

DRAFT  
TRAILER ESTATES PARK & RECREATION DISTRICT  
BOARD OF TRUSTEES WORKSHOP  
FEBRUARY 6, 2012  
FOLLOWING BOARD MEETING  
SMALL HALL  
1903 69<sup>TH</sup> AVENUE WEST  
BRADENTON, FL 34207

Chairman, Gail Opper, called the workshop to order at 11:15a.m.

1. Request Pet area Pets Rabies Shot record and Registration (Hutchinson)-Debra brought this issue to the board as a result of some residents' concerns regarding this matter. The board discussed the matter and resolved that the county has control of the licensing and shot requirements. The board felt the county should handle matters concerning pet issues.
2. Approve Sandy Stevens for Beautification Committee (Cushman)-Margo discussed the need for a new member on this committee. Sandy was on the committee and had to leave for medical reasons and would now like to be reinstated. Margo will bring this motion forward at the next regular meeting.
3. Flu Clinic This Year (Cushman)-Margo wanted approval of the board to contact Publix Pharmacy regarding a Flu Clinic in the fall of this year. The boards agreed to having Publix do a Flu Clinic again in the fall. No vote is needed for this.
4. Dock master (Opper)-Gail presented a letter from Ron Donovan. He was asking to be appointed as a volunteer dock master. The board discussed this situation. It was agreed that Mark could use the help. Ron would be dock master during the winter season from October to mid-May.
5. Attorney Contacts-PP17 (Opper)-Gail expressed concern with any board member being allowed to call attorney without approval. The board felt that the chair should be contacted for permission to call an attorney. Gail will re-write PP17 and present it at the next workshop for review.
6. Delegation of Duties (Opper)-Gail asked if any of the other duties could or would be handled by a trustee. Joe & Harry agreed to think about a couple of the positions open. Gail would assume the other duties until filled by another trustee.
7. Website Presentation (Brauer)-This item was postponed until next workshop.
8. One Month Boat Rental (Opper)-A resident currently renting a boat slip asked for an additional month until he left to go north. The board agreed to grant an emergency 10 day extension in April. The boat must be removed by April 10, 2012.

The workshop was recessed for lunch at 12:05.

The workshop resumed at 1:00 p.m.

Two items were added to the workshop.

Gail clarified the court hearing purpose. It will be a scheduling hearing no decision will be made. Jim questioned an item on the hearing notice.

9. WastePro Request (Brauer)-Andy Toller & Bob Baublitz discussed the contract issues. After Andy & Bob left the board discussed the WastePro contract. Joe felt that changing the roll offs to 150 would be fair. Martha will be asked to bring a PP34 to the next meeting in regards to this contract.
10. Update Phone System (Hoch)-Fred asked mark to give the board the information regarding the new phone system. It has been determined by repairmen that the phone system is failing and will soon not work at all. Replacement is the only answer. Mark researched different companies and got three estimates. The lowest estimate was \$4,039 for four lines and sixteen extensions. This would be expandable to 8 lines and 24 extensions. This company provided a 2 year parts and 2 year labor warranty. The board discussed the cost and reason for replacement with Mark. Mark also addressed the Activity Center Door problem. A battery operated door opener would cost approximately \$3,599. There would also be a security issue with this type of opener. The board discussed the need for this type of opener. Mark suggested trying a lighter door closer for about \$100-125. He would also look into setting the door closer to close a little slower. The post office door replacement is put on hold due to a problem with the supplier. Mark is got new bids from Bradenton Glass for \$3,484.51 and Downs Glass for \$3,768. The board discussed the need for the doors. Fred will put a PP34 in for the next meeting for the phone system and the post office door. The 2 new office doors would be emergency and fire exits. The board discussed the need for the two doors. The bids were for \$7,122, \$8,000 and 8,440.

Public Comment was moved due to resident time constraints:

Gloria Marshall-6522 Washington-She questioned legal fee for audit letter. Is it unethical for the treasurer to incur expenses with attorneys on her own? She also praised the board for the work they are doing. She also expresses concern of fees going up. Gloria asked how the treasurer answers questions when she is out of the park.

Public comment was closed.

The board discussed Gloria's comments. The board discussed accounting procedures. Tax payer money should be accounted for. Gail also expressed concerns about the treasurer contacting the attorney without prior knowledge of the board.

11. Employee Concerns (Opper)-Gail had concerns regarding TJ and Mark being overworked during the winter season. The board discussed TJ & Joyce's hours. It was decided that the hours should be worked out in the office within the hours agreed to by the board. Gail would research this more and bring information back to the next workshop. Mark expressed the need for some help. It was suggested that we get a volunteer to act as a part-time purchasing agent. This volunteer would research projects and attain bids. Gail presented this idea to the residents requesting their help as a volunteer purchasing agent.
12. Budget 2012-2013 Initial Discussion (Brauer)-The board discussed payroll increases. The board felt that the payroll issues should be discussed at the nest workshop. Martha asked for budget requests from trustees. Seasonal Recreation needed an additional \$560 for table cloths for Dances, Christmas Party, and New Year's Party. Legal expenses would require \$1,000 a month. Office budget would stay the same with allowance for

computer repair contract. Health & Welfare requested a budget of \$200.00 plus there would be a printing cost for the T.E. Trustee cards that are sent. Margo will get this figure and inform Martha. The board discussed the Maintenance budget items. The amounts removed would be: Office carpet, Billiard room carpet, Pool deck pavers. Joe asked to consider a \$10,000 budget for Solar for back half of Activity Center.

Workshop was adjourned at 3:45 p.m.

Respectfully submitted,

Lenora Neal, Secretary