

1
2 **MINUTES OF MEETING**

3
4 Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person
5 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
6 based.

7
8 **THE GROVES**
9 **COMMUNITY DEVELOPMENT DISTRICT**

10
11 The second audit committee meeting of The Groves Community Development District
12 was held on **Tuesday, April 4, 2017 at 10:01 a.m.** at The Groves Civic Center, located at 7924
13 Melogold Circle, Land O' Lakes, Florida 34637.

14
15 Present from the Audit Committee:

16
17 Steve Simon **Committee Member**
18 Bill Boutin **Committee Member**
19 Wayne Coe **Committee Member**
20 Richard Loar **Committee Member**
21 Sally Semple **Committee Member**

22
23 Also present were:

24
25 Angel Montagna **District Manager, Rizzetta & Company, Inc.**
26 John Vericker **District Counsel, Straley, Robin & Vericker**
27 David Bell **District Engineer, Landmark Engineering**
28 Rich Unger **Operations Manager**

29
30 Audience: **Present**

31
32 **FIRST ORDER OF BUSINESS** **Call to Order**

33
34 Ms. Montagna called the meeting to order and performed roll call.

35
36 **SECOND ORDER OF BUSINESS** **Review of Proposals for Fiscal Year 2017-**
37 **2019 Auditing Services**

38
39 Ms. Montagna stated that each committee member has turned in a score sheet for the
40 three proposals that were received. She read aloud each member's scores. The Audit Committee
41 ranked the proposals in order as follows:

42
43 #1 – Grau & Associates
44 #2 – Berger, Toombs, Elam, Gaines & Frank
45 #3 – McDirmit Davis
46

On a Motion by Mr. Loar, seconded by Mr. Coe, followed by a vote of all in favor, the Audit Committee ranked Grau & Associates as the number one respondent (#2 – Berger, Toombs, Elam, Gaines & Frank, and #3 – McDirmit Davis) for The Groves Community Development District.

47

48 **THIRD ORDER OF BUSINESS**

Adjournment

49

50 Mr. Simon requested a motion to adjourn the meeting of the audit committee for The
51 Groves Community Development District.

52

On a Motion by Mr. Loar, seconded by Mr. Coe, and followed by a vote of all in favor, the Audit Committee adjourned the meeting at 10:06 a.m. for The Groves Community Development District.

53

54

Exhibit A

AUDIT PROPOSAL COMMITTEE EVALUATION SPREADSHEET
(with Price)

	1	2	3	4	5	6
	Ability of Personnel 20 Points	Proposer's Experience 20 Points	Understanding of Scope of Work 20 Points	Ability to Furnish Required Services 20 Points	Price 20 Points	Total Points 100 Points
A	20	20	20	20	75	95
B	20	20	20	20	18	98 (#1)
C	15	20	20	20	15	90

Supervisor:

[Signature]
Signature
RD Low

Name Printed

5/4/17
Date

AUDIT PROPOSAL COMMITTEE EVALUATION SPREADSHEET
(with Price)

	1	2	3	4	5	6
	Ability of Personnel 20 Points	Proposer's Experience 20 Points	Understanding of Scope of Work 20 Points	Ability to Furnish Required Services 20 Points	Price 20 Points	Total Points 100 Points
A Berger, Toombs Eiam Gaines & Frank \$3,735.	20	20	20	20	18	98
B Grau & Associates 343536	20	20	20	20	20	100
C McDimit Davis 38394K #3	20	20	20	20	16	96

#2
#1

Supervisor: Wayne Coe
Signature
WAYNE COE
Name Printed
4/4/2017
Date

AUDIT PROPOSAL COMMITTEE EVALUATION SPREADSHEET
(with Price)

	1	2	3	4	5	6
	Ability of Personnel 20 Points	Proposer's Experience 20 Points	Understanding of Scope of Work 20 Points	Ability to Furnish Required Services 20 Points	Price 20 Points	Total Points 100 Points
A	Berger, Toombs Elam Gaines & Frank					
B	Grau & Associates	<i>100%</i>				
C	McDermitt Davis	<i>100% of company</i>				

*200
#1*

Supervisor: _____
 Signature *Stephen Simon*
 Name Printed Stephen Simon
 Date April 4th 2017

 Date

AUDIT PROPOSAL COMMITTEE EVALUATION SPREADSHEET
(with Price)

	1	2	3	4	5	6
	Ability of Personnel 20 Points	Proposer's Experience 20 Points	Understanding of Scope of Work 20 Points	Ability to Furnish Required Services 20 Points	Price 20 Points	Total Points 100 Points
A	Berger, Toombs Elam Gaines & Frank					
B	Grau & Associates					100
C	McDermitt Davis					

#1

Supervisor:

Sally Sempé
Signature
SALLY SEMPE
Name Printed
4/3/17
Date

**AUDIT PROPOSAL COMMITTEE EVALUATION SPREADSHEET
(with Price)**

	1	2	3	4	5	6		
	Ability of Personnel	Proposer's Experience	Understanding of Scope of Work	Ability to Furnish Required Services	Price	Total Points		
	20 Points	20 Points	20 Points	20 Points	20 Points	100 Points		
A	Berger, Yoombas Elam Gaines & Frank	15	18	16	20	16	85	#2
B	Grau & Associates	15	20	20	20	20	95	#1
C	McDimit Davis	15	14	12	20	12	75	#3

Supervisor:

[Signature]
Signature

W. H. BOSTON IV

Name Printed

4 Apr 2017
Date