

UNIVERSITY PARK CIVIC FOUNDATION, INC.
3800 University Boulevard
University Park, Texas 75205

BOARD OF DIRECTORS MEETING
FEBRUARY 7, 2017, AT 5:30 P.M.
UNIVERSITY PARK CITY HALL
EXECUTIVE CONFERENCE ROOM

A G E N D A

1. *Call to order.*
2. *Approval of minutes.*
There are no minutes to approve from the prior meeting.
3. *Ratify expenditures from FY2016.*
FY2016 expenditures totaled \$39,082.44, broken down by category as follows:

Children's Park	\$200.00
General	900.00
Playground Equip	\$1,982.44
Park Promotions	-
Scholarship Program	\$36,000.00
Total	\$39,082.44

The Foundation's practice is to make payments throughout the year (with two co-signers), and then ratify all expenditures made during the previous fiscal year at the next Board meeting. Consequently, the Board should vote on ratifying total payments of \$39,082.44 for fiscal 2016.

The Foundation's balance sheet and income statement at September 30, 2016 (enclosed with this agenda) indicate a total fund balance of \$123,566.36, an increase of \$45,848.63 from the previous year. As of February 2, 2017, the Foundation had \$123,921.96 in its checking account, and \$39.57 in its money market account.

4. *Appoint a new Director for 2017 – 2018.*
Current directors and their office:
Dawn Moore – President (director term: 2013 – 2015, held over to 2016)
Taylor Armstrong – Vice President (director term: 2016- 2018)
Gage Prichard – Secretary/Treasurer (director term: 2016-2018)

Each Councilperson normally serves a term of three years on the Board, and then rotates off. However, in 2016 two Board members left due to Council term expirations and the third Board member had already served three years. To provide continuity to the Board, Mayor Pro Tem Dawn Moore graciously held over in her office an additional year.

It has been the tradition of the Board to appoint the next most senior Council member (who has not yet served) to the UPCF Board. Following this practice, the next prospective appointee is Councilman Randy Biddle.

The Board would like to thank Councilperson Moore for her service.

5. *Elect Officers for 2017.*

Officer positions are elected from within the Board. Officer position include:

- President,
- Vice-President,
- Secretary/Treasurer.

6. *Ratification of Assistant Secretary/Treasurer.*

In order to facilitate day-to-day operations of the Foundation, the Board generally ratifies the appointment of the Finance Director as Assistant Secretary/Treasurer.

7. *New business*

8. *Adjourn.*

UNIVERSITY PARK CIVIC FOUNDATION, INC.
3800 University Boulevard
University Park, Texas 75205

BOARD OF DIRECTORS MEETING
MARCH 15, 2016, AT 5:30 P.M.
UNIVERSITY PARK CITY HALL
EXECUTIVE CONFERENCE ROOM

MINUTES

1. *Call to order.*
The meeting was called to order at 5:25 p.m.
2. *Approval of minutes.*
There were no minutes to approve from the prior meeting.
3. *Ratify expenditures from FY2015.*
Councilperson Moore moved approval of the FY2015 expenditures. Councilman Armstrong seconded. All approved.
4. *Appoint new Director(s) for 2016 - 2018 and elect officers for 2016.*
Councilperson Moore agreed to hold over an additional year on the Board to provide continuity. Councilmen Armstrong and Prichard were welcomed as the newest members of the Board. Each will serve a three-year term.

After a brief discussion it was decided the Councilperson Moore would serve as President, Councilman Armstrong as Vice President and Councilman Prichard as Secretary/Treasurer.

The Board ratified the appointment of the City Finance Director as Assistant Secretary and Treasurer.

6. *New business*
There was no new business.
7. *Adjourn.*
The meeting adjourned at 5:30 p.m.



City of University Park
Committed to Excellence

Balance Sheet

Through 09/30/16

Detail Listing

Include Rollup Account/Rollup to Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category GOVERNMENTAL FUNDS					
Fund Type SPECIAL REVENUE FUNDS					
FUND 14 - UP CIVIC FOUNDATION					
ASSETS					
<i>ASSETS</i>					
1029	CASH ACCOUNT-SCHOLARSHIP				
1029.010	CASH ACCOUNT - GENERAL	(2,091.53)	(2,091.53)	.00	.00
1029.020	CASH ACCOUNT - CH PARK	3,388.73	2,918.73	470.00	16.10
1029.025	CASH-PLAYGROUND EQUIP.PRJ	37,478.92	29,061.36	8,417.56	28.96
1029.030	CASH ACCT - KERWIN MEM.	1,148.83	1,148.83	.00	.00
1029.040	CASH ACCOUNT-PARK PROMOTIONS	1,634.28	1,634.28	.00	.00
1029.070	CASH ACCOUNT-SCHOLARSHIP	42,617.56	45,006.49	(2,388.93)	(5.31)
1029 - CASH ACCOUNT-SCHOLARSHIP Totals		\$84,176.79	\$77,678.16	\$6,498.63	8.37%
1030	MONEY MARKET-SCHOLARSHIP				
1030.070	MONEY MARKET-SCHOLARSHIP	39.57	39.57	.00	.00
1030 - MONEY MARKET-SCHOLARSHIP Totals		\$39.57	\$39.57	\$0.00	0.00%
1331	ACCOUNT RECEIVABLE	40,000.00	.00	40,000.00	+++
1401	DUE FROM	250.00	.00	250.00	+++
<i>ASSETS Totals</i>		<i>\$124,466.36</i>	<i>\$77,717.73</i>	<i>\$46,748.63</i>	<i>60.15%</i>
ASSETS TOTALS		\$124,466.36	\$77,717.73	\$46,748.63	60.15%
LIABILITIES AND FUND EQUITY					
LIABILITIES					
<i>LIABILITIES</i>					
2221	ACCOUNTS PAYABLE	900.00	.00	900.00	+++
<i>LIABILITIES Totals</i>		<i>\$900.00</i>	<i>\$0.00</i>	<i>\$900.00</i>	<i>+++</i>
LIABILITIES TOTALS		\$900.00	\$0.00	\$900.00	+++
FUND EQUITY					
<i>FUND EQUITY</i>					
2900	FUND BALANCE	37,008.45	(2,091.55)	39,100.00	1,869.43
2901	RESERVE-PARK PROMOTIONS	1,634.28	1,634.28	.00	.00
2903	RESERVE-SCHOLARSHIP PROGRAM	42,857.13	45,046.06	(2,188.93)	(4.86)
2906	RESERVE-CHILDREN'S PARK	3,438.73	2,918.73	520.00	17.82
2907	RESERVE-PLAYGROUND EQUIP	37,478.92	29,061.36	8,417.56	28.96
2909	RESERVE - KERWIN MEM	1,148.85	1,148.85	.00	.00
<i>FUND EQUITY Totals</i>		<i>\$123,566.36</i>	<i>\$77,717.73</i>	<i>\$45,848.63</i>	<i>58.99%</i>
FUND EQUITY TOTALS Prior to Current Year Changes		\$123,566.36	\$77,717.73	\$45,848.63	58.99%
Prior Year Fund Equity Adjustment		.00			
Fund Revenues		.00			
Fund Expenses		.00			
FUND EQUITY TOTALS		\$123,566.36	\$77,717.73	\$45,848.63	58.99%



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Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	GOVERNMENTAL FUNDS				
Fund Type	SPECIAL REVENUE FUNDS				
	LIABILITIES AND FUND EQUITY TOTALS	\$124,466.36	\$77,717.73	\$46,748.63	60.15%
FUND	14 - UP CIVIC FOUNDATION Totals	\$0.00	\$0.00	\$0.00	+++
Fund Type	SPECIAL REVENUE FUNDS Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	GOVERNMENTAL FUNDS Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++



City of University Park
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Income Statement

Through 09/30/16

Detail Listing

Include Rollup Account/Rollup to Account

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category GOVERNMENTAL FUNDS							
Fund Type SPECIAL REVENUE FUNDS							
FUND 14 - UP CIVIC FOUNDATION							
REVENUE							
DEPARTMENT 11 - REVENUE							
DONATIONS							
3760	DONATIONS - PARK PROMOTIONS						
3760	DONATIONS - PARK	.00	.00	720.00	(720.00)	+++	500.00
3760.025	DONATIONS-PLAYGROUND EQPT	.00	2,850.00	10,400.00	(10,400.00)	+++	5,450.00
3760.040	DONATIONS - PARK PROMOTIONS	.00	40,000.00	40,000.00	(40,000.00)	+++	.00
	3760 - DONATIONS - PARK PROMOTIONS Totals	\$0.00	\$42,850.00	\$51,120.00	(\$51,120.00)	+++	\$5,950.00
3770	DONATIONS-SCHOLARSHIP PROGRAM	.00	2,752.32	33,735.87	(33,735.87)	+++	36,256.37
	<i>DONATIONS Totals</i>	<i>\$0.00</i>	<i>\$45,602.32</i>	<i>\$84,855.87</i>	<i>(\$84,855.87)</i>	<i>+++</i>	<i>\$42,206.37</i>
INTEREST EARNINGS							
3970	INTEREST-SCHOLARSHIP PROGRAM	.00	3.38	75.20	(75.20)	+++	40.46
	<i>INTEREST EARNINGS Totals</i>	<i>\$0.00</i>	<i>\$3.38</i>	<i>\$75.20</i>	<i>(\$75.20)</i>	<i>+++</i>	<i>\$40.46</i>
	DEPARTMENT 11 - REVENUE Totals	\$0.00	\$45,605.70	\$84,931.07	(\$84,931.07)	+++	\$42,246.83
	REVENUE TOTALS	\$0.00	\$45,605.70	\$84,931.07	(\$84,931.07)	+++	\$42,246.83
EXPENSE							
DEPARTMENT 86 - UPCF GENERAL							
OTHER							
7450	GENERAL EXPENSES	.00	900.00	900.00	(900.00)	+++	700.00
	<i>OTHER Totals</i>	<i>\$0.00</i>	<i>\$900.00</i>	<i>\$900.00</i>	<i>(\$900.00)</i>	<i>+++</i>	<i>\$700.00</i>
	DEPARTMENT 86 - UPCF GENERAL Totals	\$0.00	\$900.00	\$900.00	(\$900.00)	+++	\$700.00
DEPARTMENT 88 - UPCF PARK							
OTHER							
7460	PARK PROMOTIONS EXPENSES						
7460	PARK EXPENSES	.00	.00	200.00	(200.00)	+++	200.00
7460.025	PLAYGROUND EQUIP EXPENSES	.00	12.00	1,982.44	(1,982.44)	+++	2,188.50
7460.040	PARK PROMOTIONS EXPENSES	.00	.00	.00	.00	+++	3,595.00
	7460 - PARK PROMOTIONS EXPENSES Totals	\$0.00	\$12.00	\$2,182.44	(\$2,182.44)	+++	\$5,983.50
	<i>OTHER Totals</i>	<i>\$0.00</i>	<i>\$12.00</i>	<i>\$2,182.44</i>	<i>(\$2,182.44)</i>	<i>+++</i>	<i>\$5,983.50</i>
	DEPARTMENT 88 - UPCF PARK Totals	\$0.00	\$12.00	\$2,182.44	(\$2,182.44)	+++	\$5,983.50
DEPARTMENT 89 - SCHOLARSHIP PROGRAM							
OTHER							
7470	SCHOLARSHIP PROG EXPENSES	.00	.00	36,000.00	(36,000.00)	+++	25,750.00
	<i>OTHER Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$36,000.00</i>	<i>(\$36,000.00)</i>	<i>+++</i>	<i>\$25,750.00</i>
	DEPARTMENT 89 - SCHOLARSHIP PROGRAM Totals	\$0.00	\$0.00	\$36,000.00	(\$36,000.00)	+++	\$25,750.00
	EXPENSE TOTALS	\$0.00	\$912.00	\$39,082.44	(\$39,082.44)	+++	\$32,433.50



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Income Statement

Through 09/30/16

Detail Listing

Include Rollup Account/Rollup to Account

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category	GOVERNMENTAL FUNDS						
Fund Type	SPECIAL REVENUE FUNDS						
	FUND 14 - UP CIVIC FOUNDATION Totals						
	REVENUE TOTALS	.00	45,605.70	84,931.07	(84,931.07)	+++	42,246.83
	EXPENSE TOTALS	.00	912.00	39,082.44	(39,082.44)	+++	32,433.50
	FUND 14 - UP CIVIC FOUNDATION Net Gain (Loss)	\$0.00	\$44,693.70	\$45,848.63	\$45,848.63	+++	\$9,813.33
	Fund Type SPECIAL REVENUE FUNDS Totals						
	REVENUE TOTALS	.00	45,605.70	84,931.07	(84,931.07)	+++	42,246.83
	EXPENSE TOTALS	.00	912.00	39,082.44	(39,082.44)	+++	32,433.50
	Fund Type SPECIAL REVENUE FUNDS Net Gain (Loss)	\$0.00	\$44,693.70	\$45,848.63	\$45,848.63	+++	\$9,813.33
	Fund Category GOVERNMENTAL FUNDS Totals						
	REVENUE TOTALS	.00	45,605.70	84,931.07	(84,931.07)	+++	42,246.83
	EXPENSE TOTALS	.00	912.00	39,082.44	(39,082.44)	+++	32,433.50
	Fund Category GOVERNMENTAL FUNDS Net Gain (Loss)	\$0.00	\$44,693.70	\$45,848.63	\$45,848.63	+++	\$9,813.33
	Grand Totals						
	REVENUE TOTALS	.00	45,605.70	84,931.07	(84,931.07)	+++	42,246.83
	EXPENSE TOTALS	.00	912.00	39,082.44	(39,082.44)	+++	32,433.50
	Grand Total Net Gain (Loss)	\$0.00	\$44,693.70	\$45,848.63	\$45,848.63	+++	\$9,813.33