

**MINUTES OF MEETING
WINDSOR CAY
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Board of Supervisors of the Windsor Cay Community Development District was held Wednesday, **January 24, 2024** at 11:30 a.m. at the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, Florida.

Present and constituting a quorum:

Eric Baker	Vice Chairman
Bernard Sullivan	Assistant Secretary
Jeff Farhood	Assistant Secretary
Quinten Payne	Assistant Secretary

Also present were:

George Flint	District Manager, GMS
Bill Whitegon	District Engineer
Ryan Dugan	District Counsel
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Four members of the Audit Committee were present.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

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

A. Grau & Associates

B. Berger, Toombs, Elam, Gaines and Frank

Mr. Flint stated that the Audit Committee previously met and approved the form of the notice, the RFQ and authorized them to issue it. They advertised that in the Orlando Sentinel as well as emailed it out to a handful of firms that typically provide most of these audit services. They

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received two responses with one being from Grau & Associates and the other from Berger, Toombs, Elam, Gaines and Frank. They were sent electronically. He explained that as part of the RFQ, there were selection criteria or evaluation criteria that were included. The criteria included was ability of personnel, proposer’s experience, understanding of scope of work, ability to furnish the required services, and price. Mr. Baker made a motion to do a consensus ranking giving Grau & Associates 20 points across the board and giving Berger, Toombs, Elam, Gaines and Frank 20 points for the first three criteria and 19 points for the ability to furnish the required services. The total points for Grau & Associates is 100 points and the total points for Berger, Toombs, Elam, Gaines and Frank is 98 points. According to the rankings, Grau & Associates ranked #1.

On MOTION by Mr. Baker, seconded by Mr. Payne, with all in favor, the Audit Committee Members Ranking Grau & Associates #1, was approved.

FOURTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
George Flint
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Secretary/Assistant Secretary

DocuSigned by:
Aaron Struckmeyer
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Chairman/Vice Chairman