### TRAILER ESTATES PARK & RECREATION DISTRICT

# BOARD OF TRUSTEE WORKSHOP June 5, 2023 Following the Board of Trustee Meeting MARK'S HALL 1903 69<sup>TH</sup> AVENUE WEST BRADENTON, FLORIDA 34207

- 1. Reoccurring Capital Outlay Discussions (Lombardi)
- 2. Sea Wall Bond Continued Bond Counsel FY 23-24 (Morris)
- 3. Purchase/Implement Deed Restriction Violation & Tracking Software (Morris)
- 4. Instructor Service Contract (Trotter)
- 5. Change Board Meeting & Workshop Starting Times (Trotter)
- 6. Logo Update 3 New Designs for Consideration (Morris)

### RESIDENT COMMENTS

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 10:30 A.M. MONDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Reoccurring Capital Outlay discussions		
For Upcoming Meeting—Date June 5, 2023		
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):  Capital Outlay Discussion		
Large Hall Remodel \$80,000 Budget		
Pool ADA Access \$50,000 Budget		
FOOI ADA Access \$50,000 Budget		
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.)		
Agenda Item. Please list the attachments.)		
Agenda Item. Please list the attachments.)		
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Agenda Item. Please list the attachments.)		
Trustee Todd Lombardi		
Todd Lombordi		
Trustee Todd Lombardi		

# **Trailer Estates Large Hall remodel Cost Estimates**

Refinish Floor	9,200.00
Stage and rear wall refinishing	9,500.00
LED Lighting	4,000.00
Ceiling Tiles	12,500.00
Paint	3,000.00
Stage Curtains	22,000.00
Camera	5,000.00
Equipment Rental	3,000.00
Unforeseen Cost	2,000.00
Eletrical upgrades	2,500.00
Replacement Blinds	4,500.00

# Project Total Required \$77,200.00

# Budget

Treasure Barn Donation	\$38,000.00
Treasure Barn Donation if Needed	\$7,000.00
TE Funded	\$32,200.00

# Total Budget \$77,200.00

Trailer Estates ADA Pool Access Quote summery	ess Quote summery			
	Pool Lift	Hot tub lift	Platform Lift	Total
Mobility Plus	6,400.00	6,400.00	14,209.48	27,009.48
101 Mobility	6,045.00	6,045.00	17,995.00	30,085.00
P&A Mobility Enterprises, Inc	No quote on this project			
Blue Edge Builders				36,845.00
Concrete Work Estimate ADA Doors openers Estimate	6,500.00			

\$42,045.00

Project Cost Total Required

Capital Outlay Budget

\$50,000.00

# TRAILER ESTATES PARK AND RECREATION DISTRICT BOARD AGENDA ITEM FORM

**PP 38** 

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

Agenda Sea Wall Bond- Continued Bond Counsel FY 23-24			
For Upcoming Meeting—Date June 5, 2023			
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):			
received some time ago (February 2023) concerning the ongoing requirements to keep			
the Special Sea Wall Assessment active.			
·			
Conta Estimated Contac D 1 110			
Costs/Estimated Costs: (Required if agenda item includes spending district money.)  \$6000 per year			
\$6000 per year			
\$6000 per year  Attachments: (Please attach any diagrams or pertinent information concerning this			
\$6000 per year  Attachments: (Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.) Proposal from Nabors Giblin,			
Attachments: (Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.) Proposal from Nabors Giblin,  & Nickerson. This would be funded from the Bond Proceeds which is an			
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Attachments: (Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.) Proposal from Nabors Giblin,  & Nickerson. This would be funded from the Bond Proceeds which is an allowable expense.  Trustee Park Manager Morris			

TALLAHASSEE 1500 Mahan Drive Suite 200 Tallahassee, Florida 32308 (850) 224-4070 Tel (850) 224-4073 Fax



February 1, 2023

(813) 281-2222 Tel (813) 281-0129 Fax

TAMPA 2502 Rocky Point Drive Suite 1060 Tampa, Florida 33607

PLANTATION 8201 Peters Road Suite 1000 Plantation, Florida 33324 (954) 315-0268

### Via Electronic Mail

Trailer Estates Park and Recreation District Mary Chandler, Treasurer 1903 69th Avenue West Bradenton, FL 34207

Re: Proposal for Continued Imposition of Non-Ad Valorem Seawall

**Assessment Program** 

Dear Mary:

Below please find this firm's proposal to assist the Trailer Estates Park and Recreation District ("District") with the continued implementation and maintenance of a non-ad valorem special assessment for construction, reconstruction, and repair of the marina seawall (the "Assessment") located within the District for FY 23-24.

The following services would be provided by NGN:

- Task 1: Advise the District on the legal requirements related to the continued imposition of the Assessment, including any judicial decisions or legislative actions that may affect or require modifications to the Assessment.
- Task 2: Draft a proposed critical event schedule covering all necessary events related to the continued imposition of the Assessment.
- Task 3 Draft the annual assessment resolution, as required pursuant to the procedural resolution adopted by the District in 2022, that conforms to the procedural resolution, the initial assessment resolution, and the final assessment resolution, already adopted. The annual rate resolution must be adopted no later than September 15, 2023.
- Task 4: Draft any necessary published and mailed first class notices for the Assessment program in accordance with section 197.3632, Florida Statutes and the District's Charter.

Mary Chandler February 1, 2023 Page 2

Task 5:

Assist with the legal requirements for the adoption of the annual assessment resolution and certification of the assessment roll in accordance with section 197.3632, Florida Statutes, including: (a) the development of the first class notice or TRIM notice, (b) publication of the public hearing, and (c) certification of the assessment roll.

For the above-described services, NGN would be paid a lump sum fee in the amount of \$6,000, which would be paid in accordance with the following schedule:

50% June 2023 50% September 2023

The lump sum fee for professional services for this project does not include any on-site visits to the District by NGN staff. Meeting attendance may be arranged at our standard hourly rates:

Partners	\$300
Associates	\$275
Law Clerks/Assistants	\$75

In addition to legal fees, we would be reimbursed for actual costs incurred on long-distance telephone charges, travel expenses and overnight delivery charges. All travel expenses will be reimbursed in accordance with section 112.061, Florida Statutes, and photocopies will be billed at 25¢ per page.

If this arrangement is acceptable, please execute this letter agreement and provide me with a signed copy for my files. If you have any questions, please do not hesitate to contact me.

Very truly yours,

Evan J. Rosenthal

ACCEPTED AND AGREED TO:

By:	
Trailer Estates Park and Recreation District	Date

# TRAILER ESTATES PARK AND RECREATION DISTRICT BOARD AGENDA ITEM FORM

PP 38

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

Agenda Purchase/Implement Deed Restriction Violation & Tracking Software			
For Upcoming Meeting—Date June 5, 2023			
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): The North Pr & South PR			
Trustees have 1479 lots to monitor for Deed Restriction Violations. Once a violation			
is found, a picture must be taken to relflect the issue, and this picture must be			
stored. Letters are then sent out to the lot owner containing the picture. If the			
violation is not cured by next inspection, a second notice is sent out. Once 3 notice			
are issued, the lot becomes eligible for a fining Hearing. These are all tracked.			
Costs/Estimated Costs: (Required if agenda item includes spending district money.) \$2,495/yr			
Attachments: (Please attach any diagrams or pertinent information concerning this			
Agenda Item. Please list the attachments.) Memo From HOALife outling costs and terms. Sample violation letter, sample violation report which			
would go to the Trustees monthly.			
Trustee Park Manager Morris			
Date Submitted May 23, 2023			
Chairman/Designee			
Office Manager/Designee: Date Posted 5/26/2023 Initials			

### manager@trailerestates.com

From:

Tom Normand - HOALife <tom@hoalife.com>

Sent:

Monday, May 22, 2023 2:17 PM

To:

Lee Morris

Subject:

**HOALife Software Quote** 

Hello Lee,

Thank you for reaching out! It was great speaking with you about Trailer Estates.

As mentioned, our regular monthly pricing based on 1,400 units would be \$295 base fee for the first 500 units plus \$0.35/unit for the next 900 for a total price of \$610/month or \$7,320/year.

As mentioned, I would happily extend a courtesy discount to you for \$2,495/year (about 65% off).

Also, I would guarantee this price for at least 2 years — though it would likely remain at this price long-term assuming my costs don't increase materially.

We look forward to working with you (again)!

Best,

Tom



**833-462-5433** 













# Violation Summary Tri-Par Estates

MAY 25 '23 AHB: 21

01/04/2023 - 01/25/2023

Prepared by Tri-Par Estates





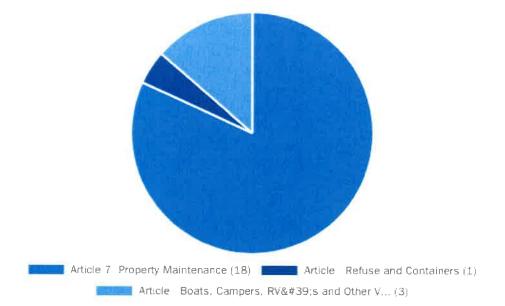
# **Executive Summary**

Properties	
Number of Properties with Violations	15
Total Violations	22
1st Violation	14
2nd Violation	5
3rd Violation	2
4th Violation	1

Violation Categories	
Article 7- Property Maintenance	18
Article - Refuse and Containers	1
Article - Boats, Campers, RV's and Other Vehicles	3
Closed Violations	6

# **Top Violations By Category**

MAY 26 '23 AMB: 22



# Heatmap



# CALUMET AVE SARASOTA, FL



1 Violation

Closed 01/11/2023 @ 8:52AM

**Article - Boats, Campers, RV's and Other Vehicles:** RV/utility trailer/camper parked at property **Inspector Comment:** Boats not allowed on property.

MAY 26 '23 AH8:22

1st Occurrence

# CALUMET AVE SARASOTA, FL DECLARATION OF TRUST

1 Violation

(A Open) 01/04/2023 @ 9:02AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

**Inspector Comment:** Power wash dirt and mildew from home.





# CALUMET AVE SARASOTA, FL

1 Violation

Closed 01/04/2023 @ 9:01AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

**Inspector Comment:** Weeds growing out of roof, fascia needs painting, needs to be cleaned over addition.

2nd Occurrence

# OAKLAND HILLS AVE SARASOTA, FL

1 Violation

E IPRE

Closed 01/04/2023 @ 9:25AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

Inspector Comment: Repair power pole.







☑ Closed 01/04/2023 @ 9:22AM

Article 7- Property Maintenance: Condition Of Trees, Hedges, or Bushes

**Inspector Comment:** 2nd request. Remove weeds from gutter and roof. Trim back bush

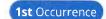




☑ Closed 01/11/2023 @ 9:00AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

**Inspector Comment:** Awnings and trim needs to be power washed and painted. All trim needs paint.

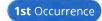




☑ Closed 01/11/2023 @ 9:02AM

Article 7- Property Maintenance: Condition Of Trees, Hedges, or Bushes

Inspector Comment: 2nd violation. Bushes uprooted

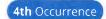




☑ Closed 01/11/2023 @ 8:55AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

Inspector Comment: Power wash mold and dirt from home

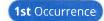






Closed 01/11/2023 @ 8:45AM

**Article - Boats, Campers, RV's and Other Vehicles:** RV/utility trailer/camper parked at property **Inspector Comment:** No trailers are allowed to be kept on property. Parked on grass.







Closed 01/04/2023 @ 9:05AM

Article - Refuse and Containers: Trash or Debris put out at curb too early

Inspector Comment: Trash has been out at house for 3 weeks

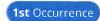




Closed 01/04/2023 @ 9:14AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

Inspector Comment: Remove spray painted sign. Repaint awning







☑ Closed 01/25/2023 @ 8:56AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

Inspector Comment: Power wash mold and dirt from home.

Property Owner Responded

view in dashboard >

3rd Occurrence

⚠ Open ② Regression 01/25/2023 @ 8:55AM

Article 7- Property Maintenance: Condition of Yard or Landscaping

Inspector Comment: Mow back yard and front yard.

**3rd** Occurrence

view in dashboard >

☑ Closed 01/11/2023 @ 9:15AM

Article 7- Property Maintenance: Condition of Yard or Landscaping

Inspector Comment: Mow yard back and front.

2nd Occurrence

view in dashboard >

Closed 01/11/2023 @ 9:14AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

Inspector Comment: Power wash mold and dirt from home

**2nd** Occurrence

view in dashboard >

☑ Closed 01/04/2023 @ 9:36AM

Article 7- Property Maintenance: Condition of Yard or Landscaping

Inspector Comment: Mow yard. Foot deep!

**1st** Occurrence

view in dashboard >

Closed 01/04/2023 @ 9:36AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

**Inspector Comment:** Power wash mold and mildew from home.

**1st** Occurrence



☑Closed 01/04/2023 @ 9:34AM

**Article 7- Property Maintenance:** Condition of Home or Buildings on Property

Inspector Comment: Power wash mold and dirt from home.







Closed 01/04/2023 @ 9:41AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

Inspector Comment: Power wash mold and mildew from home.

2nd Occurrence

view in dashboard >

☑ Closed 01/04/2023 @ 9:41AM

Article - Boats, Campers, RV's and Other Vehicles: RV/utility trailer/camper parked at property

Inspector Comment: General clean up of property. Lattice etc

**1st** Occurrence

view in dashboard >

Closed 01/04/2023 @ 9:40AM

**Article 7- Property Maintenance:** Condition Of Trees, Hedges, or Bushes **Inspector Comment:** 2nd request. Trim trees and bushes away from home.

2nd Occurrence



MAY 26 '28 AV8:23

1 Violation

⚠ Open ② Regression 01/25/2023 @ 8:52AM

Article 7- Property Maintenance: Condition of Home or Buildings on Property

**Inspector Comment:** Power wash mold and dirt from home.

1st Occurrence

### Tri-Par Estates

TRI-PAR ESTATES 1616 PRESIDIO STREET SARASOTA, FL 34234



2nd Notice of Property Maintenance



Dear Executor: Rachel Bahrakis:

During a recent inspection of the community, we noted that your property requires maintenance and/or action on your part to be in compliance with the Tri-Par Estates Rules & Regulations. This notice is being sent as a **reminder** asking that you correct the condition(s) identified on the attached Notice.

This is a repeated notice regarding this property's status as being out of compliance.

If you have any questions or need further clarification on what needs to be done, you may contact the park office.

If you fail to take corrective action within 4 days and/or before the time of our next inspection of the park, we will assume that no action is being taken and follow our enforcement procedure.

Please note that if your property is occupied by a tenant, it is your responsibility as the owner (or property manager) to ensure that the property is maintained in compliance with the Rules & Regulations and/or Deed Restrictions of Tri-Par Estates.

This notice will serve as a Deed Restriction Violation if work remains incomplete after date show above. This is an official document. Please be aware that after proper notice, property owner may be eligible to be fined for the violation(s). Tri-Par may also enter onto the premises and have the work completed by a contractor. Tri-Par will then invoice the Property Owner for the work done and add 10% overhead. This may be filed as a Lien against the property.

Thank you in advance for your prompt attention to this matter.

Respectfully, Tri-Par Estates Park Manager Robert E. Cady



# **Violation Notice**

MAY 25 '23 ANS: 23

2nd Notice

May 17, 2023 @ 9:55AM

Association: Tri-Par Estates

Property ID:

Notice ID:

PRP-20-4927

VLT-79-0534

# # 5 W = # U

## Violation: Article 7- Property Maintenance

Each Owner of a Property in Tri-Par shall maintain all grass, vegetation, trees, bushes, plants, and shrubs with regular maintenance. This includes edging, trimming, and weeds cut/removed and otherwise maintain the same in a neat and aesthetically pleasing condition. This maintenance responsibility also extends to the Mobile Home and it's attached or detached structures.

### Condition of Yard or Landscaping

Comments: Weeds and grass need to addressed

Resolution: Cut and remove all high grass, weeds, or other overgrown vegetation and provide adequate maintenance.

1 image associated with this violation. View these images online, review your Association's CC&Rs, or respond to your Association Manager in regards to this violation by visiting the Tri-Par Estates portal at http://portal.hoaviolation.com/.





# TRAILER ESTATES PARK AND RECREATION DISTRICT **BOARD AGENDA ITEM FORM**

**PP 38** 

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

Agenda Instructor Service Contract
For Upcoming Meeting—Date June 5th, 2023
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):
Review revised Instructor Service Contract (Attached)
Costs/Estimated Costs: (Deguired if agends item includes granding district manay)
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
F/10/2022
Date Submitted 5/19/2023
F/10/2022

### TRAILER ESTATES INSTRUCTOR SERVICE CONTRACT

This contract between TRAILER ESTATES PARK AND RECREATION DISTRICT hereafter called the PARK and the CONTRACTOR. In accordance with our 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.

Name:	SSN/EIN:	Phone#:
Address:		
(Street, City, State &	• •	
	• -	e following conditions of employment:
Name of Class:		
Date(s) of employment:	From:	To:
<b>Primary Location of Class</b> :		
Hours: From:	To:	
Other terms and conditio	ns affecting this contract:	<u> </u>
	(license/training, CPR certified, BLS	certified, ALS certified and/or other certifications)
· •	•	safe manner to themself and to the public. PARK will not be
• •	•	ant while providing the service. CONTRACTOR is directed to
verify location and/or car	cellations via the website	trailerestates.com/Activities/Calendar.
CONTRACTOR:		TRAILER ESTATES PARK & RECREATION DISTRICT:
Signature:		
Printed Name:		
Date:		
-	<u> </u>	Telephone #: 941-756-7177 ext.

# TRAILER ESTATES PARK AND RECREATION DISTRICT **BOARD AGENDA ITEM FORM**

**PP 38** 

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

Agenda Change Board Meeting & Workshop Starting Times
For Upcoming Meeting—Date June 5, 2023
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):  Start with Workshop
first at 9:30am and then follow with Board Meeting directly after. This way, once
Trustees are satisfied with Public & Board input on a particular item, they may vote
on it at the following Board Meeting.
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.) Item should appear on both the Workshop and
Board meeting agenda in order to be voted on.
T
Trustee Trotter
Date Submitted May 24, 2023
Chairman/Designee Chairman/Designee
Office Manager/Designee: Date Posted 5/26/2023 Initials Initials

# TRAILER ESTATES PARK AND RECREATION DISTRICT BOARD AGENDA ITEM FORM

**PP 38** 

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

Agenda Logo Update - 3 New Designs for Consideration
For Upcoming Meeting—Date June 5, 2023
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):  On the proposed Logo's from last meeting. We are forwarding 3 new Logo designs for
Board perusal. Please keep in mind that changes may be made, ie. Colors, Fonts, and
art. We tried to keep in mind what people find attractive and fun at Trailer Estates
such as the Marina, using the pool, the beautiful sunsets, palm trees, etc.
Costs/Estimated Costs: (Required if agenda item includes spending district money.) \$50-90 for Logo creation, changes, and source files
Attachments: (Please attach any diagrams or pertinent information concerning this
Agenda Item. Please list the attachments.) 3 Proposed Logo Styles
Trustee Park Manager Morris
Date Submitted May 23, 2023
Chairman/Designee
Office Manager/Designee: Date Posted 5/26/2023 Initial



# ESTATES Park & Recreation District TRAILER



# TRAILER ESTATES Park & Recreation District