

On **WEDNESDAY, DECEMBER 14, 2022**, the **FINANCE COMMITTEE** of the Greater Orlando Aviation Authority met in the Carl T. Langford Board Room located in the main terminal building at the Orlando International Airport (MCO), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Good called the meeting to order at 1:30 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

Committee members present, M. Carson Good, Chairman  
Mayor Buddy Dyer  
Tim Weisheyer (arrived at 1:31 p.m.)  
Belinda Kirkegard, Treasurer (*alternate*)

Also present, Kevin J. Thibault, Chief Executive Officer  
Kathleen Sharman, Chief Financial Officer  
Dan Gerber, Interim General Counsel  
Anna Farmer, Manager, Board Services and Recording Secretary

*For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. As adopted by the Board, lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.*

#### **MINUTES**

1. Upon motion by Mayor Dyer, second by Mrs. Kirkegard, motion passed to accept the July 20, 2022, Finance Committee minutes, as written.

#### **PRESENTATION OF COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE AUDIT PLANNING 2022**

2. Ms. Sharman introduced Mr. Dan O'Keefe, who presented a report on certain matters related to their audit of the Greater Orlando Aviation Authority's financial statements for the fiscal year ended September 30, 2022.

#### **CONSENT AGENDA**

3. Upon motion by Mayor Dyer, second by Mr. Weisheyer, vote carried to approve the following:

- A. recommend to the Aviation Authority Board to: (1) Exercise the first one-year renewal option for Bond/Tax and Disclosure Counsel services with Nabors, Giblin & Nickerson, PA, D. Seaton and Associates, Bryant Miller Olive, and Virtus LLP; and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;
- B. request that the Finance Committee resolve to approve the 2022-2023 Annual Audit Plan;
- C. request that the Finance Committee accept the Retirement Benefits Committee recommendation to 1) approve the award of Purchasing Request for Qualifications PS-708, Custodial Services for DB Plan and OPEB, at the Orlando International Airport, to Comerica Bank; 2) recommend the award to the Aviation Authority Board and 3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents with Comerica following satisfactory review by legal counsel;

**INFORMATION ITEMS**

4. Ms. Sharman indicated that the following items were provided for information only:
  - A. Presentation of the Aviation Authority's Fiscal Year 2023 Budget Report (Draft) for the Distinguished Budget Presentation Award by the Government Finance Officers Association
  - B. Annual Report for the fiscal year ended September 30, 2022
  - C. Internal Audit Report

**ADJOURNMENT**

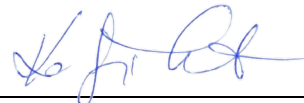
5. There being no further business to be considered, Chairman Good adjourned the meeting at 1:36 p.m.

*(Digitally signed on January 18, 2023)*



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Anna Farmer  
Manager, Board Services and Recording Secretary



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Kevin J. Thibault  
Chief Executive Officer