

**MINUTES OF MEETING
HAMMOCK RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

The audit committee meeting of the Board of Supervisors of the Hammock Reserve Community Development District was held **Thursday, June 5, 2025**, at 9:31 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present for the Audit Committee were:

Bobbie Henley
Lindsey Roden
Emily Cassidy
Jessica Spencer
Joe Braddy

Also present were:

Katie O'Rourke
Monica Virgen
Savannah Hancock
Marshall Tindall
Joey Duncan *via Zoom*
Chace Arrington *via Zoom*

District Manager, GMS
District Manager, GMS
District Counsel, Kilinski Van Wyk
Field Manager, GMS
District Engineer, Dewberry Engineering
District Engineer, Dewberry Engineering

FIRST ORDER OF BUSINESS

Roll Call

Ms. Virgen called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Virgen noted that no members of the public were present.

THIRD ORDER OF BUSINESS

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

- A. Carr, Riggs & Ingram**
- B. DiBartolomeo, McBee, Hartley & Barnes**
- C. Grau & Associates**

Ms. Virgen stated they had received three proposals for audit services. Carr, Riggs &

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Ingram, DiBartolomeo, McBee, Hartley, & Barnes, and Grau & Associates. Ms. Virgen noted that the Board had approved the audit ranking sheet that awarded 20 points for the ability of personnel, 20 points to the proposer's experience, 20 points to the understanding of the scope of work, and 20 points for the price, which totals 100 possible points per auditor. She added that the Board could take a consensus and agree to 1 ranking at once, or they could take each line item one by one.

Ms. Virgen stated that she could give her recommendations. She said that for all three auditors, they were each very detailed, and she would recommend 20 for each vendor on the ability of the personnel. She continued that all three proposers had lots of experience auditing Community Development Districts. She added that they had provided the services on time and that she would recommend 20 points for each. Ms. Virgen stated that each auditor provided lots of information and references, and she would recommend 20 points for each as well. She noted that, with each auditor, she would recommend granting 20 points for the ability to provide the required services. Then, for the price, which was the only difference. She noted that they had Grau & Associates as the lowest bidder at \$25,000, then DiBartolomeo, McBee, Hartley, & Barnes' total was \$31,850. Lastly, the total proposal for Carr, Riggs, and Ingram was \$46,500.

Board consensus was to rank Grau & Associates #1, DiBartolomeo, McBee, Hartley, & Barnes #2, and Carr, Riggs, and Ingram #3.

On MOTION by Ms. Henley, seconded by Mr. Braddy, with all in favor, the Proposals and Tally of Audit Committee Member Rankings was approved.

FOURTH ORDER OF BUSINESS

Adjournment

Ms. Virgen asked for a motion to adjourn.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Meeting was Adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Bobbie Henley

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Chairman/Vice Chairman