

MINUTES OF MEETING

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

Friday, December 10, 2021

1:00 p.m.

Community Center

8301 The Park Boulevard, University Park, FL 34201

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

James Case	Chairperson
Bill DiPaolo	Vice Chairperson
Steve Ludmerer	Treasurer
Sally Dickson	Assistant Secretary

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll (via phone)	Assistant District Manager-PFM Group Consulting LLC
Mark Barnebey	District Counsel- Blalock Walters Law Firm
Curtis Nickerson	Director of Properties & Facilities- Country Club
John Fetsick	General Manager – Country Club
Laurie Evans (via phone)	Former General Manager- Country Club
Rico Alcala	Director of New Member Experience
Kevin Sassano	Food & Beverage Director
Janette Makowski	Marketing & Communication Director
Various Members of the General Public	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 1:00 p.m. by Mr. Case. Ms. Carvalho confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Opening Comments

Mr. Fetsick introduced new staff to the Board. Kevin Sassano, Food and Beverage Director introduced themselves and expressed excitement to be a part of the team. Rico Alcala, Director of New Member Experience, explained they will oversee a new member orientation initiative. Mr. Alcala looks forward to the new role and expressed excitement. Janette

Makowski, Marketing and Communications Director will focus on strengthening and updating the brand. Ms. Makowski plans to modernize and streamline communications as well as facilitate high engagement on social media.

Public Comments

Mr. Case opened the public comment period.

Paul Gibson is a pickleball player and asked about the status of the pickleball court renovations. Mr. Fetsick explained a status report will be provided later in the meeting.

There were no further public comments

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the November 2, 2021 Board of Supervisors Workshop.

The Board reviewed the Minutes and had no comments.

ON MOTION by Mr. Ludmerer, seconded by Mr. DiPaolo, with all in favor, the Board approved the Minutes of the November 2, 2021 Board of Supervisors Workshop.

Consideration of the Minutes of the November 12, 2021 Board of Supervisors Meeting.

The Board reviewed the Minutes and had no comments.

ON MOTION by Ms. Dickson, seconded by Mr. Ludmerer, with all in favor, the Board approved the Minutes of the November 12, 2021 Board of Supervisors Meeting.

**Consideration of the
Minutes of the December 3,
2021 Board of Supervisors
Meeting.**

The Board reviewed the Minutes and had no comments.

ON MOTION by Mr. DiPaolo, seconded by Ms. Dickson, with all in favor, the Board approved the Minutes of the December 3, 2021 Board of Supervisors Meeting.

THIRD ORDER OF BUSINESS

Staff Report Matters

District Counsel - Update of the Charter and Statutory Amendment Changes

Mr. Barnebey announced the Charter is moving forward in the County system with the revisions that have been submitted. There is now a staff member dedicated to the matter.

Mr. Barnebey and Mr. Case attended the Legislative Delegation meeting. He stated, Senator Boyd has agreed to sponsor the bill however, the District is still looking for a House sponsor for the bill. There has been discussion with the District Chair about hiring a lobbyist to keep track of the sponsorship. Mr. Barnebey has a partner in the House, but that partner is unable to sponsor the bill because the firm works for the District. Senators are not limited to the number of bills they can sponsor but House Members are limited.

Mr. Case explained if there is no House sponsor, the District would need someone to attach the District provisions to an already sponsored bill. That would be difficult to do from a distance. If there is no sponsor for the legislation, there is an option to hire a lobbyist at an approximate cost of \$5,000-\$10,000. There is no restriction on hiring someone to support the interest of the District.

Mr. Barnebey stated there were no substantive changes from the last draft of the amendment.

Mr. Barnebey presented the Board with the option to make a motion to authorize the Chair to retain a legislative lobbyist with a cap on the amount it would cost to retain. Mr. Case accepted the responsibility with a cap of \$10,000 to retain a legislative lobbyist if necessary, for the bill sponsorship process.

ON MOTION by Mr. DiPaolo, seconded by Ms. Dickson, with all in favor, the Board approved Board Chair, Mr. Case, to hire a lobbyist at a maximum cost of \$10,000 to retain a legislative lobbyist if necessary, for the bill sponsorship process.

Mr. Ludmerer shared a discussion that was had with Mr. Barnebey regarding taking the club private. This would mean no public play. Mr. Ludmerer stated as a Recreation District, they must allow public play. If the bond is paid off, with no debt obligations, the Recreation District could sell its assets to the Homeowners Association if they wanted to go private in the future.

Mr. Barnebey clarified that this is something that could happen many years in the future.

District Manager – Ms. Carvalho announced the next District Workshop Meeting is scheduled for January 4, 2022 at 10:00am and a Board of Supervisors Meeting on January 14, 2022 at 1:00pm. The meeting location will be in the same space, the Community Center. There is potential to change meeting locations for the February meeting.

Club Management – Mr. Fetsick provided an update to the 2022 membership plan. The November member statements have been delivered.

Staffing Update – Mr. Fetsick announced several staffing updates.

Kevin Sassano has been hired as the Food and Beverage Director. Rico Alcala has been reassigned to the new role of Director of New Member Experience. Mr. Fetsick believes each position will move the club forward in a great way.

Master Plan Update – Mr. Fetsick reported the interior dining renovations continue to trend on budget and on time. The team is confident that construction will be completed around the new year. Furniture will be delivered right after the new year. The first food and beverage event took place last week with a plan for a two-night reopening on January 14 and January 15, 2022. The team is cautiously optimistic about hosting an opening night reception on the evening of January 14, 2022.

Mr. Fetsick stated the croquet pitch has been completed. The grass is growing despite the weather being less than ideal for the past couple of weeks. The team is hopeful that the sidewalk will be installed next week. Mr. Nickerson and team have installed landscaping. The entire croquet area will look much more finished and complete with the pitch being ready for play in the upcoming weeks, weather contingent. Mr. Case praised Mr. Nickerson for the good work done on the croquet pitch.

Mr. Fetsick stated the contract to get the pickleball court completed has been signed by all vested parties. The site survey has been completed and the civil engineering design has been approved. There has been some frustration with the groundbreaking on renovations. The construction timeline is 8-10 weeks, once shovels are in the ground. March is projected to be the absolute latest for the work to be completed, with groundbreaking in early to mid-January. Mr. Case stated the completion of the site survey was the primary delay on getting the work started. Progress is still being made behind the scenes despite public facing progress being minimal. A question was raised about the green and white striped awning being the format for the club awnings going forward. Mr. Fetsick stated the decision on awning designs has not been made but they can make the decision soon. A discussion ensued about aesthetics of the awnings. Mr. Fetsick will consider awning color and pattern as the new areas continue to be completed. The design element will be cohesive with landscaping being seamless. The design is actively being worked on and Mr. Fetsick will present renderings of the pickleball design to the Board at the next meeting.

Ms. Dickson asked about measurements for the pickle area. Mr. Fetsick stated the site survey was done with those measurements to ensure everything fits in the pickleball area. The District has contracted a landscaping company to work on the pickleball court, Fisher Engineering, who will be a part of the design aspect of the project.

Food and Beverage – There was a retirement event held to celebrate the retirement of Laurie Evans. This will be the last formal Board meeting for Ms. Evans. Mr. Fetsick commended the food and beverage team for serving over 175 households during the Thanksgiving Holiday.

Mr. Fetsick noted that golf continues to be busy with tee times. Pro Shop sales have been excellent. The first two months of the Fiscal Year have earned nearly \$100,000.00 in sales. The increase in sales can be attributed to product mix, foot traffic, and new member mix. Tennis leagues have been interacting and are having lunch after league play. Fitness instructors continue to provide a wide array of fitness classes. Membership sales in October were excellent. The club is now at 361 full memberships and 121 racquet memberships.

Financials – Mr. Fetsick stated Golf continues to be over Budget. Restaurant income was \$8,500 over Budget but did fall back slightly. Mr. Fetsick will look at restaurant income year over year and will email the Board that information. Mr. Case and Mr. Fetsick noted they received exemplary comments about the Thanksgiving food and service.

Update on the potential relocation of the Pro Shop to Varsity Club – Mr. Fetsick would like to open the topic up for a workshop regarding the practicality of the repurposed Pro Shop. Operationally, the timing and sequence, construction costs, popular happy hours, the impact on special events, and the impact on member card games are all major topics to consider as it relates to relocation planning. Mr. Fetsick stated the key to the relocation is flexibility. The Pro Shop moving to the Varsity club will enhance member experience and increase sales, along with other key benefits. The space can become the dining social hub of the club.

Mr. Fetsick explained the current Pro Shop can fit at least 16 high top tables that can fit at least 64 people. The relocated Pro Shop space can accommodate all the card game activity and 2 restrooms in the space. During the relocation, the current card room will still be available for play. The new Pro Shop space has the potential to become an actual dining experience, with a sports bar included. Immediately, the space can be a multi-use space to hold gatherings, card games, and a pop-up bar. Over time, the space can become a more expansive, sports bar like feel.

Mr. DiPaolo recapped the plans for the relocation and asked the Board to confirm the relocation plans that Mr. Fetsick has outlined. Mr. Fetsick confirmed and stated the new space would not be dormant but could immediately serve as a multi-use space. There are already funds allocated to make modest updates to the current Varsity club, repurpose the Varsity Club into a Pro Shop, and take out the center console to build 2 restrooms in the new Pro Shop. Mr.

Fetsick would like to start the Pro Shop relocation by May 1, 2022. There will be a time where both spaces would be under construction. As the Pro Shop moves, the current card room will be available for play.

ON MOTION by Mr. DiPaolo, seconded by Ms. Dickson, with all in favor, the Board approved supporting the plan and timetable for the Pro Shop relocation.

Mr. Barnebey asked the Board if they wanted a resolution for the Pro Shop relocation to include the renderings. The Board agreed they did not need a resolution at this time since this is a concept approval of the Pro Shop relocation. The details will follow as the District gets closer into initiation the project.

FOURTH ORDER OF BUSINESS

Business Matters

**Ratification of Resolution
2022-03, Revised Adopted
Budget FY2021**

Mr. Fetsick presented and reviewed the amended budget. The actual costs were outlined. There were no contingency funds used. The accounting processes are now all in house, but PFM was still completing some of the accounting work.

ON MOTION by Ms. Dickson, seconded by Mr. DiPaolo, with all in favor, the Board ratified Resolution 2022-03, Revised Adopted Budget FY2021.

**Monthly Board of
Supervisors Reports**

- Jim Case – Topic is UPCA coordination with the Recreation District
 - Mr. Case stated there is new leadership within the UPCA. The former president continues to be active and is working with Mr. Case on the signage along the University Parkway corridor. There have been discussions on how to preserve the University Park Country Club identity the billboard signs would be converted to state University Park Country Club. It was agreed to use the middle sign, between the entry road and exit road, that will say University Park Country Club. Ms. Dickson questioned the palm trees that are currently near the signs. Mr. Case confirmed the palm trees will be removed, the hedges removed, and the plantings will be kept down so the signs can be visible. Mr. Barnebey confirmed he would check with the county sign code to make sure the District is adhering to

sign regulations.

- Sally Dickson – Topic is Future Master Planning Priorities
 - No update.
- Bill DiPaolo – Topic is Oversight of Restaurant Renovation
 - Mr. Fetsick provided the necessary updates on the topic earlier in the meeting.
- Steve Ludmerer – Topic is Finance, including long term financial planning options.
- Karen Pagano – Topic is Communications
 - Mr. DiPaolo commended Ms. Pagano on the newsletter that was most recently distributed.

FIFTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorizations #60-62

Mr. Fetsick presented Payment Authorizations #60 and #62 and outlined the charges. The Board had no questions.

ON MOTION by Mr. Ludmerer, seconded by Ms. Dickson, with all in favor, the Board ratified Payment Authorizations #60-62.

Public Comments

Mr. Case revisited the public comment period and asked if there were any public comments.

Mr. Robinson questioned the desire to take all facilities private and not allowing public participation. Mr. Case stated that was a comment not a plan or statement on what the club plans to do.

Mr. Gibson commented on the appreciation of the work on the pickleball courts. There was concern about the timeline of the pickleball court completion. Mr. Fetsick stated the goal is to complete the pickleball court by the end of the 1st quarter.

Ms. Van Brunt asked about a cover for the deck in the old Pro Shop space. Mr. Fetsick stated an awning or cover for the deck is necessary, but the concept is in the works. Ms. Van Brunt noted the opportunity to name the old Pro Shop space and suggested the Board to get input from the community on the name.

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Mr. Cantarella applauded Mr. Fetsick's presentation on the vision of the repurposed Pro Shop space. It was suggested that consideration be given to having a foundation suitable for the second floor so the social members on the second floor can still have a view of the lake after the installation of the deck.

Mr. McDevitt commented on the utilization of the Pro Shop as it relates to bridge games and urged the Board to keep in mind the large group that needs to be accommodated. The current group needs about 13 tables to run the game. Mr. Fetsick stated the new space will accommodate at least 16 tables and 80 people. There will be plenty of room to host the card games.

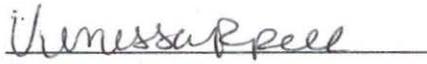
Mr. Mantia emphasized the need to have a workshop about the old Pro Shop plans. There was a suggestion on the name of the space.

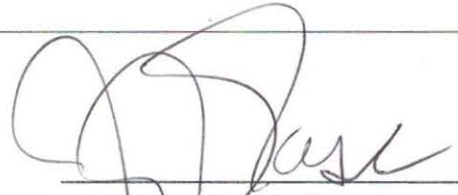
SIXTH ORDER OF BUSINESS

Adjournment

Mr. Case requested a motion to adjourn the Board of Supervisors' Meeting.

ON MOTION by Ms. Dickson, seconded by Mr. DiPaolo, with all in favor, the Friday, December 10, 2021 Board of Supervisors' Meeting of University Park Recreation District was adjourned at 2:27 p.m.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson