

**BOARD OF TRUSTEES
REGULAR BOARD MEETING
December 7, 2020
9:30 A.M.
SMALL HALL
1903 69TH AVENUE WEST
BRADENTON, FLORIDA 34207**

REGULAR MEETING

Call to order

Roll Call

Public Comments

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

Update PP21 – Rates: Storage Lot, Boat Slips, Canoe/Kayak Racks (Dalton)

Rename “Public Relations Trustee” to Code Enforcement Trustee and Change PP1F to reflect change (Elton)

Approve Year End Bonuses for EE’s (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: Lori Dalton Date: December 7, 2020

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: To change PP21 – Rates: Storage Lot, Boat Slips, Canoe/Kayak Rack to include both the “before” tax rate and the “with” tax rate, the current Florida Tax Rate and the requirement for the Board Secretary to fix the “with” tax rate as needed. This was discussed at the November 16, 2020 workshop.

Costs/Estimated Costs:

Attachments: Final PP21 and draft of PP21

Trustees FOR

Trustees AGAINST

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

ALL RATES DISPLAYED ARE BEFORE 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	\$1966.00/\$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 of 6.5% and are subject to immediate change if/when the Florida Sales Tax is changed. Board Secretary is to fix the with tax figure displayed as needed.

Rates Set February 7, 2005, Revised April 2, 2007, 3/15/10, 3/29/10, 4/5/10, 11/16/16; 11/2016, 2/6/17, 7/17/17, 01/15/2018, 11/19/2018, 3/2/20, 10/1/20, 12/5/20
 BS&RV NON-OWNERS APRIL 2, 2007 (formerly PP28)

Add
Displayed,
remove
underline
add with

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

ALL RATES DISPLAYED ARE WITHOUT BEFORE TAX/WITH TAX

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BS&RV NON-OWNERS APRIL 2, 2007 (formerly PP28)

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: Gordon Elton Date: December 7, 2020

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Rename the Public Relations Trustee assignment to Code Enforcement Trustee to have the title more accurately reflect the duties of the assignment. The reality that I have experienced, since I was assigned to this duty, is totally focused on enforcement of the various deed restrictions, policies and procedures, and rules and regulations of Trailer Estates. The elements related to public relations are a byproduct of a complaint and seeking correction of the violation. The duties, as listed in PP1F, totally focus on enforcement.

Costs/Estimated Costs:

Attachments: Strikeout copy of Bylaws, Article IV, Organization

Trustees FOR

Trustees AGAINST

PP38 - Continuation of PP1F Proposed Change

Rationale (continued):

Some Trustees, at the November 16th meeting, indicated a disagreement with the possible name change. I ask those Trustees to explain their definition of "public relations" in relation to this position and how they experienced the balance between code enforcement and public relations.

Another comment dealt with "the title doesn't make the job". This may be true in a theoretical world. However, when discussing a complaint with a resident, the title I use "Public Relations" does nothing to convey the need for compliance to the resident and does nothing to indicate my level of responsibility for achieving compliance with the issue at hand. I believe the perception of the person hearing the title makes a difference in their attitude. Public Relations may be a more warm and fuzzy title, however, the goal is to achieve compliance, the title of Code Enforcement does, in my opinion, establish the level of understanding that a serious concern is being addressed.

Residents who are truly uninformed with the applicable rule and have a basic desire to abide with the rules are likely unaffected by the title used. Residents who are primarily interested in doing things their own way are unimpressed by the Public Relations title and may be impressed with the seriousness of the issue when the Code Enforcement title is used.

In any case, I believe the title of a position should reflect the major function of the position. The first five duties listed in PP1F clearly deal with code enforcement. None of the duties deal with public relations, except peripherally.

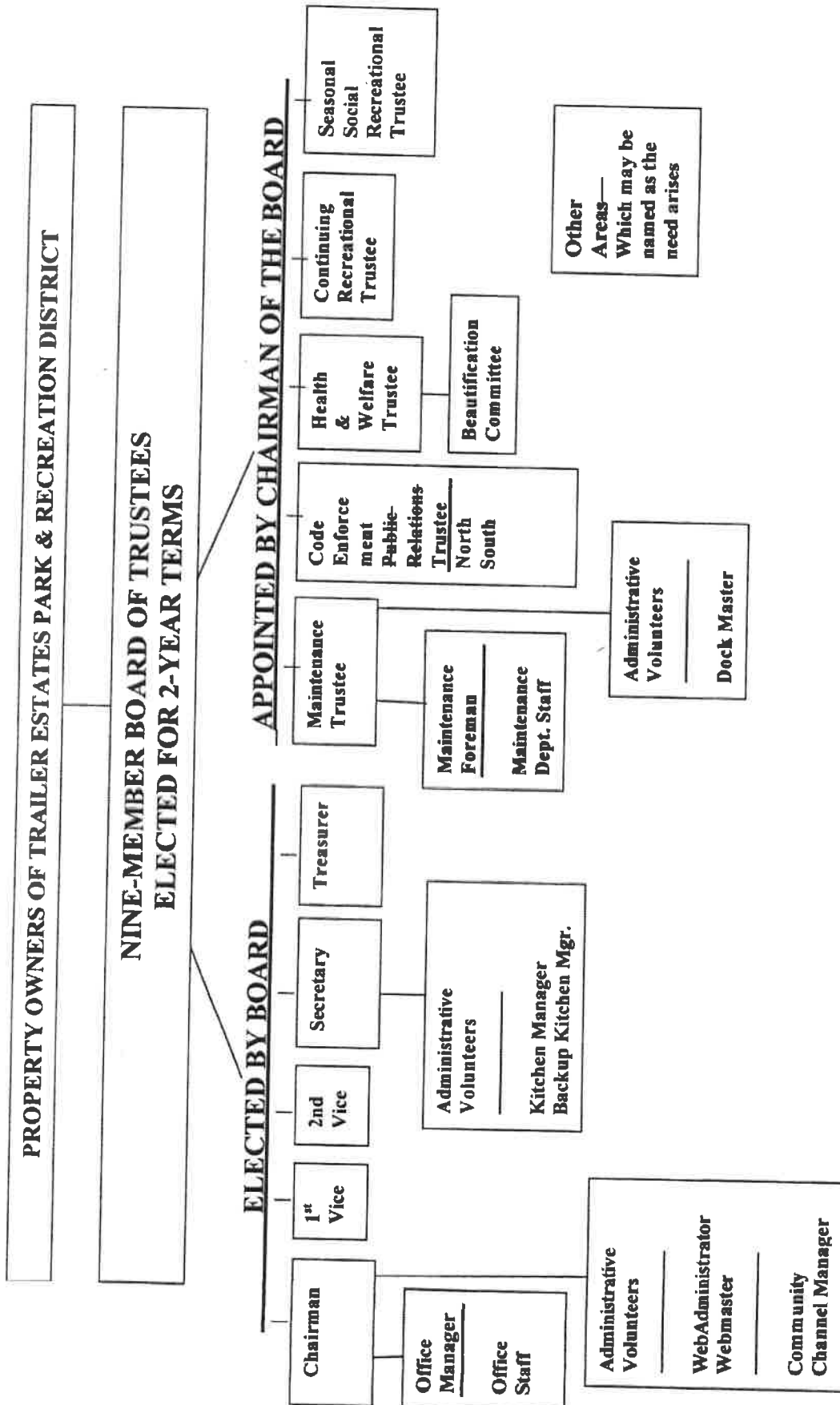
**TRAILER ESTATES PARK AND RECREATION DISTRICT
TRUSTEE DUTIES PPIF**

**DUTIES OF THE PUBLIC RELATIONS CODE
ENFORCEMENT TRUSTEE**

THE PUBLIC RELATIONS CODE ENFORCEMENT TRUSTEE SHALL:

1. Attempt to resolve problems concerning written complaints involving compliance of property owners and/or renters with Deed Restrictions, District Rules & Regulations, And District Policies and Procedures.
2. Respond to the complainant, acknowledging receipt of the complaint by phone call or note.
3. Report all compliance problems not resolved in a reasonable time to the board of trustees for review and action.
4. Be responsible for compliance with deed restrictions, district Rules & Regulations, and district policies/procedures in their assigned area.
 - **North trustee** -- north of Florida Blvd.
 - **South trustee**-- south of Florida Blvd. (including south side of Florida)
5. Regularly check area for violations, report violations to the district office, attempt to resolve violations by working with owners and/or renters, and report on-going violations to the board for review and action.
6. Notify Office Manager of vacant lots, removals and new homes as they occur.
7. Sign checks as requested.

TRAILER ESTATES PARK AND RECREATION DISTRICT ORGANIZATIONAL CHART PP 2



Adopted 12/15/08, Revised 5/18/09, 4/5/10(4/12/10); 11/2016, 7/2/18, 2/3/20
Organizational Chart (formerly PP41)

TRAILER ESTATES PARK & RECREATION DISTRICT BYLAWS

ARTICLE I. GENERAL (Amended 8/31/09)

The Bylaws contained herein are supplemental to Florida Law, Chapter 2002-361, the prevailing law governing the operation of Trailer Estates Park & Recreation District.

ARTICLE II. MEETINGS (Amended 8/31/09, 04/03/2017)

- A. Regular meetings of the Board of Trustees shall be held on the first and third Mondays of each month. Special Meetings or workshop Meetings may be called by the Chairman or by a majority of the Board members present at any meeting of the Board.
- B. A quorum of five (5) Trustees present is required to transact business.
- C. Any Trustee may have an item placed on any meeting agenda, provided the agenda request is provided not less than seven (7) days prior to the meeting. The agenda item shall be placed on the District website a minimum of seven (7) days prior to the meeting. Agenda items may be added to a workshop agenda at any time. Unless there is an "emergency item", all matters requiring action by the Board shall appear on the publicly posted agenda for the meeting. An "emergency item" is a matter that cannot reasonably be held over until the next regularly scheduled Board Meeting. Meeting agendas shall remain on the website for one (1) year.
- D. Each Trustee present at a Board Meeting shall vote on each decision, ruling or act presented for a vote, unless prohibited from doing so pursuant to Chapter 112, Florida Statutes.

ARTICLE III. ORDER OF BUSINESS (Amended 8/31/09, 04/03/2017)

Meetings of the Board shall be governed by Rules of Procedure adopted by the Board and where such Rules of Procedure do not address a matter, the meetings shall be guided by Robert's Rules of Order. Unless amended by the Chair, proceedings of the regular Board Meetings shall be as follows:

1. Call to order
2. Roll call
3. Residents' comments and questions (limited to three [3] minutes)
4. Approval of minutes
5. Report of Treasurer
6. Approval of bills
7. Staff or attorney comments
8. Informational reports from Trustees
9. Report(s) from standing committees
10. Old business
11. New business
12. Reports from clubs and organizations
13. Adjournment

Proceedings of the workshop, special, and emergency special meetings will be based on the items on the agenda.

ARTICLE IV. ORGANIZATION (Amended 8/31/09, 04/03/2017)

Pursuant to Section 3 of Florida Law 2002-361, the election of Chairman, First Vice Chairman, Second Vice Chairman, Secretary and Treasurer by the Board of Trustees shall be held at a Special Meeting held the first non-holiday weekday following January 1. The election of Chairman shall be conducted by the previous Chairman (who shall have a vote if a currently elected) Trustee or the park's attorney. The newly-elected Chairman will then conduct the subsequent officer election during the same meeting.

The Chairman shall then, or soon thereafter, assign members of the Board of Trustees areas of responsibility to plan, implement and supervise various District operations or activities. These areas of responsibility in combination or separately are:

- 1.) Maintenance
- 2.) Health and Welfare
- 3.) Public Relations Code Enforcement

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: December 7, 2020

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Review and approve individual EE Bonuses to be reflected in paychecks covering payroll cycle 12/6/2020 to 12/19/2020.

Costs/Estimated Costs:

Attachments: Final PP21 and draft of PP21

Trustees FOR

Trustees AGAINST

2020 Year End Employee Bonus

	<u>Budgeted Amount</u>	<u>Management Recommendation</u>	<u>YE Bonus Approved</u>
Full Time Employees			
TJ Miller	\$ 200.00		
Mark Yawberg	\$ 200.00		
Bill Cottom	\$ 200.00		
Darren Shankle	\$ 200.00		
Part Time Employees			
Joyce McCormick	\$ 100.00		
Dale Steinke	\$ 100.00		
Cynthia Sullivan	\$ 100.00		
Support/Seasonal Employees			
Sharon Bean	\$ 50.00		
Wendy Cook	\$ 50.00		
Marcia Manno	\$ 50.00		

TJ Miller

From: treasurer@trailerestates.com
Sent: Sunday, November 29, 2020 2:26 PM
To: 'TJ Miller'
Subject: 12_7 Meeting Agenda Item
Attachments: 2020 TE Employee Bonus.xlsx; PP38 12_7 Workshop EE YE Bonuses.pdf