

TRAILER ESTATES PARK & RECREATION DISTRICT**BOARD OF TRUSTEE WORKSHOP****February 20, 2023****Following the Board of Trustee Meeting****MARK'S HALL****1903 69TH AVENUE WEST****BRADENTON, FLORIDA 34207**

1. 1st Draft 2023_2024 Budget (Chandler)
2. Spectrum Contract (Chandler)
3. Review BOT Duties (PP1, PP1C, PP1D, PP1E, PP1F, PP1G, PP1H & PP1I)
(Dalton)
4. Property Appraisals – Changes to Insurance Coverages (Chandler)
5. Disposal of Trailer Estates Property (Lombardi)
6. Additional Full Time Maintenance Position (Lombardi)
7. Marina Additions and Upgrades (Lombardi)
8. Dumpsters (Lombardi)
9. January Survey Results (Lombardi)
10. Park Security (Lombardi)
11. Stage Curtains Replacement (Lombardi)
12. Charter Change for Trustees (Smith)
13. Event Set Up by Clubs (Smith)
14. Payment and Fees for Classes (Simonich)
15. Update Rules & Regulations – Part B (Dalton)
16. Reoccurring – Deed Restriction Changes (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/POLICY

PP 38 FEB 7 '23 PM 12:40

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

Agenda Item Update Rules & Regulations - Part B

For Upcoming Meeting—Date 02-20-2023

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.

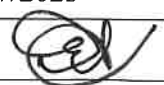
Rationale (for workshops)/ MOTION (for board meetings): To discuss updating
Rules & Regulations, Part B, Section II, Paragraph C to remove "wish to" as
discussed at the January 16, 2023 workshop and other changes identified
during the workshop of February 6, 2023.


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.

 Trustee Lori Dalton

Date Submitted 02/07/2023

Chairman/Designee 

Office Manager/Designee: Date Posted 2/14/2023 Initials 

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

PART B: RULES GOVERNING USE OF FACILITIES**SECTION I. (revised 11/17/08, 3/16/20)**

Each year prior to April 1, all organizations and clubs with regularly scheduled programs must reaffirm their schedules for the ensuing year by providing the Secretary of the Board of Trustees their schedule of meetings and all special events that are to take place at any District recreational facility.

- A. Schedules shall include which facility or combination of facilities are requested, the number of persons expected, the seating arrangements, equipment necessary, and other requirements for the program.
- B. Events or programs which have been regularly scheduled in previous years have precedence over new activities if schedules are submitted as stated above.
- C. These schedules must be submitted to the Secretary of the Board of Trustees.
- D. The Secretary, for the Board of Trustees, reserves the right to make activity schedule changes.
- E. Annually, each club, group or organization (CGO) needs to provide a copy of their current bylaws and list of officers. In lieu of these, less formal clubs and groups can submit a Club/Group Purpose and Contact Information form.
- F. Clubs, Groups and Organizations need to have a set of their rules on file in the office unless covered by the bylaws.

SECTION II. (adopted 11/19/18, 3/16/20)

To support fair and equal availability of all function rooms for property owners, the following rules apply:

- A. No property owner can reserve a function room more than two times per month and only for functions which could not be included with an existing club, group or organization.
- B. If a property owner wishing to reserve a function room more than two times per month the event must be listed as "Public" event of the park calendar allowing any property owner, renter or guest of either to attend and a Club/Group Purpose and Contact Information Form (PP39) must be submitted with the Reservation for Function Form (PP37).
- C. At no time can the number of individuals participating from outside the park (visitors) exceed those who wish to participate as property owners, renters and their guests.
- D. Please refer to Rules And Regulations Part A Section II for the definition of "Guests" and "Visitors".

SECTION III.

Trailer Estates sponsored activities have precedence over organization or club sponsored activities. Those activities scheduled during season may continue off season (without instructor) with a minimum attendance of five or more.

SECTION IV. (Revised 3/16/20)

Property owner sponsored activities and events shall be subordinate to and shall not conflict with previously scheduled Trailer Estates District, Organization or Club sponsored activity or event. Accommodations are made to schedule memorial services as close to their requested date and time as possible; even without a full week's notice.

SECTION V. (Revised 11/17/08, 12/5/11, 3/16/20)

For seasonal events or activity, the Secretary Trustee shall be notified of all seating and equipment arrangements necessary on the Reservation for Function Form (PP37) seven (7) days prior to the event or activity.

A. Fees will be incurred for emergent technical support and will be at a rate of \$70.00 for the call in and \$35.00 per hour. This fee will be charged back to the person completing the reservation.

B. If the kitchen(s) is to be used, a refundable cleanup and damage deposit of \$50 is required seven (7) days prior to the event or activity or at the time the kitchen key is obtained. The Kitchen Manager(s) shall be notified at that time.

1) The deposit shall be returned if the sponsor cleans up after the event and there is no damage done to District property. If property damage exceeds the deposit, the sponsor shall be responsible for all damages or repairs necessary.

2) If the club or organization uses the kitchen seven (7) or more times a month, their key may be retained. That key may not be given to an unauthorized person or group for any reason or their kitchen key privilege will be rescinded.

3) If the key to the kitchen is lost, the actual cost to rekey the kitchen (early 2023 the cost was \$300.00) will be incurred and charged back to the person completing the reservation.

C. Any outside activities who utilize the kitchen facilities shall comply with the rules governing the use of the kitchen(s).

D. Unless appropriate licensing is obtained, as described herein, the District's kitchen facilities shall only be used to prepare food for the residents of Trailer Estates and their guests, and any advertising which purports to offer food for consumption by the general public shall be prohibited.

Should a person or organization wish to utilize the kitchen facilities to prepare food for, or serve food to, the general public, such person or organization shall be required to obtain the appropriate license from the Florida Department of Business and Professional Regulation and to provide the District Office with a copy of same prior to commencing the event.

SECTION VI. (Rev. 6/20/11; 11/7/11; 08/07/17, 7/5/22)

As determined by a State of Florida Fire Marshall the seating capacities of rooms in the common recreational facilities of Trailer Estates Park and Recreation District are:

LARGE HALL: 616 row seating: front hall 300; rear hall 300
500 table and chairs; front hall 240; rear hall 259
Dance Floor (1102 square foot dance hall); 426

MARK'S HALL: 200 Row seating with Stage half = 125 and Fireplace half = 75
150 Table seating with Stage half = 88 and Fireplace half = 62

COMBINED HALLS: Dance Floor (1102 sq.ft) with both doors open; 576 occupants

EXERCISE ROOM: 20
CARD ROOM (poker): 20
COMPUTER: 20
RIHA BUILDING: 30

BILLIARDS ROOM: 8
SHARE-A-CRAFT ROOM: 50
(with current seating and tables)
VIDEO: 20

- A. In no case shall the rated seating capacities be exceeded in any area for any event or function.
- B. Events and functions shall be scheduled and assigned specific rooms or areas based upon event's anticipated number of participants. Rooms or areas previously assigned, may be changed at any time to accommodate newly scheduled events or functions at the discretion of the Secretary Trustee (Rev. 3/21/11). In no case shall an event or function be canceled because of the refusal of a previously scheduled event or function to move to another room or area.

Section VII. (Revised 08/20/18)

Trailer Estates District property owners and renter residents may use the facilities for activities such as birthday parties, wedding receptions, anniversaries, testimonials, memorial services and other events which are one day out-of-park activities they are sponsoring. (3/21/11; 4/18/11; 08/20/18)

- A. All requests for the use of the facilities by property owners and renter residents which may include persons or groups who are not residents or property owners must be approved by the Secretary Trustee (Rev. 4/10).
- B. At the time of the reservation request, sponsors of any property owner function shall deposit a refundable clean-up and damage charge with the District. The deposit shall be returned if the sponsor cleans up after the event and there is no damage done to District property. If property damage exceeds the deposit the sponsor shall be responsible for all damages or repairs necessary. Deposit amounts: \$100 for small hall or meeting rooms, \$200 for large hall (3/21/11)

Section VIII. (3/21/11)

Any disregard of the officially scheduled activities will be deemed a violation of the rules governing the use of facilities.

Section IX.

Commercial use of the marina by a boat slip renter is prohibited. (6/20/11)
Commercial use of the storage lot by a storage lot renter is prohibited. (1/16/12)

DRAFT 2-20-23

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Agenda Item Reoccurring - Deed Restriction Changes

For Upcoming Meeting—Date 02-20-2023

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 continue

discussing possible Deed Restriction changes. We started the discussion on

February 6, 2023 and will continue to discuss a each workshop. The attached

list of proposed changes will be updated for each meeting.

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.) Current List of Proposed Changes and
list from 11/15/2021

LD Trustee Lori Dalton

Date Submitted 02/07/2023

Chairman/Designee

Office Manager/Designee: Date Posted 2/14/2023 Initials

PROPOSED DEED RESTRICTION CHANGES

- #3 The use of any and all lots, blocks or parcels SAVE AND EXCEPT those owned by Trailer Estates Park and Recreation District, its successors or assigns, shall be limited to single-family residential use. The minimum number of days for a lease will be 31 or greater.
- #6 No boat, boat trailer, travel trailer, motor home or similar property shall be stored on or about any lot, block or parcel unless in an enclosed structure or completely underneath a carport structure, SAVE AND EXCEPT upon a parcel designated for storage of such property by the Board of Trustees of the District. Boats, travel trailers and motor homes or similar property may be on premises for purpose of loading, unloading, repairs, cleaning, etc. for no more than 48 hours in a 30 day period.
- #12 In order to maintain a community of congenial residents who are agreeable to abide by the "housing for older persons" restrictions contained in the Deed Restrictions and provisions of the Charter of Trailer Estates Park and Recreation District (hereinafter collectively "Restrictions"), the transfer of lots or parcels by any owner shall be subject to the conditions hereinafter set forth as long as said Restrictions shall remain in force and effect: It shall be necessary for the Board of Trustees of the Trailer Estates Park and Recreation District, or its duly authorized officers, agents or committee, to approve in writing all sales, transfer of title, leases greater than 31 days or ~~subleases~~ of a lot or parcel, or occupation of a dwelling unit on a lot or parcel, before such sale, transfer, lease, greater than 31 days ~~sublease~~ or occupation shall be valid and effective. Written application for such approval shall contain such information as may be reasonably required by application forms promulgated by the board of Trustees and shall be accompanied by a transfer fee as required by resolution of the Board, provided, however, such fee shall not exceed Fifty (\$50.00) Dollars.

"Final" list from
11/15/2021 Workshop

To be placed at the end of 1. In the Deed Restriction: Any new vacant lot that occurs after the adoption of the revised Deed Restriction shall have a new mobile home placed on it **to have occupancy** within **36** months from the date of purchase. Any current vacant lot at the time of the revised Deed Restrictions shall have a new mobile home placed on it **to have occupancy** within **36** months from the date of the changes to the Deed Restrictions.

#12: ..., however, such fees shall not exceed ~~Fifty (\$50.00)~~ One hundred fifty dollars with an annual adjustment of \$5.00 per year to begin on October 1, 20__.

to be placed at the end of #11: of Any rental of property within the Parks jurisdiction and subdivision must be for minimum of 31 continuous and consecutive days.