

# University Park Recreation District

12051 Corporate Boulevard, Orlando, FL 32817 Phone: 407-723-5900

<http://universityparkrd.com/>

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The continued meeting of the Board of Supervisors of **University Park Recreation District** will be held on **Tuesday, June 29, 2021 at 10:00 a.m.** at the **Varsity Club** located 7671 The Park Blvd, University Park, FL 34201 and or virtually.

**Meeting ID:** 885 1775 3015

**Passcode:** 714312

**Join meeting via Zoom:**

<https://us02web.zoom.us/j/88517753015?pwd=cS94RTZ1TXd1akZ0eXVjT0hmVXo3dz09>

**NOTE: If you are calling into the meeting by phone or Zoom, please MUTE your line!**

## **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**

### **Business Matters**

1. Update Regarding Agreement with Design Group for the Phase 1 RFP Master Improvement Plan Project
2. Review & Acceptance of FY 2020 Audit Report
3. Update of the Pickleball Courts Project

### **Other Business**

4. Staff Reports
  - a. District Counsel
  - b. District Manager
  - c. General Manager & Director of Finance



**District Financials**

Date	Meeting Type	Time	Location	Note
June 29, 2021	BOS Workshop Meeting (Immediately following the adjournment of BOS continued meeting)	10:00 AM	University Park Country Club	The Varsity Club
July 9, 2021	BOS Meeting	1:00 PM	University Park Country Club	The Varsity Club

5. Supervisor Requests

**Adjournment**



# **University Park Recreation District**

Update Regarding Agreement with Design Group for  
the Phase 1 RFP Master Improvement Plan Project

# **University Park Recreation District**

Review & Acceptance of FY 2020 Audit Report

**UNIVERSITY PARK RECREATION DISTRICT**

**FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

# **UNIVERSITY PARK RECREATION DISTRICT**

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**SEPTEMBER 30, 2020**

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## **INDEPENDENT AUDITOR'S REPORT**

June 4, 2021

To the Board of Supervisors  
UNIVERSITY PARK RECREATION DISTRICT  
University Park, Florida

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities and each major fund of UNIVERSITY PARK RECREATION DISTRICT ("the District") as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities and each major fund of UNIVERSITY PARK RECREATION DISTRICT as of September 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3 through 12 and 38 and 39 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated June 4, 2021, on our consideration of the DISTRICT's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the DISTRICT'S internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the DISTRICT's internal control over financial reporting and compliance.

PHILLIPS HARVEY GROUP, P.A.  
Certified Public Accountants  
Naples, Florida

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2020**

University Park Recreation District (the "District") Administration offers readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended September 30, 2020. Please read it in conjunction with the accompanying basic financial statements.

**FINANCIAL HIGHLIGHTS**  
(rounded to thousands)

	<b>September 30,</b>		<b>Increase (Decrease)</b>
	<b>2020</b>	<b>2019</b>	
Total net position	\$ 22,426	\$ 477	\$ 21,949
Unrestricted net position available for future use	\$ 326	\$ 477	\$ (151)
Governmental net position	\$ 5,520	\$ 477	\$ 5,043
Total revenues from all sources	\$ 30,974	\$ 1,201	\$ 29,773
Governmental revenues	\$ 24,211	\$ 1,201	\$ 23,010
Total cost of District programs	\$ 26,199	\$ 729	\$ 25,470
Governmental change in net position	\$ 5,042	\$ 478	\$ 4,564
General fund revenues (under) over expenditures	\$ (359)	\$ 458	\$ (817)
General fund unassigned fund balance	\$ 208	\$ 458	\$ (250)
As a percent of general fund expenditures	45.25%	62.79%	(17.54)%
Country Club operating (loss)	\$ (238)	\$ 0	\$ (238)
Country Club change in net position	\$ 16,906	\$ 0	\$ 16,906
Change in total long-term debt for the District	\$ (175)	\$ 0	\$ (175)

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The three components of the financial statements are: (1) Government-wide financial statements that include the Statement of Net Position and the Statement of Activities. These statements provide information about the activities of the District as a whole. (2) Fund financial statements tell how these services were financed in the short term, as well as what remains for future spending. Fund financial statements also report the District's operation in more detail than the government-wide statements by providing information about the District's most significant funds. (3) Notes to the basic financial statements expand upon information reported in the government-wide and fund statements.

**REPORTING ON THE DISTRICT AS A WHOLE**

**Statement of Net Position and the Statement of Activities (Government-wide)**

A frequently asked question regarding the District's financial health is whether the year's activities contributed positively to the overall financial well-being. The Statement of Net Position and the Statement of Activities report information about the District as a whole and about its activities in a way that helps answer this question. These statements include all assets, deferred outflows of resources, liabilities and deferred inflows of resources using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account, regardless of when cash is received or paid.

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2020**

These two statements report the District's net position and changes therein. Net position, the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources, is one way to measure the District's financial health, or financial position. Over time, increases or decreases in net position are an indicator of whether the financial health is improving or deteriorating.

The statement of Net Position and the Statement of Activities present information about the following:

- **Governmental activities** - All of the District's basic services are considered to be governmental activities, including general government and recreation. Assessments and fees finance most of these activities.
- **Proprietary activities/Business-type activities** - The District charges fees to its members and/or non-members (i.e., public) to cover all or most of the cost of the services provided. The District's Country Club is reported in this category.

**REPORTING THE DISTRICT'S MOST SIGNIFICANT FUNDS**

**Fund Financial Statements**

The fund financial statements provide detailed information about the most significant funds - not the District as a whole. Some funds are required to be established by State law. However, management may establish other funds as times, which aid in the management of money for particular purposes or meet legal responsibilities associated with the usage of certain taxes, grants, and other money. The District's two types of funds – governmental and proprietary - use different accounting approaches as explained below.

• **Governmental funds**

Most of the District's basic services are reported in governmental funds. Governmental funds focus on how resources flow in and out, with balances available for spending remaining at year-end. These funds are reported using an accounting method called the modified accrual accounting method, which measures cash and all other financial assets that can be converted to cash readily. The governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information shows whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs.

The District maintains three individual governmental funds as follows:

1. **General Fund** - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2020**

2. **Debt Service 2019 Fund** - This Debt Service 2019 Fund accounts accumulated resources for, and the payment of, general long-term principal, interest and related costs for the 2019 project consisting of the acquisition of an existing 27-hole University Park championship golf course, clubhouse, restaurant, lounge, fitness center, tennis center, and other facilities and approximately 100 acres of additional land and certain renovations and upgrades to such facilities.
3. **Acquisition and Construction Fund** - This Acquisition and Construction Fund accounts for the construction and acquisition of capital assets such as acquisition of University Park golf courses as well as certain defined capital improvements described in the 2019 Bond Series Indenture.

The basic governmental fund financial statements can be found on pages 15 through 18 of the report.

The District reports the following major (and only) proprietary fund:

- **Proprietary Funds**

The District's only proprietary fund is the Enterprise (Country Club) Fund, which charges members and non-members (i.e., public) for the services it provides. These services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. The basic proprietary fund financial statements can be found on pages 19 through 21 of this report.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, the net position was \$22,425,558 at the close of the most recent fiscal year.

A significant portion of the District's net position (76%) reflects its investment in capital assets (e.g., land, golf course and related improvements, buildings, machinery and equipment) and tennis courts, less any related debt still outstanding, which was used to acquire those assets. The District uses these capital assets to provide services to its property owners residing in the District as well as the public; consequently, these assets are not available for future spending.

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**SEPTEMBER 30, 2020**

**NET POSITION**

	<b>Governmental Activities</b>		<b>Business -Type Activities</b>	<b>Total</b>	
	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2019</b>
<b>Assets:</b>					
Current and other assets	\$ 242,401	\$ 622,856	\$ 1,478,179	\$ 1,720,580	\$ 622,856
Receivables	24,000,008	70,764	196,500	24,196,508	70,764
Due from another fund	0	0	40,434	40,434	0
Inventories	0	0	176,770	176,770	0
Prepaid expenses	345,468	0	95,201	440,669	0
Other assets	0	0	9,043	9,043	0
Restricted cash	5,400,464	0	0	5,400,464	0
Capital assets, net	0	0	18,980,303	18,980,303	0
Total assets	<u>29,988,341</u>	<u>693,620</u>	<u>20,976,430</u>	<u>50,964,771</u>	<u>693,620</u>
Deferred outflows of resources:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Liabilities:</b>					
Current liabilities	387,629	216,173	1,327,905	1,715,534	216,173
Long-term liabilities	<u>24,080,772</u>	<u>0</u>	<u>2,742,907</u>	<u>26,823,679</u>	<u>0</u>
Total liabilities	<u>24,468,401</u>	<u>216,173</u>	<u>4,070,812</u>	<u>28,539,213</u>	<u>216,173</u>
Deferred inflows of resources:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net position:</b>					
Net investment in capital assets	0	0	17,093,179	17,093,179	0
Restricted	5,006,542	0	0	5,006,542	0
Unrestricted	<u>513,398</u>	<u>477,447</u>	<u>(187,561)</u>	<u>325,837</u>	<u>477,447</u>
Total net position	<u>\$ 5,519,940</u>	<u>\$ 447,447</u>	<u>\$ 16,905,618</u>	<u>\$ 22,425,558</u>	<u>\$ 477,447</u>

**Governmental Activities**

The cost of all governmental activities this year was \$1,895,629 plus capital transfers of \$17,272,836. As shown on page 14, Changes in Net Position, those who directly benefited from the programs paid for \$24,001,297 of this cost and \$209,661 was financed through general revenues. Governmental activities increased the District's net position by \$5,042,493 thereby account for 100% of the total increase in the net position of the District.

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**SEPTEMBER 30, 2020**

**CHANGES IN NET POSITION**

	<b>Governmental Activities</b>		<b>Business -Type Activities</b>	<b>Total</b>	
	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2019</b>
<b>REVENUES:</b>					
Non-ad valorem assessments	\$ 24,001,297	\$ 1,201,000	\$ 0	\$ 24,001,297	\$ 1,201,000
Charges for services	0	0	6,687,098	6,687,098	0
Other revenues and interest	109,661	5,895	22,153	131,814	5,895
Total Revenues	<u>24,110,958</u>	<u>1,206,895</u>	<u>6,709,251</u>	<u>30,820,209</u>	<u>1,206,985</u>
<b>EXPENDITURES:</b>					
Current:					
General government	1,247,339	729,300	0	1,247,339	729,300
Capital outlay	0	0	0	0	0
Contingency/revenue reserve	0	0	0	0	0
Debt service:					
Principal retirement	0	0	0	0	0
Interest	648,290	0	0	648,290	0
Country Club	0	0	6,976,469	6,976,469	0
Total Expenditures	<u>1,895,629</u>	<u>729,300</u>	<u>6,976,469</u>	<u>8,872,098</u>	<u>729,300</u>
Excess (deficiency) of revenues over (under) expenditures	22,215,329	471,595	(267,218)	21,948,111	471,595
<b>Contributions and Transfers</b>					
Contributions	(17,272,836)	0	17,272,836	0	0
Transfers in (out)	100,000	0	(100,000)	0	0
Total Contributions and Transfers	<u>17,172,836</u>	<u>0</u>	<u>17,172,836</u>	<u>0</u>	<u>0</u>
Net change in net positions	5,042,493	477,595	16,905,618	21,948,111	477,595
Net position-beginning of year (**)	<u>477,447</u>	<u>(148)</u>	<u>0</u>	<u>477,447</u>	<u>(148)</u>
Net position-end of year	<u>\$ 5,519,940</u>	<u>\$ 477,447</u>	<u>\$ 16,905,618</u>	<u>\$ 22,425,558</u>	<u>\$ 477,447</u>

Note (\*\*) The District acquired the University Park Country Club on November 22, 2019 from the issuance of its non-ad valorem assessment bonds series 2019. Consequently, the above business-type activities results are for the period from November 22, 2019 through September 30, 2020.

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**SEPTEMBER 30, 2020**

The District's programs solely include general government and debt service. Each program's net cost (total cost, less revenues generated by the activities) is presented below. The net cost shows the extent to which the District's general taxes support each of the District's programs.

**COST OF SERVICES:**

	<u>2020</u>		<u>2019</u>	
	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>
General government	\$ 1,247,339	\$ 22,753,958	\$ 729,300	\$ 471,700
Interest on long-term debt	648,290	(648,290)	0	0
	<u>\$ 1,895,629</u>	<u>\$ 22,105,668</u>	<u>\$ 729,300</u>	<u>\$ 471,700</u>

At the end of the current year, as compared to the prior year, the total cost of services increased by \$1,166,329. This increase is primarily due to expansion of services and overall operations from the acquisition of University Park Country Club and debt management.

**Business-Type Activities**

At the end of the current year, the Country Club charges for services (revenues) for the Business-type activities was \$7,030,044 and charges for services were \$6,762,826. Since the acquisition date November 22, 2019 net position of the Proprietary Fund (Country Club) at September 30, 2020, was \$16,905,618. Net position increased by \$16,905,618 in the year.

There was some negative impact in the District's Business-type activities largely due to the government mandated closure. Consequently, this caused the Country Club to have limited restaurant operations and had to cancel several events due to the COVID-19 pandemic.

**FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS**

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds**

The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unrestricted (unassigned/assigned) fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the combined fund balance for all Governmental Funds was \$5,578,401, a \$5,100,954 increase from the 2019 fund balance of \$477,447. Approximately 4% of the combined ending fund balance (\$5,578,401) constitutes unrestricted (unassigned/assigned) fund balance totaling \$208,363, which is available for spending at the government's discretion. The remainder of fund balance (\$5,370,038) is restricted (non-spendable/restricted) to indicate that it is not available for new spending because it has already been committed for a variety of other restricted purposes.

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2020**

**General Fund**

The General Fund is the chief operating fund of the District. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$208,363 while the General Fund total fund balance was \$218,363. As a measure of the General Fund's liquidity, it is helpful to compare both unassigned balance which is 45.25% of total general fund expenditures of \$460,381 and the total fund balance represents 47.43% of that same amount.

The General Fund unassigned fund balance (\$208,363) represents a decrease of \$249,619 from the 2019 unassigned general fund balance of \$457,982.

**General Fund Budgetary Highlights**

There was a formal General Fund budget amendment executed during the year to reclass certain appropriations among its total appropriated expenditures. The General Fund's 2020 total appropriations adopted of \$535,530 was not amended.

**General Fund Budget Analysis**

As shown on page 38 of this report, in the Schedule of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual, there was an overall favorable expenditure variance of \$75,149.

**Debt Service 2019 Fund and Capital Acquisition and Construction Fund**

The District had no formal budgets adopted for its debt service 2019 fund and its acquisition and construction fund since these funds were created initially upon the issuance of the District's Non-Ad Valorem Assessments Bonds Series 2019.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets**

The capital assets of the District are those assets that are used in the performance of the District's functions. Capital assets include land, golf course and related improvements, buildings, machinery and equipment, and tennis courts.

The District's investment in capital assets for its business-type activities as of September 30, 2020 was \$17,093,179 (net of accumulated depreciation and related capital lease obligations). The District had no investment in capital assets for its governmental activities in either fiscal year 2020 or 2019, respectively.

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**SEPTEMBER 30, 2020**

**CAPITAL ASSETS**

	<b>Governmental Activities</b>		<b>Business - Type Activities</b>	<b>Total</b>	
	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2019</b>
Land	\$ 0	\$ 0	\$ 8,525,000	\$ 8,525,000	\$ 0
Construction in progress	0	0	89,947	89,947	0
Golf course and improvements	0	0	5,115,043	5,115,043	0
Buildings	0	0	3,171,213	3,171,213	0
Machinery and equipment	0	0	2,549,757	2,549,757	0
Tennis courts	0	0	233,977	233,977	0
Total assets	0	0	19,684,937	19,684,937	0
Less accumulated depreciation, net	0	0	(704,634)	(704,634)	0
Net capital assets	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 18,980,303</u>	<u>\$ 18,980,303</u>	<u>\$ 0</u>

There were no governmental activities capital assets acquired during the years ended September 30, 2020 and 2019, respectively.

On November 22, 2019, the District acquired through designated bond issuance proceeds for \$16,750,000 certain recreation facilities consisting of a 27-hole golf course and practice facilities, a pro shop, a clubhouse with kitchen, administrative and community facilities, tennis courts, a croquet court, a fitness center, a golf cart storage and other facilities with parcels of land within the University Park County. Consequently, the Enterprise (Country Club) Fund depreciation amount of \$783,411 was computed from this acquisition date of the golf course and other related amenities/equipment on November 22, 2019 through September 30, 2020. These capital assets are included as transfers from the Acquisition and Capital Fund net of other capital asset activity during the fiscal year.

**Debt**

Currently, the District uses debt financing on as-needed basis each year. At the end of the current fiscal year, the District had total long-term debt of \$26,823,679: \$24,080,772 (including unamortized bond premium of \$80,772) in the governmental activities and \$2,742,907 in business-type activities. None of the District's long-term debt comprises debt backed by the full faith and credit of the government.

**OUTSTANDING DEBT**

	<b>Governmental Activities</b>		<b>Business - Type Activities</b>	<b>Total</b>	
	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2019</b>
Series 2019 Bonds	\$ 24,000,000	\$ 0	\$ 0	\$ 24,000,000	\$ 0
Capital leases	0	0	1,835,668	1,835,668	0
Loan payable	0	0	855,783	855,783	0
Equipment loans	0	0	51,456	51,456	0
Plus: Bond premium, net	80,772	0	0	80,772	0
Total	<u>\$ 24,080,772</u>	<u>\$ 0</u>	<u>\$ 2,742,907</u>	<u>\$ 26,823,679</u>	<u>\$ 0</u>

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2020**

**NEXT YEAR'S BUDGET AND ECONOMIC FACTORS**

The FY 2020/2021 Budget reflects continued improvement to the University Park golf course while emphasizing improved community appearance and financial stability. Most importantly, the budget provides necessary resources for the District to maintain and further improve services to our residents without having to use the General Fund Unassigned Fund Balance.

The District's financial plan represents an aggressive approach to adequately maintain infrastructure and address gaps in the organization in order to deliver services to the community. While the budget allocates resources to improve the District's ability to address service and maintenance demands annually, there are also significant capital investments to be made to ensure proper services are maintained and provided to District residents.

**Economic Factors and Future Trends**

In March 2020, the outbreak of the novel coronavirus (COVID-19) spread throughout the world, including in the United States. The financial impacts of COVID-19 were far reaching, and the District was no different. The largest impact was felt in Restaurant Operations with restrictions on indoor dining, elimination of banquet events, and no buffet dining. Social activities, including weekly happy hour events, were also restricted and had a negative financial impact. Conversely, the District was fortunate to offer an outdoor activity, golf, to its membership and the general public. Golf Operations saw increases across all sectors: member rounds, outside rounds, green fees, cart fees, among others.

Despite the economic impact of COVID-19, total members and membership revenue remained materially flat year over year.

**MEMBERSHIP CHANGE**

	<u>2020</u>	<u>2019</u>	<u>Difference</u>
Full membership	296	286	10
Tennis membership	98	94	4
Sports membership	102	107	(5)
Social membership	637	637	-
Twilight Tennis membership	7	9	(2)
Jr. Executive membership	<u>2</u>	<u>2</u>	<u>-</u>
 Total membership	 <u>1,142</u>	 <u>1,135</u>	 <u>7</u>

**UNIVERSITY PARK RECREATION DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2020**

The District's Board of Supervisors ("The Board") adopted a preliminary FY2022 Budget for the Enterprise Fund (Country Club), General Fund, and Debt Service Fund at their May 14, 2021 Board Meeting. The Budgets, primarily the Enterprise (Country Club) Fund, were prepared assuming club operations return to pre COVID-19 activities, reflecting increased revenue, namely in Restaurant Operations.

The Board recently accepted the Club's Master Plan presented by Fawley Bryant Architectures. Phase #1 projects of the Plan include significant improvement to the dining experience. This will be accomplished with a remodel of the dining room indoor facilities and a complete renovation of the outdoor dining and social gathering spaces in the Café. The Budget assumes the restaurant renovations are completed by January 1, 2022 with modest interruption to ala carte dining during construction.

The Board of Supervisors also approved a new Membership Plan commencing on January 1, 2022 with fewer membership categories, enhanced membership flexibility and an adjusted fee structure. The FY2022 Budget reflects this new membership plan.

The Board also recently approved the continued renovation of the Golf Course with holes #10-18 planned for the summer of 2021. Tentative plans for a similar renovation of holes #19-27 are being considered for the summer of 2022. The 2022 budget assumes the remaining open 18 holes can comfortably accommodate our summer needs with minimal impact on golf revenues.

Finally, in addition to the Enterprise (Country Club) Fund and General Fund Operating Budgets, Club Management has commenced the creation of a long-term Capital Reserve plan for ongoing equipment replacement and capital improvement needs. This will include the identification and tagging of all Club assets, identifying the useful lives of the assets, and quantifying the replacement value of said assets. This listing will become the foundation of Capital Ledger needs, and Member/Resident support, as we move forward as a Club.

The District's delinquent account balance remains of little concern. The District had two delinquent accounts related to the 2019 Assessment as of year ended September 30, 2020. Each account was placed in litigation, one of which has been paid in full in FY2021 and the other is approaching resolution. On the Club Operations side, there are no material concerns of delinquency.

**CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, applicable club members, and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact the District at (941) 355-3888.

John Fetsick, Director of Finance  
University Park, FL

**PART I. FINANCIAL SECTION**

**UNIVERSITY PARK RECREATION DISTRICT**

**STATEMENT OF NET POSITION**

**SEPTEMBER 30, 2020**

<b>ASSETS</b>	<b><u>Governmental Activities</u></b>	<b><u>Business Activities</u></b>	<b><u>Total</u></b>
Cash	\$ 242,401	\$ 1,478,179	\$ 1,720,580
Receivables	24,000,008	196,500	24,196,508
Due from Acquisition and Construction Fund	0	40,434	40,434
Inventories	0	176,770	176,770
Prepaid expenses	345,468	95,201	440,669
Other assets	0	9,043	9,043
Restricted assets:			
Cash, restricted for debt and/or capital payments	5,400,464	0	5,400,464
Capital assets, net:			
Non-depreciable assets	0	8,614,947	8,614,947
Depreciable assets (net of depreciation)	<u>0</u>	<u>10,365,356</u>	<u>10,365,356</u>
Total capital assets, net	<u>0</u>	<u>18,980,303</u>	<u>18,980,303</u>
 Total assets	 <u>29,988,341</u>	 <u>20,976,430</u>	 <u>50,964,771</u>
 <b>LIABILITIES</b>			
Accounts payable	34,038	115,637	149,675
Due to Enterprise (Country Club) Fund	40,434	0	40,434
Accrued payroll and other	0	418,753	418,753
Accrued interest payable	313,157	0	313,157
Unearned revenue	0	793,515	793,515
Non-current obligations:			
Portion due within one year	515,000	1,323,838	1,838,838
Portion due after one year	<u>23,565,772</u>	<u>1,419,069</u>	<u>24,984,841</u>
 Total liabilities	 <u>24,468,401</u>	 <u>4,070,812</u>	 <u>28,539,213</u>
 <b>NET POSITION</b>			
Net investment in capital assets, net	0	17,093,179	17,093,179
Restricted for:			
Debt service	5,006,542	0	5,006,542
Unrestricted	<u>513,398</u>	<u>(187,561)</u>	<u>325,837</u>
 Total net position	 <u>\$ 5,519,940</u>	 <u>\$ 16,905,618</u>	 <u>\$ 22,425,558</u>

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2020**

<b><u>Functions/Programs</u></b>	<b><u>Expenses</u></b>	<b>Charges for <u>Services</u></b>	<b><u>Governmental Activities</u></b>	<b><u>Business-type Activities</u></b>	<b><u>Total</u></b>
Primary Government:					
Governmental activities					
General government	\$ 1,247,339	\$ 24,001,297	\$ 22,753,958	\$ 0	\$ 22,753,958
Interest on long term debt	<u>648,290</u>	<u>0</u>	<u>(648,290)</u>	<u>0</u>	<u>(648,290)</u>
	1,895,629	24,001,297	22,105,668	0	22,105,668
Business-type activities-country club	<u>7,030,044</u>	<u>6,762,826</u>	<u>0</u>	<u>(267,218)</u>	<u>(267,218)</u>
Total business-type activities	<u>7,030,044</u>	<u>6,762,826</u>	<u>0</u>	<u>(267,218)</u>	<u>(267,218)</u>
Total government	<u>\$ 8,925,673</u>	<u>\$ 30,764,123</u>	<u>22,105,668</u>	<u>(267,218)</u>	<u>21,838,450</u>
 <b>General Revenues:</b>					
Interest income			9,661	0	9,661
Settlement proceeds-lawsuit			100,000	0	100,000
Cash transfers			100,000	(100,000)	0
rs-capital assets			<u>(17,272,836)</u>	<u>17,272,836</u>	<u>0</u>
Total general revenues and transfers			(17,063,175)	17,172,836	109,661
Change in net position			5,042,493	16,905,618	21,948,111
Net position, September 30, 2019			<u>477,447</u>	<u>0</u>	<u>477,447</u>
Net position, September 30, 2020			<u>\$ 5,519,940</u>	<u>\$ 16,905,618</u>	<u>\$ 22,425,558</u>

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**

**SEPTEMBER 30, 2020**

	<b>MAJOR FUNDS</b>			
	<b>GENERAL</b>	<b>DEBT SERVICE 2019</b>	<b>ACQUISITION AND CONSTRUCTION</b>	<b>TOTAL GOVERNMENTAL FUNDS</b>
<b><u>ASSETS</u></b>				
Cash (Note 3)	\$ 242,401	\$ 1,661,975	3,738,489	5,642,865
Receivables	0	24,000,008	0	24,000,008
Prepaid expenses	10,000	0 <sup>\$</sup>	0 <sup>\$</sup>	10,000
Other assets	_____	_____	_____	_____
Total Assets	\$ 252,401	\$ 25,661,983	\$ 3,738,489	\$ 29,652,873
 <b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</u></b>				
	0	0	0	0
Liabilities:				
Accounts payable	\$ 34,038	0	\$ 0	\$ 34,038
Due to other funds	0	0	40,434	40,434
Total Liabilities	\$ 34,038 <sup>\$</sup>	0	40,434	74,472
Deferred Inflows of Resources:				
Unavailable revenue-special assessments	0	24,000,000	0	24,000,000
Total Liabilities and Deferred Inflows of Resources	34,038	24,000,000	40,434	24,074,472
Fund Balances (Note 8):				
Reserved for:				
Non-spendable	10,000	0	0	10,000
Restricted	0	1,661,983	3,698,055	5,360,038
Committed	0			
Assigned				
Unassigned	208,363	0	0	208,363
Total Fund Balances	218,363	1,661,983	3,698,055	5,578,401
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 252,401	\$ 25,661,983	\$ 3,738,489	\$ 29,652,873

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TO THE STATEMENT OF NET POSITION**

**SEPTEMBER 30, 2020**

**TOTAL GOVERNMENTAL FUND BALANCE (Page 15) \$ 5,578,401**

Amounts reported for governmental activities in the statement of net position are different because:

The focus of governmental funds is on short-term financing, some assets will not be available to pay for current-period expenditures. Those assets (assessments receivable) are offset by deferred inflow in the governmental funds and thus are not included in fund balance:

Adjustment of deferred inflows - unavailable revenue \$ 24,000,000

Long-term liabilities, including notes and bonds payable, are not due and payable in the current period and therefore are not reported in the funds. The amount borrowed is received in the governmental funds and increases fund balance. Also, the difference between those amounts are the amortization of bond premium and insurance costs over the life of the debt as well as year-end interest accrual adjustment in the statement of activities. Balance at year-end consist of:

Bonds and notes payable	\$ (24,000,000)	
Less: unamortized bond premium	(80,772)	
Plus: unamortized bond costs (insurance)	335,468	
Less: accrued interest payable on long-term debt	<u>(313,157)</u>	
		<u>(24,058,461)</u>

**Total Net Position (Page 13) \$ 5,519,940**

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES - GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2020**

	<b>MAJOR FUNDS</b>			<b>TOTAL GOVERNMENTAL FUNDS</b>
	<b>GENERAL</b>	<b>DEBT SERVICE 2019</b>	<b>ACQUISITION AND CONSTRUCTION</b>	
<b>REVENUES</b>				
Non-ad valorem assessments	\$ 1,297	\$ 0	\$ 0	\$ 1,297
Other revenues and interest	100,000	3,010	6,652	109,662
Total Revenues	<u>101,297</u>	<u>3,010</u>	<u>6,652</u>	<u>110,959</u>
<b>EXPENDITURES</b>				
Current:				
General government	460,381	0	43,198	503,579
Capital outlay				
Debt service:				
Principal				
Interest		335,134	0	335,134
Debt issuance costs and other	0	0	1,081,587	1,081,587
Total Expenditures	<u>460,381</u>	<u>335,134</u>	<u>1,124,785</u>	<u>1,920,300</u>
	0	0	0	0
(Deficiency) of revenues over expenditures	0 (359,084)	0 (332,124)	0 (1,118,133)	0 (1,809,341)
<b>OTHER FINANCING SOURCES AND USES</b>				
Transfers in (out)	100,000	11,705	(11,705)	100,000
Transfers-contributions to Enterprise Fund	0	0	(17,272,836)	(17,272,836)
Premium on issuance of bond	0	0	83,131	83,131
Special assessment bond proceeds	0	1,982,402	22,017,598	24,000,000
Total Financing Sources (Uses)	<u>100,000</u>	<u>1,994,107</u>	<u>4,816,188</u>	<u>6,910,295</u>
Net Change in Fund Balances	(259,084)	1,661,983	3,698,055	5,100,954
Fund Balances, September 30, 2019	<u>477,447</u>	<u>0</u>	<u>0</u>	<u>477,447</u>
Fund Balances, September 30, 2020	<u>\$ 218,363</u>	<u>\$ 1,661,983</u>	<u>\$ 3,698,055</u>	<u>\$ 5,578,401</u>

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**

**RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES**

**FOR THE YEAR ENDED SEPTEMBER 30, 2020**

**Net Change in Fund Balances - Total Governmental Funds (Page 17) \$ 5,100,954**

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report debt issuance costs (including prepaid bond insurance) as expenditures whereas prepaid bond insurance is capitalized and amortized over the life of the bonds in the government-wide statements.

Capitalized prepaid bond insurance 345,264

Governmental funds report annual collections of debt assessments as Revenue if any, including the portion collected for principal repayment. However, in the statement of activities, the principal repayment portion is recognized as revenue upon adoption of the resolutions authorizing the debt.

24,000,000

Interest expense/other in the statement of activities differs from the amount reported in governmental funds for two reasons. The net effect of accrued interest on long-term debt (difference between amount that would have been accrued current year accrual), and adjustments arising from bond premium and bond insurance being amortized.

Net effect of accrued interest on long-term debt	(313,157)	
Amortization of bond premium	2,358	
Amortization of bond insurance costs	<u>(9,795)</u>	
		(320,594)

Bond proceeds and premium are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the government-wide statements, however, issuing debt/premium increases long-term liabilities in the statement of net position.

Proceeds from special bond proceeds	(24,000,000)	
Bond premium	<u>(83,131)</u>	

**Change in Net Position of Governmental Activities (Page 14) \$ 5,042,493**

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**

**STATEMENT OF NET POSITION**

**PROPRIETARY FUND**

**SEPTEMBER 30, 2020**

	<b><u>Enterprise (Country Club)</u></b>
Assets	
Current assets	
Cash and cash equivalents	\$ 1,478,179
Accounts receivable	196,500
Due from Acquisition and Construction Fund	40,434
Inventories	176,770
Prepaid expenses	95,201
Other assets	9,043
Total current assets	<u>1,996,127</u>
Non-current assets	
Capital assets, net	<u>18,980,303</u>
Total non-current assets	<u>18,980,303</u>
 Total assets	 <u>20,976,430</u>
 Liabilities	
Current liabilities	
Accounts payable	115,637
Accrued expenses	418,753
Unearned revenue	793,515
Loans payable - current portion	<u>1,333,432</u>
Total current liabilities	<u>2,661,337</u>
Non-current liabilities	
Loans payable	<u>1,409,475</u>
Total non-current liabilities	<u>1,409,475</u>
 Total liabilities	 <u>4,070,812</u>
 Net position	
Net investment in capital assets	17,093,179
Unrestricted	<u>(187,561)</u>
 Total net position	 <u>\$ 16,905,618</u>

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**PROPRIETARY FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2020**

	<b><u>Enterprise (Country Club)</u></b>
Operating revenue	
Membership dues	\$ 2,788,552
Green/cart fees and other	2,400,795
Restaurant revenues	1,450,614
Tennis and fitness fees	47,137
Miscellaneous	<u>22,153</u>
Total operating revenues	<u>6,709,251</u>
Operating expenses	
Golf course maintenance expenses	1,804,881
Golf and pro shop operations	816,609
Restaurant expenses	1,961,940
Tennis and fitness	256,627
Administrative and general	1,158,624
Insurance	164,763
Depreciation and amortization	<u>783,411</u>
Total operating expenses	<u>6,946,855</u>
Operating income (loss)	<u>(237,604)</u>
Nonoperating revenues (expenses)	
Loss on disposal of equipment	(31,516)
Initiation fees	53,575
Interest expense	<u>(51,673)</u>
Total nonoperating revenues (expenses)	<u>(29,614)</u>
Contributions and transfers	
Capital contributions	17,272,836
Transfer out	<u>(100,000)</u>
Total contributions and transfers	<u>17,172,836</u>
Change in net position	16,905,618
Net position – beginning (November 22, 2019)	<u>0</u>
Net position - ending	<u>\$ 16,905,618</u>

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**

**STATEMENT OF CASH FLOWS**

**PROPRIETARY FUND**

**FOR THE YEAR ENDED SEPTEMBER 30, 2020**

Cash flows from operating activities:	
Receipts from customers	\$ 7,306,266
Payments to suppliers for goods or services	(3,279,303)
Payments to employees for services	<u>(2,671,199)</u>
Net cash provided by operating activities	<u>1,355,764</u>
Cash flows from non-capital financing activities:	
Payment to other funds	<u>(100,000)</u>
Net cash (used in) non-capital financing activities	<u>(100,000)</u>
Cash flows from capital and related financing activities:	
Proceeds from Park Boulevard Management, LLC	855,783
Principal paid on capital lease obligations and loans	(173,098)
Initiation fees	53,575
Interest paid on debt	(51,673)
Acquisition of capital assets, net	<u>(462,172)</u>
Net cash provided by capital and related financing activities	<u>222,415</u>
Net increase in cash	1,478,179
Cash, beginning of year	<u>0</u>
Cash, end of year	<u>\$ 1,478,179</u>
Reconciliation of operating income (loss)	
to net cash provided by operating activities:	
Operating income (loss)	\$ <u>(237,604)</u>
Adjustment to reconcile operating income	
to net cash provided by operating activities:	
Depreciation and amortization	783,411
Change in assets and liabilities	
Increase in accounts receivable	(196,500)
Increase in due from Acquisition and Construction Fund	(40,434)
Increase in inventories	(176,770)
Increase in prepaids	(95,201)
Increase in other assets	(9,043)
Increase in accounts payable	115,637
Increase in accrued expenses	418,753
Increase in unearned income	<u>793,515</u>
Total adjustments	<u>1,593,368</u>
Net cash provided by operating activities	<u>\$ 1,355,764</u>
<b><u>Supplemental Disclosures of Cash Flow Information:</u></b>	
Capital assets obtained from contributions	<u>\$ 17,272,836</u>
Equipment acquired through capital leases and loans	<u>\$ 2,060,222</u>

The accompanying notes are an integral part of these financial statements.

# UNIVERSITY PARK RECREATION DISTRICT

## NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2020

### NOTE 1 - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Reporting Entity

The UNIVERSITY PARK RECREATION DISTRICT ("the District") was created on August 3, 2018 pursuant to provisions of Chapters 418 and 189, Florida Statutes, as amended (the "Act"), created by Ordinance No.18-29 enacted by the Board of County Commissioners of Manatee County, Florida and operates within the criteria established. The District was established for the purposes of acquiring and improving recreation facilities benefitting property consisting of 1226 gross acres of land and 1201 residential units to be served by the District. The District has undertaken the acquisition, financing, renovation and improvement, in various stages of the recreation facilities known as "University Park County Club" and associated professional fees and incidental costs related thereto for the special benefit of the District lands, pursuant to the Act. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing or re-constructing, enlarging or extending, equipping, operating and basic infrastructure for recreational facilities of all kinds, including, but not limited to real property, personal property, roads, parking lots, sidewalks, trails, paths, parks, ponds, lakes, preserves, lighting, landscaping, irrigation, signage, water sewer and parking within boundaries of the UNIVERSITY PARK RECREATION DISTRICT. The District is governed by a five-member Board of Supervisors, who were initially elected within certain defined terms.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements related to the *Financial Reporting Unit*, which establishes standards for defining and reporting on the financial reporting entity. Under the provisions of those standards, the definition of the financial reporting entity is based upon the concept that elected officials are accountable to their constituents for their actions. One of the objectives of financial reporting is to provide users of financial statements with a basis for assessing the accountability of the elected officials. The financial reporting entity consists of the District organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. The District is financially accountable for a component unit if it appoints a voting majority of the organization's governing board and it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the District, or the District has operational responsibility on the organization. Based upon the application of these criteria, there were no entities that met the criteria described above. Therefore, the financial statements include only the operations of the District.

**The District's financial statements include both government wide and fund financial statements:**

#### Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the District. *Governmental activities*, which normally are supported by taxes, are reported separately from *business-type activities* of which the District had such activities during 2020. For the most part, the effect of inter-fund activity has been removed from these statements. The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment. and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported instead as *general revenues*.

# UNIVERSITY PARK RECREATION DISTRICT

## NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2020

### NOTE 1 - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Government-Wide and Fund Financial Statements (Continued)

Separate financial statements are provided for governmental funds even though such funds are excluded from the government-wide financial statements. All governmental funds of the District are reported as major individual funds.

#### Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Non-ad valorem assessments are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers all revenues available if they are collected within 60 days after year-end. Expenditures generally are recorded when the related fund liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. The primary revenue sources associated with the current fiscal period that are susceptible to accrual are non-ad valorem assessments and any investment interest. All other revenue items become measurable and available only when cash is received by the District and are recognized as revenue at that time.

The District reports the following major governmental funds:

**General Fund** - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

**Debt Service 2019 Fund** - This Debt Service 2019 Fund accounts accumulated resources for, and the payment of, general long-term principal, interest and related costs for the 2019 Project consisting of the acquisition of an existing 27-hole University Park championship golf course, clubhouse, restaurant, lounge, fitness center, tennis center, and other facilities and approximately 100 acres of additional land and certain renovations and upgrades to such facilities.

**Acquisition and Construction Fund** - This Acquisition and Construction Fund accounts for the construction and acquisition of capital assets such as acquisition of University Park club facilities as well as certain defined capital improvements alluded in the 2019 Bond Series Indenture.

The District reports the following major (and only) proprietary fund:

**Enterprise (Country Club) Fund** - This Fund accounts for the activities related to the University Park Country Club.

# **UNIVERSITY PARK RECREATION DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

### **NOTE 1 - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Proprietary fund distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and selling goods in connection with the proprietary fund's principal ongoing operations. The principal operating revenues of the District's Enterprise (Country Club) Fund are charges to members and the public for sales and services. Operating expenses for the Enterprise (Country Club) Fund include the cost of sales and amenity services, administrative expenses and depreciation and amortization on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

#### **Budgetary Process**

The District's General Fund and Proprietary Fund budgets and amendments, are approved by the Board of Supervisors. There were no formal budgets adopted for the District's Debt Service 2019 Fund or the Acquisition and Construction Fund during this fiscal year. Those Funds are adhering to and following the specific mandates as delineated in the 2019 Bond Series Indenture. The adopted budgets are prepared on a basis consistent with U.S. generally accepted accounting principles except the Proprietary Fund does not budget for depreciation. The adopted budget amounts presented in the accompanying basic financial statements are originally adopted, unless subsequently amended, by the District's Board of Supervisors. Budgetary control is established by the District through the appropriated budget for all applicable Funds.

The annual budgets serve as the legal authorization for expenditures. Expenditures cannot legally exceed the total amounts budgeted. All budget amendments, which change the legally adopted total appropriation, are approved by the Board of Supervisors. Appropriations, if any, lapse at the year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District management team submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) A public hearing is conducted to obtain taxpayer comments.
- c) Prior to October 1, the budget is legally adopted via resolution by the District Board.
- d) All budget changes must be approved by the District Board.
- e) All budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

#### **Encumbrances**

Encumbrance accounting under which purchase orders and other commitments for expenditures of monies are recorded is not employed by the District and thus no amount has been included in these financial statements for encumbrances.

#### **Due To and From Other Funds**

Interfund receivables and payables arise from interfund transactions and are recorded by funds affected in the period in which transactions are executed. There were amounts due to and from other funds at September 30, 2020 in the accompanying fund statements.

# **UNIVERSITY PARK RECREATION DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

### **NOTE 1 - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

#### **Total Column on the Statement of Net Position, Statement of Activities, Balance Sheet - Governmental Funds and the Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds**

The total columns on the statement of net position, statement of activities, balance sheet - governmental funds and the statement of revenues, expenditures and changes in fund balances - governmental funds is presented only to facilitate financial analysis and also is utilized for reconciliation purposes to the government-wide financial statements. Data in this column does not present financial position or results of operations in conformity with generally accepted accounting principles, and such data is not comparable to a consolidation.

#### **Cash and Cash Equivalents**

Cash and cash equivalents consist of petty cash, deposits in checking accounts and money market accounts. Cash equivalents would be short-term investment items with a maturity of three months or less when purchased.

#### **Accounts Receivable**

Accounts receivable in the Enterprise (Country Club) Fund are stated at the amount management expects to collect from outstanding balances. These accounts represent member charges for goods and/or services provided. It is the District's policy to charge off uncollectible amounts when management determines the receivable will not be collected. There were no accounts receivable written-off during the year. The District's collection policy includes sending a friendly collection letter at 30 days past payment due date, sending a stronger letter outlining consequences for nonpayment at 45 days past payment due date and consideration of suspension of members at 60 days past payment due date for nonpayment. Members will then have 15 days to make payment or their membership may be recalled by Club management. Any past due member balance that includes unpaid dues is subject to the suspension of Club privileges at the 30 days past payment due date. Members who join the Club after January 1 each year will have their dues prorated to the effective date of membership.

#### **Assessments Receivable/Unavailable Revenue**

Assessments receivable recorded in the Debt Service 2019 Fund represent the balance of outstanding assessments levied at the time the related debt issuance was authorized. The receivables are collected in annual installments together with assessments for interest and collection costs in amounts sufficient to meet the annual 2019 Bond Series debt service requirements.

The District reports unavailable revenue as a deferred inflow of resources in the fund financial statements in an amount equal to the assessments receivable since this revenue will be collected in future years. This assessment revenue is not deferred in the government-wide financial statements. Instead, it is recognized as revenue at the time the assessments are levied.

#### **Restricted Assets**

Certain resources set aside for the repayment of the District's special assessment bond proceeds are classified as restricted assets on the statement of net position because they are maintained in separate bank accounts and their use is limited by applicable bond covenants. The "Cash", restricted for principal and interest account is used to segregate resources accumulated for future debt service payments and certain capital improvements as shown in the 2019 Bond Series Indenture.

**UNIVERSITY PARK RECREATION DISTRICT**

**NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

**NOTE 1 - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Investments**

Investments, if any, are reported and are equal or equivalent to fair value. The District follows Florida Statutes Section 218.415 (20) when investments are acquired. For any investments held, the District categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair values of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. All District's funds held with US Bank (Bond Trustee) held at September 30, 2020 are in money market accounts. The District held no investments at year-end.

**Inventories**

Inventories in the Enterprise (Country Club) Fund are stated at the lower of cost (first-in, first-out method) or net realizable value and consist of food, beverage, and merchandise held for sale in the pro shop. The costs of governmental fund type inventory, if any, are recorded as expenditures when consumed rather than when purchased.

**Prepaid Items**

Payments made to vendors for services that will be benefit periods beyond September 30, 2020, in the governmental funds are recorded as prepaid items using the consumption method by recording an asset for the prepaid amount and showing the expenditure/expense in the year in which the services are consumed. At the fund reporting level, an equal amount of the fund balance is classified as non-spendable, as this amount is not available for general appropriation.

**Capital Assets and Depreciation**

Capital assets, which include land, golf course and related improvements, buildings, machinery and equipment and tennis courts are reported in the business-type activities columns in the government-wide financial statements (see Note 3). The District had no governmental capital assets at September 30, 2020 and 2019, respectively. Capital assets are defined by the District as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year. Capital assets are carried at historical cost or estimated historical cost. Contributed assets are recorded at acquisition value as of the date received. As the District constructs or acquires capital assets each period, such assets are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or extend its useful life.

The District's golf course and improvements, buildings, machinery and equipment and tennis courts are being depreciated using the straight-line method over the following estimated useful lives.

	<u>YEARS</u>
Golf course and improvements	15
Buildings	28
Machinery and equipment	5 - 7
Tennis courts	7

# **UNIVERSITY PARK RECREATION DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

### **NOTE 1 - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

#### **Payables and Accruals**

Such payable and accrual amounts are recorded as expenses and liabilities when incurred in the government wide financial statements and as expenditures and liabilities in the fund financial statements when expected to be liquidated with available current expendable financial resources.

#### **Compensated Absences**

The District's leased employees are granted compensated absence pay for vacation and sick leave in varying amounts based on length of service and other adopted policies. Compensated absences are accrued when earned in the government-wide and proprietary financial statements.

#### **Unearned Revenue**

The District reports unearned revenue on its government-wide and proprietary fund statements of net position. Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied. On both the government-wide statements and proprietary fund statement, unearned revenues represent the corresponding liability for cash advances received to fund future expected expenditures related primarily to club membership dues and fees. In subsequent periods, when revenue recognition criteria are met the revenue will be recognized and the unearned revenue will be released.

#### **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of net position may report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The District had no items that qualify for reporting in this category. In addition to liabilities, the statement of net position may report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The District has only one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from the balance of outstanding assessments levied by the District to repay outstanding debt. These amounts are deferred and recognized as an inflow of resources in the future periods that the amounts become available.

#### **Long-Term Obligations**

2019 Series bond payable is reported as liabilities in the government-wide statement of net position. This liability is not reported in the fund financial statements as they are considered to be current liabilities. In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method which approximates the effective interest method. Bonds are reported net of the applicable bond premium or discount. Bond issuance costs, other than prepaid insurance, are expensed at issuance. Prepaid insurance associated with the issuance of debt is reported as an asset and amortized over the term of the related debt. Related interest is expensed in the accompanying statement of activities.

# **UNIVERSITY PARK RECREATION DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

### **NOTE 1 - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

#### **Long-Term Obligations (Continued)**

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as another financing source. Premiums received on debt issuances are reported as another financing source while discounts on debt issuances are reported as another financing use. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures. Related principal and interest payments are reported as expenditures in such statement.

#### **Net Position**

Net Position in the government-wide statements is displayed in three categories: (1) net investment in capital assets, (2) restricted for debt service or (3) unrestricted. Net invested in capital assets consist of capital assets reduced by accumulated depreciation and by any outstanding debt/liabilities. Restricted net position represents the assets restricted by the District's bond covenants net of accrued interest payable. Unrestricted net position consists of all net position that does not meet the definition of either of the other two categories.

#### **Fund Balances**

The District establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in governmental funds. The District's fund balances classifications are: Non-spendable, Restricted, Committed, Assigned and Unassigned. These classifications reflect not only the nature of funds, but also provide clarity to the level of restrictions placed upon fund balance. Fund balances can have different levels of restraint, such as external versus internal compliance requirements. Unassigned fund balance is a residual classification within the General Fund. The General Fund should be the only fund that reports a positive unassigned balance. In all other funds, unassigned is limited to negative residual fund balance. For further details of various fund balance classifications refer to Note 8.

#### **Net Position Flow Assumption**

At times the District will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amount to report as restricted-net position and unrestricted-net position in the government-wide financial statements, a flow assumption must be made about the order in which resources are considered to be applied. It is the District's policy to consider restricted-net position to have been depleted before unrestricted-net position is applied.

#### **Fund Balance Flow Assumption**

At times the District will fund outlays for a particular purpose from both restricted and unrestricted resources (total of committed, assigned and unassigned fund balance). In order to calculate the amount to report as restricted, committed, assigned and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which resources are considered to be applied. It is the District's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of the unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

**UNIVERSITY PARK RECREATION DISTRICT**

**NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

**NOTE 1 - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Risk Management**

The District is exposed to various risks of loss related to torts; theft, damage, and destruction of assets; errors and omissions; and natural disasters. Insurance coverage for such losses is purchased from third-party carriers. The financial impact of the District's risk management activities are reported in the General and Enterprise (Country Club) funds. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. There was no such type of occurrence during fiscal 2020. No accrual has been provided for claims and incidents not reported to the insurer. Claims made have not exceeded the insurance coverage for the current year.

**Use of Estimates**

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

**NOTE 2 - CASH (DEPOSITS) AND CASH EQUIVALENTS**

**Cash and cash equivalents**

Cash and cash equivalents held at September 30, 2020 by each governmental major fund consisted of:

	<u>GENERAL</u>	<u>DEBT SERVICE 2019</u>	<u>ACQUISITION AND CONSTRUCTION</u>	<u>TOTAL</u>
Demand Deposits	\$ 242,401	\$ 1,661,975	\$ 3,738,489	\$ 5,642,865

All deposits with banks are entirely insured by Federal Depository Insurance. All District depositories are banks designated by the Florida State Treasurer as qualified public depositories. Chapter 280 of the Florida Statutes "Florida Security for Public Deposits Act" provides procedures as discussed below for public depositories to ensure public monies in banks are collateralized with the Treasurer as agent for the public entities.

Financial institutions qualifying as public depositories shall deposit with the Treasurer eligible collateral having a market value equal to or in excess of the average daily balance of public deposits times the depository collateral pledging level required pursuant to Chapter 280 as computed and reported monthly or 25 percent of the average monthly balance, whichever is greater. The Public Deposit Security Trust Fund has a procedure to allocate and recover losses in the event of a default or insolvency. When public deposits are made in accordance with Chapter 280, no public depositor shall be liable for any loss thereof. Chapter 280 defines deposits as demand deposit accounts, time deposit accounts, and certificates of deposit.

At September 30, 2020, the District's bank balance and carrying amounts were \$7,094,090 and \$5,642,865 respectively. District's deposits at year-end are considered 100% insured for custodial credit risk purposes.

**UNIVERSITY PARK RECREATION DISTRICT**

**NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

**NOTE 3 - CAPITAL ASSETS, NET**

Capital asset activity for the fiscal year ended September 30, 2020 was as follows:

	<u>BEGINNING BALANCE</u>	<u>ADDITIONS</u>	<u>TRANSFERS (DELETIONS)</u>	<u>ENDING BALANCE</u>
<b><u>Governmental activities:</u></b> (None for the year)	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
<b><u>Business-type activities:</u></b>				
Capital assets, not being depreciated:				
Land	\$ 0	\$ 0	\$ 8,525,000	\$ 8,525,000
Construction in progress	<u>0</u>	<u>89,947</u>	<u>0</u>	<u>89,947</u>
Total capital assets, not being depreciated	<u>0</u>	<u>89,947</u>	<u>8,525,000</u>	<u>8,614,947</u>
Capital assets, being depreciated:				
Golf course and improvements	0	278,769	4,836,274	5,115,043
Buildings	0	144,759	3,026,454	3,171,213
Machinery and equipment (incl. capital leases)	0	2,635,065	(85,308)	2,549,757
Tennis courts	<u>0</u>	<u>0</u>	<u>233,977</u>	<u>233,977</u>
Total capital assets being depreciated	<u>0</u>	<u>3,058,593</u>	<u>8,011,397</u>	<u>11,069,990</u>
Less accumulated depreciation for:				
Golf course and improvements	0	(279,695)	0	(279,695)
Buildings	0	(95,635)	0	(95,635)
Machinery and equipment (incl. capital leases)	0	(379,418)	78,777	(300,641)
Tennis courts	<u>0</u>	<u>(28,663)</u>	<u>0</u>	<u>(28,663)</u>
Total accumulated depreciation	<u>0</u>	<u>(783,411)</u>	<u>78,777</u>	<u>(704,634)</u>
Total capital assets, being depreciated, net	<u>0</u>	<u>2,275,182</u>	<u>8,090,174</u>	<u>10,365,356</u>
Business-type activities capital assets, net	<u>\$ 0</u>	<u>\$ 2,365,129</u>	<u>\$ 16,615,174</u>	<u>\$ 18,980,303</u>

On November 22, 2019, the District acquired through designated bond issuance proceeds for \$16,750,000 certain recreation facilities consisting of a 27-hole golf course and practice facilities, a pro shop, a clubhouse with kitchen, administrative and community facilities, tennis courts, a croquet court, a fitness center, a golf cart storage and other facilities with parcels of land within the University Park Country Club. Consequently, the Enterprise (Country Club) Fund depreciation amount of \$783,411 was computed from this acquisition date of the golf course and other related amenities/equipment on November 22, 2019 through September 30, 2020. These capital assets are included as transfers denoted above from the Acquisition and Capital Fund net of other capital asset activity during the fiscal year.

**UNIVERSITY PARK RECREATION DISTRICT**

**NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

**NOTE 4 - LONG-TERM OBLIGATIONS AND PLEDGED FUTURE REVENUES**

Long term obligations are comprised of limited obligations bonds (special assessment debt), Series 2019 bond premium loans, capital leases and loans.

Changes in long-term liability activity for the fiscal year ended September 30, 2020 was as follows:

	<u>BALANCE SEPTEMBER 30, 2019</u>	<u>ADDITIONS</u>	<u>(REDUCTIONS)</u>	<u>BALANCE SEPTEMBER 30, 2020</u>	<u>DUE WITHIN ONE YEAR</u>
<b><u>Governmental activities:</u></b>					
Series 2019 Bonds	\$ 0	\$ 24,000,000	\$ 0	\$ 24,000,000	\$ 515,000
Plus: bond premium	0	83,131	(2,359)	80,772	0
<b><u>Business-type activities:</u></b>					
Capital leases	0	1,990,161	(154,493)	1,835,668	447,124
Due to PBM - "PPP" Loan	0	855,783	0	855,783	855,783
Equipment loans	0	70,061	(18,605)	51,456	20,931
	<u>\$ 0</u>	<u>\$ 26,999,136</u>	<u>\$ (175,457)</u>	<u>\$ 26,823,679</u>	<u>\$ 1,838,838</u>

***Government Activities***

***Special Assessment Debt with Governmental Commitment***

Special assessment debt with governmental commitment is not backed by the full faith and credit of the District but is payable solely from the secured lien on and pledge of (non-ad valorem assessments) of the properties benefited by the improvements.

**Non-Ad Valorem Assessment Bonds, Series 2019**

The District adopted Resolution No. 2019-20 on February 8, 2019 and Resolution No. 2020-02 as ratified and reaffirmed on November 4, 2019 (the "Resolution"), and a Master Trust Indenture (the "Indenture", as amended) on November 1, 2019, authorizing the issuance of Non-Ad Valorem Revenue Assessment Bonds, Series 2019, in one or more Series in the aggregate. Total bonds issued of \$24,000,000 were used to finance the cost of acquiring recreation facilities known as the "University Park Country Club", make certain defined improvements to such facilities and to fund the 2019 bond reserve requirements, the 2020 interest payments and various issuance costs including municipal bond insurance. The Bonds are secured by a covenant to budget and appropriate legally available non-ad valorem revenues of the District.

The Series 2019 Bonds is a tax-exempt issuance for \$24,000,000 bearing interest at rates from 2.5% to 3.5%. Interest is paid semiannually on each May 1 and November 1 and principal is paid annually each May 1. Principal payments start May 1, 2021 totaling \$515,000 with the final principal payment on May 1, 2050.

The Series 2019 Bonds are subject to optional redemption prior to their stated date of maturity beginning May 1, 2029. The Series 2019 Bonds maturing on May 1, 2031 are subject to mandatory sinking fund redemption beginning May 1, 2030 and thereafter as defined in the Indenture. The Series 2019 Bonds are subject to extraordinary mandatory redemption prior to maturity, in whole or in part on any date at the redemption price of 100% of the principal amount plus accrued interest to the redemption date as denoted in the Indenture.

**UNIVERSITY PARK RECREATION DISTRICT**

**NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

**NOTE 4 - LONG-TERM OBLIGATIONS AND PLEDGED FUTURE REVENUES (Continued)**

**Non-Ad Valorem Assessment Bonds, Series 2019 (Continued)**

The Bond Indenture required establishment of certain funds. The District's key major funds established upon issuance were: (1) Debt Service Fund and (2) Acquisition and Construction Fund. The Indenture requires a reserve requirement for the Series 2019 Bonds at an amount (calculated from time to time) equal to maximum annual debt service on the Series 2019 Bonds outstanding, initially of \$1,270,244. The Series 2019 Bonds reserve requirement was met for fiscal year ended September 30, 2020.

In addition, the District has established in these accompanying financial statements a Proprietary Fund-Enterprise (Country Club) Fund for the University Park Country Club acquisition.

At September 30, 2020, the scheduled future debt service requirements on the District's outstanding Series 2019 Bonds are as follows:

<u>YEAR ENDING SEPTEMBER 30</u>	<u>SERIES 2019 BONDS</u>		
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2021	\$ 515,000	\$ 754,050	\$ 1,269,050
2022	530,000	739,888	1,269,888
2023	540,000	725,313	1,265,313
2024	555,000	710,463	1,265,463
2025	570,000	696,586	1,266,586
2026 - 2030	3,075,000	3,260,900	6,335,900
2031 - 2035	3,535,000	2,801,600	6,336,600
2036 - 2040	4,120,000	2,221,563	6,341,563
2041 - 2045	4,835,000	1,502,050	6,337,050
2046 - 2050	<u>5,725,000</u>	<u>615,125</u>	<u>6,340,125</u>
Total	<u>\$ 24,000,000</u>	<u>\$ 14,027,538</u>	<u>\$ 38,027,538</u>

**Business Type Activities**

**Capital Lease Obligations**

The District entered into various capital lease agreements for the purchase of certain golf course equipment and office equipment. Principal and interest payments are due monthly. As of September 30, 2020, the principal amounts outstanding were \$1,835,668 and the net book value of the equipment was \$1,801,491. Amortization of leased equipment under capital assets is included with depreciation expense. The interest rates on the leases range from 4.00% to 5.02%. The lease agreements include a provision that upon the occurrences of any event of default, the lessor may retake possession of the equipment under lease.

Capitalized capital assets included in equipment and the related accumulated depreciation as of September 31, 2020 were as follows:

Cost	<u>\$ 1,991,601</u>
Accumulated depreciation	<u>\$ 190,110</u>

**UNIVERSITY PARK RECREATION DISTRICT**

**NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

**NOTE 4 - LONG-TERM OBLIGATIONS AND PLEDGED FUTURE REVENUES (Continued)**

***Business Activities***

**Capital Lease Obligations (Continued)**

The following is a schedule by years of future minimum lease payments under the capital leases together with the present value of minimum lease payments as of September 30, 2020:

<b><u>Year Ending December 31.</u></b>	<b><u>AMOUNT</u></b>
2021	\$ 539,894
2022	539,965
2023	540,961
2024	405,621
2025	<u>18,897</u>
Minimum lease payments	2,045,338
Less: Amount representing interest	<u>(209,670)</u>
Total present value of minimum lease payments	1,835,668
Current maturities of capital lease obligations	<u>447,124</u>
Long term portion of capital lease obligations	<u>\$ 1,388,544</u>

**Equipment Loans (Vendor Financed)**

The District has noninterest-bearing equipment loans collateralized by equipment with monthly payments of approximately \$1,746. These loans mature in fiscal years 2022 through 2023. There were borrowings under these loans as of September 20, 2020 totaling \$51,456. The following is a schedule by years of future principal payments under these loans as of September 30, 2020:

<b><u>Year Ending December 31.</u></b>	<b><u>AMOUNT</u></b>
2021	\$ 20,931
2022	20,349
2023	<u>10,176</u>
Total principal payments	51,456
Current maturities of equipment loans	<u>20,931</u>
Long term portion of equipment loans	<u>\$ 30,525</u>

# **UNIVERSITY PARK RECREATION DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

### **NOTE 4 - LONG-TERM OBLIGATIONS AND PLEDGED FUTURE REVENUES (Continued)**

#### **Coronavirus/CARES Act**

During fiscal 2020, a health care pandemic, coronavirus (“COVID-19”), occurred in the United States and internationally. In response to the crisis, the federal, state, and municipal governments have enacted various policies to curtail group gatherings until the risk has diminished. The District took measures to protect its employees and members/citizens during this time, including the suspension and closure of certain operations. As a result of the pandemic, the government signed the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). The CARES Act supports certain employers that operated a business during 2020 and retained employees, despite experiencing economic hardship related to COVID-19, with the opportunity to apply for a specific Paycheck Protection Program loan (“PPP” loan) administered through the Small Business Administration (“SBA”). PBM, on behalf of the District, applied for and received PPP loan funding totaling \$855,783 on May 5, 2020.

PBM lent the PPP loan proceeds to the District mirroring the same terms of the SBA PPP loan terms and provisions. The terms of this loan provide interest calculated at a rate of 1% and a two-year repayment schedule (final payment due on May 5, 2022) with deferment of any payments owed on the loan for the first 6 months following receipt of the loan proceeds. However, in June 2020, the Paycheck Protection Flexibility Act of 2020 extended the deferral period for the loan payments to either (1) the date that the SBA remits the borrower’s loan forgiveness amount to the lender, or (2) 10 months after the end of the borrower’s loan forgiveness period if the borrower does not apply for forgiveness.

Further, the provisions of the PPP loan provide for potential forgiveness of all or a portion of this loan if the respective company can demonstrate that it used the funds for payroll and other specific expenses as defined by the PPP loan program. If the loan is either partially or fully forgiven, the amount of the loan provided to the District will be forgiven and recorded as income when such forgiveness is received. Therefore, until the loan is forgiven, the full amount of the PPP loan has been presented as an outstanding loan in the applicable financial statements as of September 30, 2020. No interest expense of significance was incurred on this loan for the year ended September 30, 2020. Subsequent to year-end, PBM formally applied for the loan forgiveness and received confirmation from their local institution that the SBA approved their loan forgiveness application. Consequently, effective May 2021, PBM approved to make the appropriate entries needed to permit the use of such funds to the District.

**UNIVERSITY PARK RECREATION DISTRICT**

**NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

**NOTE 5 - INTERFUND TRANSACTIONS**

Transfers of resources from a fund receiving revenue to the fund through which the resources will be expended are recorded as transfers and are reported as other financing sources (uses) in the governmental or proprietary funds. Non-recurring or non-routine transfers of equity between funds are also reported as transfers. These transfers were made in the year from the Acquisition and Construction Fund to the Enterprise (Country Club) Fund for specific District funds expended from designated bond proceeds to purchase the University Park Country Club and related amenities and to make certain capital improvements as provided in Series 2019 Bond documents. Following is a summary of transfers individually by Major Funds and the Enterprise (Country Club) Fund for the year and also between governmental activities and business-type activities in the government-wide statement of activities:

	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
Major Funds:		
General Fund	\$ 100,000	\$ 0
Acquisition and Construction Fund	0	(17,272,836)
Proprietary Fund:		
Enterprise (Country Club) Fund	<u>17,272,836</u>	<u>(100,000)</u>
Total Interfund Transfers	<u>\$ 17,372,836</u>	<u>\$ (17,372,836)</u>

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds". There were amounts due from and to other funds at September 30, 2020.

**NOTE 6 - RETIREMENT PLAN**

The District offers a 401(k) retirement plan through its management company for the benefit of its employees. Each eligible employee is permitted to make a contribution to the plan in amounts as provided by Internal Revenue Service regulations. The current plan requires no matching contributions by the District of the employee's deferral amount. Consequently, there was no contribution expense for 2020.

**NOTE 7 - MANAGEMENT CONTRACTS**

The District contracted with PFM Group Consulting, LLC, a management company, to perform management advisory services, which included financial and accounting advisory services. One employee of the management company serves as Secretary of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs. Management fees totaling \$75,000 and Accounting fees totaling \$50,000 were paid for the year ending September 30, 2020. As of October 1, 2020 the Accounting services under this contract were terminated.

# **UNIVERSITY PARK RECREATION DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

### **NOTE 7 - MANAGEMENT CONTRACTS (Continued)**

On November 22, 2019, the District entered into a two-year country club management agreement with Park Boulevard Management, LLC, who is responsible for the management, operation, organization, administration and maintenance of the University Park Country Club in accordance with the terms of the agreement. This agreement expires on September 30, 2021, unless the District exercises its two-year renewal option. There were no required fee charges for these management services during the year.

The District entered into a Collection Agreement with PFM Grouping Consulting, LLC to act as collection agent (the "Collection Agent") to monitor payments of the Series 2019 Non- Ad Valorem Assessments. The Collection Agent is required to maintain a lien book for the assessed properties evidencing the requirement of payment of the Series 2019 Non-Ad Valorem Assessments including any prepayment of the such assessments on subjected properties. The Collection Agent will be authorized to release the applicable lien upon receipt of each Series 2019 Non-Ad Valorem Assessment. The Collection Agreement established procedures for the Collection Agent to monitor properties subject to the assessment lien and to assure payment is being delivered to the Trustee. Total Collection Agent fees paid for 2020 was \$5,000.

### **NOTE 8 - FUND BALANCE DISCLOSURE**

In accordance with GASB No. 54, the District classifies governmental fund balances (as applicable) as follows:

- Non-spendable - includes fund balance amounts that cannot be spent either because they are not in spendable form or because of legal or contractual requirements.
- Restricted - includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, lenders or amounts constrained due to constitutional provisions or enabling legislation.
- Committed - includes fund balance amounts that are constrained for specific purposes that are internally imposed by the District through a formal action of the highest level of decision-making authority.
- Assigned - includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by the Supervisors to assign amounts for specific purpose.
- Unassigned - includes residual positive fund balance within the General Fund which has not been classified within the other above classifications. Unassigned fund balance may include negative balances for any governmental fund is expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

**UNIVERSITY PARK RECREATION DISTRICT**

**NOTES TO FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2020**

**NOTE 8 - FUND BALANCE DISCLOSURE (Continued)**

The District uses restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents and/or contracts that prohibit doing this, such as grant agreements requiring certain dollars spent. Additionally, the District would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

A schedule of the District's government fund balances at September 30, 2020 is as follows:

	<b>MAJOR FUNDS</b>			<b>TOTAL GOVERNMENTAL FUNDS</b>
	<b>GENERAL</b>	<b>DEBT SERVICE 2019</b>	<b>ACQUISITION AND CONSTRUCTION</b>	
Non-spendable	\$ 10,000	\$ 0	\$ 0	\$ 10,000
Restricted	0	1,661,983	3,657,621	5,319,604
Committed	0	0	0	0
Assigned	0	0	40,434	40,434
Unassigned	<u>208,363</u>	<u>0</u>	<u>0</u>	<u>208,363</u>
Total	<u>\$ 218,363</u>	<u>\$ 1,661,983</u>	<u>\$ 3,698,055</u>	<u>\$ 5,578,401</u>

**NOTE 9 - SUBSEQUENT EVENTS**

In preparing the financial statements, the District has evaluated events and transactions for potential recognition or disclosure through June 4, 2021, the date that the financial statements were available to be issued. The following matters were identified as a subsequent event:

1. Subsequent to September 30, 2020, the District paid interest in November 2020 totaling \$377,025 for the Series 2019 Bonds.
2. The District was forgiven of the loan from Park Boulevard Management, LLC associated with the SBA's Paycheck Protection Program loan (See Note 4).
3. In May 2021, the District paid principal and interest of \$515,000 and \$377,025, respectively, on the Series 2019 Bonds.

**NOTE 10 - LITIGATION AND DISPUTES**

The District deals with various legal matters involving District residents and certain government agencies arising in the ordinary course of its governmental activities and services. The District believes that these various legal matters will not adversely affect the overall District's financial position. The outcome of any legal matters is uncertain and thus it is not possible to predict with any degree of certainty the outcome or result of any such litigation nor is it possible to predict with any degree of certainty the impact of any such litigation on the District.

**PART II. REQUIRED SUPPLEMENTARY INFORMATION OTHER THAN MD&A**

**UNIVERSITY PARK RECREATION DISTRICT**

**REQUIRED SUPPLEMENTAL INFORMATION**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES - BUDGET AND ACTUAL - GENERAL FUND**

**FOR THE YEAR ENDED SEPTEMBER 30, 2020**

	<u>GENERAL FUND</u>			<b>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</b>
	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL AMOUNT</u>	
	<u>ORIGINAL</u>	<u>FINAL</u>		
REVENUES:				
Non-ad valorem assessments	\$ 0	\$ 0	\$ 1,297	\$ 1,297
Other revenue, surplus and interest	394,519	394,519	100,000	(294,519)
Total Revenues	<u>394,519</u>	<u>394,519</u>	<u>101,297</u>	<u>(293,222)</u>
EXPENDITURES:				
Current:				
General government	511,530	527,830	460,381	67,449
Capital outlay	0	0	0	0
Contingency/revenue reserve	24,000	7,700	0	7,700
Debt service:				
Principal retirement	0	0	0	0
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>535,530</u>	<u>535,530</u>	<u>460,381</u>	<u>75,149</u>
(Deficiency) excess of revenues (under) over expenditures	(141,011)	(141,011)	(359,084)	(218,073)
OTHER FINANCING SOURCES (USES):				
Transfers in (out)	<u>141,011</u>	<u>141,011</u>	<u>100,000</u>	<u>(41,011)</u>
Net Change in Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	(259,084)	<u>\$ (259,084)</u>
Fund Balance, September 30, 2019			<u>477,447</u>	
Fund Balance, September 30, 2020			<u>\$ 218,363</u>	

The accompanying notes are an integral part of these financial statements.

**UNIVERSITY PARK RECREATION DISTRICT**

**REQUIRED SUPPLEMENTAL INFORMATION**

**SCHEDULE OF REVENUES AND DEPARTMENTAL EXPENSES - BUDGET AND ACTUAL**

**PROPRIETARY FUND: ENTERPRISE (UNIVERSITY PARK COUNTRY CLUB)**

**FOR THE YEAR ENDED SEPTEMBER 30, 2020**

**ENTERPRISE (COUNTRY CLUB) FUND**

	<b><u>BUDGETED AMOUNTS</u></b>		<b><u>ACTUAL AMOUNT</u></b>	<b><u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u></b>
	<b><u>ORIGINAL</u></b>	<b><u>FINAL</u></b>		
OPERATING REVENUES:				
Membership dues	\$ 3,200,000	\$ 3,200,000	\$ 2,788,552	\$ (411,448)
Green/cart fees and other	2,877,887	2,877,887	2,400,795	(477,092)
Restaurant revenues	2,152,912	2,152,912	1,450,614	(702,298)
Tennis and fitness fees	89,485	89,485	47,137	(42,348)
Miscellaneous	137,926	137,926	22,153	(115,773)
Total operating revenues	<u>8,458,210</u>	<u>8,458,210</u>	<u>6,709,251</u>	<u>(1,748,959)</u>
OPERATING EXPENSES:				
Golf course maintenance	2,559,739	2,559,739	1,804,881	754,858
Golf and pro shop operations	1,161,609	1,161,609	816,609	345,000
Restaurant operations	2,534,927	2,534,927	1,961,940	572,987
Tennis and fitness	343,640	343,640	256,627	87,013
Administrative and general	1,482,801	1,482,801	1,158,624	324,177
Insurance	0	0	164,763	(164,763)
Depreciation and amortization	0	0	783,411	(783,411)
Total operating expenses	<u>8,082,716</u>	<u>8,082,716</u>	<u>6,946,855</u>	<u>1,135,861</u>
Operating income (loss)	375,494	375,494	(237,604)	(613,098)
NONOPERATING REVENUES:				
Loss on disposal of equipment	0	0	(31,516)	(31,516)
Initiation fees	0	0	53,575	53,575
Interest expense	0	0	(51,673)	(51,673)
Total nonoperating revenues	<u>0</u>	<u>0</u>	<u>(29,614)</u>	<u>(29,614)</u>
CONTRIBUTIONS AND TRANSFERS:				
Capital contributions	0	0	17,272,836	17,272,836
Transfers in (out)	(375,494)	(375,494)	(100,000)	275,494
Total contributions and transfers	<u>(375,494)</u>	<u>(375,494)</u>	<u>17,172,836</u>	<u>17,548,330</u>
Change in net position	<u>\$ 0</u>	<u>\$ 0</u>	16,905,618	<u>\$ 16,905,618</u>
Net Position, Beginning (November 22, 2019)			0	
Net Position, September 30, 2020			<u>\$ 16,905,618</u>	

The accompanying notes are an integral part of these financial statements.

**PART III. OTHER REPORTS**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL  
CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN  
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

June 4, 2021

To the Board of Supervisors  
UNIVERSITY PARK RECREATION DISTRICT  
University Park, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, business – type activities and each major fund of UNIVERSITY PARK RECREATION DISTRICT, as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the UNIVERSITY PARK RECREATION DISTRICT'S basic financial statements, and have issued our report thereon dated June 4, 2021.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered UNIVERSITY PARK RECREATION DISTRICT'S internal control over financial reporting (internal control) to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of UNIVERSITY PARK RECREATION DISTRICT'S internal control. Accordingly, we do not express an opinion on the effectiveness of UNIVERSITY PARK RECREATION DISTRICT'S internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

To the Board of Supervisors  
UNIVERSITY PARK RECREATION DISTRICT  
June 4, 2021

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether UNIVERSITY PARK RECREATION DISTRICT'S financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

PHILLIPS HARVEY GROUP, P.A.  
Certified Public Accountants  
Naples, Florida

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH SECTION 218.415, FLORIDA STATUTES**

June 4, 2021

To the Board of Supervisors  
UNIVERSITY PARK RECREATION DISTRICT  
University Park, Florida

We have examined UNIVERSITY PARK RECREATION DISTRICT's compliance with Section 218.415, Florida Statutes, regarding the investment of public funds during the year ended September 30, 2020. UNIVERSITY PARK RECREATION DISTRICT's management is responsible for compliance with those requirements. Our responsibility is to express an opinion on UNIVERSITY PARK RECREATION DISTRICT's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether UNIVERSITY PARK RECREATION DISTRICT complied, in all material respects, with those requirements. An examination involves performing procedures to obtain evidence about whether UNIVERSITY PARK RECREATION DISTRICT complied with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on UNIVERSITY PARK RECREATION DISTRICT's compliance with specified requirements.

In our opinion, UNIVERSITY PARK RECREATION DISTRICT complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2020.

This report is intended solely for the information and use of the UNIVERSITY PARK RECREATION DISTRICT and the Auditor General, State of Florida, and is not intended to be and should not be used by anyone other than these specified parties.

PHILLIPS HARVEY GROUP, P.A.  
Certified Public Accountants  
Naples, Florida

## **MANAGEMENT LETTER - LOCAL GOVERNMENT ENTITIES**

June 4, 2021

To the Board of Supervisors  
UNIVERSITY PARK RECREATION DISTRICT  
University Park, Florida

Board of Supervisors:

### **Report on the Financial Statements**

We have audited the financial statements of UNIVERSITY PARK RECREATION DISTRICT, Florida, as of and for the fiscal year ended September 30, 2020 and have issued our report thereon dated June 4, 2021.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reports and Schedule**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 4, 2021 should be considered in conjunction with this management letter.

### **Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings and/or recommendations reported in the preceding annual financial audit report.

### **Financial Condition and Management**

Sections 10.554(1)(i)5.a and 10.556(7), Rules of the Auditor General, requires that we apply appropriate procedures and report the results of our determination as to whether or not UNIVERSITY PARK RECREATION DISTRICT has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that UNIVERSITY PARK RECREATION DISTRICT did not meet any of the conditions described in the Section 218.503(1), Florida Statutes.

To the Board of Supervisors  
UNIVERSITY PARK RECREATION DISTRICT  
June 4, 2021

### **Financial Condition and Management (continued)**

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor UNIVERSITY PARK RECREATION DISTRICT's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendation.

### **Annual Financial Report**

Section 10.554(1)(i)5.b. and 10.556(7), Rules of the Auditor General, require that we apply appropriate procedures and report the results of our determination as to whether the annual financial report for UNIVERSITY PARK RECREATION DISTRICT for the fiscal year ended September 30, 2020, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2020. In connection with our audit, we determined that these two reports were in agreement.

### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provision of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

PHILLIPS HARVEY GROUP, P.A.  
Certified Public Accountants  
Naples, Florida

June 4, 2021

Phillips Harvey Group, P.A.  
801 Laurel Oak Drive, Suite 303  
Naples, FL 34108-2764

This representation letter is provided in connection with your audit of the financial statements of UNIVERSITY PARK RECREATION DISTRICT, which comprise the respective financial position of the governmental activities, business-type activities and each major fund as of September 30, 2020, and the respective changes in financial position, and where applicable cash flows for the year then ended, and the disclosures (collectively, the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of June 4, 2021, the following representations made to you during your audit.

### **Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated February 12, 2020, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for the preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 9) Guarantees, whether written or oral, under which UNIVERSITY PARK RECREATION DISTRICT is contingently liable, if any, have been properly recorded or disclosed.

### **Information Provided**

- 10) We have provided you with:
  - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside the general and subsidiary ledgers), documentation, and other matters, including, among other things:
    - Communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the District from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of the Board of Supervisors or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 11) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 12) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 13) We have no knowledge of any fraud or suspected fraud that affects the District and involves:
  - a) Management,
  - b) Employees who have significant roles in internal control, or
  - c) Others where the fraud could have a material effect on the financial statements.
- 14) We have no knowledge of any allegations of fraud or suspected fraud affecting the District's financial statements communicated by employees, former employees, regulators, or others.
- 15) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.

- 16) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 17) We have disclosed to you the identity of the District's related parties and all the related party relationships and transactions of which we are aware.

**Government-specific**

- 18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 19) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations, if any, have been implemented.
- 20) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 21) The District has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, deferred inflow of resources and fund balance or net position.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
- 24) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 25) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements, assistance with MDA analyses, and disclosures. We acknowledge our responsibility as it relates to those non-audit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements, MDA, and disclosures.

- 28) The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral except as disclosed in the financial statements.
- 29) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 30) The financial statements include all component units, if any, as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations, if any.
- 31) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34, as amended.
- 32) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major, if any, are particularly important to financial statement users.
- 33) Components of net position (investment in capital assets and unrestricted), and classifications of fund balance (non-spendable, assigned, and unassigned) are properly classified and, if applicable, approved.
- 34) Investments and derivative instruments (if any), are properly valued.
- 35) Provisions for uncollectible receivables (if any) have been properly identified and recorded.
- 36) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 37) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.
- 38) Interfund and intra-entity activity and balances have been appropriately classified and reported.
- 39) Deposits and investment securities and derivative instruments (if any) are properly classified as to risk and are properly disclosed.
- 40) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 41) We have appropriately disclosed the District's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 42) We are following our established accounting policy regarding which resources (that is, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 43) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

- 44) We understand that you prepared the trial balance for use during the audit and that your preparation of the trial balance was limited to formatting the information in UNIVERSITY PARK RECREATION DISTRICT's general ledger into a working trial balance.
- 45) We have reviewed journal entries you have proposed and understand the nature of the changes and their impact on the audited financial statements. We are in agreement with the journal entries you have recommended, and they will be posted to the District's accounts except for the reclassification entry made for financial statement presentation to convert accrual basis to modified cash basis.
- 46) In regard to the preparation of the financial statements performed by you, we have—
- a. Assumed all management responsibilities.
  - b. Designated John Fetsick, District Director of Finance, who has suitable skill, knowledge, or experience to oversee the services.
  - c. Evaluated the adequacy and results of the services performed.
  - d. Accepted responsibility for the results of the services.

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Bill DiPaolo, District Treasurer

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John Fetsick, District Director of Finance

# **University Park Recreation District**

Update of the Pickleball Courts Project