



Administration and Finance Committee Meeting
Monday, May 20, 2024
6:00 p.m.

Agenda

- I. Opening Comments/Announcements – Commissioner Lewis, Chair
- II. Minutes from the April 15, 2024 Meeting
- III. Citizens’ Comment Period
- IV. **New Business**
 - A. March 2024 Financials (*Monthly*) – Precious Washington
 - B. Agency Vacancies /Section 3 Hires – Jessica Clarke
 - C. IT Q&A – Jackie Salaam-Hicks
 - D. Procurement Planning Report – Colene Orsini
 - **Resolution #1 – APPROVAL TO EXECUTE CONTRACTS WITH FOX ROTHSCHILD LLP AND MCGUIREWOODS LLP and HARRELL & CHAMBLISS LLP FOR LEGAL SERVICES**
 - **Resolution #2 – APPROVAL TO EXECUTE THE CONTRACT WITH THE GROUNDS GUYS OF WEST END FOR GRASS AND GROUNDS MAINTENANCE SERVICES**
- V. **Next Committee Meeting Date: June 17, 2024**

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, May 20, 2024.**