MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS' MEETING
Tuesday, July 22, 2025
2:00 p.m.
Business Offices
8301 The Park Boulevard, University Park, FL 34201

Board Members present in person or via phone:

Sally Dickson	Chairperson
Steve Heitzner	Vice Chairperson
Rusty Piersons	2nd Vice Chairperson
David Murphy	Treasurer
Scott Huebner	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 phone)
Brent Wilder	Managing Director – PFM Financial Advisors	(via phone)
John Fetsick	General Manager - Country Club	
Curtis Nickerson	Director of Properties & Facilities– Country Club	
Mark Barnebey	District Counsel - Blalock Walters	

Various Audience Members in-person and via Zoom

FIRST ORDER OF BUSINESS **Organizational Matters**

Call to Order, Roll Call, and Pledge of Allegiance

The meeting was called to order at 2:01 p.m. by Ms. Dickson. Those in attendance are outlined above.

The Pledge of Allegiance was recited.

Public Comments

There were no public comments at this time.

SECOND ORDER OF BUSINESS **Administrative Matters**

Consideration of the Minutes of the:

a. **June 3, 2025, Board of Supervisors' Workshop Meeting**
b. **June 13, 2025, Board of Supervisors' Meeting**
c. **June 20, 2025, Board of Supervisors' Continued Meeting**

The Board reviewed the minutes.

Mr. Huebner noted that the Board receiving the Cash Flow Forecast in advance is a part of the agreement with Park Boulevard Management.

Mr. Fetsick clarified that the agreement states the Cash Flow Forecasting must be maintained.

ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Minutes of the June 3, 2025, Board of Supervisors' Workshop Meeting, the June 13, 2025, Board of Supervisors' Meeting, and the June 20, 2025, Board of Supervisors' Continued Meeting.

THIRD ORDER OF BUSINESS **Staff Report Matters**

District Counsel – Mr. Barnebey noted that the Supreme Court still has not ruled in the appeal case.

There was brief discussion regarding what the Board could do to speed up the process.

Mr. Barnebey noted he could speak with each Board Supervisor outside of the meeting regarding this.

District Manager – Ms. Carvalho reminded the Board that the next meeting is August 12, 2025, at 1:00 p.m., for the Public Hearing on the budget.

Ms. Dickson requested that the meeting not be listed as a rescheduled meeting.

Mr. Huebner noted he will be out of town for the August meetings.

Club Management – Management Discussion & Analysis Report

Mr. Fetsick gave an overview of the report. He gave an update on the advisory groups and noted he has received volunteers for all four groups. He is reviewing the submissions with each department head. The candidates should be notified by the end of next week of their selection, with meetings beginning in August.

One of the first projects for each group will be to conduct a member survey for each amenity. Mr.

Fetsick gave an overview of the process that will take place for the survey and how the survey is to be conducted. Mr. Murphy will help with a review of the surveys prior to sending them out.

There was discussion regarding the process of selection for the advisory groups.

Mr. Fetsick gave an overview of the process and noted he will make the selection with input from the department head. The Board requested that the procedures for selection be put in writing for future use.

Mr. Fetsick and Mr. Nickerson gave an update on operations, the back nine project, and the irrigation project. Mr. Fetsick noted the golf course update is not a small project and will take place over several years.

Mr. Fetsick gave several updates and noted the summer months are slower for the golf course, the new dinner menu has received great feedback, and a new part-time pickleball pro will be hired shortly.

There was discussion regarding the process of the menu changes and choices.

Mr. Fetsick gave an overview of membership and the waitlist, a statement of operations, and a statement of cash flows. He noted that the club will be receiving FEMA proceeds in relation to Hurricane Milton, in the amount of $348,000.00.

There was brief discussion regarding the dining operations and the decrease in food sales. It was noted that fewer golf rounds cause a decrease in food sales.

There was also discussion regarding the increase in racquets and fitness. It was noted this was due to pickleball lessons.

It was noted that the Meadows has declared bankruptcy. Mr. Fetsick stated that Lakewood Ranch may purchase the Meadows.

FOURTH ORDER OF BUSINESS **<u>Business Matters</u>**

Series 2024 Note Follow-up

a. **Consideration of Resolution 2025-16, Amending Resolution 2024-25 to Defer Budgeting and Placement of Assessments on the Tax Roll**
b. **Consideration of Resolution 2025-17 (3-year Capital Improvement Note)**

Ms. Dickson gave an overview of the Series 2024 Note follow up. It was noted the bond has not yet come through. Regions is currently offering a one-year extension on the loan.

Mr. Wilder gave an overview of the RFP that was sent out for bank solicitation on June 27, 2025, with a request for alternatives for up to three years. There were no responses received from the RFP. He noted that the litigation may have caused a lack of responses. Regions only provided the one-year extension for their new terms sheet.

There was discussion regarding the reputation of the District.

Mr. Murphy gave an overview of the important dates for the district's bond and assessment roll. He also gave an overview of the process and reasoning for the extension, noting that the District is trying to avoid the assessment. The extension also allows the District to save their capital.

Ms. Carvalho noted the district now has one resolution to vote upon.

Mr. Barnebey gave an overview of the resolution. If no Board decision is made, there will be an assessment for 2026. He noted that the Supreme Court has had the case for over a year. The Supreme Court is required, by law, to expedite the bond validation hearing.

Ms. Dickson reviewed Resolution 2025-16.

Mr. Huebner clarified the process of paying off the bond.

There was discussion regarding the ruling of the Supreme Court and how that could affect assessments. It was noted that assessments can be placed on the roll this fiscal year, with proper procedure. The resolution allows the option to delay the assessments with the 1 year extension on the loan.

There was also brief discussion regarding the issuance of another bond. It was noted this could still be an option.

Mr. Wilder gave an overview of the fees associated with the extension. It was noted there is no prepayment penalty. The cost of issuance is approximately $75,000.00 and the capitalized interest through January is $54,500.00.

ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved Resolution 2025-16, Amending Resolution 2024-25 to Defer Budgeting and Placement of Assessments on the Tax Roll.

Board Supervisors Input on Business Advisory Group Plan

Ms. Dickson gave an overview of the previous discussion on the Business Advisory Group Plan. She noted that Board members should have submitted individual summaries of their opinions regarding the plan.

Ms. Carvalho noted that not all Board members responded.

There was a discussion regarding those who had not submitted opinions.

Ms. Dickson noted there needs to be an overall summary from everyone.

Mr. Jackson will again send the summary request to the Board.

The item will be kept on the agenda for the August meeting.

Review and Consideration of Appointment of Strategic Planning Committee Members

Ms. Dickson noted all Board members had sent in their selections for the Strategic Planning Committee.

There was a discussion regarding the selections.

Ms. Carvalho gave an overview of the process of selection, noting the request was for the Board to select their top five.

Mr. Murphy noted one of the names listed no longer resides in University Park. He recommended having only residents be appointed to the Strategic Planning Committee.

Ms. Dickson noted this was offered to all members, regardless of residency.

There was discussion regarding having residents or non-residents be on the committee. It was noted there were many qualified submissions.

Ms. Carvalho noted that being a resident was not part of the original criteria for submission.

There was continued discussion on the decision to have residents or non-residents on the Board and the criteria. It was noted that the decision would be in the previous Charter resolution discussion.

Mr. Fetsick noted there are several non-residents on the Golf Advisory Group, although the recommendation is to not have more than one non-resident per Group.

The Board agreed to have non-residents on the committees with future clarification determination on how many non-residents can be appointed.

There was also discussion on the candidates who submitted to both committees.

Ms. Dickson announced the Strategic Planning Committee members:
Ken Schreder, Steve Swanson, Jim Freedman, Barbara Somma, and Ronni Loundy.

Review and Consideration of Appointment of Finance Committee Members

The Board discussed the seven names on the list for the Finance Committee and determined those being appointed.

There was a brief discussion regarding the process.

Ms. Dickson announced the Finance Committee members:
Alan Port, Craig Dwight, Tony Crisafio, Cathie Schaffer, and Richard Crouch

Ms. Dickson thanked everyone for their submissions. Communication to the committee members will be forthcoming. Mr. Fetsick will work on the letter to send out.

There was a discussion regarding the next steps for the committees. It was noted their first step will be to select a Chair for those committees and their term lengths.

Mr. Barnebey noted three committee members are appointed for two years, and two are appointed for one year.

ON MOTION by Mr. Murphy, second by Mr. Piersons, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Appointment of the Strategic Planning Committee Members and the Appointment of the Finance Committee Members.

Consideration of VGlobalTech Website Maintenance Proposed Fee Increase

Ms. Carvalho noted this is for an increase of $7.00 per month.

ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the VGlobalTech Website Maintenance Proposed Fee Increase.

SIXTH ORDER OF BUSINESS **Discussion Matters**

Alternative Capital Improvement Plan Proposal – Scott Huebner

Mr. Huebner gave an overview of the suggested improvements for UPCC. He gave four recommendations for the alternative Capital Improvement Plan regarding golf operations, kitchen dining, fitness center, and member space. He noted there are costs associated with these improvements, but they may be less than rebuilding the entire spaces.

Mr. Huebner recommended bringing all the Pro Shop, bag shop and golf cart areas together. He noted this would allow an area for additional parking. The cart barn could be expanded to include the Pro Shop. He gave an overview of his golf operations plan recommendations.

Ms. Dickson noted the plan is unable to be seen by the Zoom audience.

Mr. Huebner proceeded with a conceptual explanation of his recommendations for the golf operations space and the traffic pattern.

Mr. Huebner proceeded with his kitchen dining recommendations and noted the new kitchen could be built behind the current one. He reviewed the benefits of opening up the additional dining area and revenue potential.

Mr. Huebner also discussed member experience and his fitness center recommendations. He reviewed the fitness center offerings and ways to add additional square feet. He noted the benefit of offering multi-purpose spaces.

There was discussion regarding the staff space and where the staff is placed. Mr. Huebner reviewed the UPCAI Agreement for staff.

Ms. Dickson noted of these recommended possibilities have been previously reviewed over the years. However, none of them had the correct flow or a lower amount of expense.

The Board discussed the recommendations.

Mr. Heitzner stated that he met with the architects and construction company last week, and noted it is impossible to push the walls out. He also noted that it is cheaper to build a new building than to add a second one. He would like to request estimates on the different scenarios from the construction company and noted it would cost $36,000.00 to complete.

There was brief discussion regarding the construction.

Mr. Murphy noted there needs to be room for more than 14 people in a class for the fitness center. He reviewed the plans for the fitness center and the kitchen. He also noted there needs to be office space for the staff.

There was brief discussion on having a future revenue report from these amenities.

There was also discussion on the role of the small groups in the activity buildings experience.

Ms. Dickson noted the plan has been thoroughly gone over and reviewed multiple times, including getting feedback. She noted the new gathering space will accommodate 200 people.

Mr. Fetsick noted the construction company is frustrated and wants to move forward with the concept planning. He noted the second floor offices are not up to code.

There was discussion regarding the timing of the plan and how many different recommendations have been reviewed.

Ms. Dickson noted starting over would waste time and money.

The Board discussed the plan and having the construction company create the conceptual plans with estimated costs. This included discussion on what the construction company proposal cost included.

Ms. Dickson noted that the flow of traffic has been considered.

Mr. Fetsick gave an overview of the staff numbers and their working location. He will follow up with exact numbers.

Mr. Huebner noted his goal is to create more multi-use spaces, inexpensively as possible, without burden to the homeowner.

There was discussion regarding the financing for the Capital Improvement Plan.

Mr. Murphy noted the bond, over 30 years, is the lowest cost option and the lowest interest option. He also noted there needs to be professional offices for the staff and the amenities need to meet the needs of the community.

It was noted if the litigation was not an issue, projects would have already been started.

There was brief discussion on the activity building and using it for brides.

There were several residents' comments regarding the District's reputation.

Mr. Matt made a comment regarding his public records request and the planned projects.

Mr. Mantia, a previous resident, recommended reviewing the Master Plan.

There was brief discussion regarding the proposal. It was noted this will include plans for the fitness center and kitchen only.

Mr. Fetsick will send a copy of the agreement to the Board.

ON MOTION by Mr. Murphy, second by Mr. Piersons, with Mr. Huebner not in favor, all others in favor, the Board of Supervisors for the University Park Recreation District approved the Construction Company Planning Proposal for $36,000.00.

SEVENTH ORDER OF BUSINESS **Ratification of Payment Authorization Nos. 141 – 142**

The Board reviewed the payment authorizations.

> ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District ratified Payment Authorization Nos. 141-142.

Supervisor Requests & Public Comments

The upcoming workshops and meetings were noted.

Date	Meeting Type	Time	Location	Note
July 29, 2025	Workshop Meeting	2:00 PM	University Park	Business Offices
August 12, 2025	Rescheduled Board Meeting	1:00 PM	University Park	Business Offices

A quorum was confirmed for the August Board meeting, which will be for the budget public hearing.

Ms. Dickson noted the Workshop meeting will include the UPCAI Board. She gave an overview of the discussion that will take place. Zoom attendance will be an option.

There were no further Supervisor requests or public comments.

EIGHTH ORDER OF BUSINESS **Adjournment**

There was no further business to discuss.

> ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the July 22, 2025, Board of Supervisors Meeting for the University Park Recreation District was adjourned at 4:56 p.m.

Secretary / Assistant Secretary

Sally Dickson

Chairperson / Vice Chairperson