

APPROVED AS WRITTEN, OCTOBER 3, 2022
TRAILER ESTATES PARK & RECREATION DISTRICT
BOARD OF TRUSTEES MEETING
SEPTEMBER 19, 2022
9:30 A.M.
MARK'S HALL
1903 69TH AVENUE WEST
BRADENTON, FL 34207

The meeting was called to order by Duane Trotter at 9:30 a.m.

ROLL CALL: Mary Chandler, Kathy Gregory, Todd Lombardi, Russell McAlister, Louis Nickels and Duane Trotter present. Lori Dalton joined via zoom. Pete Price and Sandy Simonich were absent.

RESIDENTS COMMENTS AND QUESTIONS:

Rod Smith, 6522 WA – He detailed concerns the Hobby Club ran into when trying to stop using the park's EIN and needing to obtain a Sun Biz account. He asked for Mary to assist him at the bank as a representative of the EIN currently used. He indicated this will be a big issue for clubs. He then referenced the resident voicing concerns with paying their assessment. He offered information for a person to do a presentation in the park, maybe at a Coffee Break, on how people may qualify for Medicaid and other assistance.

Lenora Neal, 6619 CA – She addressed her interaction at Bingo regarding a visitor bringing a visitor. She stated she addressed the situation calmly.

Closed Public Comments

Responses to Public Comment

Mary – She stated she would meet with Rod and help work on a solution. She thanked Lenora for her help at Bingo.

Duane – He indicated the steps Rod outlined were steps the Treasure Barn went through before becoming a committee of the board.

APPROVAL OF MINUTES

Mary made a motion to approve the Regular Business Meeting Minutes of September 6, 2022, seconded by Kathy. The minutes were approved as written 7/0.

Todd made a motion to approve the Workshop Meeting Minutes of September 6, 2022, seconded by Mary. The minutes were approved as written 7/0.

Russell made a motion to approve the Emergency Business Meeting Minutes of September 14, 2022, seconded by Todd. The minutes were approved as written 7/0.

Todd made a motion to approve the Continuation Emergency Business Meeting Minutes of September 15, 2022, seconded by Kathy. The minutes were approved as written 7/0.

REPORT OF TREASURER

Checking: \$ 15,313.79

Investment account: \$ 639,032.14

Region's Bank Account: \$1,500,000.00

Todd made a motion to approve the Report of the Treasurer, seconded by Louis. The motion was approved 7/0.

APPROVAL OF BILLS

None.

STAFF OR ATTORNEY COMMENTS:

None.

INFORMATIONAL REPORTS FROM TRUSTEE

- 1) Louis – He stated he is following up on some lawn violations. He detailed noticing some swale obstructions caused by overgrown landscaping and will be addressing them.
- 2) Russell – He echoed Louis' remarks and then asked residents as they renew their fobs to request the owner information form and complete it to ensure current information is available in the office.
- 3) Kathy – She detailed the recent cook out and thanked the volunteers, maintenance and the resident who donated to make it possible. She informed residents of the upcoming events, movie nights, salsa lessons, dances and end of year party.
- 4) Todd – He detailed maintenances' activities mowing, painting the former fire station and staining the concrete by the post office. He indicated supplies should be coming soon for the fish house and dock repairs. He also recommends residents give maintenance staff a thank you any time you see them throughout the park.

- 5) Mary – She stated we have closed on the loan and she will be meeting with Florida Structural to establish a payment structure. She spoke about the need for new detailed assessment payment information from the Tax Collector. She also spoke about the need to bring in more income.
- 6) Lori – She detailed some issues with accessing the park calendar and as a result has not been able to process room reservations. She will be working on it today following the meeting.
- 7) Duane – He detailed why it was necessary to have an Emergency meeting on September 14th and 15th to meet notification requirements which allowed us to lock in the interest rate and Florida Structural bid.

REPORT FROM STANDING COMMITTEE

Barbara Swell, 6608 Dakota, Treasure Barn – She stated they are ready for the Grand Opening on October 1 and hopes lots of people come to buy. She also thanked Maintenance and Kathy for all of their help.

OLD BUSINESS

None.

NEW BUSINESS

Radify Motions Adopted at September 15, 2022 Emergency Meeting (Chandler)

Mary made a motion to “Ratify Resolution 2022-03 Seawall Improvement Project Final Assessment Resolution and Resolution 2022-04 Taxable Special Assessment Bond Series 2022 Resolution adopted during an Emergency Meeting held on September 15, 2022.” The motion was seconded by Todd. The motion passed 7/0.

Adopt Amended Budget for Fiscal Year 2022-2023 (Chandler) – Mary made a motion to “Adopt Resolution 2022-2023A – Amended Budget for Fiscal Year 2022-2023.” The motion was seconded by Todd. The motion passed 7/0.

Approve Compensation Adjustments Effective 10/1/2022 (Chandler) – Mary made a motion to “Approve the compensation adjustments per the attached spreadsheet effective October 1, 2022 as previously discussed at a workshop on September 6, 2022.” Spread sheet below. The motion was seconded by Kathy. A discussion followed. The motion passed 7/0.

Salary Budget Effective 10/1/2022 - Revised Compensation Schedules

Employee Full Time	Position	Tenure	Comp Ratio	Curent Hrly Rate	2022/2023 Recommended		Employee Taxes	ER Paid Med & Dental	Ret Plan	Bonus	2022/2023
					Hrly Rate	% Inc					Gross Salary
Vacant	Park Manager		40			\$ 85,000.00	\$ 9,655.55	\$ 18,973.08	\$ 2,550.00	\$ 500.00	\$ 116,678.63
TJ Miller	Office Manager	31	120%	NA	5.49%	\$ 66,000.00	\$ 7,497.25	\$ 18,683.76	\$ 1,980.00	\$ 300.00	\$ 94,461.01
Bill Cottom	Maintenance Mgr	25	98%	NA	8.81%	\$ 65,000.00	\$ 7,383.66	\$ 30,270.30	\$ 1,950.00	\$ 300.00	\$ 104,903.96
Randy Hedgecock	Maint Supervisor	2	90%	\$ 20.73	23.22	\$ 48,292.61	\$ 5,485.79	\$ 15,253.08	\$ 1,448.78	\$ 300.00	\$ 70,780.25
Darren Shankle	Maint Tech 3	25	118%	\$ 22.08	23.18	\$ 48,222.72	\$ 5,477.85	\$ 27,705.75	\$ 1,446.68	\$ 300.00	\$ 83,153.00

Part Time											
Joyce McCormick	Office Asst	11	115%	\$ 19.13	19.32	\$ 23,185.56	\$ 1,773.70			\$ 150.00	\$ 25,109.26
VACANT	Maint Tech 2	0	85%		15.00	\$ 23,400.00	\$ 1,790.10			\$ 150.00	\$ 25,340.10
Dale Steinke	Maint Tech 2	6	100%	\$ 15.87	17.90	\$ 23,270.00	\$ 1,780.16			\$ 150.00	\$ 25,200.16
Marcia Manno	Maint Tech 1	2	85%	\$ 12.32	13.18	\$ 13,709.70	\$ 1,048.79			\$ 150.00	\$ 14,908.49
Daily Open/Close											
Sharon Bean	Open Sat,Sun - *		4	\$ 16.02	16.50	\$ 3,432.12	\$ 262.56				\$ 3,694.68
Sharon Bean	Open Holidays **		2	\$ 16.02	16.50	\$ 330.01	\$ 25.25				\$ 355.26
Sharon Bean	Pool Sat.		4	\$ 16.02	16.50	\$ 3,762.14	\$ 287.80				\$ 4,049.94
Marcia Manno	Sun,Holidays ***		8	\$ 14.15	14.57	\$ 6,062.99	\$ 463.82				\$ 6,526.81
Larry Hrinik	Lockup T,W,Th,F		6	\$ 13.78	14.19	\$ 4,428.34	\$ 243.06				\$ 4,671.40
	Lockup M,S,S		9								
Sun Bingo	Set up/ Down		Months (39 Weeks)	\$ 40.00	45.00	\$ 1,755.00	\$ 134.26				\$ 1,889.26

						\$ 415,851.19	\$ 43,309.59	\$ 110,885.97	\$ 9,375.46	\$ 2,300.00	\$ 581,722.21
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* 2 Hours per day for 52 weeks (208 hours)
 ** 2 hours per day for 10 Holidays (20 hours)
 *** 2 Hours per day for 52 weeks plus 10 Holidays (228 hours)

Funded by TEPCD Dissolution \$ (58,339.32)
 Budget 2022_2023 \$ 524,109.14
 Variance \$ (726.25)

Maintenance Employee Re-alignment (Trotter) – Lori read Duane’s motion “I make a motion to move Mr. Cottom and TJ Miller to exempt employee position and Mr. Hedgcock from a Tech 4 position to Foreman, with supervisory authority, as discussed in the September 6, 2022 Workshop.” The motion was seconded by Todd. A discussion followed. The motion passed 7/0.

Florida Assoc. of Special Districts (Trotter) – Lori read Duane’s motion “I make a motion to join the Florida Association of Special Districts at a cost of \$5,000 per year as discussed in the September 6, 2022 Workshop.” The motion was seconded by Russell. A discussion followed. The motion passed 7/0.

Approve WC Insurance (Chandler) – Mary made a motion to “Approve moving WC coverage from FMIT to Florida Insurance Alliance managed by EGIS Insurance and Risk Advisors at a savings of \$3,348 annually.” The motion was seconded by Kathy. The motion passed 7/0.

Approve Property, Liability and Auto Insurance (Chandler) – Mary made a motion to “Approve moving Property, liability and Auto coverage from FMIT to Florida Insurance Alliance managed by EGIS Insurance and Risk Advisors at a savings of \$15,093 annually.” The motion was seconded by Todd. A discussion followed. The motion passed 7/0.

REPORTS FROM CLUBS & ORGANIZATION.

Gordon Elton, 1804 OH, Veterans Club – He detailed the planning meetings and activities planned on Veteran’s Day. He said volunteers are still needed and asked them to call him at 707-972-0006.

Sandy Stevens, 1814 MN, Beautification Club – She detailed the club’s upcoming events. She then asked if the board would make a decision about the Bingo kitchen as the Beautification Club would be interested in running it.

Laura Freese, 6619 CT, CERT – She thanked Duane and Maintenance for their assistance moving things to the Activity Center. She detailed upcoming trainings, breakfast events and HAM radio classes.

Terri Allenberger, 6810 MA, Cook’s Night Out – She stated their last event would be a breakfast in November. She indicated they were pleased with the increased number of participants this past year.

ADJOURNMENT

Meeting adjourned at 10:32 a.m.

Respectfully submitted,

Lori Dalton, Secretary