

**MINUTES OF AUDIT COMMITTEE MEETING
STEVENS PLANTATION
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Board of Supervisors of the Stevens Plantation Community Development District was held on Thursday, August 6, 2015 at 6:00 P.M. at City Hall, 1300 Ninth Street, St. Cloud, Florida.

Present and constituting a quorum were:

Rebecca Fernandez	Chair
Larry Rabb	Vice Chairman
Gary Clegg	Assistant Secretary

Also present were:

Gary L. Moyer	Moyer Management Group, Inc.
Daniel Mantzaris	De Beaubien, Knight, Simmons, Mantzaris
Brian Smith	Field Management
Lori Sutherland	Leland Management - Property Manager
Residents	

The following is a summary of the minutes and actions taken at the August 6, 2015 Stevens Plantation Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Moyer called the Audit Committee meeting to order.

SECOND ORDER OF BUSINESS

Review of RFP Evaluation Criteria

Mr. Moyer stated we provided in your agenda package the criteria we are suggesting the Board use in reviewing responses to RFP if you approve us proceeding with the process.

There are five items which are all equally weighted and when you get the proposals back what we will ask you to do is to score them based upon the ability of the personnel, the proposers experience, understanding the scope of work, the ability to furnish the required services and complete the task on time, and the last being price.

Most of the time when seeking professional qualifications such as engineering or architects you are not permitted to ask for price; you negotiate that as part of the process

after you select who you think is the best qualified. For auditors they permit us to look at price and I think that is very important because the responses you will get will be from auditors who have done an extensive number of audits for CDDs. You will get three or four responses and they will all be very qualified and price, while not being the only thing you need to consider in selecting, it is an important criterion for you to know and consider.

Mr. Clegg stated this is our financial audit.

Mr. Moyer stated yes, we do it every several years.

On MOTION by Mr. Clegg seconded by Mr. Rabb, with all in favor, the evaluation criteria was approved as presented.

THIRD ORDER OF BUSINESS

Authorization to Proceed with RFP

Mr. Moyer stated I would ask for a motion authorizing us to proceed with the RFP notice for auditing services.


On MOTION by Mr. Clegg seconded by Mr. Rabb, with all in favor, authorizing staff to publish the RFP notice was approved.

FOURTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Clegg seconded by Ms. Fernandez, with all in favor, the Audit Committee meeting adjourned.


Gary Moyer
Secretary


Rebecca Fernandez
Chair