MINUTES OF MEETING

UNIVERSITY PARK RECREATION DISTRICT BOARD OF SUPERVISORS' MEETING
Tuesday, July 28, 2026
2:01 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	
Steve Swanson	Treasurer	
Gregory Selep	Board Secretary	(via Zoom)

Also, Present in person or via phone:

Kwame Jackson	PFM Management Services LLC	
Vivian Carvalho	PFM Management Services LLC	(via Zoom)
Paul Fay	Country Club - Financial Controller	
Joe Rasset	Country Club - General Manager	
Curtis Nickerson	Country Club – Director of Properties and Facilities (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 Mr. Jackson 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**

Open Remarks Chairperson

Mr. Heitzner introduced Mr. Rassett as the interim General Manager

Mr. Heitzner noted there is no update regarding the Bond Hearing.
Mr. Heitzner noted that a Proposal has been submitted UPCAI's attorney.

Mr. Heitzner noted they are currently reviewing candidates for the General Manager position. He gave an overview of the Proposals that have been received from search firms. The Board agreed to review the proposals further and discuss them at the next meeting.

Mr. Heitzner gave an update on the kitchen project. The District is going to ask SCS to look at the kitchen project to review design and cost.

Mr. Heitzner noted resident concerns regarding status updates and communications. He said that they will add a section for updates in the weekly University Park email.

Public Records Request Summary List

Mr. Jackson noted the Public Records Request Summary List remains unchanged and nothing new to report.

No action was required.

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. Jackson noted that Assessment notices were mailed for the equalization hearing for the 2026 Bonds.

Club Management

a. **Management Discussion & Analysis Report**

Mr. Rassett gave a brief overview of the Management Discussion Analysis Report.

Mr. Heitzner asked about the response to a la carte vs. Sunday Brunch and Mr. Rassett noted positive feedback.

Mr. Fay gave an overview of the club financials.

Committee Reports

a. **Finance**

Mr. Crouch requested John Fetsick, Laurie Evans and Curtis Nickerson be removed as signers from Ameris Bank and Mr. Steve Swanson, Mr. Richard Crouch and Mr. Paul Fay be added as signers.

The Board discussed signing authority options.

Mr. Crouch will be temporary until a permanent General Manager has been selected.

Mr. Crouch noted that two terms expire at the end of the month and applications need to be circulated.

b. **Strategic Planning**

Ms. Loundy expressed concerns about the Survey that came out today. She noted that the Strategic Planning Committee should hold off on meeting until the District is Stable in staffing.

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

Consideration of Proposals for General Manager/Chief Operating Officer Search

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

Deferred until the August 4, 2026 Board Meeting.

Consideration of Revision to Ameris Bank Account Signers

The Board discussed the revisions earlier in the meeting.

ON MOTION by Mr. Swanson, second by Mr. Heitzner, with all in favor, the Board of Supervisors for the University Park Recreation District approved the removal of John Fetsick, Laurie Evans and Curtis Nickerson from signer on Ameris Bank and adding Mr. Steve Swanson, Mr. Richard Crouch and Mr. Paul Fay as signers to Ameris Bank.

Nominations/Appointment of Strategic Planning Committee Member

Deferred until the August 4, 2026 meeting.

Ms. Carvalho noted the current candidates are not year-round residents, but the Charter does not distinguish if their residents need to be year-round or not.

FIFTH ORDER OF BUSINESS **Old Business Matters**

Consideration of Resolution 2026-19, Assigning Current Members of the Finance Committee to Designated Seats

The board discussed the Resolution.

ON MOTION by Mr. Heitzner, second by Mr. Swanson, with all in favor, the Board of Supervisors for the University Park Recreation District approved Resolution 2026-19, Assigning Current Members of the Finance Committee to Designated Seats subject to confirmation of the slate by Mr. Crouch and Mr. Swanson.

Date	Meeting Type	Time	Location
August 4, 2026	Board of Supervisors' Meeting & Attorney/Client Session	9:00AM	Laurie Evans Conference Room
August 4, 2026	Special Board of Supervisors' Meeting	2:00 PM	University Park Business Offices
August 24, 2026	Special Board of Supervisor's Rescheduled Meeting	2:00 PM	University Park Business Offices
August 11, 2026	Board of Supervisors' Rescheduled Meeting	2:00 PM	University Park Business Offices
September 1, 2026	Board of Supervisors' Meeting	2:00PM	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. Swanson asked who was taking over for Curtis? He suggested contracting Curtis if there is a gap in hiring for his role.

Mr. Swanson discussed the Bond Counsel Fees. Mr. Jackson suggested a phone call with Bob and Mr. Heitzner.

Mr. Swanson requested better communication from PFM. Ms. Carvalho noted the process flows.

Mr. Selep gave an update on the Wellness Center.

Mr. Huebner commented on the size of the Women's bathroom near the grill and suggested an Enhancement to the size and space.

SIXTH ORDER OF BUSINESS **Adjournment**

There was no further business to discuss.

ON MOTION by Mr. Swanson, second by Mr. Heitzner, with all in favor, the July 17, 2026, Board of Supervisors Meeting for the University Park Recreation District was adjourned at 3:27 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

We are requesting the board approve the following changes to the **UNIVERSITY PARK RECREATION DISTRICT GENERAL FUND (Public Funds Checking)** with Ameris Bank effective July 28th, 2026:

The following people should be removed as signers:

- John Fetsick
- Laurie Evans
- Curtis Nickerson

The following people should be added as signers:

- Steve Swanson
- Martin Paul Fay
- Richard Crouch

Signature ____________________ Curtis Nickerson

8/6/2026