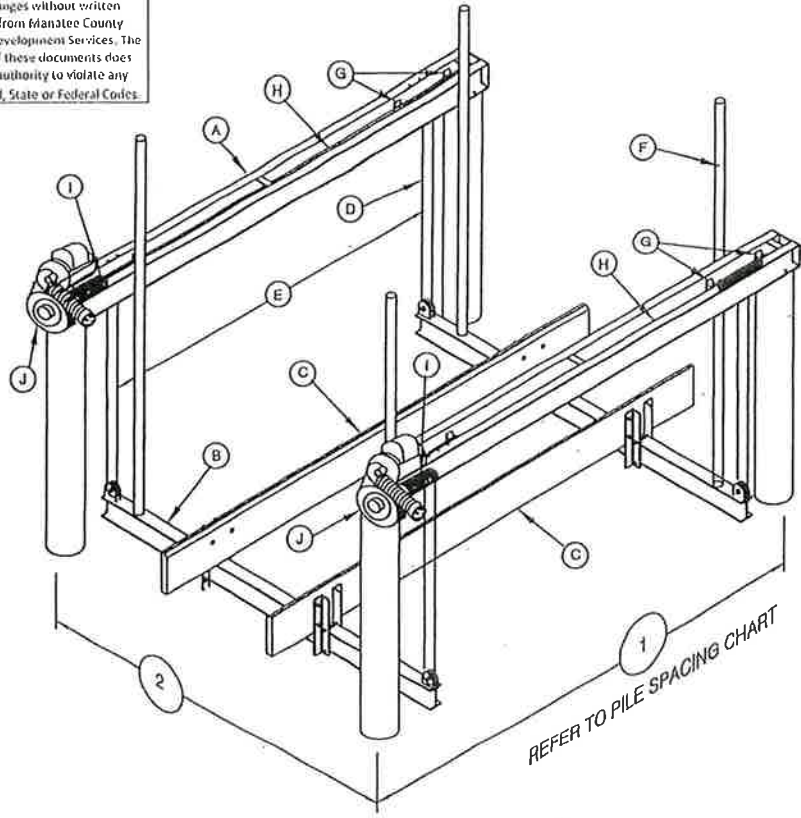
Image Landsat / Copernicus  
 Data SIO, NOAA, U.S. Navy, NGA, GEBCO



MANATEE COUNTY  
BUILDING & DEVELOPMENT SERVICES  
APPROVED  
BLD24011520 1/28/24  
REVIEWED FOR CONFORMANCE  
This set of plans must be kept on the job site at all times. It is unlawful to make changes without written approval from Manatee County Building & Development Services. The approval of these documents does not grant authority to violate any current local, State or Federal Codes.

**GOLDEN**

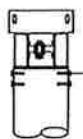
**4 POST, 2 MOTOR SEA DRIVE BOAT LIFTS**



**PILE SPACING CHART**  
The boat center of gravity needs to be set in the center of the top beam

Lift Capacity	*1' Dimension		*2' Dimension		Recommended Pile Diameters
	Lb.	Fl.	Fl.	In.	
5,000		11	10		8
7,500			12		
10,000					
12,000		12	12.5		10
14,000					
16,000					
20,000		14			
24,000		16	16		
28,000					

STAINLESS STEEL PILING MOUNT BRACKET - RECOMMENDED ATTACHMENT BASED ON BRACKET CONFIGURATION. VERIFY ADEQUACY BASED ON ACTUAL SITE CONDITIONS:  
4-3/8" STAINLESS STEEL LAG SCREWS USED TO CONNECT THE BRACKETS TO THE PILING AND 2-3/8" STAINLESS STEEL CARRIAGE BOLTS USED TO CONNECT THE BRACKETS TO THE LIFT CHANNELS



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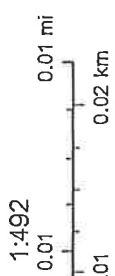
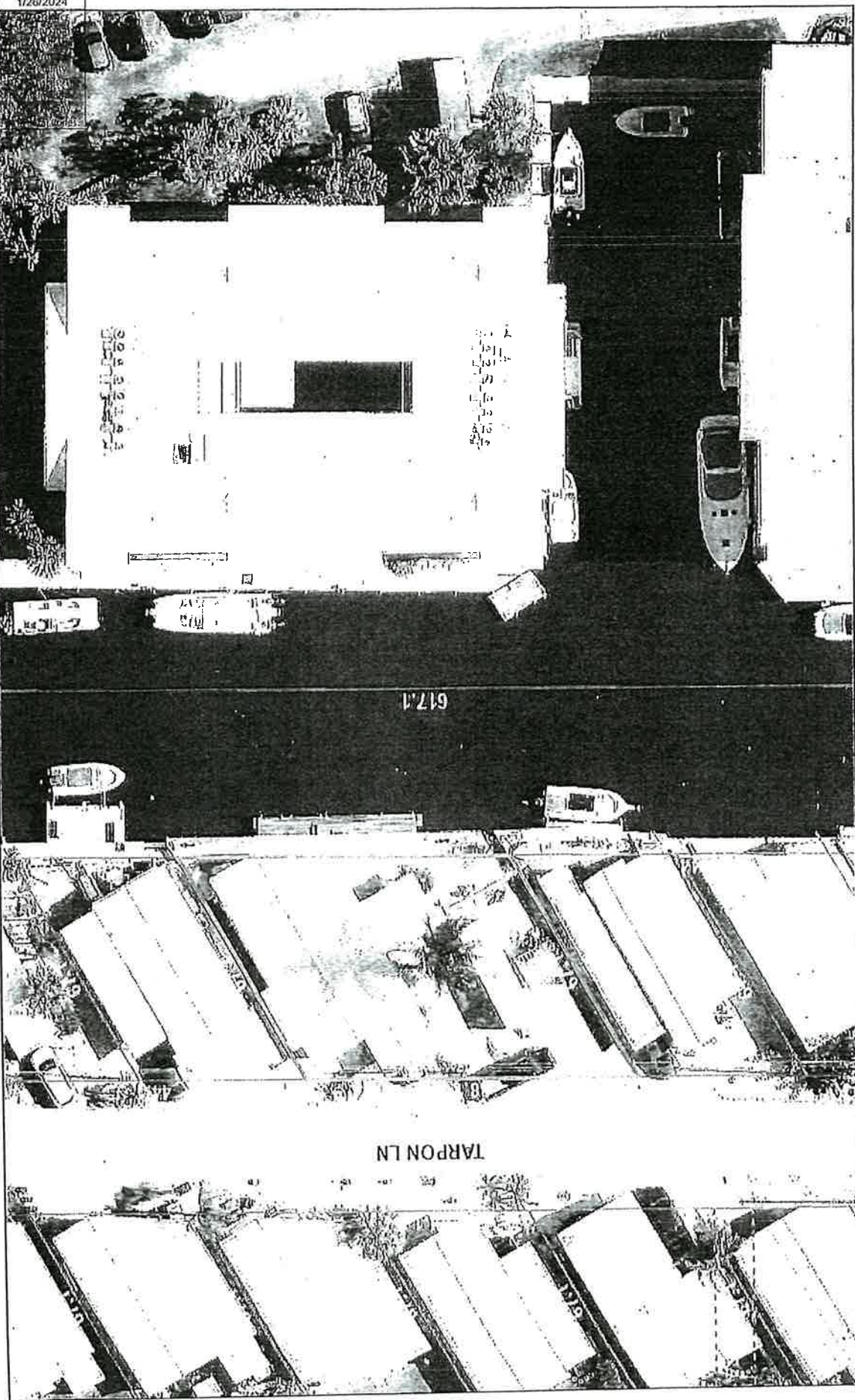
**SUMMARY OF DESIGN FEATURES**

LIFT CAPACITY	A		B		C	D	E	F	G	H	I	J	
	Lbs	TOP BEAM CHANNEL 2 EACH INCHES	CRADLE I-BEAM 2 EACH INCHES	BUNK BOARDS (PT)									CABLE SIZE INCHES
5,000#		4 H x .15 2 W x .23 141" OAL	6 H x .19 4 W x .29 120" LGTH	2x6x144 ROUGH SAWN CARPETED	4 - 5/16" x15" ST ST 1 PART	107.75	80"	10 - 2" H.D. EXTRUDED 6061-T6 ALUM.	1-15/16" DIA SCH 40 GALV PIPE	3-1/2" DIA SCH 80 ALUM PIPE W/ CABLE GROOVES	2 - 3/4 HP 120V/20A 240V/10A	39.70*	8" DIA
7,500#		5 H x .15 2.25 W x .26 x 153" OAL	6 H x .19 4 W x .29 144" LGTH								2 - 1 HP 120V/28A 240V/14A		
10,000#		6 H x .17 2.5 W x .29 x 153" OAL	8 H x .23 5 W x .35 150" LGTH								2 - 3/4 HP 120V/20A 240V/10A		
12,000#		7 H x .17 2.75 W x .29 x 153" OAL	8 H x .25 5 W x .41 150" LGTH								19.85*		
14,000#		7 H x .17 2.75 W x .29 x 153" OAL	8 H x .25 5 W x .41 150" LGTH										
16,000#		8 H x .19 3 W x .35 x 153" OAL	10 H x .25 6 W x .41 168" LGTH	3x10x192 ROUGH SAWN CARPETED	4 - 5/16" x45" ST ST 3 PART	127.75	120"	1-15/16" DIA SCH 80 GALV PIPE	3-1/2" DIA SCH 80 ALUM PIPE W/ CABLE GROOVES	2 - 1 HP 120V/28A 240V/14A	13.20*	10" DIA	
20,000#		8 H x .25 3.75 W x .41 x 177" OAL	10 H x .25 6 W x .41 192" LGTH										
24,000#		8 H x .25 3.75 W x .41 x 201" OAL	10 H x .29 6 W x .50 192" LGTH										
28,000#		10 H x .526 2.88 W x .437 x 206" OAL	12 H x .29 7 W x .47 192" LGTH		4 - 5/16" x60" ST ST 4 PART	150.3125				2 - 1-1/2 HP 120V/30A 240V/15A	8.57*	12" DIA	

MANATEE COUNTY  
 BUILDING & DEVELOPMENT SERVICES  
 APPROVED  
 BLD2401-1520 1/26/2024

REVIEWED FOR:  
 This set of plans for  
 job site at all times  
 make changes  
 approval from  
 Building & Develop  
 approval of them  
 not grant authori  
 current Local, Sta

# Letter ANSI A Landscape



Parcel Search

Parcel Lines

Parcel Dimensions

Easement Lines

Street Names

2023

Red: Band\_1

Green: Band\_2



This map has been compiled from the most authentic information available. The Manatee County Property Appraiser's Office makes every effort to produce and publish the most current and accurate information possible. The determinations made during compilation are for maintenance of the tax roll only and do not represent legal determinations. This map may include data and features that are not owned and maintained by other government agencies and therefore

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 Organizational Chart PP2, PP1E & PP6

For Upcoming Meeting—Date February 6, 2024

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 organizational chart PP2 and PP1E and PP6 to reflect current staffing structure


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 1/25/2024

Chairman/Designee 

Office Manager/Designee: Date Posted 1/30/2024 Initials 

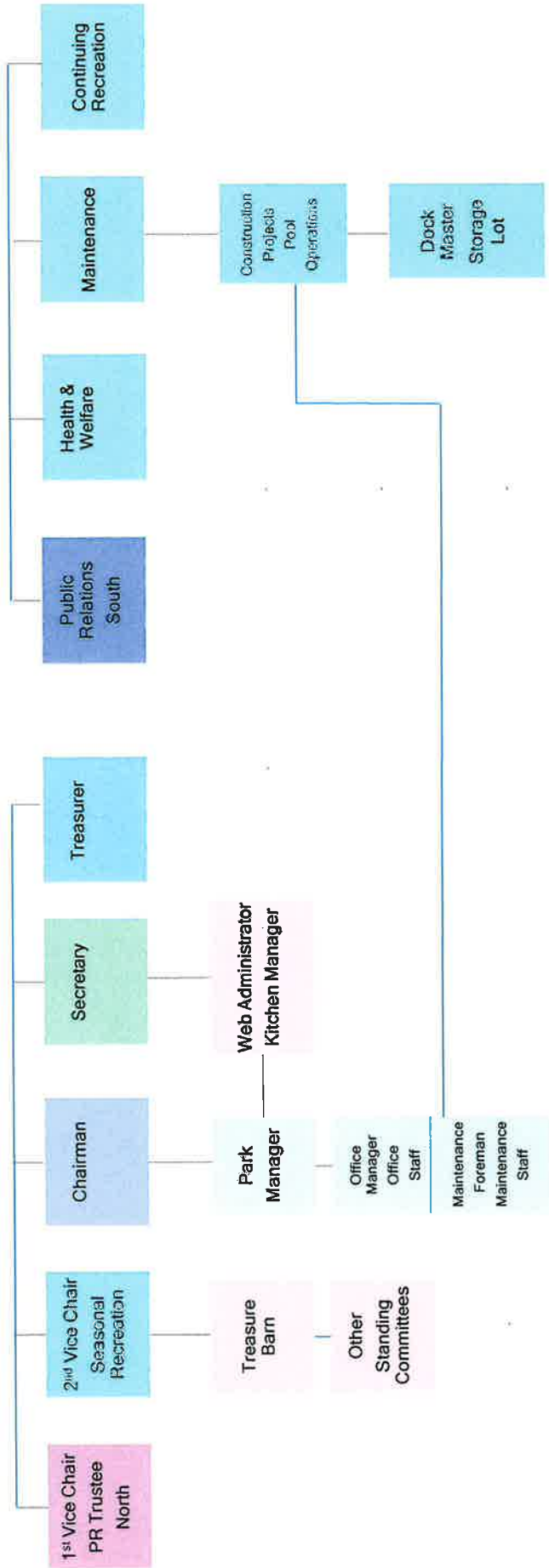


Property Owners of Trailer Estates Park & Recreation District

Nine-Member Board of Trustees  
Elected to 3-Year Staggered Terms

Elected By Board

Appointed by Chairman



Administrative Volunteers

**TRAILER ESTATES PARK AND RECREATION DISTRICT****TRUSTEE DUTIES PP1E****DUTIES OF THE MAINTENANCE TRUSTEE**

## THE MAINTENANCE TRUSTEE SHALL

1. Prepare for and attend the regular scheduled Board Meeting Workshops, Board Meetings and Special or Emergency meetings as required.
2. Oversee the security of all buildings and grounds
3. Coordinate with the Park Manager to review bids for building repairs or construction which exceeds \$25,000.00 and present to the Board of Trustees.
4. Coordinate with the Park Manager, work in progress and plans for improvements to the district's facilities and present a summary of same to the Board of Trustees.
5. Review and coordinate with the Park Manager, the Master Plan to develop
  - a. Major renovations to buildings or facilities of the district
  - b. List of major replacements of equipment and tools
  - c. New facilities or major improvements to grounds
  - d. Arrange for permits if necessary
6. Supervise operation of the Marina, Storage Lot and Pool operations.
7. By April 1, review and update as necessary the Disaster Preparedness Plan with the Board of Trustees



8. Oversee, with the Park Manager, the Community Channels 732 & 733 to air emergency information.
9. Sign checks as requested.

**(Proposed PP6)**  
**PARK MANAGER POSITION DESCRIPTION & CHARGE**

A. **Position:** A Park Manager is employed by the Board of Trustees to manage the operation of the District, under direction of the Board. The Park Manager will interface with each Trustee in the Trustee's area of responsibility. This position is supervised and accountable to the Districts Board of Trustees. An employment contract is on file. The Park Manager shall be in charge and supervise all works of the District as prescribed by the Board of Trustees.

B. **Duties:**

- a. Administer and supervise the daily operations of the District.
- b. Communicate both orally and in writing with the Board of Trustees on a regular basis.
- c. Regularly, update Board on District operations
- d. Attend all Board of Trustee Board and Workshop meetings.
- e. Prepare pertinent items for Board Meetings and Workshops.
- f. Develop, implement, modify and supervise overall Charter, District Policies and operating procedures.
- g. Monitor and review all contracts and insurance on a yearly basis
- h. Maintain relationship with any and all County and State representatives. Meet with community and professional groups to see recommendations and support for District projects.
- i. Other duties as directed by the Board.

C. **District Finances:**

- a. Work with the Board Treasurer to prepare for the approval and adoption of the Operating Budget for the following fiscal year.
- b. Follow Florida Statutes regarding notice requirements for adopting budgets and establishing assessments.
- c. Monitor and oversee Districts finances, grants, and outstanding funding.
- d. Prepare and submit to the Manatee County Property appraisers Office for the collection of the annual non-ad valorem assessment.
- e. Collaborate with the Auditor to provide financial documentation.
- f. Maintain business accounts with District Bank including checking, money market, credit cards and Seawall Improvement Loan.
- g. Maintain inventory of all district property
- h. Act as District Purchasing Agent

D. **Resource Management:**

- a. Hire, manage and supervise all staff. Develop position descriptions, performance evaluations and conduct performance reviews.
- b. Motivate a team environment through training and development.
- c. Evaluate pay scales against market and recommend adjustments for budget assumptions.
- d. Ensure E-Verify and state verification requirements are properly documented.

E. **Compensation:** Salary and benefits will be determined by the Board of Trustees and reviewed annually.

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 Enforcement Committee Final Fine Approval

For Upcoming Meeting—Date February 6, 2024

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 accept the Enforcement Committee findings and approve a \$1,000.00 fine for 6520 Kansas.

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

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

Trustee PR Trustees McAlister and Smith

Date Submitted January 22, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted 1/30/2024 Initials 

TRAILER ESTATES PARK AND RECREATION DISTRICT  
BOARD AGENDA ITEM FORM

PP 38

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Rationale (for workshops)/ MOTION (for board meetings): to accept the Enforcement Committee findings and approve a \$1,000.00 fine for 6510 Kansas.


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

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

Trustee PR Trustees McAlister and Smith

Date Submitted January 22, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted 1/30/2024 Initials 



TRAILER ESTATES PARK AND RECREATION DISTRICT  
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Rationale (for workshops)/ MOTION (for board meetings): to accept the Enforcement Committee findings and approve a \$1,000.00 fine for 1612 New York.


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

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

Trustee PR Trustees McAlister and Smith

Date Submitted January 22, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted 1/30/2024 Initials 

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

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Rationale (for workshops)/ MOTION (for board meetings): to accept the Enforcement Committee findings and approve a \$1,000.00 fine for 1906 Minnesota.

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

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

Trustee PR Trustees McAlister and Smith

Date Submitted January 22, 2024

Chairman/Designee [Signature]

Office Manager/Designee: Date Posted 1/30/2024 Initials [Signature]

TRAILER ESTATES PARK AND RECREATION DISTRICT  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Trustee PR Trustees McAlister and Smith

Date Submitted January 22, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted 1/30/2024 Initials 