MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS' MEETING
Tuesday, August 4, 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	
Curtis Nickerson	Director of Properties & Facilities - Country Club	
Racheal Meade	District Manager – PFM Management Services LLC	(via Zoom)
Ashley Quiros	ADM – PFM Management Services LLC	(via Zoom)
Joe Rassett	Interim General Manager – UPCC	(via Zoom)
Paul Fay	Financial Controller - UPCC	(via Zoom)

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. Carvalho. Those in attendance are outlined above.

The Pledge of Allegiance was recited.

Public Comments

There were no public comments at this time.

Mr. Heitzner noted that no decision has been made by the Supreme Court at this time on the Bond Hearing.

Mr. Heitzner noted that discussions and negotiations for resolutions are still being discussed between RD and UPCAI.

Mr. Heitzner noted that the final interview for the General Manager position will happen this afternoon and he is hoping to have the position filled by the end of the week.

SECOND ORDER OF BUSINESS **Administrative Matters**

Consideration of Minutes:

a) **June 23, 2026, Board of Supervisors' Special Meeting**
b) **June 30, 2026, Board of Supervisors' Meeting**

Mr. Heitzner noted there was a spelling error on a name that needs correction.

ON MOTION by Mr. Heitzner, second by Mr. Selep, with all in favor, the Board of Supervisors for the University Park Recreation District approved the June 23, 2026, Board of Supervisors' Special Meeting and the June 30, 2026, Board of Supervisors' Meeting.

Public Records Request Summary List

Ms. Carvalho noted there was a Records Request received on Thursday, after the agenda went out.

Correspondence Summary List

The Board reviewed the Correspondence Summary List. It was noted that the correspondence will be included on the District's website.

No action was required.

THIRD ORDER OF BUSINESS **Staff Report Matters**

District Counsel

No report.

District Manager

Mr. Carvalho noted that there will be an August 11, 2026, rescheduled meeting at 2:00PM.

Club Management

No report.

Committee Reports

a. Finance

No report.

b. Strategic Planning

Mr. Selep noted that Ms. Lowndy resigned, effective August 3, 2026.

Mr. Selep requested that two members be appointed to the Strategic Planning Committee moving forward.

Mr. Selep mentioned that he was working with Sydney on the Agenda for the August 11, 2026, meeting.

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

Discussion of Appointment of Board Member Seat 3 Vacancy

Mr. Heitzner addressed the reason for the Seat 3 vacancy and suggested holding off until the next meeting to make the selection on August 11, 2026.

A Board Member expressed concern regarding fairness of taking new applicants when there was a previous deadline. Ms. Carvalho will follow up with candidates to see if they are still interested.

Nominations/Appointment of Governance Committee Members

Ms. Carvalho noted there was one additional candidate for the Governance Committee .

Mr. Huebner noted there were four applicants and he would prefer more applicants.

There was brief discussion about qualifications of applicants amongst the Board.

FIFTH ORDER OF BUSINESS **Old Business Matters**

Consideration of Proposals for General Manager/Chief Operating Officer Search

a. **Overview of General Manager Role**
b. **Kopplin Kuebler & Wallace**
c. **Strategic Club Solutions**

Mr. Heitzner noted he does not believe hiring a search firm right now would be beneficial.

The Board reviewed and discussed the proposals and agreed to continue with Strategic Club Solutions.

The Board agreed to defer until the August 11, 2026, meeting.

Nominations / Appointment of Strategic Planning Committee Member

The Board discussed the nominations.

A Board Member noted that Steven Ferrara has a strong background. He also noted that Mr. Mutryn has been on Chair Counsel and longtime resident and Ms. Wolchock has a financial background in Bonds.

Ms. Carvalho noted that there are three vacant seats; however, Mr. Sheet would like to stay.

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 reappointment of Mr. Don Sheets, Seat 4 of the Strategic Planning Committee.

ON MOTION by Mr. Selep, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved the appointment of Mr. Steve Ferrara for Seat 2.

ON MOTION by Mr. Selep, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved the appointment of Mr. William Mutryn for Seat 1.

Mr. Sheets will serve for 2 years. Mr. Ferrara will serve for 2 years, and Mr. Mutryn will serve for 1 year.

SIXTH ORDER OF BUSINESS **District Financial Matters**

Ratification of Payment Authorization Nos. 165 & 166

The board discussed the Payment Authorizations.

ON MOTION by Mr. Swanson, second by Mr. Selep, with all in favor, the Board of Supervisors for the University Park Recreation District ratified Payment Authorization Nos. 165 & 166.

Ms. Carvalho reviewed the meeting schedule with the Board:

Date	Meeting Type	Time	Location
August 11, 2026	Board of Supervisors' Rescheduled Meeting	2:00 PM	University Park Business Offices
August 24, 2026	Special Board of Supervisor's Rescheduled Meeting	9:00 AM	University Park Business Offices
September 1, 2026	Board of Supervisors' Meeting	2:00 PM	University Park Business Offices
September 11, 2026	Board of Supervisors' Meeting	2:00 PM	University Park Business Offices
September 29, 2026	Board of Supervisors' Meeting	2:00PM	University Park Business Offices

Supervisor Comments & Future Agenda Items

Mr. Heitzner noted that communication to residents will go out this week to address the potential Assessment increase for the Golf Course Irrigation and the Bond Advancement note.

The Board had a lengthy discussion regarding the Bond Process.

SIXTH ORDER OF BUSINESS **Adjournment**

There was no further business to discuss.

ON MOTION by Mr. Heitzner, second by Mr. Swanson, with all in favor, the August 4, 2026, Board of Supervisors Meeting for the University Park Recreation District was adjourned at 3:17 p.m.

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Secretary / Assistant Secretary Chairperson / Vice Chairperson