

SEP 20 2010 10:06:11

DRAFT 2  
TRAILER ESTATES PARK & RECREATION DISTRICT  
BOARD OF TRUSTEE WORKSHOP  
SEPTEMBER 13, 2010

Chairman Martha Brauer called the meeting to order 9:30 a.m.

**ITEMS ADDED TO AGENDA:**

- ARC (Fred Hoch)
- Office Procedures (Martha Brauer)

Martha asked if the procedure changed for public comments after each item. She was told yes.

**ROLL CALL:** Trustees present – Margo Cushman, Fred Hoch, Harry Fitzpatrick and Martha Brauer. Absent – Gail Opper, Pam Cole, Jim McIlveen and Joe Salerno.

**ANNOUNCEMENTS:**

Harry Fitzpatrick – there was a break in on Tennessee Avenue; be alert.

Martha Brauer – individuals dropped from the lawsuit. They were dismissed with prejudice and Trailer Estates is remaining defendant in the lawsuit and the trial date is set for October 4, 2010. The judge will sort the cases two weeks prior the trial date to determine who goes first. The plaintiffs' *attorneys* are asking for a 5 day trial. Martha said she would keep the residents informed through the bulletin boards and channel 95 about the trial date. Today at 3PM the exhibits will be exchanged between the plaintiffs' *attorney* and our attorney. Martha said ~~her~~ and Jane worked *with her* all weekend in preparation for trial.

**1. OFFICE PROCEDURES:**

**Public Records** – Martha said that TJ Miller is the keeper of public records and legally responsible for the public records as is Trailer Estates. For security reasons *and* to eliminate the potential for misfiling or loss of documents, the office staff will have ~~to~~ *the* only keys to the back file room where public records are stored. No trustee will have a key. If records are needed one of the office staff will get for them. If records are needed over the weekend or overnight the office will make copies for you with the office copies filed and locked.

Harry Fitzpatrick – asked who put notices on the trailerestates.org website. Martha said there are a variety of people who put notices on the official trailerestatesfl.org web site. She also said that trailerestates.org is not our web site that trailerestatesfl.org is. The website was discussed.

**ID Cards** – how ID cards are handled was discussed. Can one resident get new ID cards for another resident? Can a resident get ID cards for other residents in the home? Can we mail ID cards to the address in the data base? It was suggested to have the office *open one* on evening a week in October and November. It was suggested to have a

responsible person give out ID cards at bingo. After discussion Martha said she would put this on the September 27, 2010 agenda.

**Copies** – Martha asked if a resident came to the office and asked the office to make a copy for each trustee would they like a copy or have a routing system for the copy--  
*a*After reviewing the document pass it on to the next trustee. After discussion it was decided that the routing system would be used.

**PUBLIC COMMENTS** – None

- 2. **EMPLOYEE HEALTH INSURANCE** – Martha stated that each trustee and employee was given a package with the different policies for the health insurance renewal. The renewal date is October 1, 2010 and will be voted on at the September 27, 2010 board meeting. The same policy as we have now increased approximately \$15,000 more and \$3200 was budgeted and went from \$6900 to \$8000 per month which is over budget. We received four alternates. Pam Cole received quotes form *A*Etna and Humana. Martha said she went over the options with the employees since we are over budget.

The front page from the quotes that was received from *A*Etna and Humana stated that *a* health ~~questioner~~ *questionnaire* would have to be filled and the quote could go up 15%. Martha said that the employees were interested in a change to alternate number 1 with a monthly payment of \$7268.84 – 4/34.3% increase.

It was asked what the increase was for dental insurance. Florida League of Cities is a separate policy from the health insurance and went up 6% - \$300.00 for the year. The yearly premium is \$5613 for the year. Vision is not provided. With the alternate plan number 1 we will be under budget. Martha said she would contact Florida League of Cities to see if they have other dental options. She will make up a worksheet to hand out to the trustees and employees and will calculate to make sure that the health and dental fall under 4/34.3% before the next ~~vote-able~~ *votable* meeting.

Martha said that letters and articles were received in the office on the insurance.

**PUBLIC COMMENTS:**

Mary Huston – 1714 Minnesota – asked if part time employees receive insurance and how does it work with the maintenance man on social security. Only full time employees receive insurance and the maintenance man has a lower policy for him only.

- 3. **PP59 CANDIDATES NIGHT PROCEDURES** – Candidates Night is November. The Chairman picks the moderator. There were problems last year and the policy needs *to be* reworked. Not enough time for all the cards to be read that *was were* turned *in*. End time not long enough for all questions. Start time earlier. Options were discussed. Martha will revise the policy, hand out to each trustee and put on the agenda before the next ~~vote-able~~ *votable* meeting.

**PUBLIC COMMENTS:**

Barb Durrin - 6517 Washington – commented on problems with the cards.

Mary Huston – 1714 Minnesota – Problem with microphone system, hard to hear and time limit.

Bev Lew – 2008 Illinois – commented on problems with the cards. Commented on park sponsoring-candidate's *candidates'* night possible violation? Get mediator from outside of the park.

Flo Mallory – 6919 West Bayou – spoke on the purpose of candidates' night is for property owners to learn about the candidates.

Martha said she hopes to have procedures in place by the end of month.

4. **PP3 – INTERVIEWING...(TRUSTEE VACANCY):**

Martha said that the board selects the moderator. Martha asked the trustees to bring with them to the next ~~vote-able~~ *votable* meeting names to serve as moderator.

Harry asked if the residents should submit names to the office if they are interested in being a moderator or contact a trustee. The interview process was discussed. No change to PP3. Discussed a resident verses a person out of the park.

**PUBLIC COMMENTS:**

Bruce Smith – 2316 New York – suggested moderator for candidates' night be the moderator for candidates for trustee vacancy.

Bev Lew – 2008 Illinois – asked if public comments could be made at the end.

5. **ARC:**

Fred said that ARC does not have enough people. Martha recommended putting this on the agenda of the next ~~vote-able~~ *votable* meeting. Martha will put on agenda and Fred will put a notice on Channel 95 so names can be submitted to the office of interested people.

**UPCOMING MEETINGS**

Martha listed the meeting dates that ~~was~~ *were* put in the newspaper due to litigation:

- 9/27/10 - 9:30 a.m. – Regular Board Meeting
- 10/1/10 – 9:30 a.m. - Regular Board Meeting
- 10/4/10 7:30 p.m. - Regular Board Meeting
- 10/11/10 – 7:30 p.m. – Workshop and Regular Board Meeting
- 10/25/10 – 9:30 a.m. - Workshop

**PUBLIC COMMENTS:**

Bev Lew – 2008 Illinois – wants to see page 1 on channel 95. Commented on a fence, taxes, overtime and Trailer Estates special district.

Dorothy Naugle – 2110 Minnesota – asked why residents can get medical information if you have a support pet. The doctor letter is not exempt it is a public record. Martha said she would bring the policy to the next ~~vote-able~~ *votable* meeting.

Jean Cotter – 2207 Illinois – asked why Bev Lew has to know about her medical information and 75 others. Martha said she would bring the policy to the next ~~vote-able~~ *votable*

*votable* meeting.

Nan Bradshaw – 1611 Wisconsin – Commented on Bev Lew’s letter of August 20, 2010 with 24 allocations about her and volunteering.

Debbie Gladstone Hutchins – 1907 Indiana – asked about HIPPA and if policy is changed can the current medical information with the application be redacted. Martha said she would look into this.

Bev Lew – 2008 Illinois – commented on the pet situation in the park. Deed Restriction on pets costing money – allow everyone to have a pet.

Connie Zack – 6819 Massachusetts – questioned how the non-official website gets it information regarding court records when out of town? The public has access to court records through the web. She asked about definitions of court related issues. It was suggested that she use Google to get definitions to *answer* her questions.

Mary Huston – 1714 Minnesota – spoke on problems and misuse at the pool and suggested changes to be made. She suggested that routing the maintenance crew so that we do not have to hire a weekend employee for the pool. Martha will put this on the agenda at the next vote able meeting.

**ANNOUNCEMENTS Response to Public Comment Questions FROM THE CHAIRMAN MARTHA BRAUER:**

1. Mobile Home Park - when the Trailer Estates Charter was written in the 80’s there were no Mobile Home Parks in the Statutes. Mobile Home Park ~~Charters~~ *statutes* were written after our Charter.
2. Overtime – look at ways to cut costs.  
The overtime over the weekend was Jane and I working in preparing for trial. Jane is part time and does not get overtime until she has worked 40 hours. Her hours were cut in the summer for this purpose.
3. Pet Policy – an early 2000 survey was taken and the majority did not want to allow pets in the whole park.

**ANNOUNCEMENTS FROM THE CHAIRMAN MARTHA BRAUER**

Thank You – to the women and men who helped with Bingo and to Mary Lou McNulty for all her work with Coffee Break since we have had no Continuing Recreation Trustee since April 2010.

Meeting adjourned.

Acting Secretary  
TJ Miller  
Office Manager