

JUN 18 '22 4:51

**TRAILER ESTATES PARK AND RECREATION DISTRICT  
TREASURE BARN COMMITTEE CHARGE PP 8**

**PURPOSE:** Established for Trailer Estates Park and Recreation District by the Board of Trustees on May 16<sup>th</sup>, 2022, as a standing committee. Empowered and designed to accept and re-sell donated articles from various sources and provide funds directly to the Board of Trustees for capital outlay projects or betterment projects in the district and approved by the Board of Trustees. As a Board of Trustee Standing Committee, all committee Board members are subject to the Florida Sunshine Law; therefore, ALL items that may come before the committee for a vote in the foreseeable future may only be discussed during the public meeting.

**AUTHORIZATION FOR EXPENDITURE OF FUNDS:** The Treasure Barn Committee is authorized to expend funds of up to \$500.00, for petty cash and operating expenses approved at a committee meeting without Board of Trustee approval. Funds must be in accordance with the Committee's mission.

**MEETINGS:**

- a. Regular meetings of the Treasure Barn (TB) shall be held on a fixed schedule and must adopt a month, day and time for the meetings held from October through June. The TB Committee shall provide the appointed Board of Trustee liaison the scheduled meeting dates for publication purposes. The meetings will be open to the public.
- b. The Treasure Barn Committee will consist of a minimum of three (3) members approved by the Board of Trustees.
- c. A quorum of the Committee Board must be present to transact business. For this reason, committee members are expected to attend all meetings unless excused in advance by the TB Chairman or Vice Chairman.
- d. Meetings of the TB shall be governed by the Rules of Procedure adopted by the Board of Trustees and where such Rules of Procedure do not address a matter, the meetings shall be guided by Robert's Rules of Order. Unless amended by the TB Chairman, regular meeting shall be as follows:
  1. Pledge of Allegiance
  2. Call to order
  3. Roll call
  4. Approval of Minutes
  5. Report of the Treasurer
  6. Approval of Bills
  7. Informational Reports-Volunteers
  8. Old Business
  9. New Business
  10. Adjournment

**TRAILER ESTATES PARK AND RECREATION DISTRICT  
TREASURE BARN COMMITTEE CHARGE PP 8**

- e. The Chairman shall preside at all TB meetings, and vote on all matters submitted to a vote.
- f. The Vice Chairman shall assist the Chairman, and in the absence of the Chairman, shall preside at any meeting.
- g. The Secretary shall keep the minutes, provide copies appropriately to the members and submit a copy to the appointed Board of Trustee Liaison for Public Record.

**OFFICER DUTIES:**

- a. **Chairperson:** It will be the charge of the Chairperson to preside at all meetings and follow the accepted agenda of the Treasure Barn and to exert general supervision over all affairs of the Committee and perform all duties as are incidental to the office.
- b. **Vice Chairperson:** It will be the duty of the Vice Chairperson to preside in the absence of the Chairperson.
- c. **Secretary:** The TB Secretary is responsible for providing notice of dates and times of regular and/or special meetings; recording, filing and distribution of minutes for review in all meetings; conducting correspondence of the Committee. Annually, the Secretary will provide to the Secretary Trustee, Trailer Estates Park and Recreation District, the following: names and contact information of the Committee's officers and a 'Reservation for Function' form requesting the utilization of location space and the operating time frame.
- d. **Treasurer:** The Treasurer's responsibility is to maintain the Committee's finances with the receipt of monies from all proceeds, donations and/or sales. To maintain a regular accounting of the monies received; provide such monies with a receipt form to the Officer Manager and provide Petty Cash receipts for replenishment to the Officer Manager. Finances must balance with the monthly Quick Books report.
- e. Terms of the officers shall be for two (2) years.

**ORGANIZATION:**

- 1. At the first meeting in January, from the members, a Chairman, Vice Chairman, Secretary and Treasurer shall be established. Vacancies can be filled by any TE resident by submitting a letter of interest to the TB Chairman or Vice Chairman. The TB Chairman shall submit recommendations to the Board of Trustees liaison for formal appointment by the Board of Trustees.

**TRAILER ESTATES PARK AND RECREATION DISTRICT  
TREASURE BARN COMMITTEE CHARGE PP 8**

**LIAISON RESPONSIBILITIES:**

1. The appointed Board of Trustee liaison is responsible for attending all meetings and updating the Committee on TE policies and procedures. The liaison will provide a monthly informational report to the Board of Trustees in the absence of a TB spokesperson regarding the activities of the TB and a copy of the monthly committee minutes. Shall also monitor the financial activities for compliance.

## STANDARD FLOOD NON-BINDING QUOTE



MacNeill Flood  
P.O. BOX 33003  
ST PETERSBURG, FL, 33733  
Office: 800.432.3072 x2011  
Fax: 800.850.3299

JUN 19 '22 AM 7:29

AGENCY INFORMATION		QUOTE INFORMATION	
Agency Number	7063420	Quote Number	09QT4983166699
Agency	FLORIDA LEAGUE OF CITIES INC	Applicant	RAILER ESTATES PARK AND REC DISTRICT
Address	PO BOX 538135,	Current Date	05/11/2022
City, State, Zip	ORLANDO, FL 32853-8135	Effective Date	06/10/2022
Phone Number	800.445.6248	Rating Method	Rating Engine

BUILDING INFORMATION			
Property Address	6831 AMERICAN WAY BUILDING GARAGE	Building Replacement Cost	\$469,000
City, State, Zip	BRANDENTON BEACH, FL 34207	Building Square Footage	2852 sq. ft.
Construction Date	07/01/1955	Occupancy Type	Non-Residential Building
Primary Residence	No	Foundation Type	Slab on Grade
Pre-FIRM	Yes	# of Floors	1
Newly Mapped Discount	No	Elevation Certificate	None
Machinery & Equipment	Not Elevated		
Building Flood Proofed	No		

COMMUNITY INFORMATION		COVERAGE/PREMIUM INFORMATION		
Program Type	Flood Regular Policies	Coverage	Limits	Deductible
Community	120153 - MANATEE COUNTY *	Building	\$469,000	\$1,250
Flood Risk/Rated Zone	AE	Contents	\$100,000	\$1,250
		Discount/Surcharge	\$19	
		1 Year Premium	\$11,612	

## IMPORTANT NOTES

**THIS IS NOT AN OFFER FOR INSURANCE. THIS QUOTE IS NON-FIRM AND NON-BINDING AND SUBJECT TO REVIEW AND ADJUSTMENT.**

Please submit the required documentation listed on your application summary for review and approval. If additional information is required to actuarially rate the risk, you will be contacted.

## FLOOD INSURANCE WAIVER OF AGENT'S RESPONSIBILITY

I understand that, if I decline this protection, my agent and/or his/her agency will be held harmless and not liable in the event I suffer a flood loss. I have been made aware of the following facts:

1. Homeowners insurance does not cover flood damage.
2. Federal disaster assistance is most typically an interest-bearing loan.
3. Flooding can and does occur in low-risk zones nationwide.

(Initial next to the following. Sign and date at the bottom.)

\_\_\_\_\_ I reject building and contents coverage for flood protection.

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This quote is issued by Wright National Flood Insurance Company

20220511084209

The online application process must be completed. *Please do not submit this form with your payment.*

Carefully review the quote being provided for accuracy. Price and terms associated with this quote are subject to underwriting review and may not be available if FEMA rates change. Please refer to the policy for complete terms, conditions, and exclusions. Please refer to [www.ambest.com](http://www.ambest.com) for rating, financial size category and additional information on the insurance carrier shown on this quote.

STANDARD FLOOD NON-BINDING QUOTE



MacNeill Flood  
 P.O. BOX 33003  
 ST PETERSBURG, FL, 33733  
 Office: 800.432.3072 x2011  
 Fax: 800.850.3299

JUN 13 '22 AM 7:29

AVAILABLE DEDUCTIBLE/PREMIUM COMBINATIONS

Building	Contents	Discount/Surcharge	Total Premium
\$1,250	\$1,250	\$0	\$11,612
\$2,000	\$2,000	\$0	\$11,566
\$5,000	\$5,000	\$0	\$11,363
\$10,000	\$10,000	\$0	\$10,883
\$25,000	\$25,000	\$0	\$9,683
\$50,000	\$50,000	\$0	\$8,451

This quote is issued by Wright National Flood Insurance Company

20220511084209

The online application process must be completed. *Please do not submit this form with your payment.*

Carefully review the quote being provided for accuracy. Price and terms associated with this quote are subject to underwriting review and may not be available if FEMA rates change. Please refer to the policy for complete terms, conditions, and exclusions. Please refer to [www.ambest.com](http://www.ambest.com) for rating, financial size category and additional information on the insurance carrier shown on this quote.

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR TRAILER ESTATES PARK AND RECREATION DISTRICT ADOPTING A PRELIMINARY AMENDED BUDGET FOR THE FISCAL YEAR STARTING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023**

**WHEREAS**, Trailer Estates Park and Recreation District Board of Trustees (“Board”) is required pursuant to Section 189.418(3), Florida Statutes, to adopt a budget by resolution for each fiscal year; and

**WHEREAS**, the Trailer Estates Park and Recreation District may only make expenditures and enter into contracts for expenditures that are in pursuance of budgeted appropriations; and

**WHEREAS**, the Trailer Estates Park and Recreation District will acquire debt in an amount not to exceed \$1.5M for a term of no more than 15 years and impose an assessment not to exceed \$125 against each residential parcel or platted subdivision lot or proportionate share thereof of property within the District; and

**WHEREAS**, Trailer Estates Park and Recreation District, has determined that the Budget adopted by Resolution 2022-2023 for Fiscal Year 2022/2023 should be amended to include the repayment of such debt; and

**WHEREAS**, the Board has found that the proposed budget provides for the total amount available to the Trailer Estates Park and Recreation District from taxation and other sources, including amounts carried over from prior fiscal years, to equal the total of appropriations for the expenditures and reserves.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR TRAILER ESTATES PARK AND RECREATION DISTRICT**, that the Preliminary Budget for the fiscal year from October 1, 2022 to September 30, 2023, attached hereto as Exhibit “A”, is hereby adopted as amended pending a Public Hearing to be held on July 25, 2022.

**APPROVED AND DULY ADOPTED** with a quorum present and voting, this 20 day of June, 2022.

**TRAILER ESTATES PARK AND RECREATION DISTRICT**

**BY:** \_\_\_\_\_  
**Duane Trotter**  
**Chair of the Board of Trustees**

**ATTEST:**

\_\_\_\_\_  
**Lori Dalton**  
**Secretary of the Board of Trustees**

JUN 13 '22 AM 7:29

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

DUE IN OFFICE 10:30 A.M. WEDNESDAY PRIOR TO MEETING THAT YOU WISH TO BRING ITEM FORWARD.

Agenda Item Approve Letter to Property Owners

For Upcoming Meeting—Date June 20, 2022

Type of Meeting (check one): Workshop  Board Meeting  \*

**\*It is recommended that Board Meeting Agenda Items be an agenda item on a Workshop prior to the board meeting.**

Rationale (for workshops)/ MOTION (for board meetings): Approve a letter to  
all property owners providing notice of a public hearing to be held on  
July 25, 2022 regarding financing to support the repairs needed for the  
Marina Seawall Repair and Recreationa Projects as discussed as the BOT  
Workshop on June 4, 2022

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

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

Trustee Mary Chandler

Date Submitted June 13, 2022

Chairman/Designee 

Office Manager/Designee: Date Posted 6/13/2022 Initials MC

1903 69<sup>TH</sup> AVENUE WEST  
BRADENTON, FL 34207  
[phone] 941-756-7177  
[fax] 941-755-2937  
[email] [trailerestates@trailerestates.com](mailto:trailerestates@trailerestates.com)

**TRAILER ESTATES  
PARK &  
RECREATION  
DISTRICT**

JUN 13 '22 AM 7:23

*June 20, 2022*

***Re: Trailer Estates Park and Recreation District  
Notice of Hearing on Amended 2022\_2023 Budget  
to include a Special Assessment***

Dear Property Owner:

You are receiving this notice because the Manatee County Property Appraiser's tax records show that you are a property owner within Trailer Estates Park and Recreation District (the "District").

The District will hold a public hearing on July 25, 2022, at 9:30 a.m., at Mark's Hall, 1903 69<sup>th</sup> Avenue West, Bradenton, Florida 34207 to present the "Project" plans that will result in an amendment to the previously adopted Operational Budget for the Fiscal Year 2022\_2023. At the hearing, the Board will sit as an equalizing board to hear and consider testimony from any interested property owners as to, the funding and undertaking of the Projects, the cost, the manner of payment, and the amount to be assessed against each residential parcel or platted subdivision lot or proportionate share thereof of property within the District.

The District, will be issuing debt for purposes including the following: (i) seawall repairs within the marina ("Seawall Project"), (ii) general improvements that could include relocating a small laundry facility and converting the current laundry space to an indoor/outdoor recreational center. This conversion will relocate the card tables, ping pong table and pool table allowing for the expansion of the fitness room adding equipment and provide a facility more supportive of the size of our community ("Recreational Facilities Project", and collectively the "Project"), and (iii) fund cost of issuance. The debt incurred will not exceed \$1.5M and will be repaid for a term not more than 15 years.

The District is currently pursuing two parallel processes to obtain the funding for this "Project". Requests for Proposals (RFP's) were distributed to several banks with three responding. In addition to the traditional bank loan option the District is working with Florida Local Government Finance Program (FLGFP) evaluating financing options that might be available. Information about this program is available at [www.floridalocal.org](http://www.floridalocal.org) .

All documents related to this "Project", including instruction to participate via Zoom in the Public Hearing, are available on the District website at [www.trailerestates.com](http://www.trailerestates.com) under the tab "Resources" and the title "2022 Project Financing" and at the District office.

After the public hearing, a special meeting of the District will also be held where the Board will consider any other business that may properly come before it.

We look forward to your continued interest in the District.

Sincerely,

---

Chairman, Trailer Estates Park & Recreation District



Prepared by: Jay Johnson  
 Florida Shoreline and Foundation  
 4561 Clark Rd.  
 Sarasota, FL. 34233  
 (941)927-1410  
 www.shorelineandfoundation.com



Date:  
 Feb. 1, 2022  
 FL License No.  
 CBC 1260841  
 SCC 131151783



Prepared For:  
 Russell Clayton  
 6922 E. Bayou Ln.  
 Bradenton, FL. 34207

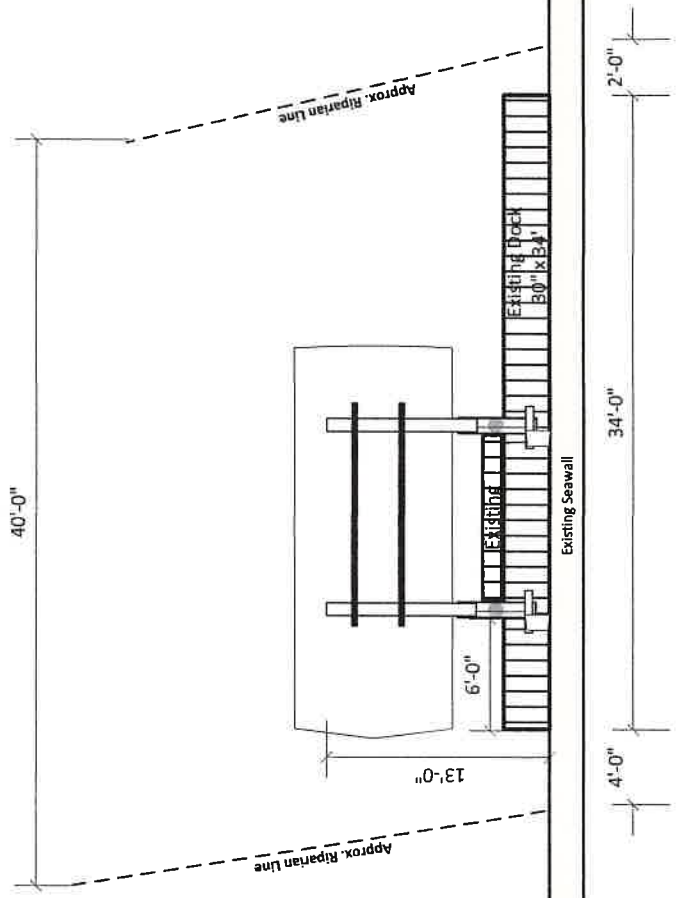
# Dock Site Plan

**Scope of work:**

Existing dock to remain unchanged.  
 Install a 10K elevator lift within the same  
 area a past elevator lift was installed.

Canal width: 55'  
 25% = 13.75' max. into canal

JUN 8 '22 AM 1:14



# TRAILER ESTATES PARK AND RECREATION DISTRICT

TRUSTEE DUTIES PPIF JUN 10 '22 AM 11:18

## DUTIES OF THE PUBLIC RELATIONS TRUSTEE

THE PUBLIC RELATIONS TRUSTEE SHALL:

1. Attempt to resolve problems concerning written complaints involving compliance of property owners and/or renters with Deed Restrictions, District Rules & Regulations, And District Policies and Procedures.
2. Respond to the complainant, acknowledging receipt of the complaint by phone call or note.
3. Report all compliance problems not resolved in a reasonable time to the board of trustees for review and action.
4. Be responsible for compliance with deed restrictions, district Rules & Regulations, and district policies/procedures in their assigned area.
  - **North trustee** – north of Florida Blvd.
  - **South trustee**-- south of Florida Blvd. (including south side of Florida)
5. Regularly check area for violations, report violations to the district office, attempt to resolve violations by working with owners and/or renters, and report on-going violations to the board for review and action.
6. Sign checks as requested.