

City of Port St. Lucie

121 SW Port St. Lucie Blvd.
Port St. Lucie, Florida 34984



Meeting Agenda

Wednesday, November 20, 2024

1:30 PM

The Saints Golf Course, 2601 SE Morningside Blvd, Port St. Lucie, FL 34952

Citizen's Advisory Committee

Michael Bernard, Chair

Lynette Lockwood, Vice Chair

Jack Jennings, Chair Pro-Tem

Raymond Pezzi, Member

Christy Romano, Member

Melony Zavelis, Member

Ingrid Sarmiento, Member

James Abbott, Alternate Member

1. **Call to Order**
2. **Roll Call**
3. **Determination of Quorum**
4. **Approval of Minutes**
 - 4.a October 16, 2024 Citizen's Advisory Committee Meeting Minutes. [2024-1166](#)
5. **Public to be Heard**
6. **New Business**
 - 6.a Saints Quarterly Report - Q4 [2024-1155](#)
 - 6.b 2025 Meeting Schedule [2024-1161](#)
7. **Unfinished Business**
8. **Adjourn**

Notice: No stenographic record by a certified court reporter will be made of the foregoing meeting. Accordingly, any person who may seek to appeal a decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at said meeting upon which any appeal is to be based.

Notice: In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation to participate in this proceeding should contact the City Clerk's office at (772) 871-5157 for assistance.

As a courtesy to the people recording the meeting, please put your cell phone on silent.



Agenda Summary

2024-1166

Agenda Date: 11/20/2024

Agenda Item No.: 4.a

Placement: Minutes

Action Requested: Motion / Vote

October 16, 2024 Citizen's Advisory Committee Meeting Minutes.

Submitted By: Jasmin Padova, Executive Assistant.

Executive Summary: October 16, 2024, meeting minutes.

Presentation Information: N/A.

Staff Recommendation: Move that the Committee review and approve the October 16, 2024, meeting minutes.

Alternate Recommendations:

1. Move that the Committee amend the recommendation and approve the meeting minutes.
2. Move that the Committee not approve the minutes and provide staff direction.

Attachments: October 16, 2024, minutes.

NOTE: All of the listed items in the "Attachment" section above are in the custody of the City Clerk. Any item(s) not provided in City Council packets are available upon request from the City Clerk.

City of Port St. Lucie

Citizen's Advisory Committee

Meeting Minutes

121 SW Port St. Lucie
Blvd.
Port St. Lucie, Florida
34984

Michael Bernard, Chair
Lynette Lockwood, Vice Chair
Jack Jennings, Chair Pro-Tem
Raymond Pezzi, Member
Christy Romano, Member
Melony Zaravelis, Member
Ingrid Sarmiento, Member
James Abbott, Alternate Member

CAC

Wednesday, October 16, 2024

1:30 PM

Room 366, City Hall

1. Call to Order

A Regular Meeting of the Citizens Advisory Committee of the City of Port St. Lucie was called to order by Chair Bernard on October 16, 2024, at 1:41 PM, Room 366, Port St. Lucie City Hall, 121 Port St. Lucie Boulevard, Port St. Lucie, Florida.

2. Roll Call

Members Present:

Michael Bernard, Chair
Lynette Lockwood, Vice Chair
Jack Jennings, Chair Pro Tem
Raymond Pezzi
Ingrid Sarmiento

Others Present:

David Graham, Assistant City Manager
Jasmin Padova, Executive Assistant
Carly Fabien, Deputy City Attorney
Caroline Sturgis, OMB Director
Karen Russell, Finance
Charlie Proulx, Finance
Billy Henson, Finance
Bret Kaiser, Pubic Works
Donna Rhoden, Utility Systems
John Eason, Utility Systems

3. Determination of Quorum

Mr. Graham indicated there was a quorum.

4. Approval of Minutes

- 4.a** June 19, 2024 Citizen's Advisory Committee Meeting [2024-777](#)
Minutes.

There being no corrections, Vice Chair Lockwood moved to approve the minutes of June 19, 2024. Committee Member Sarmiento seconded the motion, which passed unanimously by voice vote.

- 4.b** August 21, 2024 Citizen's Advisory Committee Meeting [2024-928](#)
Minutes.

There being no corrections, Committee Member Sarmiento moved to approve the minutes of August 21, 2024. Committee Member Pezzi seconded the motion, which passed unanimously by voice vote.

5. Public to be Heard

There were no comments from the public.

6. New Business

- 6.a** Discuss the Changes Made to the Boards and Committee [2024-892](#)
Resolution

Carly Fabien, Deputy City Attorney, updated the Committee on the new Boards and Committees Resolution. She discussed the changes as they relate to the role of the alternate members, rotating schedule for alternate members, and staggered terms for the board members. She provided each member with their classification for the first term. Chair Pro-Tem Jennings requested that the classifications and changes be provided to the Committee in writing.

At this time, Mr. Graham announced an opportunity to hold their next Citizen's Advisory Committee meeting at the Saints Golf Course and experience the driving range following the meeting, on behalf of the Parks & Recreation Department and the Saints Golf Course. He indicated the members will be advised once the meeting has been scheduled and confirmed.

- 6.b** St. Lucie River and Estuary Basin Management Action Plan [2024-1047](#)

Bret Keiser, Public Works, discussed his job responsibilities and experience as well as the City's commitment to improving the quality of the water leaving the City. He spoke to the Total Maximum Daily Load (TMDL) Program, St. Lucie River and Estuary Basin Management Action Plan (BMAP), and BMAP 5-Year Goals. Mr. Keiser explained the Statewide Annual Report, PSL Nutrient Reduction Projects, and PSL Surface Water Quality Monitoring Program. He also discussed the National Pollutant

Discharges & Elimination System (NPDES) and his related functions as the project manager.

Donna Rhoden, Utility Systems, introduced John Eason, Assistant Director Utility Systems, and spoke to the St. Lucie River/C-23 Water Quality Restoration at McCarty Ranch Extension. She also discussed the septic-to-sewer conversion program, including the benefits and barriers, hot spots, grant funding, and future strategies.

Chair Bernard inquired about the low-income bracket for grant funding, to which Mr. Henson stated the range for the SHIP Grant is \$25,820 to \$66,050 for a family of three.

Mr. Keiser concluded his presentation by discussing the Phase 3 study and the status of PSL's nutrient reduction.

Committee Member Pezzi inquired if programs were available for failed septic systems, to which Ms. Rhoden explained the only solution or option was to convert and Mr. Keiser spoke to environmental enforcement and mitigation.

Chair Pro-Tem Jennings expressed his concerns regarding the St. Lucie River and indicated the primary culprit is the nine golf courses that drain chemicals directly into the North Fork. He stated he was told they were developing a task force, but there has been no mention of it. He also asked if there was a less scientific and shorter presentation to help educate the public, as he would like to have it presented to a group of people. Mr. Keiser indicated that golf courses utilize a lot of fertilizer and combating golf course run-off is a huge effort, but there are efforts in place. He also explained how the water quality of the St. Lucie River is graded and indicated he would be happy to provide a more succinct presentation.

Chair Bernard asked if a new buyer must convert their septic system. Ms. Rhoden stated the City does not track property transfers, so they have no way of knowing property ownership.

Vice Chair Lockwood indicated that Vikings Lookout is located on the St. Lucie River and many homes have no sewer line. Ms. Rhoden explained the Utility does not currently have funding in its capital improvement budgets to extend the sewer lines into the area of Vikings Lookout.

7. Unfinished Business

There was no Unfinished Business to be heard.

8. Adjourn

There being no further discussion, Chair Pro-Tem Jennings moved to adjourn the meeting at 3:19 PM. Committee Member Pezzi seconded the motion, which passed unanimously by voice vote.

Michael Bernard, Chair

Traci Mehl, Deputy City Clerk



Agenda Summary
2024-1155

Agenda Date: 11/20/2024

Agenda Item No.: 6.a

Placement: New Business

Action Requested: Discussion

Saints Quarterly Report - Q4

Submitted By: Summary by Jasmin Padova, Executive Assistant. Presentation by Keith Bradshaw, Golf Course Administrator.

Executive Summary: Keith Bradshaw will provide the Saints Golf Course Quarterly Report.

Presentation Information: N/A.

Staff Recommendation: Move that the Committee hear the staff presentation.

Alternate Recommendations:

1. Move that the Committee amend the recommendation and hear the presentation.
2. Move that the Committee decline to hear the presentation and provide staff direction.

Attachments: Quarterly Report.

NOTE: All of the listed items in the "Attachment" section above are in the custody of the City Clerk. Any item(s) not provided in City Council packets are available upon request from the City Clerk.



**Presentation to the Citizen's Advisory Committee
November 20, 2024
Saints YTD Financials for FY 2023/2024
4th Quarter Update**

Saints Highlights 4th Qtr FY 23/24

- Heavy customer traffic experienced (Jul – Sept 2024)
- Record Range/Lessons business, with new driving range
- Record total revenue months/quarter
- Strong retail sales due to growth in rounds and range traffic



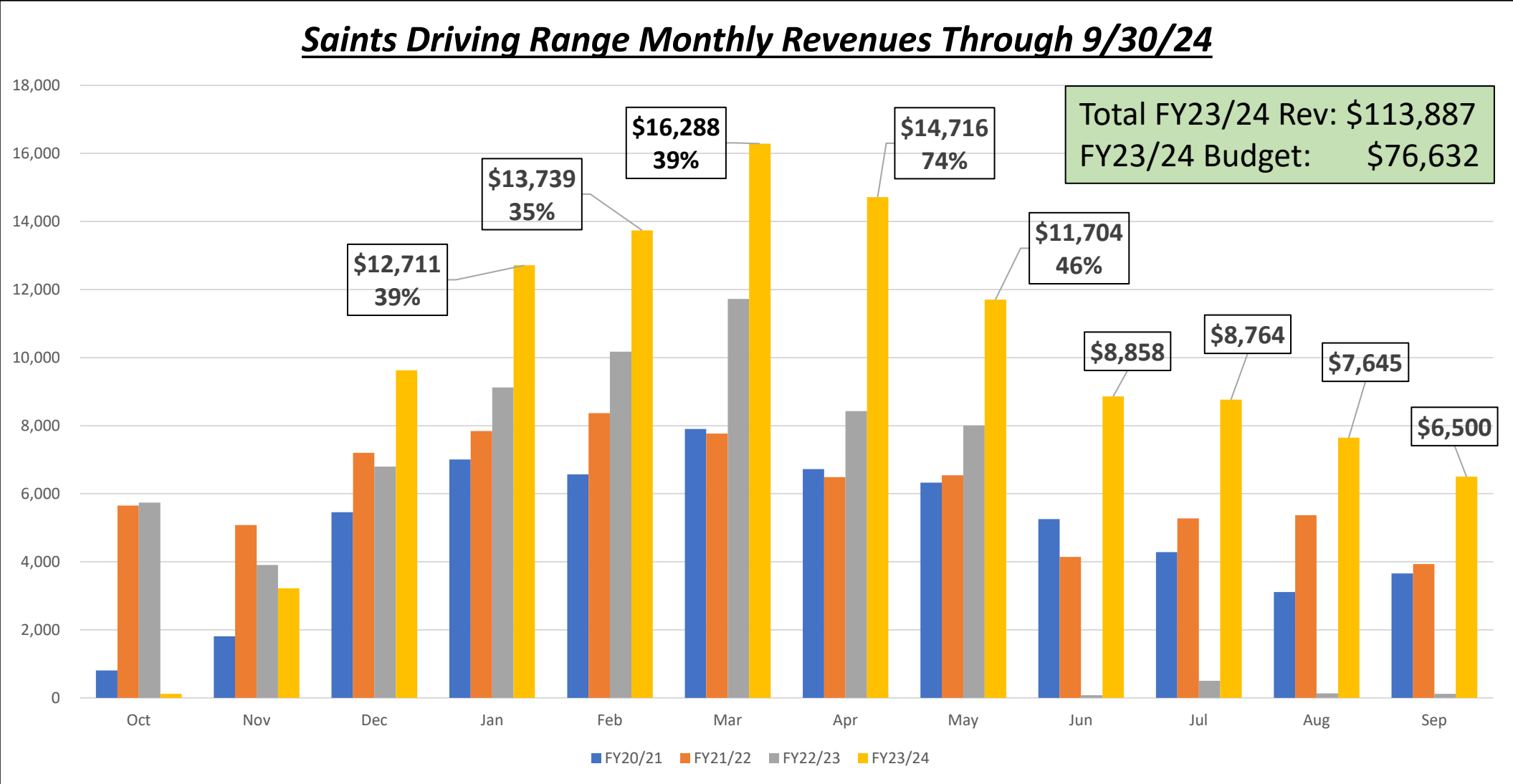
Saints Highlights 4th Qtr FY 23/24

- Completed the new driving range awning
- Completed the parking lot expansion project
- Upgraded the Range Ball Dispensing Machine
- Activated a New Range Membership Program
- Hosted 1 charity and 2 US Kid tournaments



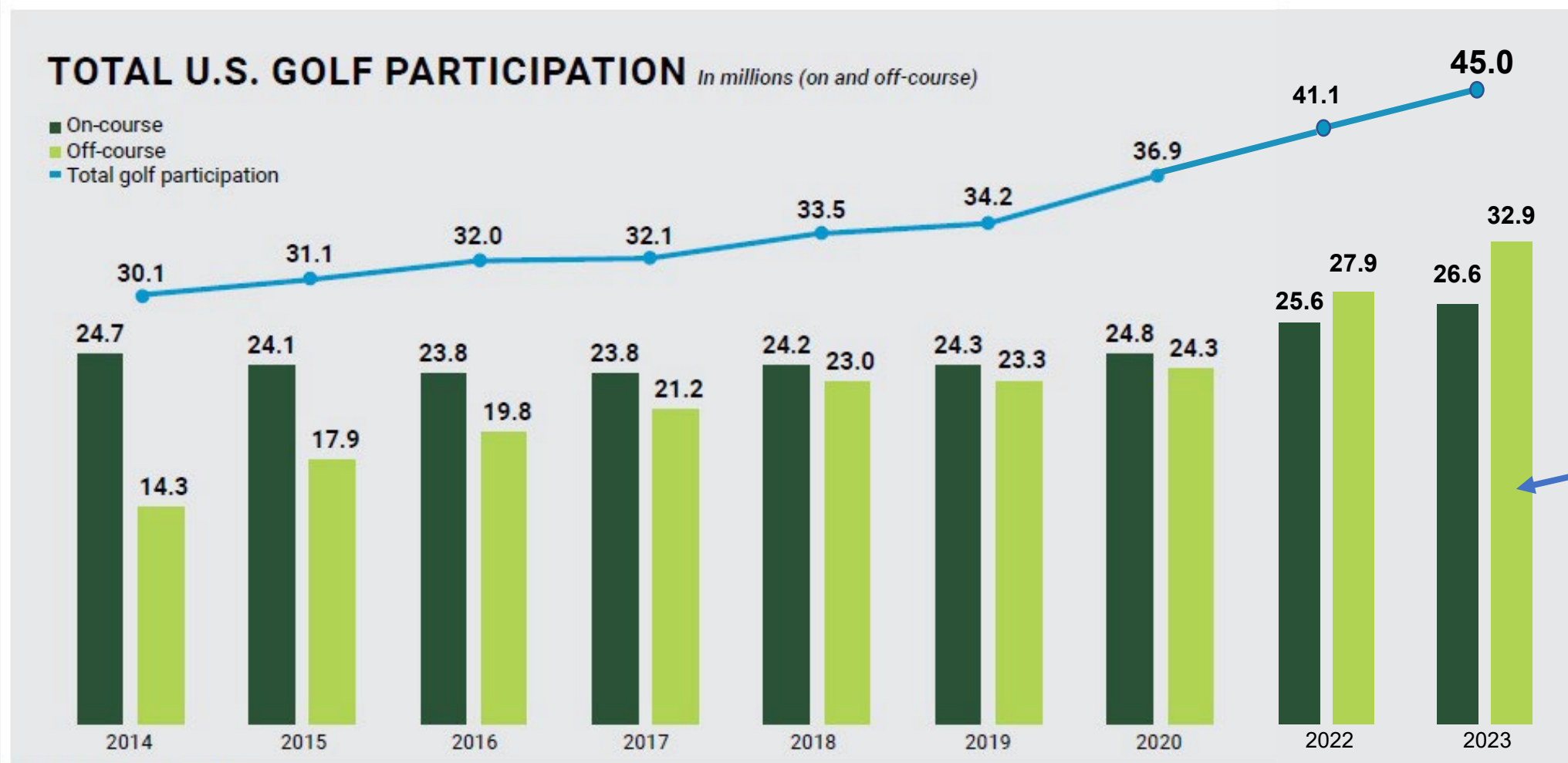
Saints Highlights 4th Qtr FY 23/24

Saints Driving Range Monthly Revenues Through 9/30/24



Golf Market Data and Statistics

(NGF 2023 Report)



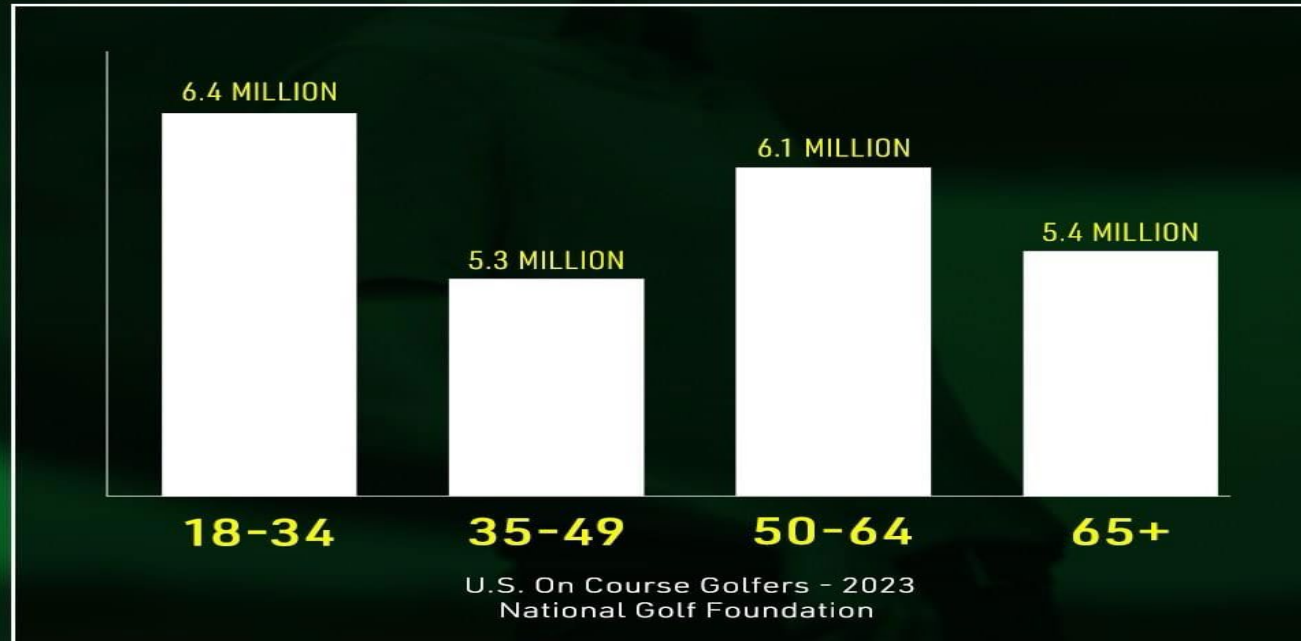
**Driving
Range
Market**

Golf Market Data and Statistics

(NGF 2023 Report)



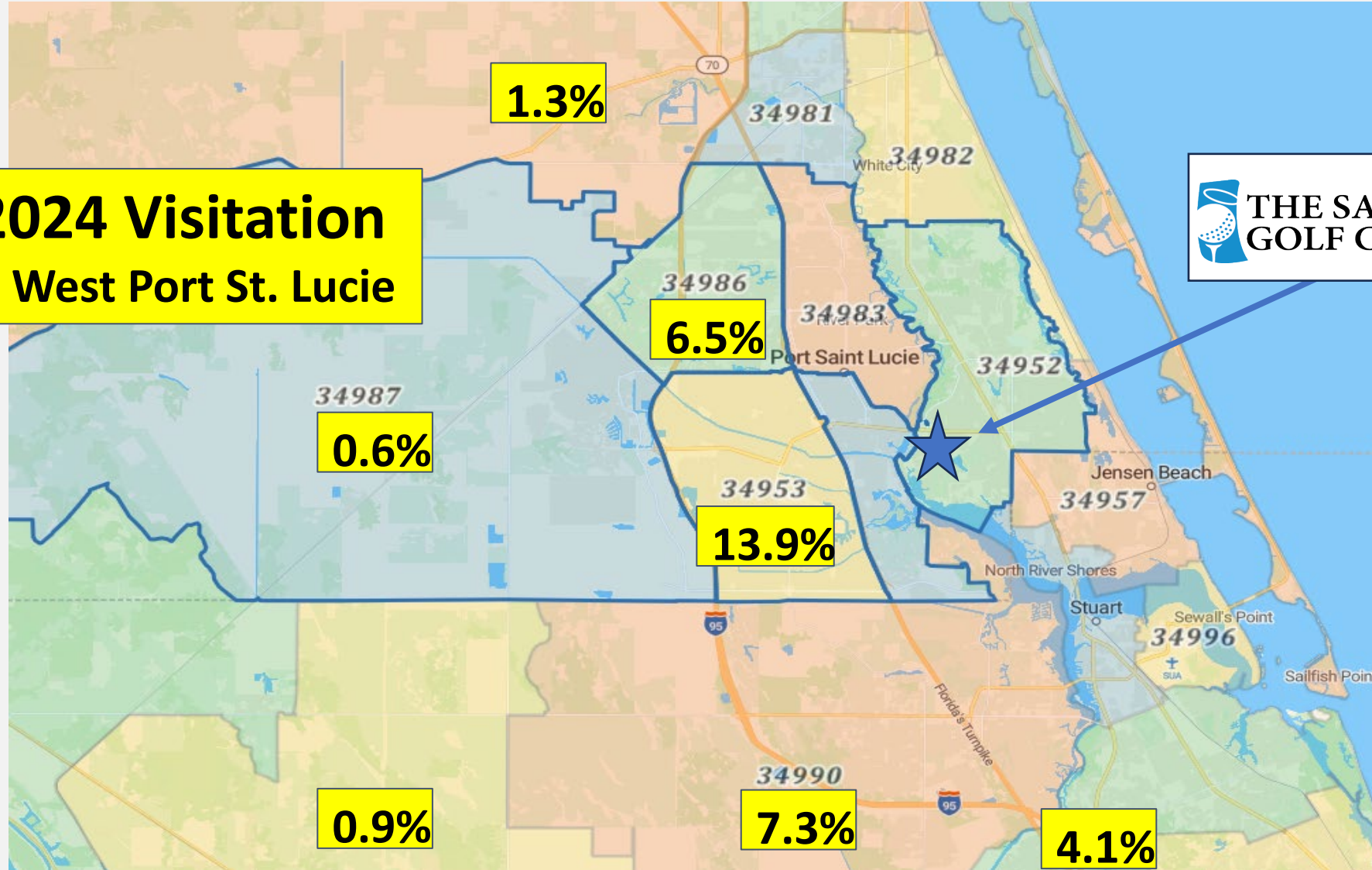
**THERE ARE NOW MORE GOLFERS
AGE 18-34 THAN ANY OTHER
AGE GROUP**



Golf Market Data and Statistics

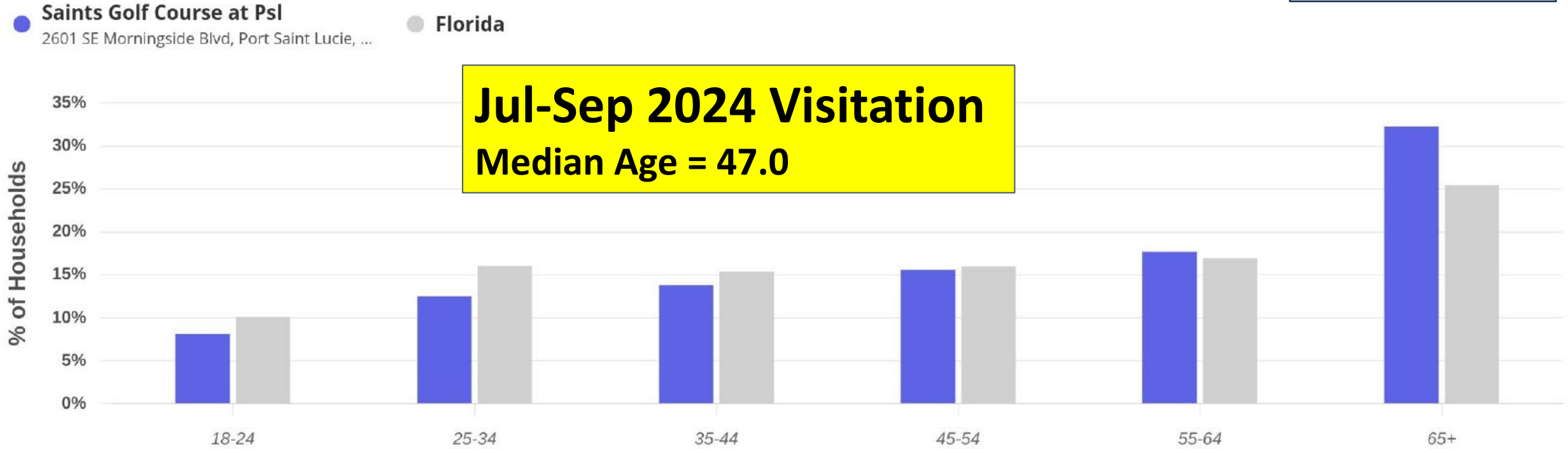
(Placer AI Nov 2024 Report)

Jul-Sep 2024 Visitation
34.6% from West Port St. Lucie



Golf Market Data and Statistics

(Placer AI Nov 2024 Report)



Jul 1st, 2024 - Sep 30th, 2024 | Data Source: Census 2021
Data provided by Placer Labs Inc. (www.placer.ai)



Golf Market Data and Statistics

Golf, what a Great Game

8% of the United States plays golf

< 55% can break 100

< 21% can break 90

< 5% can break 80

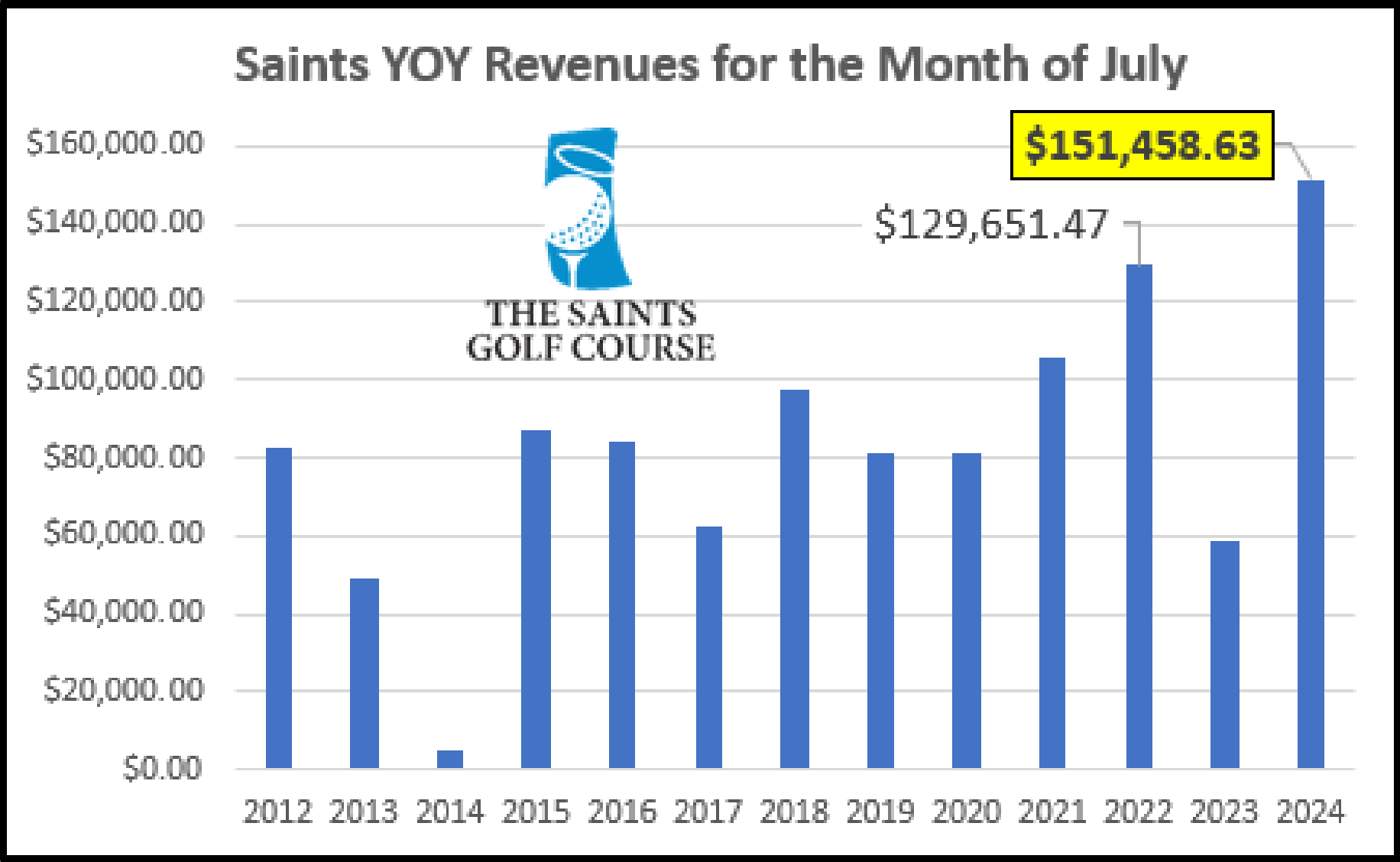
< 0.001% are in prison



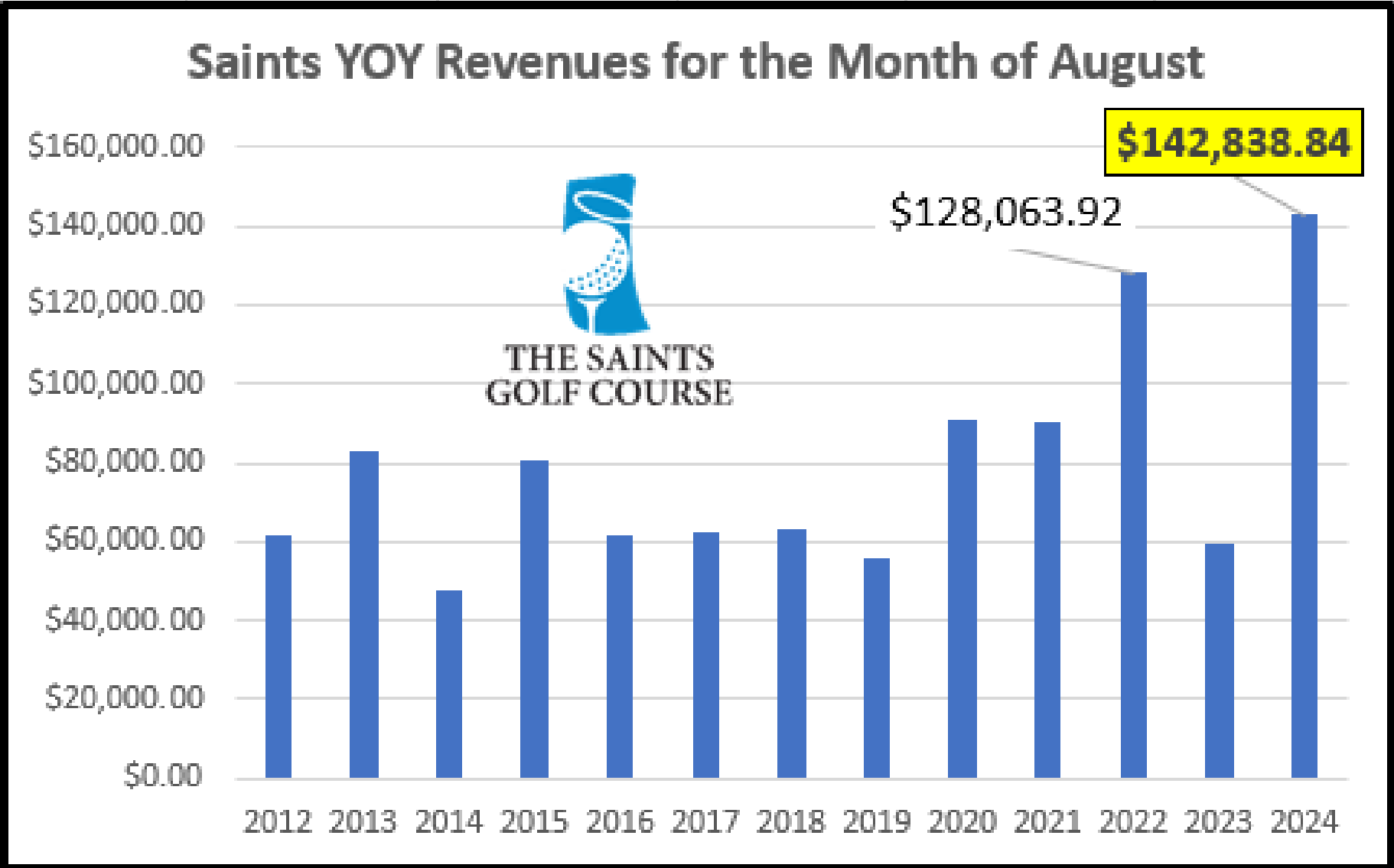
Imaged by Heritage Auctions. HA.com

Most admirable, honorable, respectable,... game - ever

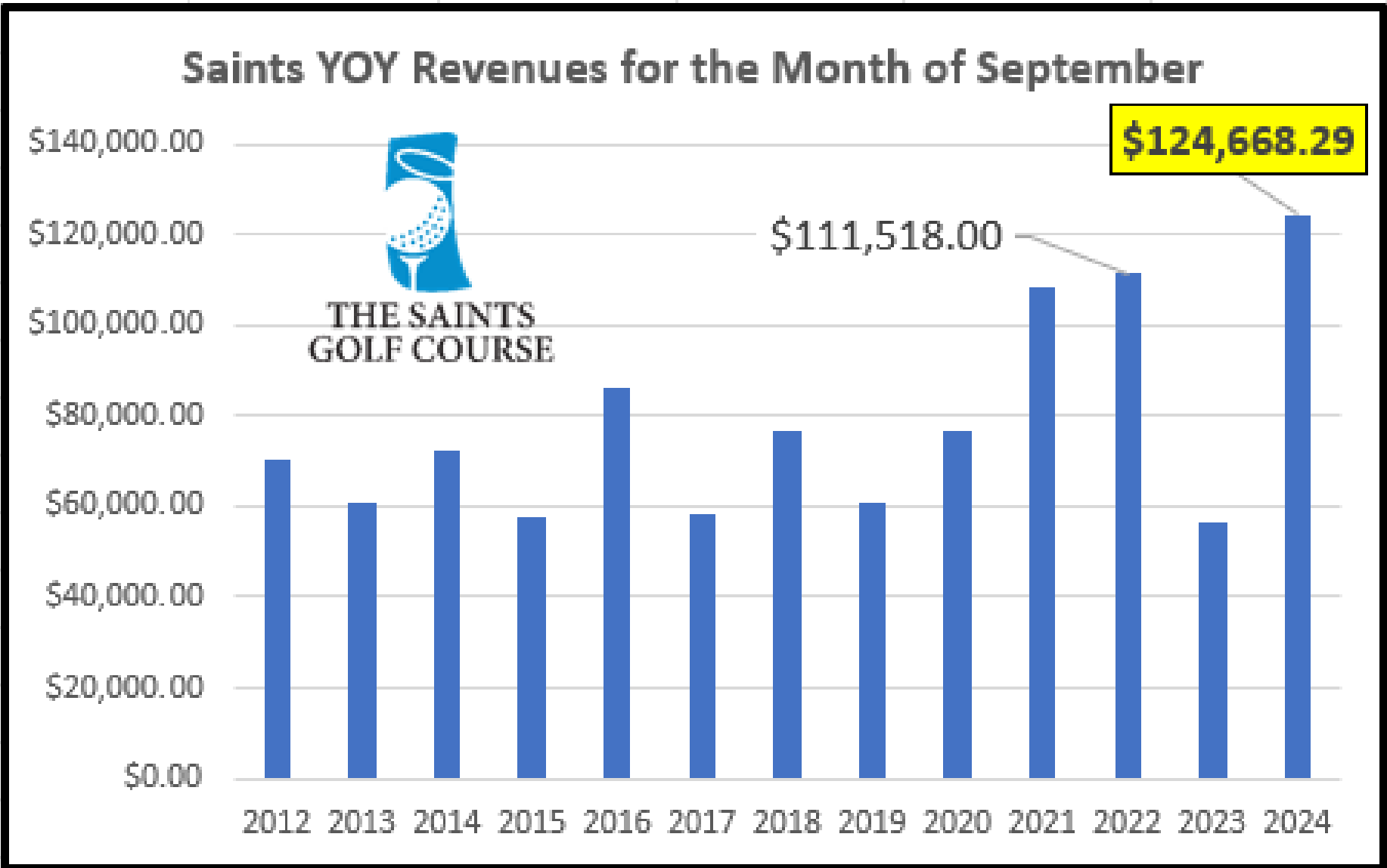
Saints Financials 4th Qtr FY 23/24



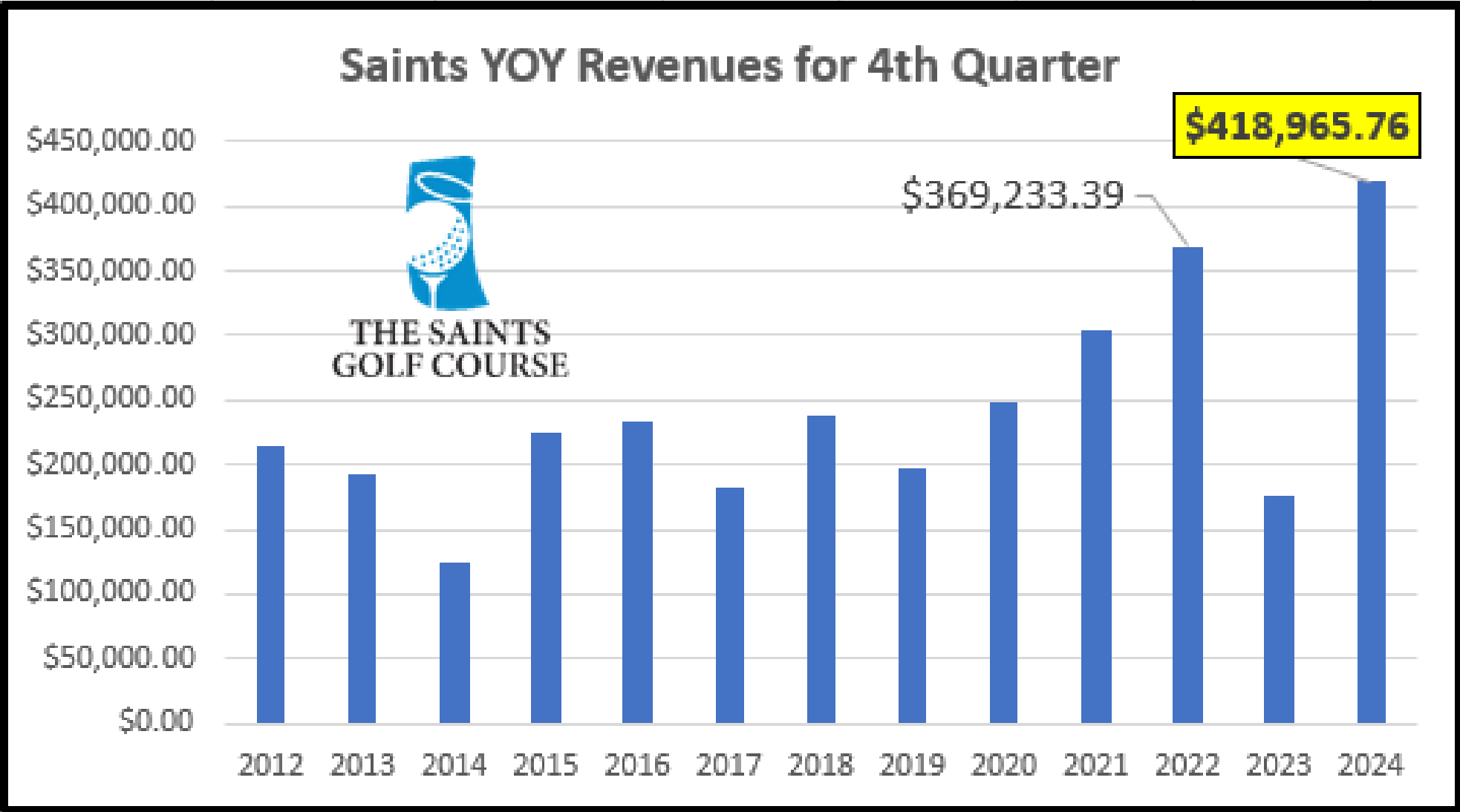
Saints Financials 4th Qtr FY 23/24



Saints Financials 4th Qtr FY 23/24




Saints Financials 4th Qtr FY 23/24



Saints Financials 4th Qtr FY 23/24

Through September 30, 2024

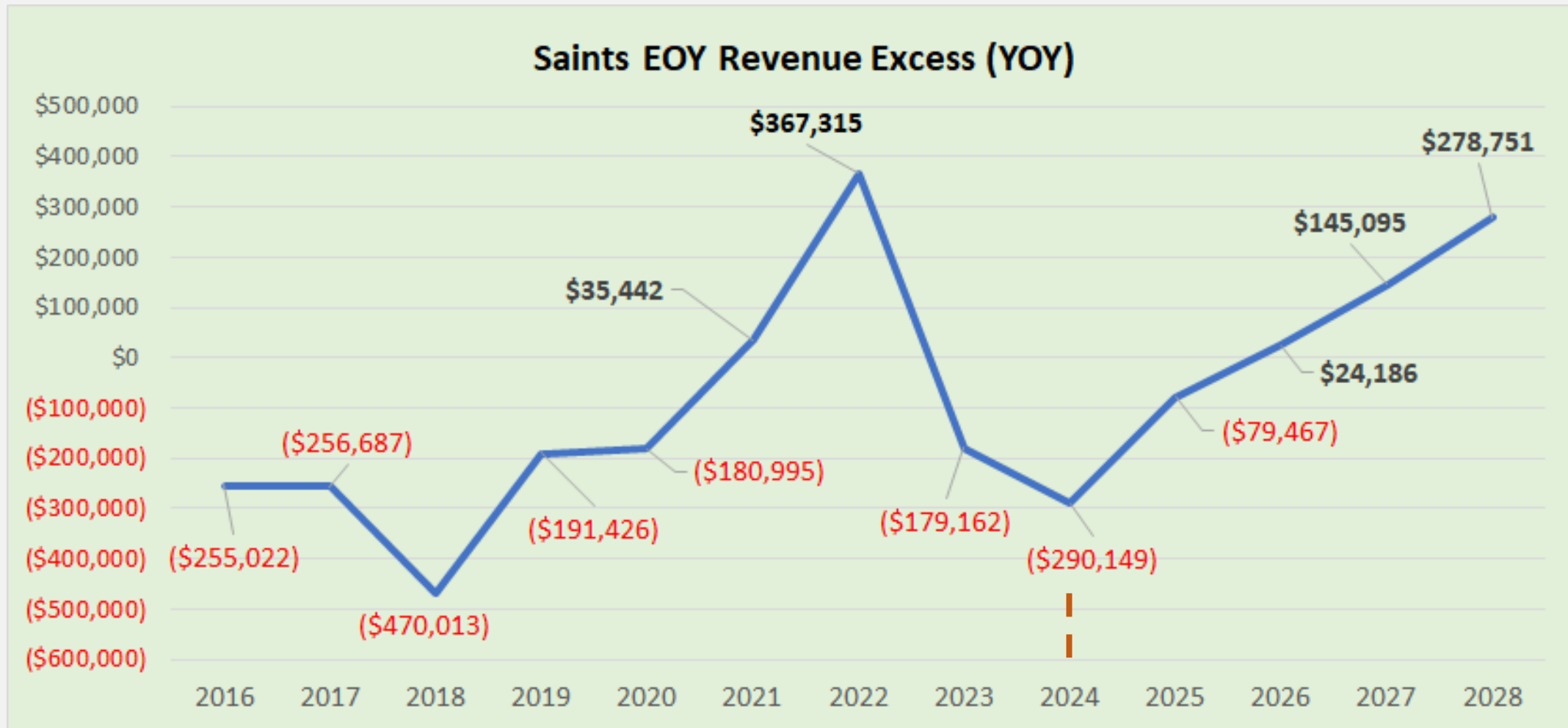
 THE SAINTS GOLF COURSE	1st Qtr FY 2023-2024	2nd Qtr FY 2023-2024	3rd Qtr FY 2023-2024	4th Qtr FY 2023-2024		Fiscal Year Revenue Totals		Budget / YTD%	
						FY 2023-2024	FY 2022-2023	FY 2023-2024	YTD % of Budget
	Oct/Nov/Dec	Jan/Feb/Mar	Apr/May/Jun	Jul/Aug/Sep	Prior	YTD	Totals	BUDGET	
Rounds	12,042	20,254	17,261	14,596	\$8,695	64,153	55,947	51,250	125.2%
Green Fees	\$231,682	762,510	474,573	294,098	\$129,136	\$1,762,863	\$1,508,715	\$1,568,907	112.4%
Cart Fees	\$783	5,952	4,081	7,048	\$804	\$17,864	\$18,916	\$11,366	157.2%
Memberships	\$21,315	34,515	10,145	4,815	\$4,545	\$70,790	\$58,500	\$73,032	96.9%
Range Fees	\$12,962	42,739	35,277	22,908	\$762	\$113,887	\$64,732	\$76,632	148.6%
Lessons	\$15,320	30,168	14,035	15,588	\$12,186	\$75,111	\$85,822	\$61,636	121.9%
Merchandise	\$43,199	50,846	48,224	39,585	\$24,528	\$170,893	\$144,932	\$153,530	111.3%
Other	\$5,289	9,706	6,694	9,726	\$2,497	\$41,633	\$76,242	\$60,005	69.4%
Inter fund & CFWD						\$199,000	\$199,000	\$199,000	100.0%
Total Golf Revenue	\$330,551	936,435	593,029	\$393,767	\$174,457	\$2,452,040	\$2,156,859	\$2,204,108	111.2%
Restaurant Comm	\$0	19,016	30,345	25,198	\$529	\$74,559	\$75,182	\$90,000	82.8%
Total Revenue	\$330,551	955,451	623,375	\$418,966	\$174,987	\$2,526,600	\$2,232,041	\$2,294,108	110.1%

As of November 5, 2024

Saints Operations Performance		FY 2023-2024 Budget	Expected Actual	YTD % of Budget
Rounds	Total Rounds	51,250	64,153	125.2%
Revenue	Green Fees	1,568,907	1,762,913	112.4%
	Cart Fees	11,366	17,864	157.2%
	Memberships	73,032	70,790	96.9%
	Range Fees	76,632	113,887	148.6%
	Lessons	61,636	75,111	121.9%
	Merch	153,530	170,893	111.3%
	Other	60,005	41,584	69.3%
	Inter fund & CFWD	199,000	199,000	100.0%
	Total Golf Revenue	2,204,108	2,452,041	111.2%
F&B	Restaurant Revenue	90,000	74,559	82.8%
	Total Revenue	2,294,108	2,526,600	110.1%
Payroll	Maintenance	515,960	527,040	102.1%
	Golf Operations	364,724	355,518	97.5%
	Total Payroll	880,684	882,557	100.2%
7250	Golf Mntc Expenses	835,996	949,082	113.5%
7251	Golf Ops Expenses	504,244	549,862	109.0%
Total Expenses		2,220,924	2,381,501	107.2%
Iterfund Transfer (Admin Fees)		182,781	182,781	
Depreciation		252,468	252,468	
Final Net		(362,065)	(290,149)	

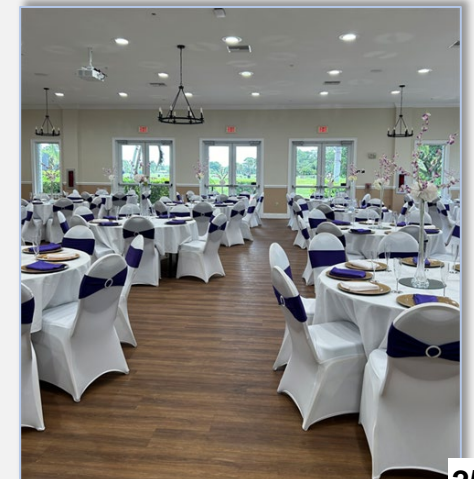
Saints EOY Revenue Excess (YOY), Actuals & Forecasts

As of November 5, 2024



Plans/Goals for FY 24/25

- Install New Ball-Tracer System (Trackman)
- Re-build irrigation pump house
- Re-build irrigation fertigation system
- Re-work several cart path areas
- Install drainage on key course areas
- Robotic range picker options
- Grow lessons programs
- Grow Saints Pub business



THANK YOU



Agenda Summary
2024-1161

Agenda Date: 11/20/2024

Agenda Item No.: 6.b

Placement: New Business

Action Requested: Motion / Vote

2025 Meeting Schedule

Submitted By: Summary by Jasmin Padova, Executive Assistant. Discussion to be led by Assistant City Manager David Graham.

Executive Summary: Staff will share the meeting schedule for 2025.

Presentation Information: N/A.

Staff Recommendation: Move that the Committee review and approve the schedule.

Alternate Recommendations:

1. Move that the Committee amend the recommendation and provide staff direction.
2. Move that the Committee decline to approve the schedule and provide staff direction.

Attachments:

- 2025 Proposed Meeting Schedule.

NOTE: All of the listed items in the "Attachment" section above are in the custody of the City Clerk. Any item(s) not provided in City Council packets are available upon request from the City Clerk.

Citizens Advisory Committee

2025 Schedule

3rd Wednesday of the month @ 1:30 pm

January 15

February – NO MEETING City Council Winter Workshop 26, 27 & 28

March 12 (March 19 - city staff has a conflict)

April 16

May 21

June 18

July NO MEETING City Council Summer Workshop 23, 24, 25

August 20

September 17

October 15

November 19

December – NO MEETING