

# University Park Recreation District

3501 Quadrangle Blvd., Suite 270, Orlando, FL 32817

Phone: 407-723-5900 Fax: 407-723-5901

<http://universityparkrd.com/>

---

The Meeting of the **Board of Supervisors of the University Park Recreation District** will be held on **Friday, February 13, 2026, at 1:00 PM** at the Business Offices located at 8301 The Park Boulevard, University Park, FL 34201 and or virtually.

**Meeting ID: 648 161 1158**

**Passcode: 597609**

**Join meeting via Zoom:**

<https://us02web.zoom.us/j/6481611158?pwd=eWEwQ01tWUFSNDJRTUpNbCtoQmpHUT09&omn=84588938513>

**Join via mobile:**

+16469313860,,6481611158#,,,,\*597609# US

+19292056099,,6481611158#,,,,\*597609# US (New York)

## **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 Minutes of the:
  - a. December 12, 2025, Board of Supervisors' Meeting
  - b. December 19, 2025, Board of Supervisors' Continued Meeting
  - c. January 9, 2026, Board of Supervisors' Meeting
  - d. January 16, 2026, Board of Supervisors' Workshop Meeting

### **Staff Report Matters**

2. District Counsel
3. District Manager
4. Club Management
  - a. Management Discussion & Analysis Report
5. Committee Reports
  - a. Finance
  - b. Strategic Planning

### **Old Business Matters**

6. Review of Proposed Amendments to Country Club Facility Usage Policy and Fee Structure – Initiation Fees
7. Clarification of Provision of Office Space for UPCA Staff Under the Mutual Cooperation Agreement Between the District and UPCA

### **New Business Matters**

8. Consideration of **Resolution 2026-09, Adopting Revised Fiscal Year 2025 General Fund Budget**
9. Consideration of **Resolution 2026-10, Adopting Revised Fiscal Year 2025 Enterprise Fund Budget**
10. Consideration of Mauldin & Jenkins, LLC Proposal for Election Ballot Counting Services
11. Consideration of Updated Floor Plans for the Kitchen Project
12. Discussion of Bond Alternative – Submitted by Supervisor Scott Huebner

### **District Financial Matters**

13. Ratification of Payment Authorization Nos. 154 – 155

<b>Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Location</b>
February 17, 2026	General Election	9:00 AM – 12:00 PM	Varsity Club
February 17, 2026	Board of Supervisors' Special Meeting	4:30 PM	University Park Business Offices
February 18, 2026	Finance Committee Meeting	3:00 PM	University Park Business Offices
March 3, 2026	Workshop Meeting	2:00 PM	University Park Business Offices
March 11, 2026	Strategic Planning Committee Meeting	3:00 PM	University Park Business Offices
March 13, 2026	Board of Supervisors' Meeting	1:00PM	University Park Business Offices
March 18, 2026	Finance Committee Meeting	3:00 PM	University Park Business Offices
March 31, 2026	Workshop Meeting	2:00 PM	University Park Business Offices

14. Supervisor Comments & Future Agenda Items
15. Public Comments

### **Adjournment**



---

# University Park Recreation District

## Consideration of Minutes of:

- a. December 12, 2025, Board of Supervisors' Meeting
- b. December 19, 2025, Board of Supervisors'  
Continued Meeting
- c. January 9, 2026, Board of Supervisors' Meeting
- d. January 16, 2026, Board of Supervisors' Workshop  
Meeting

**MINUTES OF MEETING**

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

**Friday, December 12, 2025**

**1:00 p.m.**

**Business Offices**

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

Board Members present in person or via phone:

Sally Dickson	Chairperson	
Steve Heitzner	Vice Chairperson	
Rusty Piersons	2 <sup>nd</sup> Vice Chairperson	
David Murphy	Treasurer	(via phone)
Scott Huebner	Assistant Secretary	

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting (via phone)
Kwame Jackson	ADM - PFM Group Consulting
John Fetsick	General Manager - Country Club
Curtis Nickerson	Director of Properties & Facilities - Country Club
Mark Barnebey	District Counsel - Blalock Walters
Various Audience Members in-person	

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order, Roll Call, and Pledge of Allegiance**

The meeting was called to order at 1:00 p.m. by Ms. Dickson. Those in attendance are outlined above.

The Pledge of Allegiance was recited.

**Public Comments**

Mr. Underwood commented regarding the irrigation funding and the Capital Improvement Plan.

There were no further public comments.

**SECOND ORDER OF BUSINESS**

**Administrative Matters**

**Consideration of Minutes of the:**

- a) **November 4, 2025, Workshop Meeting**
- b) **November 6, 2025, Auditor Selection Committee Meeting**
- c) **November 14, 2025, Board of Supervisors' Meeting**

The Board reviewed the minutes.

ON MOTION by Mr. Heitzner, second by Mr. Piersons, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Minutes of the November 4, 2025, Workshop Meeting, the November 6, 2025, Auditor Selection Committee Meeting, and the November 14, 2025, Board of Supervisors' Meeting.

### **THIRD ORDER OF BUSINESS**

#### **Staff Report Matters**

**District Counsel** – Mr. Barnebey noted that a response from the Supreme Court has not been received yet. Assessments can be placed on the tax roll for 2027, if needed, with a decision deadline for August.

There was brief discussion regarding the options related to the bond and assessments.

**District Manager** – Ms. Carvalho noted there are five outstanding record requests that are being processed.

#### **Club Management –**

##### **a. Management Discussion & Analysis Report**

Mr. Fetsick gave an overview of the report through November 2025 and update on various events. He noted it is the busy season and Thanksgiving was very successful, serving over 700 members. The Christmas dinner is sold out, and most other events currently have approximately 150 RSVP's or more.

There was brief discussion regarding holding events in the Varsity Club coinciding with reservations in the Dining Room. It was noted it is a disservice to members at this time until a larger kitchen is built. Mr. Fetsick noted there should not be events booked on a Wednesday or Friday night in the Varsity Club due to the full dinner menu being served in the Dining Room.

Mr. Fetsick introduced Mrs. Lori Ross and she gave an update on the status of the Varsity Club and furniture. Mr. Fetsick noted the purchased furniture was not up to standard, and a full refund has been received. This refund has allowed for more research and choices for new, higher quality furniture.

There was a moment of silence in memory of Mr. Ross who recently passed.

The Board reviewed the schematic and design options for the new Varsity Club furniture. It was

recommended to use commercial grade soft-glide carpet.

It was noted there was a Zoom crasher who broadcast obscenities. The Zoom aspect of the meeting was discontinued to allow the meeting to proceed without further interruption.

David Murphy and Vivian Carvalho joined the meeting by phone.

There was brief discussion regarding holding future meetings on Zoom.

There was discussion regarding the chair and furniture options and cost. There was a recommendation to have two love seats instead of a love seat and couch. It was noted there should be discussion regarding how the Varsity Club should look. There was also a recommendation to have an interior designer come in for further options.

Mr. Fetsick noted the Varsity Club is a multi-purpose space. There was brief discussion regarding holding various events in that space and what that space will be used for in the future.

There was brief discussion regarding the budget for this project. Mr. Fetsick noted there is money in the reserves.

There was also brief discussion regarding having the Finance Committee review the project and create a budget.

It was noted the first step should be to have an interior designer come in to make recommendations.

Mr. Crouch noted that for such a scenario there would be needed a two, three, or four-year capital plan, and priorities would have to be set. If the Master Plan is to be implemented, there would need to be a three-to-five-year capital plan. Without the bond, there is not enough capital to complete significant parts of the plan. He noted that the Finance Committee would need to be advised on what the priorities are to determine if the District can afford them.

There was lengthy discussion regarding assessments and other financing options. Mr. Huebner noted that paying off the debt should be the top priority. He reviewed several financing options and extension of payment.

Mr. Murphy noted the kitchen needs to be updated. He also reviewed possible options to finance the kitchen.

There was discussion regarding the timing of the assessments on the tax roll versus special assessments. Mr. Crouch noted the Finance Committee will begin researching options to repay the Series 2024 Note in the first quarter of the year.

Mr. Fetsick noted the Varsity Club desperately needs chairs for the season. The current chairs present a liability. The other options can be evaluated as the finances are available. It was noted Mrs. Ross can order sample chairs for the Varsity Club in order to get residents' opinions.

There was lengthy discussion regarding ordering sample chairs and future options for the Varsity Club.

It was noted the Finance Committee will also look at the Capital Improvement Plan financing.

ON MOTION by Mr. Piersons, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District authorized Mrs. Ross and Mr. Fetsick to order chair samples for the Varsity Club.

ON MOTION by Mr. Heitzner, second by Mr. Piersons, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Finance Committee to begin investigating the Finance Options for Repayment of the Series 2024 Note and Capital Improvement Plan financing.

Mr. Jackson noted that although the Zoom meeting was discontinued, the meeting audio recording will be available on the District's website. Ms. Johnson will send out an email blast to residents explaining the situation.

Mr. Fetsick gave an update on the sample racquet furniture and gave an overview of the feedback received thus far. He recommended getting less furniture than proposed, in order to lower the cost.

Mr. Piersons recommended another color option besides black.

Mr. Heitzner gave an overview of the furniture needed for the racquet areas.

Ms. Dickson noted the pickleball furniture is seen when entering the community.

There was brief discussion regarding the racquet furniture options. Mr. Fetsick recommended getting higher quality furniture. It was noted the coffee tables and Adirondack chairs are not needed.

There was brief discussion regarding collecting donations and the budget.

Mr. Fetsick recommended purchasing some of the items to gather feedback. He will get a quote to bring back for the Board's review.

ON MOTION by Mr. Heitzner, second by Mr. Piersons, with all in favor, the Board of Supervisors for the University Park Recreation District authorized the Racquet Advisory Group to work with Mr. Fetsick and gather racquet furniture options to bring back recommendations to the Board.

Mr. Fetsick reviewed the Membership Report, Operating Results, and Capital Reserves.

There was brief discussion regarding the number of golf rounds.

Mr. Huebner recommended having a breakdown of resident and non-resident membership.

## **Committee Reports -**

### **a) Finance**

### **b) Strategic Planning**

Mr. Crouch gave an update on the Finance Committee. It was noted the Financial Committee will be giving the Board monthly Financial Reports and recommendations for the Capital Improvement Plan priorities.

Mr. Crouch noted the Committee recommends an increase in the initiation fees. He gave an overview of the suggested increases.

There was discussion regarding racquet membership and marketing for that membership.

Mr. Fetsick gave an overview of the Twilight Tennis program and noted it can also be marketed as a junior program.

There was continued discussion regarding marketing. Mr. Fetsick and Ms. Johnson will work on a digital marketing campaign and marketing plan for racquets.

It was noted non-resident social memberships are on hold.

There was discussion regarding holding tournaments and events to help with marketing and finances. Mr. Fetsick will bring back information regarding tournaments to the next meeting.

Mr. Crouch reviewed the Finance Committee's individual roles. It was noted each committee member is in charge of certain action items.

There was brief discussion regarding the credit card fee that the club incurs for membership payments. The Finance Committee recommended having the members pay that additional fee when using a credit card. Mr. Barneby noted that the change would require a rule adoption. The Board agreed to move forward with charging the credit card fee to members and the increase of Initiation Fees. It was noted there will be a resolution created for review at the January meeting and a Public Hearing will be scheduled in March.

There was also brief discussion regarding the increase in Initiation Fees and the housing market. It was noted this could encourage more membership prior to the increase.

It was recommended to create an initiation fee pricing sheet, with the increase noted, for the housing sales office.

The Strategic Planning Committee update was deferred.

## **FOURTH ORDER OF BUSINESS**

### **Business Matters**

#### **Review and Acceptance of Fiscal Year 2025 District Goals & Objectives Reporting Form**

Mr. Jackson gave an overview and noted the District has met all the goals for Fiscal Year 2025, except one that remains in progress. That goal will be completed in Fiscal Year 2026. The report will be posted on the District's website once approved.

ON MOTION by Mr. Piersons, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District accepted the Fiscal Year 2025 District Goals and Objectives Reporting Form.

### **Review and Consideration of Professional Consulting Services RFP Template**

This item was deferred.

### **Consideration and Appointment of Election Chair**

Mr. Piersons gave an overview of Heron's Glen's process and noted they do not hire outside firms or people to handle the process.

There was discussion regarding holding neighborhood meetings for the candidates. It was noted Mr. Christopher has given his approval.

Mr. Piersons stated he would be willing to contact the neighborhoods to setup the meetings.

Ms. Dickson recommended contacting Mr. Tennenbaum as well.

Mr. Piersons noted he has a sponsor to donate wine for the neighborhood meetings and the meetings should be kept casual.

There was brief discussion regarding promotion and endorsement. It was recommended to have the neighborhood meetings coordinated by the Election Chair or someone who is not a candidate.

Mr. Barnebey gave an overview of the rules regarding the Election Chair and the election process.

Mr. Jackson noted Mr. Parkinson has withdrawn his candidacy for Election Chair and Mr. Ferris is the sole remaining candidate. He will have a committee to help him with the process.

It was noted that the decision to hire an accounting firm for ballot counting needs to be decided by Election Day.

There was brief discussion regarding the candidate forum dates. Ms. Carvalho noted that according to the General Procedures, the candidate forums must occur before January 31.

There was discussion regarding the required dates of forms and candidate forums. It was noted deadline dates can be changed. The Board agreed that the second candidate forum should be after January 31.

The following key dates were noted:

- December 17, 2025, by 5pm – final deadline for candidacy submission
- On or before December 31, 2025 – voter registration due
- January 9, 2026 – voter ballots mailed out
- January 30, 2026 – deadline to hold two candidate forums
- February 17, 2026 – final election day, poll closes at noon

Ms. Carvalho noted she has received two candidate submissions thus far.

There was continued discussion regarding the candidate forums. It was noted the forum dates will be given to the candidates.

There was brief introduction of Mr. Ferris and brief discussion of the Election Chair role. It was noted there will be consistent communication with District Management and District Counsel in this role.

Ms. Carvalho noted she will schedule a call with Mr. Ferris and District Counsel.

ON MOTION by Mr. Heitzner, second by Mr. Huebner, with all in favor, the Board of Supervisors for the University Park Recreation District appointed Mr. Ferris as the Election Chair.

**Discussion of Park Boulevard  
Management (PBM) Spending  
Authority**

This item was deferred.

**Update on Capital Improvement  
Plan**

This item was deferred.

**Consideration of Auditor  
Engagement Letter from Phillips  
Feldman Group**

Mr. Jackson gave an overview and noted the engagement letter has been reviewed and amended by District Counsel.

ON MOTION by Mr. Heitzner, second by Mr. Piersons, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Auditor Engagement Letter from Phillips Feldman Group, with the addendum by District Counsel.

There was brief discussion regarding the cost. It was noted this is a steady cost with very little increase.

**Consideration of Arbitrage Rebate  
Calculation Services Proposal**

Mr. Jackson noted this is an annual requirement for the district in regard to the Series 2019 bonds.

ON MOTION by Mr. Piersons, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Arbitrage Rebate Calculation Services Proposal.

**Consideration of Sunshade  
Proposal**

This item was deferred.

**Update on Firm for Election Ballot  
Counting Services**

Mr. Fetsick gave an update and noted the Finance Committee is working on an election ballot counting service. There is a meeting next week with a potential accounting firm.

This item will be kept on the agenda.

**Discussion of Florida Ethics  
Commission Response**

This item was deferred.

**FIFTH ORDER OF BUSINESS**

**District Financial Matters**

**Ratification of Payment  
Authorization No. 149 - 151**

Mr. Fetsick gave an overview of the payment authorizations. It was noted these are standard District expenses.

ON MOTION by Mr. Piersons, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District ratified Payment Authorization No. 149-151.

### Supervisor Requests & Public Comments

The upcoming workshops and meetings were noted.

<b>Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Location</b>
December 17, 2025	Finance Committee Meeting	3:00PM	University Park Business Offices
January 9, 2026	Board of Supervisors' Meeting	1:00 PM	University Park Business Offices
January 14, 2026	Strategic Planning Committee Meeting	3:00 PM	University Park Business Offices
January 16, 2026	Rescheduled Workshop Meeting	2:00PM	University Park Business Offices
January 21, 2026	Finance Committee Meeting	3:00PM	University Park Business Offices

Ms. Carvalho will resend the 2026 Board Meeting calendar to Mr. Heitzner, as requested.

There was brief discussion regarding the continuance of this meeting. The Board agreed to hold the continuance on December 19, 2025, at 2:00 p.m.

Mr. Carvalho noted that if Zoom is not able to be used, a Webex phone platform can be used.

The following action items were noted:

- \*Mr. Fetsick will update the Board in January on a racquets marketing program.
- \*District Counsel will determine what is needed for the candidate forum date changes.

Mr. Underwood commented regarding the General Manager's Coffee Meeting and noted Mr. Fetsick did a great job of explaining the various entities and roles.

Mr. Charlesworth provided comments about Mr. Ferris and his professionalism.

There was brief discussion regarding the January 9<sup>th</sup> Board Meeting. Mr. Murphy requested moving the meeting to 2:00 p.m. The Board agreed to the timing change. Mr. Jackson will confirm and send an updated meeting schedule.

Mr. Barnebey reminded the Board of the required four-hour annual ethics training due December 31 and the Form 1 due in July.

Mr. Jackson gave the Board printed copies of the updated RFP template for review before the continued meeting. It has been updated by the Strategic Planning Committee.

There were no further Supervisor requests or public comments.

**SIXTH ORDER OF BUSINESS**

**Continuance**

There was no further business to discuss.

ON MOTION by Mr. Murphy, second by Mr. Piersons, with all in favor, the December 12, 2025, Board of Supervisors Meeting for the University Park Recreation District, was continued at 4:05 p.m., to December 19, 2025, at 2:00 p.m.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson

**MINUTES OF MEETING**

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

**Friday, December 19, 2025**

**2:00 p.m.**

**Business Offices**

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

Board Members present in person or via phone:

Sally Dickson	Chairperson
Steve Heitzner	Vice Chairperson
Rusty Piersons	2 <sup>nd</sup> Vice Chairperson
David Murphy	Treasurer
Scott Huebner	Assistant Secretary

Also, Present in person or via phone:

Vivian Carvalho	DM – PFM Group Consulting LLC	(via phone)
Kwame Jackson	ADM - PFM Group Consulting LLC	(via phone)
Mark Barnebey	District Counsel - Blalock Walters	(via phone)
John Fetsick	General Manager - Country Club	(via phone)
Curtis Nickerson	Director of Properties & Facilities– Country Club	
Various Audience Members in-person and via Zoom		

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The meeting was called to order at 2:00 p.m. by Ms. Dickson. Those in attendance are outlined above.

It was noted that there is no video streaming for the meeting. It is restricted to audio only.

**Public Comments**

A resident commented regarding the Zoom meeting being hacked.

Mr. Jackson noted that there was no hack, and that the meetings are required to be public, with anyone being able to join. The issue has been submitted to Zoom for investigation.

It was recommended that the account be deleted and recreated.

Mr. Jackson noted that District Management is working with District Counsel for the best route of remediation.

There was brief discussion regarding the hack.

Mr. Matt commented regarding the RFP for professional consulting services and the Capital Plan. He noted UPRD is not in compliance with the Charter.

There was brief discussion regarding Webex and attendance.

There were no further public comments.

## **SECOND ORDER OF BUSINESS**

### **Staff Report Matters**

#### **District Manager**

- a. Action Item: Amending General Election Rules Related to Candidate Forums**
  - i. Consideration of Resolution 2026-06, Amending General Election Rules**

Mr. Barnebey gave an overview of the resolution changes. These changes authorize the Election Chair to hold additional candidate forums at any time, beyond the required two forums. Currently, two forums are required to take place before January 30<sup>th</sup>.

Mr. Ferris noted he is communicating with the candidates to gather dates of availability.

Mr. Piersons recommended keeping two candidate forums.

There was discussion regarding the timing of the forums and holding a forum in February. It was noted there is no way to know the definitive date that votes were turned in during previous elections, only the number of votes that were cast on Election Day.

Ms. Dickson recommended re-wording the resolution to authorize the Election Chair to choose the forum dates based on candidate availability and to allow them to hold two or more forums prior to Election Day.

ON MOTION by Mr. Heitzner, second by Mr. Piersons, with all in favor, the Board of Supervisors for the University Park Recreation District approved Resolution 2026-06, Amending General Election Rules, with the wording adjustment as stated.

**Strategic Planning Committee Report**

Mr. Freedman gave an update. He noted the Committee is waiting for the RFP to be submitted in order to review proposals.

### **THIRD ORDER OF BUSINESS**

### **Business Matters**

### **Review and Consideration of Professional Consulting Services RFP Template**

There was brief discussion regarding the RFP and the proposers.

\*There was brief interruption with the audio streaming due to connection issues.

It was noted Mr. Freedman should be added as the contact person for the proposers and will communicate with Mr. Fetsick as needed. Mr. Freedman has no conflict of interest.

Mr. Fetsick recommended moving the RFP deadline to January 30<sup>th</sup>, 2026.

ON MOTION by Mr. Piersons, second by Mr. Murphy, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Professional Consulting Services RFP Template, with the amended deadline.

### **Discussion of Park Boulevard Management (PBM) Spending Authority**

Mr. Huebner noted the spending authority chart is mostly aligned with the current PBM Agreement, according to District Counsel. He recommended modification and more details be added to the spending authority descriptions.

Ms. Dickson noted a detailed breakdown of what has been allocated of the capital reserves was previously requested.

Mr. Fetsick recommended having a workshop on this topic. He noted this has been a focus of the Finance Committee and gave an overview of what has been discussed thus far.

It was noted this could be a topic for the January 16<sup>th</sup> workshop.

Mr. Piersons recommended having the new candidates attend the workshop.

Mr. Huebner commented regarding the budget and how the money is spent.

Mr. Murphy noted the Finance Committee has reviewed the capital reserves in detail.

There was brief discussion regarding the spending authority chart and adding details for budgeting purposes.

Ms. Dickson recommended having the Finance Committee present at the next workshop.

It was noted that Mr. Fetsick routinely provides a detailed line summary of capital expenditure in his report.

There was lengthy discussion regarding how the budget is spent and future planning of capital expenditures and reserves. It was noted that Mr. Fetsick has the information regarding future expenditure and reserves and can present the information to the Board.

It was noted this report should be presented by the Finance Committee on a monthly or quarterly basis. Mr. Fetsick will follow up, and this will be an item for the January 16<sup>th</sup> workshop agenda.

### **Update on Capital Improvement Plan**

Mr. Fetsick gave an update and overview of the updated kitchen design. It was noted the updated design will add approximately 300 square feet to the kitchen.

Mr. Heitzner gave an overview of seven design options for the Fitness Center and costs. He noted the Advisory Group prefers the fourth option thus far, with the one-story building on Parcel L. Questions have been submitted to the architects regarding parking, removal of trees, etc.

The Advisory Group has recommended having a candidate forum for the residents involved in fitness and wellness in order to ask specific questions.

Mr. Fetsick noted design options should be available by mid-January for presentation to the Board.

There was discussion regarding the timeline of meetings and workshops. Mr. Murphy recommended holding a Town Hall meeting to present the design options to residents.

It was noted the design options need to include additional office space.

There was brief discussion regarding holding an additional forum for the Advisory Groups. It was noted these groups can attend the Town Hall to ask questions.

There was also brief discussion regarding the involvement and feedback from the incoming candidates.

Mr. Fetsick recommended having the Town Hall after the election.

### **Consideration of Sunshade Proposal**

There was brief discussion regarding the sunshade. It was noted this should be deferred to a future meeting, once the capital expenditure has been reviewed.

Mr. Nickerson gave an overview of the current capital projects and updates. It was noted these costs can be discussed at the upcoming workshop.

### **Update on Firm for Election Ballot Counting Services**

Mr. Fetsick gave an update and noted firms are still being researched. The Finance Committee is part of this research. It was noted this cost is approximately \$2,000.00.

There was brief discussion regarding the Election packet rules and requirements for a counting service. Mr. Jackson reviewed the rules related to counting ballots and noted they do require an independent accounting firm to be hired.

District Counsel noted this needs to be completed prior to the next meeting.

### **Discussion of Florida Ethics Commission Response**

Mr. Piersons gave an overview and noted he believes there is a violation regarding Florida Ethics.

There was brief discussion regarding the Florida Ethics Commission response. Mr. Piersons noted no Board member is allowed to vote for a contract if they also sit on a Board/Committee for one of the proposed vendors.

Ms. Dickson noted there must be communication with UPCA I prior to any changes being made.

Mr. Barnebey gave feedback on the response and an overview related to PBM. He noted the answer will have to be from the Florida Ethics Commission, but further investigation is worth pursuing. He recommended having the UPCA I appoint the role to someone recommended by the District.

There was discussion regarding the role and legalities. It was noted PBM could redefine the role.

Mr. Barnebey noted the District could request the appointment of a representative that is not a Board member. More information will need to be gathered for definitive answers. District Counsel will follow up with UPCA I and the Florida Ethics Commission attorney.

There was lengthy discussion regarding the conflict of interest and the role definitions.

Mr. Huebner recommended working with UPCA I to have a representative that is not a Board Member to be on the Committee.

District Counsel will follow up with recommendations.

## Supervisor Requests & Future Agenda Items

The upcoming workshops and meetings were noted.

<b>Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Location</b>
January 9, 2026	Board of Supervisors' Meeting	2:00 PM	University Park Business Offices
January 14, 2026	Strategic Planning Committee Meeting	3:00 PM	University Park Business Offices
January 16, 2026	Rescheduled Workshop Meeting	2:00PM	University Park Business Offices
January 21, 2026	Finance Committee Meeting	3:00PM	University Park Business Offices

Mr. Piersons commented regarding the neighborhood candidate meetings, noting these have been approved by the Board. He noted he has been in contact with Mr. Christopher and Mr. Tenenbaum and will follow up with them accordingly.

Ms. Dickson noted the Election Chair and Committee will be coordinating these meetings.

There was brief discussion regarding the candidate meetings and locations for the meetings. It was recommended to hold the majority of the meetings at the neighborhood pools.

Mr. Huebner requested review of the Mutual Cooperation Agreement and provision for office space for PBM staff to be on the next agenda.

Ms. Dickson recommended contacting Mr. Ludmerer for more information on the provision.

### Action Items:

- Mr. Barnebey will follow up with the UPCA and Florida Ethics Commission attorney to gather further information regarding the conflict of interest.
- PBM Spending Authority topic will be added to January 16<sup>th</sup> Workshop.

There were no further Supervisor requests.

## Public Comment Period

Mr. Charlesworth commented regarding conflict of interest and the upcoming election candidates.

Mr. Underwood noted the finances and bonds should be the focus of the Board.

Mr. Mantia commented regarding the PBM agreement and terms. He recommended having previous Board members come in to brief the current Board regarding that agreement.

There were no further public comments at this time.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

There was no further business to discuss.

ON MOTION by Mr. Murphy, second by Mr. Piersons, with all in favor, the December 19, 2025, Continued Board of Supervisors Meeting for the University Park Recreation District was adjourned at 4:11 p.m.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson

**MINUTES OF MEETING**

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

**Friday, January 9, 2026**

**2:00 p.m.**

**Business Offices**

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

Board Members present in person or via phone:

Sally Dickson	Chairperson
Steve Heitzner	Vice Chairperson
Rusty Piersons	2 <sup>nd</sup> Vice Chairperson
David Murphy	Treasurer
Scott Huebner	Assistant Secretary

Also, Present in person or via phone:

Vivian Carvalho	District Manager – PFM Group Consulting LLC
Kwame Jackson	Assistant District Manager - PFM Group Consulting LLC (via Zoom)
Mark Barnebey	District Counsel - Blalock Walters
John Fetsick	General Manager - Country Club
Curtis Nickerson	Director of Properties & Facilities– Country Club
Don Feris	UPRD Election Chair
Various Audience Members in-person and via Zoom	

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order, Roll Call, and Pledge of Allegiance**

The meeting was called to order at 2:01 p.m. by Ms. Dickson. Those in attendance are outlined above.

The Pledge of Allegiance was recited.

**Public Comments**

There were no public comments at this time.

**SECOND ORDER OF BUSINESS**

**Administrative Matters**

**Consideration of Minutes of the December 2, 2025, Workshop**

## Meeting

The Board reviewed the minutes.

ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Minutes of the December 2, 2025, Workshop Meeting.

### THIRD ORDER OF BUSINESS

#### Staff Report Matters

##### District Counsel

##### a. Resolution 2026-06, Amended General Election Rules

Mr. Barnebey gave an overview of the resolution and the changes to the candidate forum provisions. He noted that according to these changes, the candidate forums now must take place by February 10, 2026.

Ms. Carvalho gave an overview of update to scenarios regarding new property owners. It was noted this allows new property owners, who close after the year end, to vote in the election with proper documentation.

There was discussion regarding the changes. It was noted for elections; a renter and an owner can both vote. Ms. Carvalho noted at this time, this only affects approximately 10 people. Any changes are dictated by the statute. The district's charter aligns with the statute.

Ms. Dickson deemed a vote necessary on this topic due to time constraints with the Election.

ON MOTION by Mr. Heitzner, second by Mr. Murphy, with all in favor, the Board of Supervisors for the University Park Recreation District approved Resolution 2026-06, Amended General Election Rules.

Mr. Piersons recommended reviewing the election procedures for 2028. This is an action item that will be addressed in the future by the Board prior to the 2028 February election.

Mr. Barnebey reviewed the Zoom issues. He noted if any future issues arise, Zoom will not be an option for attending meetings.

Mr. Barnebey gave an update on the possible ethics violation. It was recommended that a Board Supervisor not serve on the PBM Management Committee until a formal Florida Ethics

Commission opinion is received. Mr. Barnebey reviewed alternatives. District Counsel will follow up with the Florida Ethics Commission for a formal response.

Mr. Barnebey recommended that Ms. Dickson resign from the PBM Management Committee. It will be at the discretion of UPCA to proceed as they see fit. The RD Board of Supervisors would work with UPCA on designating an RD representative.

Ms. Dickson will submit her PBM Management Committee resignation.

Mr. Barnebey noted that Mr. Matt has registered a complaint regarding the Election Chair. It was determined that the complaint had no merit and there should not be an issue moving forward. The matter is closed.

There was brief discussion regarding the Election Chair complaint. No action was required at this time.

### **District Manager**

Ms. Carvalho noted there are five open public records requests and three requests being revisited. Ms. Carvalho reviewed the process related to requests.

There was brief discussion regarding the public records request process. It was noted if the time to retrieve requested items is determined to exceed 15 minutes, a deposit can be required.

Ms. Carvalho noted the voter ballots are being mailed out today. There are approximately 2,500 envelopes being mailed out. In addition, per the Election Procedure the voter eligibility and instructions are included on the district website.

### **Club Management**

#### **a. Management**

#### **Discussion & Analysis Report**

Mr. Fetsick gave an overview of the report, holiday events, and operations. There will be a Pickleball Open House on January 16 and a Wellness Open House on January 17.

Mr. Fetsick gave a membership update and noted there are a total of 447 full members at this time.

There was discussion regarding membership. Mr. Murphy recommended looking into the membership attrition. It was noted that four non-resident members were lost, and 18 resident members were lost. There were various reasons for ending the membership.

There was also discussion regarding senior or legacy membership.

Ms. Dickson recommended that the membership discussion be placed on the next agenda for the Strategic Planning Committee.

Mr. Fetsick gave an overview the Club financial statements.

**Committee Reports**  
**a. Finance**  
**b. Strategic Planning**

Mr. Crouch gave an update on the Finance Committee. He noted there is a workshop on Tuesday, and Bond Counsel and a PFM Financial Consultant will be in attendance to discuss bond process and alternative financing. The workshop will also include discussion on the deficiencies of capital income compared to capital requirements for the future. The Finance Committee is also researching options for a purchase card.

There was brief discussion regarding the purchase card.

Mr. Freedman gave an update on the Strategic Planning Committee. He noted the focus has been on the RFP process for a consultant. The committee is also reviewing ways to engage the community with the meetings. He noted the membership discussion will be on the next Strategic Planning Committee.

**FOURTH ORDER OF BUSINESS**

**Business Matters**

**Update on 2026 Election**  
**a. Election Chair**  
**b. Candidates**  
**c. Firm for Election Ballot Counting Services**

Mr. Ferris gave an update. He noted the candidate forums will take place on January 14 and February 10. Candidates will be given a three-minute opening statement and three-minute closing statement time frame. He will be meeting the HOA Chairs on Monday and will request that an email blast be sent out to all voters regarding candidate forums and neighborhood meetings. It was noted there are four candidates.

There was brief discussion regarding the forums. The forums and neighborhood meetings will be open to everyone, and the same rules will be applied to both.

Mr. Heitzner recommended having moderators for the forums, instead of the Election Chair. Mr. Ferris noted two of the HOA Chairs have agreed to moderate their neighborhood meetings.

There was brief discussion regarding moderation.

**Discussion of Membership Caps**  
**a. Consideration of Resolution 2026-03,**

**Adopting      Membership  
Caps            Caps**

There was brief discussion regarding the increase in memberships caps. It was noted this resolution would be the documented approval of the verbal agreement to exceed the 450-membership cap.

Mr. Barnebey noted the resolution allows an increase to 460 at any time, without Board review.

There was continued discussion regarding the membership cap and non-resident membership. It was noted that the social membership is very easy to purchase.

Mr. Piersons recommended having the Strategic Planning Committee review the membership cap.

There was brief discussion regarding the busy season. It was noted the resolution can be revisited during busy season if needed.

Mr. Fetsick gave an overview of the membership cap and waitlist process. It was noted the initiation fees are being increased in the next month. The Initiation Fee is paid when a person is placed on the waitlist.

There was continued discussion.

Mr. Barnebey reviewed the resolution.

It was noted there needs to be flexibility based on the need for increase. The Board agreed to not adopt a resolution at this time.

This item was tabled.

**Public Hearing on the Adoption of  
Revision to the Rules of Procedure  
– Rule No. 1.3**

Mr. Barnebey noted this is the regarding the Rules of Procedure for agenda requests by Supervisors. Board Supervisors can send agenda items to District Management no less than 14 days before a meeting.

Mr. Barnebey gave an overview.

There was brief discussion.

ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District opened the Public Hearing on the Adoption of Revision to the Rules of Procedure – Rule No. 1.3.

There were no public comments at this time.

ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District closed the Public Hearing on the Adoption of Revision to the Rules of Procedure – Rule No. 1.3.

**Consideration of Resolution 2026-05, Adopting Revision to the Rules of Procedure**

Mr. Barnebey presented the resolution.

ON MOTION by Mr. Huebner, second by Mr. Piersons, with all in favor, the Board of Supervisors for the University Park Recreation District approved Resolution 2026-05, Adopting Revision to the Rules of Procedure.

**Consideration of Resolution 2026-07, Setting a Public Hearing Date for Country Club Facility Usage Policy and Fee Structure**

Mr. Fetsick noted this is for the Initiation Fee increase.

There was brief discussion regarding the date of the public hearing. The Board agreed to hold the public hearing during the March meeting, March 13, 2026, at 1:00 p.m. The revised Initiation Fee will be implemented on April 1, 2026.

The review of the proposed increase in initiation fees will be an agenda topic for the February Board meeting.

It was noted that all future Board meetings will be held at 1:00 p.m. District Management will email the updated meeting times to the Board.

ON MOTION by Mr. Piersons, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved Resolution 2026-07, Setting a Public Hearing Date for Country Club Facility Usage Policy and Fee Structure, to be held on March 13, 2026, at 1:00 p.m.

There was brief discussion regarding the process of setting the fee amounts.

**FOURTH ORDER OF BUSINESS**

**District Financial Matters**

**Ratification of Payment  
Authorization Nos. 152 – 153**

Mr. Fetsick gave an overview of the payment authorizations.

The Board reviewed the payment authorizations.

ON MOTION by Mr. Murphy, second by Mr. Piersons, with all in favor, the Board of Supervisors for the University Park Recreation District ratified Payment Authorization Nos. 152-153.

**Supervisor Requests & Future  
Agenda Items**

The upcoming workshops and meetings were noted.

<b>Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Location</b>
January 13, 2026	Finance Committee Workshop	10:00 AM	University Park Business Offices
January 14, 2026	Strategic Planning Committee Meeting	3:00 PM	University Park Business Offices
January 16, 2026	Rescheduled Workshop Meeting	2:00PM	University Park Business Offices
January 21, 2026	Finance Committee Meeting	3:00PM	University Park Business Offices

Ms. Carvalho noted there have been 62 record requests by Mr. Matt and a total of 330 files have been released to date.

Mr. Huebner requested that the Finance Committee review payment plans and processes to pay down the 2024 Note.

Mr. Barnebey noted this is a question that should be directed to Bond Counsel, Mr. Gang. District Management will follow up with Bond Counsel.

Ms. Dickson made a comment on the record:

*"I am going to make some comments here as we enter the New Year. Members of the RD Board and Management have endured two plus years of allegations and accusations of wrongdoing by Mr. Dean Matt. Dean Matt aka muchodeanaro, often referred throughout the community as "that guy from Henley" and sometimes mistakenly somebody thought to be Matt Dean.*

*I believe most of you dismiss his unsolicited emails without reading them, but a very few (in my opinion) buy into this stuff. It appears that Dean Matt attacks those who he perceives to be in positions of power, and those who do not agree with or support his allegations. When that is the case, he puts them on his verbal and written attacks list. Anyone who has followed his barrage of accusations knows he has relentlessly attacked John Fetsick, me, David Murphy, Bob Wood, the Circuit Court Judge who validated our Bond Referendum, our Attorney, our District Manager, our Bond Counsel, residents who have supported the Board (he has referred to them as clapping seals), residents who don't support his false claims (he announced publicly at a County Commission meeting that UP is a community of financially illiterate senior citizens), and the list goes on. Of late, he has added Steve Heitzner to his list. Congratulations! Dean apparently views Rusty and Scott positively according to Dean's public email that many of us received this morning (again, a public record.)*

*My point here in the New Year is this: It was inevitable that Dean would eventually set his sights on UPCA, our homeowners association. After all, the RD has a relationship with them through our mutual cooperation agreement. So very recently, Dean attacked Tom Christopher, President of the UPCA Board of Directors, in an email, because apparently Tom isn't agreeing with Dean Matt regarding the structure of PBM. So on January 3<sup>rd</sup>, Dean sent out one of his oh so eloquent unsolicited emails to a group of community members and referred to Tom Christopher as feckless. Dean seems to choose his words carefully so it's worthy of noting what feckless means. A feckless person is irresponsible, lazy, and ineffective, lacking the determination, competence, or sense of duty to accomplish tasks or take responsibility for their actions, often seen as weak-willed, useless, or incompetent.*

*I have a feeling most would disagree with this characterization, and I suspect Tom couldn't care less what Dean Matt thinks of him. But in my opinion, this is an example of a cancer that he is trying to spread through our entire community.*

*I believe there is no end in sight to Dean Matt's vitriol and his list of imagined enemies.*

*In closing, it is high time in my opinion that we acknowledge the ongoing frequent attacks and false accusations that Dean Matt continues to make against members of our community. His targets are volunteers who invest their time and talents in service to UP as well as our management and staff whose livelihoods are dedicated toward ensuring that our Club and community continue to grow and thrive to the benefit of us all.*

*Don't think for a minute that all of these allegations plus seemingly endless demands for public records, etc. haven't taken a tremendous financial toll on the RD in terms of legal fees. And in my opinion, he has no intention of stopping.*

*Dean Matt will continue to paint himself as a victim, in my opinion of course.*

*I am concerned that most of you are unaware of the lengths to which Dean has gone to tear our community and Club apart. All of the actions that I have cited here are public records, and where necessary, I have indicated my personal opinions.*

*I ask that you take note of Dean Matt and what he has been doing.”*

Action Items from this meeting:

- Review 2028 Election Procedures

There were no further Supervisor requests.

### **Public Comment Period**

Mr. Underwood commented regarding the Election. He noted his agreement with the Finance and Strategic Planning Committees and noted the committees should have been put in place previously. He also commented regarding paying back the 2024 Note and the bond.

Mr. Charlesworth commented regarding alternatives to financing. He also agreed with the comments made by Ms. Dickson regarding Mr. Matt.

There were no further public comments at this time.

### **FIFTH ORDER OF BUSINESS**

### **Adjournment**

There was no further business to discuss.

ON MOTION by Mr. Piersons, second by Mr. Murphy, with all in favor, the January 9, 2026, Board of Supervisors Meeting for the University Park Recreation District was adjourned at 3:43 p.m.

---

Secretary / Assistant Secretary

---

Chairperson / Vice Chairperson

**MINUTES OF MEETING**

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

**Friday, January 16, 2026**

**2:00 p.m.**

**Business Offices**

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

Board Members present in person or via phone:

Sally Dickson	Chairperson
Steve Heitzner	Vice Chairperson
Rusty Piersons	2 <sup>nd</sup> Vice Chairperson
David Murphy	Treasurer
Scott Huebner	Assistant Secretary

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC	(via Zoom)
Kristin Lasky	PFM Group Consulting LLC	(via Zoom)
John Fetsick	General Manager - Country Club	
Jennifer Brown	Executive Assistant – Serving UPCC & UPCA	
Various Audience Members in-person and via Zoom		

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order, Roll Call, & Pledge of Allegiance**

The meeting was called to order at 2:01 p.m. Those in attendance are outlined above.

The Pledge of Allegiance was recited.

**Public Comments**

There were no public comments at this time.

**SECOND ORDER OF BUSINESS**

**Discussion Matters**

**Review of Member Survey Results**

Ms. Dickson noted the Workshop will only go until 3:30 p.m., as there is a candidate forum

happening at 4:00 p.m.

Mr. Murphy gave an overview of the Social and Dining survey results. He noted the response rate was 41% with a total of 876 total surveys, and 39% of respondents dine at the club at least once a week. Approximately 86% of respondents stated they would be likely to invite guests to the Park Grille. Staff friendliness and service was noted as the most special experience at UPCC, followed by the Outdoor Café and views. Salad was the most requested food to be implemented.

There was brief discussion regarding the Outdoor Café.

Overall, members are satisfied with the variety and frequency of member social events. Action items suggested from the Social and Dining Survey were:

- Expanded, consistent hours – change effective 12/1/25
- Menu changes
- Live music and dancing – change effective 1/1/26

Mr. Murphy gave an overview of the Golf survey results. He noted the response rate was 30%, with 642 total surveys and 421 of those surveys are full members. An overview was provided of how often members play golf at outside courses. It was noted the majority of those who play on outside golf courses do so due to playing with non-member friends and/or family. The golf course condition was rated “Excellent” or “Very Good” by 92% of the survey takers and 87% said they were “Very Satisfied” or “Satisfied” with the golf practice facilities.

There was brief discussion regarding the reasons for playing on outside courses.

It was noted the three most important aspects of the golf experience were:

- Course conditions
- Tee-time access
- Practice facility

Mr. Murphy noted 68% of respondents were “Very Satisfied” or “Satisfied” with the pace of play. Respondents also rated the availability of tee-times during peak hours. Mr. Murphy reviewed the positive feedback (course conditions, social engagement, friendly staff) and areas of opportunity (pace of play/enforcement, tee time availability/member priority, pricing). The top three areas of improvement that were noted were:

- Tee-time
- Cost
- Driving range quality

Action items suggested from the Golf Operations Survey were:

- Practice facility improvements – TaylorMade golf balls effective 1/1/26
- Golf course improvements – Ball washers have been added
- Locker room improvements

- Pace of play
- Pro visibility
- Tee-time availability

There was brief discussion regarding the types of golf balls used and cost.

Mr. Murphy gave an overview of the Fitness and Wellness survey. He noted the response rate was 28%, with 598 total surveys. It was noted 55% of the respondents have used the Wellness Center in the last year. The top reasons for not using the Wellness Center were:

- Belonging to another gym
- Too costly
- They don't exercise

Mr. Murphy noted that 60% of the respondents visit the Wellness Center on a weekly basis. The top services that respondents were interested in were:

- Self-training on cardio or strength equipment
- Group fitness classes
- Personal training/assisted stretch services

The majority of respondents use the facility from 8:30 a.m. to 12:00 p.m.

There were brief discussions regarding the preferences for workout timing.

Mr. Murphy noted that 83% of the respondents have not completed a S.M.A.R.T. Start Assessment.

There was brief discussion regarding the S.M.A.R.T. Start Assessment percentages and personal training. Mr. Fetsick noted the percentage has increased and there is a large jump in members completing the assessment. Personal training was rated "Excellent" overall.

Mr. Murphy noted that facility cleanliness was rated as the highest aspect of the Wellness Center. It was noted most of the respondents do not attend group fitness classes. The lowest scoring aspect of the Wellness Center was the classroom space, with quality of instruction rating the highest.

There was brief discussion regarding the recommended fitness classes from respondents. It was noted that a Pilates reformer was the most requested piece of equipment and most respondents are more likely to attend fitness classes in the morning.

Mr. Murphy noted there is an almost even number of respondents using the website versus those who don't. The top items for improvement were:

- Expand the space/build bigger facility
- Update/replace outdated equipment

- Maintenance issues
- More class times
- More variety of classes

The most enjoyed items of the Wellness Center were:

- Convenience/location
- Staff friendliness and helpfulness
- Variety of classes
- Community/social interaction
- Health and wellness benefits

Action Items suggested for the Fitness and Wellness Center were:

Replace Equipment

- Pilates reformer/ spin space and class intro
- Introduce sport specific conditioning
- Short term ambiance/maintenance investments
- Improved communication of offerings and opportunities

Mr. Murphy gave an overview of the Racquets Survey results. He noted the response rate was 15%, with a total of 312 surveys. It was noted that 96% of the respondents rated the quality of the courts as excellent or very good.

There was brief discussion regarding the quality of the courts and holding a future tournament.

Mr. Murphy noted that 72% of the respondents rated the court amenities, such as seating, shade and water stations as “Very Satisfied” or “Satisfied”. Recommended improvements were:

- More pickleball courts
- Shaded seating/new furniture
- Lights on pickleball courts – approximately \$45,000.00
- Fans at tennis courts
- Healthy drink and snack offerings

There was brief discussion regarding the lighting on the pickleball and tennis courts.

Mr. Murphy noted that 59% of respondents stated that reserving the court using the JONAS reservation system is “Very Easy” or “Easy” and 69% stated that the pickleball system of court allocation meets their needs.

Mr. Murphy reviewed the satisfaction with court availability in tennis versus pickleball. It was noted 46% of respondents rated the racquets reception area experience as “Excellent” or “Very Good”. However, 79% of respondents rated the racquet’s staff approachability and knowledge as “Excellent” or “Very Good”.

There was brief discussion regarding the racquet's reception area. Mr. Fetsick noted the Club is working with Coca-Cola to get a refrigerator for the Golf Pro Shop and the Fitness Center.

Mr. Murphy noted that 78% of respondents have attended a Racquets event in the past year. Mr. Murphy reviewed the satisfaction rates with tennis versus pickleball. The top items for improvement were:

- Need for more events/more variety
- Event timing issues (weekend and evening needed)
- Level of play/rating system
- Need for more social atmosphere (food, drinks, atmosphere)

It was noted Round Robins was the most requested type of event and 96% of respondents felt well informed of upcoming racquet events. Mr. Murphy noted that 84% of respondents have taken lessons or clinics in the last year.

It was noted that 77% of respondents were "Very Satisfied" or "Satisfied" with the racquets sport experience. The most enjoyed items of the racquets program were:

- Exceptional pros
- A friendly social atmosphere
- Top quality facilities

Action items suggested for the Racquets Club were:

- Facilities and amenities - more pickleball courts
- More social events
- Enhanced focus on growing the program - more clinics

There was brief discussion regarding the Tennis Pro. It was noted the pro will be paid through lessons and clinics. This will also allow for coverage on the weekends.

There was discussion regarding the survey results and how the results can help in the future. It was noted these results have been shared with the Advisory Groups.

The Member Survey presentation will be available on the District's website.

## **Review of Capital Reserve Funds – Sources and Uses**

Mr. Fetsick gave an overview of the sources and uses for the Capital Reserve Funds. This overview included the Five Year Capital Plan for Fiscal Year 2026, which was created from the Capital Reserve Study. The plan includes total available funds and total uses of funds. It was noted each department reviews their needs.

Mr. Fetsick gave an overview of the Capital Budget Detail for Fiscal Year 2026 and gave an overview of the process for creating the list.

There was brief discussion regarding the useful life expectancy of equipment and rental charges for clubs.

Mr. Fetsick gave an overview of the Capital Budget Summary for Fiscal Year 2026.

There was brief discussion regarding Advisory Group involvement.

Mr. Fetsick gave an overview of the Capital Budget – Due for Replacement Summary for Fiscal Year 2026. It was noted this is based off of a break-fix model.

There was brief discussion regarding the break-fix model and building reserves.

### **Supervisor Comments & Future Agenda Items**

The upcoming workshops and meetings were noted.

<b>Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Location</b>
January 21, 2026	Finance Committee Meeting	3:00 PM	University Park Business Offices
February 3, 2026	Workshop Meeting	2:00PM	University Park Business Offices
February 10, 2026	2 <sup>nd</sup> Candidate Forum	1:00 PM	Lakeside Dining Room
February 11, 2026	Strategic Planning Committee Meeting	3:00 PM	University Park Business Offices
February 13, 2026	Board of Supervisors' Meeting	1:00PM	University Park Business Offices
February 18, 2026	Finance Committee Meeting	3:00 PM	University Park Business Offices

Ms. Dickson noted the candidate forum is happening today at 4:00 p.m. at the Whitebridge neighborhood pool.

Mr. Heitzner noted there were many questions at the candidate forum regarding the kitchen and fitness center. Mr. Heitzner provided a statement regarding the architectural pre-work for the kitchen and fitness center designs. This statement is attached to the minutes as Exhibit A.

There was brief discussion regarding the Capital Improvement Plan and the needs of the District.

Mr. Huebner requested an update on the Golf Course architect. It was noted it has been given to District Management to send to the Board.

Mr. Huebner requested to attend the Finance Committee on January 21<sup>st</sup>. It was noted he would not be able to speak if he attended, as Mr. Murphy is a part of the Committee. Mr. Huebner noted he is not in agreement with special assessments.

There was brief discussion regarding the Finance Committee and assessments.

Ms. Dickson recommended speaking with District Counsel on Mr. Huebner being allowed to attend the Finance Committee.

Mr. Murphy recommended speaking with Mr. Crouch on any Finance Committee topic clarification.

Ms. Carvalho recommended Mr. Huebner to reach out to District Counsel regarding attendance at the Finance Committee. She also noted she will send out the Driving Range architectural draft to the Board for review.

### **Public Comments**

Mr. Charlesworth commented regarding candidacy of Mr. Piersons and candidate trust.

There were no further Supervisor requests or public comments.

### **THIRD ORDER OF BUSINESS**

### **Adjournment**

Ms. Dickson adjourned the University Park Recreation District Board of Supervisors Workshop Meeting at 3:36 p.m.

---

Secretary / Assistant Secretary

---

Chairperson / Vice Chairperson

## **Exhibit A**

### **Statement by Board Supervisor Steve Heitzner:**

I have had a number of residents contact me and ask me to clarify what's been presented by architects, construction companies and expert consultants at BOS meetings so they could better understand the comments made at the candidate forum so I thought I'd do that today:

1. Most of the pre work that has been done is related to what to do about our current kitchen, which is not satisfactory to serve today's needs. With unanimous Board approval we engaged with Hoyt Architects and Willis Reed Construction as well as an experienced expert kitchen consultant to work with our GM, Exec Chef and a few UPCC residents including myself who have experience in the Food and Beverage industry. They have looked at expanding the current kitchen, building a new kitchen behind the existing kitchen and simply re-configuring the current space. Given the cost and complexity (driven by relocation of utilities and other factors) of building a new kitchen behind the existing kitchen they don't recommend that path. Re-configuring the current kitchen space, while cost effective, doesn't get us to where we need to go. Their current recommendation is to expand the current kitchen and several iterations have been reviewed and we expect the next iteration shortly.

2. Regarding the fitness center. While we are not as far down the path as we are with the kitchen, we have also been working with Hoyt Architects and Willis Reed Construction on different considerations. We've included our fitness staff and some of our fitness minded residents in these discussions. I believe we are up to 7 different possibilities. Some are cost-prohibitive and create too much disruption for our membership. For example, we looked at whether or not we could push the walls of the existing fitness center out to expand the space. Unfortunately, the exterior columns are decorative and not structural so to do this would require significant investment beyond our capacity. Given these issues we are also discussing the potential to combine the fitness center project and the activity center project into one structure. We may find that by integrating the two we can accomplish what is needed to serve our member's needs. Again, we are working with outside experts who have experience with country clubs, hotels and other commercial projects to help guide us. Of course, as we get to the point of addressing detail (like equipment, multi-use spaces, etc.) we will look to more members and potentially other outside experts to provide additional guidance.



---

# **University Park Recreation District**

## **Staff Reports**



---

# **University Park Recreation District**

## **Club Management**

a. Management Discussion & Analysis Report

University Park Recreation District  
Management Discussion & Analysis Report  
As of January 31, 2026

**Member Experience**

Despite the record chilly weather we have experienced in recent weeks, the Club continues to be very active across all amenities.

Recent Member events included several speakers/meetings (Manatee County Commissioner, Dr. Gomes Research & a Wellness Workshop), Trivia (1/8 & 1/22), Bingo (1/15), an Arts Alliance Women's Event (1/26), the Paul Hobbs Wine Dinner (1/29), among many other events across Golf, Racquets & Fitness.

**Golf Operations**

Golf Operations is currently \$94k favorable to Budget through December with Outside Rounds favorable to Budget by 863 rounds. Merchandise Sales are \$25k favorable to Budget.

The Men's Member Guest Tournament, a hallmark event for many clubs, has exceeded our cap of sixty (60) teams, with nine teams on a waitlist. After additional consideration and seeking the input of the Golf Advisory Group, it was decided to maintain the waitlist rather than expand the tournament field. To fit the additional nine teams, all 27 holes would be closed for most of 3-day period. The nine teams on the waitlist will automatically be granted access in the 2027 Member Guest event.

**Racquets Operations**

The Tennis and Pickleball courts continue to be busy, notably during the morning hours. Afternoon play continues to expand with Lee introducing several afternoon activities to drive additional member engagement (Advanced Plus Pickleball, First Friday Tennis, Mixed Doubles Tennis, among others).

We recently announced the hiring of Brian Cook as a new Tennis & Pickleball Professional. Brian was hired as a 1099 with a sole focus on tennis and pickleball lessons and clinics.

**Fitness & Wellness**

We recently announced the hiring of Trey Cunninghame as a new Fitness/Wellness Instructor. Trey, who is a full-time member of our Golf Course Maintenance Team, like Brian at Racquets, was hired as a 1099 with a sole focus on private lessons and classes.

**UNIVERSITY PARK COUNTRY CLUB STATEMENT OF OPERATIONS**

<b>YTD OPERATING RESULTS, 3 MONTHS THROUGH 12/31/25</b>	<b>Actual Results of UPCC Operations</b>	<b>Budget</b>	<b>\$ Variance</b>	<b>% Change</b>	<b>COMMENTS</b>
<b>Total Revenues</b>	<b>\$3,646</b>	<b>\$3,527</b>	<b>\$119</b>	<b>3.4%</b>	
<b>Less: Outside Golf Capital Allocation</b>	<b>(72)</b>	<b>(63)</b>	<b>(8)</b>	<b>12.8%</b>	<b>10% of Outside Golf Allocated to Capital</b>
<b>Total Revenues, Less Capital Allocation</b>	<b>3,575</b>	<b>3,464</b>	<b>111</b>	<b>3.2%</b>	
<b>Total Expenses</b>	<b>3,304</b>	<b>3,343</b>	<b>39</b>	<b>1.2%</b>	
<b>Net Operating Surplus (Deficit)</b>	<b>271</b>	<b>121</b>	<b>150</b>	<b>123.8%</b>	<b>Net Operating impact</b>
<b>Revenues and Expenses, Details</b>	<b>Actual</b>	<b>Budget</b>	<b>\$ Variance</b>	<b>% Change</b>	
<b>Dues revenue</b>	<b>\$1,527</b>	<b>\$1,556</b>	<b>(\$ 29)</b>	<b>(1.8%)</b>	
<b>Golf operations revenue</b>	<b>1,038</b>	<b>944</b>	<b>94</b>	<b>9.9%</b>	<b>Outside rounds exceeded the budget by 863 rounds. Merchandise sales \$25K favorable to budget.</b>
<b>Dining operations revenue</b>	<b>939</b>	<b>904</b>	<b>35</b>	<b>3.9%</b>	
<b>Racquets/Fitness/Other operations revenue</b>	<b>70</b>	<b>59</b>	<b>11</b>	<b>18.3%</b>	
<b>Subtotal, Revenues</b>	<b>3,575</b>	<b>3,464</b>	<b>111</b>	<b>3.2%</b>	
<b>Golf operations</b>	<b>456</b>	<b>468</b>	<b>12</b>	<b>2.5%</b>	
<b>Golf maintenance</b>	<b>915</b>	<b>880</b>	<b>(35)</b>	<b>(3.9%)</b>	<b>Projects that were budgeted for later in the year completed early</b>
<b>Dining operations</b>	<b>1,136</b>	<b>1,173</b>	<b>37</b>	<b>3.2%</b>	
<b>Racquets &amp; Fitness operations</b>	<b>169</b>	<b>160</b>	<b>(9)</b>	<b>(5.3%)</b>	
<b>General &amp; Adm</b>	<b>629</b>	<b>662</b>	<b>33</b>	<b>5.0%</b>	<b>Open position, Ins. &amp; other various expenses</b>
<b>Subtotal, Expenses</b>	<b>3,304</b>	<b>3,343</b>	<b>39</b>	<b>1.2%</b>	
<b>Net Operating Surplus (Deficit), net of \$72k outside golf capital allocation</b>	<b>\$271</b>	<b>\$ 121</b>	<b>\$ 150</b>	<b>123.8%</b>	<b>Variance is \$150k, 123.8% from budget</b>

UNIVERSITY PARK COUNTRY CLUB COMPARATIVE BALANCE SHEET AS OF DECEMBER 31, 2025 AND 2024

Assets	UPCC Operating Fund		Capital Irrigation Fund		Comments & Assumptions
	Unaudited 12/31/25	Unaudited 12/31/24	Unaudited 12/31/25	Unaudited 12/31/24	
Operating Cash & Short-Term Investments	\$3,988	\$4,221			
Accounts Receivable	1,301	1,367			
Inventory	348	326			
Deposits & Prepaids	783	426			
Future Assessments based on BAN or Long-Term Bonds			5,962	5,204	FY25 - 405k Prepaid Insurance & 378k Prepaid Cart Lease, software, sales tax etc. Amounts drawn from BAN, \$4,059 + Amounts borrowed from UPCC Capital Reserves, \$1,835 as of FY25, \$68 accrued interest
<b>Subtotal, operating assets</b>	<b>6,420</b>	<b>6,340</b>	<b>5,962</b>	<b>5,204</b>	
<b>Board Designated Cash &amp; Investments &amp; Receivable from Irrigation Fund:</b>					
Operating Reserves	400	400			BOS designated for future use.
Capital Reserves	1,034	4			
Capital Reserves Used for Irrigation Project-- Due from Capital Irrigation Fund	1,835	1,349			Portion of irrigation project paid out of UPCC reserve funds
<b>Sub total, Board Designated Cash, Capital Reserves &amp; Capital Irrigation Fund Receivable</b>	<b>3,269</b>	<b>1,753</b>	<b>-</b>	<b>-</b>	
Property and Equipment - Net	27,421	20,087			
Property and Equipment - CIP	167	5,739	-	-	
<b>Total Assets</b>	<b>\$37,277</b>	<b>\$33,919</b>	<b>\$5,962</b>	<b>\$5,204</b>	
<b>Liabilities &amp; Net Position:</b>					
Accounts Payable					
Operations Related	\$408	\$469			
Accrued Liabilities & Other Payables	309	314	68	-	
Gift Cards & Store Credits	134	125			
<b>Subtotal, operating liabilities</b>	<b>851</b>	<b>908</b>	<b>68</b>	<b>-</b>	
Deferred Revenue	5,751	5,325			
Capital Lease Obligations	2,009	418			New cart lease and GCM Equipment
Capital Projects Payable	9	-			
Due to UPCC Operating Fund			\$1,835	\$1,349	
BAN Payable to Bank			4,059	3,855	
<b>Total Liabilities</b>	<b>8,621</b>	<b>6,652</b>	<b>5,962</b>	<b>5,204</b>	
Beginning Balance, Purchase of UPCC assets in 2019	16,750	16,750	-	-	
Due From Capital Irrigation Fund	1,835	1,349			
Prior Years' Operating Surplus	9,868	7,281			
Current Period Operating Surplus	203	1,888			
<b>Net Position</b>	<b>28,656</b>	<b>27,268</b>	<b>-</b>	<b>-</b>	
<b>Total Liabilities &amp; Net Position</b>	<b>\$37,277</b>	<b>\$33,919</b>	<b>\$5,962</b>	<b>\$5,204</b>	

UNIVERSITY PARK COUNTRY CLUB CAPITAL SOURCES AND USES AS OF DECEMBER 31, 2025

Sources		Notes
2019, Construction Fund after UPCC club purchase	\$4,157	
2021, Loan Forgiveness	856	
2024-5, Bond Anticipation Note for Irrigation Project		\$1,835 was paid out of Operating Cash and needs to be repaid from either BAN assessment or 2024 Bond funds when available.
	3,757	
<b>Sub total, Bond Proceeds and Loan Forgiveness</b>	<b>8,769</b>	<b>Bonds &amp; Loan Forgiveness</b>
FY 2021 Init Fees & 10% Outside Golf	673	
FY 2022 Init Fees & 10% Outside Golf	666	
FY 2023 Init Fees, Cap Dues & 10% Outside Golf	1,330	
FY 2024 Init Fees, Cap Dues & 10% Outside Golf	1,850	
FY 2025 Init Fees, Cap Dues & 10% Outside Golf	1,439	
FY 2026 Init Fees, Cap Dues & 10% Outside Golf	847	
<b>Sub total, Init Fees, Capital Dues &amp; 10% Outside Golf</b>	<b>6,804</b>	<b>Capital raised through Operations</b>
<b>Total Sources of Capital</b>	<b>15,573</b>	
<b>Uses</b>		
2022, Parking Lot - Asphalt	136	
2021-2025, Golf Course Improvement & Irrigation	7,412	
2023, Tennis/Pickleball Courts	810	
2022-2023, Buildings - Renovations, A/C and Upgrades	291	
2023-2025, Range Picker, Bag Drop/Pro Shop FF&E	124	
2022-2024, Grille - Kitchen Equipment	289	
2023, Golf Course Maintenance Equipment	459	
2023, IT Equipment - Computers, Server etc	91	
2023-2024, Racquets And Fitness Equipmet	89	
2021-2023, Indoor Dining Renovation	1,066	
2023-2024, Outdoor Dining (Cafe) Renovation	2,326	
<b>Subtotal, Uses</b>	<b>13,093</b>	
<b>FY2026 Uses</b>		
2026, (4)Toro Greensmasters	29	
2026, Back 9 Renovation	1,164	
2026, Varsity Club Renovation	49	
2026, Admin Office Renovation	31	
2026, Ice Machines, GCM & Dining	15	
<b>Subtotal, FY2026 Uses</b>	<b>1,289</b>	
<b>Construction In Progress</b>		
2020, Master Plan Project	160	
Locker Room Renovation	3	
Other - Carpeting	5	
<b>Subtotal, CIP</b>	<b>167</b>	
<b>Total Uses</b>	<b>14,549</b>	<b>Capital Account Balance at 12/31/2025</b>
Remaining Capital Reserves	1,025	
Due to operating capital from BAN or Bond	1,835	<b>Balance with Irrigation Project repayment</b>
<b>Total Capital Reserves</b>	<b>2,860</b>	

MTD & YTD STATEMENT OF CASH FLOWS, 3 MONTHS THROUGH 12/31/25		
	December	
	MTD	YTD
<b>Cash Flows From Operating Activities:</b>		
<b>Cash Receipts From Members &amp; Guests</b>	<b>\$ 5,796</b>	<b>\$ 6,644</b>
<b>Cash Payments To Vendors &amp; Suppliers</b>	<b>(1,214)</b>	<b>(2,130)</b>
<b>Cash Payments To PBM Staff Serving UPCC &amp; UPRD</b>	<b>(648)</b>	<b>(1,803)</b>
<b>Net Cash Provided (Used) By Operating Activities</b>	<b>3,934</b>	<b>2,711</b>
<b>Cash Flows From Capital, Financing, And Other Non-Operating Activities:</b>		
<b>Initiation Fees</b>	<b>\$ 55</b>	<b>\$ 437</b>
<b>Capital Dues</b>	<b>328</b>	<b>348</b>
<b>Purchase Of Equipment &amp; Capital Projects</b>	<b>(10)</b>	<b>(334)</b>
<b>Transfer to General Fund</b>	<b>(70)</b>	<b>(120)</b>
<b>Interest From Investments</b>		<b>1</b>
<b>Net Cash Provided (Used) By Capital And Other Non-Operating Activities</b>	<b>303</b>	<b>332</b>
<b>Net Increase (Decrease) In Cash</b>	<b>4,237</b>	<b>3,044</b>
<b>Cash At Beginning Of Period</b>	<b>1,189</b>	<b>2,378</b>
<b>Cash At End Of Period</b>	<b>\$ 5,421</b>	<b>\$ 5,421</b>

**University Park Recreation District  
FY2026 General Fund Actual & Budget**

	Actual Through 12/31/2025	Anticipated Jan. - Sept.	Anticipated FY 2026 Total	FY 2026 Adopted Budget
<b><u>Revenues</u></b>				
PrYr Surplus	-	-	-	9,088
Inter-Fund Transfers - Debt Service to O&M	5,486	70,000	75,486	70,000
Inter-Fund Transfers - Country Club to O&M	120,000	85,955	205,955	220,912
	<b><u>\$125,486</u></b>	<b><u>\$155,955</u></b>	<b><u>\$281,441</u></b>	<b><u>\$300,000</u></b>
 <b><u>General &amp; Administrative Expenses</u></b>				
Assessment Administration	10,000	-	10,000	10,000
Audit	7,875	27,125	35,000	35,000
Bank Fees	85	200	285	500
Bond Administration Fee	6,687	-	6,687	7,500
Contingency	180	540	720	15,000
Dissemination Agent	5,000	-	5,000	5,000
District Counsel	38,215	71,785	110,000	110,000
Dues, Licenses, and Fees	175	-	175	2,500
Election Costs	-	10,000	10,000	10,000
Insurance	21,569	-	21,569	17,500
Legal Advertising	1,528	3,472	5,000	5,000
Management	17,500	52,500	70,000	70,000
Meeting Set Up	-	-	-	5,000
Office Supplies	-	600	600	1,000
Postage & Shipping	5	-	5	1,000
Professional Services, Other	-	-	-	-
Travel and Per Diem	-	-	-	-
Web Site Maintenance	1,900	4,500	6,400	5,000
<b>Total General &amp; Administrative Expenses</b>	<b><u>\$110,719</u></b>	<b><u>\$170,722</u></b>	<b><u>\$281,441</u></b>	<b><u>\$300,000</u></b>

University Park Recreation District  
Summary Operating Data  
As of December 31, 2025

**Rounds of Golf (as of December 31, 2025):**

	December			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
Member Rounds	3,729	3,912	(183)	11,197	12,222	(1,025)
Outside Rounds	2,874	2,540	334	8,283	7,420	863
	6,603	6,452	151	19,480	19,642	(162)

**Rounds of Golf (as of December 31, 2024):**

	December			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
Member Rounds	3,614	3,802	(188)	10,090	11,729	(1,639)
Outside Rounds	2,391	2,825	(434)	5,675	8,121	(2,446)
	6,005	6,627	(622)	15,765	19,850	(4,085)

Overall revenue is \$111K favorable to budget, variance driven primarily by Golf and Dining operations. Golf operations revenue is \$94k favorable to budget, with higher outside rounds producing a \$84K favorable variance in greens fees, which helped offset lower member rounds resulting in a \$8K unfavorable variance in cart fees. Merchandise sales also surpassed budget, contributing an additional \$24K favorable variance.

Golf course maintenance expenses continue to remain over budget due to various projects that were scheduled for later in the year but were completed earlier. We anticipate this trend will continue over the next couple of months, with expenses realigning to budget by summer.

**Investments**

<u>Account</u>	<u>Amount Invested</u>	<u>Interest</u>	<u>Face Value</u>	<u>Term</u>	<u>Maturity Date</u>	<u>Yield</u>
Operating	2,212,321	37,679	2,250,000	180	7/16/2026	3.42
Operating	295,762	4,238	300,000	150	6/18/2026	3.51
Operating	197,715	2,285	200,000	120	5/19/2026	3.54
Operating	248,644	1,356	250,000	60	3/17/2026	3.55
Capital	790,585	9,415	800,000	120	5/19/2026	3.54
	3,745,027	54,973	3,800,000			

University Park Recreation District  
 Summary Operating Data  
 As of December 31, 2025

**Membership**

	<b>Beg. Dec.</b>	<b>Additions</b>	<b>Resignations</b>	<b>Conversions</b>	<b>Total</b>
<b>Golf</b>					
Family - Resident	188	-	-	(10)	178
Family - Non Resident	75	1	-	(1)	75
Single - Resident	121	-	(1)	3	123
Single - Non Resident	80	-	(4)	(5)	71
	464	1	(5)	(13)	447
<b>Racquets &amp; Fitness</b>					
Family - Resident	31	1	-	(4)	28
Family - Non Resident	17	-	-	(1)	16
Single - Resident	40	-	(3)	(1)	36
Single - Non Resident	27	-	(2)	-	25
	115	1	(5)	(6)	105
<b>Social</b>					
Family - Resident	466	-	(9)	1	458
Family - Non Resident	56	-	(4)	-	52
Single - Resident	201	1	(7)	13	208
Single - Non Resident	57	-	(4)	5	58
	780	1	(24)	19	776
<b>Total Memberships</b>	<b>1,359</b>	<b>3</b>	<b>(34)</b>	<b>-</b>	<b>1,328</b>
<b>Passes</b>					
	<b>Beg. Dec.</b>	<b>Net Change</b>	<b>Total</b>		
Fitness	153	-8	145		
Range	67	-12	55		
Pickleball	58	-8	50		
Twilight Tennis	24	-5	19		
SAP	132	-2	130		
	434	(35)	399		

\*138 grandfathered non-members (+4 to prior month), 189 grandfathered members (-5 to prior month)

\*\*293 non-resident memberships (-22 to prior month)



---

# **University Park Recreation District**

## **Review of Proposed Amendments to Country Club Facility Usage Policy and Fee Structure - Initiation Fees**

**Univerisity Park Country Club  
Initiation Fees 2020-2025**

2024 Club Benchmarking

		2020	2021	2022	2023	2024	2025	Recommended 2026	Total Revenue: \$10.25 - \$15.5m, 18-27 Holes, South Region, 77 <sup>1</sup>			Init Fee as a		
									25th Percentile	50th Percentile	75th Percentile	Family Dues	% of Dues	Median
<b>Full</b>														
	Homeowner	\$ 5,000	\$ 5,000	\$ 7,500	\$ 10,000	\$ 12,500	\$ 20,000	\$ 30,000	\$ 30,750	\$ 59,250	\$ 95,000	\$ 11,715	1.71	5.02
	Non-Homeowner	n/a	n/a	n/a	\$ 12,500	\$ 20,000	\$ 30,000	\$ 40,000				\$ 11,715	2.56	7.32
<b>Tennis/Racquets</b>														
	Homeowner	\$ 1,375	\$ 1,375	\$ 2,000	\$ 2,500	\$ 3,500	\$ 4,000	\$ 5,000				\$ 5,050	0.79	
	Non-Homeowner	n/a	n/a	n/a	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,500				\$ 5,050	0.99	
<b>Social</b>														
	Homeowner	\$ 500	\$ 500	\$ 1,000	\$ 1,500	\$ 2,000	\$ 2,500	\$ 3,500	\$ -	\$ 5,500	\$ 23,125	\$ 1,550	1.61	
	Non-Homeowner	n/a	n/a	n/a	\$ 2,000	\$ 3,000	n/a					\$ 1,550	1.94	

**University Park Country Club**  
**Initiation Fee Increase - Impact on 2026 Budget**

	<b>2026 Budget</b>			<b>2026 Budget with Suggested Rates</b>			<b>Expected Impact</b>		
	Additions	Rate	Amount	Additions	Rate	Amount	Rate Increase	of Increase	
<b><u>Full</u></b>				<b><u>Full</u></b>					
Resident	15	20,000	300,000	Resident	15	30,000	450,000	10,000	150,000
Non-resident	2	30,000	60,000	Non-resident	2	40,000	80,000	10,000	20,000
	<u>17</u>		<u>360,000</u>		<u>17</u>	<u>530,000</u>		<u>170,000</u>	
 <b><u>Racquets</u></b>				 <b><u>Racquets</u></b>					
Resident	2	4,000	8,000	Resident	2	5,000	10,000	1,000	2,000
Non-resident	3	5,000	15,000	Non-resident	3	6,500	19,500	1,500	4,500
	<u>5</u>		<u>23,000</u>		<u>5</u>	<u>29,500</u>		<u>6,500</u>	
 <b><u>Social</u></b>				 <b><u>Social</u></b>					
Resident	46	2,500	115,000	Resident	46	3,500	161,000	1,000	46,000
	<u>46</u>		<u>115,000</u>		<u>46</u>	<u>161,000</u>		<u>46,000</u>	
Application Fee	68	150	10,200	Application Fee	68	150	10,200		-
App Fee (Summer/Trials)	20	100	2,000	App Fee (Summer/Trials)	20	100	2,000		-
			<u>510,200</u>			<u>732,700</u>		<u>222,500</u>	



---

# **University Park Recreation District**

## **Clarification of Provision of Office Space for UPCA I Staff Under the Mutual Cooperation Agreement Between the District and UPCA I**

**MUTUAL COOPERATION AGREEMENT**  
by and between

**UNIVERSITY PARK COMMUNITY ASSOCIATION, INC.**  
&  
**UNIVERSITY PARK RECREATION DISTRICT**

This Mutual Cooperation Agreement (“Agreement”) is made and entered into as of December \_\_\_, 2019, by and between University Park Community Association, Inc., a Florida corporation not-for-profit (the “Association”) and University Park Recreation District, (the “District”) (each, individually referred to as a “Party,” and collectively referred to as the “Parties”).

**BACKGROUND OF THIS AGREEMENT**

- A. University Park is a residential subdivision located in Manatee County, Florida.
- B. The Association:
  - a. is a Florida corporation not-for-profit operating as a homeowners’ association governed by Chapter 720 of Florida Statute and as such owns, manages and operates common land, roads, various infrastructure & associated services, the surface water management system, ground water systems, perimeter access control facilities, and other facilities (collectively, the “Association Property” or “Community”) all located within University Park.
  - b. is the holder of the water rights for University Park pursuant to a South West Florida Water Management District (SWFWMD) Environmental Resource Permits (ERP) for the surface water system including all ponds, associated drainage and other facilities, and a SWFWMD Water Use Permit(s) (WUP) for surface and ground water use in University Park.
  - c. is the owner (sole member) of Park Boulevard Management LLC, a Florida Corporation that employs management and staff to provide management services, under separate management agreements, to the District and the Association.
  - d. is authorized to enter into agreements pursuant to the Declaration of Conditions, Covenants, and Restrictions for the Association, the Articles of Incorporation of the Association, and the Bylaws of the Association.
  - e. consists of individual members who own 1202 Assessable Lots within University Park.
  - f. is governed by a Board of Directors (the “Association Board”).
- C. The District:
  - a. is a recreation district formed under Chapter 418 of the Florida Statutes, Manatee County Code Chapter 2-8, and Manatee County Ordinance 18-29, which owns, operates, and controls certain real property located within the geographic area of the District in Manatee County, Florida, and the buildings, structures and other improvements located thereon including a 27-hole golf course and practice facilities, a pro shop, tennis and fitness center, tennis courts, a croquet court, a clubhouse with kitchen, restaurant, bar, and meeting rooms, maintenance buildings, a golf cart storage facility and other facilities and amenities appurtenant thereto (collectively, the “District Property”).
  - b. is authorized to enter into agreements pursuant to Chapter 418 of the Florida Statutes, Manatee County Code Chapter 2-8, and Manatee County Ordinance 18-29.
  - c. is governed by a Board of Supervisors (the “District Board”).

D. University Park Country Club (the "Country Club") is a common law trademark of the District and is used in this agreement to refer to the collective recreational facilities operated by the District.

E. Both the Association and the District recognize a strong mutual interest to maintain the long-term viability of University Park as a premier residential community and to cooperate to provide recreation opportunities that enhance the value of the residential real estate investments, the social heart and fabric of the community, Country Club membership, and the community at large.

### TERMS AND CONDITIONS OF THIS AGREEMENT

1. Background. The above Background statements are true and correct and are incorporated herein as if set forth below.

2. Information Sharing. Subject to statutory requirements and the Parties' respective internal regulations, the Parties agree to share information concerning matters of common interest to the extent permitted.

3. Meetings of Representatives.

a. To facilitate the exchange of information concerning general operational matters of common interest, there shall be regular meetings between an Association property management representative and a representative of the on-site Country Club management, which meetings shall occur on an as-needed basis, but not less often than quarterly. Records shall be made and maintained as to matters considered and any operational decisions.

b. The Parties shall each designate a member from the respective Board for the purposes of managing this Agreement and any other significant matters of mutual interest. They shall meet at least twice a year.

4. Cross-billing. Because the District and the Association both serve substantially the same residents and homeowners of University Park, the Parties will seek to avoid charging one another for the usage of the other's facilities and services in the normal course of business.

5. Major Projects. Except in the case of an emergency, the Association agrees to inform the District and the District agrees to inform the Association at least sixty (60) days prior to any construction, renovation, remodeling, development, road maintenance or repair, landscaping or other projects having a cost in excess of fifty thousand dollars (\$50,000.00) (a "Major Project") or expected to take over a month to complete, in order to ensure continuity of purpose within the residential community of the Association and the District.

6. Consistent look and image. The Parties recognize the mutual importance of a consistent look and image across the District and Association buildings and the Parties' landscaping throughout University Park. The Association's Architecture Committee is the primary source of advice and guidance to both Parties in these matters.

a. The Parties will cooperate on ensuring a consistent look and image for the highly visible University Parkway frontage. In this the Association recognizes the particular importance of the highly-visible University Parkway signage to the financial success of the District's Country Club operations.

b. All signage that is visible from the roads located within University Park will comply with the restrictions and standards as to the size, color, lettering and location of signs set by the Association.

c. At least sixty (60) days prior to any Major Project affecting the exterior appearance of District facilities, the District shall submit plans to the Association Architectural Committee for its review and comment. Likewise, at least sixty (60) days prior to any Association Major Project that would be visible from District property, the Association shall submit plans to the District for its review and comment. In the case of an emergency declared by the District or the Association, then such party will provide said notice and plans as promptly as possible.

7. Shared Infrastructure, Facilities and Services.

a. The District has a nonexclusive easement for, but not limited to, its Club members, guests, invitees, employees, agents, and contractors of access over: (a) all Community roads to the extent reasonably necessary to travel to and from the Country Club and the entrance to the Community; and (b) all portions of the Community to the extent reasonably necessary for the operation, maintenance, repair and replacement of the Country Club.

b. The Association hereby grants to the District the right of reasonable use of sidewalks, sewage system, drainage system and other facilities located on Association property, which may also serve and benefit the District.

a. The District hereby grants to the Association the right of reasonable use of meeting rooms, parking, and other facilities located on District property, which may also serve and benefit the Association.

d. The District hereby grants the right of reasonable use by Park Boulevard Management LLC, including the Association's property management team of up to six (6) staff, of administration offices on the District's property.

8. Access Control. To protect the residential property of Association members, Association property and District Property, the Parties agree to establish appropriate access control protocols for: the District's representatives and agents; Country Club management, staff and vendors; Country Club members, invitees and guests; and the general public that wish to use the District's recreation facilities.

a. The Association will assist the District in ensuring that such access control protocols are consistent with the District's obligations under Florida Statutes Chapter 418 and under Manatee County Ordinance 18-29.

b. The District will assist the Association in promoting compliance with the Association's speed restrictions on the Association's roads and other safety policies as noticed and issued by the Association.

9. Ground and Surface Water Systems. The Association shall operate and maintain the Surface-water Management System of 49 ponds, associated drainage and ground water pond augmentation facilities. Such operation and maintenance will ensure compliance with the terms of the applicable SWFWMD ERP and WUP. The District agrees to provide the Association reasonable access to District property, for its employees, agents, or contractors for said operation and maintenance

a. The District will assist the Association in maintaining pond 32 and ensuring its compliance with SWFWMD WUP and ERP requirements.

b. The District will assist the Association in maintaining the University Park storm water drainage system, as it pertains to the District's property.

c. The District shall be responsible for all operations, maintenance and repair of the ground water wells and well piping systems identified as wells Nos. 8 and 9, located on pond 32 (as shown on the map attached as Exhibit A, which is incorporated herein by reference). These wells are the primary source of ground water augmentation of pond 32, from which the District obtains its water for irrigation of the golf course, and in compliance with the Association's SWFWMD WUP.

d. In the event that ground water wells Nos. 8 and 9 become inadequate or unavailable the Association (as the WUP permittee) will assist the District in obtaining approval for such wells, pumps and other water facilities as may be necessary to supplement the ground and surface water available to the District, subject however to any limitations that may be applicable under (i) the University Park Country Club Irrigation Water License Agreement, (ii) approval by Manatee County for the drilling of any new well(s) and (iii) approval by SWFWMD for requested modifications to the WUP(s) and ERPs. The District will be responsible for all the costs in obtaining the necessary approvals, drilling the wells and installation of the associated equipment. The Association recognizes the vital nature of the District's irrigation water requirements for the economic viability of the District and the Country Club.

10. The District's Property. The Parties acknowledge and agree that the District Property is not common property of the Association. The District:

- a. shall not significantly change the level of services and amenities offered, membership plans, facilities or public accessibility of the Country Club without prior consultation with the Association.
- b. shall maintain all preservation areas or conservation easements located within its boundaries as required by Manatee County or other governmental authorities.
- c. agrees that no residential or additional commercial uses of District Property shall be authorized unless the same is approved by the Association. The District shall take no action that would violate the development plans or zoning and development codes approved by Manatee County or other governmental authorities for the District property, in particular concerning designated conservation or preservation areas.

11. Resident Membership. The Association shall maintain the requirement that a person who purchases a lot within the University Park community after December 31, 2007, as a condition of ownership, must apply for and maintain in good standing at all times during such person's ownership of the parcel, at a minimum, Resident Membership in the Country Club operated by the District (the "Country Club"). The terms of Resident Membership as set out in Exhibit B are an integral part of this agreement.

12. Marketing of University Park. The Parties recognize the mutual advantage of a unified approach to the marketing, branding, advertising, public relations and social media presence of University Park and the Country Club.

- a. "University Park" is a registered trademark of the Association and "University Park Country Club" is a common law trademark of the District.
- b. A representative(s) of each Party will meet to prepare appropriate marketing plans for submittal to each Board for approval.
- c. All costs related to the above will be attributed to each Party based on an allocation, as recommended to and approved by the Boards.

13. Park Boulevard Management LLC (the "Company"). The Association is the sole member of the Company that provides management and personnel services to both Parties. The Operating Agreement of the Company presently provides for:

- a. The elected officers of the Association to be the *ex officio* officers of the Company.
- b. The appointment by the sole member of the Company of a three person Management Committee to have full authority to hire, terminate, compensate, supervise, and direct the executives of the Company; and the Association will invite the Chairman of the District's Board, if he/she so chooses, to name a person to represent the District's interests in such matters.
- c. The executives of the Company will include a General Manager, Deputy General Manager and a Director of Finance.

14. Compliance with Legal Requirements. The Parties shall comply in all respects with all applicable legal requirements governing the duties, obligations, and actions of that Party and shall obtain any permits or licenses necessary for its operations. Neither Party shall take any action in violation of any applicable legal requirement that could result in liability being imposed on the other Party.

15. Dispute Resolution. In the event that a bona fide dispute arises between the Parties, either the Association or the District shall deliver to the other an Intent to Negotiate notice. From delivery of the Intent to Negotiate notice, the Parties shall have sixty (60) days to resolve the dispute through good faith negotiations. If the dispute is not resolved between the Parties within sixty (60) days of delivery of the Intent to Negotiate, the Parties agree to engage in mediation. Within thirty (30) days following the last negotiation session the Parties will select a mediator certified by the Florida Supreme Court. If the Parties cannot agree on a mediator, then each party shall choose a mediator and the two so chosen shall select a third Florida Supreme Court certified mediator, who shall serve as Mediator. The initial mediation session shall be held within thirty (30) days after selection of the Mediator. All costs of the mediation, including the fees of the Mediator, shall be shared equally by the Parties. The Parties will participate in the mediation in good faith. All offers, promises, conduct and statements, whether oral or written, made in the course of the mediation by any of the Parties, their agents, employees, experts and attorneys, and by the Mediator, are confidential, privileged and inadmissible for any purpose, including impeachment, in any arbitration or other proceeding involving the Parties, provided that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation. Either Party may initiate arbitration with respect to the matters submitted to mediation by filing a written demand for arbitration at any time following the initial mediation session or at any time following ninety days from the selection of the Mediator, whichever occurs first (the "Earliest Initiation Date"). The mediation may continue after the commencement of arbitration if the Parties so agree. At no time prior to the Earliest Initiation Date shall either Party initiate an arbitration related to this Agreement. Any arbitration hereunder shall be held before a single arbitrator administered by JAMS pursuant to its Streamlined Arbitration Rules and Procedures. Judgment on the arbitration award may be entered in any court having jurisdiction.

16. Attorneys' Fees. The prevailing Party in any arbitration shall be entitled to recover its reasonable attorneys' fees and costs, including attorneys' fees and costs incurred in litigating entitlement to attorneys' fees and costs, as well as in determining or quantifying the amount of recoverable attorneys' fees and costs. The reasonable costs to which the prevailing Party is entitled shall include costs that are taxable under any applicable statute, rule, or guideline, as well as non-taxable costs, including, but not limited to, costs of investigation, copying costs, electronic discovery costs, telephone charges, mailing and delivery charges, information technology support charges, consultant and expert witness fees, travel expenses, court reporter fees, and mediator fees, regardless of whether such costs are otherwise taxable.

17. Notice Addresses. Any notices permitted or required to be given hereunder shall be in writing and (a) personally delivered or mailed by prepaid U.S. mail or transmitted by electronic mail, to the party to whom such notice is directed, to the addresses below:

UPRD: Attn: Hank Fishkind, PhD  
University Park Recreation District  
c/o PFM Financial Advisors, LLC  
12051 Corporate Boulevard  
Orlando, FL 32817  
Email: fishkind@pfm.com

With a copy to:

Attn: Mark P. Barnebey, Esq.  
Blalock Walters, P.A.  
802 11<sup>th</sup> Street West  
Bradenton, FL 34205  
Email: mbarnebey@blalockwalters.com

UPCAI:

Attn. President  
University Park Community Association, Inc.  
8301 The Park Boulevard  
University Park, FL 34201  
Email:

With a copy to:

Richard A. Ulrich, Esq.  
Ulrich, Scarlett, Wickman & Dean, P.A.  
713 S. Orange Ave, Ste 201  
Sarasota, FL 34236  
Email: richard.ulrich@uswdlaw.com

A party may change its address or the person to whom a notice is to be directed by giving notice of such change to the other party pursuant to this Section 16.

18. Governing Law. This Agreement shall be governed by the laws of the State of Florida and venue for any legal action hereunder shall be in Manatee County, Florida.

19. No Joint Venture or Partnership. The Parties to this Agreement are independent contractors and nothing herein shall be deemed to create a joint venture or a partnership. In no event shall either Party be obligated to pay the debts of the other Party. Neither Party is authorized to enter into a contract or agreement for which the other Party is liable to make payment.

20. Complete Agreement; Amendments. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof. Any amendments or supplements to this Agreement shall be in writing and executed by both Parties.

21. Force Majeure. If a *force majeure* event beyond the control of the Parties, including but not limited to events such as war, riots, fire, flood, hurricane, typhoon, earthquake, lightning, explosion, strikes, lockouts, slowdowns, prolonged shortage of energy supplies, and acts of state or governmental action prohibits or impedes any Party from performing its respective obligations under this Agreement, such performance shall be excused to the extent and for so long as that Party is prevented from carrying out its obligations by the event.

22. Severability. In the event that one or several of the provisions of this Agreement are found to be invalid, illegal or unenforceable in any aspect in accordance with any laws or regulations, the validity, legality or enforceability of the remaining provisions of this Agreement shall not be affected or compromised in any aspect. The Parties shall strive in good faith to replace such invalid, illegal or unenforceable provisions with effective provisions that accomplish to the greatest extent permitted by law and the intentions of the Parties, and the economic effect of such effective provisions shall be as close as possible to the economic effect of those invalid, illegal or unenforceable provisions.

23. No Waiver. No delay on the part of either Party in exercising any rights hereunder or failure to exercise the same shall operate as a waiver of such rights.

24. Term. This Agreement, as amended from time to time by the Parties, shall survive for so long as both Parties exist.

**IN WITNESS WHEREOF**, the Parties have each caused this Agreement to be executed and delivered by a duly authorized representative as of the date first above written.

**UNIVERSITY PARK COMMUNITY ASSOCIATION, INC., A Florida Corporation Not-for-Profit**

By: [Signature]

Name: JOHN WHYTE

Title: President

[Signature]  
WITNESS SIGNATURE

Printed Name: JOHN P. MATHIS

WITNESS SIGNATURE [Signature]

Printed Name: Laune A. Evans

STATE OF FLORIDA  
COUNTY OF Manatee

Sworn to and subscribed to before me this 13th day of December, 2019, by John Whyte, as President of and on behalf of UNIVERSITY PARK COMMUNITY ASSOCIATION, INC., who is personally known to me or who has produced \_\_\_\_\_ as identification.

NOTARY PUBLIC:  
[Signature]

Signature  
Print Name: Marie Lough

My commission expires: 6-16-21



UNIVERSITY PARK RECREATION DISTRICT, a Florida  
Recreation District Pursuant to F.S. Ch. 418 and  
Manatee County Ordinance 18-29

By: Robert L. Wood  
Robert Wood, Chairman

Steven L. Ludmeyer  
Witness Signature

STEVEN LUDMEYER  
Print Witness Name

Robert T. Kopnisky  
Witness Signature

ROBERT T. KOPNISKY  
Print Witness Name

STATE OF FLORIDA  
COUNTY OF Manatee

Sworn to and subscribed to before me this 13th day of December, 2019, by  
Robert L. Wood as Chairman of and on behalf of UNIVERSITY PARK RECREATIONAL DISTRICT,  
who is personally known to me or who has produced \_\_\_\_\_ as identification, on  
behalf of the District.

NOTARY PUBLIC:

Marie Lough  
Signature

Print Name: Marie Lough

My commission expires: 6-16-21

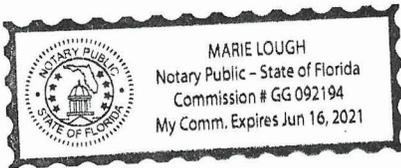
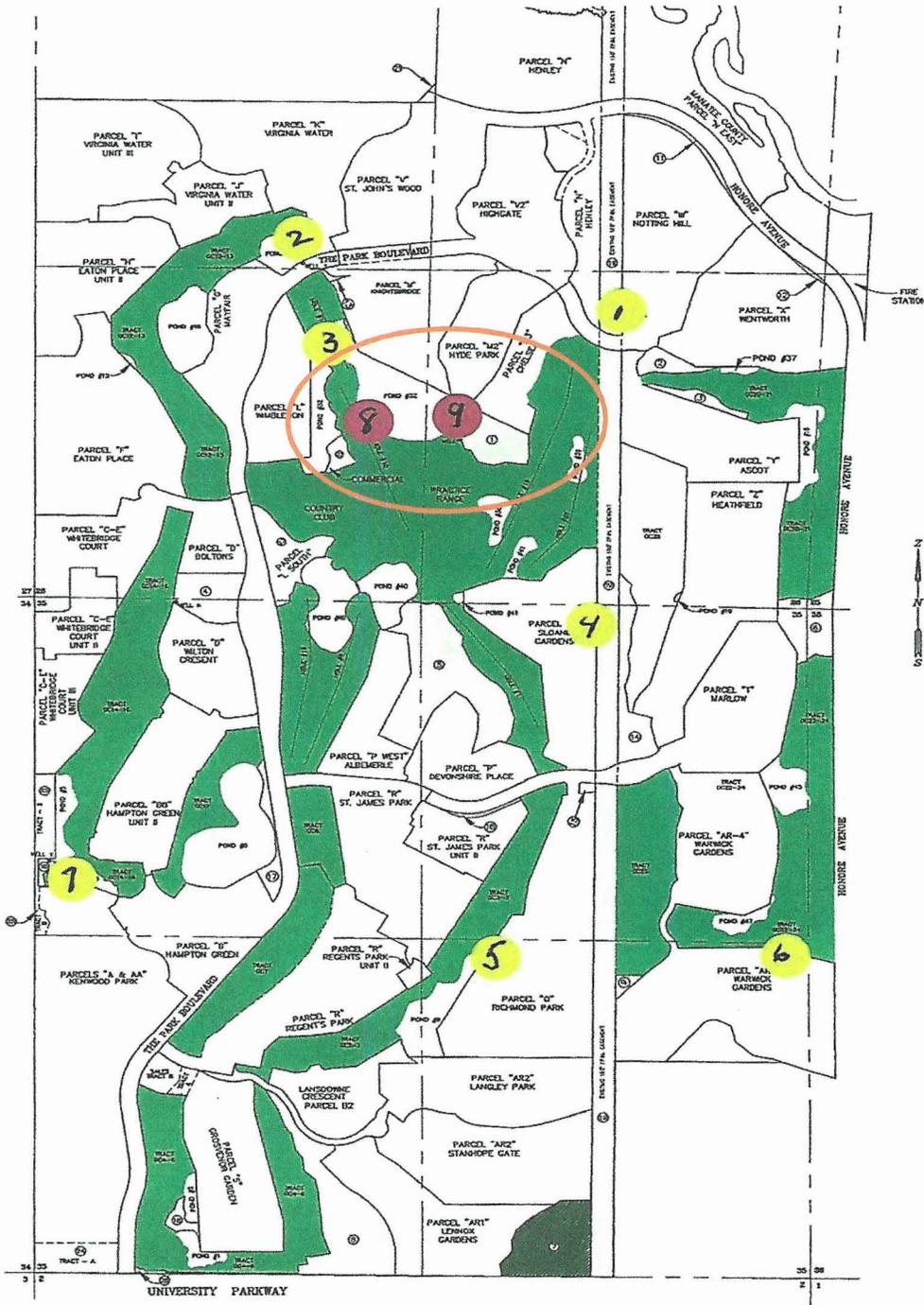


Exhibit A

Location of Pond 32 and Wells 8 & 9



- PONDS OWNED BY DEVELOPER
- LANDS OWNED BY DEVELOPER
- GOLF COURSE LANDS OWNED BY DEVELOPER

SKETCH  
 OF  
 UNIVERSITY PARK PARCELS  
 LOCATED IN  
 SECTIONS 25, 28, 35 & 36, TOWNSHIP 35 SOUTH, RANGE 18 EAST  
 MANATEE COUNTY, FLORIDA

MODIFIED BY UNIVERSITY PARK COUNTY CLUB 2017

**ZNS Engineering, L.C.**  
 Engineers, Planners, Surveyors, Landscape Architects & Environmental Consultants

201 7th Avenue, Suite 2000      CRESCENT OF AUCKLAND, FL 33603      TELEPHONE: 787-333-3333  
 201 7th Avenue, Suite 2000      CRESCENT OF AUCKLAND, FL 33603      FAX: (813) 746-2142  
 FILE: U:\UNIVERSITY PARK\UNIVERSITY.PARCELS.DWG      DATE: MAY 2007      SCALE: 1" = 100 FT  
 DRAWN: JN      2017.05.22 - 2017      P.A. NO.      SHEET 1 OF 1

## Exhibit B

### Required Membership in Country Club

A. **Required Membership in Country Club.** "Resident Membership" shall mean a membership in the Country Club that is designated as such by the Country Club and that includes, at a minimum and to the same extent as is applicable to other memberships in the Country Club, the following rights: (1) the right to use the dining and social facilities of the Country Club, (2) the right to be invited to special member events, and (3) the right to book the dining and social facilities of the Country Club for private events, subject to availability. The exercise of such rights shall be subject to the Country Club's rules and regulations in the same manner as applies to other Memberships. Resident Membership may, in the sole discretion of the Country Club, include additional rights designated by the Country Club and, moreover, provide rights equivalent to a category of regular membership. Each Person acquiring an ownership interest in a Lot after December 31, 2007, as a condition of such ownership, shall make a bona fide application for a Resident Membership (or, at such Person's option, a regular membership, provided a regular membership is then available) in the manner prescribed by the Club Bylaws and, if such application is approved by the Country Club, pay to the Country Club such Country Club Charges as are then payable with respect to such Membership and thereafter maintain, for the duration of such Person's ownership interest in the Lot, such Membership in good standing in accordance with the provisions of the Country Club Bylaws.

B. No Person shall have the right to terminate the obligation for such Person's Membership as long as such Person holds an ownership interest in a Lot, unless the membership is replaced by another category of membership.

C. No Lot Owner who owns more than one Lot shall be required to acquire, and maintain in good standing, more than one membership.

D. Should Resident Memberships at any time cease to be available, the Country Club will so advise the Association and the obligation herein shall remain, and any affected Lot Owners will be so notified by the Association.

E. The Country Club Charges shall be limited to an initiation fee, an annual food and beverage minimum, annual dues, charges incurred by the member for the voluntary purchase of services or goods from the Country Club, and applicable sales taxes.

F. The Initiation Fee and the Annual Dues for the Resident Membership will not exceed the fee of the minimum membership category of the Country Club. The amount of Dues of the first year of any Residential Membership will be pro-rated based upon the closing date of the Lot's acquisition.

G. The amount and structure of the food and beverage minimum for any calendar year shall not exceed the amount and structure of the food and beverage minimum applicable to any other category of membership for such calendar year.

H. All charges (excluding taxes and gratuities) incurred by the Member for purchases from the Country Club of food and beverages shall be applied to the food and beverage minimum.

I. Any Person who acquired a Lot prior to December 31, 2007 has no obligation to become at least a Resident Member and any such person who applied for or in the future applies for and accepts any form of Country Club membership and who subsequently decides to resign from that membership retains their right to not be at least a Resident Member.

J. Any Person who acquires an ownership interest in a Lot from a grandparent, parent, spouse, child, or grandchild by gift, devise, inheritance, or operation of law who is exempted under this Article 17.4 has no obligation to become at least a Resident Member. Such a person shall provide legal documentation to the Association affirming such acquisition.

## FIRST AMENDMENT TO MUTUAL COOPERATION AGREEMENT

This First Amendment to Mutual Cooperation Agreement (the "Amendment") is made SEPTEMBER 29, 2020 by and between University Park Community Association, Inc. ("Association") and University Park Recreation District ("District"). For clarity, as used in this document, "District" includes University Park Country Club.

### Background of this Amendment

A. Association and District entered into a Mutual Cooperation Agreement dated December 13, 2019 (the "Agreement").

B. Section 20 of the Agreement provides that it may be amended by a writing signed by both parties.

C. On SEPTEMBER 29, 2020, the District transferred to the Association certain real property described as Tract B, GROSVENOR GARDENS, as per plat thereof recorded in Plat Book 43, page 96, Public Records of Manatee County, Florida, also known as the "Sales Office Parcel."

D. The Sales Office Parcel contains a building that is used and occupied by the staff of Park Boulevard Management, LLC, which provides management services to both the Association and the District.

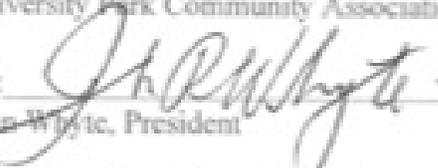
E. The Association and the District desire to amend the Mutual Cooperation Agreement to account for the transfer of the Sales Office Parcel from the District to the Association.

### Terms and Conditions of this Amendment

1. The second Section 7(a) is hereby re-labeled Section 7(c).
2. Section 7(d) of the Agreement is hereby deleted and the following is inserted in its place:  
"d. The Association hereby grants the right of reasonable use by the District of meeting space on the Association's property currently known as the sales office parcel."
2. The Association and the District hereby ratify and confirm the Agreement, which remains in full force and effect as amended by this Amendment.

EXECUTED as of the Effective Date.

University Park Community Association, Inc.

By:   
John Whyte, President

University Park Recreation District

By:   
Steven L. Ludmerer, Chairman, Board of Supervisors



---

# **University Park Recreation District**

## **Consideration of Resolution 2026-09, Adopting Revised Fiscal Year 2025 General Fund Budget**

## RESOLUTION 2026-09

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT ADOPTING AN AMENDED GENERAL FUND BUDGET FOR FISCAL YEAR 2024/2025, PROVIDING FOR APPROPRIATIONS; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, on August 14, 2020, the Board of Supervisors (“**Board**”) of the University Park Recreation District (“**District**”), adopted Resolution 2024-22 providing for the adoption of the District’s fiscal year 2024/2025 General Fund Budget (“**Budget**”); and

**WHEREAS**, the District Manager, at the direction of the Board, has prepared an amended Budget, to reflect changes in the actual appropriations of the Budget; and

**WHEREAS**, Chapter 418, *Florida Statutes*, and Manatee County Ordinance 18-29 (“**Charter**”) authorize the Board to adopt and amend the Budget; and

**WHEREAS**, the Board finds that it is in the best interest of the District and its residents to amend the Budget to reflect the actual appropriations.

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

#### 1. BUDGET AMENDMENT.

- a. The Board has reviewed the District Manager’s proposed amended Budget, copies of which are on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The amended Budget, attached hereto as **Exhibit A** and incorporated herein by reference (the “**Amended Budget**”), is hereby adopted in accordance with the provisions of Section 2-8-16 of the Charter and Section 189.016(6), *Florida Statutes*.
- c. The Amended Budget shall be maintained in the office of the District Manager and the District Records Office and identified as “The Adopted Budget for the University Park Recreation District for the fiscal year ending September 30, 2025, as amended and adopted by the Board of Supervisors effective February 13, 2026.”

**2. AMENDMENT.** The Budget is hereby amended as set forth in Exhibit “A” attached hereto and incorporated herein by reference:

TOTAL GENERAL FUND	
<b>TOTAL ALL FUNDS</b>	

**3. CONFLICTS.** This Resolution is intended to amend, Resolution 2024-22. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

**4. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**5. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Adopted this 13<sup>th</sup> day of February 2026.

**ATTEST:**

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

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

Exhibit A: Amended Fiscal Year 2024/2025 General Fund Budget

Exhibit B: Amended Debt Service Fund

Exhibit A  
Amended Fiscal Year 2024/2025 General Fund Budget

[See attached]

**Revised Budget**  
**For the period of 10/1/2024 Through 9/30/2025**  
 General Fund -Operations & Maintenance

	<b>FY 2025 Adopted Budget</b>	<b>Actual FY 2025 Total</b>	<b>FY 2025 Revised Budget</b>
<b><u>Revenues</u></b>			
PrYr Surplus	7,734	19,127	20,185
Inter-Fund Transfers - Debt Service to O&M	70,000	126,156	126,156
Inter-Fund Transfers - Country Club to O&M	175,766	175,766	175,766
	<u><b>\$253,500</b></u>	<u><b>\$321,049</b></u>	<u><b>\$322,107</b></u>
 <b><u>General &amp; Administrative Expenses</u></b>			
Assessment Administration	10,000	10,000	10,000
Audit	35,000	33,102	33,102
Bank Fees	8,000	6,943	6,943
Contingency	14,000	1,218	1,218
Dissemination Agent	5,000	5,000	5,000
District Counsel	70,000	152,663	152,663
Dues, Licenses, and Fees	5,000	1,075	1,075
Insurance	15,000	15,839	15,839
Legal Advertising	5,000	4,464	4,464
Management	70,000	70,000	70,000
Meeting Set Up	1,000	-	-
Travel and Per Diem	1,000	-	-
Office Supplies	1,000	528	528
Professional Services, Other	-	6,872	6,872
Postage & Shipping	1,000	260	260
Election Costs	7,500	9,423	9,423
Web Site Maintenance	5,000	4,720	4,720
<b>Total General &amp; Administrative Expenses</b>	<u><b>\$253,500</b></u>	<u><b>\$322,107</b></u>	<u><b>\$322,107</b></u>

Exhibit B  
Amended Fiscal Year 2024/2025 Debt Service Fund

[See attached]

**University Park Recreation District**  
**Revised Budget**  
**For the period of 10/1/2024 Through 9/30/2025**  
**Debt Service Fund**

	<b>FY 2025 Budget</b>	<b>FY 2025 Actual</b>	<b>FY 2025 Revised Budget</b>
<b>REVENUES:</b>			
Special Assessments	1,607,756	1,390,723	1,759,279
Interest Income	-	3,597	3,597
<b>TOTAL REVENUES</b>	<u>1,607,756</u>	<u>1,394,320</u>	<u>1,762,876</u>
<b>EXPENDITURES:</b>			
Interest 11/01/2023	348,294	348,294	348,294
Interest 5/1/2025	348,294	348,294	348,294
Principal 5/1/2024	570,000	570,000	570,000
Transfer to General Fund	-	126,156	126,156
Property Appr Fees	-	28,964	28,964
<b>TOTAL EXPENDITURES</b>	<u>1,266,588</u>	<u>1,421,707</u>	<u>1,421,707</u>
<b>EXCESS REVENUES</b>	<u>341,169</u>	<u>(27,387)</u>	<u>341,169</u>
Interest 11/01/2025	341,169	341,169	341,169



---

# **University Park Recreation District**

## **Consideration of Resolution 2026-10, Adopting Revised Fiscal Year 2025 Enterprise Fund Budget**

## RESOLUTION 2026-10

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE UNIVERSITY PARK RECREATION DISTRICT ADOPTING AN AMENDED ENTERPRISE FUND BUDGET FOR FISCAL YEAR 2024/2025, PROVIDING FOR APPROPRIATIONS; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, on August 14, 2020, the Board of Supervisors (“**Board**”) of the University Park Recreation District (“**District**”), adopted Resolution 2024-23 providing for the adoption of the District’s fiscal year 2024/2025 Enterprise Budget (“**Budget**”); and

**WHEREAS**, the District Manager, at the direction of the Board, has prepared an amended Budget, to reflect changes in the actual appropriations of the Budget; and

**WHEREAS**, Chapter 418, *Florida Statutes*, and Manatee County Ordinance 18-29 (“**Charter**”) authorize the Board to adopt and amend the Budget; and

**WHEREAS**, the Board finds that it is in the best interest of the District and its residents to amend the Budget to reflect the actual appropriations.

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

#### 1. BUDGET AMENDMENT.

- a. The Board has reviewed the District Manager’s proposed amended Budget, copies of which are on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The amended Budget, attached hereto as **Exhibit A** and incorporated herein by reference (the “**Amended Budget**”), is hereby adopted in accordance with the provisions of Section 2-8-16 of the Charter and Section 189.016(6), *Florida Statutes*.
- c. The Amended Budget shall be maintained in the office of the District Manager and the District Records Office and identified as “The Adopted Budget for the University Park Recreation District for the fiscal year ending September 30, 2025, as amended and adopted by the Board of Supervisors effective February 13, 2026.”

**2. AMENDMENT.** The Budget is hereby amended as set forth in Exhibit "A" attached hereto and incorporated herein by reference:

TOTAL ENTERPRISE FUND	
<b>TOTAL ALL FUNDS</b>	

**3. CONFLICTS.** This Resolution is intended to amend, Resolution 2024-23. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

**4. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**5. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Adopted this 13<sup>th</sup> day of February 2026.

**ATTEST:**

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

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

Exhibit A: Amended Fiscal Year 2024/2025 Enterprise Budget

Exhibit A  
Amended Fiscal Year 2024/2025 Enterprise Budget

[See attached]

<b>SUMMARY INCOME STATEMENT</b>	<b>2025 Adopted</b>	<b>2025</b>	<b>2025 Revised</b>
<b>FISCAL YEAR ENDING SEPTEMBER 30</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
<b>COUNTRY CLUB OPERATIONS:</b>			
<b>TOTAL REVENUE</b>	<b>13,637,523</b>	<b>12,816,162</b>	<b>12,164,495</b>
EXPENSES:			
PAYROLL & RELATED:			
GOLF OPERATIONS	879,898	723,821	723,821
TENNIS & FITNESS CENTRE	407,000	361,448	361,448
RESTAURANT	2,437,498	2,315,265	2,315,265
GOLF COURSE MAINTENANCE	1,775,918	1,792,853	1,792,853
GENERAL & ADMINISTRATIVE	1,749,276	1,633,235	1,633,235
<b>TOT PAYROLL &amp; RELATED</b>	<b>7,249,590</b>	<b>6,826,622</b>	<b>6,826,622</b>
DIRECT EXPENSES:			
GOLF OPERATIONS	1,005,088	1,010,410	1,010,410
TENNIS & FITNESS CENTRE	254,553	265,989	265,989
RESTAURANT CGS	1,493,432	1,249,831	1,249,831
RESTAURANT OPER EXP	829,010	755,303	755,303
GOLF COURSE MAINTENANCE	1,664,885	1,301,684	1,301,684
GENERAL & ADMIN	456,008	418,737	418,737
PROPERTY INSURANCE	350,000	335,919	335,919
<b>TOTAL DIRECT EXPENSES</b>	<b>6,052,975</b>	<b>5,337,873</b>	<b>5,337,873</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>334,958</b>	<b>651,667</b>	<b>-</b>



---

# **University Park Recreation District**

## **Consideration of Mauldin & Jenkins, LLC Proposal for Election Ballot Counting Services**



January 29, 2026

University Park Recreation District  
Attn: John Fetsick, General Manager  
Park Boulevard Management, LLC

**Proposal For Services**

Mauldin & Jenkins, LLC, will provide personnel to assist in vote tabulations and verify the results of the election for Supervisors for the University Park Recreation District on February 17, 2026. The services are expected to be performed by a partner of the Firm (Daniel R. Anderson, CPA) and a staff accountant associate. The proposed billing for this service will be based on hourly rates as follows:

- Partner (Daniel R. Anderson, CPA)      \$330 per hour
- Associate    \$180 per hour

The expected time frame for the tabulation and verification is 11:00am to 5:00pm on February 17, 2026, plus advance planning telephone meetings after the proposal is submitted and any additional post-election follow up as requested by the Recreation District Manager. The additional time required for advance planning and post-election follow-up is expected to be minimal (no more than 1-2 hours) but will depend on circumstances that arise during the election process. The estimated total fee is expected to range from \$2,000 to \$3,000 based on the above rates and estimated hours. An invoice will be provided after completion of services.

The partner and accounting associate will assist the Recreation District Manager as requested in tabulating votes and provide independent verification of the results. We request that communications to residents not use the words "audited" or "certified" by our Firm as those terms would indicate a higher level of service and time commitment. Our services will not include a written accountants report, but we can provide a written letter to the District Manager that we tabulated the ballot count, observed procedures and verified the results.

We also request that we be provided with adequate table space with electrical outlets for two people to work with laptop computers and space for the ballots. We also request that this space be off limits to residents and anyone other than those authorized to be involved in the election process.

Please feel free to contact Daniel R. Anderson, CPA with any questions related to this proposal. Please acknowledge acceptance of the proposal below and return it by email, fax or mail.

Sincerely,

MAULDIN & JENKINS, LLC

Daniel R. Anderson, CPA



---

# **University Park Recreation District**

## **Consideration of Updated Floor Plans for the Kitchen Project**



# UPCC Kitchen Renovation

PROVIDE UPDATED DESIGN PROPOSAL & DISCUSS DIRECTION

PRESENTED BY: STEVE HEITZNER & JOHN FETSICK

WITH SUPPORTING INPUT FROM: HOYT ARCHITECTS, WILLIS SMITH CONSTRUCTION, MIKE BEAUMIER (OWNER'S REPRESENTATIVE), AND P.R.I.D.E.

FINDINGS AND  
RECOMMENDED  
DIRECTION

# SECTION 1: Kitchen Renovation

# Kitchen Renovation Advisory Group

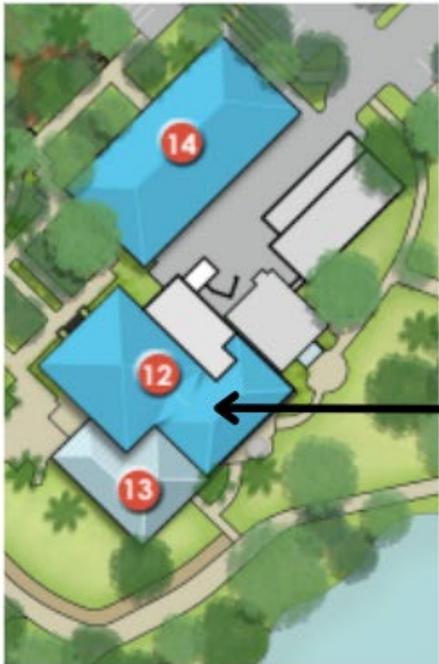
- ▶ Gino Caliendo *(Member)*
- ▶ Deb Robertson *(Member)*
- ▶ Andrew Houghton *(Member)*
- ▶ Justin Sears *(Executive Chef)*
- ▶ John Fetsick *(General Manager)*
- ▶ Steve Heitzner *(UPRD Board Vice-Chair, and Appointed Capital Improvement Board Liaison)*
- ▶ Paul Guillaume *(Professional Restaurants Incorporating Design and Equipment)*
- ▶ Chris Gallagher & Victoria Basirico *(Hoyt Architects)*
- ▶ Taylor Aultman & Robbie Gronbach *(Willis Smith Construction)*
- ▶ Michael Beaumier *(Osprey Consulting- Owner's Rep)*

*This cross-functional collaboration ensures operational, member, and architectural perspectives remain aligned.*

# Kitchen: Existing Design

TOTAL: 3,538 SF

(2,376 SF Kitchen; 813 SF of Dry Storage; 349 SF Walk-In)



# Kitchen: Pain Points – Members/Advisory



Limited capacity for large events and member functions.



Service delays and inconsistent temperatures from insufficient plating and expo space.



Feedback reflects desire for improved speed, quality, menu creativity and variety, and consistency of service.

*Based on data received through comment cards, focus groups,  
notes from current social & dining advisory group.*

# Kitchen: Pain Points – Executive Chef

Inadequate  
Storage

Outdated/Faulty  
Refrigeration

Insufficient  
Plating/Expo  
Space

Staff Utilizing  
Member  
Restrooms/No  
Breakroom

Current Layout  
Not Designed for  
Membership Size  
& Event Volume

Exposed &  
Non-Compliant  
Electrical

# Kitchen: Impact on Members vs. Staff

## Impact on Members:

- Longer ticket times and inconsistent meal temperature
- Slower, less coordinated service during peak hours
- Limited availability for large events and reservations
- Reduced dining quality and presentation consistency
- Overall decline in satisfaction and perceived club value

## Impact on Staff:

- Operational bottlenecks from inefficient layout
- Safety concerns and overcrowded work areas
- Low morale and fatigue due to poor working conditions
- Inconsistent execution and difficulty meeting standards
- Limited capacity to handle high-demand events

# Kitchen: Key Planning Outcomes

## ✓ Operational needs drove the revised layout

The updated kitchen plan was developed in direct collaboration with the Executive Chef and operations leadership to address documented workflow, prep, storage, and service challenges.

## ✓ Prep, storage, and flow were the primary drivers of change

The revised plan intentionally repositions prep areas, walk-ins, and storage to eliminate bottlenecks and support simultaneous banquet and à la carte service.

## ✓ Staff support spaces are an operational requirement

Dedicated staff break space and restrooms were included to improve workflow, safety, morale, and code compliance while removing non-production activity from kitchen work areas.

## ✓ Cost awareness and flexibility were built into the plan

Where feasible, existing equipment may be reused, and bar-related improvements were clearly identified as separable from core kitchen functionality.

## ✓ This plan is now sufficiently resolved for accurate pricing

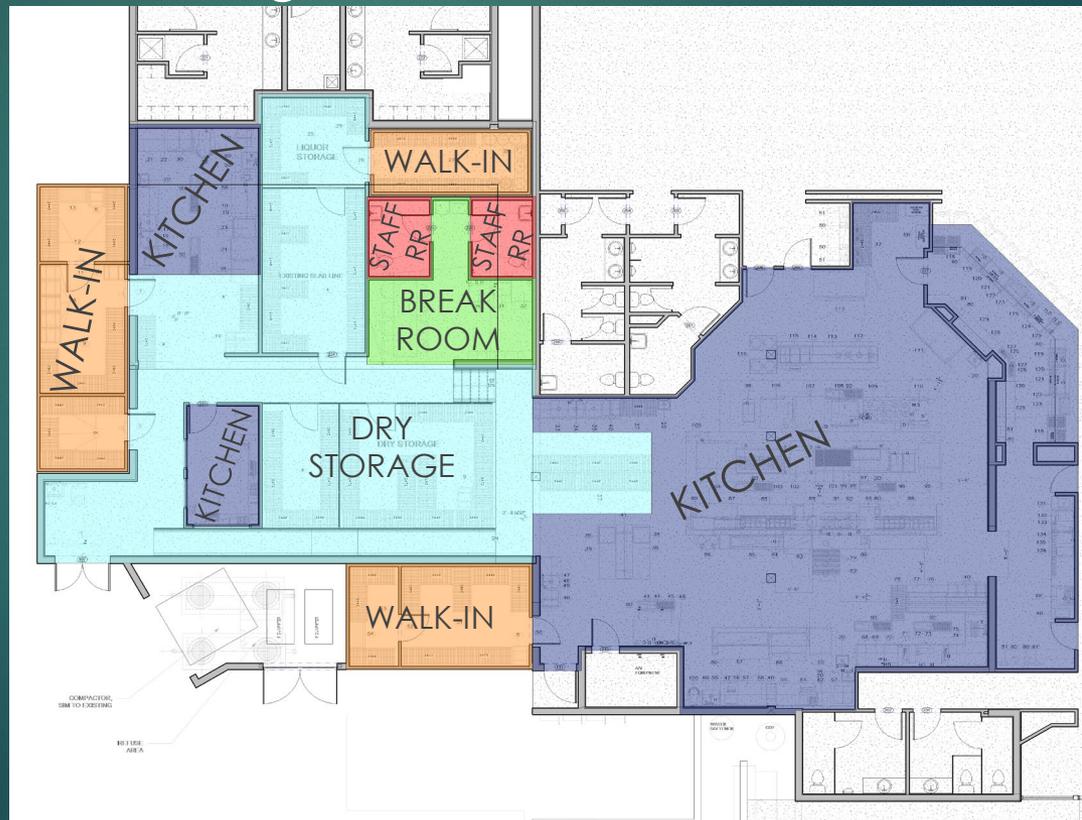
The group agreed the layout is ready to advance to schematic design and detailed cost modeling, addressing prior concerns about approving concepts without credible numbers.

# Kitchen: Proposed

TOTAL: 5,294 SF

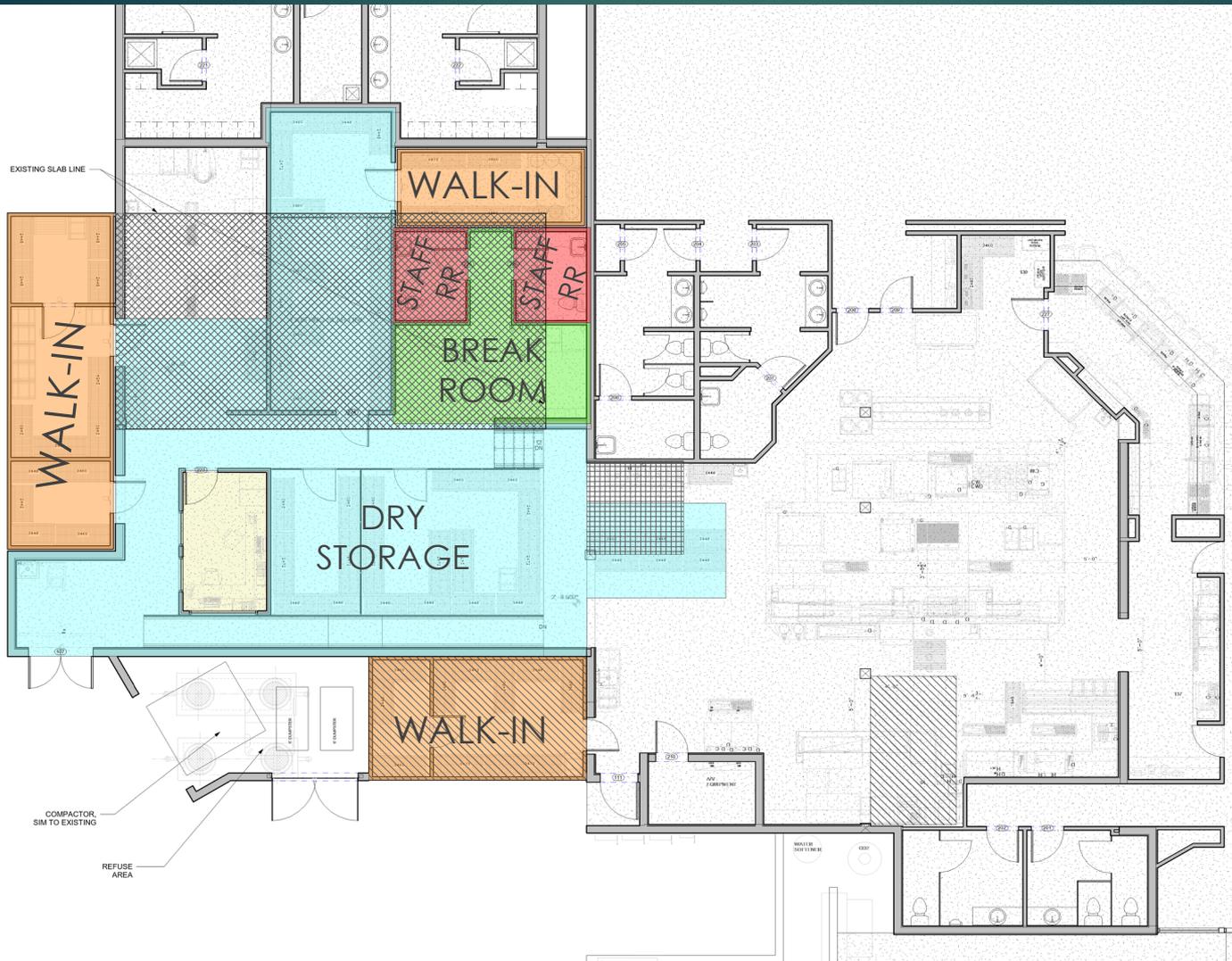
(2,726 SF Kitchen; 1,554 SF of Dry Storage; 674 SF Walk-In; 213 SF Break Room; 127 SF Employee Restroom)

- ▶ Renovate Kitchen, Renovate Dry Storage, Small Addition, Locker Room Reconfiguration.



# Kitchen: Proposed

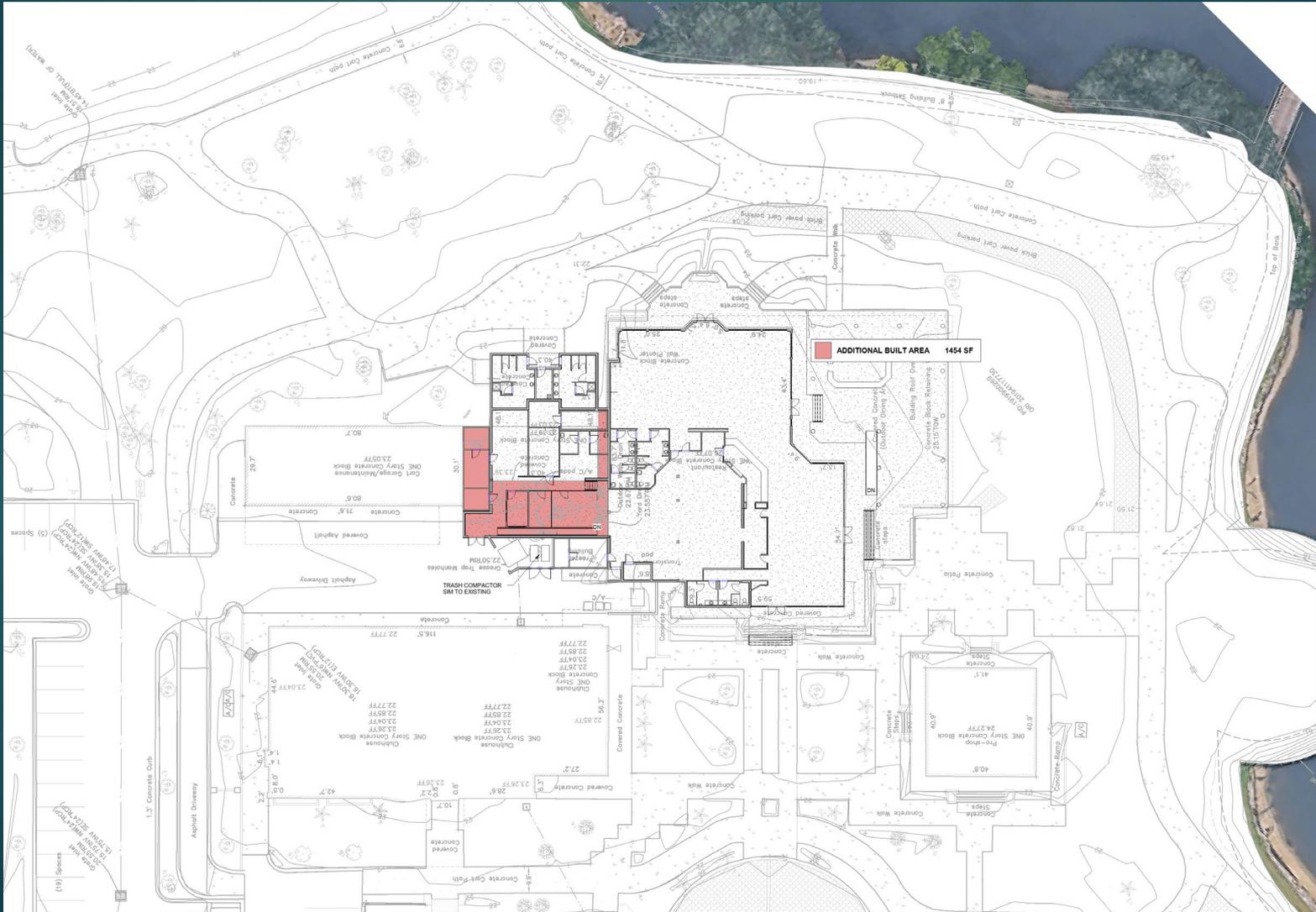
## Before and After Space Comparison



	EXISTING FREEZER / REFRIGERATOR SPACE TOTAL: 349 SF
	EXISTING DRY STORAGE TOTAL: 813 SF
	EXISTING CHEF'S OFFICE TOTAL: 79 SF
	PROPOSED FREEZER / REFRIGERATOR SPACE TOTAL: 674 SF
	PROPOSED DRY STORAGE TOTAL: 1554 SF
	PROPOSED CHEF'S OFFICE TOTAL: 110 SF
	BREAK ROOM (NEW) TOTAL: 213 SF
	STAFF RESTROOM (NEW) TOTAL: 127 SF

# Kitchen: Proposed

ADDITIONAL BUILT AREA: 1,454 SF



# Kitchen:

## Alleviated Pain Points – Members/Advisory



Expanded capacity to support large events and member functions.



Improved service speed and temperature consistency.



Greater consistency, quality, and menu flexibility.

# Kitchen:

## Alleviated Pain Points – Executive Chef

Expanded and better-organized storage

Modernized and reliable refrigeration

Improved plating and expo capacity

Dedicated staff break room and restrooms

Layout designed for current membership and event volume

Improved electrical safety and code compliance

# Kitchen:

## Positive Impact on Members & Staff

### Impact on Members:

- More efficient execution of meal service during large-scale events
- Faster, more coordinated service during peak hours
- Increased operational capacity for large-scale events
- Improved dining quality and presentation consistency
- Higher member satisfaction and perceived club value

### Impact on Staff:

- Reduced operational bottlenecks through efficient layout
- Safer, less crowded work environments
- Improved morale and reduced fatigue
- More consistent execution and achievable service standards
- Greater capacity to handle high-demand events confidently

# Kitchen: Key Questions Addressed

**Did this plan increase storage?**

**Yes.**

Overall usable storage increases significantly, with freezer/refrigeration expanding from 314 to 610 square feet and dry storage from 727 to 1,464 square feet. Early square-footage questions were resolved once all storage types were fully included.

**Why is the prep kitchen located where it is?**

Prep areas were intentionally placed adjacent to walk-ins to support efficient bulk breakdown, reduce unnecessary movement, and improve supervision and accountability.

**Is the chef's office placement intentional?**

**Yes.**

The location provides visibility into prep, receiving, and exit points, improving operational oversight and inventory control. Size and configuration can be refined without changing layout logic.

**Are staff break rooms and restrooms necessary?**

**Yes.**

Dedicated staff facilities improve safety, workflow, morale, and code compliance while removing non-operational activity from kitchen production zones.

**Does this layout support current membership and event volume?**

**Yes.**

The kitchen is intentionally designed to support today's membership size and event demand, including concurrent banquet and à la carte service — a key limitation of the existing kitchen.

**Can this now be priced accurately?**

**Yes.**

With the floor plan resolved, the project can proceed to schematic design, MEP narratives, and contractor pricing, enabling informed board decision-making.

**Were cost and phasing considerations discussed?**

**Yes.**

The plan allows reuse of existing equipment where appropriate and clearly separates optional elements (such as bar enhancements) from core kitchen functionality, preserving flexibility during pricing and value engineering.

# Seeking Board Approval

- ▶ Proposed Updated Plan
- ▶ Up to \$15,000 for Willis Smith Construction Bidding Process



---

# **University Park Recreation District**

**Discussion of Bond Alternative –  
Submitted by Supervisor Scott Huebner**

## UPCRD Decision Summary – Three Strategic Paths

### Current Situation

- The 2024 Bond faces a low probability of success due to Florida Supreme Court litigation.
- Legal uncertainty has weakened lender confidence and compressed timelines.
- Failure to secure financing risks forced homeowner assessments by August 2026.
- Forced assessments reduce the likelihood of voter approval for future borrowing authority.
- Capital projects face delay without a stable financing path.

### Three Alternatives Comparison

Consideration	Option A: Continue Bond	Option B: Conventional Loan	Option C: Settlement
Probability of Success	Low	Moderate-High	Moderate
Legal Risk	High	Low	Reduced after settlement
Homeowner Impact	High	Low	Low-Moderate
Lender Confidence	Weakening	Stronger	Improves post-settlement
Capital Continuity	At risk	Preserved	Preserved
Board Control	Low	High	Shared
Future Referendum	Reduced	Preserved	Preserved

### Strategic Reality

The core decision is not about perfect financing. It is about choosing between legal risk, financial control, and negotiated compromise. Early action preserves options. Delay narrows them.



---

# **University Park Recreation District**

## **Ratification of Payment Authorization Nos. 154 – 155**

# University Park Recreation District

1/7/2026

Payment Authorization No. 154

## O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
PFM	139795	Annual Disclosure 10/01/25-9/30/26	\$ 5,000.00
Vglobal Tech	79436	Quarterly ADA & WCAG Audits	\$ 300.00
VGlobalTech	8085	ADA Website Maintenance - December 2025	\$ 400.00
Phillips Feldman Group	15325	FY 2025 Audit	\$ 7,500.00

---

O&M - General Fund Expenses Total	\$ 13,200.00
-----------------------------------	--------------

---

Asst. Secretary/Secretary

Asst. Treasurer

 1/7/2026



Date	Invoice Number
December 15, 2025	139795
Payment Terms	Due Date
Upon Receipt	December 15, 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:** Annual Disclosure for the period of 10.01.25 - 09.30.26

Bond Issue 2019	\$5,000.00
<b>Total Amount Due</b>	<b><u>\$5,000.00</u></b>

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



## INVOICE

### BILL TO

UniversityPark RD  
3501 Quadrangle Boulevard,  
Suite 270, Orlando, FL 32817

**INVOICE #** 7943  
**DATE** 12/01/2025  
**DUE DATE** 12/01/2025  
**TERMS** Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>Audits:Quarterly ADA &amp; WCAG Audits</b> Quarterly ADA & WCAG Audits for all new content and document conversions for the website.	1	300.00	300.00

Invoice for Quarter 4 ADA Audit.

**BALANCE DUE**

**\$300.00**

Please make check payable to VGlobalTech.

Pay invoice

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 # 8085

DATE 01/01/2026

DUE DATE 01/16/2026

TERMS Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>Web Maintenance:ADA Website Maintenance</b> Ongoing website maintenance for ADA and WCAG Compliance	1	225.00	225.00
	<b>Email:Email Hosting &amp; Maintenance</b> 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.	5	15.00	75.00
	<b>Email:Email Hosting, Inbox Management &amp; Maintenance</b> 10 additional Email setup, inbox setup and maintenance. Spam filters, virus checks, archival of emails. Support for clients	10	10.00	100.00

Please make check payable to VGlobalTech.

BALANCE DUE

**\$400.00**

Pay invoice

Date: 12/22/2025  
Invoice Number: 153255  
Client: 10619

C/O Paul Fay, Controller  
University Park Recreation District  
7671 The Park Boulevard  
University Park, FL 34201

- Please make your check payable to Phillips Feldman Group and enclose the top portion of this invoice with your payment.
- You may make your payment online at [www.pfgcpa.com](http://www.pfgcpa.com) by credit card, debit card or e-check or by calling our office.

---

For professional services rendered as follows:

Progress billing for fees relative to the Audit for the period ending September 30, 2025	\$7,500.00
--	------------

Invoice Total: \$7,500.00

03-10-7015

INVOICE

DUE AND PAYABLE UPON RECEIPT

A monthly finance charge of 1 1/2% will be applied on all unpaid items after 30 days.  
This monthly finance charge is calculated at an Annual Percentage Rate of 18%.



**Certified Public Accountants**

801 Laurel Oak Drive, Suite 303, Naples, FL 34108  
P 239 566 1600 | F 239 566 1901 | [pfgcpa.com](http://pfgcpa.com)

# University Park Recreation District

1/15/2026

Payment Authorization No. 155

## O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
McClatchy Media	98947	Notice of Public Meetings - December 2025	\$ 510.94
Rico Alcala	10011	Reimbursement for Audio Visual Election Meeting	\$ 2,905.50
PFM	DM-01-2026-66	District Management Fee: January 2026	\$ 5,833.33
Blalock Walters	40896-000-88	General Representation through 12/31/25	\$ 11,235.76

---

O&M - General Fund Expenses Total	\$ 20,485.53
-----------------------------------	--------------

---

\_\_\_\_\_  
Asst. Secretary/Secretary

  
\_\_\_\_\_  
Asst. Treasurer

1/14/2026



The Beaufort Gazette  
The Belleville News-Democrat  
Bellingham Herald  
Centre Daily Times  
Sun Herald  
Idaho Statesman  
Bradenton Herald  
The Charlotte Observer  
The State  
Ledger-Enquirer

Durham | The Herald-Sun  
Fort Worth Star-Telegram  
The Fresno Bee  
The Island Packet  
The Kansas City Star  
Lexington Herald-Leader  
The Telegraph - Macon  
Merced Sun-Star  
Miami Herald  
El Nuevo Herald

The Modesto Bee  
The Sun News | Myrtle Beach  
Raleigh News & Observer  
Rock Hill | The Herald  
The Sacramento Bee  
San Luis Obispo Tribune  
Tacoma | The News Tribune  
Tri-City Herald  
The Wichita Eagle  
The Olympian

Document No. 98947  
Document Date 1/8/2026  
Due Date Due upon Receipt  
Account No. 47872

## INVOICE AND STATEMENT OF ACCOUNT

### Bill-to

**UNIVERSITY PARK RECREATION DISTRICT**  
ATTN: ACCOUNTS PAYABLE  
7671 THE PARK BOULEVARD  
UNIVERSITY PARK  
BRADENTON, FL 34201

Please remit payment to

**McClatchy Company LLC**  
PO Box 510150  
Livonia, MI 48151

[Click Here to Pay Online](#)

Questions? [advertisingaccountsreceivables@mcclatchy.com](mailto:advertisingaccountsreceivables@mcclatchy.com)  
or visit us at [mcclatchy.com/mars](http://mcclatchy.com/mars)

### Aging summary

0 - 30	31 - 60	61 - 90	91 - 120	121+	Cash on Account	Total Due
510.94	0.00	0.00	0.00	0.00	0.00	\$ 510.94

Invoices can be paid via the provided portal. The user name will be your email, and the password for your initial login is your account number. You will be prompted to create a custom password. For more details, visit <https://mcc.navigahub.com/portal/client/mcc/> Recent payments may not appear in the balance shown.

Balance Forward Amount: \$ 0.00

Invoice Date	Invoice No.	PO No.	Description	Amount	Sales Tax	Balance
12/31/2025	IN106991	Notice of Rule Development	Campaign: 71371 - IPL0292902	116.08	0.00	116.08
Bradenton Herald	12/03/2025-12/03/2025		IPL0292902-0-	1		108.49
Service Fee	12/03/2025-12/03/2025		IPL0292902-0-	1		7.59
12/31/2025	IN106992	Notice of Rulemaking	Campaign: 71372 - IPL0292906	189.88	0.00	189.88
Bradenton Herald	12/10/2025-12/10/2025		IPL0292906-0-	1		177.46
Service Fee	12/10/2025-12/10/2025		IPL0292906-0-	1		12.42
12/31/2025	IN106993		Campaign: 78134 - IPL0298936	96.66	0.00	96.66
Bradenton Herald	12/31/2025-12/31/2025		IPL0298936-0-	1		90.34
Service Fee	12/31/2025-12/31/2025		IPL0298936-0-	1		6.32
12/31/2025	IN106994	BOS MEETING 12 19 25	Campaign: 78167 - IPL0298968	108.32	0.00	108.32

Invoice Date	Invoice No.	PO No.	Description	Amount	Sales Tax	Balance
Bradenton Herald	12/17/2025-12/17/2025		IPL0298968-0-	1		101.23
Service Fee	12/17/2025-12/17/2025		IPL0298968-0-	1		7.09
12/31/2025	IN106995	Finance Committee Workshop	Campaign: 81055 - IPL0301216	104.43	0.00	0.00
Applied 104.43 on 1/7/2026 from Payment ID: IN107887						
Bradenton Herald	01/04/2026-01/04/2026		IPL0301216-0-	1		97.60
Service Fee	01/04/2026-01/04/2026		IPL0301216-0-	1		6.83
1/7/2026	IN107887	Finance Committee Workshop	Campaign: 81055 - IPL0301216	-104.43	0.00	0.00
Applied -104.43 on 12/31/2025 from Payment ID: IN106995						
Bradenton Herald	01/04/2026-01/04/2026		IPL0301216-0-	1		97.60
Service Fee	01/04/2026-01/04/2026		IPL0301216-0-	1		6.83

document no.	account no.	document date
--------------	-------------	---------------

98947

47872

1/8/2026

**PAYMENT REMITTANCE**

**SEND PAYMENT TO**

**McClatchy Company LLC**

PO Box 510150  
Livonia, MI 48151

**PAYMENT AMOUNT ENCLOSED**



**REMEMBER: DETACH AND RETURN THIS PORTION WITH REMITTANCE FOR PROPER CREDIT**

**Please Return This Portion With Your Payment (Thank You)**

McClatchy Company LLC  
PO Box 510150  
Livonia, MI 48151

**ADVERTISING INVOICE**

UNIVERSITY PARK RECREATION DISTRICT  
ATTN: ACCOUNTS PAYABLE  
7671 THE PARK BOULEVARD  
UNIVERSITY PARK  
BRADENTON, FL 34201

Document No: 98947  
Account No: 47872  
Account Name: UNIVERSITY PARK RECREATION DISTRICT  
Amount Due: \$ 510.94

Pay online or contact the AR Team at [mcclatchy.com/mars](http://mcclatchy.com/mars)

McClatchy Company LLC  
PO Box 510150  
Livonia, MI 48151

47872 0000 98947 51094

**Rico Alcala**

---

**From:** outgoing@safewebservices.com  
**Sent:** Tuesday, January 13, 2026 3:35 PM  
**To:** Rico Alcala  
**Subject:** Corporate Connection Audio Visual Inc Transaction Receipt

## Corporate Connection Audio Visual Inc



Your Card Sale is complete! Below is your receipt with all relevant transaction information.

### Transaction Receipt



Jan 13, 2026  
3:35:24 PM EST  
**\$2,905.50**

<b>Type</b>	Card Sale
<b>Transaction ID</b>	11584809788
<b>Auth Code</b>	05740D
<b>Description</b>	quickBook invoic id 69072

### Billing Details

JORGE ALCALA  
  
10177 Canaveral Circle  
Sarasota , FL 34241  
US

ralcala@universitypark-fl.com  
(941) 544-7541

### Shipping Details

*PAY JORGE ALCALA via  
DIRECT DEPOSIT*

*03-10-7045*

CORPORATE CONNECTION AUDIO VISUAL, INC.  
 680 Apex Road  
 Sarasota, FL 34240  
 9419548000  
 info@ccavinc.com  
 www.ccavinc.com



# CCAV Invoice

**BILL TO**

University Park Country Club  
 7671 The Park Blvd  
 University Park, FL 34201

CCAV INVOICE # 10011

DATE 01/14/2026

DUE DATE 01/14/2026

TERMS Due on receipt

**STATUS**

PENDING

QTY	ACTIVITY	AMOUNT
	----AUDIO	
	**Head table for four, with one microphone per speaker (handheld or table mics -- whichever works best for you will work for us). There will be one mic at the podium, and one handheld for the moderator	
1	<b>Mackie / EON10 Sound Pkg-4 BACC</b> 1-Mackie ProFX16v2 Pro Mixer 16 Channel Audio Mixer 2-Turbosound iNSPIRE iP300 Active Column Speakers w Stands 1-PC Audio Patch	595.00T
6	<b>UHF HH-Digital</b> Shure SLX-D Digital UHF Wireless Handheld Mic w stands (1-Podium, 1-Moderator, 4-Head table)	390.00T
	----RECORDING	
	LOCKDOWN WIDE SHOT-NO TECH	
1	<b>Video Record-1</b> Single Cam HD Record Package: 1 - Sony HD Camera & All Equipment Needed to Operate 1 - Manfrotto Tripod w/ 504HD Fluid Head Single shot of presenter/Head Table Etc. No Graphics... Master Unedited Post Switch Program Recorded to Digital file provided **Editing Available for an additional cost**	750.00T
1	<b>HyperDeck Studio 4k Recorder</b> Blackmagic Design HyperDeck Studio 4K Pro DUAL SD Record deck.	195.00T
1	<b>Service Charge-Urgent</b> All Urgent set ups (being within Monday - Friday, 8:00AM - 6:00PM) are subject to a 35% service charge for the Labor of Urgent Installation, Pre-Testing and Removal of audio visual equipment. Off-hour Urgent set ups will be billed at a separate rate.	675.50T
1	<b>Tech Charge-.5</b> AUDIO Technician pp (Weekdays 8am- 5pm) Half Day Rate (Up to 5 hrs.)	300.00T
1	<b>Event Info</b> Venue: University Park Country Club-Club Dining Room Group: Townhall Meeting On-Site Contact: Rico Alcala 941-355-3888 ext. 257 Set Time: 1/13 7am~9am Start Time: 1/13 10am End Time: 1/13 12pm	0.00

A SUCCESSFUL EVENT is more than having the RIGHT EQUIPMENT...  
 it's having the RIGHT PEOPLE to back it up!

QTY ACTIVITY

AMOUNT

Strike to follow event.

CCAV RENTAL CANCELLATION POLICY

Due to the fact that all of our equipment is by reservation only, and your requested equipment is removed from our available equipment list, making it unavailable for other clients. We are forced to charge a Cancellation Fee to compensate for the time the equipment is not available, as follows:

- Within 24hours Notice of the scheduled SET UP TIME - 100% of the total rental invoice, including the Srv Chg.
- 48~24 Hrs Notice - 50% of the total rental invoice.
- 72~48 Hrs Notice - 30% of the total rental Invoice.
- SPECIAL ORDER ITEMS (GENERATORS, Special Order Fabric, Custom Stages, Set Designs, CADs, etc.) - 100% of the total rental invoice at any time. - sorry, no exceptions.

BALANCE OF ALL DEPOSITS ARE HELD FOR CREDIT TOWARDS THE RESCHEDULED EVENT  
(MUST BE WITHIN 12 MONTHS FROM ORIGINAL DATE)

AGREED TO & RECEIVED BY:

X \_\_\_\_\_

SUBTOTAL	2,905.50
TAX (0%)	0.00
TOTAL	2,905.50
BALANCE DUE	<b>\$2,905.50</b>



Date	Invoice Number
January 5, 2026	DM-01-2026-66
Payment Terms	Due Date
Upon Receipt	January 5, 2026

**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: January 2026

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



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  
December 31, 2025  
Account # 40896-000  
Invoice # 40896-000-88

ATTN: ACCOUNTSPAYABLE@UNIVERSITYPARK-FL.COM

GENERAL REPRESENTATION

MPB

***For Professional Services Rendered Thru 12/31/2025***

			HOURS	
12/01/2025	MJP	Review various communications by and between Attorney Barnebey and Supervisor Piersons regarding agenda item; review Attorney Barnebey's email to Supervisors.	0.30	80.10
12/02/2025	REG	Research regarding vacancy and appointment of successor; research regarding legal representation for District employees/Board members	1.40	330.40
	MPB	Review and respond to inquires related to office space and spending guidelines; telephone call with Vivian Carvahlo; work on response to Paul Fay for credit. Telephone call with Vivian Carvahlo; telephone call with Kwame Jackson; telephone call with Kwame Jackson; prepare for and attend the UPRD workshop; prepare memorandum to the Board.	5.20	1,388.40
12/04/2025	MPB	Review correspondence on agenda matters. Prepare memorandum to Vivian Carvahlo.	0.30	80.10
12/05/2025	MJP	Review and respond to Kwame Jackson regarding RFQ.	0.20	53.40
	MJP	Research regarding voting; communicate with Attorney Barnebey regarding the same.	1.10	293.70
	MPB	Telephone conference with Kwame Jackson on agenda matters; Telephone conference with Kwame Jackson on the Mutual Cooperation Agreement.	0.70	186.90
12/08/2025	MJP	Review communication by and between Kwame Jackson and Attorney Barnebey; prepare addendum to Phillips Feldman proposal.	1.20	320.40
	MPB	Review and respond to Kwame Jackson memo; Conference call with Vivian Carvalho and Kwame Jackson on agenda issues, public records, elections; Send email to Rusty Huebner; Finalize memo to the Board on office space.	2.40	640.80
12/09/2025	MJP	Review communication to Board regarding mutual cooperation agreement.	0.20	53.40
12/10/2025	MJP	Review of draft communication from Attorney Barnebey regarding ethics		

UNIVERSITY PARK RECREATION DISTRICT  
GENERAL REPRESENTATION  
MPB

Page: 2  
December 31, 2025  
Account # 40896-000  
Invoice # 40896-000-88

			HOURS	
		issues.	0.20	53.40
	MPB	Telephone conference with Chair on the agenda for Friday; Review and respond to Rusty Pierson memo; Telephone conference with Kwame Jackson.	1.10	293.70
12/11/2025	MPB	Review and respond to Marci Harrod memo after review of Chapter 418, Florida Statutes; Telephone conference with Vivian Carvalho on election.	0.70	186.90
12/12/2025	MJP	Researching relating zoom bombing.	0.40	106.80
	MJP	Research regarding election laws.	0.70	186.90
	MPB	Telephone conference with Vivian Carvalho; Work on public records request; Prepare for and attend Board of Supervisors meeting; Conference with Chair; Work on issues relating to zoom meeting disruption.	5.40	1,441.80
	JA	Review records related to public records request. Organize records. Email to Vivian Carvahlo.	0.80	107.20
12/15/2025	MPB	Telephone conference with Vivian Carvalho and Kwame Jackson; Telephone conference with Telese Zuberer; Review and respond to Marci Harrod memo on membership.	1.30	347.10
	JA	Research related to public records.	1.50	201.00
12/16/2025	MPB	Review and respond to Kwame Jackson memo on election matters; Review public records requests; Telephone conference with Chair.	1.20	320.40
	JA	Research related to public records request.	0.80	107.20
12/17/2025	MPB	Conference with Chair, Vivian Carvalho and Kwame Jackson on various issues, including election responsibilities and public records requests; Prepare memo to the Board.	2.10	560.70
	JA	Assist with revisions to Resolutions 2026-06 and 2026-08. Email to Kwame Jackson. Email to Sally Dickson.	1.60	214.40
12/18/2025	MPB	Review and respond to Rusty Piersons memo; Prepare memo to Kwame Jackson and John Fetsick; Telephone conference with Kwame Jackson; Prepare Resolution 2026-06 and Resolution 2026-08.	1.70	453.90
	MPB	Review and respond to Rusty Piersons on election question.	0.20	53.40
12/19/2025	MPB	Telephone conference with Kwame Jackson; Review and respond to Sydney Johnson; Prepare for and attend by phone District Board meeting (continued); Review and respond to Kwame Jackson on recording of meetings; Review and respond to Rusty Piersons memo; Review and respond to Chair memo on minutes; Review and respond to Don Ferris memo.	3.90	1,041.30
12/22/2025	MPB	Review PBM documents; Prepare memo to Telese Zuberer regarding PBM Management Committee.	0.80	213.60
12/23/2025	MPB	Review and respond to John Fetsick memos.	0.30	80.10
12/24/2025	MPB	Research regarding election issues; Telephone conference with Steve Heitzner; Prepare memo to John Fetsick; Telephone conference with Vivian Carvalho; Telephone conference with Kwame Jackson.	0.80	213.60

UNIVERSITY PARK RECREATION DISTRICT  
 GENERAL REPRESENTATION  
 MPB

Page: 3  
 December 31, 2025  
 Account # 40896-000  
 Invoice# 40896-000-88

		HOURS	
12/26/2025	MPB	Legal research related to elections; Prepare memo to vivian Carvalho and Kwame Jackson; Telephone conference with Chair regarding Dean Matt request; Telephone conference with Kwame Jackson.	1.30      347.10
12/29/2025	MJP	Review various communications with District and from Dean Matt regarding election matters.	0.60      160.20
	CFJ	Review of management allegations; review of information from dean matt; review of bond pleadings	0.40      106.80
	MPB	Telephone conference with Kwame Jackson on Dean Matt requests; Telephone conference with Kwame Jackson on election ballot; Telephone conference with Steve Heitzner; Prepare memo to Dean Matt; Review and respond to the Chair; Telephone conference with Don Ferris.	2.20      587.40
12/31/2025	MPB	Review and respond to David Murphy memo.	0.20      53.40
		TOTAL FOR THE ABOVE SERVICES	<u>43.20</u> <u>10,865.90</u>
12/03/2025		Online Legal Research REG	220.99
12/03/2025		Online Legal Research MPB	70.72
12/23/2025		E-Certified Mail Receipt Craig & Nicole Bray	9.15
		TOTAL EXPENSES	<u>300.86</u>
12/31/2025		ZAPSERVE - INV 2025005798 - UNIVERSITY PARK REC DISTRICT	69.00
		TOTAL ADVANCES	<u>69.00</u>
		TOTAL CURRENT WORK	11,235.76
		PREVIOUS BALANCE	\$21,422.02
<u>PAYMENTS RECEIVED</u>			
12/08/2025		Payment received on account. Thank you!	-12,598.22
12/22/2025		Payment received on account. Thank you!	-8,823.80
		TOTAL PAYMENTS	<u>-21,422.02</u>
		AMOUNT DUE (includes Previous Balance if shown above)	<u>\$11,235.76</u>

UNIVERSITY PARK RECREATION DISTRICT  
GENERAL REPRESENTATION  
MPB

Page: 4  
December 31, 2025  
Account # 40896-000  
Invoice# 40896-000-88

**If you prefer to receive paperless invoices by email, please complete the information below or email [billing@blalockwalters.com](mailto: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***