

**MINUTES OF MEETING**

**UNIVERSITY PARK DISTRICT  
CONTINUED AUDITORS SELECTION COMMITTEE MEETING  
Friday, January 6, 2020 at 9:34 a.m.  
University Park Country Club's Lakeside Room  
7671 The Park Blvd.,  
University Park, Florida 34201**

Board Members present at roll call:

Dick Crouch	Committee Member
Bruce Mantia	Committee Member
Alan Mishlove	Committee Member
Ron Tobin	Committee Member
Nancy Kopnisky	Committee Member

Also, Present:

Carol Harris	PFM
Steve Ludmerer	Consultant (joined in progress)
Mark Barnebey	Blalock Walters Law Firm
Ray Suplee	Suplee, Shea, Cramer & Rocklein
Jennifer Brown	Phillips Harvey Group (via phone)
Nathan Phillips	Phillips Harbey Group (via phone)
Jim Hartley	DiBartolomeo, McBee, Hartley & Barnes

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

The meeting was called to order at 9:34 a.m. Those in attendance are outlined above.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Opening Comments by the Chair**

- a) Review Instructions to Proposers
- b) Review Evaluation Criteria

Suplee, Shea, Cramer & Rocklein made a presentation and answered questions from the committee.

Committee members discussed the Suplee, Shea, Cramer & Rocklein and services.

Auditor Selection Committee interviewed Phillips Harvey Group

Phillips Harvey Group made a presentation and answered questions from the committee.

Committee members discussed the Phillips Harvey Group and services.

Auditor Selection Committee interviewed DiBartolomeo, McBee, Hartley & Barnes

DiBartolomeo, McBee, Hartley & Barnes made a presentation and answered questions from the committee.

Committee members discussed the DiBartolomeo, McBee, Hartley & Barnes and services.

#### **FIFTH ORDER OF BUSINESS**

#### **Ranking of Auditing Services Proposals**

Each Member of the Auditor Selection Committee ranked the Auditing Services Proposals.

The meeting was opened to the public once again. Mr. Ludmerer joined the meeting in progress. Ms. Kopsky updated Mr. Ludmerer about the Auditor Selection Committee Meeting so far.

Mr. Ludmerer asked the Committee to discuss the highest ranked firm and what the compelling factors were in their choice. He also asked if they considered the firms potential fit with both the Clubhouse and District finances.

The total rankings were as follows;

1. Suplee, Shea, Cramer & Rocklein received 417 points
2. Phillips Harvey Group received 470 points
3. DiBartolomeo, McBee, Hartley & Barnes received 425 points

#### **SIXTH ORDER OF BUSINESS**

#### **Selection of Auditor for Final Recommendation to the Board**

The Auditor with the highest number of points was the Phillips Harvey Group. This will be the final recommendation to the Board of Supervisors at the next Board Meeting which is January 17, 2020. Depending on what the Board approves District staff will negotiate with whoever the Board selects as the Auditor.

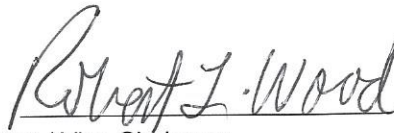
Ms. Harris asked if the District staff can contact Phillips Harvey Group for an Engagement Letter for the Board to approve at the next meeting. Mr. Barnebey advised her not to do that yet.

The Committee discussed their reasons for ranking Phillips Harvey Group the highest out of the three Audit Proposers.

The Continued Auditor Selection Committee was adjourned at 12:25 p.m.



Secretary / Assistant Secretary



Chairman / Vice Chairman