

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.

CASCADES AT GROVELAND COMMUNITY DEVELOPMENT DISTRICT

The **audit** review meeting of the Board of Supervisors of Cascades at Groveland Community Development District was held on **Wednesday, July 18, 2018, at 2:00 p.m. at the Magnolia House Sports Pavilion, located at 100 Falling Acorn Avenue, Groveland, Florida 34746.**

Present and constituting a quorum:

Patrick Wellington	Board Supervisor, Chairman
James Pekarek	Board Supervisor, Vice Chairman
David Ertel	Board Supervisor, Assistant Secretary
Karen McMican	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Scott A. Brizendine	District Financial Services, Rizzetta & Company, Inc. (via phone - joined in progress)
Tucker Mackie	District Counsel, Hopping, Green & Sams, P.A. (joined in progress)
Tipton Zimmerman	District Engineer, Dewberry/Bowyer-Singleton
Audience	Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Jeancola called the meeting to order and read the roll.

SECOND ORDER OF BUSINESS

Consideration of Auditor Selection Evaluation Criteria

Mr. Jeancola discussed the auditor selection evaluation criteria with the Audit Review Committee Members. He stated that the term for the auditor was for three years (the first year with an option to renew for the following two years). Mr. Jeancola stated that the criteria for an auditor was; the ability of personnel, experience, understanding of the scope of work, the ability to furnish required services and price. He stated that there was an option to exclude price. The Audit Review Committee Members discussed the criteria and point system. They opted to include price and evaluate criteria as follows: Ability of Personnel = 15 points; Proposer's Experience = 15 points; Understanding of Scope of Work = 10 points; Ability to Furnish the Required Services = 10 points; and Price = 50 points.

THIRD ORDER OF BUSINESS

**Consideration of Audit Proposal
Instructions**

Mr. Jeancola reviewed the proposal instructions with the Audit Review Committee Members. Mr. Jeancola discussed that the due date for proposals would be on September 10, 2019 as they agreed to hold the meeting on September 19, 2018 to rank the proposals. He asked if the Audit Review Committee Members preferred to solely rely on the newspaper advertisement or if they approved Rizzetta & Co. Inc. also soliciting proposals in addition to advertising. The committee agreed.

FOURTH ORDER OF BUSINESS

**Consideration of Advertisement for
Proposals for Annual Auditing Services**

Mr. Jeancola stated that the Board would be soliciting annual auditing services for fiscal years ending September 30, 2018, 2019, and 2020. It was confirmed that the ad should reflect Chapter 473.

<p>On a motion by Ms. McMican, seconded by Mr. Wellington, with all in favor, the Audit Review Committee Members accepted the Audit RFP documents as set forth with an August 18th, 2017 audit review committee meeting, for Cascades at Groveland Community Development District.</p>

FIFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Pekarek, seconded by Ms. McMican, with all in favor, the Audit Review Committee Members adjourned the meeting at 2:17 p.m. for Cascades at Groveland Community Development District.



Assistant Secretary



Chairman/Vice Chairman