

MYRTLE CREEK IMPROVEMENT DISTRICT

AUDITOR SELECTION COMMITTEE MEETING MINUTES

FIRST ORDER OF BUSINESS

The Auditor Selection Committee Meeting for the Myrtle Creek Improvement District was called to order on Tuesday, June 16, 2020, at 5:01 p.m. via telephonic conferencing due to the COVID-19 Executive Orders 20-52, 20-69 & 20-112

Present via conference call:

Kyle Scholl	Committee Member
John Lynaugh	Committee Member
Kam Shenai	Committee Member
Bob Da Silva	Committee Member
Marsha Leed	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

Ms. Walden 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 that District Management has worked with all of the proposers with various Districts and Grau is the current Auditor for this District.

FOURTH ORDER OF BUSINESS

Ranking of Auditing Services Proposals

Ms. Walden noted for all evaluation criteria other than price that each of the Auditors scored 40 points. Berger, Toombs, Elam, Gaines & Frank came in at \$18,405.00, CRI came in at \$31,100.00. Grau & Associates came in at \$26,000.00 and each amount is for five years.

Berger received 60 points for price, CRI received 18.6 points for price, and Grau received 35.2 points for price.

The recommended rankings are as follows;

1. Berger, Toombs, Elam, Gaines & Frank received 100 points
2. Grau & Associates received 75.2 points
3. Carr, Riggs & Ingram received 58.6 points

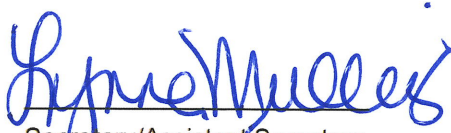
On Motion by Mr. Da Silva, second by Mr. Shenai, with all in favor, the Auditor Selection Committee for the Myrtle Creek Improvement District accepted the recommended rankings, ranking Berger, Toombs, Elam, Gaines & Frank as the No.1 bidder, Grau & Associates as the No. 2 bidder and Carr, Riggs & Ingram 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 Mr. Scholl, second by Mr. Da Silva, with all in favor, the June 16, 2020, Meeting of the Auditor Selection Committee for the Myrtle Creek Improvement District was adjourned.



Secretary/Assistant Secretary



Chair/Vice Chair