

MINUTES OF MEETING

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

Friday, June 26, 2020 at 1:00 p.m.

Via conference call due to the COVID-19 Executive Order 20-52, 20-69, & 20-112

Board Members present at roll call:

Bob Wood	Chairperson	(via phone)
Jim Long	Assistant Secretary	(via phone)
Beth Bertsch	2nd Vice Chairperson	(via phone)
Nancy Kopnisky	Assistant Secretary	(via phone)
Steve Ludmerer	Vice Chairperson & Treasurer	(via phone)

Also, Present:

Hank Fishkind	PFM	(via phone)
Vivian Carvalho	PFM	(via phone)
Amy Champagne	PFM	(via phone)
Jennifer Glasgow	PFM	(via phone)
Mark Barnebey	Blalock Walters Law Firm	(via phone)
Laurie Evans	Country Club	(via phone)
Curtis Nickerson	Country Club	(via phone)
Various Members of the General Public		

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order at 1:00 p.m. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Organizational Matters

Opening Comments

Mr. Wood provided opening remarks.

Public Comments

There were no public comments at this time.

THIRD ORDER OF BUSINESS

Business Matters

Discussion regarding Executive Orders 20-112 and 20-114

A copy of the Executive Orders is included in the agenda package. Mr. Barnebey provided an overview of the Executive Orders. The Executive Order 20-150 has been extended to August 1, 2020. There were extensions granted related to prohibiting filing foreclosure actions. That Order expires July 1, 2020 barring and extension by the Governor. However, he thinks the Governor might extend that as well.

Mr. Ludmerer added the Governor's Order required a ten-day advance notice of the virtual meeting vs. the seven-day notice of the in-person meeting. Mr. Barnebey stated it requires the District to include certain information in the notice. If the Board wants to hold a virtual meeting in July the Board must let District Management know at least ten days prior to the potential meeting to get the required notices out for publication. Ms. Carvalho proceeded with an advertisement this morning in anticipation of this and it can be cancelled if needed but proceeded with a July 10, 2020 meeting with the extension of Executive Order 20-150 provision in the notice.

Consideration of Minutes of the May 8, 2020 Board of Supervisors' Meeting

The Board reviewed the Minutes of the May 8, 2020 Board of Supervisors' Meeting. Ms. Kopsnisky previously provided corrections to the minutes. Mr. Wood noted an error to the minutes. Mr. Ludmerer stated the minutes had considerably more detail than is needed and requested the minutes to be more concise.

ON MOTION by Mr. Long, seconded by Ms. Kopsnisky, with all in favor, the Board approved Minutes of the March 3, 2020 Board of Supervisors' Workshop Meeting and Minutes of the March 13, 2020 Board of Supervisors' Meeting, as amended.

Update for Country Club Forecast for FY 20

Mr. Ludmerer provided an overview of the Country Club forecast. Ms. Evans provided an overview of the impact of COVID-19. Mr. Wood, Ms. Bertsch, and Ms. Kopsnisky thanked the staff.

Consideration of Workshop vs, Regular Meeting on July 10, 2020

Mr. Wood noted the meeting scheduled on July 10, 2020 will now be a workshop as opposed to a Board of Supervisors' Meeting and will likely take place virtually. Mr. Ludmerer requested the July 10, 2020 meeting be kept as a regular Board of Supervisors Meeting with the primary function being the workshop on the Budget. Mr. Barnebey stated the District can make it a regular meeting and treat it as a workshop, but it will allow the Board to take action if needed.

Ms. Carvalho advertised it as a regular meeting pending this discussion. One of the items at that meeting will be a workshop on the Budget. No action was required by the Board.

Update regarding Supervisor of Elections 2020

Mr. Barnebey provided an overview of the election process. Qualified electors must be over 18-year-old and reside at one specific residents at UPRD for 183 days prior to the Election.

Mr. Wood asked how the District should communicate the election process to the residents. Mr. Barnebey suggested posting it on the website and posting on the physical site. Ms. Kopnisky recommended posting a simplified version. Mr. Long suggested District staff mail ballots to all the homes with an explanation on how to vote. A lengthy discussion took place.

Mr. Wood asked Mr. Barnebey to review the questions which were asked and have an opinion for the Board at the July 10, 2020 meeting to finalize the process.

Update of Trademark / Servicemark License Agreement

Ms. Kopnisky provided an overview of the discussion she had with the various representatives. Ms. Evans agreed the District should go ahead with the Servicemark of University Park Grill and Café to combine them. This relates to the Pro Shop and merchandise. The letter of Agreement between UPCA and the District costs \$1,100.00. A 2 Class applications costs \$2,100.00. The District should receive the proposed Letter of Agreement by the end of next week.

A discussion took place about the word "Café" and if the accent will go on the "E". Ms. Kopnisky asked the Board if they wanted her to find out the about the addition of the 3rd Class for the University Park County Club. Mr. Wood requested she find out that information and bring it back for discussion at the meeting on July 10, 2020.

Update of FY 2019 Audit Report

Mr. Ludmerer provided an update of the Fiscal Year 2019 Audit Report. He was told by Mr. Philips that the District will have all the information that it needs to complete the Audit by next week. On July 10, 2020 the Board will review the draft of the Audit.

Update of the Owners Outstanding Assessments

Mr. Barnebey explained the District is now down to three people with outstanding assessments. Two for \$1,000.00 each plus fees. The District has been authorized to foreclose on them but cannot do that based on the Governor's most recent Executive Order. The District is prepared to move forward with foreclosure as soon as the Executive Order is lifted.

The other outstanding assessment is for \$19.67 and he did not recommend foreclosure but to communicate with them to get them to pay. No action was necessary by the Board.

Update Pertaining to Parcel 7

Mr. Wood provided an overview of the letter sent to UPCA I which indicates the District is transferring the option to purchase Parcel 7 to them if they wish to accept it but the District has no intention of moving ahead with the acquisition of Parcel 7. UPCA I asked for more clarification on District expectations as it relates to value which will be clarified this week as to the District's expectations. A discussion took place.

Mr. Ludmerer stated per the terms which were originally discussed with the UPCA I, if they sold Parcel 7 then the District and UPCA I would divide the excess profit equally between the two entities.

It is important for UPCA I to respond to the District about what they think should happen on Parcel 7. Mr. Wood noted UPCA I requested clarification on Parcel 7 and the Sales Center. The District will respond to see if their expectation and the District are the same as it relates to Parcel 7 if there is a transaction in the future.

Update Pertaining to the Usage of the Sales Center

Mr. Wood provided an overview of the letter sent to Mr. Whyte. UPCA I requested clarification regarding the Sales Center.

Discussion Pertaining to the Usage of the District Website

Ms. Bertsch provided an overview of website. A lengthy discussion took place about the District website needs. No action was required by the Board.

FOURTH ORDER OF BUSINESS

District Financials

Ratification of Payment Authorization 14 & 16

Mr. Ludmerer stated Payment Authorization #14 has been reconciled. He recommended approval of Payment authorization #14. He went on to say Payment Authorization #16 was revised with the District Management fees section. The alcoholic License Fee should be charged to the County Club not the District and the cost of litigation on liens for Special Assessment need to be categorized as a litigation expense. He recommended approval of Payment Authorization #16, per the suggested changes.

ON MOTION by Mr. Long, seconded by Ms. Bertsch, with all in favor, the Board ratified Payment Authorization 14 & 16, per the suggested changes.

Review of District Financial Position

Mr. Ludmerer provided an overview of the financial position.

FIFTH ORDER OF BUSINESS

Staff Reports

District Counsel-Mr. Barnebey explained that a lawsuit was filed, recorded in public records and named many individuals on District staff, the Board, County Commissioners, attorneys, and judges. He spoke to two different title companies about what that might mean if individuals want to sell the property or refinance their property and they assured him there would be no issues with title work if something happened in that regard. He does not think this will be an issue and did not recommend any action.

District Manager- Dr. Fishkind discussed the bank line of credit options and he will work with Mr. Ludmerer and they will have a more formal report at the next meeting.

Mr. Wood asked if there has been investigation about refinancing the Bonds. Dr. Fishkind stated the District cannot do that. Current tax laws do not allow for advanced refunding on

the Bonds. Mr. Ludmerer added there is a 10 year no call provision and the earliest the District can refund the Bonds on a tax-free basis would be November 2029.

1. Status of Project Action List

Ms. Evans stated roof work is being done on the front half of the building.

Supervisor Requests- Mr. Wood stated the next meeting is scheduled for July 10, 2020 and will take place virtually.

Ms. Bertsch thanked everyone. Ms. Kopnisky thanked everyone. Mr. Ludmerer thanked Club Management.

Public Comment- There were no public comments.

SIXTH ORDER OF BUSINESS

Adjournment

Mr. Wood requested a motion to adjourn.

ON MOTION by Mr. Long, seconded by Mr. Ludmerer, with all in favor, the Friday, June 26, 2020 Rescheduled Board of Supervisors' Meeting for University Park Recreation District was adjourned at 2:26PM.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

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