

MINUTES OF MEETING  
PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

An audit committee meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Tuesday, August 18, 2015 at 6:00 p.m. at Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, FL 32068.

Present and constituting a quorum were:

Nicole Gardner	Chairperson
Mike Biagetti	Vice Chairman
Maria Haney	Supervisor
Rooster Hendrix	Supervisor
Mike Mesiano	Supervisor

Also present were:

Jim Oliver	District Manager
Jason Walters (phone)	District Counsel

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 6:00 p.m.

**SECOND ORDER OF BUSINESS**

**Review and Ranking of Audit Proposals**

Mr. Oliver stated in accordance with Chapter 218 of Florida Statutes, we went through the RFP process to give audit firms the opportunity to put in a proposal to bid on this particular project. At the time that we published the notice, the audit committee had selected evaluation criteria, which were provided to each of those auditors, so they would know how those proposals would be ranked and what needed to be included in the proposals. We received four proposals. I circulated those to you at the last meeting. I have ranked the proposals and given you my scoring. I can talk about that ranking and you are certainly welcome to accept that ranking as a board or you can go through the proposals and rank them as a board. Berger, Toombs, who is the incumbent auditor, is the top ranked firm with 100 points. The second ranked firm is Grau & Associates with 98.75 points. The third ranked firm is McDirmitt Davis with 95 points and fourth is Carr, Riggs with 94.75 points. Our firm has worked with all four of these audit firms. They are all qualified to perform these audits. Probably the most important factor in these audits is price. The top ranked firm came in with a cost of \$3,350 and

they got the maximum 20 points. The other firms got a proportion of those 20 points based on their price as compared to the low bidder. Carr, Riggs came in at \$4,000. Grau & Associates came in at \$3,400 and McDirmitt Davis came in at \$3,700. The other columns are pretty similar, in terms of understanding the scope of work and the ability to furnish the required services. All four firms are fully capable, so they all four got the max of 20 points. The first column is the ability of personnel. Berger, Toombs has 20 points as opposed to 19 for Grau & Carr, Riggs and 18 for McDirmitt Davis. The reason Berger, Toombs has the full 20 points is not only because of their wide experience with auditing Districts but they are the incumbent firm, so they understand this District more than the other firms. That is particularly helpful as we go through this foreclosure process. They are aware of some of the financial difficulties this District has been under. Both Grau and Berger, Toombs got the max for proposers experience. They are the two firms that do the most CDD audits in Florida. I gave 19 points each to McDirmitt Davis and Carr, Riggs.

Mr. Mesiano asked how many years has Berger, Toombs been doing our audit?

Mr. Oliver responded they just finished a three-year engagement.

Mr. Mesiano stated maybe it was another District that I was on, where they had gone for a number of cycles, where it was the same auditor and at a certain point maybe it becomes a little too familiar. At some point we might want to be thinking about that but I am not trying to suggest that it is times to do that already but maybe in the next go around.

Mr. Oliver stated you guys reviewed the audits at the last meeting. The audit made recommendations based on the fact that because of the failure to collect the assessments because of the one landowner, we were unable to make our payments. We did get nicked in our last audit because of direct assessments were not paid.

On MOTION by Mr. Mesiano seconded by Ms. Gardner with all in favor the Ranking of Audit Firms with Berger, Toombs, Elam, Gaines & Frank as the #1 Ranked Audit Firm & to Enter Negotiations for a Contract was approved.

**THIRD ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Gardner seconded by Mr. Biagetti with all in favor the Meeting was adjourned.