

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT CONTINUED BOARD OF SUPERVISORS' MEETING

Friday, July 21, 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)
Kwame Jackson	ADM - PFM Group Consulting LLC (via Zoom)
Mark Barnebey	District Counsel (via Zoom)
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 reconvened at 1:00 p.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed. Those in attendance are outlined above.

The Board proceeded with the pledge of allegiance.

Public Comments

Ms. Pizzi had a comment concerning the presentation made last meeting about the Fitness Center as it relates to if the district has a larger fitness center there will be more people to utilize the space. She emphasized the need for the presenter to have data to back up the comments being made.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the June 9, 2023, Board of Supervisors' Meeting

The Board reviewed the minutes.

ON MOTION by Mr. Criden, seconded by Mr. Murphy, with all in favor, the Board approved the Minutes of the June 9, 2023, Board of Supervisors' Meeting.

THIRD ORDER OF BUSINESS

Business Matters

Presentation from Golf Advisory Group, Short Game Practice Area Improvement Plan

Mr. Nickerson provided an overview of the Golf Advisory Group presentation. He has had numerous members and groups approach the staff with suggestions on how to improve the practice and range areas to better meet the demands of today's game. Many improvements have already been made including expanding the main range tee, new walking path with mat hitting areas, rebuilding the practice bunker, and installing a small chipping area with an actual putting green surface. This project hopes to improve member and guest satisfaction.

The project is to design, construct, and implement a short game area within the driving range area. They are hoping to provide golfers with a dedicated space to practice their short game skills, including chipping, pitching, and bunker shots. The short game area will be located adjacent to the driving range practice area, near the current area but much larger with an estimated 65,340 sq. ft. (app. 1.5 acres) of improved practice space. The short game area will include multiple practice greens with various slopes, bunkers, chipping and pitching areas. He provided an overview of the site map.

Mr. Nickerson stated he estimates this project would take around 4 months to complete, subject to major weather events and also finding existing drainage, irrigation, and infrastructure which is not currently marked in the area. This project is estimated at the cost of around \$250,000. It was suggested that a contingency of 10% be added for unforeseen issues to this project. This project will not include irrigation.

Ms. Dickson had a question about reducing the cost of the project if they were to utilize some

staff that was onsite. She also asked if this project would impact the space and value of the area.

Mr. Murphy suggested that any potential operational expenses be worked into the budget. Mr. Nickerson mentioned that they plan to partner with an experimental robotic group with an automated range picker that would be able to cover the short-range area.

Mr. Ludmerer stated he was in full support of the work. Ms. Dickson asked how the funding for the project would be handled. Mr. Ludmerer commented on the racquets area fence and light poles that are in need of repair and recommends that they proceed with both of the projects. Mr. Ludmerer noted that capital funds for both projects are available from capital reserves. Mr. Criden asked if the two projects are a part of the capital reserve study. Mr. Fetsick and Mr. Ludmerer confirmed that it is part of the reserve study presented earlier this year. It was suggested that Mr. Fetsick be authorized to move forward with both projects and appropriate RFQs for a not to exceed amount of \$300,000.00 for each project outlined in the presentation by Mr. Fetsick.

ON MOTION by Mr. Criden, seconded by Mr. Murphy, with all in favor, the Board authorized Mr. Fetsick to proceed with projects for golf course practice areas and for certain racquets fencing and lighting for a budget cost not to exceed \$300,000.00 each.

Mr. Piersons asked if this project would impact the work that Mr. Criden and Mr. King are currently doing with the business plan and capital improvement plan for Phase 2. It was confirmed it is not the case.

FOURTH ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey updated the Board of the minor changes and additions he had made to the Covenants Codes Restrictions (CCR) wording. A minor change was made to the wording in section 17.6 concerning the failure to pay initiation fees and annual dues by an owner. An additional sentence was added in section 17.1 stating lot owners have certain privileges and obligations as set forth in the Charter of the UPRD as may be amended from time to time. There was a question concerning the wording in the CCR as it relates to the Mutual Cooperation Agreement and if it should be approved.

Lengthy discussion ensued on those changes by the Board and impacts to the Mutual Cooperation Agreement between the UPRD and UPCA.

ON MOTION by Ms. Dickson, seconded by Mr. Murphy, with all in favor, the Board approved the suggested changes outlined and presented by District Counsel pertaining to the CCR revisions subject to review and agreement of the Mutual Cooperation Agreement prior to informing UPCA of the CCR changes.

Mr. Barnebey mentioned the Land Use Exchange Agreement and the concern of too much traffic in the area. He suggested a traffic study be conducted; he expected the cost to be under \$5,000. He recommended that the Board authorize the Chair to execute an agreement to hire transportation consultant to look at the issue of the Land Use Exchange. He explained to the Board what the Land Use Exchange is meant for which in essence is trading the rights to residential land for commercial and recreational use.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board authorized the Chair to execute an agreement to hire transportation consultant to look at the issue of the Land Use Exchange with a not-to-exceed amount of \$10,000 for such traffic study report.

Mr. Ludmerer asked Mr. Barnebey to look into excluding storage space as part of our DRI square footage allocation for country club activities. This makes sense as storage space does not create additional traffic.

Mr. Ludmerer noted that the contacting process for UPRD appears slow and cumbersome. He suggested that District Council explore getting a standard contract template to utilize for contracts in which the District enters into with various service providers.

District Manager – This item was moved to the end of the meeting.

Club Management (Management Discussion & Analysis Report/Update on the Business Plan Progress) – Mr. Fetsick provided an overview of the report. It was announced on June 30th, 2023 that they would be returning to a “two to a cart” policy for golf carts. The majority of the membership was in support of this decision. There is no current announcement for the transition of leadership for racquets and fitness but should have announcement within the next two weeks. The plan is to have a director for racquets and a director for fitness. There are plans to close the dining hall for a week after Labor Day for a number of projects including acoustic installation, floor to ceiling cleaning, general maintenance, and the Café punch list items. The staff will be paid for a 6-hour training day during that week. He mentioned that the Father’s Day Brunch was very successful. Also, the 4th of July was successful throughout the Club with Golf, Racquets, and Dining all having strong participation. They have begun building a 2023-2024 calendar for future events. Current plans include moving Bingo/Trivia night from Thursday to Tuesday nights and adding a 3rd night for a la carte dining on Thursday. Themed nights will largely be focused on Wednesday nights. Live entertainment is planned for the Café

on Thursdays and for the Varsity Club on Fridays.

There are currently 399 full memberships, 121 racquet memberships, and over 750 social memberships with a grand total of 1292 membership with 148 grandfathered non-members. Summer golf memberships are at 133 and 28 summer tennis memberships.

He reviewed the financial statements as of May 31, 2023. Revenue golf operations are at \$350,000.00 over budget, membership dues are \$74,000.00 over budget, and dining operations are \$188,000.00 over budget. There have been some challenges with the dining room budget. Mr. Murphy suggested that when creating the budget, it would be helpful to see a breakout by category membership level as there are differences in revenue between a full membership and a social membership.

Mr. Fetsick provided an update of the Business Plan. He has had weekly meetings and is hoping to have an update on August 1 and have a presentation from Mr. Baumen during the August 11, 2023, meeting.

FIFTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorization Nos. # 95 – 96

Mr. Fetsick reviewed the payment authorizations.

ON MOTION by Mr. Ludmerer, seconded by Mr. Murphy, with all in favor, the Board ratified Payment Authorization Nos. # 95 – 96.

Supervisor Requests & Comments

Ms. Dickson stated that they had received a request for artwork in the Lakeside room. Deborah Van Brunt mentioned the offer of using the Varsity Room for the artwork, but the problem being the wall panels need to be patched and painted before use. Mr. Murphy along with Mr. Piersons and Mr. Criden believe that this is an operational matter. Deborah Van Brunt asked when the acoustic paneling would be complete and what would be done about the gray artwork on the wall. Mr. Makosky had a comment concerning the CCR and his disagreements with the rental provisions.

Ms. Carvalho stated that August 1st, 2023 will be the next Workshop Meeting from 2:00 p.m. – 4:00 p.m. and August 11th at 1:00 p.m. is the next Board of Supervisors' Meeting. The August 29th, 2023 Workshop Meeting will be cancelled and moved to September 5th from 2:00 p.m. – 4:00 p.m.

4:00 p.m.

SIXTH ORDER OF BUSINESS

Adjournment

There were no further comments.

ON MOTION by Mr. Criden, seconded by Mr. Murphy, with all in favor, the July 14, 2023, the Continued Board of Supervisors' Meeting of University Park Recreation District was adjourned at 2:47 p.m.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson