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# COVID-19 EMERGENCY MANAGEMENT PLAN

Dear Members,

The Community Association and Club management teams are working closely with board representatives to develop a comprehensive plan to address the COVID-19 health crisis. This plan focuses on reducing the risk for those who live and work in University Park and to provide services and support for our homeowners and members, particularly those most at risk.

These restrictions, closings and limited access conditions will be in place until further notice but could likely extend for additional weeks. Information regarding personal actions you can take including social distancing, hand washing and such is readily available online via the links provided below. The focus of this communication is to let you know what actions we are taking within the community and at the club.

## ***The Community Association***

- All homeowners/residents are asked to stay home and follow strict social distancing guidelines at all times and on all occasions.
- Limit outside the Park activities to essential medical, pharmacy and food supply/purchasing only.
- Limit all visitors to essential and update DwellingLive with all guests and vendors.

- Non-registered guests will not be granted access to University Park.
- Postpone all non-essential work on your property and limit it to outdoor work if at all possible.
- Outdoor vendor services including pool and landscaping may continue until further notice.

### ***Neighborhoods***

- Cancel all neighborhood social gatherings.
- Close neighborhood pool houses and pools.

### ***Board and Committee Meetings***

- All board and committee meetings are CANCELLED including the Chair Council and Architectural and Landscape Committee meetings.
- Any and all urgent board meetings will be conducted via email or video conferencing.

### ***Sales/UPCAI Offices***

- The office is closed and all communication should be via phone or email. Main number is 941-355-3888. Follow the prompts for individuals or departments.
- Residents who need bar codes can obtain and return forms via email and roving patrol will come and put the barcode on your car parked in the driveway.

### ***Gatehouse Procedures***

- All access will be limited to registered vendors and guests and homeowners, tenants and vendors with barcodes.
- Realtors must be entered into DwellingLive individually by the homeowner selling their home.
- Daily golfers must be registered on the daily tee sheet.
- No casual visitors for lunch at the Park Grille will be admitted.
- Gate staff will be provided necessary sanitation supplies and protective gloves.

### ***The Country Club***

First and foremost, please feel confident that we are taking every possible action to protect our homeowners, members and staff including proper sanitation and training. All staff members have been instructed to stay home if they are sick and all staff member fears and concerns related to reporting to work will be addressed accordingly.

## ***Administrative Offices***

- Closed to walk-in traffic. All communication will be via phone or email.
- Main phone number for the Club and Community Association is 941-355-3888.

## ***Food and Beverage***

- The Varsity Club and Card Room are CLOSED with no access for card or table games, TGIF and Wednesday night happy hour.
- All upcoming Member Events including Trivia Challenge, The Comedy Magic Dinner Show and LGA Member Guest are CANCELLED.
- All Buffet Style meals including Sunday Brunch and Monday Soup, Salad and Sandwich Buffet are CANCELLED.
- Any and all meal periods will be by reservation only with modified seating to maintain social distancing.
- À la carte lunch will be served Tuesday – Sunday.
- À la carte dinner service on Wednesday and Friday nights.
- The Café will be open on Wednesday and Friday night to add more dining space.
- Call 941-355-3888 ext. 221 for dining reservations.
- Carry out orders will be taken for any food items on our menu and curbside service will be available.
- Carry out food orders may be made by calling 941-355-3888 ext. 246 or 247.
- Click below for this week's menus

**Lunch Menu**

**Wednesday Dinner Menu**

**Friday Dinner Menu**

## ***Golf***

- The Golf Course will remain open
- The two members per private cart rule has been suspended until such time as the COVID-19 restrictions have been lifted.
- All external golf guests must be added to the tee time reservation or they will not be granted access at the front gate.
- The Golf Pro shop is open for registration and payment only. No casual browsing or shopping.
- Golf balls on the range are to be used at your own risk. Use proper hand sanitation procedures after touching any ball that is not your own.

- Rakes in traps will be removed.
- Discard your scorecard and pencil at the end of your round.
- All post game gatherings will take place outside on the Café, space permitting.
- Golf lessons continue to be available and can be booked by calling the golf pro shop at 941-355-3888 ext. 242.

### ***Tennis & Fitness***

- The Tennis & Fitness Centre is CLOSED including after-hours key fob entry.
- All Fitness Classes are CANCELLED.
- All indoor personal training sessions are CANCELLED.
- Outdoor tennis games and lessons continue.
- Court reservations should be made via Chelsea or by calling 941-355-3888 ext. 237.
- Tennis lessons and personal training sessions may be made or cancelled by calling 941-355-3888 ext. 237.

We acknowledge and appreciate the hardship that these restrictions will create for our homeowners and members and appreciate your support as we work to create a safer environment for all.

**CDC Website**

**Florida Health Website**

Regards,

John Whyte  
UPCAI Board President

Bob Wood  
University Park Recreation District  
Board Chair

Laurie Evans  
General Manager

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