

APPROVED AS CORRECTED, OCTOBER 16, 2023  
TRAILER ESTATES PARK & RECREATION DISTRICT  
BOARD OF TRUSTEES WORKSHOP

OCTOBER 2, 2023  
MARK'S HALL  
1903 69<sup>TH</sup> AVENUE WEST  
BRADENTON, FL 34207

The Workshop Meeting was called to order by Duane Trotter at 9:30 a.m.

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

**ADDITIONAL ITEMS:**

Duane asked if there were additional items to the agenda. Park Manager, Lee Morris, asked to add an agenda item #6 – PP38 to Rescind PP6-Trustee Protection Policy.

**PUBLIC INPUT**

Julie Hoch, 1711 IL – She thanked Todd and maintenance for the lights on the south side of Mark's Hall. She recommended motion lights for the south side of the office. She asked if we own the north side fence and property. She thanked Cindy for having the entire large hall for the dance; however, she detailed some concerns regarding access. She also asked if maintenance could address the brush on the east side of OH & NY by the sidewalk.

Closed Public Input

**Responses to Public Input**

Todd – He stated the North side fence would be discussed later; yes, we own it. He stated he would look into the large hall being locked and the brush issue.  
Duane – He stated the south side lights are being worked on.

**REPORTS FROM STANDING COMMITTEES**

Barbara Sewel, 6608 Dakota, Treasure Barn (TB) Committee – She stated they would be opening this Thursday. The facility looks good; thanks to maintenance

for the finishing touches. She stated they desperately need volunteers to help set up. Duane thanked TB for their previous donation towards the large hall curtains.

### **CLUBS & ORGANIZATIONS**

None.

### **DISCUSSION ITEMS PRESENTED BY BOARD & STAFF**

- 1) **Insurance Renewals – Fiscal Year 2023-2024 (Nickels)** – Louis started the discussion regarding renewing insurance with our current vendor, EGIS (and PGIT), and detailed it includes Auto Policy, Employment & Public Official liability, plus other coverages. Lee provided details of the EGIS policy. A discussion followed. Louis is to bring this forward at today’s Board Meeting.
- 2) **Update Marina Lease Agreement – Remove PP22 (Trotter)** – Duane presented the Marina Lease Agreement that was approved by our District Counsel. He also recommended making the lease be a lease and removing it from the policies and procedures; eliminate PP22. A discussion followed. The last sentence of item #8 is to be removed and the page numbering should include page “x” of “x”. Duane is to bring this forward at today’s Board Meeting.
- 3) **Replace PP46 – Use of Facilities – Marina (Trotter)** – Duane recommended replacing the current PP46 – Marina Rules with the attached rules. A discussion followed. Item “L” is to be removed. Duane is to bring this forward at today’s Board Meeting.
- 4) **North Fence Replacement (Lombardi)** – Todd presented bids to replace of the north fence. A discussion followed. Todd is to bring this forward at today’s Board Meeting.
- 5) **Stage Curtains Replacement (Lombardi)** – Todd presented bids to replace the stage curtains. A discussion followed. The board supported the \$14,118.65 bid. Todd is to bring this forward at today’s Board Meeting.

- 6) **Rescind PP6-Trustee Protection Policy (Morris)** – Duane explained we are covered under the Charter and that PP6 is redundant. Lori reminded Duane this must come before the next Board Meeting to be voted on.

## **TRUSTEE REPORTS**

- 1) Rod – He indicated things are going good. He issued some new and second notices. He asked residents to check their lawns. He reminded residents the Thursday only garbage pickup started this month. He asked residents to file a complaint form to start the process to fix something.
- 2) Russell – He detailed how the violation summary report helps and thanked Lee for the software. He indicated residents are paying attention to letters and resolving issues.
- 3) Todd – He asked residents to respect our maintenance staff off-duty hours and to contact him first with after-hours maintenance issues. He detailed how maintenance staff is catching up on summer activities; pressure washing, etc. He stated the exercise room will be closed Thursday for repairs. He stated the Fish House building passed final inspection so water and electric can be added.
- 4) Kathy – Health & Welfare – She thanked residents for letting her know who needs get well and sympathy cards. She stated the Health Fair contract is signed and will be February 29, 2024. –  
Kathy - Seasonal – She detailed upcoming dinner & a movie on November 9; more details on 732 and flyers in the park. She detailed the first dance November 25. She stated she needs volunteers. She stated a monthly district calendar will be passed out at Bingo and be posted on bulletin boards. She detailed the expiring movie license on December 31, 2023 and wants to hear ideas for other events.
- 5) Louis – He stated he has been working to finalize insurance. He stated he is working on year end documents to prepare for the audit. He indicated he will be tracking each project separately.
- 6) Lori – She indicated she updated PP32 for the Areas of Responsibility to have the North Trustee – North of IN and the South Trustee – South of IN.
- 7) Duane – He stated he received one resume for the vacant trustee position and they will be interviewed during our October 16 meeting. He stated paperwork to run for the board needs to be in to the Manatee

County Supervisor of Elections (MCSOE) by October 5. He then detailed recent changes to the vote by mail renewal with MCSOE and recommended residents call to have theirs' extended. He indicated volunteers are still needed for the October 14 smoke detector installation project.

**VIOLATION REPORT – No Action Required**

Lee detailed how the board would receive this report monthly and detailed some occurrences including clutter in carports being an unsightly appearance.

**PARK MANAGER COMMENTS**

Lee detailed how violations are determined. He discussed weeds in the crushed shell and how unregistered occupants are also an issue. He stated the deadline to sign up for free smoke detectors is Friday or could be sooner based on supplies available. He detailed the need for volunteers from 10-2 on October 14 to install and/or drive installers around. He pointed out the new fiscal year started. He detailed trouble with the FOB system and the status of repairs at the marina docks and pilings.

**UNFINISHED BUSINESS**

None.

**ADJOURNMENT**

Meeting adjourned at 11:04 a.m.

Respectfully submitted,

Lori Dalton, Secretary