

**TRAILER ESTATES PARK & RECREATION DISTRICT**

**BOARD OF TRUSTEE WORKSHOP**

**November 19, 2018**

Immediately Following the 9:30 a.m. Board of Trustee Meeting

**SMALL HALL**

**1903 69<sup>TH</sup> AVENUE WEST**

**BRADENTON, FLORIDA 34207**

1. Guests, Visitors & Our Facilities (Opper)
2. Indemnification/Hold Harmless (Opper)
3. Rules and Regulations Part A (Dalton)
4. Update PP37A – Reservations for Functions (Rules) (Dalton)

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/POLICY PP 38**

DUE IN OFFICE 10:30 A.M. WEDNESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Item Guests, Visitors & Our Facilities

For Upcoming Meeting—Date Nov. 19, 2018

Type of Meeting (check one): Workshop  Board Meeting  \*

\*It is recommended that Board Meeting Agenda Items be an agenda item on a Workshop prior to the board meeting.

Rationale (for workshops)/ MOTION (for board meetings): \_\_\_\_\_

Brought back <sup>issue</sup> following a phone call with Mark Barneby to clarify my insurance waiver questions. He has worked on the topic of guests/visitors and feels it needs to be re-visited because "it isn't going to go away" (his words).

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.)

Trustee Hail Opper

Date Submitted Nov. 6, 2018

Chairman/Designee Shirley Dellow

Office Manager/Designee: Date Posted 11/12/18 Initials [Signature]

TRAILER ESTATES PARK AND RECREATION DISTRICT  
BOARD AGENDA ITEM FORM/POLICY PP 38

DUE IN OFFICE 10:30 A.M. WEDNESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Item Indemnification / Hold Harmless  
For Upcoming Meeting—Date Nov. 19 2018

Type of Meeting (check one): Workshop  Board Meeting  \*

\*It is recommended that Board Meeting Agenda Items be an agenda item on a Workshop prior to the board meeting.

Rationale (for workshops)/ MOTION (for board meetings): \_\_\_\_\_

Discuss this - per Mark Barneberg  
in a phone conversation 11-6-18.

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.)

Trustee Neil Oppen

Date Submitted 11-6-18

Chairman/Designee Shirley DeLlaw

Office Manager/Designee: Date Posted 11/12/18 Initials (SD)

TRAILER ESTATES PARK AND RECREATION DISTRICT  
BOARD AGENDA ITEM FORM/POLICY PP 38

DUE IN OFFICE 10:30 A.M. WEDNESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Item Rules and Regulations Part A

For Upcoming Meeting—Date 11/19/2018

Type of Meeting (check one): Workshop  Board Meeting  \*

\*It is recommended that Board Meeting Agenda Items be an agenda item on a Workshop prior to the board meeting.

Rationale (for workshops)/ MOTION (for board meetings): To removed  
verbiage added regarding visitors.

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\_\_\_\_\_  
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\_\_\_\_\_

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.) Draft of Rules and Regulations Part A

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

LD Trustee Lori Dalton

Date Submitted 11/08/2018

Chairman/Designee Shirley D'ellaw

Office Manager/Designee: Date Posted 11/12/18 Initials TD

# TRAILER ESTATES PARK AND RECREATION DISTRICT RULES AND REGULATIONS

**ADOPTED DECEMBER 4, 1989**

The following rules of admission to and for the use of the Trailer Estates Park and Recreation District's recreational facilities are established by the Trailer Estates Park and Recreation District Board of Trustees pursuant to Chapter 2002-361, Laws of Florida. (District is defined as Trailer Estates District.)

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PART D: ACTIVITIES AND FACILITIES

PART E: PENALTIES

## PART A: THOSE IN THE DISTRICT AND ID CARDS

### **SECTION I. PROPERTY OWNERS**

- A. Section 14 of Chapter 2002-361 "Persons entitled to use the facilities and property of the district shall be limited to property owners within the district, their family members and guests and to such other persons and groups as the Trustees may authorize from time to time.
- B. For the purpose of these rules, a family member is a spouse, companion, parent, child, a child's spouse, or an adult grandchild, (provided they meet the age requirements as specified in the amendments to the Deed Restrictions) who resides in Trailer Estates with the property owner for thirty-one (31) or more days. Rev. 5/3/93
- C. For the purpose of these rules, a family member living in Trailer Estates without the property owner living at the same address, is considered a Renter, whether or not they pay rent. Rev. 2/5/90

### **SECTION II. GUESTS (Rev. 09/04/18, 12/3/17)**

- A. Any individual ~~staying overnight with the resident and~~ for whom an adult Property Owner or a Renter Resident (with a current district Identification Card) will sponsor and accept, ~~in writing,~~ responsibility and accountability both for compliance with all rules and regulations established governing the use of the Trailer Estate common recreational facilities by their "guest" and for fiscal responsibility for any damage their "guest" may cause.
- B. A guest card must be obtained from the Trailer Estates office prior to any guest using any of the Trailer Estates common recreational facilities without being accompanied by a property owner or renter resident. 5/3/93 , and card must be presented at each event attended.

