

MINUTES OF MEETING  
VIERA EAST  
COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Board of Supervisors of the Viera East Community Development District was held on Thursday, May 27, 2021 at 7:00 p.m. at Faith Lutheran Church in the Multi-Purpose Room, 5550 Faith Drive, Viera, Florida.

Present and constituting a quorum were:

Rob Dale ( <i>by phone</i> )	Chairman
Pete Carnesale	Vice Chairman
Steve Colasinski	Treasurer
Paul McCarthy	Assistant Secretary
David Bedwell	Assistant Secretary

Also present were:

Jason Showe	District Manager
Tim Melloh	General Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order at 8:20 p.m. Mr. Colasinski, Mr. Carnesale, Mr. McCarthy and Mr. Bedwell were present in person and Mr. Dale was present via phone.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Showe: Only members of the Board are in the room at the present time.

**THIRD ORDER OF BUSINESS**

**Audit Services**

**A. Approval of Request for Proposals and Selection Criteria**

Mr. Showe: You really only have one choice when it comes to Selection Criteria. You can either include price or exclude price. It is always our recommendation to include price because typically the folks that are going to bid are all qualified in price. It may be the only way to determine which vendor you want to use. So, we included prices in there. If the Board is comfortable with that, we just need a motion to include that Selection Criteria.

On MOTION by Mr. Colasinski seconded by Mr. McCarthy with all in favor the Request for Proposals and Selection Criteria as presented was approved.

**B. Approval of Notice of Request for Proposals for Audit Services**

Mr. Showe: We have the advertisement that will go into the newspaper to advertise for audit services. This is Statutorily required.

On MOTION by Mr. Dale seconded by Mr. McCarthy with all in favor the Notice of Request for Proposals for Audit Services was approved.

**C. Public Announcement of Opportunity to Provide Auditing Services**

Mr. Showe: We will just make a public announcement that the Viera East CDD is seeking qualified auditors for bidding. Since there is nothing further, we need a motion to adjourn.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Colasinski seconded by Mr. McCarthy with all in favor the Audit Committee Meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman