

TRAILER ESTATES PARK & RECREATION DISTRICT

SEP 11 '20 AM9:1

**BOARD OF TRUSTEES
REGULAR BOARD MEETING
September 21, 2020
9:30 A.M.
SMALL HALL
1903 69TH AVENUE WEST
BRADENTON, FLORIDA 34207**

REGULAR MEETING

Call to order
Roll Call
Residents' comments and questions
Approval of minutes
Report of Treasurer
Approval of bills
Staff or Attorney Comments
Informational reports from Trustees
Report(s) from standing committees
Old business
New business
 Approve Comprehensive Support Contract from Big Fish Technologies (Chandler)
 Approve EE Workers Comp, District Liability, Property & Auto Insurance (Chandler)
 Approve Annual Salary Increases for EE's Eff 10/1/2020 (Chandler)
 Approve EE/Dep Health Insurance Coverage Eff 10/1/2020 (Chandler)
Reports of Clubs & Organizations
Adjournment

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 941-756-7177, at least 48 hours in advance of the meeting, to ensure that adequate accommodations are provided for access to the meeting.

TRAILER ESTATES BOARD OF TRUSTEES
MOTION FOR ACTION OR RULES CHANGE

Type of Motion

Action X
Rules

Rule to be changed:

Page: Section: Paragraph:

Presented by: Mary Chandler Date: September 21, 2020

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Approve the annual contract from Big Fish Technologies to provide comprehensive IT Support.

Costs/Estimated Costs:

Attachments: IT Managed Service Contract provided in workshop on September 8, 2020.

Trustees FOR

Trustees AGAINST

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Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Approve renewal with FMIT for Workers Comp, District Liability, Property and Auto Insurance effective 10/1/2020.

Costs/Estimated Costs:

Attachments: Supporting documentation provided at Workshop of September 8, 2020.

Trustees FOR

Trustees AGAINST

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A MOTION AS FOLLOWS: Approve salary increase for all Full and Part time employees of 3.5% effective 10/1/2020.

Costs/Estimated Costs:

Attachments: Scenarios discussed at Workshop on September 8, 2020.

Trustees FOR

Trustees AGAINST

Event Set-up /Tear Down – Arrange tables and chairs according to a predetermined design requested by the event coordinator. Remove all tables and chairs clearing the facility space for the next schedule event. The number of events and number of individuals needed vary by month at a flat fee of \$40 per event (\$20pp to set up, \$20pp to tear down). Large events are charged a flat fee of \$60 (\$30pp to set up, \$30pp to tear down). **If full time employees have to cover they are paid time and a half.**

Open Facilities – Weekends and Holidays only – This role may be held by multiple individuals however historically has been held by one. When needed, before 6am, Open ALL park facilities, turn on air conditioning systems if needed, clean ALL park restrooms, disinfect all fitness equipment, test pool chemical levels and adjust if needed, clean outside pool surfaces. Estimated time to complete 2-3 hours. Currently paid at a rate of \$40 per day to open and a flat \$12.50 to return in the afternoon to complete a State Required P.M. chemical check. **If full time employees have to cover they are paid time and a half.**

Facility Lock-up – The shift begins each evening at 9pm and is usually shared by two individuals. Determine that there are no residents or guests in ALL park facilities and restrooms. Validate that all non-programmed air conditioning systems, laundry machines, and fitness equipment have been turned off, lock all doors. The process takes about 1 hr. and currently pays \$13.78.

Pool Cover – When the temperature falls below 60 degrees a pool blanket is placed on the pool after hours. This is usually done by one person at a rate of \$15 per event. If placed on Sunday – Thursday it is removed by a park employee in the morning. If placed on a Friday or Saturday the Weekend opener removes the blanket and is paid a flat \$7.50. If the temperature at opening is not above 60 degrees and the opener needs to return later to remove the blanket there is a flat fee of \$15 paid.

Understanding Employee vs. Contractor Designation

SEP 11 '20 AM 7:36

To better determine how to properly classify a worker, consider these three categories – Behavioral Control, Financial Control and Relationship of the Parties.

Behavioral Control: A worker is an employee when the business has the right to direct and control the work performed by the worker, even if that right is not exercised. Behavioral control categories are:

- Type of instructions given, such as when and where to work, what tools to use or where to purchase supplies and services. Receiving the types of instructions in these examples may indicate a worker is an employee.
- Degree of instruction, more detailed instructions may indicate that the worker is an employee. Less detailed instructions reflects less control, indicating that the worker is more likely an independent contractor.
- Evaluation systems to measure the details of how the work is done points to an employee. Evaluation systems measuring just the end result point to either an independent contractor or an employee.
- Training a worker on how to do the job -- or periodic or on-going training about procedures and methods -- is strong evidence that the worker is an employee. Independent contractors ordinarily use their own methods.

Financial Control: Does the business have a right to direct or control the financial and business aspects of the worker's job? Consider:

- Significant investment in the equipment the worker uses in working for someone else.
- Unreimbursed expenses, independent contractors are more likely to incur unreimbursed expenses than employees.
- Opportunity for profit or loss is often an indicator of an independent contractor.
- Services available to the market. Independent contractors are generally free to seek out business opportunities.
- Method of payment. An employee is generally guaranteed a regular wage amount for an hourly, weekly, or other period of time even when supplemented by a commission. However, independent contractors are most often paid for the job by a flat fee.

Relationship: The type of relationship depends upon how the worker and business perceive their interaction with one another. This includes:

- Written contracts which describe the relationship the parties intend to create. Although a contract stating the worker is an employee or an independent contractor is not sufficient to determine the worker's status.
- Benefits. Businesses providing employee-type benefits, such as insurance, a pension plan, vacation pay or sick pay have employees. Businesses generally do not grant these benefits to independent contractors.
- The permanency of the relationship is important. An expectation that the relationship will continue indefinitely, rather than for a specific project or period, is generally seen as evidence that the intent was to create an employer-employee relationship.
- Services provided which are a key activity of the business. The extent to which services performed by the worker are seen as a key aspect of the regular business of the company.

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A MOTION AS FOLLOWS: Approve Health Insurance coverage with United Health Care effective 10/1/2020.

Costs/Estimated Costs:

Attachments: See Workshop dated 9/8/2020 for supporting documentation.

Trustees FOR

Trustees AGAINST