

**MINUTES OF MEETING  
REUNION EAST  
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Board of Supervisors of the Reunion East Community Development District was held on Thursday, **December 14, 2023** at 1:00 p.m. at the Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, Florida.

Present were:

Mark Greenstein	Chairman
Steven Goldstein	Vice Chairman
Trudy Hobbs	Assistant Secretary
John Dryburgh	Assistant Secretary
June Wispelwey <i>by Zoom</i>	Assistant Secretary

Also present were:

Jill Burns	District Manager
Kristen Trucco	District Counsel

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the Audit Committee meeting to order at 2:10 p.m. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Audit Services**

- A. Approval of Request for Proposals and Selection Criteria**
- B. Approval of Notice of Request for Proposals for Audit Services**
- C. Public Announcement of Opportunity to Provide Auditing Services**

Ms. Burns presented the standard Request for Proposals (RFP), for staff to issue the RFP for auditing services, in order to seek proposals, which would be presented to the Audit Committee at the next meeting. The Audit Committee would then review the proposals, rank the

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firms, using the Selection Criteria, which most Districts use and provide a recommendation to the Board. There was also a form of the notice that would run in the newspaper, informing any qualified audit firms that were interested in providing auditing services, to provide seven hard copies and one electronic copy of their proposal to GMS, Central Florida.

On MOTION by Mr. Staley seconded by Mr. Witcher with all in favor the Request for Proposals and Selection Criteria and authorization for staff to issue the same were approved.

Ms. Burns noted a typo on the advertisement, which should be changed from January 24, 2024 to January 4, 2024.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Greenstein seconded by Mr. Witcher with all in favor the Audit Committee meeting was adjourned at 2:11 p.m.

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*Tricia Adams*  
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Secretary/Assistant Secretary

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Chairman/Vice Chairman