

TRAILER ESTATES PARK & RECREATION DISTRICT

BOARD OF TRUSTEE WORKSHOP

November 16, 2020

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

SMALL HALL

1903 69TH AVENUE WEST

BRADENTON, FLORIDA 34207

1. Review of 2020/2021 Adopted Budget (Chandler)
2. Discuss 2021 Trustee Meeting Dates (Dalton)
3. Update PP21 – Rates: Storage Lot, Boat Slips, Canoe/Kayak Rach (Dalton)

PUBLIC 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/POLICY PP 38**

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

Agenda Item Review of 2020/2021 Adopted Budget

For Upcoming Meeting—Date November 16, 2020

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 the
assumption adopted in the 2020/2021 Budget and develop an "Administrative"
budget that adjusts such assumptions.

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.)**

Workpaper Attached

Trustee Mary Chandler

Date Submitted November 6, 2020

Chairman/Designee *Mike Anzorelli*

Office Manager/Designee: Date Posted 11/9/2020 Initials *GA*

NOV 9 '20 AM 9:00

Trailer Estates Park & Recreation District 2020/2021 Fiscal Year Budget

<u>Income</u>	<u>Budget</u> <u>9/30/2021</u>	<u>Amended</u> <u>Budget</u> <u>9/30/2021</u>
Interest Income	13,000	5,738
Marina Income	89,460	89,460
Facility Rentals	44,083	43,612
Storage Lot Rentals	59,460	59,460
Assessments	1,598,948	1,550,980
Seasonal Recreation	15,200	10,200
Continuing Recreation	1,300	1,200
Application Fee Income	13,250	13,250
Miscellaneous Income	10,600	10,600
Total Income	<u>1,845,301</u>	<u>1,784,499</u>
Expense		
Payroll Expenses	449,299	428,239
Legal Expense	46,915	46,915
Accounting Expense	11,000	11,000
Cable T.V.	610,200	610,200
Utilities	94,500	91,450
Trash Removal	126,000	126,000
Insurance	113,750	113,750
Maintenance & Repairs	84,000	84,000
Administrative Expenses	19,000	20,166
Seasonal Recreation	29,920	26,845
Continuing Recreation	8,800	8,000
Miscellaneous Expenses	11,000	11,000
Office Expense	6,500	6,500
Capital Outlay	106,740	106,740
Total Expense	<u>1,717,624</u>	<u>1,690,805</u>

The rate of return on our Money Market was 1.37% annually. Due to COVID this rate was reduced to .53%

All Facility Leases include the option for an annual 5% increase. We included this increase for the Church Contract. This increase resulted in additional monthly income of \$38.75.

See Below

Assumes No Dances through December 31, 2020 and No NYE Celebration

Adjusted to reflect new Healthcare Plan and recent wage increases

Reflects savings associated with replacing phone lines at Shuffle and Woodshop with Emergency only phones

New Technology Contract with Big Fish
Assumes No Dances through December 31, 2020 and No NYE Celebration
No Saturday Night Dances - October

My 2019/2020 Actual vs Budget review showed a variance of a little over \$44k for Assessment Income. I exchanged a few emails with the Tax Collectors Office regarding the variance. I was surprised to learn that the discounts provided for early payment apply to both the Ad Valorem and Non Advalorem taxes collected. A review over the last 3 years has shown a variance from \$10,000 to \$20,000. I looked back at budget workpapers dated back to 2015 and did not see any assumption for this early payment discount. Given that a much higher number of our tax payers are taking advantage of these discounts I have adjusted the income assumption by 3% and will include this assumption in all future budgets.

Trailer Estates Park & Recreation District 2020/2021 Fiscal Year Budget

Replace Marina Seawalls (1st year accrual)	\$ 67,500	\$ 67,500
Replace Marina Seawalls (2nd year accrual)	\$ 67,500	\$ 67,500
Replace Marina Seawalls (3rd year accrual)	\$ 67,500	\$ 67,500
Replace Marina Seawalls (4th year accrual)	\$ 67,500	\$ 67,500
	<u>\$ 270,000</u>	<u>\$ 270,000</u>
Capital Outlay		
Sm Hall (Lights, Sound, Air)	\$ 82,000	\$ 82,000
Replace Pool Fence	\$ 10,800	\$ 10,800
Install Soffit by Tire Pump Station	\$ 4,200	\$ 4,200
Replace Maintenance Golf Cart	\$ 6,000	\$ 6,000
Maintenance Radios (4)	\$ 1,240	\$ 1,240
Beach Pavilion Concrete	\$ 2,500	\$ 2,500
	<u>\$ 106,740</u>	<u>\$ 106,740</u>

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 Discuss 2021 Trustee Meeting Dates

For Upcoming Meeting—Date 11-16-2020

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 review
proposed changes to the list of 2021 Trustee Meeting Dates.

