

University Park Recreation District

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<http://universityparkrd.com/>

The **Regular Meeting** of the **University Park Recreation District** will be held on **Friday, September 9, 2022, at 1:00 p.m.** at the Community Center located at 8301 The Park Boulevard, University Park, FL 34201 and or virtually.

Meeting ID: 845 8893 8513

Passcode: 755354

Join meeting via Zoom:

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

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

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

Administrative Matters

1. Consideration of Resolution 2022-12, Electing Officers
2. Consideration of the Minutes of the June 28, 2022, Board of Supervisors Workshop Meeting
3. Consideration of the Minutes of the June 28, 2022, Auditor Selection Committee Meeting
4. Consideration of the Minutes of the July 8, 2022, Board of Supervisors Meeting
5. Consideration of the Minutes of the August 8, 2022, Auditor Selection Committee Meeting

Staff Report Matters

6. District Counsel
7. District Manager
8. Club Management
 - a. Management Discussion & Analysis Report *(provided under separate cover)*

Business Matters

9. Review of Auditor Selection Committee Rankings & Selection of Auditor
10. Public Hearing on the Adoption of the District's Annual Budget & Country Club Budget
 - a. Public Comments and Testimony
 - b. Board Comments
 - c. Consideration of Resolution 2022-14, Adopting the Fiscal Year 2023 District's Annual Budget and Appropriating Funds
 - i. General Fund Budget



- ii. Debt Service Budget
- d. Consideration of Resolution 2022-15, Adopting the Fiscal Year 2023 Country Club Budget and Appropriating Funds
 - i. Enterprise Fund Budget
- 11. Consideration of Resolution 2022-16, Adopting the Annual Board and Workshop Meeting Schedule for Fiscal Year 2022-2023.
 - a. Exhibit A- Annual Board of Supervisors Meeting Schedule
 - b. Exhibit B- Annual Board of Supervisors Workshop Meeting Schedule
- 12. Update of the Strategic Planning of Phase II of the Master Plan Concept
- 13. Consideration of Resolution 2022-17, Setting of the Procedures for the Election of Supervisors

District Financial Matters

- 14. Ratification of Payment Authorizations # 75-77

Date	Meeting Type	Time	Location	Note
October 14, 2022	BOS Meeting	1:00 PM	University Park	Community Center
October 25, 2022	Workshop Meeting	10:00 AM	University Park	Community Center

- 15. Supervisor Requests & Comments

Adjournment



University Park Recreation District

Public Comment Period

University Park Recreation District

Consideration of Resolution 2022-12, Electing
Officers

RESOLUTION 2022-12

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY
PARK RECREATION DISTRICT ELECTING THE OFFICERS OF THE
DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the University Park Recreation District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 418, *Florida Statutes*, being situated entirely within Manatee County, Florida; and

WHEREAS, pursuant to Chapter 418, *Florida Statutes*, the Board of Supervisors ("**Board**"), shall organize by electing one of its members as Chair and by electing a Secretary, and such other officers as the Board may deem necessary.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF THE UNIVERSITY PARK RECREATION DISTRICT:**

1. **DISTRICT OFFICERS.** The District officers are as follows:

_____	is appointed Chairperson.
_____	is appointed Vice-Chairperson.
_____	is appointed as 2 nd Vice Chairperson
_____	is appointed Secretary.
_____	is appointed Assistant Secretary.
_____	is appointed Assistant Secretary.
_____	is appointed Assistant Secretary.
_____	is appointed Assistant Secretary.
_____	is appointed Assistant Secretary.
_____	is appointed Treasurer.
_____	is appointed Assistant Treasurer.

2. **CONFLICTS.** All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this _____ day of _____, 2022.

Attest:

**UNIVERSITY PARK RECREATION
DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

University Park Recreation District

Consideration of the Minutes of the June 28,
2022, Board of Supervisors Workshop Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS WORKSHOP MEETING

Tuesday, June 28, 2022

10:00 a.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

James Case	Chairperson
Bill DiPaolo	Vice Chairperson
Steve Ludmerer	Treasurer
Sally Dickson	Assistant Secretary
Karen Pagano	Vice Chairperson

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll	District Manager - PFM Group Consulting LLC (via phone)
Kelley Milavec	Administrative Assistant - PFM Group Consulting LLC (via phone)
Mark Barnebey	District Counsel (via phone)
John Fetsick	General Manager – Country Club

Various Members of the General Public present & via phone

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 10:00 a.m. by Mr. Case and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Before opening up for public comments, Mr. Case started the meeting by reading his resignation letter to the Board and the attending members. In his address, he thanked the Board, the PFM employees, and the residents of University Park. He thought it best to resign from the Board as there were too many conflicting opinions between him and the other Board members regarding the money spent on the community. He had given his suggestions about what should be the main focuses for the community and stated that the current issues that needed to be addressed with the existing structures should take precedence over having new developments to draw people to the community. He stated that his resignation would be effective as of July 7th, 2022.

Public Comments

Ms. Kris Pizzi spoke and stated that she agreed with all of what Mr. Case had spoken about, she was mainly concerned with the amount of money the Board is asking for Phase 2 while there is no concrete plan in place. She agrees in conducting a survey from the UP residents that expressed their wants and needs for the community

Mr. Paul Charlesworth spoke and stated that he is very saddened by the resignation of Mr. Case. He stated that his concerns are not as critical for the community's financial future but more so for the employee and resident satisfaction. He expressed his concern with the kitchen and office space as these are not optimal spaces for the employees to be working as there is minimal space. His other main concern was with the irrigation system for the golf course as it is the primary economic engine for the club.

Mr. Joseph Reed spoke and stated that he is in favor of the bonds but having differing goals and values from Mr. Case. He discussed the issue of "needs" versus "wants" among the community. He also stated that the document that he will be submitted in the future would discuss the 16 projects that are a part of Phase 2 that have not yet been finalized. He suggested hiring a general contractor who could run all of the projects and who could assign 16 different project managers to the incomplete projects so that there could be a better handle on the entire project as a whole. He posed the question of "will my life be better here?" concerning the proposed projects for the community.

Mr. John Bondur spoke and stated that he was disappointed when he heard that Mr. Case would be resigning from the Board. He suggested that the Board take a timeout and reassess what should be done with the money; he explained that it should be thought of as the community's money and not anybody's individual money. He stated that he believes that the whole process is misguided in relation to the consensus of 4 Board Members compared to the 1,200 residents of UP.

Ms. Carolou Marquet spoke and stated that she was deeply saddened by Mr. Case's departure from the Board and thanked him for all of the work he has done for the community over the years. She states that there is no consensus pertaining to the wants of the community as opposed to the immediate needs. She asked that the members of the audience be allowed to speak during the discussion topics instead of speaking before any discussion has taken place so that there can be more informed statements. Mr. Case explained that during the workshop, he would be more open to audience members interjecting with regards to the topic being discussed. However, he stated during business meetings, as Chair, he had restricted the allotted time for audience members to speak so that there would be more control.

Mr. Don Baron spoke and stated that he was the Chair of the Henley neighborhood. He inquired about the payback since that assessment would be increased another \$1000 for the community.

He encouraged the Board to slow down with their actions and their ideas be presented

legitimately. He mentioned that the community does not have any reserves set up for the District at the moment.

Mr. Bill DiPaolo provided some input regarding the comments received by the residents. He spoke about how both the kitchen and the golf course are being considered as essential with both being priced at around \$2,000,000.00 and \$5,000,000.00 respectively. He explained that the bond issuance would be a 5-year deal. He stated that the bulkheads, bridges, the ponds, and the lake banks will need to be taken care of and that will cost around \$1,000,000.00 and some environmental upgrades throughout the campus and the golf course that will need to be taken care of that will cost about \$250,000.00. There will also be a parking lot that will need to be resurfaced in a few years that will cost around \$750,000.00. He stressed the importance of creating a new office space for the employees as well as adding more meeting space as many residents are being denied due to the fact that their current meeting spaces are always in use. He stated that a new fitness center, new tennis courts, new pickleball courts, repair to car packs, and new fountains are not being considered as essential. The total for the essential amenities discussed would total around \$15,500,000.00 to \$16,500,000.00. He believes that the investment of a \$15,000,000.00 to \$18,000,000.00 will have a payback of \$1,500,000.00 in increased initiation fees and dues which totals about 10% of the equity invested. To get the exact costs and plans and to get a specific proposal for a building, architectural fees are going to be around \$300,000. He stated that \$2,000,000.00 will be set aside for reserves from year to year. The incremental cost of improving the fitness center would cost about \$1,500,000.00 to \$1,750,000.00.

Ms. Beckie Suverkrup gave the suggestion of hiring real consultants to deal with the division and dissension of the Board and the members of the community. She recalled during one of the first workshops, a survey was to be sent out to the residents to gather input but stated that has not been done yet. She stated her sadness with the departure of Mr. Case and implored the Board to seek further advice and to think about the 1,200 members of the community.

Mr. Dave Hoke spoke and expressed that since this new bond issuance would be for the Country Club, it should be considered a Country Club expense that should not include all of the residents of University Park, therefore only applying to Country Club members.

Mr. Joseph Reed spoke and says the entire process should be refined. It was suggested that the Board get the design on paper first and see if it fits the vision for the project before anything is done.

Ms. Deborah Van Brunt spoke and stated that she believed the Board has been very vocal with their plans for the community. She said in the past few months, the Board had provided ample opportunities for University Park residents to become familiar with the Board's plan and that they have a responsibility to be more informed.

Mr. Steve Ludmerer spoke and thanked Mr. Case for his leadership as the Chair of the Board. He gave an overview of the vision of the club which was to have "exemplary facilities, amenities, and service and stated that the mission and strategy of the community and UPCA was to have outstanding golf, tennis, dining, and other facilities in a club environment".

His biggest concerns are with the kitchen, irrigation, office space, as well as wellness & fitness.

He informed the Board and public that they will not have architectural design and build plans for every planned project as he believes it would be a waste of money. He recognized that each project would all be guided by advisory groups and would have input from everyone in the community. He stated that community involvement up until this point has been almost nonexistent when the plans were presented. He encouraged the neighborhood to meet with one of the Board members to hear the details of the plans going forward.

Ms. Pizzi spoke again and asked whether the District is not charging enough for the summer or annual memberships as she believes they are getting way over value for what they are paying for. She stated that people were on the hunt for 3 years to live in a house of University Park property. She believes they are undervaluing everything that the community has to offer.

Ms. Sally Dickson spoke to Ms. Pizzi's concerns regarding the membership prices. The plan is to have the membership costs fund the reserves for the community and to increase the initiation fee for the memberships. Summer memberships are going to be addressed in the future.

Mr. John Fetsick spoke and was saddened by Mr. Case's resignation from the Board. He appreciates the amount of volunteer time that the Board takes to make sure things are run smoothly for the community and knows everyone is well-intended even if everyone's ideas differentiate from one and another. He recognizes that everyone on the Board is on the same team regardless of the path that it is taking to get there. He recommended continuing this meeting due to the number of emotions and statements that were happening during this meeting.

Mr. Case stated that he wanted to continue with the meeting as there were important items that needed to be discussed. The meeting held a brief recess at 11:05 a.m. and reconvened at 11:10 a.m.

Ms. Elaine Kulbako spoke and suggested that the workshop meetings be held in the evenings to help with the communication between the Board and the residents of the community. Mr. Case confirmed that there are no real time restraints as to when the Board can meet so he encouraged the Board to consider this suggestion after..

Mr. Jim Freedman spoke and was sorry to see Jim resign. He was pleased to see that there seemed to be much agreement to spend money on things that absolutely needed to be done such as the golf course, the kitchen, and parking lot. He expressed his concern with the potential \$500.00 - \$1,000.00 increase on taxes if all of this money being requested is obtained.

Ms. Dickson spoke again and commented on the program options for the fitness and classes

that are currently not offered in the community that would include either Silver Sneakers and/or Renew Active. Joe Lisi has done research for these programs to be integrated into University Park.

SECOND ORDER OF BUSINESS

Discussion

Update of the Strategic Planning of Phase II of the Master Plan Concept and Steps Going Forward

Mr. DiPaolo spoke again and stated that they obtained an architect to explore the various options in giving the most cost-effective, efficient way to provide any needed space and hopefully provide firmer costs before any referendum needs to be held.

Mr. Ludmerer spoke again and wanted to highlight that the survey is in the preparation stage. Mr. David Murphy has been guidance and has worked on some issues around having to deliver the survey.

Mr. Murphy spoke concerning the property survey. He wanted to clarify that the survey that was submitted is not complete and does not reflect what he wants to accomplish in a survey. He is hopeful that they can come to an agreement as to what a proper survey will look like and will continue to help.

Mr. Ludmerer spoke again and referred to the review provided by PFM that detailed the impact of a \$15,000,000.00 vs an \$18,000,000.00 bond to accomplish the essentials the Board is considering. He believes that the \$18,000,000.00 is necessary considering there is around \$14,700,000.00 that is considered needed for the essential projects. He also mentioned a proposed resolution the was included in the packet that should be reviewed and considered for the future.

Mr. Case spoke and stated that it was conveyed to the residents that the Board would proceed with the referendum only after there has been a thorough and complete analysis of their wants and needs and what they supported before the Board packaged a bond proposal. It was discussed that it is important that residents have input after a plan has been drafted. It was suggested that a survey be sent out to residents and give them around 3-5 days to respond and give their input. It was also suggested that a neutral person put together the survey to be sent out so that there could be no bias and no manipulation of the survey to get the desired answers.

Mr. Murphy spoke again and explained his background where he spent most of his career in marketing and general management as well as running marketing for \$500,000,000 companies. He is a believer in objective surveys so there are no biases.

Mr. Case suggested that residents be given time to respond to the survey as many are snowbirds and do not live in the community year-round so that Phase 2 can be as successful as possible even though visions differ among Board members. The worst thing in his opinion that could happen is if the bond were to fail as bonds that have failed cannot be represented until way further in the future. It was suggested to the residents attending the meeting that if they wish to run for the Board Seat that they submit their names and any additional information to Ms. Carvalho. That information, once submitted, would be shared with the Board so that they may pick someone to fill the seat position.

Mr. Ludmerer suggested continuing this meeting to 3:30 pm so that the Board can reflect on all of the comments made so far today during the meeting.

ON MOTION by Mr. DiPaolo, seconded by Ms. Pagano, with all in favor, the Tuesday, June 28, 2022, Workshop Meeting of University Park Recreation District was continued to June 28, 2022, at 3:30 p.m. at the same location and same conference call information.

The Board had reconvened at 3:30 p.m.

Mr. Case stated that there are pending matters at the Manatee County Commissioners Office that will need to be addressed moving forward as well as a pending proposal to revise the Charter for the District.

Mr. Mark Barnebey provided an update concerning the Charter Amendments. There are some requested language changes for the amendments but he is waiting to hear back for final comments. They are still trying to get the amendments put onto the Novembers' ballot. It is assumed that Mark will appear in front of the County Commissioners. There was a request to change the DRI. Mr. Barnebey stated that the estimated timeline to be revised depends on the County Staff as they are awaiting their first batch of comments, but it was estimated that the revision could be received around mid-July. Once the comments have been received, they will go to Planning Commission and then to the Board of County Commissioners.

Mr. Ludmerer gave a brief overview of the meeting he had with Mr. Barnebey and Ms. Carvalho stating that the one person per household vote was highly sought after on the past and would be favorable to continue to use the same way in future voting. He brought up that it is important that the votes are secured and confidential. In this environment, they will need to have a paper ballot inserted into the envelope which is then inserted into a second envelope with a home identifier. Electronic voting would not protect the confidentiality of votes being casted.

It was clarified to the audience over Zoom that there will be 2 different elections; one for the charter election which will hopefully take place in November and the bond referendum election. The bond referendum would consist of one vote per household whereas the charter election will be given to the electors. Mr. Case excused himself from the meeting at this time. Mr. DiPaolo announced that he would temporarily take over as Chair for the Board until a 5th member of the Board has been added. It was decided that the new members would be discussed in the upcoming July meeting.

Mr. Case's seat is set to expire in 2 ½ years. Mr. DiPaolo stated that he did not intend to run for re-election as his term is due to expire in February 2023. He suggested reassigning and being appointed to Mr. Case's Seat number and then the Board could appoint someone to

Mr. DiPaolo's old seat in February. His resignation could be accepted by the Board which would still have a quorum of 3 and appoint him to Jim's Seat, leaving his original Seat open for a new member to join the Board. Ms. Carvalho suggested to the Board that they address the appointment of the open seat at the next Board meeting since this meeting is a workshop and no action is taken.

Mr. DiPaolo requested that Bruce Mantia take the lead on presenting the survey based on his previous experience and suggested that he work with Mr. Murphy on the input. He asked Mr. Ludmerer to take charge of the Charter amendment matters. The amount of the bond has not been decided yet and needs a referendum. The current referendum states that the bond will not exceed \$18,000,000.00. Mr. DiPaolo would like to make a presentation for the members during the July meeting to recap where the Board is and how they have stepped back after hearing the comments made at today's meeting.

It was suggested that the important documents be added to the website so that the members have easy access to what has been discussed during the meeting and the specifics of what is planned. Ms. Carvalho asked if Mr. DiPaolo would like to join the meeting between herself, Mr. Fetsick and Mr. Barnebey going over the agenda and adding materials necessary for the meeting. It was also suggested that a workshop be held to discuss the various membership classes, including getting the final details for Silver Sneakers, how it would apply to social members and if all social member will be allowed or not allowed to use the fitness center. This topic will be planned for the August 2, 2022, workshop. The August 12 Board meeting will have to be rescheduled to meet quorum. Ms. Carvalho stated that they cannot hold the Board meeting too far into August because the tax roll will have to be certified for the debt service assessment for the bond. It was mentioned that the Auditor Selection Committee met and are well on their way to advertise.

Ms. Pizzi had a question regarding the social membership impact on paying for the operation of the club. Mr. DiPaolo stated that they could charge through fees from the classes being taken. He stated that the financial model of country clubs is that the better the amenities, the better the income will be. He suggested that they will have between \$1,500,000.00 - \$2,500,000.00 for initiation fees when better amenities are presented.

Ms. Joyce Gilberti spoke and wanted to add that social members to \$250.00 to be a member of the fitness center. She was not seeing the financial benefit when anyone could pay to attend a fitness course regardless of membership. Mr. DiPaolo stated that this discussion would be included in the workshop in August.

THRID ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. Dickson, seconded by Mr. Ludmerer, with all in favor, the Tuesday, June 28, 2022, Workshop Meeting of University Park Recreation District was adjourned at 4:18 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

**Consideration of the Minutes of the June 28,
2022, Auditor Selection Committee Meeting**

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT AUDITOR SELECTION COMMITTEE MEETING

Tuesday, June 28, 2022

10:00 a.m. and or immediately

following the adjournment of

the Board of Supervisors

Workshop Meeting

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

Paul Fay

Committee Member

Sally Dickson

Committee Member

Also, Present in person or via phone:

Vivian Carvalho

District Manager - PFM Group Consulting LLC

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 12:15 p.m. by Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Before opening up for public comments, Ms. Dickson stated that she would act as Chair for this meeting.

Public Comments

There was no one from the public present at this time.

SECOND ORDER OF BUSINESS

General Business Matters

Review and Approval of Audit Documents

- a) Audit RFP Notice Template
- b) Instructions to Proposers
- c) Evaluation Criteria- with or without price

There was a discussion about which companies should be solicited concerning the upcoming RFP. The names that were considered were Phillips Harvey, Miller & Co., Kerkering, Barberio & Co., Carr Riggs & Ingram, and CS & L CPAs. Ms. Carvalho recommended the Committee to review the proposals in the same day of a Board Meeting so recommendations by the committee can be given accordingly to the Board. The Committee discussed the timeline of the RFP. The details were as follows:

- 1- Allow 3 weeks to provide a response.
- 2- The August 5th, 2022 is the deadline for getting the documents added to the agenda for the August 12th, 2022, Board Meeting.
- 3- Each member of the committee will complete a scoring sheet for each company they get a proposal received.

Ms. Carvalho stated that the committee could meet with the potential companies the day they are scoring and said that if they are not ready to make a decision, they can continue the meeting. The committee can also bring their notes from the company interviews to the Board meeting. It was decided that interviews would be held on August 8th, 2022, from 10:00 a.m. – 12:00 p.m. at the Community Center in person and via Zoom. The ad will be run on July 8th, 2022 and will be asking them to submit their proposal by the due date of July 29th, 2022. Everything will be added to the agenda on August 1 which gives the committee a week to review all of the information gathered.

Ms. Carvalho suggested to the Committee that they revise the provision within the RFP which outlines the budget to also include the various additional budgets, including the Enterprise Fund, General Fund, Debt Service Fund, and Construction Fund.

While discussing whether or not to include price with the audit evaluation criteria document, Mr. Fay suggested changing the weight of the points for when they will be scoring. The following scores will be 20 points for ability of personnel, 20 points for experience, 25 points for the understanding the scope, 25 points for the ability to furnish the required service, 10 points for price.

On MOTION by Mr. Fay, seconded by Ms. Dickson, with all in favor, the Auditor Selection Committee approved the Audit Documents with the Evaluation Criteria to include price with adjusted scores as outlined above.

THRID ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. Dickson, seconded by Mr. Fay, with all in favor, the Tuesday, June 28, 2022, the Auditor Selection Committee Meeting of University Park Recreation District was adjourned at 12:54 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Consideration of the Minutes of the July 8,
2022, Board of Supervisors Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS MEETING

Friday, July 8, 2022

1:00 p.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

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

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll	District Manager - PFM Group Consulting LLC
John Fetsick	General Manager – Country Club
Curtis Nickerson	Director of Properties & Facilities- Country Club
Various Members of the General Public	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

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

Public Comments

Mr. DiPaolo stated that the August 12, 2022, Board meeting will be cancelled but will still be meeting during their scheduled September 9, 2022, Board meeting in order to approve the budget(s). District Management will proceed with re-advertising the Budget Public Hearings for September 9, 2022, meeting.

SECOND ORDER OF BUSINESS

Business Matters

Review & Acceptance of Letter of Resignation from Jim Case – Seat 1

The Board reviewed and accepted the letter of resignation of Jim Case from Seat 1.

Consideration of the Minutes of the June 10, 2022, Board of Supervisors Meeting and the June 16, 2022, Board of Supervisors Continued Meeting

The Board reviewed the meeting minutes.

ON MOTION by Mr. DiPaolo, seconded by Ms. Pagano, with all in favor, the Board approved the Minutes of the June 10, 2022, Board of Supervisors Meeting and the June 16, 2022, Board of Supervisors Continued Meeting.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey provided an update of the July and August Statute Amendments, there were a few typos that need to be corrected and should be resolved within the next few days. Mr. DiPaolo stated that someone will be appointed by the Board to fill the seat that was left vacant by Mr. Case and extended an invitation to anyone who may be interested in filling the vacancy. The deadline will be July 15, 2022, for a 2 ½ year term and the appointment will be on August 2, 2022. The public comment period will be at the end of the meeting.

District Manager – Ms. Carvalho reminded that the August 12, 2022, Board meeting will be cancelled and will be updated on the website. There is discussion about this meeting being continued to August 2, 2022, and will be following the Workshop meeting. Once all of the candidates for the vacant Board seat have been collected, they will be turned over to the Board for review.

Club Management (Management Discussion & Analysis Report) – Mr. Fetsick provided an update concerning the Executive Chef selection, receiving over 75 qualified resumes submitted. They are prepared to make an offer and are hoping to wrap up the selection process by the following week.

Staffing to the front of house of the restaurant has been stabilized after struggling to find solid employees.

There has been accounting turnover with both a new accounts receivable and accounts payable person being hired recently, they are hoping to stabilize accounting soon.

Mr. Nickerson provided a brief update on the pickleball, outdoor dining, and parking lot projects. It was also stated that the operational and financial health of the District is looking well despite inflation and wage increases.

FOURTH ORDER OF BUSINESS

Business Matters

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

Mr. DiPaolo stated that many of the updates concerning the strategic planning of Phase 2 has been communicated during neighborhood meetings. The survey is currently being developed and neighborhood meetings will continue to be held. His recommendation is to engage a District Engineer to oversee the process and review the projects that have been discussed as this will be a required if they proceed with the bond.

Presentation of the University Park Recreation District Scenario Comparison Summary (under separate cover)

This item was tabled until the survey is completed. Mr. Charlesworth thanked the Board for taking a pause.

Consideration of Resolution 2022-12, Setting Out General Procedures for Bond Referendum

This item was tabled, and Mr. DiPaolo provided an overview of the misunderstanding concerning the Resolution.

10. Ratification of Payment Authorizations # 74

ON MOTION by Ms. Pagano, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization #74.

Public Comments

Ms. Pizzi thanked the Board for taking pause on the referendum; process of hiring DE and getting projects before the money. She also asked what the cap of full membership was; Mr. Fetsick gave an overview.

Mr. Giberti spoke in agreement to remove the referendum process off of the agenda. He inquired with the engineers were concerning the golf course, kitchen, and administrative offices and how the bond will apply. He continued by asking where the \$18,000,000 difference would go. Mr. Giberti believed that the country club does not need a new building or wellness center, then asked about the outdoor dining area. Mr. Fetsick provided an update on the project and contract being finalized. Mr. DiPaolo stated that it would not cost \$120,000.00 to remodel the office space.

Ms. Pizzi suggested that a kitchen industry expert examine the space. Mr. DiPaolo stated they have engaged with an architect to estimate the cost of materials and labor.

Homeowner via Zoom had questions regarding needing \$3,000,000.00 for irrigation. Mr. Ludmerer discussed the priority of the playability of the golf courses, but irrigation was not a top priority at this point. Paul Charlesworth gave comments on the sequence of events.

A homeowner welcomed the pause and delay of the Resolution during the summer since most of the residents are not here. He asked about the time and budget concerning the dining area as well as the parking lot. It was mentioned that the pickleball project had an increase of \$50,000. The outdoor dining project had an increase of \$250,000 for the project, the increase was due to pricing and there are sufficient funds to cover. Mr. DiPaolo commented on the outdoor dining did not call for a hard roof.

Mr. Reed congratulated the Board on the pause. He submitted a document of benchmarks with projects of other country clubs.

Mr. McGrath wants transparency and importance of each constituent. He suggested having more clarification on visibility, schedules, milestones, and financials. Is wanting this to be a multi-phase approach.

Mr. Baron had questions about the 1st bond that was supposed to be used for irrigation, mentioned that there are 1,202 homes that will be paying a bill where they may not be sure where that money will be going to. Steve L. clarified that there was a list for the 1st supplemental bond, irrigation was not part of 5 million that was used for the more pressing issues under the 1st bond.

Dr. Tenenbaum thanked the Board on taking a step back. He suggested going remote with staffing and purchasing computers for staff rather than redoing the office space. He also wanted to know the status of the parking lot paving project.

Mr. Fetsick went over the concern of the office space while Mr. DiPaolo spoke on the paving project and Mr. Nickerson commented on the restriping.

Mr. Walker commented on the poor condition of the current office space. He hopes to proceed with financing and notes the increase of interest.

Ms. Poriss had questions regarding dining capacity and if the increase will last; she _____

suggested creating a 2-tier vote for the to include owners who do not live in UP year-round.

Mr. Matt wanted to make sure that the Board was not an echo chamber of the same opinions and that the survey accurately reflects the opinions of the residents.

Ms. Pesoni mentioned FP&L lines and issues, Mr. Fetsick mentioned UPCA and the leaders involved in this process. Future projects will be brought to the attention of residents.

Mr. and Ms. Hyatt had questions regarding the assessment methodology for the community. Mr. Barnebey provided an update of the Charter Amendments and reviewed the one vote per household.

Mr. Witkin spoke and said he was feeling opposed to the RD and was not understanding the goal. Mr. Ludmerer provided the exemplary facility/amenities/asset above \$2,500, a draft form and will be posted on the website once in final form.

Mr. Hasman stated that the acoustics in Phase 1 still a concern, Phase 2 needs to be distinguishing vs needs and wants. The dining is a good investment and the offices need to be suitable, but the Board needs to exhaust all efforts beforehand.

Mr. Gibson asked about the one vote per home for the referendum and parameters.

Mr. Murphy asked about the timeline of mailing the proxy for the vote. It was stated that the parameters have not yet been set.

Mr. Baron had follow-up concerns about the FP&L issues.

Mr. Huck asked about the wellness center and if the center will be profitable. Mr. DiPaolo provided an update of the wellness center that comprise of Fitness Center which will be 3,000 sq. ft., as well as giving an update about the meeting spaces and office spaces.

Mr. Garrett suggested creating Financial Plan in order to increase the reserves and revenue for the club.

Mr. DiPaolo added some final comments, he read to the record the mission and vision that is in place for UPRD.

FIFTH ORDER OF BUSINESS

Continuance

There were no additional items to come before the Board and Mr. DiPaolo requested a motion to continue this meeting to August 2, 2022, at 10:00AM and or immediately following

the adjournment of the Board of Supervisors Workshop Meeting.

ON MOTION by Mr. DiPaolo, seconded by Ms. Pagano, with all in favor, the July 8, 2022, Board of Supervisors Meeting of University Park Recreation District was continued at 3:08 p.m. to August 2, 2022, at 10:00AM and or immediately following the adjournment of the Board of Supervisors Workshop meeting at this location.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Consideration of the Minutes of the August 8,
2022, Auditor Selection Committee Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT AUDITOR SELECTION COMMITTEE MEETING

Monday, August 8, 2022

10:00 a.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

Paul Fay	Committee Member
Sally Dickson	Committee Member
Richard Crouch	Committee Member

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)
Mark Barnebey	Blalock Walters – District Counsel (via phone)

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 10:03 a.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Ms. Carvalho explained the process and advertisement for the auditor selection committee meeting.

Public Comments

There was no one from the public present at this time.

SECOND ORDER OF BUSINESS

General Business Matters

Review of Auditing Services Proposals Received

a. Phillips Harvey Group

Ms. Carvalho stated that there was only one proposal submitted, being from Phillips Harvey Group which is the existing auditor for the District. She recommended skipping the process of scoring the proposals being that there was only (1) company that submitted a proposal. She asked Mr. Fay if he had any comments or concerns given that he predominantly works with

the auditor . Mr. Fay stated that they have a great working relationship with Phillips Harvey currently and recommended moving forward with them as the auditor.

Ms. Dickson had a few questions asking if they have done the quarterly review of the financials, if they had access to the computation of statistical data, if the team members have all met them, and if they remained close to the price initially stated. Mr. Crouch stated that Phillips Harvey is one of the best suited regional firms to do the audit having experience with both municipals and clubs.

ON MOTION by Mr. Crouch, seconded by Ms. Dickson, with all in favor, Committee approved recommending Phillips Harvey Group as the auditor to the Board during the next Board Meeting.

Ranking of Auditing Services Proposals Received

This action was not considered due to only being one proposal submitted.

THRID ORDER OF BUSINESS

Adjournment

ON MOTION by Mr. Crouch, seconded by Mr. Fay, with all in favor, the Monday, August 8, 2022, the Auditor Selection Committee Meeting of University Park Recreation District was adjourned at 10:09 a.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

District Counsel

University Park Recreation District

District Manager

University Park Recreation District

Club Management

University Park Recreation District

Management Discussion & Analysis
Report
(provided under separate cover)

University Park Recreation District

Review of Auditor Selection Committee Rankings & Selection of Auditor

University Park Recreation District

Public Comments and Testimony

University Park Recreation District

Board Comments

University Park Recreation District

Consideration of Resolution 2022-14, Adopting
the Fiscal Year 2023 District's Annual Budget
and Appropriating Funds

RESOLUTION 2022-14

THE ANNUAL APPROPRIATION RESOLUTION OF THE UNIVERSITY PARK RECREATION DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District was established by the Board of County Commissioners of Manatee County, Florida, effective August 2, 2018 and;

WHEREAS, the District Manager has submitted to the Board of Supervisors (“**Board**”) of the University Park Recreation District (“**District**”) a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Manatee County Ordinance 18-29, Laws of Florida and Chapter 189, *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Manatee County Ordinance 18-29 and Chapter 189, *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Manatee County Ordinance 18-29, Laws of Florida and Chapter 189, *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Manatee County Ordinance 18-29, Laws of Florida, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT:

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Manatee County Ordinance 18-29, Laws of Florida and Section 189.016, *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the University Park Recreation District for the Fiscal Year Ending September 30, 2023."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2022/2023, the sum of _____ (\$_____) Dollars to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL ALL FUNDS \$

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2022/2023 or within 60 days following the end of the Fiscal Year 2022/2023 may amend its Adopted Budget for that fiscal year as follows:

- 2183402v1

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 9TH DAY OF SEPTEMBER, 2022.

ATTEST:

**UNIVERSITY PARK
RECREATION DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Fiscal Year 2021/2022 Budget

University Park Recreation District

General Fund Budget

Exhibit A:
University Park Recreation District
FY2023 Adopted General Fund Budget

	Anticipated FY 2022 Total	FY 2022 Adopted Budget	FY 2023 Adopted Budget
<u>Revenues</u>			
Other Income & Other Financing Sources	-	-	-
PrYr Surplus		64,000	79,566
Inter-Fund Transfers - Debt Service to O&M	70,000	70,000	70,000
Inter-Fund Transfers - Country Club to O&M	101,856	100,000	88,934
	<u>\$171,856</u>	<u>\$234,000</u>	<u>\$238,500</u>
 <u>General & Administrative Expenses</u>			
Assessment Administration	10,000	10,000	10,000
Audit	28,000	25,000	25,000
Bank Fees	7,629	8,075	8,000
Contingency	612	40,000	25,000
Dissemination Agent	5,000	5,000	5,000
District Counsel	40,000	40,000	40,000
District Counsel - Non-Recurring	-	10,000	10,000
District Counsel - Litigation	-	10,000	10,000
Dues, Licenses, and Fees	5,575	175	5,000
Insurance	2,976	3,000	3,000
Legal Advertising	5,000	5,000	5,000
Management	70,000	70,000	70,000
Meeting Set Up	850	1,000	1,000
Reamortization Schedule	-	250	-
Travel and Per Diem	635	1,000	1,000
Office Supplies	500	500	500
Postage & Shipping	300	1,000	1,000
Election Costs	-	-	15,000
Web Site Maintenance	4,000	4,000	4,000
Total General & Administrative Expenses	<u>\$181,077</u>	<u>\$234,000</u>	<u>\$238,500</u>

University Park Recreation District

Debt Service Budget

**University Park Recreation District
FY 2023 Proposed Debt Service Budget**

**FY2023 Proposed
Series 2019 Budget**

REVENUES:

Special Assessments	\$	1,620,543.78
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TOTAL REVENUES	\$	<u>1,620,543.78</u>
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EXPENDITURES:

Interest 11/01/2022	\$	362,656.26
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Interest 5/1/2023	\$	362,656.26
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Principal 5/1/2023	\$	540,000.00
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TOTAL EXPENDITURES	\$	<u>1,265,312.52</u>
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EXCESS REVENUES	\$	<u>355,231.26</u>
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Interest 11/01/2023	\$	355,231.26
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University Park Recreation District

Consideration of Resolution 2022-15, Adopting
the Fiscal Year 2023 Country Club Budget and
Appropriating Funds

RESOLUTION 2022-15

THE ANNUAL APPROPRIATION RESOLUTION OF THE UNIVERSITY PARK RECREATION DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE COUNTRY CLUB BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District was established by the Board of County Commissioners of Manatee County, Florida, effective August 2, 2018 and;

WHEREAS, the District Manager has submitted to the Board of Supervisors (“**Board**”) of the University Park Recreation District (“**District**”) a proposed budget Country Club (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Manatee County Ordinance 18-29, Laws of Florida and Chapter 189, *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Manatee County Ordinance 18-29 and Chapter 189, *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Manatee County Ordinance 18-29, Laws of Florida and Chapter 189, *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Manatee County Ordinance 18-29, Laws of Florida, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT:

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Manatee County Ordinance 18-29, Laws of Florida and Section 189.016, *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the University Park Recreation District for the Fiscal Year Ending September 30, 2023."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2022/2023, the sum of _____ (\$_____) Dollars to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL ALL FUNDS \$ _____

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2022/2023 or within 60 days following the end of the Fiscal Year 2022/2023 may amend its Adopted Budget for that fiscal year as follows:

- 2183402v1

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 9th DAY OF SEPTEMBER, 2022.

ATTEST:

**UNIVERSITY PARK
RECREATION DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Fiscal Year 2022/2023 Country Club Budget

University Park Recreation District

Enterprise Fund Budget

SUMMARY INCOME STATEMENT	2021	2022	2022	Rolling	2023	2023 Budget
FISCAL YEARS ENDING SEPTEMBER 30	Actual	Budget	Forecast	12 Months	Budget	vs. 2022 FC
COUNTRY CLUB OPERATIONS:						
REVENUE:						
MEMBERSHIP DUES	3,478,206	3,910,165	4,418,414	3,835,601	4,893,553	475,139
GOLF OPERATIONS	3,138,687	2,889,264	3,543,458	3,739,111	3,453,795	(89,663)
TENNIS & FITNESS CENTRE	68,606	66,306	86,606	88,190	95,420	8,814
RESTAURANT INCOME	1,749,951	1,910,975	1,954,878	2,045,769	2,385,033	430,155
OTHER INCOME	21,957	5,000	7,383	22,789	5,000	(2,383)
TOTAL REVENUE	8,457,407	8,781,710	10,010,739	9,731,460	10,832,802	822,063
EXPENSES:						
PAYROLL & RELATED:						
GOLF OPERATIONS	534,865	616,977	603,566	575,254	756,597	153,031
TENNIS & FITNESS CENTRE	209,852	218,434	250,510	231,377	314,849	64,339
RESTAURANT	1,256,986	1,355,004	1,282,056	1,336,975	1,584,735	302,679
GOLF COURSE MAINTENANCE	1,467,226	1,532,234	1,725,655	1,639,241	1,676,642	(49,013)
GENERAL & ADMINISTRATIVE	1,133,594	1,066,574	1,213,121	1,203,376	1,371,450	158,329
TOT PAYROLL & RELATED	4,602,523	4,789,223	5,074,908	4,986,223	5,704,272	629,364
DIRECT EXPENSES:						
GOLF OPERATIONS	722,507	686,146	796,514	832,224	821,846	25,332
TENNIS & FITNESS CENTRE	131,707	119,010	132,180	155,242	168,105	35,925
RESTAURANT CGS	852,411	790,114	948,013	1,052,835	1,087,718	139,705
RESTAURANT OPER EXP	447,275	455,235	510,027	530,379	593,479	83,452
GOLF COURSE MAINTENANCE	1,198,599	1,209,351	1,238,277	1,196,302	1,465,255	226,978
GENERAL & ADMIN	359,017	341,872	381,772	380,046	413,847	32,075
PROPERTY INSURANCE	183,615	200,000	198,535	187,901	225,000	26,465
TOTAL DIRECT EXPENSES	3,895,131	3,801,728	4,205,318	4,334,929	4,775,249	569,931
OPERATING INCOME/(LOSS)	(40,247)	190,759	730,513	410,308	353,280	(377,233)
OPERATIONS RECOVERY SURCHARGE	191,218	-	-	76,783	-	-
FUNDING OF UPRD GENERAL FUND	-	(100,000)	(100,000)	(100,000)	(90,000)	10,000
SURPLUS/(LOSS) FOR OTHER RD NEEDS	150,971	90,759	630,513	387,091	263,280	(367,233)
CAPITAL ALLOCATION:						
INITIATION FEES	301,883	212,900	386,000	420,900	505,700	119,700
CAPITAL ALLOCATION- GOLF OPS	220,000	200,000	250,000	250,000	225,000	(25,000)
CAPITAL DUES- RESIDENT (5%)	-	-	-	-	244,678	244,678
CAPITAL DUES- NON RESIDENT (addtl 5%)	-	-	-	-	50,000	50,000
TOTAL CAPITAL ALLOCATION	521,883	412,900	636,000	670,900	1,025,378	389,378

University Park Recreation District

Consideration or Resolution 2022-16, Adopting
the Annual Board and Workshop Meeting
Schedule for Fiscal Year 2022-2023

RESOLUTION 2022-16

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2022-2023; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the District was established by the Board of County Commissioners of Manatee County, Florida, effective August 2, 2018 and;

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

WHEREAS, the Board desires to adopt the Fiscal Year 2022-2023 annual meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT:

SECTION 1. The Fiscal Year 2022-2023 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 9th day of September, 2022.

ATTEST:

**UNIVERSITY PARK RECREATION
DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2022-2023 Annual Meeting Schedule

Exhibit B: Fiscal Year 2022-2023 Annual Workshop Schedule

University Park Recreation District

Exhibit A- Annual Board of Supervisors Meeting Schedule

Exhibit A

**BOARD OF SUPERVISORS MEETING DATES
UNIVERSITY PARK RECREATION DISTRICT
FISCAL YEAR 2022-2023**

The Board of Supervisors of the University Park Recreation District will hold their regular meetings for Fiscal Year 2022-2023 at Community Center located at 8301 The Park Boulevard, University Park, FL 34201 at 1:00 PM on the second Friday of each month unless otherwise indicated as follows:

**Friday, October 14, 2022
Friday, November 11, 2022
Friday, December 9, 2022
Friday, January 13, 2023
Friday, February 10, 2023
Friday, March 10, 2023
Friday, April 14, 2023
Friday, May 12, 2023
Friday, June 9, 2023
Friday, July 14, 2023
Friday, August 1, 2023
Friday, September 8, 2023**

University Park Recreation District

Exhibit B- Annual Board of Supervisors Workshop Meeting Schedule

**UNIVERSITY PARK RECREATION DISTRICT
WORKSHOP MEETING DATES
FISCAL YEAR 2022-2023**

The Board of Supervisors of the University Park Recreation District will hold their workshop meetings for Fiscal Year 2022-2023 at the Community Center located at 8301 The Park Boulevard, University Park, FL 34201 at 10:00AM on the following months:

**Tuesday, October 25, 2022
Tuesday, November 22, 2022
Tuesday, November 27, 2022
Tuesday, January 24, 2023
Tuesday, February 28, 2023
Tuesday, March 28, 2023
Tuesday, April 25, 2023
Tuesday, May 23, 2023
Tuesday, June 27, 2023
Tuesday, July 25, 2023
Tuesday, August 22, 2023
Tuesday, September 26, 2023**

University Park Recreation District

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

University Park Recreation District

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

RESOLUTION 2022-17

**A RESOLUTION OF THE BOARD OF SUPERVISORS
SETTING OUT GENERAL PROCEDURES FOR THE 2022
ELECTION OF SUPERVISORS, REPEALING
RESOLUTIONS IN CONFLICT; PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the University Park Recreation District (the "District") is authorized by Chapters 418 and 189 Florida Statutes and Manatee County Ordinance No. 18-29, now Article III of Chapter 2-8 of the Manatee Code of Ordinances, which Ordinance serves as the Charter of the District (the "Charter"), to own, acquire, construct, equip, operate, maintain and improve recreation facilities and improvements within the District, including the facilities and improvements known as the "University Park Country Club", as deemed necessary or convenient by the Board of Supervisors of the District (the "Board") for the carrying out of the functions of the District, and to enter into contracts and agreements necessary or incidental to the functions of the District and the execution of its powers; and

WHEREAS, the Board has scheduled the election of Supervisors for Seats 2 and 4 for December 6, 2022; and

WHEREAS, the Board has provided general guidelines for the operation of such election.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the District that:

Section 1. The Board adopts the WHEREAS clauses set forth herein as findings of fact.

Section 2. The Board adopts the general procedures for the 2022 General Election of Supervisors as set forth in Exhibit "A" attached hereto and incorporated by reference.

Section 3. This Resolution shall supersede any resolutions in conflict.

Section 4. This Resolution shall become effective upon adoption and shall remain in effect unless rescinded, superseded or repealed.

PASSED AND ADOPTED this _____ day of _____, 2022.

ATTEST:

**BOARD OF SUPERVISORS
UNIVERSITY PARK RECREATION
DISTRICT**

Secretary/Assistant Secretary

William DiPaolo, Chairman

EXHIBIT A
UNIVERSITY PARK RECREATION DISTRICT
2022 SUPERVISOR ELECTION
GENERAL PROCEDURES
September 9, 2022

I. PRELIMINARY DUTIES AND OBSERVATIONS

- A. The Board of Supervisors shall appoint a person to serve as Election Chair, who shall work with the District Manager and District Counsel to oversee the Election process. A Board Supervisor may not serve as Election Chair. The Election Chair may recruit other volunteers to assist. Except for possibly testifying at a future proceeding concerning the election, the Chair's duties will be completed at the end of the election scheduled for December 6, 2022.
- B. Retain an independent accounting firm to count the ballots and verify the results of the election.
- C. Notice of the Election shall be published once a week for two consecutive weeks in a newspaper of general circulation in the area of the University Park Recreation District. The last day of which shall not be fewer than 14 days nor more than 28 days before the date of election.

II. REGISTRATION OF OWNERS and RESIDENTS ON OR BEFORE OCTOBER 14, 2022

On or before October 14, 2022

- A. Owners shall be identified as those owning a residence, or residential property, if there is no residence, based on the property owners as identified on the Manatee County Property Appraiser's website as of October 14, 2022 ("Owners"). Owners and Residents who meet the definition of Resident as set forth in the Charter shall be identified as any residents who have registered with the District Manager by October 14, 2022 ("Registered Owners and Residents"). Information related to registration shall be posted on the website and in a public location at the Clubhouse. It may also be included in the advertisement for the election and other media as appropriate. Owners and Residents who have not registered shall be issued provisional ballots and counting of the provisional ballots shall be subject

to verification of meeting the qualification for voting and assurances of compliance with the Charter.

III. NOMINATIONS

- A. On or before 5:00 p.m. on October 14, 2022, nominations must be received by the District Manager for the position of Board Supervisor. Each nomination shall identify whether they are applying to fill Seat 2 or Seat 4.
- B. Only Residents, which is defined by the Charter as a person over eighteen (18) years of age who resides at one specific address within the UPRD for at least 183 days per calendar year, may be nominated.
- C. One may nominate oneself. Information related to the qualifications and nomination process shall be posted on the website and in a public location at the Clubhouse. It may also be including in other media as appropriate.
- D. If there is only one nomination for the seat up for election, that candidate shall be declared elected and no election shall be held for that seat.
- E. If there are fewer or equal nominations to the number of seats up for election, the candidate(s) shall be declared elected, assigned seat numbers by the Board and no election shall be held.

IV. MAILED NOTICE AND ABSENTEE BALLOTS

On or before November 5, 2022

- A. Mailed notice of the election shall be sent to the Owners and Registered Residents at least 30 days in advance of the election. District Management shall be responsible for mailing the notice. If the mail is returned as undeliverable and there is a second address on record with the District, then District will make reasonable effort to send the mailed notice to the second address. The mailed notice shall explain who is eligible to vote pursuant to the Charter.
- B. Information related to registration shall be posted on the website and in a public location at the Clubhouse. It may also be included in the advertisement for the election and other media as appropriate.
- C. The mailed notice shall include an absentee ballot for voting and a ballot envelope for returning to the District. If voting by absentee ballot, the voter shall place the absentee ballot inside the ballot envelope, which shall be returned to the District Management Office. The District Management Office shall be the sole receiver of

ballots. The ballot envelope shall be marked with an identifier to determine the property for which the ballot is being cast and whether the voter is an Owner or a Resident. If a ballot is sent without a ballot envelope, the ballot, and any possible identifying information, shall be set aside for review by the Election Chair and shall only be counted if it can be determined the property for which the vote is being cast, is qualified to vote and that no other votes have been cast for that property.

- D. All ballot envelopes shall remain sealed until election day.
- E. Absentee ballots may also be cast in a locked box in the lobby of the University Park Community Center up until 5:00 p.m. on the day before election day. The locked box shall only be opened by District Manager personnel on election day.
- F. The notice to the property owners shall identify when the election date shall be, where the election shall be held and where absentee ballots are to be sent or filed consistent with this resolution.

Election Day

**At the University Park Community Center located at 8301 The Park Boulevard,
University Park, FL 34201**

December 6, 2022

9:00 a.m. - Noon

V. VOLUNTARY CHECK IN AND OBTAINING BALLOTS

- A. One Resident or Owner may vote in person, by absentee ballot, or by proxy.
- B. No Owner may vote if there is a Resident residing at Owner's address within the UPRD unless such Owner has received a proxy from such Resident.
- C. Check voting against the list of Registered Owners and Residents.
- D. Make copies of any proxies people deliver.
- E. Compare the proxies to the voting list.
- F. Identify any irregularities in the proxies.
- G. Resolve any irregularities in the proxies, if possible.
- H. Make a new list with the information in a chart, in the form attached as Exhibit A. This list will be used to determine the number of voting units present for election of the Supervisors. If there are any irregularities, they should be noted and brought to the attention of the Election Supervisor, and if needed, District Counsel.

- I. Pass out ballots if the voter has valid proxies and include the number of voting units represented and voting on the top right hand corner of the ballot and initial.

VI. CASTING AND COLLECTION OF BALLOTS FOR BOARD OF SUPERVISORS
(Residents/Owners)

- A. The ballot, along with any proxies, shall be placed in the ballot boxes prior to the closing of the polls.

VII. TABULATION OF BALLOTS FOR BOARD OF SUPERVISORS (Accountant)

- A. Provisional ballots shall be reviewed by the Election Supervisor and District Counsel.
- B. The ballots are being counted by a certified public accountant from the accounting firm of _____.

VII. ELECTION RESULTS

- A. The accountant announces the vote totals for each candidate for each seat.
- B. The election results shall be placed on the District Website promptly by the District Manager and certified at the next meeting at the Board of Supervisors.
- C. All ballots shall be retained by the Accountant for a period of two months, at which time they will be provided to District Counsel unless the Election results are being challenged in court. If there is a Court challenge, the ballots will be retained by the Accountant until the election results are finalized.

EXHIBIT A**FORM OF CHART FOR PROXY CHECK IN**

1. Name	2. Addresses	3. Verified Voting Units as of Right	4. Irregular Voting Units as of Right	5. Verified Proxy Voting Units	6. Irregular Proxy Voting Units	7. Total Verified Voting Units (add 3 plus 5)	8. Total Irregular Voting Units (add 4 plus 6)	9. Total Voting Units Represented (add 7 plus 8)

Verified Voting Units as of Right (#3) means the number of votes the listed person possesses by virtue of being an Owner or Resident, which is verifiable by your records.

Irregular Voting Units as of Right (#4) means the number of votes the listed person possesses by virtue of being an Owner or Resident, which cannot be verified by your records or does not match your records.

Verified Proxy Units Voting (#5) means the number of votes the listed person is entitled to cast by virtue of proxies, which proxies are verifiable by your records.

Irregular Proxy Units Voting (#6) means the number of votes the listed person is entitled to cast by virtue of proxies, which proxies cannot be verified by your records or does not match your records.

Total Verified Voting Units (#7) means the total of the Verified Voting Units as of Right (#3) plus the Verified Proxy Units Voting (#5)

Total Irregular Voting Units (#8) means the total of the Irregular Voting Units as of Right (#4) plus the Irregular Proxy Voting Units (#6)

Total Voting Units Represented (#9) means the total of the Total Verified Voting Units (#7) plus the Total Irregular Voting Units (#8)

EXHIBIT B

FORM OF BALLOT FOR BOARD OF SUPERVISORS (yellow)

OFFICIAL BALLOT

UNIVERSITY PARK RECREATION DISTRICT

MANATEE COUNTY, FLORIDA

BOARD OF SUPERVISORS ELECTION – December 6, 2022,

For Election (Supervisors): The candidates receiving the most votes for each seat shall be elected for a four year term.

The undersigned certifies that he/she/it is the Owner or Resident of land, or the Proxy Holder for the Owner or Resident of land, located within the University Park Recreation District and described as follows:

Street address (or Lot/Parcel ID or Description):

Insert the street address.

If the ballot is cast by a Proxy Holder, please attach the Proxy(ies).

I, _____, as Owner, Resident or the Proxy Holder pursuant to the Proxy(ies) attached hereto, am entitled to cast _____ votes (1 vote unless you are a proxy holder) for each of up to five candidates and do hereby cast my votes as follows:

NAME OF CANDIDATE

NUMBER OF VOTES

Seat 2

Seat 4

University Park Recreation District

Ratification of Payment Authorizations # 75 -77

University Park Recreation District

7/13/2022

Payment Authorization No. 75


O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Blalock Walters	40896-000-44	General Representation - June 2022	\$ 6,825.96
Blalock Walters	40896-028-2	Amendment to DRI order & GDP	\$ 536.50
McClatchy Company, LLC	130419	Notice of Public Meeting -June 2022	\$ 343.98
Vglobal Tech	4028	Quarterly ADA & WCAG Audits	\$ 300.00
Vglobal Tech	3982	ADA Website Maintenance - June	\$ 218.33
Vglobal Tech	4112	ADA Website Maintenance - July	\$ 218.33

O&M - General Fund Expenses Total	\$ 8,443.10
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Asst. Secretary/Secretary

Asst. Treasurer

 7/13/22



WE MAKE A DIFFERENCE

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

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

Page 1
June 30, 2022
Account # 40896-000
Invoice # 40896-000-44

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

REMITTANCE COPY

		BALANCE
40896-000	MPB	<u>\$6,825.96</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 LYNDIA DRIVE, SUITE 107
ORLANDO, FL 32817

Page: 1
June 30, 2022
Account # 40896-000
Invoice # 40896-000-44

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

MPB

For Professional Services Rendered Thru 06/30/2022

			HOURS	
06/03/2022	MPB	Review and respond to Memorandum from Steve Ludmerer on District Engineer Request for Proposal; review and respond to Memorandum from Vivian Carvalho.	0.40	94.00
	MJP	Review various communications regarding agenda for 6/10.	0.40	80.00
06/06/2022	MPB	Review and respond to Memorandum from Vivian Carvalho.	0.30	70.50
06/07/2022	MPB	Review bond requirements.	0.40	94.00
06/08/2022	MPB	Telephone conference with James Case; telephone conference with James Case; preparation of Memorandum to James Case; telephone conference with Vivian Carvalho; preparation of Memorandum to group on agenda issues.	1.40	329.00
	JA	Email to Jaime Elbert regarding status of revisions.	0.10	10.00
06/09/2022	MPB	Telephone conference with Jim Case; revise Resolution 2022-11; review and respond to Memorandum from John Fetsick.	0.80	188.00
06/10/2022	MPB	Review and respond to Memorandum from Jim Case; conference with Jim Case; preparation for and attendance at University Park Recreation District Board meeting; review Florida Statutes on assessments.	4.10	963.50
06/13/2022	MPB	Revise Resolution 2022-07; preparation of Memorandum to Vivian Carvalho; telephone conference with Chair.	0.60	141.00
06/14/2022	MJP	Review of communication from Vivian Carvalho; review of issue relating to Exhibit A to Resolution 2021-16.	0.50	100.00
	MPB	Telephone conference with the Chair.	0.30	70.50
06/15/2022	MPB	Review and respond to various Memorandums from Vivian Carvalho; review and respond to various Memorandums from Steve Ludmerer and James		

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 2
June 30, 2022
Account # 40896-000
Invoice # 40896-000-44

			HOURS	
		Case; telephone conference with Chair.	0.90	211.50
06/16/2022	MPB	Review Charter status; conference call on bond referendum adoption and process.	1.40	329.00
06/17/2022	MJP	Research regarding electors for bond referendum.	1.10	220.00
	JA	Review email from Jaime Elbert regarding status of revisions.	0.20	20.00
	MPB	Review statutory provisions for referendums; conference with Chair.	1.20	282.00
06/19/2022	MPB	Review Chapter 100, Florida Statutes and Charter; conference with Chair; telephone conference with Alexandria Nicodemi.	2.10	493.50
06/20/2022	MPB	Work on referendum issues; preparation of referendum draft question; preparation of notice of referendum question; preparation of referendum resolution; preparation of Memorandum to Steve Ludmerer regarding procedures.	4.10	963.50
06/21/2022	MPB	Review and respond to Memorandum from Vivian Carvalho.	0.40	0.00
06/22/2022	MPB	Review Memorandum from Vivian Carvalho; review Memorandum from Steve Ludmerer; review Memorandum from Bruce Mantia; revise Resolution 2022-12; preparation of Memorandum to Steve Ludmerer.	1.60	376.00
06/23/2022	MPB	Work on application for DRI and Plan Amendments; review and respond to Memorandum from Steve Ludmerer.	0.60	141.00
06/24/2022	MPB	Telephone conference with Vivian Carvalho; preparation of Memorandum to Steve Ludmerer.	0.50	117.50
06/27/2022	MPB	Telephone conference with Vivian Carvalho; telephone conference with Chair.	0.60	141.00
06/28/2022	MPB	Review updated agenda; telephone conference with Vivian Carvalho; review Charter; preparation for and attendance at Workshop; telephone conference with Vivian Carvalho; attend continuation of the Workshop.	3.70	869.50
06/30/2022	MJP	Attend agenda Teams meeting.	0.70	140.00
	MJP	Review status of County review of amendments to Charter.	0.20	40.00
	TEF	Review of issues related to bond referendum timeframe; research regarding the same	0.70	129.50
	MPB	Review issues from the agenda meeting; review Section 100.331, Florida Statutes; preparation of Memorandum to County Attorney Alex Nicodemi; review and respond to County Attorney Alex Nicodemi.	0.70	164.50
		TOTAL FOR THE ABOVE SERVICES	30.00	6,779.00
06/10/2022		Online Legal Research MPB		5.65
06/17/2022		Online Legal Research MJP		41.31
		TOTAL EXPENSES		46.96

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 3
June 30, 2022
Account # 40896-000
Invoice # 40896-000-44

TOTAL CURRENT WORK	6,825.96
PREVIOUS BALANCE	\$7,056.00
<u>PAYMENTS RECEIVED</u>	
06/13/2022 Payment received on account. Thank you!	-7,056.00
AMOUNT DUE (includes Previous Balance if shown above)	<u>\$6,825.96</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 LYNDY DRIVE, SUITE 107
ORLANDO, FL 32817

Page 1
June 30, 2022
Account # 40896-028
Invoice # 40896-028-2

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

REMITTANCE COPY

		BALANCE
40896-028	MPB	<u>\$536.50</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 LYNDY DRIVE, SUITE 107
ORLANDO, FL 32817

Page: 1
June 30, 2022
Account # 40896-028
Invoice # 40896-028-2

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

MPB

For Professional Services Rendered Thru 06/30/2022

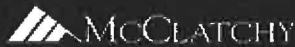
			HOURS	
06/06/2022	TEF	Work on narrative for DRI and GDP Amendment	0.60	111.00
06/23/2022	TEF	Work on narrative for DRI Amendment; work on narrative for GDP Amendment	2.30	425.50
		TOTAL FOR THE ABOVE SERVICES	2.90	536.50
		TOTAL CURRENT WORK		536.50
		PREVIOUS BALANCE		\$1,202.50
<u>PAYMENTS RECEIVED</u>				
06/13/2022		Payment received on account. Thank you!		-1,202.50
		AMOUNT DUE (includes Previous Balance if shown above)		<u>\$536.50</u>

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_____ **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**



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

JUNE INVOICE

Invoice No.: 130419
Invoice Date: 06/30/2022
Due Date: 07/30/2022
Bill-To Account: 29585
Sales Rep: Ryan Dixon

Dates	Order No.	Description	Product	Size	Billed Units	Times Run	Net Amount
06/03/2022 - 06/03/2022	265870	Print Legal Ad IPL0074130	BRD-Bradenton Herald Legal Legals & Public Notices CLS	2 x 57 L	114 L	1	\$135.72
06/21/2022 - 06/21/2022	278835	Print Legal Ad IPL0075741	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 53 L	53 L	1	\$63.18
06/21/2022 - 06/21/2022	278950	Print Legal Ad IPL0077908	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 69 L	69 L	1	\$81.90
06/30/2022 - 06/30/2022	283444	Print Legal Ad IPL0079286	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 53 L	53 L	1	\$63.18

June Summary

Amount Due: \$343.98

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

JUNE INVOICE

Invoice No.: 130419
Account No.: 29585
Account Name: UNIVERSITY PARK RECREATION
DISTRICT
Amount Due: \$343.98

Email questions to ssccreditandcollections@mcclatchy.com

McClatchy Company LLC
PO Box 510150
Livonia MI 48151

0000029585 0000130419 000034398 0

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 # 4028**DATE** 06/30/2022**DUE DATE** 06/30/2022**TERMS** Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Audits: Quarterly ADA & WCAG Audits	1	300.00	300.00
	Quarterly ADA & WCAG Audits for all new content and document conversions for the website.			

Invoice for Quarter 2 ADA Audit.**BALANCE DUE****\$300.00**

Please make check payable to VGlobalTech.

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 # 3982**DATE** 06/01/2022**DUE DATE** 06/16/2022**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**

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 # 4112**DATE** 07/01/2022**DUE DATE** 07/16/2022**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

8/2/2022

Payment Authorization No. 76


O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
McClatchy Company, LLC	136965	Notice of Public Meeting -July 2022	\$ 888.03
Vglobal Tech	4196	ADA Website Maintenance - August	\$ 218.33
PFM	DM-07-2022-46	District Management Fee: July 2022	\$ 5,833.33
PFM	OE-EXP-06-0045	Postage	\$ 0.53

O&M - General Fund Expenses Total	\$ 6,940.22
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Asst. Secretary/Secretary

Asst. Treasurer

 8/3/22



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

JULY INVOICE

Invoice No.: 136965
Invoice Date: 07/31/2022
Due Date: 08/30/2022
Bill-To Account: 29585
Sales Rep: Crystal Trunick

Dates	Order No.	Description	Product	Size	Billed Units	Times Run	Net Amount
07/01/2022 - 07/01/2022	276503	Print Legal Ad IPL0077178	BRD-Bradenton Herald Legal Legals & Public Notices CLS	2 x 50 L	100 L	1	\$119.34
07/08/2022 - 07/08/2022	287400	Print Legal Ad IPL0080439	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 68 L	68 L	1	\$80.73
07/08/2022 - 07/08/2022	287401	Print Legal Ad IPL0080441	BRD-Bradenton Herald Legal Legals & Public Notices CLS	4 x 90 L	360 L	1	\$425.88
07/17/2022 - 07/24/2022	291195	Print Legal Ad IPL0081011	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 84 L	84 L	2	\$198.90
07/26/2022 - 07/26/2022	293831	Print Legal Ad IPL0082605	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 53 L	53 L	1	\$63.18

July Summary

Amount Due: \$888.03

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

JULY INVOICE

Invoice No.: 136965
Account No.: 29585
Account Name: UNIVERSITY PARK RECREATION DISTRICT
Amount Due: \$888.03

Email questions to ssccreditandcollections@mcclatchy.com

McClatchy Company LLC
PO Box 510150
Livonia MI 48151

0000029585 0000136965 000088803 9

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 # 4196**DATE** 08/01/2022**DUE DATE** 08/16/2022**TERMS** Net 15

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

Please make check payable to VGlobalTech.

BALANCE DUE**\$218.33**



Date	Invoice Number
July 5, 2022	DM-07-2022-46
Payment Terms	Due Date
Upon Receipt	July 5, 2022

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

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

Remittance Options:

Via Mail:

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

RE: District Management Fee: July 2022

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



Date	Invoice Number
June 24, 2022	OE-EXP-06-0045
Payment Terms	Due Date
Upon Receipt	June 24, 2022

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

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

Remittance Options:

Via Mail:

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

RE: May 2022 Postage \$0.53

Expenses

\$0.53

Total Amount Due

\$.53

University Park Recreation District

8/19/2022

Payment Authorization No. 77

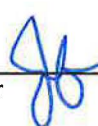
O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
PFM	DM-08-2022-46	District Management Fee: August 2022	\$ 5,833.33
Blalock Walters	40896-000-45	General Representation - July 2022	\$ 4,054.90

O&M - General Fund Expenses Total	\$ 9,888.23
-----------------------------------	-------------

Asst. Secretary/Secretary

Asst. Treasurer

 8/19/2022



Date	Invoice Number
August 17, 2022	DM-08-2022-46
Payment Terms	Due Date
Upon Receipt	August 17, 2022

Bill To:

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

Company Address:

1735 Market Street
42nd Floor
Philadelphia, PA 19103
+1 (215) 5676100

Remittance Options:Via Mail:

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

RE: District Management Fee: August 2022

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 LYNDIA DRIVE, SUITE 107
ORLANDO, FL 32817

Page 1
July 31, 2022
Account # 40896-000
Invoice # 40896-000-45

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

REMITTANCE COPY

40896-000

MPB

BALANCE

\$4,054.90

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**



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GENERAL REPRESENTATION

MPB

For Professional Services Rendered Thru 07/31/2022

			HOURS	
07/01/2022	MJP	Review various communications regarding bond referendum.	0.40	80.00
07/05/2022	MPB	Review issues related to D&O liability.	0.40	94.00
07/06/2022	MPB	Preparation of Memorandum to Supervisors on referendum; review and respond to Steve Ludmerer; telephone conference with Vivian Carvalho; telephone conference with Jim Case; preparation of Memorandum to Jim Case; review of County changes.	1.40	329.00
07/07/2022	MPB	Review and respond to Memorandum from Bob Gang.	0.40	94.00
07/08/2022	MPB	Review agenda for meeting; work on revision to Charter; preparation for and attendance at University Park Recreation District meeting; preparation of Memorandum to County Attorney; preparation of Memorandum to John Fetsick.	4.30	1,010.50
	JA	Work on language revisions to charter. Email to Alex Nicodemi.	1.50	150.00
07/11/2022	MJP	Begin reviewing open dining contract; prepare communication to John Fetsick.	0.80	160.00
	MPB	Discuss contract issues.	0.20	47.00
	JA	Review email from John Fetsick.	0.20	20.00
07/12/2022	MJP	Finalize review of SR Construction Services; prepare addendum.	0.90	180.00
	MPB	Discuss required Charter amendments; review and respond to Memorandum from Vivian Carvalho; review and respond to Memorandum from the Chair.	0.60	141.00
	JA	Revise charter. Telephone call with Jaime Elbert.	1.20	120.00
07/13/2022	MJP	Various communications with John Fetsick regarding SR Construction contract.	0.40	80.00
	MJP	Conference with John Fetsick to discuss UPCC Outdoor Dining Contract.	0.40	80.00
	JA	Telephone call with Jaime Elbert regarding revisions and ordinance.	0.30	30.00

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 2
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			HOURS	
07/14/2022	MJP	Review communication from John Fetsick regarding performance bond.	0.20	40.00
	MJP	Call with John Fetsick; research issues of requirements for bond; call with Attorney Barnebey; prepare communication to John Fetsick.	0.70	140.00
	MJP	Prepare 2022 Legislative Update.	0.60	120.00
	MJP	Various communications with John Fetsick regarding SR outdoor dining contract.	0.60	120.00
07/15/2022	MJP	Review of bond issues relating to SR contract.	0.40	80.00
	MPB	Legal research regarding Chapter 255; telephone conference with John Fetsick.	0.60	141.00
07/19/2022	MJP	Review revised SR contract.	0.90	180.00
	MPB	Review draft contract; preparation of Memorandum to County Attorney Alexandria Nicodemi regarding the Charter amendments.	0.70	164.50
07/20/2022	MJP	Various communications with John Fetsick regarding outdoor dining contract and bond requirement.	0.60	120.00
	MPB	Telephone conference with John Fetsick.	0.30	70.50
07/21/2022	MPB	Review Statutes; review and respond to Memorandum from Chair.	0.50	117.50
07/28/2022	MPB	Review and respond to Steve Ludmerer; agenda conference call regarding August 2nd meeting.	0.60	141.00
		TOTAL FOR THE ABOVE SERVICES	20.10	4,050.00
07/15/2022		Online Legal Research MPB		4.90
		TOTAL EXPENSES		4.90
		TOTAL CURRENT WORK		4,054.90
		PREVIOUS BALANCE		\$6,825.96
<u>PAYMENTS RECEIVED</u>				
07/18/2022		Payment received on account. Thank you!		-6,825.96
		AMOUNT DUE (includes Previous Balance if shown above)		<u>\$4,054.90</u>

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

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University Park Recreation District

Supervisor Requests & Comments