

University Park Recreation District

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<http://universityparkrd.com/>

The Meeting of the **Board of Supervisors of the University Park Recreation District** will be held on **Tuesday, August 12, 2025, at 1:00 PM** at the Business Offices 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=eUE4Q3BTNGVLNXBsOGViRXk1cWo2QT09>

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]*

Staff Report Matters

1. District Counsel
2. District Manager
3. Club Management
 - a. Management Discussion & Analysis Report

Business Matters

4. Series 2024 Note / Consideration of Assessment
5. Public Hearing on the Adoption of the District's Annual Budget & Country Club Budget
 - a. Public Comments and Testimony
 - b. Board Comments
 - c. Consideration of **Resolution 2025-17, Adopting the Fiscal Year 2025/2026 District's Annual Budget and Appropriating Funds**
 - i. General Fund Budget
 - ii. Debt Service Budget
 - d. Consideration of **Resolution 2025-18, Adopting the Fiscal Year 2025/2026 Country Club Budget and Appropriating Funds**
 - i. Enterprise Fund Budget
6. Consideration of **Resolution 2025-19, Adopting the Annual Board and Workshop Meeting Schedule for Fiscal Year 2025/2026**

- a. Exhibit A- Annual Board of Supervisors Meeting Schedule
- b. Exhibit B- Annual Board of Supervisors Workshop Meeting Schedule
- 7. Board Supervisors' Input on Business Advisory Group Plan
- 8. Strategic Planning Committee Members Tie Breaker Results
- 9. Discussion of the Initial Meetings for the Finance Committee and Strategic Planning Committee
- 10. Discussion of 2025-2026 General Manager Goals & Objectives

District Financial Matters

- 11. Ratification of Payment Authorization Nos. 143 - 144

Date	Meeting Type	Time	Location	Note
September 2, 2025	Workshop Meeting	2:00 PM	University Park	Business Offices
September 12, 2025	Board Meeting	1:00 PM	University Park	Business Offices

- 12. Supervisor Requests & Public Comments

Adjournment



University Park Recreation District

Staff Reports

University Park Recreation District
Management Discussion & Analysis Report
As of July 31, 2025

Advisory Groups

Members selected to the four (4) Advisory Groups were announced last week. Meetings will commence later this month.

Social & Dining (8)

- Sue Constable
- Mary Hart
- Larry Slavin
- Jane Zuckerman
- Kelly Ingalls
- Rich Allen
- Lisa Foster
- Debbie Stewart

Racquets Advisory Group (10)

- Brian Sackley
- Ceci Wooster
- Bob Klueger
- Kayla Caliendo
- John Cloud
- Linda Heitzner
- John Farrell
- Cindy Isselee
- Matt Kluding
- Fran Dratch

Golf Advisory Group (9)

- Dick Crouch
- Steve Spanos
- Nathan Beck
- Larry Wahl
- Risa Benoit
- Tammy Yarnell
- Becky Suverkrup
- Muriel Gross
- John Couig

Fitness & Wellness Advisory Group (9)

- Rebecca Amoroso
- Leslie Slavin
- Dr. Marc Loundy
- Michael Gaio
- Debbie Crisafio
- Donna Brown
- Judy Koziol
- Mike Robertson
- Paul Charlesworth

Golf Operations

Curtis to give a verbal update on the back-9 golf course project, which is moving along on-time and on-budget.

Member Events

Coming off of very successful Seafood Buffet (170+ attendees), we have a number of upcoming Member Events including Bingo (8/14), Prime Rib Night (8/20), Midnight Cellars Wine Dinner (8/21), and Trivia (8/28). The unofficial end of Summer concludes with our Labor Day BBQ (9/1).

Racquets

Lee and the Team continue to host a few events per month including a new "Pickle & Pints" Pickleball happy hour, which had 25 attendees last week despite 100-degree weather. Despite being in the summer months, attendance has been strong across the board.

The hire of a new part-time Pickleball Pro was mutually delayed (vacation) and will be announced shortly. Dallas Burko will also continue in his part-time role.

University Park Recreation District
Management Discussion & Analysis Report
As of July 31, 2025

Fitness

Suzanne and her Team are actively working on the upcoming season calendar, including the introduction of new wellness programs, including Physical Therapy. We will be making a concerted effort (in Communications and Offerings) to move from a Fitness Program to a Wellness Program. Suzanna has assembled the largest and most effective Fitness Team of Instructors we've ever had.

Membership

		Full	Racquets	Social	Net Change in Memberships	Trial Full	Trial Rac/Fit	Trial Fit/Soc	Trial Social	Sum Golf	Sum Tennis	Wait List
2024 Totals 12/31/24		445	108	786	1339	2	0	0	2	0	0	9
January		-1	1	0	0	3						
February		-4	1	3	0							
March		1	2	-6	-3	-2		2	-2			-2
April		2	1	4	7	-3				41	14	-6
May		5	-1	-1	3			-2		29	33	
NEW June	6/5	1	1	-1	1					5	2	
July	7/17			1	1					1	2	
July	7/31	-2		1	-1					-1	0	
Total Members		447	113	787	1347	0	0	0	0	75	51	1
Social Access		105	28		133							
Fitness		21	1	131	153							
Range			10	57	67							
Twilight Tennis				24	24							
Pickleball		2		56	58							
Total Passes					435							

*135 grandfathered non-members (flat to prior month), 199 grandfathered members (flat to prior month)

**305 non-resident memberships (+1 to prior month)

University Park Recreation District
Management Discussion & Analysis Report
As of July 31, 2025

Statements of Operations (as of June 30, 2025):

UNIVERSITY PARK COUNTRY CLUB & RD					
NINE MONTHS ENDING JUNE 30, 2025					
<i>(in thousands)</i>					
SUMMARY STATEMENT OF OPERATIONS	FY2025				
Description	YTD Actual	YTD Budget	YTD Variance		
<u>REVENUE:</u>					
MEMBERSHIP DUES	\$ 4,517	\$ 4,520	\$ (3)		
GOLF OPERATIONS	2,919	3,416	(497)	(a)	
RACQUETS & FITNESS CENTRE	153	119	34		
DINING OPERATIONS	2,588	2,755	(167)	(b)	
OTHER INCOME	12	5	7		
TOTAL REVENUE	\$ 10,188	\$ 10,815	\$ (627)		
<u>EXPENSES:</u>					
GOLF OPERATIONS	\$ 1,321	\$ 1,434	\$ (113)	(c)	
RACQUETS & FITNESS CENTRE	454	472	(18)		
DINING OPERATIONS	3,391	3,731	(341)	(d)	
GOLF COURSE MAINTENANCE	2,570	2,516	54		
GENERAL & ADMIN	1,778	1,863	(85)	(e)	
TOTAL DIRECT EXPENSES	\$ 9,514	\$ 10,017	\$ (503)		
OPERATING INCOME/(LOSS)	\$ 675	\$ 798	\$ (124)		
<u>CAPITAL ALLOCATION:</u>					
INITIATION FEES & OTHER	\$ 603	\$ 747	(144)	(f)	
OUTSIDE GOLF -CAPITAL ALLOCATION	203	241	(39)		
CAPITAL DUES	283	283	(0)		
TOTAL CAPITAL ALLOCATION	\$ 1,089	\$ 1,271	\$ (183)		
FEMA PROCEEDS (OBLIGATED)	\$ 348			(g)	
INSURANCE PROCEEDS COLLECTED	65				
INSURANCE PROCEEDS COLLECTED (REC'D IN JULY)	21				
MILTON EXPENSE (NOT INCLUDED ABOVE)	(307)				
NET MILTON IMPACT	\$ 126				

- (a) Golf Operations are \$497k unfavorable to budget primarily due to Hurricane Milton (\$150k), less than favorable weather conditions during season, and lower Pro Shop sales/foot traffic (\$50k).
- (b) Dining Operations are \$167k unfavorable budget primarily due to Hurricane Milton (\$71k) and reduced foot traffic from golf operations.
- (c) No LPGA Pro hired, Pro Shop COGS, Credit Card Fees

University Park Recreation District
Management Discussion & Analysis Report
As of July 31, 2025

- (d) COGS Control, less Temp Labor, less Spoilage, limited linens
- (e) Delayed Accountant hire, Maintenance labor, Credit Card Fees
- (f) Non-resident, Full Member Waitlist + fewer home sale turnover
- (g) Hurricane Milton related expenses excluded from Operating P&L. Currently working with Insurance and FEMA to seek reimbursement.

Statement of Cash Flows (as of June 30, 2025):

<i>(In Thousands)</i>	JUNE	
	MTD	YTD
Cash Flows From Operating Activities:		
Cash Receipts From Members & Guests	\$ 634	\$ 11,789
Cash Payments To Vendors & Suppliers	(364)	(4,716)
Cash Payments To PBM Staff Serving UPCC & UPRD	(493)	(5,207)
Net Cash Provided (Used) By Operating Activities	\$ (222)	\$ 1,866 (a)
Cash Flows From Capital, Financing, And Other Non-Operating Activities:		
Initiation Fees	\$ 36	\$ 578
Capital Dues	9	360
Purchase Of Equipment & Capital Projects	(297)	(2,277) (b)
Loss on Equipment Disposals	-	-
Transfer to General Fund	-	(176)
Transfer From BAN	-	2,350
Insurance Proceeds	-	65
Hurricane Milton	-	(307)
Interest From Investments	1	28
Net Cash Provided (Used) By Capital And Other Non-Operating Activities	\$ (251)	\$ 620
Net Increase (Decrease) In Cash	\$ (473)	\$ 2,486
Cash At Beginning Of Period	\$ 4,118	\$ 1,160
Cash At End Of Period	\$ 3,646	\$ 3,646

- (a) Net operating cash flow is negative for June, which is consistent with the trend observed in previous summer months, year-to-date will continue to be positive due to the receipt of annual dues at the beginning of the fiscal year.
- (b) \$2m of outflows for capital projects, covering final payments related to the Irrigation Project, Pro Shop Renovation, and Short Game/Practice Area Renovations.

University Park Recreation District
Management Discussion & Analysis Report
As of July 31, 2025

Cash Account Balances	JUNE	
	2024	2025
Capital Account Balance	\$ 4	\$ 871
Operating Account Balance	2,262	838
Investment Account	-	1,932
Other (Petty Cash)	6	6
Cash At End Of Period	\$ 2,272	\$ 3,646

Statement of Cash Flows – Forecast:

	Fiscal year Ending	
	September 30	
	2024	2025
<i>(In Thousands)</i>		
Cash Flows From Operating Activities:		
Cash Receipts From Members & Guests	\$ 12,914	\$ 13,243
Cash Payments To Vendors & Suppliers	(5,775)	(5,856)
Cash Payments To PBM Staff Serving UPCC & UPRD	(6,643)	(7,209)
Net Cash Provided (Used) By Operating Activities	\$ 495	\$ 178
Cash Flows From Capital, Financing, And Other Non-Operating Activities:		
Initiation Fees	\$ 1,278	\$ 578
Capital Dues	348	388
Purchase Of Equipment & Capital Projects	(5,065)	(3,060) (a)
Loss on Equipment Disposals	(3)	-
Transfer to General Fund	1,204	(176)
Transfer From BAN	-	2,350
FEMA Proceeds	-	348 (b)
Insurance Proceeds	-	85 (b)
Hurricane Milton	-	(307)
Interest From Investments	20	43
Net Cash Provided (Used) By Capital And Other Non-Operating Activities	\$ (2,218)	\$ 249
Net Increase (Decrease) In Cash	\$ (1,723)	\$ 427
Cash At Beginning Of Period	\$ 2,882	\$ 1,160
Cash At End Of Period	\$ 1,160	\$ 1,587

(a) Outflows of \$3.06m includes \$2m of outflows for final payment of projects at the beginning of the fiscal year and projections of \$1.1m for Back 9 project.

(b) Inflows from FEMA are expected to total \$348k, and inflows from insurance proceeds are projected \$85k. Both amounts are related to Hurricane Milton.



University Park Recreation District

Series 2024 Note / Consideration of
Assessment



University Park Recreation District

Public Hearing on the Adoption of the District's
Annual Budget & Country Club Budget



University Park Recreation District

Consideration of Resolution 2025-17, Adopting
the Fiscal Year 2025/2026 District's Annual
Budget and Appropriating Funds

- i. General Fund Budget
- ii. Debt Service Budget

RESOLUTION 2025-17

THE ANNUAL APPROPRIATION RESOLUTION OF THE UNIVERSITY PARK RECREATION DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(s) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District was established by the Board of County Commissioners of Manatee County, Florida, effective August 2, 2018 and;

WHEREAS, the District Manager has submitted to the Board of Supervisors ("**Board**") of the University Park Recreation District ("**District**") a proposed budget(s) ("**Proposed Budget(s)**") for the fiscal year beginning October 1, 2025 and ending September 30, 2026 ("**Fiscal Year 2025/2026**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Manatee County Ordinance 18-29 as amended, Laws of Florida and Chapter 189, *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget(s), the District filed a copy of the Proposed Budget(s) with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Manatee County Ordinance 18-29 as amended, and Chapter 189, *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Manatee County Ordinance 18-29 as amended, Laws of Florida and Chapter 189, *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

WHEREAS, Manatee County Ordinance 18-29 as amended, Laws of Florida, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt the budget(s) for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget(s), whereby the budget(s) shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

WHEREAS, On August 12, 2025, the Board held a Public Hearing regarding proposed budgets.

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

- a. The Board has reviewed the Proposed Budget(s), a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget(s), attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Manatee County Ordinance 18-29 as amended, Laws of Florida and Section 189.016, *Florida Statutes* ("**Adopted Budget(s)**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget(s) may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget(s), as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget(s) for the University Park Recreation District for the Fiscal Year Ending September 30, 2026."
- d. The Adopted Budget(s) shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2025/2026, the sum of _____ (\$_____) Dollars to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL ALL FUNDS \$ _____

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2025/2026 or within 60 days following the end of the Fiscal Year 2025/2026 may amend its Adopted Budget(s) for that fiscal year as follows:

- 2183402v1

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2025.

ATTEST:

**UNIVERSITY PARK
RECREATION DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Fiscal Year 2025/2026 Budget

Exhibit B: Debt Service Budget

Exhibit A:
Fiscal Year 2025/2026 Budget

**University Park Recreation District
FY2026 Proposed General Fund Budget**

<u>Revenues</u>					
	Actual Through 03/31/2025	Anticipated April - Sept.	Anticipated FY 2025 Total	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Other Income & Other Financing Sources	-	-	-	-	-
PrYr Surplus	19,127	-	19,127	7,734	9,088
Inter-Fund Transfers - Debt Service to O&M	6,156	70,000	76,156	70,000	70,000
Inter-Fund Transfers - Country Club to O&M	175,766	40,000	215,766	175,766	220,912
	\$201,049	\$110,000	\$311,049	\$253,500	\$300,000
<u>General & Administrative Expenses</u>					
Assessment Administration	10,000	-	10,000	10,000	10,000
Audit	31,925	3,000	34,925	35,000	35,000
Bank Fees	25	20	45	8,000	500
Bond Administration Fee	6,858	-	6,858	-	7,500
Contingency	360	360	720	14,000	15,000
Dissemination Agent	5,000	-	5,000	5,000	5,000
District Counsel	86,160	48,000	134,160	70,000	110,000
Dues, Licenses, and Fees	175	-	175	5,000	2,500
Election Costs	9,423	-	9,423	7,500	10,000
Insurance	15,839	-	15,839	15,000	17,500
Legal Advertising	2,006	2,490	4,496	5,000	5,000
Management	35,000	35,000	70,000	70,000	70,000
Meeting Set Up	-	-	-	1,000	5,000
Office Supplies	528	-	528	1,000	1,000
Postage & Shipping	226	-	226	1,000	1,000
Professional Services, Other	4,846	-	4,846	-	-
Travel and Per Diem	-	-	-	1,000	-
Web Site Maintenance	2,060	2,660	4,720	5,000	5,000
Total General & Administrative Expenses	\$210,431	\$91,530	\$301,961	\$253,500	\$300,000

Exhibit B:
Debt Service Budget

**University Park Recreation District
FY 2026 Proposed Debt Service Budget**

	FY 2026 Proposed Budget
REVENUES:	
Series 2019 Bonds Special Assessments	\$ 1,601,193.75
TOTAL REVENUES	<u>\$ 1,601,193.75</u>
EXPENDITURES:	
Interest 11/01/2025	341,168.75
Interest 5/1/2026	585,000.00
Principal 5/1/2026	341,168.75
TOTAL EXPENDITURES	<u>\$ 1,267,337.50</u>
Funds Available for 11/1 Payment	<u>333,856.25</u>
Interest 11/01/2026	333,856.25



University Park Recreation District

Consideration of Resolution 2025-18, Adopting
the Fiscal Year 2025/2026 Country Club Budget
and Appropriating Funds

- i. Enterprise Fund Budget

RESOLUTION 2025-18

THE ANNUAL APPROPRIATION RESOLUTION OF THE UNIVERSITY PARK RECREATION DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE COUNTRY CLUB BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District was established by the Board of County Commissioners of Manatee County, Florida, effective August 2, 2018 and;

WHEREAS, the District Manager has submitted to the Board of Supervisors (“**Board**”) of the University Park Recreation District (“**District**”) a proposed budget Country Club (“**Proposed Budget**”) for the fiscal year beginning October 1, 2025 and ending September 30, 2026 (“**Fiscal Year 2025/2026**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Manatee County Ordinance 18-29 as amended, Laws of Florida and Chapter 189, *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Manatee County Ordinance 18-29 as amended, and Chapter 189, *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Manatee County Ordinance 18-29 as amended, Laws of Florida and Chapter 189, *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Manatee County Ordinance 18-29 as amended, Laws of Florida, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

WHEREAS, On August 12, 2025, the Board held a Public Hearing regarding proposed budget.

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Manatee County Ordinance 18-29 as amended, Laws of Florida and Section 189.016, *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the University Park Recreation District for the Fiscal Year Ending September 30, 2026."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2025/2026, the sum of _____ Dollars to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL ENTERPRISE FUND \$ _____

TOTAL ALL FUNDS \$ _____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2025/2026 or within 60 days following the end of the Fiscal Year 2025/2026 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line-item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line-item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2025.

ATTEST:

**UNIVERSITY PARK
RECREATION DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Fiscal Year 2025/2026 Country Club Budget

Exhibit A:
Fiscal Year 2025/2026 Country Club Budget

SUMMARY INCOME STATEMENT FISCAL YEARS ENDING SEPTEMBER 30 COUNTRY CLUB OPERATIONS:	2026 Prelim	2026 Final Proposed	Changes	
REVENUE:				
MEMBERSHIP DUES	6,741,839	6,724,088	(17,751)	Full (+600/+475 to (+715/+560) Racquets (+250/+200 to +300/+235) Social (+250/+200 to +250/+200)
GOLF OPERATIONS	3,858,978	3,759,858	(99,120)	Decrease in Rounds and Merchandise Sales Reflecting 2025 Performance
RACQUETS & FITNESS CENTRE	262,870	226,050	(36,820)	Decrease in Fitness and Pickleball Classes Due to Previously Overestimated Budget
DINING INCOME	3,119,770	3,135,420	15,650	
OTHER INCOME	5,480	5,480	-	
TOTAL REVENUE	13,988,937	13,850,896	(138,041)	
EXPENSES:				
PAYROLL & RELATED:				
GOLF OPERATIONS	845,011	856,026	11,015	
RACQUETS & FITNESS CENTRE	386,008	386,008	-	
DINING	2,458,247	2,435,666	(22,581)	
GOLF COURSE MAINTENANCE	2,178,302	2,068,992	(109,310)	Reduced due to aggressive increase in Prelim Budget
GENERAL & ADMINISTRATIVE	1,849,961	1,834,071	(15,889)	
TOT PAYROLL & RELATED	7,717,529	7,580,764	(136,765)	
DIRECT EXPENSES:				
GOLF OPERATIONS	1,037,302	1,018,068	(19,233)	COGS decreased due to reduced Merchandise Sales
RACQUETS & FITNESS CENTRE	336,729	310,185	(26,544)	Trainer costs are being offset as a result of decreased fitness and pickleball classes
DINING CGS	1,300,015	1,306,757	6,742	
DINING OPER EXP	782,785	782,785	-	
GOLF COURSE MAINTENANCE	1,530,167	1,566,167	36,000	Increase due to equipment lease agreements
GENERAL & ADMIN	493,443	493,443	-	
PROPERTY INSURANCE	390,000	390,000	-	
TOTAL DIRECT EXPENSES	5,870,441	5,867,405	(3,036)	
OPERATING INCOME/(LOSS)	400,967	402,726	1,759	
CAPITAL ALLOCATION:				
INITIATION FEES	510,800	510,800	-	
CAPITAL ALLOCATION- GOLF OPS	252,057	248,670	(3,387)	
CAPITAL DUES	412,695	414,769	2,074	
TOTAL CAPITAL ALLOCATION	1,175,552	1,174,239	(1,313)	



University Park Recreation District

Consideration of Resolution 2025-19, Adopting
the Annual Board and Workshop Meeting
Schedule for Fiscal Year 2025/2026

- a. Exhibit A- Annual Board of Supervisors
Meeting Schedule
- b. Exhibit B- Annual Board of Supervisors
Workshop Meeting Schedule

RESOLUTION 2025-19

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2025-2026; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the District was established by the Board of County Commissioners of Manatee County, Florida, effective August 2, 2018 and;

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

WHEREAS, the Board desires to adopt the Fiscal Year 2025-2026 annual meeting schedule attached as **Exhibit A**.

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

SECTION 1. The Fiscal Year 2025-2026 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this ____ day of _____, 2025.

ATTEST:

**UNIVERSITY PARK RECREATION
DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2025-2026 Annual Board of Supervisors Meeting Schedule

Exhibit B: Fiscal Year 2025-2026 Annual Workshop Schedule

Exhibit A

**BOARD OF SUPERVISORS MEETING DATES
UNIVERSITY PARK RECREATION DISTRICT
FISCAL YEAR 2025-2026**

The Board of Supervisors of the University Park Recreation District will hold their regular meetings for Fiscal Year 2025-2026 at Community Center located at 8301 The Park Boulevard, University Park, FL 34201 at 1:00 PM on the second Friday of each month unless otherwise indicated as follows:

Friday, October 10, 2025

Friday, November 14, 2025

Friday, December 12, 2025

Friday, January 9, 2026

Friday, February 13, 2026

Friday, March 13, 2026

Friday, April 10, 2026

Friday, May 8, 2026

Friday, June 12, 2026

Friday, July 10, 2026

Friday, August 14, 2026

Friday, September 11, 2026

**UNIVERSITY PARK RECREATION DISTRICT
WORKSHOP MEETING DATES
FISCAL YEAR 2025-2026**

The Board of Supervisors of the University Park Recreation District will hold their workshop meetings for Fiscal Year 2025-2026 at the Community Center located at 8301 The Park Boulevard, University Park, FL 34201, 10 days prior to the Board of Supervisors Meeting on the following months and time:

Tuesday, September 30, 2025, at 2:00 PM

Tuesday, November 4, 2025, at 2:00 PM

Tuesday, December 2, 2025, at 2:00 PM

Tuesday, December 30, 2025, at 2:00 PM

Tuesday, February 3, 2026, at 2:00 PM

Tuesday, March 3, 2026, at 2:00 PM

Tuesday, March 31, 2026, at 2:00 PM

Tuesday, April 28, 2026, at 2:00 PM

Tuesday, June 2, 2026, at 2:00 PM

Tuesday, June 30, 2026, at 2:00 PM

Tuesday, August 4, 2026, at 2:00 PM

Tuesday, September 1, 2026, at 2:00 PM



University Park Recreation District

Board of Supervisors' Input on Business
Advisory Group Plan

Executive Summary – BPAG Proposal Feedback

Context

At the May 13, 2025 UPRD Board Workshop, the Business Planning Advisory Group (BPAG) presented its Business Plan Proposal to the Board. At the June 20, 2025 Board Meeting, UPRD Supervisor Russell Piersons provided an update on behalf of the BPAG, and the Board agreed that further discussion was needed and decided to submit their individual feedback in writing to District Management, PFM.

Overall Sentiment

Across all five responses, there is general appreciation for the effort and detail of the BPAG proposal, but strong concern about its core funding approach relying on projected operating profits for major capital projects. Most feel this carries significant risk given economic uncertainties, rising costs, and potential revenue overestimation.

There is broad agreement that a bond or other guaranteed funding source is necessary, and that capital reserves must be maintained for routine and unexpected maintenance. Several Board Supervisors caution that mandatory Lifestyle Memberships at high price points could harm home sales and member satisfaction. Many recommend more membership options, phased approaches, as well as market and membership analysis input from Paul Fay and independent club industry experts.

Common Themes

- **Funding Approach** – Operating income is seen as an unreliable source for capital improvements, particularly given current F&B challenges, rising labor and material costs, and economic uncertainty.
- **Capital Reserves** – Concern that reserves would be depleted within a few years under the proposal, leaving the club vulnerable to unexpected maintenance costs and likely requiring special assessments.
- **Revenue Projections** – Viewed as “priced for perfection” with little allowance for downturns, storms, or demographic shifts; aggressive price increases may reduce participation and revenue.
- **Lifestyle Membership** – Supported in concept as a way to increase engagement and revenue, but concerns exist over mandatory participation for new homeowners, high dues/initiation fees, and potential impact on home sales.

- **Membership Structure** – Many recommend more flexible options (3–4 tiers instead of 2), phased pricing, or optional upgrades to encourage adoption without alienating members.
- **Governance & Process** – Emphasis on transparency in committee appointments, a request for input from Paul Fay and independent club industry experts for market and membership analysis, and a need for clarity on the role of new advisory groups. Separately, one called for open board review before outside discussions occur.

Additional points raised include:

- Initiation fees may need adjustment. Some recommend significant increases for competitiveness with other clubs, while others warn against escalating costs that could reduce market appeal.
- The proposal should be vetted by the soon-to-be-formed Finance and Strategic Planning Committees, with input from Paul Fay and independent club industry experts, for market and membership analysis.
- Governance process concerns were raised, including the need for open board review of the proposal before outside discussion, transparency in committee appointments, and clarity around the role of new advisory groups.
- Also, a recommendation was raised to pursue early payoff of the existing 2019 bond with the goal of transitioning to a privately owned club in the future (i.e. dissolution of the recreation district.)

Recommendations / Next Steps for BPAG Business Plan

The feedback regarding the proposal indicates a need to:

1. Reassess the funding strategy with more conservative revenue assumptions.
2. Identify a secure financing plan for capital projects and reserve replenishment.
3. Conduct market analysis on membership pricing and structure, including tiered or phased options.
4. Ensure governance changes are clear and developed with full board discussion and transparency.
5. Engage experts (i.e. Paul Fay and independent industry experts) to validate projections and assumptions.

Overall Takeaway

The BPAG proposal provides valuable data and ideas but requires significant revision to address financial risks, reserve funding, and membership structure concerns. A more cautious, market-tested, and transparently vetted plan is recommended to protect member value and the club's long-term stability.

BPAG Proposal Feedback - David Murphy

I had provided feedback at the June 20 meeting so I will just address a few key points.

The plan was very detailed including the supporting financials and represented significant time by the current BPAG. However, fundamentally I believe that the funding of Capital Projects should not be provided by projected profits. We need the certainty of funds derived from a Bond or similar long term, fixed rate instrument in order to initiate these kinds of projects. It is my opinion that the probability of achieving the projected results for every key revenue driver for each of the next five years is very low. The revenue \$'s are "priced for perfection" and the world is never perfect. Storms, economic downturns, demographic swings etc. can all have a negative impact on any financial forecast.

I also believe that there is some potential price elasticity in revenue sources that could and should be investigated. However, the magnitude of these price increases might be far too aggressive for both members and non-members alike. An extrapolation of the various price increases into the 5th year results in potentially a cost prohibitive Club for our members and risks a sharp drop-off in outside golf revenue.

To fund all the projects of the CIP and repay the approximately \$1.7 million owed back to the Club, the financing shortfall is around \$10.5 million instead of the \$6.5 million indicated in the BPAG package. In either case, there is no funding mechanism provided for this shortfall. Where would the \$'s for even the additional \$6.5 come from? Assessments? Bank Loans? And like all debt, this too would have to be paid back over the short term. So even if every revenue projection is achieved, residents would still be liable for over \$10 million.

As importantly, the current Capital Reserve Plan would not be funded under the BPAG proposal. UPCC would not have any financial reserves for routine or unanticipated maintenance. All \$'s generated would go instead to the construction of the amenities defined in the CIP with no funds directed to reserves.

I support the concept of a Lifestyle Membership and we actually surveyed Social Members in summer 2023. Response was favorable at a cost of around \$3,000 for Family and \$2,500 for a Single. However, I believe it should not be mandatory for new homebuyers and it should not be priced at \$5,000 plus initiation fees of a similar amount. In five years the cost for a new homebuyer would increase to almost \$6,000 for annual dues and over \$6,500 for initiation fees. While a new homebuyer/resident would gain access to amenities for their dues, the median homebuyer would be paying the equivalent of 10 years of median Bond payments upon moving in.

I believe that this mandatory membership would have a negative impact on home sales and values. This opinion was also shared by the majority of neighborhood chairs as reported at the most recent Chair Council meeting.

We would be better served by offering Lifestyle as an optional level of membership when the Fitness center construction is completed. Keep the price around the equivalent of \$3,000 and relative to the then prevailing dues for Social and Racquets. To encourage resident Social members to upgrade, we could consider waiving their Lifestyle initiation fees for those who make the change in the first year.

Received from Rusty Piersons on 7/27/2025

First, I felt this board should have reviewed page by page the presentation as a collective group in an open session. This should have been done before discussing with any outside groups. The board needs to get on a similar page then get feedback, not just from the HOA board, but also the residents in an open session. At that point the board should have finalized their position and ask the committee to comeback with their comments on the Boards agreed adjustments or questions to their presentation.

Page 1...Good

Page 2...reasonably good, but would like to vet out the required capital, by certainly the first two projects (kitchen and Fitness)

Page 3...I believe the 2 memberships need a little more work and frankly we might need to consider a 3rd membership to soften the move to Lifestyle.

Page 4...would think we might want Paul Fay feedback along with the new Financial committee.

Page 5...seems as if we might want a golf club data/research company (membership dues) to look at this info and give us solid input.

Page 6, 7, 8...same as page 5.

Page 9...agree 100%. If this board and club lawyer are not comfortable with operating outside sunshine laws for these committees to report to the board. Then since on this page we would have club management report to RD board, we can request a monthly update/report delivered from each chair to the board.

Page 10...new home owners as I indicated earlier, might have a third option. Also on the Initiation fees. I recommended a year ago, we raise the non-resident to \$50,000 and the resident to \$30,000. Based on other clubs in the area.

Page 11...these dates have long past, but remain with same expectation.

For the board to form a new committee of strategic planning and not include one of the members from the Business Planning team seems very odd and short sided to me. I'd also challenge some of the folks we are putting on these two committees...seems as if the board should have discussed openly each potential candidate and their expertise and background to assure we are picking the right folks.

Observations of the BPAG Proposed Plan and recommended next steps for the RD Board.

After multiple meetings, presentations and discussions of the Proposed Plan, here is my input.

The Proposed Plan concludes with “all these changes point towards improved profitability to reduce the need for debt or assessments and enhance member experience and homeowner value”. In my opinion, the goal of reducing the need for debt or assessments through improved profitability is unrealistic. I DO believe the Proposed Plan attempts to improve profitability, which is a reasonable and necessary goal, but currently does not allow for unanticipated deviations. I do not believe the Plan offers a viable plan for reducing the need for debt or assessments within the 5 year period, or necessarily beyond that. I believe, in keeping with our Mission, Vision and Core Values, it strives to enhance member experience and homeowner value.

The RD has two separate financial needs (beyond supporting regular operations):

Increase capital reserves

The Proposed Plan will not increase capital reserves over time and by 2029 they will be depleted – unavailable for smaller improvements/required maintenance/unexpected capital expenses. Based on the extensive Capital Reserve study that has been conducted, this is not tenable and will lead to greater and possibly more frequent assessments to meet this unfunded need.

Fund large capital improvements

The Proposed Plan looks toward operating revenue to fund the bulk of the existing (or future) Capital Improvement Plan, hypothetically reducing debt on residents. This is unrealistic. Capital improvements are part of the enhancements that the Proposed Plan relies on for generating increased revenues. Even if the size of a bond is reduced (which is NOT cost efficient), the remainder will be generated through assessments, as operations revenue will not close the gap while building necessary capital reserves.

UPSIDE OF THE PROPOSED PLAN

By focusing on methods for reducing debt and assessments, it forces another realistic look at our Capital Reserve Study and our need to build our capital reserves, separate and apart from our financing of capital improvements.

By contemplating a new membership category to increase income and enhance member experiences, the need for further exploration is brought to light. Issues of member

satisfaction, grandfathering, pricing etc. must be addressed to meet the needs of the entire community. Such changes will have a significant impact on home values and home sales.

The BPAG Plan provides valuable data around these issues that are poised to be addressed by the newly forming Finance and Strategic Planning Committees. In my opinion, it speaks to the need for a comprehensive updated Strategic Plan for the near future (beyond the current capital improvement plan) and beyond that must be supported by financial analysis and forecasting that can withstand significant deviations.

As Rusty Piersons recommended in our June 20 Continued Board Meeting, this Proposed Plan should be examined by the two Committees that will be appointed this month.

Regarding the Proposed Plan's "New Way to Govern", the suggestion of creating homeowner committees is redundant to most of the existing Advisory Groups that currently provide recommendations to management on each of the items delineated in the plan. All of the named groups currently exist, with the previously planned and now being implemented, Finance and Strategic Planning Committees, which will report directly to the Board, and the Capital Projects Advisory Groups. The suggestion for a Governance Advisory Group was not clearly defined in the presentations and needs further detail. Because of the Sunshine Rules, it is not practical to have these groups act as committees, reporting directly to the Board.

Club Management currently reports to, and is dedicated to, the UPRD Board. Further education regarding the current reporting structure and relationship between UPCA, PBM and UPRD is underway to dispel misconceptions and concerns.

I appreciate the voluntary work of the Business Planning Advisory Group, along with management, for their dedicated efforts. They have provided very useful information and started a process that I believe will ultimately achieve goals that best serve our members and our UP homeowners.

Sally Dickson

UPRD Board of Supervisors

7/21/25

Funding Capital Projects thru Operating Income:

- It can be done but...
- According to HFTP (Hospitality Financial and Technology Professionals) capital reserves should be 35% of operating income(2-2.5M)
- We'd be relying on a significant surplus from operating income which is unlikely to materialize. F&B alone is approaching a \$2M operating loss given the labor market, rising cost of goods sold, etc. which are unlikely to be normalized by increased revenues
- This runs the risk of underfunding regular operations. That's why most clubs use capital budgets that are separate from the operating budget, to fund the type of projects we are considering or have been proposed.
- Capital Improvement Projects like our proposed projects(kitchen, golf course irrigation, fitness center, activity center, etc.)are normally funded from Capital Reserves that are obtained from dues and initiation fees, special assessments, **loans(i.e. the proposed bond)**, etc

Lifestyle Memberships:

- Think the idea has real merit. However...
- Do not support grandfathering in 700+ memberships
- Support transitioning social members to defined lifestyle memberships. Maybe it's a step-up strategy over 5 years as capital improvements come to fruition. This is a **Country Club**, not a social club(as currently defined). Considering the above statement need to keep in mind that as we are "capped" in full memberships that membership growth is likely to come thru "social" memberships. What we do with this category should be carefully considered.

Funding:

- Rising design and construction costs that have no end in sight make the idea of using operating income to fund capital improvement projects a considerable risk
- The potential impact on future initiation fees and dues(making homeownership that much less desirable) along with the potential need for special assessments(down the road)is something all homeowners should be aware could result from putting all

our eggs in the “Operating Income” basket. According to HFTP, in Florida, initiation fees are up 145% since 2019. Believe it is time for these to stabilize?

- The proposed bond continues to offer 1. Guaranteed source of funding 2. Most favorable “guaranteed” cost to the homeowners

Received from Scott Huebner on 7/23/2025

I agree with the plan in general. It encourages new homeowners to become active members of the community.

I do not agree with the capital spending projects in this model.

I like the concept of building and paying for capital improvements over time from revenue/capital instead of a second bond/tax.

I expect 3- 4 classes of membership will be more agreeable.

Lifestyle-includes restaurant, fitness, pickleball, social clubs

Tennis- includes everything but golf

Golf-includes everything

Legacy-Senior members

I believe we need a governance advisory group in addition to Finance and Strategic planning.

I would like to see a plan that endeavors to pay off the 2019 Bond early so we can convert from an RD to a privately owned club.



University Park Recreation District

Strategic Planning Committee Members Tie
Breaker Results



University Park Recreation District

Discussion on the Initial Meetings for the
Finance Committee and Strategic Planning
Committee



University Park Recreation District

Discussion on 2025-2026 General Manager
Goals & Objectives

2025 Objectives and Targeted Goals

Financial Strategy & Implementation:		
1. Creation and Implementation of Business Plan and Budgets	○ Create and implement efficient business frameworks and systems that maximize organizational effectiveness. ○ Facilitate the timely and cost-efficient execution of the business plan.	8/31/2025
2. Reduce Dining Costs and Increase Member Satisfaction in F&B	○ Form an F&B Advisory Group. ○ Reduce dining costs by \$50,000 without reducing the quality of service. ○ Identify cost-saving areas and dates of achievements.	8/31/2025
3. Capital Improvement Plan (CIP)	○ Evaluation is based on the appropriate and cost-saving action steps, quality of deliverables, and overall timely execution of the CIP.	Ongoing
4. Golf Course Irrigation System	○ Prepare a report that identifies the category and associated cost savings from the reduction in repair cost afforded by the new Golf Course Irrigation System.	8/31/2025
5. Management & Financial Reports for Board Meetings	○ Evaluated by the thorough, accurate, and timely reports as requested by the two Boards, which identify any variances from the established budgets and include business justifications.	Monthly
6. Staffing & Operational Cost Optimization	○ Monitor business volume and advise on changes and corrective action to adjust staff levels, operating costs, and other factors to meet business goals. Evaluated by the timely and corrective actions taken.	Ongoing
Governance & Compliance:		
1. Introduce two new Advisory Groups for UPRD	○ Introduce and implement Finance Advisory Group ○ Introduce and implement Strategic Planning Advisory Group ○ Identify and communicate the accomplishments of the advisory group to the BOS that impact the effectiveness of Club operations.	8/31/2025
2. Increase your physical presence at Club Events	○ Engage with members, ensuring there is visibility to listen to members' wants, needs, and areas for improvement. ○ Identify wants, needs, and improvements based on findings.	Ongoing
3. Identify an alternate software to dwellingLIVE	○ Assess alternative software and identify the improvement offered. Plus if able to identify resident occupation status in advance of storms. Deliver a report of software options and costs.	8/31/2025
4. Daily Club Operations	○ Meet with department heads to discuss performance goals, operational and staff issues, and to provide guidance in improved operations and performance when necessary.	Ongoing

5. Club Communications and Marketing	○ Work with Communications Director in implementing a Communication strategy and Crisis Management when necessary. ○ Evaluated by the delivery of timely, accurate, and effective written communications.	Ongoing
6. Member Events/Member Satisfaction	○ Work directly with the Member Experience and F&B Director to ensure the effective delivery of member-focused events and dining services.	Ongoing
7. Club Facilities and Maintenance	○ Work with the P&F Director to ensure the upkeep and necessary maintenance of all Club facilities.	Ongoing
8. Software Programs	○ Assess software needs and establish the necessary budget to support software systems and necessary vendor services.	Ongoing
9. Legal Compliance	○ Ensure compliance throughout PBM organization in achieving all satisfactory employment, federal, state, safety, workers' compensation, environmental, and sanitation standards.	Ongoing
10. Contracts & Liability	○ Ensure all vendor and insurance contracts are executed with appropriate content that supports PBM's business operations and minimizes liability. ○ Contracts are reviewed, signed, and executed in a timely manner, and policies and procedures are shared with the assigned administrator.	Ongoing
11. UPCA Compliance	○ Works directly with the Community Assoc. Mgr. to support the UPCA Board to be in compliance with Florida Statutes and the Declaration of the CCRs for the Community Association.	Ongoing
Leadership:		
1. Improve leadership structure with the UPRD/BOS and the UPCA BOD.	○ With the PBM Management Committee, work to influence and establish a leadership structure that facilitates improved collaboration and working dynamics between the two Boards.	Ongoing
2. Performance Appraisal plans for all Department Heads	○ Ensure the timely delivery of PA and periodic checks with directors/heads throughout the year. ○ Complete graded evaluations to establish pay increases for <u>October 1, 2025.</u>	8/31/2025
3. Employee Opinion Survey	○ Implement EOS in 2025 to assess and identify employee satisfaction areas needing improvement. ○ Based on the EOS action plans identify areas needing improvement. Work with the directors and department heads in developing and executing corrective action plans. Evaluation based on the identification and timely implementation of the action plans.	8/31/2025



University Park Recreation District

Ratification of Payment Authorization
Nos. 143 – 144

University Park Recreation District

7/9/2025

Payment Authorization No. 143

O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Bialock Walters	40896-033-18	\$21 Million Bond Validation	\$ 541.50
PFM	DM-06-2025-61	District Management Fee: July 2025	\$ 5,833.33
PFM	OE-EXP-07-2025-36	June Postage	\$ 0.69
Vglobal Tech	7513	ADA Website Maintenance - July 2025	\$ 293.33
Vglobal Tech	7437	Quarterly ADA & WCAG Audits	\$ 300.00
McClatchy Company, LLC	IN10689	Notice of Public Meeting - June 2025	\$ 96.66

O&M - General Fund Expenses Total	\$ 7,065.51
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Asst. Secretary/Secretary

Asst. Treasurer

 7/10/2025



WE MAKE A DIFFERENCE

802 11th Street West Bradenton, Florida 34205
ph: 941.748.0100 fx: 941.745.2093

UNIVERSITY PARK RECREATION DISTRICT
PFM FINANCIAL ADVISORS, LLC
3504 LAKE LYNDA DRIVE, SUITE 107
ORLANDO, FL 32817

Page: 1
June 30, 2025
Account # 40896-033
Invoice # 40896-033-18

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

\$21 MILLION BOND VALIDATION

FEM

For Professional Services Rendered Thru 06/30/2025

			HOURS	
06/13/2025	MPB	Telephone conference with Robert Ryan.	0.20	57.00
06/18/2025	FEM	Telephone conference with Rusty Piersons regarding Dean Matt.	0.50	142.50
06/19/2025	MPB	Conference with Fred Moore.	0.30	85.50
06/24/2025	MPB	Telephone conference with Supervisor Pierson; Telephone conference with Fred Moore.	0.60	171.00
06/27/2025	FEM	Receipt, review and respond to email from Rusty Piersons.	0.30	85.50
TOTAL FOR THE ABOVE SERVICES			1.90	541.50
TOTAL CURRENT WORK				541.50
PREVIOUS BALANCE				\$3,249.00
<u>PAYMENTS RECEIVED</u>				
06/23/2025		Payment received on account. Thank you!		-3,249.00
AMOUNT DUE (includes Previous Balance if shown above)				<u>\$541.50</u>

UNIVERSITY PARK RECREATION DISTRICT
\$21 MILLION BOND VALIDATION
FEM

Page: 2
June 30, 2025
Account # 40896-033
Invoice # 40896-033-18

If you prefer to receive paperless invoices by email, please complete the information below or email billing@blalockwalters.com.

_____ Yes, I would prefer paperless billing by email.

Email Address for paperless billing purposes:

Please Provide Invoice Number With Payment to:
Blalock Walters P A 802 11th Street West Bradenton, FL 34205
Federal Tax ID # 59-1950976



Date	Invoice Number
July 1, 2025	DM-07-2025-61
Payment Terms	Due Date
Upon Receipt	July 1, 2025

Bill To:
University Park Recreation District c/o PFM Group Consulting District Accounting Department 3501 Quadrangle Blvd., Suite 270 Orlando, FL 32817 United States of America

Company Address:
1735 Market Street 42nd Floor Philadelphia, PA 19103 +1 (215) 5676100

Remittance Options:

Via Mail:
PFM Group Consulting LLC
PO Box 65126
Baltimore, MD 21264-5126
United States of America

RE: District Management Fee: July 2025

Professional Fees	\$5,833.33
Total Amount Due	<u>\$5,833.33</u>



Date	Invoice Number
July 1, 2025	OE-EXP-07-2025-36
Payment Terms	Due Date
Upon Receipt	July 1, 2025

Bill To:
University Park Recreation District c/o PFM Group Consulting District Accounting Department 3501 Quadrangle Blvd., Suite 270 Orlando, FL 32817 United States of America

Company Address:
1735 Market Street 42nd Floor Philadelphia, PA 19103 +1 (215) 5676100

Remittance Options:

Via Mail:
PFM Group Consulting LLC PO Box 65126 Baltimore, MD 21264-5126 United States of America

RE: June 2025 Postage \$0.69

Expenses	\$0.69
Total Amount Due	<u>\$0.69</u>

VGlobalTech

636 Fanning Drive
Winter Springs, FL 32708 US
contact@vglobaltech.com
www.vglobaltech.com



INVOICE

BILL TO

University Park RD
3501 Quadrangle Boulevard,
Suite 270, Orlando, FL 32817

INVOICE # 7513**DATE 07/01/2025****DUE DATE 07/16/2025****TERMS Net 15**

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Web Maintenance:ADA Website Maintenance	1	218.33	218.33
	Ongoing website maintenance for ADA and WCAG Compliance			
	Email:Email Hosting & Maintenance	5	15.00	75.00
	Monthly email hosting. Up to 5 emails customized as per need with website domain address. Up to maximum 2 GB (upgrade to 10 GB) storage per inbox. Backup and archival not included. Customers will be able to take their own local backup as needed. Customers also responsible to manage the inbox overflow by deleting unwanted emails, large attachments. Spam and virus filters included and will be configured. Email forwarding service (to any email of customer choice) included. Full access through browser from any device (tablets, mobile or desktop) provided including steps to setup the client.			

Please make check payable to VGlobalTech.

BALANCE DUE**\$293.33**

VGlobalTech
636 Fanning Drive
Winter Springs, FL 32708 US
contact@vglobaltech.com
www.vglobaltech.com



INVOICE

BILL TO
University Park RD
3501 Quadrangle Boulevard,
Suite 270, Orlando, FL 32817

INVOICE # 7437
DATE 06/30/2025
DUE DATE 06/30/2025
TERMS Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Audits:Quarterly ADA & WCAG Audits Quarterly ADA & WCAG Audits for all new content and document conversions for the website.	1	300.00	300.00

Invoice for Quarter 2 ADA Audit.

BALANCE DUE

\$300.00

Please make check payable to VGlobalTech.



Invoice No.	IN10689
Campaign No.	19784
Invoice Date	7/1/2025
P.O. Number	Notice of Workshop Meeting, 07_01_25
Sales Rep(s)	Legacy Support

bill-to

UNIVERSITY PARK RECREATION DISTRICT
ATTN: UNIVERSITY PARK RECREATION DISTRICT
7671 THE PARK BOULEVARD
UNIVERSITY PARK
BRADENTON, FL 34201
Account No: 47872

advertiser

UNIVERSITY PARK RECREATION DISTRICT
UNIVERSITY PARK RECREATION DISTRICT
7671 THE PARK BOULEVARD
UNIVERSITY PARK
BRADENTON, FL 34201
Account No: 47872

please remit payment to

McClatchy Company LLC
PO Box 510150 Livonia, MI 48151
Questions? www.mcclatchy.com/MARS

payment due

Campaign Gross Amount	96.66
Agency Commission	0.00
Campaign Net Amount	96.66
Billing Installment	1 of 1
Invoice Net Amount	96.66
Pre-Paid Amount	0.00
Payment Amount Due	\$ 96.66
Payment Due Date	7/31/2025

print lines

Product	Start	End	Description	Ad Size(s)	P.O. Number	Qty	Amount
BRD-Bradenton Herald	6/25/2025	6/25/2025	1 Column(s) by 5.31 Inch(es)	1x5.31		0	90.34
Click for Tearsheet							
Service Fee	6/25/2025	6/25/2025	1 Column(s) by 5.31 Inch(es)	1x5.31		--	6.32

University Park Recreation District

7/24/2025

Payment Authorization No. 144

O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Blalock Walters	40896-000-81	General Representation - May 2025	\$ 8,766.50
HFTP Manasota Chapter	STMT 07.21.25	HFTP July 16th Event - Club Benchmarking	\$ 70.00
Chase Card Services	07.16.25	HFTP July 16th Event - Club Benchmarking	\$ 428.24

O&M - General Fund Expenses Total	\$ 9,264.74
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Asst. Secretary/Secretary

Asst. Treasurer

 7/25/25



WE MAKE A DIFFERENCE

802 11th Street West Bradenton, Florida 34205
ph: 941.748.0100 fx: 941.745.2093

UNIVERSITY PARK RECREATION DISTRICT
PFM FINANCIAL ADVISORS, LLC
3504 LAKE LYNDA DRIVE, SUITE 107
ORLANDO, FL 32817

Page: 1
June 30, 2025
Account # 40896-000
Invoice# 40896-000-82

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

MPB

For Professional Services Rendered Thru 06/30/2025

			HOURS	
05/31/2025	MPB	Review Chair memo; Prepare memo to Fred Moore.	0.30	78.00
06/02/2025	MJP	Conference with Attorney Barnebey regarding workshop agenda;	0.40	104.00
		correspondence to Attorney Gang regarding attendance at workshop.	0.20	45.00
	REG	TC and VM to PFM		
06/03/2025	MJP	Prepare follow up communication to Bob Gang regarding workshop.	0.20	52.00
	MJP	Attend workshop; attend agenda call with Chair and Vivian Carvalho.	4.00	1,040.00
	MJP	Call with Michael Dennis regarding workshop presentation; review presentation;	0.40	104.00
		provide comments.		
06/04/2025	MJP	Review of issue relating to Resolution for Election Procedures.	0.20	52.00
	MJP	Review resolution for 2026 Election Procedures.	0.20	52.00
	MJP	Review collection letters; prepare correspondence to Paul Fay.	0.20	52.00
	MJP	Follow up communications with Paul Fay regarding collection letters.	0.40	104.00
	JA	Draft ordinance regarding elections procedures.	0.80	104.00
06/09/2025	MPB	Review and respond to matters related to Dean Matt inquiry; Review Chair memo.	0.50	130.00
06/10/2025	MJP	Review of issue relating to public notice of budget.	0.20	52.00
	REG	TC with Kwame; confer with MJP regarding notice	0.70	157.50
	JA	Revise Resolution 2025-05 email to Vivian Carvhalo.	0.60	78.00
06/11/2025	REG	TC and VM to Kwame Jackson; confer with MPB; review notice and applicable statute	1.40	315.00
06/12/2025	MJP	Review of issue relating to special assessment notice.	0.20	52.00
	MJP	Review of issue with Attorney Grundy and Attorney Barnebey regarding notice issues.	0.50	130.00

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

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June 30, 2025
Account # 40896-000
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			HOURS	
	REG	notice research; confer with MJP and MPB regarding same	3.40	765.00
	MPB	Review the agenda for tomorrow's meetings; Review budget issues; Review information; Telephone conference with Michael Dennis.	0.90	234.00
06/13/2025	REG	Notice research; confer with MPB; TC with PFM	0.70	157.50
	MPB	Review and respond to Michael Dennis memo; Prepare for and attend Board meeting.	5.40	1,404.00
06/15/2025	JA	Revisions to elections procedure. Research statutes regarding properly marked ballots. Conference call with Attorney Barnebey.	0.80	104.00
06/16/2025	MJP	Review of issue relating to A.I. bots and use in public meetings; initial conference with Attorney Grundy.	0.40	104.00
	MJP	Review of summary of research on A.I. bots.	0.20	52.00
	REG	Research issues regarding AI	3.50	787.50
	JA	Revisions to elections procedures.	0.40	52.00
06/17/2025	MPB	Review and respond to Rusty Pierson memo; Work on revisions to the Election Code; Telephone conference with Vivian Carvalho and the Chair.	1.10	286.00
06/18/2025	MPB	Review draft election procedures; prepare memo to Vivian Carvalho.	0.40	104.00
06/19/2025	MPB	Review and respond to Chair memo.	0.30	78.00
06/20/2025	MPB	Prepare for and attend continued Board meeting; Telephone conference with Kwame Jackson; Review and respond to Bob Gang memo; Review and respond to Michael Dennis; Revise Resolution 2025-15.	4.70	1,222.00
06/22/2025	MPB	Review Dean Matt memo to Vivian Carvalho; Review consideration of improvements.	0.20	52.00
06/23/2025	JA	Research.	0.30	39.00
06/24/2025	MJP	Call with attorney Barnebey to discuss status of collection letters.	0.20	52.00
	MPB	Telephone conference with Vivian Carvalho; Review status related to collections; Review and respond to Chair memo.	0.40	104.00
06/25/2025	MPB	Prepare for and attend Agenda memorandum; Telephone conference with Bob Gang.	1.10	286.00
	MJP	Communicate with Paul Fay regarding collection letters.	0.20	52.00
06/29/2025	MPB	Telephone conference with Supervisor Piersons.	0.30	78.00
06/30/2025	MJP	Review communication from Paul Fay regarding collection attorney referral.	0.20	52.00
		TOTAL FOR THE ABOVE SERVICES	36.50	8,766.50
		TOTAL CURRENT WORK		8,766.50

UNIVERSITY PARK RECREATION DISTRICT
GENERAL REPRESENTATION
MPB

Page: 3
June 30, 2025
Account # 40896-000
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PREVIOUS BALANCE \$8,077.48

PAYMENTS RECEIVED

06/10/2025 Payment received on account. Thank you! -8,077.48

AMOUNT DUE (includes Previous Balance if shown above) \$8,766.50

If you prefer to receive paperless invoices by email, please complete the information below or email billing@blalockwalters.com.

_____ Yes, I would prefer paperless billing by email.

Email Address for paperless billing purposes:

Please Provide Invoice Number With Payment to:
Blalock Walters P A 802 11th Street West Bradenton, FL 34205
Federal Tax ID # 59-1950976

Statement

HFTP - Manasota Chapter
C/O Kathy Smith, Treasurer
4349 La Rosa Avenue
North Port, FL 34286

Date
07/21/2025

To:
Paul Fay University Park Country Club

					Amount Due	Amount Enc.
					\$70.00	
Date	Transaction				Amount	Balance
07/16/2025	INV #590. Orig. Amount \$485.00. --- HFTP Meeting \$70.00 --- HFTP Meeting \$65.00 --- HFTP Meeting \$70.00 --- HFTP Meeting \$70.00 --- HFTP Meeting \$70.00 --- HFTP Meeting \$70.00 --- Drink Tickets \$70.00				70.00	70.00
You may pay by credit card at https://request.plastiq.com/pay-hftp-manasota-chapter						
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due	
0.00	70.00	0.00	0.00	0.00	\$70.00	

Credit Card

Credit Card
HFTP
7/16 Event - Club Benchmarking
UPRD Board Attending

Paul Fay

From: plastiq-service@plastiq.com
Sent: Thursday, July 10, 2025 12:59 PM
To: Paul Fay
Subject: Payment Confirmation

plastiq

payment processed

Hi Paul,

Your \$415.00 payment to HFTP Manasota Chapter by Paul Fay has been successfully processed on your Visa ending in 1135. Your payment will be delivered on July 14, 2025.

PAYMENT AMOUNT

BASE FEE (2.9%)

CARD NETWORK FEE

DELIVERY FEE

\$415.00

\$12.04

\$0.21

600-7055
428.24

HFTP 7/10/25

ENTERED JUL 10 2025

TOTAL \$0.99
\$428.24

PAYMENT METHOD

VISA....1135

PAYMENT ID

3YPAC4C

SENT TO

067013247
.....0841

DELIVER ON

July 14, 2025

RECIPIENT

HFTP Manasota Chapter
6274 Sturbridge Ct, SARASOTA, FL, 34238
esarris@comcast.net

ACCOUNT HOLDER NAME

Martin Fay

Track this payment on-the-go with the PlastiQ mobile app



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