

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS' MEETING

Tuesday, August 12, 2025

1:00 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	2 nd Vice Chairperson
David Murphy	Treasurer

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC	
Kwame Jackson	ADM - PFM Group Consulting LLC	(via phone)
John Fetsick	General Manager - Country Club	
Curtis Nickerson	Director of Properties & Facilities – Country Club	
Paul Fay	Accountant - 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 1:00 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

Staff Report Matters

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

District Manager – Ms. Carvalho noted there have been a few public records requests. Three of the four requests have been satisfied. The final one is being finalized.

Club Management – Management Discussion & Analysis Report

Mr. Fetsick gave an overview of the report. He reviewed the members of the advisory groups and noted they will start meeting this month. One of the first objectives for the groups will be the Member Survey. Mr. Fetsick gave an overview of the Member Survey process and noted members will only fill out surveys that are applicable to them.

Mr. Nickerson gave an update on the golf course project. It was noted that holes 19-27 will be opened once the bridges are complete. The estimated time of completion is shortly after Labor Day.

Mr. Fetsick gave an overview of the Club events and gave an update on racquet activities. He noted there has been a lot of participation. During the week that the restaurant is closed, there will be a food truck event.

Mr. Fetsick gave an update on dining sales and noted it is a consistent mix of food items selling.

Mr. Fetsick gave an overview of the membership report, the Statement of Operations and the Statement of Cash Flows.

THIRD ORDER OF BUSINESS

Business Matters

Series 2024 Note / Consideration of Assessment

Mr. Murphy provided comments regarding the BAN also known as the Series 2024 Note. These are attached to the minutes as an Exhibit.

Ms. Dickson noted that September 2, 2025, is a workshop. Therefore, there will have to be a special meeting or a continuation. This will be noticed in addition to the workshop.

Mr. Barnebey noted the extension of the note is being finalized. He gave an overview of the process. It was noted this can be delayed if the Board chooses. There will still be some costs for the district. Mr. Barnebey gave an overview of the tentative costs.

There was discussion regarding Mr. Murphy's proposed steps. It was noted there are no legal implications, but there will be adjustment to the resolutions and timelines needed. The deadline to approve the budget will be September 2, 2025. Ms. Carvalho reviewed the dates to revise the budget and the assessment resolution.

Mr. Murphy noted he is confident in a favorable ruling, but there is no timeline for that at this point. He noted the best interest of the community may be through assessment.

There was discussion regarding the payment of a bond versus an assessment. It was noted the Board can decide on an assessment at any time. The Capital Improvement projects are taking place and will be paid for via bond or assessment as needed.

Mr. Heitzner noted he will be meeting with the committees about the fitness and kitchen improvement plans. The Kitchen Committee is meeting in the next two weeks. He gave an overview of the members. The member list will be sent to the Board. Mr. Fetsick noted he will contact Deb Robertson to possibly be a part of these groups.

There was continued discussion regarding the choices of the bond or the assessments and how each will affect the overall budget. This included discussion on the timing of payments for residents. Ms. Dickson recommended Mr. Matt to drop the appeal and to bring any legitimate concerns to the Board via polite discussion and requests. Mr. Barnebey noted it will be difficult to change the option after being approved due to the timeframe. Mr. Murphy reviewed the timeline and process. It was noted that if the bond resolution is not adopted on September 2, 2025, there will have to be an assessment. The assessments will be for the Fiscal Year 2026 budget and the budget will have to be amended to reflect the change. This will be approved at the meeting continuation.

There was brief discussion regarding the dates and payment of the bond once assessments are processed. It was noted the interest is increasing on BAN/Note until payment is made in full. Ms. Dickson noted that if the bond comes through and payment is made, assessments will be reduced to reflect that payment.

Mr. Matt had a comment regarding making sure the previous lawyers pay for their mistakes. He noted it is important to know how residents feel about the Capital Plans and recommended notating a cost constraint in the Member Survey that will be going out. He had a complaint regarding the lack of fiduciary responsibility as it related to the irrigation system and lack of reserves. Ms. Dickson noted many of the issues are historical and there is nothing that can be done in regard to them. The Board does take their fiduciary responsibility seriously.

Mr. Case had questions regarding the assessments and the Series 2024 Note. It was noted the assessment amount was provided in last summer's assessment roll notice and is 50% fixed and 50% related to the home value. It was also noted the total amount of BAN/ Note for assessment purposes is \$5 million. Mr. Fetsick gave an overview of the funds. Ms. Carvalho noted all of the information related to this is on the district's website under the resolution. There was brief discussion regarding the process for the assessments.

Mr. Charlesworth noted it is time to move on and agreed with the process of assessments.

ON MOTION by Mr. Murphy, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved a Meeting Continuance to September 2, 2025, in order to prepare the Budget and Assessment Resolutions as needed.

**Public Hearing on the Adoption of
the District's Annual Budget &
Country Club Budget**

- a. Public Comments and
Testimony
- b. Board Comments
- c. Consideration of
Resolution 2025-17,
Adopting the Fiscal Year
2025/2026 District's
Annual Budget and
Appropriating Funds
 - i. General Fund
Budget
 - ii. Debt Service
Budget
- d. Consideration of
Resolution 2025-18,
Adopting the Fiscal Year
2025/2026 Country Club
Budget and Appropriating
Funds
 - i. Enterprise Fund
Budget

ON MOTION by Mr. Piersons, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District opened the Public Hearing on the Adoption of the District's Annual Budget and Country Club Budget.

It was noted the Public Hearing will be continued until September 2, 2025, at 2:00 p.m.

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 Continuation of the Public Hearing to September 2, 2025, at 2:00 p.m., followed by the BOS Workshop.

**Consideration of Resolution 2025-
19, Adopting the Annual Board
and Workshop Meeting Schedule
for Fiscal Year 2025/2026**

- a. **Exhibit A- Annual Board of Supervisors Meeting Schedule**
- b. **Exhibit B- Annual Board of Supervisors Workshop Meeting Schedule**
- c. **Exhibit A- Annual Board of Supervisors Meeting Schedule**
- d. **Exhibit B- Annual Board of Supervisors Workshop Meeting Schedule**

The Board discussed the meeting schedules. Ms. Dickson noted it would be better to schedule the dates when the Board can see the closing figures for the prior month from the Club. Mr. Fetsick noted the Finance Committee will be meeting on the fourth Thursday of each month and they will present in one-month arrears. Mr. Fetsick reviewed the schedule and process for the Finance Committee and recommended not changing the dates of the meetings. Future projections will be included in the statements presented to the Board.

Ms. Dickson noted the meeting schedules remain the same as the current fiscal year. It was noted meetings can be adjusted as needed.

ON MOTION by Mr. Piersons, second by Mr. Murphy, with all in favor, the Board of Supervisors for the University Park Recreation District approved Resolution 2025-19, Adopting the Annual Board and Workshop Meeting Schedule for Fiscal Year 2025/2026.

Board Supervisors' Input on Board Advisory Group Plan

It was noted that the Executive Summary document will be sent to the Business Advisory Group. Mr. Fetsick will follow up.

Ms. Dickson gave an overview of the Executive Summary along with the concerns and recommendations stated within. She noted the summary provides a historical timeline and summarizes the concern with the group's core funding approach that relies on projected operating income for capital projects. Ms. Dickson thanked the group for their hard work.

There was a brief discussion regarding the Business Advisory Group. It was noted it is time to turn the business planning projects over to the Strategic Planning Committee.

Strategic Planning Committee Members Tie Breaker Results

Ms. Dickson reviewed the Strategic Planning Committee and noted it will include the following members: Ken Schreder, Steve Swanson, Jim Freedman, Barbara Somma, and Ronni Loundy. They will be notified. Ms. Dickson thanked everyone for their submissions.

ON MOTION by Mr. Murphy, second by Mr. Piersons, with all in favor, the Board of Supervisors approved the Strategic Planning Committee.

Discussion of the Initial Meetings for the Finance Committee and Strategic Planning Committee

Mr. Fetsick gave an overview of what the initial committee meetings will be comprised of. It was noted an orientation packet has been created and a binder is currently being created as well. The Finance Committee will have their first meeting on August 28, 2025, which is the fourth Thursday of the month. Welcome letters have gone out to the committees. The first Finance Committee report will be presented at the October Board of Supervisors' Meeting.

Mr. Fetsick noted there will be notices given per statutory requirements and the Florida Sunshine laws will be reviewed. Mr. Barneby noted he will be at the first meeting to review all the information. It was noted the Board can talk to those on the committees individually.

There was a brief discussion regarding the Strategic Planning Committee. Ms. Dickson recommended having that committee begin the meeting in September and offered to be the liaison for that group. The Board agreed.

Discussion of 2025-2026 General Manager Goals & Objectives

Mr. Fetsick gave an overview of the current goals and objectives. These included goal breakdowns in Financial Strategy and Implementation, Governance and Compliance, and Leadership. He noted he is willing to post these on the website or send them to the Board if requested.

Ms. Dickson noted these are comprehensive goals and objectives.

The Board discussed the goals and objectives. Ms. Dickson noted the goals and objectives must be completed by early September. The Fiscal Year 2026 objectives will be sent to Ms. Carvalho once compiled, which will then be sent to the Board for input.

Mr. Fetsick gave an overview of the Leadership Development Program that is offered for his direct reports at the Country Club.

Mr. Heitzner recommended implementing key performance indicators into the Goals and Objectives. He noted the most important things for the General Manager should be member satisfaction, employee satisfaction, and the financial component. There should be mention of driving revenue, managing cost, and provide governance in the 2026 Goals and Objectives. Mr. Heitzner will share the format he has for key performance indicators to Ms. Carvalho to distribute.

There was continued discussion regarding the format and how they are tied to Club employee bonuses. There was also discussion regarding the Club budget, expenses, and revenue. Mr. Fetsick noted that although revenue is not favorable to budget right now, the expenses are, which will help offset that.

There was also discussion regarding recommendations to bring in dining revenue by working with various associations or organizations.

All goals and objectives documents and input can be sent to Ms. Carvalho by August 22, 2025. Ms. Dickson noted the final version will be sent to PBM.

SEVENTH ORDER OF BUSINESS

District Financial Matters

Ratification of Payment Authorization Nos. 143 – 144

Mr. Fetsick reviewed the payment authorizations with the Board.

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. 143-144.

Supervisor Requests & Public Comments

The upcoming workshops and meetings were noted.

Date	Meeting Type	Time	Location	Note
September 2, 2025	Continued Board Meeting & Workshop Meeting	2:00 PM	University Park	Business Offices
September 12, 2025	Board Meeting	1:00 PM	University Park	Business Offices

Mr. Heitzner had a comment regarding the Board update that goes out to residents. He noted it is incomplete information. He recommended having it go out after the minutes. The Board discussed options to relay this information. It was noted the minutes are not posted until the Board approves them. It was recommended to send out the agenda and the video link. Mr. Piersons recommended having topic bullet points for the video, to notate timing in the meeting of when items were discussed.

Mr. Mantia had a comment regarding the video link and appreciated the recommendation of putting in topic bullet points. He also gave an overview of the District's Mission, Vision, and Values and how they related to the key performance indicators.

Mr. Matt noted that two weeks ago he had made an offer to drop the appeal, and it requires an apology and the establishment of a Governance Ombudsman. He noted the community would benefit from an Ombudsman. He also commented on Mr. Murphy's bond comments. His last comment was regarding the sale of his neighbor's home and how the assessments have affected that sale price.

Mr. Case had a comment in regard to the summary of the meetings. He recommended simplifying the resolution and notating the results.

There were no further Supervisor requests or public comments.

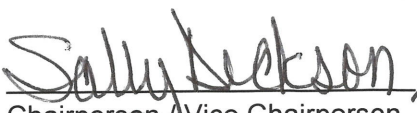
EIGHTH ORDER OF BUSINESS

Continuance

There was no further business to discuss.

ON MOTION by Mr. Heitzner, second by Mr. Piersons, with all in favor, the August 12, 2025, Board of Supervisors Meeting for the University Park Recreation District was continued at 3:23 p.m. to September 2, 2025, at 2:00 p.m.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson