

**2025 - 2026 Suncoast Remake Learning Days
Letter of Agreement between
The Patterson Foundation
&
Manatee County**

This Letter of Agreement is entered into by and between Manatee County, a political subdivision of the State of Florida (Event Anchor Host) and The Patterson Foundation, a fully endowed charitable trust, jointly referred to as the Parties.

The Suncoast Campaign for Grade-Level Reading (SCGLR) is a four-county effort in Charlotte, DeSoto, Manatee, and Sarasota counties fostering wide community participation to achieve shared aspirations for the success of families and children. SCGLR focuses on five core pillars: school readiness, school attendance, summer learning, parent and family engagement, and health determinants.

The Patterson Foundation works with people, businesses, nonprofits, government, and the media to catalyze efforts toward shared aspirations through five key actions: Connecting, Learning, Sharing, Evolving, and Strengthening. Remake Learning Days provides an opportunity for wide community participation across five sectors to work toward the greater good of strengthening our learning ecosystems.

Remake Learning Days is an international festival that celebrates the many learning opportunities in a community. This celebration highlights innovative experiences and opportunities for youth and participants of all ages to develop their sense of creativity, perseverance, and curiosity through organized learning themes including: Arts, Maker, Outdoor Learning, Science, Technology, Youth Voice, and Professional Development.

Suncoast Remake Learning Days 2025 was a great success with more than 45,900 community members attending 379 events throughout four counties. Suncoast Remake Learning Days 2026 will be a 15-day festival in 2026 and the Suncoast Campaign for Grade-Level Reading is proud to work with the national Remake Learning Days organization to produce Suncoast Remake Learning Days from Saturday, April 18, 2026 through Saturday, May 2, 2026.

Out of School Time providers, Students, Parents, Caregivers, Educators, Library Systems, School Systems, Recreation Programs, Foundations, Faith-based organizations, Service Clubs, nonprofits and Teaching Artists will work collaboratively to develop and execute hands-on relevant and engaging educational experiences that will foster community-wide participation. This collaboration will allow for increased learning through shared knowledge and data, and will help develop a stronger, more unified learning ecosystem.

In consideration of the mutual promises, covenants, and consideration contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

All parties must initial each page

Initials ____

The Event Anchor Host agrees to:

- Host a Suncoast Remake Learning Days (SRLD) event falling between April 18 - May 2, 2026, with the details of the Event Anchor Host's scheduled event provided in Attachment A.
- Event must occur outside of regular school hours at a public location, free and open to the public.
- The Event Anchor Host shall procure or maintain general liability insurance.
- The Event Anchor Host organization shall have a designated Suncoast Remake Learning Days event contact person and a designated Suncoast Remake Learning Days Social Media Ambassador. These roles may be performed by the same individual or combination of any individuals.
- The Event Anchor Host may host its own event or partner with other organizations to host a combined event. Collaborating groups must select an "Event Anchor Host" designated to receive event stipend payments. Each participating organization will be eligible for the "Muscle Building" stipend contingent on attendance at each of four (4) required Labinars. A Partnership Agreement Document is attached. This document is not required, it is included for your internal use as a planning tool.

The Patterson Foundation agrees to:

- Remit timely Event Stipend payment upon signature and completion of this agreement and attendance at one Marketing Labinar. (Returning event hosts whose previous attendance numbers fell below 80% of projected attendance are urged to partner with other organizations and must attend Labinar 1: Event Promotion and Labinar 2: Event Content.)
- Remit timely "Early Bird" Support payment upon receipt of Suncoast Remake Learning Days official event submission form prior to December 15, 2025 (\$500) or January 15, 2026 (\$350). An organization cannot receive both "Muscle Building" and "Early Bird" stipends. Returning event hosts whose previous attendance numbers fell below 80% of projected attendance must attend Labinar 1: Event Promotion and Labinar 2: Event Content to qualify for the "Early Bird" stipend.
- Remit timely "Muscle Building" stipend payment upon attendance at each of four (4) required Labinars. An organization cannot receive both "Muscle Building" and "Early Bird" support.
- The Suncoast Campaign for Grade-Level Reading and The Patterson Foundation will provide fully participating Suncoast Remake Learning Days organizations with resources including a structured series of Pre-Remake Learning Days "Muscle Building" Webversations and Labinars designed to strengthen individuals, organizations and the community while ensuring the success of each Suncoast Remake Learning Days offering.

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- Provide a printed event guide and electronic event app for Suncoast Remake Learning Days
- Compile and collect any post-event data.

Description of Stipend Levels

The Patterson Foundation will provide support for Suncoast Remake Learning Days through three levels of stipends, "Muscle Building", "Early Bird" and Event Stipends.

"Muscle Building" stipend can be achieved by participating hosts and/or partner organizations attending each of four (4) Labinars: Labinar 1: Event Promotion, Labinar 2: Event Content, Labinar 3: Marketing Tools and Strategies and Labinar 4: Social Media Optimization. An organization cannot receive both "Muscle Building" and "Early Bird" stipends.

"Early Bird" stipend can be achieved by organizations that have participated in past Suncoast Remake Learning Days, attended Labinar 1: Event Promotion, and completed their official event submission form prior to December 15, 2025 (\$500) or January 15, 2026 (\$350). Returning event hosts whose previous attendance numbers fell below 80% of projected attendance must attend both Labinar 1: Event Promotion and Labinar 2: Event Content Labinars to qualify for "Early Bird" support. An organization cannot receive both "Muscle Building" and "Early Bird" stipends.

Event Stipends will be paid to the Event Anchor Host to help cover any costs for event talent, supplies, and/or overhead for the actual Suncoast Remake Learning Days events. If an event takes place where there is more attendance than originally stated for event support, a difference will be paid. Event Support is based on in-person or virtual attendance and will be processed after submitting a fully executed Letter of Agreement and attendance at Labinar 1: Event Promotion.

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2026 Suncoast Remake Learning Days Support Provided by The Patterson Foundation		
Event "Muscle Building" Labinars		
	In-Person	Virtual
Suncoast Remake Learning Days "Muscle Building" Labinar participation in all four Labinars per participating organization - every participating organization is eligible for this stipend one time, provided they have attendance at all four "Muscle Building" Labinars. An organization cannot receive both "Muscle Building" and "Early Bird" stipends.	\$500	\$500
Event "Early Bird" Stipend		
	Event Submitted by Dec. 15, 2025	Event Submitted by Jan. 15, 2026
Suncoast Remake Learning Days "Early Bird" Stipend. Any participating lead organization that has participated in Suncoast Remake Learning Days prior to the 2026 festival is eligible for this support one time. To qualify, organizations must have representation at Labinar 1: Event Promotion. Returning event hosts whose previous attendance numbers fell below 80% of projected attendance must attend Labinar 1: Event Promotion and Labinar 2: Event Content to qualify for "Early Bird" stipend. An organization cannot receive both "Muscle Building" and "Early Bird" stipends.	\$500	\$350

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[Signature]

Suncoast Remake Learning Days Event Stipends		
	In-Person	Virtual
Suncoast Remake Learning Days In-person Event for up to 30 participants. This stipend is available per event, and will be paid to the Event Anchor Host when it is a collaborative event after attending Labinar 1: Event Promotion and completing a letter of agreement.	\$500	\$500
Suncoast Remake Learning Days In-person Event for up to 60 participants (This stipend is available per event, and will be paid to the Event Anchor Host when it is a collaborative event after attending Labinar 1: Event Promotion and completing a letter of agreement.	\$1000	
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Suncoast Remake Learning Days In-person Event for more than 100 participants - This stipend is available per event, and will be paid to the Event Anchor Host when it is a collaborative event after attending Labinar 1: Event Promotion and completing a letter of agreement.	\$2000	

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Hold Harmless Language

In consideration for being allowed to participate in Suncoast Remake Learning Days and in consideration of the support provided by The Patterson Foundation to the Event Anchor Host, the Event Anchor Host shall indemnify, release, and hold harmless The Patterson Foundation from any and all damages, injuries, claims, losses, causes of action and expenses, including without limitation attorneys' fees and costs arising, directly or indirectly, from the Event Anchor Host's participation in Suncoast Remake Learning Days. This provision shall survive the termination of the Agreement.

Nothing herein shall be interpreted as a waiver of the Event Anchor Host's rights, including the limited waiver of immunity, as set forth in Section 768.28, Florida Statutes, as amended, or any other statutes, and the Event Anchor Host expressly reserves these rights to the fullest extent permitted under the law. The Parties agree that no term or condition contained in this Agreement shall be construed or interpreted as (a) denying the Event Anchor Host any remedy or defense available to it under the laws of Florida, (b) a waiver of sovereign immunity by the Event Anchor Host beyond the limitations provided in Section 768.28, Florida Statutes, or (c) resulting in the imposition of liability on the Event Anchor Host for which it would not otherwise by law be responsible. Nothing herein shall be construed as consent by the Event Anchor Host to be sued by any third party in any matter arising out of the Agreement.

Partner Media/Public Relations/Social Media Policy

The Patterson Foundation values working collaboratively with partners and vendors for ultimate impact. Part of being an active and engaged vendor means mutual coordination of strategy, messaging, and timing of communications efforts for a streamlined and consistent approach. To this end, we've created the following process to align efforts.

Partners should ensure their internal strategy aligns with this media procedure below, so all internal stakeholders know where to direct media inquiries:

Media Inquiries and Interviews

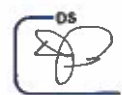
Direct all media inquiries and questions related to The Patterson Foundation to: Beth Duda, 941-952-1413 or Bduda@thepattersonfoundation.org

Media Releases

1. All press releases originating from The Patterson Foundation will be written and distributed by The Patterson Foundation's communications partner, MagnifyGood.
2. Use of The Patterson Foundation name and/or quotes from employees/initiative managers are not permitted without prior written approval from The Patterson Foundation. An email from The Patterson Foundation constitutes sufficient written approval.

All parties must initial each page

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The performance of this Agreement shall be in compliance with all applicable laws, orders and codes of Federal, State, and local governments and the Americans with Disabilities Act. Additionally, The Patterson Foundation covenants and agrees that no person shall on the grounds of race, creed, color, disability, national origin, sex, age, political affiliation or beliefs be excluded from participation in, be denied the benefits of employment by agency, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available by the Event Anchor Host in any manner that is in violation of any provision of the Constitutions of the United States and the State of Florida, or any applicable code, rules or laws.

The Patterson Foundation agrees to provide the Event Anchor Host with a sworn affidavit signed by an officer or a representative of The Patterson Foundation under penalty of perjury attesting that The Patterson Foundation does not use coercion for labor or services, as such terms are defined in Section 787.06, Florida Statutes ("Anti-Human Trafficking Affidavit"). The Anti-Human Trafficking Affidavit must be in a form substantially similar to Attachment B and be provided at the time of or before The Patterson Foundation's execution of this Agreement.

IN WITNESS WHEREOF, the undersigned have been duly authorized to bind their respective parties to this Agreement and have caused this Agreement to be executed as of the date noted.

The Patterson Foundation

-- 4/2/2026 ____, 20__

DocuSigned by:


E19FAACE0507A72
Debra Jacobs, President and CEO

-- 4/2/2026 ____, 20__

DocuSigned by:


B2A5F5CC87490
Beth Duda, Director, Suncoast Campaign for Grade-Level Reading

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**Manatee County Board of County
Commissioners**

--- , 20_

TAL
Signature

Chairman
Title

TAL Siddique
Print Name

4/21/20



ATTEST: ANGELINA COLONNESO
CLERK OF THE CIRCUIT COURT AND COMPTROLLER

By: Rubin Tith DC
Deputy Clerk

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Attachment A

*If you are seeking Event Stipends for more than one event,
Please ensure every event is represented.*

Event Anchor Host Legal Name (Name must match Giving Partner Profile or legal business name)	Manatee County, a political subdivision of the State of Florida
Event Anchor Host Legal Address (Address must match Giving Partner Profile or legal business address)	PO Box 1000, Bradenton FL 34206
Address for receipt of check- Street Name	2101 47th Ter E
Address for receipt of check - City, State, Zip	Bradenton, FL, 34203
Send payment to the attention of	Attn: Kathi Brown
Name of Suncoast Remake Learning Days event	Safety Fest 2026
Date of Suncoast Remake Learning Days event	Saturday, May 2, 2026
Start Time of Suncoast Remake Learning Days event	9:00 AM
End Time of Suncoast Remake Learning Days event	1:00 PM
Location of Suncoast Remake Learning Days event	Public Safety Center
Address of Suncoast Remake Learning Days event	2101 47th Terrace E, Bradenton FL 34203
County	Manatee
Description	Join us for Safety Fest 2026-a fun, free family event celebrating community safety and learning! Guests of all ages can explore first responder and other service vehicles, enjoy interactive learning stations, and meet the dedicated professionals who keep our community safe. Preregister to tour the Emergency Operations Center for a weather preparedness presentation and take part in EMS and 9-1-1 simulations for an unforgettable behind-the-scenes experience. Spaces and tour times are limited, pre-registration for one of the 4 tour times is highly encouraged.
Projected number of Suncoast Remake Learning Days event attendees	
Targeted audience for this Suncoast Remake Learning Days event	Ages 5-7, Ages 8-10, Ages 11-13
Theme	Technology
Registration Link	https://mymanatee.org/safetyfest
Event Details	Wheelchair accessible, Accessible parking, Service animals

All parties must initial each page

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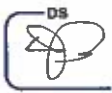
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ATTACHMENT B

ANTI-HUMAN TRAFFICKING AFFIDAVIT (Section 787.06, Florida Statutes)

Before me, the undersigned authority, personally appeared Elizabeth (Beth) Duda who was sworn and says that the following information is true and correct:

1. I am the Director of the Suncoast Campaign for Grade-Level Reading of The Patterson Foundation. I have been authorized by the Entity to provide and execute this affidavit.
2. I am over eighteen years of age, and the following information is given from my own personal knowledge.
3. Entity is a nongovernmental entity and I hereby attest that Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.
4. This affidavit is made and given by affiant under penalty of perjury with full knowledge of applicable Florida laws regarding sworn affidavits and the penalties and liabilities resulting from false statements and misrepresentations therein.

Elizabeth Duda


Signature

STATE OF FLORIDA
COUNTY OF *[insert county, i.e., MANATEE]*

Sworn to (or affirmed) and subscribed before me by means of

- ☒ physical presence or
☐ online notarization

this 6th day of April, 2026, by [insert name, i.e., John Doe], who

- ☐ is personally known to me or
☒ has produced FL DL D300-232-59-876-0 as identification.

[CHECK APPLICABLE BOXES TO SATISFY IDENTIFICATION REQUIREMENT OF SECTION 117.05, FLORIDA STATUTES]



Signature of Notary Public

My Commission Expires: 4/3/2028

(Legibly print, type, or stamp commissioned name of Notary Public and affix official notary seal below.)



KATHI A. BROWN
Notary Public
State of Florida
Comm# HH507215
Expires 4/3/2028



April 21, 2026 - Regular Meeting

Subject

Execution of 2025-2026 Suncoast Remake Learning Days Letter of Agreement with The Patterson Foundation and Acceptance of Event Stipend, James Crutchfield, Deputy Director of Public Safety - Countywide

Category

CONSENT AGENDA

Briefings

None

Contact and/or Presenter Information

Presenter: James Crutchfield, Deputy Director of Public Safety

Contact: Admin Services Coordinator Kathi Brown x1644

Action Requested

Authorization to execute the 2025-2026 Suncoast Remake Learning Days Letter of Agreement between The Patterson Foundation & Manatee County Board of County Commissioners and Acceptance of Event Stipend.

Enabling/Regulating Authority

Applicable Advisory Board

N/A

Background Discussion

The Public Safety Department is requesting to enter an agreement with The Patterson Foundation to host a Suncoast Remake Learning Days event ("Safety Fest") and receive a stipend of up to \$2,500 towards this event. "Safety Fest" is planned to be held at the Public Safety Center on May 2, 2026 and is a free event open to the public. Attendees will participate in activities hosted by all Divisions of Public Safety, plus additional Manatee County Divisions and additional safety related organizations.

Attorney Review

Formal Written Review (Opinion memo must be attached) Snyderman

Instructions to Board Records

Please send completed e-copy to Kathi.Brown@mymanatee.org & James.Crutchfield@mymanatee.org

Distributed 4/24/26, RT

Cost and Funds Source Account Number and Name

Amount and Frequency of Recurring Costs

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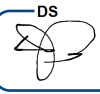
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Description of Stipend Levels

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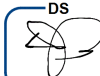
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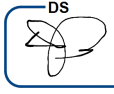
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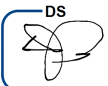
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The Patterson Foundation

-- 4/2/2026 , 20__

DocuSigned by:


E19FAACE05D7472
Debra Jacobs, President and CEO

-- 4/2/2026 , 20__

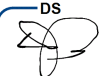
DocuSigned by:


82A6FE5CCFB7490...
Beth Duda, Director, Suncoast Campaign for
Grade-Level Reading

All parties must initial each page

Initials ---

DS
BD

DS


**Manatee County Board of County
Commissioners**

- - - ____ , 20__

Signature

Title

Print Name

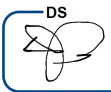
ATTEST: ANGELINA COLONNESO
 CLERK OF THE CIRCUIT COURT AND COMPTROLLER

By: _____
 Deputy Clerk

All parties must initial each page

Initials ____

^{DS}
BD

^{DS}


Attachment A

*If you are seeking Event Stipends for more than one event,
Please ensure every event is represented.*

Event Anchor Host Legal Name (Name must match Giving Partner Profile or legal business name)	Manatee County, a political subdivision of the State of Florida
Event Anchor Host Legal Address (Address must match Giving Partner Profile or legal business address)	PO Box 1000, Bradenton FL 34206
Address for receipt of check- Street Name	2101 47th Ter E
Address for receipt of check - City, State, Zip	Bradenton, FL, 34203
Send payment to the attention of	Attn: Kathi Brown
Name of Suncoast Remake Learning Days event	Safety Fest 2026
Date of Suncoast Remake Learning Days event	Saturday, May 2, 2026
Start Time of Suncoast Remake Learning Days event	9:00 AM
End Time of Suncoast Remake Learning Days event	1:00 PM
Location of Suncoast Remake Learning Days event	Public Safety Center
Address of Suncoast Remake Learning Days event	2101 47th Terrace E, Bradenton FL 34203
County	Manatee
Description	Join us for Safety Fest 2026-a fun, free family event celebrating community safety and learning! Guests of all ages can explore first responder and other service vehicles, enjoy interactive learning stations, and meet the dedicated professionals who keep our community safe. Preregister to tour the Emergency Operations Center for a weather preparedness presentation and take part in EMS and 9-1-1 simulations for an unforgettable behind-the-scenes experience. Spaces and tour times are limited, pre-registration for one of the 4 tour times is highly encouraged.
Projected number of Suncoast Remake Learning Days event attendees	
Targeted audience for this Suncoast Remake Learning Days event	Ages 5-7, Ages 8-10, Ages 11-13
Theme	Technology
Registration Link	https://mymanatee.org/safetyfest
Event Details	Wheelchair accessible, Accessible parking, Service animals

All parties must initial each page

Initials ---

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9 of 10

All parties must initial each page

Initials ---

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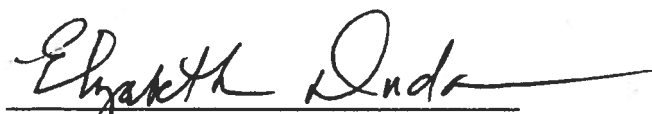
ATTACHMENT B

ANTI-HUMAN TRAFFICKING AFFIDAVIT (Section 787.06, Florida Statutes)

Before me, the undersigned authority, personally appeared Elizabeth (Beth) Duda who was sworn and says that the following information is true and correct:

1. I am the Director of the Suncoast Campaign for Grade-Level Reading of The Patterson Foundation. I have been authorized by the Entity to provide and execute this affidavit.
2. I am over eighteen years of age, and the following information is given from my own personal knowledge.
3. Entity is a nongovernmental entity and I hereby attest that Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.
4. This affidavit is made and given by affiant under penalty of perjury with full knowledge of applicable Florida laws regarding sworn affidavits and the penalties and liabilities resulting from false statements and misrepresentations therein.

Elizabeth Duda

A handwritten signature in black ink, appearing to read "Elizabeth Duda", written over a horizontal line.

Signature

STATE OF FLORIDA
COUNTY OF *[insert county, i.e., MANATEE]*

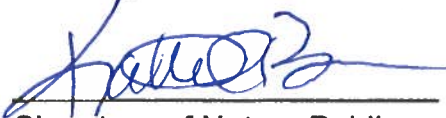
Sworn to (or affirmed) and subscribed before me by means of

- ☒ physical presence or
☐ online notarization

this 6th day of April, 2026, by [insert name, i.e., John Doe], who

- ☐ is personally known to me or
☒ has produced FL DL D300-232-59-876-0 as identification.

[CHECK APPLICABLE BOXES TO SATISFY IDENTIFICATION REQUIREMENT OF SECTION 117.05, FLORIDA STATUTES]



My Commission Expires: 4/3/2028

Signature of Notary Public

(Legibly print, type, or stamp commissioned name of Notary Public and affix official notary seal below.)



KATHI A. BROWN
Notary Public
State of Florida
Comm# HH507215
Expires 4/3/2028

Alexandra Squier

From: Kristina Snyderman
Sent: Thursday, April 2, 2026 8:53 AM
To: Alexandra Squier; James Crutchfield
Cc: Pamela DAgostino; Jodie Fiske; Kathi Brown; Molly White; Courtney DePol; Stephanie Garrison; Juliet Shepard
Subject: RE: RLS Response - Suncoast Remake Learning Days; 2026 25/26-0196

Good morning,

Just as a quick follow up, I note that there are initials required in the footer. I would recommend asking TPF to remove the initials. Missing one page can create an argument about whether that page was agreed to. The signature page is what makes the contract binding and the initial requirement just creates unnecessary risk. I'd also recommend requesting that TPF renumber the pages to the following format: "Page 1 of ____". This way it is clear the contract is complete and gives the same protection of initials without the downside.

If TPF won't agree to removal of the initials, the cover letter for the agenda item needs to be very clear that initials are required on each page as part of the agreement execution.

Kristina Hager Snyderman

Assistant County Attorney

Manatee County Attorney's Office

1112 Manatee Avenue West, Suite 969

Bradenton, Florida 34205

Email: kristina.snyderman@mymanatee.org

Phone: (941) 745-3750, Ext. 3666

Fax: (941) 745-3089



Under [Public Records Act](#), email communications sent to and from this address may be subject to public disclosure. Please be advised that any correspondence may be retained as a public record and could be disclosed upon request.

From: Kristina Snyderman
Sent: Wednesday, April 1, 2026 4:33 PM
To: Alexandra Squier <alexandra.squier@mymanatee.org>; James Crutchfield <james.crutchfield@mymanatee.org>
Cc: Pamela DAgostino <pamela.dagostino@mymanatee.org>; Jodie Fiske <jodie.fiske@mymanatee.org>; Kathi Brown <kathi.brown@mymanatee.org>; Molly White <molly.white@mymanatee.org>; Courtney DePol <courtney.depol@mymanatee.org>; Stephanie Garrison <stephanie.garrison@mymanatee.org>; Juliet Shepard <juliet.shepard@mymanatee.org>
Subject: RE: RLS Response - Suncoast Remake Learning Days; 2026 25/26-0196

Good afternoon, Alex and Jimmy.

In follow up to your Request for Legal Services (RLS), you have asked the County Attorney's Office (CAO) to review a proposed Letter of Agreement (Agreement) between the County and The Patterson Foundation (TPF) for the 2026 Suncoast Remake Learning Days. No specific legal issues or concerns were raised.

My legal advice and guidance are given based on the facts provided by you in the RLS dated January 29, 2026, my telephone conference with you on March 19, 2026, and the updated RLS documents provided on March 19, 2026 (the proposed 2025-2026 Suncoast Remake Learning Days Letter of Agreement).

Attached hereto is an updated redlined draft of the proposed Agreement which contains my recommended changes, comments, and advice. The attached Anti-Human Trafficking Affidavit is an additional Attachment to be included with the Agreement. The incomplete areas within the Affidavit need to be revised accordingly. The Affidavit needs to be signed/notarized by a representative of TPF prior to the Board's review and execution. Just as a reminder, please remove all comments within the Agreement prior to agenda submission. Except as otherwise indicated, I have not reviewed or revised the proposed Agreement for thoroughness, accuracy, or ADA accessibility. I express no opinion as to the business judgment or policy decision as contemplated in the proposed Agreement.

This completes my response to your RLS. Please contact me if you have any questions or if I can be of further assistance.

Kristina Hager Snyderman

Assistant County Attorney

Manatee County Attorney's Office

1112 Manatee Avenue West, Suite 969

Bradenton, Florida 34205

Email: kristina.snyderman@mymanatee.org

Phone: (941) 745-3750, Ext. 3666

Fax: (941) 745-3089



Under [Public Records Act](#), email communications sent to and from this address may be subject to public disclosure. Please be advised that any correspondence may be retained as a public record and could be disclosed upon request.

From: Kristina Snyderman

Sent: Friday, February 13, 2026 10:58 AM

To: Alexandra Squier <alexandra.squier@mymanatee.org>

Cc: Jodie Fiske <jodie.fiske@mymanatee.org>; Kathi Brown <kathi.brown@mymanatee.org>; Molly White <molly.white@mymanatee.org>; Courtney DePol <courtney.depol@mymanatee.org>; Bryan Parnell <bryan.parnell@mymanatee.org>; Pamela DAgostino <pamela.dagostino@mymanatee.org>; Juliet Shepard <juliet.shepard@mymanatee.org>

Subject: RLS Response - Suncoast Remake Learning Days; 2026 25/26-0196

Good morning, Alex.

In your Request for Legal Services, you have asked the County Attorney's Office (CAO) to advise (1) whether the Public Safety Department Director can execute a Letter of Agreement (Letter) between the County and the Patterson Foundation (Foundation) for the Public Safety Department to host a 2025-2026 Suncoast Remake Learning Days

event on May 2, 2026, at the Department; (2) the correct process to enter into the Letter; and (3) whether the Letter must also be converted to a County Agreement for Charitable Services (Agreement).

My legal advice and guidance are given based on the following facts and information which was provided by you either in the RLS or orally during telephone conferences. Specifically, you report that the County, through the Sports & Leisure Services Department, enters into the Agreement with the Foundation each year for the Suncoast Campaign for Grade Level Reading. You report that the Foundation provides the Letter to the Sports & Leisure Department, which is then converted to an Agreement and subsequently presented to the Board for approval. The RLS contains no details regarding how this conversion is accomplished. The only documents provided with this RLS are the draft/unexecuted Letter for 2025-2026, a draft/unexecuted Agreement for a 2025 program, and a draft/unexecuted Letter for a 2025 program.

As to the first and second questions, the Public Safety Department Director cannot approve or sign the Letter. Based upon our telephone conferences on February 5, 2026, and February 6, 2026, and the absence of a resolution or other authority, the correct process for the County to enter into the Letter is for the Letter to be presented to the Board for approval.. If approved, it may then be executed by the Chair.

As to the third question, there is no formal legal requirement that the Letter be converted to an Agreement; however, the CAO has since 2017 legally reviewed forms of Agreements for summer reading challenge programs between the County and the Foundation. This practice began after a memorandum of understanding was submitted to the CAO for the 2017 summer reading program. For the historical benefit of your team, the CAO has provided legal advice and guidance on this topic in the following RLSs: 2024-0241; 2021-0183; 2019-0296; 2017-0284. If you'd like to have copies of the CAO's legal advice given in these RLSs for your edification and to assist you in moving this project forward, please let me know and I will ensure you are promptly provided same. I offer this because the RLS submission failed to accurately provide details and information regarding the CAO's prior legal assistance on this subject, which, if known by your team, would have provided important history regarding these types of transactions and prior guidance given by the CAO - both of which would support a more efficient process for everyone involved.

Our office has not been presented with, nor requested to review the Letter or Agreement. Accordingly, I have limited my review to the three questions within the RLS and outlined herein. Because the Agreement was last reviewed in 2024, I recommend against using same until it is submitted to the CAO for legal review. I am unable to perform that review at this time as the Agreement provided appears to pertain to events proposed to take place in 2025 and otherwise not consistent with the proposed terms and conditions contained in the Letter. After you have revised the Agreement consistent to comport with the proposed transaction for this year, you can email same to me for legal review under this RLS.

This completes my response to your RLS. Please contact me if you have any questions or if I can be of further assistance.

Kristina Hager Snyderman

Assistant County Attorney

Manatee County Attorney's Office

1112 Manatee Avenue West, Suite 969

Bradenton, Florida 34205

Email: kristina.snyderman@mymanatee.org

Phone: (941) 745-3750, Ext. 3666

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