

# University Park Recreation District

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

<http://universityparkrd.com/>

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The **Meeting** of the **University Park Recreation District** will be held on **Friday, March 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=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 January 31, 2023, Board of Supervisors Workshop Meeting
2. Consideration of the Minutes of the February 10, 2023, Board of Supervisors Meeting
3. Consideration of the Minutes of the February 14, 2023, Continued Board of Supervisors Workshop Meeting

### **Staff Report Matters**

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

### **Business Matters**

7. Presentation from Mark Criden Pertaining to Capital Improvement Projects
8. Presentation from Steve Ludmerer Pertaining to Financing Options for the Capital Improvement Projects and Timeline



## **District Financial Matters**

### 9. Ratification of Payment Authorizations # 87-88

Date	Meeting Type	Time	Location	Note
April 4, 2023	Workshop Meeting	2:00 PM to 4:00 PM	University Park	Community Center
April 14, 2023	Board of Supervisors	1:00 PM	University Park	Community Center

### 10. Supervisor Requests & Comments

## **Adjournment**



**University Park  
Recreation District**

Consideration of the Minutes of the  
January 31, 2023, Board of Supervisors  
Workshop Meeting

## **MINUTES OF MEETING**

### **UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS WORKSHOP MEETING**

**Tuesday, January 31, 2023**

**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:

Sally Dickson	Chairperson
Mark Criden	Vice Chairperson
Steve Ludmerer	Treasurer / 2 <sup>nd</sup> 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	District Manager - PFM Group Consulting LLC (via phone)
Mark Barnebey	District Counsel – Blalock Walters (via phone)
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 10:02 a.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

#### **Public Comments**

Mr. Gay commented on the utilization of the resources of the community.

## **SECOND ORDER OF BUSINESS**

### **Discussion**

## **Discussion of UPRD Strategic and Financial Planning**

Mr. Ludmerer reviewed the presentation which focused on the strategic planning process, the performance of the club compared to other clubs, the 5-year horizon, capital needs, and next steps for the RD. He also reviewed the club's mission, vision, and core values. He reviewed the top 5 greatest strengths and weaknesses of the club as well as going over the greatest threats and opportunity and key strategic issues in 2020. Mr. Criden had a question regarding the cost of food and why it has increased compared to other clubs. Mr. Fetsick provided some insight of the market condition and constraints as it relates to cost of goods. In addition, Mr. Fetsick commented that the membership numbers are currently at 817 members which 100 memberships are non-residents.

Mr. Fetsick provided a detailed overview of the 5-year assumptions both with no membership constraints and with membership constraints. Mr. Ludmerer also provided an overview of the capital reserve study as well as going over implications and strategic issues the club may face within the next few years. He mentioned the shortage over the next 20 years by \$40 million. Mr. Ludmerer concluded with the reports and short fall of the district, which will need \$10 - \$13 million over the next 20 years to support existing infrastructure.

Mr. Murphy mentioned that when he was running for the Board, there was a recommendation that he proposed of a 1% transfer fee per sale to implement for raising the capital needs. There are around 50 homes that are sold per year that would generate \$500,000 per year. Mr. Ludmerer agreed that this could be a solution, but it is not the only solution. Mr. Murphy suggested another idea would be to include the summer membership where summer members are charged \$1,000 fee where it would be fully credited to any other level of permanent membership. He believes that it is the Board's job to find creative solutions to finance the needs of the district. Ms. Dickson suggested concluding a plan for this going forward before taking any action. Mr. Piersons asked about creating a business plan. Mr. Criden commented and suggested that decision should be made before a business plan is created. The Board will send the topics based on the following categories:

Membership

Financials

Facilities

to Ms. Carvalho to compile for the capital project needs and it will be circulated before the next workshop.

Mr. Criden stated that he is working with Mr. Fetsick and Mr. Nickerson concerning the golf and irrigation operation and reviewed the information with the Board for these projects.

Mr. Fetsick stated that the renovation to the golf and irrigation operation project should be completed by the Summer of 2024.

The next workshop meeting is scheduled for February 28, 2023, at 10:00 a.m. Ms. Carvalho will send a list of the upcoming workshop and Board meeting dates to the Board. The Board discussed continuing this workshop to February 14, 2023, at 3:00 p.m. There were various comments made on Zoom and in person concerning the topics discussed during the meeting.

**Discussion Pertaining Herons  
Glen past and future site visits**

Mr. Piersons and Mr. Fetsick are planning a site visit in February 2023 to Herons Glen Recreation District and provide feedback from their visit to the District.

**THIRD ORDER OF BUSINESS**

**Adjournment**

There were no additional items to come before the Board.

ON MOTION by Ms. Dickson, the January 31, 2023, Board of Supervisors Workshop Meeting of University Park Recreation District was continued at 12:11 p.m. to February 14, 2023, at 3:00 p.m.
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\_\_\_\_\_  
Secretary / Assistant Secretary

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Chairperson / Vice Chairperson

**University Park  
Recreation District**

Consideration of the Minutes of the  
February 10, 2023, Board of Supervisors  
Meeting

## **MINUTES OF MEETING**

### **UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS MEETING**

**Friday, February 10, 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 <sup>nd</sup> 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 (via phone)
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 1:00 p.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

#### **Public Comments**

Mr. Baron asked that anyone who would like to speak identify themselves by stating their name first so the zoom audience can follow the discussion that is happening in the room.



## **SECOND ORDER OF BUSINESS**

### **Administrative Matters**

#### **Consideration of the Minutes of the January 3, 2023, Board of Supervisors Workshop Meeting and the Minutes of the January 17, 2023, Rescheduled Board of Supervisors Meeting**

The Board reviewed the minutes.

ON MOTION by Mr. Criden, seconded by Mr. Murphy, with all in favor, the Board approved the Minutes of the January 3, 2023, Board of Supervisors Workshop Meeting and the Minutes of the January 17, 2023, Rescheduled Board of Supervisors Meeting with the suggested revisions.

## **THRID ORDER OF BUSINESS**

### **Staff Report Matters**

District Counsel – Mr. Barnebey stated that in the future, workshop meeting may need to be advertised for a public hearing. He announced that the ordinances on the Charter revisions are being looked at as well. The CCR revisions could be finished by the end of February 2023.

District Manager – Ms. Carvalho reminded the Board of the dates for the next upcoming meetings:

- Continued Workshop Meeting: February 14, 2023 @ 3:00 p.m.
- Workshop Meeting: February 28, 2023 @ 10:00 a.m.
- Board of Supervisors Meeting: March 10, 2023 @ 1:00 p.m.

Club Management (Management Discussion & Analysis Report) – Mr. Fetsick stated that he has Mr. Beaumier overseeing the outdoor dining project and he will be joining later to provide an update to the project. He announced the retirement of their dining room manager and Pilates instructor Ms., Carolyn Bramel. Her last day will be February 24, 2023. The also hired a new tennis professional, Lee Salvino as a temporary instructor for the country club. He provided an update to the number of memberships for the club. Mr. Piersons asked to include a new column to the financial statements so that it can be used when reviewing the Budget Actual from the current year to the pervious year.

Mr. Beaumier joined the meeting and provided an update to the outdoor dining. He expects that the project will be completed in mid-March 2023. He wanted to make sure that they would not experience any issues during the rainy season. Mr. Piersons wanted to make sure that the outdoor dining project was complete before the Men's Club event that will take place on March 24, 2023. Mr. Beaumier is confident will be completed prior to that date.

#### **FOURTH ORDER OF BUSINESS**

#### **Business Matters**

#### **Discussion Pertaining 2023 Summer Membership Program**

Ms. Dickson provided an overview of all the organizations that have provided their input on the summer membership program. Mr. Fetsick discussed in length the three major categories pertaining to the membership including price, term, and the length of the membership season, including some historical data as part of the discussion.

Mr. Criden has a question regarding the purpose of summer memberships. Mr. Ludmerer provided statistics concerning the purchases of summer memberships in previous years. Mr. Murphy stated that the conversion rates have been improving and provided a proposal of a \$1,000 application fee that can be utilized at conversion to another membership. He stated the potential of utilizing the cost for capital revenues. Mr. Ludmerer stated that overall, the summer membership programs are not reaching capacity since the highest usage is during the season. He suggested increasing the membership cost and use a percentage of that cost towards capital contributions. He does not believe in going away from the program. Mr. Murphy suggested defining the summer membership purpose. Mr. Fetsick mentioned that the proposed fee will not exceed the previous fee that will exceed to initiate the rulemaking. Homeowner suggested a 10% fee for nonresidents between the summer memberships moving to October.

ON MOTION by Mr. Murphy, seconded by Mr. Piersons, with all in favor, the Board approved removing October and pricing the memberships at \$1,250 and \$1,750 respectively.

#### **FIFTH ORDER OF BUSINESS**

#### **District Financial Matters**

#### **Ratification of Payment Authorizations #85-86**

Mr. Fetsick reviewed the payment authorizations.

ON MOTION by Mr. Criden, seconded by Mr. Murphy, with all in favor, the Board ratified Payment Authorizations #85-86.

### **Supervisor Requests & Comments**

Ms. Dickson provided an overview of the presentation that was sent via email and encouraged as many people as possible to be present. She mentioned that the full video is on the website. Mr. Murphy provided an update on the status of the website and streamlining the website more efficient and effective with the data included as well as of using the Google Search function.

Mr. Criden stated that he is working on getting a resolution provided to the Board within the next few months. Mr. Piersons suggested moving the May 12, 2023, meeting to May 19, 2023, and have it held in the Varsity room.

ON MOTION by Mr. Criden, seconded by Mr. Murphy, with all in favor, the Board approved moving the May 12, 2023, meeting to May 16, 2023, at 1:00 p.m. and location to be determined for accommodation of all audiences via zoom and in person.

Homeowner commented on not removing the capability of the zoom meeting for the residents in the future meetings. It has been very beneficial for residents to stay in tune what is happening with the community specially since most residents are away for an extensive timeframe during the summer months. The Board will take into consideration his comments.

### **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 February 10, 2023, Board of Supervisors Meeting of University Park Recreation District was adjourned at 3:27 p.m.

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Secretary / Assistant Secretary

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Chairperson / Vice Chairperson

**University Park  
Recreation District**

Consideration of the Minutes of the  
February 14, 2023, Continued Board of  
Supervisors Workshop Meeting

## **MINUTES OF MEETING**

### **UNIVERSITY PARK RECREATION DISTRICT CONTINUED BOARD OF SUPERVISORS WORKSHOP MEETING**

**Tuesday, February 14, 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 <sup>nd</sup> 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	District Manager - PFM Group Consulting LLC (via phone)
John Fetsick	General Manager – Country Club (via phone)
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 3:00 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 comments from the residents.

## **SECOND ORDER OF BUSINESS**

### **Discussion**

## **Discussion of UPRD by the following Categories Membership**

Ms. Dickson stated if the Board recalls, at the last meeting there was a presentation and it went out in an e-mail so members could look at it, one of the pages was identified as strategic issues. The Board looked at the issues being membership, financial and facilities, and looked at decisions and considerations for each of those and strategic impacts. Ms. Dickson noted the Board all has copies of the comments that was compiled by Ms. Carvalho and distributed. The Board will start the discussion by talking about what are the top priorities that the Board needs to address going forward in terms of membership. There were a number of things that were mentioned, the Board talked about things like strengthening social membership, the issue of capping full memberships at some point, and summer memberships. Ms. Dickson noted she would like to remind everyone that at the meeting on Friday, February 10, 2023, the Board resolved the issue of summer memberships for the 2023 season and to that end and, it will be in the minutes that will be coming out and on the recording. The decision was made to increase the rates for single and full memberships significantly over where they were this year, and to reduce the length of the season from May 1st through September 30th, eliminating one month which was the month of October. Those are the decisions that have been made for this season, it was in response to quite a bit of feedback from the golf associations, the golf advisory group, and lots of members. It was an issue and has been for a number of years, this is how the Board has chosen to address it this year and Ms. Dickson thinks a lot of members are feeling that it is a reasonable and a good direction to go in. She stated towards the end of the summer, the Board will be addressing the issue of how many times someone can be a summer member.

Ms. Dickson stated the Board will start by talking about the issue of capping membership, because that's one that the Board has had discussions about in various meetings and how does the Board see addressing that going forward.

Mr. Piersons stated there has been a lot of talk and focus on full members because of availability at tee times. He stated it is important to look at the Districts space constraints and the facilities that members use most often. They're burdened more by social members. The District currently has 100 outside social members out of the total of about 740 social members. Even though it's a small dollar kind of thing the Board should be focused on that in terms of space constraints, ability to get into trivia card games, parking spaces, the 100 outside members is probably the 1st place to look in terms of a cap.

Mr. Criden asked does the Board have an idea of what the impact of non-resident social members are other than space and capacity issues, but in terms of what they bring to the bottom line?

Mr. Murphy answered the memberships are at \$1000, the average social member spends approximately \$940 a year at the restaurant, the leap that should be made would be that the outside social members may be more engaged than the resident social member because they're paying money by choice to use something. He noted if the Board dug into the numbers, they might find this disproportionately utilization by those hundred people of social, which has even a greater impact in terms of space, availability, and ability for resident members to get seating when they want it.

Mr. Criden stated besides the \$100,000 that members bring in in annual dues, there's the question of what their effect is in the Districts bottom line when they use the dining room given the fact that the Districts food and beverage operation is a subsidized operation and given the fact that the Board can't really allocate overall cost, but on a gross profit basis, the District will probably be underwater on that.

He stated to the extent that those 100 social members are producing some of that shortfall then that would have to be a subtraction from the \$100,000. It was suggested to start putting a cap right away on outside social members, and then do some additional homework.

Mr. Piersons stated the District basically has 3 memberships, full racket, social, and other. He stated the Board should consider cap for every one of them. He noted if the District has 400 members, just hypothetical and the Board decided to put a cap at 450 the District isn't there yet. So, this is the cap and when it gets there it cuts off. The same with social if the Board is not happy with social or the Board doesn't want to go much further, maybe if it's 700, maybe the Board makes it 700 or 705 and let it cap once it hits that number. He stated he thinks this club would be a lot better off with a cap on each membership and the Board must determine what that cap is.

Ms. Dickson stated it's always going to be a moving target because it's going to depend on how much are you dealing with in terms of difficulty getting times for and allowing for the various things that the racket members want to do and what's the impact. Likewise, the space needs for social members, and the Board knows about the golf course, so it must be a moving target. As the Board said in one of the meetings, the District is at 400 now and it's already a squeeze. With that 400, 440, 450 may be way too many and it's really going to have to be a common issue to where the Board agrees that each group should have a cap at some point and that the Board is prepared as that information comes from John Fetsick and the staff in terms of impacts that now is the time that the Board is going to look at that on an individual basis, depending on the category of membership and determine at any given time how is the Board going to address that.

Mr. Piersons asked has the Board inquired from the racket group on what they'd like to see as a cap for the racket area?

Mr. Ludmerer answered he has some insight on their comments.

Mr. Ludmerer stated social membership is what constrains some of the trivia, bingo, other card rooms or other activities availability. Currently the District has 764 social memberships, 655 are resident, 109 are non-residents. With the Districts current capacity there is only the footprint to work with, and District staff has been straining in parking and dining in some member events which are social functions. Mr. Ludmerer stated he would cap non-residents social members at the number it's at today or consider making it 100 until the District attrition results in that level. He stated back to the resident side he would cap social residents at 775, about 10 above where the District is now. It is clear in the CCR address social memberships are required if they are available. Mr. Ludmerer stated availability means whether the category is available, not if a specific individual membership is available.

Mr. Murphy stated he thinks whoever moves into the community should become a member, at least social, it adds to the experience and to the sense of community. If the District starts

having a lot of homeowners that aren't even social members, then they're just a resident and the District no longer has a community, and the District is looking to build new amenities and District staff has been working hard to extend and expand the Districts offerings. The District has 145 grandfathered homes that are going to be sold over the next couple of years, they will become member.

Discussion ensued about capping in every category being a priority and taking a vote on the recommended numbers received.

Mr. Ludmerer stated his suggestions would be 425 caps for full residents, 315 cap for residents, and 110 cap for nonresidents. For rackets 145 cap with both residents and non-residents, and 775 cap with 675 for social membership and 100 cap for non-resident.

The Board agreed on the concept and will figure out the numbers.

Discussion ensued about public play.

## **Financial**

Ms. Dickson stated capital reserve are a high priority. She stated initiation fees are impacted, the more difficult it is to become a member the greater the value.

Discussion ensued about capacity and leverage when it comes to initiation fees.

Discussion ensued about resident verses non-resident when it comes to initiation fees.

The Board agreed that the real estate transfer fee is a priority in terms of financing.

Mr. Ludmerer stated both members and homeowners need to contribute to capital reserves for the long term. He noted the alternative would be a transfer fee or an annual assessment. He also stated that this funding needs to be defined in the preliminary budget.

Discussion ensued about restaurant fees for inside dining versus outside dining.

Mr. Fetsick stated there could be a decision made by the Board and the members that's states to cut back on public play. He noted just because the tee time is available it doesn't have to be sold.

## **Facilities**

Discussion ensued about plans for projects that have to be done in the Summer of 2024 as it relates to the golf course and irrigation system. In addition, addressing capacity of the parking lot.

The Board agreed that in terms of priority the immediate needs are irrigation, pond banks, the kitchen and the office.

Discussion ensued about upcoming meetings and the Board members preparing a business plan for which they will have ready to present at the next meeting.



### **THIRD ORDER OF BUSINESS**

### **Audience Comments**

Mr. Mantia asked about what is included in the white board in the room. Ms. Dickson stated the information will be included as an Exhibit A to this meeting minutes the topics and categories discussed among the Board.

A resident asked shouldn't the number of deferred maintenances be included on the list with the other items. He also asked where all the money is coming from and all of the pros and cons with the funding options.

Ms. Dickson answered that will be addressed when there is a broader audience.

A resident asked are the meeting going to get moved over to the card room going forward. Ms. Dickson stated they will look into this option.

### **FOURTH ORDER OF BUSINESS**

### **Adjournment**

There were no additional items to come before the Board. The Continued Board of Supervisors Workshop Meeting was adjourned at 5:03 p.m.

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Secretary / Assistant Secretary

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Chairperson / Vice Chairperson

# Exhibit A

**University Park Recreation District  
Categories List of Improvements & Priorities  
February 14, 2023  
Continued Board of Supervisors Workshop Meeting**

*Membership	*Financial	*Facilities
Cap Full Membership at 425 <ul style="list-style-type: none"> <li>• 315 Cap for Residents</li> <li>• 110 Cap for Non-residents</li> </ul>	Capital Reserves	Kitchen
Cap 145 Racquets Membership <ul style="list-style-type: none"> <li>• 145 Include Residents &amp; Non-residents</li> </ul>	Initiation Fees (Potential Impact) <ul style="list-style-type: none"> <li>• Resident vs. Non-resident</li> </ul>	Irrigation
Cap Social Membership at 775 <ul style="list-style-type: none"> <li>• 675 Cap for Residents</li> <li>• 100 Cap for Non-residents</li> </ul>	Real Estate Transfer Fee	Pond Banks & Bridges
Consider at stipulation of Resident priorities vs. Non-resident	Source of Funding available and including on the Preliminary Budget Process FY2024	Office & Meeting Space
	Outside golf play vs. dues increase (Potential Impact)	Parking Lot & Capacity
		Fitness Center
		Landscape

\* This list by categories is not in any order of priority it is strictly the ability to illustrate the needs and improvements to the Recreation District.

# **University Park Recreation District**

District Counsel

# **University Park Recreation District**

District Manager

**University Park  
Recreation District**

Club Management  
Management Discussion & Analysis Report  
(under separate cover)

# **University Park Recreation District**

Presentation from Mark Criden Pertaining  
to Capital Improvement Projects

# **University Park Recreation District**

Presentation from Steve Ludmerer  
Pertaining to Financing Options for the  
Capital Improvement Projects and Timeline



**University Park  
Recreation District**

Ratification of Payment Authorizations  
# 87-88

# University Park Recreation District

2/3/2023

Payment Authorization No. 87

## O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
McClatchy Company, LLC	175288	Notice of Public Meeting - January 2023	\$ 80.73
Vglobal Tech	4677	ADA Website Maintenance - January	\$ 218.33
Vglobal Tech	4764	ADA Website Maintenance - February	\$ 218.33
PFM	OE-EXP-01-2023-28	Postage	\$ 30.31
Philips Feldman Group	147118	FY 2022 Audit	\$ 7,500.00
Philips Feldman Group	147176	FY 2022 Audit	\$ 5,000.00

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O&M - General Fund Expenses Total	\$ 13,047.70
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Asst. Secretary/Secretary

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Asst. Treasurer



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

### JANUARY INVOICE

Invoice No.: 175288

Invoice Date: 01/31/2023

Due Date: 03/02/2023

Bill-To Account: 29585

Dates	Order No.	Description	Product	Size	Billed Units	Times Run	Net Amount
01/10/2023 - 01/10/2023	367409	Print Legal Ad-IPL01044390 IPL0104439	BRD-Bradenton Herald Legal   Legals & Public Notices CLS	1x 68 L	68 L	1	\$80.73

### January Summary

Amount Due: \$80.73

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

### JANUARY INVOICE

Invoice No.: 175288

Account No.: 29585

Account Name: UNIVERSITY PARK RECREATION  
DISTRICT

Amount Due: \$80.73

Email questions to [ssccreditandcollections@mcclatchy.com](mailto:ssccreditandcollections@mcclatchy.com)

McClatchy Company LLC  
PO Box 510150  
Livonia MI 48151

0000029585 0000175288 000008073 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 # 4677****DATE** 01/01/2023**DUE DATE** 01/16/2023**TERMS** Net 15

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DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>Web Maintenance:ADA Website Maintenance</b>	1	218.33	218.33
	Ongoing website maintenance for ADA and WCAG Compliance			

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Please make check payable to VGlobalTech.

**BALANCE DUE****\$218.33**

**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 #** 4764**DATE** 02/01/2023**DUE DATE** 02/16/2023**TERMS** Net 15

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DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>Web Maintenance:ADA Website Maintenance</b>	1	218.33	218.33
	Ongoing website maintenance for ADA and WCAG Compliance			

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Please make check payable to VGlobalTech.

**BALANCE DUE****\$218.33**



Date	Invoice Number
January 11, 2023	OE-EXP-01-2023-28
Payment Terms	Due Date
Upon Receipt	January 11, 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:** December 2022 Fedex \$30.31

Expenses

\$30.31

**Total Amount Due**

**\$30.31**

Date: 1/16/2023  
Invoice Number: 147118  
Client: 10619

C/O Paul Fay, Controller  
University Park Recreation District  
7671 The Park Boulevard  
University Park, FL 34201

- Please make your check payable to Phillips Feldman Group and enclose the top portion of this invoice with your payment.
- You may make your payment online at [WWW.SWFLCPAS.COM](http://WWW.SWFLCPAS.COM) by credit card, debit card or e-check or by calling our office.

---

For professional services rendered as follows:

Progress billing for fees relative to the Audit for the period ending September 30, 2022 \$7,500.00

Invoice Total: \$7,500.00

INVOICE

DUE AND PAYABLE UPON RECEIPT

A monthly finance charge of 1 1/2% will be applied on all unpaid items after 30 days.  
This monthly finance charge is calculated at an Annual Percentage Rate of 18%.



**Certified Public Accountants**

801 Laurel Oak Drive, Suite 303, Naples, FL 34108  
P 239 566 1600 | F 239 566 1901 | [swflcpas.com](http://swflcpas.com)

Date: 1/30/2023  
Invoice Number: 147176  
Client: 10619

C/O Paul Fay, Controller  
University Park Recreation District  
7671 The Park Boulevard  
University Park, FL 34201

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- You may make your payment online at [WWW.SWFLCPAS.COM](http://WWW.SWFLCPAS.COM) by credit card, debit card or e-check or by calling our office.

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For professional services rendered as follows:

Progress billing for fees relative to the Audit for the period ending September 30, 2022	\$5,000.00
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Invoice Total: \$5,000.00

INVOICE

DUE AND PAYABLE UPON RECEIPT

A monthly finance charge of 1 1/2% will be applied on all unpaid items after 30 days.  
This monthly finance charge is calculated at an Annual Percentage Rate of 18%.



**Certified Public Accountants**  
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P 239 566 1600 | F 239 566 1901 | [swflcpas.com](http://swflcpas.com)



# University Park Recreation District

2/10/2023

Payment Authorization No. 88

## O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
PFM	DM-02-2023-50	District Management Fee: February 2023	\$ 5,833.33
Blalock Walters	40896-000-52	General Representation - January 2023	\$ 4,038.50
Blalock Walters	40896-028-7	Amendment to Dri Dev. Order & GDP	\$ 1,462.50
Phillips Feldman Group	147239	Accounting Services	\$ 4,880.00


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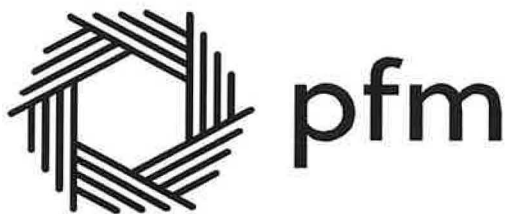
O&M - General Fund Expenses Total	\$ 16,214.33
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\_\_\_\_\_  
Asst. Secretary/Secretary

\_\_\_\_\_  
Asst. Treasurer

 2/10/23



Date	Invoice Number
February 1, 2023	DM-02-2023-50
Payment Terms	Due Date
Upon Receipt	February 1, 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:**

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**Remittance Options:**Via Mail:

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PO Box 65126  
Baltimore, MD 21264-5126  
United States of America

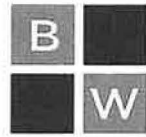
**RE:** District Management Fee: February 2023

Professional Fees

\$5,833.33

**Total Amount Due**

**\$5,833.33**



**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 LYNDY DRIVE, SUITE 107  
ORLANDO, FL 32817

Page 1  
January 31, 2023  
Account # 40896-000  
Invoice # 40896-000-52

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

**REMITTANCE COPY**

BALANCE

40896-000

MPB

\$4,038.50

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\_\_\_\_\_ 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.**  
**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 LYNDA DRIVE, SUITE 107  
ORLANDO, FL 32817

Page: 1  
January 31, 2023  
Account # 40896-000  
Invoice # 40896-000-52

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

MPB

***For Professional Services Rendered Thru 01/31/2023***

			HOURS	
01/03/2023	MPB	Telephone call to Vivian Carvalho; review Workshop agenda; preparation for and attendance at Workshop; conference with various individual Supervisors.	3.10	775.00
01/04/2023	MJP	Review various communications regarding agenda matters.	0.60	132.00
	MJP	Review of communication to Board Supervisors enclosing key documents for the District.	0.20	44.00
01/05/2023	MPB	Telephone conference with Rusty Piersons.	0.10	25.00
01/06/2023	MPB	Attend agenda conference call for January 17, 2023 meeting; review and respond to Memorandum from Mark Criden.	1.40	350.00
01/09/2023	MJP	Review of issue relating to CMAR contract.	0.20	44.00
	MPB	Telephone conference with Rusty Piersons.	0.20	50.00
01/10/2023	MJP	Review Scholz, Oswald & Shaffer agreement; prepare addendum.	1.40	308.00
01/11/2023	MJP	Revise Addendum to Scholz, Oswald & Shaffer agreement.	0.20	44.00
	MPB	Review and revise draft Scholz Agreement.	0.20	50.00
01/17/2023	MPB	Telephone conference with Steve Ludmerer; preparation of revised narrative on Charter Review; review information for County; conference with Paul Fay; conference with John Fetsick.	3.80	950.00
	JO	Submit revised language and narrative to Manatee County.	0.70	87.50
01/23/2023	MPB	Work on CCR revisions.	0.20	50.00
01/26/2023	MPB	Review CCRS; review and respond to Memorandum from Mark Criden.	0.30	75.00

UNIVERSITY PARK RECREATION DISTRICT  
GENERAL REPRESENTATION  
MPB

Page: 2  
January 31, 2023  
Account # 40896-000  
Invoice # 40896-000-52

			HOURS	
01/27/2023	MPB	Preparation of Memorandum regarding inquiry from James Moran; review and respond to Memorandum from Vivian Carvalho; review CCR revisions.	0.80	200.00
01/30/2023	MJP	Prepare for workshop.	0.50	110.00
01/31/2023	MJP	Review of issue relating to Moran letter and response thereto.	0.20	44.00
	MPB	Attend the Zoom call for Board Workshop; review correspondence from James Moran; telephone conference with Mark Criden.	2.80	700.00
TOTAL FOR THE ABOVE SERVICES			16.90	4,038.50
TOTAL CURRENT WORK				4,038.50
PREVIOUS BALANCE				\$4,688.00
<u>PAYMENTS RECEIVED</u>				
01/18/2023		Payment received on account. Thank you!		-4,688.00
AMOUNT DUE (includes Previous Balance if shown above)				<u>\$4,038.50</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 LYNDIA DRIVE, SUITE 107  
ORLANDO, FL 32817

Page 1  
January 31, 2023  
Account # 40896-028  
Invoice # 40896-028-7

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

**REMITTANCE COPY**

BALANCE

40896-028

MPB

\$1,462.50

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**Federal Tax ID # 59-1950976**



WE MAKE A DIFFERENCE

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

Page: 1  
January 31, 2023  
Account # 40896-028  
Invoice # 40896-028-7

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

MPB

***For Professional Services Rendered Thru 01/31/2023***

			HOURS	
01/17/2023	TEF	Review of issues related to DRI Amendment submittal applications	0.30	60.00
01/18/2023	TEF	Work on and finalize criteria responses for submittal	4.20	840.00
01/24/2023	TEF	Work on narrative and criteria responses	1.50	300.00
	MPB	Telephone conference with Vivian Carvalho; work on submittal documents to Manatee County related to Development Order.	0.70	192.50
01/26/2023	JO	Work with submittal documents. Work on Applications.	0.70	70.00
TOTAL FOR THE ABOVE SERVICES			7.40	1,462.50
TOTAL CURRENT WORK				1,462.50
PREVIOUS BALANCE				\$2,620.00
<u>PAYMENTS RECEIVED</u>				
01/18/2023		Payment received on account. Thank you!		-2,620.00
AMOUNT DUE (includes Previous Balance if shown above)				<u>\$1,462.50</u>

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

Page: 2  
January 31, 2023  
Account # 40896-028  
Invoice # 40896-028-7

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Email Address for paperless billing purposes:

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



Date: 2/7/2023  
Invoice Number: 147239  
Client: 10619

C/O Paul Fay, Controller  
University Park Recreation District  
7671 The Park Boulevard  
University Park, FL 34201

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- You may make your payment online at [WWW.SWFLCPAS.COM](http://WWW.SWFLCPAS.COM) by credit card, debit card or e-check or by calling our office.

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For professional services rendered as follows:

Time incurred relative to KPI project	\$3,625.00
Time incurred regarding various meetings and discussions regarding KPI project	\$825.00
Time incurred relative to questions relating to hurricane Ian accruals	\$215.00
Time incurred relative to lease questions relating to accounting matters	\$215.00

Invoice Total: **\$4,880.00**

INVOICE

DUE AND PAYABLE UPON RECEIPT

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# **University Park Recreation District**

Supervisor Requests & Comments