

Trailer Estates Park and Recreation District

Board of Trustees Workshop

July 16, 2024

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

Discussion Items Presented by Board & Staff (PP38)

1. Emergency Purchase - A/C Unit - Large Hall
2. Reduce Resident Attendance Requirements - Health & Welfare
3. Discuss Master Planning Presentation - Funding Grant Requirements
4. Discuss Pottery & Ceramic Group Relocation

Trustee Reports

Violation Report -

Park Manager Comments

Unfinished Business

Adjournment

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

Zoom Meeting Access:

<https://us02web.zoom.us/j/86949153723?pwd=IElIdbAA6d0QHnFOP2uTrBhtdPZFMo.1>

Meeting ID: 869 4915 3723

Passcode: 3jtJ9a

One tap mobile

+13052241968,,86949153723#,,,,*746790# US

+13126266799,,86949153723#,,,,*746790# US (Chicago)- Mobile Passcode: 746790

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 Emergency Purchase - A/C Unit - Large Hall

For Upcoming Meeting—Date July 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): _____

We experienced a major failure on A/C Unit #4 last week. This unit is one of 5
cooling the Large Hall. Due to the age & condition of the unit and the most
recent motor failure it was decided to replace this unit. Unit is 18 years old.

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)**
\$10,000.00 from Reserves- Major Repairs

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

Quotes from Moss Air \$10,000.00

AC Warehouse 12,614.00

Trustee Lombardi

Date Submitted 06/27/2024

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____



ESTIMATE	#356
ESTIMATE DATE	Jun 24, 2024
TOTAL	\$10,000.00

1903 69th Avenue West
 Bradenton, FL 34207

(941) 900-9355
 foreman@trailerestates.com

CONTACT US

7104 41st Avenue East
 Bradenton, FL 34208

(941) 462-4419
 Jon@mossairac.com

ESTIMATE

Services	qty	unit price	amount
14.3 Seer2 Comfort Maker 5 Ton Equipment Install Price includes equipment, labor and materials needed to install 5 ton package unit per code System comes with a 10 year manufacturer warranty and a 1 year labor warranty through Moss Air Programable Honeywell thermostat. (Nest, Ecobee, or other smart thermostat can be installed upon request for cost of requested thermostat)	1.0	\$10,000.00	\$10,000.00

Services subtotal: \$10,000.00

Total \$10,000.00

OK

Hello, this is your estimate

Location: 1903 69th Avenue West, Bradenton, FL, 34207

JOB ID
74503136

5 ton Comfort Maker (Carrier) packaged PAD4060 or Allied (Lennox) Prpac1460ep 14 seer 2 straight cool

Your Price

\$12,614.00

Or as low as **\$175.67/mo**

goodleap



[Apply For Financing >](#)

Accept Estimate

Summary

Premium HVAC Option New SEER2

Your Price
\$13,278.00



Premium HVAC Option New SEER2

- 5 year parts warranty
- 1-year labor warranty
- Lifetime thermostat warranty
- 6 month filter
- Code compliance
- All required permits
- Estimated 20% utility savings
- Smart thermostat

[View Less](#)

PM

Your Price
-\$664.00



PM additional Items



© Can Stock Photo

COMMERCIAL 1 YEAR LABOR / 1 YEAR PARTS / 5 YEAR COMPRESSOR

Your Price

\$0.00

COMMERCIAL 1 YEAR LABOR / 1 YEAR PARTS / 5 YEAR COMPRESSOR

Subtotal	\$12,614.00
Tax	\$0.00
Total	\$12,614.00

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 Reduce Resident Attendance Requirements for Classes in Off-Season

For Upcoming Meeting—Date July 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): _____

One of the current requirements for contracted instructors is to have a minimum of
10 residents in a class. In the off-season this requirement is hard to achieve.

Let's discuss.

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

Instructor Fee is \$50 per class

Attachments: **(Please attach any diagrams or pertinent information concerning this**

Agenda Item. Please list the attachments.) Signed Contract w/ Instructor

Trustee Health & Welfare Trustee O'Brien

Date Submitted 07/1/2024

Chairman/Designee _____

Office Manager/Designee: Date Posted _____ Initials _____

TRAILER ESTATES INSTRUCTOR SERVICE CONTRACT

This contract between TRAILER ESTATES PARK AND RECREATION DISTRICT hereafter called the PARK and the CONTRACTOR. In accordance with Trailer Estates Rules & Regulations and Policy & Procedure #13- Procedures for Paid Instructors; if park resident participation is consistently below 10 or less than non-resident participation this class will be cancelled and the contract will be void. This will be based on each class sign in sheets submitted to the office after for the past month.

Name: Phyllis Carpenter SSN/EIN: [REDACTED] Phone#: [REDACTED]

Address: [REDACTED] BVD BRADENTON FL
(Street, City, State & Zip Code)

The PARK and CONTRACTOR do hereby agree to the following conditions: 34209

Name of Class: LINE DANCING

Date(s) of class: From: 3/27/24 To: J-31-25

Primary Location of Class: LARGE HALL

Hours: From: 6⁰⁰ To: 8⁰⁰ Day(s): TUES

Fee Paid by Park/Per Class: 50⁰⁰

Fee Paid Per Resident/Student/Class: 0

Fee Paid Per Non-Resident/Student/Class: 500

Fee Paid Per Student/Class Supplies: _____

Other terms and conditions affecting this contract: _____

Attachment A – Incident Reporting Sheet

Attachment B – Participant Sign-in Sheet. Turned into the office monthly

Instructor Qualifications: _____

(license/training, CPR certified, BLS certified, ALS certified and/or other certifications – copy[s] attached)

Services will be provided by the CONTRACTOR in a safe manner to themselves and to the public. PARK will not be liable for any injuries to the CONTRACTOR/Participant while providing the service. In case of an Emergency, 911 shall be immediately dialed. CONTRACTOR is directed to verify location and/or cancellations via the website: trailerestates.com/Activities/Calendar.

CONTRACTOR:
DISTRICT:
Signature: Phyllis Carpenter
Printed Name: Phyllis Carpenter
Date: 3/26/2024

TRAILER ESTATES PARK & RECREATION
Name: Cynthia Sobrien
Title: HEALTH WELFARE
Date: 3/26/24
Telephone #: 941-756-7177 ext. _____

**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 Discussion on Master Planning Presentation- Funding Grants

For Upcoming Meeting—Date July 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): _____

After the presentations from the two Master Planning groups, it appears that many grants have a matching dollar component to them. In most cases it is a 50%/50% match. How do we fund our portion of the matching dollars?

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

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

Trustee Park Manager Morris

Date Submitted 07/2/2024

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 Discuss Pottery & Ceramic Group Relocation

For Upcoming Meeting—Date July 16, 2024

Type of Meeting (check one): Workshop [checked] 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):

I would like to allow the Pottery and Ceramic group to utilize a part of the Old Maintenance building. The expansion would free up parts of Craft Room A and allow for a functional area for the pottery wheel and kilns. Allow a dedicated area to work on the pottery and ceramics products. This could be a money making craft that could generate and offset any costs of moving to the area.

Costs/Estimated Costs: (Required if agenda item includes spending district money.) 220 Outlets, Air Conditioning \$3000.00

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

2 small sheds behind kitchen area of large hall, house the kiln and pottery wheel and storage for fired items. Lack of space is a deterrent for new participants.

Trustee Health & Welfare - Trustee O'Brien

Date Submitted 07/08/2024

Chairman/Designee [Signature]

Office Manager/Designee: Date Posted Initials

Trailer Estates Violation Master

violation_d	cure_by_d	violation_type	consecutive_vic	comment	property_address
02/14/24	102/24/24	1 Building Repairs Required	1	Fasten roof back to mobile home	6520 DAKOTA
03/06/24	103/16/24	1 Building Repairs Required	2	Second violation, work on roof to complete repairs	6520 DAKOTA
01/24/24	101/27/24	1 Unregistered Occupant	1	Registered person living at this address for quite some time no	1804 FLORIDA
02/16/24	102/19/24	1 Underage Occupant	1	We had initially sent out an unregistered occupant violation for	1804 FLORIDA
03/28/24	103/31/24	1 Underage Occupant	2	Second violation on underage occupant	1804 FLORIDA
06/19/24	106/22/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Property needs to be mowed and trimmed, weeds, removed, a	2116 FLORIDA
06/04/24	106/07/24	1 Unregistered Occupant	1	Unregistered guest at home. Must be registered at office if stay	2203 ILLINOIS
06/14/24	106/17/24	1 Unregistered Occupant	2	Unregistered Guest verified by Police Report listing her address	2203 ILLINOIS
06/21/24	106/24/24	1 Unregistered Occupant	3	According to police reports, the persons who are not registered	2203 ILLINOIS
04/24/24	105/01/24	1 Junk or Clutter on Property	1	Junk and clutter in carport please remove immediately	6523 KANSAS
03/06/24	103/09/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Grass on property is too tall, please mow and trim as required	6604 KANSAS
04/11/24	104/14/24	1 Tall Grass, Weeds, or Unightly vegetation	2	MOW and trim yard regularly to prevent unsightly tallgrass and	6604 KANSAS
07/05/24	107/08/24	1 Tall Grass, Weeds, or Unightly vegetation	3	Please Maintain property as required. Yard is tall and unsightly	6604 KANSAS
07/05/24	107/08/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Maintain yard as required	6626 MARINA
01/24/24	101/27/24	1 Tall Grass, Weeds, or Unightly vegetation	3	Mow and trim rear yard	1704 NEW YORK
06/04/24	106/14/24	1 Building Repairs Required	1	Repair skirting near rear of trailer and cover hole in wall at the	1708 NEW YORK
07/03/24	107/13/24	1 Building Repairs Required	2	Repair skirting. AC. Hole was completed	1708 NEW YORK
02/28/24	103/06/24	1 Trim Trees, Bushes and/or Shrubs	1	Trim trees and bushes, all around trailer in front and back. Rear	1712 NEW YORK
03/13/24	103/20/24	1 Trim Trees, Bushes and/or Shrubs	2	Second violation no work appears to have been done. Vegetati	1712 NEW YORK
06/04/24	106/11/24	1 Trim Trees, Bushes and/or Shrubs	3	Please trim bushes in front of house around shed and in front	1712 NEW YORK
05/08/24	105/11/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Grass behind garage is almost 2 feet tall, must be mowed regul	1804 NEW YORK
06/04/24	106/07/24	1 Tall Grass, Weeds, or Unightly vegetation	2	Mow And trim backyard from tallgrass	1804 NEW YORK
07/03/24	107/06/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Mow and trim yard as required	1818 NEW YORK
07/03/24	107/06/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Is and trim yard	2205 NEW YORK
05/23/24	105/24/24	1 Political Signage	2	Second violation, political signage may only be put up 60 days	2213 NEW YORK
06/04/24	106/05/24	1 Political Signage	3	Political signage and or flags may only be displayed 60 days pri	2213 NEW YORK
03/28/24	103/31/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Mow and trim yard at rear of trailer	2114 OHIO
04/24/24	104/27/24	1 Tall Grass, Weeds, or Unightly vegetation	2	Mow and trim, vegetation and rear yard, straightened up clutter	2114 OHIO
05/23/24	105/26/24	1 Tall Grass, Weeds, or Unightly vegetation	3	Remove tall grass and weeds from rear of home.	2114 OHIO
05/23/24	105/28/24	1 Grass, Weeds, Vegetation in Gravel/Paved/Paver Block	1	Remover spray vegetation in gravel areas, must be either all gr	2114 OHIO
06/19/24	106/24/24	1 Grass, Weeds, Vegetation in Gravel/Paved/Paver Block	2	Spray and remove weeds in gravel areas	2114 OHIO
07/03/24	107/06/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Maintain yard as required	1709 PENNSYLVANIA
06/04/24	106/11/24	1 Mold, Dirt, and/or Algae on Buildings or Fences	1	Power wash rear of trailer to remove green mildew, and paint	1807 PENNSYLVANIA
05/08/24	105/11/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Please take care of tallgrass and weeds on both sides of house	2325 PENNSYLVANIA
05/23/24	105/26/24	1 Tall Grass, Weeds, or Unightly vegetation	2	Second violation, no work has been done, please take care of	2325 PENNSYLVANIA
06/04/24	106/07/24	1 Tall Grass, Weeds, or Unightly vegetation	3	Mow and trim, tall grass and weeds at rear property.	2325 PENNSYLVANIA
07/03/24	107/06/24	1 Tall Grass, Weeds, or Unightly vegetation	4	Tall weeds on both sides of home. Final Warning	2325 PENNSYLVANIA
07/05/24	107/08/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Maintain yard and property as required, mow and trim yard	6520 WASHINGTON
07/03/24	107/06/24	1 Tall Grass, Weeds, or Unightly vegetation	1	Maintain yard, Mow trim as required	1817 WISCONSIN