

**MINUTES OF MEETING**

*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**CFM COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the CFM Community Development District was held on **Thursday, February 15, 2018 at 11:33 a.m.** at the office of Rizzetta & Company, Inc., located at 9530 Marketplace Road, Suite 206, Fort Myers, FL 33912.

Present and constituting a quorum:

Mike Dady	<b>Committee Member</b>
Bob Bishop	<b>Committee Member</b>
Adam Lerner	<b>Committee Member</b>
Paul Mayotte	<b>Committee Member</b>

Also present were:

Belinda Blandon	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Mike Eckert	<b>District Counsel, Hopping Green &amp; Sams, P.A. (via speaker phone)</b>
Michelle Kim	<b>District Counsel, Hopping Green &amp; Sams, P.A. (via speaker phone)</b>
Mallory Clancy	<b>District Engineer, Johnson Engineering, Inc.</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Blandon called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Presentation of the Audit Proposal  
Instructions and Evaluation Criteria With  
and Without Price**

Ms. Blandon presented draft Instructions to Proposers and Evaluation Criteria, both with and without price. She recommended utilizing the instructions and criteria that include price to avoid the extra step of price negotiations after selection of the firm. She suggested a due date for proposals of Monday, April 2, 2018 by 4:00 p.m., and further suggested scheduling the next meeting of the Audit Committee for April 19, 2018 at 11:00 a.m.

Mr. Mayotte advised that sometimes an incumbent firm may miss details that could be picked up by a new firm. He further inquired regarding the necessity to ensure the responding firms are familiar with the bonds issued by the District. Mr. Dady provided input.

On a Motion by Mr. Mayotte, seconded by Mr. Dady, with all in favor, the Audit Committee recommended that the audit proposal instructions provide for a one (1) year contract term with the option for two (2) annual renewals, with proposals to be due by Monday, April 2, 2018 at 4:00 pm, for the evaluation criteria to include price, and the second audit committee meeting to be scheduled for April 19, 2018 at 11:00 am; and authorized District Management to publish the necessary advertisements requesting proposals, for the Audit Committee of the CFM Community Development District.

**THIRD ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Mayotte, seconded by Mr. Dady, with all in favor, the Audit Committee Meeting was Adjourned at 11:37 a.m., for the Audit Committee of the CFM Community Development District.