

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.

**MAGNOLIA WEST
COMMUNITY DEVELOPMENT DISTRICT**

The **Audit Committee Meeting** of the Magnolia West Community Development District was held on **Tuesday, May 8, 2018 at 3:30 p.m.** at the Magnolia West Amenity Center located at 3490 Canyon Falls Drive, Green Cove Springs, and FL. 32043.

Present and constituting a quorum:

Bob Porter	Board Supervisor, Chairman
Mark Dearing	Board Supervisor, Assistant Secretary
James Teagle	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Hopping Green & Sams (Via Speakerphone)
Tony Shiver	Representative, First Coast CMS
Kyle Kubik	Account Manager, Yellowstone Landscape

Audience present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Porter called the meeting to order at 3:30 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

**Review Instructions and Criteria for Proposals
for District Auditing Services**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board reviewed instructions and criteria options with and without price. Discussion ensued. The Board elected option to include price at an even twenty (20) points for each of the five (5) evaluation criteria (Exhibit A) for Magnolia West Community Development District.

THIRD ORDER OF BUSINESS

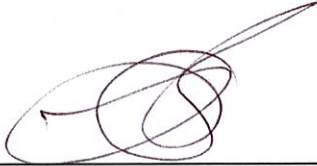
**Establishing a Date for Second Audit Committee
Meeting**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board established the second audit committee meeting date as July 10, 2018 at 3:30 p.m. at the Magnolia West Amenity Center for the Magnolia West Community Development District.

FOURTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Committee adjourned the meeting at 3:31 p.m. for Magnolia West Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A

EVALUATION CRITERIA

1. Ability of Personnel. (20 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposers' Experience. (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

3. Understanding of Scope of Work. (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services. (20 Points)

Extent to which the proposal demonstrates the adequacy of Proposers' financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5 Price (20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonable ness of the price to the services

Total (100 Points)