

University Park Recreation District

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

<http://universityparkrd.com/>

The **Regular Meeting** of the **University Park Recreation District** will be held on **Friday, October 13, 2023, at 1:00 p.m.** at the Community Center located at 8301 The Park Boulevard, University Park, FL 34201 and or virtually.

Meeting ID: 845 8893 8513

Passcode: 755354

Join meeting via Zoom:

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

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

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

Administrative Matters

1. Consideration of the Minutes of the September 5, 2023, Strategy Workshop Meeting
2. Consideration of the Minutes of the September 5, 2023, Workshop Meeting
3. Consideration of the Minutes of the September 8, 2023, Board of Supervisors Meeting
4. Consideration of the Minutes of the September 14, 2023, Strategy Workshop Meeting
5. Consideration of the Minutes of the September 19, 2023, Continued Strategy Workshop Meeting
6. Consideration of the Minutes of the September 22, 2023, Strategy Workshop Meeting
7. Consideration of the Minutes of the September 26, 2023, Strategy Workshop Meeting

Staff Report Matters

8. District Counsel
9. District Manager
10. Club Management
 - a. Management Discussion & Analysis Report *(under separate cover)*



Business Matters

11. Discussion of Capital Improvement Plan and Associated Bond Referendum
12. Consideration of Engagement Letter for District Engineering Services (*under separate cover*)
13. Appointment of Election Chair
14. Appointment of CPA Firm Canvassing Ballots

District Financial Matters

16. Ratification of Payment Authorization Nos. 101-102

Date	Meeting Type	Time	Location	Note
October 31, 2023	Workshop Meeting	2:00 PM- 4:00 PM	University Park	Community Center
November 10, 2023	Board Meeting	1:00 PM	University Park	Community Center

17. Supervisor Requests & Comments

Adjournment



**University Park
Recreation District**

Consideration of the Minutes of
the September 5, 2023,
Strategy Workshop Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT STRATEGY WORKSHOP MEETING

Tuesday, September 5, 2023

9:00 a.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

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

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC	(via zoom)
Mark Barnebey	Blalock Walters - District Counsel	(via zoom)
John Fetsick	General Manager - Country Club	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was call to order at 9:00 a.m. by Ms. Dickson. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Discussion

The Board reviewed the Kimley-Horn & Associates video and rendering for the Phase 2 Capital Improvement Plan Project. Discussion on the information reviewed pertaining to the video and rendering. Some modifications to the rendering and video were suggested before finalizing. Discussion of the communication timeline pertaining to the Phase 2 Capital Improvement Plan Project.

THIRD ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. Dickson, with all in favor, the September 5, 2023, Strategy Workshop Meeting of University Park Recreation District was adjourned at 11:20 a.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

**University Park
Recreation District**

Consideration of the Minutes of
the September 5, 2023,
Workshop Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT WORKSHOP MEETING

Tuesday, September 5, 2023

2:00 p.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

Sally Dickson	Chairperson	
Mark Criden	Vice Chairperson	
Steve Ludmerer	2 nd Vice Chairperson & Treasurer	
David Murphy	Assistant Secretary	
Rusty Piersons	Assistant Secretary	(via phone)

Also, Present in person or via phone:

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

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 2:00 p.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Public Comments

There were no public comments at this time.

SECOND ORDER OF BUSINESS

Discussion

Presentation on the Results of the Recent Social Member Survey

Mr. Murphy presented the results of the Social Member Survey. On August 22, 2023, they had sent out via email, a survey designed to gain insight into the Social Member's utilization and perception of University Park Country Club. The survey was sent out to the UPCC Club email list of 913 subscribed members. He thanked everyone who had responded to the survey. There was a total of 341 responses received, equaling a 37% response rate. Only 27 of the responses were from non-resident members. 83% of the responders are year-round residents. In total 43% were male and 53% were female. 43% of the women belong to the UPCC Women's Club, and 13% were prior members. Respondents 65 years or under accounted for 14%, ages 66-75 represented 44%, ages 76-85 represented 37%, and any age over 85 represented 5%. Respondents who were members for less than 3 years accounted for 26%, while those 3-9 years represented 40%, 10-19 years represented 24%, and 20+ years represented 10%. 61% of respondents felt welcomed when they became members of UPCC. 58% of respondents belonged to an outside club due to the cost of the membership to the UPCC.

Ms. Dickson had some comments concerning the membership that had received the survey, and if they were all given equal opportunity to respond to the survey despite opting in or out of receiving emails. Mr. Charlesworth asked if the survey results will be posted and shared with the folks that had taken the survey. Mr. Murphy stated it will be posted as a link in the Club Weekly and that they can send the results to the same email list that had received the survey. Mr. Case asked if they had surveyed summer members. Mr. Case also had a question about the proposed project for Phase 2 and when that survey will be sent to residents. Mr. Murphy stated that the Phase 2 survey will be sent out at the end of October.

THIRD ORDER OF BUSINESS

Update on the Mediation Meeting Related to SR Construction Contract

It was stated that the mediation took place on Friday, September 1, 2023. Mr. Fetsick, Mr. Barnebey, and Mr. Baumier were in attendance. Mr. Steve Chase was the mediator for this meeting and it took place over 6 hours. Mr. Fetsick stated that they were retaining money to ensure the project was completed correctly, and they were pleased with the outcome of the meeting. Ms. Dickson asked if they were under a deadline. Mr. Fetsick stated that the change orders are being finalized now.

The goal right now is to get some of the hardware and the gutters fixed as soon as this week. Mr. Baumier had created a 20-slide PowerPoint presentation for the meeting.

Mr. Barnebey stated that he had spoken with the Supervisor of Elections and reminded everyone that they need to vote on the Charter Amendments. They want to have the final revised Charter Amendments completed and given to the Supervisor of Elections by early January 2024. Mr. Ludmerer suggested making a timetable for the Charter Referendum.

Ms. Dickson stated that the next Board meeting is scheduled for September 8, 2023, at 1:00 p.m., and the next Workshop meeting will be on September 26, 2023, at 2:00 p.m.

FOURTH ORDER OF BUSINESS

Adjournment

There were no additional items to come before the Board.

ON MOTION by Ms. Dickson, with all in favor, the September 5, 2023, Workshop Meeting of University Park Recreation District was adjourned at 3:03 p.m.
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Secretary / Assistant Secretary

Chairperson / Vice Chairperson

**University Park
Recreation District**

Consideration of the Minutes of
the September 8, 2023,
Board of Supervisors Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT

BOARD OF SUPERVISORS' MEETING

Friday, September 8, 2023

1:00 p.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

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

Also, Present in person or via Zoom:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll	District Manager - PFM Group Consulting LLC (via Zoom)
Kwame Jackson	ADM - PFM Group Consulting LLC (via Zoom)
Curtis Nickerson	Director of Properties and Facilities – Country Club
John Fetsick	General Manager – Country Club
Paul Charlesworth	Resident
Various Audience Members Present and Via Zoom	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was call to order at 1:00 p.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed. Those in attendance are outlined above.

The Board proceeded with the pledge of allegiance.

Public Comments

There were no public comments at this time.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the July 25, 2023, Strategy Workshop Meeting and the Minutes of the August 11, 2023, Board of Supervisors' Meeting

The Board reviewed the minutes.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved the Minutes of the July 25, 2023, Strategy Workshop Meeting and the Minutes of the August 11, 2023, Board of Supervisors' Meeting.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey reviewed the changes made to the firearms legislation as some restrictions were put into place, including firearms being restricted in places that serve alcohol and during meetings. Ms. Dickson asked about the restrictions applying to the golf cart that drives around the golf course selling alcohol, where the restriction would be hard to enforce. Open-carry of a firearm is also restricted but concealed-carry can also be restricted in certain areas.

Mr. Barnebey also mentioned that they had received a draft contract that Kimley-Horn is reviewing concerning the land use items.

District Manager – Ms. Carvalho stated that this is the last meeting of FY 2023 and will be approving some resolutions in regard to the FY 2024 meeting schedule for both Board meetings and workshop meetings.

Club Management (Management Discussion & Analysis Report/Update on the Business Plan Progress) – Mr. Fetsick stated that Hurricane Idalia came and went with minimal impact to University Park. The Club was closed on the Wednesday and the golf course again on the Thursday out of an abundance of caution.

There have been 4,000 fewer rounds of golf year to date, primarily in outside rounds. Despite the decrease, they remain \$500,000 favorable to the Budget, this is driven by higher than anticipated open rates.

The new racquet staff continues to get settled. Mr. Lance Martin has been meeting with the team captains for league play and is actively meeting the pickleball members. He will be hosting two complimentary pickleball clinics for those who may be interested in learning the game or for those who actively play and want to get to know him. They are continuing to interview for a Fitness Director with both internal and external candidates.

Dining has been closed this week for maintenance, cleaning, and various open work items. The Park Grille has added acoustical panels which have been very effective and added to the aesthetics of the space. The woodwork has been painted, and there has been deep cleaning done including the dining room floors, and room divider doors have been added. The café had their downspouts fixed, the truss hardware was treated and painted, the gutters were fixed, and the tongue and groove were fixed. This upcoming Monday, September 11, 2023, the entire Food & Beverage front of house team will be participating in an all-day training with Mr. Bob Brown who is a world-renowned Food & Beverage expert and trainer. Both dining areas will reopen on Tuesday, September 12, 2023

They continue to host sold out Bingo and Trivia nights once a month and have been hosting occasional Food & Beverage themed nights. The Golf, Racquets, and Food & Beverage teams hosted a great Labor Day full of events that included a BBQ lunch. Mr. Fetsick thanked Ms. Ann Backus for heading up the dining event.

There are currently 1,296 total memberships, with 399 full memberships, 775 social memberships, and 122 racquet memberships. There are 147 grandfathered non-members and 220 grandfathered members. They continue to have favorable financial results year-to-date compared to both the budget and to prior years. The Food & Beverage costs continue to be unfavorable. There are on track to earn \$1.1 million in total capital for the year, driven by initiation fees, 10% of outside golf, and the capital fees that were introduced.

Mr. Ludmerer asked if Bingo and Trivia will be moved to Tuesday nights and if the teams have been informed of the change. Mr. Fetsick confirmed they have been informed but will resend the notification in the weekly updates. He updated the Board of returning to the TGIF format from last year and contemplating supplementing the non-service of food at the Varsity Club with a food truck. Mr. Ludmerer also asked about having additional staff for Food & Beverage. Mr. Fetsick stated the CPR and AED trainings have been scheduled and he will announce the exact dates before the end of the meeting.

**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 2023-08,
Adopting the Fiscal Year
2024 District's Annual
Budget and
Appropriating Funds**
 - i. General Fund
Budget**
 - ii. Debt Service
Budget**
- d. Consideration of
Resolution 2023-09,
Adopting the Fiscal Year
2024 Country Club
Budget and
Appropriating Funds**
 - i. Enterprise Fund
Budget**

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board opened the public hearing.

There were no public or Board comments. Mr. Fetsick reviewed the General Fund Budget, Debt Service Budget, and the Enterprise Fund Budget for the Board. There have been no changes to the General Fund Budget or the Debt Service Budget since the May meeting. There was a minor change with the Enterprise Fund Budget; the restaurant revenue increased by \$427,000, payroll has increased by \$8,000, and direct expenses has increased to \$316,000.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2023-08, Adopting the Fiscal Year 2024 District's Annual Budget and Appropriating

Funds, and Resolution 2023-09, Adopting the Fiscal Year 2024 Country Club Budget and Appropriating Funds.

ON MOTION by Ms. Dickson, with all in favor, the Board closed the public hearing.

**Public Hearing on Adopting
Country Club Policies,
Enforcement and Compliance
Matters of the District Facilities
and Property**

- a. Public Comments and
Testimony**
- b. Board Comments**
- c. Consideration of
Resolution 2023-11,
Adopting Country
Club Policies,
Enforcement and
Compliance Matters of
the District Facilities
and Property**

Ms. Dickson suggested that this item be continued to a later meeting, Mr. Ludmerer volunteered to be a part of the reviewing process and suggested this be continued to the November 10, 2023, meeting.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board continued this Public Hearing to the November 10, 2023, Board of Supervisors meeting.

**Consideration of Resolution
2023-10, Adopting the Annual
Board and Workshop Meeting**

Schedule for Fiscal Year 2023-2024.

- a. Exhibit A- Annual Board of Supervisors Meeting Schedule**
- b. Exhibit B- Annual Board of Supervisors Workshop Meeting Schedule**

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2023-10, Adopting the Annual Board and Workshop Meeting Schedule for Fiscal Year 2023-2024 as presented.

Update of Strategic Planning Relating to Deferred Maintenance and Capital Improvement Project and Schedule Moving Forward

Mr. Fetsick provided an update to the progress of the Strategic Planning process. A presentation will be ready for a future meeting. They are working with an estimator on the costs which includes golf course irrigation, a kitchen renovation and expansion, a fitness facility addition and expansion, and administrative space for staff.

FIFTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorization Nos. # 99 - 100

Mr. Fetsick reviewed the payment authorizations.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization No. # 99.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization No. # 100.

**Supervisor Requests &
Comments**

Ms. Dickson reminded the Board that there is an upcoming Workshop meeting on September 26, 2023, at 2:00 p.m. at the Community Center and another Workshop meeting on October 3, 2023, at 2:00 p.m. and a Board meeting on October 13, 2023, at 1:00 p.m.

Mr. Hahn had a question about when the next scheduled GM meeting. Mr. Fetsick said that the monthly meetings will return in October. He also asked if the paper shredding will continue. Mr. Fetsick confirmed that it will.

SIXTH ORDER OF BUSINESS

Adjournment

There were no further comments.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the September 8, 2023, Board of Supervisors' Meeting of University Park Recreation District was adjourned at 1:36 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Consideration of the Minutes of
the September 14, 2023,
Strategy Workshop Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT STRATEGY WORKSHOP MEETING

Tuesday, September 14, 2023

11:00 a.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

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

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC (via zoom)
Marisa Powers	Blalock Walters - District Counsel
John Fetsick	General Manager - Country Club
Kristine Szarkowitz	Communication Leader

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was call to order at 11:00 a.m. by Ms. Dickson. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Discussion

1. Confirmation of alignment on objectives for Capital Improvement Projects.
2. Communications
 - i. Team Member Responsibilities and Key Spokespeople for All Referendum Communication
 - ii. Mr. Murphy provided an overview of the three phases of communication plan and the responsible party for delivering/ presenting the message and content.

3. Ambassador Program objectives

4. Board Rehearsal Suggestions

5. Discussion about revised renderings and updated project cost.

THIRD ORDER OF BUSINESS

Continuance

ON MOTION by Ms. Dickson, with all in favor, the September 14, 2023, Strategy Workshop Meeting of University Park Recreation District was continued at 1:44 p.m. to Tuesday, September 19, 2023, from 3:00PM to 7:00PM.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Consideration of the Minutes of
the September 19, 2023,
Continued Strategy Workshop Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT CONTINUED STRATEGY WORKSHOP MEETING

Tuesday, September 19, 2023

3:00 p.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

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

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC (via zoom)
Marisa Powers	Blalock Walters - District Counsel (via zoom)
John Fetsick	General Manager - Country Club
Kristine Szarkowitz	Communication Leader

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was reconvened at 3:00 p.m. by Ms. Dickson. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Discussion

Review the Revised Phase 2 Renderings

Review the Capital Improvement Plan – Investment Summary

THIRD ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. Dickson, with all in favor, the September 19, 2023, Continued Strategy Workshop Meeting of University Park Recreation District was adjourned at 5:00 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Consideration of the Minutes of
the September 22, 2023,
Strategy Workshop Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT WORKSHOP MEETING

Friday, September 22, 2023

1:00 p.m.

Varsity Club

7671 The Park Blvd., FL 34201

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

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

Also, Present in person or via phone:

John Fetsick	General Manager - Country Club
Kristine Szarkowitz	Communication Leader

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was call to order at 1:00 p.m.by Ms. Dickson. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Discussion

a. Presentation Dry Run

The Board reviewed the presentation of the Capital Improvement Project.

THIRD ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. Dickson, with all in favor, the September 22, 2023, Workshop Meeting of University Park Recreation District was adjourned at 1:44 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Consideration of the Minutes of
the September 26, 2023,
Strategy Workshop Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT STRATEGY WORKSHOP MEETING

Tuesday, September 26, 2023

9:00 a.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

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

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC (via zoom)
Marisa Powers	Blalock Walters - District Counsel
John Fetsick	General Manager - Country Club
Kristine Szarkowitz	Communication Leader

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was call to order at 9:00 a.m. by Ms. Dickson. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Discussion

The Board reviewed the potential communication timetable for January 16, 2024, Bond Referendum timeline. Mr. Murphy reviewed the alternate calendar. The Board made some changes to the timeline as it relates to tentative schedule for neighborhood meetings and townhall meetings. Mr. Fetsick will confirm the dates, times and location for these meetings so proper notices are completed accordingly in the newspaper.

THIRD ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. Dickson, with all in favor, the September 26, 2023, Strategy Workshop Meeting of University Park Recreation District was adjourned at _____ p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Staff Reports

University Park Recreation District

Club Management

- a. Management Discussion & Analysis Report
(under separate cover)

University Park Recreation District

**Discussion of Capital Improvement Plan
and Associated Bond Referendum**

**University Park
Recreation District**

Consideration of Engagement Letter
for District Engineering Services
(under separate cover)

**University Park
Recreation District**

Appointment of Election Chair

University Park Recreation District

Appointment of CPA Firm
Canvassing Ballots

**University Park
Recreation District**

Ratification of
Payment Authorization Nos. 101-102

University Park Recreation District

9/12/2023

Payment Authorization No. 101

O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Vglobal Tech	5415	ADA Website Maintenance - September 2023	\$ 218.33
McClatchy Company, LLC	210175	Notice of Public Meeting - August 2023	\$ 553.41
Blalock Walters	40896-000-59	General Representation - August 2023	\$ 6,493.36
Blalock Walters	40896-028-13	Amendment to Dri Dev. Order & GDP	\$ 130.00

O&M - General Fund Expenses Total

\$ 7,395.10

Asst. Secretary/Secretary


Asst. Treasurer

9/13/2023

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 # 5415**DATE** 09/01/2023**DUE DATE** 09/16/2023**TERMS** Net 15

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

Please make check payable to VGlobalTech.

BALANCE DUE**\$218.33**



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

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

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

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

Page 1 of 1

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

AUGUST INVOICE

Invoice No.: 210175
Invoice Date: 08/31/2023
Due Date: 09/30/2023
Bill-To Account: 29585
Sales Rep: Crystal Trunick

Dates	Order No.	Description	Product	Size	Billed Units	Times Run	Net Amount
08/01/2023 - 08/01/2023	447628	Print Legal Ad-IPL01326290 IPL0132629	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 63 L	63 L	1	\$74.88
08/01/2023 - 08/08/2023	447629	Print Legal Ad-IPL01326310 IPL0132631	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 86 L	86 L	2	\$203.58
08/22/2023 - 08/22/2023	447936	Print Legal Ad-IPL01327200 IPL0132720	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 54 L	54 L	1	\$64.35
08/01/2023 - 08/01/2023	449765	Print Legal Ad-IPL01333870 IPL0133387	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 37 L	37 L	1	\$44.46
08/08/2023 - 08/08/2023	449767	Print Legal Ad-IPL01333880 IPL0133388	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 85 L	85 L	1	\$100.62
08/22/2023 - 08/22/2023	449768	Print Legal Ad-IPL01333900 IPL0133390	BRD-Bradenton Herald Legal Legals & Public Notices CLS	1 x 55 L	55 L	1	\$65.52

August Summary

Amount Due: \$553.41

Please Return This Portion With Your Payment (Thank You)

McClatchy Company LLC
PO Box 510150
Livonia MI 48151

ADVERTISING INVOICE

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

AUGUST INVOICE

Invoice No.: 210175
Account No.: 29585
Account Name: UNIVERSITY PARK RECREATION
DISTRICT
Amount Due: \$553.41

Email questions to ssccreditandcollections@mcclatchy.com

McClatchy Company LLC
PO Box 510150
Livonia MI 48151

0000029585 0000210175 000055341 8



WE MAKE A DIFFERENCE

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

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

Page: 1
August 31, 2023
Account # 40896-000
Invoice # 40896-000-59

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

MPB

For Professional Services Rendered Thru 08/31/2023

			HOURS	
08/01/2023	MPB	Review draft Request for Proposals; preparation of Memorandum to Vivian Carvalho.	0.60	150.00
08/02/2023	MPB	Review and respond to Mark Criden.	0.30	75.00
08/03/2023	MPB	Begin preparation for County Commission meeting.	0.60	150.00
08/06/2023	MPB	Review and respond to Steve Ludmerer.	0.20	50.00
08/07/2023	MJP	Review of issue relating to priority of liens relating to District and UPCA.	0.20	44.00
	MPB	Preparation for County Commission meeting; review Agenda.	0.70	175.00
08/08/2023	MPB	Preparation for and attendance at County Commission meeting; preparation of Memorandum to Supervisors.	2.30	575.00
08/09/2023	MJP	Research issues regarding priority of liens and open carry law applicability to the Club.	3.20	704.00
	MPB	Preparation of Memorandum to Bob Agrusa; preparation of Memorandum to Michael Beaumier.	0.40	100.00
08/10/2023	MJP	continued research on lien priority issue and open carry.	1.50	330.00
	MJP	Prepare memorandum regarding HB 543.	1.30	286.00
	MJP	Prepare memo on lien priority.	1.20	264.00
	MPB	Discussion regarding gun regulation and lien priority.	0.40	100.00
08/11/2023	MJP	Finalize memorandum regarding priority of District assessment liens over other liens.	0.60	132.00
	MPB	Review and preparation of Memorandum to the Board on firearms; review and respond to Memorandum from Steve Ludmerer;		

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 2
August 31, 2023
Account # 40896-000
Invoice # 40896-000-59

			HOURS	
		preparation for and attendance at Board meeting; conference with the Chair; review and respond to Supervisor Ludmerer; preparation of Memorandum to Vivian Carvalho; review and respond to Memorandum from Michael Beaumier.	4.90	1,225.00
08/13/2023	MPB	Preparation of Memorandum to Sally Dickson and John Fetsick.	0.40	100.00
08/14/2023	MPB	Review and respond to Steve Ludmerer.	0.30	75.00
08/22/2023	MJP	Review of issue relating to RFP for irrigation services.	0.20	44.00
	MJP	Review ITB for golf irrigation.	0.60	132.00
08/23/2023	MJP	Finalize review of Irrigation bid documents; prepare comprehensive memorandum regarding revisions; prepare document to address missing provisions.	2.90	638.00
	MPB	Review issues regarding irrigation system Requests for Proposals; telephone conference regarding the agenda; telephone conference with John Fetsick.	1.50	375.00
08/24/2023	MJP	Review various communications with and from Curtis Nickerson on ITB.	0.40	88.00
	MPB	Revise and send Memorandum to John Fetsick on irrigation Request for Proposals; review and respond to Curtis Nickerson.	0.90	225.00
08/25/2023	MPB	Telephone conference with Atty. Telese Zuberer; telephone conference with Curtis Nickerson; telephone conference with John Fetsick; telephone conference with Chair; telephone conference with Atty. Anne Chapman.	1.10	275.00
08/28/2023	MPB	Telephone conference with Atty. Telese Zuberer.	0.30	75.00
08/31/2023	MPB	Review and respond to John Fetsick after review of Club documents.	0.40	100.00
		TOTAL FOR THE ABOVE SERVICES	27.40	6,487.00
08/09/2023		Online Legal Research		6.36
		TOTAL EXPENSES		6.36
		TOTAL CURRENT WORK		6,493.36
		PREVIOUS BALANCE		\$6,272.00
<u>PAYMENTS RECEIVED</u>				
08/28/2023		Payment received on account. Thank you!		-6,272.00
		AMOUNT DUE (includes Previous Balance if shown above)		<u>\$6,493.36</u>

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 3
August 31, 2023
Account # 40896-000
Invoice # 40896-000-59

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

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Email Address for paperless billing purposes:

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



WE MAKE A DIFFERENCE

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

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

Page: 1
August 31, 2023
Account # 40896-028
Invoice # 40896-028-13

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

AMENDMENT TO DRI DEV. ORDER & GDP

MPB

For Professional Services Rendered Thru 08/31/2023

			HOURS	
08/01/2023	MPB	Telephone conference with Bob Agrusa in exchange mechanism.	0.20	55.00
08/09/2023	JO	Review project status.	0.30	30.00
08/14/2023	MJP	Review Kimley-Horne proposal on the land-use exchange mechanism.	0.20	45.00
TOTAL FOR THE ABOVE SERVICES			0.70	130.00
TOTAL CURRENT WORK				130.00
PREVIOUS BALANCE				\$195.00
<u>PAYMENTS RECEIVED</u>				
08/28/2023		Payment received on account. Thank you!		-195.00
AMOUNT DUE (includes Previous Balance if shown above)				<u>\$130.00</u>

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

Page: 2
August 31, 2023
Account # 40896-028
Invoice # 40896-028-13

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

University Park Recreation District

9/19/2023

Payment Authorization No. 102


O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
PFM	DM-09-2023-52	District Management Fee: September 2023	\$ 5,833.37
PFM	OE-EXP-05-2023-50	Postage	\$ 0.60
PFM	OE-EXP-06-2023-40	Postage	\$ 0.60
Tanenbaum Harbor of Florida, LLC	83288	Public Official Liability 23-24	\$ 13,635.30

O&M - General Fund Expenses Total

\$ 19,469.87

Asst. Secretary/Secretary

 9/20/23
Asst. Treasurer



Date	Invoice Number
September 14, 2023	DM-09-2023-52
Payment Terms	Due Date
Upon Receipt	September 14, 2023

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

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

Remittance Options:

Via Mail:

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

RE: District Management Fee: September 2023

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



Date	Invoice Number
May 31, 2023	OE-EXP-05-2023-50
Payment Terms	Due Date
Upon Receipt	May 31, 2023

Bill To:

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

Company Address:

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

Remittance Options:Via Mail:

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

RE: April 2023 Postage \$0.60

Expenses

\$0.60

Total Amount Due

\$.60



Date	Invoice Number
June 9, 2023	OE-EXP-06-2023-40
Payment Terms	Due Date
Upon Receipt	June 9, 2023

Bill To:

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

Company Address:

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

Remittance Options:Via Mail:

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

RE: May 2023 Postage \$0.60

Expenses

\$0.60

Total Amount Due

\$.60

Tanenbaum Harber of Florida
 2900 SW 149th Avenue
 Miramar, FL 33027-6605
 Phone: 954-883-2900 Fax: 954-517-7400

University Park Recreation District
 John Fetsick
 7671 The Park Boulevard
 University Park, FL 34201

INVOICE NO. 83288		Page 1
ACCOUNT NO. OP	DATE	
UNIVE-4 EP	09/07/2023	
Management Liability		
POLICY #	LOAN #	
POL0956328		
COMPANY		
Indian Harbor Insurance Co.		
PRODUCER		
Jill K. Levy		
EFFECTIVE	EXPIRATION	BALANCE DUE ON
10/01/2023	10/01/2024	

Itm #	Due Date	Trn	Type	Policy #	Description	Amount
801527	09/07/23	MEM	MGMT	POL0956328	23-24 Management Liab pol	\$13,635.30
Invoice Balance:						\$13,635.30

PLEASE NOTE: ON-LINE PAYMENT IS NOW AVAILABLE - Visit our website: www.thflorida.com; Select > Make a Payment

PAYMENTS CAN BE MADE IN OUR WEBSITE: www.thflorida.com UNDER CLIENT SERVICES
 *** PLEASE REFERENCE INVOICE NUMBER(S) ON YOUR PAYMENT ***

University Park Recreation District

Supervisor Requests & Comments