

MINUTES OF MEETING
WESTSIDE COMMUNITY DEVELOPMENT DISTRICT

The Westside Community Development District Audit Committee met Tuesday, May 2, 2017 at 11:40 a.m. at the offices of Hanson Walter & Associates, 8 Broadway Avenue, Suite 104, Kissimmee, Florida.

Present were:

Drew Abel	Chairman
Keith Trace	
Steven Kalberer by telephone	
Mike Dady	
Scott Stewart	
Jason Showe	
Andrew d'Adesky	
Santiago Machado	
Brian Smith	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the Audit Committee meeting to order.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Audit Services

A. Approval of Request for Proposals and Selection Criteria

Mr. Showe stated the first item is approval of the request for proposals and selection criteria. Included in your agenda package was a draft RFP. The only flexibility in the criteria is if you include price or not and we typically recommend that you include price as part of the criteria. Most of the firms responding are qualified to do the work and price is the only determining factor.

Mr. d'Adesky stated this is the standard distribution of points and standard criteria.

Mr. Dady stated I suggest that price is the least important as we might be looking to issue other bonds we want an auditor we can work with, one that has shown responsiveness to management in the past.

Mr. Stewart stated I see the due date for them to send that in is July 21st and we are going to review those at the meeting on the 2nd.

Mr. Showe stated our anticipation is that we have them back in time for that August meeting and we will conduct another Audit Committee meeting at that time to select an auditor. Our recommendation is to include price.

Mr. Dady stated perhaps weighted less.

Mr. d'Adesky stated when you ultimately rank them that is the time to do that.

On MOTION by Mr. Dady seconded by Mr. Abel with all in favor the selection criteria to include price was approved.

B. Approval of Notice for Request for Proposals for Auditing Services

Mr. Showe stated we have drafted the ad that will go in the newspaper.

On MOTION by Mr. Abel seconded by Mr. Stewart with all in favor the notice for the request for proposals for auditing services was approved.


C. Public Announcement of Opportunity to Provide Auditing Services

Mr. Showe stated we will make a public announcement that the Westside CDD is putting out a public bid for auditing services.

On MOTION by Mr. Abel seconded by Mr. Trace with all in favor the meeting adjourned at 11:43 a.m.



Attest



Chairman