

MINUTES OF AUDIT COMMITTEE MEETING
CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT

A meeting of the audit committee of the Capital Region Community Development District was held Thursday, February 10, 2011 at 6:35 p.m. at the SouthWood Community Association, 3196 Merchants Row Boulevard, Suite 130, Tallahassee, Florida.

Present were:

Barry Brooks
Wayne Toothman
Eli Nortelus
David Ramba
Glenda Herrera-Gray
James A. Perry
Joe Brown
Abe Prado
Robert Berlin
Norman Robertson

The local cub scout troop led the pledge of allegiance.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Brooks called the meeting to order at 6:35 p.m.

SECOND ORDER OF BUSINESS

Review and Selection of Audit RFP Criteria

Mr. Perry stated in front of you is the auditor selection evaluation criteria and is set up in a format that this district has previously approved. The first four items, ability of personnel, proposers experience, understanding scope of work and ability to furnish the required services are statutorily required items. The last one, price, is one that we recommend be included as an evaluation criteria. We also weighted each of those equally. You can weight them any way you would like but that is consistent with what the previous board had done in regards to the evaluation criteria. Once the committee approves this we will ask the board to adopt that criteria and then we would solicit RFPs for auditors and we expect to receive anywhere from three to five proposals and then you would rank them based upon that criteria. We look for the committee to approve the criteria as presented along with the weighting as presented.

On MOTION by Mr. Ramba seconded by Mr. Toothman with all in favor the evaluation criteria was approved to include price.

THIRD ORDER OF BUSINESS

Other Business

There not being any,

On MOTION by Mr. Ramba seconded by Ms. Herrera-Gray with all in favor the meeting adjourned at 6:40 p.m.