

## **TRAILER ESTATES PARK & RECREATION DISTRICT**

### **BOARD OF TRUSTEE WORKSHOP**

**August 20, 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. Gust and Visitors (Opper)
2. Pool Rules (Opper)
3. Channel 732 (Opper)
4. Spectrum Support for Channel 732 (Dalton)
5. FOB Security System (Trotter)
6. Annual Renewal of Health Insurance (Chandler)
7. Approve Renewal of Liability & Worker's Compensation Insurance (Chandler)
8. Capital Outlay Project Review (Chandler)

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 Guest and Visitors

For Upcoming Meeting—Date 08-20-2018

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): Continue the discussion on Guests and Visitors and review the two possible scenarios.

Scenario A = visitors are allowed a set number of times and

Scenario B = visitors are not welcome to participate

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.) Rules & Regs Scenarios A & B

*JD*

Trustee Gail Opper

Date Submitted 07-20-2018

Chairman/Designee Shirley Dellaw

Office Manager/Designee: Date Posted 8/13/18 Initials [Signature]

# SENARIO A

## Rules & Regulations, Part A

Visitors and Guest defined differently  
Visitors allowed a set number of times a year  
Needs to include a method to track numbers

Changes include:

- Creating Section III "Visitors" which advances all the remaining sections by one number
- Limited to \_\_\_\_\_ (3 or 4) times a year
- Added verbiage for staying overnight
- Returned "without being accompanied by" statement
- Left new - "card must be presented" verbiage
- Removed proposed "D." since visitor is listed later
- Left for an overnight guest
- Removed "/Visitor"
- Left liability release - renamed to match PP30A title
- Item F is still in question so I left it
- Left item "G"

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.)

**TABLE OF CONTENTS**

PART A: MEMBERS OF THE DISTRICT

PART B: RULES GOVERNING USE OF FACILITIES

PART C: RULES GOVERNING ADMISSION TO FACILITIES

PART D: ACTIVITIES AND FACILITIES

PART E: PENALTIES

**PART A: MEMBERS OF THE DISTRICT**

**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**

- 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. Guest must pay \$2 - \$5 to attend clubs, organizations, groups and activities. (Exceptions: Bingo and Suffleboard, as they are governed by the State of Florida). Question to be answered by the Board: What about the pool? Attendance Sheets?
- G. 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**

- 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 \_\_\_\_\_ 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 \_\_\_\_\_ number of visits in a calendar year.

### **SECTION IV. 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 V. QUALIFIED PERSON**

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

**SECTION VI. TRESPASSERS**

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.

SCENARIO A

# SENARIO B

## Rules & Regulations Part B

Visitors and Guest defined differently

Visitors are not allowed ....

Needs to include a method to prevent

Changes include:

- Creating a Section III Visitors - no visitors may participate
- Returned "without beg accompanied by" statement
- Left new "card must be presented" verbiage
- Removed proposed "D"
- Left "for an overnight guest"
- Removed "/visitor"
- Left liability release - renamed to match PP30A title
- Item F is still in question so I left it
- Left item G

# 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 A: MEMBERS OF THE DISTRICT**

### **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**

- A. Any individual 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 agreement and an insurance liability 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 Card must be obtained as soon as access to the District office is available.
- F. Guest must pay \$2 - \$5 to attend clubs, organizations, groups and activities. (Exceptions: Bingo and Shuffleboard, as they are governed by the State of Florida). Question to be answered by the Board: What about the pool? Attendance Sheets?
- G. 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**

- 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 not welcome to participate in Trailer Estates activities such as pickleball, cards, shuffleboard, horseshoes, bocce, etc..

### **SECTION IV. 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 V. QUALIFIED PERSON**

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

### **SECTION VI. TRESPASSERS**

- 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.

Scenario B

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 Pool Rules

For Upcoming Meeting—Date 08/220/2018

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 coninue  
discussion regarding Pool Rules.

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.) ~~None.~~ Pool Rules

Trustee Gail Opper

Date Submitted 08/13/2018

Chairman/Designee \_\_\_\_\_

Office Manager/Designee: Date Posted \_\_\_\_\_ Initials \_\_\_\_\_

## POOL AND JACUZZI

These facilities are for your enjoyment. The rules and regulations are for the health and safety of everyone. If they are violated, your privilege to use these facilities will be revoked.

**NOTICE:** There is no lifeguard on duty. Please use the “Buddy System” and do not swim alone.

**HOURS:** 8:00 am to 9:30 pm every day except Tuesdays (see Adult Hours/Water Exercise for exemptions). See Pool Sign for more information regarding Tuesdays.

**WATER EXERCISE:** The pool is used exclusively for Water Exercise on Mondays, Wednesday and Fridays from 10:00 a.m. – 11:00 a.m. October through April and 9:00 a.m. – 10:00 a.m. May through September.

**ADULT HOURS:** During peak vacation times, to accommodate residents’ pool routines, the pool will be “Adults Only” (18 years or older) from 1:00 p.m. – 3:00 p.m. Since the dates fluctuate, signs will be posted on the entry gate and channel 732.

**HEIGHT REQUIREMENT:** Children must be AT LEAST 36” TALL to enter pool.

**CAPACITY:** POOL = 40      JACUZZI = 11

**SHOWERS REQUIRED** before using the Pool or Jacuzzi. No body oils (including suntan lotion) are allowed in either facility.

### **RULES:**

1. Only those displaying current District Identification Cards may enter the Pool Area.
2. Owners must obtain I.D. Cards and Rules for their guests. (Available at the Trailer Estates Office.)
3. Children under the age of 18 must be accompanied by an adult with a current I.D. Card to use the Pool or Jacuzzi.
4. Babies in any type of diapers not allowed in pool.
5. No diapers of any kind in the pool.
6. No children under the age of 12 are allowed in the Jacuzzi.
7. Proper bathing attire required. No cutoffs.
8. No diving, jumping, running, or horseplay in Pool or Pool Area.
9. No toys, balls, or inflatable allowed unless securely fastened to body. Noodles permitted.
10. No SMOKING, ANIMALS, FOOD, COOLERS, BEVERAGES (EXCEPT WATER IN CLEAR PLASTIC CONTAINERS), CANS or GLASS CONTAINERS permitted in the pool area. (UNBREAKABLE CONTAINERS OF WATER IN CLEAR PLASTIC ALLOWED FOUR FEET FROM POOL EDGE.)
11. Persons having a cold, communicable disease, open sores and wounds, and band-aids are not allowed in Pool or Jacuzzi.
12. No electronic devices allowed unless silenced by earphones.
13. Pool and Jacuzzi area must be vacated during lightning and storm conditions.

**ALL RESIDENTS ARE ASKED TO ENFORCE AND/OR REPORT ANY VIOLATIONS OF THESE RULES AND REGULATIONS. THERE IS A PHONE AVAILABLE NEAR THE JACUZZI AREA IF YOU NEED ASSISTANCE OR FOR EMERGENCIES.**

**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 Channel 732

For Upcoming Meeting—Date Aug. 20, 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  
separating Channel 732 from the  
Video Club.

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 Alice Oppen

Date Submitted July 28, 2018

Chairman/Designee Shirley Pillaw

Office Manager/Designee: Date Posted 8/13/18 Initials MP

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 Spectrum Support for Channel 732

For Upcoming Meeting—Date 08-20-2018

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 recent  
problems experienced by channel 732. Multiple contacts were not handled  
properly by Spectrum; Lonnie had difficulty with connecting with a business  
tech to fix the problem. Thirty minutes after Mary sent his email to them  
the problem was solved. We need to help get the computer room set up  
as a business which should allow for faster phone time and quicker/more  
accurate tech responses.

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

Attachments: (Please attach any diagrams or pertinent information concerning this  
Agenda Item. Please list the attachments.) Copy of Lonnie's July 23rd memo

Trustee Lori Dalton

Date Submitted 07-25-2018

Chairman/Designee Shutley Dillan

Office Manager/Designee: Date Posted 8/13/18 Initials TD

JUL 25 '18 AM 9:54

July 23, 2018

To: Chairman Trailer Estates Board of Trustees  
From Lonnie Stanley  
Subject: Channel 732 Sound Missing

The sound for Ch732 has been out since the afternoon of July 16<sup>th</sup> to the date of this memo. The service response from Spectrum has been very poor. We have no direct means to contact the Spectrum department that supports the community channel from a maintenance perspective. The following is a chronological listing of maintenance requests as well as the responses from Spectrum:

- July 16<sup>th</sup> called Spectrum and explained our problem. I told them we needed a maintenance Technician as their residential technicians could not fix this problem. After 1hr and 45 minutes I was told a tech would be here Wednesday July 18<sup>th</sup> between noon and 2:00pm. Turns out the guy was a residential rep and said he had nothing to do with Community Channels.
- I called Spectrum again on July 18<sup>th</sup> a residential rep came instead of a maintenance tech. I was given a WO# 107527242 and that he would be here Thurs July 19<sup>th</sup> between noon and 2:00pm. He showed up at 9:00am but left to help another tech that was working on a problem in one of our halls. After some time he returned to Ch732. I showed him the problem and that audio was available at the input of the Optical Transmitter and that the analog ch95 was working.
- The tech then left, I assumed that he was going to get tools or something. I haven't seen him since. I called Spectrum back again and found the WO had been closed. They could not offer an explanation as nothing was done to correct the problem.
- On Friday July 20<sup>th</sup> I called Spectrum and asked to speak to a supervisor. Her name was Cathy and she said the right person would be here on Sunday July 22<sup>nd</sup> between the hours of 2:00 - 4:00pm. I waited at the video room until 7:00pm. I was stood up again.
- I called Spectrum again and was given a WO# 107535444 and would be here Monday between the hours of 9:00 – 11:00am. The tech called and said he did not have the equipment to work on this problem. Spectrum issued WO#107536165.
- Called Spectrum again at 2:30pm Monday July 23<sup>rd</sup> to find when I could expect the tech. I was told he was on a job could not contact him and did not know when he would be here. Asked for a supervisor but was told I would hear from him within 30 - 60 minutes. As of 5:15pm, I have heard nothing back.

A big part of the problem is that Spectrum has the Community Channel listed as residential instead of business. Every time I make a call to Spectrum, I'm on the phone 1 – 2 hours. I need an account for this station and a phone number for direct contact to the department or supervisor responsible for service

JUL 25 '18 AM 9:54

on this station. Spectrum plans to shut down the analog system Aug 14<sup>th</sup>. The digital side has been down a week today and still have no clue as to when it will be repaired.



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 FOB SYSTEM

For Upcoming Meeting—Date Aug 20th, 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): REVIEW

FOB ACTIVATION Policy PROCEDURES

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 DUADE TROTTER

Date Submitted 8/1/2018

Chairman/Designee Shirley Dellan

Office Manager/Designee: Date Posted 8/13/18 Initials MD

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.

026 10'18 AM 11:18

Agenda Item Annual Renewal of Health Insurance

For Upcoming Meeting—Date August 20, 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): Review Health Insurance Renewal Rates

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

Costs/Estimated Costs: (Required if agenda item includes spending district money.)  
Rates for the 2018/2019 Fiscal Year increased 5 %, slightly above budget  
assumption for a variance of \$1,144 for the year

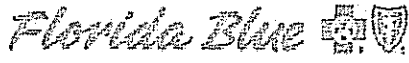
Attachments: (Please attach any diagrams or pertinent information concerning this  
Agenda Item. Please list the attachments.)  
Renewal details attached

Trustee Mary Chandler

Date Submitted August 9, 2018

Chairman/Designee Shirley Dillan

Office Manager/Designee: Date Posted 8/13/18 Initials TD



In the pursuit of health

4800 Deerwood Campus Parkway  
Jacksonville, Florida 32246  
floridablue.com

AUG 1 '18 PM 12:25

AUG 10 10 01 AM '18



### Member Information (Renewal Rates and Details)

Group Name: TRAILER ESTATES PARK AND RECREATION DISTRICT  
Group Number: B0503  
Anniversary Date: 10/01/2018

Member Name	Age	Coverage	Product	Rate
MILLER THEMA JO	60	E	BlueOptions Predictable Cost 5461	\$1,704.60
YAWBERG ROBERT	62	E	BlueOptions Predictable Cost 5461	\$1,982.12
SHANKLE WILLIAM	55	E/F	BlueOptions Predictable Cost 5461	\$3,501.47
COTTOM WILLIAM	53	E/F	BlueOptions Predictable Cost 5461	\$2,963.33
<b>Group Total Premium</b>				<b>\$10,151.52</b>

Rates shown are based on enrollment as of 06/30/2018. Final rates will be determined upon enrollment based on actual census of group. The renewal process begins 90 days in advance of the group's renewal date, any changes occurring (adds/terms) will not be reflected in the monthly premium estimate.

Health insurance is offered by Blue Cross and Blue Shield of Florida, Inc., DBA Florida Blue. HMO coverage is offered by Health Options Inc., DBA Florida Blue HMO, an affiliate of Florida Blue. These companies are Independent Licensees of the Blue Cross and Blue Shield Association. Florida Blue and Florida Blue HMO do not discriminate on the basis of race, color, national origin, disability, age, sex, gender identity, sexual orientation, or health status in the administration of the plan(s), including enrollment and benefit determinations.

## TJ Miller

---

**From:** Mary Chandler <treasurer@trailerestates.com>  
**Sent:** Friday, August 10, 2018 8:02 AM  
**To:** 'TJ Miller'  
**Subject:** Agenda Item \*/20 BOT Meeting #1  
**Attachments:** PP38 2018\_2019 Health Insurance Renewal.pdf; 2018 Health Insurance Renewal.pdf

TJ,

Had trouble with my scanner. Sorry the attachment is upside down.

AUG 10 '18 AM 11:18

**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 Approve Renewal of Liability & WComp Insurance

For Upcoming Meeting—Date August 20, 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): \_\_\_\_\_

Approve Liability and Worker's Compensation coverage for the term 10/1/2018

to 9/30/2019

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

Actual cost to the district for the next fiscal year will be \$59,483 due to

a refund of premium in the amount of \$2,849 a \$739 reduction from PY

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

**Agenda Item. Please list the attachments.)** Renewal Quote

Trustee Mary Chandler

Date Submitted August 10, 2018

Chairman/Designee Shirley Dillan

Office Manager/Designee: Date Posted 8/13/18 Initials MD

Form Approved: March 3, 2008, Revised April 7, 2008; January 19, 2009, 2/7/11 Page 1 of 1  
Agenda Item Form/Policy (formerly PP34)

Policy Adopted April 7, 2008, Revised August 3, 2009, 2/7/11, Revised 5/2/16; 11/2016



Department of Insurance

ESTIMATED 10/18/18

**FLORIDA MUNICIPAL INSURANCE TRUST**

RENEWAL QUOTE FOR 2018-2019

**Trailer Estates Park & Recreation District**

FMIT 0603

<u>Coverage</u>	<u>Deductible</u>	<u>Limit</u>	<u>Premium</u>
General/Professional Liability	\$0	\$1,000,000	\$25,154
Automobile Liability	\$0	\$500,000	\$402
Automobile Physical Damage	Per Schedule		\$127
Property	\$2,500	\$3,557,392	\$23,065
Workers' Compensation Experience Modification	\$0 0.89 10/1/18	Total Payroll \$299,435	\$13,584
<b>Total Premium:</b>			<b>\$62,332</b>
<b>TOTAL NET PREMIUM</b>			<b>\$62,332</b>
<b>GRAND TOTAL PREMIUM</b>			<b>\$62,332</b>
<b>RETURN OF PREMIUM</b>			<b>\$2,849</b>
<b>REDUCED GRAND TOTAL PREMIUM</b>			<b>\$59,483</b>

The FMIT Board of Trustees has approved a \$4,00,000 return of premium for members that had property coverage in the 2016-2017 Fund Year. The directive of the Board was to return property premium on the renewing members for 2017-2018 that participated in the Trust's property program in 2016-2017. Based on the property premiums paid in 2016-2017 the Trailer Estates Park & Recreation District can expect \$2849 in return premium should they elect to renew coverage for the 2018-2019 policy year.

\*Includes: Drug Free Credit: Yes  
Safety Credit: Yes

Note: Coverage summaries provided herein are intended as an outline of coverage only and are necessarily brief. In the event of loss, all terms, conditions, and exclusions of actual Agreement and/or Policies will apply.

**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 Capital Outlay Project Review

For Upcoming Meeting—Date August 20, 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): \_\_\_\_\_

Review current list of Capital Outlay projects, discuss timing and  
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Trustee Mary Chandler

Date Submitted August 10, 2018

Chairman/Designee Shirley DeLano

Office Manager/Designee: Date Posted 8/13/18 Initials [Signature]

Current Capital Outlay Approved Projects

Includes Items Carried Forward from 2016/2017 Fiscal Year  
 Items Approved with the 2017/2018 Budget  
 Items Added or Assumptions Revised as a result of Unforeseen Needs  
 Items Approved in the 2018/2018 Budget

6/11/18 01:01:07PM

	<u>Actual</u>		<u>Savings to Offset</u>		<u>\$\$ Available</u>
	<u>Budget</u>	<u>8/10/2018</u>	<u>Remaining \$\$</u>	<u>Unplanned Items</u>	
Re-asphalt Southside of Marina Parking	\$ 23,025		\$ 23,025		\$ 23,025
Air Conditioner Replacement 17/18	\$ 10,000		\$ 10,000		\$ 10,000
Air Conditioner Replacement 18/19	\$ 13,000		\$ 13,000		\$ 13,000
Marina Septic Tank removal & new water line	\$ 22,500	\$ 21,504	\$ 996	\$ 996	\$ -
Exercise Room Equipment	\$ 5,000	\$ 585	\$ 4,415	\$ 4,415	\$ -
Shuffle Court Maintenance 17/18	\$ 3,000	\$ 360	\$ 2,640	\$ -	\$ 2,640
Shuffle Court Maintenance 18/19	\$ 3,000		\$ 3,000		\$ 3,000
ADA Ramp for Marina	\$ 12,000		\$ 12,000		\$ 12,000
Sealcoat Parking Lots North of Shuffle Courts	\$ 10,000		\$ 10,000		\$ 10,000
Reccoat Spa and Outside Shower Deck	\$ 2,500		\$ 2,500		\$ 2,500
New Floor in Exercise Room	\$ 5,000		\$ 5,000		\$ 5,000
Floor Machine for Hall Floors	\$ 7,000	\$ 4,395	\$ 2,605	\$ 2,605	\$ -
County Storage - Schappacher Engineering	\$ 7,860	\$ 8,512	\$ (652)	\$ (652)	\$ -
County Storage Lot Gate Required by County	\$ 15,000		\$ 15,000		\$ 15,000
Repair to Pillings during Dredging Carryforward	\$ 7,300	\$ 7,264	\$ 36	\$ 36	\$ -
Repaint and Replace Straps on Chairs - 6 years old	\$ 4,000		\$ 4,000		\$ 4,000
Refinish Spa - 7 years old	\$ 8,000		\$ 8,000		\$ 8,000
Relocate Main Drain	\$ 4,000		\$ 4,000		\$ 4,000
Replace Office Windows, Install Hurricane Shutters	\$ 8,000	\$ 2,132	\$ 5,868		\$ 5,868
ADA Automatic Door Openers 3 @2800 each	\$ 8,400		\$ 8,400		\$ 8,400
Replace Marina North & East Seawalls (4 year accrual)	\$ 67,500		\$ 67,500		\$ 67,500
	\$ 246,085	\$ 44,752	\$ 201,333	\$ 7,400	\$ 193,933

Need to Hold for Future Maint.