

University Park Recreation District

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<http://universityparkrd.com/>

The **Regular Meeting** of the **University Park Recreation District** will be held on **Friday, January 12, 2024, at 1:00 p.m.** at the Community Center located at 8301 The Park Boulevard, University Park, FL 34201 and or virtually.

Meeting ID: 845 8893 8513

Passcode: 755354

Join meeting via Zoom:

<https://us02web.zoom.us/j/84588938513?pwd=eUE4Q3BTNGVLNXBsOGViRXk1cWo2QT09>

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Call to Order
- Roll Call to Confirm Quorum
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*

Administrative Matters

1. Consideration of the Minutes of the November 28, 2023, Board of Supervisors Workshop Meeting
2. Consideration of the Minutes of the December 8, 2023, Board of Supervisors Meeting

Staff Report Matters

3. District Counsel
4. District Manager
5. Club Management
 - a. Management Discussion & Analysis Report *(under separate cover)*

Business Matters

6. Consideration of Resolution 2024-08, Regarding Second Supplemental Bond Indenture *(under separate cover)*
7. Consideration of Waiver of Potential Conflict for Greenberg, Traurig Opinion Letter *(under separate cover)*

District Financial Matters

8. Ratification of Payment Authorization Nos. 107 & 108



Date	Meeting Type	Time	Location	Note
January 16, 2024	Bond Referendum Vote Day	9:00 AM – 12:00 PM	University Park	Varsity Room
January 16, 2024	Special Board Meeting	3:00 PM	University Park	Community Center

9. Supervisor Requests & Comments

Adjournment



**University Park
Recreation District**

Consideration of the Minutes of the
November 28, 2023,
Board of Supervisors' Workshop
Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT WORKSHOP MEETING

Tuesday, November 28, 2023

2:00 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
David Murphy	Assistant Secretary
Rusty Piersons	Assistant Secretary

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting
Venessa Ripoll	District Manager - PFM Group Consulting (via phone)
Kwame Jackson	ADM - PFM Group Consulting (via phone)
Mark Barnebey	Blalock Walters - District Council
Curtis Nickerson	Director of Properties and Facilities - Country Club
John Fetsick	General Manager - Country Club
Various Audience Members	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 2:01 p.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Public Comments

A homeowner suggested that the Board do a better job at communicating with residents about when Board and Workshop meetings take place as they had spoken to many residents who were unaware that the meetings were taking place. The homeowner also asked if the majority of people share the vision for the Club that the Board does.

Ms. Dickson spoke about the challenges with communication that the Board has faced and stated that they have done everything they can to keep residents informed.

Another homeowner commented on how communication seemed to be better in the past compared to now and suggested that all projects be voted on separately to gauge the interest of the residents.

Ms. Dickson stated that before the RD was created, they were not restricted to the Sunshine Laws.

Mr. Ludmerer mentioned that Club Weekly has weekly information about both the HOA and the CDD.

Mr. Fetsick had some comments concerning the proposal that the Board has prepared for the RD and believes the projects that were needed five years ago are the same as the ones they need today.

A homeowner stated that communication has been confusing and asked if there was a capital plan that outlines an assessment for the next 5 – 10 years.

Mr. Ludmerer stated that earlier in the year, they had presented what their capital needs were and what they would need from a bond to maximize the capital need.

A homeowner stated that she appreciates that work of the volunteers and believes that they need to trust that they are doing the right thing for the Club.

Another homeowner asked about the framework of how the new bond will affect the property values of the homes.

A homeowner asked about the information package that is being prepared. It was mentioned that it is currently being worked on and has a delivery date of December 15.

There was talk of how the estimate of the project was increased from 13 million initially to 18 million and how the new estimate was reached.

SECOND ORDER OF BUSINESS

Discussion

Discussion of the Capital Improvement Plan and Bond Referendum Slides

Ms. Dickson stated that they are going to create a delineated list of how the funds from the

first bond were spent. She also mentioned that they will take the five-year forecast and reiterate it and will be including it on the slides on the next PowerPoint.

Mr. Murphy reviewed the revenue source from the first bond issuance and believes they need to address the capital reserve study. He wants to make sure that the thoroughness and due diligence of the Board when coming to this proposal is communicated properly. He suggested taking a median payment and breaking it into the different projects.

Ms. Dickson reviewed the upcoming meeting schedule.

December 6: Town Hall Meeting in the Lakeside Room; 4:00 p.m. – 6:00 p.m.

December 8: Board Meeting in the Business Center; 1:00 p.m.

January 2: Workshop Meeting in the Business Center; 2:00 p.m. – 4:00 p.m. (may be cancelled)

January 4: Town Hall Meeting in the Lakeside Room; 4:00 p.m. – 6:00 p.m.

January 12: Board Meeting in the Business Center; 1:00 p.m.

She noted that the referendum vote will take place on January 16.

Mr. Ludmerer provided some input as to why had had joined the Board.

Mr. Criden and Ms. Dickson provided their thoughts on the plan for the RD.

THIRD ORDER OF BUSINESS

Adjournment

There were no additional items to come before the Board.

ON MOTION by Ms. Dickson, with all in favor, the November 28, 2023, Workshop Meeting of University Park Recreation District was adjourned at 3:37 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

**University Park
Recreation District**

Consideration of the Minutes of the
December 8, 2023,
Board of Supervisors' Meeting

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT

BOARD OF SUPERVISORS' MEETING

Friday, December 8, 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	
Kwame Jackson	ADM - PFM Group Consulting LLC	(via Zoom)
Kevin Plenzler	PFM Financial Advisors	
Mark Barnebey	Blalock Walters	
John Fetsick	General Manager - Country Club	
Curtis Nickerson	Director of Properties and Facilities - Country Club	
Kristine Szorkowitz	Communication Lead	
Various Audience Members Present and Via Zoom		

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

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

Public Comments

A homeowner asked that the meeting minutes be completed in a timely manner.

Another homeowner expressed his concerns about the Business Plan.

Another homeowner asked if all of the information will be presented today and if it will be arriving by mail or email so it can be referenced.

Another homeowner asked that the Board be more transparent with the details of the financial side of the Business Plan.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the October 27, 2023, Board of Supervisors Meeting, the October 30, 2023, Invitation to Bid Opening Meeting, the October 31, 2023, Board of Supervisors Workshop Meeting, the November 3, 2023, Special Board of Supervisors Meeting, the November 10, 2023, Board of Supervisors Meeting, and the November 14, 2023, Town Hall Meeting

The Board reviewed the minutes.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved the Minutes of the October 27, 2023, Board of Supervisors Meeting, the October 30, 2023, Invitation to Bid Opening Meeting, the October 31, 2023, Board of Supervisors Workshop Meeting, the November 3, 2023, Special Board of Supervisors Meeting, the November 10, 2023, Board of Supervisors Meeting, and the November 14, 2023, Town Hall Meeting.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel – Mr. Barnebey stated that the land use issues are moving forward and is working on finalizing some information.

District Manager – Ms. Carvalho reviewed the upcoming meeting schedule. The January 2, 2024 Workshop meeting will likely be cancelled due to the holiday. The next Town Hall meeting is scheduled for January 4 from 4:00 p.m. – 6:00 p.m. in the Lakeside Room. The next Board meeting is scheduled for January 12 at 1:00 p.m. at the Community Center. The Bond

Referendum Vote is scheduled for January 16 from 9:00 a.m. – 12:00 p.m. at the Varsity Club.

Club Management (Management Discussion & Analysis Report/Update on the Business Plan Progress) – Mr. Fetsick mentioned that they had a very successful Thanksgiving, serving over 500 people. He thanked the staff for their hard work and dedication. He mentioned that the golf rates would increase on December 15 with an increase of \$15 - \$20 per round as compared to last year. Initial installation of the black fencing for racquets has been completed and some fitness classes have been expanded into the afternoon and they are looking to expand them to weekend mornings as well. He mentioned that he will be evaluating the dining experience and make changes as necessary. Currently, they have 440 full memberships and a total membership of 1,335 as of September. He also mentioned that the golf and dining are operating slightly over budget but overall everything falls within the budget.

FOURTH ORDER OF BUSINESS

Business Matters

Consideration of Resolution 2024-05, Revising Amendments to the District Charter for Elections

Mr. Barnebey reviewed the resolution and explained that they have revised some of the early provisions that were in the original charter and will be a part of the Presidential primary on March 19, 2024.

ON MOTION by Mr. Ludmerer, seconded by Mr. Criden, with all in favor, the Board approved Resolution 2024-05, Revising Amendments to the District Charter for Elections.

Consideration of Engineer's Report for the Capital Improvement Plan Project Description

Mr. Plenzler reviewed the Engineer's Report for the Board. He stated that they worked with an independent estimator and the estimates were provided to Kimley-Horn.

Consideration of the Final Assessment Methodology Report for Series 2024 Bonds

Mr. Plenzler reviewed the report for the Board and noted the changes that had been made including adding more detail regarding the nature of the assessments in relation to the overall home price appreciation. They have put together an estimate of the maximum bond principle that could be borrowed associated with the series 2024 bonds at \$20,600,000. This generates a maximum annual gross debt of \$1,530,632. They believe that the assessments are reasonable and equitably allocated.

**Public Hearing on the Capital
Improvement Plan & Final
Assessment Methodology
Report**

- a. Public Comments and
Testimony**
- b. Board Comments**
- c. Consideration of
Resolution 2024-06,
Approving Engineer's
Report & Final
Assessment
Methodology Report**

ON MOTION by Mr. Criden, seconded by Mr. Murphy, with all in favor, the Board opened the public hearing.

A homeowner urged the Board to look at the current operations and asked why they are unable to fund the minimal project with the cash flow derived from the fund and asked to have a constructive discussion about priorities and reviewing overhead costs.

A homeowner stated their worry for the sustainability of the community and believes that there will be short falls.

A homeowner expressed their concern with the special benefits that an assessed property must receive that exceeds the burden of the debt imposed.

A homeowner stated that he believes the UPRD has been ignoring its own rules. He read an email from a fellow homeowner who was displeased with the amount in membership dues that they had to pay.

A few homeowners expressed their support of the Business Plan and the planned projects for

the community.

A homeowner stated that they are in favor of many of these projects but asked why they cannot refurbish and repair the current buildings in the community instead of building new ones.

A homeowner stated that they agree to the plan to a certain extent but believes the assessment methodology is incorrect and asks that the Board considers that not everyone will benefit from the proposed projects.

A homeowner expressed their complete support of the plan as it will ensure a stable support for the future of the community.

A homeowner had some comments about the process of going about constructing the plan.

A homeowner asked the Board to consider looking at the plan one last time in order to figure out a mutually beneficial way that is more cost effective.

A homeowner expressed their concerns with the ROI.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2024-06, Approving Engineer's Report & Final Assessment Methodology Report.

ON MOTION by Ms. Dickson, with all in favor, the Board closed the public hearing.

**Public Hearing on Equalization
of Special Assessments**

- a. Public Comments and
Testimony**
- b. Board Comments**
- c. Consideration of
Resolution 2024-07,
Adopting the Final
Assessment Roll**

ON MOTION by Ms. Dickson, with all in favor, the Board opened the public hearing.

Mr. Plenzler stated that the total maximum bond is \$20,600,000 with a maximum net annual debt service of \$1,423,488 and a maximum gross annual debt service of \$1,530,632.

A homeowner expressed the discrepancies of Parcel 7 as UPRD is listed as a non-ad valorem assessment of 0.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2024-07, Adopting the Final Assessment Roll.

ON MOTION by Ms. Dickson, with all in favor, the Board closed the public hearing.

It was mentioned that they are looking at an equipment lease that requires a resolution by the Board. They are looking to get a new beverage cart and a few other pieces of equipment as part of the lease agreement.

ON MOTION by Mr. Criden, seconded by Mr. Pierson, with all in favor, the Board approved Resolution 2024-08, Authorizing the Chair to execute and deliver the lease for the equipment.

FIFTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorization Nos. # 105 & 106

Mr. Fetsick stated that the auditor will be onsite on December 11 to initiate the audit process.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization Nos. # 105 & 106.

Supervisor Requests & Comments

Ms. Dickson reviewed the upcoming meeting schedule. Ms. Carvalho suggested holding a

Special Board meeting on January 16 at 3:00 p.m. after the referendum vote.

SIXTH ORDER OF BUSINESS

Adjournment

ON MOTION by Ms. Dickson, with all in favor, the December 8, 2023, Board of Supervisors' Meeting of University Park Recreation District was adjourned at 2:24 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

University Park Recreation District

Staff Reports

University Park Recreation District

Club Management

a. Management Discussion & Analysis Report

**University Park
Recreation District**

Consideration of Resolution 2024-08,
Regarding Second Supplemental
Bond Indenture

**University Park
Recreation District**

Consideration of Waiver of Potential
Conflict for Greenberg, Taurig
Opinion Letter

**University Park
Recreation District**

Ratification of Payment Authorization
Nos. 107 & 108

University Park Recreation District

12/7/2023

Payment Authorization No. 107

O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Philips Feldman Group	149018	FY 2023 Audit	\$ 15,000.00
US Bank	7135010	Bond Administration Fee	\$ 7,228.84
PFM	128244	Annual Dissemination FY2024	\$ 5,000.00
PFM	DM-12-2023-54	District Management Fee: December 2023	\$ 5,833.33
PFM	128304	November 2023 - Postage - Mailed Notices	\$ 6,088.72
McClatchy Company, LLC	225145	Notice of Public Meeting - November 2023	\$ 718.38

O&M - General Fund Expenses Total	\$ 39,869.27
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Asst. Secretary/Secretary

Asst. Treasurer

 12/7/2023

University Park Recreation District

12/14/2023

Payment Authorization No. 108

O&M - General Fund Expenses

<u>Vendor</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Blalock Walters	40896-000-62	General Representation - November 2023	\$ 6,565.50
Vglobal Tech	5727	ADA Website Maintenance - December 2023	\$ 218.33

O&M - General Fund Expenses Total	\$ 6,783.83
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Asst. Secretary/Secretary



Asst. Treasurer

12/15/2023

University Park Recreation District

Supervisor Requests & Comments