MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS' MEETING
Friday, April 10, 2026
2:00 p.m.
Business Offices
8301 The Park Boulevard, University Park, FL 34201

Board Members present in person or via phone:

Steve Heitzner	Chairperson
Scott Huebner	2nd Vice Chairperson
Gregory Selep	Board Secretary
Steve Swanson	Treasurer

Also, Present in person or via phone:

Vivian Carvalho	District Manager – PFM Management Services LLC
Kwame Jackson	ADM - PFM Management Services LLC (via Zoom)
Mark Barnebey	District Counsel – Blalock Walters
John Fetsick	General Manager - Country Club

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 2:00 p.m. by Ms. Carvalho. Those in attendance are outlined above.

The Pledge of Allegiance was recited.

Public Comments

Mr. Hessey, a previous social non-resident member, commented regarding the membership no longer having golf discounts. He noted he and his wife were never notified of the change and requested that the Board reconsider. Ms. Carvalho noted management will follow up.

There were no further public comments at this time.

Mr. Heitzner read the letter of resignation from Ms. Dickson.

There was brief discussion regarding the Board Seat that is now open. Mr. Heitzner recommended following the same process to fill the role as the other Committees.

Mr. Barnebey noted that although there is not a definitive timeline to fill the role, it is better to fill the role as quickly as possible for quorum purposes.

Mr. Huebner recommended filling the role with one of the candidates from the previous election.

There was discussion regarding the process of Board appointment. The Board agreed to review submitted resumes.

Ms. Carvalho will work with Sydney to send an email blast regarding the vacant Board seat.

There was brief discussion regarding the meeting schedule and reviewing the resumes. The Board will review resumes and make a decision on the April 28th Board meeting. The deadline to submit resumes will be April 20th, at noon. Resumes will be sent to District Management.

It was noted there will also be need to appoint a Board liaison for the Strategic Planning Committee due to Ms. Dickson's resignation. Mr. Heitzner noted the person who is appointed to the Board can cover those duties as well.

SECOND ORDER OF BUSINESS **Administrative Matters**

Consideration of Minutes of the:

- **March 3, 2026, Board of Supervisors' Workshop Meeting**
- **March 13, 2026, Board of Supervisors' Meeting**
- **March 18, 2026, Board of Supervisors' Special & Shade Meetings**

The Board reviewed the minutes.

Mr. Huebner noted that at the March 13th meeting there was discussion regarding giving a 10% discount for social memberships. Mr. Fetsick noted that the discount is only for resident social memberships.

There was discussion regarding the social membership discount. It was noted if the Board decides to give discount to non-resident social members, it would be for the existing members only, as there are no new memberships being sold in that category. The Board decided not to make any changes regarding the discount at this time.

Mr. Fetsick will follow up with the non-resident social member, Mr. Hessey.

ON MOTION by Mr. Selep, second by Mr. Swanson, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Minutes of the March 3, 2026, Board of Supervisors' Workshop Meeting, the March 13, 2026, Board of Supervisors' Meeting, and the March 18, 2026, Board of Supervisors' Special and SHADE Meeting.

Public Records Request Summary List

Ms. Carvalho gave an overview of the list and noted this includes all public records requests starting from September 2024. It was noted there is one outstanding request that requires a deposit.

Correspondence Summary List

Ms. Carvalho gave an overview of the correspondence summary list. There is nothing received as of yet.

THIRD ORDER OF BUSINESS **Staff Report Matters**

District Counsel

Mr. Barnebey noted the Ethics Commission is considering the District's issue on April 24th.

The recommendation thus far is that there is a conflict, but it was noted the District has already taken care of the issue.

There was brief discussion regarding whether District Counsel should attend the Ethics Committee hearing. The Board agreed that it is not necessary to attend.

District Manager

No report.

Club Management

a. Management Discussion & Analysis Report

Mr. Fetsick gave an overview of the report, including member experience events. It was noted the garage doors are currently being installed.

Mr. Fetsick gave an overview of the Palmetto Elementary visit day and noted that ELGA donated $10,000.00 for their field trips.

There was brief discussion regarding events where the Club donates items/food for free. Mr. Huebner recommended getting residents involved with donating items.

Mr. Fetsick noted the Club was named "Best of SRQ" for the Tennis Courts and Golf Course.

Mr. Fetsick gave an overview of the March and April events. New menus launched mid-March and have been well received. Mr. Fetsick also reviewed golf operations and racquet and wellness operations.

Mr. Fetsick gave an overview of the Club financials including Year-to-Date Operating Results, Comparative Balance Sheet, Capital Sources, and the Statement of Cash Flows.

There was brief discussion regarding comparison of the cash flow to previous years.

Mr. Fetsick gave an overview of the current membership counts.

Mr. Huebner commented on the golf memberships. It was noted the membership is over the 450 threshold. It was noted there were several medical downgrades. Mr. Fetsick will follow up.

Committee Reports

a. Finance

It was noted the Finance Committee has two meetings next week.

There was no update at this time.

b. Strategic Planning

Mr. Freedman gave an update on the Strategic Planning Committee and noted Mr. Christopher from the HOA joined that meeting. The Committee would like to encourage residents to be involved with strategic planning.

Ms. Lowndy will be working the HOA to come up with a communication strategy.

Mr. Freedman noted the Club was purchased to provide additional home value and savings to residents. It was noted there is about $5million in cost savings due to being a Recreation District.

The Strategic Planning Committee is reviewing options for the aging memberships and is ready to start working with the consultant that will be hired. The focus will be on the vision of the District.

FOURTH ORDER OF BUSINESS **Business Matters**

Update of Town Hall Meeting Location Venue and Scheduling Date

- **Draft of Agenda Format**

There was discussion regarding the date to hold the Town Hall Meeting. The Board agreed to hold the Town Hall meeting on May 5th, 2:00 – 4:00 p.m.

Mr. Fetsick noted the Tabernacle Church has agreed to let the District use their space for the Town Hall Meeting. The space can hold up to 180 people and has A/V equipment.

There was brief discussion regarding attendance. It was noted the Town Hall meeting could be available via Zoom.

There was lengthy discussion regarding the Q&A session at the end of the Town Hall meeting. It was noted that questions should be submitted in advance.

Mr. Selep will create the agenda. He recommended an hour for presentation and an hour for questions and answers.

Ms. Carvalho recommended the presentation be provided to the residents when asking for questions in order to facilitate a timely meeting. The Board agreed to only send out the agenda.

Ms. Carvalho noted the Town Hall meeting will be notified according to statutory requirements.

There was discussion regarding the agenda and presentation. Mr. Selep noted the presentation gives a financial overview and then gives details of the kitchen project and finance options for the kitchen. Once Mr. Crouch and Mr. Heitzner review the presentation, the draft will be sent to District Management for Board distribution.

Mr. Fetsick noted the final estimate, and final floor plan will be ready by April 17th.

The Board will review the final presentation at the April 28th meeting.

Mr. Fetsick will finalize the reservation of the Tabernacle church and follow up.

Update of Boardwalk Project

Mr. Fetsick gave an update and noted he and Mr. Heitzner had a meeting with the architect. They will be submitting a design for the Board's review. It was noted this will be designed to be a multipurpose space.

This item was deferred.

Update from the Committee on Strategic Club Solutions Deliverables, Scope of Services and Cost

Mr. Fetsick gave an overview of the updated scope of services. Strategic Club Solutions has provided an executive summary for the Board's review. It was noted this is a 12-18 month action plan, but a 5-10 year strategic plan.

There was brief discussion regarding the scope of services.

ON MOTION by Mr. Selep, second by Mr. Swanson, with all in favor, the Board of Supervisors for the University Park Recreation District approved the Strategic Club Solutions Deliverables, Scope of Services, and Cost with a not-to-exceed amount of $72,000.00.

Consideration of Resolution 2026 – 13, University Park Recreation District HNB Lease

Ms. Carvalho gave an overview of the lease agreement.

Mr. Barnebey noted the agreement has been reviewed and the Opinion Letter has been completed.

Mr. Fetsick noted this is for two sprayers in the amount of $2,900.00 per month. This amount is within the operating budget.

It was noted the lease agreement is required by Huntington Bank.

ON MOTION by Mr. Selep, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved Resolution 2026-13, University Park Recreation District HNB Lease.

FIFTH ORDER OF BUSINESS **District Financial Matters**

Ratification of Payment Authorization No. 158

Mr. Fetsick reviewed the payment authorizations.

ON MOTION by Mr. Heitzner, second by Mr. Swanson, with all in favor, the Board of Supervisors for the University Park Recreation District ratified Payment Authorization No. 158.

There was brief discussion regarding the corporate credit card.

Supervisor Requests & Future Agenda Items

The upcoming workshops and meetings were noted.

Date	Meeting Type	Time	Location
April 13, 2026	Finance Committee Workshop Meeting	11:00 AM	University Park Business Offices
April 15, 2026	Finance Committee Meeting	3:00 PM	University Park Business Offices
April 28, 2026	Board of Supervisors' Meeting	2:00PM	University Park Business Offices

There was brief discussion regarding holding a Board of Supervisors' SHADE meeting. Mr. Jackson noted the earliest meeting date available, due to noticing, is April 22nd. The Board agreed to hold a SHADE meeting on May 8th, 2026, from 12:00 – 2:00 p.m.

Mr. Swanson commented regarding streamlining the communication plan.

There was discussion regarding having a platform for all communication. This will be a future agenda item.

Mr. Huebner noted the Strategic Planning Committee is working on streaming the communication and the governance of that.

Mr. Swanson noted he is working on the Treasurer's role and responsibilities.

Mr. Huebner commented on the Governance Committee and noted he has several leads from Mr. Crouch, Mr. Freedman, and Mr. Fetsick. It was noted Heron's Glen dissolved their Governance Committee.

There was discussion regarding the Governance Committee role. Mr. Huebner noted their role needs to be very specific and could be a short term committee.

Mr. Huebner recommended that the group report to Park Boulevard Management. They could be an advisory group, instead of a committee and work with people from each entity. The Board agreed.

Mr. Huebner will continue to work on the outline for the Governance Committee and who should be involved.

Mr. Heitzner thanked Mr. Selep for his work on the Board Business post. Mr. Selep will continue to work on this item for update in the Club newsletter.

There were no further Supervisor requests at this time.

Public Comment Period

There were no public comments at this time.

SIXTH ORDER OF BUSINESS **Adjournment**

There was no further business to discuss.

ON MOTION by Mr. Selep, second by Mr. Swanson, with all in favor, the April 10, 2026, Board of Supervisors Meeting for the University Park Recreation District was adjourned at 3:45 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson