

MINUTES OF MEETING
OTC COMMUNITY DEVELOPMENT DISTRICT

The OTC Community Development District audit committee met on Wednesday, July 12, 2017 at 10:30 a.m. at the offices of England-Thims & Miller, 14775 Old St. Augustine Road, Jacksonville, Florida.

Present and constituting a quorum were:

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| Sue Harker | Chairperson |
| Jessica Moreno | Supervisor |
| Michelle Pierce | Supervisor |

Also present were:

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| Darrin Mossing | District Manager |
| Darrin Mossing Jr. | Governmental Management Services |
| Roy Van Wyk | Hopping Green & Sams (by phone) |
| Jonathan Smith | Winslow Property Management |

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mossing called the meeting to order at 10:30 a.m.

SECOND ORDER OF BUSINESS

Review and Ranking of Audit Proposals

Mr. Mossing stated the district has gone through the process of soliciting audit proposals from various audit firms that have responded. Four different companies responded with their proposals. All four of these firms are very familiar with auditing community development districts so they are all very qualified to do that. Your existing auditor is Grau & Company. They've been your auditor for a number of years. All three firms submitted a three year bid. Grau was the lowest bid at \$9,600 for a three-year period. Berger Toombs was at \$10,605, McDirmit was \$11,100 and Carr Riggs was \$15,350. We're very familiar with all four of those firms. Grau is a very competent auditing firm.

Ms. Harker stated I think the fact that we've used them multiple years and we haven't had any issues and they are very familiar with this district and the price is what the price is. Our main goal is to keep our assessments as low as we can on the property because the tenants are ultimately who are paying those assessments. My recommendation would be to stick with them.

On MOTION by Ms. Harker seconded by Ms. Moreno with all in favor to rank Grau & Associates number 1, Berger Toombs number 2, McDirmit Davis number 3 and Carr Riggs number 4 was approved.

THIRD ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Moreno seconded by Ms. Pierce with all in favor the meeting was adjourned.