

**MINUTES OF MEETING  
LUCERNE PARK  
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Lucerne Park Community Development District was held on Thursday, **October 19, 2023** at 10:00a.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida and by Zoom.

Present for the Audit Committee were:

Jessica Kowalski  
Emily Cassidy  
Kristin Cassidy  
Justin Brock

Also present were:

Tricia Adams  
Meredith Hammock  
Marshall Tindall

District Manager, GMS  
District Counsel, KVV Law  
Field Services, GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order at 10:00 a.m. There were four members of the Audit Committee present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Adams reviewed the public comment period guidelines. She noted there are members of the public present and present on Zoom. There were no public comments.

**THIRD ORDER OF BUSINESS**

**Audit Services**

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

Ms. Adams stated this is the consideration for the four month's notice that is sent to the auditing firms and they are soliciting for auditing services. Included is the instruction to proposers. She added the evaluation criteria is included for the Audit Committee to use to review the proposals. She reviewed the five different categories.

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

Ms. Adams stated the form of notice is for the request for proposals for auditing services.

On MOTION by Ms. Kowalski, seconded by Mr. Brock, with all in favor, the Request for Proposals, Selection Criteria, and Notice for Request, was approved.

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

Ms. Adams stated this was a public announcement to provided Audit services.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Kowalski, seconded by Mr. Brock, with all in favor, the meeting was adjourned at 10:03a. m.

DocuSigned by:  
*Tricia Adams*  
Secretary/Assistant Secretary

DocuSigned by:  
*Bobbie Henley*  
Chairman/Vice Chairman