

Trailer Estates Park and Recreation District

Board of Trustees Workshop

March 5, 2024

9:30AM

Mark's Hall

Trailer Estates

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. Update PP18 Public Records Policy
2. Update PP19 Office Fees
3. Red Book Update (Reference) Discussion
4. Deed Restriction Change/Update Process

Trustee Reports

Violation Report - Open Violations

Park Manager Comments

Unfinished Business

Adjournment

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

Zoom Meeting Access:

Time: Mar 5, 2024 09:30 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89051195911?pwd=YlgxTERkeGdSLzJnUGk5S2YxVE82QT09>

Meeting ID: 890 5119 5911

Passcode: 9c82g0

One tap mobile

+13052241968,,89051195911#,,,,*419307# US

+19292056099,,89051195911#,,,,*419307# US (New York)

Mobile Passcode: 419307

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 Update PP18 Public Records Policy

For Upcoming Meeting—Date March 5, 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): _____

This updated policy was generated in part by District Counsel for our use. This policy was last updated in November 2016.

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.) Proposed Public Records Policy

Trustee Chairman Trotter

Date Submitted February 26, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____

PP18

Trailer Estates Public Records Policy

Purpose:

The Trailer Estates Park and Recreation District (“District”) frequently receives requests for records. The purpose of this administrative policy is to provide uniformity in the procedural elements of handling records and public record requests while ensuring all staff are compliant with Florida Statutes that govern public records.

Definitions:

Custodian of Public Records - means every person who has custody of a public record. A custodian of public records and his/her designee must acknowledge requests promptly and respond to requests in good faith. A good faith response includes making reasonable efforts to determine whether a record exists.

Extensive Work Fee - means the fee for time in which clerical or supervisory assistance requires more than 15 minutes using information technology or labor or a combination of both to locate, review, redact, copy, or reproduce the public record(s) being requested.

Florida Statutes (law) – means that as it relates to this policy which is applicable to public record requests under Article I, Section 24(a) of Florida’s Constitution and Chapter 119 of Florida Statutes.

Base Wage - means the base wage rate (without benefits) of the actual paid staff member producing and/or reviewing the requested record prior to release.

Public Records - means all documents, papers, letter, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material regardless of physical form, characteristics, or means of transmission, made, or received pursuant to law or ordinance or in connection with the transaction of official business. § 119.011 (12), Florida Statutes.

- The Public Records Act requires access to the records however, it does not require the District to produce an employee to answer questions regarding the records. (Attorney General Opinion 80-57)

Reasonable Conditions – as used in Florida Statutes 119.07(1)(a) refers to regulations that would permit the custodian of records to protect the record from alteration, damage, or destruction while ensuring that the person reviewing the record is not subjected to physical constraints designed to preclude the review.

Records maintained by more than one entity – pursuant to Attorney General Opinion 86-58, if information contained in a public record is available from other sources, a person seeking access to the record is not required to make an unsuccessful attempt to obtain the information from the other source as a condition precedent to gaining access to the public record from the District.

Records not in physical possession of the District – the District may not refuse to allow inspection of public records it made or received, in its official business, on the grounds that the documents are in the possession of another, or available through other means, other than the records custodian.

Right of Access to a Record - means pursuant to, and under all conditions and requirements of Florida Statutes a custodian shall permit the record to be inspected and copied by any person desiring to do so, at any reasonable time, under reasonable conditions and supervision of the custodian. § 119.07 (1)(a) Florida Statutes

Procedure:

The best way for an individual to request a record is to contact the District's Clerk. However, under Florida law, a request can be made verbally, in-person, by telephone, or in writing by email or letter via drop off or postal or carrier delivery.

Components of Making a Records Request:

Requests for records must include specifics as to the record being requested along with the preferred delivery method. The more details provided by the requestor will narrow the scope of the search which results in a quicker response and reduced costs.

Contact Information or Anonymous:

- The requestor may provide their contact information or remain anonymous in all methods of making and receiving the request. They are not required to provide their identity.
 - For anonymous requests, it is important to determine how the individual would like the District to contact them if, and when, the record is available.
 - The individual could provide a phone number, email, mailing address or simply indicate they will check back every few days.

What Record? Be Specific:

The District is not required to create a record that does not already exist or provide a specific format of the record if it is not already being kept in that format. However, the District should provide a record or multiple records that in combination provides a response that satisfies the request in whole or in part even if the requestor does not know the specific name of the record or records being kept. The more information the District has about the record being requested, the easier it is to locate.

- What is the name, type or description of document / record being requested?
- Is there an associated address, name, or date of service for the record?
- Does the record have an identifying number?
- Is the requestor aware of who created the record?
- Is there a specific date or timeframe referenced?

How is the Record Being Delivered to the Requestor?

- In-Person Pick Up (copies or material (USB device) fees apply)
 - The District may NOT accept any foreign (outside) USB device provided for the purpose of uploading the requested records as it may be a security risk for the District's network technology systems. The District may upload the records to a USB device purchased by the District at a materials charge to the requestor.
- Mailed (copy, materials and postage costs applied, obtain mailing address)
- In-person review or inspection of the record under reasonable conditions as defined.

Fees:

Applicable law authorizes a custodian to charge, in addition to the cost of duplication, a reasonable service charge for the cost of extensive use of information technology resources or of personnel, if such extensive use is required because of the nature or volume of public records to be inspected or copied.

Duplication and Certification:

- One-sided copy not more than 14x8.5 inches: \$.15 cents / per sheet.
- Two-sided copy not more than 14x8.5 inches; \$.20 cents / per sheet.
- For all other copies, the actual cost of duplication of the public record.
- The charge for copies of maps or aerial photographs may also include a reasonable charge for the actual labor and materials associated with their duplication.
- May charge up to \$1 per copy for a certified copy of a public record.

Extensive Services Fees:

If the nature or volume of public records requested to be inspected or copied pursuant to this subsection is such as to require extensive use of information technology resources or involve extensive clerical or supervisory assistance by District personnel, or both, the District may charge, in addition to the actual cost of duplication, a special service charge, which shall be reasonable and based on the cost incurred for such extensive use of information technology resources or the labor cost of the personnel providing the service that is incurred by the District or attributable to the District for the clerical and supervisory assistance required, or both.

- A fee may be warranted if the nature or volume of the requested records to be inspected, copied, reviewed, redacted, or provided electronically required more than 15 minutes of resources. The charges apply only to the time expended after the initial 15 minutes, meaning there will be no charge for the first 15 minutes expended but chargeable thereafter.
- Clerical or supervisory assistance includes searching for and locating the record, reviewing the record for legally exempt or confidential information, withholding or redaction of exempt or confidential information, and preparing, copying, and refileing of the requested records. Email searches estimate and average of 2 minutes per email for review and redaction.
- If multiple personnel of the District are involved, the charges will be based on the aggregate time expended by all personnel and information technology resources used in the records response.

- The rate charged for clerical or supervisory assistance will be based on the actual base wage of the staff member producing the record. For any record regarding legal review, the rate shall be charged at the attorney's actual chargeable rate billed to the District for outside legal services.

Response Time and Delay of Record:

Florida law requires a records custodian to provide a record in a reasonable amount of time. Most records can be delivered to a requestor within 3-5 business days. However, there are times when legitimate delays occur. If a District individual is unable to deliver the request in five days, contact the District Clerk's Office to explain the legitimate delay and provide an estimated date of completion so a response can be provided to the requestor.

Notice of Cost Estimate and Payment:

The District Clerk's Office is responsible for notifying the requestor of cost estimates for requests estimated to involve duplication or extensive services fees. After receiving the initial request and sending out assignments to individuals where records may be located, the Clerk will collect data on the estimated time to produce the records along with any fees associated with the duplication of the record.

The Notice from the Clerk to the Requestor Shall Include:

- Estimated material costs for duplication, packaging, or postage if applicable.
- Estimated labor for hours, over the initial 15 minutes.
- The "base" wage rate of the actual staff member who is providing response or supervisory review for each participating division or department staff.
- Total estimated amount due and deadline to receive payment.
- Notice of process when estimate is overstated or understated.
- Notice of opportunity to narrow the search to reduce costs.
- Notice of deadline to respond to accept the estimate or narrow the search.

Reducing Costs- Limiting Charges and Clarifications:

Costs can be reduced significantly if requests are specific in nature and refrain from open-ended terms such as "all documents and emails," or all records including this, that, and the other thing. Another way to reduce volume is to target a specific date or timeframe for the search. Sometimes the requesting party does not know the ins and outs of requesting records, so it is okay to educate the requestor in the best way to reduce the cost. Sometimes clarification is needed to understand a request that is unclear or overly broad. The Clerk may contact the requestor.

Email Searches:

Email searches are performed by the District Clerk and/or the District Manager. If the records request includes emails, be sure to include the Clerk or in the request activity as these searches are typically quite involved and limited as to who has access.

Legal / Litigation:

If a request for records involves a case that is in litigation or is likely to be in litigation with the District, contact the District's counsel for review prior to providing any documents to the requestor.

No Record Exists:

If you have searched for the record and have determined "no record exists" please contact the Clerk so the Clerk notify the requestor as to the status of the request. There are often follow up questions with this response so the more the District knows, the more comprehensive response can be provided to the requestor.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PUBLIC RECORDS POLICY AND PROCEDURE PP 18**

This policy shall provide for access to all public records, both generated and received, which are included in the transactions of the official business of the Trailer Estates Park and Recreation District. Official recordings of the meetings shall be made available for copying or inspection in the form in which they are maintained. Public records may have to be altered to redact exempt or confidential information, such as certain medical information, social security numbers, etc. If such information is redacted from requested records, the District shall provide a written explanation as to why the district believes the information is exempt or confidential.

A charge shall be made for providing the requestor with copies of documents or recordings of such meetings. Requests for information will be processed as soon as possible. All public records in possession of the District will be made available for inspection upon request. However, if the nature or volume of the request is such as would require either extensive clerical work to compile the requested records or extensive supervisory assistance, staff will work with the requestor to provide the records as soon as possible.

PUBLIC RECORDS PROCEDURE

Access

1. Request access to review public records. Complete Request Form, (OPTIONAL).
2. Discuss timetable for review with office manager. If the records custodian determines that the request will require extensive clerical work to compile the requested records or extensive supervisory assistance or an extensive use of information technology resources, an advance deposit may be required before the request will be processed. The advance deposit amount will be based on an estimate of time necessary to complete the public records request. If the advance deposit is greater than the actual cost of completing the public records request, the difference will be refunded to the requestor. If the advance deposit is less than the actual cost of completing the public records request, the difference will be due when the request is satisfied. If an advance deposit is not required, the fee is due when the request is satisfied.

Duplication/Copies

1. Request public documents. Complete Request Form, (OPTIONAL).
2. Discuss the fee and timetable with office manager. If the records custodian determines that the request will require extensive clerical work to compile the requested records or an extensive use of information technology resources, an advance deposit may be required before the request will be processed. The advance deposit amount will be based on an estimate of time necessary to complete the public

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PUBLIC RECORDS POLICY AND PROCEDURE PP 18**

records request. If the advance deposit is greater than the actual cost of completing the public records request, the difference will be refunded to the requestor. If the advance deposit is less than the actual cost of completing the public records request, the difference will be due when the request is satisfied. If an advance deposit is not required, the fee is due when the request is satisfied.

Requests for information will be processed as soon as possible. All public records in possession of the District will be made available for inspection upon request. However, if the nature or volume of the request is such as would require either extensive clerical work to compile the requested records or extensive supervisory assistance, staff will work with the requestor to provide the records as soon as possible.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PUBLIC RECORDS POLICY AND PROCEDURE PP 18**

DISTRICT OFFICE REQUEST FORM

This form is not required, and is only used to assist District Office staff in providing the requested documents. Fee is due when the request is satisfied.

Date _____ Requestor (optional) _____

Material Requested _____

Review Date/Time _____

Office Personnel/Trustee/District Designee _____

Date Completed _____

Date Picked Up _____ Fee _____ Paid _____

Notes _____

Note: Public record requests requiring extensive clerical or supervisory assistance, extensive research (i.e. legal, paralegal, etc.), or extensive use of information technology resources may require an advance deposit and may be charged an additional fee on a case by case basis.

OFFICE PROCEDURE FOR PUBLIC RECORDS REQUESTS

1. When a request for public records/district documents is made, district staff may complete request form.
2. Questions may be asked about the request to clarify and facilitate completion of the request.
3. Requests will be fulfilled as soon as reasonably possible.
4. Public record requests will be handled in a professional, respectful, and courteous manner.
5. If the requested information is thought to be confidential or prohibited from being inspected by the public, district office staff will contact the Chairman of the Board of Trustees, who may consult with the Board Attorney. If the Chairman is unavailable, the 1st Vice or 2nd Vice will be contacted accordingly.
6. An additional fee may be charged for requests which require an extensive amount of clerical or supervisory assistance (more than 15 minutes), or an extensive use of information technology resources (for definition, see Government-in-the-Sunshine Manual, 2007 Edition, Volume 29, Part II: Public Records, Section L, Number 11b, p. 172).
7. Fees will be set according to the provisions of Florida Public Records Law, Chapter 119. Fees for requests requiring extensive assistance are calculated based on the information technology resources or labor costs actually incurred by the district (see Government-in-the-Sunshine Manual, 2007 Edition, Volume 29, Part II: Public Records, Section L, Number 11, p. 171- 172; Number 11c (1) and (2), p. 172 - 173).
8. If the records custodian determines that the request will require extensive clerical work to compile the requested records, an extensive amount of clerical or supervisory assistance (more than 15 minutes), or an extensive use of information technology resources, an advance deposit may be required before the request will be processed. The advance deposit amount will be based on an estimate of time necessary to complete the public records request. If the advance deposit is greater than the actual cost of completing the public records request, the difference will be refunded to the requestor. If the advance deposit is less than the actual cost of completing the public records request, the difference will be due when the request is satisfied. If an advance deposit is not required, the fee is due when the request is satisfied.

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 PP 19 Office Fees

For Upcoming Meeting—Date March 5, 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 PP 19 Office Fees to include Faxes and Copies.

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

Attachments: (Please attach any diagrams or pertinent information concerning this
Agenda Item. Please list the attachments.) Proposed PP19 Update

Trustee Chairman Trotter

Date Submitted February 26, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____

TRAILER ESTATES PARK AND RECREATION DISTRICT
OFFICE FEES PP19

COPIES: \$.25 per page, \$.50 two-sided page

FAXES (Sent/Received):	1 st Page	Additional Pages
United States	\$1.00	\$1.00
Canada	\$5.00	\$2.00
Email	\$1.00	\$1.00

Proposed 2/26/24 LM

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PUBLIC RECORDS FEES/OFFICE FEES PP19**

COPIES: \$.15 per page, \$.20 two-sided page

Audiotape Cassette \$ 1.50 CD Disc \$1.50 DVD Disc \$1.50

FAXES (Sent/Received):	1 st Page	Additional Pages
FL or 800 numbers	\$ 1.00	\$ 1.00
Other States	\$ 2.00	\$ 1.00
Canada	\$ 5.00	\$ 1.00
Email	\$ 1.00	\$ 1.00

DEPOSITS: If the records custodian determines that the request will require extensive clerical work to compile the requested records, extensive supervisory assistance, or an extensive use of information technology resources, an advance deposit may be required before the request will be processed.

ADDITIONAL FEE INFORMATION:

Public record requests requiring extensive clerical or supervisory assistance, extensive research (i.e. legal, paralegal, etc.), or extensive use of information technology resources may be charged an additional fee on a case by case basis.

The fee shall be based on the cost incurred for such extensive use of information technology resources or the labor cost of the personnel providing the service that is actually incurred by the Trailer Estates Park and Recreation District (TE) or attributable to TE for the clerical and supervisory assistance required, or both. Labor costs will include wages, Medicare/social security employer costs, and costs of benefits (health, dental, and retirement).

An additional fee may be charged for requests which require an extensive amount of clerical or supervisory assistance (more than 15 minutes), or an extensive use of information technology.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PUBLIC RECORDS FEES/OFFICE FEES PP19**

<u>TIME</u>	<u>Office Manager</u>	<u>Office Assistant</u>
16-30 minutes	\$10.38	\$6.76
31-45minutes	\$20.76	\$13.51
46-60 minutes	\$31.14	\$20.26
61-75 minutes	\$41.52	\$27.01
More than 60 minutes prorates at the rate of	\$41.52	\$27.01

Fees are set according to the provisions of Florida Public Records Law, Chapter 119. These actual costs are to be adjusted each November after annual salary changes.

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 Red Book Update Discussion

For Upcoming Meeting—Date March 5th, 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): _____

General discussion of updating 9 red books in the office.


1. Red Book is on TE Website and updated.
2. Waste of paper.
3. Waste of labor.
4. Original Red Book kept by Secretary and Office Manager.

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)**
Reduced paper and labor charges

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

Trustee Trotter

Date Submitted 2/22/2024

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 Deed Restriction Change/Update Process

For Upcoming Meeting—Date March 5, 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): _____

There are some older Deed Restrictions that require updating. The current method to change/update the Deed Restriction is not efficient. We feel the ability to change the Deed Restrictions should align with the way we change our Charter.

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)** Legal Fees, will require ballot on December Trustee Election. Trustee Elections are already scheduled for December 2024 & March of 2025.

Attachments: **(Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)** Current requirements to change Deed Restrictions and Charter.

Trustee Chairman Trotter

Date Submitted February 26, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____

12. In order to maintain a community of congenial residents who are agreeable to abide by the “housing for older persons” restrictions contained in the Deed Restrictions and provisions of the Charter of Trailer Estates Park and Recreation District (hereinafter collectively “Restrictions”), the transfer of lots or parcels by any owner shall be subject to the conditions hereinafter set forth as long as said Restrictions shall remain in force and effect: It shall be necessary for the Board of Trustees of the Trailer Estates Park and Recreation District, or its duly authorized officers, agents or committee, to approve in writing all sales, transfer of title, leases or subleases of a lot or parcel, or occupation of a dwelling unit on a lot or parcel, before such sale, transfer, lease, sublease or occupation shall be valid and effective. Written application for such approval shall contain such information as may be reasonably required by application forms promulgated by the board of Trustees and shall be accompanied by a transfer fee as required by resolution of the Board, provided, however, such fee shall not exceed Fifty (\$50.00) Dollars.
13. In the event of any violation of any of the covenants herein, the Board of Trustees or any owner of any lot, block or parcel in Trailer Estates Park and Recreation District may bring action at law or in equity, either for injunctions, action for damages or other such remedy as may be available and recover all costs and reasonable attorney’s fees in addition to other appropriate relief should the trustees or any owner be the prevailing party in any litigation, and in any appellate proceedings, involving the enforcement of this act and/or the deed restrictions as filed in the Manatee County public records.
14. The failure of any land owner or the Board of Trustees to enforce any restrictions, conditions, covenant or agreement herein contained shall in no event be deemed a waiver of the right to do so thereafter as to the same breach or as to one occurring prior or subsequent thereto, nor shall such failure give rise to any claim or cause of action against the Board of Trustees or such land owner.
15. The covenants herein contained, shall run with the land and, shall bind all persons in interest, all owners of lots, blocks or parcels and their heirs, legal representatives, successors and assigns PROVIDED, these covenants may be terminated or modified at any time by mutual agreement between the Board of Trustees of the District (or their successors or assigns) and the owners of a majority in number of lots in the subdivision. Such amendments, changes or termination shall be evidenced by the recording of an instrument executed by the Board of Trustees of the District, reciting that, in a vote of the lot-owners of a majority of the lots, a majority voted in favor of the termination, changes or amendments contained in the instrument.
16. In any election for amendment or termination of these Deed Restrictions, execution by owners of a majority of the lots of a written consent to the amendment or termination in question over a period of ninety (90) days shall constitute a majority vote in favor of such termination or amendment.




Section 17. A record shall be kept of all meetings of the trustees and in such meetings a concurrence of a majority of said trustees in attendance shall be necessary for any affirmative action taken by the trustees. Said trustees may adopt such rules and regulations, not inconsistent with any portion of this charter, as they may deem necessary or convenient in and about the transaction of the business of the trustees and in carrying out the provisions of this charter.

Section 18. For the general purposes of this charter, each parcel of improved residential property in said District is hereby declared to be uniformly and generally benefited by the provisions hereof.

Section 19. The District hereby created may be abolished by a majority vote of the qualified electors in the District at an election called by the trustees of the District for such purpose, which election shall be held and notice thereof given under the same requirements as are set forth hereunder for the election of trustees and the levying and collecting of the District assessment. However, the District shall not be abolished while it has outstanding indebtedness without first making adequate provisions for the liquidation of such outstanding indebtedness.

Section 20. (1) This charter may be amended upon the following occurring:

- 
- (a) The trustees by two-thirds vote of the full membership of the trustees have approved the terms and conditions of such acquisition by written resolution;
 - (b) Within not less than 30 nor more than 60 days after the date of the resolution, the trustees certify the resolution to the supervisor of elections of Manatee County for a referendum election; and
 - (c) A majority of qualified electors of the District voting in a referendum election approve the resolution.
- (2) The qualifications of voters, notice, and procedure for this referendum shall be the same as set forth herein for the election of trustees and for special referendum elections.

Section 21. Except with respect to matters wherein it shall be adjudged in such proceeding that such trustee is liable for negligence or misconduct in the performance of his or her duties, trustees shall be relieved of any personal liability for any acts done by them while holding office in the District; any trustee who is made a party to any action, suit, or proceeding solely by reason of his or her holding office in the District shall be indemnified by the District against reasonable expenses, including attorney's fees, incurred by him or her in defending such suit, action, or proceeding.

Section 22. The word "District" means the special park and recreation district hereby organized; the words "board," "trustees," and "board of trustees" mean the Board of Trustees of and for the special park and recreation district hereby created when used in this charter, unless otherwise specified.

Section 23. (1) Notwithstanding any provisions to the contrary (as may now appear in section 8, section 13, or section 15), the trustees of the District shall not enter into any contract involving the initial purchase, lease, conveyance, or other manner of acquisition of real or tangible personal property constituting recreational facilities, which presently exist within the territory included in the District, in any instance when the cost price or consideration therefor exceeds \$150,000 (which shall be adjusted based on the Consumer Price Index for All Urban Consumers based on a starting date of October 1, 2021) including all obligations proposed to be assumed in connection with such acquisition, unless:

Violation Summary

Trailer Estates Park & Recreation District

09/27/2023 - 02/21/2024

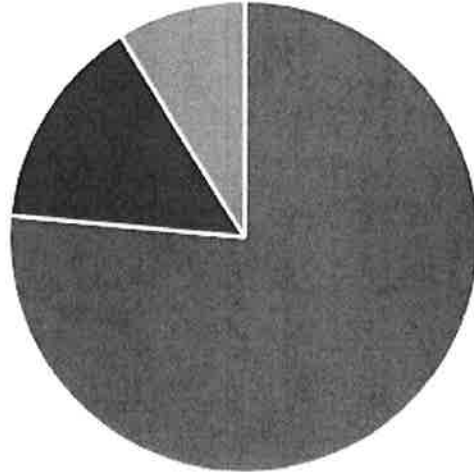
Prepared by
Trailer Estates Park & Recreation District

Executive Summary

Properties	
Number of Properties with Violations	24
Total Violations	34
1st Violation	28
2nd Violation	4
3rd Violation	2

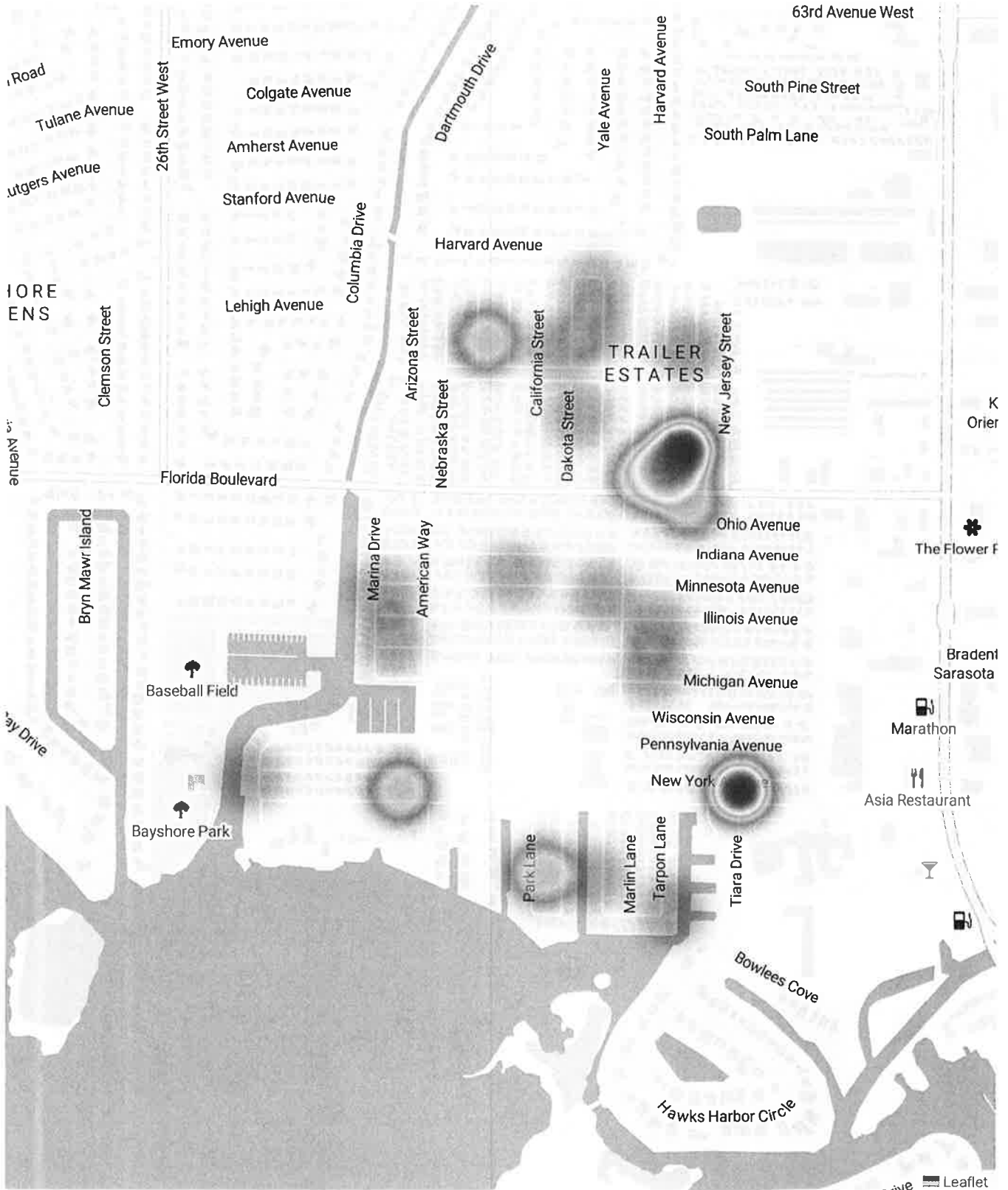
Violation Categories	
Property Maintenance - Deed Restrictions	26
Article - Motorhomes, Campers, Boats and Trailers	5
Deed Restriction Article 11 & 12	3

Top Violations By Category




Property Maintenance - Deed Restrictions (26) Article - Motorhomes, Campers, Boats and T... (5)
Deed Restriction Article 11 & 12 (3)

Heatmap



2205 BAY DR Bradenton, FL
ADAM CHERYL A

2 Violations


 02/21/2024 @ 9:26AM

1st Occurrence

Property Maintenance - Deed Restrictions: Tall Grass, Weeds, or Unsightly vegetation

Inspector Comment: Trim and mow yard and remove weeds and unsightly vegetation

[view in dashboard >](#)

 02/21/2024 @ 9:25AM

1st Occurrence


Property Maintenance - Deed Restrictions: Trim Trees, Bushes and/or Shrubs

Inspector Comment: Trim bushes, trees and shrubs, including removing any overhang and touching the home

[view in dashboard >](#)

1906 MINNESOTA AVE Bradenton, FL
CERMAK JOHN

1 Violation

 Open 02/14/2024 @ 9:21AM

Property Maintenance - Deed Restrictions: Building Repairs Required


Inspector Comment: Power wash and or paint trailer were needed

1st Occurrence

[view in dashboard >](#)

2209 IOWA AVE Bradenton, FL
DAIGLE RICHARD A

1 Violation

 Open 02/21/2024 @ 9:56AM

1st Occurrence


Property Maintenance - Deed Restrictions: Tall Grass, Weeds, or Unsightly vegetation

Inspector Comment: Maintain yard as required remove on slightly vegetation.

[view in dashboard >](#)

6925 TARPON LN Bradenton, FL
DANEMAN STUART

1 Violation

 Open 02/21/2024 @ 9:15AM


1st Occurrence

Article - Motorhomes, Campers, Boats and Trailers: Motorhomes, Campers, Boats and Trailers on Property illegally Parked

Inspector Comment: Motorhomes must be stored completely underneath the carport, when on property, or removed completely
[view in dashboard >](#)

6918 EAST BAYOU LN Bradenton, FL
DAVIS FRED E

1 Violation

 Open 02/14/2024 @ 8:48AM

1st Occurrence


Property Maintenance - Deed Restrictions: Building Repairs Required

Inspector Comment: Paint areas where paint is peeling from siding on mobile home.

[view in dashboard >](#)

6609 DAKOTA ST Bradenton, FL
FAGGIONI CATHLEEN C

1 Violation

 Open 01/24/2024 @ 10:40AM

1st Occurrence


Property Maintenance - Deed Restrictions: Trim Trees, Bushes and/or Shrubs

Inspector Comment: Trees are over rough on mobile home and on carport trim back so they're not touching

[view in dashboard >](#)

2210 MINNESOTA AVE Bradenton, FL FORGUITES HAROLD N

1 Violation

 Open 02/21/2024 @ 9:41AM

1st Occurrence


Property Maintenance - Deed Restrictions: Tall Grass, Weeds, or Unsightly vegetation

Inspector Comment: Remove vegetation weeds from gutter at rear of mobile home.

[view in dashboard >](#)

1813 MICHIGAN AVE Bradenton, FL FULP MICKI JOYCE

1 Violation

 Open 02/14/2024 @ 9:04AM

1st Occurrence


Property Maintenance - Deed Restrictions: Building Repairs Required

Inspector Comment: Power wash indoor paint, mobile home, paying attention to front

[view in dashboard >](#)

6625 OREGON ST Bradenton, FL GUNSAULIES MATTHEW THOMAS

2 Violations


 02/14/2024 @ 10:29AM

Property Maintenance - Deed Restrictions: Trim Trees, Bushes and/or Shrubs

Inspector Comment: Second violation, trim, all trees and bushes around trailer

2nd Occurrence

[view in dashboard >](#)

 01/24/2024 @ 10:53AM

Property Maintenance - Deed Restrictions: Trim Trees, Bushes and/or Shrubs


Inspector Comment: Trim trees all around properties so they're not touching mobile home or roof

1st Occurrence

[view in dashboard >](#)

6514 WASHINGTON ST Bradenton, FL
HARBISON SYLVIA LUCILLE

1 Violation

 Open 02/14/2024 @ 10:14AM

1st Occurrence


Property Maintenance - Deed Restrictions: Building Repairs Required

Inspector Comment: Complete repairs to front of trailer and remove any debris from parking area

[view in dashboard >](#)

6917 PARK LN Bradenton, FL
HARWELL PROPERTIES LTD

2 Violations


 Open 02/14/2024 @ 8:34AM

Property Maintenance - Deed Restrictions: Building Repairs Required

Inspector Comment: Scrape and paint mobile home we needed

2nd Occurrence

[view in dashboard >](#)

 Open 01/24/2024 @ 9:16AM

Property Maintenance - Deed Restrictions: Building Repairs Required


Inspector Comment: Paint is peeling from around trailer please power wash and repaint

1st Occurrence

[view in dashboard >](#)

2013 MINNESOTA AVE Bradenton, FL
JANSEN MARGARET F

1 Violation

 02/21/2024 @ 9:45AM

1st Occurrence


Property Maintenance - Deed Restrictions: Building Repairs Required

Inspector Comment: Power wash, and or paint areas where needed especially in front of home on facia

[view in dashboard >](#)

6517 MASSACHUSETTS ST Bradenton, FL
JENKINS RICHARD T

2 Violations

 11/29/2023 @ 11:21AM

Property Maintenance - Deed Restrictions: Building Repairs Required

Inspector Comment: Please paint awnings

1st Occurrence

[view in dashboard >](#)

 09/27/2023 @ 9:58AM

Property Maintenance - Deed Restrictions: Mold, Dirt, and/or Algae on Buildings or Fences


Inspector Comment: Power wash, and or paint trailer as needed, please pay attention to front awning

1st Occurrence

[view in dashboard >](#)

2327 PENNSYLVANIA AVE Bradenton, FL
JOHNSON STEPHEN L

1 Violation

 Open 02/21/2024 @ 9:32AM

1st Occurrence

Property Maintenance - Deed Restrictions: Building Repairs Required


Inspector Comment: Power wash and or paint rusty areas on property, power wash front of home under awning for dirt

 Property Owner Responded

[view in dashboard >](#)

6623 TEXAS ST Bradenton, FL
LEGROW SANDRA LEE

1 Violation

 02/21/2024 @ 8:44AM

Property Maintenance - Deed Restrictions: Junk or Clutter on Property


Inspector Comment: Clean up, and/or remove junk and clutter and driveway against house

1st Occurrence

[view in dashboard >](#)

1812 ILLINOIS AVE Bradenton, FL
LYONS WILLIAM F JR

1 Violation

 02/14/2024 @ 9:17AM

Property Maintenance - Deed Restrictions: Tall Grass, Weeds, or Unsightly vegetation

Inspector Comment: Mow and trim, weeds and grass around trailer, including backyard


 Property Owner Responded

1st Occurrence

[view in dashboard >](#)

6622 TEXAS ST Bradenton, FL
MACKALUSO PAUL J

1 Violation

 Open 02/21/2024 @ 8:43AM

1st Occurrence


Article - Motorhomes, Campers, Boats and Trailers: Motorhomes, Campers, Boats and Trailers on Property illegally Parked

Inspector Comment: Boats and RVs must be stored entirely under carport or removed from property

[view in dashboard >](#)

1704 NEW YORK AVE Bradenton, FL
MAGUIRE JAMES

1 Violation

 Open 01/24/2024 @ 8:58AM

1st Occurrence


Property Maintenance - Deed Restrictions: Mold, Dirt, and/or Algae on Buildings or Fences

Inspector Comment: Power wash, mold, and dirt from mobile home

[view in dashboard >](#)

6520 DAKOTA ST Bradenton, FL
MICHEL M ATHALEEN H

1 Violation

 Open 02/14/2024 @ 10:09AM

1st Occurrence


Property Maintenance - Deed Restrictions: Building Repairs Required

Inspector Comment: Fasten roof back to mobile home

[view in dashboard >](#)

6502 WASHINGTON ST Bradenton, FL
MURPHY LOWELL L

1 Violation

 Open 02/14/2024 @ 10:12AM

1st Occurrence


Property Maintenance - Deed Restrictions: Trim Trees, Bushes and/or Shrubs


Inspector Comment: Please trim bushes at side of carport


[view in dashboard >](#)


6618 KANSAS ST Bradenton, FL NORLUND DELROY

4 Violations

 02/21/2024 @ 8:47AM **3rd Occurrence**
Article - Motorhomes, Campers, Boats and Trailers: Motorhomes, Campers, Boats and Trailers on Property illegally Parked
Inspector Comment: Trailer must be enclosed in garage, or under carport, completely, if not remove from property
[view in dashboard >](#)


 12/21/2023 @ 11:10AM **2nd Occurrence**
Article - Motorhomes, Campers, Boats and Trailers: Motorhomes, Campers, Boats and Trailers on Property illegally Parked
Inspector Comment: Remove trailer or store completely underneath the carport
[view in dashboard >](#)

 11/29/2023 @ 11:57AM **1st Occurrence**
Deed Restriction Article 11 & 12: RV/utility trailer/camper or other vehicles/equipment stored in public view
Inspector Comment: Second violation please put trailer underneath carport, completely, or move from property
[view in dashboard >](#)

 11/22/2023 @ 9:47AM **1st Occurrence**
Article - Motorhomes, Campers, Boats and Trailers: Motorhomes, Campers, Boats and Trailers on Property illegally Parked
Inspector Comment: Trailer must be parked fully underneath a carport or removed from property.
[view in dashboard >](#)

6520 KANSAS ST Bradenton, FL
ROSS CHARLES G

1 Violation

 Open 02/21/2024 @ 8:49AM

1st Occurrence


Property Maintenance - Deed Restrictions: Junk or Clutter on Property

Inspector Comment: Remove junk and cutter on property

[view in dashboard >](#)

1708 NEW YORK AVE Bradenton, FL STEADMAN EVA

3 Violations


 02/14/2024 @ 8:55AM

Property Maintenance - Deed Restrictions: Tall Grass, Weeds, or Unsightly vegetation

Inspector Comment: Maintain tall grass and yard trim around mobile home

3rd Occurrence

[view in dashboard >](#)

 01/24/2024 @ 9:01AM

Property Maintenance - Deed Restrictions: Tall Grass, Weeds, or Unsightly vegetation

Inspector Comment: Mow and trim grass around mobile home, especially in the rear yard

2nd Occurrence

[view in dashboard >](#)

  11/08/2023 @ 10:01AM

Property Maintenance - Deed Restrictions: Tall Grass, Weeds, or Unsightly vegetation

Inspector Comment: Mow and trim grass and weeds in rear and side yards

1st Occurrence

[view in dashboard >](#)

1804 FLORIDA BLVD Bradenton, FL
CHEWNING, DONALD W; CHEWNING, YVETTE

2 Violations


 02/16/2024 @ 8:16AM

1st Occurrence

Deed Restriction Article 11 & 12: Underage Occupant

Inspector Comment: We had initially sent out an unregistered occupant violation from observations made on our rounds. Mr. & Mrs. Chewning then sent us an undated letter stating their 42 year old underage son was living with them. This is against our Deed Restrictions.

[view in dashboard >](#)

 01/24/2024 @ 11:12AM

1st Occurrence

Deed Restriction Article 11 & 12: Unregistered Occupant

Inspector Comment: Registered person living at this address for quite some time now, they also be under age

[view in dashboard >](#)