

**CAPITAL PROJECTS FINANCE AUTHORITY SPECIAL MEETING
JULY 21, 2025, AT 5:00 P.M IN THE CITY COUNCIL CHAMBERS, CITY HALL
299 RIVERSIDE DRIVE, MOORE HAVEN, FLORIDA 33471**

Board Members Present: Marcus Decker, Chairman
 Clay Browning
 Alisha Beck
 Bradley Smith
 RaShonda Croskey

Others Present: Ashley Wills, City Clerk
 Larry Tibbs, City Manager
 Brad Simmons, Public Works Superintendent
 Steve Ramunni, City Attorney

ITEM 1: ROLL CALL: Given By Decker.
Singleton via phone.

**ITEM 2: ADDENDUM TO PROGRAM ADMINISTRATOR AGREEMENT (2010A) AND
ACS MANAGEMENT & CONSULTING LLC/ EXTENSION OF ADDITIONAL
AUTOMATIC RENEWAL TERM AND COMPENSATION:**

Ramunni states items 2 & 3 are identical besides one if 2010A and the other is 2000F. Singleton’s contract expires this month, per our contract with her it automatically renews for another 3-years. I would like the Board to put another automatic renewal for another 3-year extension which would last until 2031. Projects 2010A and 2000F will still be with their bond. When we initially hired Singleton, we selected her separately for 2010A and 2000F because there were continuing duties. If the Board is in agreement I will prepare addendums for each Board.

Singleton states I do want to make you all aware that the compensation stays the same.

Ramunni states for items 2 & 3 on this agenda we can go ahead and have a special meeting on August 5th.

**ITEM 3: ADDENDUM TO PROGRAM ADMINISTRATOR AGREEMENT (2000F) AND
ACS MANAGEMENT & CONSULTING LLC/ EXTENSION OF ADDITIONAL
AUTOMATIC RENEWAL TERM AND COMPENSATION:**

**ITEM 4: APPROVAL AND RATIFICATION OF ACS MANGEMENT & CONSULTING
LLC SIGNING AUTHORITY ON BEHALF OF CAPFA AS THE PROGRAM**

ADMINISTRATOR FOR CAPFA CAPITAL CORP. 2000F (UCF STUDENT HOUSING) AND CAPFA CAPITAL CORP. 2010A (JFK HIGH SCHOOL- GUAM PROJECT):

Ramunni states I think we need a better delegation of as to what this Board needs or should approve what Singleton is approved to do in her day-to-day task of representing us. Singleton has prepared a summary of her different duties that she performs routinely. We don't have to formally approve these, because I can blend them into the addendums.

Singleton states Ken suggested we run this by the Board as well. The first one is the CaPFA 2000F annual budget. We are in the process of working on that now, it's normally approved in August. The 24-25 budget was \$39.3 million and so far, this year it's proposed at \$40.5 million. I work with Asset Living who is the property manager for the site and looking at what maintenance that needs to be done and estimating revenues, I provided detailed line items. We will meet with UCF Foundation, and we will go over the budget and decide if it's approved or not. We have been able to maintain a 90-98% occupancy level. As far as budget amendments, there are times when marketing funds are not used, and they need to move money to a different line item. That comes to me, and I give them the okay, but we do not change the final budget amount, but that gives you an idea.

Beck states personally I think we should take Ramunni's suggestion, so Singleton will be able to do her job and not have to come to the Board for everything.

Singleton states for 2010A I work with the General Contractor to estimate the cost, it's pretty standard we don't really do any budget amendments throughout the year. Guam has a Public Health Department that grades each School with certain standards, they may want the door to swing outward instead of inward or the stalls in the Restroom to be a certain Hight. We have been spending money to keep up with those standards, so the school is graded higher. Then there is the insurance renewal that is due yearly and the regular basics. Another thing I wanted to bring up was we did get it ratified by the Board for the bookkeeping services, we do use a CPA firm, I did have to change CPA'S, and I did consult with Ramunni beforehand the cost is the same. When it comes to the Florida Charter School Conferences in the Orlando area, we have been advertising/marketing CaPFA there, I may do a sponsorship at the Conference where we may have sponsored the food or drinks for the break. The fee is around \$3,500. But I wanted to know how we would go about that with Conferences.

Ramunni states typically when you anticipate something coming up you just have ran it by us and the Board has approved it.

Singelton states okay, there is a Conference happening in October.

MOTION: By Beck to approve \$3,500 for CaPFA advertising, seconded by Browning. Motion carried.

ITEM 5: ANY OTHER BUSINESS:

ITEM 6: ADJOURNMENT:

MOTION: By Beck to adjourn the meeting, seconded by Browning. Motion carried.

Ashley Wills, City Clerk
Meeting adjourned at 5:26 P.M.

Marcus Decker, Chairman

THESE MINUTES ARE NOT VERBATIM, IF ANYONE WISHES TO LISTEN TO THE MEETING IN ITS ENTIRETY, DIGITAL RECORDINGS ARE AVAILABLE.