

ROLLING HILLS
COMMUNITY DEVELOPMENT DISTRICT

A meeting of the Rolling Hills Community Development District audit committee was held Wednesday, January 7, 2015 at 6:00 p.m. in the Rolling Hills Amenity Center, 3212 Bradley Creek Parkway, Green Cove Springs, Florida 32043.

Present were:

Jody Smith
Rose Bock
Kurt von der Osten
Stephen Grossman
Jim Oliver
Katie Buchanan
Keith Hadden
Freddie Oca
Brian Stephens

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Selection of Audit Evaluation Criteria

Mr. Oliver stated at the last meeting the board appointed itself as the audit committee for the purpose of selecting an auditor for the fiscal year 2015 audit, which ends September 30, 2015. We want the audit committee to select audit criteria and those are included in the agenda package. There are five criteria and these are the criteria we have used in Rolling Hills in the past as well as most other districts and they are five categories equally weighted at 20 points and those categories are: ability of personal, proposer's experience, understanding scope of work, ability to furnish the required services and price. We will take this criteria, issue an RFP to audit firms in accordance to Chapter 218, Florida Statutes and ask them to submit proposals if they are interested in performing this audit. Once they do that we will bring those proposals back to the audit committee, rank those and bring those rankings to the board of supervisors for selection and once the selection is made we will get an audit engagement letter from the audit firm selected. There is plenty of time to accomplish this and we will have it done well in advance.

On MOTION by Mr. Smith seconded by Mr. Grossman with all in favor the audit evaluation criteria was approved as presented.

THIRD ORDER OF BUSINESS

Other Business

Mr. Oliver stated we will wait for the board to direct staff to issue an RFP for audit proposals and I will bring that up later in the meeting.

On MOTION by Ms. Bock seconded by Mr. Smith with all in favor the meeting adjourned at 6:03 p.m.