

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.

**CROSS CREEK NORTH
COMMUNITY DEVELOPMENT DISTRICT**

The **Audit Committee Meeting** of Cross Creek North Community Development District was held on **Tuesday, February 13, 2018 at 3:00 p.m.** at the Magnolia West CDD Amenity Center located at 3490 Canyon Falls Drive Green Cove Springs, FL 32043.

Present and constituting quorum include:

Bob Porter	Board Supervisor, Chairman
Mark Dearing	Board Supervisor, Vice Chairman
James Teagle	Board Supervisor, Assistant Secretary
Shane Ricci	Board Supervisor, Assistant Secretary
Anthony Sharp	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company.
Katie Buchanan	District Counsel, Hopping Green and Sams
Michelle Kim	Associate, Hopping Green and Sams

No audience members present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Porter 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 to District Auditing
Services**

The Committee reviewed proposals from Carr Riggs and Ingram, Grau & Associates and McDirmit Davis. The Discussion ensued. The Committee ranked Grau & Associates highest (Exhibit A) and noted that their recommendation would be such to the Board.

On a motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Audit Committee ranked Grau & Associates highest and noted that their recommendation would be such to the Board for Cross Creek North Community Development District.
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THIRD ORDER OF BUSINESS

Adjournment

On a motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Committee adjourned the Audit Committee Meeting at 3:03 p.m. for Cross Creek North Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A

Cross Creek North CDD

Audit Proposal Review Committee Evaluation Spreadsheet

February 13, 2018

Bidder's Name	Total Audit Price	Ability of Personnel (20 Points)	Proposer's Experience (20 Points)	Understanding Scope of Work (20 Points)	Furnish Required Services (20 Points)	Price (20 Points)	Total Points
Carr Riggs & Ingram	WITHOUT BONDS						
	FY 2018 - \$3,000.00						
	FY 2019 - \$3,000.00	20	20	20	20	16.7	96.7
	FY 2020 - \$3,000.00	20	20	20	20	15.7	95.7
Carr Riggs & Ingram notes the above fee quote is based on the fact that the District has not yet issued bonds or other debt instruments to finance capital asset acquisition and construction. In the event the District issues such debt instruments or upon construction of major infrastructure additions, the audit fee will increase by an amount not to exceed \$3,000 per year.							
Grau & Associates	WITHOUT BONDS						
	FY 2018 - \$2,500.00						
	FY 2019 - \$2,600.00	20	20	20	20	20	100
	FY 2020 - \$2,700.00	20	20	20	20	20	100
Grau & Associates notes they cannot quote a fee for the Bonds without knowing the size and complexity associated with the bond issue, however the fee increase would probably be in the range of \$1,000 to \$2,000 per year.							
McDirmitt Davis	WITHOUT BONDS						
	FY 2018 - \$3,300.00						
	FY 2019 - \$3,400.00						
	FY 2020 - \$3,500.00	20	20	20	20	15.2	95.2
	WITH BONDS						
	FY 2018 - \$4,200.00						
	FY 2019 - \$4,300.00						
	FY 2020 - \$4,400.00	20	20	20	20	19.7	99.7
Committee Member's Names: Robert Porter, James Teagle, Mark Dearing, Anthony Sharp and Shane Ricci							