

University Park Recreation District

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<http://universityparkrd.com/>

The Regular Meeting of the **Board of Supervisors of University Park Recreation District** will be held on **Friday, May 13, 2022, at 1:00 p.m.** at the **Community Center** located at 8301 The Park Boulevard, University Park, FL 34201 and or virtually.

Meeting ID: 845 8893 8513

Passcode: 755354

Join meeting via Zoom:

<https://us02web.zoom.us/j/84588938513?pwd=eUE4Q3BTNGVNLNXBsOGViRXk1cWo2QT09>

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

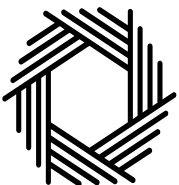
1. Consideration of the Minutes of the February 21, 2022, Board of Supervisors Workshop Meeting
2. Consideration of the Minutes of the March 29, 2022, Board of Supervisors Workshop Meeting
3. Consideration of the Minutes of the April 8, 2022, Board of Supervisors Meeting

Staff Report Matters

4. District Counsel
5. District Manager
6. Club Management
 - a. Management Discussion & Analysis Report

Business Matters

7. Consideration of Resolution 2022-07, Approving work on the Outdoor Dining Area to be Performed in Substantial Conformance with the Gallo Herbert Architects Plans dated April 14, 2022



pfm

8. Letter from Supervisor of Elections, Manatee County
9. Appointment of Auditor Selection Committee for FY 2022 Audit
10. Consideration of Resolution 2022-08, Approving a Preliminary Enterprise Fund (Country Club) Budget for Fiscal Year 2023 and Setting a Public Hearing Date [Suggested Date, August 12, 2022]
 - a. Exhibit A- Enterprise Fund (Country Club) Budget
11. Consideration of Resolution 2022-09, Approving a Preliminary General Fund Budget for Fiscal Year 2023 and Setting a Public Hearing Date [Suggested Date, August 12, 2022]
 - a. Exhibit A- General Fund Budget
 - b. Exhibit B- Debt Service Budget
12. Update of the Strategic Planning of Phase II of the Master Plan Concept

District Financial Matters

13. Ratification of Payment Authorization # 70

Date	Meeting Type	Time	Location	Note
May 31, 2022	Workshop Meeting	10:00 AM	University Park	Community Center
June 10, 2022	BOS Meeting	1:00 PM	University Park	Community Center
June 28, 2022	Workshop Meeting	10:00 AM	Lakeside Room	TBD

14. Supervisor Requests & Comments

Adjournment



University Park Recreation District

Consideration of the Minutes of the February
21, 2022, Board of Supervisors Workshop
Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS WORKSHOP

FEBRUARY 21, 2022 at 8:00AM

**Community Center
8301 The Park Boulevard, University Park, FL 34201**

Board Members present : James Case , Steve Ludmerer, Bill DiPaolo, Karen Pagano, Sally Dickson

Also Present: John Fetsick, Bruce Mantia, Chris Edwards

The Board discussed actions necessary to support the Mission and Vision of UPCC, including a discussion of long term goals for membership and facilities.

The meeting was adjourned at 3 pm.

University Park Recreation District

Consideration of the Minutes of the March 29,
2022, Board of Supervisors Workshop Meeting

MINUTES OF MEETING

**UNIVERSITY PARK RECREATION DISTRICT
BOARD OF SUPERVISORS WORKSHOP MEETING**

Tuesday, March 29, 2022, at 10:00 a.m.

University Park Varsity Club

8301 The Park Blvd, University Park, FL 32401

Board Members present at roll call:

James Case	Chairperson
Steve Ludmerer	Treasurer
Sally Dickson	Assistant Secretary
Bill DiPaolo	Vice Chairperson
Karen Pagano	2nd Vice Chairperson

Also, Present:

Vivian Carvalho (via phone)	District Manager - PFM Group Consulting LLC
Venessa Ripoll	District Manager – PFM Group Consulting LLC
Mark Barnebey (via phone)	District Counsel- Blalock Walters Law Firm
Curtis Nickerson	Director of Properties & Facilities- Country Club
John Fetsick	Director of Finance- Country Club
Various Members of the General Public	(present and via phone)

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The workshop meeting was called to order at 10:06 a.m. by Mr. Case. Those in attendance are outlined above.

Mr. Case gave opening remarks and explained the meeting agenda. The audience was reminded of the mission, vision, and core values of the District.

Public Comments

There were no public comments.

SECOND ORDER OF BUSINESS

Discussion

Presentation of the Strategic Planning of Phase II of the Master Plan Concept

Ms. Dickson explained the Board has been working on long term planning for a number of months and provided long term planning objectives. It was explained Phase 1 is almost to completion, so the Board is looking ahead to the next phase of projects.

Ms. Dickson presented two options for consideration. The first option presented was to complete only Phase 1 of the Master Plan as funding from the 2019 bonds and operating surplus is fully used/committed. The second option presented was to implement the Phase 2 Master Plan.

Ms. Dickson explained the methodology for Capital Project Planning, beyond Phase 1, and outlined the many ways in which feedback was gathered. This feedback consisted of input from many members, residents, professionals, and staff who participated in member surveys, focus groups, comments during meetings and workshops, and small group meetings.

Ms. Dickson presented the Project List for Phase 2 and beyond. The three highlighted projects included a Wellness/Social Center, conversion of current Fitness Center, and conversion of current Pro Shop.

Ms. Dickson explained the idea of adding a new building, a Wellness/Social Center, that would serve as a fitness and social hub for members. It was stated the District would work with a well-known company that specializes in the build out of wellness/social centers. There were several areas of concerns that were noted in the current Fitness Center.

There was a resident comment noting the amazing staff and the incredible job they have done for the Club. It was stated ideal work conditions is what keeps staff on board.

Ms. Dickson presented renderings of what the new Wellness/Social Center could look like. It was stated the new building would not be seen from the road but rather seen as you come into the entrance of the Country Club. There would be a lush view for users of the new Wellness/Social Center. Specific areas of the center were highlighted, which included the lobby area, workout area, and locker rooms.

