

Trailer Estates Park and Recreation District

Board of Trustees
Regular Board Meeting
March 19, 2024

Mark's Hall
Trailer Estates
1903 69th Avenue West
Bradenton, FL 34207

Call to Order
Roll Call
Public Comment (Limit 3 Minutes on Any Topic)
Approval of Minutes
Treasurers Report
Invoice Approval

Items Presented by Board & Staff (PP 38)

1. Proposed O & M Budget
2. Establish Trailer Estates Facebook Page
3. Finalize move to New Maintenance Building & Establish Project

Trustee/Staff Final Comments
Unfinished Business
Adjournment

Trailer Estates broadcasts its Meeting live on Channel 732 inside the Community.

Zoom Meeting Access:

Time: Mar 19, 2024 09:30 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84512928249?pwd=SEYwN1k1NGEvVOR1eWF2c1FRVUVDQTO9>

Meeting ID: 845 1292 8249

Passcode: 7PMKEw

One tap mobile

+13052241968,,84512928249#,,,,*845261# US

+13092053325,,84512928249#,,,,*845261# US

Meeting ID: 845 1292 8249

Mobile Passcode: 845261

Pursuant to Section 286.0105, Florida Statutes, should any person wish to appeal a decision of the Board with respect to any matter considered at this meeting, he or she will need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Pursuant to Section 286.26, Florida Statutes, and the Americans with Disabilities Act, any handicapped person desiring to attend this meeting should contact TJ Miller at 756-7177, at least 48 hours in advance of the meeting, to ensure that adequate accommodations are provided for access to the meeting.

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Proposed O & M Budget 2024-25

For Upcoming Meeting—Date March 19, 2024

Type of Meeting (check one): Workshop Board Meeting

***It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.**

Rationale (for workshops)/ MOTION (for board meetings): _____

Send out proposed O & M (Operating & Maintenance) budget for Fiscal Year 2024-25
to residents per requirements.

Costs/Estimated Costs: (Required if agenda item includes spending district money.)

Attachments: (Please attach any diagrams or pertinent information concerning this
Agenda Item. Please list the attachments.) _____

Budget Forms in Workshop packet.

Trustee Treasurer Nickles & Park Manager Morris

Date Submitted March 11, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____

Trailer Estates Park & Recreation District
1903 69th Ave West Bradenton, FL 34207

2024-2025 Proposed Budget

Operating & Maintenance Budget includes TV/Internet and Curbside Trash Pickup
October 1, 2024 - September 30, 2025

INCOME			2024-2025 Proposed	2023-2024 Adopted
	Amount	LOTS		
ASSESSMENT	\$ 1,338.44	1479	\$ 1,979,545	\$ 1,885,281
Early Payment Discounts	3.75%		\$ (74,233)	\$ (70,698)
Uniform Collection Fee	3.00%		\$ (59,386)	\$ (56,558)
NET OPERATING ASSESMENT INCOME			\$ 1,845,926	\$ 1,758,025
INCOME FROM OFFICE FUNCTIONS			\$ 19,250	\$ 312,340
INCOME FROM MARINA SLIPS			\$ 107,209	\$ 98,295
INCOME FROM STORAGE LOT RENTALS			\$ 95,706	\$ 91,148
INCOME FROM FACILITY LEASES			\$ 59,000	\$ 55,902
INCOME FROM RECREATION/HEALTH WELFARE			\$ 23,000	\$ -
TRANSFER TEFCD FUND BALANCE			\$ 271,350	\$ -
TOTAL INCOME			\$ 2,421,441	\$ 2,315,710

EXPENDITURES	Per Month	% Of Budget	2024-2025 Proposed	2023-2024 Adopted
CABLE TV / INTERNET	\$ 31.01	27.8%	\$ 673,302	\$ 639,113
PAYROLL EXPENSE	\$ 31.70	28.4%	\$ 688,122	\$ 642,717
INSURANCE	\$ 8.01	7.2%	\$ 174,000	\$ 194,000
TRASH REMOVAL	\$ 7.39	6.6%	\$ 160,500	\$ 149,500
UTILITIES	\$ 5.35	4.8%	\$ 116,042	\$ 108,450
MAINTENANCE	\$ 5.05	4.5%	\$ 109,720	\$ 84,400
OFFICE EXPENSE/ACCTG	\$ 4.58	4.1%	\$ 99,520	\$ 64,800
LEGAL EXPENSE	\$ 2.17	1.9%	\$ 47,174	\$ 45,360
RECREATION	\$ 2.12	1.9%	\$ 45,998	\$ 42,200
TECHNOLOGY	\$ 0.71	0.6%	\$ 15,521	\$ 14,110
HEALTH & WELFARE	\$ 0.18	0.2%	\$ 3,880	\$ 3,560
CAPITAL EXPENSE	\$ 13.25	11.2%	\$ 270,000	\$ 327,500
CONTINGENCIES	\$ 0.02	0.7%	\$ 17,662	\$ -
TOTAL EXPENDITURES	\$ 111.54	100.0%	\$ 2,421,441	\$ 2,315,710

This budget includes a 5% increase in assessment/contracts/fees as discussed in previous 5 year plan. However, we assume a minimum of 7% increase in employee benefits, 7% increase in utilities, and an unstable insurance market. Income includes a one-time transfer of funds from the now closed Trailer Estates Fire Control District to fund Capital Outlay projects.

**TRAILER ESTATES PARK AND RECREATION DISTRICT
BOARD AGENDA ITEM FORM PP 38**

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Establish Trailer Estates Official Facebook Page

For Upcoming Meeting—Date March 19, 2024

Type of Meeting (check one): Workshop Board Meeting

***It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.**

Rationale (for workshops)/ MOTION (for board meetings): _____


Establish an official Trailer Estates Facebook Page with outgoing content only.

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)**
\$500+/-

Attachments: **(Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)** _____

Trustee Chairman Trotter

Date Submitted March 11, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____

TRAILER ESTATES PARK AND RECREATION DISTRICT

BOARD AGENDA ITEM FORM

PP 38

DUE IN OFFICE 6:00 A.M. TUESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Finalize move to New Maintenance Building (Fire Barn)

For Upcoming Meeting—Date March 19, 2024

Type of Meeting (check one): Workshop Board Meeting

***It is recommended that Board Meeting Motions be an agenda item on a Workshop prior to the Board Meeting and the date or dates of the workshop discussions be included in the motion.**


Rationale (for workshops)/ MOTION (for board meetings): to finalize the move to the new maintenance shop by establishing the project budget of \$16,350.00 per the attached spreadsheet.

Costs/Estimated Costs: **(Required if agenda item includes spending district money.)**
\$16,350.00 per Spreadsheet.

Attachments: **(Please attach any diagrams or pertinent information concerning this Agenda Item. Please list the attachments.)** _____
Attached Spreadsheet of Furnishings & Equipment.

Trustee Trustee Lombardi & Park Manager Morris

Date Submitted March 11, 2024

Chairman/Designee 

Office Manager/Designee: Date Posted _____ Initials _____

Trailer Estates Maintenance Building (new)

Item	Quantity	Estimated Cost	Total	Supplier	Notes
Workbenches	4	\$250.00	\$1,000.00		
Tool Storage	6	\$100.00	\$600.00		
Power Tools	1	\$1,750.00	\$1,750.00		
Safety Equipment	1	\$350.00	\$350.00		Eye Wash Station
Fasteners and Hardware	3	\$500.00	\$1,500.00		Nuts, Bolts, Fasteners, bulk
Storage (Racks & Tool Boxes)	15	\$220.00	\$3,300.00	Sams Club	77" W x 24" D x 72" H
Power Extension Cords/Outlets	8	\$200.00	\$1,600.00		
Ice Maker	1	\$2,400.00	\$2,400.00		
Equipment for Waste Disposal	2	\$250.00	\$500.00	Waste Pro	Dumpsters To remove no longer needed items from Old building
Lighting	6	\$150.00	\$900.00		
Cart Lift	1	\$1,000.00	\$1,000.00		
Other	1	\$1,450.00	\$1,450.00		Trash Cans, Misc Tools, plumbing Components
Total Cost Estimate			\$16,350.00		