

# 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 2002-361, Laws of Florida. (District is defined as Trailer Estates District.)

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## **PART A: MEMBERS OF THE DISTRICT**

### **SECTION I. PROPERTY OWNERS**

- A. Section 14 of Chapter 2002-361 "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**

- A. Any individual for whom an adult Property Owner or a Renter Resident (with a current district Identification Card) will sponsor and accept, in writing, 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. 5/3/93
- C. The Guest Card may be issued for a specific time period not to exceed 30 days a year.

- D. The Guest Card shall be issued after a written responsibility agreement is signed by the Property Owner or Renter Resident sponsor.
- E. 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 if they are accompanied at all times by a resident displaying a current District Identification Card.

### **SECTION III. 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 IV. QUALIFIED PERSON**

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

### **SECTION V. 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 VI. CURRENT IDENTIFICATION CARDS**

- A. Trailer Estates Renter Card. Rev. 9/18/95
  - 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. Rev. 9/18/95
  - 1. Issued with specific expiration date by office personnel.

## **PART B: RULES GOVERNING USE OF FACILITIES**

### **SECTION I. (revised 11/17/08)**

Each year prior to April 1, all organizations and clubs with regularly scheduled programs must reaffirm their schedules for the ensuing year by providing the Secretary of the Board of Trustees their schedule of meetings and all special events that are to take place at any District recreational facility.

- A. Schedules shall include which facility or combination of facilities are requested, the number of persons expected, the seating arrangements, equipment necessary, and other requirements for the program.
- B. Events or programs which have been regularly scheduled in previous years have precedence over new activities if schedules are submitted as stated above.
- C. These schedules must be submitted to the Secretary of the Board of Trustees.
- D. The Secretary, for the Board of Trustees, reserves the right to make activity schedule changes.

### **SECTION II.**

Trailer Estates sponsored activities have precedence over organization or club sponsored activities. Those activities scheduled during season may continue off season (without instructor) with a minimum attendance of five or more.

### **SECTION III.**

Property owner sponsored activities and events shall be subordinate to and shall not conflict with previously scheduled Trailer Estates District, Organization or Club sponsored activity or event.

### **SECTION IV. (Revised 11/17/08, 12/5/11)**

For seasonal events or activity, the Secretary Trustee shall be notified of all seating and equipment arrangements necessary seven (7) days prior to the event or activity.

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.

#### **SECTION V. (Rev. 6/20/11; 11/7/11)**

As determined by a State of Florida Fire Marshall the seating capacities of rooms in the common recreational facilities of Trailer Estates Park and Recreation District are:

LARGE HALL:	616 row seating: front hall 300; rear hall 300 500 table and chairs; front hall 240; rear hall 259 Dance Floor (1102 square foot dance hall); 426
SMALL HALL:	200 Row seating with Stage half = 125 and Fireplace half = 75 150 Table seating with Stage half = 88 and Fireplace half = 62
COMBINED HALLS:	Dance Floor (1102 sq.ft) with both doors open; 576 occupants
EXERCISE ROOM:	20
CARD ROOM (poker):	20
COMPUTER:	20
RIHA BUILDING:	30
BILLIARDS ROOM:	20
SHARE-A-CRAFT ROOM:	50 (with current seating and tables)
VIDEO:	8

- A. In no case shall the rated seating capacities be exceeded in any area for any event or function.
- B. Events and functions shall be scheduled and assigned specific rooms or areas based upon event's anticipated number of participants. Rooms or areas previously assigned, may be changed at any time to accommodate newly scheduled events or functions at the discretion of the Secretary Trustee (Rev. 3/21/11). In no case shall an event or function be canceled because of the refusal of a previously scheduled event or function to move to another room or area.

#### **Section VI.**

Trailer Estates District property owners and renter residents may use the facilities for activities such as birthday parties, wedding receptions, anniversaries, testimonials, memorial services and other events which are primarily out-of-park activities that they are sponsoring. (3/21/11; 4/18/11)

- A. All requests for the use of the facilities by property owners and renter residents which may include persons or groups who are not residents or property owners must be approved by the Secretary Trustee (Rev. 4/10).

- B. At the time of the reservation request, sponsors of any property owner function shall deposit a refundable clean-up and damage charge with the District. 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. Deposit amounts: \$100 for small hall or meeting rooms, \$200 for large hall (3/21/11).

**Section VII. (3/21/11)**

Any disregard of the officially scheduled activities will be deemed a violation of the rules governing the use of facilities.

**Section VIII.**

Commercial use of the marina by a boat slip renter is prohibited. (6/20/11)

Commercial use of the storage lot by a storage lot renter is prohibited. (1/16/12)

## **PART C: RULES GOVERNING ADMISSION TO FACILITIES**

### **SECTION I.**

Admission to and the use of all Trailer Estates Park and Recreation Districts common recreational facilities is restricted to those displaying current District Identification Cards.

### **SECTION II.**

Admission to Trailer Estates Park and Recreation functions is restricted to those displaying current District Identification Cards.

### **SECTION III. (Rev. 4/10).**

A. Commercial renting of park facilities will be considered by the Board of Trustees on an individual basis.

B. Commercial vendors visiting Trailer Estates with plans to sell merchandise during an event sponsored by Trailer Estates residents, clubs, or organizations must pay \$75 before the event to do so (Adopted 4/10).

### **SECTION IV.**

Pursuant to the Manatee County code Sec. 2-21-40/2-21/46, smoking is prohibited in all enclosed Trailer Estates recreation facilities and in the Spa. The Trailer Estates Board of Trustees shall designate "Smoking Areas" as deemed necessary.

### **SECTION V.**

Rev. 2/4/08

Trailer Estates Park and Recreation District property owners shall be issued a key for access to District facilities (activity center, trailer storage gate, dumpsters, pool, Laundromat, etc). Refundable deposit is necessary for key issuance. Deposit charge information is available at the Trailer Estates Park and Recreation District Office. One key shall be issued to a property owner. An additional key may be issued, if needed, for an additional resident that is a permanent occupant at the same address as the property owner. A maximum of two (2) keys will be issued to a property address.

If the property is a rental unit, one (1) key will be issued. An additional key may be issued, if needed, for an additional renter that is listed on the Agreement of Responsibility Renter Resident Form. A maximum of two (2) keys will be issued to a property address. In order for a renter(s) to be issued a key(s), these steps must be followed:

- 1) Owner returns his/her key(s) to the District Office.
- 2) Property owner and renter(s) must complete the Agreement of Responsibility Renter Resident Form. Authorization will be given, allowing the renter(s) to use the district facilities for the duration of their lease.
- 3) Key(s) shall be provided after receipt of a registration fee and a deposit for each key.
- 4) The deposit(s) will be returned only if renter(s) returns the key(s) at the expiration of their lease, as noted on the Agreement of Responsibility Renter Resident Form.

Agreement of Responsibility Renter Resident Form and information on current recreation fee and deposit are available at the Trailer Estates Park and Recreation District Office.

### **SECTION VI.**

At any District sponsored event where "donations" are collected a financial report shall be made to the Board of Trustees within thirty (30) days by the Trustee assigned to responsibility for the event.

## **PART D: ACTIVITIES AND FACILITIES**

### **BINGO**

#### **SECTION I.**

Admission to Bingo is by District Identification Card or as a guest of a person displaying a current District Identification Card.

#### **SECTION II.**

All games are to be conducted under the direction and supervision of the Continuing Recreation Director Trustee.

- A. The Continuing Recreation Director Trustee shall be responsible to see that all bingo games are conducted pursuant to Florida State Statutes
- B. Bingo participants are prohibited from selecting seats until one hour (60 minutes) prior to the scheduled start of the games when preceded by a scheduled activity.
  - 1. Any one violating this rule shall be expelled from that day's games.
  - 2. It shall be the responsibility of the Continuing Recreation Director Trustee or his/her appointed agent to strictly enforce this rule.
- C. Each player may use as many cards as desired by purchasing a card.
- D. Callers may not play.
- E. At the first Trustee meeting each month, the Continuing Recreation Director Trustee shall make a financial report to the Board.

## **ANNUAL NEW YEAR'S PARTY**

### **SECTION I.**

The seasonal Recreation Director Trustee is responsible for the District's Annual New Year's Eve Party.

### **SECTION II.**

The table-seating capacity is listed in the Rules and Regulations. The seating capacities shall not be exceeded.

- A. Only property owners or residents of the park will be allowed to buy tickets. Property owners or residents must buy tickets for guest(s). Property owner and a resident list will be used when tickets are being sold.
- B. The Trustees may establish a charge for the services provided.
- C. Tickets will go on sale the first Monday of December at 9:00 A.M. the year in which the party is being held.
  1. The first three days of sales will be for tables of eight or more.
  2. The fourth day of sales will be for all property owners and residents, first come first selection.
  3. To reserve any seat or table you must purchase the ticket when reservation is made.
- D. The Seasonal Recreational Director Trustee is responsible for all purchases, all disbursements, and all funds. Expenditures shall be made in compliance with the District's Bylaws. A complete financial accounting, in writing, shall be made by the Seasonal Recreational Director Trustee to the Board of Trustees within thirty (30) days following this event.



## **EXERCISE ROOM**

NOTICE: USE ALL EQUIPMENT AT YOUR OWN RISK.

HOURS: 8:00 A.M. TO 9:00 P.M.

REGISTRATION: PLEASE SIGN IN BEFORE USING ANY EQUIPMENT.

### **RULES:**

1. Only those displaying current District Identification Cards may use these facilities. Guests without current District Identification Cards must be accompanied at all times by a current card holder.
2. No one under the age of 18 will be admitted.
3. No running, horseplay, etc.
4. No smoking, food or beverages.
5. No radios permitted unless earphones are used.

## **BILLARD ROOM**

1. Only those displaying current District Identification Cards may use these facilities. Guests without current district Identification Cards must be accompanied at all times by a current card holder.
2. No Smoking, food or beverages allowed.

## **SHUFFLEBOARD COURTS**

### **SECTION I.**

The hours of use of the Shuffleboard Courts shall be from 7:30 A.M. to 9:00 P.M. daily.

### **SECTION II.**

The rules for the use of the Shuffleboard Courts are as follows:

- A. Use of courts is limited to people displaying a current District Identification Card and their guest(s) whom they must accompany during all play. No one under the age of 18 is permitted to use the courts unless they are accompanied by an adult displaying a current District Identification Card.
- B. The District's Shuffleboard Courts are for shuffleboard games only. Individually owned cues are to be used at all times.
  - 1. Disks are stored in the Cue-Rack shed.
  - 2. Chalk and erasers are on the top of the scoreboards.
- C. The court is to be swept and "glassed" prior to use. Brooms and "glass" containers may be found in the Cue-Rack shed.
- D. Except when sweeping or "glassing", no one is allowed to walk on the courts.
- E. Neighborliness is expected. Proper attire is required, shirts and shoes must be worn. No food or beverages are allowed, no alcohol is allowed; radios, loud talking and roller skates and skate boards are prohibited.
- F. Courts are to be vacated by 9:00 P.M., the lights out, and all doors locked. District personnel shall open the facilities in the morning and shall lock them in the evening.
- G. During shuffleboard tournaments, a minimum of two (2) courts shall be reserved for open play.
- H. Tournament participants are prohibited from parking in the parking lot surrounding the Post Office Building. In addition, the six (6) southern most parking spaces on Canada Blvd. shall be reserved for people attending functions in the large or small halls.
- I. The Trailer Estates Shuffleboard Club shall be responsible for enforcing the parking restrictions during tournaments and shall be responsible for ensuring that overnight parkers obtain District Permits.

# TRAILER ESTATES BOCCE BALL

## GAME RULES

### **BOCCE BALL**

Large round playing ball.

### **PALLINA**

Small round object ball - 2 ½" in diameter.

### **COURT**

Area of 12 feet wide by 60 feet long.

### **FRAME**

The period in the game when balls are played from one end of a court to the other and points are awarded.

### **ORANGE FOUL LINE**

A 4 foot wide area marked off at each end of the court.

A player must roll the ball from this area.

### **ORANGE CENTER LINE**

A line marked across the court at the 30 foot line.

### **SCORING**

A) One team receives (1) point for each ball closest to the pallina than the opponents.

B) Ties during a frame - in the event two opposing balls are the same distance from the pallina, the team that rolled last in the frame must continue to roll until the tie is broken.

C) Ties at the end of a frame - no points will be awarded.

D) A game is complete only when one team has scored a total of 21 points or 15 points if people are waiting to play. (All eight balls have been played.) See rule.

### **PLAYING THE GAME**

1. Four players on a team (2 players at each end of a court). Each person rolls 2 balls, not consecutively, as they must alternate with their partner. Can also be played with 2 players on each team, each player throwing 4 balls.
2. To start, the pallina is rolled by the winner of the toss of a coin. The coin toss winner selects the color of the balls to be used by his/her team. The team winning the coin toss will have two (2) attempts at rolling the pallina within the prescribed area - between the 30 foot orange line and the orange line 4 feet from the back board at the opposite end of the court.

If a player fails to roll the pallina within the above prescribed area after two (2) attempts, their right to throw the pallina will be awarded to the opposing team.

The team scoring receives the right to roll the pallina to start the next frame. Each player on a team must have a chance to roll the pallina on an alternating basis.

3. The player rolling the pallina must deliver the first ball for his/her team which will establish the initial point as long as it crosses the center orange line. If the ball does not cross the center orange line and is removed, the next player on his/her team rolls the next ball. The opposing team cannot roll a ball until the team rolling the pallina has a ball rolled over the orange center line.
4. If a player moves a ball or the pallina during an uncompleted frame, the frame will end with neither team scoring any points. Replay the frame starting from the same end of the court.
5. If there is an accidental movement of any balls after all balls are played, the obvious points will be scored and all uncertain points WILL NOT be awarded.
6. A bocce ball stopping on or touching the 30 foot center line when viewed from the vertical must be removed from the court and is considered out of play.

7. Only one player is allowed on the court to roll a ball. All other players MUST be off the court.
8. “Misplayed balls” - if a player plays his/her ball out of turn, the ball is removed and out of play for that frame, also, if the misplayed ball strikes or changes the location of any of the violating teams previously played balls, they will be removed and out of play for that frame.  
  
If a misplayed ball strikes or changes the location of any of the opponent’s previously played balls, they have the following options:
  - A. Leave their balls in the new position.
  - B. Remove the balls and replay them in normal sequence of play.
9. If a player rolls an opponent’s ball by mistake, the misplayed ball is replaced with the color ball that should have been played. Resume normal play.
10. Only players measure the balls on a court during play. It is suggested to use a measuring tape. Start from half way down the side of the bocce ball to the top of the center of the pallina - making certain that the tape is extended in a straight line.
11. Slow playing should be discouraged. As soon as the game is completed, players must rug-drag the courts for the next group to play.
12. A pallina knocked out of the court during a frame will cancel the frame and no points will be awarded to either team. Repeat the frame from same end of the court.

### **SECTION III.**

All Trailer Estates residents are expected to enforce these rules. If they observe someone causing damage to the facilities, the resident is expected to ask in a neighborly fashion that the offender stop. If the offender does not stop, then during business hours they should report the offense to the District Office Personnel, or if it is after hours to dial 911 and report the offense to the Sheriff for further action.

## POOL AND JACUZZI

These facilities are for your enjoyment. The rules and regulations are for the health and safety of everyone. If they are violated, your privilege to use these facilities will be revoked.

**NOTICE:** There is no lifeguard on duty. Please use the “Buddy System” and do not swim alone.

**HOURS:** 8:00 am to 9:30 pm every day except Tuesdays. See Pool Sign for more information regarding Tuesdays.

**HEIGHT REQUIREMENT:** Children must be AT LEAST 36” TALL to enter pool.

**CAPACITY:** POOL = 40      JACUZZI = 11

**SHOWERS REQUIRED** before using the Pool or Jacuzzi. No body oils (including suntan lotion) are allowed in either facility.

**RULES:**

1. Only those displaying current District Identification Cards may enter the Pool Area.
2. Owners must obtain I.D. Cards and Rules for their guests. (Available at the Trailer Estates Office.)
3. Children under the age of 18 must be accompanied by an adult with a current I.D. Card to use the Pool or Jacuzzi.
4. Babies in any type of diapers not allowed in pool.
5. No diapers of any kind in the pool.
6. No children under the age of 12 are allowed in the Jacuzzi.
7. Proper bathing attire required. No cutoffs.
8. No diving, jumping, running, or horseplay in Pool or Pool Area.
9. No toys, balls, or inflatable allowed unless securely fastened to body. Noodles permitted.
10. No SMOKING, ANIMALS, FOOD, COOLERS, BEVERAGES (EXCEPT WATER IN CLEAR PLASTIC CONTAINERS), CANS or GLASS CONTAINERS permitted in the pool area. (UNBREAKABLE CONTAINERS OF WATER IN CLEAR PLASTIC ALLOWED FOUR FEET FROM POOL EDGE.)
11. Persons having a cold, communicable disease, open sores and wounds, and band-aids are not allowed in Pool or Jacuzzi.
12. No electronic devices allowed unless silenced by earphones.
13. Pool and Jacuzzi area must be vacated during lightning and storm conditions.

**ALL RESIDENTS ARE ASKED TO ENFORCE AND/OR REPORT ANY VIOLATIONS OF THESE RULES AND REGULATIONS. THERE IS A PHONE AVAILABLE NEAR THE JACUZZI AREA IF YOU NEED ASSISTANCE OR FOR EMERGENCIES.**

Revised 2/3/03, Revised 12/15/08, Rev. 12/19/11

## **WORKSHOP**

Because the equipment in the Workshop has either been donated to the “Trailer Estates Woodworkers Club” or had been purchased by the Trailer Estates Woodworkers Club”, we the Board of Trustees of Trailer Estates, do hereby appoint the “Trailer Estates Woodworkers Club” to enforce the Workshop Rules set forth below. Individuals violating the rules or damaging the equipment because of improper (not accidental) use may be denied the use of all the equipment in the Workshop by the Board of Trustees.

### **WORKSHOP RULES**

- I. No Smoking.
- II. Persons displaying current District Identification Cards shall be permitted to use the Equipment in this Workshop.
  - A. Guests must be accompanied at all times by a holder of a Current District Identification Card.
  - B. Prior to using any equipment everyone must sign a liability release.
- III. Persons under 18 will not be admitted.
- IV. Shop hours are 8:00 A.M. to 9:00 P.M.
- V. “Trailer Estates Woodworker” only, may borrow equipment for a 24 hour period.
  - A. A “Trailer Estates Woodworker” Steward must sign out the equipment.
  - B. The equipment borrower shall sign the equipment back in in the presence of another “Trailer Estates Woodworker”.
- VI. Machines and floors are to be cleaned after each use.
- VII. SAFETY RULES:
  - A. Goggles will be worn at the tool and rough grinders.
  - B. Manufacturer’s guards shall be fitted and used.
  - C. Members shall refrain from talking to machine operators.

### **SEPCIAL NOTE:**

Lumber with nail holes, heavy paint, varnish, or cement shall not be planed, sanded or sawed with shop equipment.

## **KITCHEN POLICY**

- I. The kitchen and its equipment is the property of the Trailer Estates Park and Recreation District. It is for the exclusive use of all trailer Estates residents and Trailer Estates Organizations who wish to serve food. It is also available for Trustee approved private events such as weddings, receptions, birthdays, etc.
  
- II. A Kitchen Supervisor will be appointed by the Board of Trustees.
  
- III. RULES.
  - A. Each organization or individual sponsoring an event will appoint one individual to be responsible for the proper and safe use and cleaning of the kitchen and its equipment to meet all County Health Code requirements.
  
  - B. Only Trailer Estates sponsoring organizations may sell tickets.
  
  - C. Any equipment borrowed from the kitchen will be signed for and OK'd by the Kitchen Supervisor or designee.
  
  - D. Any food cooked, prepared, or stored in the kitchen must be served in Trailer Estates.
  
  - E. Each organization or individual sponsoring an event will pay for any lost, broken or damaged equipment as determined by the Board of Trustees.

## OVERNIGHT PARKING

Pursuant to Florida State Statute, 715.07, all overnight parking on Trailer Estates Park and Recreation District property is prohibited except by permit only. (~~See Addendum "C"~~)

- I. Six day permits may be requested at the District Office by those displaying current District Identification Cards for their own and/or a guest's vehicle.
- II. Occupancy is limited to three nights in self contained vehicles only.
- III. The Trailer Estates Shuffleboard Club may obtain three day permits for R.V.'s of those participating in a Trailer Estates Shuffleboard Club sponsored tournament.
- IV. THE FOLLOWING ACTIVITIES ARE PROHIBITED:
  - A. No pets.
  - B. Idling of vehicle's motor for more than ten (10) minutes at any time except while parking or just prior to departure.
  - C. Operation of any auxiliary motor (e.g. refrigeration unit or generator).
  - D. Parking of commercial vehicles overnight/parking of new mobile homes overnight.
  - E. Discharging of any waste.
- V. Any vehicle found violating this parking regulation shall be towed away at the owner's expense.
- VI. This regulation shall be printed on the back of the permit issued by the District.
- VII. In compliance with Section 715.07, proper signs shall be posted.
- VIII. Extensions and exemptions to this parking regulation may be made by the District's Board of Trustees.



## **PART E: PENALTIES**

As of the 4<sup>th</sup> day of April, 2011, the Trailer Estates Park and Recreation District's Board of Trustees has adopted the following procedures for public hearing and assignment of penalties to be applied to those who do not comply with the rules and regulations adopted by the Trailer Estates Board of Trustees pursuant to Florida Law, Chapter 2002-361.

### **Procedures for Public Hearing to Review Conduct and Consider Penalties and Charges**

Except in instances where allowing the conduct to continue would result in an immediate or irreversible health, safety or welfare concern, persons who have, or are eligible to have a District Identification Card who are found by a member of the Board of Trustees or by any person or persons specifically authorized by the Board of Trustees to enforce these rules, abusing equipment, causing damage to equipment or the facilities; or are found to be violating any established rule or regulation concerning the use of the Trailer Estates common recreational facilities wherein such action threatens or may threaten the health and/or safety of others; or who are found to be violating the established rules, on more than one occasion, shall have such conduct reviewed at a public hearing for consideration of penalties and charges. The hearing shall be scheduled within 30 days following the date of which the District Office is notified of such violation. The offender/respondent shall be notified, in writing, no less than 7 days prior to the public hearing of the following: time and place of the public hearing, violation (time, place, occurrence, etc.), any information that the investigation into the violation has produced, and the name of the member of the Board of Trustees or authorized person(s) involved in the matter. This also includes anyone falsifying information on a family member, renter, or guest registration and he/she shall be found to be violating the established rules and regulations.

The public hearing procedure will be as follows:

#### **1) Presentations to Board**

- a. Trustee shall explain circumstances that led to the scheduling of a public hearing to consider the denial of the use of the facilities, or that led to the denial of the use of the facilities. (5 minutes)
- b. Question/Answer Period: Board may pose questions to the Trustee.
- c. Offender/Respondent (Person/Club Representative/Sponsor) shall provide information to the Board regarding the matter. (5 minutes)
- d. Questions/Answer Period: Board may pose questions to the Offender/Respondent.

#### **2) Public Comment (For those with first-hand knowledge of circumstances)**

- a. Each member of the public shall be given one 3-minute opportunity to speak to the Board.

#### **3) Final Argument (3 minutes each segment)**

- a. Trustee shall summarize and present rules that have been violated. Trustee shall make recommendation to the Board for "...penalties, if any, that may be imposed upon the offender(s), or in the case of 'guests', their sponsors..."
- b. Offender/Respondent shall speak to the matter of the violation and penalties.

#### 4) Deliberation

- a. Board will deliberate to determine if a violation occurred, if penalties are warranted (reviewing the nature and severity of the violation, and any previous occurrence(s), etc.), and, in the case of a violation which if allowed to continue would result in an immediate or irreversible health, safety or welfare concern, if additional penalties are warranted.

#### 5) Determination

- a. A motion will be made regarding the matter.
- b. Following the determination, the Chairman shall issue a written determination, reflecting the decision of the Board. The Chairman shall be authorized to consult with District Counsel in preparing this final order.

#### Guests

If the person(s) found violating their privileges of using the Trailer Estates common recreation facilities as aforesaid, are “Guests”, (with or without a District Identification Card), their sponsor, shall be deemed a co-offender, shall receive all notifications and communications as the offender, will participate in the public hearing, and shall be considered for any penalties or charges that may be imposed.

#### Penalties and Charges

Penalties that may be imposed.

1. None.
2. Payment to the Trailer Estates Park and Recreation District for any and all damage caused by the offender.
3. Suspension and denial of any use of the Trailer Estates common recreational facilities, or of a specific facility, for a specified period of time, not to exceed 180 days from the date of the infraction.
4. Where there is a violation of serious nature where property is damaged or where there is/was a threat to health or safety of others, the individual causing said damage or who has threatened the health and safety of others may be denied the use of all Trailer Estates common recreational facilities from time of the infraction for a period of (1) year.
5. A “Guest” found by the Trustees to have violated any rule or regulation wherein such action threatens or may threaten the health and/or safety of others, or who has been found to have deliberately caused damage to any person or property may be denied the use of the Trailer Estates common recreational facilities forever.

#### Immediate Denial of Privileges

If the violation is of a serious nature, persons who have, or are eligible to have a District Identification Card who are found by a member of the Board of Trustees or by any person or persons specifically authorized by the Board of Trustees to enforce these rules, abusing equipment, causing damage to equipment or the facilities; or are found to be violating any established rule or regulation concerning the use of the Trailer Estates common recreational facilities wherein such action threatens or may threaten the health and/or safety of others and which if allowed to continue would result in an immediate or irreversible health, safety or welfare concern; shall be immediately denied the use of all of the Trailer Estates common recreational facilities, and may immediately be asked to surrender their District Identification Card and shall surrender such card to a member of the Board of Trustees.

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.

#### Immediate Denial of Privileges—Public Hearing

In the case of a violation which if allowed to continue would result in an immediate or irreversible health, safety or welfare concern, a counterfeit District Identification Card, or the allowing of others to use one's card, the denial of the use of all Trailer Estates common facilities shall continue until a public hearing is held by the Trailer Estates Park and Recreation District's Board of Trustees as soon as reasonably possible and determination is made by the Trustees as to the denial of the use of the facilities and any additional penalties, if any, that may be imposed upon the offender(s), or in the case of "Guests", their sponsors. The offender/respondent shall be notified, in writing, 7 days in advance of the emergency special hearing. This notification shall include the following: time and place of the emergency special hearing, the violation (time, place, occurrence, etc.), any information that the investigation into the violation has produced, and the name of the member of the Board of Trustees or authorized person(s) involved in the matter.

Additional penalties that may be imposed.

1. None.
2. Payment to the Trailer Estates Park and Recreation District for any and all damage caused by the offender.
3. Suspension and denial of any use of the Trailer Estates common recreational facilities, or of a specific facility, for a specified period of time, not to exceed 180 days from the date of the infraction.
4. Where there is a violation of serious nature where property is damaged or where there is/was a threat to health or safety of others, the individual causing said damage or who has threatened the health and safety of others may be denied the use of all Trailer Estates common recreational facilities from time of the infraction for a period of (1) year.
5. A "Guest" found by the Trustees to have violated any rule or regulation wherein such action threatens or may threaten the health and/or safety of others, or who has been found to have deliberately caused damage to any person or property may be denied the use of the Trailer Estates common recreational facilities forever.

ADOPTED DECEMBER 4, 1989  
REVISED DECEMBER 2005  
REVISED FEBRUARY 2006  
Other Revisions are noted by each section.