

**MINUTES**

**INDEPENDENT TRANSPORTATION SURTAX**

**OVERSIGHT BOARD**

**August 13, 2020**

**MEMBERS** Phil Allen, Finance, via telephone  
**PRESENT:** 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, via telephone  
Dr. Consuelo Kelley, Resident Consumer of Public Transportation  
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, via telephone  
Shea Smith, Accounting, Director of Audit and Attest Services, Berkowitz Pollack Brant Advisors and Accountants, via telephone

**MEMBERS  
ABSENT:**

**ALSO** Angela Wallace, Surtax General Counsel  
**PRESENT:** Gretchen Cassini, Board Coordinator  
Audrey Thompson, Administrative Support Specialist  
Cindy Malin, Public Information Officer, Mobility Enhancement Program  
Kristin Carpenter, Director, Broward County Accounting  
Ariadna Musarra, Director, Broward County Public Works Construction Management Division, via telephone  
Merrill Romanik, Synalovski Romanik Saye LLC  
Sandy Michael McDonald, Director, Broward County Office of Economic and Small Business Development, via telephone

INDEPENDENT TRANSPORTATION  
SURTAX OVERSIGHT BOARD  
AUGUST 13, 2020  
dh/NC

Tony Hui, Deputy Director, Broward County Public Works  
Chris Walton, Director, Broward County Transit  
Johnny Caldera, The Laws Group

A meeting of the Independent Transportation Surtax Oversight Board, Broward County, Florida, was held at Room 422, Commission Chambers, 115 South Andrews Avenue, Fort Lauderdale, Florida, at 10:30 a.m., Thursday, August 13, 2020.

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

**I WELCOME, CALL TO ORDER - CHAIR HOOPER**

MS. CASSINI: We're now live.

Chair Hooper, if you'd like to call the meeting to order.

MR. HOOPER: Yes, thank you.

Hi, welcome, everybody.

I want to call the Independent Transportation Surtax Oversight Board for August 13<sup>th</sup> workshop to order.

Welcome, everybody.

**II ROLL CALL**

MR. HOOPER: Can we do a roll call.

MS. THOMPSON: Sure, Chair.

Alan Hooper.

MR. HOOPER: Here.

MS. THOMPSON: Doug Coolman.

MR. COOLMAN: Here.

MS. THOMPSON: Phil Allen.

MR. ALLEN: Here.

MS. THOMPSON: George Cavros.

MS. CASSINI: Come back to him.

MS. THOMPSON: Ronald Frazier.

Dr. Kelley.

DR. KELLEY: Present.

MS. THOMPSON: Allyson Love.

MS. LOVE: Here. Here.

MS. THOMPSON: Anthea Pennant. Anthea Pennant.

Shea Smith.

MR. SMITH: Here.

MS. THOMPSON: George Cavros.

Ron Frazier.

And lastly, Anthea Pennant.

MS. CASSINI: We have a quorum, Mr. Chair.

MR. HOOPER: Great. Thank you.

MR. ALLEN: Let me interrupt -- this is Phil -- just a second.

The -- I'm watching on -- the video is not coming through.

MR. HOOPER: I'm watching it.

MR. ALLEN: Transportation Surtax Oversight Board Workshop will commence shortly. And it says, "this event hasn't started yet".

I was on the Penny for Tax -- or Penny for Transportation website.

MS. CASSINI: Could I ask that you refresh your browser, because I do --

MR. ALLEN: Okay.

MS. CASSINI: -- I do believe that others are able to see the meeting.

So just either click out and come back in or refresh your browser.

MR. ALLEN: Okay. Thank you.

MR. COOLMAN: That's correct. Coolman here. I can see it.

MR. HOOPER: Okay. Can we go forward?

MS. CASSINI: Yes, sir, Mr. Chair.

### **III PRESENTATIONS**

#### **I Overview of Surtax Financial Project Management System (Project Costing Module Demo/Presentation) (K. Carpenter)**

MS. CASSINI: We are ready to begin with our first presentation. We have the Director of Accounting, Ms. Kristin Carpenter, here to do a presentation on the surtax financial project management system.

Ms. Carpenter, you may go ahead.

MS. CARPENTER: Okay. Good morning.

So, today I'm going to discuss the summary of the statement of project goals, the benefits gained from the goals, the solution, the project costing problems and solutions, and reporting scope of solutions and available tools.

The summary of the statement goals were track and report on the surtax capital program across all surtax-funded agencies; to give the surtax-funded agencies the ability to process, manage, and report all surtax project financial information in a single system.

The benefits that are gained from these goals are the Oversight Board will have financial reporting, the ability to record and track surtax activity across funds, improved budgetary processes and reporting, project costing operational flexibility, reporting financial activity from a single source of data.

Key requirement and decisions. Reporting equity position by appropriation year. Equity can include reserves for future years, capital expenditures that are budgeted but not incurred, and balances available for budgeting.

Report against capital budget by appropriation year.

Record and control capital expenditures by operational detail project level by standard activity, within the formal OMB -- that's Office of Management and Budget -- fiscal year budgeting process.

Reimburse operational funds as authorized by surtax costs are incurred and recorded.

Record and report using a single source of data.

So, at first, we have some problems that we had to -- we had to solve.

There is multiple sources of data.

Only capital program projects are included in PeopleSoft. What we mean is that we include -- we have been including things at the very highest level, but each program has multiple projects lying underneath it that have been maintained on spreadsheets.

We have an Activity ID is not standardized for agencies. Within PeopleSoft, when we talk about an Activity ID, that's PeopleSoft language to let you know, for instance, with a construction project, what phase you're in.

We have multi-funded project tracking and reporting of funding sources. At the time, they weren't flexible and they weren't standardized.

Procurement approvals occur at the capital program project level.

Project reporting capabilities are not being fully utilized.

So, here's the solution. In PeopleSoft, we're including what we call a child project. We create a parent/child project structure, the parent being the program and the child or children being the multiple projects that are underlying in the program.

And the transactions are recorded in PeopleSoft, all in a single source of data.

The ability to have flexibility to control and track spending at the child level.

Flexibility for departments to use or not use a parent/child project relationship.

So, within the solution, we're utilizing standard activities on projects.

And in the case of the -- you know, with construction, there is the AIA categories that we're using, and you can see them to the far right, that when you have a construction project, you would have these various costs included.

And you can select the individual project activities from a project type, which we are also standardizing.

Allowing the same activity across project types, allowing for standardized project management, integration, and reporting.

Project Costing Problem Number 3, tracking and reporting on multi-

funded projects are not flexible or standardized.

Within our solution, we have, in PeopleSoft, the ability within this fund distribution tool to allow for splitting the funding on the back end of processing.

Transactions are coded initially at the program code of surtax.

If there's a grant, it's included in the surtax capital projects fund. No separate grant fund is -- is needed.

Grant transactions are identified by a separate program code and activity.

The fund -- the FD, fund distribution, processes the split of the costs into multiple program code values and activities.

The fund distribution set up is done centrally in Accounting.

Since no funding split is done on the front end in the purchase order or the voucher, it minimizes the effort and the errors.

And here was have the example within a PeopleSoft screen that you can see that, in this case, there is 98 -- to the far left, there is 98 percent funding from a state -- from a grant, and there's 1.8 percent for the surtax.

And you then, to the far right, commit how much of the program that there is -- in this case, it's 5,000 -- and you have your threshold limits.

And, presently, in the middle of this screen, you can see 50,000, which is the cost that was incurred, and then it will be split with this back-end processing.



Another problem was procurement approvals can only be done at the -- currently, at the capital program level when you have a child project.

The solution is you -- you can track the child projects in PeopleSoft. You can assign, in PeopleSoft, a manager for the child projects -- and, in this case, it would be the construction manager -- allowing the actual project manager to approve at that level, not at the program, but the project that they are actually managing.

Another problem was reporting capabilities are not fully utilized.

In PeopleSoft we have something called a project work center. It is a delivered in PeopleSoft where it's an interface that provides centralized access to daily tasks to be performed by project managers or grant staff.

The features are immediate exception notifications, at-a-glance inquiries and ports, and there are -- are pivot grids.

And then some of the advantages are it's a central data source, user specific reports, proactive exceptions interaction, encouraging best practice, and reducing the reliance on Excel spreadsheets.

So, again, we have one source of data.

And we do not have a demonstration today, but this is an example of being able to see a project with all of its cost and budget inside a PeopleSoft view.

With reporting, we have, on the budgetary part, we need reports by fund, by budget period or appropriation year, by project.

We need to be able to see it in PeopleSoft in a budget overview.

We have the projects work center for the project managers because there are two different needs. The project manager needs to be in the detail, and budgetary needs to be at the higher level in -- at the program.

And then we are including the standardized reporting for activities and net equity --

MR. HOOPER: We lost you.

MS. CASSINI: Mike, can you --

MR. SMITH: I'm sorry, I can't hear you.

MS. CASSINI: -- Mike, can you confirm that the audio's still working?

Okay. Kristin, maybe you can get a little bit --

MR. HOOPER: Speak up a little bit.

MS. CASSINI: -- closer to the mic.

MS. CARPENTER: -- budget versus actual, funding leverage by surtax projects, contracts by municipality, and advances to municipalities.

And here is the example of what a financial report, what it would look like.

You can see on the far left, this is what we are used to seeing at a capheral level where you would see the revenues and the costs incurred, and then you have net equity.

What we would see internally would be the many funds that surtax plays in.

So, you would have a General Fund. We have a Transit General Fund. You have the Surtax Special Revenue Fund, and a Surtax Capital Projects Fund.

And then you have a total that brings it all together, and this would be, at the total column would be, what we would present to the Oversight Board.

And you can see that, as we go through the revenue, we have a bud ref. And the bud ref is letting you know that that is the year that we appropriated the revenue. And it is split by year because each year you have what we budgeted the revenue to be, and what it would actually be would be in the amount column, because that's what Accounting would record.

You can see to the farther right that you can then see the revenue that was for the capital projects. And it comes in and you can see the first -- in this example, there is the assumption that we will have grant funding. And that's why in the program column you can see that there is something that's 82,000.

And then you have the eleven six-hundred, and that's the surtax.

And that revenue is broken down by the different years that that revenue was appropriated.

And then, you can come further down, and you can see what the costs incurred. It depends on the department that was incurring the cost. And we can break it down, and you can be able to see what department spent what.

And you can also see that when there is costs that is incurred with the

General Fund, we then can see from the surtax fund where they are sending the money over through -- via a transfer and what year that is from, which is 2020.

And then we can reclass some cost within the General Fund to allow the General Fund, through a program code, to know that it is surtax funding.

And then when we go further down into the net equity section, this is for internal reporting only, because some of these categories are more from an internal perspective.

When we say that we have undesignated appropriation, the idea is, in other -- if -- if situations were different, that we would have more revenue than expenditure at the end of the year that hasn't been budgeted.

But we can see by maintaining the bud ref how much that is.

And then we have designated appropriations, and you can see that takes you into the surtax capital project to let you know how much from each year was left over, from how much revenue we said we gave to the capital projects fund projects, and how much was spent and how much is left over.

And then back to the middle column of the surtax we have what is reserved. And that is after all -- again, after all of the spending, we can see by budgeted year how much of that equity is available for the future.

This is an example of a budget versus actual, and this is by the division.

So, we can see at the top we have Transit and then we have

Highway/Bridge further down.

And the next column is the bud ref to let you know from which appropriation year that they're spending.

And you can see the project, the project name, and you can see where it stands at any reporting period.

This is an example of what was given to people outside, that this is the by-year how much surtax for the revenue and then the cost.

And this was prepared in an Excel document. But going forward within PeopleSoft with the structure that we have right now, we can generate this report from PeopleSoft.

And this is the example of how we would be able to do it in PeopleSoft.

So, to the far left, you have the bud ref which tells you the appropriation year.

The second column is the project. And these are all of the programs that were approved by the Oversight Board.

And the next column, the fiscal year, tells you the accounting period that it occurred.

And the CB refers to the program budget.

And the control bud ref is letting you know the individual budget that was given to all of the programs.

And if we went back, you can see that the 351 agrees to the prior

sheet what was developed in the spreadsheets.

The next report, when we go forward, we know that the surtax is going to be used with other funding sources. And in this case, you would have the surtax, potential state funding, federal funding, or, if there is some local government funding.

And the last column is if there are other taxes that we might use for a project, a greater project that is within the surtax.

And we can tell you by -- from the left, when we talk about the bud ref, we can tell which year that that was budgeted.

And when you continue into between the County, when we get into the other columns, you can see how the costs were broken out by the different funding sources.

We have within the surtax, we will have contracts with the municipalities. And we will need to track those by municipality.

So, we will be able to let you know which department -- and, in this case, we had it going through Highway/Bridge, but in the future this would -- this would say MAP in our Broward County lingo -- and we would be able to see the type of project that they're engaging in, and we would know the budget and the pre-encumbrance and the encumbrance and the actual expenditure.

May I take questions?

MR. COOLMAN: Mr. Chair, Coolman here. I have a question.

MR. HOOPER: Go ahead.

MR. COOLMAN: On -- on page 11, at the very bottom, there's a statement that says flexibility for departments to use or not use parent/child project relationships.

I assume this is put together so we're all on the same page. Why would they have the flexibility not to use it when they really have to use it?

MS. CARPENTER: In some cases, there may not be the multiple children relationship.

MR. COOLMAN: Yes, but it says, "departments to use or not use parent/child project". Well, all -- all I can say is it looks like you're giving them an out not to fill out the forms.

And I -- that -- that has me concerned, because the whole idea was to get everybody on the same page.

MS. CARPENTER: That is correct. So, I will try to further explain that, that we sometimes will have a program that doesn't have multiple children lying underneath it, so we aren't saying that you have to have the multiple layers, because the multiple layers don't exist.

MR. HOOPER: Can you mute your phone if you're not speaking?

MS. CASSINI: We need everybody on the line, please, to mute if you're not speaking. Thank you.

MS. CARPENTER: Shall I repeat?

MS. CASSINI: Please.

MS. CARPENTER: So, the reason we say that there's flexibility, because in some of the programs there are not the multiple children relationship, and we don't want to put the demand and more maintenance when it's not necessary.

So, each time, there will always be a program and there will at least be one child. It's just that there won't be the need to have 15 children, because they don't exist.

MS. CASSINI: There will never be a situation, Vice Chair, where a -- a department has the option not to utilize the system.

This is a component of the system that may not be appropriate for all projects.

MR. COOLMAN: I understand that. It just --

Thank you.

MR. ALLEN: Mr. Chairman, this is Phil Allen.

MR. HOOPER: Go ahead.

MR. ALLEN: First off, let me -- as a former old-time cost accountant, let me just say to staff that this is incredible. This was something that 25 years ago we'd always dreamed of having available, and to see it now come to fruition is just a remarkable accomplishment.

So, thumbs up to everybody involved in this project.

The question I have is, is this now live or when will it go live? And are you going to go back and capture the data from the previous fiscal year?



MS. CARPENTER: It's going to go live October 1<sup>st</sup>, and, yes, we will be catching -- capturing the information retrospectively.

MR. ALLEN: Second question is the -- this is all integrated to the general ledger, right, so that you're not going to get in a situation where somebody's out there reporting own spreadsheets that don't tie back to the general ledger balances?

MS. CARPENTER: That is correct, sir. And we have --

MR. ALLEN: Outstanding.

MS. CARPENTER: -- and within -- within PeopleSoft --

MR. ALLEN: You should --

MS. CARPENTER: -- itself, we are making sure that we -- that Accounting has monitoring reports to track this information daily, monthly, quarterly, at any point in time.

And presently, from the accounting perspective, since this is very transactional based and not just -- so, forgive me. Let me back up a little bit.

PeopleSoft, the general ledger is a place where transactions are summarized, but we need to remind ourselves that these are transactions that occur in our modern day in sub-modules.

And Accounting understands that the accounts payable sub-module is an important module to have a financial statement-centric person overseeing it.

And I have put in place in the Accounts Payable Manager position,

someone who has CPA experience to be able to monitor these projects from a financial statement point of view.

MR. SMITH: Mr. Chair, I have a question. This is Shea. When -- when -- when Phil is done with his questions.

MR. HOOPER: Phil, are you done?

MR. ALLEN: Just -- just then the final comment is don't be single person dependent, that, you know, turnover does occur, and this is a 30-year program that we need to make sure that we have adequate backup to those people that are utilizing the system on an ongoing basis.

MS. CARPENTER: That -- that is correct. And that is why we are making sure that all documentation and training material is going to be part of our go live to ensure that all of this can be handed off to someone else, you know, brand new to the County or been here ten years or more. Or less.

MR. ALLEN: Thank you.

MR. HOOPER: Mr. Smith?

MR. SMITH: Yes, thank you, Mr. Chair.

So, kind of a continuation of what we're speaking about now, and not the internal control environment specifically.

And if you could just discuss a little bit a couple of things.

One, how we're really testing this. I mean, any time you make an enhancement to recording internal controls and so forth, I would imagine that we're vetting this, testing transactions and so forth.

And then kind of a related comment is, are we having discussions with our external auditor, in terms of our control environment and how we're setting this up as we go so we don't kind of look at it in the rearview mirror?

And I think what's really important here is these transfers that are going in and out of our funds to other funds. And, you know, in essence, where -- where does the control environment for this fund start and stop, and kind of how they look at that specific to our audit of this fund internal control environment?

So, if you could just speak to a couple of those things. I mean, I understand like the physical controls and -- and people involved, but also just kind of the testing of the system to make sure that the data comes through, is -- is completely accurate and complete.

MS. CARPENTER: Okay. So first and foremost, I want to let you all know that this was developed with the internal tech team as well as consultants that know PeopleSoft, they were PeopleSoft implementers.

And we used delivered functionality to create this process.

So, first and foremost, I haven't -- I. Listen to me. I'm sorry. The -- the -- the team created something that we are not going outside of what is the internal control that is already present in our system.

We just allowed more flexibility because we have very granular information that is occurring. So, you have your financial statement level that takes you to -- down to the lowest level, which is an account.

But the account is not enough detail, especially for the -- the project managers, because that's not their mind set. They're not an accountant. They are in the weeds within a project, and they're talking language of, you know, design, construction, and then there's some other tasks that -- forgive me, I'm not going to try to act like I'm into all of that language, but that's as far as I will go.

And then as far as your question about testing, we have a process that our tech team -- we have environments from development to production.

And we go through each of these environments at each step and test the processes over and over and over before we get to production.

And in order to understand the link that we have for the surtax, the anchor, I will call it, is the program code.

By having that program code with every transaction, we can follow it throughout the recording.

MR. SMITH: And then in terms of has there been any discussion with our external auditor in terms of how we're setting this up at the surtax level to create these reports and so forth?

MS. CARPENTER: Yes.

MR. SMITH: Okay. Because I think the key here is that the information that we get that is detailed -- and I understand what you're saying and how it relates to the account level and then drills down. It's just very important that that is tested enough to where if we're looking at the detail, we

know that's going to tie back to the financial and, in essence, the internal control system that external auditors are -- are looking at as part of their -- their audit.

So, thank you for the explanation.

MR. HOOPER: Okay. Are we done with this presentation?

MS. CARPENTER: Yes.

MR. HOOPER: Are there any other questions?

Okay. Hearing none, we'll move on to the next presentation.

Gretchen, do you want to queue that one up?

## **II Project Status Update, Surtax Public Engagement and Oversight Board Space (A. Mussora)**

MS. CASSINI: Yes. If I could please ask the individuals that would like to make the presentation on the Relocation and Mobility Advancement Program office space, the Oversight Board space that is being prepared in Governmental Center West in Plantation to please come forward.

MS. MUSSORA: Good morning, Gretchen. Hopefully you can hear me. This is Ariana Mussora, Construction Management Division.

Can you hear you?

MS. CASSINI: We can hear you, Ariana.

MR. HOOPER: We can hear.

MS. MUSSORA: Oh, great. Thank you.

And -- and good morning to all. As I said, I am the Director,

Construction Management Division with the Public Works Department. And my office is tasked with the renovation of the offices for the surtax MAP folks.

You see at the podium right now is Merrill Romanik from Synalovski Romanik Saye Architects, who will run through the presentation for you.

So, I will turn it over to Merrill.

Thank you.

MS. ROMANICK: Good morning, everyone. Thank you for allowing me to present and actually meeting Gretchen for the first time.

We've done every part of this project virtual to this point, so it's a very nice occasion to put a face with a name.

Wanted to share with you our progress on the drawings and give you some highlights as to where we are on the project.

I'm going to share some visioning images that we used in the beginning of the projects to kind of help us inspire and find ways to connect visually, contextually, graphically to what it is that you -- the surtax board and the MAP folks do every day.

And we're trying to make the space fun, engaging to the public and the staff users.

So, we shared some imagery that kind of resonated with the entire team as far as the quality of the space, kind of some of the fun of the space, and some of the engagement and kind of critical elements that will allow you to operate very publicly when you need to and privately when you don't need

to put your head down and focus.

You can see that we've, you know, highlighted some work areas that are a little bit more open, but then we have phone booths and -- and kind of nooks and rooms to go to when you do need to do some small collaborative spaces.

So, it gives us a variety of options to work within.

We also have introduced some garage doors that kind of resonate with you all as well that allow you to open up a space when we want to and close down a space when we need it.

And we're also going to hint at some of the directional things and signage that's part of your world.

We basically in -- in this drawing are showing the entire space. And I want to walk you through it a little bit.

This is the ultimate floor plan layout. The kind of what looks like a music note is really for the ECPD folks, and that's the permitting counter. That is going to be their new position. So, they will come a little bit further into the atrium space than they are today.

The kiosk or the -- what everybody lovingly calls the donut, will remain inside the atrium space and still be able to come up to connect, learn about -- learn about where you need to go and what forms you need to fill out.

But to the north of that is going to be four hot desk positions, if you will, so that when there's folks at the counter, they'll be able to engage them

and bring them into the fold, help them and assist.

North of that is an enclosed space which is their individual heads -- desk space, which is for their head down work and when nobody's at the counter.

So, they'll have visibility and know when somebody's at the counter.

They're a critical component because today they are kind of where the half circle element is, and we need to move them out of the way so that we can create your space.

So, they are integral to our success and making sure we can engage them properly.

When you see the yellow space, that is primarily the surtax space. And when you walk in, it is kind of an open lobby space with a receptionist that will meet and greet you and direct traffic and take care of you.

There also, in the two kind of half circles that are two the side, there's anticipated a virtual experience that I know that Gretchen's staff is diligently working on that will help folks understand, learn, engage, inform what it is you do, different initiatives, different programs. And I'm sure Gretchen's talked to you about that.

And then immediately off of that is also a more public conference room space so someone can come out, meet and greet, go into that small conference room space.

Beyond that, there is actually a series of openness and closedness



that will allow you into the back of the space.

You can see where the word surtax is, that is actually your boardroom. And that really -- those are where those garage doors occur.

So, you have an overflow of a meeting, the garage doors can go up for your public forums and kind of make the space bigger than it -- than it is, and allow for folks to engage in the meeting outside of the space.

On either side of the space, you'll see folding walls that will actually be able to open up and also expand your opportunity.

So, it's -- what's nice about it is it allows you to be -- have a smaller setting when you want to, a bigger setting when you need to.

And to the -- let's go to the right. To the right of that is actually a -- a -- kind of a café setting. So, if there's refreshments that are part of an event, things can be set up, a buffet line there.

By day, it can be used as the break room for staff to utilize.

But it's a gathering space that becomes yet another way for folks to gather to communicate, share information, and come in, do their thing, and -- and go back, go back to their home or go back to their work environment.

Beyond that, underneath the word space there are actually two of those little phone booths that give everybody the privacy for when they do and need it, ultimate privacy for just themselves. The call to the doctor, the phone call to your child, those kind of things, that kind of can be distracting in an open environment.

And then there's also, on either side of the surtax space, two break-out spaces. So, there's two smaller conference room spaces.

One of them, we anticipate that, during board meetings, the technology folks that help make these meetings run -- and, actually, they work harder now than they ever did, right, with the virtual experience, but they can be housed in that room, and it's set up to connect directly to the boardroom and help them function properly.

The one to the right is a conference room space that, again, let's break out, let's have a small conference convening space, and/or it's the conference space scaled appropriately for the staff that is surtax to the right.

We've got five desk positions that are there, and then we've got three office spaces on that side.

There is also a copy and production room that will allow them to take care of their business and keep -- keep information flowing to one another.

To the left of the surtax boardroom, there are two kind of hot offices, what I'm going to call them, where they're not assigned to necessarily anyone, but anybody that visits and needs to close a door, make a phone call, get some work done, can utilize those spaces for those purposes.

It's behind the secured zone so that, you know, they have the safety and the security and the peace of mind of being there secured.

But that gives you some flexibility on office spaces.

When you look to the left at the hatched area that's on the -- on the

screen there, that is actually the MAP offices. That is -- I'm -- my project is really the yellow and the blue. FMD is doing the project that's in the hatched area kind of at the triangle points that are there and reconfiguring that space for the office spaces of the MAP team.

This is a graphic that shows you the phasing, just so you understand, because ultimately -- I don't know if I have a pointer on here, but ultimately, when you see Phase 1, that is what needs to happen to allow for our space to come.

So that is getting the ECDP to their new position so that we can free up the space for our new lobby, our new reception, and the boardroom.

Then we'll come in and do the boardroom and the office spaces to the east that will allow, you know, you all to move in fully into your space.

The green is only there because we need to create temporary access for you all to get into the MAP space. Because it's an FMD project and it's driven more by furniture choices and not a lot of reconfiguration, we need to make sure that you can get in safely to the office spaces that will be there.

And then at the end, we'll come and finish that run of offices up, clean up the conference room, and do the virtual component. So that is the last piece of the puzzle.

So, there are three steps to the process, but technically you should be able to move in and start utilizing your space at the end of Phase 2.

These are some images that kind of give you an idea of what the

space is going to look and feel like. And it's always fun at the end to compare side-by-side about what we planned versus how it ends up utilized.

This is the lobby space, so you can see the reception desk at the right, some public seating for folks to gather and meet in advance of the meeting, and the garage doors that lead into the surtax board space, and then the doors that lead to the back where those two hot offices are going to be.

This is just another view of the same, just zooming more on the reception desk and the garage doors so that you can see it.

And you can see we've even added in the -- in the floor finish a crosswalk pattern just to have a little play and a little bit of fun.

We anticipate that the monitors that are behind the reception desk could be live streaming what's going on in the room if you've got the doors closed, and sharing the same information.

So, again, it gives you an opportunity to expand your world a little bit so that you can grow as you need to.

This is the break room area. We're proposing, you know, a buffet counter and keeping it nice and clean and light, and kind of providing the right amenities for -- again, for lunch service for the folks that are normally within the space, but also providing that buffet counter, the right size refrigerator and those things for when you do have some sort of catered event.

That's another view of it, looking when the walls are folded up. And

so, you can see how transparent the space can be from that café experience into the boardroom space.

And then you can also see kind of right behind the light fixtures that small conference room that flanks it to the east.

This is a view from the boardroom space. So -- and that column is grayed out so that you can see what's happening behind it.

There, fortunately or unfortunately, as structural columns that support floors two, three, and four of that building, so they're part of our reality.

But when you look at the U shape, we've kind of got the board U table kind of nestled within the columns, and then we have seating behind it that you can set up in any configuration you want to. And even the board tables can be flipped down, rolled around, reconfigured in the room.

So, you have ultimate flexibility for different types of meetings, different types of training sessions, you name it. The room will be able to be reconfigured for the need of the day.

And that's another view from the audience side looking at the presentation.

We have integrated quite a bit of technology into the space so that -- and this image is a little bit cut off, but we have a projection screen that will come down, and it's not -- it's actually a digital display. It's not necessarily the old -- we're not going to have a projector in the ceiling. It'll be a -- it'll roll up, but it's more of a monitor than it is a projector and a screen.

And then we have, on either east and west walls, where the board sits there is technology there.

And then, obviously, we've got technology that faces the audience.

This is looking from that projection screen out at the audience, so you can see kind of the -- you know, how you all will be able to engage with one another and connect, and how the audience can be a part of the presence of the meetings.

These are some -- the finishes that we've selected for the project, just to give you an idea of touch, texture, and finish. We kind of like some of them because they mimic maybe an asphalt, they mimic some tire tracks. You know, it starts to resonate in a fun way with what you do.

So, we're looking forward to bringing those into the space.

And that's really it. I'm open for any questions you all may have.

DR. KELLEY: I have a question.

MS. PENNANT: Hello? This is Anthea. I also have a question.

MS. ROMANIK: Hi, Anthea.

MR. HOOPER: Sorry, who was it?

MS. PENNANT: Anthea Pennant.

DR. KELLEY: And Dr. Kelley also.

MR. HOOPER: Okay. I -- I thought I heard Ms. Kelley first, and then, Anthea, you can go right after her.

MS. PENNANT: No problem.

DR. KELLEY: Okay. Yes, I very much appreciate this explanation of the space, and I just have a concern as a disabled person and also, you know, somebody who uses paratransit, TOPS, which is part of this whole vision.

My concern is two things. The use of this space, either by the public, or, in my case, by a disabled member of the surtax board is when I looked at it, I'm not -- I'm just not sure it's very disabled-friendly space, and I want to be sure that, you know, as you work through your ultimate final design that that space is navigated by people who are disabled.

Broward is going through what they're calling the Silver Tsunami in terms of the shift in population to the elderly and disabled is growing in Broward.

And to the extent that this is public space, you know, I would like it to be disabled-friendly in every way possible.

Thanks.

MS. ROMANICK: Thank you.

Just to let you know obviously, as we work through permitting on the project, it's a requirement that we meet all ADA compliance requirements that are required by code today. So, we will absolutely meet those requirements.

So, things like heights of switches, heights of door swings and allowing things to flow properly. Even in the café, we've offered high seating and low seating to make sure that we can accommodate folks of any -- any

folk.

So, we do -- we'll make sure that even the kitchen sink is ADA compliant as -- as we look at it.

We are required by law to provide a compliant space.

DR. KELLEY: Right. And I appreciate that. It's just that it has been my experience that it also helps to have somebody who's actually disabled, you know, sort of navigate the space and make sure entrances and exits are accessible to all. That's all.

Thank you.

MS. ROMANICK: Absolutely. We will be there.

And one thing I want to point out is that the new permit counter, which receives the public today, it doesn't have full compliance. We're going to, as part of our process, be fixing all of that so there's ADA accessible counter heights both for the face-to-face meetings and the kiosk meetings or connections.

DR. KELLEY: Okay, very nice. And one last question. In the overall space in your initial blueprint, where is, for the members of the public that are finding that they need transportation assistance, where is the paratransit area? Do you know?

MS. CASSINI: Show her the entrance to the building.

MS. ROMANICK: The entrance to the building? Okay. Have -- oh. Go back. Sorry.



So, just to put it in position, where you see that oval shape, that is the sets of double doors that actually have push buttons on them already for compliance, and the security check-in point.

So when -- you'll come through that northwest entrance door to gain access to the building, be met and greeted by security there, checked in, and then you'll be able to flow into the surtax space on the north. That's actually the old space.

One more.

MR. HOOPER: Okay. Does that answer your question, Ms. Kelley?

DR. KELLEY: Yes, thank you.

MR. HOOPER: Ms. Pennant.

DR. KELLEY: Yes, it does.

MS. PENNANT: Good morning, everybody.

I -- I have some concerns about the -- the -- the area that we're using for the board to meet. I really -- I -- I hate the columns, and I keep thinking is that the only space that is available for that room? It seems like it is obstructive to the audience if we're conducting meetings.

So, that's -- that's one concern. I keep hoping there is another -- another -- another room that can be used.

The -- the other thing is the -- the tables, when we sit in that -- that set up, the -- the chairs' back tends to be to the audience. And we're -- we're there to serve the public.

I think there has to be a better way to configure this so that folks -- we can have eye contact with the people we're there to serve.

And so, I -- I -- I don't like the idea of our chair and even Gretchen and, you know, the folks that are sitting with their backs to the -- to the audience.

I would prefer a different configuration.

I also would hope that whatever desks that we're using, there is some level of privacy for women who are seated, because that kind of table set up -- and I realize that you want to make it moveable, but it needs to allow some privacy for -- for women who are seated and if they're wearing a dress.

But I -- I -- I don't like the idea of us sitting with our backs to -- to the audience.

MS. ROMANICK: Okay. This is Anthea, right? Okay. Anthea, thank you.

For the tables, I want -- and I want to make sure that I was clear. They are completely reconfigurable, so the world is endless about how we can lay out the arrangement of the board.

So, if you prefer to face the audience, we can flip the U, we can do it in an arch shape. There's many options as far as how we lay that out. This is obviously just one version, and we can re-look at that and just make sure that we're covered.

For the tables, it is definitely --

MS. PENNANT: And --

MS. ROMANICK: -- definitely an option to provide modesty panels on them, and they still will flip and nest and be maneuverable, just the way we like them. So, we can make sure that we can accommodate that.

The one that's the tough --

MS. PENNANT: And is that --

MS. ROMANICK: Go ahead.

MS. PENNANT: -- sorry. Is -- is that the only space that you can use for -- for -- for the -- the meeting area? I just -- I -- the visual of this blocked -- the two major columns seem very obstructive to me.

MS. ROMANICK: Yeah. The nature of the space -- and I went back to the floor plan. If you look, there are a series of columns at a 24-foot grid in this building. So, there isn't really a space that couldn't or wouldn't have a column in it within the space that's --

MS. PENNANT: Uh-huh.

MS. ROMANICK: -- designated.

MS. PENNANT: Okay.

MS. ROMANICK: Okay. And then --

MR. HOOPER: I -- I think that one solution for the turning the -- turning our -- our view back towards the audience might be that you put back-to-back monitors in front of the audience so that they can see a monitor, and then so that we can see it looking towards them.

MS. ROMANICK: Yeah, we --

MR. HOOPER: Because I think -- I know you can reconfigure the tables any way you want, but in planning, you're going to want to figure out how we can do the monitors so that they accommodate Ms. Pennant's idea, because I think that's a good idea as well.

MS. ROMANICK: Yeah, we can look at adding monitors to the other side of those columns to give you ultimate flexibility on how you can arrange the space.

MR. HOOPER: Okay. And -- and I would like to commend -- I think it's a really cool design. I think it's great that -- that -- that the program is getting this kind of a space for people that visit or want to learn more or that are doing business with the County.

I think it's really -- you guys did a great job on the design itself.

Obviously, the detail -- the devil's in the details with the ADA and getting it to fit for everybody, but overall, I think you guys did a great job.

MS. ROMANICK: Thank you very much.

MR. HOOPER: Are there any other questions --

MR. CAVROS: Mr. Chair --

MR. HOOPER: -- about the space? Yes, sir. Or Ms.? Mister?

MR. CAVROS: -- Mr. Chair, this is -- this George Cavros.

Just for the record, I want to let you know that I am in the meeting and joined at 11:00 a.m.

MR. HOOPER: Okay. Welcome.

Okay. Do we have any other questions or -- or recommendations for the -- the office renovation?

Okay. Well, thank you very much for the presentation and the -- and the good job you guys are doing.

MS. ROMANICK: Thank you so much for the opportunity.

MR. HOOPER: All right. Let me see what's next.

MS. CASSINI: Mr. Chair, your two items are next.

### **Non-Action Items**

#### **II Performance Appraisal Proposal (Chair Hooper)**

MR. HOOPER: Yeah. Okay. So, the next item is a -- is -- is about the appraisal of the performance of our Executive Director.

And Gretchen and I have discussed this several months ago. With the COVID, it's kind of thrown us off a little bit.

But every year I think it's a good idea, one, to set goals for the following year and to also review what has -- the accomplishments and the performance that Gretchen has done on our behalf, and then also to discuss a compensation package and, moving forward, bonuses, all those things.

So, we do this at the Downtown Development Authority every year and we also -- I used to do it at the Transportation Management Authority. I -  
- I'm sure several of you have done this on other boards that you've sat on.

So, I really wanted to have a discussion about this and how we might

want to go about it.

On other boards that I've sat on, we've typically had a subcommittee. Sometimes it would include the Chair, the Vice Chair, and, if we were older than just two years, we might have the past Chair. And that way, these are people that have had a -- a lot of interaction, more than just at the monthly meetings.

But I think for this particular year we could add a -- a few others on the board that would like to participate, and -- and we could make it a sunshine meeting.

And what we would do is sit down, there's a form that we would use, and we would break the form down in -- in categories of goals and -- and just basically do a -- an appraisal of -- of how well the job has been and what we might want to expect or discuss for the -- the year to come, and then discuss the -- the -- the package, the -- for her.

So, I'm open to any kind of discussion if you guys want to talk about it.

So, is there any other ideas or thoughts that some of the other members might have?

MR. COOLMAN: Alan, this is Doug Coolman.

MR. HOOPER: Doug. Yes, sir.

MR. COOLMAN: I -- besides the Chair and the Vice Chair, because we are so young, I think it would be great to have someone like Phil Allen, who's got a long history with the County, probably would be helpful to add to

that group, and others. But at least I'd like to see Phil there also.

MR. HOOPER: Yeah, I'm -- I think that it's important in this first year that we do have other participants if other folks want to participate.

And if we wanted to do it as a complete board, that's fine, too.

It just -- there is a certain amount of discussion and I think it should be a separate meeting and not the typical surtax board meeting where we're doing our normal business.

I think it should be a separate meeting where it maybe takes an hour and we just focus in on this.

So, I would open it up to anybody --

MS. PENNANT: I --

MR. HOOPER: -- that wanted to come.

MS. PENNANT: -- I'm -- this is Anthea, and I'm definitely interested in participating.

MR. HOOPER: Okay. So, we probably need to set a -- a -- a day when we're going to do this.

Gretchen was appointed on October 1<sup>st</sup> of 2019, so we just have to figure out a date that works for everybody.

I did provide a form -- I was provided with a few forms, and I shot one back at Gretchen, telling her that that's the one I felt would be the -- the easiest to use, but we can also edit it or reformat it as we see necessary.

So, Gretchen, if you --

MR. FRAZIER: Mr. Chair, this is Ron Frazier. I would like to serve on that committee as well, the evaluation committee.

MR. HOOPER: That would be great. Thank you.

Is there anybody else who would like --

MR. ALLEN: Mr. -- Mr. Chairman?

MR. HOOPER: Yes, sir.

MR. ALLEN: This is Phil. This is Phil.

MR. HOOPER: Yes, sir.

MR. ALLEN: I think before we get too far along here, I think Angela perhaps needs to weigh in on this relative to public records, et cetera, et cetera, as to the process that's being proposed.

MS. LOVE: Hi. This is Allyson.

MR. HOOPER: Okay.

MS. LOVE: Hi. This is Allyson.

I just also, before you turn it over to Angela, just wanted to also understand how this works in terms of Gretchen and being County employee and how that interfaces with that and the -- and working with Bertha at the County. Is it independent? Does this roll into the evaluation that she gets, that system? I'm trying to understand the connection.

MR. HOOPER: It's a great question, and this is the kind of discussion we needed to have.

So, yes, I agree with you.



MS. WALLACE: Good morning. This is Angela Wallace.

Yes, I think one thing that has been mentioned that is definitely applicable is the sunshine law. So however many members of the board that participate in this process would have to be involved -- it has to be through a sunshine -- properly noticed sunshine meeting, available to the public.

Any documents that are distributed would have to be posted with the notice, and an agenda for that particular meeting.

Communication or transmission of documents would have to be through a member of the MAP team, not communications back and forth between the individual board members.

And the recommendations that would come out of the committee at this committee, and if those recommendations are affirmed or ratified by the - - by the board, the Oversight Board, the Oversight Board can delegate authority to the committee to prepare the -- the document, complete the -- the evaluation forms, but it would be in the form of a recommendation to the County Administrator, and the County Administrator would make the determination with regard to an overall evaluation and compensation for the Executive Director.

MR. HOOPER: So -- okay. It just seems like then what do we -- what do you need us for? I mean, is it -- is this -- it is something that can be overridden?

MS. WALLACE: Overridden? No, I --

MR. HOOPER: I mean, if we make a -- if we make a -- a recommend-  
-- are we making a recommendation, or are we -- are we setting the -- the  
compensation package?

MS. CASSINI: With respect to --

MR. ALLEN: Mr. Chairman?

MR. HOOPER: Yes.

MR. ALLEN: Mr. Chairman, it's Phil Allen.

The -- under the County -- we don't -- we're not the appointing  
authority for Gretchen. She is an employee and serves at the direction of the  
County Administrator. That is something that -- that has, you know,  
embodied in Charter. So --

MR. HOOPER: Okay.

MR. ALLEN: -- we can certainly serve and advise the County  
Administrator as to our impressions on her performance, but, in the end, she  
is the one -- the County Administrator is the one who is responsive to our  
requirements and needs.

MS. CASSINI: And -- and if I --

MR. HOOPER: Okay. So --

MS. CASSINI: -- if I may, Mr. Chair --

MR. HOOPER: -- and I don't -- I don't understand that.

MS. CASSINI: -- Mr. Chair, this is Gretchen.

I just wanted to let you know that I spoke with Bertha when you and I

spoke months ago. She's very, very happy to have you all provide a performance appraisal.

I think the issue is the compensation package is a recommendation.

Your -- your appraisal of me will be accepted, but any recommendations for -- for salary or bonuses are recommended, and they have to be acted on by the County Commission.

MR. HOOPER: Okay. All right. So, the next thing we need to do is set up a -- a meeting and -- with all the proper notices, paperwork, et cetera.

Who can set that up?

MS. CASSINI: I'm happy to set it up if -- I -- I think what I heard Angela mention is that there needs to be a determination of whether or not the Oversight Board will then act on the -- the recommendations that you all - - and the performance appraisal that you all complete, if they're going to act on it as a full board or if they're going to delegate the authority to do that to the Chair.

And then as soon as I know the exact number of members of the subcommittee, we will go ahead and send out the forms and set up the sunshine meeting and make sure that it's properly noticed.

MR. HOOPER: Okay. Is there anything else to discuss about that?

MS. WALLACE: No? And so -- this -- this is Angela Wallace.

So, I have, I guess, the members of the committee as the Chair, Mr. Hooper, Mr. Allen, Mr. Coolman, Ms. Pennant, Mr. Frazier, and, Ms. Love,

were you seeking to participate in the committee or were you just asking --

MS. LOVE: No, I --

MS. WALLACE: -- the question?

MS. LOVE: -- I -- I just was asking a question. Thank you.

MS. WALLACE: Okay. So, we have five members of the committee.

And is the desire of the board to delegate authority to the committee to determine the recommendation, or does the board want to have the recommendations of the committee brought back to the entire board?

MR. HOOPER: Yeah, I think it should be brought back to the entire board. We'll do the -- the heavy lifting, and then we'll give our recommendation, and then the board will have to ratify it.

MS. WALLACE: Okay. Thank you.

MR. HOOPER: Thank you.

MR. ALLEN: Alan --

MR. HOOPER: Okay.

MR. ALLEN: -- Alan?

MR. HOOPER: Yeah, go ahead.

MR. ALLEN: I'd like to try to get this accomplished by the 1<sup>st</sup> of October, okay?

MR. HOOPER: Oh, I was hoping to do it sooner than that.

MR. ALLEN: Well, it's got to be done before then, yes.

MR. HOOPER: Yes, sir.

Okay. The next thing -- I'll probably let Angela handle this -- but this is the Form 1 that we have to get submitted.

### **III Remainder of 2020 Calendar for Oversight Board Meetings**

MS. CASSINI: Actually, the next item is to do the calendar for the remainder of 2020 and set up --

MR. HOOPER: I'm sorry.

MS. CASSINI: -- that's okay -- the next board meeting, please.

MR. HOOPER: Okay. Got to look at my calendar.

So, is the next meeting in September?

MS. WALLACE: If the board desires to meet in September.

I would perhaps recommend the -- the meeting at least of the committee in September, since the desire is to have the appraisal completed by October 1.

Perhaps we can schedule a committee meeting followed by a board meeting to ratify the committee's recommendations later in September.

So, both would be in September if you want to meet the October 1 time frame.

MR. HOOPER: Okay.

MR. ALLEN: Mr. Chairman?

MR. HOOPER: Yes, sir.

MR. ALLEN: The -- perhaps -- Gretchen, when do you need us again for a meeting?

MS. CASSINI: Well, during our briefings, there -- several Oversight Board members made suggestions about meetings -- meeting topics. And between, you know, the annual -- the inaugural report for the surtax, project status updates, discussion about being able to see the project costing module demonstrated once it's like.

So, we had anticipated doing a subcommittee meeting in September and then a full board -- the Oversight Board meeting in October.

But we don't need to have a meeting. There isn't actual action that you all will have to take that I'm aware of at this time.

MR. HOOPER: Okay.

MS. WALLACE: Adopting the recommendation --

MR. HOOPER: So, we still have to ratify the committee's recommendations. At least I think we should. But it's -- it's up to the board. But if -- if that's the case, then we would have to have like a -- maybe a 30-minute meeting or 15-minute meeting after the committee has their meeting.

MS. CASSINI: We were trying to meet the third or fourth Thursday of each month. Is anyone available on the -- is the 24<sup>th</sup> of September open for the members?

MR. HOOPER: I could do 9:30 on that day, on the 24<sup>th</sup>, like we normally do. Hopefully it -- I do have an 11:30 that day, but hopefully we can get it done in two hours.

MR. COOLMAN: This is Doug Coolman.

It's going to be a virtual meeting anyway, correct? So, I don't have to be in town.

