**MINUTES OF MEETING**

**Cedar Pointe Community Development District**
**Auditor Selection Committee Meeting**
**14785 Old St. Augustine Road, Suite 3, Jacksonville, FL 32258**
**Thursday, April 17, 2025, at 11:15 a.m.**

Present and constituting a quorum:

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|---|---|---|
| Susan Calvo | Committee Member | |
| Thomas Schoonover | Committee Member | (via phone) |
| Malcolm Hogan | Committee Member | |
| Kelly White | Committee Member | |
| Robin Brown | Committee Member | (via phone) |

Also present were:

| | | |
|---|---|---|
| Vivian Carvalho | District Manager - PFM Group Consulting LLC | |
| Kwame Jackson | ADM - PFM Group Consulting LLC | (via phone) |
| Amy Champagne | District Accountant - PFM Group Consulting LLC | (via phone) |
| Katie Buchanan | District Counsel - Kutak Rock LLP | |
| Mike Veazey | ICI Homes Representative | |
| Neal Brockmeier | District Engineer – Prosser | (via phone) |

**FIRST ORDER OF BUSINESS** **Organizational Matters**

**Call to Order**

This meeting was called to order at 11:45 a.m. and the roll call was initiated. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS** **Audit Matters**

**Review and Approval of Audit Documents:**

- **Audit RFP Notice**
- **Instructions to Proposers**
- **Evaluation Criteria with and Without Price**

Ms. Carvalho noted that the ASC meeting is to initiate the process of the auditor selection. She reviewed the documents before the Board. She stated that historically the Board has made the decision to rank the evaluation criteria with price.

> On MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the April 17, 2025, Auditor Selection Committee Meeting for the Cedar Pointe Community Development District approved the Evaluation Criteria with Price.

Ms. Carvalho stated the notice will run and RFP's will be due prior to the July 10th Board Meeting. This will be when the Board reviews the proposals.

**THIRD ORDER OF BUSINESS** **Adjournment**

There were no other questions or comments.

> On MOTION by Ms. Calvo, seconded by Mr. Hogan, with all in favor, the April 17, 2025, Auditor Selection Committee Meeting for the Cedar Pointe Community Development District was adjourned at 11:47 a.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson