

TRAILER ESTATES PARK & RECREATION DISTRICT

BOARD OF TRUSTEE WORKSHOP

April 5, 2021

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

SMALL HALL

1903 69TH AVENUE WEST

BRADENTON, FLORIDA 34207

1. Require Annual Owner Information Form (Dalton)

RESIDENT 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

MAR 17 '21 AM 9:15
PP 38

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

Agenda Require Annual Owner Information Form

For Upcoming Meeting—Date 04-05-2021

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): To start a discussion regarding requiring the owner information form to be completed annually. This portion affects the current PP27-Owner Form, Rules and Regulations Part A and PP27A-Keyless security system (fobs).

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.) Notes on PP27, PP27A and Rules and Regulations Part A.

Trustee Lori Dalton for Russell McAlister

Date Submitted 03-16-21

Chairman/Designee Mike Anson

Office Manager/Designee: Date Posted 3/29/2021 Initials [Signature]

**TRAILER ESTATES PARK AND RECREATION DISTRICT
OWNER INFORMATION FORM PP 27**

Property Address: _____

Owner Name: _____

T.E. Box Number: _____ Phone Number: _____

Tax Address (WHERE TAX BILL IS MAILED): _____

Off Season Address (IF DIFFERENT THAN TAX ADDRESS): _____

Phone Number: _____

E-mail Address (optional): _____

Does not include include any statement requiring annual completion.

Also, how will renter residents be handled?

EMERGENCY CONTACT FILE:

Name: _____ Phone Number: _____

Address: _____

Relationship: _____

WHO TAKES CARE OF LAWN:

Name: _____ Phone Number: _____

WHO HAS KEY TO YOUR HOME:

Name: _____ Phone Number: _____
(For emergency only)

FOR OFFICE USE ONLY:

FOB(S): _____

**TRAILER ESTATES PARK AND RECREATION DISTRICT
KEYLESS SECURITY SYSTEM (FOBS) PP 27A**

Purpose: To provide security for Trailer Estates common areas doors, provide access for residents, and monitor access and usage to facility.

Operation: Residents must purchase fob to activate common area, doors, gates and areas defined.

Eligibility:

1. Fobs will be issued to persons based on their residency and eligibility. Fobs may be issued to property owners not residing within the Trailer Estates Community. Property owners who lease their property will not provide fobs to tenants. Tenant must register for fob providing age requirements, lease agreement, etc.
2. Each person requesting a fob must be a registered property owner, guest or renter resident of Trailer Estates Park & Recreation District. Fobs will be issued only after person or guest has submitted age verification documents, picture ID, and approval of residency according to deed restrictions.
3. Each owner, renter and authorized household member must be individually registered as a resident.
4. Each resident must also complete an Owner Information Form providing, emergency contact information, their alternate address if Trailer Estates Park & Recreation District is not their primary residence, person responsible for lawn mowing, etc.

Resident's Fobs (See Separate Renter/Lessor below). To use facilities, registered residents must purchase fobs. Price will be \$50 per fob, non-transferable and refundable. Fobs will be activated as follows:

Fulltime Residents/Owner: A renewal of fobs will be issued and activated for one year, or September 30th whichever comes first. Resident must update their information annually to renew for the following year. There will be no charge after renewing.

Seasonal Resident/Owner: Issued and activated from the time resident registers to the expected departure date. Upon return and after registering, residents must update their information. There will be no charge for reactivating fob.

Households: At the request of the owner(s) and during the time of purchase, additional members of the household that are registered residents may be listed for use of the Primary Resident's fob. The owner(s) must sign an agreement to accept responsibility for the proper use of the fob and Park Facilities by household members.

Guests: Guests may enter and use facilities if accompanied by the owner. If guests desire to use pool or other facilities without the owner, the resident must obtain their guests' guest card that will be listed with the dates of the visit. Guest may only use resident's fob number listed on their Guest Card.

Renter/Lessor: May purchase fobs that will be activated for the limited periods of time that they will be present in Trailer Estates. The fob will expire when the lease expires (but will not be issued for more than 1 year). There will be a fee of \$75 of which \$50 is refundable.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
KEYLESS SECURITY SYSTEM (FOBS)**

MAR 17 '21 AM 9:15

PP 27A

Rules: Each person must use their own fob. Anyone sharing their fob or granting access to another person, or abusing facilities or other violations is subject to deactivation of fob, and other penalties as authorized by Trustees.

Non-Transferrable: Fobs will be deactivated upon death or vacating by resident. Fobs will not be transferred. New fobs must be purchased by new owners, new renters, a different family member becoming a resident, etc.

Special Fob: Will be issued to Trustees and Employees programmed as needed for their duties.

Multiple Fobs: A resident that desires a second fob for personal reasons, may purchase a second fob at the cost of \$50. This is for personal use only. Both fobs are subject to above rules, and violations will result in deactivation of both fobs.

Lost Fobs: The charge for replacement of a lost fob will be \$50.

ANY EXISTING FOBS THAT ARE NOT WITHIN ABOVE POLICY WILL NOT BE RENEWED.

**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 E: PENALTIES

PART A: THOSE IN THE DISTRICT AND ID CARDS

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 (Rev. 12/3/17, 09/04/18, 12/03/18)

- A. Any individual for whom an adult Property Owner or a Renter Resident (with a current district Identification Card) will sponsor and accept, 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, the guest card must be presented at each event attended without a resident displaying their ID card.

- C. The Guest Card for an overnight guest may be issued for a specific time period not to exceed 30 days a year.
- D. 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.
- E. 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. A visitor is someone who joins a resident (with an ID card) to a function and only for a limited number of hours on any given day.
- B. Visitors may not hold membership in, assume a leadership role in, nor conduct business of any kind in a club, organization, group or activity.

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 (Rev. 12/3/17, 09/04/18, 11/19/18)

- 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.

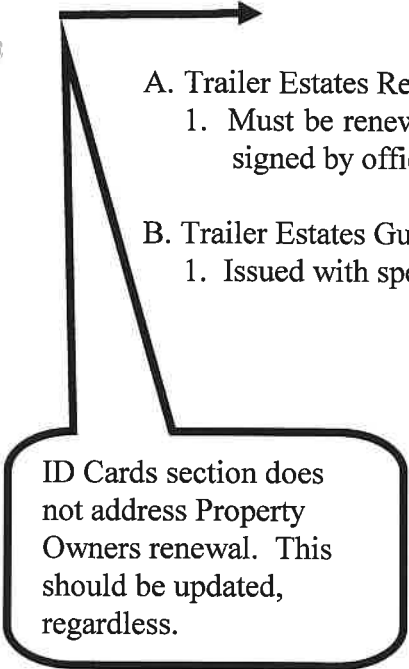
SECTION VII. CURRENT IDENTIFICATION CARDS (Rev. 09/18/95, 9/4/18, 11/19/18)

A. Trailer Estates Renter Card.

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.

1. Issued with specific expiration date by office personnel.



ID Cards section does not address Property Owners renewal. This should be updated, regardless.