



# LEGAL REQUEST MEMORANDUM (LRM)

From: (Name) Wheeler Sky (Dept) Visitors & Convention Bureau - 2870  
Last First  
(Title) Tourist Development Manager (Phone) (352) 438-2800  
Signature Sky Wheeler Date Thursday, August 28, 2025

The Office of the County Attorney is requested to provide legal assistance as detailed in this legal request and supporting documents (attached).

Request for: ☐ Draft Document ☒ Approve as to Form ☐ RESUBMIT LRM No. \_\_\_\_\_  
☐ Legal Opinion ☐ Other

## Description of Request

We are requesting legal review of the agreement for the Marketing Assistance Funding Program for Workspace Collective LLC which was presented to the TDC for recommendation on 8/20/25. The TDC has recommended this applicant to BCC for approval.

*Secondary*

For more information or discussion, contact: ☐ Same as above  
(Name) Shelton Candace (Title) Industry & Community Relations (Phone) (352) 438-2800  
Last First

Agenda Item? ☒ Yes ☐ No Agenda Date: Tuesday, October 7, 2025

Agenda Deadline Date for **Legal:** Friday, September 5, 2025 Agenda Deadline Date for **Admin:** Thursday, September 18, 2025

**Note: Please allow a MINIMUM of 5 working days BEFORE deadlines for LRM to be completed.**

DO NOT COMPLETE - Office of the County Attorney use ONLY

LRM No. 2025-880

Assigned to: ☐ Matthew Guy Minter, County Attorney ☐ Dana E. Olesky, Chief Asst. County Attorney ☐ Linda Blackburn, Asst. County Attorney ☒ Thomas Schwartz, Asst. County Attorney ☐ Valdoston Shealey, Asst. County Attorney

Outcome:

Date Received:

☒ Approved as to form and legal sufficiency  
☐ Approved with revisions: ☐ Suggested ☐ Completed  
☐ Other:

**RECEIVED**

By Lori Zirkle at 9:39 am, Aug 29, 2025

Attorney Signature: [Signature] Date: 8/29/25

Staff Signature: [Signature] Date: 8/29/25 Returned: ☒ Department ☐ Admin ☐ \_\_\_\_\_  
Completed