

ORANGE COUNTY HOUSING FINANCE AUTHORITY BOARD OF DIRECTORS

M. McCall | V. ATKINS-BRADLEY | S. RIZZO | C. HUNTER | A. HANKS

OFFICIAL MEETING MINUTES

Meeting: Joint/ Ad Hoc Committee Meeting **Date:** Wednesday, February 26, 2020 **Time:** 3:00pm
Location: Orange County Housing Finance Authority – 2211 E. Hillcrest St., Orlando, FL 32803

Members

PRESENT

Mercedes McCall (arrived 4:15pm)
Committee Chair

Vernice Atkins-Bradley
Committee Member

Sascha Rizzo
Board Member

Curtis Hunter (via phone)
Board Member

Members

ABSENT

Albert Hanks
Board Member

OCHFA Staff

PRESENT

W.D. Morris
Executive Director

Kayode Adetayo
Chief Financial Officer

Olympia Roman
Staff/ Recording

Chaynae Price
Staff

Professionals

PRESENT

Esther Nichols
Auditor – The Nichols Group

MEETING OPENED

There being a quorum, Committee Chair, Vernice Atkins-Bradley called the meeting to order at 3:15p.m.

A. AUDITED FINANCIAL STATEMENTS 2018/ 2019

Committee Chair Vernice Atkins-Bradley, asked the Auditor to provide an overview of the Annual Audit and Financial statements. Ms. Nichols, The Nichols Group (Auditor) began her presentation by reviewing the required Professional Standards and Government Auditing Standards to include the Management Letter. She addressed the Committee and stated that there are certain communications that The Nichols Group are required to communicate; including the Auditor's responsibility to plan and perform the audit to obtain reasonable, but not absolute assurance, that the financial statements are free of material misstatements. She then discussed the new accounting standards requirements, relating to GASB Statement(s) #87, #88 and #91. She continued reviewing the draft audit, stating that there were no findings relating to the Financial Audit or Florida Statutes; and that the Authority has a Clean Opinion and Report of its Audited Financial Statement FY 2019. Ms. Nichols then reviewed the Authority's FY 2019 Audit Highlights, summarizing the operating fund, Single-Family Mortgage Revenue Bond program and Multi-Family MRB Programs.

Ms. Nichols concluded by expressing her thanks to staff for their exemplary cooperation throughout the audit preparation. After brief discussions, Committee Member Sascha Rizzo framed the recommendation of the Committee, to include acceptance and adoption of the Authority's FY 2019 Draft Annual Audited Financial Statement, at its Board meeting of March 4, 2020.

ACTION TAKEN

There being no further discussion, the Committee recommends that the Authority's Fiscal Year 2019 Draft Annual Audited Financial Statements, be presented to the Board for its acceptance and adoption at its Board meeting of March 4, 2020.

MOTION / SECOND: S. Rizzo/ C. Hunter AYE BY VOICE VOTE: All Present NAY BY VOICE VOTE: ABSTAINED:

Meeting Recessed at 3:37pm

Meeting Reconvened at 3:39pm**B. AGENCY ANNUAL PERFORMANCE**

Committee Chair, Atkins-Bradley, opened the floor to the Committee, discussing the Authority's Significant Accomplishments over the past year, as it relates to Mr. Morris' performance. The Committee acknowledged the Authority's accomplishments, providing comments relating to the Executive Director's performance; as well as the overall, outstanding performance of the organization over the past year. After discussion, the Committee recommended the Executive Director's Employment Contract be amended with appropriate adjustments; and that this item be placed on the Boards consent agenda for its March 4, 2020 meeting.

ACTION TAKEN

There being no further discussion, the Committee recommends Board approval of the Executive Director's Amended Employment Contract (23RD) Agreement, amended with appropriate adjustments; authorize execution, and that this item be placed on the Boards consent agenda at its March 4, 2020 meeting (acknowledgement and acceptance).

MOTION / SECOND: S. Rizzo/ M.McCall AYE BY VOICE VOTE: All Present Members RECUSED/ ABSTAINED: N/A

ADJOURNMENT

There being no further business, Committee Chair Vernice Atkins-Bradley, adjourned the meeting at 4:52p.m.

ATTEST:

W.D. MORRIS
EXECUTIVE DIRECTOR

VERNICE ATKINS-BRADLEY
COMMITTEE CHAIR

END OF MINUTES PREPARED BY OLYMPIA ROMAN