

MINUTES OF MEETING
POINCIANA WEST
COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Poinciana West Community Development District was held on Wednesday, January 17, 2018 at 12:25 p.m. in the Starlite Ballroom, 384 Village Drive, Poinciana, Florida.

Present were:

Charles W. Case	Chairman
Leonard Vento	
Bill Brown	
Sidney Rosenberg	
Shirley Bzdewka	
George Flint	
Michael Eckert	
Michael Dell'Isola	
Brian Smith	
Russ Simmons	

The following is a summary of the discussions and actions taken at the January 17, 2018 Poinciana West Community Development District's Audit Committee Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Case called the meeting to order at 12:25 p.m. Board Members introduced themselves and a quorum was established.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

Mr. Case requested a moment of silence on behalf of Richard Kellogg who passed away.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of January 3, 2018 Meeting Minutes

Mr. Case presented the minutes of the January 3, 2018 meeting. There were no corrections.

On MOTION by Mr. Brown, seconded by Ms. Bzdewka, with all in favor, the Minutes of the January 3, 2018 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Audit RFP Submissions

Mr. Case stated that the Board received four responses to the District's request for proposals for auditing services.

At Mr. Eckert's request, Mr. Flint explained the RFP process and the companies that submitted proposals. The Audit Committee previously approved the selection criteria and the RFP that was advertised and sent to firms that perform 95% of audits. Proposals were received from Berger, Toombs, Elam, Gaines & Frank, Carr, Riggs & Ingram, Grau & Associates and McDirmit Davis & Company. All firms provided three-year pricing.

Mr. Case believed that all candidates were highly qualified and equally balanced for "*ability to perform*", "*ability of personnel*", "*experience*" and "*understanding scope of work*"; however, "*ability to furnish required services*" and "*price points*" differed. He proposed 100 points for Berger, Toombs, Elam, Gaines & Frank, 96 points for McDirmit Davis & Company, 95 points for Grau & Associates and 91 points for Carr, Riggs & Ingram. For price point, Berger, Toombs, Elam, Gaines & Frank was the most reasonable, which Mr. Case was concerned about, along with in-house training. The Board agreed with Mr. Case's ranking. Discussion ensued. Mr. Eckert and Mr. Flint worked with all four firms and felt that the price range was typical.

After further discussion, Mr. Flint announced that Berger, Toombs, Elam, Gaines & Frank received 100 points and was ranked number one, McDirmit Davis & Company received 97 points and was ranked number two, Grau & Associates received 95 points was ranked number three and Carr, Riggs & Ingram received 93 points and was ranked number four.

On MOTION by Mr. Vento, seconded by Ms. Bzdewka, with all in favor, Berger, Toombs, Elam, Gaines & Frank was ranked as the number one firm to provide auditing services, McDirmit Davis & Company number two, Grau & Associates number three and Carr, Riggs & Ingram number four.

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Brown, seconded by Ms. Bzdewka, with all in favor the Audit Committee meeting was adjourned at 12:45 p.m.