

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.

**HARRISON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The 2nd meeting of the Audit Committee of the Harrison Ranch Community Development District was held on **Monday, December 12, 2011, at 1:34 p.m.**, at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, Florida 34219.

Present and constituting a quorum were:

Adam Smith	Audit Committee Member
Parker Hirons	Audit Committee Member
Allen Converse	Audit Committee Member
David Gude	Audit Committee Member

Also present were:

Molly Syvret	District Manager, Rizzetta & Company, Inc.
John Toborg	Operations Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping Green & Sams, P.A.
Jeb Mulock	District Engineer, ZNS Engineering, L.C.
Michelle Moss	Activities Director
Kim Bittar	Access Residential Management
Audience	

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

**Presentation of Proposals for Audit
Services Received in Response to the
Published Request for Proposals**

Ms. Syvret advised that copies of the proposals received were mailed to each Committee member with their agenda packages. She distributed ranking sheets and announced that proposals were received from Carr, Riggs, & Ingram, Grau & Associates, and McDirmit Davis & Company. She advised all responding firms were similarly situated in terms of qualifications and experience. Ms. Syvret advised the prices provided in the proposals were as follows: the proposal from Carr, Riggs, & Ingram totaled \$4,000 for Fiscal Year ending September 30, 2011, \$4,000 for Fiscal Year

ending September 30, 2012, and \$4,000 for Fiscal Year ending September 30, 2013; the proposal received from Grau & Associates totaled \$3,900 for Fiscal Year ending September 30, 2011, \$4,000 for Fiscal Year ending September 30, 2012, and \$4,100 for Fiscal Year ending September 30, 2013; the proposal received from McDirmit Davis & Company totaled \$3,200 for Fiscal Year ending September 30, 2011, \$3,200 for Fiscal Year ending September 30, 2012, and \$3,200 for Fiscal Year ending September 30, 2013.

Mr. Earlywine provided an overview of the selection process. Discussion ensued.

Ms. Syvret stated for the record that all Committee members agreed on the scores for each firm and signed one evaluation spreadsheet. She then announced the ranking of the proposers. The Committee ranked McDirmit Davis & Company as the highest ranked proposer, Grau & Associates ranked second, and Carr, Riggs & Ingram ranked third.

On a Motion by Mr. Converse, seconded by Mr. Smith, with all in favor, the Committee adopted the rankings as presented, determined McDirmit Davis to be the highest ranked firm, and recommended the District enter into negotiations to finalize a contract with McDirmit Davis for Audit Services for Fiscal year end September 30, 2011 with two optional renewals at the lump sum prices set forth in their proposal, subject to review of contract by District Staff, for the Audit Committee of the Harrison Ranch Community Development District.

THIRD ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Hirons, seconded by Mr. Gude, with all in favor, the Board adjourned the Audit Committee meeting at 1:48 p.m. for the Audit Committee of the Harrison Ranch Community Development District.