

University Park Recreation District

3501 Quadrangle Blvd., Suite 270, Orlando, FL 32817 Phone: 407-723-5900 Fax: 407-723-5901

<http://universityparkrd.com/>

The **Regular Meeting** of the **University Park Recreation District** will be held on **Friday, October 14, 2022, at 1:00 p.m.** at the Community Center located at 8301 The Park Boulevard, University Park, FL 34201 and or virtually.

Meeting ID: 845 8893 8513

Passcode: 755354

Join meeting via Zoom:

<https://us02web.zoom.us/j/84588938513?pwd=eUE4Q3BTNGVLNXBsOGViRXk1cWo2QT09>

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Call to Order
- Roll Call to Confirm Quorum
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*

Administrative Matters

1. Consideration of the Minutes of the August 30, 2022, Special Board of Supervisors Meeting
2. Consideration of the Minutes of the September 9, 2022, Board of Supervisors Meeting

Staff Report Matters

3. District Counsel
4. District Manager
5. Club Management
 - a. Management Discussion & Analysis Report *(under separate cover)*

Business Matters

6. Update of the December 6, 2022, Election Process & Procedures
7. Ratification of Public Officials Insurance Policy Renewal
8. Discussion Pertaining to the Annual Membership Fees
 - a. Consideration of Resolution 2023-01, Schedule the PH of Rule Making Process *(under separate cover)*
9. Update of the Strategic Planning of Phase II of the Master Plan Concept
10. Discussion on Supervisors Term



District Financial Matters

11. Ratification of Payment Authorizations # 78

| Date | Meeting Type | Time | Location | Note |
|-------------------|------------------------------|---------|-----------------|------------------|
| November 1, 2022 | Workshop Meeting | 4:00 PM | University Park | Community Center |
| November 11, 2022 | Board of Supervisors Meeting | 1:00PM | University Park | Community Center |

12. Supervisor Requests & Comments

Adjournment



University Park Recreation District

Consideration of the Minutes of the August 30,
2022, Special Board of Supervisors Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT SPECIAL BOARD OF SUPERVISORS MEETING

Friday, August 30, 2022

10:00 a.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

Board Members present at roll call in person or via phone:

| | |
|----------------|----------------------------------|
| Bill DiPaolo | Vice Chairperson |
| Karen Pagano | 2 nd Vice Chairperson |
| Steve Ludmerer | Treasurer |
| Sally Dickson | Assistant Secretary |

Also, Present in person or via phone:

| | |
|--|---|
| Vivian Carvalho | District Manager - PFM Group Consulting LLC |
| Venessa Ripoll (via phone) | District Manager - PFM Group Consulting LLC |
| Don Hasenbank (via phone) | PFM Group Consulting LLC |
| Mark Barnebey | District Counsel - Blalock Walters |
| Curtis Nickerson | Director of Properties & Facilities- Country Club |
| John Fetsick | General Manager – Country Club |
| Various Members of the General Public via zoom and in person | |

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 10:01 a.m. by Mr. DiPaolo and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Mr. DiPaolo led the Pledge of Allegiance.

Opening Comments

Mr. DiPaolo had some open remarks and announced the public comment period at the end of the meeting.

Public Comments

Public comments were addressed at the end of the meeting.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of Board Member Replacement for Seat 1

Ms. Dickson nominated Mark Criden for the open position on the Board. Mr. Criden has an extensive background as an attorney and business executive, he has experience from being on numerous Boards and Committees, and he is up to date with the successes and challenges of University Park RD.

ON MOTION by Ms. Dickson, seconded by Mr. DiPaolo, with all in favor, the Board appointed Mr. Mark Criden to the Board of Supervisors for University Park Recreation District.

Mr. Ludmerer wanted to recognize two other candidates, Mr. Rusty Piersons and Ms. Linda Becker, and encouraged further participation from them in the operations of University Park Recreation District.

Mr. Criden will be sworn in at the next meeting.

Mr. DiPaolo appointed Sally Dickson as a member of the management committee.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel

Mr. Barnebey congratulated Mr. Criden for his appointment to the Board. He stated that they were working on the amendment to the Development Orders for the DRI with issues concerning expanding the facility. The County is requesting that University Park themselves create the development orders and submit them. Drafts are ready and they should be ready to file within the next few days. They will go before the planning commission and then the county commission. The annual report of the DRI will need to be completed by September 30, 2022, and it may be changed to bi-annual.

Mr. Barnebey and Mr. Ludmerer discussed the revision of the Charter. Comments were submitted, it will not make the election this year. There will need to be some adjustments made depending on the option of the Election Process the Board will undertake. It was suggested that a bullet point list of the top 10 changes to the Charter Amendment be made.

District Manager

Ms. Carvalho reminded the Board that September 9, 2022, is the date for the next meeting where there will be two public hearings for the FY 2023 Budgets. She also noted that she was working with staff to get the insurance renewal for the Public Officials Insurance policy deadline of October 1, 2022. The other policies renewal timeframe will be November 30, 2022.

Club Management

Mr. Fetsick announced that the new executive head chef has started his new position at the clubhouse, he plans on officially introducing the new chef at the next Board meeting.

FOURTH ORDER OF BUSINESS

Business Matters

Update of the Strategic Planning of Phase II of the Master Plan Concept

Mr. DiPaolo provided an update on the plans for Phase 2 where they have reanalyzed and repriced every project.

Ms. Dickson provided a timeline and a fact sheet that showed pricing for projects that will be completed by the end of the month. Most of this information will be delivered electronically but will be sent out via hard copy for folks who prefer that method. The shell of the survey is currently being worked on by others not on the Board where it will be distributed in January 2023 after all the facts have been given to the residents. They are looking to publicize the survey results in January or February to determine whether there should be a referendum vote in which case the vote would take place in February. Ms. Pagano had a question regarding the Realtor's survey and if could coincide with the community survey.

Mr. Fetsick reviewed the projects that are planned for the community. There will be a rendering for the golf course irrigation project, there is already an outline created. They have also been in contact with an architect for a potential new kitchen layout and have been looking at how much the kitchen equipment would cost. He would like to present these efforts in more detail at the October 14, 2022, Board Meeting. He suggested putting together an information packet to be distributed to the residents before the meeting date along with a financial impact study.

Mr. DiPaolo and Mr. Ludmerer discussed the Neighborhood meetings concerning the Phase 2 Project. Mr. Ludmerer went over the differences between a \$10,000,000 – \$12,000,000 bond issuance and an \$18,000,000 bond issuance. He also reviewed the approximation of

the annual average amount it will have in each home. The cost of ownership in University Park was compared to that of Lakewood Ranch as well, all of the costs were considered comparable. He believed that this information shared alleviated many concerns from the homeowners and the input has been good overall about Phase 2 bond issuance.

Mr. DiPaolo stated that they want to hold these meetings with every neighborhood to keep everyone informed of the processes and to eliminate a lot of the misunderstandings that residents may have. He stated that around 12,000 – 15,000 square feet of new space for Phase 2 has been addressed with an architect to come up with reasonable solutions to reduce the cost for the bond issuance. He stated with the existing office space a scientific survey was done for the air quality to make sure there was no need for mold mitigation due to a roof leak found in the existing office space. The roof leak repair is currently being worked on and the scientific survey result no evidence of mold in the office space. He reviewed the process of adding the office space to the community.

Mr. Ludmerer discussed his 5-year forecast with some assumptions. There would be a surplus of 5% - 8% of revenue range annually. This will include allowance for capital contributions and will address the capital needs for the long term. A timeline of the bond issuance and the completed work over a 5-year span was presented.

Mr. Nickerson provided an update for the ongoing projects.

Mr. DiPaolo provided an update of the road curve and potential danger and look at ways to mitigate the potential danger. The traffic professionals' study has looked at the area and Mr. Nickerson is waiting on a response from them. Mr. Ludmerer also discussed looking into getting a landscape architect for the RD.

Mr. DiPaolo also discussed some concerns about the dining renovations as well as the acoustics. Ms. Dickson provided an update of the conversation with Ms. Briggs and stated that they are working on alternatives and solutions to this matter.

**Consideration of Resolution
2022-13, Schedule of
Election for Board of
Supervisors
a. Option A
b. Option B**

Mr. DiPaolo stated that this resolution would change the Election from November to February if Option B were chosen. The Charter states that the election date should be December 6, 2022, as the Charter has not been amended. The last election was December 8, 2020, which was a general election for all supervisors. Mr. Barnebey provided an update of the 2 options of the election process. There was a lengthy discussion concerning which option would be best for the upcoming election.

ON MOTION by Ms. Dickson, seconded by Ms. Pagano, with all in favor, the Board approved Option A for Resolution 2022-13, Schedule of Election for Board of Supervisors where the election for even seats (Seat 2 and Seat 4) will be held in December 6, 2022.

FIFTH ORDER OF BUSINESS**District Financial Matters****Supervisor Requests &
Comments**

Mr. Russell Piersons wanted to congratulate Mark Criden to the Board. Mr. Charlesworth made a comment on the public officials' insurance renewal. Mr. Ludmerer commented on the UPCA and the CC&R Revisions and issues that impact the RD.

SIXTH ORDER OF BUSINESS**Adjournment**

| |
|--|
| ON MOTION by Ms. Dickson, seconded by Ms. Pagano, with all in favor, the Tuesday, August 30, 2022, Special Board of Supervisors Meeting of University Park Recreation District was adjourned at 11:42 a.m. |
|--|

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Consideration of the Minutes of the September
9, 2022, Board of Supervisors Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS MEETING

Friday, September 9, 2022

1:00 p.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

Board Members present at roll call in person or via phone:

| | |
|----------------|----------------------|
| Mark Criden | 2nd Vice Chairperson |
| Bill DiPaolo | Vice Chairperson |
| Steve Ludmerer | Treasurer |
| Sally Dickson | Chairperson |

Also, Present in person or via phone:

| | |
|---------------------------------------|--|
| Vivian Carvalho | District Manager - PFM Group Consulting LLC |
| Venessa Ripoll | District Manager - PFM Group Consulting LLC (via phone) |
| Mark Barnebey | District Counsel- Blalock Walters |
| John Fetsick | General Manager – Country Club |
| Curtis Nickerson | Director of Properties & Facilities- Country Club |
| Various Members of the General Public | |

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 1:00 p.m. by Mr. DiPaolo and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Public Comments

Mr. DiPaolo led the Pledge of Alliance and afterwards read the resignation letter of Board of Supervisors Karen Pagano for the record. He has some open remarks in regard to the public comments to be move to the end of the meeting.

SECOND ORDER OF BUSINESS

Administrative Matters

The Board reviewed the minutes initially and then address the Election of Officers Resolution.

- 1. Consideration of the Minutes of the June 28, 2022, Board of Supervisors Workshop Meeting**
- 2. Consideration of the Minutes of the June 28, 2022, Auditor Selection Committee Meeting**
- 3. Consideration of the Minutes of the July 8, 2022, Board of Supervisors Meeting**
- 4. Consideration of the Minutes of the August 8, 2022, Auditor Selection Committee Meeting**

Mr. DiPaolo requested that the minutes be combined and approved under one motion.

ON MOTION by Ms. Dickson, seconded by Mr. Ludmerer, with all in favor, the Board approved of the Minutes of the June 28, 2022, Board of Supervisors Workshop Meeting, the Minutes of the June 28, 2022, Auditor Selection Committee Meeting, the Minutes of the July 8, 2022, Board of Supervisors Meeting, and the Minutes of the August 8, 2022, Auditor Selection Committee Meeting.

- 5. Consideration of Resolution 2022-12, Electing Officers**

Mr. DiPaolo asked for a nomination for the position of Chairperson, Mr. Ludmerer nominated Ms. Dickson for the position.

ON MOTION by Mr. Ludmerer, seconded by Mr. DiPaolo, with all in favor, the Board appointed Ms. Sally Dickson as the new Chairperson of the Board of Supervisors of UPRD.

Ms. Carvalho recommended re-establishing Board positions for the remaining Board of Supervisors as part of Resolution 2022-12. It was discussed among the Board of Supervisors that Mr. DiPaolo remains as Vice Chairperson, Mr. Criden will be the 2nd Vice Chairperson, all other Board members will be Assistant Secretaries along with Ms. Ripoll as an Additional Assistant Secretary, Ms. Carvalho remains as Secretary, Mr. Ludmerer remains as Treasurer, and Mr. Fay will now be Assistant Treasurer.

ON MOTION by Mr. DiPaolo, seconded by Mr. Ludmerer, with all in favor, the Board approved the remaining positions of the Board of Supervisors as outlined above.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey stated that they have moved forward with changes to the development order, the application is complete and circulated to County Staff.

District Manager – No report other than items that will be discussed on the agenda.

Club Management (Management Discussion & Analysis Report) – Mr. Fetsick provided an update on the operation of University Park. The pickleball project is coming along as the court coating is starting which will be about a 2-weeks process. There are 2 canopies being installed next week. The landscaping that will include irrigation is also moving along. The project should be completed in about 3-4 weeks' timeframe.

The plumbing and electrical has been completed and has passed inspection for the outdoor dining. Concrete work has also begun, it is suspected to take most of September to complete. The project is contemplated to be complete in late December 2022 or early January 2023.

The back 9 of the golf course has opened back up today. They are awaiting a quote for new fencing for the tennis courts. They are looking at replacing the boardwalk soon as there are many tripping hazards currently. There was some discussion regarding the parking spaces and the bad condition of the pad area by the tennis courts. More staffing is being added for food and beverage. There will be events announced between December 2022 thru April 2023. There will be more of a focus on summer membership conversion for the club.

Mr. DiPaolo wanted to congratulate Mr. Fetsick and his staff for their continued work on the projects for the community.

FOURTH ORDER OF BUSINESS

Business Matters

9. Review of Auditor Selection Committee Rankings & Selection of Auditor

Ms. Dickson stated that Phillips Harvey was the only responder to the ad that was placed, and the committee was pleased with the proposal that they presented. There was some discussion about working with the auditor.

ON MOTION by Mr. DiPaolo, seconded by Mr. Ludmerer, with all in favor, the Board approved entering into an engagement letter with Phillips Harvey for FY 2022 Audit Report and the options of renewing for service for FY 2023 and FY 2024.

10. Public Hearing on the Adoption of the District's Annual Budget & Country Club Budget
a. Public Comments and Testimony
b. Board Comments
c. Consideration of Resolution 2022-14, Adopting the Fiscal Year 2023 District's Annual Budget and Appropriating Funds
i. General Fund Budget
ii. Debt Service Budget
d. Consideration of Resolution 2022-15, Adopting the Fiscal Year 2023 Country Club Budget and Appropriating Funds
i. Enterprise Fund Budget

The Board proceeded by opening the public hearing. Mr. Fetsick provided an overview of the General Fund, the Debt & Service Budget, and the Enterprise Budget. The total revenue will be \$238,500.00. Initiation fees and non-resident fees were also reviewed. The October agenda for membership was discussed. A resolution should be sent to Mr. Fetsick in comparing the recommended membership fees. Ms. Dickson closed the public hearing.

ON MOTION by Mr. Ludmerer, seconded by Mr. DiPaolo, with all in favor, the Board approved Resolution 2022-14, Adopting the Fiscal Year 2023 District's Annual Budget and Appropriating Funds and Consideration of Resolution 2022-15, Adopting the Fiscal Year 2023 Country Club Budget and Appropriating Funds.

11. Consideration of Resolution 2022-16, Adopting the Annual Board and Workshop Meeting Schedule for Fiscal Year 2022-2023.
a. Exhibit A- Annual Board of Supervisors Meeting Schedule
b. Exhibit B- Annual Board of Supervisors Workshop Meeting Schedule

The following dates were discussed for the FY 2023 schedule.

Tuesday, November 1, 2022 – Workshop Meeting
Friday, November 11, 2022 – Board Meeting
Tuesday, November 29, 2022 – Workshop Meeting
Tuesday, January 3, 2023 – Workshop Meeting
Friday, August 11, 2023 – Board Meeting

It was discussed the possibility of having some of the Workshop Meetings in the afternoon. It was determined by the Board to have November 1, 2022, and November 29, 2022, Workshop meetings from 4PM to 6:00PM.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2022-16, Adopting the Annual Board of Supervisors and Workshop Meeting Schedule for Fiscal Year 2022-2023 with the suggested changes.

12. Update of the Strategic Planning of Phase II of the Master Plan Concept

Ms. Dickson provided an update concerning the pause, there will be more to come in October. There was discussion of 3 small advisory committees concerning staff accommodation, meeting space, and fitness wellness. Mr. Fetsick will create and coordinate the discussion as these committees/ groups are not recognized by the Board.

13. Consideration of Resolution 2022-17, Setting of the Procedures for the Election of Supervisors

The election will take place on December 6, 2022. The election Chair will be Mr. John Bondur. There was discussion on how to proceed with the election. There was discussion of modification to make to the Election Process timeframe.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2022-17, Setting of the Procedures for the Election of the Board Supervisors in substantial form subject to incorporating the final changes discussed to the Exhibit to the Resolution.

14. Ratification of Payment Authorizations # 75-77

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorizations # 75-77.

Public Comments

Ms. Dickson suggested since the RD is in the process of holding the Election for Karen Pagano's seat to hold off until the election instead of appointing someone to fulfill the remaining term of the seat.

Mr. Jim Case congratulated Ms. Dickson on becoming the Chair of the RD Board of Supervisors.

There was no additional comments by the public and or the Board.

FIFTH ORDER OF BUSINESS

Adjournment

There were no additional items to come before the Board.

ON MOTION by Mr. DiPaolo, seconded by Mr. Criden, with all in favor, the September 9, 2022, Board of Supervisors Meeting of University Park Recreation District was adjourned at 3:13 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

District Counsel

University Park Recreation District

District Manager

University Park Recreation District

Club Management

University Park Recreation District

Update of the December 6, 2022, Election
Process & Procedures

University Park Recreation District

Ratification of Public Officials Insurance Policy
Renewal

**Regulatory Office**

Dept: Regulatory
505 Eagleview Blvd., Suite 100
Exton, PA 19341-1120
(800) 688-1840

INSURANCE COMPANY PROVIDING COVERAGE: Indian Harbor Insurance Company

**PUBLIC OFFICIALS LIABILITY AND EMPLOYMENT PRACTICES LIABILITY
INSURANCE DECLARATIONS**

POLICY NUMBER: POL0956328 **RENEWAL OF:** New

NOTICES

SUBJECT TO ITS TERMS, THIS POLICY PROVIDES COVERAGE FOR CLAIMS FIRST MADE DURING THE POLICY PERIOD OR EXTENDED REPORTING PERIOD. DEFENSE EXPENSES ARE PAID IN ADDITION TO THE LIMITS OF LIABILITY; EXCEPT THAT FOR SPECIFIC CLAIMS UNDER INSURING AGREEMENT A.1.b., THE APPLICABLE LIMITS OF LIABILITY AVAILABLE TO PAY DAMAGES OR SETTLEMENTS WILL BE REDUCED AND MAY BE EXHAUSTED BY THE PAYMENT OF DEFENSE EXPENSES.

PLEASE READ AND REVIEW THE ENTIRE POLICY CAREFULLY AND DISCUSS THE COVERAGE HEREUNDER WITH YOUR INSURANCE BROKER.

Item 1. NAMED INSURED:
University Park Recreation District

ADDRESS:
7671 The Park Boulevard
University Park, FL 34201

Item 2. POLICY PERIOD: (a) Inception Date: 10/01/2022 (b) Expiration Date: 10/01/2023
(12:01 A.M. Standard Time at the Address Stated in Item 1.)

Item 3. LIMITS OF LIABILITY:

(a) Public Officials Liability
\$ 1,000,000 **Company's** maximum Limit of Liability for all **Loss** from each **Claim** under **INSURING AGREEMENT A.1.a.**;

(b) Non-Monetary Coverage – Defense Only
1. \$ 50,000 **Company's** maximum Limit of Liability for all **Defense Expenses** from each **Claim** under **INSURING AGREEMENT A.1.b.**;

2. \$ 100,000 **Company's** maximum Limit of Liability for all **Defense Expenses** from all **Claims** under **INSURING AGREEMENT A.1.b.**;

(c) Employment Practices Liability And Third Party Liability
\$ N/A **Company's** maximum Limit of Liability for all **Loss** from each **Claim** under **INSURING AGREEMENT A.2.**

(d) Policy Aggregate Limit Of Liability
\$ 2,000,000 **Company's** aggregate Limit of Liability for all **Loss** from all **Claims** under **INSURING AGREEMENT A.1.a.** and **INSURING AGREEMENT A.2.** and for all **Defense Expenses** from all **Claims** under **INSURING AGREEMENT A.1.b.**

(e) Public Officials Crisis Management Limit Of Insurance
\$ 25,000 **Company's** maximum Limit of Insurance for all **Crisis Management Expenses** from all **Public Crisis Events** under Section A.3.

Item 4: RETENTIONS

a. \$ 25,000 each and every **Claim** under **INSURING AGREEMENT A.1.a.**

b. \$ 5,000 each and every **Claim** under **INSURING AGREEMENT A.1.b.**

c. \$ N/A each and every **Claim** under **INSURING AGREEMENT A.2.**

d. \$ 5,000 each and every **Public Crisis Event** under Section A.3.

Item 5: NOTICES REQUIRED TO BE GIVEN TO THE **COMPANY** MUST BE ADDRESSED TO:

AXA XL Claims
P.O. Box 211547
Dallas, TX 76211

Phone: 972.383.7186
Fax: 972.383.7177
Email: proclaimnewnotices@axaxl.com

Item 6: POLICY PREMIUM: \$12,157.00
Policy Fee \$245.00

Note: Pending Surplus Lines
Stamp for Surplus Lines Tax
filing.

Total Policy Premium: \$12,402.00

Item 7: RETROACTIVE DATE: None - Full Prior Acts

Item 8: ENDORSEMENTS ATTACHED AT POLICY ISSUANCE: REFER TO PGU 2002 0417

University Park Recreation District

Discussion Pertaining to the
Annual Membership Fees
(under separate cover)

University Park Recreation District

Update of the Strategic Planning of Phase II of
the Master Plan Concept

University Park Recreation District

Discussion on Supervisors Term

University Park Recreation District

Ratification of Payment Authorizations # 78

University Park Recreation District

9/13/2022

Payment Authorization No. 78


O&M - General Fund Expenses

| <u>Vendor</u> | <u>Invoice</u> | <u>Description</u> | <u>Amount</u> |
|------------------------|----------------|---|---------------|
| Blalock Walters | 40896-000-46 | General Representation - August 2022 | \$ 6,077.13 |
| McClatchy Company, LLC | 143591 | Notice of Public Meeting -August 2022 | \$ 135.72 |
| Vglobal Tech | 4278 | ADA Website Maintenance - September | \$ 218.33 |
| PFM | DM-09-2022-46 | District Management Fee: September 2022 | \$ 5,833.37 |

| | |
|-----------------------------------|--------------|
| O&M - General Fund Expenses Total | \$ 12,264.55 |
|-----------------------------------|--------------|

Asst. Secretary/Secretary

Asst. Treasurer

 9/13/22



WE MAKE A DIFFERENCE

P.O. Box 469 Bradenton, Florida 34206-0469
ph: 941.748.0100 fx: 941.745.2093

UNIVERSITY PARK RECREATION DISTRICT
PFM FINANCIAL ADVISORS, LLC
3504 LAKE LYNDY DRIVE, SUITE 107
ORLANDO, FL 32817

Page 1
August 31, 2022
Account # 40896-000
Invoice # 40896-000-46

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

REMITTANCE COPY

40896-000

MPB

BALANCE

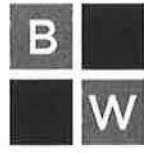
\$6,077.13

If you prefer to receive paperless invoices by email, please complete the information below or email billing@blalockwalters.com.

_____ Yes, I would prefer paperless billing by email.

Email Address for paperless billing purposes:

**Please Return the Remittance Copy with Your Payment
Make Check Payable to Blalock Walters, P.A.
Federal Tax ID # 59-1950976**



**BLALOCK
WALTERS**
ATTORNEYS AT LAW

WE MAKE A DIFFERENCE

P.O. Box 469• Bradenton, Florida 34206-0469
ph: 941.748.0100 fx: 941.745.2093

UNIVERSITY PARK RECREATION DISTRICT
PFM FINANCIAL ADVISORS, LLC
3504 LAKE LYNDIA DRIVE, SUITE 107
ORLANDO, FL 32817

Page: 1
August 31, 2022
Account # 40896-000
Invoice # 40896-000-46

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

MPB

For Professional Services Rendered Thru 08/31/2022

| | | | HOURS | |
|------------|-----|--|-------|--------|
| 08/01/2022 | MPB | Telephone conference with John Fetsick; work on issues related to the election. | 0.30 | 70.50 |
| 08/02/2022 | MPB | Telephone conference with Vivian Carvalho; review and respond to Memorandum from Mark Crider. | 0.40 | 94.00 |
| 08/03/2022 | MJP | Research charter regarding elections and whether elections can be moved to 2023 in light of charter amendments. | 1.00 | 200.00 |
| | MJP | Finalize research on moving elections to February. | 0.20 | 40.00 |
| | MPB | Review Charter Amendments; telephone call to Alex; telephone conference with Vivian Carvalho. | 0.50 | 117.50 |
| 08/04/2022 | MPB | Telephone call to Atty. Alex Nicodemi; telephone conference with Vivian Carvalho. | 0.40 | 94.00 |
| 08/05/2022 | JA | Assist with Ordinance revisions. Email to County Attorneys Office. | 3.20 | 320.00 |
| | TEF | Review of issues related to store credit limitations | 0.30 | 55.50 |
| | MPB | Telephone conference with Atty. Alex Nicodemi; review and revise draft ordinance for Charter change; review Exhibit B for updated changes. | 2.10 | 493.50 |
| 08/08/2022 | MPB | Prepare for and attend the Audit Committee Meeting. | 0.30 | 70.50 |
| | TEF | Research regarding store credit limitations and gift card expirations | 0.60 | 111.00 |
| 08/09/2022 | MJP | Review of issue relating timing for referendum on the ballot. | 0.20 | 40.00 |
| | MJP | Research issues relating to deadline to put referendum on ballot. | 0.40 | 80.00 |
| | MJP | Follow up with Supervisor of Elections relating to referendum on ballot. | 0.20 | 40.00 |
| 08/10/2022 | TEF | Research regarding store credit limitation requirements | 2.30 | 425.50 |
| 08/11/2022 | MJP | Prepare follow-up correspondence to Supervisor of Elections regarding | | |

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 2
August 31, 2022
Account # 40896-000
Invoice # 40896-000-46

| | | | HOURS | |
|------------|-----|--|-------|--------|
| | | deadline for referendum on ballot. | 0.20 | 40.00 |
| | MJP | Communication with Supervisor of Elections regarding referendum vote. | 0.20 | 40.00 |
| | MJP | Review communication from Supervisor of Elections confirming date for referendum submission. | 0.20 | 40.00 |
| | MPB | Review Charter issues and the Referendum. | 0.40 | 94.00 |
| | JA | Assist with referendum preparations. | 0.20 | 20.00 |
| 08/12/2022 | MJP | Communication with Supervisor of Elections regarding deadline to withdraw referendum question. | 0.20 | 40.00 |
| | JA | Draft resolution regarding referendum on financing. Email with Alex Nicodemi. | 1.30 | 130.00 |
| | MJP | Review of issues relating to referendum. | 0.20 | 40.00 |
| | MPB | Preparation of Charter Resolution; telephone conference with Atty. Alex Nicodemi; preparation of Memorandum to Steve Ludmerer. | 1.60 | 376.00 |
| 08/13/2022 | MPB | Review and respond to Memorandum from Steve Ludmerer; review text of Charter Amendment; review proposed Resolution; prepare ballot titles and questions; begin draft of second Resolution. | 2.10 | 493.50 |
| 08/14/2022 | MPB | Telephone conference with Steve Ludmerer. | 0.30 | 70.50 |
| 08/15/2022 | MJP | Review various communications relating to UPRD election; prepare follow-up correspondence to Supervisor of Elections. | 0.80 | 160.00 |
| | JA | Draft resolution regarding referendum regarding elections. | 1.30 | 130.00 |
| 08/16/2022 | MJP | Various communications with the Supervisor of Election office. | 0.40 | 80.00 |
| | MJP | Review communication from Supervisor of Elections office regarding deadline to pull referendum. | 0.20 | 40.00 |
| | MJP | Review follow up correspondence from Scott Farrington regarding deadline for referendum. | 0.20 | 40.00 |
| 08/22/2022 | MPB | Telephone conference with Chair; telephone conference with Karen Pagano; telephone conference with Sally Dickson; prepare resolutions 2022-13 Option A and 2012-13 Option B. | 0.60 | 141.00 |
| | JA | Email to Bobbi Roy regarding ordinances. | 0.10 | 10.00 |
| 08/23/2022 | MPB | Telephone conference with regarding Resolution 2022-13; work on resolution for Election; telephone conference with Vivian Carvalho; telephone conference with Steve Ludmerer. | 0.60 | 141.00 |
| | JA | Review email from Bobbi Roy. Review and work on revisions to ordinances. | 2.50 | 250.00 |
| 08/24/2022 | JA | Work on revisions to Spanish exhibits. | 1.20 | 120.00 |
| | JA | Work on Ordinance 12-20 regarding revisions. | 1.50 | 150.00 |
| 08/25/2022 | MJP | Review of Resolution options relating to elections of Board. | 0.20 | 40.00 |
| | MPB | Attend the meeting on the Agenda. | 0.60 | 141.00 |
| | JA | Draft revisions to DRI and development order. | 0.50 | 50.00 |
| 08/26/2022 | MPB | Review and respond to Memorandum from Steve Ludmerer. | 0.60 | 141.00 |

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 3
August 31, 2022
Account # 40896-000
Invoice # 40896-000-46

| | | | HOURS | |
|------------|-----|---|-------|-------------------|
| 08/30/2022 | MPB | Preparation for and attendance at Special Board meeting; work on election procedures. | 3.40 | 799.00 |
| | | TOTAL FOR THE ABOVE SERVICES | 34.00 | 6,069.00 |
| 08/08/2022 | | Online Legal Research TEF | | 8.13 |
| | | TOTAL EXPENSES | | 8.13 |
| | | TOTAL CURRENT WORK | | 6,077.13 |
| | | PREVIOUS BALANCE | | \$4,054.90 |
| | | <u>PAYMENTS RECEIVED</u> | | |
| 08/23/2022 | | Payment received on account. Thank you! | | -4,054.90 |
| | | AMOUNT DUE (includes Previous Balance if shown above) | | <u>\$6,077.13</u> |

If you prefer to receive paperless invoices by email, please complete the information below or email billing@blalockwalters.com.

_____ Yes, I would prefer paperless billing by email.

Email Address for paperless billing purposes:

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Make Check Payable to Blalock Walters, P.A.
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Beaufort Gazette
Belleville News-Democrat
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Idaho Statesman
Island Packet
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Miami Herald

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Modesto Bee
Raleigh News & Observer
The Olympian
Sacramento Bee
Fort Worth Star-Telegram
The State - Columbia
Sun Herald - Biloxi

Sun News - Myrtle Beach
The News Tribune Tacoma
The Telegraph - Macon
San Luis Obispo Tribune
Tri-City Herald
Wichita Eagle

UNIVERSITY PARK RECREATION DISTRICT
Attn: Accounts Payable
7671 THE PARK BOULEVARD
UNIVERSITY PARK
BRADENTON, FL 34201

AUGUST INVOICE

Invoice No.: 143591
Invoice Date: 08/31/2022
Due Date: 09/30/2022
Bill-To Account: 29585
Sales Rep: Ryan Dixon

| Dates | Order No. | Description | Product | Size | Billed Units | Times Run | Net Amount |
|-------------------------|-----------|------------------------------|---|----------|--------------|-----------|------------|
| 08/23/2022 - 08/23/2022 | 295469 | Print Legal Ad IPL0082980 | BRD-Bradenton Herald Legal Legals & Public Notices CLS | 2 x 57 L | 114 L | 1 | \$135.72 |

August Summary

Amount Due: \$135.72

Please Return This Portion With Your Payment (Thank You)

McClatchy Company LLC
PO Box 510150
Livonia MI 48151

ADVERTISING INVOICE

UNIVERSITY PARK RECREATION DISTRICT
Attn: Accounts Payable
7671 THE PARK BOULEVARD
UNIVERSITY PARK
BRADENTON, FL 34201

AUGUST INVOICE

Invoice No.: 143591
Account No.: 29585
Account Name: UNIVERSITY PARK RECREATION
DISTRICT
Amount Due: \$135.72

Email questions to ssccreditandcollections@mcclatchy.com

McClatchy Company LLC
PO Box 510150
Livonia MI 48151

0000029585 0000143591 000013572 8

VGlobalTech

636 Fanning Drive
Winter Springs, FL 32708 US
contact@vglobaltech.com
www.vglobaltech.com



INVOICE

BILL TO

University Park RD
3501 Quadrangle Boulevard,
Suite 270, Orlando, FL 32817

INVOICE # 4278**DATE** 09/01/2022**DUE DATE** 09/16/2022**TERMS** Net 15

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------|---|-----|--------|--------|
| | Web Maintenance: ADA Website Maintenance | 1 | 218.33 | 218.33 |
| | Ongoing website maintenance for ADA and WCAG Compliance | | | |

Please make check payable to VGlobalTech.

BALANCE DUE**\$218.33**



| Date | Invoice Number |
|-------------------|-------------------|
| September 9, 2022 | DM-09-2022-046 |
| Payment Terms | Due Date |
| Upon Receipt | September 9, 2022 |

| |
|---|
| Bill To: University Park Recreation District c/o PFM Group Consulting District Accounting Department 3501 Quadrangle Blvd., Suite 270 Orlando, FL 32817 United States of America |
|---|

| |
|---|
| Company Address: 1735 Market Street 42nd Floor Philadelphia, PA 19103 +1 (215) 5676100 |
|---|

Remittance Options:

| |
|--|
| Via Mail: PFM Group Consulting LLC PO Box 65126 Baltimore, MD 21264-5126 United States of America |
|--|

RE: District Management Fee: September 2022

| | |
|-------------------------|--------------------------|
| Professional Fees | \$5,833.37 |
| Total Amount Due | <u>\$5,833.37</u> |

University Park Recreation District

Supervisor Requests & Comments