

MINUTES OF MEETING  
PREMIUM POINTE  
COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Premium Pointe Community Development District was held Friday, May 28, 2021 at 1:00 p.m. at the Offices of GMS-NF, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida.

Present were:

Owais Khanani  
Shaman Foradi  
Jawaad Khanani  
George Flint  
Jonathan Johnson  
Brian Deitsch

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll. Three Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint noted that only Board members and staff were present at the meeting. The next item followed.

**THIRD ORDER OF BUSINESS**

**Audit Services**

**A. Approval of Request for Proposals and Selection Criteria**

Mr. Flint reported that this is the standard request for proposals that the District uses, and they are asking for the proposals to be submitted by August 20<sup>th</sup> so they can be included in the August 27<sup>th</sup> Audit Committee meeting. Staff is asking for proposed auditors to provide five years of pricing. They will be entering into a one year agreement but this way they are able to lock in five years of pricing. The selection criteria are indicated at the end of the RFP. Mr. Flint noted that staff recommends the Board includes price in the RFP because it is price sensitive on the responses. Each of the criteria is weighted at 20 points each.

On MOTION by Mr. Foradi, seconded by Mr. Owais Khanani, with all in favor, the Request for Proposals and Selection Criteria, was approved.

**B. Approval of Notice of Request for Proposals for Audit Services**

Mr. Flint presented the form of the notice that will run in the newspaper asking for qualified auditors to submit proposals by the August 20<sup>th</sup> deadline. Along with the newspaper add, staff will send the proposal directly to the five or six firms that might be interested, and staff is expecting at least three or four responses.

On MOTION by Mr. Foradi, seconded by Mr. Owais Khanani, with all in favor, the Notice of Request for Proposals for Audit Services, was approved.

**C. Public Announcement of Opportunity to Provide Audit Services**

Mr. Flint announced the opportunity for qualified auditing firms to respond to the RFP in accordance with the documents in the agenda. There being no other business, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint adjourned the meeting.

On MOTION by Mr. Foradi, seconded by Mr. Owais Khanani, with all in favor, the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman