

# University Park Recreation District

3501 Quadrangle Blvd., Suite 270, Orlando, FL 32817 Phone: 407-723-5900 Fax: 407-723-5901

<http://universityparkrd.com/>

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The **Regular Meeting** of the **University Park Recreation District** will be held on **Friday, October 13, 2023, 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=eUE4Q3BTNGVNLNXBsOGViRXk1cWo2QT09>

## **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 September 5, 2023, Strategy Workshop Meeting
2. Consideration of the Minutes of the September 5, 2023, Workshop Meeting
3. Consideration of the Minutes of the September 8, 2023, Board of Supervisors Meeting
4. Consideration of the Minutes of the September 14, 2023, Strategy Workshop Meeting
5. Consideration of the Minutes of the September 19, 2023, Continued Strategy Workshop Meeting
6. Consideration of the Minutes of the September 22, 2023, Strategy Workshop Meeting
7. Consideration of the Minutes of the September 26, 2023, Strategy Workshop Meeting

### **Staff Report Matters**

8. District Counsel
9. District Manager
10. Club Management
  - a. Management Discussion & Analysis Report *(under separate cover)*



**Business Matters**

- 11. Discussion of Capital Improvement Plan and Associated Bond Referendum
- 12. Consideration of Engagement Letter for District Engineering Services (*under separate cover*)
- 13. Appointment of Election Chair
- 14. Appointment of CPA Firm Canvassing Ballots
- 15. Consideration of Resolution 2024-01, Related to Bond Referendum Process (*under separate cover*)

**District Financial Matters**

- 16. Ratification of Payment Authorization Nos. 101-102 (*under separate cover*)

Date	Meeting Type	Time	Location	Note
October 31, 2023	Workshop Meeting	2:00 PM-4:00 PM	University Park	Community Center
November 10, 2023	Board Meeting	1:00 PM	University Park	Community Center

- 17. Supervisor Requests & Comments

**Adjournment**



**University Park  
Recreation District**

Consideration of the Minutes of  
the September 5, 2023,  
Strategy Workshop Meeting

**MINUTES OF MEETING**

**UNIVERSITY PARK RECREATION DISTRICT  
STRATEGY WORKSHOP MEETING**

**Tuesday, September 5, 2023**

**9:00 a.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 <sup>nd</sup> Vice Chairperson
David Murphy	Assistant Secretary
Rusty Piersons	Assistant Secretary (via zoom)

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC	(via zoom)
Mark Barnebey	Blalock Walters - District Counsel	(via zoom)
John Fetsick	General Manager - Country Club	

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The meeting was call to order at 9:00 a.m. by Ms. Dickson. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS**

**Discussion**

The Board reviewed the Kimley-Horn & Associates video and rendering for the Phase 2 Capital Improvement Plan Project. Discussion on the information reviewed pertaining to the video and rendering. Some modifications to the rendering and video were suggested before finalizing. Discussion of the communication timeline pertaining to the Phase 2 Capital Improvement Plan Project.

**THIRD ORDER OF BUSINESS**

**Adjournment**

ON MOTION by Ms. Dickson, with all in favor, the September 5, 2023, Strategy Workshop Meeting of University Park Recreation District was adjourned at 11:20 a.m.

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Secretary / Assistant Secretary

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Chairperson / Vice Chairperson

**University Park  
Recreation District**

Consideration of the Minutes of  
the September 5, 2023,  
Workshop Meeting

**MINUTES OF MEETING**

**UNIVERSITY PARK RECREATION DISTRICT  
WORKSHOP MEETING**

**Tuesday, September 5, 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	2 <sup>nd</sup> Vice Chairperson & Treasurer	
David Murphy	Assistant Secretary	
Rusty Piersons	Assistant Secretary	(via phone)

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC (via phone)	
Venessa Ripoll	District Manager - PFM Group Consulting LLC (via phone)	
Mark Barnebey	Blalock Walters - District Council	(via phone)
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 2:00 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 at this time.

## **SECOND ORDER OF BUSINESS**

### **Discussion**

#### **Presentation on the Results of the Recent Social Member Survey**

Mr. Murphy presented the results of the Social Member Survey. On August 22, 2023, they had sent out via email, a survey designed to gain insight into the Social Member's utilization and perception of University Park Country Club. The survey was sent out to the UPCC Club email list of 913 subscribed members. He thanked everyone who had responded to the survey. There was a total of 341 responses received, equaling a 37% response rate. Only 27 of the responses were from non-resident members. 83% of the responders are year-round residents. In total 43% were male and 53% were female. 43% of the women belong to the UPCC Women's Club, and 13% were prior members. Respondents 65 years or under accounted for 14%, ages 66-75 represented 44%, ages 76-85 represented 37%, and any age over 85 represented 5%. Respondents who were members for less than 3 years accounted for 26%, while those 3-9 years represented 40%, 10-19 years represented 24%, and 20+ years represented 10%. 61% of respondents felt welcomed when they became members of UPCC. 58% of respondents belonged to an outside club due to the cost of the membership to the UPCC.

Ms. Dickson had some comments concerning the membership that had received the survey, and if they were all given equal opportunity to respond to the survey despite opting in or out of receiving emails. Mr. Charlesworth asked if the survey results will be posted and shared with the folks that had taken the survey. Mr. Murphy stated it will be posted as a link in the Club Weekly and that they can send the results to the same email list that had received the survey. Mr. Case asked if they had surveyed summer members. Mr. Case also had a question about the proposed project for Phase 2 and when that survey will be sent to residents. Mr. Murphy stated that the Phase 2 survey will be sent out at the end of October.

## **THIRD ORDER OF BUSINESS**

#### **Update on the Mediation Meeting Related to SR Construction Contract**

It was stated that the mediation took place on Friday, September 1, 2023. Mr. Fetsick, Mr. Barnebey, and Mr. Baumier were in attendance. Mr. Steve Chase was the mediator for this meeting and it took place over 6 hours. Mr. Fetsick stated that they were retaining money to ensure the project was completed correctly, and they were pleased with the outcome of the meeting. Ms. Dickson asked if they were under a deadline. Mr. Fetsick stated that the change orders are being finalized now.

The goal right now is to get some of the hardware and the gutters fixed as soon as this week. Mr. Baumier had created a 20-slide PowerPoint presentation for the meeting.



Mr. Barnebey stated that he had spoken with the Supervisor of Elections and reminded everyone that they need to vote on the Charter Amendments. They want to have the final revised Charter Amendments completed and given to the Supervisor of Elections by early January 2024. Mr. Ludmerer suggested making a timetable for the Charter Referendum.

Ms. Dickson stated that the next Board meeting is scheduled for September 8, 2023, at 1:00 p.m., and the next Workshop meeting will be on September 26, 2023, at 2:00 p.m.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

There were no additional items to come before the Board.

ON MOTION by Ms. Dickson, with all in favor, the September 5, 2023, Workshop Meeting of University Park Recreation District was adjourned at 3:03 p.m.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson

**University Park  
Recreation District**

Consideration of the Minutes of  
the September 8, 2023,  
Board of Supervisors Meeting

**MINUTES OF MEETING**

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

**Friday, September 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 <sup>nd</sup> Vice Chairperson	
David Murphy	Assistant Secretary	(via Zoom)
Rusty Piersons	Assistant Secretary	(via Zoom)

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)
Curtis Nickerson	Director of Properties and Facilities – Country Club	
John Fetsick	General Manager – Country Club	
Paul Charlesworth	Resident	
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 1:00 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**

There were no public comments at this time.

**SECOND ORDER OF BUSINESS**

**Administrative Matters**

**Consideration of the Minutes of the July 25, 2023, Strategy Workshop Meeting and the Minutes of the August 11, 2023, Board of Supervisors' 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 July 25, 2023, Strategy Workshop Meeting and the Minutes of the August 11, 2023, Board of Supervisors' Meeting.

**THIRD ORDER OF BUSINESS**

**Staff Report Matters**

District Counsel – Mr. Barnebey reviewed the changes made to the firearms legislation as some restrictions were put into place, including firearms being restricted in places that serve alcohol and during meetings. Ms. Dickson asked about the restrictions applying to the golf cart that drives around the golf course selling alcohol, where the restriction would be hard to enforce. Open-carry of a firearm is also restricted but concealed-carry can also be restricted in certain areas.

Mr. Barnebey also mentioned that they had received a draft contract that Kimley-Horn is reviewing concerning the land use items.

District Manager – Ms. Carvalho stated that this is the last meeting of FY 2023 and will be approving some resolutions in regard to the FY 2024 meeting schedule for both Board meetings and workshop meetings.

Club Management (Management Discussion & Analysis Report/Update on the Business Plan Progress) – Mr. Fetsick stated that Hurricane Idalia came and went with minimal impact to University Park. The Club was closed on the Wednesday and the golf course again on the Thursday out of an abundance of caution.

There have been 4,000 fewer rounds of golf year to date, primarily in outside rounds. Despite the decrease, they remain \$500,000 favorable to the Budget, this is driven by higher than anticipated open rates.

The new racquet staff continues to get settled. Mr. Lance Martin has been meeting with the team captains for league play and is actively meeting the pickleball members. He will be hosting two complimentary pickleball clinics for those who may be interested in learning the game or for those who actively play and want to get to know him. They are continuing to interview for a Fitness Director with both internal and external candidates.

Dining has been closed this week for maintenance, cleaning, and various open work items. The Park Grille has added acoustical panels which have been very effective and added to the aesthetics of the space. The woodwork has been painted, and there has been deep cleaning done including the dining room floors, and room divider doors have been added. The café had their downspouts fixed, the truss hardware was treated and painted, the gutters were fixed, and the tongue and groove were fixed. This upcoming Monday, September 11, 2023, the entire Food & Beverage front of house team will be participating in an all-day training with Mr. Bob Brown who is a world-renowned Food & Beverage expert and trainer. Both dining areas will reopen on Tuesday, September 12, 2023

They continue to host sold out Bingo and Trivia nights once a month and have been hosting occasional Food & Beverage themed nights. The Golf, Racquets, and Food & Beverage teams hosted a great Labor Day full of events that included a BBQ lunch. Mr. Fetsick thanked Ms. Ann Backus for heading up the dining event.

There are currently 1,296 total memberships, with 399 full memberships, 775 social memberships, and 122 racquet memberships. There are 147 grandfathered non-members and 220 grandfathered members. They continue to have favorable financial results year-to-date compared to both the budget and to prior years. The Food & Beverage costs continue to be unfavorable. There are on track to earn \$1.1 million in total capital for the year, driven by initiation fees, 10% of outside golf, and the capital fees that were introduced.

Mr. Ludmerer asked if Bingo and Trivia will be moved to Tuesday nights and if the teams have been informed of the change. Mr. Fetsick confirmed they have been informed but will resend the notification in the weekly updates. He updated the Board of returning to the TGIF format from last year and contemplating supplementing the non-service of food at the Varsity Club with a food truck. Mr. Ludmerer also asked about having additional staff for Food & Beverage. Mr. Fetsick stated the CPR and AED trainings have been scheduled and he will announce the exact dates before the end of the meeting.

**Public Hearing on the Adoption  
of the District's Annual Budget  
& Country Club Budget**

- a. Public Comments and  
Testimony**
- b. Board Comments**
- c. Consideration of  
Resolution 2023-08,  
Adopting the Fiscal Year  
2024 District's Annual  
Budget and  
Appropriating Funds**
  - i. General Fund  
Budget**
  - ii. Debt Service  
Budget**
- d. Consideration of  
Resolution 2023-09,  
Adopting the Fiscal Year  
2024 Country Club  
Budget and  
Appropriating Funds**
  - i. Enterprise Fund  
Budget**

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

There were no public or Board comments. Mr. Fetsick reviewed the General Fund Budget, Debt Service Budget, and the Enterprise Fund Budget for the Board. There have been no changes to the General Fund Budget or the Debt Service Budget since the May meeting. There was a minor change with the Enterprise Fund Budget; the restaurant revenue increased by \$427,000, payroll has increased by \$8,000, and direct expenses has increased to \$316,000.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2023-08, Adopting the Fiscal Year 2024 District's Annual Budget and Appropriating

Funds, and Resolution 2023-09, Adopting the Fiscal Year 2024 Country Club Budget and Appropriating Funds.

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

**Public Hearing on Adopting  
Country Club Policies,  
Enforcement and Compliance  
Matters of the District Facilities  
and Property**

- a. Public Comments and  
Testimony**
- b. Board Comments**
- c. Consideration of  
Resolution 2023-11,  
Adopting Country  
Club Policies,  
Enforcement and  
Compliance Matters of  
the District Facilities  
and Property**

Ms. Dickson suggested that this item be continued to a later meeting, Mr. Ludmerer volunteered to be a part of the reviewing process and suggested this be continued to the November 10, 2023, meeting.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board continued this Public Hearing to the November 10, 2023, Board of Supervisors meeting.

**Consideration of Resolution  
2023-10, Adopting the Annual  
Board and Workshop Meeting**

**Schedule for Fiscal Year 2023-2024.**

- a. Exhibit A- Annual Board of Supervisors Meeting Schedule**
- b. Exhibit B- Annual Board of Supervisors Workshop Meeting Schedule**

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2023-10, Adopting the Annual Board and Workshop Meeting Schedule for Fiscal Year 2023-2024 as presented.

**Update of Strategic Planning Relating to Deferred Maintenance and Capital Improvement Project and Schedule Moving Forward**

Mr. Fetsick provided an update to the progress of the Strategic Planning process. A presentation will be ready for a future meeting. They are working with an estimator on the costs which includes golf course irrigation, a kitchen renovation and expansion, a fitness facility addition and expansion, and administrative space for staff.

**FIFTH ORDER OF BUSINESS**

**District Financial Matters**

**Ratification of Payment Authorization Nos. # 99 - 100**

Mr. Fetsick reviewed the payment authorizations.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization No. # 99.



ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization No. # 100.

**Supervisor      Requests      &  
Comments**

Ms. Dickson reminded the Board that there is an upcoming Workshop meeting on September 26, 2023, at 2:00 p.m. at the Community Center and another Workshop meeting on October 3, 2023, at 2:00 p.m. and a Board meeting on October 13, 2023, at 1:00 p.m.

Mr. Hahn had a question about when the next scheduled GM meeting. Mr. Fetsick said that the monthly meetings will return in October. He also asked if the paper shredding will continue. Mr. Fetsick confirmed that it will.

**SIXTH ORDER OF BUSINESS**

**Adjournment**

There were no further comments.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the September 8, 2023, Board of Supervisors' Meeting of University Park Recreation District was adjourned at 1:36 p.m.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson

**University Park  
Recreation District**

Consideration of the Minutes of  
the September 14, 2023,  
Strategy Workshop Meeting

**MINUTES OF MEETING**

**UNIVERSITY PARK RECREATION DISTRICT  
STRATEGY WORKSHOP MEETING**

**Tuesday, September 14, 2023**

**11:00 a.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 <sup>nd</sup> 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 (via zoom)
Marisa Powers	Blalock Walters - District Counsel
John Fetsick	General Manager - Country Club
Kristine Szarkowitz	Communication Leader

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The meeting was call to order at 11:00 a.m. by Ms. Dickson. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS**

**Discussion**

1. Confirmation of alignment on objectives for Capital Improvement Projects.
  
2. Communications
  - i. Team Member Responsibilities and Key Spokespeople for All Referendum Communication
  
  - ii. Mr. Murphy provided an overview of the three phases of communication plan and the responsible party for delivering/ presenting the message and content.

3. Ambassador Program objectives

4. Board Rehearsal Suggestions

5. Discussion about revised renderings and updated project cost.

**THIRD ORDER OF BUSINESS**

**Continuance**

ON MOTION by Ms. Dickson, with all in favor, the September 14, 2023, Strategy Workshop Meeting of University Park Recreation District was continued at 1:44 p.m. to Tuesday, September 19, 2023, from 3:00PM to 7:00PM.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson

**University Park  
Recreation District**

Consideration of the Minutes of  
the September 19, 2023,  
Continued Strategy Workshop Meeting

**MINUTES OF MEETING**

**UNIVERSITY PARK RECREATION DISTRICT  
CONTINUED STRATEGY WORKSHOP MEETING**

**Tuesday, September 19, 2023**

**3:00 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 <sup>nd</sup> 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 (via zoom)
Marisa Powers	Blalock Walters - District Counsel (via zoom)
John Fetsick	General Manager - Country Club
Kristine Szarkowitz	Communication Leader

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The meeting was reconvened at 3:00 p.m. by Ms. Dickson. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS**

**Discussion**

Review the Revised Phase 2 Renderings

Review the Capital Improvement Plan – Investment Summary

**THIRD ORDER OF BUSINESS**

**Adjournment**

ON MOTION by Ms. Dickson, with all in favor, the September 19, 2023, Continued Strategy Workshop Meeting of University Park Recreation District was adjourned at 5:00 p.m.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson

**University Park  
Recreation District**

Consideration of the Minutes of  
the September 22, 2023,  
Strategy Workshop Meeting



**MINUTES OF MEETING**

**UNIVERSITY PARK RECREATION DISTRICT  
WORKSHOP MEETING**

**Friday, September 22, 2023**

**1:00 p.m.**

**Varsity Club**

**7671 The Park Blvd., FL 34201**

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

Sally Dickson	Chairperson
Mark Criden	Vice Chairperson
Steve Ludmerer	Treasurer / 2 <sup>nd</sup> Vice Chairperson
David Murphy	Assistant Secretary
Rusty Piersons	Assistant Secretary

Also, Present in person or via phone:

John Fetsick	General Manager - Country Club
Kristine Szarkowitz	Communication Leader

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The meeting was call to order at 1:00 p.m.by Ms. Dickson. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS**

**Discussion**

- a. Presentation Dry Run

The Board reviewed the presentation of the Capital Improvement Project.

**THIRD ORDER OF BUSINESS**

**Adjournment**

ON MOTION by Ms. Dickson, with all in favor, the September 22, 2023, Workshop Meeting of University Park Recreation District was adjourned at 1:44 p.m.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson

**University Park  
Recreation District**

Consideration of the Minutes of  
the September 26, 2023,  
Strategy Workshop Meeting

**MINUTES OF MEETING**

**UNIVERSITY PARK RECREATION DISTRICT  
STRATEGY WORKSHOP MEETING**

**Tuesday, September 26, 2023**

**9:00 a.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 <sup>nd</sup> 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 (via zoom)
Marisa Powers	Blalock Walters - District Counsel
John Fetsick	General Manager - Country Club
Kristine Szarkowitz	Communication Leader

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The meeting was call to order at 9:00 a.m. by Ms. Dickson. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS**

**Discussion**

The Board reviewed the potential communication timetable for January 16, 2024, Bond Referendum timeline. Mr. Murphy reviewed the alternate calendar. The Board made some changes to the timeline as it relates to tentative schedule for neighborhood meetings and townhall meetings. Mr. Fetsick will confirm the dates, times and location for these meetings so proper notices are completed accordingly in the newspaper.

**THIRD ORDER OF BUSINESS**

**Adjournment**

ON MOTION by Ms. Dickson, with all in favor, the September 26, 2023, Strategy Workshop Meeting of University Park Recreation District was adjourned at \_\_\_\_\_ 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  
(under separate cover)

# **University Park Recreation District**

**Discussion of Capital Improvement Plan  
and Associated Bond Referendum**



**University Park  
Recreation District**

Consideration of Engagement Letter  
for District Engineering Services  
(under separate cover)

**University Park  
Recreation District**

Appointment of Election Chair

**University Park  
Recreation District**

Appointment of CPA Firm  
Canvassing Ballots

**University Park  
Recreation District**

Consideration of Resolution 2024-01,  
Related to Bond Referendum Process  
(under separate cover)

**University Park  
Recreation District**

Ratification of  
Payment Authorization Nos. 101-102  
(under separate cover)

# **University Park Recreation District**

Supervisor Requests & Comments