

APPROVED

MINUTES OF THE MEETING

FINANCIAL INVESTMENTS AD HOC COMMITTEE

GOVERNING BOARD SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

TAMPA, FLORIDA

MARCH 25, 2013

The Governing Board Financial Investments Ad Hoc Committee of the Southwest Florida Water Management District met at 10:05 a.m. on March 25, 2013, at the District's Tampa Service Office. The following persons were present:

Committee Members Present

Jeffrey M. Adams, Chair
Michael A. Babb
Jennifer E. Closshey

Committee Member(s) Absent

Carlos Beruff

Staff Members Present

Blake C. Guillory, Executive Director
Robert R. Beltran, Assistant Executive Director
David T. Rathke, Chief of Staff
Laura J. Donaldson, General Counsel
Kurt P. Fritsch, Inspector General
Daryl F. Pokrana, Finance Bureau Chief
Steven M. Long, Procurement Manager
Melisa J. Lowe, Accounting & Financial Reporting Manager

Administrative Support

LuAnne Stout, Administrative Coordinator

A list of others present who signed the attendance roster is filed in the permanent records of the District.

1. **Call to Order and Introductions**

Chair Adams called the meeting to order and introduced each Committee member.

2. **Discuss the Invitation to Negotiate Selection Process**

Mr. Pokrana reviewed the meeting materials provided to the Committee members.

Mr. Long discussed the Invitation to Negotiate (ITN) document, calendar schedule, evaluation process, and negotiations. He said the ITN will be issued on March 29, 2013.

Discussion ensued regarding evaluation criteria, questions that may need clarification, negotiations handled by one Committee member or entire Committee, fee schedules, aggressive timeline, and asset management schedule.

Committee members individually may submit questions for staff to request clarification from the respondents. Committee consensus for negotiations was to be inclusive of three or more Ad Hoc Committee members.

The Committee requested the ITN proposals be provided electronically and as a hard copy to ensure as much time as possible for review. (00:00/25:00)

Discussion continued regarding fee schedule and payment structure of ITN, alternative suggestion from respondent to consider an appropriate possibility, and advisory services.

Committee consensus was that anyone on the Committee may request changes to the timeline should more time be needed for consideration.

3. **Discuss Future Agenda Items**

The evaluators' meeting was scheduled for May 8, 2013, at 1 p.m. at the Tampa Service Office. At that meeting, the evaluation scores will be completed, and the Committee will discuss any future meetings such as oral presentations and negotiations.

4. **Set Next Meeting Date**

The next meeting is May 8, 2013, at 1 p.m. in the Tampa Service Office.

5. **Adjournment**

There being no further business, Committee Chair Adams adjourned the meeting.
(25:00/40:21)

The meeting was adjourned at 10:43 a.m.