

Minutes of Meeting
Canopy
Community Development District

The Canopy Community Development District audit committee meeting was held Tuesday, May 23, 2023 at 2:00 p.m. at the Canopy Amenity Center, 2877 Crestline Road, Tallahassee, Florida.

Present were:

Tom Asbury
Jason Ghazvini
John “Al” Russell
Colleen Castille
David Brady

Also present were:

Howard McGaffney
Darrin Mossing telephone
Roy Van Wyk

FIRST ORDER OF BUSINESS

Roll Call

Mr. McGaffney called the audit committee meeting to order at 2:00 p.m.

SECOND ORDER OF BUSINESS

Review and Ranking of Audit Proposals

Mr. McGaffney stated in your package is a ranking sheet that has 20 points for the ability of personnel, 20 points for proposer’s experience, 20 points for understanding the scope of work, 20 points for the ability to furnish the required services and a maximum 20 points for price. We had two respondents, both very qualified and our firm has worked with both firms for a number of years: Berger Toombs Elam Gaines & Frank and Grau & Associates. I have ranked the proposals and each of the firms received a maximum of 20 points with the exception of pricing. There is a formula that we use for pricing and the total dollar amount of Berger Toombs was \$24,110 and the total for Grau & Associates was \$23,500 for the five years. Grau & Associates received 20 points for price for a total of 100 points and Berger Toombs received 19 points for a total of 99 points.

Mr. Van Wyk stated we enter into a one-year contract but get the proposal for the remaining four years so we can renew the contract after a one-year period at a specific rate.

On MOTION by Mr. Ghazvini seconded by Mr. Russell with all in favor the ranking sheet indicating that Grau & Associates was ranked no. 1 with 100 points and Berger Toombs was ranked no. 2 with 99 points was accepted.

THIRD ORDER OF BUSINESS

Other Business

There being none,

On MOTION by Mr. Russell seconded by Ms. Castille with all in favor the audit committee meeting adjourned at 2:06 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman