

APPROVED AS WRITTEN, APRIL 2, 2024  
TRAILER ESTATES PARK & RECREATION DISTRICT  
BOARD OF TRUSTEES REGULAR BOARD MEETING

MARCH 19, 2024

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

The Regular Board Meeting was called to order by Duane Trotter at 11:13 a.m.

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

**PUBLIC COMMENT:**

None.

Closed Public Comment

**Responses to Public Comment**

**APPROVAL OF MINUTES**

Louis made a motion to approve the Workshop Meeting Minutes of March 5, 2024, seconded by Rod. The minutes were approved as written 8/0.

Russell made a motion to approve the Regular Business Meeting Minutes of March 5, 2024, seconded by Kathy. The minutes were approved as written 8/0.

**REPORT OF TREASURER**

Regions Bank Checking: \$155,162.77

Regions Bank Money Market: \$2,000,018.31 which includes

Regions Seawall Loan Account: \$176,129.53

Treasure Barn: \$39,711.36

Uncommitted Funds (from TEFCD): \$271,350.20

Seawall Special Assessments: \$26,358.77

Operating Budget and Reserve: \$1,526,179.81

Lori made a motion to approve the Report of the Treasurer, seconded by Russell. The motion was approved 8/0.

## **INVOICE APPROVAL**

None.

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

- 1) **Proposed O & M Budget (Nickels)** – Louis made a motion to “Send out proposed O & M (Operating & Maintenance) budget for Fiscal Year 2024-25 to residents per requirements.” (see attachment A) The motion was seconded by Rod. A discussion followed. Louis will separate Seasonal Recreation and Continuing Recreation on the budget before mailing. The motion passed 8/0.
  
- 2) **Establish Trailer Estates Facebook Page (Trotter)** – Duane made a motion to “Establish an official Trailer Estates Facebook Page with outgoing content only.” The motion was seconded by Kathy. A discussion followed. The motion passed 8/0.
  
- 3) **Finalize Move to New Maintenance Building (Lombardi)** – Lori made a motion “To finalize the move to the new maintenance shop by establishing the project budget of \$16,350.00 per the attached spreadsheet.” (see attachment B) The motion was seconded by Russell. The motion passed 8/0.

## **TRUSTEE/STAFF FINAL COMMENTS**

None.

## **UNFINISHED BUSINESS**

None.

## **ADJOURNMENT**

Meeting adjourned at 11:22 a.m.

Respectfully submitted,

Lori Dalton, Secretary

**ATTACHMENT A**

**Trailer Estates Park & Recreation District  
1903 69th Ave West Bradenton, FL 34207**

**2024-2025 Proposed Budget**

**Operating & Maintenance Budget includes TV/Internet and Curbside Trash Pickup  
October 1, 2024 - September 30, 2025**

INCOME			2024-2025 Proposed	2023-2024 Adopted
	Amount	LOTS		
<b>ASSESSMENT</b>	\$ 1,338.44	1479	\$ 1,979,545	\$ 1,885,281
Early Payment Discounts	3.75%		\$ (74,233)	\$ (70,698)
Uniform Collection Fee	3.00%		\$ (59,386)	\$ (56,558)
<b>NET OPERATING ASSESMENT INCOME</b>			\$ 1,845,926	\$ 1,758,025
<b>INCOME FROM OFFICE FUNCTIONS</b>			\$ 19,250	\$ 312,340
<b>INCOME FROM MARINA SLIPS</b>			\$ 107,209	\$ 98,295
<b>INCOME FROM STORAGE LOT RENTALS</b>			\$ 95,706	\$ 91,148
<b>INCOME FROM FACILITY LEASES</b>			\$ 59,000	\$ 55,902
<b>INCOME FROM RECREATION/HEALTH WELFARE</b>			\$ 23,000	\$ -
<b>TRANSFER TEFCD FUND BALANCE</b>			\$ 271,350	\$ -
<b>TOTAL INCOME</b>			\$ 2,421,441	\$ 2,315,710

EXPENDITURES	Per Month	% of Budget	2024-2025 Proposed	2023-2024 Adopted
CABLE TV / INTERNET	\$ 31.01	27.8%	\$ 673,302	\$ 639,113
PAYROLL EXPENSE	\$ 31.70	28.4%	\$ 688,122	\$ 642,717
INSURANCE	\$ 8.01	7.2%	\$ 174,000	\$ 194,000
TRASH REMOVAL	\$ 7.39	6.6%	\$ 160,500	\$ 149,500
UTILITIES	\$ 5.35	4.8%	\$ 116,042	\$ 108,450
MAINTENANCE	\$ 5.05	4.5%	\$ 109,720	\$ 84,400
OFFICE EXPENSE/ACCTG	\$ 4.58	4.1%	\$ 99,520	\$ 64,800
LEGAL EXPENSE	\$ 2.17	1.9%	\$ 47,174	\$ 45,360
RECREATION (Seasonal)	\$ 1.47	1.3%	\$ 32,000	\$ 29,350
RECREATION (Summer)	\$ 0.64	0.6%	\$ 13,998	\$ 12,850
TECHNOLOGY	\$ 0.71	0.6%	\$ 15,521	\$ 14,110
HEALTH & WELFARE	\$ 0.18	0.2%	\$ 3,880	\$ 3,560
CAPITAL EXPENSE	\$ 13.25	11.2%	\$ 270,000	\$ 327,500
CONTINGENCIES	\$ 0.02	0.7%	\$ 17,662	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 111.54	100.0%	\$ 2,421,441	\$ 2,315,710

This budget includes a 5% increase in assessment/contracts/fees as discussed in previous 5 year plan. However, we assume a minimum of 7% increase in employee benefits, 7% increase in utilities, and an unstable insurance market. Income includes a one-time transfer of funds from the now closed Trailer Estates Fire Control District to fund Capital Outlay projects.

# ATTACHMENT B

## Trailer Estates Maintenance Building (new)

Item	Quantity	Estimated Cost	Total	Supplier	Notes
Workbenches	4	\$250.00	\$1,000.00		
Tool Storage	6	\$100.00	\$600.00		
Power Tools	1	\$1,750.00	\$1,750.00		
Safety Equipment	1	\$350.00	\$350.00		Eye Wash Station
Fasteners and Hardware	3	\$500.00	\$1,500.00		Nuts, Bolts, Fasteners, bulk
Storage (Racks & Tool Boxes)	15	\$220.00	\$3,300.00	Sams Club	77" W x 24" D x 72" H
Power Extension Cords/Outlets	8	\$200.00	\$1,600.00		
Ice Maker	1	\$2,400.00	\$2,400.00		
Equipment for Waste Disposal	2	\$250.00	\$500.00	Waste Pro	Dumpsters To remove no longer needed items from Old building
Lighting	6	\$150.00	\$900.00		
Cart Lift	1	\$1,000.00	\$1,000.00		
Other	1	\$1,450.00	\$1,450.00		Trash Cans, Misc Tools, plumbing Components
<b>Total Cost Estimate</b>			<b>\$16,350.00</b>		