

University Park Recreation District

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

<http://universityparkrd.com/>

The continued regular meeting of the **University Park Recreation District Board of Supervisors** will be held on **Friday, July 21, 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]*
- Supervisor Requests & Comments

Administrative Matters

1. Consideration of the Minutes of the June 9, 2023, Board of Supervisors' Meeting

Business Matters

2. Presentation from Golf Advisory Group, Short Game Practice Area Improvement Plan

Staff Report Matters

3. District Counsel
 - a. Update on CCR Proposed Amendments
4. District Manager
5. Club Management:
 - b. Management Discussion & Analysis Report
 - c. Update on the Business Plan Progress



District Financial Matters

6. Ratification of Payment Authorization Nos. # 95 – 96

Date	Meeting Type	Time	Location	Note
August 1, 2023	Workshop Meeting	2:00 PM- 4:00 PM	University Park	Community Center
August 11, 2023	Board Meeting	1:00 PM	University Park	Community Center

d. Supervisor Requests & Comments

Adjournment



University Park Recreation District

**Consideration of the Minutes of the
June 9, 2023, Board of
Supervisors' Meeting**

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS' MEETING

Friday, June 9, 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 Zoom:

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 Zoom:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll	District Manager - PFM Group Consulting LLC (via Zoom)
Mark Barnebey	Blalock Walters - District Counsel
Curtis Nickerson	Director of Properties and Facilities - Country Club
John Fetsick	General Manager - Country Club
Various Audience Members Present and Via Zoom	

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 of the Board of Supervisors. Those in attendance are outlined above.

Public Comments and Supervisor Requests

Mr. Smith asked the Board to share the final cost for the outdoor dining area and asked about the outstanding punch list items that need to be corrected by the contractor. Mr. Fetsick stated that the total cost was estimated at about \$1.9 million. The punch list items total around \$94,000 which is primarily attributed to the downspouts and gutters as well as the tongue and groove on the flat part of the café will need to be redone. The soffit will be

replaced in the inside part of the roof, a report will be published next week which will go into more detail about the work that needs to be done. He also mentioned that the acoustic issues inside of the restaurant are also being addressed.

Mr. Piersons had some comments concerning the irrigation. He proposed that today the Board vote to replace the present irrigation system with a new system with the appropriate and negotiated vendor in 2024. The system would be completed for the UPRD at UPCC during the August through November 2024 timeframe with a liquidated damages penalty and terms to be included in the contract. The project will be funded in one of three ways: through a bond that is voted on and approved by the residents on or before April 30, 2024, through a loan to the club by a financial institution if the club is able to meet the payment obligations and if such loan can be secured by no later than April 30, 2024, or through a special assessment if neither of the first two funding options be approved by April 30, 2024. The Board will assess to cover the necessary costs to complete the full project. These costs will be assessed/charged to the residents of University Park along with all full non-resident members of the UPRD to meet the financial obligations of the District.

Mr. Piersons also moved to request that Mr. Fetsick immediately request a team of folks to finalize the selection of a vendor to deliver a new irrigation system for the APCC golf course in 2024. This should be done pursuant to the District purchasing rules lead by Chris Nickerson. The contract with an irrigation vendor should be signed by August 1, 2023, with the project commencing after April 30, 2024, and funding secured and approved. The project is to be completed no later than November 1, 2024. Negotiations regarding the contract should include Mr. Nickerson, a Board member, one person from the Process team, the District Counsel, and one other person experienced in contraction contracts who could be a resident or professional.

There was a lengthy discussion concerning Mr. Pierson's proposed motion as it relates to timeline and other capital improvements within Phase 2 of the project. Mr. Ludmerer suggested, and the Board agreed to remove any discussion pertaining to the financing options of any resolution.

ON MOTION by Mr. Piersons, seconded by Mr. Murphy, with all in favor, the Board approved proceeding with the proposed irrigation plan and timeline, subject to obtaining financing. Financing for the irrigation system will be included as part of the capital improvement projects under Phase 2 of the master plan.

Mr. Piersons commented that the Board needs to enhance its communication methods. Mr. Murphy stated that around October 1, they are going to have a full-blown push each week with communications that includes emails, neighborhood meetings, and three town halls. They are currently working on two separate surveys that will be sent out to the community

concerning the capital improvement plan and residents' experiences with the activities provided at the club. He mentioned that it becomes very challenging to communicate all of this information without having all of the residents' contact info. Mr. Fetsick suggested that there be a weekly update sent to the residents on Wednesdays at 5:00 p.m. for items pertaining to the RD.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the May 2, 2023, Board of Supervisors' Workshop Meeting and the Minutes of the May 16, 2023, Board of Supervisors' Meeting

The Board reviewed the minutes. There will be a minor change to the minutes of May 16 on page 2.

ON MOTION by Mr. Criden, seconded by Mr. Piersons, with all in favor, the Board approved the Minutes of the May 2, 2023, Board of Supervisors' Workshop Meeting and the Minutes of the May 16, 2023, Board of Supervisors' Meeting.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey stated that he will have a meeting with the County Staff on Monday, June 12, 2023, to find out the limit of square footage that it would take to avoid doing a traffic study for the community. It was decided that 65,000 sq ft be used as a base number to see if it would trigger a traffic study.

District Manager – Ms. Carvalho reminded the Board that the Form 1 needs to be completed and submitted by July 1, 2023. Mr. Ludmerer had some comments concerning Form 1. The next meetings are scheduled for the following dates:

- June 27, 2023, Workshop Meeting
- July 14, 2023, Board of Supervisors' Meeting

Club Management (Management Discussion & Analysis Report) – Mr. Fetsick stated that the response to the café has been very positive. There are plans to fill in the open position of Director of Racquets and Fitness as the current director's last day was today, he mentioned

that there are some quality candidates in the area that are interested in the position. There are currently 400 full members, 121 racquets, and 780 social for a total of 1,291 members. There are only 123 summer golf memberships compared to the 287 golf memberships last year and 149 grandfathered nonmembers as of May 31, 2023. The Club is currently \$154,000.00 over budget and are currently looking at \$1.1 million in operating income. The current capital allocation through April 30 is \$831,000.00 compared to the budget of \$662,000.00.

Mr. Fetsick also reviewed the events that had taken place such as the visit to the museums and upcoming events for the club. He mentioned that there have been some new hires for the food and beverage operations including servers and bartenders. Mr. Fetsick mentioned that he and Mr. Piersons have had several meetings with the business planning group and will start building the business plan document soon. He will be meeting with Mr. King in early July 2023.

FOURTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorization Nos. # 93-94

Mr. Fetsick reviewed the payment authorizations.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization Nos. # 93-94.

FIFTH ORDER OF BUSINESS

Adjournment

There were no further comments.

ON MOTION by Mr. Murphy, seconded by Mr. Criden, with all in favor, the June 9, 2023, Board of Supervisors' Meeting of University Park Recreation District was adjourned at 2:21 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

**Presentation from Golf Advisory Group,
Short Game Practice Area
Improvement Plan**

On behalf of the Golf Advisory Group

SHORT GAME ENHANCEMENT PROJECT

Contents

- Introduction & Background
- Scope & Description
- Design
- Projected Costs

Introduction & Background

Over the years, as golf has evolved, so too has member and guests' expectations. We have had numerous members and groups approach the previous owners and staff with suggestions on how to improve the practice and range areas to better meet the demands of today's game. These requests have come from nearly each segment of our membership and players including broad support by the last 2 Golf Advisory Groups. During this time many improvements have been made to this area, including expanding the main range tee, new walking path and mat hitting areas (including new mats just last year), rebuilding the practice bunker and installing a small (inadequate) chipping area with an actual putting green surface. There is much more that could be done to improve this area, however, and this project hopes to accomplish this to improve member and guest satisfaction.

Scope & Description

Brief explanation of the proposed project: The project is to design, construct, and implement a short game area within the Driving Range area.

Objectives of the project: To provide golfers with a dedicated space to practice their short game skills, including chipping, pitching, and bunker shots.

Scope of the Project:

- **Location and size of the area:** The short game area will be located adjacent to the Driving Range practice area, near the current area but much larger with an estimated 65,340 square feet (approximately 1.5 acres) of improved practice space.
- **Features of the Short Game practice area:** The short game area will include multiple practice greens with various slopes and undulations, bunkers, and chipping and pitching areas.

Contact: Lee Marshall/Josiah Cuthbert
TFL (UK) Ltd, 10001/10002/10003/10004
E-Mail: lee@marshallcuthbert.com
www.josiahcuthbert.co.uk

STUDY 2048

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Something to know

UNIVERSITY PARK COUNTRY CLUB
7671 The Park Blvd., University Park, FL 34201

bunkers (no liner,
1250 sf total)

existing basin

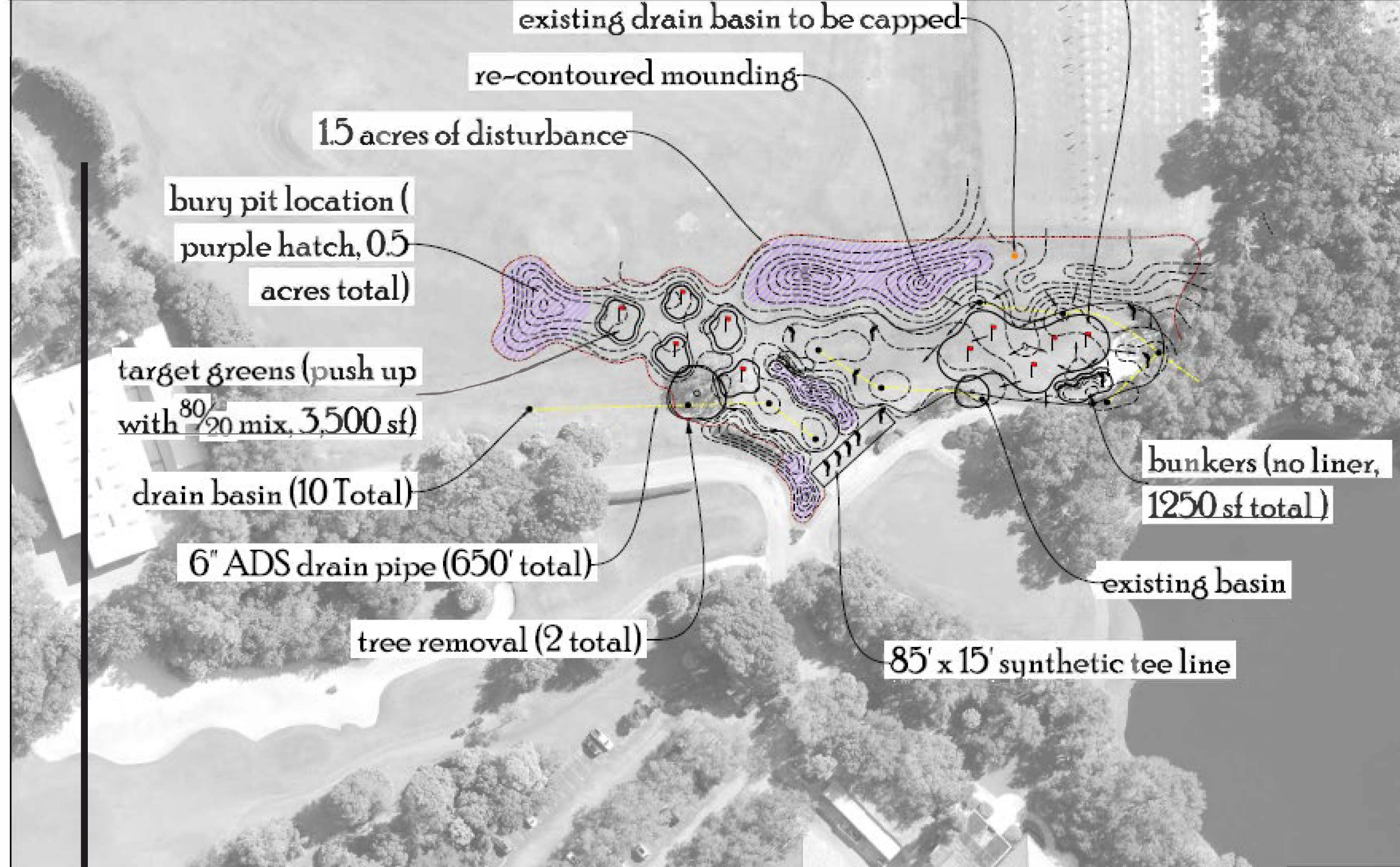
5641

DATE: 8/24/18

PROJECT

■ raised by: Lee Marshal

SHEET 1



existing drain basin to be capped

re-contoured mounding

1.5 acres of disturbance

bury pit location (
purple hatch, 0.5
acres total)

target greens (push up
with ⁸⁰/₂₀ mix, 3,500 sf)

drain basin (10 Total)

6" ADS drain pipe (650' total)

tree removal (2 total)

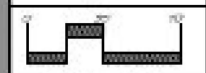
85' x 15' synthetic tee line

bunkers (no liner,
1250 sf total)

existing basin

UNIVERSITY PARK COUNTRY CLUB
7671 The Park Blvd, University Park, FL 34201

UNIVERSITY PARK COUNTRY CLUB
7671 The Park Blvd, University Park, FL 34201



SCALE: 1"=30'

DATE: 4/1/15

PROJECT

Drawn by: Lee Marshall

SHEET 1

Timeline & Costs

Timeline:

CM Golf Designs estimates this project would take approximately 4 months to complete, subject to the following:

- Major weather events out of their control
- Finding and locating existing drainage, irrigation and any infrastructure (fiber optics, potable water, electric, etc.) which is not currently marked in this area.

Anticipated costs:

CM Golf Designs estimates the project costs at approximately \$250,000. I would suggest adding at 10% contingency fund for unforeseen issues. You should note this project does not include irrigation; however, irrigation was captured in the “new irrigation project”

University Park Recreation District

District Counsel

University Park Recreation District

District Manager

University Park Recreation District

Club Management

Update of the Development of the Business Plan

University Park Recreation District
Management Discussion & Analysis Report
As of June 30, 2023

Golf Operations

As announced on Friday, June 30th, we are returning to “two to a cart” on August 1st. The decision has been met with some resistance, but the majority of our membership support the decision and understand the benefits on the course conditions.

Our rates continue to remain higher than ever at this time of year with minimal resistance (e.g. \$109 morning rate).

Racquets & Fitness

The transition from Joe Lisi continues, including evaluating the future leadership structure of the Racquets and Fitness programs. These decisions will not be rushed and we’ll take full advantage of the slower months to make the best decisions for each Program. Changes in some capacities are expected.

Dining Operations

We are tentatively planning to close the Dining Room for a week, likely in early to mid-September. During this week closure, which is fairly standard in the Club industry, we will focus on a number of initiatives including:

- Acoustics Installation (walls)
- Floor to Ceiling Cleaning
 - Including kitchen and dining rooms
- General Maintenance
 - Painting touch-ups
- Café Punch List Items

Member Events

We hosted an all-time high for the Father’s Day Brunch with 313 covers. This was enhanced due to local advertising on Facebook and Scene Magazine’s digital newsletter.

4th of July was successful throughout the Club with Golf, Racquets and Dining all having strong participation.

We have begun building the 2023/2024 Season calendar. Current plans assume we will move Bingo/Trivia to Tuesday nights and add a 3rd night of ala carte dining on Thursday. Theme Nights will largely be focused to Wednesday nights. Live Entertainment will be planned for Thursday (Café) and Friday (Varsity Club—TGIF). We continue to fill out the calendar with events within and outside of UPCC with plans to unveil the “Season at a Glance” in the Fall.

University Park Recreation District
Management Discussion & Analysis Report
As of June 30, 2023

Membership

		Full	Racquet s	Social	Soc / Res - Cmty Reard	Jr. Exec.	Change in Annual Mbrs	Trial Full	Trial Rac/Fit	Trial Fit/Soc	Trial Social	Sum Golf	Sum Tennis
2022 Totals		386	125	241	521	2	1275	27	2	6	4	0	0
Jan 2023		2	1	-2	3		4	14	1		0		
Feb 2023		5		0	3		8	5	-1	-2	3		
March 2023		5	-2	1	-1		3	-24	1	-3	-4		
April 2023		-1	-3	-1	3		-2	-14	-3	-1	2	108	18
May 2023		1			2		3	-7			0	15	7
	6/14	-2		2	1		1	-1			0	5	2
NEW	6/21				0		0					5	1
Total Members		396	121	241	532	2	1292	0	0	0	5	133	28
Add SAP		95	31				126						
Add AFP		17	1	29	87		134						
Add Range			15	21	28		64						
Add Twi Ten				18	1		19						
Add Pickleball				4	35		39						
Total Passes		112	47	72	151	0	382						

*148 grandfathered non-members

University Park Recreation District
Management Discussion & Analysis Report
As of June 30, 2023

Statements of Operations (as of May 31, 2023):

UNIVERSITY PARK COUNTRY CLUB & RD			
EIGHT MONTHS ENDING MAY 31, 2023			
<i>(in thousands)</i>			
SUMMARY STATEMENT OF OPERATIONS	FY2023	FY2023	FY2023
Description	YTD Actual	YTD Budget	YTD Variance
REVENUE:			
MEMBERSHIP DUES	\$ 3,385	\$ 3,311	\$ 74
GOLF OPERATIONS	3,125	2,775	350 (a)
TENNIS & FITNESS CENTRE	101	69	31
DINING OPERATIOINS	2,061	1,873	188 (b)
OTHER INCOME	22	23	(1)
TOTAL REVENUE	\$ 8,695	\$ 8,053	\$ 642
EXPENSES:			
GOLF OPERATIONS	\$ 1,112	\$ 1,112	\$ 0
TENNIS & FITNESS CENTRE	333	317	16
DINING OPERATIONS	2,807	2,308	499 (b)
GOLF COURSE MAINTENANCE	1,981	2,013	(32)
GENERAL & ADMIN	1,321	1,305	15
TOTAL DIRECT EXPENSES	\$ 7,554	\$ 7,055	\$ 499
OPERATING INCOME/(LOSS)	\$ 1,141	\$ 998	\$ 143
CAPITAL ALLOCATION:			
INITIATION FEES & OTHER	\$ 553	\$ 441	112
OUTSIDE GOLF -CAPITAL ALLOCATION	224	150	74
CAPITAL DUES	124	123	1
TOTAL CAPITAL ALLOCATION	\$ 901	\$ 713	\$ 187

(a) \$350k favorable to budget due to 2,501 more rounds than budgeted and increased public rates.

(b) \$188k favorable to budget due to overall increased capacity for a la carte dining and member events and slight menu pricing to combat continued inflation.

\$499k unfavorable to budget primarily due to higher COGS (variable with revenue + real cost increases) and labor increases (OT wages due to club activity).

University Park Recreation District
Management Discussion & Analysis Report
As of June 30, 2023

Revenue Flash Report (as of June 30, 2023):

<i>(in thousands)</i>	June			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
MEMBERSHIP DUES	\$ 412	\$ 393	\$ 19	\$ 3,797	\$ 3,704	\$ 93
GOLF OPERATIONS	257	142	115	3,382	2,918	464 (a)
TENNIS & FITNESS CENTRE	9	7	2	109	76	33
DINING OPERATIONS	191	143	48	2,253	2,017	236
OTHER INCOME	1	1	0	23	24	(1)
TOTAL OPERATING REVENUE:	\$ 870	\$ 686	\$ 184	\$ 9,565	\$ 8,739	\$ 826
CAPITAL ALLOCATION:						
INITIATION FEES & OTHER	\$ 8	\$ 8	\$ -	\$ 560	\$ 448	\$ 112
OUTSIDE GOLF - CAPITAL ALLOCATION	14	19	(5)	238	169	69
CAPITAL DUES	25	25	0	149	147	1
TOTAL CAPITAL ALLOCATION:	\$ 46	\$ 51	\$ (4)	\$ 947	\$ 764	\$ 183
TOTAL REVENUE:	\$ 916	\$ 737	\$ 179	\$ 10,512	\$ 9,503	\$ 1,008

(a) 464k over Budget YTD due to pricing and more outside rounds than budgeted, as outlined below:

Rounds of Golf (as of June 30, 2023):

	June			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
Member Rounds	3,843	2,865	978	41,090	38,865	2,225
Outside Rounds	2,330	1,835	495	28,549	26,800	1,749
	6,173	4,700	1,473	69,639	65,665	3,974

Rounds of Golf (as of June 30, 2022):

	Actual	Budget	Variance	Actual	Budget	Variance
Member Rounds	4,028	2,740	1,288	40,295	36,775	3,520
Outside Rounds	2,108	1,809	299	32,192	28,234	3,958
	6,136	4,549	1,587	72,487	65,009	7,478

**University Park
Recreation District**

**Ratification of
Payment Authorization Nos. # 95 - 96**

University Park Recreation District

6/2/2023

Payment Authorization No. 95

O&M - General Fund Expenses


<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
PFM	DM-05-2023-51	District Management Fee: May 2023	\$ 5,833.33
McClatchy Company, LLC	194785	Notice of Public Meeting - May 2023	\$ 74.88
Vglobal Tech	5131	ADA Website Maintenance - June 2023	\$ 218.33

O&M - General Fund Expenses Total

\$ 6,126.54

Asst. Secretary/Secretary

Asst. Treasurer

 6/5/23



Date	Invoice Number
May 17, 2023	DM5-2023-51
Payment Terms	Due Date
Upon Receipt	May 17, 2023

Bill To:
University Park Recreation District c/o PFM Group Consulting District Accounting Department 3501 Quadrangle Blvd., Suite 270 Orlando, FL 32819 United States of America

Company Address:
1735 Market Street 42nd Floor Philadelphia, PA 19103 +1 (215) 5676100 Federal Tax ID: 81-1642478

Remittance Options:

Via Mail:

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

RE: District Management Fee: May 2023

Professional Fees	\$5,833.33
Total Amount Due	<u>\$5,833.33</u>



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

Page 1 of 1

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

MAY INVOICE

Invoice No.:	194785
Invoice Date:	05/31/2023
Due Date:	06/30/2023
Bill-To Account:	29585
Sales Rep:	Crystal Trunick

Dates	Order No.	Description	Product	Size	Billed Units	Times Run	Net Amount
05/09/2023 - 05/09/2023	415432	Print Legal Ad-IPL01206800 IPL0120680	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 63 L	63 L	1	\$74.88

May Summary

Amount Due:	\$74.88
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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

MAY INVOICE

Invoice No.:	194785
Account No.:	29585
Account Name:	UNIVERSITY PARK RECREATION DISTRICT
Amount Due:	\$74.88

Email questions to ssccreditandcollections@mcclatchy.com

McClatchy Company LLC
PO Box 510150
Livonia MI 48151

0000029585 0000194785 000007488 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# 5131**DATE 06/01/2023****DUE DATE 06/16/2023****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

6/27/2023

Payment Authorization No. 96

O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Blalock Walters	40896-000-56	General Representation - May 2023	\$ 5,187.50
Blalock Walters	40896-028-10	Amendment to Dri Dev. Order & GDP	\$ 617.50
Phillips Feldman Group	148337	2022 Audit - Final Billing	\$ 1,275.00

O&M - General Fund Expenses Total	\$ 7,080.00
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Asst. Secretary/Secretary

Asst. Treasurer



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
May 31, 2023
Account # 40896-000
Invoice # 40896-000-56

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

REMITTANCE COPY

BALANCE

40896-000

MPB

\$5,187.50

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

Page: 1
May 31, 2023
Account# 40896-000
Invoice # 40896-000-56

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

MPB

For Professional Services Rendered Thru 05/31/2023

			HOURS	
05/01/2023	MPB	Preparation of Memorandum to Supervisors.	0.60	150.00
05/02/2023	MPB	Telephone conference with Mark Criden; telephone conference with Bob Gang; preparation for and attendance at the Workshop; review site plans regarding Parcel L.	3.80	950.00
05/03/2023	MPB	Preparation of Memorandum to Vivian Carvalho; review letter from Bob Gang.	0.40	100.00
05/04/2023	MPB	Review letter and preparation of Memorandum to Robert Gang.	0.40	100.00
05/09/2023	JO	Review charter amendment application status in ACCELA.	0.20	25.00
05/1d/2023	MPB	Telephone conference with John Fetsick.	0.30	75.00
05/16/2023	MJP	Review of issue relating to denial of Club application.	0.50	110.00
	MPB	Preparation for and attendance at Board meeting; telephone conference with John Fetsick.	3.30	825.00
05/17/2023	MJP	Review of legislative updates relating to recreation district.	0.40	88.00
	MPB	Telephone conference with John Fetsick.	0.20	50.00
05/18/2023	MPB	Review and respond to Memorandum from Paul Fay; preparation for and attendance at Board Workshop.	2.80	700.00
05/19/2023	MJP	Review correspondence and participate in conference regarding SR Construction Services issue.	0.40	88.00
	MPB	Review correspondence regarding potential contract dispute; telephone conference with John Fetsick and Michael Beaumier.	0.70	175.00

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 2
May 31p2023
Account# 40896-000
Invoiced# 40896-000-56

			HOURS	
05/22/2023	MPB	Review correspondence from Michael Beaumier.	0.30	75.00
05/23/2023	MJP	Review of issue relating to contract terms for SR Construction contract.	0.60	132.00
	MPB	Telephone conference with Mike Beamier; preparation of correspondence to Atty. Richard Chaves.	1.60	400.00
05/24/2023	MJP	Various communications with Paul Fay regarding Jonas contract.	0.40	88.00
	MJP	Review Jonas contract correspondence; prepare public records language.	0.60	132.00
	MJP	Various communications with Paul Fay.; review questions regarding indemnification, disclaimer of warranties, and venue.	0.40	88.00
	MPB	Telephone conference with Rusty Pierson; conference with Chair and Vivian Carvalho.	1.10	275.00
05/25/2023	CFJ	Review of correspondence regarding construction and mediation	0.20	50.00
05/28/2023	CFJ	Review of change order request	0.10	25.00
05/30/2023	MPB	Review Charter transfer to add/delete.	0.40	100.00
	JO	Work on strikethrough and underline of revised documents related to charter amendment.	0.50	62.50
05/31/2023	MJP	Review communication from Paul Fay.	0.20	20.00
	MJP	Review of additional communications regarding indemnification provision in Jones contract.	0.20	44.00
	MPB	Review and respond to Memorandum from John Fetsick; preparation of Memorandum to Paul Fay.	0.40	60.00
		TOTAL FOR THE ABOVE SERVICES	21.00	4,987.50
05/22/2023		MANATEE COUNTY BUILDING AND DEVELOPMENT SERVICES ADV FEES PLN21d1-0083		200.00
		TOTAL ADVANCES		200.00
		TOTAL CURRENT WORK		5,187.50
		PREVIOUS BALANCE		\$8,036.00
		<u>PAYMENTS RECEIVED</u>		
05/26/2023		Payment received on account. Thank you!		-8,036.00
		AMOUNT DUE (includes Previous Balance if shown above)		<u>\$5,187.50</u>

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 3
May 31~~e~~2023
Account# 40896-000
Invoice # 40896-000-56

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

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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 LYNDIA DRIVE, SUITE 107
ORLANDO, FL 32817

Page 1
May 31, 2023
Account # 40896-028
Invoice # 40896-028-10

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

REMITTANCE COPY

BALANCE

40896-028

MPB

\$617.50

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3504 LAKE LYNDY DRIVE, SUITE 107
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Page: 1
May 31, 2023
Account# 40896-028
Invoice # 40896-028-10

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

MPB

For Professional Services Rendered Thru 05/31/2023

			HOURS	
05/05/2023	JO	Telephone call with Marshall Robinson regarding application.	0.50	50.00
05/09/2023	MPB	Review Development Orders; review comments; telephone call to Marshall Robinson.	0.70	192.50
	JO	Telephone call with Marshall Robinson regarding DRI and Zoning Amendments. Email to John Fetsick. Email to Marshall Robinson.	0.50	50.00
05/10/2023	MPB	Telephone conference with Marshall Robinson; telephone call to John Fetsick.	0.40	110.00
05/15/2023	MPB	Work on issues related to County comments.	0.30	82.50
05/22/2023	JO	Email to Marshall Robinson.	0.20	20.00
05/25/2023	MPB	Review Ordinance for Development of Regional Impact.	0.30	82.50
	JO	E#mails with Prony Bonnaire and Marshall Robinson.	0.30	30.00
TOTAL FOR THE ABOVE SERVICES			3.20	617.50
TOTAL CURRENT WORK				617.50
AMOUNT DUE (includes Previous Balance if shown above)				<u>\$617.50</u>

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

Page: 2
May 31, 2023
Account# 40896-028
Invoice# 40896-028-10

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

Date: 6/21/2023
Invoice Number: 148337
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 by credit card, debit card or e-check or by calling our office.

For professional services rendered as follows:

Final billing for fees relative to the Audit for the period ending September 30, 2022 including out of pocket costs	\$1,275.00
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Invoice Total: \$1,275.00

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