

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**HERITAGE ISLE AT VIERA  
COMMUNITY DEVELOPMENT DISTRICT**

The audit meeting of the Board of Supervisors of Heritage Isle at Viera Community Development District was held on **Thursday, June 8, 2017 at 2:00 p.m.** at the Brevard County Government Center, located at 2725 Judge Fran Jamieson Way, Building C, Viera, FL 32940.

Present and constituting a quorum:

Jay Williams	<b>Board Supervisor, Chairman</b>
Roger Teurfs	<b>Board Supervisor, Vice Chairman (<i>phone</i>)</b>
Kenneth Bonin	<b>Board Supervisor, Assistant Secretary</b>
William Rex Gieseler	<b>Board Supervisor, Assistant Secretary</b>
Bob Goldstein	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Anthony Jeancola	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Scott Brizendine	<b>Financial Services Director, Rizzetta &amp; Co., Inc.</b>
Bre Parker	<b>Financial Analyst, Rizzetta &amp; Co., Inc.</b>
Wes Haber	<b>District Counsel, Hopping Green &amp; Sams, P.A.</b>
Ana Saunders	<b>District Engineer, BSE Consultants</b>
Robbie Cox	<b>MBS Capital Markets, LLC</b>
George Smith	<b>Underwriter's Counsel, Bryant Miller Olive,</b>
Mike Williams	<b>Bond Counsel, Akerman LLP</b>
General Audience	<b>None</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Williams called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Consideration of Auditor Selection  
Evaluation Criteria**

Mr. Jeancola discussed the auditor selection evaluation criteria with the Audit Review Committee Members. He stated that the term for the auditor was for three years (the first year with an option to renew for the following two years). Mr. Jeancola stated that the criteria for an auditor was; the ability of personnel, experience, understanding of the scope of work, the ability to furnish required services and price. He stated that there was an option to exclude price. The Audit Review Committee Members discussed the criteria and point system. They opted to include price and keep all criteria at 20 points each.

**THIRD ORDER OF BUSINESS**

**Consideration of Audit Proposal Instructions**

Mr. Jeancola reviewed the proposal instructions with the Audit Review Committee Members. He noted that the documents would reflect Heritage Isle at Viera "Community Development District" as opposed to "Independent Special District". Mr. Jeancola discussed that the due date for proposals would be on July 28, 2017 as they agreed to hold the meeting on August 18, 2017 to rank the proposals. He asked if the Audit Review Committee Members preferred to solely rely on the newspaper advertisement or if they approved Rizzetta & Co. Inc. also soliciting proposals in addition to advertising. The committee agreed.

**FOURTH ORDER OF BUSINESS**

**Consideration of Advertisement for Proposals for Annual Auditing Services**

Mr. Jeancola stated that the Board would be soliciting annual auditing services for fiscal years ending September 30, 2017, 2018, and 2019. It was confirmed that the ad should reflect Chapter 473.

On a motion by Mr. Teurfs, seconded by Mr. Gieseler, with all in favor, the Audit Review Committee Members accepted the Audit RFP documents as set forth with an August 18<sup>th</sup>, 2017 audit review committee meeting, for Heritage Isle at Viera Community Development District.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Williams, seconded by Mr. Gieseler, with all in favor, the Audit Review Committee Members adjourned the meeting at 2:18 p.m. for Heritage Isle at Viera Community Development District.

  
Assistant Secretary

  
Chairman/Vice Chairman