

**TRAILER ESTATES PARK AND RECREATION DISTRICT**

**BOARD AGENDA ITEM FORM**

**PP 38**

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

Agenda \_\_\_\_\_

For Upcoming Meeting—Date \_\_\_\_\_

Type of Meeting (check one): Workshop  Board Meeting

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

Rationale (for workshops)/ MOTION (for board meetings): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 \_\_\_\_\_

Date Submitted \_\_\_\_\_

Chairman/Designee \_\_\_\_\_

Office Manager/Designee: Date Posted \_\_\_\_\_ Initials \_\_\_\_\_