

MINUTES OF MEETING

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

Friday, August 30, 2022

10:00 a.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

Board Members present at roll call in person or via phone:

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

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll (via phone)	District Manager - PFM Group Consulting LLC
Don Hasenbank (via phone)	PFM Group Consulting LLC
Mark Barnebey	District Counsel - Blalock Walters
Curtis Nickerson	Director of Properties & Facilities- Country Club
John Fetsick	General Manager – Country Club
Various Members of the General Public via zoom and in person	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 10:01 a.m. by Mr. DiPaolo and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Mr. DiPaolo led the Pledge of Allegiance.

Opening Comments

Mr. DiPaolo had some open remarks and announced the public comment period at the end of the meeting.

Public Comments

Public comments were addressed at the end of the meeting.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of Board Member Replacement for Seat 1

Ms. Dickson nominated Mark Criden for the open position on the Board. Mr. Criden has an extensive background as an attorney and business executive, he has experience from being on numerous Boards and Committees, and he is up to date with the successes and challenges of University Park RD.

ON MOTION by Ms. Dickson, seconded by Mr. DiPaolo, with all in favor, the Board appointed Mr. Mark Criden to the Board of Supervisors for University Park Recreation District.

Mr. Ludmerer wanted to recognize two other candidates, Mr. Rusty Piersons and Ms. Linda Becker, and encouraged further participation from them in the operations of University Park Recreation District.

Mr. Criden will be sworn in at the next meeting.

Mr. DiPaolo appointed Sally Dickson as a member of the management committee.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel

Mr. Barnebey congratulated Mr. Criden for his appointment to the Board. He stated that they were working on the amendment to the Development Orders for the DRI with issues concerning expanding the facility. The County is requesting that University Park themselves create the development orders and submit them. Drafts are ready and they should be ready to file within the next few days. They will go before the planning commission and then the county commission. The annual report of the DRI will need to be completed by September 30, 2022, and it may be changed to bi-annual.

Mr. Barnebey and Mr. Ludmerer discussed the revision of the Charter. Comments were submitted, it will not make the election this year. There will need to be some adjustments made depending on the option of the Election Process the Board will undertake. It was suggested that a bullet point list of the top 10 changes to the Charter Amendment be made.

District Manager

Ms. Carvalho reminded the Board that September 9, 2022, is the date for the next meeting where there will be two public hearings for the FY 2023 Budgets. She also noted that she was working with staff to get the insurance renewal for the Public Officials Insurance policy deadline of October 1, 2022. The other policies renewal timeframe will be November 30, 2022.

Club Management

Mr. Fetsick announced that the new executive head chef has started his new position at the clubhouse, he plans on officially introducing the new chef at the next Board meeting.

FOURTH ORDER OF BUSINESS

Business Matters

Update of the Strategic Planning of Phase II of the Master Plan Concept

Mr. DiPaolo provided an update on the plans for Phase 2 where they have reanalyzed and repriced every project.

Ms. Dickson provided a timeline and a fact sheet that showed pricing for projects that will be completed by the end of the month. Most of this information will be delivered electronically but will be sent out via hard copy for folks who prefer that method. The shell of the survey is currently being worked on by others not on the Board where it will be distributed in January 2023 after all the facts have been given to the residents. They are looking to publicize the survey results in January or February to determine whether there should be a referendum vote in which case the vote would take place in February. Ms. Pagano had a question regarding the Realtor's survey and if could coincide with the community survey.

Mr. Fetsick reviewed the projects that are planned for the community. There will be a rendering for the golf course irrigation project, there is already an outline created. They have also been in contact with an architect for a potential new kitchen layout and have been looking at how much the kitchen equipment would cost. He would like to present these efforts in more detail at the October 14, 2022, Board Meeting. He suggested putting together an information packet to be distributed to the residents before the meeting date along with a financial impact study.

Mr. DiPaolo and Mr. Ludmerer discussed the Neighborhood meetings concerning the Phase 2 Project. Mr. Ludmerer went over the differences between a \$10,000,000 – \$12,000,000 bond issuance and an \$18,000,000 bond issuance. He also reviewed the approximation of

the annual average amount it will have in each home. The cost of ownership in University Park was compared to that of Lakewood Ranch as well, all of the costs were considered comparable. He believed that this information shared alleviated many concerns from the homeowners and the input has been good overall about Phase 2 bond issuance.

Mr. DiPaolo stated that they want to hold these meetings with every neighborhood to keep everyone informed of the processes and to eliminate a lot of the misunderstandings that residents may have. He stated that around 12,000 – 15,000 square feet of new space for Phase 2 has been addressed with an architect to come up with reasonable solutions to reduce the cost for the bond issuance. He stated with the existing office space a scientific survey was done for the air quality to make sure there was no need for mold mitigation due to a roof leak found in the existing office space. The roof leak repair is currently being worked on and the scientific survey result no evidence of mold in the office space. He reviewed the process of adding the office space to the community.

Mr. Ludmerer discussed his 5-year forecast with some assumptions. There would be a surplus of 5% - 8% of revenue range annually. This will include allowance for capital contributions and will address the capital needs for the long term. A timeline of the bond issuance and the completed work over a 5-year span was presented.

Mr. Nickerson provided an update for the ongoing projects.

Mr. DiPaolo provided an update of the road curve and potential danger and look at ways to mitigate the potential danger. The traffic professionals' study has looked at the area and Mr. Nickerson is waiting on a response from them. Mr. Ludmerer also discussed looking into getting a landscape architect for the RD.

Mr. DiPaolo also discussed some concerns about the dining renovations as well as the acoustics. Ms. Dickson provided an update of the conversation with Ms. Briggs and stated that they are working on alternatives and solutions to this matter.

**Consideration of Resolution
2022-13, Schedule of
Election for Board of
Supervisors
a. Option A
b. Option B**

Mr. DiPaolo stated that this resolution would change the Election from November to February if Option B were chosen. The Charter states that the election date should be December 6, 2022, as the Charter has not been amended. The last election was December 8, 2020, which was a general election for all supervisors. Mr. Barnebey provided an update of the 2 options of the election process. There was a lengthy discussion concerning which option would be best for the upcoming election.

ON MOTION by Ms. Dickson, seconded by Ms. Pagano, with all in favor, the Board approved Option A for Resolution 2022-13, Schedule of Election for Board of Supervisors where the election for even seats (Seat 2 and Seat 4) will be held in December 6, 2022.

FIFTH ORDER OF BUSINESS

District Financial Matters

**Supervisor Requests &
Comments**

Mr. Russell Piersons wanted to congratulate Mark Criden to the Board. Mr. Charlesworth made a comment on the public officials' insurance renewal. Mr. Ludmerer commented on the UPCA and the CC&R Revisions and issues that impact the RD.

SIXTH ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. Dickson, seconded by Ms. Pagano, with all in favor, the Tuesday, August 30, 2022, Special Board of Supervisors Meeting of University Park Recreation District was adjourned at 11:42 a.m.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson