

University Park Recreation District

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

<http://universityparkrd.com/>

The **Meeting** of the **University Park Recreation District** will be held on **Friday, February 10, 2023, 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=eUE4Q3BTNGVNLNXBsOGViRXk1cWo2QT09>

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 January 3, 2023, Board of Supervisors Workshop Meeting
2. Consideration of the Minutes of the January 17, 2023, Rescheduled Board of Supervisors Meeting

Staff Report Matters

3. District Counsel
4. District Manager
5. Club Management
 - a. Management Discussion & Analysis Report

Business Matters

6. Discussion Pertaining 2023 Summer Membership Program

District Financial Matters

7. Ratification of Payment Authorizations # 85-86



Date	Meeting Type	Time	Location	Note
February 14, 2023	Continued Workshop	3:00 PM-5:00 PM	University Park	Community Center
February 28, 2023	Regular Workshop	10:00 AM	University Park	Community Center
March 10, 2023	Board of Supervisors	1:00 PM	University Park	Community Center

8. Supervisor Requests & Comments

Adjournment



University Park Recreation District

Consideration of the Minutes of the
January 3, 2023, Board of Supervisors
Workshop

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT WORKSHOP MEETING

Tuesday, January 3, 2023

3:00 p.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

Sally Dickson	Chairperson
Mark Criden	Vice Chairperson
Steve Ludmerer	Treasurer / 2 nd Vice Chairperson
David Murphy	Assistant Secretary
Rusty Piersons	Assistant Secretary

Also, Present in person or via phone:

Venessa Ripoll	PFM Group Consulting LLC (via phone)
Mark Barnebey	District Counsel
John Fetsick	Country Club General Manager

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 3:00 p.m. by Ms. Dickson and Ms. Ripoll confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Public Comments

Ms. Dickson stated that the rumor of the District outsourcing their staff positions is false and there is no reason for concern. Mr. Criden stated his intentions to submit a Resolution at the next Board of Supervisors Meeting to confirm the Board's full support of these staff positions. There were no audience comments or questions.

SECOND ORDER OF BUSINESS

Discussion

Update on Phase 1 and Phase 2 Projects

Mr. Fetsick began with providing an overview of Phase I. He stated that the pickleball courts have been very well received by the members. There are an estimated 75 active people who use the pickleball course. The Board clarified that, despite being lenient at first to allow people to experience the new courts, membership will be required to use the pickleball courts in the future. The outdoor dining that was planned to be completed by December 31, 2022, is still incomplete, but as of today the roof trusses were delivered. He went out to do a site visit today and noted that the concrete has been poured for the outdoor dining area. The estimated completion date remains by the end of February 2023 to allow a March 1st, 2023, grand opening. Mr. Fetsick also mentioned the upcoming light installation for the tennis courts are moving forward as planned.

Moving on to Phase II, Mr. Fetsick discussed their work with outside contractors and representatives that have been giving feedback concerning the ongoing projects. There was some discussion concerning the outdoor dining area space and kitchen. Mr. Fetsick discussed the necessity to expand the storage area for the kitchen, stating it is currently too small to meet needs. Mr. Fetsick mentioned the loss of square footage due to the erosion along the pond banks and the golf course areas which were affected. There was discussion of getting feedback from the community when the Board looks into a bond issuance. There were talks about moving staff downstairs due to fire safety issues and repurposing the pro-shop. There was discussion concerning the existing problems within Phase II projects and taking the next steps to solve each issue as well as taking into consideration anything which may impede that progress.

Ms. Dickson mentioned that the next regular Board of Supervisors meeting is scheduled for January 17, 2023, at 1:00 p.m. and the next Workshop meeting is scheduled for January 3, 2023, at 10:00 a.m. There was a resident questioned for an update of ordering the outdoor dining furniture. There was another suggestion that there would be an explanation given to members regarding the difference between the Homeowners Association and Recreation District.

THIRD ORDER OF BUSINESS

Adjournment

There were no additional items to come before the Board.

ON MOTION by Mr. Ludmerer, seconded by Mr. DiPaolo, with all in favor, the January 3, 2022, Workshop Meeting of University Park Recreation District was adjourned at 4:15 p.m.
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Secretary / Assistant Secretary

Chairperson / Vice Chairperson

**University Park
Recreation District**

Consideration of the Minutes of the January
17, 2023, Rescheduled Board of
Supervisors Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT RESCHEDULED BOARD OF SUPERVISORS MEETING

Tuesday, January 17, 2023

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:

Sally Dickson	Chairperson
Mark Criden	Vice Chairperson
Steve Ludmerer	Treasurer / 2 nd Vice Chairperson
David Murphy	Assistant Secretary
Rusty Piersons	Assistant Secretary

Also, Present in person or via phone:

Vivian Carvalho	District Manager – PFM Group Consulting LLC
Venessa Ripoll	PFM Group Consulting LLC (via phone)
John Fetsick	General Manager – Country Club
Curtis Nickerson	Director of Properties & Facilities- Country Club
Mark Barnebey	District Counsel – Blalock Walters
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 1:01 p.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Public Comments

There were no public comments.

SECOND ORDER OF BUSINESS

Administrative Matters

**Consideration of the
Minutes of the December 9,
2022, Board of Supervisors
Meeting, the Minutes of the
December 16, 2022,
Continued Board of
Supervisors Meeting, and
the Minutes of the
November 29, 2022,
Workshop Meeting**

Ms. Carvalho noted that the minutes will be changed to reflect the correct positions of the Board. Mr. Ludmerer as Treasurer, Mr. Fay and Mr. Fetsick as Assistant Treasurer. Bill DiPaolo will also be removed from the December 9, 2022, minutes.

ON MOTION by Mr. Murphy, seconded by Mr. Ludmerer, with all in favor, the Board approved the Minutes of the December 9, 2022, Board of Supervisors Meeting, the Minutes of the December 16, 2022, Continued Board of Supervisors Meeting, and the Minutes of the November 29, 2022, Workshop Meeting with the suggested revisions.

THRID ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey stated that the only update was with the amendment changes and provided a sheet explaining the updates. The CCRs changes will be addressed soon and will be working closely with Mr. Criden.

District Manager – No report.

Club Management (Management Discussion & Analysis Report) – Mr. Fetsick provided an update of the membership fees and sales for the end of 2022. Full membership has increased to 386 members plus the 2 junior executives which is an increase of 10% from last year. There has been a total of 725 memberships as of the end of 2022. Out of all of the memberships including the family and single, it totals 2,213 members. This is an increase of 309 members over the last 2 years. There are 394 grandfathered members as of today, and there are 237 members that do not need to pay for membership. He mentioned that the junior executive program has been retired but there are 2 members that have been grandfathered in, it will not go away until the sale of the house. The target for March of 2023 is to get to 410 members.

Mr. Fetsick provided an update to staffing changes as the Director of Tennis and Fitness experienced an injury that has kept him from continuing his work. They are looking to bringing a temporary employee for the duration of the season. The Head of Fitness has also experienced an injury but has returned to work yesterday and is on light duty during her recovery. They have also hired several kitchen staff, and there are many positions still open throughout the organization that will need to be filled.

Mr. Fetsick discussed the success of events taking place in the District, including the golf, tennis, pickleball, fitness classes, cards, and gaming. Mr. Fetsick stated he is pleased with the number of events which have taken place for the residents and the addition of live entertainment.

Mr. Fetsick provided an update on the monthly financials for the months of November and December. He mentioned the highest increase of the memberships for non-residents for this time of year, he stated that the club is operating over budget. Mr. Piersons wanted to compliment some of the bartenders at the Varsity Club of an exceptional job they did during his last visit. Mr. Fetsick gave a brief overview of the current outlook for the January financials.

FOURTH ORDER OF BUSINESS

Business Matters

Update on Phase 1 and Phase 2 Project

Mr. Beaumier was hired a few months ago to assist with the outdoor dining project and was found during the process of looking for a District Engineer. Mr. Beaumier provided an update of the outdoor dining project in Phase 1.

Mr. Criden stated that he will be working with Mr. Beaumier, Mr. Fetsick, and Mr. Nickerson concerning the Phase 2 project plan. Mr. Criden stated that they will consider all the needs about the project before it is given to the Board of Supervisors for consideration. There was a question regarding the website and its capability for calendar invites.

Ms. Dickson mentioned that she had tasked David Murphy to look at the District website and work with PFM in updating the information and content on the website.

Update on the Charter Amendments & Revisions

The update of the Charter Amendments was given during the staff reports.

FIFTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorizations # 82-84

ON MOTION by Mr. Ludmerer, seconded by Mr. Criden, with all in favor, the Board ratified Payment Authorizations #82-84.

Supervisor Requests & Comments

Ms. Dickson stated the next Board of Supervisors Workshop Meeting is scheduled for January 31, 2023, and the next Board of Supervisors Meeting is scheduled for February 10, 2023.

Mr. Piersons read to the record a letter to the Board and the community on 3 topics. First, topic addressed clarity that he has full sport pertaining to the Park Boulevard Management Team. Second, topic was to formalize a business plan for the RD that encompasses the 5 Year Financial Plan completed by John Fetsick and Steve Ludmerer as well as the Master Plan. He also suggested that once the Business Plan is created that is shared with the residents for their comments and input. Third, topic was to visit Herons Glen Recreation District with John Fetsick to get some insight of their operations to learn their best practices, how they successfully operate under the Sunshine Laws including committees working with the Board, finally a greater understanding of their capital budget development and process.

The Board discussed at the upcoming workshop to include the 5-year financial plan and the scheduling of the site visits to Herons Glen Recreation District. Ms. Dickson requested that Mr. Piersons and Mr. Ludmerer submit all the information they have to this point pertaining to discussion and previous visit to Herons Glen to Ms. Carvalho so it can be distributed to the Board collectively prior to the next Board of Supervisors Workshop scheduled on January 31, 2023.

Mr. Mantia had some comments pertaining to the business plan discussion and suggested that the Board review the material the previous Board and direction by Laurie Evans was created and established to help in jumpstart the upcoming work for the business plan. Mr. Mantia will work with John Fetsick in compiling all the material and circulate to the Board for their review.

FIFTH ORDER OF BUSINESS

Adjournment

There were no additional items to come before the Board.

ON MOTION by Mr. Criden, seconded by Mr. Piersons, with all in favor, the January 17, 2023, Rescheduled Board of Supervisors Meeting of University Park Recreation District was adjourned at 2:29 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 Management Discussion & Analysis Report

University Park Recreation District
Management Discussion & Analysis Report
As of January 31, 2023

Staffing

As announced recently, Dining Room Manager & Pilates Instructor, Carolyn Bramel, has announced her retirement. Her last day is Friday, February 24th. We are celebrating her UP career on Friday, February 17th in the Varsity Club during the TGIF Happy Hour.

We recently hired Lee Salvino as a new Tennis Professional. Lee joins us with a tremendous Tennis pedigree, playing as a youth nationally, into Division 1 at University of Miami and then professionally into her adult years. Most recently, she has taught in a wide array of platforms including at IMG Academy, Lakewood Ranch HS, Lakewood Ranch Country Club and on the National Level for Juniors. Bringing Lee aboard will allow Joe to focus on his health while ensuring the Racquets Program continues without interruption. In addition, Lee brings a different perspective to our Racquets Membership as a female professional who will balance the perspectives and abilities of Joe/Ryan.

Membership

	Full	Racquets	Social	TOTAL
Required	206	60	525	791
Grandfathered	85	22	130	237
Non-Resident	102	44	110	256
TOTAL	393	126	765	1284

*156 grandfathered non-members

**43 active trial full (20 at this time same a year ago)

Golf

Effective February 16th, our public golf rates will be increasing. Morning rates, which will be charged until 1:00pm, will increase to \$159 plus tax. These are all-time high rates for the Club and reflect the course conditions and experience being offered. We will keep a close eye on rate resistance but are not opposed to fewer rounds as we look to balance financial success, member experience, and course conditions. Guest Rates for current members are NOT increasing and will remain the same (\$120 for the morning rate).

Member Guest events are scheduled with the Men's Member Guest registration closing with 50 teams (100 men). This hallmark event occurs from 3/22-3/25 and includes a practice round, 45 holes of golf and 3 days of high-end dining.

Member Events

The list of Member Events is long and has been largely positive. There aren't many days when there isn't some member event occurring (theme dining nights, Trucks & Tunes, TGIF, Arts Alliance, GJWHF, Trivia, Bingo, Bus Trips, etc. These take a tremendous team effort and attention to detail. My sincere thanks to the Team on executing these events to ensure we're providing our members an assortment of membership experiences!

