

**MINUTES OF MEETING
CYPRESS PARK ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Cypress Park Estates Community Development District was held **Tuesday, October 27, 2020** at 11:40 a.m. via Zoom Teleconference, pursuant to Executive Order 20-69, issued by Governor DeSantis, as amended and supplemented.

Present and constituting a quorum:

Scott Shapiro	Chairman
McKinzie Terrill	Vice Chairman
Allan Keen	Assistant Secretary
Hyzens Marc	Assistant Secretary
Steve Rosser	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Sarah Warren	Hopping Green & Sams
Emma Gregory	Hopping Green & Sams

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Five board members were present via Zoom teleconference, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted that there was no public presented to provide comments.

THIRD ORDER OF BUSINESS

**Review of Proposals and Tally of Audit
Committee Members Rankings**

- A. **Grau & Associates**
- B. **McDermitt Davis**
- C. **Berger, Toombs, Elam, Gaines & Frank**
- D. **CRI**

Ms. Burns stated that there were four responses to the RFP. They received responses from Grau & Associates, McDirmit Davis, Berger Toombs, and CRI. All the proposals were included in the agenda package along with a ranking sheet. The Board is able to rank each firm individual or discuss and rank them all together. Ms. Burns confirmed that all four firms are qualified to provide the audit to the District which is why they will be awarded the full twenty points for the criteria of ability of personnel, proposers experience, understanding the scope of work, and ability to furnish the required services, with a differentiation in the price category. The Board agreed to those terms and decided to fill the score card out as a group. The lowest bid came from Grau & Associates, followed by McDirmit Davis, Berger Toombs, and CRI. The results total as 100 points for Grau & Associates, 99 for McDirmit Davis, 98 for Berger Toombs, and 97 for CRI. The Board had no changes or issues with those rankings.

Grau & Associates was ranked #1, McDirmit Davis #2, Berger Toombs #3, and CRI #4.

Mr. Shapiro wanted to confirm that Grau & Associates had been used by other Districts and Ms. Burns confirmed they work with Grau & Associates very frequently.

On MOTION by Mr. Terrill, seconded by Mr. Marc, with all in favor, Review of Proposals and Tally of Audit Committee Members Rankings, was approved.

FOURTH ORDER OF BUSINESSES

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Keen, seconded by Mr. Marc, with all in favor, the meeting was adjourned at 11:45 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman