

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS' MEETING

Friday, June 9, 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 Zoom:

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 Zoom:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll	District Manager - PFM Group Consulting LLC (via Zoom)
Mark Barnebey	Blalock Walters - District Counsel
Curtis Nickerson	Director of Properties and Facilities - Country Club
John Fetsick	General Manager - Country Club
Various Audience Members 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 Ms. Dickson and Ms. Carvalho confirmed quorum of the Board of Supervisors. Those in attendance are outlined above.

Public Comments and Supervisor Requests

Mr. Smith asked the Board to share the final cost for the outdoor dining area and asked about the outstanding punch list items that need to be corrected by the contractor. Mr. Fetsick stated that the total cost was estimated at about \$1.9 million. The punch list items total around \$94,000 which is primarily attributed to the downspouts and gutters as well as the tongue and groove on the flat part of the café will need to be redone. The soffit will be

replaced in the inside part of the roof, a report will be published next week which will go into more detail about the work that needs to be done. He also mentioned that the acoustic issues inside of the restaurant are also being addressed.

Mr. Piersons had some comments concerning the irrigation. He proposed that today the Board vote to replace the present irrigation system with a new system with the appropriate and negotiated vendor in 2024. The system would be completed for the UPRD at UPCC during the August through November 2024 timeframe with a liquidated damages penalty and terms to be included in the contract. The project will be funded in one of three ways: through a bond that is voted on and approved by the residents on or before April 30, 2024, through a loan to the club by a financial institution if the club is able to meet the payment obligations and if such loan can be secured by no later than April 30, 2024, or through a special assessment if neither of the first two funding options be approved by April 30, 2024. The Board will assess to cover the necessary costs to complete the full project. These costs will be assessed/charged to the residents of University Park along with all full non-resident members of the UPRD to meet the financial obligations of the District.

Mr. Piersons also moved to request that Mr. Fetsick immediately request a team of folks to finalize the selection of a vendor to deliver a new irrigation system for the APCC golf course in 2024. This should be done pursuant to the District purchasing rules lead by Chris Nickerson. The contract with an irrigation vendor should be signed by August 1, 2023, with the project commencing after April 30, 2024, and funding secured and approved. The project is to be completed no later than November 1, 2024. Negotiations regarding the contract should include Mr. Nickerson, a Board member, one person from the Process team, the District Counsel, and one other person experienced in contraction contracts who could be a resident or professional.

There was a lengthy discussion concerning Mr. Pierson's proposed motion as it relates to timeline and other capital improvements within Phase 2 of the project. Mr. Ludmerer suggested, and the Board agreed to remove any discussion pertaining to the financing options of any resolution.

ON MOTION by Mr. Piersons, seconded by Mr. Murphy, with all in favor, the Board approved proceeding with the proposed irrigation plan and timeline, subject to obtaining financing. Financing for the irrigation system will be included as part of the capital improvement projects under Phase 2 of the master plan.

Mr. Piersons commented that the Board needs to enhance its communication methods. Mr. Murphy stated that around October 1, they are going to have a full-blown push each week with communications that includes emails, neighborhood meetings, and three town halls. They are currently working on two separate surveys that will be sent out to the community

concerning the capital improvement plan and residents' experiences with the activities provided at the club. He mentioned that it becomes very challenging to communicate all of this information without having all of the residents' contact info. Mr. Fetsick suggested that there be a weekly update sent to the residents on Wednesdays at 5:00 p.m. for items pertaining to the RD.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the May 2, 2023, Board of Supervisors' Workshop Meeting and the Minutes of the May 16, 2023, Board of Supervisors' Meeting

The Board reviewed the minutes. There will be a minor change to the minutes of May 16 on page 2.

ON MOTION by Mr. Criden, seconded by Mr. Piersons, with all in favor, the Board approved the Minutes of the May 2, 2023, Board of Supervisors' Workshop Meeting and the Minutes of the May 16, 2023, Board of Supervisors' Meeting.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey stated that he will have a meeting with the County Staff on Monday, June 12, 2023, to find out the limit of square footage that it would take to avoid doing a traffic study for the community. It was decided that 65,000 sq ft be used as a base number to see if it would trigger a traffic study.

District Manager – Ms. Carvalho reminded the Board that the Form 1 needs to be completed and submitted by July 1, 2023. Mr. Ludmerer had some comments concerning Form 1. The next meetings are scheduled for the following dates:

- June 27, 2023, Workshop Meeting
- July 14, 2023, Board of Supervisors' Meeting

Club Management (Management Discussion & Analysis Report) – Mr. Fetsick stated that the response to the café has been very positive. There are plans to fill in the open position of Director of Racquets and Fitness as the current director's last day was today, he mentioned

that there are some quality candidates in the area that are interested in the position. There are currently 400 full members, 121 racquets, and 780 social for a total of 1,291 members. There are only 123 summer golf memberships compared to the 287 golf memberships last year and 149 grandfathered nonmembers as of May 31, 2023. The Club is currently \$154,000.00 over budget and are currently looking at \$1.1 million in operating income. The current capital allocation through April 30 is \$831,000.00 compared to the budget of \$662,000.00.

Mr. Fetsick also reviewed the events that had taken place such as the visit to the museums and upcoming events for the club. He mentioned that there have been some new hires for the food and beverage operations including servers and bartenders. Mr. Fetsick mentioned that he and Mr. Piersons have had several meetings with the business planning group and will start building the business plan document soon. He will be meeting with Mr. King in early July 2023.

FOURTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorization Nos. # 93-94

Mr. Fetsick reviewed the payment authorizations.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization Nos. # 93-94.


FIFTH ORDER OF BUSINESS

Adjournment

There were no further comments.

ON MOTION by Mr. Murphy, seconded by Mr. Criden, with all in favor, the June 9, 2023, Board of Supervisors' Meeting of University Park Recreation District was adjourned at 2:21 p.m.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson