

**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.

**CONCORDE ESTATES  
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Review Committee meeting of the Audit Review Committee members of Concorde Estates Community Development District was held on **Thursday, February 27, 2014 at 10:02 a.m.**, at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746.

Present and constituting a quorum:

John Blakley	<b>Committee Member</b>
Basam Alli	<b>Committee Member</b>
Edwin Diaz	<b>Committee Member</b>
Lloyd Jones	<b>Committee Member</b>

Also present were:

Jeremy Needham	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Gregg Johnson	<b>District Counsel, Brown, Garganese, Weiss &amp; D'Agresta</b>
Rich McGath	<b>Clubhouse Manager</b>
Steve Boyd	<b>District Engineer, Boyd Civil Engineering</b>
Audience Members	<b>Present</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Needham called the meeting to order and read the roll.

**SECOND ORDER OF BUSINESS**

**Presentation of Auditor Selection Evaluation  
Criteria**

Mr. Needham discussed the auditor selection evaluation criteria with the Audit Review Committee Members. He stated that the term for the auditor was for three years (the first year with an option to renew for the following two years). Mr. Needham stated that the criteria for an auditor was; the ability of personnel, experience, understanding of the scope of work, the ability to furnish required services and price. He stated that there was an option to exclude price. The Audit Review Committee Members discussed the criteria and point system.

---

---

**THIRD ORDER OF BUSINESS**

**Presentation of Audit Proposal Instructions**

Mr. Needham reviewed the proposal instructions with the Audit Review Committee Members. He asked if the Audit Review Committee Members preferred to solely rely on the newspaper advertisement or if they were okay with Rizzetta & Co. Inc also soliciting proposals. Brief discussion ensued.

**FOURTH ORDER OF BUSINESS**

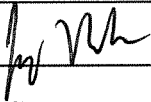
**Presentation of Advertisement for Proposals for Annual Auditing Services**

Mr. Needham discussed a due date for proposals and a date for the Audit Review Committee Meeting to rank the proposals with the Audit Review Committee Members. It was stated that March 28, 2014 would be a good date for the Audit Proposals to be due and that April 24, 2014 would be a good date to hold the Audit Review Committee Meeting to rank the proposals.

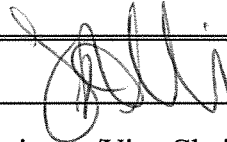
**FIFTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Diaz, seconded by Mr. Blakley, with all in favor, the Audit Review Committee Members adjourned the meeting at 10:16 a.m. for Concorde Estates Community Development District.



Assistant Secretary



Chairman/Vice Chairman