

**MINUTES OF MEETING
STUART CROSSING
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stuart Crossing Community Development District held a Regular Meeting and Audit Committee Meeting on November 6, 2023 at 11:00 a.m., at the Hampton Inn Bartow, 205 Old Bartow Eagle Lake Rd., Bartow, Florida 33830.

Present at the meeting were:

Garth Noble	Chair
Martha Schiffer	Vice Chair
Chris Torres	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jonathan Johnson (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 11:05 a.m.

Supervisors Schiffer, Torres and Noble were present. Supervisors Kakridas and Germino were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2024-01,
Designating the Primary Administrative
Office and Principal Headquarters of the
District and Providing an Effective Date**

This item was deferred.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Recess Regular Meeting/Commencement of Audit Selection Committee Meeting

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, the Regular Meeting was recessed and the Audit Selection Committee Meeting commenced.

SIXTH ORDER OF BUSINESS

Review of Response to Request for Proposals (RFP) for Annual Audit Services

- A. Affidavit of Publication**
- B. RFP Package**
- C. Respondents**
 - I. Berger, Toombs, Elam, Gaines & Frank**
 - II. Grau & Associates**

Ms. Suit stated both are equally well-qualified; however, in the past audit cycle, Berger, Toombs, Elam, Gaines & Frank (BTEGF) failed to complete the audits of 14 of Management’s clients by the June 30th deadline. BTEGF bid \$3,275 plus an additional fee of \$4,625 for each bond. Grau & Associates (Grau) bid \$3,400 for the first year plus an additional fee of \$1,500 if bonds are issued.

D. Auditor Evaluation Matrix/Ranking

The Audit Selection Committee completed the Auditor Evaluation Matrix.

Ms. Suit recapped the results, as follows:

#1	Berger, Toombs, Elam, Gaines & Frank	97.33 points
#2	Grau & Associates	98.66 points

SEVENTH ORDER OF BUSINESS

Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting

On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, the Audit Selection Committee Meeting terminated and the Regular Meeting reconvened.

EIGHTH ORDER OF BUSINESS

Consider Recommendation of Audit Selection Committee

- **Award of Contract**

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, accepting the Audit Selection Committee's scores, ranking and recommendation ranking Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services, awarding the Annual Audit Services contract to Grau & Associates, the #1 ranked respondent, and authorizing District Management to facilitate and execute a form of Agreement on behalf of the District, was approved.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2023

Ms. Suit presented the Unaudited Financial Statements as of September 30, 2023.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, the Unaudited Financial Statements as of September 30, 2023, were accepted.

TENTH ORDER OF BUSINESS

Approval of August 1, 2023 Public Hearing and Regular Meeting Minutes

Ms. Suit presented the August 1, 2023 Public Hearing and Regular Meeting Minutes.

On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, the August 1, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. **District Counsel: Kutak Rock LLP**
- B. **District Engineer: Rayl Engineering & Surveying, LLC**
- C. **District Manager: Wrathell, Hunt and Associates, LLC**

There were no District Counsel or District Engineer reports.

- **NEXT MEETING DATE: December 4, 2023 at 11:00 AM**
 - **QUORUM CHECK**

The December 4, 2023 meeting will be cancelled. The next meeting will likely be in February 2024.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments


There were no public comments.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Torres and seconded by Ms. Schiffer, with all in favor, the meeting adjourned at 11:13 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair