
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.

**HARBOR BAY
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Board of Supervisors of Harbor Bay Community Development District was held on **Thursday, November 17, 2011 at 5:34 p.m.** at the MiraBay Clubhouse, located at 107 Manns Harbor Drive, Apollo Beach, Florida 33752..

Present and constituting a quorum:

Ed Stone	Board Supervisor, Chairman
Rip Ripley	Board Supervisor, Vice Chairman
Julie Guill	Board Supervisor, Assistant Secretary
Tom Hatcher	Board Supervisor, Assistant Secretary
Paul Stumpf	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping, Green & Sams

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

**Presentation of the Audit Proposal
Instructions and Evaluation Criteria**

Mr. Brizendine provided a brief summary of the process that the committee must follow in selecting an auditing firm according to Florida Statutes. He then reviewed the proposal instructions, explaining that a due date for the proposals of December 2, 2011 at 3:00 p.m. was included based on the legal requirements for advertising the RFP and the goal of having the committee meet prior to the December meeting to make its final recommendations to the Board. Mr. Brizendine asked if there were any questions on the instructions. There were none.

<p>On a Motion by Ms. Guill, seconded by Mr. Hatcher, with all in favor, the Audit Selection Committee approved the proposal instructions as discussed for Harbor Bay Community Development District.</p>

THIRD ORDER OF BUSINESS

Presentation of Audit Evaluation Criteria


Mr. Brizendine reviewed the two options that can be used as evaluation criteria in selecting an auditing firm. He recommended that the Committee utilize the option that includes pricing. He emphasized that pricing can not be the sole or predominant criteria and it is important to take all of the criteria into account when selecting a firm. Mr. Brizendine stated that he has requested that “project” be replaced with “District Office” under the first criteria given that the auditor would be traveling to the Wesley Chapel Office to review records and not the District. He responded to questions and explained that he would be reviewing the proposals and providing the Board with his scorings as a guideline in ranking the firms.

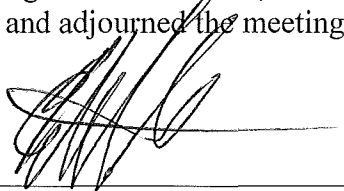
On a Motion by Mr. Stone, seconded by Mr. Stumpf, with all in favor, the Audit Selection Committee approved the evaluation criteria including pricing as amended, and further authorized District Staff to publish a notice for the RFP process, for Harbor Bay Community Development District.

FOURTH ORDER OF BUSINESS

Adjournment

Mr. Brizendine sought and received approval from the Board to schedule the next committee meeting just prior to the regular Board meeting on December 15, 2011. He stated that there was no further business to come before the Board and adjourned the meeting at 5:40 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman