

POLICY 401.01: CHIEF FINANCIAL OFFICER

OBJECTIVE To administer the fiscal activities of the Greater Orlando Aviation Authority.

METHOD The Chief Financial Officer , as an appointed member of the Aviation Authority staff, serves at the pleasure of the Chief Executive Officer, and provides direction to divisions under his/her supervision.

The Chief Financial Officer serves as advisor to the Aviation Authority on fiscal and financing matters.

The Chief Financial Officer also renders operational guidance and general direction to the components of the Finance Department:

- Finance Division,
- Revenue Control Section,
- General Ledger/Financial Reporting Section,
- Accounts Payable/Payroll,
- Construction Finance Section,
- Budget/Rates and Charges, and
- Treasury and Debt Management.

Other duties of the Chief Financial Officer include:

- to develop and distribute fiscal reports;
- to act on behalf of the Aviation Authority in supervising and signing checks by use of facsimile Aviation Authority signatures;
- to control maintenance of accounting and budget records;
- to assist in negotiations with airlines on rates and charges, financings, and other financial matters;
- to develop and present annual and supplemental budgets for consideration by the Chief Executive Officer and the Aviation Authority Board;
- to serve as coordinator on all financing matters; and
- to perform other such duties as directed by the Chief Executive Officer.

**COMMITTEE
MEMBERSHIP**

The Chief Financial Officer is a member of the following:

- Concessions/Procurement Committee,
- Construction Committee,
- Retirement Benefits Committee,
- Construction Finance Oversight Committee (Chairman),
- Professional Services Committee

APPROVAL AND UPDATE HISTORY

**FORMAT AND RE-
NUMBERING
AUTHORITY**

Aviation Authority Board: August 28, 1991 (4R)

LAST APPROVAL

Chief Executive Officer: September 10, 2013

SUPERSEDES

All Previous