

# **GREENWAY IMPROVEMENT DISTRICT**

## **AUDITOR SELECTION COMMITTEE MEETING MINUTES**

### **FIRST ORDER OF BUSINESS**

The Auditor Selection Committee Meeting for the Greenway Improvement District was called to order on Tuesday, June 16, 2020, at 3:01 p.m. via telephonic conferencing due to the COVID-19 Executive Orders 20-52, 20-69 & 20-112

Present via speakerphone:

|               |                  |
|---------------|------------------|
| Richard Levey | Committee Member |
| Alex Figuero  | Committee Member |
| Amanda Kost   | Committee Member |

Also, attending via phone:

|                 |   |
|-----------------|---|
| Jennifer Walden | PFM   |
| Lynne Mullins   | PFM   |
| Tucker Mackie   | Hopping Green & Sams  |
| Jeff Newton     | Donald W. McIntosh Associates, Inc.                           |
| Larry Kaufmann  | Construction Supervisor & Construction Committee Member       |
| Scott Thacker   | District Landscape Supervisor & Construction Committee Member |

### **SECOND ORDER OF BUSINESS**

#### **Public Comment Period**

Dr. Levey called for any public comments on any agenda items. There were no comments provided.

### **THIRD ORDER OF BUSINESS**

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

- a) **Berger, Toombs, Elam, Gaines & Frank**
- b) **Carr, Riggs & Ingram**
- c) **Grau & Associates**

Ms. Walden noted the District received proposals from Berger, Toombs, Elam, Gaines & Frank, Carr, Riggs & Ingram, and Grau & Associates. She explained the District Management firm has worked with all of the proposers with various Districts and Berger Toombs is the current Auditor for this District.

### **FORTH ORDER OF BUSINESS**

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

Ms. Walden noted for all evaluation criteria other than price that each of the Auditors scored 20 points. Berger, Toombs, Elam, Gaines & Frank came in at \$22,455.00, Carr, Riggs & Ingram came in at \$51,100.00, and Grau & Associates came in at \$26,000.00 and this is for five years of services.

The recommended rankings are as follows;

1. Berger, Toombs, Elam, Gaines & Frank
2. Grau & Associates
3. Carr, Riggs & Ingram

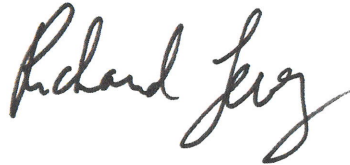
On Motion by Ms. Kost, second by Mr. Figuero, with all in favor, the Auditor Selection Committee for the Greenway Improvement District accepted the recommended rankings, ranking Berger, Toombs, Elam, Gaines & Frank as the No.1 bidder, Grau & Associates as the No. 2 bidder and Carr, Riggs & Ingram as the No. 3 bidder.

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

#### **Adjournment**

There was no further business to discuss. Ms. Walden requested a motion to adjourn.

On Motion by Ms. Kost, second by Mr. Figuero, with all in favor, the June 16, 2020, Meeting of the Auditor Selection Committee for the Greenway Improvement District was adjourned.

  
Secretary/Assistant Secretary  
Chair/Vice Chair