

**MINUTES OF MEETING
PEACE CREEK
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Peace Creek Community Development District was held on Tuesday, **March 14, 2023** at 11:05 a.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida.

Present for the Audit Committee were:

Adam Morgan
Steve Greene
Carrie Dazzo
Kayla Word

Also, present were:

Tricia Adams
Grace Kobitter
Bryan Hunter *by Zoom*

District Manager, GMS
District Counsel, KVV Law Group
District Engineer, Hunter Engineering

The following is a summary of the discussions and actions taken at the March 14, 2023 Peace Creek Community Development District's Audit Committee Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 11:05 a.m. There were four Audit Committee members in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no public members present to provide comments.

THIRD ORDER OF BUSINESS

Review of Proposals and Tally of Audit Committee Members Rankings

- A. DiBartolomeo, McBee, Hartley & Barnes**
- B. Grau & Associates**

Ms. Adams stated that at the last Board meeting the Board appointed themselves as the Audit Committee. The Audit Committee met and approved a request for proposal for audit services. As a result of that solicitation, they received two proposals, one from DiBartolomeo, McBee, Hartley & Barnes and one from Grau & Associates. She explained that they had received the full proposals as

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well as a ranking sheet in the agenda package and they also handed out a paper copy of the ranking sheet. She gave the Audit Committee members the option to do individual rankings for the audits or they could do a consensus ranking as a Board. Mr. Morgan chose to go with the consensus ranking option. The first criteria are ability of personnel and there are up to 20 points possible. Ms. Adams noted that their firm has had a vast amount of experience with auditors in Central Florida. Their accounting team has been struggling a bit to get communication back from DiBartolomeo, McBee, Hartley & Barnes and for their audits to be filed on time. Mr. Morgan stated that based on that knowledge, he recommended that they score 20 points each for ability of personnel, 20 points each for proposer's experience, 20 points each for understanding of scope of work, and 15 points for ability to furnish the required services to DiBartolomeo, McBee, Hartley & Barnes and 20 points for ability to furnish the required services to Grau & Associates. Ms. Adams stated that for price, this was the one area that was quantifiable. The Grau & Associates was the low bidder in this and their total bid for the five years was \$15,000. The five years for DiBartolomeo, McBee, Hartley & Barnes came up to \$16,450. Therefore, Grau & Associates would receive the full 20 points. She explained that they usually divided the low bid by the next bid and would multiply it by the number of points possible just to get a quantifiable number, which would give DiBartolomeo, McBee, Hartley & Barnes 18.23 points. The Board agreed.

On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, the Proposals and Tally of Audit Committee Members Ranking with Grau & Associates #1 and DiBartolomeo, McBee, Hartley & Barnes #2, was approved.

FOURTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Adam Morgan

Chairman/Vice Chairman