University Park Recreation District
Management Discussion & Analysis Report
As of January 31, 2023

Statements of Operations (as of December 31, 2022):

UNIVERSITY PARK COUNTRY CLUB & RD				
THREE MONTHS ENDING DECEMBER 31, 2022				
<i>(in thousands)</i>				
SUMMARY STATEMENT OF OPERATIONS	FY2023	FY2023	FY2023	
Description	YTD Actual	YTD Budget	YTD Variance	
REVENUE:				
MEMBERSHIP DUES	\$ 1,141	\$ 1,093	\$ 48	
GOLF OPERATIONS	932	776	155	(a)
TENNIS & FITNESS CENTRE	31	23	8	
RESTAURANT INCOME	755	613	142	(b)
OTHER INCOME	12	15	(3)	
TOTAL REVENUE	\$ 2,871	\$ 2,522	\$ 349	
EXPENSES:				
GOLF OPERATIONS	\$ 378	\$ 394	\$ (16)	
TENNIS & FITNESS CENTRE	104	113	(9)	
RESTAURANT	947	814	133	(b)
GOLF COURSE MAINTENANCE	677	740	(63)	
GENERAL & ADMIN	452	496	(44)	
TOTAL DIRECT EXPENSES	\$ 2,558	\$ 2,557	\$ 2	
OPERATING INCOME/(LOSS)	\$ 312	\$ (35)	\$ 347	
CAPITAL ALLOCATION:				
INITIATION FEES & OTHER	\$ 391	\$ 361	30	
OUTSIDE GOLF -CAPITAL ALLOCATION	63	56	7	
TOTAL CAPITAL ALLOCATION	\$ 454	\$ 417	\$ 37	

(a) \$155k favorable to budget due to 148 more rounds than budgeted and increased public rates.

(b) \$142k favorable to budget due to overall increased capacity for a la carte dining and member events and slight menu pricing to combat continued inflation.

\$133k unfavorable to budget primarily due to higher COGS (variable with revenue + real cost increases) and labor increases (OT wages due to club activity).

Non-F&B expenses in general are below budget primarily due to certain staffing positions not currently filled (e.g., Female Golf Pro, receptionist in Tennis, GCM laborers, etc.).

University Park Recreation District
Management Discussion & Analysis Report
As of January 31, 2023

Revenue Flash Report (as of January 31, 2023):

	January				YTD			
	Actual	Budget	Variance		Actual	Budget	Variance	
<i>(in thousands)</i>								
MEMBERSHIP DUES	\$ 431	\$ 393	\$ 38		\$ 1,573	\$ 1,487	\$ 86	
GOLF OPERATIONS	441	409	32		1,373	1,186	188	(a)
TENNIS & FITNESS CENTRE	14	9	5		45	32	13	
RESTAURANT OPERATIONS	257	225	32		1,012	838	173	
OTHER INCOME	2	3	(1)		14	18	(4)	
TOTAL OPERATING REVENUE:	\$ 1,146	\$ 1,040	\$ 106		\$ 4,017	\$ 3,561	\$ 455	
CAPITAL ALLOCATION:								
INITIATION FEES & OTHER	\$ 34	\$ 30	\$ 4		\$ 425	\$ 391	\$ 34	
OUTSIDE GOLF -CAPITAL ALLOCATION	34	19	16		98	75	23	
CAPITAL DUES	24	25	(1)		24	25	(1)	
TOTAL CAPITAL ALLOCATION:	\$ 68	\$ 49	\$ 20		\$ 522	\$ 466	\$ 57	
TOTAL REVENUE:	\$ 1,214	\$ 1,088	\$ 126		\$ 4,539	\$ 4,027	\$ 512	

(a) 188k over Budget YTD due to pricing and more outside rounds than budgeted, as outlined below:

Rounds of Golf (as of January 31, 2023):

	January				YTD			
	Actual	Budget	Variance		Actual	Budget	Variance	
Member Rounds	4,997	4,815	182		16,961	17,425	(464)	
Outside Rounds	3,684	3,195	489		11,998	10,715	1,283	
	8,681	8,010	671		28,959	28,140	819	

Rounds of Golf (as of January 31, 2022):

Member Rounds	4,354	4,615	(261)		16,617	16,400	217	
Outside Rounds	3,888	3,195	693		14,791	11,945	2,846	
	8,242	7,810	432		31,408	28,345	3,063	

University Park Recreation District

Discussion Pertaining 2023 Summer
Membership Program

Summary of Summer Memberships						
<u>Year</u>	<u>Golf \$</u>	<u>Golf #</u>	<u>Tennis & Fitness \$</u>	<u>T&F #</u>	<u>Dining \$</u>	<u>Dining #</u>
2008	\$500	33	\$250	1	\$0	25
2009	\$500	61	\$250	8	\$0	20
2010	\$500	46	\$250	12	\$0	19
2011	\$500	87	\$250	21	\$0	15
2012	\$500	87	\$250	16	\$0	29
2013	\$500	136	\$250	25	\$0	45
2014	\$500	121	\$250	22	\$0	25
2015	\$500	192	\$250	26	\$0	42
2016	\$500 Single/\$750 Family	62 S + 46 F=108	\$250 Single / \$350 Family	11 S + 15 F=26	\$0	35
2017	\$500 Single/\$750 Family	48 S + 28 F=76	\$250 Single / \$350 Family	9 S + 6 F=15	\$0	24
2018	\$500	174	\$250 Single / \$350 Family	9 S + 8 F=17	\$0	36
2019	\$500	235	\$250 Single / \$350 Family	12 S + 14 F=25	\$0	40
2020	\$500 Single/\$650 Family	77 S + 75 F=152	\$250 Single / \$350 Family	41 S + 13 F=54	\$0	5
2021	\$750 Single/\$1000 Family	125 S + 114 F=239	\$500 Single / \$600 Family	11 S + 6 F=17	not offered	
2022	\$750 Single/\$1000 Family	159 S + 128 F=287	\$500 Single / \$600 Family	11 S + 22 F=33	not offered	
2008-2020 - All summer memberships have always included a \$250 food and beverage minimum, but ended in 2021						
2016-2020, all summer memberships have a \$50 set-up fee						
In 2018, Summer Golf was \$500 Single & \$750 Family, but we had a special promotion which reduced the price of Family to \$500 also.						
In 2019, Summer Golf was \$500 Single & \$750 Family, but we had a special promotion which reduced the price of Family to \$500 also.						
In 2020, Covid-19 came into play (more golf, less dining)						
In 2021, we increased the pricing but eliminated the set-up fee and F&B Minimum (due to possible restaurant renovations)						
In 2022, no set-up fee or F&B Minimum (due to restaurant renovations)						

Summer Member Summary (as of 2-9-23)										
	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Summer Golf	287	239	152	235	174	76	108	192	121	136
Summer T&F	33	17	54	25	17	15	26	26	22	25
Summer Dining	0	0	5	40	36	24	35	42	25	45
TOTAL	320	256	211	300	227	115	169	260	168	206
	social not offered	social not offered	*covid-19							
	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Non-Residents	281	210	164	233	176	84	115	174	117	143
Existing Resident Non-Members	5	7	5	8	15	9	11	23	20	24
Existing Members Adding on	34	39	42	59	36	24	43	63	31	39
Returning from last year	138	121	100	147	97	62	79	94	86	68
New members	182	135	111	153	130	53	90	166	82	138
<u>Conversions/Upgrades</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
To Full or Jr. Exec	25	30	15	19	11	4	21	21	14	11
To Tennis or Twi Tennis	19	5	18	7	6	4	9	11	8	7
To Sports	n/a	n/a	2	4	2	2	3	4	1	3
To Social	6	9	3	11	9	2	12	13	8	13
Reverted Back to Previous Categ	37	42	37	45	29	17	25	43	23	27
Did Not Convert	233	170	136	214	170	86	99	169	114	145
Special Offer to Convert	apply summer to IF before increase	apply summer to IF before increase	25% discount of all I.F.s	1/2 Price Full I.F.	1/2 Price Full I.F.		1/2 Price Full I.F.			

**University Park
Recreation District**

Ratification of Payment Authorizations
#85-86

University Park Recreation District

1/11/2023

Payment Authorization No. 85

O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
PFM	DM-01-2023-50	District Management Fee: January 2023	\$ 5,833.33
Blalock Walters	40896-000-51	General Representation - December 2022	\$ 4,688.00
Blalock Walters	40896-028-6	Amendment to Dri Dev. Order & GDP	\$ 2,620.00
McClatchy Company, LLC	170340	Notice of Public Meeting -December 2022	\$ 64.35
Vglobal Tech	4594	ADA Website Maintenance - December	\$ 218.33

O&M - General Fund Expenses Total

\$ 13,424.01

Asst. Secretary/Secretary

 1/11/23
Asst. Treasurer



Date	Invoice Number
January 3, 2023	DM-01-2023-50
Payment Terms	Due Date
Upon Receipt	January 3, 2023

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: January 2023

Professional Fees

\$5,833.33

Total Amount Due

\$5,833.33



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

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December 31, 2022
Account # 40896-000
Invoice # 40896-000-51

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

REMITTANCE COPY

		BALANCE
40896-000	MPB	<u>\$4,688.00</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:

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



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

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December 31, 2022
Account # 40896-000
Invoice # 40896-000-51

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

MPB

For Professional Services Rendered Thru 12/31/2022

			HOURS	
12/01/2022	MJP	Attend agenda call.	0.80	176.00
	MPB	Review Memorandum from John Bondur; review issues from Vivian Carvalho.	0.40	100.00
12/02/2022	MPB	Preparation for and attendance at Pre-Application meeting on the DRI and Rezone review; review and respond to Memorandum from John Fetsick.	0.70	175.00
12/04/2022	MPB	Preparation of Memorandum to the Board regarding the Pre-Application meeting on Development Order revisions; preparation of Memorandum to the Chair regarding election day.	0.70	175.00
12/05/2022	MJP	Revise Osprey Consulting Agreement.	1.90	418.00
	MPB	Review and respond to Memorandum from Steve Ludmerer; review and respond to Memorandum from Vivian Carvalho; telephone conference with Steve Ludmerer.	0.50	125.00
12/06/2022	MPB	Preparation of Memorandum to Sally Dickson; preparation of Memorandum to John Bondur; review and respond to Memorandum from John Fetsick; review Charter Amendments and preparation of Memorandum to the Commission.	0.70	175.00
12/07/2022	MPB	Telephone conference with Vivian Carvalho on elections, Board meetings; telephone conference with Steve Ludmerer.	0.70	175.00
12/08/2022	MJP	Summarize agenda meeting.	0.20	44.00
	MPB	Telephone conference with Vivian Carvalho on elections and bond indenture disclosure requirements; telephone conference with Chair; preparation of Memorandums to new supervisors.	1.40	350.00
12/09/2022	MPB	Review and respond to Memorandums from Mark Crider (2); telephone conference with Vivian Carvalho; review correspondence related to the public hearing; review and respond to John Fetsick; attend Board meeting;		

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

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December 31, 2022
Account # 40896-000
Invoice # 40896-000-51

			HOURS	
		conference with new Board Member, Rusty Pierson.	3.40	850.00
12/13/2022	MPB	Conference with David Murphy; review and respond to Vivian Carvalho.	1.60	400.00
12/16/2022	MPB	Preparation for and attendance at University Park Recreation District meeting.	3.10	775.00
12/20/2022	MPB	Review and respond to Memorandum from John Fetsick; preparation of Memorandum to John Fetsick.	0.60	150.00
12/22/2022	MPB	Telephone conference with Rusty Pierson on PBM.	0.30	75.00
12/23/2022	MPB	Preparation of Memorandum to John Fetsick on Supervisor comments and PBM agreements.	0.40	100.00
12/27/2022	MPB	Preparation of Memorandums (2) to John Fetsick; telephone conference with John Fetsick; preparation of Memorandum to the Board of Supervisors.	1.10	275.00
12/28/2022	MPB	Review and respond to Memorandum from Sally Dickson; review and respond to Memorandum from David Murphy.	0.60	150.00
		TOTAL FOR THE ABOVE SERVICES	19.10	4,688.00
		TOTAL CURRENT WORK		4,688.00
		PREVIOUS BALANCE		\$7,476.50
		<u>PAYMENTS RECEIVED</u>		
12/16/2022		Payment received on account. Thank you!		-7,476.50
		AMOUNT DUE (includes Previous Balance if shown above)		<u>\$4,688.00</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:

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



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
December 31, 2022
Account # 40896-028
Invoice # 40896-028-6

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

REMITTANCE COPY

		BALANCE
40896-028	MPB	<u>\$2,620.00</u>

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Federal Tax ID # 59-1950976



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
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Page: 1
December 31, 2022
Account # 40896-028
Invoice # 40896-028-6

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

MPB

For Professional Services Rendered Thru 12/31/2022

			HOURS	
12/02/2022	TEF	Attend Pre-application meeting; review of issues; begin to research and work on submittal materials	1.80	360.00
12/05/2022	TEF	Work on narrative and criteria submittal materials	3.50	700.00
12/06/2022	TEF	Research Land Development Code; work on review criteria for GDP amendment application	2.70	540.00
12/07/2022	TEF	Review of DRI and GDP ordinances; review of proposed amendments; work on review criteria	1.50	300.00
12/09/2022	TEF	Review of ordinances; research regarding Map H; work on submittal materials	1.40	280.00
12/12/2022	TEF	Continued work on criteria review responses	2.20	440.00
TOTAL FOR THE ABOVE SERVICES			13.10	2,620.00
TOTAL CURRENT WORK				2,620.00
AMOUNT DUE (includes Previous Balance if shown above)				<u>\$2,620.00</u>

UNIVERSITY PARK RECREATION DISTRICT
AMENDMENT TO DRI DEV. ORDER & GDP
MPB

Page: 2
December 31, 2022
Account # 40896-028
Invoice # 40896-028-6

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Make Check Payable to Blalock Walters, P.A.
Federal Tax ID # 59-1950976***



Beaufort Gazette
Belleville News-Democrat
Bellingham Herald
Bradenton Herald
Centre Daily Times
Charlotte Observer
Columbus Ledger-Enquirer
Fresno Bee

The Herald - Rock Hill
Herald Sun - Durham
Idaho Statesman
Island Packet
Kansas City Star
Lexington Herald-Leader
Merced Sun-Star
Miami Herald

El Nuevo Herald - Miami
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

DECEMBER INVOICE

Invoice No.: 170340
Invoice Date: 12/31/2022
Due Date: 01/30/2023
Bill-To Account: 29585
Sales Rep: Ryan Dixon

Dates	Order No.	Description	Product	Size	Billed Units	Times Run	Net Amount
12/27/2022 - 12/27/2022	362250	Print Legal Ad-IPL01028910 IPL0102891	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1x 54 L	54 L	1	\$64.35

December Summary

Amount Due: \$64.35

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

DECEMBER INVOICE

Invoice No.: 170340
Account No.: 29585
Account Name: UNIVERSITY PARK RECREATION
DISTRICT
Amount Due: \$64.35

Email questions to ssccreditandcollections@mcclatchy.com

McClatchy Company LLC
PO Box 510150
Livonia MI 48151

0000029585 0000170340 000006435 4

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 # 4594**DATE** 12/01/2022**DUE DATE** 12/16/2022**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**

University Park Recreation District

1/17/2023

Payment Authorization No. 86

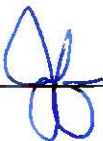
O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Manatee County	01.17.23	Application fee to revise the DRI	\$ 14,500.00

O&M - General Fund Expenses Total	\$ 14,500.00
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Asst. Secretary/Secretary

Asst. Treasurer

 1/17/23

Paul Fay

From: Jennifer Ordonez <jalexander@blalockwalters.com>
Sent: Tuesday, January 17, 2023 1:44 PM
To: Paul Fay
Cc: Mark Barnebey
Subject: RE: Revisions to University Park DRI

The application fee to revise the DRI is \$10,000.00. The application fee to revise the PDR (zoning ordinance) is \$6,000. Therefore, the applications fees are \$16,000 - \$1,500.00 (Pre-application Fee), for a total is **\$14,500.00**.

Should you have any questions, please let me know.

Jenny

Jennifer "Jenny" Ordóñez (Formerly - Alexander), CP, ACP, FRP
Certified Paralegal / Advanced Certified Paralegal - Land Use & Real Estate / Florida Registered Paralegal



802 11th Street West | Bradenton, FL 34205
2 North Tamiami Trail, #400 | Sarasota, FL 34236

Office 941.748.0100 | Facsimile 941.745.2093
jordonez@blalockwalters.com

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From: Paul Fay <pfay@universitypark-fl.com>
Sent: Tuesday, January 17, 2023 1:05 PM
To: Jennifer Ordonez <jalexander@blalockwalters.com>
Cc: Mark Barnebey <mbarnebey@blalockwalters.com>
Subject: RE: Revisions to University Park DRI

This is for the pre-application which has been sent. I believe there is supposed to be another amount?

Paul Fay
Controller
University Park Country Club

University Park Recreation District

Supervisor Requests & Comments