

**MINUTES OF MEETING**

**BOGGY BRANCH COMMUNITY DEVELOPMENT DISTRICT  
AUDITOR SELECTION COMMITTEE MEETING MINUTES**

**Thursday, July 11, 2024, at 12:00 p.m.  
14775 Old St. Augustine Road  
Jacksonville, FL 32258**

Board Members present at roll call in person or via speaker phone:

Kelly White	Committee
James Stowers	Committee
Andy Hagan	Committee

Also, present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC	
Jasmin Barone	ADM - PFM Group Consulting LLC	(via phone)
Jennifer Glasgow	District Accountant - PFM Group Consulting LLC	(via phone)
Rachel Proctor	District Accountant – PFM Group Consulting LLC	(via phone)
Scott Wild	District Engineer- England-Thims & Miller	(via phone)
Mike Veazey	Project Manager - ICI Homes	
Nika Hosseini	District Counsel - Cobb Cole	(via phone)
Various Homeowners		(via phone)

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll**

The meeting was called to order at 12:04 p.m. Ms. Carvalho proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS**

**General Business Matters**

**Review of Auditing Services Proposal**

- a. **Grau & Associates**
- b. **Berger, Toombs, Elam, Gaines & Frank**

The Auditor Selection Committee reviewed the Auditing Services Proposals. The Committee approved this process and the evaluation criteria in April.

Ms. Carvalho stated there are two companies that have submitted proposals. They are Grau & Associates and Berger, Toombs, Elam, Gaines & Frank.

The Committee reviewed the proposals.

**Ranking of Auditing Services  
Proposal**

Ms. Carvalho stated these companies have been ranked by experience, understanding of the work, and price. Grau & Associates earned a total of 100 points. Berger, Toombs, Elam, Gaines & Frank earned a total of 94.3 points. This ranks Grau & Associates as number one and Berger, Toombs, Elam, Gaines & Frank as number two.

There was a brief discussion regarding the current auditor. It was confirmed that the current auditor is Berger, Toombs, Elam, Gaines and Frank.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Committee approved the recommended ranking with Grau & Associates raking #1 with a total of 100 points.

Ms. Carvalho stated there is no further business to come before the Committee and that at this time the Board will go right into the items for the Board of Supervisors Meeting.



Secretary/Assistant Secretary



Chairperson/Vice Chairperson