

MINUTES OF MEETING

HIGHLAND MEADOWS II COMMUNITY DEVELOPMENT DISTRICT AUDITOR SELECTION COMMITTEE MEETING

Thursday, August 13, 2015 at 11:30 a.m.

Holiday Inn Winter Haven

200 Cypress Gardens Boulevard,

Winter Haven, Florida 33880

Board Members present at roll call:

Rennie Heath	Board Member	
Andrew Rhinehart	Board Member	
Lauren Schwenk	Board Member	
Joel Adams	Board member	
Scott Shapiro	Board Member	(via phone)

Also Present:

Roy Van Wyk	Hopping Green & Sams, P.A.	
Sarah Warren	Hopping Green & Sams, P.A.	
Joe MacLaren	Fishkind & Associates, Inc.	
Jane Gaarlandt	Fishkind & Associates, Inc.	
Todd Amaden	Landmark Engineering	(via phone)

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order. The Board Members and staff in attendance are outlined above.

SECOND ORDER OF BUSINESS

Review of Auditing Services Proposals

Mr. MacLaren noted that at the direction of the Auditor Selection Committee District staff ran an RFP requesting proposals.

THIRD ORDER OF BUSINESS

Ranking of Auditing Service Proposals

Mr. MacLaren found that McDirmit Davis, who submitted the lowest price of \$12,000.00 for the three years combined, was qualified and so they were ranked the highest. They were almost \$2,000.00 lower than the next lowest bid and have provided auditing services to

more than 50 community development districts. Mr. MacLaren noted that the Board is free to adopt its own rankings.

On MOTION by Ms. Schwenk, seconded by Mr. Adams, with all in favor, the Committee accepted the District Manager's Rankings.

Board Members asked who completed the audit the previous year. Mr. MacLaren responded that the District did not think it would have to have an audit completed for Fiscal Year 2013-2014 but had received a letter from the State stating that the District needs to have one completed. Mr. MacLaren noted that the threshold is \$50,000.00 but the District ended up having \$55,000.00 in expenditures. Mr. MacLaren recommended the Board's authorization for Staff to negotiate with McDirmit Davis to provide auditing services for the fiscal year 2013-2014 for a small fee.

On MOTION by Mr. Adams, seconded by Mr. Heath, with all in favor, the Committee authorized Staff to Negotiate with McDirmit Davis to Provide Auditing Services for Fiscal Year 2013-2014.

TWELFTH ORDER OF BUSINESS

Adjournment

Mr. MacLaren recommended a motion to adjourn the Auditors Selection Committee Meeting.

ON MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board adjourned the August 13, 2015 Auditor's Selection Committee Meeting for the Highland Meadows II Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman