

TRAILER ESTATES PARK & RECREATION DISTRICT

**BOARD OF TRUSTEES
EMERGENCY BOARD
MEETING**

May 25, 2022

1:30 P.M.

MARK'S HALL

**1903 69TH AVENUE WEST
BRADENTON, FLORIDA**

34207

Call to Order

Invocation/Pledge of Allegiance

Roll Call

New business

Bond Loan Issues

Public Comment

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 Park & Recreation District

Proposed Timeline

2022 Loan/Special Assessment

Event	Date	Notes
Draft Letter to Property Owners to Board Members for Review	5/24	
Draft Resolution to Board Members to Review	5/24	Who can create quickly?
Draft Tentative Amended Budget to Board Members to Review	5/24	
Board Meeting – Adopt Resolution to acquire debt from Regions Bank in the amount of no more than \$1.5M requiring an additional assessment of no more than \$100 per single lot per year. Include that the District will move operating accounts to Regions Bank as a term of financing	5/25	Special Meeting - 9:00am Mark's Hall
Approve Tentative Amended Budget	5/25	Special Meeting - 9:00am Mark's Hall
Board approves letter to Property Owners	5/25	Special Meeting - 9:00am Mark's Hall
Letter Mailed to Property Owners	5/27	Within 21 days of Public Hearing
Create Folder on District Website to Hold Documents	5/27	Contents on Exhibit A Attached
Populate Website Folder with Documents Available To Date	6/3	Proposed Dates on Exhibit A
First Draft of Assessment Methodology Report	5/30	Due from Rizzetta & Co
Comments Due on Methodology Report	6/6	Board Meeting Workshop
Review Public Hearing Presentation Materials	6/6	Board Meeting Workshop
Final Methodology Report Available	6/8	Within 2 days of providing comments
Advertise Public Hearing in Newspaper	6/17	Required within 15 Days of Adopting Preliminary Revised Budget
Loan Documents		Formal Application Process?
Finalize Presentation Materials for Public Hearing	6/13	
Public Hearing	6/20	Required within no less than 2 days and no more than 5 days following advertisement
Adopt Amended Budget/Resolution	6/20	Following Public Hearing
Finalize on Loan Documents	6/21	
Close on Loan	6/22	

EXHIBIT A

2022 Special Assessment

ITEM	Date Posted
Resolution 2022-xxx Adopted May 25 2022	May 27, 2022
Project Timeline Approved May 23, 2022	May 27, 2022
Folder - <u>Construction Bids</u>	
Inspection Report - Reuben Clarkson	May 27, 2022
Contract with Foster Consulting	May 27, 2022
Proposal Package Distributed	May 27, 2022
Bid - Florida Structural Group	May 27, 2022
Bid - Duncan Seawall	May 27, 2022
Bid - Abbott Construction	May 27, 2022
Folder - <u>Financial Services Contracts</u>	
Nabors, Giblin & Nickerson	May 27, 2022
Rizzetta & Company, Inc	May 27, 2022
Public Resources Advisory Group (PRAG)	May 27, 2022
Folder - <u>Financing Bids</u>	
Proposal Package Distributed	May 27, 2022
Summary of Bids Received	May 27, 2022
Bid - Bank of Tampa	May 27, 2022
Bid – South State Bank	May 27, 2022
Bid - Regions Bank	May 27, 2022
Folder - <u>Public Hearing</u>	
Letter to Property Owners	May 27, 2022
Tentative Amended Budget	May 27, 2022
Preliminary Assessment Roll by Property	May 27, 2022
Assessment Methodology Report	June 8, 2022
Presentation Materials	June 13, 2022