- C. The Guest Card for an overnight guest may be issued for a specific time period not to exceed 30 days a year.
- D. The Guest Card shall be issued after a written responsibility and Participant Agreement, Waiver And Release Form is signed by the Property Owner or Renter Resident sponsor and Guest.
- E. If the District's office is closed and it is impossible to obtain a Guest Card, a guest may use all of Trailer Estates common recreational facilities and District sponsored functions and events if they are accompanied at all times by a resident displaying a current District Identification Card but a Guest/Visitor Card must be obtained as soon as access to the District office is available.
- F. Guests may not hold membership in, assume a leadership role in, nor conduct business of any kind in a club, organization, group or activity.

**SECTION III. VISITOR (Created 09/04/18)**

- ~~A. An individual who is visiting a resident; however, they are not staying overnight with the resident. Visitors are identified by their name, not who they are visiting. Visitors are welcome to participate in Trailer Estates activities three (3) number of times in a calendar year.~~
- ~~B. A visitor card must be obtained from the Trailer Estates office prior to any visitor using any of the Trailer Estates common recreational facilities. The card is only good for three (3) visits in a calendar year.~~
- ~~C. The Visitor Card shall be issued after a written responsibility and Participant Agreement, Waiver And Release Form is signed by the Property Owner or Renter Resident sponsor and Guest.~~

**SECTION IIIIV. RENTER RESIDENT**

- A. Is an adult (person or persons) who rents a trailer from a Trailer Estates Property Owner and resides in that trailer.
- B. Agrees, in writing, to accept and abide by all the Trailer Estates rules and regulations governing the use of the Trailer Estates common recreational facilities.
- C. Is registered at the Trailer Estates office by the Trailer Estates property owner landlord or his representative.
- D. Has a letter, rent receipt, or copy of their lease agreement as proof of their renter status.
- E. Will pay a fee to use Trailer Estates common recreational facilities.

**SECTION IV. QUALIFIED PERSON (Rev. 09/04/18, 12/3/17)**

- A. A Guest Identification Card shall be issued to all qualified persons as specified in Section II.
- ~~B. A Visitor Identification Card shall be issued to all qualified persons as specified in Section III.~~

**SECTION VI. TRESPASSERS**

NOV 9 '18 AM 10:28

- A. Any individual other than a property owner, renter or guest according to Sec. 1, 2, 3 found in, or using any of the Trailer Estates common recreational facilities is trespassing and may be prosecuted.

**SECTION VII. CURRENT IDENTIFICATION CARDS**

- A. Trailer Estates Renter Card. Rev. 9/18/95
  - 1. Must be renewed each fiscal year or at expiration date shown on card at the Park Office and signed by office personnel.
  
- B. Trailer Estates Guest Card. Rev. 9/18/95
  - 1. Issued with specific expiration date by office personnel.

~~C. Trailer Estates Visitor Card Rev. 09/04/18~~

- ~~1. Issued for participation in park activities 3 times in a calendar year.~~

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM/POLICY

PP 38

DUE IN OFFICE 10:30 A.M. WEDNESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Item Update PP37A-Reservations for Functions (Rules)

For Upcoming Meeting—Date 11/19/2018

Type of Meeting (check one): Workshop  Board Meeting  \*

\*It is recommended that Board Meeting Agenda Items be an agenda item on a Workshop prior to the board meeting.

Rationale (for workshops)/ MOTION (for board meetings): To update PP37A

Reservations for Functions (Rules) to refer residents to the additional  
information available in the Rules & Regulations.

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.) Draft PP37A

Trustee Lori Dalton

Date Submitted 11/09/2018

Chairman/Designee Shirley Dillaw

Office Manager/Designee: Date Posted 11/12/18 Initials [Signature]



**TRAILER ESTATES PARK AND RECREATION DISTRICT  
RESERVATION FOR FUNCTION (RULES)      PP37A**

Rules and Regulations – For all one day only requests which may include persons or groups who are not residents or property owners, a deposit of \$100.00 for meeting rooms/small hall and \$200.00 for large hall must be submitted at the time of the reservation request and will be returned if the room reserved is left in the same condition it was when reserved. Any damages in excess of the deposit will be charged to the person, club or organization making the reservation.

If a property owner/renter reserves the room and it is necessary for maintenance to clean up after the function, the resident submitting the request will be billed for maintenance's time required to perform clean up (this applies to non-routine clean up).

When reserving for a weekend or holiday, residents must set-up and break down their own tables and chairs or pay to have this done. Check with Maintenance for correct number of tables.

**\*\*ONE WEEK ADVANCE NOTICE IS REQUIRED FOR ALL FUNCTION RESERVATION REQUESTS.**

Discretion is given to the trustee and/or designee to approve requests that are submitted with less than 7 days advance notice.

Please inform maintenance of set-up needs two (2) days before the function.

Refer to Rules & Regulations, Part B for additional Rules Governing Use of Facilities.

Residents: Please bring the approved reservation form to the office 24 hours before the function to receive keys for the hall and kitchen. The office is open Monday – Friday.

Delivery Method: Either e-mail electronic copy to [secretary@trailerestates.com](mailto:secretary@trailerestates.com) (be sure to put "PP37" somewhere in the subject) or submit completed paper copy to the office.