

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT RESCHEDULED BOARD OF SUPERVISORS MEETING

Tuesday, January 17, 2023

1:00 p.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

| | |
|----------------|--|
| Sally Dickson | Chairperson |
| Mark Criden | Vice Chairperson |
| Steve Ludmerer | Treasurer / 2 nd Vice Chairperson |
| David Murphy | Assistant Secretary |
| Rusty Piersons | Assistant Secretary |

Also, Present in person or via phone:

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

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 1:01 p.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Public Comments

There were no public comments.

SECOND ORDER OF BUSINESS

Administrative Matters

**Consideration of the
Minutes of the December 9,
2022, Board of Supervisors
Meeting, the Minutes of the
December 16, 2022,
Continued Board of
Supervisors Meeting, and
the Minutes of the
November 29, 2022,
Workshop Meeting**

Ms. Carvalho noted that the minutes will be changed to reflect the correct positions of the Board. Mr. Ludmerer as Treasurer, Mr. Fay and Mr. Fetsick as Assistant Treasurer. Bill DiPaolo will also be removed from the December 9, 2022, minutes.

ON MOTION by Mr. Murphy, seconded by Mr. Ludmerer, with all in favor, the Board approved the Minutes of the December 9, 2022, Board of Supervisors Meeting, the Minutes of the December 16, 2022, Continued Board of Supervisors Meeting, and the Minutes of the November 29, 2022, Workshop Meeting with the suggested revisions.

THRID ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey stated that the only update was with the amendment changes and provided a sheet explaining the updates. The CCRs changes will be addressed soon and will be working closely with Mr. Criden.

District Manager – No report.

Club Management (Management Discussion & Analysis Report) – Mr. Fetsick provided an update of the membership fees and sales for the end of 2022. Full membership has increased to 386 members plus the 2 junior executives which is an increase of 10% from last year. There has been a total of 725 memberships as of the end of 2022. Out of all of the memberships including the family and single, it totals 2,213 members. This is an increase of 309 members over the last 2 years. There are 394 grandfathered members as of today, and there are 237 members that do not need to pay for membership. He mentioned that the junior executive program has been retired but there are 2 members that have been grandfathered in, it will not go away until the sale of the house. The target for March of 2023 is to get to 410 members.

Mr. Fetsick provided an update to staffing changes as the Director of Tennis and Fitness experienced an injury that has kept him from continuing his work. They are looking to bringing a temporary employee for the duration of the season. The Head of Fitness has also experienced an injury but has returned to work yesterday and is on light duty during her recovery. They have also hired several kitchen staff, and there are many positions still open throughout the organization that will need to be filled.

Mr. Fetsick discussed the success of events taking place in the District, including the golf, tennis, pickleball, fitness classes, cards, and gaming. Mr. Fetsick stated he is pleased with the number of events which have taken place for the residents and the addition of live entertainment.

Mr. Fetsick provided an update on the monthly financials for the months of November and December. He mentioned the highest increase of the memberships for non-residents for this time of year, he stated that the club is operating over budget. Mr. Piersons wanted to compliment some of the bartenders at the Varsity Club of an exceptional job they did during his last visit. Mr. Fetsick gave a brief overview of the current outlook for the January financials.

FOURTH ORDER OF BUSINESS

Business Matters

Update on Phase 1 and Phase 2 Project

Mr. Beaumier was hired a few months ago to assist with the outdoor dining project and was found during the process of looking for a District Engineer. Mr. Beaumier provided an update of the outdoor dining project in Phase 1.

Mr. Criden stated that he will be working with Mr. Beaumier, Mr. Fetsick, and Mr. Nickerson concerning the Phase 2 project plan. Mr. Criden stated that they will consider all the needs about the project before it is given to the Board of Supervisors for consideration. There was a question regarding the website and its capability for calendar invites.

Ms. Dickson mentioned that she had tasked David Murphy to look at the District website and work with PFM in updating the information and content on the website.

Update on the Charter Amendments & Revisions

The update of the Charter Amendments was given during the staff reports.

FIFTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorizations # 82-84

ON MOTION by Mr. Ludmerer, seconded by Mr. Criden, with all in favor, the Board ratified Payment Authorizations #82-84.

Supervisor Requests & Comments

Ms. Dickson stated the next Board of Supervisors Workshop Meeting is scheduled for January 31, 2023, and the next Board of Supervisors Meeting is scheduled for February 10, 2023.

Mr. Piersons read to the record a letter to the Board and the community on 3 topics. First, topic addressed clarity that he has full sport pertaining to the Park Boulevard Management Team. Second, topic was to formalize a business plan for the RD that encompasses the 5 Year Financial Plan completed by John Fetsick and Steve Ludmerer as well as the Master Plan. He also suggested that once the Business Plan is created that is shared with the residents for their comments and input. Third, topic was to visit Herons Glen Recreation District with John Fetsick to get some insight of their operations to learn their best practices, how they successfully operate under the Sunshine Laws including committees working with the Board, finally a greater understanding of their capital budget development and process.

The Board discussed at the upcoming workshop to include the 5-year financial plan and the scheduling of the site visits to Herons Glen Recreation District. Ms. Dickson requested that Mr. Piersons and Mr. Ludmerer submit all the information they have to this point pertaining to discussion and previous visit to Herons Glen to Ms. Carvalho so it can be distributed to the Board collectively prior to the next Board of Supervisors Workshop scheduled on January 31, 2023.

Mr. Mantia had some comments pertaining to the business plan discussion and suggested that the Board review the material the previous Board and direction by Laurie Evans was created and established to help in jumpstart the upcoming work for the business plan. Mr. Mantia will work with John Fetsick in compiling all the material and circulate to the Board for their review.

FIFTH ORDER OF BUSINESS

Adjournment

There were no additional items to come before the Board.

ON MOTION by Mr. Criden, seconded by Mr. Piersons, with all in favor, the January 17, 2023, Rescheduled Board of Supervisors Meeting of University Park Recreation District was adjourned at 2:29 p.m.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson