

MINUTES OF MEETING
BAYTREE
COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Audit Committee of the Baytree Community Development District was held Wednesday, June 1, 2016 at 1:30 p.m. at the Baytree National Golf Links Meeting Room, 8207 National Drive, Melbourne, Florida.

Present were:

Nancy O'Hare	Chairman
Carol Witcher	
G. Mel Mills	
Edward Rizzotti	
Maria Hernandez	
Jason Showe	
Michael Pawelczyk	
Melissa DeFrancesco	
Alan Scheerer	
Several Residents	

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Showe called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS **Public Comment Period**

There not being any, the next item followed.

THIRD ORDER OF BUSINESS **Audit Services**

A. Approval of Request for Proposals and Selection Criteria

Mr. Showe: We have included that in your agenda packet. The only item that we have to have the Board's input on is the selection criteria, which is the last page. We always recommend that you include price because that is how you are going to differentiate a lot of these vendors. Most of them are going to be fully qualified to provide the services so price is where you are going to find the determination. We always recommend that you include price, otherwise we can take price out and add points to the other criteria.

Mr. Mills: I think we should price it.

Ms. Witcher: Do they have to be licensed?

Mr. Showe: Yes. They have to meet the criteria that are in here and generally all of the ones that will bid are fully qualified to provide the services.

On MOTION by Ms. Hernandez, seconded by Mr. Rizzotti, with all in favor, the Request for Proposals and Selection Criteria were approved.

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

Mr. Showe: We have included this in your agenda packet. This is just the ad that will be placed in the newspaper that says all bids must be received by Wednesday, July 27th at 2:00 p.m. at our office.

On MOTION by Mr. Rizzotti, seconded by Ms. Witcher, 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: The Baytree CDD is currently seeking request for Proposals from qualified Auditors per the ad.

FOURTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Hernandez, seconded by Mr. Rizzotti, with all in favor, the Audit Committee was adjourned.


Attest


Chairman