

DRAFT
TRAILER ESTATES PARK & RECREATION DISTRICT
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2011
9:30 A.M.
SMALL HALL
1903 69TH AVENUE WEST
BRADENTON, FL 34207

The meeting was called to order at 9:30 a.m. by Chairman Martha Brauer.

ROLL CALL: Martha Brauer, Harry Fitzpatrick, Fred Hoch, Debra Hutchinson, Jim McIlveen, Lenora Neal, Gail Opper. Absent: Margo Cushman, Joe Salerno.

APPROVAL OF MINUTES

Nov. 7, 2011 Meeting—A motion was made by Lenora, seconded by Jim, to accept the minutes. On page 3 in the middle, the paragraph where Lenora speaks should read (beginning with “Regarding the....”): Regarding the Verizon contract proposal, she shared with the Trustees, she said the marketing fee means Verizon would give us \$64,300 to use as we want, though we must allow Verizon to market their products to our residents. If we contract with them for Internet service, the marketing fee would increase to \$94,000 to spend as we wish. Verizon hopes to have a public service station like Channel 95 in place by December.

Minutes were accepted with corrections, 7-0.

Nov. 7, 2011 Workshop—A motion was made by Jim, seconded by Debbie, to accept the minutes. With no corrections, motion passed, 7-0.

Nov. 14, 2011 Workshop—A motion was made by Fred, seconded by Debbie, to accept the minutes. With no corrections, motion passed 7-0.

(Joe Salerno arrived at 9:45 a.m.)

REPORT OF THE TREASURER

Balance in the checking account: \$28,507.05. Balance in the Money Market: \$737,544.95. Though we are over budget in Maintenance, Office, and Seasonal Recreation, we are basically quite a bit under budget in most items.

APPROVAL OF BILLS—None.

INFORMATIONAL REPORTS FROM TRUSTEES

Harry—A man who has cut more than 120 lawns in the park is retiring and has notified his clients of this decision.

Debbie—Report of October Bingo: There were 582 players with an average of 64.6. Bingo took in \$2,676 and paid out \$2,676. The Jackpot took in \$2,131 and paid out \$2,131. Debbie stated that the Bingo machine needs maintenance. This repair should come under the Maintenance Department. Machines like this should last 20 years. We are in the middle of those 20 years and a new machine is very costly.

Martha: Would it be possible for us to get a continuing maintenance contract?

Debbie will look into that. In regards to the Nov. 19 Coffee Break, 78 tickets were sold. Bocce served and Rod Green provided the music. The discussion of trust accounts has been moved to the January Coffee Break. The Fun Band will provide Christmas entertainment at Coffee Break in December. Debbie is seeking volunteers to setup and take down Coffee Break. Potluck has been changed to the third Tuesday from now on except for March 2012.

Fred: Trash pickup is Friday this week due to Thanksgiving. The pool will be closed on Wednesday but will be open all day on Thursday. Fred asked about money for the shuffleboard courts saying the club has been given between \$600 and \$1,800 in the past.

Martha: Have we paid the club money in the past?

Joe: I don't think so.

Lenora: We provide the supplies.

Joe: The Bocce Club buys its own sand; Shuffle Club used to do that, too.

Martha: We will check into this.

Fred: Shuffle Club used to sell lunches but that was changed. That is how they used to get money.

Martha: That may change. Because they are an arm of the state in regards to shuffling, they may qualify as a 501-3C and can then sell food without obtaining a license. Also, if food is served at athletic events, a license is not required so they may qualify in that area, as well. It is up to the club to look into this.

The motor went out in the air conditioner in the Small Hall and is now repaired. Concrete work is being considered at the Post Office. The dock at the marina needs repair, and it may cost as much to repair one as it did to do two before. The air

conditioner at the Woodshop is getting bad. We will replace it if it goes bad. We may have to change the spa drain—again.

Lenora—The one we have now is worse than the one we had. It is more of a safety concern if you step on it.

Gail—Did some work for Martha while she worked with the attorneys on the appeal: 1) The ADA pool ramp/lift requirements. Gail spent the weekend searching for information on the Internet and found it to be very conflicting so she called the ADA on Nov. 14. She first spoke with Veronica who stated we do not qualify under ADA for this change because we do not open our pool to the public. Knowing you can often get different answers from different people, she immediately called back and spoke with Elizabeth who said we are not a public entity under the ADA and, thus, we do not have to revamp our pool. 2) Spoke with Robin DeSabatino regarding her visit to the Let's Talk Club in December and subsequent visit to Trailer Estates in January. Robin stated that she will come alone in December to answer residents' questions but in January, she will bring several county people with her as well as a state representative who will discuss senior issues. 3) In regards to Emotional Support Animals, Gail called Attorney Scott Rudacille and then gave each trustee a copy of his opinion, which will be discussed later in the meeting and again at the Workshop. 4) Kitchen keys—Everyone presently holding kitchen keys was sent a letter in regards to his/her responsibilities—don't let anyone in the kitchen and don't allow anyone to use your keys.

Gail's individual report included the fact that the 2012 calendar of Board meetings/workshop has been sent to the Bradenton Herald for publication Dec. 5. She has noticed garbage set out on Mondays—and left there—for Thursday pickups and is concerned about this. Residents may submit changes to the office until Jan. 12 for the new TE address book. Gail feels the routing book may not be read by everyone and wonders if there is another way to handle this. She will bring it up at the Dec. 5 Workshop.

Jim—Be careful of some people who are coming into the Park to do work. One couple came in to trim two trees a little and charged \$150 per tree plus another \$200 to cut some of the lawn. They told the resident they have a permit from the Park. That is not true; the Park does not issue permits. Get estimates in writing. Mark said this job from a licensed professional should have cost \$100 maximum. Also, two young ladies have been spotted riding around the park in a black Honda with no lights on. Get their license number, if possible, but do not confront them. A blue heron with a fishhook in its mouth was spotted in the Park. Jim called Wildlife Rescue Service at (941) 720-9453. They came out and took care of the animal. Feel free to call them if you spot similar situations with animals. It has come to Jim's attention that people who have been hired to mow lawns in the park are charging residents for the job but are actually not cutting the lawns.

Joe—1) Has been trying to get a sign for the marina on U.S. 41 but he is unable to do this per the Florida Department of Transportation. He is now trying to attach one next to the TE Covenant Church sign on Bay Drive. 2) Needs help decorating the halls for

Christmas. Be at the Large Hall at 8 a.m. this Saturday, Nov. 26. Coffee and doughnuts will be served after the work is completed. 3) Christmas Party tickets will go on sale at the Post Office beginning Nov. 28. The party is for TE residents and guests only and will be held Saturday, Dec. 17. 4) New Years Eve tickets go on sale at 9 a.m. Monday, Dec. 5, at the back of the Large Hall. 5) The next Showtime is Dec. 1. 6) WII game bowling meeting is Thursday, Dec. 15 in the Activity Building at 1 p.m. 7) Cribbage will meet from 9:30-11:30 a.m. Tuesdays in the rear of the Large Hall.

Lenora—Rocks cannot be placed in the corners of one's property or, in other words, on county easements. If you place rocks there and there is a problem, you, the property owner, will be liable. You can, however, put a reflector there. Lenora wants to thank the ladies who did the painting on the wall of the spa and urges everyone to see it. She also reminds everyone that cats, like dogs, must be on a leash.

Martha—1) Thanked all the candidates and those who helped with Candidates Night. 2) The appeal hearing will be held Dec. 7 at 9:30 a.m. at the Second District Court of Appeals in Lakeland. The hearing will cover approximately 13 of the 151 allegations brought forward by the Plaintiffs. 3) Letter and sample ballot has been mailed to property owners. The election is Tuesday, Dec. 6 from 12-8 p.m. in the Small Hall though you must enter through the Large Hall. Bring photo I.D. The election agreement with the county has been signed. 4) Martha sent TE's final proposal regarding the Bay Drive/American Way property to the county and included a request that passive activities be allowed there. 5) She recently bought 18 new domain names for our Trailer Estates' Website at a cost of about \$36 each; one was \$99. People will now be directed to our site more often when they search for information about TE. 6) The marina boat slip renter who has been running a commercial business from our marina is still renting three boat slips but is now picking up his people at a different location. 7) Martha thanked Debbie and Fred for delivering the marina brochure.

REPORTS FROM STANDING COMMITTEES

ARC—Met on November 11. 11 permits were approved; 0 were denied.

Beautification—In Margo's absence, the Board approved Chairman Walter Dietz coming to the microphone to share the report. He has invited an independent mobility person to come and speak about the pool lift/ramp and talked about the new ramp on the south side of the TE office. He then asked if Martha would attend the Nov. 23 meeting; but because she is working on the appeal with the attorneys, Martha asked Gail if she would attend the meeting. Gail will attend.

RESIDENTS' COMMENTS AND QUESTIONS

Gloria Marshall, 6522 WA: Why can't we enforce restrictions? Is it possible to call a special election regarding Deed Restrictions?

Closed public comment.

Martha: She asked the attorneys about fines. The public will have a chance to look at the Deed Restrictions after the attorneys see them. The public will then be able to comment on them. ARC is not an enforcement committee. Only the Board's Public Relations person can handle that.

OLD BUSINESS—None

NEW BUSINESS

1. PP57—A motion was made by Martha, seconded by Lenora, to revise PP57 due to requirements of Chapter 189 Florida Statutes. Motion passed 8-0.
2. PP48—A motion was made by Lenora, seconded by Joe, to change PP48 regarding the first paragraph in policy to read District personal property shall become surplus after examination by the trustee whose area of assigned responsibility it falls under and, if necessary, the maintenance foreman or office manager. Motion passed 8-0.
3. Kitchen Inspection Duties—A motion was made by Gail, seconded by Joe, to accept PP66 Kitchen Inspection duties. Discussion followed.

Debbie: Must I follow this for Coffee Break?

Martha: No, Coffee Break is a District function.

Lenora: Why does Mark get involved? Why can't the Kitchen Manager(s) check it if the only problem is a lack of cleanliness

The Board agreed to add the word "damage" after the word "inspection" in #3 of PP66. With that addition, motion passed 8-0.

After discussion, PP43 was dropped from the meeting. Gail will bring forward to the Dec. 5 meeting an addition to Rules and Regs, Section IV, p. 3 in regards to retention of kitchen keys.

(Margo arrived at 11:33 a.m.)

4. Emotional Support Animals—Gail called Attorney Scott Rudacille on this issue and he sent TE a written opinion reminding the Board that we are a zero pet park and stating that he feels we have been lax in our procedures in regards to Emotional Support Animals. When Martha saw the opinion, she called Scott to discuss some possible changes. Jim searched the federal law in this regard. Based on new information, the Board rewrote the motion this way:

Replace present "Attention" paragraph on p. 2 of PP50 with: Initial application for a new support/service animal must include a written opinion on Physician/Qualified Medical Professional's or a Mental Health Care Professional's letterhead or prescription pad. It

must include: 1) Verification that letter is from a Physician/Qualified Medical Professional or a Mental Health Care Professional, including license information; 2) Confirmation that the resident is under the care of the professional; 3) Confirmation that the resident has been diagnosed with a recognized disability; 4) the professional's opinion that the support/service animal(s) improves the effects of the disability.

After further discussion, the Board decided Gail should check further with the attorney questioning whether we can require that a second animal request be handled by the same physician/mental health care professional, etc., who authorized the first animal. The motion was tabled to Dec. 5 meeting awaiting further clarification from the attorney.

Board broke for lunch at 12:35 p.m. Board reconvened at 1:20 p.m.

(Harry did not return at the time the Board reconvened.)

5. New Ramps at SE side of Office and Post Office.

A motion was made by Fred, seconded by Lenora, to remove 36" walk and replace with a 6' walk and ramp. Remove walk south of Post Office and replace with walk and ramp.

Lenora: Does this include work done at both the Office and the Post Office?

Fred: Yes.

Joe: Does this compare "apples to apple"?

Fred: Yes.

Contract was awarded to Concrete Masters with a bid of \$1,949 versus a bid from Lumsden Concrete for \$2,765.

Motion passed 8-0.

(Harry arrived at the meeting at 1:33 p.m.)

6. Employee Application, Interview, Selection

Discussion ensued about who should hire non-temporary employees. The Board agreed that department heads should be hired by the Board, while employees working under the department heads should be hired by the latter working with the Trustee supervisor. The matter was tabled so Martha could work on it further.

REPORTS OF CLUBS AND ORGANIZATIONS—None

Meeting was adjourned at 1:47 p.m.

Respectfully submitted,

Gail Opper, Secretary