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.) Revised 2021 Trustee Meeting Dates list

Trustee Lori Dalton

Date Submitted 11-02-2020

Chairman/Designee Mike Smore

Office Manager/Designee: Date Posted _____ Initials _____

TRAILER ESTATES PARK & RECREATION DISTRICT
SETS TRUSTEE MEETING DATES

The Board of Trustees of TRAILER ESTATES PARK AND RECREATION DISTRICT
have set the meeting dates for January 2021 - December 2021,
Small Hall, 1903 69th Avenue West, Bradenton Florida 34207

Date - 2021

January 4	Organizational Meeting, 9:30 a.m. followed by Regular Meeting and Workshop
January 18	Regular Meeting, and Workshop, 9:30 a.m.
February 1	Regular Meeting and Workshop, 9:30 a.m.
February 15	Regular Meeting and Workshop, 9:30 a.m.
March 1	Regular Meeting and Workshop, 9:30 a.m.
March 15	Regular Meeting and Workshop, 9:30 a.m.
April 5	Regular Meeting and Workshop, 9:30 a.m.
April 19	Regular Meeting and Workshop, 9:30 a.m.
May 3	Regular Meeting and Workshop, 9:30 a.m.
May 17	Regular Meeting and Workshop, 9:30 a.m.
June 7	Regular Meeting and Workshop, 9:30 a.m.
June 21	Regular Meeting and Workshop, 9:30 a.m.
July 6	Regular Meeting and Workshop, 9:30 a.m.
July 19	Regular Meeting and Workshop, 9:30 a.m.
August 2	Regular Meeting and Workshop, 9:30 a.m.
August 16	Regular Meeting and Workshop, 9:30 a.m.
September 7	Regular Meeting and Workshop, 9:30 a.m.
September 20	Regular Meeting and Workshop, 9:30 a.m.
October 4	Regular Meeting and Workshop, 9:30 a.m.
October 18	Regular Meeting and Workshop, 9:30 a.m.
November 1	Regular Meeting and Workshop, 9:30 a.m.
November 15	Regular Meeting and Workshop, 9:30 a.m.; 7:00 p.m. (Candidates Night)
December 6	Regular Meeting and Workshop, 9:30 a.m.
December 20	Regular Meeting and Workshop, 9:30 a.m.

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 proceeding is made, including the testimony and evidence upon which the appeal is to be based.

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**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 PP21 - Rates: Storage Lot, Boat Slips, Canoe/Kayak Rack

For Upcoming Meeting—Date 11-16-2020

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 discuss

changing PP21 - Rates: Storage Lot, Boat Slips, Canoe/Kayak Rack to

include both the "without" tax rate and the "with" tax rate.

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 PP21

Trustee Lori Dalton

Date Submitted 11-5-20

Chairman/Designee Mike Anderson

Office Manager/Designee: Date Posted 11/9/2020 Initials LD

Add
Displayed,
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**TRAILER ESTATES PARK AND RECREATION DISTRICT
RATES: STORAGE LOT, BOAT SLIPS, CANOE/KAYAK RACK PP 21**

ALL RATES DISPLAYED ARE WITHOUT TAX/WITH TAX

RESIDENTS- PAY BY THE YEAR:

RV RATES, MOTOR HOME, TRAVEL TRAILER: \$420.00/~~\$447.30~~

BOAT & TRAILER, UTILITY TRAILER, CAR, TRUCK, GOLF CART, OR OTHER USE: \$360.00/~~\$383.40~~

RESIDENTS-SIX MONTH LEASE (non-refundable):

RV RATES, MOTOR HOME, TRAVEL TRAILER: \$210.00/~~\$223.65~~

BOAT & TRAILER, UTILITY TRAILER, CAR, TRUCK, GOLF CART, OR OTHER USE: \$180.00/~~\$191.70~~

BOAT SLIP RENTAL RATES (Rates Set October 1, 2020):

	PROPERTY OWNER RATES		NON PROPERTY OWNER RATES	
20FT SLIPS	3 MONTH	\$112.50/ \$119.81	6 MONTH	\$735.00/ \$782.78
	12 MONTH	\$450.00/ \$479.25	12 MONTH	\$1470.00/ \$1565.55
24FT SLIPS	3 MONTH	\$135.00/ \$143.78	6 MONTH	\$907.00/ \$965.96
	12 MONTH	\$540.00/ \$575.10	12 MONTH	\$1814.00/ \$1931.91
26FT SLIPS	3 MONTH	\$146.25/ \$155.76	6 MONTH	\$983.00/ \$1046.90
	12 MONTH	\$585.00/ \$623.03	12 MONTH	\$1960.00/ \$2093.79
33FT SLIPS	3 MONTH	\$168.75/ \$179.72	6 MONTH	\$1125.00/ \$1198.13
	12 MONTH	\$675.00/ \$718.88	12 MONTH	\$2250.00/ \$2396.25

CANOE/KAYAK RATES: MONTHLY \$10.00/~~\$10.65~~ or ANNUALLY \$100.00/~~\$106.50~~

\$25.00 Repositioning of boat from one slip to another each occurrence.

These "with tax" rates are based on the current Florida Sales Tax rate and are subject to immediate change if/when the Florida Sales Tax is changed.