

**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.*

**TROUT CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

The **Audit Committee Meeting** of the Trout Creek Community Development District was held on **Tuesday, February 6, 2018 at 3:00 p.m.** at the Offices of Freehold Capital Management, located at 322 Paseo Reyes Drive St. Augustine, FL 32095.

Present and constituting a quorum:

Andy Smith	<b>Board Supervisor, Chairman</b>
David Roane	<b>Board Supervisor, Vice Chairman</b>
Michael Gruber	<b>Board Supervisor, Assistant Secretary</b>
Henry Green	<b>Board Supervisor, Assistant Secretary</b>
Douglas Davis	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Melissa Dobbins	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Katie Buchanan	<b>District Counsel, Hopping Green &amp; Sams</b> (Via Speakerphone)
Michael McCollum	<b>Representative, Freehold Capital Management</b>
Jill Flores	<b>Community Director, CCMC</b>

No Audience Members

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Dobbins called the meeting to order at 3:00 p.m. and read the roll call.

**SECOND ORDER OF BUSINESS**

**Review, Discuss and Evaluate the  
Proposals in Response to the Requests  
for District Auditing Services**

The Audit Committee reviewed and ranked three (3) proposals and ranked them according to Exhibit "A". The Audit Committee selected McDirmit Davis for audit services.

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Audit Committee selected McDirmit Davis for audit services for Trout Creek Community Development District.

**THIRD ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Green, seconded by Mr. Davis, with all in favor, the Committee adjourned the meeting at 3:11 p.m. for Trout Creek Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

# **Exhibit A**

Trout Creek CDD  
 Audit Proposal Review Committee Evaluation Spreadsheet  
 February 6, 2018

Bidder's Name	Total Audit Price	Ability of Personnel (20 Points)	Proposer's Experience (20 Points)	Understanding Scope of Work (20 Points)	Ability to Furnish Required Services (20 Points)	Price (20 Points)	Total Points
	Price includes future bond						
Carr Riggs & Ingram	FY 2018 - \$6,750.00						
	FY 2019 - \$6,750.00						
	FY 2020 - \$6,750.00	20	20	20	20	15	95
Grau & Associates	FY 2018 - \$4,500.00						
	FY 2019 - \$4,700.00						
	FY 2020 - \$4,900.00	20	20	20	20	5	85
	Price includes future bond						
*McDermitt Davis	FY 2018 - \$4,200.00						
	FY 2019 - \$4,300.00						
	FY 2020 - \$4,400.00	20	20	20	20	20	100
Committee Member's Names: Andy Smith, David Roane, Douglas Davis, Michael Gruber and Henry Green							

\* = Current Auditor  
 McDermitt Davis FY 2015 - \$4,000.00  
 FY 2016 - \$4,000.00  
 FY 2017 - \$4,000.00