MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT
BOARD OF SUPERVISORS MEETING
Friday, June 11, 2021, at 1:00 p.m.
University Park Varsity Club
7671 The Park Blvd, University Park, FL 32401

Board Members present at roll call:

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

Also, Present:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Mark Barnebey	District Counsel- Blalock Walters Law Firm
Laurie Evans	General Manager- Country Club
Curtis Nickerson	Director of Properties & Facilities- Country Club
John Fetsick	Director of Finance- Country Club
Rico Alcala	Club Operations Director
Various Members of the General Public	(present and via zoom)

FIRST ORDER OF BUSINESS **Organizational Matters**

Call to Order and Roll Call

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

Public Comments

Mr. Case provided opening remarks and opened the floor to public comments, limited to 3 minutes for each person.

Deborah Van Brunt requested that the public comment period be reconsidered for after the presentation.

Carol Shabe stepped up to agree with Ms. Van Brunt, requesting a public comment period at the end of the Meeting.

The public comments were closed.

SECOND ORDER OF BUSINESS **Administrative Matters**

Consideration of the Minutes of the April 9, 2021 Board of Supervisor Meeting

The Board reviewed the minutes of the April 9, 2021 Board of Supervisors Meeting. Mr. Ludmerer provided feedback on the minutes and changes. The minutes before the Board include Board Member's revisions.

ON MOTION by Ms. Dickson, seconded by Mr. Ludmerer, with all in favor, the Board approved the Minutes of the April 9, 2021 Board of Supervisors Meeting, as amended.

Consideration of the Minutes of the April 9, 2021 Continuation of the Board of Supervisors Meeting

The Board reviewed the minutes of the April 9, 2021 Continuation of the Board of Supervisor Meeting held on April 20, 2021. Mr. Ludmerer noted the title of the minutes of the April 9th continuation meeting should reflect April 20, 2021. Ms. Carvalho clarified it was requested to have the minutes title as April 9, 2021 Continuation BOS Meeting as opposed to April 20 Continuation BOS Meeting on the Agenda. However, the minutes of this Meeting are reflected in the heading April 20, 2021 the continuation of the Board of Supervisors.

ON MOTION by Mr. Ludmerer, seconded by Ms. Pagano, with all in favor, the Board approved the Minutes of the April 20, 2021 Continuation Board of Supervisors' Meeting, as presented.

Consideration of the Minutes of the Minutes of the May 14, 2021 Board of Supervisors Meeting

The Board reviewed the minutes of the May 14, 2021 Board of Supervisors' Meeting.

ON MOTION by Ms. Dickson, seconded by Ms. Pagano, with all in favor, the Board approved the Minutes of the May 14, 2021 Board of Supervisors as presented.

Pickleball Advisory Volunteer Group Presentation

Mr. Case introduced the Pickleball Advisory Volunteer Group. The group consists of the following members Joyce Giberti, Mac McDevitt, and Jack Siegel.

Ms. Giberti outlined the overview and objectives of the Presentation. She noted that the pickleball advisory group wanted to thank the following individuals for their insight and suggestions.

ALPHABITIZE BY LAST NAME

Alan Ward

Ann Backus

David Van Brunt

Jason Grose

Joe Lisi

John Bondur

Len Goldstein

Markus Kostner

Peter Pizzi

Warren Cohen

Ms. Giberti spoke of the rationale for Pickleball at UPCC, evaluating all possible locations, evaluating viable locations, the interest for Pickleball within the community, and reported on-site visits.

Mr. Siegel further explained the viable locations within the community. Following the guidelines given, the Advisory Group looked for viable sites that would allow for up to eight courts expansions. The pro-court style was chosen to provide a high-quality pickleball experience. To be thorough, every location by the RD could house pickleball sites. An evaluation of each was completed for on and off-campus sites.

Evaluation criteria were collectively sourced from experts, residents, Board members, and the Advisory Group's ideas, resulting in six criteria guidelines.

The review of viable sites against criteria resulted in the following sites:

Site B: Existing Croquet Area
Site C: Existing Tennis Courts 10/11
Site D: Northeast Corner Parking lot

Mr. McDevitt explained the Advisory Group reviewed the noise monitoring diagram, problematic areas with noise. Site X was introduced, which is utilizing parts of tennis courts 5/6. Site X is summarized as the best scenario for the site by Keane Acoustics.

Mr. Siegel stated the Advisory Group had reviewed the site and evaluation criteria and elimination of Parcel L.

