

MINUTES

INDEPENDENT TRANSPORTATION SURTAX

OVERSIGHT BOARD

September 24, 2020

MEMBERS

PRESENT:

Phil Allen, Finance, via telephone
George Cavros, Esq. P.A., Environmental Sciences, Florida Energy Policy Attorney, Southern Alliance for Clean Energy, via telephone
Douglas Coolman, Vice Chair, Retired, Land Use and Urban Planning, via telephone
Ronald Frazier, Architecture, via telephone
Alan Hooper, Chair, Engineering/Construction Management, General Contractor and Real Estate Re-developer, Hooper Construction, Inc., and a founding member of Urban Street Development.
Dr. Consuelo Kelley, Resident Consumer of Public Transportation, via telephone
Allyson C. Love, Former City or County Manager, Assistant City Manager, City of Delray Beach, via telephone
Anthea Pennant, District Director of the Broward College Office of Supplier Relations and Diversity
Shea Smith, Accounting, Director of Audit and Attest Services, Berkowitz Pollack Brant Advisors and Accountants, via telephone

MEMBERS

ABSENT:

Also

Present:

Angela Wallace, Surtax General Counsel
Gretchen Cassini, Board Coordinator
Angela Wallace, Surtax General Counsel
Gretchen Cassini, Board Coordinator
Audrey Thompson, Administrative Support Specialist
Laura Rogers, County Auditor's Office, via telephone
Robert Melton, Broward County Auditor, via telephone
Brent Friedman, RSM, via telephone
Nichole Kalil, Public Information Officer, Mobility Enhancement Program

Johnny Caldera, Laws Reporting, Inc.

* indicates members of the public signed in to attend/participate in the meeting telephonically

A meeting of the Independent Transportation Surtax Oversight Board, Broward County, Florida, was held at 115 South Andrews Avenue, Room 422, at 2:30 p.m., Thursday, September 24, 2020.

(The following is a near-verbatim transcript of the meeting.)

CALL TO ORDER - CHAIR HOOPER

MR. HOOPER: Okay.

MR. FRAZIER: This is Ron Frazier.

MR. HOOPER: Okay. We're going to go ahead and get this meeting started.

Ms. Pennant is now in the house, so we're happy to have her.

So, I'm going to call the meeting to order on the Independent Surtax Oversight Board, Thursday, September 24, 2020. So, we're calling the meeting to order.

ROLL CALL - AUDRY THOMPSON

MR. HOOPER: And if we could do a roll call, please.

MS. THOMPSON: Can you hear me? Okay.

Thank you.

Alan Hooper.

MR. HOOPER: Here.

MS. THOMPSON: Doug Coolman.

MR. COOLMAN: Here.

MS. THOMPSON: George Cavros. George Cavros?

Phil Allen.

MR. ALLEN: Here.

MS. THOMPSON: Dr. Kelley. Consuelo Kelley?

Ron Frazier. Ron Frazier?

MR. FRAZIER: Here. Here.

MS. THOMPSON: Anthea Pennant.

MS. PENNANT: Here.

MR. HOOPER: Did you do Doug Coolman?

MS. THOMPSON: Yes.

MR. HOOPER: Phil Allen? Did you do Phil?

MS. THOMPSON: I have Phil.

MS. WALLACE: Mr. Cavros --

MR. ALLEN: I'm here.

MS. WALLACE: -- is trying to connect.

MS. THOMPSON: George Cavros.

MS. WALLACE: No, he's trying. I don't think he's connected yet.

MS. THOMPSON: Consuelo Kelley?

Allyson Love?

MS. WALLACE: She's there.

MS. LOVE: Here.

MS. THOMPSON: Chair, we have a quorum.

MR. HOOPER: Very good. Thank you.

Okay. So, I don't believe we have anybody --

MR. SMITH: Shea Smith is here as well.

MR. HOOPER: -- signed up for -- for --

MR. SMITH: I didn't hear my name --

MR. HOOPER: -- public --

MR. SMITH: -- but I'm here.

MR. HOOPER: Hello? Who's this?

THE COURT REPORTER: Shea Smith.

MR. HOOPER: Oh, Shea Smith is the one we forgot.

MS. THOMPSON: My apologies, Mr. Smith.

Shea Smith.

MR. SMITH: Oh, no, that's quite all right. I just want to acknowledge that I'm here.

MS. THOMPSON: Thank you.

MS. LOVE: Allyson Love here --

MR. CAVROS: And just for the record --

MS. LOVE: -- did you hear that --

MR. CAVROS: -- George Cavros is on.

MS. WALLACE: There he is. Okay. (Inaudible).

MR. HOOPER: Thank you, George.

MS. LOVE: I wasn't sure if you heard that I was -- Allyson Love is on as well.

MR. HOOPER: That what?

MS. CASSINI: Allyson Love.

MR. HOOPER: We have you, Ms. Love. Thank you.

MS. LOVE: Okay. Thank you.

MS. THOMPSON: I'm just missing the doctor.

PUBLIC PARTICIPATION

MR. HOOPER: Okay. So, nobody has signed up for public participation, so we're going to move into presentations, correct?

PRESENTATIONS

I FY 2019 SURTAX AUDIT PRESENTATION - RSM

MR. HOOPER: So, the first item is the surtax audit presentation 2019.

MS. CASSINI: And, Mr. Friedman, if you would be so kind as to let me know when you need me to advance your slides, we'll go ahead and get those queued up.

MR. FRIEDMAN: Okay. Good afternoon, everybody. This is Brett Friedman, partner with RSM. Happy to be here with you guys this afternoon.

We have two items. So first we're going to start with 2019, which is the PDF that Gretchen shared with you this morning.

So, Gretchen, if you could go to that document just to page 1 of the document.

There are certain required communications. This is related to the 9/30/2019 audit which we completed and issued the opinion as of March 26, 2020.

So, I'm just going to walk through those quick communications. We had provided this letter back right when the pandemic started, so not sure if it got out to everybody. But I'll just walk through.

So, first thing is we did the audit in accordance with generally accepted auditing standards. We did it in accordance with the engagement letter dated July 15, 2019.

Again, the focus of the audit was on the fund financial statement of the surtax fund, which is a major -- fund for the County.

Going down, we had provided a letter back when we started the audit and we met with the advisory board just to give you an overview of the planned audit approach.

Based on the nature of the financials, there's really no significant or unusual accounting policies in the current year.

There were not significant or unusual transactions, no significant accounting estimates, no audit adjustments or uncorrected misstatements.

Also, as part of going through the audit, we did not encounter any disagreements with management with regard to the application of significant County policies.

There were no issues as far as the nature of the application of gap by management.

Also, we were not aware of any consultations that management had with other accountants regarding audit or accounting matters.

No significant difficulties.

And also, as part of the audit, you know, it was concluded with an unmodified opinion on the fund financial for the surtax fund, and also there

were no findings or management comments with respect to the fund financials.

So, with that, if there are any questions regarding the 2019 audited financials. I believe you have --

MR. ALLEN: Mr. Chairman --

MR. FRIEDMAN: -- the financials as well. Yes.

MR. ALLEN: -- Mr. Chairman?

MR. HOOPER: Yes, sir.

MR. ALLEN: This is Phil.

Could I ask, Brett, when did you complete your field work on the audit?

MR. FRIEDMAN: Field work was completed in late March. The audit opinion date is March 26th, and that coincides with the conclusion of the County audit, as well, since it is a major funded accounting.

MR. ALLEN: The -- Okay. So, the opinion was also dated March 26th?

MR. FRIEDMAN: Yes.

MR. ALLEN: Okay. The -- and that was for the fiscal year ending September 30th of last year.

MR. FRIEDMAN: Correct. Yeah, and it was finished in a somewhat remote environment due to the -- the pandemic. But, yes.

MR. ALLEN: Well, I can understand, you know, the -- the impact in many organizations of the pandemic and what that's done.

But, in your view, is that timeframe a normal timeframe or when can we expect -- and maybe we'll get into that when we get into your pre-audit

workplan for this year's fiscal -- this year's fiscal audit.

I guess my concern that I'm expressing here is that we are now one week away from finishing 2020 fiscal year, and we're just now talking about the audit from last year.

MR. FRIEDMAN: Right. Yes, on that. We'll -- we'll get into that in 2020. But, you know, the intent is, again, obviously, the next year you'll see in that plan for 2020, it will be issued much sooner.

But we'll -- we'll get into that when we go to the 2021 plan. There's a slide that speaks to the timeline.

MR. ALLEN: Okay. I'll come back to that when we get into the -- this year's audit.

But, overall -- I guess I did have one additional comment.

The opinion was a -- a clean opinion on the statements that were prepared by management and audited by RSM?

MR. FRIEDMAN: Yes, correct. Clean, unmodified opinion based on our audit. Correct.

MR. ALLEN: And -- and that there were no management letter comments regarding the activities of the surtax?

MR. FRIEDMAN: Correct. Nothing that came to our attention during - - and, again, obviously, '19 was a -- a short year because there wasn't a lot of actual activity. But no issues that came to our attention in our testing.

MR. ALLEN: Okay. But you did not issue a management letter on this

statement but on the County as a whole?

MR. FRIEDMAN: Right, because it's a spec -- a special fund of the County, so similar to what is done with the major Enterprise Funds for the County, if there were any management comments, they would all be part of the County management letter, because that's the overall legal entity.

MR. ALLEN: And the management letter was also dated March 26th?

MR. FRIEDMAN: Yes. Correct.

MR. ALLEN: Okay. Thank you.

MR. FRIEDMAN: Sure. You're welcome.

MR. SMITH: Quick question on that one, Mr. Chair.

MR. HOOPER: Go ahead.

MR. SMITH: Hello, this is -- this is Mr. Smith.

Brett, were there any other comments that didn't rise to material weakness or a significant deficiency? I mean, anything that came up, even no value added comments or anything about setting up the funds and the first year of operations with internal controls surrounding that, or anything else that maybe didn't make it to a management letter? Just considering that we're stakeholders.

MR. FRIEDMAN: Yes. I mean, there were some -- there was, obviously, some back and forth discussion with regard to the financials because they were the first time they were presented.

But as far as the actual controls, since they follow the same control

system as all other County operations, there were no -- no new control structures or things that had to be put in place and no separate discussions that were needed over the accounting for that.

MR. SMITH: What you found in setting up this fund that those were then properly applied here as well, I guess, because they had to be integrated

--

MR. FRIEDMAN: Correct.

MR. SMITH: -- in some way to stand up this fund. Got it.

MR. FRIEDMAN: Yes. Yeah. No issues there.

MR. SMITH: Okay. Thank you.

MR. FRIEDMAN: Any other questions?

MR. HOOPER: No. So, is that it for that line item?

II FY 2020 AUDIT PLAN TO FOLLOW - RSM

MR. HOOPER: So, we go on to -- we can move on to 2020 if you'd like to, on the --

MR. FRIEDMAN: Okay.

MR. HOOPER: -- audit plan.

MR. FRIEDMAN: That one -- that one, Gretchen, if you have the other slide deck, you know, either the -- the PowerPoint or -- or the PDF, either one, and we could just start out being there with the introduction.

MS. CASSINI: Okay. I do have the slide.

MR. FRIEDMAN: Okay --

MS. CASSINI: I have the slide up and I am --

MR. FRIEDMAN: Okay.

MS. CASSINI: -- in the table of contents at this point.

MR. FRIEDMAN: Okay. Because I'm watching it on the YouTube channel, but it's hard to see.

But --

MR. ALLEN: Is there a way to put the --

MR. FRIEDMAN: Yeah. Okay.

MR. ALLEN: -- is there -- Gretchen, is there a way to put that out on the -- on the screen? Thank you.

MS. CASSINI: Okay. So now we're on the introduction. I hope everyone can see that.

MR. FRIEDMAN: I can't see it, but I'll talk you through it, since I have the copy here.

What I see on my screen is just a picture of Mr. Allen. I'm not sure if I'm picking up the YouTube channel right or now.

We can -- we can continue.

MR. HOOPER: If -- if everybody can --

MR. FRIEDMAN: On the --

MR. HOOPER: -- if everybody can mute, please, except for the gentleman from RSM.

MR. FRIEDMAN: Okay. Just want to first emphasize, again, audit

quality is always our number one priority when we plan the audit. There's a lot

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OPERATOR: I -- I believe I just muted that line. If your line is -- all right. If your line got muted, you will have to dial pound six to un-mute yourself. I apologize. It's star six.

MR. CASSINI: Brett, would you please dial star six to un-mute yourself so we can continue the presentation.

OPERATOR: And when you're not speaking, if you could just mute self on your phone. That way, we're not hearing all this extra background noise, because there is quite a lot coming through.

MR. FRIEDMAN: Okay. Can you hear me?

OPERATOR: We can. Please go ahead.

MR. FRIEDMAN: All right. So, again, audit quality's number one. We try to do a robust challenge of the key judgments in preparing the financials.

We try and make sure that we have a strong understanding of the internal control environment, and also make sure that it's a well planned and delivered audit that raises any findings.

And, as Shea mentioned earlier, you know, even any concerns that are discussed would be raised to those charged with governance.

If you could move to the next page, please, the executive summary.

Just, again, this document lays out the audit planning process and is communicated to both the Board of County Commissioners and to this

Independent Transportation Surtax Oversight Board.

The scope of services on the next page. Again, we are going to perform an audit of the County's Transportation Sales Surtax Fund fund-level financial statements, as was done in '19.

Again, it's going to be fund-level financials.

Just want to emphasize that -- on the next slide -- effective communication between our firm, the Board, and the Oversight Board and the County itself is critical to ensuring that we have an efficient and effective audit.

Gretchen, I can see it now. If you can advance to the page on communication, page 3, please.

MS. CASSINI: I believe you may have a bit of a delay. We are on the communication slide.

MR. FRIEDMAN: Oh. Okay. There is. The YouTube channel seems to go slow, but I'll keep going.

And just want to emphasize here, obviously, the important thing is communication. Please feel free to reach out to us at any point, you know, throughout the year. You know, we're here to respond to questions and take your input as we're going through the process.

Moving on to page 4, we will timely communicate to you any of the following items.

If we come across fraud involving management and other fraud that causes the material misstatement of the financial statements.

If we come across any illegal acts.

Any instances of non-compliance or abuse that come to our attention, unless they're clearly inconsequential.

Also, we'll communicate to you as we did in the 2019 -- if there are any disagreements with management or any significant difficulties encountered in performing the audit.

We will also communicate at the end if there are any significant deficiencies or material weakness identified in internal controls as part of the audit.

If we can advance -- if you can go ahead and advance, Gretchen, to additional required communications.

MS. CASSINI: Done.

MR. FRIEDMAN: At the conclusion -- okay. At the conclusion of the audit, we will provide any significant findings resulting from the audit.

We will provide you with our views about the qualitative aspects of the accounting policies applied.

Again, if there are any uncorrected misstatements or any audit adjustments, we'll communicate those to you.

And also, we'll provide you with a copy of the signed representation letter.

On the next slide, just want to affirm that, you know, our firm, RSM, and all our employees that work on the engagement are independent in all respects

with regard to the County.

We have no financial interests or relationships that would impair independence.

Next, just to go through -- just want to briefly mention the concept of materiality in planning and executing audit.

You know, an audit, by its nature, is not meant to be a hundred percent review of every transaction, so, you know, materiality is a matter of professional judgment, and it's affected by our perception of the needs of the users.

We look at both quantitative and qualitative factors when identifying what we consider to be material that's used, in our judgment, to help us to perform -- to ensure the audit is -- that everything is fairly stated in accordance with generally accepted accounting principles.

Now, what that says, though, is it is possible that there could be items that are not selected, because, again, it's not a hundred percent selection of activity. It is just basically using materiality and -- and testing a sample of information.

The next slide I'm going to touch on is the basic users. Gretchen, that is Slide 8.

Just want to clarify for everybody again, clearly, the users of the financials are intended to be the citizens, taxpayers, bondholders of the County, any federal or state awarding agencies. Also, the Board of County

Commissioners and this Oversight Board, and also management.

With respect to this Oversight Board, it's -- it's our -- our job and expectation to assist you in your oversight responsibility by helping you to discharge the appropriate governance by reporting to you as we discussed on the results of the audit.

Moving on, Gretchen, to Slide 10.

Just want to point out that management's responsibility -- first and foremost, management is responsible for the preparation of the fund financial statements for the County's transportation sales surtax.

They are responsible for establishing and maintaining effective internal controls over financial reporting and compliance.

They're responsible for ensuring that the fund complies with all laws and regulations.

They are also responsible for making all financial records and related information available to us to audit.

Also, they're responsible for making any adjustment to the financial statements to correct material misstatements, and affirming to us in the representation letter the effects of the uncorrected misstatements aggregated by us, and that they are not material to the financials.

Also, they are responsible for maintaining compliance with the provisions of all grant agreements and other relevant contracts.

Moving to the next slide, Slide 11, the purpose of the report and

responsibility.

Again, just to emphasize, you know, our report is to go ahead and help the Oversight Committee by providing the results of our work and our internal control observations.

We are not doing a test of internal controls. We're testing controls as part of the financial statement audit.

What we don't do is it's not designed to identify all matters that may be relevant.

Clearly, we follow standard audit guidelines and testing, but, again, it doesn't involve looking at a hundred percent of activities and it doesn't necessarily look at everything from an operational perspective, which I know later on the County Auditor's going to talk about operational audit work.

Again, we welcome feedback throughout the process. If there are any areas of concern or things of that nature, if you'd like to either share it with me now on the call or feel free to reach out through Gretchen and contact us at any time, and also just reach out directly to us. We're happy to address any concerns.

Going to the next slide, Gretchen, on deliverables. This is on page 12.

At the end of the audit, we will be issuing our independent auditor's report on the fund's basic financial statements.

Again, we can't ascertain or commit to whether it will be an unmodified or modified opinion, but we will issue an opinion on the statements.

Also, we will provide a manager's representation letter which will be attached to the communication to you. That will include all key representations that they make to us as part of the audit.

And we'll provide this overall communication at the end of the audit to the Board of County Commissioners and the Independent Oversight Board.

Going to the next slide, and, again, I apologize because the -- the YouTube seems to be going slow, so I can't see. I'm looking at the audit timeline on page 13. And just want to make sure, Gretchen, that you have this up, because I know this was what Mr. Allen was -- was asking about.

So, are we on page 13, on the audit timeline?

MS. CASSINI: Yes, sir.

MR. FRIEDMAN: Want to make sure that's clear.

MS. CASSINI: Yes, we are.

MR. FRIEDMAN: Okay. Thank you.

Okay. Just to highlight. So, we're here talking with the Oversight Board.

We will beginning field work in October, and the field work will be performed in October and November.

During that period, we'll be having status meetings, bi-weekly meetings with management, to ensure the timely completion of the audit for the Surtax Fund.

We expect to have the exit conference in late November and be prepared to go ahead and finalize the reports by the end of November to have

them presented at your board meeting occurring in December.

So, again, as a follow up to Mr. Allen, so the -- the plan for fiscal '20 will be to have the financials and the results of the audit presented to you at your December board meeting.

MS. CASSINI: Just --

MR. ALLEN: Could I interrupt here, Brett?

MR. FRIEDMAN: Sure. Of course.

MR. ALLEN: This is Phil Allen.

The -- what has changed to provide for that exit conference and management letter and financial statements by the end of December? What are you doing, or what is the County doing, to speed that up over what our experience was this year?

MR. FRIEDMAN: Well, just that last year -- and, again, I don't want to, you know, speak for them, but I know last year was their first time preparing the financials, getting it ready.

This year, obviously, all that is in place, so there's an expectation -- it's a fund of the County. There's an expectation that we'll be able to just go in, do the audit testing, now that it's a year later, that we'll be able to do the testing timely and they'll be able to provide us -- because the timing's all depending on when they give us the draft financials. But it is --

MR. ALLEN: Okay.

MR. FRIEDMAN: -- the expectation we'll have the draft financials in

time to review and issue in November, so.

MR. ALLEN: But I -- excuse me. I don't understand, though. The County has been producing annual financial statements for 40 years, and I -- I don't understand why there is a difference.

Was it because of the establishment of the Surtax Fund? Did that cause the delay in -- in getting the statements to you to be audited?

MR. FRIEDMAN: Well, that -- that I can't necessarily speak. I know that there was obviously delays in the timing of when their work began, if you recall, you know, when we went to the board and then started.

But I can't speak -- I know it was obviously they created these financials -- these specific fund financials for the first time ever last year.

So, it was brand new, and, obviously, they're doing it as the same time as they're doing the regular County year-end close and everything else.

So, I just know that in talking with them, you know, they've committed to us to be more timely. So, we can issue more timely and -- and meet the target timeline of December.

But I know -- again, I think last year, because everything was new, but I would more defer to them to give any more specifics. But -- but that's our understanding.

MS. WALLACE: This is Angela Wallace. I just wanted to note that the Oversight Board meets the -- our standard meeting date is the fourth Thursday of the month, and since that will conflict with the December holidays, the fourth

Thursday in December would be December 24th, therefore, we are not likely to have a December meeting.

And I think the Oversight Board plans to meet in -- in January of 2021, not in December -- November or December of 2020, because of conflicts with the holiday.

MR. HOOPER: Gretchen, did you have something you wanted to say?

MS. CASSINI: I was going to say the same thing.

MR. HOOPER: Okay.

MR. FRIEDMAN: With --

MR. HOOPER: Okay.

MR. FRIEDMAN: -- regard to that, we can clearly have it ready for you for that January meeting, then, if that's, you know, the preference of the board. We can have it available for then if there's no meeting in December.

MR. HOOPER: Mr. Allen, do you have any more questions?

MR. ALLEN: No, that's it.

MR. HOOPER: Please go ahead.

MR. FRIEDMAN: Just continuing on, again, we've provided here the audit methodology. And I'm not necessarily going to walk you through all of that. It goes into detail, the whole process, you know, from planning a risk assessment through to the field work testing and conclusion.

Again, it's just a standard audit approach.

Just to emphasize on Slide 18, Gretchen, if we move back to there, just

highlight fieldwork, because that's a core part of it. I'll just hold on a second. I'm looking at the timetable on the YouTube channel.

We will confirm any account balances, we'll performing account reconciliation testing, perform test of details, vouch significant transactions, and review the draft financial statements as part of final field work.

Just going to the next slide, the areas of emphasis for the audit will be to update and document the understanding of the internal controls over the key processes, which in this case are cash receipts and disbursements.

The routine process are cash receipts and disbursements, revenue recognition, purchases and accounts payable, and property and equipment management.

Non-routine, if there are any transactions, any significant or unusual contracts, we will look at them to make sure that they're accounted for properly, as well as any interlocal agreements that might have accounting issues.

The next section walks through the significant accounting areas. I won't go too deep into detail on that, but just to say, again, our focus, because the nature of this fund is on both the revenue side and the expense side, that'll be the focus of our testing.

Slide 22. Slide 22 is fraud considerations and risk of management override.

Just wanted to indicate to the board that we are responsible for planning and performing the audit to obtain reasonable assurance about whether the

finance statements are free of misstatement, whether caused by error or fraud.

Our procedures related to SAS 99 include brainstorming that we do internally as a team to identify potential areas of risk.

It includes gathering information to potentially identify areas for risk, looking at computer-assisted testing of journal entries, making sure that there's no security issues with the IT systems, performing walk-throughs to test the controls.

Also, part of the process is inquiries if various members of management at the County and also, you know, of the Board of County Commissioners and the Oversight Board.

You know, so I'll ask you -- I realize this is a public meeting, you know, you don't need to say anything now, but, you know, if you have any concerns or anything with regard to fraud or suspected fraud, again, you can either share it with us now if you'd like, or feel free to reach out to us directly -- either directly or through Gretchen, and we'd welcome any feedback from you with regard to that.

Again, those considerations. The purpose of our audit is not to audit for fraud, but we do factor that in into the audit approach, if there are any concerns that you have.

And at the conclusion of management, we will ask management to confirm in writing that they have disclosed to us the results of their own assessments on the risk that management statements may be material

misstated as a result of fraud, and that they have disclosed to us all information in relation to fraud or suspected fraud that they are aware of and that affects the entity.

With that, I'll open it up. If there are any questions as far as the audit approach or methodology, I'd be happy to answer any questions.

I know, Mr. Allen, your question on timing, I addressed. But if there are any other questions, happy to address them at this time.

MR. SMITH: What are the other touch points that we will have from here through -- through on, in terms of through the issuance of the audit? Is that set up in advance?

MR. FRIEDMAN: We don't have anything scheduled. Again, I would defer, you know, to you as the board.

Again, we are available to meet with you individually or, you know, to come to subsequent meetings if you'd like.

You know, we would defer to -- to you and your preference there.

MR. SMITH: Okay.

MR. HOOPER: Anybody else? Okay.

The next item is the fiscal year 2021 --

MR. ALLEN: Excuse me.

MR. HOOPER: Yeah.

MR. ALLEN: Excuse me.

DR. KELLEY: Chairman Hooper, can you hear me?

MR. HOOPER: Yes, go ahead, Ms. -- Dr. Kelley.

DR. KELLEY: This is Dr. Kelley. Yes, I'm just sorry, I came in about ten minutes late, but I was able to hear the whole presentation.

So, thank you.

MR. HOOPER: Thank you.

MR. FRIEDMAN: Right. Thank you.

MR. COOLMAN: Thank you for your time.

MR. HOOPER: Mr. Allen.

MR. ALLEN: Mr. Chairman, hold on a second.

MR. HOOPER: Mr. Allen.

MR. ALLEN: I have a question.

Last year, when the -- I think, Brett, I think it was you appeared before the board, I had asked -- the Transportation Surtax Board, I had asked the question as to the engagement of disadvantaged business firms, and you had noted that your contract with the County had a 25 percent requirement.

And I inquired at that point in time if there was a possibility that, as you developed this year's audit plan for 2020, if that participation level could be increased to at least the goal of our surtax board of 30 percent.

MR. FRIEDMAN: Well, that actually -- that -- that's set with our contract with the County, so that's something that -- yeah.

MR. ALLEN: I had asked if there was a possibility of a voluntary commitment to increase that participation level to 30 percent and still provide

you with the ability to provide the overall opinion.

MR. FRIEDMAN: Now you're talking about with -- you're talking about with respect to the audit of the Surtax Fund? I mean, I -- I think we can --

MR. ALLEN: Yes.

MR. FRIEDMAN: -- we can probably --

MR. ALLEN: Yes.

MR. FRIEDMAN: -- have a follow up discussion with you about that to

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MR. ALLEN: Yes, just for the surtax.

MR. FRIEDMAN: -- to work on that. You know, yeah.

MR. ALLEN: Just for the Surtax Fund.

MR. FRIEDMAN: Okay.

MR. ALLEN: Since we are paying for that.

MR. FRIEDMAN: I'll be glad to look at that. Yeah.

MR. ALLEN: The additional --

MR. FRIEDMAN: Okay.

MR. ALLEN: -- workload, we -- we do supplement in our budget with the County to fund that -- that additional work required for the audit of the surtax funds.

And since the goal of the surtax program is to commit to an overall commitment of at least 30 percent to disadvantaged business, I had asked voluntarily if the firm could make that commitment as you design your work

plan for 2020.

MR. FRIEDMAN: Okay. Yeah, again, I -- you know, we -- we can definitely work that in and make sure that, again, with regard to the surtax audit, that's not a problem.

MR. ALLEN: Thank you.

MR. HOOPER: Do you have something to say?

Okay. Any other board members?

MS. PENNANT: Other than I concur with that request.

MR. HOOPER: I concur with it, too.

MS. PENNANT: For the record -- for the record, I concur with that request.

This is Anthea.

MR. HOOPER: Yeah, and how do -- how do we assure that that actually gets accomplished?

MS. CASSINI: Mr. Chair, I will work with the County Auditor's Office and our Finance and Administrative Services Division, as well as Angela, to see how we can effectuate that.

MS. WALLACE: Right. And if there's a CBE goal assigned to the contract, then there are monthly utilization reports that are required for purposes of reporting participation.

So, it would be reflected in the reports that are submitted to the Office of Economic and Small Business Development.

But we'll -- we'll check on that.

MR. HOOPER: Thank you.

MS. WALLACE: Uh-huh.

MR. HOOPER: Thanks.

Okay. If there's no other questions on this item, the next one is the 2021 surtax performance audit plan. So, we can move on to that one.

MS. CASSINI: I'd like to just make sure that we have the representatives from the office -- the County Auditor's Office prepared to start the presentation.

MR. MELTON: Yes. This is Bob. I'll be glad to begin and then Laura is here with me, and she'll finish up.

MS. CASSINI: Thank you, Mr. Melton.

III FY 2021 AUDIT PLAN - LAURA ROGERS, AUDITOR

MR. MELTON: Well, thank you all very much for the opportunity to speak with you. I'm Bob Melton, County Auditor.

And I just wanted to first of all thank you all for your service. I think it's very important for the citizens to have this independent oversight. And, of course, being County Auditor, I am part of the independent oversight process for the County. I certainly appreciate that.

I want to just take a minute before we begin and just -- mainly for the -- any public that may be watching or listening in, to differentiate the difference between the external commercial CPA firm's traditional audit and the types of

audits that we do.

The audits you've been talking about with a CPA firm are basically financial statement audits, and so their -- their primary concern is to make sure the financial statements are presented properly and -- and at the high level compliance to ensure that.

And I like to describe it as, you know, their audit is at a very high level, let's say at the 30,000 foot level, and our audit's not at the 30,000 foot level. Our audit's down in the ditches.

I mean, we get right down there in the -- in the trenches, and we look at what needs to be looked at from an operations standpoint, not the financial statement standpoint per se.

So, the types of audits that we do are just much, much different than the types that they do.

And if you go to -- yeah, you're on -- you're on the right slide there, Gretchen.

You know, I get the question a lot is how do you choose the areas to audit. Because, as you can imagine, in the County there is hundreds of possible areas that we could audit, but we do have limited resource.

So, how we do that, basically we use several sources, but one is a risk assessment process.

So, we go through and assess the various risks of -- of various entities that could be subject to audit throughout the County.

And by risk, I mean operations risk, risk to the citizens, to the health and safety of the citizens, financial impact, many -- the years since the last audit. Many different factors go into the risk assessment process to select areas for audit.

And then, of course, we tend to try to focus more on the high risk areas, but then also pick a few of the lower risk areas for audit just simply because we want every -- every facet of the County to be subject to audit.

There would be some programs we would never audit if we only stuck to high risk areas.

We also give priority to requests of the Board of County Commissioners if they have concerns about any area, County management, and that would include -- certainly include you folks, you know, for any concerns that you have in any particular areas of projects involving the surtax. We -- we definitely will give that priority in our audit plan.

And that -- you know, by using this risk assessment and planning process, it helps to make sure that our audit staff are used as efficiently and effectively as possible, and to ensure the critical areas are covered.

We do publish an annual audit plan to inform everyone as to what the audits are that are planned for the upcoming year.

We are preparing the formal plan now, and it will be on the agenda of the Board of County Commissioners sometime in October for filing and their acknowledgment.

Not all audit shops publish the plan, but we want to be as transparent as we can within the law, so we do publish that annual plan.

And, Gretchen, if you can go to the next slide.

We do -- I want to emphasize also that, you know, we're an audit shop, but we don't believe we can be most effective by only doing audits, so -- which are largely after the fact as far as reviewing transactions.

Even though we review past transactions to formulate recommendations for the future for improvements in operations and controls and so forth, we also believe it's important to be proactive in contemporary issues.

So, we do issue memos throughout the year on various topics. We call those advisories. And it may be on surtax issues.

We now have started reviewing RFPs before they're actually issued by the County's Purchasing Department to see if we have any concerns.

And we started that service largely because we found ourselves requesting items being pulled from the Board of County Commissioners' agenda after proposals had been received, or late in the process. And so, we wanted to proactively get ahead of all that and make sure it was really up to snuff before the RFP was ever issued.

So, we're doing quite a bit of those as well. Definitely includes surtax. We've done several advisories relating to surtax during the past year.

We -- we attend relevant meetings. Laura attends just about all of your

meetings.

Our audits -- you know, we do performance audits, financial audits, and compliance audits. We don't separate those out. We just -- when we start an audit, we do -- also do a risk assessment for the individual audit.

And in that risk assessment, we sit down and we brainstorm what could possibly go wrong, what could be done better. And then we identify those and we rank those according to risk.

And just as Brett mentioned that they consider fraud in their audits, it -- it's a primary focus in every audit that we do.

And we also -- we've identified fraud in several areas of the County in the past.

And we do receive allegations from individuals, typically County employees, that believe there's some alleged wrongdoing or fraud occurring. We will investigate those, and we will -- we'll issue reports on those.

We will work with law enforcement. If we find fraud, it's our practice to turn it over to law enforcement, to work with them on that.

One of the things that we -- we do and have been doing since I've been County Auditor, which has been a little over three years now, is that we conduct our audits in accordance with government auditing standards, which is commonly referred to as the Yellow Book, which just helps ensure the -- the quality of the audit.

And also, when it comes to our annual audit plan, we do present it at

the Board meeting, as I said, and we do include surtax planned audits in that audit plan.

I do want to emphasize with the audit plan that it's just what it says, it's a plan. It's not meant to be cast in concrete. Obviously, needs change during the year. We may not do some audits that are on the plan, and we typically will do some audits also that were not on the plan but were initiated during the year for whatever reason.

So, it's meant to be a very flexible document. It's just a -- basically a planning tool.

And I think I've pretty much covered -- you can go to the next slide, Gretchen -- I think I've pretty much covered it.

We do solicit areas of concern, so I certainly encourage you, anytime throughout the year, if you all are concerned about something that comes to your attention, please let us know. If it -- if it needs a full audit, we'll consider that.

If it's a specific situation involving more of a investigative type audit, we -- we will certainly consider that, also.

You know, basically, we have one FTE that's devoted to surtax, but that doesn't mean we will only limit our resources applied to surtax to that one FTE.

So, you know, we're County -- the County audit function for the entire County, so we will devote resources that we believe need to be devoted, rather than limit it to one FTE.

And, with that, I will turn it over to Laura, who will talk more specifically about the surtax audit.

Laura.

MS. ROGERS: Hi, everybody. Can you hear me?

MS. CASSINI: Yes, we can.

MR. HOOPER: Loud and --

MS. ROGERS: Hello?

MR. HOOPER: -- clear.

MS. ROGERS: Oh, okay. Great.

All right. If we can move forward to the next slide. Yeah.

MS. CASSINI: There'll be a -- a --

MS. ROGERS: And one more.

MS. CASSINI: -- about a -- about five second delay when I do the slide

--

MS. ROGERS: Okay.

MS. CASSINI: -- transitions.

MS. ROGERS: All right. Well, I'm looking at the slide for surtax funded audit resources, and, as Mr. Melton mentioned, we have one full time position assigned, and that's mostly me.

But we also have additional resources throughout the office. You know, Mr. Melton himself, Kathie-Ann Ulett, who's our Deputy County Auditor. Certainly, administrative support that helps pull everything together. And Audit

Manager, Audit Senior, and audit staff positions.

Just because we all chip in and play different roles, so you'll have more than just one auditor really assigned to it, but you'll get the resources of our office.

And, as Mr. Melton mentioned, most -- most of our services are direct audit services, but about 20 percent of the effort we're estimating will be on advisory and consulting type services.

So, most of that is my involvement, which is attendance at these Oversight Board meetings. You don't always see me, but I am here listening. Also reviewing surtax items that come up on the Board of County Commissioners' agenda items.

I'm also available when contracts are being negotiated if anybody has questions. I'm also a resource available to many County offices.

Mr. Melton mentioned we've been reviewing the solicitations before they go out, and I think that's been a really good process, helping get a better document out on the street.

And then, as applicable, we would be issuing advisory memorandums. One of those was the conflict of interest one that we discussed last meeting.

And the next slide, looking at direct audit services, that'll probably be about 80 percent of the effort towards surtax. And we have identified three primary reviews or audits that we're going to be looking at for this year, and that is the MPO, community shuttle, and Transit purchasing. And so, we're

going to take a look now at each one of those.

And looking at the audit of the MPO, this was requested by the Oversight Board at the last meeting. We were going to review anyway, but, you know, glad we're all on the same page.

And what we're going to be doing with this one is taking a look at financial aspects, which could be expenditures, invoices, costs.

We also look at the performance aspect, which is the actual services delivered and the actual deliverables.

Contract compliance and compliance with any other rules of regulations that may be in effect are always an element of our audits, as well as looking for opportunities for improvement where -- wherever they may be.

And, as Mr. Melton mentioned, you know, our recommendations really try to focus on improvements for the future.

And to give you a brief update, we did issue our engagement memorandum, which I think you were copied on, earlier this month. We've had some internal meetings, and we do plan on initiating our entrance conference with MPO staff probably in the next two weeks.

The next review would be the audit of Transit purchasing. And this will be a -- a larger effort by our office. We are going to be looking at several purchasing elements specific to Transit, which is certainly an area that has been receiving and will continue to receive a lot of surtax funds. So, we'll be leveraging the efforts of the office.

Certainly, with that kind of review, we're looking for compliance with the purchasing code, we're making sure we have fair and open competitive procurements. And a purchasing card review will be part of that.

And perhaps you're aware that we've recently this year had a very large P-card review out at the port that was a large fraud investigation.

So, we're always alert to those kinds of situations as we're doing our audit procedures.

And, of course, opportunities for improvement, which you'll see show up on every audit.

And we have a little picture of the bus there. We already see we've got your logo on the buses.

And then the last audit that we have planned for 2021 would be an audit of the community shuttle program. And we anticipate that we would probably do one of these reviews each year, focusing on different municipalities and cycling through, just to make sure that these operations are as they should be.

And this way, we do, as -- as Mr. Melton mentioned, we take a look at all of them, not just the big ones, but some of the smaller ones, too.

And, again, always looking at invoices and expenditures, but for this review performance would also be an important aspect looking at service delivery and safety. Contract compliance would be another big aspect of this. And our ever-popular other opportunities for improvement.

And that's what we have planned. Does anybody have any questions?

MR. HOOPER: Any board members --

MR. ALLEN: Mr. Chairman?

MR. HOOPER: Mr. Allen.

MR. ALLEN: Yes. Thank you.

I don't -- Laura, I don't know if this question is for your or Mr. Melton, but in his part of the --

MS. ROGERS: Uh-huh.

MR. ALLEN: -- in his part of the presentation, he mentioned that the Auditor's Office had issued advisory recommendations on surtax activities.

I'm aware of the advisory recommendation as it related to MP -- MPO, but I wasn't aware of any others. Can we -- can you disclose what those additional recommendations were? Or concerns?

MS. ROGERS: Bob, would you want me to answer or?

MR. MELTON: Yeah, sure. Go ahead, Laura.

MS. ROGERS: The -- the majority of those advisory memorandums right now related to the RFP solicitations. There was probably at least five of those. And most of those recommendations were looking at making sure they were -- we were identifying if there were any conflicts of interest, that evaluation criteria in the solicitations, and scopes of service was all clear, making sure that the County's remained as open as possible through the negotiation process for pricing, just to protect the County's interest through that process.

I believe --

MR. ALLEN: Is --

MS. ROGERS: Yes?

MR. ALLEN: -- yeah. Is it appropriate that the board have been advised of those other recommendations?

MS. ROGERS: I don't believe they were significant, and it was part of developing a solicitation. When -- it wasn't anything that had been released yet that was of concern. It was a process improvement.

MR. MELTON: Yeah, if I could add to that, the -- the RFP advisories that we issue, we typically issue those to the Director of Purchasing. And, you know, our primary objective is to get the items corrected or clarified in the RFP before it goes out.

As I recall, all of these items that we issued were materially corrected, which has typically been the case. Purchasing has typically been very good about implementing all of our recommendations there.

If we ever had a situation where there were material issues and Purchasing did not correct it before it went out, then we would certainly consider notifying the Board of County Commissioners, and also you folks if it was a surtax situation.

MR. ALLEN: Thank you.

MR. HOOPER: Okay. Any other questions?

MS. PENNANT: Yes.

MS. LOVE: This is Allyson.

MS. PENNANT: Okay.

MS. LOVE: I have a question just in reference to process.

So, in terms of the audit that will be done by your office, the performance -- operational/performance audit, so at what point does the Oversight Board receive a -- the results of the audits that are done?

Is it at the point of the finding and the recommendations in draft or is it including management comments?

I just wasn't sure at what point this board gets the product.

MR. MELTON: Sure. I'll be happy to -- to answer that for you.

And it might be good just to kind of highlight the audit process.

You know, we initiate audits with the engagement letter. We meet with management. We conduct our audit field work, typically on-site -- at least, before the pandemic, it was on-site. And then we prepare a draft report.

Typically, the audit fieldwork, on -- on the average, audit will take from two months to three months. Normally, it's not quick or easy. It's -- it's because, you know, we're down in the trenches. It's -- it's a -- it's an involved process.

So typically, it would take two to three months. Maybe -- maybe not as long, maybe longer.

We prepare a draft report. We discuss that draft report with management. We ask for written responses to the draft -- to the draft report

recommendations. And then, when we get those back, we incorporate and issue into the report, and issue it.

Now, under state law, everything that we do or find during the audit process is confidential. It's not just exempt from public disclosure, it's confidential in addition to that.

And so, we cannot release anything until I sign and -- and issue that final report.

It's at that point that the Board of County Commissioners first sees that report. And that's the same time you would receive that report also.

It is the -- you know, it's the very first time that the report is issued publicly.

And I will say, because, you know, sometimes people don't realize this, but once we give the report to management and discuss it with them, they have 30 days to respond to our recommendations.

Now, if it's a -- if it's a very involved report, they may -- we may not get responses in 30 days. But it's -- we believe it's in everyone's best interest for the -- for it to have management's responses incorporated into the report. So, as long as they're not being unreasonable, we will wait to incorporate their responses.

MS. CASSINI: Mr. Chair, may I ask a question to Mr. Melton?

MR. HOOPER: Go ahead.

MS. CASSINI: Mr. Melton, could you define who management would

be in this particular situation if it was a surtax-related project, and who you would envision would be part of the exit interview during a surtax-related audit?

MR. MELTON: Sure. Management -- management is the auditee. For example, with the MPO, the auditee is the MPO. So, in that case, MPO management would be in the exit conference and receive the draft report.

Now, there could be a situation, maybe we might have a finding, an issue relating to County management, even though they're auditing the MPO -- we're auditing the MPO.

In that case, we would take that one particular issue and present that issue to County management to respond to instead of the MPO.

But it's a very -- it's a very small group. It's the auditee directly.

Now, if it's a County department, it would be the County department staff and anyone up to Bertha.

MS. CASSINI: Mr. Chair, may I have a follow up question?

So, Mr. Melton, I was specifically thinking about the community shuttle program. Would it -- are you all envisioning, because that is a municipal program, is it the municipalities or is it Broward County Transit that manages the contract?

MR. MELTON: Well, you know, I guess -- I guess it would be both, you know, as -- as far as what we know right now.

If we have -- if we have recommendations addressed to the municipalities, it could be the municipalities.

But, more than likely, as I think through it, more likely it would be the Transit. And then we might recommend that Transit work with the municipalities to make these changes and so forth.

So, you know, I guess we need to wait and see what the issues are that we come across.

MR. HOOPER: Ms. Pennant.

MS. LOVE: So, at what --

MS. PENNANT: Thank you, Mr. --

MS. LOVE: -- point does --

MS. PENNANT: -- Chair.

MS. LOVE: -- this board get a chance, say if we needed clarity or trying to understand or need something further looked at based on the product or the report that's provided, at what point does this board get an opportunity to provide that input?

So, it's only after the report is completely finalized is when this -- and -- and I guess what you're saying, that's when we get it. We don't have anything other than, at that point, is that this is the report, it sound like.

MR. MELTON: That's a good question. We would be -- you know, because of state law, that's the way it has to work, but we would certainly be glad, if your board so desires, to present the report to you.

And once it's public, then we can answer any questions that you may have on that report or what we found and so forth that -- once we issue the

report, then everything's public and -- and we can talk totally about it.

In the meantime, you know, in these audits that we've identified to you, or any other future audits, please feel free to communicate any specific concerns that you have, either to Laura or to me, and we will do our best to make sure it's included in the scope of the audits.

MS. PENNANT: Mr. Chair?

MR. HOOPER: Yes. Go ahead, Ms. Pennant.

MS. PENNANT: This is Anthea.

Mr. Melton, I -- I'm curious to know how you're auditing for the 30 percent, both at the County and do you have any interaction with respect to the municipalities in meeting that goal?

MR. MELTON: Laura, would you like to answer that one?

MS. ROGERS: Sure. Well, I can tell you that as I'm reviewing the solicitations that are coming out for surtax-funded projects, one of the key things I am looking for is that there is that there is the 30 percent requirement in each one of those.

So that -- that's one thing that we're doing proactively.

Certainly, in the future, once the municipalities begin the work that they're just in the process of being awarded, when we do those reviews, that would definitely be a key contract compliance area that we would look at.

And that -- that's most of the activity for right now.

When we do the purchasing review for Transit, again, if we're looking at

any specific contracts there, I'm not really sure what the exact scope of that audit would be, but we can certainly keep that in mind and look for any opportunities to include CBE participation in our objectives, if appropriate.

MR. HOOPER: Ms. Wallace.

MS. PENNANT: Thank you.

MS. WALLACE: Thank you, Mr. Chair.

So, compliance with the County business enterprise ordinance is handled by the Office of Economic and Small Business Development.

Each contract that has a CBE goal has forms attached to it called monthly utilization reports, and each contractor is required to file a monthly utilization report with the Office of Economic and Small Business Development, Sandy-Michael McDonald's office, and they track monthly CBE participation in all County contracts that have CBE goals.

MS. PENNANT: Excuse me. If I could just follow up.

I -- I know Mr. Melton mentioned being proactive, and that is the piece that I'm interested in, because I think a lot of the decisions oftentimes get made and then it's too late.

So, I -- I'm really happy to hear that you're working with department heads ahead of time in some level and making sure that the -- the components that are needed are in place.

MS. WALLACE: Uh-huh.

MS. PENNANT: And then I'm hoping that that strategy will evolve to the

municipalities, so something is in place and we don't wait until then it's issued and it's too late.

MS. WALLACE: Uh-huh.

MS. PENNANT: So that's really my concern.

MR. HOOPER: But the purpose for an audit also is to indicate whether or not we performed --

MS. WALLACE: Uh-huh.

MR. HOOPER: -- so that we can see if we missed and if there's -- I think there's a section here, opportunities for improvement.

MS. PENNANT: Right.

MR. HOOPER: Right?

MS. PENNANT: Yeah, it's on the back end. I know Sandy's office takes care of that.

Thanks.

MR. HOOPER: Does anybody else have questions?

Okay. Is that -- is that the whole presentation?

MS. CASSINI: That's it.

MR. HOOPER: Okay.

MR. MELTON: Yes. That's -- that's the end. Thank you all very much.

MR. HOOPER: Thank you very much.

MS. ROGERS: Thank you.

IV PUBLIC ENGAGEMENT AND OUTREACH PLAN - NICHOLE KALIL

MS. CASSINI: Nichole, would you please come to the podium?

So next up, Mr. Chair, Vice Chair, and Oversight Board members, we have an update based on the recommendations that you all sent along with your Cycle 1 eligibility approved municipal and Public Works projects about the public engagement and outreach plan for the next five years, and Nichole's going to give you an overview of that.

Nichole Kalil is the new Public Information Officer.

MS. KALIL: Hello. Good to meet a couple of you in person.

So, with that said -- oh --

MS. CASSINI: Would you like it?

MS. KALIL: She did such a good job. All right. So here today to talk about the marketing, advertising, public relations, and media components of promoting the surtax in the community. Promoting it with business constituents, the general public --

MR. ALLEN: Has the sound gone out?

MS. KALIL: Hello?

MR. HOOPER: Maybe hers isn't working. Can you not -- can you hear Nichole?

OPERATOR: Could -- could we turn up the microphone for Nichole?

MR. HOOPER: Okay.

OPERATOR: It's kind of hard to hear through the phone.

MS. KALIL: Literally? Hello? Better?

OPERATOR: That is better. Thank you.

MS. KALIL: Okay. I'll start over.

I was simply explaining that I'm here today to go over the operations for the public engagement and outreach plan for the surtax, and to break down what that really means.

We'll go over advertising, public relations, marketing, and media outreach, and how we're going to promote the works of the surtax to the general public, to government agencies, liaisons, the media, major businesses, et cetera, and anyone else I missed in the tri-county area.

Just to review the first slide very quickly, the launch of the five-year engagement and outreach plan is comprehensive, multi-faceted, and strategic.

Objections, actions, and timelines are clearly identified.

You have a -- sorry -- a breakdown of the plan. It's about a 23-page plan. I think we've mentioned before that that's going to be a living document. It's pretty detailed, obviously far more detailed than the PowerPoint.

The purpose of the plan is to educate the public.

The plan considers factors such as project types, timelines, cost effectiveness, regional demographics, coordination with outreach and marketing efforts, as well as ongoing effects of COVID pandemic and incoming Census report, which will be here about Spring '21.

Recognizing the dynamic nature of communication tools and importance of testing our impact, we plan to monitor and report regularly and

focus investments on where it's most effective.

And we'll go over that on the last slide where we talk about KPIs.

Another component to understand how far our reach can go is that it is not just me doing this, thank God. We have a Public Information Specialist onboarding, hopefully sooner than later.

We have an outsourced marketing agency who will primarily help us with our branding and some digital components.

And then we'll use in-house services with our Office of Public Communications.

In order to know where we're going or what we're going to do, we want to know who we're speaking to and how they can best receive our message.

Slide 51 is just a small sample of who we've identified as our targeted users in our general public, keeping in mind that many are already commuters. Some are future commuters.

Those who commute maybe want to commute more once they learn more about projects that bring their places of interest together.

For instance, over the weekend there may be projects coming that link their cities a little bit better, and it might not just be that they're a public transportation user from work and home.

So, with that said, we have the breakdown here. Tri-county commuters, users of multi-mode.

Existing transit, broke that down a little into paratransit, fixed route, rapid

bus, community shuttles.

Working with the general public, vulnerable and hard to reach, students, tourists and -- well, tourists are snowbirds. Not all tourists are snowbirds, though, so we'll say tourists and snowboards -- snowbirds. Colleges and universities, and older adults.

With --

MR. HOOPER: Can I --

MS. KALIL: Yes.

MR. HOOPER: -- so I see tri-county commuters. I don't know if that means people that are already traveling on transit. Is that what that is?

MS. KALIL: Transit and car.

MR. HOOPER: Oh, and car.

MS. KALIL: Uh-huh.

MR. HOOPER: Yeah, because I think it's important that we -- that we also include -- and this may -- this category might include that, but just to make a statement.

I think it's important, if we're going to reduce the congestion in traffic, is to start converting people --

MS. KALIL: Absolutely.

MR. HOOPER: -- to use quality transportation. And perception and all those things start to come into play. And then we as a community are more -- we -- we all start using it.

And I think that the whole idea of connecting the tri-county -- and I know we already do that -- is -- is part of that, because some of us -- you know, some folks probably just don't know what's out there. And as it starts to come online and we start doing newer and more high tech types of transportation, we're going to want to start converting people.

I think they're called --

MS. CASSINI: Choice riders.

MR. HOOPER: -- choice riders. Choice Riders.

So, thank you.

MS. KALIL: No problem.

Transparency --

DR. KELLEY: Nichole, I have something.

MS. KALIL: Yes?

MR. HOOPER: Go ahead, Ms. Kelley.

DR. KELLEY: I just -- we talked about this. If you could add the population of disabled persons, because it -- I mean, I happen to be a two-fer. I'm older and disabled now, but I was disabled at 50.

So, if we could just target them as well as a specific population because of paratransit, that'd be great.

MS. KALIL: That is detailed in the full report. We -- we noted that right after our call. And we'll be working with you on that once we start executing everything.

DR. KELLEY: Great.

MS. KALIL: Thank you.

Transparency and accessibility. Just as important as it is to the surtax and the Oversight Board in general, it is specifically important to our marketing and outreach efforts.

With that said, we want to make sure our information is accessible, that it's frequently circulated, that it's accurate, that it's updated, and that we're responsive.

Here are a few examples of how we intend to do that, some which -- of -- of which are already well in place.

Surtax meetings and presentations, a social media program. You may or may not follow us on Twitter. If not, I encourage you to do so.

But expect the social media outreach for the surtax to grow largely.

Unfortunately, we're a little limited right now in how we get the word out, so we're really going to have to rely on our digital efforts. So, we'll be growing our accounts, Facebook, Instagram, and we'll be piggybacking on the County's YouTube channel.

Information kiosk, indoor and outdoor. Just picture kind of a pedestal with an iPad stand on top of it. Those are the indoor kiosks. I believe primarily and first they'll be available at the GC West building.

As we grown information that can be available there and work with budget and so forth, they'll be available in more County places like the airport.

The outdoor kiosks are -- at this time, we're expecting them to look kind of like an art piece or something just very steady that is durable and can be placed outdoors with a QR code where passersby [sic] can simply scan the QR code and receive surtax information on their phone.

Public engagement space at GC West. We'll be relocating the surtax team to the west office, which is a little more conducive and friendly to the public.

We'll be partnering and leveraging planned marketing outreach with OESBD, innovation, and BC Transit.

MR. HOOPER: Who is OESBD?

MS. CASSINI: The Office of Economic and Small Business Development.

MR. HOOPER: Okay. Well, I'm just asking.

MS. CASSINI: Yes, we have to stop using the acronym. Sorry, that's -
- that my bad.

MS. PENNANT: If I could just point to --

MS. KALIL: I'm glad you --

MS. PENNANT: If -- if I could --

MS. KALIL: -- took that one.

MS. PENNANT: -- just -- just --

MS. PENNANT: -- add to the partnering and leveraging plan marketing

--

MS. KALIL: Yes.

MS. PENNANT: -- outreach strategy, I think it's really critical to have community partners. Because that's the only way you're going to be able to connect with some of the underserved populations, the -- the older folks, you know, that belong to different organizations. And you need to leverage those partners --

MS. KALIL: Agreed.

MS. PENNANT: -- as part of the outreach strategy.

MS. KALIL: We detailed that in the engagement plan. We call them gatekeepers.

MS. PENNANT: Uh-huh.

MS. KALIL: So, for -- a good example of that would be at a university. If we want to reach the student population, we would reach -- first talk with the student government association and see what resources we have for communicating with them.

MS. PENNANT: Uh-huh. Yes.

MS. KALIL: So, this is where we are now. Obviously, I'm on board, hired. Still learning my way around. I think I'm six weeks in now. Feels a little longer.

But -- so we have good news. Tuesday, we had the marketing contract approved, so we can get to work with them.

And we've discussed the priority is designing a logo, the branding

process.

So, the engagement and outreach plan is the operations of how we're going to get the word out and the various vehicles and methods we're going to use.

But what does that look like? This is where the branding comes in. And we'll be outsourcing that with our marketing agency.

The Oversight Board should provide input, as well as other groups of stakeholders. If you look at this snake -- colorful snake-looking thing, the part where you all would come in is on the brainstorming, the pink, and the green for the revisions.

So, the long and short of the process is something is designed with primary input, what the program is, what we intend -- how we intend to message and how we want people to perceive the program, meaning the surtax.

Something is sketched up by an artist. It's presented. We're going to provide our input, or edit, so to speak, which is -- are the revisions.

Sometimes this process happens three times, sometimes you get lucky on the first shot.

This process can go as slowly or as quickly as we all provide our input and okays or changes.

MR. HOOPER: So -- I have a question. So, on the -- you -- you -- we signed a contract. Who? Who did we sign a contract with?

MS. CASSINI: On September 22nd, we signed a contract with Adept for three types of services. They were very specific.

One is branding and logo, one is social media services, and then there's an optional service for videography if we should need it.

MR. HOOPER: Okay. And then you said it would take as slow and as long as we want. I know, I know. As fast or as slow as we make it go.

MS. KALIL: As we reply, yes.

MR. HOOPER: Right. And -- and so there's a point in time when brainstorming comes in, and we're involved in brainstorming and we're also involved in revisions.

And this board meets once a month, but not 12 months out of the year.

MS. KALIL: Right.

MR. HOOPER: So, the timing on that is -- you're probably going -- we're going to get one shot at it, okay?

MS. KALIL: October.

MR. HOOPER: Unless we want this to take --

MS. KALIL: Let's make it a good one.

MR. HOOPER: -- two years.

Yeah. And so -- and I know that it's very important to the -- my other colleagues on this board, and to our -- our entire staff that we get this advancing.

So, yeah. We got to make it -- we've got to time it well and --

MS. KALIL: We'll make it good.

MR. HOOPER: -- get a lot of -- and maybe that can come with some follow up, you know, just individual follow up and stuff like that, right?

MS. CASSINI: Well, Mr. Chair, I know I -- I heard you talking at the subcommittee meeting about the possibility for a workshop.

MR. HOOPER: Right.

MS. CASSINI: So, because we're not going to be meeting in November and December, perhaps we could have a two-day meeting, much like we did in August, in January, one which is a workshop and one which has more action items.

MR. HOOPER: I -- this -- this board member would be amenable to that.

And I think it's important that we kick it off and that we do brainstorm and that it's meaningful, and not, you know, one more item on the agenda.

I -- I agree with that if we can make it work. Hopefully.

MS. KALIL: That'd be great.

MR. FRAZIER: Mr. Chairman, this is Ron Frazier.

MR. HOOPER: Yes, Mr. Frazier.

MR. FRAZIER: I understand that small business applies to this contract, and in my briefing, the told me that there were several small businesses that have been engaged.

Could we be provided the names of those small businesses?

MS. CASSINI: Mr. Frazier, this is Gretchen.

For the Adept contract, it is -- to my knowledge, it is just Adept.

I'm looking at Angela for -- they are, I believe, a CBE. They are a Certified Business Enterprise.

And then what I think you're referencing, just so that the rest of the board members are aware, there is another qualified vendors list that is being developed through the Office of Public Communications with a wide array of communications and marketing types of services as well that we could purchase of off different types of services than the one that we just entered into with Adept.

I believe there are seven or eight firms that have responded.

As soon as that gets in front of the County Commission and is approved, I'll make sure I share that information with the board.

MR. FRAZIER: Thank you.

MR. COOLMAN: Mr. Chair? Doug Coolman here.

MR. HOOPER: Yes, sir.

MR. COOLMAN: I have a question. I know we just hired the PR firm. We have to wait October, November, December, January before we see something from them? Why can't we ask them to make a -- or can they make a presentation as early as the end of October regarding branding or not?

I don't like the idea of waiting until October -- I mean from now --

MR. HOOPER: It's a process.

MR. COOLMAN: -- to January to see something. Huh?

MS. PENNANT: It's a process.

MR. HOOPER: It's a process, and I think that we're going to be doing a workshop in November where we can help brainstorm and -- and give them our thoughts and ideas of what we think the program should --

MR. COOLMAN: Okay. So, the -- the workshop's November, it's not January.

MS. CASSINI: So --

MS. KALIL: No.

MS. CASSINI: -- I'm going to take your direction, obviously. I think we were -- I was suggesting that maybe we could do the brainstorming at our October meeting --

MS. KALIL: Uh-huh.

MS. CASSINI: -- and then we could do --

MR. COOLMAN: Okay.

MS. CASSINI: -- the revisions. They could have time to do the presentation to come up with various designs, and then we can bring it back to you in a workshop in January.

MR. COOLMAN: That's fine, Gretchen.

MS. KALIL: So, as you can see, there's a stint of time between there. So right now, the intention is to implement what we call segue branding. So, we can't just not get a message out because we don't have a logo yet.

Because the penny for transportation logo's already been identified and recognized by the community, we will still use components of that as we move forward with getting the word out.

MR. SMITH: Mr. Chair, can I make a comment also? This is --

MR. HOOPER: Yes, Mr. Smith.

MR. SMITH: -- this is Mr. Smith.

So, first I want to echo your comments. We're -- we're behind the eight ball here, and we don't have time to fumble and pick up the ball.

So, we need a well-orchestrated plan to roll this out, because we're behind to begin with. And a couple facets on that.

One, we are using some external teams, which is -- I think is great, but I want to be clear about who has accountability to really bring this together and synthesize it in a strong fashion.

Even if that's us providing some of the input, I want to know exactly, you know, what the plan is and who's doing what, and what the deliverables are, so that we can just track this, because sometimes it gets confusing because a lot of people are going to be working on it.

We're talking about a brand and the logo, and we're kind of -- we're intermixing the terms a little bit.

I think it's just very important how all of this looks and feels and is put out. And every piece of it is important.

So, I just want to be careful. I'm glad we're going to do the workshop,

you know, and I agree with Mr. Coolman's comments that timeliness is imperative as well.

I think now that we do have someone engaged, I think they should start working -- you know, working on some sort of just -- even if they have creative ideas, to start on the logo slash branding, you know, process. Like let's get going.

MR. HOOPER: Yeah, and -- and I would urge the board members to - - you know, between now and October, to think through what some of your thoughts are. Put them down on a list and -- so we can have a productive meeting and -- and not start from square one on that particular day.

Because I think it's important when we come to the table as board members we also have to produce, in order for them to understand what it is we're looking for, so.

MS. KALIL: It could be as simple as referencing some of your favorite logos --

MR. HOOPER: Right.

MS. KALIL: -- and bringing those up.

MR. HOOPER: Okay. Any more questions? All right. Well, keep going. Thank you.

MS. KALIL: Okay. So, our last and probably most important slide is on performance and our evaluation.

Luckily, nowadays, marketing, advertising, public relation, all the

outreach we're going to be executing is measurable in both a qualitative and quantitative regard.

With that said, most of the mechanisms we're using almost automatically generate reporting and tracking. Therefore, I intend -- and to address the other gentleman's question, as the leader of this force, I intend to pull together efforts on a quarterly basis and provide you reports on our progress.

And, again, those'll be both qualitative and quantitative, some of it which we already have going with our web analytics and our Twitter. We are -- we have tracking there.

That'll be used as our baseline.

I suggest that the first report I'll compile for you and you come back to me and tell me whether it was too much, too little information, or there might be something you're looking for that we didn't think of proposing reporting on.

Are there any questions about reporting, or suggestions on reporting at this time? No?

So, the most important part of being able to report is assuring that we're putting in a good return on our investment, both on my part, the Information Specialist, the marketing agency, OPC's time.

We want to make sure that we're reaching the community in whole in the breakdowns that we mention in the report where we niched out the various target audiences.

The other importance of keeping up with these reports is knowing where there's opportunities to pivot, to refocus resources, and hear from the community.

An important component of the reporting is receiving surveys where we'll hear outright on how we're doing. And, again, we may be doing well. There may be more we are doing. But we won't know if we don't ask.

That's it. Any questions?

MR. HOOPER: Do we have any questions? No.

We're looking forward to the upcoming meetings and -- and participating. I know the board, it's very important to us.

So, thank you very much for your time and your effort.

ACTION ITEM(S)

VI APPROVAL OF MINUTES FROM THE AUGUST 14, 2020

OVERSIGHT BOARD MEETING

MR. HOOPER: Okay. Next --

MS. CASSINI: There's just one more --

MR. HOOPER: -- so the next --

MS. CASSINI: -- oh actually --

MR. HOOPER: -- we have action items.

We need to approve the minutes from August 14th. So I --

MS. CASSINI: Thank you, Nichole.

MR. HOOPER: -- do we have a -- a motion?

MS. CASSINI: Oh, I'm sorry, Mr. Chair?

MR. HOOPER: Go ahead.

MS. CASSINI: Excuse me. I -- I don't know if Laura Rogers is still on the line, but she did --

MS. ROGERS: Yes, I am.

MS. CASSINI: Okay. Laura, would -- you would like -- you contacted us to let us know that you had not been listed as present, virtually present, at the August 13th and August 14th board meetings, the workshop and the board meeting, and that you would like the minutes to reflect that.

So, we wanted to make sure that we put that on the record here at the meeting.

MR. HOOPER: Okay.

MS. ROGERS: Great. Thank you so much.

MR. HOOPER: Okay. All right. So, do we have a motion with the amended -- amendment to add Laura's presence in those two meetings?

Can we have a motion to approve the minutes?

MS. PENNANT: I'd like to make a --

MR. ALLEN: So, **moved**.

MS. PENNANT: -- motion.

MR. ALLEN: This is Phil.

MR. HOOPER: You want to second it?

MS. PENNANT: Second.

MR. HOOPER: Okay. We have a -- a motion and a second.

Is there any discussion?

Okay. All those in favor, say aye.

Any nays?

Okay. Minutes are approved.

VOTE PASSES UNANIMOUSLY.

MR. HOOPER: So, are we also doing Oversight Board meeting -- this other thing? Meetings to approve proposed projects and proposed expenditures in the first five-year plan?

It's on my agenda list.

MS. CASSINI: That's bizarre, no.

MR. HOOPER: Okay. So, we're -- that was it? That was the action item?

MS. CASSINI: That was it.

MR. HOOPER: Okay. Okay, I hope this list is correct, then.

DISCUSSION ITEM(S)

**VII PERFORMANCE APPRAISAL FOR OVERSIGHT BOARD
COORDINATOR - CHAIR HOOPER**

MR. HOOPER: My next item is Board Coordinator performance appraisal. We're going to talk about that.

And we had a meeting this afternoon from 1:00 to about 2:15. I just want to kind of let everybody know it -- it -- and -- and, please, Phil or Doug or

Mr. Frazier, tell me if you want to add any -- any thoughts.

What we're going to do is have a meeting, a workshop, to discuss our priorities and things for our Executive Director to focus in -- in on, so that we can measure performance, and that it can also help us in navigating our goals and objectives for the year.

And -- because it was difficult for us to get our arms around a performance rating that we didn't really feel fit the objectives and goals that we're working on this year and potentially into the future.

So, I forget, what day are we going to -- when are we going to do this?

MS. WALLACE: We were considering the October meeting, which is -
- I guess we'll discuss the -- the scheduling and -- an availability when we get to that point.

But we were thinking -- we're going to contact the County's Office of Learning and Organizational Development to find out when a facilitator would be available to conduct a workshop to kind of facilitate the discussion regarding goals, objectives, and priorities of the Oversight Board prospectively so that we can develop a document --

MR. HOOPER: Right.

MS. WALLACE: That outlines all of those -- those items.

MR. HOOPER: And -- and, you know, Phil brought it up, and the other committee members agree, that it is important that all the board members participate in this program, because, you know, we all have -- we all want to

be heard on what the goals should be.

So, for the committee to do it was a little bit -- it was going to be a little arduous for us.

MS. WALLACE: Uh-huh.

MR. HOOPER: So -- and we think it's going to take time and some thoughtfulness, and that's why we wanted to do it not in a committee meeting over an hour of time, but more like a workshop, with some help from -- from the staff.

So that's what -- that's the report.

Do any of my committee members want to add anything to that?

MS. PENNANT: I was just curious to know who -- who was on the -- the original committee?

MR. HOOPER: So, the ones that called in were Doug Coolman, Mr. Frazier, Mr. Allen, myself. I think you were on it, too, but --

MS. PENNANT: No.

MR. HOOPER: No?

MS. PENNANT: No, I was told not.

MR. HOOPER: But if you would like to be -- I mean, well, now it's going to be --

MS. PENNANT: Okay.

MS. WALLACE: The whole group.

MR. HOOPER: -- the entire board.

MS. PENNANT: Right.

MR. HOOPER: But that's who was on the phone today.

MS. PENNANT: Okay.

MR. HOOPER: Okay? So that's our report. Is there -- any of the other committee members want to speak on that item? Okay.

**VIII INAUGURAL SURTAX PROGRAM JANUARY 2019-
SEPTEMBER 2020 - GRETCHEN CASSINI**

MR. HOOPER: The next one is -- I -- if this is correct, final input and content at Oversight Board's inaugural surtax report? Okay. Great.

MS. CASSINI: Thank you, Mr. Chair.

You've all received two Word documents from me in the last week. One was the engagement and outreach plan that Nichole just spoke to, and the other was the surtax inaugural report, which we first brought to you for your input back in January, and had hoped that we would be able to have published. But, of course, COVID-19 made that very difficult.

So, we have the report. It now covers the time period of January 1, 2019, the -- when we first started collecting the sales surtax, all the way through the end of our fiscal year, so going through September 30th of 2020.

And we've tried to boil it down as much as we can, but this is your report.

As I mentioned to each of you in your briefings, this is one of the responsibilities that you have under the ordinance that we operationalize for you, but we feel very strongly that you need to feel comfortable that it is telling

the story that you want it to tell.

It's part of the public engagement and outreach.

It's one of the factors that I would assume that you'll be holding me responsible for. It's one of my duties to you to help pull all of that together.

All of the agencies that have received any surtax funding, both internal and external to the County, including the MPO under their contract, have all provided input.

And our financial and budget folks have also provided input.

And just very important that we get your feedback.

This is an opportunity for you to put things on the record, but we also want to give you an opportunity to submit to us any of your requested changes or comments in writing for both the engagement plan and the inaugural report by September 30th. So that's all.

MR. HOOPER: In a week?

MS. CASSINI: I can give you a little more time if --

MR. HOOPER: So --

MR. CASSINI: -- you need it.

MR. HOOPER: -- so --

MS. PENNANT: It is long.

MR. HOOPER: -- to summarize, you -- you're asking us for our -- our input on the inaugural audit.

MS. PENNANT: No.

MS. CASSINI: The inaugural report.

MS. WALLACE: Report.

MR. HOOPER: The inaugural report.

MS. CASSINI: It's a report of --

MS. PENNANT: It's on the screen.

MS. CASSINI: -- everything that you've done, of everything that's happened since the surtax was initiated.

And then also the public engagement plan.

And, if you don't mind, Mr. Chair, if -- Mr. Smith, I just wanted to alert you to the fact that at the very end of the public engagement plan document there is a staffing and responsibilities section. So really like to make sure that you're comfortable with who is doing what and who is responsible for doing what in the public engagement plan.

MR. HOOPER: So, it's this one that I've just opened, it's called the -- I just -- I want to make sure --

THE COURT REPORTER: Mr. Chair?

MR. HOOPER: to be able to get my homework --

THE COURT REPORTER: Your microphone.

MR. HOOPER: -- I just want to make sure I get my homework correct here.

So, it's the Mobility Advancement Program Independent Surtax Oversight Board Inaugural Report Covering January 1, 2019 to September 30,

2020, correct?

MS. PENNANT: It's about 44 pages long.

MS. CASSINI: There's lots of pictures, though.

MR. HOOPER: Okay. So, we're going to give our input, and if we want to add anything --

DR. KELLEY: And the due date for this homework is September 30th; is that right?

MR. HOOPER: That's right. But the teacher said that if --

DR. KELLEY: Thank you.

MR. HOOPER: -- we're late, it can be a few days late.

DR. KELLEY: My dog ate my homework.

MR. HOOPER: Okay. I got it now. All right.

MS. CASSINI: But what we'd love is --

MR. ALLEN: Mr. Chairman --

MS. CASSINI: -- to be able to bring you back a proof, a really -- you know, like a final version that's been professionally laid out with all of your pictures and the statements that some of you have made.

When we meet again in October, it would be great to hand you the report so that you can start disseminating it out in the community, because you are one of our most important emissaries.

MR. HOOPER: Okay. Yes, Mr. Allen?

MR. ALLEN: Yes, thank you, Mr. Chairman.

As you could tell from perhaps my conversation when we were talking about the audit, I am -- you know, one of our major tasks as an Oversight Board is transparency.

And, you know, I would like to see incorporated into the annual report references back to the fact that we have conducted, or the auditor -- the external auditor has provided oversight and -- and financial statements that, with the timing that we're talking about, is pretty difficult to incorporate into the performance report.

And I don't know how to integrate both the -- you know, specific tasks and projects that we have approved during the two year -- almost two years and the financial results in the audit.

You know, I don't know if it's just a matter of providing some reference back within the annual report to the existence of audited financial statements or how that might factor into the presentation.

That's it.

MR. HOOPER: You want to go ahead?

MS. CASSINI: Mr. Allen, we will make that change and we'll update the inaugural report to reflect that audited financial statements have been provided.

And perhaps we could even add a link.

What we've done is we've placed the audits and the management letter on the Penny for Transportation website. There's a new tab that's called

transparency and accountability where you find all the financial statement information.

So perhaps we could mention it in the report and send people there for more information. And that way, any time that we get something from the external auditors or from our own County Auditors, we can post it there.

MR. ALLEN: I just want to make sure also that -- you know, that the information that we produce and provide as part of the annual report to the board, that that -- those tie back into the -- to the audited financials.

MR. HOOPER: Okay. Thank you.

What else do we have?

MS. CASSINI: We have the --

IX NEXT MEETING DATE/LOCATION

MS. CASSINI: So, the last item on our agenda, unless we -- we do have board member reports, and I believe that one of the board members mentioned that they would -- do have a report, is to talk about our next meeting date and the location.

And I -- I think Angela may jump in, but there is some level of uncertainty regarding whether or not we will be able to be virtually participating and still maintain a quorum.

Because of COVID, we are able to have these types of virtual meetings and have public participation occur virtually.

If the order does not get extended -- it -- it ends on September 30th. If

it's not extended, then we would need to have a physical quorum present, and that's five members, and then the rest of the Oversight Board could participate virtually.

If our buildings are opened back up to the public, as we do expect that they will be relatively soon, then we could go back to meeting at the Traffic Engineering Division.

What I would like to suggest is that we -- the Oversight Board provides us with an alternative day, because now that we are hearing that we'd like to have a branding presentation, if that's not quite ready on October 22nd, if the Oversight Board members could look at their calendars and see if October 29th might be an alternate day that -- and we would need a longer period of time than just two and a half hours. We'd probably need to go back to our kind of five-hour meeting from 9:30 to 2:00, providing lunch.

But I just wanted to have that conversation, try to get some consensus.

And it looks like Angela'd like to weigh in, too.

MS. WALLACE: Right. And the other issue is that this room is not available on the 22nd.

MS. CASSINI: Correct.

MS. WALLACE: So, the -- our normal meeting date is the fourth Thursday of the month, and that would be October 22nd. But October 22nd, this room is not available, so we would have to utilize a different location.

In the event that the governor's executive order is not continued to

allowing virtual meetings, then we can find out whether the Traffic Engineering building is available.

If -- if the order is continued and we need to continue having virtual meetings and the -- and if -- if the building is still closed to the public, then we need to pick a different date so that we can utilize the -- the -- the conference abilities that are limited to this room. So, the -- the recording and the -- the telephone calls and so forth, that system that's limited to this particular room, and we cannot use it on the 22nd.

So those are the issues.

MR. HOOPER: So, the -- so this is the only place where we can have a remote meeting?

MS. WALLACE: So, it's the telephone --

MS. CASSINI: The public participation.

MS. WALLACE: -- the public participation and the system that allows the public to -- to utilize this phone system, however that works. I can't explain it --

MR. HOOPER: Wow.

MS. WALLACE: -- but --

MS. PENNANT: And this place is big enough.

MS. WALLACE: Right. And so --

MS. CASSINI: I think we could also use 430, but -- Room 430, which is down the hall. I think it --

MS. WALLACE: The conference room.

MS. CASSINI: -- also has some capabilities. I mean, they use it for SC's, so I do think it's possible.

But if we could just get an alternative date that everyone's comfortable with, it'll give us a little bit more flexibility.

MR. HOOPER: I mean, I'm okay with the 29th. I'd -- I'd ask the rest of the board members if -- what their availability is.

MS. PENNANT: It's in the morning?

MR. HOOPER: It would be like a 9:00 to 2:00, right?

MS. PENNANT: I'll be okay.

MR. HOOPER: It's a Thursday, on the 29th.

MS. WALLACE: And Mr. Coolman wants 9:30?

MR. SMITH: It's okay for me.

MR. ALLEN: 29th --

MR. HOOPER: What'd you say?

MR. ALLEN: -- 29th is okay with me also, but what's the intent to be accomplished on the 29th. I mean, is that the workshop?

MS. CASSINI: Do you mind --

MR. HOOPER: Yeah, sure.

MS. CASSINI: -- Mr. Chair?

MR. HOOPER: Go ahead.

MS. CASSINI: So, I -- I have a series of items that I'd like to get some

consensus about.

We've been talking about having some presentations, and I hope that I haven't missed anything.

MS. PENNANT: I'm good on the 29th.

MS. CASSINI: We have invited the Florida Department of Transportation District 4 to make a presentation that day, the Broward MPO to make a presentation that day, our Broward County Transit Rail Division to make a presentation.

There may be a co-presentation related to commuter rail on the FEC that's available that day.

I've been asked by a couple of members of the Oversight Board to get an update on the construction progress.

There was a rather large amount of money that was put into the fiscal year 2020 budget, 1.9 million dollars, for a variety of different types of relocations in order to accommodate the space at GC West, the public engagement space, and the Oversight Board meeting space.

So, the architects and the project managers are prepared to have a -- a broader discussion than the one that we just had in August with you.

You wanted to have a brief workshop on the performance appraisal process. That would probably be at least an hour.

There will be a demonstration, a -- a soft launch demonstration of the public dashboard. So that's the dashboard that you all created, but it's user

friendly for the public, and it's specific only to the 323 projects that have been approved so far.

So, it's a -- it's a lot on that agenda.

And there's also the possibility -- I don't think it's very likely, but there is a possibility that we'll need to take action on several municipal projects. I -- I don't know if we'll get them into status to take action on them by that point, but we do want to try to bring them all back to you at the same time.

And, Angela, is there anything I missed?

MS. WALLACE: So are we planning -- so the current agenda reflects that the legislative --

MS. CASSINI: Oh, that's right.

MS. WALLACE: -- plan was deferred. So that's a -- it's a possibility that we might talk about the -- have a presentation regarding the legislative -- the proposed federal legislative program in October.

MR. HOOPER: So, I don't think we're going to be doing the workshop that particular day. We -- you -- we did mention that we were going to do brainstorming that day, too, on marketing?

MS. CASSINI: Yeah.

MR. HOOPER: So -- but -- but, as far as the performance, what do you -- whatever we want to call it, measures or whatever, we'll be doing that in November.

So that's a lot.

MS. CASSINI: So right now, we don't have a November meeting scheduled because the fourth --

MR. HOOPER: Well --

MS. CASSINI: -- Thursday --

MR. HOOPER: -- this was going to be more like a workshop.

MS. CASSINI: So, we will -- I'll send --

MR. HOOPER: We can be more flexible.

MS. CASSINI: Absolutely.

MR. HOOPER: We'll have to figure it out.

MS. CASSINI: So, we also need to identify a date for November and then also for January.

MR. HOOPER: Okay. And I have a request that we do it in another room and not this room anymore. It's too cold. Right?

MS. CASSINI: We don't disagree.

MS. PENNANT: Can we make it warmer?

MR. HOOPER: I don't know.

So, do we need to make that date now, the November date? Is that --

MS. CASSINI: I would suggest that we go ahead, because of the holidays --

MR. HOOPER: Okay.

MS. CASSINI: -- and try to get these things on people's calendars.

MR. HOOPER: So, how's everybody on October 29th?

MS. PENNANT: I'm good.

DR. KELLEY: I'm good.

MR. HOOPER: Is -- is there anyone that's not good?

MR. ALLEN: I'm good.

MR. HOOPER: Okay. And were you asking for us to have this -- five people in person or something like that?

MS. CASSINI: We -- we -- we will have to let you know what happens.

I think what -- what -- just what we wanted to say on the record so everyone understood is that right now what we -- what we're doing may or may not be possible --

MR. HOOPER: Got you.

MS. CASSINI: -- depending on what the governor's orders are with respect to these types of meetings.

MR. HOOPER: Okay.

MS. CASSINI: So, what about the 19th?

MR. HOOPER: Of November?

MS. CASSINI: Hold on. Let me look at this. Oh, yikes.

The 19th of November, but it would need to be in the afternoon because we have a big event that day that you all are going to be coming to, we hope, so -- but you could hold it.

Is the 19th terrible for you, Chair?

MR. HOOPER: I just -- I have -- looks like I have a -- I don't know why

I doubled up there. I've got some sort of DDA meeting on -- at 10:30. But, if it's in the afternoon -- it depends. What is that?

MS. PENNANT: November 19th?

MR. HOOPER: Yeah, I have a workshop on the 19th at 10:30. It usually goes for about an hour and a half, until noon.

MS. PENNANT: I'm good.

MS. CASSINI: Would it be better if we -- could we do an afternoon that day?

MS. PENNANT: I'm good either way.

MR. HOOPER: It would for me, but --

MS. CASSINI: Okay. What about for the rest of the board members? Would the afternoon of the 19th be possible?

MS. PENNANT: Yes.

MS. CASSINI: Yes?

MR. COOLMAN: Coolman, no problem.

MS. CASSINI: Okay.

MR. HOOPER: So long as you get Coolman get up at 9:30, he's no problem.

MR. FRAZIER: I'm fine. Frazier.

MS. CASSINI: Thank you, Mr. Frazier.

MR. HOOPER: Okay. So, set it up. That'll be great.

MS. CASSINI: All right. So, we'll do the workshop in November, on

November 19th in the afternoon. I'll schedule it, I'll hold it for everyone when we finish up here.

MR. HOOPER: Okay.

MS. CASSINI: And then does -- do you want to do the January? You want to try to get the January --

MR. HOOPER: We can try.

MS. CASSINI: -- dates or you want to wait?

MR. HOOPER: I think we can wait.

MS. CASSINI: Okay.

MS. PENNANT: We have time.

MS. CASSINI: All right.

MR. HOOPER: Okay.

MR. ALLEN: Why wouldn't we try the fourth Thursday? To be consistent, we should already have that on our calendar. And if there's a problem, then we have to change it.

MR. HOOPER: Good point.

MS. WALLACE: For January.

MS. CASSINI: Unfortunately, this where I have to say I've -- I've been selected to participate in Leadership Florida Cornerstone Class, and that is my very first in-person.

MR. HOOPER: 28th?

MS. CASSINI: It's mandatory that I travel. I won't -- I won't be here

from the 27th through the 29th. Sorry.

MS. WALLACE: Of January.

MR. HOOPER: Gretchen's going to have fun on that weekend. Those are a blast.

MS. CASSINI: Yeah?

MR. HOOPER: Yeah. Okay. Does it have to be on a Thursday?

MS. CASSINI: We've tried to be consistent, but this is --

MR. HOOPER: Okay.

MS. CASSINI: -- these are your rules, so you can -- we can -- I -- I was looking at the 21st of January. It's almost the fourth Thursday. We're off just by one day.

If that's possible for everyone, we can try to hold it.

MR. HOOPER: Again --

MR. SMITH: You mean January, not February.

MS. WALLACE: January, yes.

MS. CASSINI: I'm sorry. January. January.

MR. HOOPER: Those -- those Thursdays are -- I just have that DDA meeting at 10:30 in the morning.

MS. CASSINI: Okay.

MR. HOOPER: So, if it were in the afternoon, the 21st would work for me.

MR. SMITH: Works for me.

MS. CASSINI: Afternoon?

MR. HOOPER: If it was.

MS. CASSINI: Okay.

MR. HOOPER: Are you okay?

MS. PENNANT: Works for me.

DR. KELLEY: Yeah, I can do it.

MR. HOOPER: Okay.

MS. CASSINI: Okay.

MR. HOOPER: Cool.

So, then the next item is the members' report, correct? Are you all --
we all done with --

MS. CASSINI: I'm all done.

MR. HOOPER: -- locations and time?

MS. CASSINI: Thank you.

MEMBERS' REPORTS

MR. HOOPER: Who are -- who are our members that --

MR. COOLMAN: Mr. Chair, Doug Coolman.

MR. HOOPER: Okay. Go ahead, Doug.

MR. COOLMAN: I have -- I have a comment, maybe a request, maybe
a motion. I don't know.

But first is a question for Gretchen. I understand the County is having
a -- an amendment put on the ballot, is that correct, regarding -- I'm not sure

what it exactly says, but it has to do with the County having better jurisdiction over the cities so that we can make sure we have a comprehensive transportation plan moving forward. Is that correct?

MS. CASSINI: It's Amendment 2, and, yes, it was placed on the ballot, but I'm going to toss this over to Ms. Wallace.

MS. WALLACE: Yes, the -- the subject matter of the amendment, of the -- of the ballot measure involves amending the County Charter. It requests that the voters vote on whether they would like to have the County Charter amended to allow the County to draft an ordinance regarding the development of transportation facilities, regional transportation facilities that are funded in whole or in part by surtax, and have the -- the ordinance -- through ordinance, have the ability to override municipal ordinances that would prohibit such -- the development of such regional transportation facilities on County properties such that the County could proceed from a regional perspective in developing things like park and rides, rail, and bus facilities, both stations and terminals and maintenance facilities on County property using surtax funds such that they wouldn't be blocked by municipal action.

MR. COOLMAN: Okay. Well, when I heard that, I know that our charge is to make sure surtax dollars are spent properly, correctly, and we get the most for our -- the taxpayers get the most for their money.

So, therefore, I thought that something like this should be extremely supported by the surtax board. I don't know if we legally can support it or not,

or even endorse or -- endorse this amendment -- but that's my --

So that's my -- that's my question, I guess, for Angela. And it's also my question for the board.

Based on what I understand this amendment to do, I think it's extremely important to how effective we are --

RECORDING: You are now on the line

MR. COOLMAN: -- that we --

RECORDING: Please continue to wear facial coverings, practice social distancing, and wash your hands frequently. And remember to practice the three C's. Avoid closed --

MS. CASSINI: Could I --

MS. WALLACE: Mute that person.

MR. COOLMAN: What happened there?

MR. HOOPER: It was -- it's okay. Go ahead.

MR. COOLMAN: Well, mine was a question for Angela, but I also would like to hear a response from the board. Just wondering if they're even in agreement with me that this is something that --

MR. SMITH: I -- I think this is absolutely critical, I mean -- this is Shea -- from my perspective, because we -- we -- we cannot politics kind of slow down the process.

If the funds are sitting there and taxpayers have paid them in, and we're not able -- able to utilize them, then that's an issue.

And I don't know if we can officially weigh in on it, but we need this to keep moving forward.

So, if each city comes back and challenges something, then we're not going to make progress, you know, on -- on smaller things. So, it's --

MR. HOOPER: Okay.

MR. SMITH: -- I think we need something like that.

MR. HOOPER: I have a question. So, if I understand this correctly, if the zoning is -- is -- is a -- is counter to what the County wants to do, the County zoning, then the County would prevail; is that correct?

MS. WALLACE: That's correct. If this ballot measure passed, if the voters vote in favor of amending the Charter to allow the County to enact an ordinance for this purpose, and -- and it's specific to regional transportation facilities on County-owned property that are funded in whole or in part by surtax.

So, it's very --

MR. HOOPER: I know, but it's --

MS. WALLACE: -- well-defined.

MR. HOOPER: -- not specific as to the locations of the properties. And I have a problem -- I -- I don't know what properties we're talking about.

MS. WALLACE: Uh-huh.

MR. HOOPER: And cities have ideas of what their cities should look like, and the zoning of their cities.

And if the County and the cities want to discuss this and battle this, I'm not sure I want to take that position, because in my city, there might be a piece of property that should become a -- something that's -- that the -- I just don't know.

MS. CASSINI: This is --

MR. HOOPER: I don't know.

MS. CASSINI: -- on County-owned properties only.

MR. HOOPER: Okay.

MS. CASSINI: And it can -- and there are exemptions with respect to any area that's zoned residential.

MR. HOOPER: Uh-huh.

MS. CASSINI: And it would have to be -- you -- there's already a process, I believe, that's outlined, where the city and the County would have to work through a series of collaborative efforts to try to get to a place of agreement.

MR. HOOPER: Do we have targeted properties for this? I mean, is there any way we could see a map or something like that? I'm just asking.

MS. WALLACE: No. So --

MR. HOOPER: I mean, you -- all of a sudden, you just go across the board and you just blow up city zoning on 5,000 properties.

MS. CASSINI: It has to be County-owned property, we don't --

MR. HOOPER: I get that. I don't know. I'm just --

MR. COOLMAN: Alan --

MR. HOOPER: -- that's why I'm asking --

MR. COOLMAN: -- Dough Coolman --

MR. HOOPER: -- the question.

MR. COOLMAN: -- here. I believe this amendment is fairly restrictive.

First of all, it's County-owned land, okay?

Now, I'm the greatest advocate for the rights of these cities, but in this case, I think the overriding importance of a regional transportation system has to take precedent over 31 cities and what they would like --

MR. HOOPER: They --

MR. COOLMAN: -- and --

MR. HOOPER: -- hey --

MR. COOLMAN: -- not like.

MR. HOOPER: -- I'm okay with you making a motion and a second. I just don't know if I'm going to support it as an individual member.

MR. COOLMAN: That's -- well, I want --

MR. SMITH: Yeah.

MR. COOLMAN: -- first of all to know whether we can. I -- I think we should, but I don't know from a legal standpoint, Angela or -- is this something we can do to -- to show our support for it, if it passes?

MR. SMITH: And I'd like to hear everyone's thoughts as well. I mean, I -- you know, I'm just voicing what I know about it and what I think, and that's

based on it being pretty narrow, Alan.

I mean, if they were to come in and just start changing zoning all over the place -- I don't think that's the intent, but I understand your concern.

So, I think we should all hear, you know, how Angela interprets that, and I want to hear what the other board members think about it, as well.

MS. WALLACE: Okay. The -- the Oversight Board can make recommendations and can take positions, as it has before, on matters impacting surtax. And you can even do it as -- as a -- as a board here. I mean, it would just be in the way of a communication of support for the matter to the -- to the County, the County Commission, in the event that the Oversight Board supports it.

But individually, you can either speak on behalf of the item or provide - - be -- provide information to members of the public as you would on any other surtax matter if there's an inquiry. So, you don't have to take official action.

There's no prohibition against the board having a discussion and deciding whether it wants to support an -- an issue --

MR. HOOPER: You want to say something?

MS. WALLACE: -- a -- a communication in support of the -- the ballot measure to the County.

MR. HOOPER: Ms. Pennant?

MS. PENNANT: Mr. Chair, thanks.

I -- I guess my concern is this, the possibility of rezoning happening at

the liberty of these municipalities whenever they choose to change whatever, or the County decides to change these locations.

If it's a project that we've already approved and they change it, how does that impact the monies that we've already expended?

So, I think that now we need to be asking that question, where are these projects being done --

MR. HOOPER: Yeah.

MS. PENNANT: -- because then if rezoning happens, it could impact these projects.

MR. HOOPER: All I would ask is that if -- before we just make a -- a decision that affects properties and the way that they're zoned, and potential - - and -- and, again, I don't know. I don't know.

So maybe at the next meeting or at one meeting in -- in -- in the near future, we could have someone explain to us what the properties are, what the -- and -- and maybe the cities have a -- a side to it that they could -- if there's any cities that are objecting to this amendment, that they could come and tell us why.

MS. PENNANT: But there's also the possibility of future objections.

MS. WALLACE: Correct.

MS. PENNANT: How do we safeguard against that?

MS. WALLACE: And so, it's a 30-year surtax --

MS. PENNANT: Yeah.

MS. WALLACE: -- and in order to plan and develop -- so we -- there are instances where projects have been funded, the design completely funded, and -- at least for one park and ride facility recently --

MR. HOOPER: Uh-huh.

MS. WALLACE: -- the design was completely paid for. It was at a hundred percent design, ready to -- for construction, and the construction was funding -- funded through FDOT for a park and ride, and the municipalities blocked it.

So, it -- we don't want to be in this --

MR. HOOPER: Did they block or was the zoning incompatible?

MS. WALLACE: No. So, it wasn't -- so that example wasn't a zoning issue. It was in the transportation improvement plan through the MPO, and they get to have input regarding the transportation improvement plan.

And that particular property was not inside the city limits. It was outside the city limits, on state --

MR. HOOPER: I -- I --

MS. WALLACE: -- property.

MR. HOOPER: -- I hear you.

MS. WALLACE: So --

MR. HOOPER: But we're talking about zoning changes.

MS. WALLACE: -- so, well, we're talking about --

MR. HOOPER: Are we or aren't we?

MS. WALLACE: -- we're talking about having an ordinance that would override a municipality's attempt to block a -- a regional transportation facility. That's what we're talking about. On -- that's -- that's planned with surtax funding on County-owned property. That is the issue.

MS. PENNANT: I -- I -- I think we have to look at the language of a lot of this, and look at the properties, because if we start approving these constructions to be done, these -- whatever projects they are, and we start approving it, and maybe not now, but ten years from now, you know, somebody goes ahead and decides they don't want it anymore and can destroy it.

I think however we -- we have our contracts set up, once dollars have been expended, they can't go back.

MR. HOOPER: Yeah, and -- and I agree. I don't think -- I don't think a city should block something just because they don't like the idea of city -- of buses coming through --

MS. PENNANT: Right.

MR. HOOPER: -- or something like that.

And I know one of the circumstances. I know the background behind that.

But, at the end of the day, I also -- you never know what you're doing by just blanketing over something like this.

And -- and I -- you know, I just -- if a city has zoning and there's properties, and maybe it was zoned for resid- -- not residential, but a school or

-- I don't know. I don't know what. Or a park. And all of sudden, you've just taken a part property and you've turned it -- because the County owns it --

MS. WALLACE: No.

MR. HOOPER: -- and they've turned it into a maintenance facility for buses.

MS. WALLACE: No. So, a park, we can't do that. so there's a Charter restriction -- no, there -- so there's a --

MR. HOOPER: Okay.

MS. WALLACE: -- restriction in the County Charter --

MR. HOOPER: Then I -- then I would --

MS. WALLACE: -- that was approved by voters --

MR. HOOPER: -- like to -- before I vote on something like this, I'd like to know all the information before we just flippantly vote on something where I don't understand the whole thing.

MS. WALLACE: Uh-huh.

MR. HOOPER: That's my problem. And I'm in real estate --

MS. WALLACE: Uh-huh.

MR. HOOPER: And -- and if I had properties, I wouldn't want the County or the city or anybody else coming in saying, oh, we're just going to spot zone change you.

And I don't want the city doing that to the County --

MS. WALLACE: Right.

MR. HOOPER: -- you know. I get that.

MS. WALLACE: Uh-huh.

MS. PENNANT: Right.

MR. HOOPER: So -- so, you know, there -- I just want to understand it better before I vote on it.

MS. PENNANT: I agree with you, Alan. I think we really need to take a closer look at this.

MR. HOOPER: And it's probably good. I just want to understand it.

MS. PENNANT: And -- and not --

MR. SMITH: Yeah, I think I -- I -- I agree, too, Alan, after hearing you explain it that way. But -- but it doesn't hurt to hear it, but this is a long program, so there's not a rush by one meeting or the next.

MR. COOLMAN: Well, it's not -- wait a minute, guys.

MS. PENNANT: But it's going to be voted on.

MR. COOLMAN: I agree that we need to know a little bit more about it, but this thing has not been out there that long, and it's going to come on the ballot very quick.

So, I would at least request --

MR. HOOPER: In October.

MR. COOLMAN: -- that, Gretchen, we get all the information about the wording of this and the background out to the -- out to the board members, because I think, in some cases, we have to be leaders of the transportation

system in this County, and it might be -- and it's things like this that take precedent, in my opinion, when you've got something so narrow.

And the -- the objections that I'm hearing aren't even valid.

MS. PENNANT: I -- I agree --

MR. COOLMAN: So --

MS. PENNANT: -- I -- I -- I agree with you, Mr. Coolman. I think this is something of -- of some urgency. I think we need to look at this right away, because what we don't want is for it to pass, to be voted on, in a way that we have not done our due diligence.

I mean, part of our responsibility is to be good stewards of the dollars, right? And so, when you already expend dollars for a project and then somebody comes back and says we don't want to move forward with the project, that's not a good use of tax dollars.

So, I think we need to know about this right away. November's around the corner.

MS. WALLACE: And so, the -- the resolution approving the ballot language was approved by the County Commission in August. And we can provide the actual resolution and the ballot language to the members of the Oversight Board if you'd like to have that.

But we don't have a list of projects out 30 years. So, the -- the issue is -- and -- and the immediate projects that we need to develop.

So, we're -- we're having a rail study done that's been funded, and the

solicitation is -- is -- is ongoing for rail and a system-wide study for bus rapid transit. And there are several other projects.

And the results of those studies will not be completed yet.

So, but when -- when the results of those studies are completed and we have recommendations regarding siting facilities, where they will be sited, then we'll have more information.

But we don't have that right now. So, if you're looking for something right now tangible to say that this is where a regional rail or a -- a station or -- or maintenance facility, or a regional bus maintenance facility will go -- we need a third one. We need to develop one -- we don't -- we -- we don't have that yet and it will come out of the studies that are being developed.

The purpose of -- of this is not to get too far down the road with the planning of these types of projects going forward and -- and not have the ability -- and waste the time and the effort through these studies of, you know, having these recommendations formed and not being able to follow through.

So, we don't have that --

MR. ALLEN: Mr. Chairman?

MS. WALLACE: -- right now.

MR. HOOPER: Yes, sir.

MR. ALLEN: Mr. Chairman?

MR. HOOPER: Yes.

MR. ALLEN: This is Phil.

The -- pulling the material and getting the material to us from the agenda item, the ballot language, can you also provide minutes of the meeting or discussions or workshops that affect this issue?

MS. PENNANT: Mr. Chair, I -- I think, to your point, having a map that probably identifies some of the location of these properties so as we move forward and we're voting on some of these projects, we have a clue about where these properties exist and what the potentiality might be for -- for -- for the project to move forward and then, on the back end, someone is saying --

MR. HOOPER: Well, it's --

MS. PENNANT: -- they're not going to follow through.

And I also think the exercise of understanding what's happening now will give us a basis from which to develop some -- some strategies so we can protect these projects going forward.

MR. HOOPER: But isn't this -- this is going on the ballot. It's on -- it's -- it's -- it's -- it's on the ballot.

DR. KELLEY: Mr. Chairman --

MS. WALLACE: The November General Election ballot, yes.

MR. HOOPER: So, what we're doing is we're throwing support at something that's already been decided that it will be on the ballot, and it's really -- hey, can -- can you please put your phone on mute if -- if you're not speaking? Somebody's got a clicking sound.

So, you're basically asking -- well, Doug is asking the board to take a

position and to show support for something, right? For the -- for the ballot language, right? Basically.

MR. COOLMAN: That's --

MS. WALLACE: I think --

MR. COOLMAN: -- correct. And I think the best you're going to do right now is the staff could provide you with a two or three instances, so you would know where the site was --

MR. HOOPER: I -- I get it --

MR. COOLMAN: -- and --

MR. HOOPER: -- Doug. I get it. But --

MR. COOLMAN: -- but that's the best you're going to do. We don't know where these sites are going to be.

We have a responsibility to a regional transportation system, and it's probably the only way we're going to get the best system for the best dollar, because we have 31 other municipalities we have to lean to.

It doesn't give the County carte blanche to just go in there and do anything they want. They have to do a -- their best effort, too.

So, the language would be helpful, and maybe a -- a short show and tell of the two -- I think there have been two or three projects that -- that fell under this that caused this amendment to be necessary.

MR. HOOPER: And it's on the ballot.

DR. KELLEY: Mr. Chairman, if I may.

MR. HOOPER: Yes, go ahead, Ms. Kelley.

DR. KELLEY: Yes. Well, it's clear -- pretty clear to me that we're talking about 30 years out, and the really frightening thing to me, as somebody who's been working non-stop for hopefully our next Supervisor of Elections since May is that we're talking about something that's one the ballot that, you know, we're on the Transportation Surtax Oversight Board and we don't -- you know, we need to understand.

It -- there's no way I can take a position on something as part of a board. You know, I -- I need to understand it just in order to vote on it.

So, what's -- what's alarming to me is realizing look at all the research we're going to be doing, and the average voter out there maybe isn't going to have the benefit of that.

So, I -- I definitely want to see the language and the minutes of the meeting, as Phil suggested. I think that's a great idea.

MR. HOOPER: So --

MS. WALLACE: So, this board does not have to take action.

MR. HOOPER: I know.

MS. WALLACE: So, this was an issue that Mr. Coolman felt was important for the board to discuss. And you can engage in a discussion regarding the matter and you don't have to take action. You can just express your --

MR. HOOPER: Right. Support or non-support. And as leaders in the

community, as soon as you learn about it and you understand what it is, go out and tell people to vote for the amendment if that's what you want.

I mean, honestly, I -- I don't know enough about it. And -- and -- and it might be something that I want to get behind, but the next meeting's not until October something. People are already going to have made their -- I mean, that's so late in the game --

MS. WALLACE: The end of October.

MR. HOOPER: -- right. So -- but I'm not --

MS. PENNANT: I -- I just --

MR. HOOPER: -- going to vote on it today.

MS. PENNANT: -- think it's an opportunity for us to understand it so, in the future, we know how to act.

MR. HOOPER: Right.

MS. CASSINI: We will be --

MS. PENNANT: Responsible.

MS. CASSINI: -- happy to get you as much educational information and the background as possible. And if you would like more information, we can, you know, give you resources where you can find more information as well.

MR. HOOPER: Thank you.

Do we have anything else of members' reports?

MR. COOLMAN: Yes, Dough, I just -- I wanted to bring it up for discussion and -- and start -- start moving. If we're not -- if it doesn't -- we may

or may not support it this year, and if it doesn't pass and some disasters happen, which I predict will -- it'll probably come back.

Thank you.

MR. HOOPER: Holy mackerel, man.

MS. PENNANT: No more disasters. We've had --

MR. HOOPER: Okay.

MS. PENNANT: -- enough this year.

MR. HOOPER: We're full of disasters. Don't start jinxing us.

MS. CASSINI: It's been non-stop.

MR. HOOPER: Okay. All right. So, we don't have any more business, correct?

MS. CASSINI: That's it.

ADJOURN

MR. HOOPER: Okay. So, I'm going to go ahead and adjourn the meeting.

Do I -- we don't have to make a motion to adjourn, do we?

MS. WALLACE: Yes, please.

MR. HOOPER: Can we get a motion --

MS. CASSINI: Member reports?

MR. HOOPER: -- to adjourn?

MS. PENNANT: I so **move**.

MR. HOOPER: Okay. Thank you, everybody. We're adjourned.

Have a great month if I don't see you.

VOTE PASSES UNANIMOUSLY.

(The meeting concluded at 4:42 p.m.)