

Trailer Estates Park and Recreation District

Board of Trustees
Regular Board Meeting
April 16, 2024
Following Workshop
Mark's Hall
Trailer Estates
1903 69th Avenue West
Bradenton, FL 34207

Call to Order

Roll Call

Public Comment (Limit 3 Minutes on Any Topic)

Approval of Minutes

Treasurers Report

Invoice Approval

Items Presented by Board & Staff (PP 38)

1. Re-Word PP3
2. Guest Pass Procedure Update
3. Resident ID Cards & FOBs
4. Approve Boat Lift - 6925 Tarpon Ln

Trustee/Staff Final Comments

Unfinished Business

Adjournment

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

Zoom Meeting Access:

Time: Apr 16, 2024 09:30 AM Eastern Time (US and Canada)

<https://us02web.zoom.us/j/81098621309?pwd=dC8wUUE1bkhWR2N1d1FBWkRtSTZKdz09>

Meeting ID: 810 9862 1309

Passcode: 4fVP1i

One tap mobile

+13052241968,,81098621309#,,,,*560212# US

+13092053325,,81098621309#,,,,*560212# US

Meeting ID: 810 9862 1309

Mobile Passcode: 560212

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 Discuss and Re-word PP3

For Upcoming Meeting—Date 4/16/2024

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 rewrite PP3
as discussed in the workshop.

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.)** _____

Trustee Trotter

Date Submitted 3/29/2024

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 Guest Pass Procedure Update

For Upcoming Meeting—Date April 16, 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 the Guest Pass Procedure for the start of the new FOB system by modifying
Rules & Reg Part A, PP27A, and PP30 as discussed in the workshop.

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.)** _____

Rules & Reg Part A

PP27A & PP30

Trustee Chairman Trotter

Date Submitted 04/9/2024

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 Resident ID Cards & FOBS

For Upcoming Meeting—Date April 16, 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 the Resident ID Card & FOB procedure PP27A, to remove the word refundable.

Any FOB deposit made by a Resident in the past, will now pay in full for the

New FOB and future renewals. FOB deposits will be converted as of June 3, 2024.

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.)** _____

PP27A Updated

Trustee Chairman Trotter

Date Submitted 04/9/2024

Chairman/Designee _____

Office Manager/Designee: Date Posted _____ Initials _____

**TRAILER ESTATES PARK AND RECREATION DISTRICT
KEYLESS SECURITY SYSTEM (FOBS) PP 27A**

Purpose: To provide security for Trailer Estates common areas doors, provide access for residents, and monitor access and usage to facility.

Operation: Residents must purchase fob to activate common area, doors, gates and areas defined.

Eligibility:

1. Fobs will be issued to persons based on their residency and eligibility. Fobs may be issued to property owners not residing within the Trailer Estates Community. Property owners who lease their property will not provide fobs to tenants. Tenant must register for fob providing age requirements, lease agreement, etc.
2. Each person requesting a fob must be a registered property owner, guest or renter resident of Trailer Estates Park & Recreation District. Fobs will be issued only after person or guest has submitted age verification documents, picture ID, and approval of residency according to deed restrictions.
3. Each owner, renter and authorized household member must be individually registered as a resident.
4. Each resident must also complete an Owner Information Form providing, emergency contact information, their alternate address if Trailer Estates Park & Recreation District is not their primary residence, person responsible for lawn mowing, etc.

Resident's Fobs (See Separate Renter/Lessor below): To use facilities, registered residents must purchase fobs. Price will be \$50 per fob and is non-transferable and non-refundable. Fobs will be activated as follows:

Fulltime Residents/Owner: Renewal of fobs will be activated for one year, on Primary FOB holder's Birthday. Resident must update their information annually to renew for the following year. There will be no charge for renewing.

Seasonal Resident/Owner: Issued and activated from the time resident registers to the expected departure date. Upon return and after registering, residents must update their information. There will be no charge for reactivating fob.

Households: At the request of the owner(s) and during the time of purchase, additional members of the household that are registered residents may be listed for use of the Primary Resident's fob. The owner(s) must sign an agreement to accept responsibility for the proper use of the fob and Park Facilities by household members.

Guests: Guests may enter and use facilities if accompanied by the owner. If guests desire to use pool or other facilities without the owner, the resident must obtain their guests' guest card that will be listed with the dates of the visit. Guest may only use resident's fob number listed on their Guest Card.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
KEYLESS SECURITY SYSTEM (FOBS) PP 27A**

Renter/Lessor: May purchase fobs that will be activated for the limited periods of time that they will be present in Trailer Estates. The fob will expire when the lease expires (but will not be issued for more than 1 year). There will be a fee of \$50 which is non-refundable. Renter/Lessor purchased FOBs may be re-activated each year for a fee of \$25 (non-refundable).

Rules: Each person must use their own fob. Anyone sharing their fob or granting access to another person, or abusing facilities or other violations is subject to deactivation of fob, and other penalties as authorized by Trustees.

Non-Transferrable: Fobs will be deactivated upon death or vacating by resident. Fobs will not be transferred. New fobs must be purchased by new owners, new renters, a different family member becoming a resident, etc.

Special Fob: Will be issued to Trustees and Employees programmed as needed for their duties.

Multiple Fobs: A resident that desires a second fob for personal reasons, may purchase a second fob at the cost of \$50. This is for personal use only. Both fobs are subject to above rules, and violations will result in deactivation of both fobs.

Lost Fobs: The charge for replacement of a lost fob will be \$50.

ANY EXISTING FOBS THAT ARE NOT WITHIN ABOVE POLICY WILL NOT BE RENEWED.

**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 Approve Boat lift at 6925 Tarpon Lane

For Upcoming Meeting—Date April 16, 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): approve the paperwork to install a boat lift at 6925 Tarpon Lane pursuant to the county issuing a permit.

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 has approved ARC permit and returned. Duncan Seawall is doing the work.

Trustee Rod Smith

Date Submitted 4/9/24

Chairman/Designee _____

Office Manager/Designee: Date Posted _____ Initials _____