

TRAILER ESTATES PARK & RECREATION DISTRICT

BOARD OF TRUSTEE WORKSHOP

Tuesday, September 6, 2022

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

MARK'S HALL

1903 69TH AVENUE WEST

BRADENTON, FLORIDA 34207

1. Reoccurring Workshop Agenda (Chandler)
2. Review Amended 2021_2022 Budget (Chandler)
3. Review Final2022_2023 Budget (Chandler)
4. Maintenance Employee Re-alignment (Trotter)
5. Compensation Review – Effective September 6, 2022 (Chandler)
6. Florida Association of Special District (Trotter)
7. Review Charter Changes – December Referendum (Chandler)
8. Review Presentation for 9/14 Public Hearing (Chandler)
9. Club Checking Accounts and the use of the District Tax ID (Chandler)
10. Movie License (Gregory)
11. Set Up/Take Down Payments (Gregory)
12. Creating a Community Planning Committee (Gregory)
13. Fair Housing Amendment Act (Trotter)
14. Bingo Policy PP15A Trotter)

RESIDENT COMMENTS

Adjourn

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 PP 38

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

Agenda Preoccurring Workshop Agenda - Seawall Repair
For Upcoming Meeting—Date Dec 20, 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): place an agenda item on the workshop to update Board & Residents regarding repair to the Marina seawall until project is outlined and financed

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.) Interactive workshop to allow the exchange of information from Residents and Board Members. to be placed on Workshop agenda until further notice.

Trustee Mary Chandler

Date Submitted 12-13-21

Chairman/Designee ~~Mike Amador~~ Duane Trotter

Office Manager/Designee: Date Posted 12/13/2021 Initials MD
5/23/2022
6/27/2022 8/30/2022

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38**

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

Agenda Review Amended 2021_2022 Budget

For Upcoming Meeting—Date September 6, 2022

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): _____

Review Amended Budget for Fiscal Year 2021_2022 needed to
recognize events not known when originally adopted. Anticipate adopting on
September 19, 2022


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.) Draft of Amended Budget and
Draft of Resolution to adopt.

Trustee Mary Chandler

Date Submitted August 26, 2022

Chairman/Designee 

Office Manager/Designee: Date Posted 8/30/2022 Initials 

**Trailer Estates Park & Recreation District
Fund Balance Projection**

	<u>Adopted</u>	<u>Amended</u>
	<u>March 15, 2021</u>	<u>September 19, 2022</u>
Audited Fund Balance September 30, 2021	\$ 697,140	\$ 697,140
Dissolution of Beautification Committee		\$ 6,049
<u>Capital Projects Outstanding:</u>		
Marina Fish Cleaning House	\$ 5,000	\$ 5,000
Marina Decking	\$ 27,000	\$ 27,000
Entrance to TEN Property	\$ 10,000	\$ 10,000
Reserve for Air Conditioning Replacement	\$ 14,250	\$ 14,250
Emergency Only Phone Lines	\$ 3,100	\$ 3,100
Reserve for Shuffle Court Maintenance	\$ 4,775	\$ 4,775
Maintenance Golf Cart	\$ 7,000	\$ 7,000
Additional Surveillance Cameras	\$ 7,200	\$ 7,200
	<u>\$ 78,325</u>	<u>\$ 78,325</u>
Transfer from TE Fire Auxiliary 7/1/22		\$ 87,481
Acquisition Expenses not Budgeted		\$ (9,500)
		<u>\$ 77,981</u>
Budgeted Income FYE 2022	\$ 1,788,792	\$ 1,780,022
Budgeted Expenses FYE 2022	\$ 1,745,275	\$ 1,754,275
Net Income(Loss)	<u>\$ 43,517</u>	<u>\$ 25,747</u>
Estimated Beginning Fund Balance 10/1/2022	\$ 662,332	\$ 728,592

AUG 28 '22 AM 9:10

**Trailer Estates Park & Recreation District
2021/2022 Fiscal Year Budget**

	<u>Adopted</u>		<u>Amended</u>
	<u>March 15, 2021</u>		<u>September 19, 2022</u>
<u>Income</u>			
Assessment Per Single Lot	\$ 1,111.02	\$	1,111.02
Subdivision Lots	\$ 1,479	\$	1,479
Gross Assessment Income	\$ 1,643,199	\$	1,643,199
Early Payment Discount	\$ (55,362)	\$	(55,362)
Estimated Assessment Income before Admin Fee	\$ 1,587,837	\$	1,587,837
Administrative Fee - 3%	\$ (47,635)	\$	(47,635)
Net Assessment Income	\$ 1,540,201	\$	1,540,201
Interest Income	\$ 8,000	\$	150
Marina Income			
Boat Slip Rental-Owners	\$ 50,659	\$	51,200
Boat Slip Rental - Non-Owners	\$ 41,811	\$	28,900
Kayak Rentals	\$ 4,000	\$	4,000
	\$ 96,470	\$	84,100
Facility Rentals			
Marina Bldg Rent	\$ 24,400	\$	24,400
Church Office Rent	\$ 10,009	\$	10,009
Post Office Rent	\$ 7,536	\$	7,536
Laundry Income	\$ 5,475	\$	5,475
	\$ 47,420	\$	47,420
Storage Lot Rents	\$ 61,551	\$	73,000
Seasonal Recreation	\$ 14,000	\$	14,000
Continuing Recreation	\$ 2,300	\$	2,300
Application Fee Income	\$ 13,250	\$	13,250
Miscellaneous Income	\$ 5,600	\$	5,600
Total Income	\$ 1,788,792	\$	1,780,022
<u>Expense</u>			
Payroll Expenses	\$ 445,560	\$	445,560
Legal Expense	\$ 28,330	\$	37,330
Accounting Expense	\$ 12,000	\$	12,000
Cable T.V.	\$ 640,710	\$	640,710
Utilities	\$ 94,500	\$	94,500
Trash Removal	\$ 138,000	\$	138,000
Insurance	\$ 125,000	\$	125,000

County Storage Lease	\$	8,600	\$	8,600
County Property Taxes	\$	5,400	\$	5,400
Maintenance & Repairs	\$	84,000	\$	84,000
Administrative Expenses	\$	6,600	\$	6,600
Technology	\$	8,500	\$	8,500
Seasonal Recreation	\$	21,725	\$	21,725
Continuing Recreation	\$	6,300	\$	6,300
Health & Welfare	\$	3,450	\$	3,450
Miscellaneous Expenses	\$	2,500	\$	2,500
Office Expense	\$	6,500	\$	6,500
Capital Outlay	\$	107,600	\$	107,600
Total Expense	\$	1,745,275	\$	1,754,275
Net Income/(Loss)	\$	43,517	\$	25,747

Budgeted in 2021 2022

Replace Floor in Small Hall	\$	33,000
Entrance to TEN Property	\$	10,000
Replace Maintenance Golf Cart	\$	7,000
Purchase New Piece of Excercize Equipment	\$	5,600
Convert a Shuffleboard Court to a Pickleball Court	\$	52,000
	\$	107,600

RESOLUTION 2021-2022A**A RESOLUTION OF THE BOARD OF TRUSTEES FOR TRAILER ESTATES PARK AND RECREATION DISTRICT ADOPTING AN AMENDED BUDGET FOR THE FISCAL YEAR STARTING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022**

WHEREAS, Trailer Estates Park and Recreation District Board of Trustees (“Board”) is required pursuant to Section 189.418(3), Florida Statutes, to adopt a budget by resolution for each fiscal year; and

WHEREAS, the Trailer Estates Park and Recreation District may only make expenditures and enter into contracts for expenditures that are in pursuance of budgeted appropriations; and

WHEREAS, the Trailer Estates Park and Recreation District acquired via Quit Claim Deed for and in consideration of the sum of \$10.00 property lying and being in Manatee County, Florida with a physical address of 6831 American Way, Bradenton, Fl, Parcel Identification Number 6447800001 on the 17th day of June, 2022; and

WHEREAS, the Trailer Estates Park and Recreation District in addition to the property acquired received \$87,481.45, the balance of a bank account held by the Trailer Estates Fire Control District Auxiliary on the 14th day of July, 2022; and

WHEREAS, The Trailer Estates Park and Recreation District, abolished the Beautification Committee, a Sub-Committee of the board, transferring the balance of its fund, \$6,048.91 to be used for the general operation of the district; and

WHEREAS, the Trailer Estates Park and Recreation budget is revised to reflect other changes related to the operation of the District during the fiscal year from October 1, 2021 to September 30, 2022; and

WHEREAS, Trailer Estates Park and Recreation District, has determined that the Budget adopted by Resolution 2021-2022 for the fiscal year from October 1, 2021 to September 30, 2022 should be amended to include these events; and

WHEREAS, the Board has found that the proposed budget provides for the total amount available to the Trailer Estates Park and Recreation District from taxation and other sources, including amounts carried over from prior fiscal years, to equal the total of appropriations for the expenditures and reserves.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR TRAILER ESTATES PARK AND RECREATION DISTRICT, that:

1. The WHEREAS clauses set forth above are adopted as findings of fact.
2. That the budget for the fiscal year from October 1, 2021 to September 30, 2022 is hereby amended and adopted as set forth in Exhibit "A", attached hereto and incorporated herein by reference.
3. This resolution is effective immediately upon adoption.

APPROVED AND DULY ADOPTED with a quorum present and voting, this 19th day of September, 2022.

TRAILER ESTATES PARK AND RECREATION DISTRICT

BY: _____
Duane Trotter
Chair of the Board of Trustees

ATTEST:

Mary Chandler
Treasurer of the Board of Trustees

EXHIBIT A

Trailer Estates Park & Recreation District
Fund Balance Projection

	<u>Amended</u> <u>September 19, 2022</u>
Audited Fund Balance September 30, 2021	\$697,140
Dissolution of Beautification Committee	\$ 6,049
Capital Projects Outstanding:	
Marina Fish Cleaning House	\$ 5,000
Marina Decking	\$ 27,000
Entrance to TEN Property	\$ 10,000
Reserve for Air Conditioning Replacement	\$ 14,250
Emergency Only Phone Lines	\$ 3,100
Reserve for Shuffle Court Maintenance	\$ 4,775
Maintenance Golf Cart	\$ 7,000
Additional Surveillance Cameras	<u>\$ 7,200</u>
	\$ 78,325
Transfer from TE Fire Auxiliary 7/1/22	\$ 87,481
Acquisition Expenses not Budgeted	<u>\$ (9,500)</u>
	\$ 77,981
Budgeted Income FYE 2022	\$1,780,022
Budgeted Expenses FYE 2022	\$1,754,275
Net Income (Loss)	\$25,747
Estimated Beginning Fund Balance 10/1/2022	\$728,592

AUG 29 '22 AM 9:10

**Trailer Estates Park & Recreation District
2021/2022 Fiscal Year Budget**

	<u>Amended</u> <u>September 19, 2022</u>
Income:	
Assessment Per Single Lot	\$1,111.02
Subdivision Lots	1,479
Gross Assessment Income	\$1,643,198
Discounts / Fees	<u>\$ (102,997)</u>
Net Assessment Income	\$1,540,201
Interest Income	\$ 150
Rental Income	\$ 204,520
Seasonal Recreation	\$ 14,000
Continuing Recreation	\$ 2,300
Application Fee Income	\$ 13,250
Miscellaneous Income	\$ 5,600
Total Income	\$1,780,022
Expense:	
Payroll Expenses	\$ 445,560
Legal Expense	\$ 37,330
Accounting Expense	\$ 12,000
Cable T.V.	\$ 640,710
Utilities	\$ 94,500
Trash Removal	\$ 138,000
Insurance	\$ 125,000
Maintenance & Repairs	\$ 84,000
Technology	\$ 8,500
Recreation Expense	\$ 31,475
Admin / Office Expense	\$ 29,600
Capital Outlay	<u>\$ 107,600</u>
Total Expense	\$1,754,275
Net Income/(Loss)	\$ 25,747
Capital Outlay:	
Replace Floor in Small Hall	\$ 33,000
Entrance to TEN Property	\$ 10,000
Replace Maintenance Golf Cart	\$ 7,000
Purchase New Piece of Exercise Equipment	\$ 5,600
Convert a Shuffleboard Court to a Pickleball Court	<u>\$ 52,000</u>
	\$ 107,600

AUG 29 '22 AM 8:10

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

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

Agenda Review Final 2022_2023 Budget

For Upcoming Meeting—Date September 6, 2022

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): _____

Review Final Budget for Fiscal Year 2022_2023 to be adopted
following the Public Hearing on Sept 14, 2022

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.) Draft of Budget and Resolution

Trustee Mary Chandler

Date Submitted August 26, 2022

Chairman/Designee 

Office Manager/Designee: Date Posted 8/30/2022 Initials 

**Trailer Estates Park & Recreation District
Fund Balance Projection**

AUG 29 '22 AM 9:10

Audited Fund Balance September 30,2021	\$	697,140
 <u>Capital Projects Outstanding:</u>		
Marina Fish Cleaning House	\$	5,000
Marina Decking	\$	27,000
Entrance to TEN Property	\$	10,000
Reserve for Air Conditioning Replacement	\$	14,250
Emergency Only Phone Lines	\$	3,100
Reserve for Shuffle Court Maintenance	\$	4,775
Maintenance Golf Cart	\$	7,000
Additional Surveillance Cameras	\$	7,200
	<u>\$</u>	<u>78,325</u>
Budgeted Income FYE 2022	\$	1,788,792
Budgeted Expenses FYE 2022	\$	1,745,275
Net Income(Loss)	<u>\$</u>	<u>43,517</u>
Estimated Beginning Fund Balance 10/1/2022	\$	662,332
Budgeted Income FYE 2023	\$	2,110,699
Budgeted Expenses FYE 2023	\$	(2,109,944)
Net Income(Loss)	\$	755
Projected Fund Balance September 30, 2023	\$	663,087
Transfer from TE Fire Auxiliary 7/1/22	\$	87,481
Est Gift of Restricted Fund Balance TEFCD 9/30	\$	180,300
Acquition Expenses not Budgeted	\$	(9,500)
Transfer - Park Manager Subsidy	\$	(63,601)
Estimated Balance 9/30/2022	<u>\$</u>	<u>194,680</u>

**Trailer Estates Park & Recreation District
2022/2023 Fiscal Year
FINAL Budget**

AUG 29 '22 4:11

		<u>Budget</u> <u>2022/2023</u>
<u>Income</u>		
Operating Assessments (Per Lot))	\$	1,214.00
Special Assessment	\$	100.44
Total Assessment	\$	1,314.44
Gross Assessment (1479 Lots)	\$	1,944,057
Early Payment Discounts	\$	(72,902)
Administrative Fee	\$	(58,322)
Net Assessment Income	\$	1,812,833
Interest Income	\$	160
Rental Income	\$	256,906
Recreation	\$	19,450
Application Fee Income	\$	13,250
Miscellaneous Income	\$	8,100
Total Income	\$	2,110,699
<u>Expense</u>		
Payroll Expenses	\$	460,508
Series 2022 Note	\$	138,459
Park Manager/Management Firm	\$	127,202
Funded via General Fund	\$	(63,601)
Cable T.V.	\$	707,113
Trash Removal	\$	141,000
Legal Expense	\$	46,000
Accounting Expense	\$	13,000
Utilities	\$	103,700
Insurance	\$	190,600
County Storage Lease	\$	8,414
County Property Taxes	\$	6,230
Maintenance & Repairs	\$	92,800
Administrative/Office Expenses/Misc Expenses	\$	17,500
Technology	\$	11,750
Recreation	\$	42,069
Capital Outlay	\$	67,200
Total Expense	\$	2,109,944
Net Income/(Loss)	\$	755
<u>Capital Outlay</u>		
Replace 2 A/C Units	\$	20,000
Spa Heater	\$	7,000
Pool Deck Addition	\$	30,000
Auto Flush Toilets	\$	3,200
Paint interior of Large Hall	\$	7,000
	\$	67,200

RESOLUTION 2022-2023B

AUG 29 '22 AM 9:11

A RESOLUTION OF THE BOARD OF TRUSTEES FOR TRAILER ESTATES PARK AND RECREATION DISTRICT ADOPTING A PRELIMINARY AMENDED BUDGET FOR THE FISCAL YEAR STARTING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023

WHEREAS, Trailer Estates Park and Recreation District Board of Trustees (“Board”) is required pursuant to Section 189.418(3), Florida Statutes, to adopt a budget by resolution for each fiscal year; and

WHEREAS, the Trailer Estates Park and Recreation District may only make expenditures and enter into contracts for expenditures that are in pursuance of budgeted appropriations; and

WHEREAS, the Trailer Estates Park and Recreation District has acquired debt in an amount of \$1.5M for a term of 15 years and will impose an assessment of **\$125** against each residential parcel or platted subdivision lot or proportionate share thereof of property within the District; and

WHEREAS, Trailer Estates Park and Recreation District, has determined that the Preliminary Amended Budget adopted by Resolution 2022-2023A for Fiscal Year 2022/2023 should be amended to include the actual repayment of such debt; and

WHEREAS, the Board has found that the proposed budget provides for the total amount available to the Trailer Estates Park and Recreation District from taxation and other sources, including amounts carried over from prior fiscal years, to equal the total of appropriations for the expenditures and reserves.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR TRAILER ESTATES PARK AND RECREATION DISTRICT, that the Final Budget for the fiscal year from October 1, 2022 to September 30, 2023, attached hereto as Exhibit “A”, is hereby adopted as amended following a Public Hearing held on September 14, 2022.

APPROVED AND DULY ADOPTED with a quorum present and voting, this 14 day of September, 2022.

TRAILER ESTATES PARK AND RECREATION DISTRICT

BY: _____

Duane Trotter
Chair of the Board of Trustees

ATTEST:

Mary Chandler
Treasurer and 2nd Vice Chairman of the Board of Trustees

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38**

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

Agenda Maintenance Employee Re-alignment

For Upcoming Meeting—Date 9/6/2022

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): _____

Propose to change Bill Cottom an exempt employee. This position should be an Administrator position addressing contracts, bid requirements and complete oversight of the Maintenance operation. It will also reduce the overtime and compt time for this position. Also, change Randy Hedgecock to supervise full/pt staff.
Increase the annual salary requirements for both positions to bring into current rang


Costs/Estimated Costs: **(Required if agenda item includes spending district money.)**
See attached

Attachments: **(Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)** _____

Trustee Trotter

Date Submitted 8/18/2022

Chairman/Designee 

Office Manager/Designee: Date Posted 8/29/2022 Initials 

AUG 29 '22 4:09:08

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38**

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

Agenda Compensation Review - Effective 10/1/2022

For Upcoming Meeting—Date September 6, 2022

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): _____

Review Salary & Benefits Budget 2022_2023 to determine compensation adjustment effective 10/1/2022

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.)** Exhibit will be provided before mtg

Trustee Mary Chandler

Date Submitted August 28, 2022

Chairman/Designee _____

Office Manager/Designee: Date Posted 8/30/2022 Initials TC

Office Manager

Current Hourly Rate

1-10 Years	11-20 Years	21-30 Years	31-35 Years	36-40 Years	41+ Years
20.00	22.09	25.14	30.19	33.34	36.81
20.20	22.31	25.51	30.80	34.00	37.54
20.40	22.54	25.90	31.41	34.68	38.29
20.61	22.76	26.29	32.04	35.38	39.06
20.81	22.99	26.81	32.68	36.08	39.84
21.02	23.33	27.35			
21.23	23.68	27.89			
21.44	24.04	28.45			
21.66	24.40	29.02			
21.87	24.77	29.60			

Percent Increase

2.00%

Proposed Salary

1-10 Years	11-20 Years	21-30 Years	31-35 Years	36-40 Years	41+ Years
\$42,432.00	\$46,866.14	\$53,337.02	\$64,051.10	\$70,734.14	\$78,096.10
\$42,856.32	\$47,332.90	\$54,122.02	\$65,345.28	\$72,134.40	\$79,644.86
\$43,280.64	\$47,820.86	\$54,949.44	\$66,639.46	\$73,577.09	\$81,236.06
\$43,726.18	\$48,287.62	\$55,776.86	\$67,976.06	\$75,062.21	\$82,869.70
\$44,150.50	\$48,775.58	\$56,880.10	\$69,333.89	\$76,547.33	\$84,524.54
\$44,596.03	\$49,496.93	\$58,025.76			
\$45,041.57	\$50,239.49	\$59,171.42			
\$45,487.10	\$51,003.26	\$60,359.52			
\$45,953.86	\$51,767.04	\$61,568.83			
\$46,399.39	\$52,552.03	\$62,799.36			

Office Assistant

Current Hourly Rate

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
15.00	16.56	18.28	20.19	22.29	24.61
15.30	16.89	18.65	20.59	22.73	25.10
15.61	17.23	19.02	21.00	23.19	25.60
15.92	17.57	19.40	21.42	23.65	26.12
16.24	17.93	19.79	21.85	24.13	26.64

Percent Increase 0.00%

Proposed 2023

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$15.00	\$16.56	\$18.28	\$20.19	\$22.29	\$24.61
\$15.30	\$16.89	\$18.65	\$20.59	\$22.73	\$25.10
\$15.61	\$17.23	\$19.02	\$21.00	\$23.19	\$25.60
\$15.92	\$17.57	\$19.40	\$21.42	\$23.65	\$26.12
\$16.24	\$17.93	\$19.79	\$21.85	\$24.13	\$26.64

Percent Increase 0.00%

Proposed 2024

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$15.00	\$16.56	\$18.28	\$20.19	\$22.29	\$24.61
\$15.30	\$16.89	\$18.65	\$20.59	\$22.73	\$25.10
\$15.61	\$17.23	\$19.02	\$21.00	\$23.19	\$25.60
\$15.92	\$17.57	\$19.40	\$21.42	\$23.65	\$26.12
\$16.24	\$17.93	\$19.79	\$21.85	\$24.13	\$26.64

Percent Increase 0.00%

Proposed 2025

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$15.00	\$16.56	\$18.28	\$20.19	\$22.29	\$24.61
\$15.30	\$16.89	\$18.65	\$20.59	\$22.73	\$25.10
\$15.61	\$17.23	\$19.02	\$21.00	\$23.19	\$25.60
\$15.92	\$17.57	\$19.40	\$21.42	\$23.65	\$26.12
\$16.24	\$17.93	\$19.79	\$21.85	\$24.13	\$26.64

Percent Increase 0.00%

Proposed 2026

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$15.00	\$16.56	\$18.28	\$20.19	\$22.29	\$24.61
\$15.30	\$16.89	\$18.65	\$20.59	\$22.73	\$25.10
\$15.61	\$17.23	\$19.02	\$21.00	\$23.19	\$25.60
\$15.92	\$17.57	\$19.40	\$21.42	\$23.65	\$26.12
\$16.24	\$17.93	\$19.79	\$21.85	\$24.13	\$26.64

Maintenance Foreman

Current Hourly Rate

1-10 Years	11-20 Years	21-30 Years	31-35 Years	36-40 Years	41+ Years
20.32	22.55	26.07	29.23	31.89	35.21
20.52	22.89	26.36	29.70	32.53	35.92
20.72	23.23	26.65	30.17	33.18	36.63
20.93	23.58	26.94	30.65	33.84	37.37
21.14	23.94	27.24	31.27	34.52	38.11
21.35	24.30	27.54			
21.57	24.66	27.84			
21.78	25.03	28.15			
22.00	25.41	28.46			
22.22	25.79	28.77			

Percent Increase

8.00%

Proposed Salary

1-10 Years	11-20 Years	21-30 Years	31-35 Years	36-40 Years	41+ Years
\$45,646.85	\$50,656.32	\$58,563.65	\$65,662.27	\$71,637.70	\$79,095.74
\$46,096.13	\$51,420.10	\$59,215.10	\$66,718.08	\$73,075.39	\$80,690.69
\$46,545.41	\$52,183.87	\$59,866.56	\$67,773.89	\$74,535.55	\$82,285.63
\$47,017.15	\$52,970.11	\$60,518.02	\$68,852.16	\$76,018.18	\$83,947.97
\$47,488.90	\$53,778.82	\$61,191.94	\$70,244.93	\$77,545.73	\$85,610.30
\$47,960.64	\$54,587.52	\$61,865.86			
\$48,454.85	\$55,396.22	\$62,539.78			
\$48,926.59	\$56,227.39	\$63,236.16			
\$49,420.80	\$57,081.02	\$63,932.54			
\$49,915.01	\$57,934.66	\$64,628.93			

Maintenance Groupleader

Current Hourly Rate

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
17.00	18.77	20.72	22.88	25.26	27.89
17.34	19.14	21.14	23.34	25.77	28.45
17.69	19.53	21.56	23.80	26.28	29.02
18.04	19.92	21.99	24.28	26.81	29.60
18.40	20.32	22.43	24.77	27.34	30.19

Percent Increase 8.00%

Proposed 2023

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$18.36	\$20.27	\$22.38	\$24.71	\$27.28	\$30.12
\$18.73	\$20.67	\$22.83	\$25.21	\$27.83	\$30.73
\$19.11	\$21.09	\$23.28	\$25.70	\$28.38	\$31.34
\$19.48	\$21.51	\$23.75	\$26.22	\$28.95	\$31.97
\$19.87	\$21.95	\$24.22	\$26.75	\$29.53	\$32.61

Percent Increase 8.00%

Proposed 2024

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$19.83	\$21.89	\$24.17	\$26.69	\$29.46	\$32.53
\$20.23	\$22.32	\$24.66	\$27.22	\$30.06	\$33.18
\$20.63	\$22.78	\$25.15	\$27.76	\$30.65	\$33.85
\$21.04	\$23.23	\$25.65	\$28.32	\$31.27	\$34.53
\$21.46	\$23.70	\$26.16	\$28.89	\$31.89	\$35.21

Percent Increase 8.00%

Proposed 2025

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$21.42	\$23.64	\$26.10	\$28.82	\$31.82	\$35.13
\$21.84	\$24.11	\$26.63	\$29.40	\$32.46	\$35.84
\$22.28	\$24.60	\$27.16	\$29.98	\$33.11	\$36.56
\$22.73	\$25.09	\$27.70	\$30.59	\$33.77	\$37.29
\$23.18	\$25.60	\$28.26	\$31.20	\$34.44	\$38.03

Percent Increase 6.00%

Proposed 2026

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$22.70	\$25.06	\$27.67	\$30.55	\$33.73	\$37.24
\$23.15	\$25.56	\$28.23	\$31.17	\$34.41	\$37.99
\$23.62	\$26.08	\$28.79	\$31.78	\$35.09	\$38.75
\$24.09	\$26.60	\$29.36	\$32.42	\$35.80	\$39.52
\$24.57	\$27.13	\$29.95	\$33.08	\$36.51	\$40.31

Maintenance Tech 3

Current Hourly Rate

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
13.00	14.71	16.64	18.83	21.30	21.10
13.33	15.08	17.06	19.30	21.83	24.70
13.66	15.45	17.48	19.78	22.38	25.32
14.00	15.84	17.92	20.28	22.94	25.95
14.35	16.24	18.37	20.78	23.51	26.60

Percent Increase 8.00%

Proposed 2023

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$14.04	\$15.89	\$17.97	\$20.34	\$23.00	\$22.79
\$14.40	\$16.29	\$18.42	\$20.84	\$23.58	\$26.68
\$14.75	\$16.69	\$18.88	\$21.36	\$24.17	\$27.35
\$15.12	\$17.11	\$19.35	\$21.90	\$24.78	\$28.03
\$15.50	\$17.54	\$19.84	\$22.44	\$25.39	\$28.73

Percent Increase 8.00%

Proposed 2024

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$15.16	\$17.16	\$19.41	\$21.96	\$24.84	\$24.61
\$15.55	\$17.59	\$19.90	\$22.51	\$25.46	\$28.81
\$15.93	\$18.02	\$20.39	\$23.07	\$26.10	\$29.53
\$16.33	\$18.48	\$20.90	\$23.65	\$26.76	\$30.27
\$16.74	\$18.94	\$21.43	\$24.24	\$27.42	\$31.03

Percent Increase 8.00%

Proposed 2025

1-5 Years	6-10 Years	11-15 Years	16-19 Year	20-25 Years	26-30 Years
\$16.38	\$18.53	\$20.96	\$23.72	\$26.83	\$26.58
\$16.79	\$19.00	\$21.49	\$24.31	\$27.50	\$31.11
\$17.21	\$19.46	\$22.02	\$24.92	\$28.19	\$31.90
\$17.64	\$19.95	\$22.57	\$25.55	\$28.90	\$32.69
\$18.08	\$20.46	\$23.14	\$26.18	\$29.62	\$33.51

Percent Increase 6.00%

Proposed 2026

1-5 Years	6-10 Years	11-15 Year	16-19 Years	20-25 Years	26-30 Years
\$17.36	\$19.64	\$22.22	\$25.14	\$28.44	\$28.17
\$17.80	\$20.14	\$22.78	\$25.77	\$29.15	\$32.98
\$18.24	\$20.63	\$23.34	\$26.41	\$29.88	\$33.81
\$18.69	\$21.15	\$23.93	\$27.08	\$30.63	\$34.65
\$19.16	\$21.69	\$24.53	\$27.75	\$31.39	\$35.52

Maintenance Tech 2

Current Hourly Rate

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
12.00	13.25	14.63	16.15	17.83	19.69
12.24	13.51	14.92	16.47	18.19	20.08
12.48	13.78	15.22	16.80	18.55	20.48
12.73	14.06	15.52	17.14	18.92	20.89
12.99	14.35	15.83	17.48	19.30	21.31

Percent Increase 8.00%

Proposed 2023

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$12.96	\$14.31	\$15.80	\$17.44	\$19.26	\$21.27
\$13.22	\$14.59	\$16.11	\$17.79	\$19.65	\$21.69
\$13.48	\$14.88	\$16.44	\$18.14	\$20.03	\$22.12
\$13.75	\$15.18	\$16.76	\$18.51	\$20.43	\$22.56
\$14.03	\$15.50	\$17.10	\$18.88	\$20.84	\$23.01

Percent Increase 8.00%

Proposed 2024

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$14.00	\$15.45	\$17.06	\$18.84	\$20.80	\$22.97
\$14.28	\$15.76	\$17.40	\$19.21	\$21.22	\$23.42
\$14.56	\$16.07	\$17.75	\$19.60	\$21.64	\$23.89
\$14.85	\$16.40	\$18.10	\$19.99	\$22.07	\$24.37
\$15.15	\$16.74	\$18.46	\$20.39	\$22.51	\$24.86

Percent Increase 8.00%

Proposed 2025

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$15.12	\$16.69	\$18.43	\$20.34	\$22.46	\$24.80
\$15.42	\$17.02	\$18.79	\$20.75	\$22.91	\$25.30
\$15.72	\$17.36	\$19.17	\$21.16	\$23.37	\$25.80
\$16.04	\$17.71	\$19.55	\$21.59	\$23.83	\$26.32
\$16.36	\$18.08	\$19.94	\$22.02	\$24.31	\$26.84

Percent Increase 6.00%

Proposed 2026

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$16.02	\$17.69	\$19.54	\$21.57	\$23.81	\$26.29
\$16.34	\$18.04	\$19.92	\$21.99	\$24.29	\$26.81
\$16.66	\$18.40	\$20.32	\$22.43	\$24.77	\$27.35
\$17.00	\$18.77	\$20.72	\$22.89	\$25.26	\$27.89
\$17.35	\$19.16	\$21.14	\$23.34	\$25.77	\$28.46

Maintenance Tech 1

Current Hourly Rate

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
11.00	12.38	13.67	15.10	16.67	18.40
11.28	12.63	13.95	15.40	17.00	18.77
11.56	12.89	14.23	17.71	17.34	19.15
11.85	13.14	14.51	16.02	17.69	19.53
12.14	13.41	14.80	16.34	18.04	19.92

Percent Increase 8.00%

Proposed 2023

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$11.88	\$13.37	\$14.76	\$16.31	\$18.00	\$19.87
\$12.18	\$13.64	\$15.07	\$16.63	\$18.36	\$20.27
\$12.48	\$13.92	\$15.37	\$19.13	\$18.73	\$20.68
\$12.80	\$14.19	\$15.67	\$17.30	\$19.11	\$21.09
\$13.11	\$14.48	\$15.98	\$17.65	\$19.48	\$21.51

Percent Increase 8.00%

Proposed 2024

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$12.83	\$14.44	\$15.94	\$17.61	\$19.44	\$21.46
\$13.16	\$14.73	\$16.27	\$17.96	\$19.83	\$21.89
\$13.48	\$15.03	\$16.60	\$20.66	\$20.23	\$22.34
\$13.82	\$15.33	\$16.92	\$18.69	\$20.63	\$22.78
\$14.16	\$15.64	\$17.26	\$19.06	\$21.04	\$23.23

Percent Increase 8.00%

Proposed 2025

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$13.86	\$15.60	\$17.22	\$19.02	\$21.00	\$23.18
\$14.21	\$15.91	\$17.57	\$19.40	\$21.42	\$23.64
\$14.56	\$16.24	\$17.93	\$22.31	\$21.84	\$24.12
\$14.93	\$16.55	\$18.28	\$20.18	\$22.28	\$24.60
\$15.29	\$16.89	\$18.64	\$20.58	\$22.73	\$25.09

Percent Increase 9.00%

Proposed 2026

1-5 Years	6-10 Years	11-15 Years	16-19 Years	20-25 Years	26-30 Years
\$15.10	\$17.00	\$18.77	\$20.73	\$22.89	\$25.26
\$15.49	\$17.34	\$19.15	\$21.15	\$23.34	\$25.77
\$15.87	\$17.70	\$19.54	\$24.32	\$23.81	\$26.29
\$16.27	\$18.04	\$19.92	\$22.00	\$24.29	\$26.82
\$16.67	\$18.41	\$20.32	\$22.44	\$24.77	\$27.35

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

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

Agenda Florida Association of Special District

For Upcoming Meeting—Date 9/6/2022

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): _____

Discuss the feasibility of Joining the FASD.

Costs/Estimated Costs: (Required if agenda item includes spending district money.)
\$5,000.00 or based on annual budget

Attachments: (Please attach any diagrams or pertinent information concerning this
Agenda Item. Please list the attachments.) _____

Trustee TROTTER

Date Submitted 8/19/2022

Chairman/Designee [Signature]

Office Manager/Designee: Date Posted 8/30/2022 Initials [Signature]

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38**

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

Agenda Review Charter Changes - December Referendum

For Upcoming Meeting—Date September 6, 2022

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): _____

Consider changes to Section 7 of the Charter to support review and adoption of fiscal year budgets that support the seasonal nature of our District


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.)** Explanation/Background and proposed new language will be provided asap

Trustee Mary Chandler

Date Submitted August 28, 2022

Chairman/Designee _____

Office Manager/Designee: Date Posted 8/30/2022 Initials 

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

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

Agenda Review Presentation for 9/14 Public Hearing

For Upcoming Meeting—Date September 6, 2022

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): _____

Review and provide any additional content needed

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.)** _____

Draft Attached

Trustee Mary Chandler

Date Submitted August 29, 2022

Chairman/Designee _____

Office Manager/Designee: Date Posted 8/30/2022 Initials MC

PUBLIC HEARING
Wednesday, Sept 14, 2022
9:30AM MARK'S HALL



AUG 30 '22 AM 7:40

AGENDA

- ❖ SEAWALL IMPROVEMENT PROJECT – Questions and Answers
- ❖ FINAL 2022_2023 BUDGET INCLUSIVE OF SPECIAL ASSESSMENT TO FUND SEAWALL IMPROVEMENT PROJECT
- ❖ PREPAYMENTS
- ❖ PUBLIC COMMENT

AUG 30 '22 AM 7:40

SEAWALL IMPROVEMENT PROJECT – Questions and Answers

Received vis email:

The letter states that the assessment will be amortized over a period of years. How many years? The letter does not state how much each year's assessment will be. The loan term is 15 years. We are financing \$1.5M which after cost of issuance will provide at closing \$1,354,948 which will leave us with about \$40-45k of costs that will need to be covered by the general fund. The assessment in each year of the 15 year loan will be \$100.44 per lot.

The third page of the letter states the total assessment is \$1,314.44 however, I can pre-pay \$1,014 and avoid the annual assessments. Am I understanding this correctly? This amount represents the amount the district needs to operate at \$1,214 per lot plus \$100.44, the amount for the first year of the loan for a lot.

In March of 2023 all property owners will have the opportunity to prepay the principle balance related to the loan for their lot count. If you wish to prepay you would owe \$1014.20. If you choose to pay the \$100.44 per year for the 15 year term of the loan you will have paid \$1,506.60 a savings of \$492.40. This is a very individualized decision. The savings will be greater to those who own multiple lots or more than one property. Once the prepayment is made the total collected will be remitted to the bank to paydown the outstanding principal. Your assessment for the term of the loan will be the amount needed to cover the operations of the district only. If you choose to pass on the prepayment option you will have another chance in 2024. After providing this response I reached back out to the Financial Advisor that help with this project to ask for clarification. Upon further review it was determined that the prepayment amount should be revised to \$946.63. The revised savings per lot = \$459.53

SEAWALL IMPROVEMENT PROJECT – Questions and Answers

Received via email;

According to the 2022/2023 Proposed Amended Budget, The net assessment income is projected to be \$1,826,018. The seawall project is \$1.5 million. Why is the board assessing more than \$1.5 million? The \$1.8M collected by the assessments plus an additional almost \$300k will be used to pay the annual loan payment as well as all the operating expenses of the district for the next fiscal year.

Has the Board considered cost reductions, such as:

1. Eliminating the pool deck addition The pool deck budget is \$30k about 20% of one years loan payment
2. Re-negotiating the Spectrum contract - we don't fully use the internet bandwidth all year since the majority of owners are snowbirds. The Spectrum Contract term expires June of 2023. The current rate per month for a single lot is \$39.84 for 2 cable boxes and internet. The introductory price for 1 box and internet is \$99.98 plus taxes and fees. If we did not have a bulk contract you would pay for the first year only, about \$125 per month. If you are only here 6 months that equals \$750 vs \$478 per year with the bulk rate.
3. Reducing salaries and/or benefits for the office staff. Our salaries are already lower than what our employees can make outside the district. The benefits we provide are what keeps them here. I am currently renegotiating their Medical plan and hope to maintain the premium we pay by moving towards a plan with increased cost sharing.

SEAWALL IMPROVEMENT PROJECT – Questions and Answers

Received via email:

The board could also increase the rent for the Marina slips, especially for the non-residents. Over the last year we have lost 8-10 slips rented to non-residents. Although this is great as it opens up slips to residents we have lost about \$9000 in revenue.

Additionally, use the TEN property for boat and RV storage which will increase annual revenue. We recently completed a reconfiguration of our storage lot space. I believe we no longer have residents on a waiting list.

There was a reference made to possible grants available for this project. Can you state who is responsible for looking into this and what the plan is for making application? In 2021 the Board approached Commissioner Servia and Representative Robinson regarding grant programs and special funding availability for the project. It was determined that no grants were available for a privately owned Marina and neither had any knowledge of special funding opportunities for this type of project.

Can you explain the difference in the amount of debt stated in the June 20, 2022 letter, 'the debt incurred will not exceed \$1.5M' and the August 24, 2022 letter stating the 'total assessment revenue estimate to be collected by the District is ~~\$2,423,741.25~~'? A simple amortization table says the difference is more than just interest. Please explain what else is included in the revenue estimate. The Loan amount is \$1.5M over a 15 year term. The total assessment revenue collected by the district includes interest at a rate of 4.11% and the amount needed to cover early payment discounts and fees charged by both the Property Appraiser and the Tax Collector. For example the \$100.44 per lot equated to \$148,550.75. After early payment discounts, a 1.5% fee from the Property Appraisers Office and a 1.5% fee from the Tax Collector we estimate we will net the \$138,459 needed to satisfy the loan payment. The correct amount is \$2,228,261

SEAWALL IMPROVEMENT PROJECT – Questions and Answers

Received via email:

I don't own a boat so why do I have to pay for repairs to the Marina? An independent assessment of the Seawall Improvement Project and how the benefits of the project will effect residential parcels within the District was completed by Rizzetta and Company an Asset Methodology Consultant. It was determined that the improvements will provide a special benefit to all assessed parcels by providing protection against storm damage, sea flooding, sea level rise and other similar risks. It further determined that the marina was a community asset which benefits all parcels. The entire report is available on the District website.

Trailer Estates Park & Recreation District
 2022/2023 Fiscal Year
 FINAL Budget

	<u>Budget</u>	<u>Budget</u>
	2022/2023	2022/2023
Income		
Operating Assessments (Per Lot))	\$1,214.00	
Special Assessment	\$ 100.44	
Total Assessment	<u>\$1,314.44</u>	
Gross Assessment (1479 Lots)	\$1,944,057	
Discounts / Fees	<u>\$ (131,224)</u>	
Net Assessment Income	<u>\$1,812,833</u>	
Interest Income	\$ 160	
Rental Income	\$ 256,906	
Recreation	\$ 19,450	
Application Fee Income	\$ 13,250	
Miscellaneous Income	<u>\$ 8,100</u>	
Total Income	<u>\$2,110,699</u>	
Expense		
Payroll Expenses		\$ 524,109
Series 2022 Note		\$ 138,459
Legal Expense		\$ 46,000
Accounting Expense		\$ 13,000
Cable T.V.		\$ 707,113
Utilities		\$ 103,700
Trash Removal		\$ 141,000
Insurance		\$ 190,600
Maintenance & Repairs		\$ 92,800
Technology		\$ 11,750
Recreation		\$ 42,069
Admin/Office Expenses/Misc Expenses		\$ 32,144
Capital Outlay		<u>\$ 67,200</u>
Total Expense		<u>\$ 2,109,944</u>
Net Gain (Loss)		\$ 755

PREPAYMENTS

Payment Date	Payment	Principal	Interest	Balance	Prepayment Per EAU
9-16-2022				\$1,500,000.00	
5-1-2023	\$138,458.92	\$99,927.67	\$38,531.25	\$1,400,072.33	\$946.63

- ❖ All property owners will pay \$100.44 per lot (EAU) in year one
- ❖ Prepayment will be offered to all property owners in year two
- ❖ Prepayments will be collected in March 2023 and remitted as a principal payment in May 2023
- ❖ Total Paid \$1,047.07 vs. \$1,506.60 = \$459.53 Savings per EAU

EAU = Equivalent Assessment Unit (LOT)



AUG 30 '22 AM 7:44

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38**

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

Agenda Club Checking Accounts and the use of the District Tax ID

For Upcoming Meeting—Date September 6, 2022

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): _____

Make the Board and the public aware of a recent evaluation of social club
accounts and the unauthorized use of the District Tax ID

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.)** Letter and distribution list attached

Trustee Mary Chandler

Date Submitted August 29, 2022

Chairman/Designee _____

Office Manager/Designee: Date Posted 8/30/2022 Initials [Signature]

August 25, 2022

Dear Trailer Estates Clubs and their members:

This firm is District Counsel for the Trailer Estates Park & Recreation District. It has come to the attention of the Board of Trustees of the Trailer Estates Park and Recreation District that some clubs have been using the District's tax identification number in order to open Club checking accounts and to exempt the Club from paying sales tax while purchasing goods and services. Only the District itself and any authorized District committees may use this tax identification number. If any club is utilizing the District's tax identification number, you are to stop use of this number as such use is unauthorized. Any accounts that may have been opened using the District's number need to be closed and documentation of such should be provided to TJ Miller, the District Office Manager. The District will be conducting another review within approximately 10 business days to validate the closing of improper accounts. If such use continues, the District will take appropriate measures, including reporting such improper usage.

If you have any questions, please feel free to call the District office.

Very truly yours,



Mark P. Barnebey

Board Certified in City, County and Local Government Law

MPB/cal

cc: Board of Trustees
TJ Miller

LETTER TO SEND OUT TO CLUB/GROUP

Trailer Estates Art Club

Beautification Club

Bocce Club

TE Cert

TE Porcelain China Painting Club

Computer Club of Trailer Estates

Copper Enameling

Craft Day

Decorative Painters

Hobby Club

Trailer Estates Horseshoes

Kitchen Bingo Club

Neighborhood Watch

TE Pickle Club

Pottery

Ladies Sewing Group

Share-A-Craft

Shuffleboard Club

TE Masonic Square Club

TE Wii Bowling League

TE Woodshop

Yacht Club

Cooks Night Out

LETTER NOT TO SEND OUT TO CLUB/GROUP

Freethinkers SECUCAR AA

Bible Study

UN Women – USA Book Club

Boomer Bunch

Bid Euchre

TE Canoe and Kayak Paddlers Club

Dancing for Fitness

Line Dance Review

Line Dance Review Practice

TE Fun Singers

Fun Unlimited

Hand and Foot Card Club

Jazzercise

Karaoke at the Beach

Literary Ladies

Let's Talk

Mediation/Stress Reduction

Men's Bible Study

Poker Group

Rummy Cube Group

Sun-Setters Club

TE Home Owners Club

TE Friends of TEFCO

Team Trailer Estates

Travel Club of TE

Veterans Club of TE

Women's Bible Study

Chair Yoga

AUG 23 '22 4:46 1
AUG 23 '22 4:48:51

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38**

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

Agenda Movie License

For Upcoming Meeting—Date 9/6/2022

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 discuss continuing the movie license

Costs/Estimated Costs: (Required if agenda item includes spending district money.)
attached

Attachments: (Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.) the summary of current license and price comparison of two other companies is attached.

Trustee Kathy Gregory

Date Submitted 8/23/2022

Chairman/Designee 

Office Manager/Designee: Date Posted 8/30/2022 Initials 

Movie Licensing Information

Motion Picture Licensing Corporation (current license)

- Umbrella license (no limit on how many you show)
- This license, “allows for the public showing of movies, TV programs, and other content that is intended for personal, private use. Whether steamed, downloaded, broadcasted or shown via your cable TV, DVD, or Blu-ray, MPLC’s Umbrella license helps you ensure copyright compliance in accordance with the US Copyright Act.”
- The current license expires on 12/31/2022.
- This license includes movies from most of the major motion picture studios.
- The cost is \$2,215.00. The fee of the license is based on the number of units within our community. MPLC is unable to issue a license just for the summer.
- This summer we have scheduled 11 movies.
- Attendance has ranged from 23-12 residents.
- Under the license, we are prohibited from stating the title of the movie in any public setting such as on bulletin boards or social media. It must remain within our community.

Swank:

- They license per movie. They do not offer a movie bundle (set price for more movies)
- The price per movie ranges from \$275.00 to \$295.00.
- The license covers all major studios except 20th Century Fox.
- They require a 2 week notice to license a movie.
- Based on the number of movies we will be showing this summer and using the lowest license fee Swank offers, we would pay \$3,025.00 for the per movie licensing.

Criterion:

- They license per movie. The license cost per movie is \$150.00 for 30 people or fewer.
- They do offer a bundle package (10 titles in a 12-month period, you will pay \$125.00 each or \$1,250.00).
- The license only covers one movie studio – 20th Century Fox.
- Can openly advertise title of movie.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38**

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

Agenda Set Up/Take Down Payments

For Upcoming Meeting—Date September 6, 2022

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 discuss the current set up/take down charges for weekend recreational activities and how to simplify payment.

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.) explanation attached.

Trustee Kathy Gregory

Date Submitted 8/29/2022

Chairman/Designee 

Office Manager/Designee: Date Posted 8/30/2022 Initials 

Recreational Trustees Weekend Set Up/Take Down Costs

Fiscal Year Projection 2022-2023

Beginning in October 2022 through April 2023, both recreational trustees have scheduled events on the weekends. Seasonal Rec has dances and showtimes and Continuing Rec has coffee breaks and bingo. Every time a set up or take down occurs on the weekend, the cost of the work is taken from the trustees' budgets.

The projected cost of weekend set up/take down for fiscal year 2022-2023 is as follows:

- Continuing Recreation: \$2,220.00 (52 Sunday bingo, 6 coffee breaks, 4 summer dances)
- Seasonal Recreation: \$1,275.00 (20 dances, 3 showtimes)
- Total: \$3,495.00

It is proposed that the set up/take down costs would be removed from each recreation trustees' budgets and then a new line item would be established to simplify payments and to avoid any errors.

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

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

Agenda Creating a Community Planning Committee

For Upcoming Meeting—Date September 6, 2022

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 discuss the formation of a community planning committee to assist with determining
future needs of our community and ways to meet those needs. Unsure if this should be
a standing committee.

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.) _____

Trustee Kathy Gregory

Date Submitted 8/29/2022

Chairman/Designee 

Office Manager/Designee: Date Posted 8/30/2022 Initials 

TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38

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

Agenda Fair Housing Amendment Act

For Upcoming Meeting—Date 9/6/2022

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): _____

Discuss requirements of 55 and under for potential owners and owners who have children with special needs and autistic.


Costs/Estimated Costs: (Required if agenda item includes spending district money.)
n/a

Attachments: (Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.) _____

See attached e-mail from Districts Council

Trustee TROTTER

Date Submitted 8/19/2022

Chairman/Designee 

Office Manager/Designee: Date Posted 8/30/2022 Initials 

chairman@trailerestates.com

From: Mark Barnebey <mbarnebey@blalockwalters.com>
Sent: Friday, August 5, 2022 3:32 PM
To: chairman@trailerestates.com; trailerestates@trailerestates.com
Cc: Marisa Powers
Subject: RE: Fair Housing Amendments Act

Chair - Marisa and I reviewed the State law requirements regarding 55 and under and the Trailer Estates Deed Restrictions. Under State law, the standard to maintain a 55 and under community is that at least 80% of the occupied units are occupied by at least one person 55 or older. Based on your e-mail, Trailer Estates is well over the 80% requirement.

However, the Deed Restrictions, Section 11, provides that "at least one person in [the] dwelling shall be fifty-five (55) years of age or older; provided, however, all other occupants, [excluding guests] of the dwelling unit must be at least forty-five years of age." The only exception provided for in Section 11 is to "allow occupancy of a dwelling unit by a caregiver engaged to provide care for a lot or parcel owner who is otherwise unable to maintain occupancy of the dwelling for health reasons." Guests do not have an age restriction; however, pursuant to the Section 11, guests "shall be permitted to stay in a lot or parcel owner's dwelling unit provided such stay does not exceed a total of thirty (30) days in any year."

Given this scenario, enforcement of this restriction may seem unduly harsh and it is up to the District whether it wants to pursue this matter. An affected person could also file suit to enforce the deed restriction. If the District wants to proceed to enforce the deed restriction, please let me know and we can discuss the options on how to proceed.

Mark P. Barnebey
 Board Certified in City, County and Local Government Law



802 11th Street West | Bradenton, FL 34205
 2 North Tamiami Trail, #400 | Sarasota, FL 34236

Office 941.748.0100 | Facsimile 941.745.2093
mbarnebey@blalockwalters.com

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From: chairman@trailerestates.com <chairman@trailerestates.com>
Sent: Friday, August 05, 2022 9:19 AM
To: Mark Barnebey <mbarnebey@blalockwalters.com>; trailerestates@trailerestates.com
Subject: RE: Fair Housing Amendments Act

Good Morning: Just a follow-up.

From: chairman@trailerestates.com <chairman@trailerestates.com>

Sent: Tuesday, July 5, 2022 12:52 PM

To: 'Mark Barnebey' <mbarnebey@blalockwalters.com>; trailerestates@trailerestates.com; chairman@trailerestates.com

Subject: Fair Housing Amendments Act

Mark: I have an individual who would like to purchase a home in TE, however, they have an Autistic 38 year old son who is totally dependent on them.

I also have a resident who has a 28 year old daughter who is wheelchair bound and totally dependent on the parents.

Is it legal to have a court order, doctors notification or other legal tender to allow residents to have dependent children under 55 live with them?

What authority do I have to allow other situations such as this?

As far as I can tell, TE is still above the 80% requirement of 55 and older.

Duane

TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38

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

Agenda Bingo Policy PP15A

For Upcoming Meeting—Date 9/6/2022

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): _____

I neglected to add the following sentence "Visitors may not bring visitors."

This sentence should be added after the last sentence in Section 1.

Costs/Estimated Costs: (Required if agenda item includes spending district money.)
n/a

Attachments: (Please attach any diagrams or pertinent information concerning this
Agenda Item. Please list the attachments.) See PP15A

Trustee Trotter

Date Submitted 8/16/2022

Chairman/Designee 

Office Manager/Designee: Date Posted 8/30/2022 Initials 

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BINGO POLICY PP 15A**

Bingo is currently operated by Trailer Estates Park & Recreation District (TEPRD). The district can conduct bingo provided the proceeds of such games shall be distributed to players in the form of cash or prizes after having deducting the actual business expenses for such games for articles for and essential to the operation, conduct, and playing of bingo and to conduct 50/50 raffles provided at least 50% of the raffle proceeds shall be distributed in the form of cash or prizes. Such bingo games or raffles shall be held only on property owned or leased for not less than 1 year by the district. Depending on the number of players, cash prizes can be large. To that extent, the following rules shall be complied with.

SECTION I.

Admission to play Bingo is by District Identification Card or District Guest Card. Owner/residents may bring up to 2 visitors not more than 2 times per month. The visitor must be accompanied by and sit with the owner/resident. The Owner/Resident must obtain a one (1) night bingo Visitor Card from a Trustee or the Trustee Representative. A list shall be kept identifying the name of the resident and their guest reflecting the dates played.

SECTION II.

- A. Games are played every Sunday and Wednesday night (except some holidays) starting at 7:00 p.m.
- B. Helpers may buy their cards starting at 5:30 p.m. with others buying their cards when the helpers are ready (usually 6:00 p.m.) on game night only. Helpers/representatives may not purchase cards for other residents or visitors of residents. No "advance" ticket sales are permitted.
- C. To be able to plan for a 7:00 p.m. start time, no cards shall be sold after 6:45 p.m.

SECTION III.

All games are to be conducted under the supervision of a Trustee/Representative.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BINGO POLICY PP 15A**

A. The Trustee representative shall be responsible to see that all bingo games are conducted pursuant to Florida State Statutes.

B. Bingo participants are prohibited from selecting seats until one hour (60 minutes) prior to the scheduled start of the games when preceded by a scheduled activity.

1. Any one violating these rules shall be expelled from that day's games.
2. It shall be the responsibility of the Trustee representative to ensure this is strictly enforced.

C. Each player may use as many cards as desired by purchasing a card.

D. Callers may not play.