

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.

HERITAGE LANDING COMMUNITY DEVELOPMENT DISTRICT

The **audit** meeting of the Board of Supervisors of Heritage Landing Community Development District was held on **Thursday, December 8, 2016 at 10:00 a.m.** at the Heritage Landing Amenity Center, located at 370 Heritage Landing Parkway, St. Augustine, Florida 32092.

Present and constituting a quorum:

Bret Sovine	Board Supervisor, Chair
Virginia Moore	Board Supervisor, Assistant Secretary
Dallas Dunn	Board Supervisor, Assistant Secretary
Timothy Fleming	Board Supervisor, Assistant Secretary*

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Wes Haber	Hopping Green & Sams, P.A. (via speakerphone)
Dan Fagen	Vesta
Denise Powers	Vesta

Audience Members	Present
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***Prior to the start of the meeting, the Oath of Office was given to Timothy Fleming.**

FIRST ORDER OF BUSINESS

Call to Order

Mr. Sovine called the meeting to order at 10:00 a.m. and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments.

THIRD ORDER OF BUSINESS

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

The Committee approved instructions with price and each criteria category having 20 points.

On a motion by Mr. Dunn, seconded by Ms. Moore, with all in favor, the Committee approved the selection of criteria for Heritage Landing Community Development District.

FOURTH ORDER OF BUSINESS

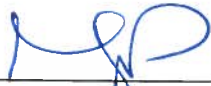
**Establishing a Date for Second Audit Committee
Meeting**

On a motion by Mr. Dunn, seconded by Ms. Moore, with all in favor, the Committee set the Date for the Second Audit Committee Meeting prior to next meeting on March 9, 2017 at 10:00 a.m. for Heritage Landing Community Development District.

FIFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Dunn, seconded by Ms. Moore, with all in favor, the Board adjourned the meeting at 10:05 a.m. for Heritage Landing Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman