

DRAFT
TRAILER ESTATES PARK & RECREATION DISTRICT
BOARD OF TRUSTEES MEETING
DECEMBER 5, 2011
9:30 A.M.
SMALL HALL
1903 69TH AVENUE WEST
BRADENTON, FL 34207

The meeting was called to order at 9:32 a.m. by Chairman Martha Brauer.

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

APPROVAL OF MINUTES

Nov. 21, 2011 Meeting--A motion was made by Margo, seconded by Joe, to accept the minutes. Corrections on p. 1: Change heading from "APPROVAL" to APPROVAL"; place the word "also" after "Internet service." On p. 3 at bottom where Martha speaks: Sentence two should read: "Because they are an arm of the state shuffling association, they may qualify....."

Minutes were accepted as corrected, 8-0.

Nov. 21, 2011 Workshop—A motion was made by Joe, seconded by Jim, to accept the minutes. With no corrections, motion passed, 8-0.

REPORT OF THE TREASURER—None

APPROVAL OF BILLS—None

INFORMATIONAL REPORTS OF TRUSTEES

Jim—If you rent your property to someone and they don't take care of it, you are responsible. Absent owners—people who have left their mobile homes vacant for a while—are also responsible for the property.

Joe—If you need New Years Eve Party tickets, call Bev Salerno at (941) 756-7678. Christmas Party tickets are free and may be picked up at the office. BYOB. There will be a meeting of WII bowlers at 1 p.m. on Thursday, Dec. 15. Dance revenue for 2011 is \$1,295. It was \$1,205 in 2010. 50/50 was \$255 in 2011 and \$209 in 2010. Joe will order a golf driving mat soon out of 50/50 funds. There have been questions raised as to where Joe is getting the money to buy what he buys for the Park. He shared that the money comes from 50/50 and listed the following items he has purchased with those

funds: Cribbage boards, Mahjong tiles, two TVs for the Activity Building, Volleyball and Pickleball nets, and a new golf mat.

Margo—There were 9 deaths in November; 21 cards were sent. The picture directory is going very well. The next session will be the end of December and beginning of January.

Gail—1) We have hired a new part time employee in the office. There were seven applications, out of which TJ and Gail selected the top three. Each of those candidates were interviewed and then asked to complete a computer project, answer the phone, and greet customers. TE resident Joyce McCormick is now our new employee. She was introduced to the Board and residents at today's meeting. 2) Gail has spoken with Robin DiSabatino. She stated she will complete, after Thanksgiving, flyers for the Jan. 19 meeting in TE. She will also speak at the Dec. 9 and Jan. 13 Let's Talk Club meetings. 3) Gail will bring the Post Office Activity Board up-to-date. Clubs should give additions or changes to Gail. 4) The restaurant Bearded Clam is offering a free drink to TE residents. 5) Gail thanked Joe for sharing the newspaper from Tri Par. She was surprised they already do background checks, require dog tags, and charge \$250 for first hour of lawn violation corrections and \$100 each additional hour. 6) Residents have come to Gail with concerns about people joining clubs for reasons other than an interest in the club itself. Gail shared with residents that no one can take away a club, group, organization unless the group gives it away. Gail advised residents to "stay the course" and continue to enjoy the club, group, organization they are a part of.

Fred—Still gathering bids to replace the center dock in the Marina. The Large Hall has a problem with the floor. The problem will be repaired Dec. 14/15. The problem could be caused by the tape on the floor.

Debbie—Bingo now runs from 7-9 p.m. with the second session starting at 8 p.m. and a break at 7:45 p.m. Bingo is still collecting food for the food bank. Players get an extra square if they bring a food donation. Coffee Break is Dec. 17. The Fun Band will perform. Tickets go on sale Dec. 7. The Potluck is Dec. 20. November Bingo report: There were 772 players with an average of 85.7. \$3,579 was taken in and \$3,579 was given out. A jackpot amount of \$2,880 was taken in and \$2,880 was given out. Just a reminder: You must have a guest card or resident ID card to play Bingo.

Harry—Wants everyone to know he would be against charging \$250 for lawns. There is a complaint about an underage occupant on Washington. The mother is visiting the son in CA and will be back soon.

Jim: Dec. 13 is the 30th day for the occupant

Harry will check into this. He will visit the home.

Martha—1) Wednesday, Dec. 7, at 9:30 a.m. is the appeals hearing in Lakeland. There will be no ruling that day. Thirteen categories that include 19 allegations will be under

appeal consideration. 2) Martha is working on the new Website but hasn't updated the present site. Our present site will soon say, "Under Construction." 3) The TE election is Dec. 6 from 12-8 p.m. Bring a photo signature ID. 4) The Christmas Golf Cart Parade will take place Dec. 16.

REPORTS FROM STANDING COMMITTEES

ARC—No Report

Beautification—Margo read a report of activities completed by the committee. Money comes from the sale of bricks. The committee is done meeting for this year and will meet again Jan. 11 and 25, 2012.

RESIDENTS' COMMENTS—None

(The Board took a break at 10:25 a.m. and returned at 10:32 a.m.)

OLD BUSINESS

Gail asked if Support/Service Animals could be presented before Animals Approved. The Board agreed.

1. Support/Service Animals—A motion was made by Gail, seconded by Debbie, as follows:

Initial application for a new support/service animal must include a written opinion on Physician/Qualified Medical Professional's or Mental Health Care Professional's letterhead or prescription pad. It must include: 1) Verification that letter/pad is from a Physician/Qualified Medical Professional or 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 improves the effects of the disability.

In the case of a second or subsequent animal request, all of the above qualifications must be met plus the Professional must acknowledge in the letter/pad that the resident already has one (or more) support/service animal(s) and the second (or more) animal(s) improves a different effect related to the original disability or improves the effect of a newly diagnosed disability.

Motion passed, 8-0.

2. Animals Approved in Trailer Estates—A motion was made by Gail, seconded by Margo, as follows:

All animals in Trailer Estates, those in the Pet section and those approved as support/service animals, shall at all times when they are outside of their home have on their collar a tag, obtainable only at the Trailer Estates Office.

Discussion followed and with the approval of both Gail and Margo, the motion was changed to now read:

All animals in Trailer Estates, those in the Pet Section and those approved as support/service animals, shall be registered at the Trailer Estates Office and shall at all times when they are outside of their home have on their collar a Trailer Estates tag, obtainable only at the Trailer Estates Office.

Joe called for a “move on the motion”. His call passed, 8-0.

A vote was then taken on the revised motion. Trustees for: Martha, Margo, Harry, Debbie, Fred, Gail. Trustees against: Jim, Joe. Motion passed 6-2.

3. Employee Applications, Selection, etc.—Martha requested this item be taken off the table so it can be further researched.

NEW BUSINESS

1. Employee Christmas Bonus—Due to the absence of Lenora, Martha made a motion, seconded by Joe, to:

Pay the following Christmas bonuses to our employees: \$200 to those who are full time, \$100 to those who are part time, and \$50 to the openers and closers.

Joe: Did all do well on their evaluations?

Martha: Yes, they all scored above 17.

Fred: What about Joyce?

Martha: She’ll receive her bonus this year as a closer and next year will be considered as a part time employee/closer.

Motion passed, 8-0.

2. Kitchen Rules and Regulations Revisions. Gail worked on Parts A & B and read her portion of the motion. Martha worked on Part C and read her portion of the motion. A motion was made by Gail, seconded by Debbie, which reads as follows as a revision to Rules and Regs, Section 4:

A. 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) Refundable deposits for groups identified in A2 will be held for the fiscal year unless damage occurs, at which time a new deposit must be submitted.

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

C. 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.

Motion passed, 8-0.

REPORTS OF CLUBS AND ORGANIZATIONS

Shuffle Club—Pancake Day will be held Dec. 10 in the Large Hall from 8 a.m. to noon.

Bocce—There will be a Bocce meeting at 8:30 a.m. Wednesday, Dec. 7, in the Small Hall.

Through the Bible—A new Bible Study Group will meet Fridays beginning January 6 from 6:30-8 p.m. in Craft Room II next to the stage in the Large Hall. The Bible will be read in its entirety. Everyone is welcome. Refreshments will be served. Any questions? Contact Gail Opper

BOAT SINKING IN THE MARINA

Fire Chief Don Warner addressed the Board regarding the partial sinking of a boat at 6810 Marina Drive. Fuel and oil were leaking and heading toward the Bay. The Coast Guard and EPA were notified. The Marina was closed due to a potential fire hazard. The water was then tested. The fuel/oil had diluted enough to then reopen the Marina. Pictures were taken. The boat is no longer leaking. It was recommended that buoys be placed around the boat, which is moored on private property rather than TE property. The Fire Department is continuing to monitor the boat. It is not a menace to navigation at this time. The EPA was told that an estimated 12-15 gallons of oil and gas leaked out. The Board thanked Chief Warner for the information.

Mark Yawberg asked the Board about use of TE buoys in this situation. It was decided we should offer the buoys to the property owner on a rental basis. If damaged, the owner would have to replace the buoys.

FIRE DEPARTMENT VOLUNTEERS

Chief Warner stated that the TE Fire Department needs volunteers. They can be seasonal as well as full time residents and both men and women may apply.

BURGLARIES IN TRAILER ESTATES

Six TE residents were victims of a burglary. Hix Marine was also broken into. The Sheriff Department is doing a good job of patrolling the Park.

The Board unanimously agreed to allow Eddie Barber of 6730 Marina Drive to speak on this issue. He was one of the victims of the burglaries and had a lot of fishing equipment taken. He visited a girl at 6810 Marina Drive who took him to a home on Bayshore. Eddie believes the burglaries are related to a prostitution ring allegedly operating out of 6810 Marina Drive and 2203 Illinois. Eddie stated that the boat that sank had, in his opinion, kids partying and living on it. Eddie called the police immediately and Officer Becky Wilson responded. Eddie also stated that a gun was found that had been thrown into the Marina Drive canal. He warned residents to be careful as these young people will work their way into a mobile home. The Board thanked Eddie for the information.

CLOSING COMMENTS

1. The survey previously discussed by the Board will be sent in the audit letter.
2. Joe wondered if there could be a training progress sheet established so the Board can see the training of the new part time office assistant as it progresses. Gail will create the training sheet.

Meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Gail Opper, Secretary