

**MINUTES OF MEETING**

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

**Wednesday, November 4, 2020 at 10:00 a.m.**

**Via conference call due to the COVID-19 Executive Order 20-246**

Board Members present at roll call:

Steve Ludmerer	Chairperson & Treasurer	(via phone)
Beth Bertsch	Vice Chairperson	(via phone)
Jim Long	Assistant Secretary	(via phone)
Karen Pagano	Assistant Secretary	(via phone)

Also, Present:

Vivian Carvalho	PFM	(via phone)
Jennifer Alexander	Blalock Walters Law Firm	(via phone)
Laurie Evans	Country Club	(via phone)
Curtis Nickerson	Country Club	(via phone)
John Fetsick	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 10:00 a.m. by Mr. Ludmerer. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS**

**Organizational Matters**

**Opening Comments**

Mr. Ludmerer provided opening remarks for the workshop meeting.

**Public Comments**

There were no public comments at this time.

**THIRD ORDER OF BUSINESS**

**Discussion**

**Discussion regarding Executive  
Order 20-246**

A discussion took place regarding Executive Order 20-246. The Executive Order has been extended thru 12:01 AM of November 1, 2020. District Counsel will keep everyone informed if the Executive Order is lifted or extended beyond November 1, 2020.

A discussion took place about physical distancing.

### **Review of Strategic Planning Process to Date**

Laurie Evans provided an overview of the update with the strategic planning and process.

### **Discuss the Vision, Mission and Core Values & Metrics**

Laurie Evans presented the vision, mission and core values & metrics that is outlined in the power point slide attached to the minutes as "Exhibit A".

### **Summary of Information Gathering Processes Including Focus Groups & Surveys**

Laurie Evans provided a summary of information gathering processes including focus groups & surveys. This summary is outlined in the document attached to the minutes as "Exhibit B".

### **Review and Discuss Action Plans Developed with Planning Facilitator**

Laurie Evans provided an overview of the action plans developed with the planning facilitator.

### **Update the Board on the Master Planning Services Selection Process**

Laurie Evans provided an overview of the Request for Proposal (RFP) advertisement that was placed in the paper for the proposals to be due November 12, 2020. She has received 2 proposals thus far but will not be able to release the information until the due timeframe of November 12, 2020 has expired. Lengthy discussion ensued on timing of the proposals due versus the Board reviewing at the November 13, 2020 Board of Supervisors Meeting. The Board requested for management to send a copy of the RFP advertisement and RFP to the Board and post on the website in anticipation of the Board reviewing the proposals by the various companies after the due timeframe of November 12, 2020.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

Mr. Ludmerer requested a motion to adjourn the workshop meeting at 11:15 a.m.

ON MOTION by Ms. Bertsch, seconded by Ms. Pagano, with all in favor, the Wednesday, November 4, 2020 Board of Supervisors' Workshop Meeting for University Park Recreation District was adjourned 11:15 a.m.

  
Secretary / Assistant Secretary

  
Chairperson / Vice Chairperson