

**MINUTES OF MEETING  
HOLLY HILL ROAD EAST  
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Holly Hill Road East Community Development District was held Tuesday, **October 20, 2020** at 3:30 p.m. via Zoom Teleconference, pursuant to Executive Order 20-69, issued by Governor DeSantis, as amended and supplemented.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairwoman
Patrick Marone	Assistant Secretary
Andrew Rhinehart	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	Hopping Green & Sams
Clayton Smith	GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns recognized that no public was present, only board members and staff.

**THIRD ORDER OF BUSINESS**

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

- A. **Grau & Associates – 2**
- B. **McDirmitt Davis – 1**
- C. **Berger, Toombs, Elam, Gaines & Frank – 3**
- D. **CRI – 4**

Ms. Burns stated that four proposals for auditing services were received from the RFP. They were from Grau & Associates, McDirmitt Davis, Berger Toombs, and CRI. The Board went through and ranked them as a group assigning the full amount of points for ability of personnel,

proposers experience, understanding scope of work, and ability to furnish the required services.

All firms were capable of performing the audit for the District. The only variation was price. The lowest bid came from McDirmit Davis, who was awarded 20 points. The next lowest bid was Grau & Associates, who received 19 points. The next lowest was Berger Toombs, with an award of 18 points. CRI had the highest bid, and they were awarded 17 points. There being no objection to those evaluations, McDirmit Davis with 100 points was ranked #1, Grau & Associates with 99 points #2, Berger Toombs #3 with 98 points, and CRI #4 with 97 points.


On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, Ranking McDirmit Davis #1 with 100 points, Grau & Associates #2 with 99 points, Berger Toombs #3 with 98 points, and CRI #4 with 97 points., was approved.

**FOURTH ORDER OF BUSINESSES**

**Adjournment**

Ms. Burns adjourned the meeting.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the meeting was adjourned at 3:35 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman