

MINUTES OF MEETING

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

Tuesday, May 21, 2024

10:00 a.m.

The Business Offices

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 |
| Kwame Jackson | ADM - PFM Group Consulting LLC (via Zoom) |
| Venessa Ripoll | PFM Group Consulting LLC (via Zoom) |
| Mark Barnebey | District Counsel - Blalock Walters |
| John Fetsick | General Manager - Country Club |
| Curtis Nickerson | Director of Properties and Facilities - Country Club |
| Various audience members via Zoom | |

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was call to order at 10:01 a.m. by Ms. Dickson and Ms. Carvalho confirmed quorum to proceed. Those in attendance are outlined above.

The Board recited the Pledge of Allegiance.

Public Comments

Mr. Dean Matt had comments about varying versions of Resolution 2024-13 in circulation.

Mr. Barnebey noted that there is one version of the resolution, that being what was considered and approved by the Board on March 22, 2024.

Ms. Dickson noted that there was one resolution before the Board and that was the one that was passed.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of:

- **the April 2, 2024, Board of Supervisors' Workshop Meeting**
- **the April 12, 2024, Board of Supervisors' Meeting**
- **the April 30, 2024, Board of Supervisors' Workshop 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 April 2, 2024, Board of Supervisors' Workshop Meeting, the April 12, 2024, Board of Supervisors' Meeting, and the April 30, 2024, Board of Supervisors' Workshop Meeting.

Mr. Ludmerer commended the PFM District Management Team and Mr. Murphy on the clarity and accuracy of the meeting minutes that have been presented recently.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel – No report.

District Manager – No report.

Club Management (Management Discussion & Analysis Report) – Mr. Fetsick mentioned that the Club is officially in off-season and noted the decrease in activities.

Mr. Fetsick noted that Justin Sears has been hired as the new Executive Chef with a start date of June 11, 2024. He advised that the Club hired GSI Executive Search who assisted with the recruitment process.

Mr. Fetsick provided an overview of dining events which received good support, with the

Mother's Day Brunch attendance growing to 472 attendees, an increase of over 100 persons compared to last year. He thanked the food and beverage team for the successful season.

Mr. Fetsick explained that the reduced opening hours for the Parke Grille have been discontinued due to the feedback of members. He asked for support of the members during the extended hours to prevent a negative financial impact on the operation. He noted that the team will be looking at incentives to drive member support.

There was a short discussion about the food and beverage operation.

The Country Club Full membership is 455, Racquets membership is 113, Social membership is 783, Summer golf and racquets membership are 82 and 23 respectively. There are 140 grandfathered non-members and 217 grandfathered members. Of the 1,351 overall memberships, 312 are non-residents. The unofficial full membership waitlist is currently at 18 persons, with one application pending.

There was a discussion about the junior executive membership, which has been discontinued, and range passes.

Mr. Nickerson provided an update on the short game area noting that the rough grade is complete, and irrigation will be installed tomorrow, with the final grade and sod to be applied in the following week. There has been additional work done with widening the pathways, and work will be done on the parking area. He also provided an update on the irrigation project noting that holes 23, 24 and 25 are complete, with 22 currently being completed. He noted that there have been numerous leaks the old irrigation system recently. The project is proceeding ahead of the projected timeline.

Mr. Ludmerer asked for an update on the canopies for the racquet facilities.

Mr. Nickerson noted that the poles for the canopies, and the canopies themselves, should be completely installed during the current week. He noted that there have been multiple issues with the vendor.

Mr. Fetsick gave a detailed overview of the Country Club's financials for March 2024.

FOURTH ORDER OF BUSINESS

Business Matters

**Continued Public Hearing on
the Adoption of Revision to the
Rules & Regulations**

Ms. Dickson asked for a motion to reconvene the Public Hearing.

ON MOTION by Mr. Criden, seconded by Mr. Piersons, with all in favor, the Board approved reconvening the Public Hearing on the Adoption of Revision to the Rules & Regulations.

Ms. Dickson noted that the public hearing will be continued to June 4, 2024, as discussed in the May 17, 2024, workshop.

Mr. Ludmerer noted that the current proposed revised document will be provided on the website and in the Club Weekly for the public to review prior to the June 4, 2024, public hearing.

Ms. Dickson opened the floor for any public comments.

There were no public comments.

ON MOTION by Mr. Criden, seconded by Mr. Piersons, with all in favor, the Board approved continuing the Public Hearing on the Adoption of Revision to the Rules & Regulations to June 4, 2024, at 2:00 PM.

**Public Hearing on the Adoption
of Membership Caps and
Initiation Fees**

Ms. Dickson asked for a motion to open the Public Hearing.

ON MOTION by Mr. Criden, seconded by Mr. Murphy, with all in favor, the Board approved opening the Public Hearing on the Adoption of Membership Caps and Initiation Fees.

Ms. Dickson noted that the public hearing will be continued to June 4, 2024, as discussed in the May 17, 2024 workshop, to allow the public to review the proposed fees prior to the public hearing.

Ms. Dickson opened the floor for any public comments.

There were no public comments.

ON MOTION by Mr. Criden, seconded by Mr. Piersons, with all in favor, the Board approved continuing the Public Hearing on the Adoption of Adoption of Membership Caps and Initiation Fees to June 4, 2024, at 2:00 PM.

**Consideration of Resolution
2024-17, Approving a
Preliminary Enterprise Fund
(Country Club) Budget for
Fiscal Year 2025 and Setting a
Public Hearing Date [Suggested
Date, August 9, 2024]**

Mr. Fetsick provided a detailed overview of the Preliminary Enterprise Budget (Country Club) and the key assumptions used. Annual dues will increase by 9% for full memberships, 9% for racquet memberships, and 15 – 17% for social memberships. The total net revenue is \$13,797,375.00.

There were comments and short discussions throughout the presentation.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2024-17, Approving a Preliminary Enterprise Fund (Country Club) Budget for Fiscal Year 2025 and Setting a Public Hearing Date of August 9, 2024, at 1:00 PM at 8301 The Park Boulevard, University Park, FL 34201.

**Consideration of Resolution
2024-18, Approving a
Preliminary General Fund
Budget for Fiscal Year 2025 and
Setting a Public Hearing Date
[Suggested Date, August 9,
2024]**

Mr. Fetsick provided a detailed overview of the Preliminary General Fund Budget and explained that this budget reflects the operation and maintenance costs of the district. The total net revenue is \$253,500.00.

There were comments and short discussions throughout the presentation.

Ms. Carvalho noted that the resolution includes the Debt Service Budget, which is a repayment of the 2019 bond proceeds.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board approved Resolution 2024-18, Approving a Preliminary General Fund Budget and Debt Service Budget for Fiscal Year 2025 and Setting a Public Hearing Date of August 9, 2024, at 1:00 PM at 8301 The Park Boulevard, University Park, FL 34201.

Review and Consideration of Architectural/Engineering RFQ Responses

Mr. Fetsick noted that three responses were received. A review committee has been put together to review the responses and provide a recommendation to the Board at the June 4, 2024, Board meeting for a decision to be made.

There was a short discussion about the proposed timeline.

Update on Bond Validation Hearing

Mr. Ludmerer noted that contact was made with rating agencies and are currently evaluating the district for a rating on the bond.

Mr. Barnebey noted that final order was issued by the judge approving the issuance of the bonds. The appeal period ends on June 13, 2024.

Update on Bond Anticipation Notice

Mr. Ludmerer advised that a potential extension of the closing date, until June 30, 2024, was successfully discussed with Regions Capital Advantage, Inc. The working team will have an update at the June 14, 2024, Board of Supervisors Meeting.

FIFTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment

Authorization Nos. 116 & 117

Mr. Fetsick reviewed the payment authorizations for the Board.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the Board ratified Payment Authorization Nos. 116 & 117.

**Supervisor Requests &
Comments**

Mr. Ludmerer reminded the Board Members that the Form 1 filings are now done electronically. He also mentioned the required ethics training for Board Members and asked Ms. Carvalho to arrange for Manatee County or a private firm to provide the Ethics Training Class for the Board. The preference is for the training to be done as a group rather than individually onsite.

There was a short discussion about the Form 1 filing.

Mr. Ludmerer mentioned persons interested in joining the advisory volunteer group. There was a short discussion on this matter.

Mr. Fetsick and Ms. Johnson will work on communicating the information to the membership and obtaining volunteers for this advisory group.

SIXTH ORDER OF BUSINESS

Adjournment

There were no further comments at this time.

ON MOTION by Mr. Criden, seconded by Mr. Ludmerer, with all in favor, the May 21, 2024, Board of Supervisors' Meeting of University Park Recreation District was adjourned at 11:41 a.m.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson