

On **WEDNESDAY, AUGUST 19, 2020**, the **FINANCE COMMITTEE** of the Greater Orlando Aviation Authority met virtually via CISCOWEBEX. Vice Chair Good called the meeting to order at 12:00 p.m. The meeting was posted in accordance with Florida Statutes with a quorum participating. *Office of the Governor, Executive Order Number 20-69*

Committee members present, M. Carson Good, Vice Chair  
Mayor Buddy Dyer, Board Member  
Rafael E. Martinez, Board Member

Also present, Phillip N. Brown, Chief Executive Officer  
Kathleen Sharman, Chief Financial Officer  
Kathy Bond, Senior Director of Human Resources  
Tianna Dumond, Director of Internal Audit  
Marie Dennis, Interim Director of Finance  
Dan Gerber, Rumberger Kirk  
Dianne Klaiss, Frasca & Associates, LLC  
Doug Starcher, Legal Counsel, Nelson Mullins  
Larissa Bou, 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. As of January 16, 2013, 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 on September 19, 2012, 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. As of January 16, 2013, 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 Director of Board Services with questions at (407) 825-2032.*

#### **MINUTES**

1. Upon motion by Mr. Martinez, second by Mayor Dyer, motion passed unanimously by roll call vote to accept the July 15, 2020, Finance Committee minutes as written.

#### **CONSENT AGENDA**

2. Upon motion by Mayor Dyer, second by Mr. Martinez, motion passed unanimously by roll call vote to approve the following:

A. accept the Ad Hoc Committee's recommendation to: (1) award Purchasing Proposal 03-21 Supplemental Auditing and Attestation Engagement Services to both Covington & Associates CPA, Inc., and L.F. Harris & Associates, CPA, P.A., for a Contract term of thirty-six (36) months with the initial service to commence on or about October 1, 2020, and with the Aviation Authority having options to renew the Contract for two (2) additional periods of one (1) year each, upon mutual agreement; (2) approve a total not-to-exceed Contract value of \$550,000 for the base Contract term of 3 years to be allocated from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to enter into one or more agreements for Supplemental Auditing and Attestation Engagement Services, following satisfactory legal review.

B. accept staff's recommendation to: (1) consent to the assignment of the Custody Agreement from Wells Fargo Retirement & Trust Services to Principal Financial Group and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute any and all documents, including the Service Continuity Agreement, deemed necessary to facilitate the consent to assignment, following satisfactory legal review.

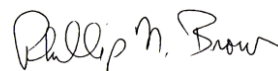
#### **ADJOURNMENT**

3. There being no further business to be considered, Vice Chair Good adjourned the meeting at 12:05 p.m.

*(Digitally signed on October 7, 2020)*



Larissa Bou  
Recording Secretary



Phillip N. Brown  
Chief Executive Officer