



**Administration and Finance Committee Meeting**  
**Monday, May 15, 2023**  
**6:00 p.m.**

**Agenda**

- I. Opening Comments/Announcements – Commissioner Blount, Chair
- II. Minutes from the April 17, 2023 Meeting
- III. Citizens’ Comment Period
- IV. **Old Business**
  - A. HUD Agency-wide Audit Update– Mike Kelly
  - B. Financial Audit for Fiscal Year 2022 – Rubino & Associates Update – Fabio Spino
  - C. Professional Accounting/Finance Services Update – Fabio Spino
- V. **New Business**
  - A. April 2023 Financials (*Monthly*) – Fabio Spino
  - B. Agency Vacancies /Section 3 Hires – Priscilla Bartee
  - C. IT Q&A – Jackie Salaam-Hicks
  - D. Procurement Reporting – Derek Brooks
    - 1. Resolution – Renewal of Contract for CIP Project Management and Contract Administration Services
    - 2. Resolution – First Renewal of Grass and Ground Maintenance Services
    - 3. Resolution – First Renewal of RECD Legal Services
- VI. **Next Committee Meeting Date: June 15, 2023**

## SPECIAL NOTES FOR VIRTUAL PARTICIPATION

Members of the public may participate in this meeting in real-time (except during closed session) through either of the following methods:

On any Internet-enabled device, navigate to <https://meet.goto.com/227540485>

- at the scheduled meeting time.
- On any telephone, dial [+1 \(571\) 317-3122](tel:+15713173122) at the scheduled meeting time and enter access code **227-540-485#**. For audio pin, press #.

To register to speak during the **Citizens' Comment Period**, please visit <https://fs23.formsite.com/rrhaforms/form1/index.html>. Timely registration in accordance with RRHA's Bylaws is required. Registered speakers must attend the meeting through GoToMeeting or by phone to deliver comments. Written comments will not be accepted in advance. **The deadline to sign up to speak is noon, April 17, 2023.**