

MINUTES OF MEETING
VILLAGES OF BLOOMINGDALE
DEVELOPMENT DISTRICT

The Audit Committee meeting of the Board of Supervisors of the Villages of Bloomingdale Community Development District was held on Tuesday, July 27, 2021 at 9:00 a.m. at the Villages of Bloomingdale Clubhouse, 6301 Valleydale Drive, Riverview, Florida, 33578

Present were:

Jackie Darden
Curtis Brown
Dave Moore
Derryll Fox
Mulumebet (Fifi) Hussein
Tricia Adams
Jason Greenwood
Mike Eckert
Clayton Smith
Sara Bachelder

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 9:00 a.m. A quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams asked are there any members of the public who would like to make a public comment regarding the audit? Hearing none,

THIRD ORDER OF BUSINESS

**Review of Proposals for Fiscal Year 2021
Audit Services**

Ms. Adams stated the Board received two proposals for Fiscal Year 2021 audit services. Staff prepared a ranking sheet, which was distributed to each Board Member to aid in ranking the two audits. We received a proposal from Grau & Associates and from Berger, Toombs, Elam, Gaines & Frank. The Board previously met as an Audit Committee and selected the ranking. There are a total of 20 points available for *Personnel*, 20 points for *Proposers Experience*, 20 points for *Understanding of Scope of Work*, 20 points for *Ability to Furnish the Required Services* and 20

points for *Price*. Different Audit Committees like to handle the ranking in different ways. In some cases, Board Members will fill out an individual ranking and turn those in. We tally those results and report those back to the Board. Some Audit Committees like to do the ranking together and come to a consensus ranking. So, you have some options on how you would like to move forward.

Ms. Darden stated I prefer the consensus ranking.

Ms. Adams stated the first proposal to consider is Grau & Associates. Each Committee Member received an electronic version as well as a print copy of the audit proposal. The first scope is *Ability of Personnel*, which is up to 20 points. Would you like to take Grau & Associates first since they are on the top of the ranking sheet?

Ms. Darden responded yes.

Ms. Adams asked has the Board come to a consensus regarding *Ability of Personnel*?

Ms. Darden responded yes.

Ms. Adams stated Grau & Associates does quite a bit of business with Community Development Districts (CDDs) in Central Florida.

Mr. Brown stated what impressed me is they have five times the number of clients, Special Districts and CDDs.

Ms. Adams asked is 20 the consensus ranking? *There was consensus from the Audit Committee.*

Ms. Adams stated next is *Proposers Experience*. Supervisor Brown just spoke to their client base.

Mr. Brown stated I award them 20 points.

Ms. Adams stated the next criterion is *Understanding of Scope of Work*. Grau & Associates provides auditing services for quite a few Districts.

Mr. Brown stated I award them 20 points.

Ms. Adams stated next is *Ability to Furnish the Required Services*. There is also 20 points available.

Mr. Eckert stated it's not uncommon that you won't see much difference in those first four categories for the four or five auditing firms throughout the State that do CDD audits.

Ms. Adams stated the last category is *Price*. Grau & Associates proposed \$3,400 for Year 1. You will see that amount increases in \$100 increments with each subsequent year up to \$3,800 in 2025.

Mr. Moore stated I award them 19 points.

Ms. Adams: Is there consensus on the 19 points? *There was consensus from the Audit Committee.* Sounds good. The next proposal to consider is Berger, Toombs, Elam, Gaines & Frank. Each Committee Member received an electronic copy in advance of the meeting as well as a print copy. The first category for consideration is *Ability of Personnel.*

Mr. Brown stated I award them 20 points.

Ms. Adams stated so 20 points is the consensus regarding.

Ms. Adams stated the next category for consideration is *Proposers Experience.* You can award up to 20 points.

Mr. Brown stated I award them 15 points.

Mr. Moore stated I agree.

Ms. Adams stated I hear consensus on 15 points. Sounds good. The next category for consideration is *Understanding of Scope of Work.*

Mr. Brown stated I award them 20 points.

Mr. Moore stated I agree.

Ms. Adams stated there is consensus on 20 points. The next category to consider is *Ability to Furnish the Required Services.* The Board can award up to 20 points.

Mr. Brown stated I award 20 points.

Mr. Brown stated I award them 20 points on *Price.*

FOURTH ORDER OF BUSINESS

Tally of Audit Committee Members Rankings and Selection of an Auditor

Ms. Adams stated the tally of your rankings would be that Grau & Associates earned 99 points, based on your consensus ranking and Berger, Toombs, Elam, Gaines & Frank received a total of 95 points, based on your consensus ranking. So Grau & Associates is ranked number one and Berger, Toombs, Elam, Gaines & Frank is ranked number two. Would you like a motion?

Mr. Eckert responded yes. A motion to approve that ranking and then when we get to the Board meeting, with the Board can approve the ranking and authorize the contract.

On MOTION by Ms. Darden seconded by Mr. Brown with all in favor accepting the ranking of Grau & Associates as the number one ranked firm to provide auditing services and Berger, Toombs, Elam, Gaines & Frank number two was approved.

FIFTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Darden seconded by Mr. Brown with all in favor the Audit Committee Meeting was adjourned.