

**LONGLEAF PINE  
COMMUNITY DEVELOPMENT DISTRICT**

Consideration of the Minutes of the November  
18, 2021 Auditor Selection Committee Meeting

**MINUTES OF MEETING**

**LONGLEAF PINE COMMUNITY DEVELOPMENT  
AUDITOR SELECTION COMMITTEE MEETING**

**Thursday, November 18, 2021**

**12:00 p.m.**

**At the St. Augustine Outlets  
located at 500 Outlet Mall Blvd  
Suite 500, St Augustine, FL  
32084**

Board Members present at roll call in person or via phone:

Kelly White	Committee Member
James Stowers	Committee Member
Andy Hagan	Committee Member

Also, Present in person or via phone:

Venessa Ripoll	Assistant District Manager- PFM Group Consulting LLC
Katie Buchanan	District Counsel- KUTAKROCK

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

The meeting was called to order at 12:21 p.m. Ms. Ripoll proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

**Review and Approval of Audit Documents**

- a) Audit RFP Notice**
- b) Instructions to Proposers**
- c) Evaluation Criteria – with and without price**

This District is under the new Statute and will be selecting an Auditor for five years. She asked the board if they want to choose evaluation criteria to include price. Ms. White approved evaluation criteria to include price. She asked the Board when they would like to get the proposals back. The next scheduled meeting after the December meeting is January 20, 2022. Ms. White requested the bids to be due back for the January meeting.

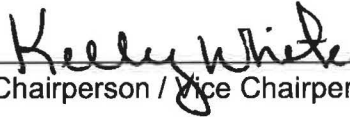
**SECOND ORDER OF BUSINESS**

**Adjournment**

Ms. Ripoll requested a motion to adjourn the meeting.

ON MOTION by Mr. Hagan, seconded by Ms. White, with all in favor, the Thursday, the November 18, 2021 Auditor Selection Committee meeting was adjourned at 12:23 p.m.

  
Secretary / Assistant Secretary

  
Chairperson / Vice Chairperson