

## **MINUTES OF MEETING**

### **UNIVERSITY PARK RECREATION DISTRICT AUDITOR SELECTION COMMITTEE**

**Thursday, November 6, 2025**

**1:00 p.m.**

**Business Offices**

**8301 The Park Boulevard, University Park, FL 34201**

Committee Members present in person or via phone:

Dick Crouch	Auditor Selection Committee Member
Tony Crisafio	Auditor Selection Committee Member
David Murphy	Auditor Selection Committee Member

Also, Present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC (via phone)
Kwame Jackson	ADM – PFM Group Consulting LLC (via phone)
John Fetstick	General Manager – Country Club (via phone)
Paul Fay	Accountant – Country Club

### **FIRST ORDER OF BUSINESS**

#### **Organizational Matters**

#### **Call to Order, Roll Call, and Public Comment Period**

The Auditor Selection Committee meeting was called to order at 1:01 p.m. by Ms. Carvalho. Those in attendance are outlined above.

There were no public comments at this time.

### **SECOND ORDER OF BUSINESS**

#### **Administrative Matters**

#### **Review of Auditing Services Proposals**

- a. Carr, Riggs & Ingram
- b. Grau & Associates
- c. Mauldin & Jenkins
- d. Phillips Feldman Group
- e. Richie Tandoc, P.A.

Ms. Carvalho gave an overview of the five proposals.

## Ranking of Auditing Services Proposals

Ms. Carvalho gave an overview of the recommended rankings and criteria.

There was brief discussion regarding the points given to each proposer and the process of ranking. It was noted each proposer can receive 100 points or less based on the ranking criteria.

Mr. Jackson noted the rankings are important as the proposals are not solely ranked based on price.

There was discussion regarding the proposals and qualifications.

It was noted that Phillips Feldman Group has the most experience. The committee agreed to rank them as the number one proposer.

Ms. Carvalho gave an overview of the auditor selection process.

The committee ranked Phillips Feldman Group as number one with 300 points, Grau and Associates as number two with 230 points, Mauldin and Jenkins as number three with 209 points, Carr, Riggs, & Ingram as number four with 195 points, and Richie Tandoc, P.A., as number five with 175 points.

ON MOTION by Mr. Crouch, seconded by Mr. Crisafio, with all in favor, the Auditor Selection Committee approved the Auditor Selection Points and Rankings, and ranked Phillips Feldman Group as the number one proposer.

## THIRD ORDER OF BUSINESS

## Adjournment

There was no further business to discuss.

ON MOTION by Mr. Murphy, seconded by Mr. Crouch, with all in favor, the November 6, 2025, University Park Recreation District Auditor Selection Committee was adjourned at 1:20 p.m.

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Secretary / Assistant Secretary

*Sally Dickson*  
Chairperson / Vice Chairperson