

**MINUTES OF MEETING
SADDLE CREEK PRESERVE OF POLK COUNTY
COMMUNITY DEVELOPMENT DISTRICT**

The audit committee meeting of the Board of Supervisors of the Saddle Creek Preserve of Polk County Community Development District was held **Tuesday, April 22, 2025** at 2:00 p.m. at The Hampton Inn – Lakeland, 4420 North Socrum Loop Road, Lakeland, Florida.

Present for the Audit Committee were:

Lori Campagna
Erica Miro Smith
Kelly Evans *by Zoom*
Abby Morrobel
Sean Finotti

Also present were:

Monica Virgen	District Manager, GMS
Jill Burns	District Manager, GMS
Katie O'Rourke <i>by Zoom</i>	District Manager, GMS
Grace Rinaldi	District Counsel, Kilinski Van Wyk
Allen Bailey	Field Manager, GMS
Clayton Smith <i>by Zoom</i>	Field Manager, GMS
Emily Grimes <i>by Zoom</i>	Amenity Mangement, GMS

The following is a summary of the discussions and actions taken at the April 22, 2025 Saddle Creek Preserve of Polk County Community Development District's Audit Committee meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Virgen called the meeting to order at 2:00 p.m. and called roll. Four Board members were present in person constituting a quorum. Ms. Evans participated by Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Virgen opened public comments on the audit committee meeting only.

THIRD ORDER OF BUSINESS

**Review of Proposals and Tally of Audit
Committee Members Rankings**

April 22, 2025

Saddle Creek Preserve of Polk County CDD

A. DiBartolomeo, McBee, Hartley & Barnes**B. Grau & Associates**

Ms. Virgen stated the Board approved the request for proposals at the last meeting. A notice was published for the audit RFP and two responses were received from DiBartolomeo, McBee, Hartley and Barnes and from Grau & Associates. The proposals can be found on page 8 and 29 of your agenda packages respectively. An audit ranking sheet was provided to each Board member. There are 20 points allocated to the ability of personnel, 20 points for proposers' experience, 20 points for the understanding of the scope of work, 20 points for ability to furnish the required services and 20 points for price. The selection ranking sheet is on page 52 of the agenda package. District staff recommendation is to award 20 points to both firms for all of the items except for price. Grau & Associates came out lower in price so 20 points was recommended for a total of 100 points. DiBartolomeo, McBee, Hartley and Barnes were awarded 19 points for price for a total of 99 points. Grau & Associates was ranked #1.

On MOTION by Ms. Miro Smith, seconded by Ms. Morrobel, with all in favor, Ranking Grau & Associates as the #1 Proposer, was approved.

FOURTH ORDER OF BUSINESS**Adjournment**

Ms. Virgen adjourned the meeting.

On MOTION by Ms. Campagna, seconded by Ms. Morrobel, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman