University Town Center Improvement District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817; Phone: 407-723-5900

The following is the proposed agenda for the upcoming Initial Landowner Meeting of the Board of Supervisors for the University Town Center Improvement District ("District"), scheduled to be held at **9:30AM on Monday, July 6, 2026**, at Nathan Benderson Park Finishing Tower Floor 2, located at 5851 Nathan Benderson Circle, Sarasota, FL 34235. A quorum will be confirmed prior to the start of the meeting. Landowners representing a majority of the taxable acreage who are present or represented by proxy constitute a quorum.

*Only landowners with taxable acreage in the District who are not exempt or immune from taxes or assessments shall be considered electors entitled to vote at any landowner meeting and election.

To attend the meeting by phone, please use the conference call information below:

Phone: 1-844-621-3956 Participant Code: 2536 634 0209

INITIAL LANDOWNERS' MEETING AGENDA

- **Call to Order**

1. Appointing Initial Chairperson to Conduct Landowners' Meeting

2. Determine Number of Voting Units Represented or Assigned by Proxy (only landowners with taxable acreage may vote)

3. Conduct Landowners Vote to Approve the Creation of the University Town Center Improvement District as set forth in HB 4091 (passed during the 2026 Regular Legislative Session)
    a. Cast Ballots
    b. Ballot Tabulation and Announcement of Election Landowners Vote Results

4. Conduct Landowner Election Vote for the 5 Board of Supervisor Seats
    a. Casting of Ballots
    b. Ballot Tabulations and Announcement of Election Landowners Results

5. Acceptance of Nominations for the 5 Board of Supervisors Seats
    a. One (1) - 1-year term
        Seat – 1 – (1-year term)
    b. Two (2) - 2-year terms
        Seat – 2 – (2-year terms)
        Seat – 3 – (2-year terms)
    c. Two (2) - 3-year terms
        Seat – 4 – (3-year terms)
        Seat – 5 – (3- year terms)

Adjournment

University Town Center Improvement District

Appointing Initial Chairperson to Conduct Landowners' Meeting

University Town Center Improvement District

Determine Number of Voting Units Represented or Assigned by Proxy (only landowners with taxable acreage may vote)

INSTRUCTIONS RELATING TO THE INITIAL LANDOWNERS' MEETING OF UNIVERSITY TOWN CENTER IMPROVEMENT DISTRICT FOR THE ELECTION OF SUPERVISORS

DATE OF LANDOWNERS' MEETING:	Monday, July 6, 2026
TIME:	9:30 AM
LOCATION:	Nathan Benderson Park Finishing Tower Floor 2 5851 Nathan Benderson Circle Sarasota, FL 34235

Pursuant to HB 4091 (passed during the 2026 Regular Legislative Session) and Chapters 189 and 298, Florida Statutes, within 20 days of HB 4091 becoming law, landowners with taxable or assessable acreage in the University Town Center Improvement District **("District")** must hold an initial meeting to vote on the approval of the creation of the District and elect five (5) members to serve as the District's Board of Supervisors **("Board")**. The following instructions shall apply to how all landowners may participate in the above referenced vote and election in accordance with Florida law.

Landowners with taxable acreage in the District (who are not exempt or immune from taxes or assessments) are entitled to vote at the landowner meeting and election. A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Landowners representing a majority of the taxable acreage who are present or represented by proxy constitute a quorum. Whether in person or by proxy, at the election, each and every acre of assessable land in the district shall represent one share, and each owner shall be entitled to one vote in person or by proxy in writing duly signed, for every acre of assessable land owned by him or her in the district. The five persons receiving the highest number of votes shall be declared elected as supervisors. Landowners owning less than 1 assessable acre in the aggregate shall be entitled to one vote. Landowners with more than 1 assessable acre are entitled to one additional vote for any fraction of an acre greater than 1/2 acre, when all of the landowners' acreage has been aggregated for purposes of voting.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Five (5) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of three (3) years. The two candidates receiving the next highest number of votes shall be elected for a term of two (2) years. The one candidate receiving next highest number of votes shall be elected for a term of one (1) year. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by <u>one</u> of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

UNIVERSITY TOWN CENTER IMPROVEMENT DISTRICT

INITIAL LANDOWNERS' MEETING –July 6, 2026

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ **("Proxy Holder")** for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the University Town Center Improvement ("District") to be held at Nathan Benderson Park Finishing Tower Floor 2, located at 5851 Nathan Benderson Circle, Sarasota, FL 34235, at 9:30AM and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Pursuant to Sections 298.11 and 607.0722, Florida Statues said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy which may legally be considered at said meeting.

Only Landowners with taxable acreage in the District who are not exempt or immune from taxes or assessments shall be considered electors entitled to vote at any landowner meeting and election. Such landowners representing a majority of the taxable acreage who are present or are represented by proxy at landowner meetings constitute a quorum at any meeting of the landowners.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

_____
Printed Name of Legal Owner

_____ _____
Signature of Legal Owner Date
Name: _____
Title: _____

Parcel Description	**Acreage**	**Authorized Votes**
See attached Exhibit A.	_____ ACRES	____ VOTES

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: **____ VOTES**

NOTES: Pursuant to Section 298.11, Florida Statutes, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Landowners with more than 1 assessable acre are entitled to one additional vote for any fraction of an acre greater than 1/2 acre, when all of the landowners' acreage has been aggregated for purposes of voting.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
UNIVERSITY TOWN CENTER IMPROVEMENT DISTRICT

LANDOWNERS' MEETING –MONDAY, JULY 6, 2026

For Election (5 Supervisors): Five (5) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of three (3) years. The two candidates receiving the next highest number of votes shall be elected for a term of two (2) years. The one candidate receiving next highest number of votes shall be elected for a term of one (1) year. The term of office for each successful candidate shall commence upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the University Town Center Improvement District and described as follows:

Description **Acreage**

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

NAME OF CANDIDATE	**NUMBER OF VOTES**
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

Date: _____ Signed: _____

Printed Name: _____

University Town Center Improvement District

Conduct Landowners Vote to Approve the Creation of the University Town Center Improvement District as set forth in HB 4091 (passed during the 2026 Regular Legislative Session)

a. Cast Ballots
b. Ballot Tabulation and Announcement of Election Landowners Vote Results

University Town Center Improvement District

Acceptance of Nominations for the 5 Board of Supervisors Seats

a. **One (1) - 1-year term**
   Seat – 1 – (1-year term)
b. **Two (2) - 2-year terms**
   Seat – 2 – (2-year terms)
   Seat – 3 – (2-year terms)
c. **Two (2) - 3-year terms**
   Seat – 4 – (3-year terms)
   Seat – 5 – (3- year terms)

University Town Center Improvement District

Conduct Landowner Election Vote for the 5 Board of Supervisor Seats

a. Cast Ballots
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