

MINUTES OF MEETING
SANDMINE ROAD
COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Sandmine Road Community Development District was held Thursday, August 20, 2020 at 2:00 p.m. via Zoom Video Conferencing, pursuant to Executive Orders 20-52, 20-69, 20-112, 20-150 and 20-179 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, June 23, 2020 and July 30, 2020 respectively, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

Present were:

Wesley Hunt
Aaron Struckmeyer
Eric Baker
Amy Steiger
Chris Wrenn
George Flint
Tucker Mackie
Emma Gregory
Broc Althafer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. All five Board Members were present via Zoom teleconference.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint recognized that no public was present, only Board Members and staff.

THIRD ORDER OF BUSINESS

Audit Services

A. Approval of Request for Proposals and Selection Criteria

Mr. Flint stated that the standard RFP that is typically used for bidding out the auditing services was included in the agenda package. Mr. Flint noted that they are asking for five years of pricing, but the District will enter into annual engagement. The Board will not be bound to the five years, but the pricing will be locked in. Mr. Flint noted that attached to the RFP is the selection criteria. The only discretion the committee has is whether they include price as one of the criteria or they exclude it and make the selection solely on qualifications. Mr. Flint stated it is

recommended that price is included because the bids are fairly price competitive and typically the companies that respond are all going to be qualified. Mr. Flint asked for any questions, the Board had none.

On MOTION by Mr. Wrenn, seconded by Mr. Hunt, with all in favor, the Approval of Request for Proposals and Selection Criteria, was approved.

B. Approval of Notice of Request for Proposals for Audit Services

Mr. Flint stated that in addition to the notice, the RFP will be sent out to around five companies that perform about 95% of the CDD audits. Rather than just relying on the advertisement, it is also mailed out to those five companies. Mr. Flint noted that the number of firms have dwindled recently, but effort will be made to get the best responses.

On MOTION by Mr. Struckmeyer, seconded by Mr. Wrenn, with all in favor, Approval of Notice of Request for Proposals for Audit Services, was approved.

C. Public Announcement of Opportunity to Provide Audit Services

Mr. Flint publicly announced the opportunity to provide auditing services as indicated in the RFP and the notice that is included in the agenda package.

FOURTH ORDER OF BUSINESSES

Adjournment

Mr. Flint adjourned the meeting.

On MOTION by Mr. Baker, seconded by Mr. Hunt, with all in favor, the meeting was adjourned..


Secretary/Assistant Secretary


Chairman/Vice Chairman