

**Bayshore Gardens Park & Recreation District  
Auditor Selection Committee Meeting Minutes  
Friday; October 17, 2025, at 2:00 P.M.**

The meeting was called to order by Sharon Denson at 2:00. Sharon Denson, Marlene Durgin and Gwen Norris (Secretary) were in attendance.

Sharon moved to accept the September 17, 2025, Minutes with no changes. Marlene Durgin seconded the motion.

The Committee members had a chance to individually review the submitted proposals prior to the meeting. We discussed the Evaluation Categories & Weights form authored by Skip.

Sharon shared her summaries of each submittal using the Evaluation form and showed what page each issue was answered for each topic on the Evaluation form.

We all agreed that all firms met the qualification requirements.

We discussed the fees, planning, communication, timelines, etc. We realize that the cost is not a required factor to be rated.

The final evaluation ratings will be compiled at the next meeting, October 22, 2025, at 4:30 PM.

Sharon moved to adjourn. Marlene seconded the motion. We adjourned at 2:30 PM.

Recording Secretary: Gwen Norris

Approved by: Committee

Date: October 22, 2025