

MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT SPECIAL BOARD OF SUPERVISORS' & ATTORNEY CLIENT SESSION MEETING

Thursday, May 28, 2026

9:00 a.m.

Business Offices

8301 The Park Boulevard, University Park, FL 34201

Board Members present in person or via phone:

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

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Management Services LLC
Mark Barnebey	District Counsel - Blalock Walters
Fred Moore	District Counsel - Blalock Walters
Jennifer Sirois	Court Reporter – Liberty Court Reporting

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order, Roll Call

The Board of Supervisors' meeting was called to order at 9:00 a.m. by Ms. Carvalho. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

General Business Matters

Attorney-Client Session Meeting Discussion on Appeal Process/ Litigation

This meeting will be held under the Attorney/Client Session provisions available under Florida's Sunshine Law, Section 286.011(8), Florida Statutes, on Thursday, May 28, 2026, and beginning at 9:00 A.M. and lasting approximately ninety (90) minutes at the request of the Attorney for the District. This meeting shall be held at the Business Offices located at 8301 The Park Boulevard, University Park, FL 34201. This meeting shall commence at an open meeting and then will move into an Attorney/Client Session limited in attendance to the District Attorneys, Mark Barnebey and Fred Moore and District Manager Vivian Carvalho who will meet in private with the Board of Supervisors of the University Park Recreation District (Steve Heitzner, Scott Huebner, Greg Selep and Steve Swanson), and a court reporter who will transcribe the full proceedings to be made part of the public record for release at the conclusion of the litigation for the purpose of discussing: settlement negotiations or strategy sessions related to litigation expenditures in the following court case: Dean Matt v. University Park Recreation District, SC 2024-0990, Lower Tribunal Case No.:

2024-CA-000252. At the conclusion of the private portion of the meeting, the meeting shall then reopen in public.

At the conclusion of the private portion of the meeting, the meeting will continue in public.

Reopen Meeting in Public

The University Park Recreation District Special Board of Supervisors' Meeting was reopened at 11:12 a.m.

There was a five-minute recess.

The University Park Recreation District Special Board of Supervisors' Meeting reconvened at 11:16 a.m.

Mr. Barnebey noted that no action was taken at this time.

Discussion of Town Hall Process

There was discussion regarding the Town Hall process and timing. It was noted the Town Hall will be 100% on Zoom for the audience.

Mr. Heitzner noted there needs to be a process related to the question-and-answer process. He recommended that all questions be submitted to the moderator, and the moderator can proceed with reading the question. Any questions not answered during the Town Hall can be answered after and communicated to the community.

There was discussion regarding the question-and-answer process.

There was discussion regarding moving a few meetings based on scheduling issues. Mr. Swanson requested that the August 14th meeting be moved to August 11th. The Board confirmed the date adjustment. Ms. Carvalho will send updated calendar invites.

Ms. Carvalho noted the Board will approve the Resolution for the Public Hearing related to the budget at the June 2nd meeting. It was noted the Town Hall agenda will need to be posted by June 2nd.

Mr. Swanson noted he will not be in attendance at the June 30th and July 10th meetings.

Mr. Heitzner noted he will not be in attendance at the June 12th meeting.

Ms. Carvalho noted quorums will be discussed at the June 2nd meeting.

There was discussion regarding whether to include the kitchen project deck in the agenda or not.

Mr. Heitzner, Mr. Swanson, Mr. Crouch, the architect, a construction consultant, and a kitchen consultant will be presenters. External presenters will need to be confirmed with Mr. Fetsick. District Management will follow up.

There was brief discussion regarding the financing options for the kitchen that will be included in the deck. Mr. Huebner noted the options should be discussed at a Board meeting.

Mr. Selep noted the cost slides need to be formatted to be readable. Sydney will work on this.

It was noted pictures of the kitchen will be included in the deck and the agenda will be in the same format as other meetings.

Ms. Carvalho will follow up whether she will moderate online or attend in person with Mr. Jackson being the online moderator instead.

Ms. Carvalho reviewed the Town Hall timeline.

It was noted that the chat can be captured within the Zoom recording. Mr. Selep recommended posting frequently asked questions for those who cannot attend the meeting.

Supervisor Requests & Public Comments

Mr. Huebner requested that his alternative to assessment proposal be on a meeting agenda and be reviewed by the Finance Committee. He provided the proposal to the Board. Ms. Carvalho will provide a copy to the Finance Committee and Mr. Swanson. Mr. Huebner requested feedback from the Finance Committee by June 12th.

There were no further Supervisor requests or public comments.

THIRD ORDER OF BUSINESS

Adjournment

There was no further business to discuss.

ON MOTION by Mr. Heitzner, second by Mr. Selep, with all in favor, the Board of Supervisors for the University Park Recreation District adjourned the May 28, 2026, Special Board of Supervisors Meeting at 11:44 a.m.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson