

**MEMORANDUM OF UNDERSTANDING**  
**UNIVERSITY OF FLORIDA AND PINELLAS COUNTY**  
**EXTENSION FACULTY SERVICES**

This Memorandum of Understanding (hereinafter "AGREEMENT") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ by and between Pinellas County Board of County Commissioners, a political subdivision of the State of Florida (hereinafter "COUNTY"), and the University of Florida Board of Trustees, a public body corporate of the State of Florida (hereinafter "UNIVERSITY"), (hereinafter, when referred to individually as "Party" or collectively as "Parties").

**WITNESSETH**

WHEREAS, under the laws of the State of Florida and the Smith-Lever Act of May 8, 1914 (38 Statute 372), the University of Florida, through its Cooperative Extension Service (Extension), is charged with disseminating the latest knowledge and applicable technologies in agriculture, human and natural resources, and the life sciences to the public in order to sustain and enhance the quality of human life in the State of Florida; and

WHEREAS, this function is performed through the Florida Cooperative Extension Service, a partnership between state, federal, and county governments, that includes extension faculty members, scientists, educators, administrative staff, and volunteers working cohesively throughout Florida's 67 counties; and

WHEREAS, UNIVERSITY is responsible for planning and implementing educational programs for agriculture producers, families, homeowners, and young people within the County; and

WHEREAS, said programs will be developed and implemented in the County by Extension Faculty employed by UNIVERSITY, with support from COUNTY, to work directly with local advisory committees and Extension Personnel; and

WHEREAS, the Extension Faculty will use appropriate Extension Personnel from the University of Florida and the County and educational methods including the program development process, area subject matter information and other materials or methods as deemed necessary by Extension Faculty in various program areas to conduct the aforesaid education programs.

NOW, THEREFORE, in consideration of the mutual covenants and provisions contained herein, the Parties hereto agree as follows:

**PURPOSE**

The Florida Cooperative Extension Service was established as an integral part of the Institute of Food and Agricultural Sciences (IFAS), University of Florida, for the purpose of extending non-biased, research-based educational information from the University to the people of the State of Florida on subjects related to agriculture, horticulture, water quality and quantity, natural resources and the environment, energy, family and consumer sciences, community development, 4-H youth development, and other programs deemed necessary. The Florida Cooperative Extension Service makes the finding of research in these areas available to the people of Florida through the UF/IFAS Extension Service in partnership with Florida's Boards of County Commissioners.

To ensure that educational programs meet the needs of local clientele, and comply with Section 1004.37 of the Florida Statutes, it is essential that the UNIVERSITY and COUNTY identify respective responsibilities.

This AGREEMENT establishes the respective responsibilities of UNIVERSITY, through UF/IFAS Extension Service (collectively referred to as UNIVERSITY) and COUNTY. The purpose of this AGREEMENT is to specify terms under which each, UNIVERSITY and COUNTY, will contribute to personnel, educational, technical, and research information to Extension in the County.

#### **ARTICLE 1. DEFINITIONS**

- 1.1 **County Extension Director or "CED."** The employee of UNIVERSITY responsible for the administration of the County Extension Services and the administrative contact for the Programs described herein.
- 1.2 **Extension Education Building.** The County-owned building located on the Premises described herein for UNIVERSITY to provide the Extension Services under this AGREEMENT.
- 1.3 **Extension Faculty.** The employees of UNIVERSITY responsible for providing the Extension Services including, but not limited to, research, teaching, and program management for the Programs described herein.
- 1.4 **Extension Services.** The Programs, events, and other activities described herein.
- 1.5 **Extension Specialists.** The Faculty of UNIVERSITY at Assistant, Associate, or Full Professor level with at least 30% assigned Extension FTE (Full Time Equivalent) who generate research-based information and translate it to solve problems or address issues in agriculture, horticulture, water and natural resources, family and consumer sciences, and youth development.
- 1.6 **Premises.** The County-owned building located on the Premises described herein for UNIVERSITY to provide the Extension Services under this AGREEMENT.
- 1.7 **Program County Extension Faculty.** The employees of COUNTY or other non-UF entity responsible for providing the Extension Services as described herein.
- 1.8 **Programs.** The various educational programs and services provided by UNIVERSITY for homeowners, residents, businesses, youth, commercial industry associations, and community groups as part of the Extension Services provided under this AGREEMENT.
- 1.9 **Subcontractor.** A firm, partnership, corporation, independent contractor (including 1099 individuals), or combination thereof approved by COUNTY to provide any of the Extension Services for UNIVERSITY under this AGREEMENT. The term Subcontractor excludes any independent contractors/vendors who come onto the Premises to make deliveries of any goods for, or relating to, the Extension Services, or such persons who collaborate with Extension Faculty to provide any portion of the Programs under the Extension Services for adults.

## **ARTICLE 2. GOALS AND OBJECTIVES**

- 2.1 Plan, develop, implement, teach, evaluate, and report non-biased, research-based public education programs targeting the County's citizens and citizen groups (e.g., agricultural and horticultural producers, homeowners, businesses, youth, commercial industries and their associations, community groups, local governments).
- 2.2 Develop and distribute creative works and educational materials to the community.
- 2.3 Develop and sustain partnerships with community agencies and leaders, businesses, media and the public.
- 2.4 Extend educational training through volunteer systems.

## **ARTICLE 3. RESPONSIBILITIES**

The responsibilities of COUNTY and UNIVERSITY relating to the Extension Services provided under the AGREEMENT shall be as follows with respect to the Extension Faculty positions in Exhibit A.

- 3.1 With respect to hiring Extension Faculty,
  - 3.1.1 UNIVERSITY and COUNTY will hold joint discussion and agree on whether to fill vacancies in positions of Extension Faculty.
  - 3.1.2 UNIVERSITY will establish minimum employment requirements and qualifications for Extension Faculty.
  - 3.1.3 UNIVERSITY will recruit, interview and screen candidates for employment as Extension Faculty.
  - 3.1.4 UNIVERSITY will recommend to COUNTY qualified applicants for appointment to vacant or new Extension Faculty positions in accordance with the provisions of Section 1004.37, Florida Statutes.
- 3.2 With respect to salaries of Extension Faculty:
  - 3.2.1 Before hire, UNIVERSITY and COUNTY will establish the proportion of the starting base salaries of Extension Faculty that each Party will pay.
  - 3.2.2 UNIVERSITY will determine the total amount of the starting base salary of Extension Faculty.
  - 3.2.3 As outlined in Article 5; Exhibit A, UNIVERSITY and COUNTY will each pay its own respective portion of all salaries and fringe benefits for Extension Faculty but will not be responsible for payment of the other Party's portion.

3.2.4 UNIVERSITY will determine the total dollar amount of Salary including but not limited to, cost-of-living, merit, bonuses, higher education, and rank promotion salary increases for each Extension Faculty and submit the COUNTY'S portion of this figure to COUNTY annually through Exhibit A.

3.3 Responsibilities of UNIVERSITY:

3.3.1 Through the County Extension Director (CED), prepare and submit an annual budget request to the County Administrator or designee for the County's contribution of funds for salaries, operating expenses, equipment, and other program support for Extension Services.

3.3.2 Provide in-service training for Extension Faculty and provide funds for official travel to such training.

3.3.3 Provide a staff of state Extension Specialists to train Extension Faculty in current technology and assist Extension Faculty in the conduction of education programs in these areas.

3.3.4 Develop and administer a personnel management plan for Extension Faculty that will provide for an annual review of each Extension Faculty's performance.

3.3.5 Provide general administrative and supervisory leadership for Extension programs and personnel, in compliance with UNIVERSITY personnel and administrative policies and procedures, plus state and federal Affirmative Action and Equal Employment Opportunity requirements.

3.3.6 Develop and maintain a County Advisory Committee system using Practices found in the UF/IFAS Extension publication "Advisory Committees, A Guide for UF/IFAS Extension Faculty" to ensure that Extension programs are based on the needs and priorities of the people in the County.

3.4 Responsibilities of COUNTY:

3.4.1 With respect to Extension Faculty, COUNTY shall:

3.4.1.1 Pay COUNTY's agreed share of salary and fringe benefits of Extension Faculty as more specifically set out in Section 5; Exhibit A.

3.4.1.2 Agree to any accrued leave payout proportional to COUNTY's salary contribution when an Extension Faculty member retires or resigns.

3.4.2 With respect to Management and Administration, COUNTY shall:

3.4.2.1 Review and consider the annual departmental budget requests from UNIVERSITY and act thereon as COUNTY may deem appropriate.

3.4.2.2 Provide office and teaching space, equipment, supplies, utilities, demonstration materials, and funding and/or vehicles for official county travel (both in-county and out-of-county), and other operational needs for the County Extension Office.

- 3.4.2.3 Coordinate computer network access with UNIVERSITY to ensure that all Extension Faculty and staff have access to UNIVERSITY computer network resources.
- 3.5 General Management and Administration Provisions:
  - 3.5.1 COUNTY will establish Extension Office hours of operation and holiday calendars.
  - 3.5.2 All Extension Faculty appointments will be made cooperatively in accordance with Section 1004.37, Florida Statutes.
  - 3.5.3 UNIVERSITY and COUNTY will cooperate in applying Equal Employment Opportunity policies for Extension in the County.
  - 3.5.4 Policies regarding leave accrual, leave balances and administering leave, including annual, sick, civil, holiday and military leave and regarding payment of unused annual and sick leave upon separation will be established and maintained by the UNIVERSITY, and shall apply to Extension Faculty.
  - 3.5.5 The CED is responsible for operating this Extension Office in the County under the joint direction of COUNTY or designee and the UNIVERSITY's Dean of Extension or designee.
  - 3.5.6 Extension Faculty are professional employees exempt from the provisions of the Fair Labor Standards Act. The Professional Scheduling Policy and Procedures established by the UNIVERSITY will apply to Extension Faculty.
  - 3.5.7 Extension Faculty will be permitted to charge appropriate fees for Extension programs. These fees will be retained by UNIVERSITY for use in program support in accordance with UNIVERSITY policy.
  - 3.5.8 With UNIVERSITY's prior approval, COUNTY may assign Extension Faculty emergency response duties in their County Operations Plan (COOP), e.g., agriculture-related assessments, statewide ES17 assignments, providing educational training materials to the public and targeted audiences, and other duties as needed for Extension-related emergency duty assignments. Coordination will be made through the County Extension Director or designee.
  - 3.5.9 Extension Faculty assigned to work during a Local State of Emergency, as declared by the Board of County Commissioners, shall be entitled to additional pay in accordance with the Pinellas Unified Personnel System to which COUNTY will be solely responsible to fund.

#### **ARTICLE 4. TERM – RENEWAL - MODIFICATION - TERMINATION**

- 4.1 This AGREEMENT shall commence following the complete execution of this AGREEMENT by the Parties on October 1, 2025 ("Effective Date") and shall continue through September 30, 2030 ("Term"), unless terminated earlier or extended as provided for herein. The continuation of this AGREEMENT beyond the end of any COUNTY fiscal year is subject to both the appropriation and the availability of funds in accordance with Chapter 129, Florida Statutes, and the approval by

COUNTY of an annual budget request submitted by UNIVERSITY for the applicable COUNTY fiscal year under this AGREEMENT, as described in Article 5.

- 4.2 This AGREEMENT may be terminated for convenience by either Party by providing twelve (12) months prior written notice to the other Party at the address provided for Notice in Section 12.5. Termination for convenience by COUNTY shall be by the Board, which shall be effective on the termination date stated in written notice provided by COUNTY, which termination date shall be not less than twelve (12) months after the date of such written notice.

#### **ARTICLE 5. FUNDING AND PAYMENTS**

- 5.1 COUNTY will pay UNIVERSITY total sum as indicated on Exhibit A in support of salary and fringe benefits, and operational expenses for Extension Services under the first year commencing on the Effective Date of this AGREEMENT through September 30, 2026. Funding for each subsequent COUNTY fiscal year under the Term shall be determined and provided to UNIVERSITY in accordance with Section 5.2. Total sum is based upon known current salary cost at the time of Exhibit A development and could be modified subsequently if estimates were not sufficient to cover actual costs. This AGREEMENT is cost reimbursable.

- 5.2 Salaries outlined on Exhibit A for the first year and each subsequent COUNTY fiscal year will be modified and submitted annually to COUNTY by UNIVERSITY. Exhibit A is an estimate of projected salary and fringe benefit expenses for the year and shall not require separate written addendum to this AGREEMENT to implement. Actual expenses may vary due to vacancies, midyear promotions, new hires, unexpected changes in fringe benefit costs and other UNIVERSITY adjustments as indicated in Section 3.2.4. UNIVERSITY will submit Exhibit A to COUNTY annually per the following timetable:

Proposed Annual Budget Request by March 1<sup>st</sup> – UNIVERSITY will include proposed figures for COUNTY to begin budget process.

Annual Budget Request by July 1<sup>st</sup> – UNIVERSITY will make necessary adjustments to Exhibit A figures as needed and submit a final budget request to COUNTY for approval.

- 5.3 UNIVERSITY invoice(s) will be cost reimbursable and issued in accordance with the "Anticipated Payment Schedule" on Exhibit A. COUNTY will make payment to UNIVERSITY within forty-five (45) days after the receipt of UNIVERSITY invoice(s) for the first year and each subsequent COUNTY fiscal year.
- 5.4 COUNTY agrees to provide UNIVERSITY 5% salary support for Extension Business Services personnel as indicated on Exhibit A.
- 5.5 Payment shall be made to University of Florida, Attn: Contracts Grants, PO Box 24736, New York, NY 10087-4736.

- 5.6 UNIVERSITY shall expend all funds received from COUNTY under this AGREEMENT only on expenses directly related to the provision of Extension Services. UNIVERSITY shall be required to maintain specific accounts and records of expenses incurred with funding received from COUNTY and shall promptly share such records with COUNTY upon request.
- 5.7 COUNTY agrees to allow UNIVERSITY to use their direct contributions to Extension Services as a certified match to sponsored awards, pursuant the cost sharing principles outlined 2 CFR 200.306.
- 5.8 Any and all annual salary/wage increases will be based on the University's annual salary/wage increase determinations.
- 5.9. The County's obligation to perform and pay under this Agreement depends on yearly funding approval by the Board. If funds are not approved for this Agreement, it will end, in whole or in part, on September 30 of the last fiscal year for which funds were allocated. The County shall notify the UNIVERSITY in writing of any such funding denial as soon as possible.

#### **ARTICLE 6. LIABILITY**

- 6.1 Nothing herein is intended to serve as a waiver of sovereign immunity by any Party nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this AGREEMENT or any other contract. The Parties are state agencies or political subdivisions as defined in Section 768.28, Florida Statutes, and shall be fully responsible for the acts and omissions of their respective agents or employees when acting within the scope of their agency or employment, to the extent permitted by law.
- 6.2 COUNTY shall not be liable for any damage or injury which may be sustained by any person(s) resulting from any of the Extension Services provided by UNIVERSITY under this AGREEMENT. UNIVERSITY shall not be liable for any damage or injury which may be sustained by any person(s) resulting from any of COUNTY's activities or operations under this AGREEMENT.
- 6.3 To the extent Chapter 440, Florida Statutes requires the UNIVERSITY to be considered the employer for the purposes of workers' compensation, for all Extension Faculty and Extension Services Volunteers, including Master Gardener Volunteers, then the UNIVERSITY agrees act as the employer for such purposes and will provide workers' compensation coverage and benefits to these individuals in the same manner as it is provided to all state employees and volunteers.

#### **ARTICLE 7. INSURANCE**

- 7.1 The Parties are governmental entities subject to Section 768.28, Florida Statutes, and each Party shall furnish the other Party, upon request, with written verification of liability protection in accordance with state law prior to final execution of this AGREEMENT. The acquisition of any commercial liability insurance coverage, self-insurance coverage, or local government liability

insurance pool coverage shall not be deemed a waiver of immunity to the extent of liability coverage, nor shall this AGREEMENT or any contract entered by COUNTY be required to contain any provision for waiver.

#### **ARTICLE 8. CRIMINAL BACKGROUND SCREENING**

- 8.1 UNIVERSITY shall conduct criminal background screening on its officers, faculty, employees, volunteers, and Subcontractors who will be providing any of the Extension Services under this AGREEMENT prior to the performance of any such services. Such screening shall be in accordance with UNIVERSITY's background screening policies and as required by law, which, at a minimum, shall include screening to prohibit any person who is listed as a sexual predator or sexual offender on the Florida Department of Law Enforcement, Sexual Offenders and Predators Website or the United States Department of Justice, National Sex Offender Public Website from providing any Extension Services under this AGREEMENT.
- 8.2 In the event UNIVERSITY obtains, or is provided, supplemental criminal background information, including police reports and arrest information, which potentially disqualifies a person previously deemed eligible by UNIVERSITY to provide any of the Extension Services under this AGREEMENT, UNIVERSITY shall take immediate action to review the matter; however, during such review time and until a determination of eligibility is made by UNIVERSITY based on the requirements of this section, UNIVERSITY shall immediately cease allowing the person to provide any of the Extension Services. Additionally, UNIVERSITY shall be required to inform all persons who have been background screened, pursuant to this section and who are providing any of the Extension Services under this AGREEMENT, to notify UNIVERSITY within twenty-four (24) hours of any arrest related to violence or sexual misconduct which has occurred after the person was deemed eligible to provide such services.

#### **ARTICLE 9. NONDISCRIMINATION**

- 9.1 No Party to this AGREEMENT may discriminate based on race, color, sex, religion, national origin, disability, age, marital status, political affiliation, sexual orientation, pregnancy, or gender identity and expression in the performance of this AGREEMENT.

#### **ARTICLE 10. MISCELLANEOUS**

- 10.1.1 RIGHTS IN DOCUMENTS AND WORK. UNIVERSITY shall furnish COUNTY with copies of any documents or data created by UNIVERSITY as part of the Extension Services, upon request of COUNTY. If a copyright is registered, UNIVERSITY grants permission to COUNTY to use the copyrighted item(s) in part or in full for educational purposes, and to make and distribute copies to the public, provided that credit is given to UNIVERSITY.
- 10.1.2 PUBLIC RECORDS. The Parties shall comply with their respective obligations under the provisions of the Florida Public Records Law, Chapter 119, Florida Statutes.



10.1.3 AUDIT RIGHTS, AND RETENTION OF RECORDS. COUNTY shall have the right to audit the books, records, and accounts of UNIVERSITY and its Subcontractors that are related to this AGREEMENT. UNIVERSITY and its Subcontractors shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to this AGREEMENT and performance thereunder. All books, records, and accounts of UNIVERSITY and its Subcontractors shall be kept in written form, or in a form capable of conversion into written form within a reasonable time, and upon request to do so, UNIVERSITY or its Subcontractor, as applicable, shall make same available at no cost to COUNTY in written form.

UNIVERSITY shall preserve and make available, at reasonable times within County for examination and audit by COUNTY. All financial records, supporting documents, statistical records, and any other documents pertinent to this AGREEMENT shall be kept in accordance with the state records retentions rule, FAC 1B-24.003, or termination of this AGREEMENT or until resolution of any audit findings, whichever is longer. COUNTY audits and inspections pursuant to this section may be performed by any COUNTY representative (including any outside representative engaged by COUNTY). COUNTY reserves the right to conduct such audit or review at UNIVERSITY's place of business, if deemed appropriate by COUNTY, with seventy-two (72) hours' advance notice.

Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for COUNTY's disallowance and recovery of any payment upon such entry.

10.1.4 THIRD PARTY BENEFICIARIES. Neither UNIVERSITY nor COUNTY intends to directly or substantially benefit a third party by this AGREEMENT. Therefore, the Parties acknowledge that there are no third-party beneficiaries to this AGREEMENT and that no third party shall be entitled to assert a right or claim against either of them based upon this AGREEMENT.

10.1.5 NOTICES. In order for a notice to a Party to be effective under this AGREEMENT, notice must be sent via U.S. first-class mail with a contemporaneous copy via e-mail to the addresses listed below and shall be effective upon mailing. The addresses for notice shall remain as set forth herein unless and until changed by providing notice of such change in accordance with the provisions of this section.

TO COUNTY:

PINELLAS COUNTY  
Board of County Commissioners  
315 Court Street,  
Clearwater, FL 33756  
Email address:

and copied to

UF/IFAS Pinellas County Extension  
County Extension Director  
12520 Ulmerton Road,

TO UNIVERSITY:

UNIVERSITY OF FLORIDA  
Division of Sponsored Programs  
207 Grinter Hall, P.O. Box 115500  
Gainesville, Florida 32611-5500  
Email address: ufawards@ufl.edu

and copied to

UNIVERSITY OF FLORIDA  
IFAS Extension Business Services  
1604 McCarty Drive, Suite 1030

Largo, FL 33774-3602

PO Box 110250  
Gainesville, FL 32611-0250

- 10.1.6 **ASSIGNMENT AND PERFORMANCE.** Except for subcontracting approved in writing by COUNTY at the time of its execution of this AGREEMENT or any written amendment hereto, neither this AGREEMENT nor any right or interest herein may be assigned, transferred, subcontracted, or encumbered by UNIVERSITY without the prior written consent of COUNTY. If UNIVERSITY violates this provision, COUNTY shall have the right to immediately terminate this AGREEMENT. UNIVERSITY represents that each person and entity that will provide services under this AGREEMENT is duly qualified to perform such services by all appropriate governmental authorities, where required, and is sufficiently experienced and skilled in the area(s) for which such person or entity will render services. UNIVERSITY agrees that the Extension Services shall be performed in a skillful and respectful manner.
- 10.1.7 **MATERIALITY AND WAIVER OF BREACH.** Each requirement, duty, and obligation set forth herein was bargained for at arm's-length and is agreed to by the Parties. Each requirement, duty, and obligation set forth herein is substantial and important to the formation of this AGREEMENT, and each is, therefore, a material term hereof. Either Party's failure to enforce any provision of this AGREEMENT shall not be deemed a waiver of such provision or modification of this AGREEMENT. A waiver of any breach of a provision of this AGREEMENT shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this AGREEMENT.
- 10.1.8 **COMPLIANCE WITH LAWS.** The Parties shall comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing its duties, responsibilities, and obligations pursuant to this AGREEMENT.
- 10.1.9 **SEVERABILITY.** In the event any part of this AGREEMENT is found to be unenforceable by any court of competent jurisdiction, that part shall be deemed severed from this AGREEMENT and the balance of this AGREEMENT shall remain in full force and effect.
- 10.1.10 **JOINT PREPARATION.** This AGREEMENT has been jointly prepared by the Parties hereto and shall not be construed more strictly against either Party.
- 10.1.11 **PRIORITY OF PROVISIONS.** If there is a conflict or inconsistency between any term, statement, requirement, or provision of any document or exhibit attached hereto or referenced or incorporated herein and any provision of Articles 1 through 12 of this AGREEMENT, the provisions contained in Articles 1 through 12 shall prevail and be given effect.
- 10.1.12 **LAW, JURISDICTION. VENUE, WAIVER OF JURY TRIAL** This AGREEMENT shall be interpreted and construed in accordance with and governed by the laws of the state of Florida. The exclusive venue for any lawsuit arising from, related to, or in connection with this AGREEMENT shall be in the state or federal courts of Florida.

- 10.1.13 AMENDMENTS. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this AGREEMENT and executed by the Board and UNIVERSITY or others delegated authority or otherwise authorized to execute same on their behalf.
- 10.1.14 PRIOR AGREEMENTS. This AGREEMENT represents the final and complete understanding of the Parties regarding the subject matter hereof and supersedes all prior and contemporaneous negotiations and discussions regarding that subject matter. There is no commitment, AGREEMENT, or understanding concerning the subject matter of this AGREEMENT that is not contained in this written document.
- 10.1.15 INCORPORATION BY REFERENCE. All Recital clauses stated above are true and correct and are incorporated herein by reference. The attached Exhibits are incorporated into and made a part of this AGREEMENTS.
- 10.1.16 REPRESENTATION OF AUTHORITY. Everyone executing this AGREEMENT on behalf of a Party hereto hereby represents and warrants that he or she is, on the date he or she signs this AGREEMENT, duly authorized by all necessary and appropriate action to execute this AGREEMENT on behalf of such Party and does so with full legal authority.
- 10.1.17 COUNTERPARTS AND MULTIPLE ORIGINALS. This AGREEMENT may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same AGREEMENT.
- 10.1.18 PRIVILEGES AND IMMUNITIES. All of the privileges and immunities from liability, exemptions from laws, ordinances, and any applicable rules and regulations, and pensions and relief, disability, workers' compensation, and other benefits which apply to the activity of each Party's respective officers, agents, or employees when performing their respective duties under this AGREEMENT within the jurisdictional boundaries of COUNTY shall apply to the same degree and extent to the performance of such functions and duties of such officers, agents, volunteers, or employees outside the jurisdictional boundaries of COUNTY.
- 10.1.19 NO PERSONAL LIABILITY. No covenant or AGREEMENT contained herein shall be deemed to be a covenant or AGREEMENT of any member, officer, agent, or employee of COUNTY or UNIVERSITY in his or her individual capacity, and no member, officer, agent, or employee of COUNTY or UNIVERSITY shall be subject to any personal liability or accountability by reason of the execution of this AGREEMENT.
- 10.1.20 BINDING EFFECT. The terms, covenants, conditions, and provisions of this AGREEMENT shall bind and inure to the benefit of the Parties and their respective legal representatives, successors, and assigns.

10.1.21 COVENANT OF NO INTEREST. Neither Party presently has any interest, and shall not acquire any interest, which would conflict in any manner or degree with its performance under this AGREEMENT, and that the only interest of each Party is to perform and receive benefits as set forth in this AGREEMENT.

10.1.22 INDEPENDENT CONTRACTORS. The Parties are independent contractors under this AGREEMENT. In providing any of the Extension Services under this AGREEMENT, neither Party nor its agents shall act as officers, employees, or agents of the other Party. Neither Party shall have the right to bind the other Party to any obligation not expressly undertaken by that Party under this AGREEMENT.

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IN WITNESS WHEREOF, the Parties hereto have made and executed this AGREEMENT.  
Pinellas County, through its Board of County Commissioners, signing by and through its County Administrator, authorized to execute same by Board action and University of Florida Board of Trustees, signing by and through its Division of Sponsored Programs, duly authorized to execute same.

FOR COUNTY:

APPROVED BY:

\_\_\_\_\_  
Pinellas County

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Pinellas County Attorney

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Pinellas County Clerk of Court

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

FOR UNIVERSITY:

APPROVED BY:



Division of Sponsored Programs

Daniel Palchick

Printed Name

10/3/2025

Date

WITNESSED BY:



Signature

Bryan H. Crockett

Printed Name and Title

10/3/25

Date

APPROVED AS TO FORM

By: Maria C. White, Esq.

Office of the County Attorney

## Exhibit "A" - FY2026 Annual Expense Budget

9/16/2025

**Pinellas County**  
**FY2026 Summary**  
**Annual Budget: 10/01/2025 - 9/30/2026**

**Payroll Due From County for FY2026**

Gellermann, Jeffrey	\$	66,801.73
Badurek, Theresa	\$	49,670.32
Robinson, Stephen	\$	38,739.01
Schoenfelder, Emily	\$	42,621.05
Vacant- Sea Grant	\$	34,892.09
Milligan, Lara	\$	59,003.21
UF Support Position	\$	6,259.05
Total Payroll:	<b>\$</b>	<b>297,986.45</b>

**Total Projected Budget for FY2026**

Total	<b>\$</b>	<b>297,986.45</b>
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**Anticipated Payment Schedule:**

January 10	\$	74,496.61
April 10	\$	74,496.61
July 10	\$	74,496.61
October 10	\$	74,496.61
Total:	<b>\$</b>	<b>297,986.45</b>

\* **Cost Reimbursement Agreement**- Quarterly invoices will be based on actual expenses incurred during the quarter.

**Please remit invoices to:**

Pinellas County Parks & Conservation Resources  
Attn: Tami Maloney, Accountant II  
12520 Ulmerton Road  
Largo, FL 33774  
**Email:** [tjmaloney@pinellascounty.org](mailto:tjmaloney@pinellascounty.org)

**Pinellas County**  
**Salary Details**  
**Annual Budget: 10/01/2025 - 9/30/2026**

35217040		Annual	State	County	5% Margin	Total Due From County
<b>Gellermann, Jeffrey</b> CED - Community Resource Development Agent <b>Position 0001-4014</b> Fringe Pool Rate: <b>33.50%</b>  Exempt	Percentage	100.000%	60.000%	40.000%	5.000%	
	Salary	119,139.88	71,483.93	47,655.95	2,382.80	50,038.75
	Pooled Fringe	39,911.86	23,947.12	15,964.74	798.24	16,762.98
	Grand Totals	159,051.74	95,431.05	63,620.70	3,181.03	\$ 66,801.73

41104880		Annual	State	County	5% Margin	Total Due From County
<b>Badurek, Theresa</b> Mater Gardener Program Agent <b>Position 0001-4066</b> Fringe Pool Rate: <b>33.50%</b>  Exempt	Percentage	100.000%	60.000%	40.000%	5.000%	
	Salary	88,586.27	53,151.76	35,434.51	1,771.73	37,206.23
	Pooled Fringe	29,676.40	17,805.84	11,870.56	593.53	12,464.09
	Grand Totals	118,262.67	70,957.60	47,305.07	2,365.25	\$ 49,670.32

24642010		Annual	State	County	5% Margin	Total Due From County
<b>Robinson, Stephen</b> Commercial Horticulture Agent <b>Position 0001-4638</b> Fringe Pool Rate: <b>33.50%</b>  Exempt	Percentage	100.000%	60.000%	40.000%	5.00%	
	Salary	69,090.43	41,454.26	27,636.17	1,381.81	29,017.98
	Pooled Fringe	23,145.29	13,887.18	9,258.12	462.91	9,721.02
	Grand Totals	92,235.73	55,341.44	36,894.29	1,844.71	\$ 38,739.01

		Annual	State	County	5% Margin	Total Due From County
Family and Consumer Science Agent <b>Position 0001-4119</b> Fringe Pool Rate: <b>33.50%</b>  Exempt	Percentage	100.000%	60.000%	40.000%	5.00%	
	Salary	-	-	-	-	-
	Pooled Fringe	-	-	-	-	-
	Grand Totals	-	-	-	-	\$ -

TBD		Annual	State	County	5% Margin	Total Due From County
<b>Schoenfelder, Emily</b> 4-H Youth Development Agent <b>Position 0001-4215</b> Fringe Pool Rate: <b>33.50%</b>  Exempt	Percentage	100.000%	60.000%	40.000%	5.00%	
	Salary	76,014.00	45,608.40	30,405.60	1,520.28	31,925.88
	Pooled Fringe	25,464.69	15,278.81	10,185.88	509.29	10,695.17
	Grand Totals	101,478.69	60,887.21	40,591.48	2,029.57	\$ 42,621.05

		Annual	State	County	5% Margin	Total Due From County
<b>Vacant- Sea Grant</b>	Percentage	100.000%	60.000%	40.000%	5.00%	
Marine Science Agent						
<b>Position 0001-4052</b>	Salary	62,229.51	37,337.71	24,891.80	1,244.59	26,136.39
Fringe Pool Rate:	Pooled Fringe	20,846.89	12,508.13	8,338.75	416.94	8,755.69
<b>33.50%</b>						
Grand Totals		83,076.40	49,845.84	33,230.56	1,661.53	\$ 34,892.09
Exempt						

23851125		Annual	State	County	5% Margin	Total Due From County
<b>Milligan, Lara</b>	Percentage	100.000%	53.000%	47.000%	5.00%	
Resources Management Agent						
<b>Position 0001-4071</b>	Salary	89,558.58	47,466.05	42,092.53	2,104.63	44,197.16
Fringe Pool Rate:	Pooled Fringe	30,002.13	15,901.13	14,101.00	705.05	14,806.05
<b>33.50%</b>						
Grand Totals		119,560.71	63,367.17	56,193.53	2,809.68	\$ 59,003.21
Exempt						

		Annual	Other Funding	County	5% Margin	Total Due From County
<b>UF Support Position</b>	Percentage	100.000%	95.000%	5.000%	5.00%	
Research Administrator						
	Salary	83,545.88	79,368.58	4,177.29	208.86	4,386.16
Fringe Pool Rate:	Pooled Fringe	35,674.09	33,890.38	1,783.70	89.19	1,872.89
<b>42.70%</b>						
Grand Totals		119,219.96	113,258.97	5,961.00	298.05	\$ 6,259.05
Exempt						

Pinellas Total Projected Payroll: \$ 297,986.45