Mr. Case stated the renderings are just an idea of what the Country Club is hoping to achieve and there have been no commitments or final decisions made yet.

Ms. Dickson stated the intention of the District is to relocate the Pro Shop to the existing Varsity Club this summer. That would leave a multi-purpose space building available. This open space can potentially be used as a multi-use space during the day and initially be used as a space for cards and games. There can also be food and beverage service in this space. Mr. Fetsick stated the District is looking to provide a space and place for the million-dollar view that is currently offered in the Varsity Club. It was requested the audience keep the lake view in mind and consider the social fabric the space can bring to the Club.

Ms. Dickson outlined the infrastructure needs of the Club. Among those infrastructure needs was an upgrade to the Golf Course irrigation system, a major kitchen renovation, parking lot resurfacing, and other repairs and renovations to add to the overall value to the Club.

Mr. Ludmerer provided an overview of the financial objectives associated with completing the long-term capital projects.

Mr. Ludmerer addressed the question of who should pay for the proposed renovations, replacements, and improvements. The audience was presented with a breakdown of proposed costs for Club operating capital projects and needs along with infrastructure project priorities and necessities. A 5-year timeline and cost breakdown for each proposed project was presented.

Mr. Ludmerer presented the overall capital project financial needs and the options for the Club to gain that capital. The capital funding alternatives included a tax-free bond, annual capital assessment to non-resident members, real estate transfer fee, surcharge for non-member food and beverage and an initiation fee increase.

Mr. DiPaolo asked about the funding requirements that are not optional, rather money the Club must spend over the next 10 years. Mr. Ludmerer replied the infrastructure needs alone are over \$5.5M and the Wellness/Social center upgrades are a must. It was stated of the \$15M the Club is expected to spend on improvements over the next 5 years, \$12M is essential in maintaining the integrity of the Club.

There was also a bottom-line impact to members and residents that was presented along with an example of the impact on a home provided.

Mr. Case expressed thanks to the Board for their work. It was announced the next Board of Supervisors meeting is Friday, April 8, 2022. There will be a series of Town Hall Meetings where residents and members can provide input on the long-term projects. The audience was reminded the District is still in the early phases of consideration and every element of long-term project planning will be acted on individually. Mr. Case opened the meeting to audience questions and comments.

Mr. Fetsick stated the staff is an important stakeholder when considering capital project plans and invited staff to introduce themselves. Several members of the staff introduced themselves to the audience.

Mr. Fetsick made an introductory statement about investing back into the Club to enhance member experience, rather than make a profit, and called for audience questions.

A resident asked to see information on the ventilation plans as the Club moves forward with the infrastructure plans. The resident asked if the new Varsity Club is separate from the proposed new Wellness/Social center. Ms. Dickson replied yes, they are separate areas. Mr. Fetsick stated the Club has invested in advanced air filtration upgrades in Phase 1 and ensured the Club will make ventilation and air filtration a priority as the Club moves forward with future projects.

A resident made a comment about the importance of a social hub for the Club and requested the Board consider more private spaces for dining and socializing, rather than the open concept of the Varsity Club.

A resident asked the Board if they considered providing short term, off-site accommodations for staff. Mr. Fetsick stated staff workspace is dire, but the Board is considering more long-term staff workplaces.

A resident asked about consideration for the alarming rate of inflation. The resident also asked the Board if anything can be done about the insignificant hours the Fitness Center is open. Mr. Fetsick confirmed the operating times of the Fitness Center.

A resident asked about the exact location and size capacity of the proposed new Wellness/Social Center. Mr. DiPaolo confirmed the location of the proposed new Wellness/Social Center and explained the floor plans illustrate a total of 25k square feet. A brief discussion on various events, capacity limits, staffing, and services in the proposed space ensued. Ms. Dickson stated the District is continually analyzing the demographic appeal of the District.

A resident outlined the various areas where card games can be hosted and expressed concerns about the District using card game space to sell the idea of new buildings. There were also concerns expressed about the potential impact of assessments to homeowners. The resident stated the new Wellness/Social Center is not a must do.

A resident asked the Board to consider a new way for residents to take advantage of social memberships. Mr. Fetsick stated the District is discussing opening the new Wellness/Social Center to all social members.

A resident outlined the many fees associated with the different Club memberships and asked the Board to consider a new membership plan structure.

A resident stated the size of the proposed new Wellness/Social Center seems excessive. There were questions about the operating expenses of the proposed new building. The resident asked the Board to not only to consider the upfront costs associated with proposed projects, but also to consider the long-term costs. The resident asked about the Pro Shop being moved to the Varsity Club. Mr. Fetsick provided an explanation for the relocations of the Pro Shop and the Varsity Club. The resident asked the Board to consider the use of the property and the many areas where residents have access to socializing.

A resident expressed concerns about the project being voted against because of the high dollar cost of the projects. It was recommended the Board ensure the membership is fully aware of the proposed projects and costs before a vote is taken. Mr. Fetsick stated the District plans to host two Town Hall meetings in April and will have other opportunities for the Board to engage with the community.

A resident stated the Pro Shop relocation is important for golf operations. The resident asked what areas in irrigation can see the most savings and repairs. Mr. Nickerson explained how the water is allocated in the community and outlined where the savings can occur. The resident stated the irrigation improvements would be an advantage to golf operations.

A resident stated the oaks trees are essential to the beauty of the Club and asked the Board to find the right professionals to maintenance and take care of those trees.

THIRD ORDER OF BUSINESS

Adjournment

Mr. Case thanked the audience and encouraged the audience to attend future meetings.

Mr. Case adjourned the March 29, 2022 Board of Supervisors' Workshop Meeting for University Park Recreation District at 11:58AM.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Consideration of the Minutes of the April 8,
2022, Board of Supervisors Meeting

MINUTES OF MEETING

**UNIVERSITY PARK RECREATION DISTRICT
BOARD OF SUPERVISORS MEETING**

Friday, April 8, 2022

1:00 p.m.

Lakeside Room

7671 The Park Blvd, University Park, FL 34201

Board Members present at roll call in person or via phone:

James Case	Chairperson
Bill DiPaolo	Vice Chairperson
Karen Pagano	2nd Vice Chairperson
Steve Ludmerer	Treasurer
Sally Dickson	Assistant Secretary

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll	District Manager-PFM Group Consulting LLC (via phone)
Mark Barnebey	District Counsel- Blalock Walters Law Firm
Curtis Nickerson	Director of Properties & Facilities- Country Club
John Fetsick	General Manager – Country Club
Various Members of the General Public	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 1:00 p.m. by Mr. Case. Ms. Ripoll confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Opening Comments

The Board of Supervisors introduced themselves to the audience. Mr. Case requested the audience be patient as the Board handles administrative matters. It was announced the public comment period will be open at the end of the meeting.

Public Comments

There were no public comments.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the March 29, 2022 Board of Supervisors Workshop Meeting.

Consideration of the Minutes of the February 11, 2022 Board of Supervisors Meeting.

Mr. DiPaolo requested the Board approve all Minutes with one motion. The Board reviewed the Minutes of the March 29, 2022 Board of Supervisors Workshop Meeting and the February 11, 2022 Board of Supervisors Meeting. Mr. Case requested a motion to approve.

ON MOTION by Mr. DiPaolo, seconded by Mr. Ludmerer, with all in favor, the Board approved the Minutes of the March 29, 2022 Board of Supervisors Workshop Meeting and the February 11, 2022 Board of Supervisors Meeting.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel - Update of the Charter and Statutory Amendment Changes

Mr. Barnebey stated the Charter Amendments are moving forward to the County Commissioners office. There is not a solidified date of approval for the amendments but Mr.Barnebey will keep the Board updated on the approval.

District Manager – Ms. Carvalho

Club Management (Management Discussion & Analysis Report) –

Mr. Fetsick announced the retirement of Sue Earl and stated Ms. Earl will remain a part time ambassador for the District.

Food and Beverage - Mr. Fetsick acknowledged that service and food quality has struggled for several months. It was stated the Executive Chef has been out for several weeks but is expected to return to work soon. In the absence of the Executive Chef, the kitchen staff has tried to maintain the great service and food quality the District is accustomed to. The management team is working urgently to bring on additional staff.

Golf – Mr. Fetsick stated golf operations continue to be unbelievable, despite golf rates

exceeding previous maximums. It was stated golf operations continue to add to the positive financial position of the District.

Membership– Mr. Fetsick announced the District is now selling summer memberships with 194 golf and 22 racquets memberships already sold. The District is thinking of capping the summer memberships at 250. From an annual membership perspective, these membership fees are club highs across the board. There is a total of 1,237 memberships with nearly 2,200 people served.

FOURTH ORDER OF BUSINESS

Business Matters

Review and Acceptance of FY 2021 Audit Report

Mr. Fetsick noted the District needs to do an independent audit on the financials every year. District has reviewed the audit and provided the statements to the Board. It was stated there was a clean report from the auditor, with no material adjustments. There was a request for the Board to accept the financial statements as presented.

ON MOTION by Mr. DiPaolo, seconded by Mr. Ludmerer, with all in favor, the Board accepted the FY 2021 Audit Report.

Update on the Strategic Planning of Phase II of the Master Plan Concept

Mr. Case provided an overview of the methodology and timeline of the master plan.

Ms. Dickson provided an overview of how the master plan concept was developed. The Board was presented with statistics from the membership satisfaction survey.

Mr. DiPaolo provided perspective and context on how the Board came to the conclusions noted in the master plan concept. It was noted residents buy the lifestyle of living in a country club. Many clubs are increasing capital spending because country clubs are more of a lifestyle venue for users. It was stated successful country clubs are sustainable and successful because of significant capital investments.

Mr. DiPaolo stated , in conceptualizing the master plan, the Board analyzed the demographics of the District, the trends and lifestyles of other country clubs, and feedback back received from current residents. Several requests from the residents were noted. Those requests included remodeling the dining facilities, resurfacing the parking area, having an outdoor bar, expand the fitness center as well as activities, increased social opportunities, modernize the Varsity Club, and evolve to include to younger members.

Mr. DiPaolo stated the District needs at least \$1M per year to maintain country club

operations. It was noted the District needs about \$15M keep University Park as a desirable place to live and construct amenities that give the University Park Country Club a competitive edge over other clubs. Mr. DiPaolo asked the audience if they wanted the club to remain status quo or look to the future to ensure viability for the next 10 years. It was stated the District is not going to construct a \$6M fitness center but is more interested in the idea of a multi-use hub for the club. This hub would establish the University Park Community Center, that included a much-needed clubhouse.

Mr. Ludmerer provided an overview of the needs of the club and where the club currently stands with the status of those needs. There has been an internal study, as well as an outside study performed by a contracted vendor, to confirm the club's financial position. A plan to realize the vision of the Club was presented.

Mr. Ludmerer noted that recently completed projects and announced the District is now at the next steps of securing the future of the club. It was stated there is a need for about \$3,000 square feet of exercise space that includes fitness studios, offices for staff, updated kitchen space, and multipurpose rooms, and a clubhouse.

Mr. Ludmerer outlined the proposed costs for the Club Center at \$4.5M depending on square footage, the kitchen upgrades at \$1.5M, the Pro-Shop repurpose at \$300-600k, and other initiatives to the achieve the vision at \$2.5M. Low interest bond financing was recommended as the lowest cost financing option to address the needs of the Club.

Mr. Case announced that each project will be approved individually, with input from residents of the District. It was stated there were concerns from residents received by Mr. Case that should be addressed. The first concern was surrounding the Varsity Club to Pro Shop relocation and the timeframe for completion of that project.

Mr. Fetsick stated the Pro Shop should be selling an experience and it is projected to have the same social interaction as residents have in the Varsity Club. The timing of the relocation is still to be determined. Mr. Case stated the furniture from the Varsity Club is in storage.

Mr. Fetsick took a moment to acknowledge the retirement of Sue Earl. The room applauded.

Ms. Dickson asked if there is anything the Club can do in the near future to have a gathering space for residents to have a happy hour and gathering space during the relocation. Mr. Fetsick responded yes and outlined the spaces and ways residents can have dining and social interaction experiences. It was stated the kitchen is understaffed so the kitchen must stop serving food in the Varsity Club at 6pm. The Varsity Club can stay open after food service ends so residents can still enjoy social interactions in that space.

Mr. Case opened the meeting for public comments.

A resident made suggestions about the experience in the Varsity Club and stated the Club should take the necessary funding options to ensure the projects are fully funded.

A resident asked about where the large new building would be built. Mr. Case explained the wooded area from the 18th green, near the Pro Shop would be where the proposed new

building would be built. Mr. DiPaolo stated the new building would not be visible from Park Boulevard.

A resident asked about increasing memberships and how many memberships the club plans to accept. Mr. Fetsick stated more memberships mean less reliance on outside golf for revenue. It was stated the Club is tracking over \$2M in outside golf revenue that is equivalent of 200 full members. The resident asked about where the club stands in terms of the color criteria for successful Country Clubs as mentioned earlier in the meeting. Mr. Ludmerer outlined that green Clubs have the reserves to address member and lifestyle needs, yellow indicates Clubs that are positive but do not have sufficient reserves, and red Clubs are reducing dues to increase memberships as they try to stay afloat. Mr. Ludmerer stated the University Park Country Club is in the yellow area because the Club does not have sufficient reserves. Mr. Fetsick stated the capital reserves are in the low red as the club has no reserves. The resident stated if the club is going to proceed with bonds, they should think about reserve funding from the bonds. The resident urged the Board to consider doing a new survey. Mr. Case responded the Club is unable to use bond funds to build up reserves for the Club but provided other ways the Club can build reserves.

A resident stated they enjoy living in the Club, but they are shocked the Club is in such bad state. The resident suggested the Board do better promotions of the Club and urged the Board to consider the happiness and quality of life for all families. It was stated the resident does not think the proposed renovations are necessary.

A resident stated the priority should be the kitchen renovation. It was suggested the Board reconsider the repurposing of the Pro Shop due to the space constraints and the outside areas where bugs and sun are present.

A resident thanked the Board and General Manager for all the efforts in planning for the future of the Club. The resident stated they are in support of financing club needs with fees from members and residents. It was stated the health club is important and urged the Board to consider the future of the Club in terms of health.

A resident stated there is not a property value problem in the Club expressed concerns with making assumptions on what residents want. It was suggested the Board conduct focus groups with residents who have recently moved into the community and dedicate the appropriate time in making decisions.

Ms. Pagano stated the \$6M proposed new building will be more than a health club and outlined the many uses for the proposed space.

A resident expressed concerns about the balance of what the Club currently needs vs the future needs of the club. It was noted that with the proposed plans, the assessments would be raised by adding non-revenue generated things. The Board was urged not to over invest in the future at the expense of the present.

A resident stated when they first moved into the community, it was difficult to make social connections. The resident stated they made real connections at the fitness center.

A resident asked about the plans to support revenue generating activities, such as weddings. There were concerns expressed about physical therapy being offered in the proposed new health center. Mr. DiPaolo stated there are several physical therapy firms that specialize in offering services in country clubs and reminded the audience that none of the plans are fixed.

Mr. Case explained the Club has an inadequate fitness facility and outlined the reasons why a new health facility is necessary. The need for administrative offices, meeting space, and fitness space was outlined.

Ms. Pagano stated the Club has grown in members and residents and the current spaces are too small, dingy, and a detriment to staff. It was stated the staff makes this Club successful and in retaining staff, the Club should focus on clean, spacious work areas. Mr. Fetsick illustrated how the office spaces look and stated he refuses to bring interviewees to his office.

A resident urged the Board to not rush into decisions and applauded the due diligence of the Board. It suggested the Board take more consideration with ventilation and acoustics. Mr. DiPaolo reiterated that the meeting is being held about a year before the Board should have held it, but economic circumstances have moved up the timetable.

Monthly Board of Supervisors Comments

Mr. Case outlined the need for immediate actions to resolve several issues with the Club and stated the sooner the proposed renovations and additions are done, the sooner the residents can enjoy them. Mr. Case stated there is no time frame for a decision on the bonds. The next meeting dates were announced.

There were no other Supervisors comments.

Review and Acceptance of FY 2021 Audit Report

The Board reviewed the Audit Report in the beginning of the meeting, and it was accepted for the record keeping and to be filed with the Auditor General.

FIFTH ORDER OF BUSINESS

District Financial Matters

**Ratification of Payment
Authorizations #68 & 69**

ON MOTION by Mr. Ludmerer, seconded by Ms. Pagano, with all in favor, the Board Ratified Payment Authorizations #68 & 69.

SIXTH ORDER OF BUSINESS

Adjournment

Mr. Case requested a motion to adjourn the Board of Supervisors' Meeting.

ON MOTION by Mr. DiPaolo, seconded by Ms. Pagano, with all in favor, the Friday, April 8, 2022, Board of Supervisors' Meeting of University Park Recreation District was adjourned at 3:14 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

District Counsel

University Park Recreation District

District Manager

University Park Recreation District

Club Management

University Park Recreation District
Management Discussion & Analysis Report
As of April 30, 2022

Staffing & Human Resources

It is with mixed emotions that I announce the upcoming retirement of Executive Chef, Roger Turtch. Chef Roger's last day will be Friday, June 17th. A search for Chef's replacement will commence immediately and will include input from Management, Board Members and, possibly, select Members.

We thank Chef Roger for several years of dedicated service to University Park CC and wish him well in his retirement as he focuses on spending time with his family and friends.

Kudos and thank you, Chef!

Food and Beverage

Dinner and Member Events continue to be very well attended. April was highlighted by the Rombauer Wine Dinner, Music in the Park, Trivia, Bingo, Seder Dinner, Easter Egg Hunt & Luncheon, Easter Brunch Buffett, Name that Tune and LGA/MGA closing luncheons. Busy Busy!

May slows some but includes a number of events highlighted by the Mother's Day Brunch which was a resounding success.

Staffing continues to be an issue and we continue to seek qualified candidates for a number of positions within the F&B Team (kitchen and front of house).

Golf

Off-season rates commenced on May 1st this year. Historically, off-season rates began the Monday after Easter. While April did see a decrease in outside play, likely due to higher than standard rates (down 441 rounds from Budget), revenue exceeded Budget by \$119k. This gave the course a small respite, generated additional revenue and gave our members ample tee time availability. Our off-season rates, including those of reciprocal and the Big Summer Card, have all increased to all-time highs and will continue to be evaluated pending supply and demand. We want our rates to remain competitive within our market but also want to maximize our revenue and utilize the top-notch course and experience we are providing.

Racquets, Fitness & Croquet

As we approach the off-season, we have turned our attention to court maintenance and other enhancements that can be made. For example, a new Ice/Water Machine (similar to those on the golf course) is being installed on the East side of the Fitness Centre outside.

Joe is working with a few volunteer racquets members on the pickleball program we plan to implement once the courts are built. This includes court reservations, rating players, among others.

University Park Recreation District
Management Discussion & Analysis Report
As of April 30, 2022

The new croquet pitch has been very well received by the players. The awning from the old court is being reinstalled once we can get the concrete set.

Memberships and membership activity

Summer Membership sales have been the primary focus over the last several weeks. Through April 30th, we have 248 Golf and 28 Racquets memberships sold. 2021 member totals ended at 239 and 17, respectively. With additional sales made in early May, despite continued interest, we have discontinued selling Summer Golf memberships and now have a waiting list. As presented in the Budget today, summer membership pricing, which did just increase in 2021, will go up significantly in 2023.

Annual memberships have remained at Club highs with Full (365), Racquets (124) and Social (752) for a total of 1,241.

University Park Recreation District
Management Discussion & Analysis Report
As of April 30, 2022

Statements of Operations (as of March 31, 2022):

UNIVERSITY PARK COUNTRY CLUB & RD					
SIX MONTHS ENDING MARCH 31, 2022					
SUMMARY STATEMENT OF OPERATIONS					
Description	FY2022 YTD Actual	FY2022 YTD Budget	FY2022 YTD Variance	FY2022 Budget	
REVENUE:					
MEMBERSHIP DUES	\$ 2,065,921	\$ 1,918,380	\$ 147,541	\$ 3,910,161	
GOLF OPERATIONS	2,439,056	1,813,477	625,579	2,869,266	(a)
TENNIS & FITNESS CENTRE	55,821	35,524	20,297	66,305	
RESTAURANT INCOME	1,203,115	1,159,217	43,898	1,910,971	
OTHER INCOME	5,784	3,400	2,384	5,000	
TOTAL REVENUE	\$ 5,769,697	\$ 4,929,998	\$ 839,699	\$ 8,761,703	
EXPENSES:					
DIRECT EXPENSES:					
GOLF OPERATIONS	\$ 802,066	\$ 705,019	\$ 97,047	\$ 1,303,113	(b)
TENNIS & FITNESS CENTRE	199,395	170,233	29,162	337,447	
RESTAURANT	1,608,312	1,338,854	269,458	2,600,337	(c)
GOLF COURSE MAINTENANCE	1,513,949	1,383,042	130,907	2,741,586	(d)
GENERAL & ADMIN	958,626	875,962	82,664	1,608,440	(e)
TOTAL DIRECT EXPENSES	\$ 5,082,348	\$ 4,473,110	\$ 609,238	\$ 8,590,923	
OPERATING INCOME/(LOSS)	\$ 687,349	\$ 456,888	\$ 230,461	\$ 170,780	
CAPITAL ALLOCATION:					
INITIATION FEES & OTHER	341,700	168,600	173,100	212,900	
OUTSIDE GOLF -CAPITAL ALLOCATION	188,623	110,000	78,623	220,000	
TOTAL CAPITAL ALLOCATION	\$ 530,323	\$ 278,600	\$ 251,723	\$ 432,900	

- (a) \$626k increase over budget due to 4,304 more rounds than budgeted and increased public rates.
- (b) \$97k over Budget primarily due to merchandise cost of goods and credit card fees, each of which has increased proportionately to increased revenue.
- (c) Increase in expenses primarily due to higher COGS due to inflation costs for various items including meat and seafood.
- (d) \$130k increase to budget primarily due to staffing issues requiring us to utilize outside temp agency labor more than usual and much higher supply costs (fuel, fertilizers, etc.).
- (e) \$82k increase to budget primarily due to continued transition of Management Team, increased credit card fees and unbudgeted retirement party.

University Park Recreation District
Management Discussion & Analysis Report
As of April 30, 2022

Revenue Flash Report (as of April 30, 2022):

	April			YTD			
	Actual	Budget	Variance	Actual	Budget	Variance	
MEMBERSHIP DUES	\$ 498,093	\$ 381,756	\$ 116,337	\$ 2,564,014	\$ 2,300,136	\$ 263,878	(a)
GOLF OPERATIONS	435,381	316,147	119,234	3,063,060	2,239,624	823,436	(b)
TENNIS & FITNESS CENTRE	11,260	6,620	4,640	67,081	42,144	24,937	
RESTAURANT OPERATIONS	267,457	183,870	83,587	1,470,572	1,343,087	127,485	
TOTAL OPERATING REVENUE:	\$ 1,212,191	\$ 888,393	\$ 323,798	\$ 7,164,727	\$ 5,924,991	\$ 1,239,736	
INITIATION FEES & OTHER INC	23,762	6,125	17,637	371,246	178,128	193,118	(a)
TOTAL OTHER REVENUE:	\$ 23,762	\$ 6,125	\$ 17,637	\$ 371,246	\$ 178,128	\$ 193,118	
TOTAL REVENUE:	\$ 1,235,953	\$ 894,518	\$ 341,435	\$ 7,535,973	\$ 6,103,119	\$ 1,432,854	

(a) Membership dues continue to exceed budget due to new membership structure and strong summer membership sales. New memberships (the basis for Initiation Fees) continue to exceed Budget.

(b) \$823k over Budget YTD due to pricing and substantially more rounds, as outlined below:

Rounds of Golf (as of April 30, 2022):

Member Rounds	5,003	4,085	918	31,394	30,315	1,079
Outside Rounds	3,069	3,510	(441)	26,697	22,995	3,702
	8,072	7,595	477	58,091	53,310	4,781

UNIVERSITY PARK
RECREATION DISTRICT
FY 2023 BUDGET
(Oct'22 to Sept'23)

AS OF MAY 13, 2022

Budget Process

- **Started in February with Dept. Manager input**
 - **Golf, Ashley Hayden & Curtis Nickerson**
 - **Restaurant, Milissa Martorano & Chef Roger**
 - **Membership, Ann Backus**
 - **Tennis/Fitness- Joe Lisi**
- **Data Points Considered**
 - **Prior 2 years operating results, current & expected market conditions, competitive position**
- **General Manager and Department Manager Reviews**
- **RD Board of Supervisors Review (individual sessions)**

General Assumptions

- Phase 2 projects assumed to have minimal impact on FY'23 Budget.
- 2023 Membership Pricing recommendations are approved
 - Membership categories remain unchanged.
- Dining Facilities (indoor and outdoor), renovated with minimal impact on operations or budget.
- Market impact on wages, including mandated minimum wage increases.
- Inflation impact, notably Food costs, Supplies & Fuel.

Executive Summary

	FY'23 Budget	FY'22 Forecast	FY'22 Budget
Revenue	10,833	10,011	8,782
Expenses	10,480	9,280	8,591
Operating Income	353	731	191
RD Expenses	-90	-100	-100
Available for other RD needs	263	631	91
Capital Allocation	1,025	636	413

Memberships

	FY'23 Budget	April '22	FY'22 Budget
Full Memberships	362	363	302
Racquets Memberships	127	124	106
Social Memberships	790	750	742
Summer Golf	250	248	237

- Minimal change in number of memberships
- Minimal change in resident/non-resident mix

Membership Operating Dues

	Family		Single	
	FY'23 Budget	FY'22 Actual	FY'23 Budget	FY'22 Actual
Full Memberships	\$ 9,500	\$ 9,250	\$ 7,200	\$ 7,000
Racquets Memberships	\$ 4,100	\$ 4,000	\$ 3,075	\$ 3,000
Social Memberships	\$ 1,025	\$ 1,000	\$ 775	\$ 750
Summer Memberships	\$ 1,500	\$ 1,000	\$ 1,000	\$ 750

- 2.5% Dues Increase from 2022 to 2023
- Substantial summer membership rate increase

Capital Funding, Initiation Fees & Capital Dues

- Initiation Fees
 - New/Increased Rates for Resident and Non-Resident members

	Resident		Non-Resident	
	2023 Fees	2022 Fees	2023 Fees	2022 Fees
Full	\$ 10,000	\$ 7,500	\$ 12,500	\$ 7,500
Racquets	\$ 2,500	\$ 2,000	\$ 3,000	\$ 2,000
Social/Resident	\$ 1,500	\$ 1,000	\$ 2,000	\$ 1,000

- Outside Golf Allocation (10%)
- Capital Dues
 - Resident- 5% of Dues
 - Non-Resident- 10% of Dues
- Capital Dues and Initiation Fees remain competitive locally

Golf Operations

- Revenue

- Continued Increases of Greens Fee Rates
- Pro Shop Sales
- Fewer Rounds
 - Post-COVID retraction
 - Prioritize member rounds and experience
 - More Full Members, less outside rounds (60% vs 40% in season)

	2023	2022	2022
	Budget	Forecast	Budget
Member Rounds	45,545	43,520	43,125
Outside Rounds	33,675	38,512	35,109
	79,220	82,032	78,234

- Expenses

- Market impact on wages
- Credit Card Charges (variable to revenue)
- Pro Shop COGS

Restaurant Operations

Revenue, increase of \$430k over '22 Forecast

- Indoor/Outdoor renovations planned to be completed by early Jan'23
 - Maintain current capacity of 1300-1500 covers per week
 - Retain F&B Minimum
 - Menu Pricing Increased ~12%
 - More Banquet Events
- Expenses, increase of \$526k over '22 Forecast
- Market impact on wages
 - Expanded staffing to meet increased demand
 - Costs of Goods Sold increases with Revenue increases
 - Entertainment with more dining events

Racquets/Fitness & G&A

Racquets & Fitness

- Revenue in line with prior years
- Expenses
 - Maintenance for tennis courts
 - Additional staffing for member services

General & Administrative

- Expenses, increase by \$217k over FY'22 Forecast
- Administrative salaries and benefits
 - Other Expenses, including:
 - Property Insurance
 - Office Supplies & Equipment

Conclusions

- Operating Income, after RD expenses, of ~\$250k
- Revenue increased through modest increases in membership dues and restaurant menu prices while remaining competitive in the market.
- Expenses are being dictated by inflation and labor market.
- Our operations can continue to sustain despite these issues and not cost our members operating dues outside of this modest increase.
- Our stated goal of establishing a \$1.0MM annual Capital Fund commences through an outside golf allocation, initiation fees, and a capital dues fee.

**University Park
Recreation District**

Resolution 2022-07,

**Approving work on the Outdoor Dining
Area to be Performed in Substantial
Conformance with the Gallo Herbert
Architects Plans dated April 14, 2022**

RESOLUTION 2022-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT APPROVING WORK ON THE OUTDOOR DINING AREA TO BE PERFORMED IN SUBSTANTIAL CONFORMANCE WITH THE GALLO HERBERT ARCHITECTS PLANS DATED APRIL 14, 2022; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the University Park Recreation District (hereinafter the “District”) is a recreational district created by Manatee County Ordinance 18-29 (the “Charter”), pursuant to the provisions of Chapter 418, Florida Statutes; and

WHEREAS, the District is empowered under the Charter and Chapter 418, Florida Statutes to operate and manage the Golf Course and other District property for the benefit of its residents, and in furtherance thereof to exercise the rights and privileges under the laws of the State of Florida; and

WHEREAS, the Board of Supervisors wishes to make substantial improvements to the outdoor dining experience and University Park; and

WHEREAS, The Board of Supervisors desires to approve work on the outdoor dining area to be performed in substantial conformance with the Gallo Herbert Architect Plans dated April 14, 2022 (“Outdoor Dining Plans”)

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT:

1. The Board hereby approves work to be performed substantially consistent with the Outdoor Dining Plans prepared as part of the Dining Area Renovation Project. The Outdoor Dining Plans are on file with the office of the General Manager and are incorporated herein by reference.
2. The District Manager and the General Manager are hereby directed to prepare a Request for Proposal for a general contractor to perform the work required by the Outdoor Dining Plan.
3. This Resolution shall supersede any resolutions in conflict and become effective upon its passage.

PASSED AND ADOPTED this 13th day of May, 2022.

ATTEST:

**BOARD OF SUPERVISORS OF THE
UNIVERSITY PARK RECREATION
DISTRICT**

Secretary

James Case, Chairman

**University Park
Recreation District**

Letter from Supervisor of Elections, Manatee
County

MICHAEL BENNETT • SUPERVISOR OF ELECTIONS • MANATEE COUNTY

600 301 Boulevard West, Suite 108, Bradenton, Florida 34205-7946
PO Box 1000, Bradenton, Florida 34206-1000



Phone: 941-741-3823 • Fax: 941-741-3820 • VoteManatee.com • Info@VoteManatee.com

April 21, 2022

University Park Recreation District
PFM Group Consulting, LLC
Attn: Jennifer Walden
3501 Quadrangle Blvd Suite 270
Orlando, FL. 32817

Dear Ms. Walden:

We are in receipt of your request for the number of registered voters in the University Park Recreation District of April 15, 2022. According to our records, there were 1,648 persons registered in the University Park Recreation District as of that date.

I hope this information is helpful to you. If I can be of any further assistance to you, please do not hesitate to contact my office at your earliest convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Bennett". The signature is fluid and cursive, with a large initial "M" and "B".

Mike Bennett
Supervisor of Elections

MB/hk

**University Park
Recreation District**

Appointment of Auditor Selection Committee for
FY 2022 Audit

University Park Recreation District

Consideration of Resolution 2022-08,
Approving a Preliminary Enterprise Fund
(Country Club) Budget for Fiscal Year 2023 and
Setting a Public Hearing Date
[Suggested Date, August 12, 2022]

RESOLUTION 2022-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT APPROVING A PROPOSED PRELIMINARY COUNTRY CLUB 2022/2023 BUDGET AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the University Park Recreation District (“District”) was recently established by the Manatee County Commission, Florida, effective August 2, 2018; and

WHEREAS, in November, 2019, the District acquired the University Park Country Club (“Country Club”) and has begun operating and maintaining the Country Club; and

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors of the University Park Recreation District (the “Board”) the proposed operating budget for the Country Club Fiscal Year 2022/2023 (“Proposed Budget”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager to the District Budget to provide a budget for the operation, maintenance, and capital improvement of the District for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____

HOUR: _____

LOCATION: University Park Country Club

3. **TRANSMITTAL OF PROPOSED BUDGET AMENDMENT TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Manatee County in accordance with Chapter 189, Florida Statutes.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, shall be posted within five (5) days after adoption, and shall remain on the website for at least two (2) years. If the District does not have its own website, the District's Secretary is directed to transmit the approved budget to the manager or administrator of Manatee County for posting on their websites.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 13th DAY OF MAY, 2022.

ATTEST:

**UNIVERSITY PARK
RECREATION DISTRICT**

Secretary

By: _____
Its: _____

SUMMARY INCOME STATEMENT	2021	2022	2022	Rolling	2023	2023 Budget
FISCAL YEARS ENDING SEPTEMBER 30	Actual	Budget	Forecast	12 Months	Budget	vs. 2022 FC
COUNTRY CLUB OPERATIONS:						
REVENUE:						
MEMBERSHIP DUES	3,478,206	3,910,165	4,418,414	3,835,601	4,893,553	475,139
GOLF OPERATIONS	3,138,687	2,889,264	3,543,458	3,739,111	3,453,795	(89,663)
TENNIS & FITNESS CENTRE	68,606	66,306	86,606	88,190	95,420	8,814
RESTAURANT INCOME	1,749,951	1,910,975	1,954,878	2,045,769	2,385,033	430,155
OTHER INCOME	21,957	5,000	7,383	22,789	5,000	(2,383)
TOTAL REVENUE	8,457,407	8,781,710	10,010,739	9,731,460	10,832,802	822,063
EXPENSES:						
PAYROLL & RELATED:						
GOLF OPERATIONS	534,865	616,977	603,566	575,254	756,597	153,031
TENNIS & FITNESS CENTRE	209,852	218,434	250,510	231,377	314,849	64,339
RESTAURANT	1,256,986	1,355,004	1,282,056	1,336,975	1,584,735	302,679
GOLF COURSE MAINTENANCE	1,467,226	1,532,234	1,725,655	1,639,241	1,676,642	(49,013)
GENERAL & ADMINISTRATIVE	1,133,594	1,066,574	1,213,121	1,203,376	1,371,450	158,329
TOT PAYROLL & RELATED	4,602,523	4,789,223	5,074,908	4,986,223	5,704,272	629,364
DIRECT EXPENSES:						
GOLF OPERATIONS	722,507	686,146	796,514	832,224	821,846	25,332
TENNIS & FITNESS CENTRE	131,707	119,010	132,180	155,242	168,105	35,925
RESTAURANT CGS	852,411	790,114	948,013	1,052,835	1,087,718	139,705
RESTAURANT OPER EXP	447,275	455,235	510,027	530,379	593,479	83,452
GOLF COURSE MAINTENANCE	1,198,599	1,209,351	1,238,277	1,196,302	1,465,255	226,978
GENERAL & ADMIN	359,017	341,872	381,772	380,046	413,847	32,075
PROPERTY INSURANCE	183,615	200,000	198,535	187,901	225,000	26,465
TOTAL DIRECT EXPENSES	3,895,131	3,801,728	4,205,318	4,334,929	4,775,249	569,931
OPERATING INCOME/(LOSS)	(40,247)	190,759	730,513	410,308	353,280	(377,233)
OPERATIONS RECOVERY SURCHARGE	191,218	-	-	76,783	-	-
FUNDING OF UPRD GENERAL FUND	-	(100,000)	(100,000)	(100,000)	(90,000)	10,000
SURPLUS/(LOSS) FOR OTHER RD NEEDS	150,971	90,759	630,513	387,091	263,280	(367,233)
CAPITAL ALLOCATION:						
INITIATION FEES	301,883	212,900	386,000	420,900	505,700	119,700
CAPITAL ALLOCATION- GOLF OPS	220,000	200,000	250,000	250,000	225,000	(25,000)
CAPITAL DUES- RESIDENT (5%)	-	-	-	-	244,678	244,678
CAPITAL DUES- NON RESIDENT (addtl 5%)	-	-	-	-	50,000	50,000
TOTAL CAPITAL ALLOCATION	521,883	412,900	636,000	670,900	1,025,378	389,378

University Park Recreation District

Consideration of Resolution 2022-09,
Approving a Preliminary General Fund Budget
for Fiscal Year 2023 and Setting a Public
Hearing Date [Suggested Date, August 12,
2022]

RESOLUTION 2022-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT APPROVING A PROPOSED PRELIMINARY FY 2022/2023 BUDGET AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the University Park Recreation District (“District”) was recently established by the Manatee County Commission, Florida, effective August 2, 2018; and

WHEREAS, in November, 2019, the District acquired the University Park Country Club (“Country Club”) and has begun operating and maintaining the Country Club; and

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors of the University Park Recreation District (the “Board”) the proposed operating budget for operation, maintenance, and capital improvements for Fiscal Year 2022/2023 (“Proposed Budget”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager to the District Budget to provide a budget for the operation, maintenance, and capital improvement of the District for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____

HOUR: _____

LOCATION: University Park Country Club

University Park, FL 34201

3. **TRANSMITTAL OF PROPOSED BUDGET AMENDMENT TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to

submit a copy of the Proposed Budget to Manatee County in accordance with Chapter 189, Florida Statutes.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, shall be posted within five (5) days after adoption, and shall remain on the website for at least two (2) years. If the District does not have its own website, the District's Secretary is directed to transmit the approved budget to the manager or administrator of Manatee County for posting on their websites.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 13th DAY OF MAY, 2022.

ATTEST:

**UNIVERSITY PARK
RECREATION DISTRICT**

Secretary

By: _____
Its: _____

**University Park Recreation District
FY2023 Proposed General Fund Budget**

	Anticipated FY 2022 Total	FY 2022 Adopted Budget	FY 2023 Proposed Budget
<u>Revenues</u>			
Other Income & Other Financing Sources	-	-	-
PrYr Surplus		64,000	79,566
Inter-Fund Transfers - Debt Service to O&M	70,000	70,000	70,000
Inter-Fund Transfers - Country Club to O&M	101,856	100,000	88,934
	<u>\$171,856</u>	<u>\$234,000</u>	<u>\$238,500</u>
 <u>General & Administrative Expenses</u>			
Assessment Administration	10,000	10,000	10,000
Audit	28,000	25,000	25,000
Bank Fees	7,629	8,075	8,000
Contingency	612	40,000	25,000
Dissemination Agent	5,000	5,000	5,000
District Counsel	40,000	40,000	40,000
District Counsel - Non-Recurring	-	10,000	10,000
District Counsel - Litigation	-	10,000	10,000
Dues, Licenses, and Fees	5,575	175	5,000
Insurance	2,976	3,000	3,000
Legal Advertising	5,000	5,000	5,000
Management	70,000	70,000	70,000
Meeting Set Up	850	1,000	1,000
Reamortization Schedule	-	250	-
Travel and Per Diem	635	1,000	1,000
Office Supplies	500	500	500
Postage & Shipping	300	1,000	1,000
Election Costs	-	-	15,000
Web Site Maintenance	4,000	4,000	4,000
Total General & Administrative Expenses	<u>\$181,077</u>	<u>\$234,000</u>	<u>\$238,500</u>

University Park Recreation District

Update of the Strategic Planning of Phase II of
the Master Plan Concept

**University Park
Recreation District**

Ratification of Payment Authorization # 70

University Park Recreation District

4/12/2022

Payment Authorization No. 70


O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
McClatchy Company, LLC	108861	Notice of Public Meeting - March 2022	\$ 125.19
Philips Harvey Group	145710	Audit FY2021	\$ 1,500.00
Blalock Walters	40896-000-41	General Representation - March 2022	\$ 5,191.50
Focused Technology	141208	Audio Support 4/8/22 BOS Meeting	\$ 850.00

O&M - General Fund Expenses Total	\$ 7,666.69
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Asst. Secretary/Secretary

Asst. Treasurer

 4/12/22

University Park Recreation District

Supervisor Requests & Comments