

**BOARD OF TRUSTEES
REGULAR BOARD MEETING
November 7, 2022
9:30 A.M.
MARK'S L HALL
1903 69TH AVENUE WEST
BRADENTON, FLORIDA 34207**

REGULAR MEETING

Call to order
Roll Call
Residents' comments and questions
Approval of minutes
Report of Treasurer
Approval of bills
Staff or Attorney Comments
Informational reports from Trustees
Report(s) from standing committees
Old business
New business
 Presentation from EGIS Insurance and Risk Advisors (Chandler)
 Delegation of Authority (Trotter)
 Rules and Regulations Part A (Dalton)
 Approve Mauldin and Jenkins as the District Auditor (Chandler)
 Late Fees on Rental Accounts (Chandler)
 Open Business Credit Accounts with Regions Bank (Chandler)
 Approval of Dock Plan at 1906 E. Beach St. (Nickels)

Clubs & Organizations

Adjournment

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 941-756-7177, at least 48 hours in advance of the meeting, to ensure that adequate accommodations are provided for access to the meeting.

TRAILER ESTATES BOARD OF TRUSTEES
MOTION FOR ACTION OR RULES CHANGE

Type of Motion

Action X
Rules

Rule to be changed:

Page: Section: Paragraph:

Presented by: Mary Chandler Date: November 7, 2022

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Allow an interactive discussion regarding all district lines of insurance allowing the board to determine the best way to allocate assessment dollars to protect District property.

Attachments:

Costs/Estimated Costs:

Trustees FOR

Trustees AGAINST

TRAILER ESTATES BOARD OF TRUSTEES
MOTION FOR ACTION OR RULES CHANGE

Type of Motion

Action X
Rules

Rule to be changed:

Page: Section: Paragraph:

Presented by: Duane Trotter Date: November 7, 2022

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: I make a motion to delegate the Office Manager and Office Assistant to be duly authorized officers or agents of the Board of Trustees to approve in writing, all sales, transfer of title, leases or subleases of a lot or parcel occupant of a dwelling unit on a lot or parcel in accordance with Section 12 of the Deed Restrictions or other documents necessary as discussed in 10/17/2022 Workshop.

Attachments:

Costs/Estimated Costs:

Trustees FOR

Trustees AGAINST

TRAILER ESTATES BOARD OF TRUSTEES
MOTION FOR ACTION OR RULES CHANGE

OCT 31 '22 PM1:56

Type of Motion

Action X
Rules

Rule to be changed:

Page: Section: Paragraph:

Presented by: Lori Dalton

Date: November 7, 2022

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: To approve the changes to Rules & Regulations Part A to resurrect requiring ID cards to be displayed and to specifically list events where IDs are checked as discussed at the workshops on October 3rd and 17th.

Attachments: Final Rules & Regs. Part A

Costs/Estimated Costs:

Trustees FOR

Trustees AGAINST

TRAILER ESTATES PARK AND RECREATION DISTRICT RULES AND REGULATIONS

ADOPTED DECEMBER 4, 1989

The following rules of admission to and for the use of the Trailer Estates Park and Recreation District's recreational facilities are established by the Trailer Estates Park and Recreation District Board of Trustees pursuant to Chapter 2021-261, Laws of Florida. (District is defined as Trailer Estates District.) Owners, residents, occupants, licensees or invitees are expected to follow all Trailer Estates Park & Recreation District Deed Restrictions, Rules and Regulations and Policies & Procedures.

TABLE OF CONTENTS

PART A: THOSE IN THE DISTRICT AND ID CARDS

PART B: RULES GOVERNING USE OF FACILITIES

PART C: RULES GOVERNING ADMISSION TO FACILITIES

PART D: ACTIVITIES AND FACILITIES

PART E: PENALTIES

PART A: THOSE IN THE DISTRICT AND ID CARDS (revised 11/7/22)

Owners and residents are expected to display their ID cards while moving through the park. Guests are expected to produce their Guest Card if requested. ID cards are required at the pool and District sponsored events attended (such as Bingo, Dances, Movies, Pickleball, Showtime).

SECTION I. PROPERTY OWNERS

- A. Section 14 of Chapter 2021-261 "Persons entitled to use the facilities and property of the district shall be limited to property owners within the district, their family members and guests and to such other persons and groups as the Trustees may authorize from time to time."
- B. For the purpose of these rules, a family member is a spouse, companion, parent, child, a child's spouse, or an adult grandchild, (provided they meet the age requirements as specified in the amendments to the Deed Restrictions) who resides in Trailer Estates with the property owner for thirty-one (31) or more days. Rev. 5/3/93
- C. For the purpose of these rules, a family member living in Trailer Estates without the property owner living at the same address, is considered a Renter, whether or not they pay rent. Rev. 2/5/90

SECTION II. GUESTS (Rev. 12/3/17, 09/04/18, 12/03/18, 11/7/22)

- A. Any individual for whom an adult Property Owner or a Renter Resident (with a current district Identification Card) will sponsor and accept, responsibility and accountability both for compliance with all rules and regulations established governing the use of the Trailer Estate common

recreational facilities by their “guest” and for fiscal responsibility for any damage their “guest” may cause.

- B. A guest card must be obtained from the Trailer Estates office prior to any guest using any of the Trailer Estates common recreational facilities without being accompanied by a property owner or renter resident, the guest card must be presented at all District sponsored events attended (such as Bingo, Dances, Movies, Pickleball, Showtime) .
- C. The Guest Card issued for an overnight guest may be issued for a specific time period not to exceed 30 days a year.
- D. If the District’s office is closed and it is impossible to obtain a Guest Card, a guest may use all of Trailer Estates common recreational facilities and District sponsored functions and events ; except Bingo, Dances, Movies, Pickleball, Showtime, if they are accompanied at all times by a resident displaying a current District Identification Card but a Guest Card must be obtained as soon as access to the District office is available.
- E. Guests may not hold membership in, assume a leadership role in, nor conduct business of any kind in a club, organization, group or activity.

SECTION III. VISITOR (revised 11/7/22)

- A. A visitor is someone who joins a resident (with an ID card) to a function (except Bingo, Dances, Movies, Pickleball, Showtime) and only for a limited number of hours on any given day.
- B. Visitors may not hold membership in, assume a leadership role in, nor conduct business of any kind in a club, organization, group or activity.

SECTION IV. RENTER RESIDENT

- A. Is an adult (person or persons) who rents a trailer from a Trailer Estates Property Owner and resides in that trailer.
- B. Agrees, in writing, to accept and abide by all the Trailer Estates rules and regulations governing the use of the Trailer Estates common recreational facilities.
- C. Is registered at the Trailer Estates office by the Trailer Estates property owner landlord or his representative.
- D. Has a letter, rent receipt, or copy of their lease agreement as proof of their renter status.
- E. Will pay a fee to use Trailer Estates common recreational facilities.

SECTION V. QUALIFIED PERSON (Rev. 12/3/17, 09/04/18, 11/19/18)

- A. A Guest Identification Card shall be issued to all qualified persons as specified in Section II.

SECTION VI. TRESPASSERS

- A. Any individual other than a property owner, renter or guest according to Sec. 1, 2, 3 found in, or using any of the Trailer Estates common recreational facilities is trespassing and may be prosecuted.

SECTION VII. CURRENT IDENTIFICATION CARDS (Rev. 09/18/95, 9/4/18, 11/19/18, 7/5/22)

- A. Trailer Estates Renter Card.
1. Must be renewed each fiscal year or at expiration date shown on card at the Park Office and signed by office personnel.
- B. Trailer Estates Guest Card.
1. Issued with specific expiration date by office personnel.
- C. Any person or persons found using a counterfeit District Identification Card, any person found using a District Identification Card that belongs to another person, and anyone who knowingly allows another to use their District Identification Card shall be immediately denied the use of all Trailer Estates common recreational facilities, and shall immediately be asked to surrender the District Identification Card and shall surrender such card to a member of the Board of Trustees.

OCT 31 '22 PM1:56

TRAILER ESTATES BOARD OF TRUSTEES
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Presented by: Mary Chandler Date: November 7, 2022

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Approve 3 year contract 2022, 2023 and 2024 as discussed at the workshop on October 17, 2022.

Attachments:

Costs/Estimated Costs:

Trustees FOR

Trustees AGAINST



Trailer Estates
Park & Recreation District

**MAULDIN
& JENKINS**
CPAs & ADVISORS

www.mjcpa.com

Electronic Copy

PRICE PROPOSAL

**TRAILER ESTATES PARKS AND
RECREATION DISTRICT**

PREPARED BY: MAULDIN & JENKINS, LLC
Phone: 941-747-4483 | Fax: 941-747-6035

Daniel Anderson, CPA, Partner
1401 Manatee Avenue West, Suite 1200
Bradenton, Florida 34205
danderson@mjcpa.com
Direct: 941-741-2213
Fax: 941-747-6035

October 14, 2022

MAULDIN & JENKINS

CPAs & ADVISORS

Over 650 Governmental Units Served





Transmittal Letter

October 14, 2022

Trailer Estates Park & Recreation District
1903 69th Avenue West
Bradenton, Florida 34207

Ladies and Gentlemen:

We appreciate the opportunity to provide a proposal to continue providing audit services for the Trailer Estates Park & Recreation District (the "District") for the fiscal years ended September 30, 2022 through 2024.

We will work with management to determine a specific timeframe for performance of the annual financial audits as stipulated by the District. We will conduct preliminary and final fieldwork and will issue all of the deliverables and reports substantially prior to the required due dates. Our Firm is, and all significant personnel listed within this proposal are, licensed to practice in the State of Florida and are qualified to provide all services requested by the District.

Mauldin & Jenkins is committed to client service. We are committed to building relationships with our clients, obtaining a thorough understanding of our client's organization and needs, working with clients as trusted advisors, and delivering a high quality final product on time. There are many factors necessary to achieve quality client service. The following are some features we would like to highlight which differentiate us from other firms:

- **Governmental Experience.** Our Firm has made the governmental sector a primary industry focus. We have served the audit and compliance needs of numerous governmental entities over the years, and remain committed to serving this sector. We provide the following statistics related to our governmental practice:
 - **650 state and local governments across the southeastern U.S.A.;**
 - **100+ stand-alone governmental special purpose entities (recreation, housing, industrial development, health and welfare, other educational, retirement, libraries, etc.);**
 - **50 stand-alone business-type utility authorities (water/sewer, gas, electric, airports and transit);**
 - **126 cities and 57 counties;**
 - **62 school districts and 40 charter schools;**
 - **48 state agencies, authorities, commissions, colleges, and departments;**
 - **131 governments awarded the GFOA's and, or ASBO's Financial Reporting Certificates.**

[Mauldin & Jenkins provides over 139,000 hours of service to approximately 650 governmental units in the Southeast on an annual basis utilizing over 100 professionals.](#)



- **Nationally Recognized.** Mauldin & Jenkins is consistently ranked in the Top 100 by various publications as one of the largest certified public accounting firms in the country. We are a regional firm, but the Firm's influence is shared nationally. Our partners have volunteered to serve: as the American Institute of CPA's (AICPA's) sole representative to Government Accounting Standards Advisory Council (GASAC); the 2015 Chairman of the Board of the AICPA; and a board member of the International Federation of Accountants (IFAC) in 2016. [In January 2020, our own Joel Black accepted the opportunity to serve as the Chairman of the Governmental Accounting Standards Board \(GASB\).](#) Mauldin & Jenkins is a leader nationally.
- **Staff Continuity.** Our staff retention rates are considered to be among the best in the profession. This is evidenced by the same manager being involved on the District's audit for the last six years. We also have enough resources at the partner, manager, and senior levels to provide for periodic rotations as requested by our clients.
- **Education.** [Mauldin & Jenkins' clients have the opportunity to register and receive approximately 30 hours of continuing education on an annual basis, free of charge.](#) We take our experience in serving governments, and choose timely and relevant topics to provide ongoing education to our clients. Sessions are limited to clients only.
- **Responsiveness.** We pride ourselves in responding to the needs of our clients; not only the ability to meet deadlines, but also to respond to other requests. Our ability to be responsive is enhanced by the open communications and good working relationship we have with our clients. Our resources provide for the flexibility to meet your needs and to perform our services in an efficient and effective manner.
- **Organized to Specifically Meet Your Needs.** Our partners, managers, and seniors in the Firm's Governmental Practice Division spend 100% of their time serving governments. By structuring the Firm's Governmental Practice Division in such a manner, we are able to create efficiencies in the audit process which typically result in our total hours being significantly less than most other firms.

This proposal represents a firm offer for 90 days from the date of the proposal. As a member of Mauldin & Jenkins, Daniel Anderson is authorized to bind and make representations for the Firm, and he will be the ultimate party responsible for the quality of the report and working papers. Please contact us at (941) 741-2213. Again, on behalf of Mauldin & Jenkins, thank you for the opportunity to propose on serving your District.

Sincerely,
MAULDIN & JENKINS, LLC

Daniel Anderson, CPA, Partner
1401 Manatee Ave W, Suite 1200
Bradenton, Florida 34205



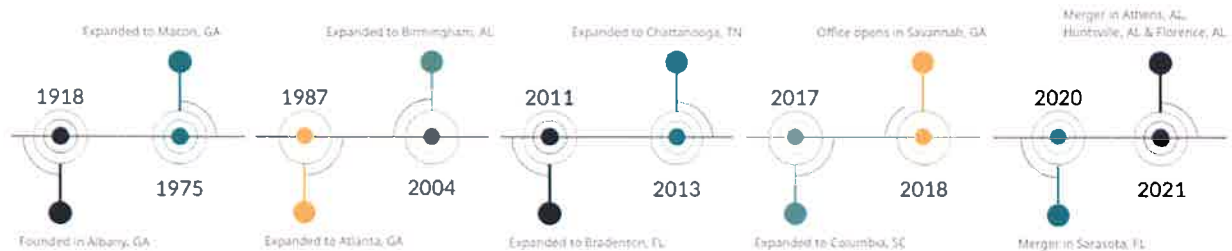
Company Overview and Key Personnel

Organization and Size

Mauldin & Jenkins was formed in 1918, and has been actively engaged in governmental auditing since its inception. Mauldin & Jenkins is considered to be one of the Southeast's largest locally owned providers of audit and accounting services, and one of the largest certified public accounting firms in the Country. Mauldin & Jenkins serves clients throughout the Southeastern United States. Mauldin & Jenkins is considered to be a large regional firm.

Mauldin and Jenkins has offices located in Bradenton and Sarasota, Florida; Atlanta, Macon, Albany and Savannah, Georgia; Chattanooga, Tennessee; Columbia, South Carolina; Athens, Huntsville, and Birmingham, Alabama. We have a practice structure with the scale to serve governmental clients well due to the efficient allocation of resources in our geographic area.

Firm History and Expansion



Mauldin & Jenkins provides over 139,000 hours of service to governmental entities on an annual basis. The Firm's governmental practice is the largest niche in the Firm representing approximately 30% of the Firm's total practice. However, size and resources alone are not the most meaningful measure of success; in the end, our clients remain the best judges of Mauldin & Jenkins' value. Other key information relative to the size and experience of Mauldin & Jenkins is as follows:

- **410,000** - approximate total hours of service provided annually to clients of the Firm
- **139,000** - approximate total hours of service provided annually to governmental clients
- **54%** - percentage of governmental practice as compared to Firm's attestation practice
- **30%** - percentage of governmental practice as compared to Firm's overall practice
- **650** - approximate total governmental entities served in past three years with annual revenues in excess of \$35 billion and total assets in excess of \$105 billion
- **450** - total number of Firm personnel
- **154** - total clients served who obtain the GFOA/ASBO Certificates
- **47** - total clients with publicly issued debts in excess of \$75 million
- **68** - total number of Firm partners
- **22** - total number of full-time governmental partners and directors
- **16** - total number of full-time governmental managers
- **140** - total number of professionals with current governmental experience
- **226** - number of federal Single Audits performed by the Firm in 2020 (more than any other firm in our geographic service area)



Serving Governments For Over 100 Years

Mauldin & Jenkins' commitment to government began when our Firm was established in 1918. Since then, we have viewed service to governments as significant to the overall success of the Firm. Today, the governmental sector is an industry that has been specifically identified for our continued growth in professional services. Accordingly, all professionals, from entry-level accountants to partners (who select the governmental sector as their focus), are trained to understand the issues and meet the needs of state and local governmental entities.

As noted previously, Mauldin & Jenkins employs **38 partners, directors and managers** who dedicate **100%** of their time serving governmental clients and have a combined **540 years of experience**. We also have numerous additional professionals with current experience in providing services to governmental entities – many of whom spend their time exclusively on governmental clients. Mauldin & Jenkins' dedicated professionals can bring a comprehensive understanding of the issues that face government entities as well as "bench strength" at all levels, allowing us to respond swiftly and effectively to your evolving needs.



The goal of our governmental practice is to help governments improve their financial processes and strategies so that they can in turn, achieve their goal of improving the lives of their citizens. This shared commitment to the goals of our clients has resulted in a significant government clientele. As noted in our Transmittal Letter, we currently **serve approximately 650 governments in the Southeast**.

Location of the Office from which the Work is to be Performed

The Bradenton office will be the office providing services to the District, with no anticipated additional staff roles coming from our other offices. As noted previously, Mauldin & Jenkins has over 110 professionals that are dedicated to serving governmental clients, all of which are available to the District.

The Bradenton office currently employs **15 professionals with current experience in providing services to governmental entities** and who will meet the continuing professional education requirements set forth in the U.S. General Accounting Office *Government Auditing Standards*. A further profile of the Bradenton office and the Firm's **professional** staff as a whole is as follows:

Professional Staff by Level	Bradenton	Firm-Wide
Partners	8	68
Managers	6	72
Senior Associates	10	42
Other Associates and Consultants	20	248
Total	44	430



Eligibility Information

License to Practice in Florida

Mauldin & Jenkins is licensed to practice public accounting within the State of Florida. Our Firm's Florida license number is AD0007585. Additionally, all assigned key professional staff are properly licensed and registered to practice public accounting within the State of Florida. We have included a copy of the Firm's state licensure below which we have had since the mid-1980s and a verification report from CPAVerify. All individual licenses are available upon request and can be independently verified at www.myfloridalicense.com.



Quality Control

In the mid 70s, the Private Companies Practice Section (PCPS) was founded by the American Institute of CPAs (AICPA) to establish a voluntary quality assurance program for CPA firms. There are requirements for membership in the section, which include mandatory continuing education for each member of the professional staff and a key element is a tri-annual independent review of a firm's quality control system in its practice of public accounting. Mauldin & Jenkins, LLC has been a member of the section from its inception. The peer review aspect has evolved from being voluntary to mandatory and Mauldin & Jenkins is in full compliance with the requirements of having a tri-annual review. In the peer reviewer's latest report dated November 12, 2020, our reviewing firm gave a rating of "pass" which is the highest form of assurance a reviewing firm can render on the system of quality control for our accounting and audit practice.

A copy of the report on external quality control review are provided on the following page. **The quality control review included a review of specific government engagements.** No letter of comment was received as a result of this review. We are quite proud to be one of the few Southeast based firms to have undergone this review and to have received such an excellent opinion.



REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

November 12, 2020

To the Shareholders of Mauldin & Jenkins, LLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Mauldin & Jenkins, LLC (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, audits of employee benefit plans, audits performed under FDICIA, an audit of a broker-dealer and an examination of service organization's SOC 1 engagement.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

PBMares, LLP | 725 Jackson Street, Suite 210 | Fredericksburg, VA 22401 | P 540.371.3566 | 1.800.296.3710 | F 540.371.3598

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Mauldin & Jenkins, LLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Mauldin & Jenkins, LLC has received a peer review rating of *pass*.

PBMares, LLP

PBMares, LLP



Independence

We hereby affirm that Mauldin & Jenkins, LLC is independent with respect to the District. We meet the independence standards of Generally Accepted Auditing Standards and the U.S. Government Accountability Office's *Government Auditing Standards*. We are also independent with respect to the District within the meaning of Rule 101 of the Code of Professional Ethics of the American Institute of Certified Public Accountants and the applicable published rules and interpretation thereunder. Aside from serving as the District's auditor, we have not had any professional relationships with the District over the past five years. We will conduct our audits objectively and will report findings, opinions and conclusions objectively. As noted above, we are free from personal and external impairments to independence, are organizationally independent and will maintain an independent attitude and appearance so that opinions, conclusions, judgments, and recommendations are impartial and will be viewed as impartial by knowledgeable parties. There are no situations that might lead others to question our independence. Lastly, we have absolutely no local bias towards any District policies, governance, or leadership of the District.

No Litigation, Federal/State Desk Reviews or Disciplinary Action

Mauldin & Jenkins has had no cases brought forth against the Firm over the past three years in which our Firm was a named party. Additionally, Mauldin & Jenkins has not had a federal or state desk review or field review of its audits during the past three years. Mauldin & Jenkins has not had any disciplinary actions taken (nor are any pending) against the Firm during the past three years with any state or federal regulatory bodies or professional organizations. We have a long standing history of providing excellent services to our clients and have had no prior record of substandard audit work.

As noted above, there is no pending litigation against our Firm that may be of relevance to the fulfillment of a contract between Mauldin & Jenkins and the District. Additionally, we note no problems that may affect our ability to complete the project as defined in the District's request for proposal.



Qualifications of Personnel to Be Assigned to the Engagement

Proposed Contract Team

In order to provide the highest quality service in the most cost efficient manner, Mauldin & Jenkins has formed a client service team which will function as a cohesive unit, and would represent a superb assortment of talent and experience for the audit of the District. The unit would be assembled as follows:

Team Member Name	Engagement Performance Roll	Years of Experience
Daniel Anderson, CPA	Engagement Lead Partner	14
Wade Sansbury, CPA	Engagement Quality Assurance Partner	25
Jameson Miller	IT Consultant	12
Kris Trainor, CPA	Fraud Risk Consultant	24

The above team dedicated to audit the District will include (at a minimum): two partners and two staff professionals and will be fully staffed from our Bradenton, Florida office location. The team will be substantially on-site full-time throughout the conduct of their role in the audit. Other governmental audit professionals will be available to assist throughout the fieldwork and the preparation of the financial reports. The engagement lead partner will correspond with the District management on financial reporting, audit and related issues on an ongoing basis, and this individual will also be dedicated to serve the District throughout fieldwork, reporting and conclusion in all respective fiscal years. Mauldin & Jenkins has the depth of resources which allows us to provide you with significant resources of knowledgeable professionals to meet your deadlines.

We realize that, regardless of our Firm's qualifications, the quality of service the District receives will correlate directly to the skill level, dedication and resourcefulness of your audit engagement team. The individuals listed have been selected to serve the District based on their years of hands-on experience working with government entities, and for their commitment to exceeding client expectations. Your team members are dedicated and resourceful, and among the most talented in their field. We encourage you to contact us whenever you have questions and to view us not just as auditors, but as true advisors. Individual resumes of the proposed audit team are available upon request.



Scope of Services

Our proposal includes provision for the following scope of services. Any additional services will first be discussed and negotiated with the District prior to commencement.

We will perform a financial audit as defined in Section 11.45, Florida Statutes, and a Single Audit required by 2 CFR part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (OMB Uniform Guidance) and Rules of the Auditor General as applicable for the District during the contract period. These services will include the following:

Financial Audit

The examination will be made in accordance with generally accepted auditing standards. The primary purpose of the examination is to express an opinion on the financial statements and that such an examination is subject to the inherent risk that errors or irregularities may not be detected. If conditions are discovered which lead to the belief that material errors, defalcations, or other irregularities may exist or if any other circumstances are encountered that required extended services, we will promptly advise the District. No extended services will be performed as part of the audit unless they are authorized in the contractual agreement or in an amendment to the agreement.

We will familiarize ourselves with and comply with the provisions of any and all federal, state, and local orders, statutes, ordinances, charter, bond covenants, administrative code and orders, and rules and regulations which may pertain to the work required in the engagement.

Single Audit

A financial and compliance audit, "Single Audit", of federal and state grants will be performed if applicable as defined in the GAO's *Government Auditing Standards* (1988), the provisions of Single Audit Act of 1984 (PL 98-502) and the 2 CFR part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (OMB Uniform Guidance) and the State of Florida, Rules of the Auditor General.

Review of Internal Controls

An evaluation is to be made of the system of internal control to assess the extent it can be relied upon to ensure accurate information, to ensure compliance with law and regulations, and to provide for efficient and effective operations. The study of internal control will include:

- a. **Review of the System** which is primarily the process of obtaining information about the organization and the procedures prescribed and are intended to serve as the basis for tests of compliance and for evaluation of the system.
- b. **Tests of Compliance** which are made to provide reasonable assurance that the accounting control procedures are being applied as prescribed.

Management Information Services

A review is to be made to compare the calculating operations of the computer with the desired results by tests of transactions. A review of controls used in the computer system to assure protection of files and prevention of processing errors and a review of the data processing operation shall be made.



Reports

The District requires an opinion of the financial statements and a separate Single Audit report that complies with OMB Uniform Guidance, if applicable. Any adjusting journal entries identified by us will be compiled in a report and reviewed with management. We will coordinate the posting of the adjusting entries with management to ensure accurate fiscal year ending and beginning balances.

Management Letter

The audit report will include a management letter which shall contain the audit findings which, among other matters, may include the following material items discovered within the scope of the audit:

- a. Whether errors or irregularities reported in the preceding annual financial audit have been corrected.
- b. Whether recommendations made in the preceding annual financial audit have been followed.
- c. Recommendations to improve the District's present financial management, accounting procedures, internal controls, and increase efficiency.
- d. Violation of the laws, rules, and regulations discovered within the scope of the financial audit which may or may not materially affect the financial statements.
- e. Illegal or improper expenditures discovered within the scope of the financial audit which do or do not materially affect the financial statements.
- f. Improper or inadequate accounting procedures.
- g. Failure to properly record financial transactions.
- h. Other inaccuracies, irregularities, shortages, and defalcations, if any, discovered by the auditor.

Additional Services

If, during the contractual period covered by the agreement, additional services such as operational audits, preparation of bond issues, or management advisory services are needed, we may, at the option of the District, be engaged to perform these services at the rates established in the agreement.



Fee Proposal

The schedule below provides the proposed all-inclusive maximum price for the financial and compliance audits of the District for the years-ended September 30, 2022 through 2024:

- September 30, 2022 - \$12,000
- September 30, 2023 - \$12,500
- September 30, 2024 - \$13,000

Additional Cost Related Information to be Considered

Note (1) – Unlimited Correspondence: It is Mauldin & Jenkins’ policy to not charge for routine conversations that occur between the District and Mauldin & Jenkins. We encourage communication throughout the year. If significant research is involved, we will discuss with you any potential fees prior to beginning.

Note (2) – Free Periodic Continuing Education: We provide free continuing education classes to our clients. This could amount to approximately \$2,000 of annual savings for the District’s estimated finance department per person.

Note (3) – Additional Services: If it should become necessary for the District to request Mauldin & Jenkins to provide any additional services (such as bond assurances, comfort letters, etc.), then such additional work shall be performed only if set forth in an addendum to the contract between the District and Mauldin & Jenkins. This additional work will be billed separately and only if requested by the District and therefore consideration for such additional services will not be included in the annual audit costs charged to the District.

Note (4) – No Hidden Fees or Costs: Our pricing schedules will contain all pricing information relative to performance of the audit as required by the District including all reimbursement for travel, lodging, communications, etc. Our estimated number of hours and the associated fee estimate indicated are based on our professional judgment and experience with similar governmental entities. So long as there are no significant changes in the operations of the District and or the scope of services requested or significant problems requiring additional time, our quoted fees will not change.

Note (5) – Single Audits: As the District’s needs for single audits vary from year to year, fees for the performance of a federal or state Single Audit will only be charged if required. The amount noted above will be for each applicable major program.



Going Further.

No matter what road you're on, we are here to help you navigate through your unique circumstance to reach your financial goals.

INTEGRITY.

100+ year history of quality & expertise

INNOVATION.

Continued advancements, opportunities & solutions to drive us into the **future**

INSPIRATION.

A **culture** guided by our vision of service and community



MAULDIN & JENKINS

www.mjcpa.com

TRAILER ESTATES BOARD OF TRUSTEES
MOTION FOR ACTION OR RULES CHANGE

Type of Motion

Action X
Rules

Rule to be changed:

Page: Section: Paragraph:

Presented by: Mary Chandler Date: November 7, 2022

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Approve revisions to PP22, PP23 and PP24 approved by District's council related to the collection of late fees and actions for payments 30 days or more past due as discussed at the workshop on October 17, 2022.

Attachments: PP22, PP23 and PP24

Costs/Estimated Costs:

Trustees FOR

Trustees AGAINST

TRAILER ESTATES PARK AND RECREATION DISTRICT
DOCK RENTAL AGREEMENT/LEASE PP22

Trailer Estates Park & Recreation District, P.O. Box 6298, Bradenton, Florida, 34281, Lessor, hereafter known as "District" does hereby let to the undersigned boat owner, hereinafter called "Lessee" one space for each boat as described below and which space shall be assigned by District at its discretion, subject to such rules and regulations as District may make from time to time respecting the use and rates thereof. It is understood by the Lessee that District residents have priority consideration over Non-Residents. Should a District owner require a slip leased to a Non-Resident, the non-resident will be required to leave their leased space at the end of their rental term. District will make every effort to relocate the Lessee.

Lessee Information: E-Mail: _____

Lessee's Name: _____

Street Address: _____ PO Box# _____

City: _____ State: _____ Zip Code _____

Home Phone: () _____ Cell Phone: () _____

Vessel Slip Number: _____ Annual Slip Amount: _____

Boat Name: _____ Boat Description: _____

Make/Model: _____ Length: _____ Mfg. Year: _____

Type: _____ Houseboat _____ Cruiser _____ Runabout _____ Pontoon _____ Sail

Registration State/No. _____ Lessee shall present boat registration at the time of Lease and at the time of any renewal. To the extent applicable, Lessee shall apply with all law related to reciprocity, including Section 328.58 Florida Statutes.

Vessel Insurance Information: Certificate of Insurance & Registration must be provided (NO EXCEPTIONS)

Insurance Carrier: _____

Insured's Name: _____

Agent Name: _____ Phone Number: _____

Agent Address: _____

City: _____ State: _____ Zip Code: _____

Policy No: _____ Policy Exp. Date: _____

Lessee must present proof of a minimum of \$100,000.00 boat liability insurance at the time of the lease, maintain it for the term of the lease and thereafter at each renewal.

Lessee Signature: _____ Date: _____

Commence Date: _____ Ending Date: _____

RENTAL RATES: Rates are based on the slip size for the boat described above. This agreement is for the use of a boat slip space only, and the right to use such slip space is not transferable. Lessee's sale or replacement of boat registered on this document does not constitute grounds for the termination of this Agreement. If Lessee desires to transfer the slip to another boat owner, it must request District consent in writing. If the District consents, any new boat to occupy a slip may not be larger than the boat originally registered under this Agreement and the new boat's owner must enter a new slip rental agreement with District (but the original Lessee will not be relieved of its obligations hereunder.) Current rental rates are available on the District website (trailerestates.com) or in the District Office. The District may increase/decrease the rental rate at its own discretion on a yearly basis. Any renewals or extension of this

lease will be at the rate in effect at the time of the extension/renewal. Fees remaining unpaid for fifteen (15) days beyond the effective expiration date of any rental term shall incur a late charge of 10 percent (10%). Fees more than thirty (30) fifteen (15) days in arrears will incur an additional late charge of 10 percent (10%) and result in be cause for termination of the Lease and require your vessel to be ~~chained or~~ removed from dock until payment in full is made. The slip will be offered to the next applicant who has requested a slip equal to the size vacated. A storage fee of \$100.00 for residents and \$250.00 for non-residents per 30 days or portion thereof will be assessed until full payment is received. This lease and all provisions herein shall be automatically renewed for an additional six months' term unless a) the Lessee provides a 30-day

written notice to District and removes the vessel prior to the expiration of the lease term; or b) the District provides thirty (30) days written notice to the Lessee, if the Lessee is not a property owner within the District and a property owner within the District desires to lease the District dock space and no other comparable dock space is available. Upon non-renewal of the Lease by either party, the Lessee shall remove any boat or equipment from the dock space, prior to the end of the Lease.

All rates must be paid in advance for the rental period. It is agreed that the minimum rental period is three months for District residents and six months for non-residents. District residents agree to pay the current dock space rental fee payable quarterly in advance.

TERMINATION OF LEASE: Should a breach of this agreement or violation of rules and regulations occur, this Lease Agreement may be terminated, the Lessee given notice in writing and advised that they must remove boat immediately. District may remove the vessel from the space or chain lock the boat at the owner's risk and expense and retain possession of the leased space. Lessee may receive a prorated refund of rent already paid for any unused months (beyond the minimum) left on the lease minus a fee of 30% of the prorated refund.

SALE OF VESSEL: If the Lease is terminated and the vessel and other property at the slip is not removed within thirty (30) days, the vessel and such property may be sold. The provisions of Section 328.17, Florida Statutes, regarding non-judicial sale of vessels, shall apply to this rental agreement. The lessee covenants that the Lessee is the Lessee of the boat described above and hereby authorizes the District to proceed under Section 328.17, Florida Statutes, after termination or non-renewal of the lease. The address of the lessee shown above shall be used for any required notice to a lessee/owner.

PERSONAL INJURY & PROPERTY LOSS: The slip space is to be used at the sole risk of Lessee. Lessee including agents, heirs and assigns, hereby agrees to save District harmless for any and all liability or damages for personal injury to himself or herself, family, employees, invitees, guests and agents, arising out of, or in connection with the condition or use of the Lessee's boat, motor and accessories, or the use of the marina premises or facilities. The Lessee, for himself or herself, heirs or assigns, hereby releases and agrees to indemnify and hold harmless the District from any and all liability for, or loss or damage to the above described property or the contents thereof, due to fire, theft, collision, windstorm, accident, or like causes. District is not considered under this agreement as an insurer of the Lessee's property. The Lessee shall indemnify and hold harmless the District for any and all loss, injury, death or damage caused by the leasing of the slip or use of the marina by Lessee or Lessee's guests. Lessee shall be responsible for such indemnity shall include District costs and expenses (including attorneys' fees). No warranty is made as to the condition of the District docks, walks or gangways, ramps, or other District equipment or facilities.

ELECTRICAL/FRESH WATER: The power connection (110V) is for temporary use for battery charging and is not to be used for a continuous connection and not longer than 24 hours. The dock master is authorized to remove said connections after 24 hours of use. Lessee will be notified of said removal. If Lessee requests that the connection remain, the Lessee will incur a charge of \$5.00 per day until the connection is disconnected. Any and all electrical lines, fixtures, accessories etc., which are connected directly or indirectly to Marina provided electrical supply must conform to current U.S. Coast Guard regulations and/or applicable state and local electrical codes as may pertain to marinas. Fresh water service is available and is supplied at no charge to Lessee. It is required that water be shut off when the boat is unoccupied.

ADDITIONS OR ALTERATIONS: Additions or alterations of a slip or walkway are expressly prohibited unless approved in writing by the District. In the event District approves an addition or alteration, said addition becomes the property of the District upon its installation. All unauthorized additions or alterations will be removed.

SLIPS:

- a) Subleasing of slips, transfer of boats between slips or from one slip space to another, or leasing, renting or Chartering of boats, shall not be allowed except with written prior approval from the District. Commercial use of the marina by any boat slip renter is prohibited.
- b) The District may reassign, for any reason and in its discretion the slip assigned to the Lessee, to a slip of equal or greater size. If the District requests, Lessee shall move Lessee's boat to a new assigned slip.
- c) Anyone that wants to move or exchange slips must notify District dock master and fill out a slip transfer form. If approved, there is a \$25.00 slip change fee.
- d) If you fuel in the Marina you must use a proper gas can. Fuel with extreme caution and report all spills to the District Office immediately.

MARINA RULES AND REGULATIONS: Lessee agrees to abide by the following general rules and regulations, and such additional regulations as may hereafter be published and or posted by the District.

- (a) The Dock Master has the sole discretion to determine the appropriate slip for the boat. As a part of this lease application a Verification Form For Boat Slip Rental is required. If the boat has not been measured by the Dock Master and it is found that the boat does not fit properly in the assigned slip, the renter agrees to remove the boat from the TE Marina or into another slip assigned by the Dock Master (if another slip is available). The boat (bow or stern) may not stick out more than 18 inches into the canal. The boat (bow or stern) must not come closer than 12 inches to the dock.
- (b) While occupying or cruising in the marina lease area no garbage, refuse matter, sewage or waste material of any type may be thrown, discharged, deposited or allowed to fall from any boat, car or dock into the water or upon the docks, slips, spaces or walkways. Nor will any dock, slip, walkway areas be used as a storage space for any gear or equipment unless loading or unloading the vessel. Fish cleaning shall only be done at the fish cleaning station.
- (c) Lessee is required to maintain equipment in working order; bilge pump, charged batteries, and extra lines stored in boat for emergency use.
- (d) District shall have the right to designate its agent or Dock Master to carry out duties required by this agreement and to enforce the provisions hereof.
- (e) Lessee are required (as a bare minimum) to utilize 6 dock lines; 2 fore, 2 aft and 2 Spring Lines – 1 front and 1 back. Dock lines must be maintained in good condition and must be replaced when they begin to show wear. Boats under 27' in length, must use at least 3/8" diameter dock lines. Boats 27'- 30' in length must use at least 1/2" dock lines. Dock master may require additional lines for safety. When departing, dock lines are to be place on dock in a safe manner.

No lines are to be left lying across walkways.

- (f) Lessee agrees that in case of emergency, the District may move the boat to any other docking space on a temporary basis.
- (g) Under no condition will anyone be allowed to overnight or live aboard any vessel in the District marina.
- (h) Lessee is responsible for securing of boats, especially during hurricanes, high tides and heavy rains. Lessee is responsible for the care and protection of their boat. If an emergency occurs when a boat is in distress, or is in danger of sinking, and/or causing harm to another boat or the marina, an attempt to contact the owner will be made by the Dock master or Maintenance Supervisor and a minimum fee of \$60.00 and a maximum of \$210.00 for 2 hours may be charged. If the Lessee cannot be reached, the Dock master has the authority to pump out and secure the boat and a fee of up to \$210.00 for 2 hours will be charged to the Lessee. If the Dock master or Maintenance Supervisor extends beyond 2 hours, the Lessee will be charged an additional \$50 per hour (1 person) or \$100.00 per hour (2 persons). In no instance shall the Dock master or District be held responsible or liable for damages to the Lessee's vessel.
- (i) The gate to the ramp is open 8:00 a.m. to 5:00 p.m. Monday through Friday; and 8:00 a.m. to 12:00 noon on Saturday and closed on Sunday. The Dock Master has a key in case of emergency. Use of ramp is exclusively for District property owners, renter residents, non-resident dock renters, and District authorized agents
- (j) No boat shall be moored with the stern toward the perimeter seal wall.
- (k) Lessee and guests are required to "Curb Walk" their "Pets" on American Way only. No pets are allowed on the marina property without a leash.
- (l) Lessee shall abide by all rules and regulations established by the District from time to time.
- (m) No boat over 30' in length will be allowed.

GOVERNING LAW: This lease is governed by the laws of the State of Florida and in the event of any dispute under this lease, venue shall be in the courts in and for Manatee County, Florida.

IN WITNESS WHEREOF, the undersigned has read and understands the terms of this agreement.

Lessee Signature Required:

X _____ Date: _____

**TRAILER ESTATES PARK AND RECREATION DISTRICT
RECREATIONAL VEHICLE, BOAT & TRAILER
STORAGE SPACE LEASE PP 23**

RULES/LEASE

1. Spaces will be assigned on a "first come, first served" basis for the size lot required from the waiting list maintained by the Office Manager. When a space is offered to someone on the waiting list, he/she will be given two full working days to accept or reject the offer.
2. All storage spaces must be leased through the Trailer Estates Office. Storage Lot may only be leased rented to Property Owners and renters. Office Manager will notify Storage Lot Manager/Maintenance Trustee of the next available space and notify the next person on the waiting list.
3. Resident must meet with Storage Lot Manager/Maintenance Trustee to be assigned the appropriately sized space. Storage spaces shall be limited to boat on trailer, boat trailer, motor home travel trailer, vehicle towing trailer, utility trailer, cargo trailer, cars and or truck and total length of cannot exceed storage space assigned. Storage Lot Manager will review PP23 Rules/Lease with the applicant and return PP25A - Verification Form For Storage Lot Rental to the Office Manager.
4. Trailer Estates has at its sole discretion to change or re-assign the leased rented space of a Lessee.
5. Commercial use of storage lot by lessee is prohibited. Sheds or other buildings are not permitted in the storage area. Stored items not owned by Lessee will be removed at the owner's expense including but not limited to towing of such items.
6. Lessee must provide and maintain a current address, phone number, current vehicle and/or boat registration on file in the Trailer Estates Office. Current vehicle and/or boat registration must be placed on the stored item for verification. **Failure to have up to date licensing and/or registration will result in those items being removed at the owners' expense, including but not limited to towing of such item.**
7. Invoices will be mailed 30 days prior to the effective date of the lease term. Rent will be paid in advance from the first of the month in which the space is assigned
8. Leases Rents remaining unpaid for fifteen (15) days beyond the effective expiration date of any rental term shall incur a late charge of 10 percent (10%) of the annual lot rental. After 30 days, an additional late charge of

**TRAILER ESTATES PARK AND RECREATION DISTRICT
RECREATIONAL VEHICLE, BOAT & TRAILER
STORAGE SPACE LEASE PP 23**

10 percent (10%) of the annual lot rental will be assessed and result in the termination of the Lease. The stored unit will be chained or removed at the owner's expense including but not limited to towing of such item. A storage fee of \$100 per 30 days or portion thereof will be assessed until full payment is received.

9. ~~If the offer is accepted, the written lease application must be submitted and a year's full term's lot rental (either six months or one year), from the beginning of the month of the offer and must be paid within two days.~~

- a. Trailer Estates will then give the applicant one month to present documentation of the required licensing of vehicles and registration. In the intervening time,
- b. no item may be stored on the lot.
- c. If applicant is unable to present the required documentation within the one-month grace period (Board can approve an extension for extenuating circumstances), Trailer Estates will prorate and refund any lot rental fee for the months remaining after the month in which applicant notifies Trailer Estates his/her inability to meet all lease requirements.
- d. If a person on the waiting list rejects the offer in writing within the above two full working days, that person will remain at the top of the waiting list for an appropriately sized lot.
- e. A person not responding in writing by the deadline will be removed from the waiting list. Faxes, e-mails, and bank transfers or wires will be accepted.
- f. Trailer Estates will make a good faith effort to contact the person at the top of each waiting lists using the phone number provided by the applicant. If the applicant cannot be reached, he/she will retain that position on the waiting list, but the next person will be offered the available space.

10. Lessee may terminate his/her full year lease at any time and will receive a prorated refund of rent already paid for any unused full months remaining on the lease.

11. Spaces leased under a six-month agreement will not be provided a refund if the item is removed prior to the lease term.

12. Trailer Estates Park and Recreation District shall not be financially responsible for any injuries to Lessee or their agents or from damages or

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**TRAILER ESTATES PARK AND RECREATION DISTRICT
RECREATIONAL VEHICLE, BOAT & TRAILER
STORAGE SPACE LEASE PP 23**

theft of stored property. Lessee assumes full responsibility for damages or injuries caused by the Lessee or his/her stored property.

13. Nothing may be stored or left lying on the ground. Lessee shall keep the rented space clear of all debris and free of safety hazards. Blocks needed for stored items must be neatly stacked along fence when not in use.

14. All stored items must be aligned so as not to encroach upon adjacent spaces, must be situated starting at the back of the lot, centered between the markers or poles. Space markers and/or lot numbers may not be removed. Stored items shall be well maintained, i.e., no flat tires, torn or ripped tarps, etc.

15. Violations of any lease provisions will be given a 30-day notice to remedy. If not corrected within 30 days, violators will lose their rental space and will not receive a refund of any rent paid. Stored items must be removed by the owner, if not, the stored item shall be removed at the owner's expense including but not limited to towing of such item.

IN WITNESS WHEREOF, the undersigned has read and understands the terms of this agreement.

Lessee Signature Required:

X _____ Date: _____

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

TRAILER ESTATES PARK AND RECREATION DISTRICT CANOE/KAYAK RACK LEASE AGREEMENT PP24

Trailer Estates Park & Recreation District, P.O. Box 6298, Bradenton, Florida 34281, Lessor, hereafter known as Trailer Estates does hereby lease unto:

LESSEE'S NAME: _____, **PHONE NUMBER:** _____
ADDRESS: _____

LESSEE, CANOE/KAYAK RACK NUMBER _____, TRAILER ESTATES BEACH

Commencing the first day of _____, _____ under the following terms and conditions:

- Trailer Estates agrees to make the aforesaid canoe/kayak rack available to **lessee renter** for the sole purpose of storing the following described canoe/kayak, to-wit:
MAKE: _____
LENGTH: _____
FLORIDA REGISTRATION NUMBER: N/A 16' and under or no motor
Lessee Renter agrees to notify Trailer Estates in the event renter replaces canoe described with another Canoe/Kayak

- Lessee Renter** agrees to pay the current District Rental Fee for said space annually. This space is meant to be for storage between uses and **not as permanent storage**. Rents remaining unpaid for fifteen (15) days past the due date will be charged 10% late fee of amount due. Rents more than thirty (30) fifteen (15) days past due will be assessed an additional late charge of 10 percent (10%) and result in the termination of the Lease. ~~can be denied rental privileges. Rental will be limited to homeowners or residents only.~~
- If fees are more than thirty (30) days over due the canoe or kayak will be removed to a storage area and space will be leased ~~rented~~ to next applicant. A storage fee of \$100 per each 30 days or portion thereof will be assessed until full payment is received.

4. **Lessee Renter** agrees to keep this area clean and neat and to place trash in proper containers. Only designated vessel will be stored on the rack. No other items will be permitted to be stored on or around this area with the exception of a canoe dolly supplied by the Trailer Estates Canoe/Kayak Club.

5. Trailer Estates will not be responsible for the care or protection of **Lessee's Renter's** vessel, or for any loss or damage whatsoever.

6. **Lessee Renter** shall not change, alter or add to this rack in any way.

IN WITNESS WHEREOF, the undersigned has read and understands the terms of this agreement.

Lessee Signature Required:

X _____ Date: _____

APPLICANT: _____

**TRAILER ESTATES PARK AND RECREATION DISTRICT
CANOE/KAYAK RACK LEASE AGREEMENT PP24**

BY: _____ DATE: _____

DRAFT 11-7-22

TRAILER ESTATES BOARD OF TRUSTEES
MOTION FOR ACTION OR RULES CHANGE

Type of Motion

Action X
Rules

Rule to be changed:

Page: Section: Paragraph:

Presented by: Mary Chandler Date: November 7, 2022

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Approve moving the business credit cards accounts from First Horizon Bank to Regions Bank as discussed at the workshop on October 17, 2022.

Attachments:

Costs/Estimated Costs:

Trustees FOR

Trustees AGAINST

TRAILER ESTATES BOARD OF TRUSTEES
MOTION FOR ACTION OR RULES CHANGE

Type of Motion

Action X
Rules

Rule to be changed:

Page: Section: Paragraph:

Presented by: Louis Nickels

Date: November 7, 2022

Seconded by: _____ Date: _____

Passed: _____ Date: _____

Denied: _____ Date: _____

Tabled: _____ Date: _____

Other: _____ Date: _____

A MOTION AS FOLLOWS: Review and approve if appropriate: Plan for new dock at 1906 East Beach Street.

Attachments: ARC permit, County Permit, Drawings

Costs/Estimated Costs:

Trustees FOR

Trustees AGAINST

TRAILER ESTATES PARK AND RECREATION DISTRICT
DEED RESTRICTIONS BUILDING REQUEST PP 33

This form is only for approval of building requests as defined in the trailer estates deed restrictions. Property owner should contact Manatee County directly to determine if building permits or other additional land development approvals are required. They can be reached at MANATEE COUNTY PERMITTING DEPT., 1112 Manatee Ave West 2nd floor, Bradenton, FL 34205, 941-749-3047 ext.3800.

Site plan of proposed waterfront construction or renovation requires board approval and must be submitted to the Board of Trustees at least one week before a scheduled meeting to be on the agenda for approval.

PILON, DARYL & TINA POBE BEACH DR. PERMIT NUMBER BLD 2209-1319
717 201 0403

(Print) LAST NAME FIRST ADDRESS PHONE
46 8 FIRST ADDITION - TRAILER ESTATES

BLOCK NUMBER LOT NUMBER(S) SUBDIVISION OR ADDITION
DOCK EXTENSION (PERMIT SET ATTACHED)

TYPE OF CONSTRUCTION Example: NEW HOME, ADDITION, CEMENT WORK, PORCH, A/C, RESIDING, ETC.
12' x 32' CUSTOM DOCK & DAVIT, INC. MC00480

DIMENSIONS: (W-L-H) BUILDER CONTRACTORS NUMBER

SET BACKS	FRONT	BACK	LEFT SIDE	RIGHT SIDE	
ORIG & 2 nd ADD	5'	5'	4'	2'8"	(single lots only) otherwise 4' SET BACKS
1 st ADD	5'	5'	4'	4'	ARE MEASURED FROM
3 rd to 7 th	5'	5'	5'	5'	PROPERTY LINE

MAKE SCALE DRAWING ON REVERSE SIDE OR SUBMIT ON SEPARATE SHEET(S) SHOWING PROPER SETBACKS. ASK OFFICE FOR SHEETS. (SEE ATTACHED PERMIT SET)

EXPIRATION: THIS BUILDING REQUEST EXPIRES 6 MONTHS FROM DATE OF APPROVAL.

APPROVAL IS FOR SETBACKS ONLY. ALL COUNTY CODES MUST BE FOLLOWED AND APPROVED.

I, the undersigned owner or purchaser of Lot 8 Block 46 of Trailer Estates do hereby certify that I assume full responsibility that the construction will conform as shown in the drawings, plans, and specifications as submitted. If said construction commences before this application is approved and a building permit is issued by the County, the construction or addition work will be stopped immediately and I shall be subject to County Zoning Laws as per violation noted, until such violation is remedied. I also realize I am responsible for any other persons property as to damage done by contractors working for my benefit, and I shall see that the damage is corrected at no cost to the district or property owner.

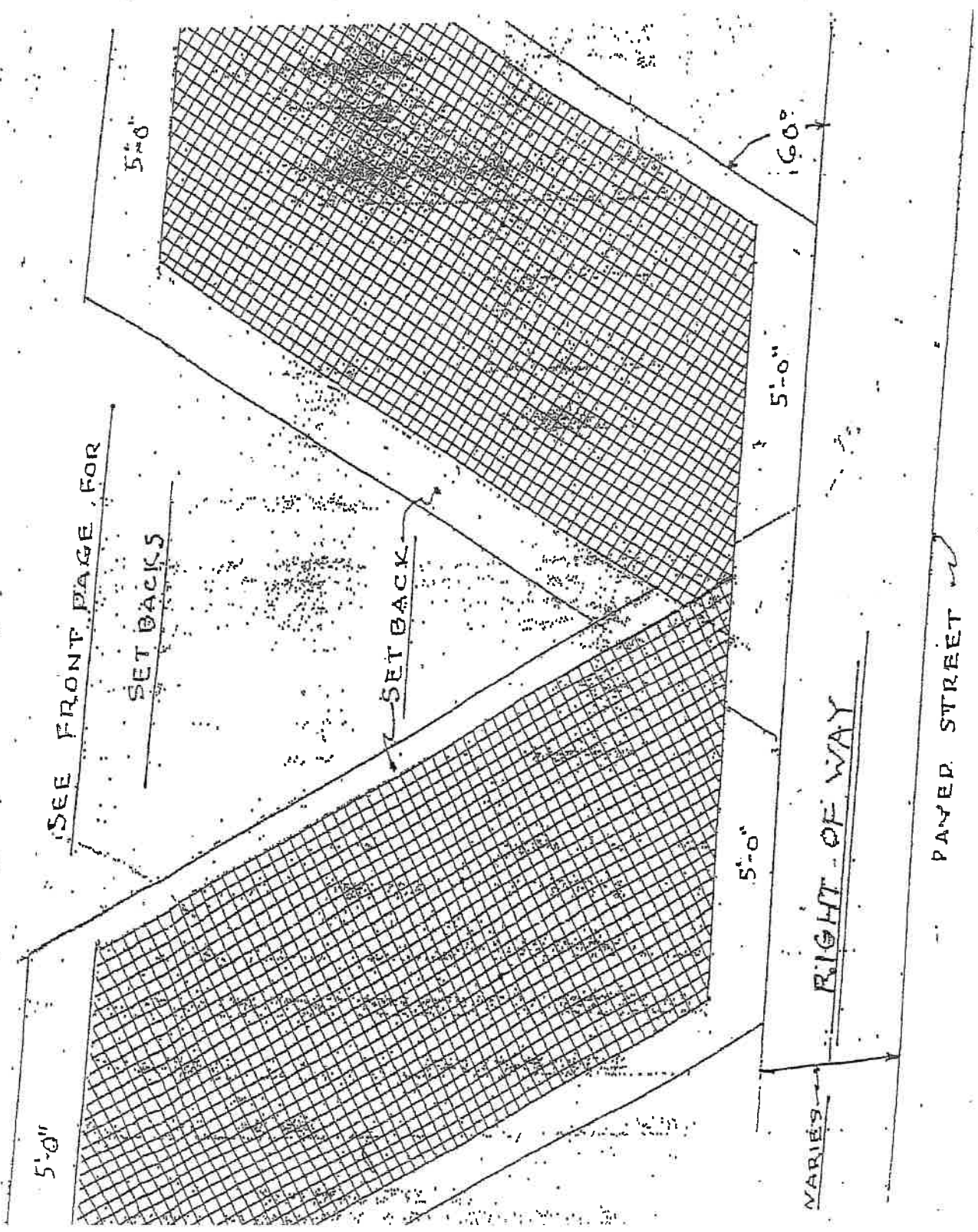
NOTIFY DISTRICT OFFICE WHEN WORK STARTS AND UPON COMPLETION.
SIGNING THIS GIVES ARC PERMISSION TO ENTER YOUR PROPERTY.

10/24/2022 Date Daryl A. Pilon Property Owner

OFFICE USE
APPROVED, DISAPPROVED OR PENDING Date: _____
For The Board of Trustees

EXPLANATION: _____

APPLICANT NOTIFIED BY _____ ON _____ (date)



SEE FRONT PAGE FOR SET BACKS

SET BACKS

SET BACK

5'-0"

5'-0"

160°

5'-0"

5'-0"

VARIABLES

RIGHT OF WAY

PAVED STREET



Manatee County Building and Development Services
 1112 Manatee Avenue West
 Bradenton, FL 34205

Permit Information

Record ID	BLD2209-1319	Record Type	Waterfront Structure
Address	1906 EAST BEACH DR BRADENTON, FL 34207	Parcel ID	6790200007000-4009308265
Subdivision	TRAILER ESTATES FIRST ADDITION PB9/71		
Setbacks:	N/A		
Section	27	Township	35S
Impact Area	SW	Lot No.	8
		Block No.	46
		Overlays	ASC,CEA,CHH, CPA,SUR
		Range	17
		Zoning	RSMH-6
Flood Protection Elevation	14	Drainage Plan Floor Elevation	
Flood Zone	AE	Fire District	TRAILER ESTATES FIRE CONTROL
Total Square Footage (Under Roof)	384	Declared Value	\$17,894

Owner	PILON DARYL A	Contractor	PHILLIP S KOENREICH
Address	106 BUCKINGHAM CIR GORDONVILLE, PA 17529	Address	P O BOX 21149 SARASOTA, FL 34276
Phone		Phone	(941) 922-0318
		License #	MC00480
		License Type	Marine Contractor
		DBA	CUSTOM DOCK & DAVIT, INC

DETAILED DESCRIPTION

NCRQD: FLTPO: CONSTRUCT NEW 12FT X 32FT DOCK WITH CABLE RAILING / LOT 8 TRAILER ESTATES FIRST ADDITION

Permit Issued by:	Jennifer Haeltich
Representative of:	Bill Palmer, Manatee County Building Official
Issued Date	10/3/2022 12:00:00AM

To retrieve building permit data and other information, please visit
<https://aca-prod.accela.com/manatee>

48 HOURS BEFORE YOU DIG CALL SUNSHINE 811 IT'S THE LAW IN FLORIDA

To schedule an inspection please call 941-749-3047 or text 833-392-8861.



Manatee County Building and Development Services
 1112 Manatee Avenue West
 Bradenton, FL 34205

OCT 27 '22 AM 11

Building Permit Card

Permit Granted by: Bill Palmer - County Building Official
 Record ID: BLD2209-1319 Date: 10/3/22
 Record Type: Waterfront Structure Issued by: Jennifer Haettich
 Address: 1906 EAST BEACH DR
 BRADENTON, FL 34207
 Subdivision: TRAILER ESTATES FIRST ADDITION PB9/71
 Owner: PILON DARYL A
 Lot No: 8 Block No: 46
 Zoning: RSMH-6 Overlays: ASC,CEA,CHH,CPA,SUR Flood Zone: VE
 Flood Protection Elevation: 14 Drainage Plan Floor Elevation:
 Setbacks: N/A

	Contractor	License No.	Phone
Primary	PHILLIP S KOENREICH CUSTOM DOCK & DAVIT, INC	MCG0480	(941) 922-0318

DETAILED DESCRIPTION

NCRQD: FLTPO: CONSTRUCT NEW 12FT X 32FT DOCK WITH CABLE RAILING / LOT 8
 TRAILER ESTATES FIRST ADDITION

See Page 2 for Recommended Inspections List

**"WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT
 MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY.
 A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB
 SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING,
 CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR
 NOTICE OF COMMENCEMENT."**

48 HOURS BEFORE YOU DIG CALL SUNSHINE 811 IT'S THE LAW IN FLORIDA

To schedule an inspection please call 941-749-3047 or text 833-392-8861.



Manatee County Building and Development Services
1112 Manatee Avenue West
Bradenton, FL 34205

Inspections List

Permit Number: BLD2209-1319

Additional inspections may be required for your permit based on the scope of work.

BUILDING

117 BUILDING FINAL

ELECTRICAL

205 ELECTRICAL FINAL

218 ELECTRICAL UNDERGROUND

PLUMBING

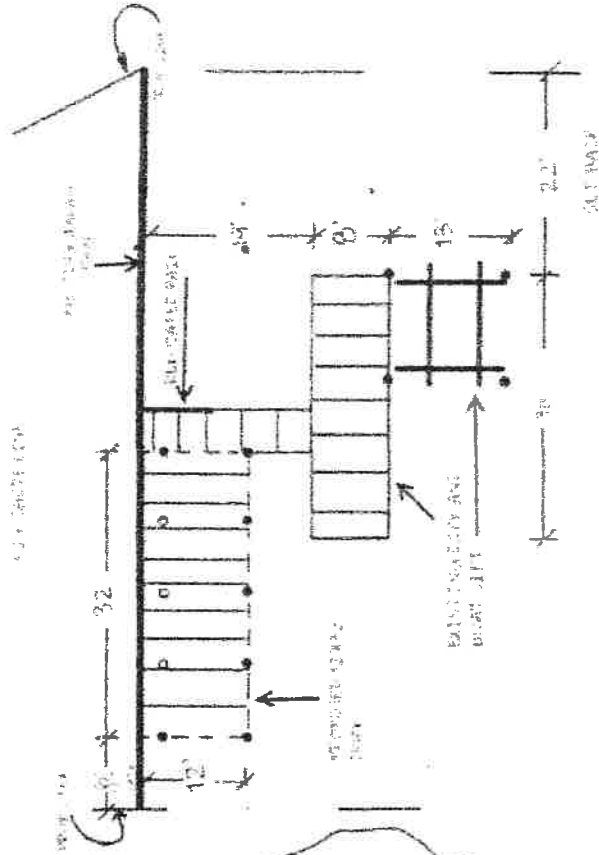
405 PLUMBING FINAL

48 HOURS BEFORE YOU DIG CALL SUNSHINE 811 IT'S THE LAW IN FLORIDA

To schedule an inspection please call 941-749-3047 or text 833-392-8861.

SITE PLAN

Date 8-19-22



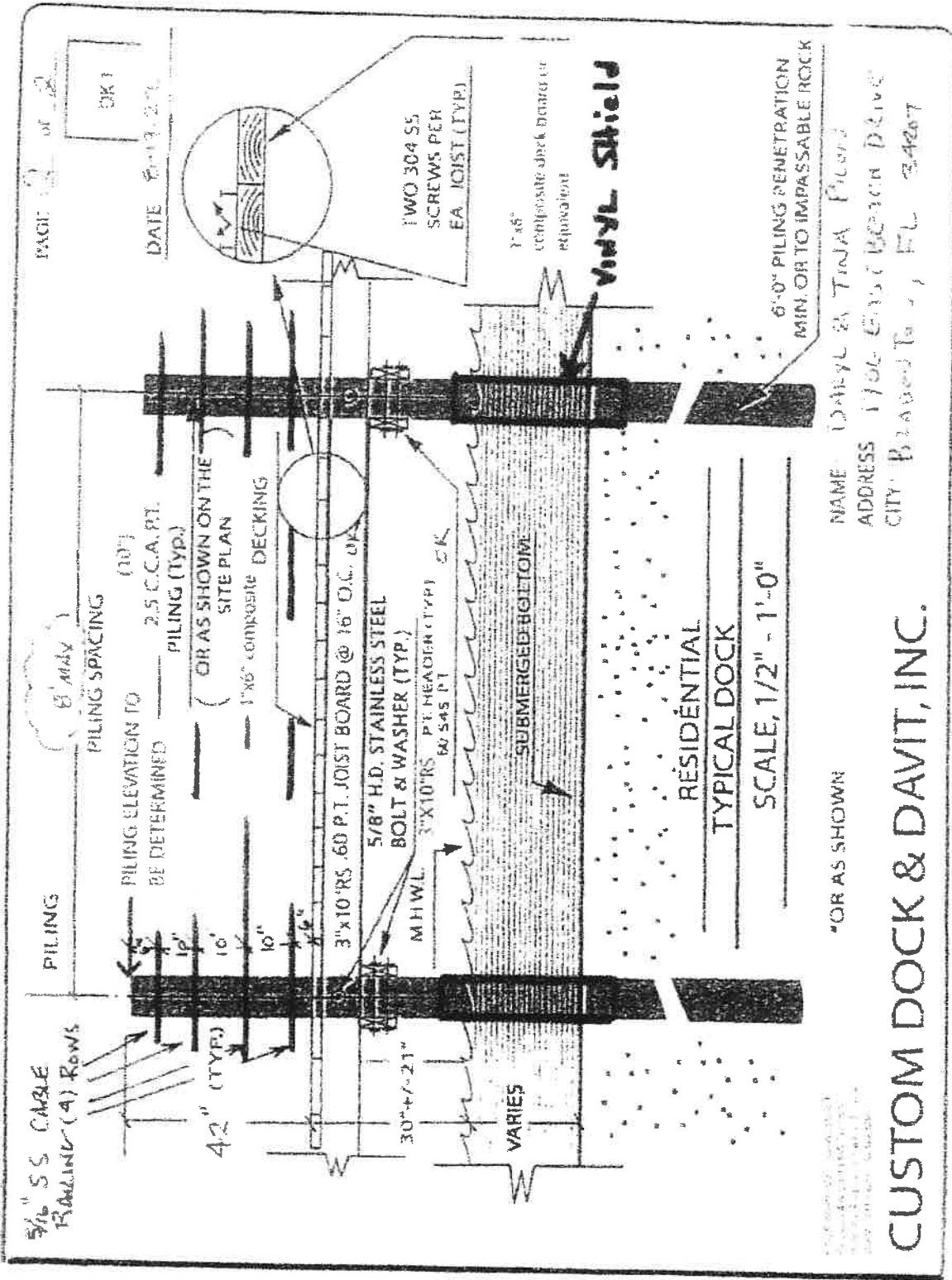
200' WIDE WATERWAY

Environmental Review -
 Approved - 11/21/2022
 Flood Plain Review -
 Approved - 11/21/2022

CABLE RAILING
 UNDER DOCK PILING
 EXISTING DOCK
 DOCK LIFT
 DOCK STAIRS
 DOCK DOOR
 DOCK LIGHT

CUSTOM DOCK & DAVIT, INC.
 PH. (941) 923-1522 / FAX (941) 921-3702

Name: Daryl & Tina Pilon	DEP File#:
Add: 1906 EAST BEACH DR.	ACOE File#:
City: Bradenton FL 34207	Tel:
County: Manatee	Notes:



PAGE 2 of 2
 DATE 8-17-22
 OKT

NAME: DARYL & TINA PERRY
 ADDRESS: 1706 EAST BOYER DRIVE
 CITY: BAYDASH, FL 34607

*OR AS SHOWN
 RESIDENTIAL
 TYPICAL DOCK
 SCALE, 1/2" = 1'-0"

CUSTOM DOCK & DAVIT, INC.

1706 East Boyer Drive
 Baydash, FL 34607
 813-988-4444