

**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.

The second audit committee meeting of the Lake Padgett Estates Independent Special District was held on **Tuesday, May 16, 2017 at 7:01 p.m.** at the Lake Padgett Estates Stables Meeting Room, located at 3614 Stable Ridge Lane, Land O' Lakes, Florida 34639.

Present from the Audit Committee:

Paul Wells	<b>Committee Member</b>
Margie Bradley	<b>Committee Member</b>
Pamela Carr	<b>Committee Member</b>
Larry Berger	<b>Committee Member</b>
Linda Hutchinson	<b>Committee Member</b>

Also present were:

Angel Montagna	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Tim Hayes	<b>District Counsel</b>
Audience	<b>Present</b>

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

Chairman Wells called the meeting to order.

**SECOND ORDER OF BUSINESS** **Roll Call**

Ms. Montagna completed the roll call confirming a quorum for the meeting.

**THIRD ORDER OF BUSINESS** **Review and Ranking of Audit Proposals  
for Fiscal Years 2017 - 2019**

Ms. Montagna stated that each committee member has turned in a score sheet for the three proposals that were received. Attached as (Exhibit "A"). She read aloud each member's scores. The Audit Committee ranked the proposals in order as follows:

- #1 – Grau & Associates
- #2 – Berger, Toombs, Elam, Gaines & Frank
- #3 – McDirmit Davis

The Board recommended entering into contract with the number one ranked audit firm, Grau & Associates.

49 **FOURTH ORDER OF BUSINESS**                      **Adjournment**

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Chairman Wells asked for a motion to adjourn the audit committee meeting.

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On a Motion by Supervisor Carr, seconded by Supervisor Berger, with all in favor, the Audit Committee adjourned the meeting at 7:12 p.m. for Lake Padgett Estates Independent Special District.

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Exhibit A

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

POSITION	Committee Member					Total Points	
	NAME	Paul Wells	Margie Bradley	Pam Carr	Larry Berger		Linda Hutchinson
A	Berger, Toombs, Elam, Gaines & Frank	100 Points <del>100</del> *	96	85	80	30	500 Points
B	Grau & Associates	95	97 *	90 *	100 *	75 *	
C	McDirmitt Davis	<del>95</del>	95	75	70	45	
D							
E							
F							

District Manager: Angel Montagna

Signature

Angel Montagna


5-16-17

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						80
B						100
C						70

Supervisor:

  
 \_\_\_\_\_  
 Signature  
 Cary Berger  
 \_\_\_\_\_  
 Name Printed  
 5-16-2017  
 \_\_\_\_\_  
 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 20	30 yr 20	20	27 employees 15	3020 3050	85
B	Grau & Associates 20	35 yr 2005 special distict 20	20	41 20	3200 3300	90
C	McDermitt Davis 20	33 yr 20	20	26 10	3400 3550	75

★ ★  
experience  
local  
office

Supervisor:

Darlene Ann  
Signature

Ramirez Carr  
Name Printed

Name Printed

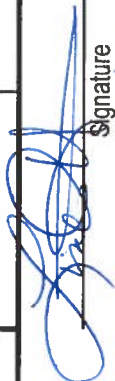
5-16-17  
Date

Date

Gra - audit primary business

**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	5	10	10	5	0	30
B	20	20	10	20	15	75
C	5	10	10	10	10	45

Supervisor: \_\_\_\_\_  
 Signature  
 LINDA HUTCHINSON Name Printed  
 5-16-17 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, Elam, Gaines & Frank 20	20	19	19	18	96
B	Grau & Associates 20	20	19	20	<del>18</del> 18	97
C	McDirmitt Davis 20	18	19	19	19	95

Supervisor:

Margaret W Bradley Signature  
Margaret W Bradley Name Printed  
May 16, 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	20	20	20	20	20	95/100
B	20	20	20	20	15	<del>95</del> 95
C	20	20	20	20	15	<del>95</del> 95

Supervisor:

*P. M. Wells*  
Signature  
P. M. Wells

Name Printed  
5-16-17  
Date