The Board commented on the pickleball presentation and thanked the advisory group for their extensive efforts.

Mr. Case commented on objectives and core values from the presentation to UPRD. He presented concern about the cost of the project and timing. An additional consideration was raised about the potential of starting with four courts versus eight courts. Mr. Case asked if the group has considered this option.

Ms. Pagano asked if, based on the study, should the Board consider 4 versus 8 courts.

Mr. DiPaolo stated there is not enough for 8 courts in the budget. He supports 4 pickleball courts initially.

Mr.Ludmerer stated Site X is intrusive and does harm. Parcel L was eliminated for environmental impact. The problem is the footprint. He reviewed and commented on the noise implication. He also stated it would cap the tennis growth if utilizing the area

proposed in the presentation. It caps the tennis growth if utilizing the area proposed in the presentation.

Mr. DiPaolo disagrees with the clearing that was presented on the slide. He thinks more than 30 feet will need to be cleared.

Ms. Dickson commented on the follow up statement made by Mr. Lumerer that Site X does harm. She stated the proposed sites outline various options to reduce no harm. Furthermore, she stated the provided examples of different harm done by different audiences.

Ms. Evans stated what an amazing job the Advisory Volunteer Group did in this project and commented how autonomous they were through the project.

Mr. Case requested staff to obtain estimates for 4 pickleball courts versus 8 on the existing croquet area.

The Meeting was recessed at 2:55 p.m. The Meeting was reconvened at 3:03 p.m.

Update on the Website Development with the UPCAI

Ms. Evans provided an update of the website and stated all materials had been sent to the website designer for the landing page. There are two different designers, one that hosts the URL currently, the landing page is different than the one doing the UPCAI website. Ms. Evans expects to have the majority, or a new design and a free mock-up by June 29, 2021, for the Board's review. The UPCAI website is progressing; the landing page is in its final stages, while many other pages are in development.

Ms. Pagano commented that Ms. Evans's team is doing a great job.

Review & Consideration of Phase 1 RFP Master Improvement Plan Project Proposals

Ms. Evans provided an update on the Phase 1 RFP Master Improvement Plan Project. Two companies have been selected, Club Design Group and Gallo Architects. Ms. Evans has reached out to both vendors.

Ms. Evans is authorized to negotiate an agreement with Lisa Briggs of Club Design Group. Two separate contracts will be issued to both vendors, as they have both agreed to work with each other on the project.

Ms. Evans will arrange a meeting with Ms. Briggs to review the scope of work.

Mr. Barnebey framed the motion.

ON MOTION by Mr. Ludmerer, seconded by Ms. Pagano, with all in favor, the Board selected Club Design Group as the 1ST rank proposer designer regarding the Master Improvement Plan Project authorizing General Manager to negotiate a contract.

Review & Discussion of Charter Amendments

Based on the discussion of the workshop and changes need to be made by Mr. Barnebey, the Charter Amendment has been tabled for either to be further reviewed at the continued Board of Supervisors' Meeting and or Board of Supervisors Workshop Meeting scheduled for June 29, 2021.

Consideration of Amendment to the Water Agreement with UPCAI

Mr. Barnebey provided an update of the Water Agreement with UPCAI. He entered in rate lock of a $10.00 rate.

ON MOTION by Ms. Dickson, seconded by Mr. DiPaolo, with all in favor, the Board to approve the Water Agreement with UPCAI as presented.

Monthly Board of Supervisors Reports

1. Mr. Case- Topics are UPCAI coordination with the Recreation District.

Mr. Case sent a letter to UPCAI for addressing concept changes to the CC&R for the community. The letter was not received very well by UPCAI. The topic will be reviewed at a later time. The UPCAI staff potentially will be relocating to the Community Center on July 15, 2021.

2. Sally Dickson- Topics is Marketing
   Ms. Dickson had no update.

Ms. Evans stated Mr. Gio Cantarella is undertaking the compilation of the marketing plan.

3. Bill DiPaolo – Topics are Finance and Charter Amendments relating to the Election and other items within the Charter to be amended.

- Charter Updates
  - Charter updates and remodeling have been addressed.
- Audit
  - Mr. DiPaolo will review the draft audit and will also request Mr. Fetsick to provide a copy to the Board.
- A group of volunteers has been selected to review the audit. A Zoom meeting will be held on June 29, 2021, with the auditor to address the remaining questions.

4. Steve Ludmerer – Topics is District Management Structure

Mr. Ludmerer is pleased with Ms. Carvalho and Ms. Ripoll's coordination of the meeting minutes and communication with Board Members. In addition, he also asked for Board Members to respond to meeting minutes correspondence.

5. Karen Pagano- Topics is District Communications. Ms. Pagano had no further updates as Ms. Evand provided updates on the website.

Review & Acceptance of FY 2020 Audit Report

The FY 2020 Audit Report will be reviewed at the continued Meeting on June 29, 2021, at 10:00 a.m. before the scheduled workshop meeting.

THIRD ORDER OF BUSINESS **Other Business**

Staff Reports

District Counsel- Mr. Barnebey provided an update that the outstanding assessment has been paid off.

Mr. Ludmerer commented on being involved with assessments and collections issues. He recommends utilizing the Manatee County taxing authority for all future assessments whenever possible.

Ms. Carvalho suggested entering into an agreement with Manatee County Tax Collector Authority and Property Appraiser Office. In addition, she described what is involved regarding achieving a set agreement with Manatee County.

Mr. Gio Cantarella confirmed he is working with Ms. Dickson on the Marketing Plan.

District Manager- Ms. Carvalho noted the next Workshop meeting is scheduled for June 29, 2021. The District has confirmed that a continued meeting of the Board of Supervisors will be held on June 29, 2021 at 10:00 at this location.

The Board should have received the Form 1 Filing document by mail, which is due by July 1, 2021.

General Manager & Director of Finance Report

a) Management Discussion & Analysis Report

Ms. Evans highlighted some aspects of her report. She stated that there had been some changes to the mask policy that went into effect in May. It outlines that for fully vaccinated members, guests and residents are no longer required to wear masks. However, all staff members are required to wear masks regardless of vaccination status; this has become a challenge for staff members. Ms. Evans suggests continuing to follow CDC guidelines. Plans are being made to allow vaccinated staff members to waive mask-wearing requirements after July 1, 2021. In efforts to encourage staff members to get vaccinated, a $1000 lottery has been created for vaccinated staff only.

General Manager & Director of Finance –
Ms. Evans reiterated communications of the Varsity Club and Happy Hour topic.
Happy Hour can not be reinstated due to lack of space and need for staff members. Currently, the entire space for Happy Hour is not available, and there is a lack of staff to facilitate Happy Hour on Wednesdays and Fridays. It has been stated that 26 percent of cooks have left the food/kitchen industry. In efforts to attract new hires to the restaurant, there is a $500 signing bonus and a $500 referral bonus.

Ms. Dickson asked questions about the lack of staff in the community.
Ms. Evans responded there is a lack of staff members for indoor and outdoor servers, hosts, and kitchen staff specifically related to the restaurant.

Ms. Evans also noted that Sunday Brunch would occur once a month during the summer. In addition, banquet business has significantly increased due to a high volume of weddings and dinner rehearsals. The renovation schedule for the restaurant needs to be decided to accommodate busy banquet schedules.

Mr. Nickerson stated golf operations continue to grow successfully. Summer memberships have increased 50 percent since last year. There are currently 225 summer golfing memberships. Rates have increased as well.

Mr. Fetisck notified the Board the PPP loan had been granted full forgiveness. The loan for 2020 has been approved and appropriated by the UPCAI on May 20, 2021. The amount of $856,000,000 has been allocated for the RD for full use funds. The exact use of funds has not been identified yet.

Mr. Ludmerer questioned the impact of initiation fees. He has requested John Fetsick to detail where the cost is coming from. Mr. Fetsick will follow up on this item.

Ratification of Payment Authorizations #49-50

Mr. Fetsick presented Payment Authorizations #49-50. These are generally normal District expenses. He requested a motion to ratify as presented.

ON MOTION by Mr. DiPaolo, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorizations #49-50.

FOURTH ORDER OF BUSINESS **Supervisor Requests**

There were no Supervisor requests.

FIFTH ORDER OF BUSINESS **Continuance**

Mr. Case requested a motion to continue the Meeting to June 29, 2021, before the Board of Supervisors' Workshop at this location at 10:00 a.m.

ON MOTION by Ms. Dickson, seconded by Mr. Ludmerer, with all in favor, the Friday, June 11, 2021 Board of Supervisors' Meeting for University Park Recreation District was continued to June 29, 2021 at 10:00 a.m. at this location.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson