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**Members Present:** Kelly Gutierrez, Dan Mehls, Rusty Williams, Bob Hajlo, Bill Blotske

**Guests:** Jon Gutierrez, James Markoe, Paul McDowell

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**Call to Order**

- The meeting was called to order at 6:05 PM

**Approve February 2016 Board Minutes:** Motion: D. Mehls, 2<sup>nd</sup>: R. Williams. Approved by all

**Update on the Prairie Restoration Project:** K. Gutierrez gave an update on the current prairie restoration project. K. Gutierrez reviewed the power point that will be used during the student-training day at SCPA. K. Gutierrez reviewed important milestone dates. Please find them below:

1. March 30<sup>th</sup> – Student Training Day
2. April 2<sup>nd</sup> – Herbicide treatment #1
3. April 9<sup>th</sup> – Bayport Fire Department will conduct the burn
4. April 16<sup>th</sup> – Back-up day for the burn
5. April 30<sup>th</sup> – Herbicide treatment #2
6. May 7<sup>th</sup> – Back-up date for 2<sup>nd</sup> herbicide treatment
7. May 14<sup>th</sup> – Final site preparation
8. May 19<sup>th</sup> – Seed, plant and hay delivery
9. May 20<sup>th</sup> – Planting day

**Update on School Bond Refinancing Opportunity:** J. Gutierrez reviewed the field development summary as it relates to bond refinancing. The team (K. Gutierrez – CFO, Paul McDowell – Chair Finance Committee, J. Markoe – SCPA Board Chair, and J. Gutierrez – Executive Director) is still working through the (2) investment bankers and investigating who would be most qualified to refinance. D. Mehls suggested a possible 3<sup>rd</sup> investment banker proposal to help with the review of the existing (2) proposals. P. McDowell proposed the idea of hiring a consultant to help give insight on the (2) proposals.

**Field Development Project:** B. Blotske gave an update on the current field development project. He noted that a Request for Qualifications (RFQ) was sent out to (5) Architectural/Engineering firms. B. Blotske noted the intent of the RFQ would be to understand the qualifications of each invited firm and how those qualifications relate to the scope of work. B. Blotske reviewed the requirements of the

RFQ with the team. The RFQ is due on April 1, 2016 at 10:00 AM. B. Blotske will email out the responses once they are received.

The group continued with general conversation on the field development project. R. Williams noted that a 10% Owner's contingency should be held within the overall project cost. D. Mehls noted the importance of all necessary approvals from Washington County and Baytown Township. D. Mehls directed B. Blotske to conduct research on any other sources of revenue that could be generated from the field development project so the group can understand how that revenue could be used to offset maintenance costs. J. Gutierrez noted that the field development project has been fully vetted through SCPA Administration Team. It was noted that the FSCPA Board Members would attend the next school board meeting.

**Next Meeting Date:** The next meeting date is scheduled for April 6, 2016 at 6:00 PM at St. Croix Preparatory Academy.

**Future Agenda Items:**

1. Field Development project update
2. Review submitted RFQ responses

**Adjourn Meeting:** Meeting was adjourned at 7:05 PM. Motion: D. Mehls, 2<sup>nd</sup> R. Williams. Approved by all.

Submitted by B. Blotske, St. Croix Preparatory Academy.