

Trailer Estates Park and Recreation District

Board of Trustees
Regular Board Meeting
October 20, 2026
Following Workshop
Mark's Hall
1903 69th Avenue West
Bradenton, FL 34207

Call to Order

Roll Call

Public Comment (Limit 3 Minutes on Any Topic)

Approval of Minutes (incl. Enforcement Committee)

Treasurers Report

Invoice Approval - FASD

Civic Plus (Streamline)

Items Presented by Board & Staff

1. Spray Foam Insulation Bid Award - Large Hall & Treasure Barn Garage
2. Innovation Marine Lease Renewal Negotiations
3. Establish Major Repairs Budget Line Item
4. Enforcement Committee Appointment
5. Cathcart Construction Sewer Project / Staging Area

Trustee/Staff Final Comments

Unfinished Business

Adjournment

Trailer Estates Board Meetings & Workshops are broadcast in the park on Channel 732

Trailer Estates is inviting you to a scheduled Zoom meeting.

Time: Oct 20, 2026, 09:30 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84178333861?pwd=f99QG49bMy7ZLPkukLqaZKkxZaebUl.1>

Meeting ID: 841 7833 3861

Passcode: 822433

One tap mobile

+13052241968,,84178333861#,,,,*822433# US

+19292056099,,84178333861#,,,,*822433# US (New York)

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 Spray Foam Insulation - Large Hall & Treasure Barn Garage

For Upcoming Meeting—Date October 20, 2026

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): Move to award Wentzel's

Insulation the Large Hall and Treasure Barn Garage work for \$32,357,
including the garage option and excluding stage; authorize \$1,500
for a man lift, for a total not to exceed \$33,857 from FY 2026-27
capital outlay; authorize Chair/Maintenance Manager to execute
and schedule after Nov. 1, 2026, subject to Hall availability.

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

\$32,357 Wentzel contract + \$1,500 man-lift rental = \$33,857 total

FY 2026-27 capital outlay account: \$44,000 available

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

Agenda Item. Please list the attachments.) Board agenda memo and proposals from:

Wentzel's Insulation, Inc.

Insulation by Cohen's

Koala Insulation

Trustee Maintenance Trustee Woloshyn

Date Submitted September 25, 2026

Chairman/Designee _____

Office Manager/Designee: Date Posted _____ Initials _____

TRAILER ESTATES PARK AND RECREATION DISTRICT
MEMORANDUM

TO: Board of Trustees
FROM: Maintenance Trustee Woloshyn/Maintenance Manager Cottom
DATE: September 25, 2026
SUBJECT: Spray Foam Insulation -Large Hall & Treasure Barn Garage

AGENDA ITEM

Award the Large Hall and Treasure Barn Garage spray foam insulation work to Wentzel's Insulation, Inc., excluding the stage area.

BACKGROUND

The District obtained three proposals for open cell spray foam insulation at the Large Hall and Treasure Barn Garage. The District will not insulate the stage area. Wentzel's \$1,357 second-building option is for the Treasure Barn Garage. All three contractors require the owner to remove ceiling tiles before installation.

BID RESULTS

Contractor	Bid Amount	Comments
Wentzel's Insulation, Inc.	\$32,357.00	Base \$31,000 plus \$1,357 Treasure Barn Garage option. Stage excluded. Owner removes every other row of ceiling tiles; perimeter tiles may remain.
Miller Insulation by Cohen's	\$34,538.50	Hall ceiling area \$32,876; Treasure Barn \$1,662.50. Stage excluded. Owner removes ceiling tiles.
Koala Insulation	\$39,827.50	Metal building and workshop roof decks, coating and labor. Owner removes ceiling tiles and items below work area.

ANALYSIS

Wentzel's \$32,357 combined contractor price is the lowest of the three proposals for the two-building project. Its proposal includes R-20 open cell foam and a white thermal barrier. All three proposals require the District to remove ceiling tiles. For Wentzel's work, staff need to remove only every other row; the perimeter tiles may remain. This reduces the amount of owner preparation. The District will rent a man lift for an estimated \$1,500 to complete the tile removal. The \$7,000 stage option will not be selected.

COST / BUDGET IMPACT

Wentzel's base proposal: \$31,000.00. Treasure Barn Garage option: \$1,357.00. Contractor award: \$32,357.00. Estimated District man-lift rental: \$1,500.00. Total project authorization: \$33,857.00. The 2026-27 capital outlay account has \$44,000 available, leaving \$10,143.00 within that allocation. The \$7,000 stage option is excluded. Work and expenditure should will after November 1, 2026, when activities and events allow.

RECOMMENDATION

Award the insulation contract to Wentzel's Insulation, Inc. for up to \$32,357.00, including the \$1,357 Treasure Barn Garage option and excluding the stage option. Authorize up to \$1,500.00 separately for a man-lift rental so staff can remove the required ceiling tiles. The total project authorization is \$33,857.00.

ATTACHMENTS

Wentzel's Insulation, Inc.; Insulation by Cohen's; and Koala Insulation proposals (combined PDF).

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

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Innovation Marine Lease Renewal Negotiations

For Upcoming Meeting—Date October 20, 2026

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): _____

Move to authorize the Chairman and District/Park Manager to negotiate a proposed
extension and revised terms for the Innovation Marine Corporation marina
service facility lease, consistent with today's workshop discussion,
and return the proposed agreement to the Board for review and approval.

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.)** _____

Innovation Marine Contract & Addendum

Letter from Scott Yow, Innovation Marine Corp.

Trustee Chairman Lombardi

Date Submitted September 29, 2026

Chairman/Designee _____

Office Manager/Designee: Date Posted _____ Initials _____

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

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Establish Major Repairs Budget Line Item

For Upcoming Meeting—Date October 20, 2026

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): Move to establish

a Major Repairs line item in the FY 2026-2027 budget and transfer

\$25,000 from Contribution to Reserves to Major Repairs, as discussed

at the October 20, 2026 workshop; and authorize the Park Manager to

update the budget and accounting records accordingly.

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

Transfer \$25,000 from Contribution to Reserves to Major Repairs.

Reserves contribution: \$0; Major Repairs: \$25,000; total budget unchanged.

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

Agenda Item. Please list the attachments.)

Major Repairs Board Agenda Memo; FY 2026-2027 budget worksheet.

Trustee Treasurer Neal

Date Submitted October 5, 2026

Chairman/Designee

Office Manager/Designee: Date Posted Initials

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

**2026-2027 Adopted Budget & Assessment /Transfer 1 10.20.2026
Operating & Maintenance Budget includes TV/Internet and Curbside Trash Pickup
October 1, 2026 - September 30, 2027**

INCOME			2026-2027 Adopted	2025-2026 Adopted
	Amount	LOTS		
ASSESSMENT	\$ 1,512.00	1479	\$ 2,236,248	\$ 2,137,917
Early Payment Discounts	3.75%		\$ (83,859)	\$ (80,172)
Uniform Collection Fee	3.00%		\$ (67,087)	\$ (64,138)
NET OPERATING ASSESSMENT INCOME			\$ 2,085,301	\$ 1,993,608
INCOME FROM OFFICE FUNCTIONS			\$ 59,000	\$ 45,000
INCOME FROM MARINA SLIPS			\$ 107,500	\$ 112,569
INCOME FROM STORAGE LOT RENTALS			\$ 125,091	\$ 100,491
INCOME FROM FACILITY LEASES			\$ 63,000	\$ 61,950
INCOME FROM RECREATION/HEALTH WELFARE			\$ 23,000	\$ 23,000
TOTAL INCOME			\$ 2,462,892	\$ 2,336,618

EXPENDITURES	Per Month	% of Budget	2026-2027 Adopted	2025-2026 Adopted
CABLE TV / INTERNET	\$ 36.54	29.0%	\$ 714,306	\$ 693,501
PAYROLL EXPENSE	\$ 34.65	27.5%	\$ 677,361	\$ 696,329
INSURANCE	\$ 8.19	6.5%	\$ 160,000	\$ 175,000
TRASH REMOVAL	\$ 14.53	11.5%	\$ 284,000	\$ 172,538
UTILITIES	\$ 6.73	5.3%	\$ 131,615	\$ 124,165
MAINTENANCE	\$ 7.66	6.1%	\$ 149,788	\$ 127,758
OFFICE EXPENSE/ACCTG	\$ 5.09	4.0%	\$ 99,520	\$ 99,520
LEGAL EXPENSE	\$ 2.41	1.9%	\$ 47,174	\$ 47,174
RECREATION (Seasonal)	\$ 1.79	1.4%	\$ 35,000	\$ 30,000
RECREATION (Summer)	\$ 0.67	0.5%	\$ 13,000	\$ 13,000
TECHNOLOGY	\$ 1.10	0.9%	\$ 21,454	\$ 16,741
HEALTH & WELFARE	\$ 0.23	0.2%	\$ 4,500	\$ 4,500
CAPITAL EXPENSE	\$ 5.12	4.1%	\$ 100,000	\$ 25,000
CONTRIB TO RESERVES	\$ -	0.0%	\$ -	\$ 50,000
MAJOR REPAIRS	\$ 0.81	1.0%	\$ 25,000	\$ -
DEBT SVC SPEC MARINA			\$ -	\$ 60,892
CONTINGENCIES	\$ 0.02	0.0%	\$ 174	\$ 500
TOTAL EXPENDITURES	\$ 126.00	100.0%	\$ 2,462,892	\$ 2,336,618

SPECIAL ASSESSMENT - MARINA	Revenue	\$ 65,481	\$ 65,481
DEBT SVC SP MARINA	Expense	\$ 60,892	\$ 60,892

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 Enforcement Committee Appointments

For Upcoming Meeting—Date October 20, 2026

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): _____

Motion to appoint the following individuals to the Enforcement Committee for a term of one year: Lynn Nickell, Mike McKinnie, Alan Holbert, Michael Petrelli,
Sherry Frampton, Gary Jordan, David Crabbe, Phyllis Nourie, and Paula Nelson.

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.)** See Attached List

Trustee Chairman Lombardi

Date Submitted 10/12/2026

Chairman/Designee _____

Office Manager/Designee: Date Posted _____ Initials _____

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

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING

Agenda Ten Property Temporary Laydown Yard Lease

For Upcoming Meeting—Date October 20, 2026

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):

I move to approve the temporary laydown yard lease with Cathcart Construction

Company – Florida, LLC for the Ten Property, Parcel ID 6498500109, as outlined

in the October 20, 2026 workshop, at \$500 per month plus the proposed in-kind

improvements described in the lease, and authorize Chairman Lombardi to

execute the agreement on behalf of the District.

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

Revenue: \$500/month (\$6,000 per full year), plus proposed improvements.

Attachments: (Please attach pertinent information and list the attachments.)

1. Supporting memorandum for approval of the laydown yard lease.

2. Cathcart lease dated October 9, 2026, signed October 12, 2026,

including Exhibit A site sketch (attached).

Trustee Chairman Lombardi

Date Submitted October 13, 2026

Chairman/Designee _____

Office Manager/Designee: Date Posted _____ Initials _____

TRAILER ESTATES PARK AND RECREATION DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Chairman Lombardi / Park Manager
DATE: October 20, 2026
SUBJECT: Cathcart Construction / Sewer Project Staging Area (Laydown Lease) Approval

AGENDA ITEM

Approve the temporary laydown yard lease with Cathcart Construction Company - Florida, LLC for the Ten Property, Parcel ID 6498500109, to support Manatee County's Trailer Estates Gravity Sewer Replacement Project.

BACKGROUND

Cathcart proposes using the Ten Property as a nearby staging area for the sewer project. Information linked on the District's homepage describes a new gravity sanitary sewer system, relocation of sewer service for each structure, and abandonment of the existing system. Expected benefits include reduced maintenance and odors, replacement of aging infrastructure and failing septic systems, and environmental protection. The District has no current plans or financing for development of the Ten Property.

ANALYSIS

The lease puts the property to productive temporary use, generates income, and offers proposed improvements that would remain District property. Nearby staging should help the contractor coordinate equipment and materials and move the project along. The initial term is 12 months, with monthly extensions up to 60 months total upon 30 days' written notice. Cathcart may terminate on 30 days' notice when the property is no longer needed. Cathcart must remove equipment and materials and restore the property to as good or better condition, with completed improvements remaining.

COST / BUDGET IMPACT

Rent is \$500 per month (\$6,000 per full year), fixed throughout the term and extensions. Full 60-month occupancy would yield \$30,000 but is not guaranteed. Proposed improvements include fencing valued at no more than \$15,000, a 20-foot by 20-foot turnout, and a sanitary cleanout 20 feet off the main line during Phase 5. Improvements are described over four years and require County approval. Cathcart need not build unapproved improvements; compensation for denied or modified items is to be adjusted by the parties. Cathcart is not responsible for associated permit, application, inspection, impact, or connection fees. We are not requiring a security deposit.

RECOMMENDATION

Approve the lease and authorize Chairman Lombardi to execute same. Cathcart has signed; the District signature is pending. Following Board approval and both signatures, the lease takes effect when Cathcart first mobilizes the parcel.

ATTACHMENTS

Cathcart lease dated October 9, 2026, signed October 12, 2026, including Exhibit A site sketch.



A Safety Company That Builds Infrastructure Projects

1056 Willa Springs Drive, Winter Springs, FL 32708
11738 Currie Ln, Largo, FL 33774
(407) 629-2900

October 9, 2026

Todd Lombardi, Chairman of the Board
Board of Trustees of the Trailer Estates Park and Recreation District
1903 69th Avenue West, Bradenton FL 34207
Bradenton, FL, 34207

RE: Temporary Laydown Yard Lease – Parcel ID - 6498500109, Bradenton, FL, 34207

Dear Mr. Lombardi:

This letter agreement ("Agreement") sets out the terms under which the Board of Trustees of the Trailer Estates Park and Recreation District ("Lessor") leases the above-referenced property ("Property") to Cathcart Construction Company – Florida, LLC ("Lessee") for use as a temporary construction laydown yard supporting Manatee County's Trailer Estates Gravity Sewer Project ("Project").

1. **TERM.** The term begins on [Start Date] and runs for twelve (12) months. Lessee may extend the term in monthly increments, as needed to complete the Project, for a total term not to exceed sixty (60) months. Lessee will provide written notice of any extension at least thirty (30) days before the current term ends.

2. **MONTHLY RENT.** Lessee will pay Lessor \$500.00 per month, payable to the Trailer Estates Park and Recreation District by the 1st day of each month. Rent remains fixed for the entire term, including all extensions. No security deposit is required.

3. **IN-KIND IMPROVEMENTS.** In addition to monthly rent, Lessee will provide the following improvements to Lessor over the course of 4 years:

- a. Fencing at the location shown on Exhibit A, with a value not to exceed \$15,000.00.
- b. One (1) 20-foot by 20-foot turnout at the location shown on Exhibit A.
- c. One (1) sanitary cleanout, installed 20 feet off the main line, constructed during Phase 5 of the Project.



4. MANATEE COUNTY APPROVAL. The improvements in Section 3 are proposed, and their construction is contingent on Manatee County's review and permit approval. The Project is delivered under five (5) separate contracts with Manatee County. Each improvement will be constructed under the Project phase that Cathcart and Trailer Estates agree, except that the cleanout will be constructed in Phase 5. Lessee has no obligation to construct any improvement that Manatee County does not approve. If Manatee County denies or modifies an improvement, the remaining terms of this Agreement stay in full effect and compensation for that item will be adjusted by parties.

5. PERMIT FEES. Lessee is not responsible for any permit, application, inspection, impact, or connection fees associated with the improvements in Section 3.

6. TOTAL COMPENSATION. The monthly rent in Section 2 and the improvements in Section 3 are Lessor's full and complete compensation for the entire term, including all extensions. No other rent, fees, or charges are owed.

7. RESTORATION. When its use ends, Lessee will remove all equipment and materials and restore the Property to "as good or better" condition. The improvements in Section 3 are excluded from this obligation and become the property of Lessor upon completion.

8. TERMINATION. Lessee may end this Agreement on thirty (30) days' written notice once the Property is no longer needed for the Project. Rent will be prorated through the final day of occupancy.

9. EFFECTIVE DATE. After being approved by Lessor's Board of Trustees and signature by both parties this agreement will take effect on the first day Cathcart Construction Mobilizes to the Specified parcel. It is governed by Florida law and may be amended only in writing signed by both parties.

Sincerely,

Matt Blanton
President
Cathcart Construction Company – Florida, LLC

LESSOR:

Todd Lombardi, Chairman of the Board,
for the Board of Trustees of the Trailer Estates Park and Recreation District

Date

LESSEE:

Matt Blanton, President, for Cathcart Construction
Company – Florida, LLC

Date

10.12.26



Exhibit A – Site sketch showing the Property boundary, fence line, turnout, and cleanout location