MS. WALLACE: In the event that the governor's executive order remains --

MS. CASSINI: It was extended.

MS. WALLACE: Extended until?

MS. CASSINI: The end of the year.

MS. WALLACE: Okay. So, yes, the -- if the governor's executive order which extends the modified meeting procedures that allow for virtual meetings remains through the end of the year, then, yes, the meeting can be virtual.

Right now, the -- the executive order covers through the end of the year, and we'll monitor to -- the situation to -- to determine whether or not that gets shortened somehow, and we'll let you know. But, yes.

MR. FRAZIER: Mr. Chairman, I'm available on that time frame.  
Frazier.

MR. HOOPER: Okay. Great. Does anybody have a conflict?

MS. PENNANT: What date and time are you looking at?

MR. HOOPER: So, I -- maybe we do the -- the committee meeting at 9:30 to 10:30, and then we -- we switch to a new Zoom meeting at 10:30, or we stay on if the others get on at 10:30 and we give them a recommendation.

Or if we want to wait a half hour, whatever.

MS. PENNANT: What date are we referring to?

MR. HOOPER: I'm sorry. I'm sorry. The 24<sup>th</sup> of September.

MS. PENNANT: Pardon?

THE COURT REPORTER: Who is that asking?

MS. WALLACE: Anthea Pennant.

MS. PENNANT: September when?

MR. HOOPER: 24<sup>th</sup>.

MS. PENNANT: Okay, thanks.

MR. HOOPER: So, does -- is everyone looking at their calendar? Let us know if you have a conflict.

MS. PENNANT: I'm good.

MR. HOOPER: Okay.

MR. COOLMAN: Coolman here. I'm good, but I'm going to be out of town, so, zoom or calling in.

MR. HOOPER: Okay. That sounds good.

MR. SMITH: I have a conflict. This is Shea. I have a conflict 10:00 to 12:00, but other than that, I'm good.

MR. HOOPER: Okay.

MS. CASSINI: Could -- could we look in the afternoon so that the -- the conflict for Mr. Smith and for the Chair can be accommodated?

MR. HOOPER: I'm okay in the afternoon. I'm open -- I'm -- I'm open all afternoon.



MR. FRAZIER: I'm open all day. It's all right with me.

MR. HOOPER: So what if we propose --

MR. CAVROS: This is George Cavros. It's fine.

MR. HOOPER: -- what if we propose a 1:00 o'clock to 2:00 o'clock committee and then a 2:00 o'clock board meeting that'll only last -- the thing won't last -- shouldn't last more than 30 minutes. But it could, but more than likely 30 minutes.

Does that give us enough time?

MR. COOLMAN: Alan, this is Coolman. That should give us enough time if we're given the forms ahead of time.

MS. CASSINI: I need to ask everyone that isn't speaking to please put their phone on mute. We're getting a lot of feedback. Thank you.

MS. PENNANT: This is Anthea, and I'm good for that day, whatever time.

MR. HOOPER: So, in order to get -- because it may take a little longer, why don't we do 1:00 o'clock until 2:30, gives us an hour and a half for the committee, and the do 2:30 to 3:00 board meeting?

I'm just thinking through. You're right. The forms and then just going through it, it might take a little more time than an hour.

MR. ALLEN: Mr. Chair -- Mr. Chairman, could we perhaps allow a little bit more time for the full board meeting relative -- to allow Gretchen to slot other stuff in there that may be possible to act on?

MR. HOOPER: I'm open the whole afternoon, so if -- yeah, I'm good with that if they want to add more things to it.

MR. ALLEN: I would say let's allow Gretchen maybe, you know, two to three hours just in case, and she can always reduce it if she doesn't have anything to -- to bring forth to us.

MS. CASSINI: I just need to let the Oversight Board know that there is a budget Public Hearing that evening, so we would not necessarily be able to stay in the chambers beyond probably 4:00 o'clock.

I'd have to look for an alternative location, and the ability for virtual participation in other areas is very limited.

So, let me look into it.

Right now, what I'm hearing is a 1:00 to 2:30 committee meeting. I will try my best to find a location that can accommodate an -- an Oversight Board meeting that runs past 4:00.

But we can at least plan for 2:30 to 4:00 for an Oversight Board meeting.

Does -- does that work for everyone?

MR. HOOPER: I -- I think that's plenty of time.

MR. ALLEN: Until 4:00 o'clock?

MS. CASSINI: Yes.

MR. HOOPER: Yeah. It's not even -- it's not really a scheduled meeting other than for the -- for the recommendations of the committee.

If you have a couple more items that's great, but let's not turn this into a full long meeting.

MS. CASSINI: I -- I will have the annual -- the inaugural report, surtax report for you all to approve so that it can be distributed, but, at this point, we don't have any other action items.

MR. ALLEN: And I think that annual report would be a good foundation for our evaluation process, too.

MS. CASSINI: It will be distributed well in advance of the meeting on the 24<sup>th</sup> so you all have an opportunity to weigh in on that as well.

MR. HOOPER: Okay. All right. So, let's set it for -- for 1:00 o'clock -- sorry -- that's right -- 1:00 o'clock to 2:30, and then 2:30 to 4:00.

MS. WALLACE: Okay. And is there -- is there any other discussion regarding the calendar for the remainder of the year?

So, the September meeting will still be in the third -- the -- the fourth quarter of this year.

The Oversight Board is required to meet at least quarterly, and the quarter would begin October 1, so we need to have at least one meeting in the last quarter of the year, October, November, December.

And November and December, the holidays will conflict with your normal meeting time, which is the fourth Thursday of the month.

So, we probably need to think about another meeting for the quarter, possibly in October.

But since we're meeting in September, we probably don't need to do that today. But at a minimum, when we meet in September, we need to think about a meeting for the last quarter of the year.

MR. ALLEN: Mr. Chair --

MR. COOLMAN: What would -- I'm sorry. Go ahead.

MR. ALLEN: -- just -- just a suggestion that we -- on the 24<sup>th</sup>, we set that final quarter meeting at that time.

MR. COOLMAN: I was going to suggest we just do it on fourth Thursday in October. Why -- why invent it again? And we can -- we can confirm it in September if there's a problem, but why don't we set it now, the fourth October?

MS. CASSINI: The fourth Thursday of October is the --

MR. COOLMAN: 22<sup>nd</sup>.

MS. CASSINI: -- 22<sup>nd</sup>.

MR. COOLMAN: Yes.

MS. CASSINI: The 22<sup>nd</sup> of October.

MR. COOLMAN: Correct.

MR. HOOPER: Okay. That's -- that's -- that's fine. We can do that and if in September we see some sort of conflict or if we need another meeting, we can add one, or if we need to move that one, we'll move it.

So that's fine.

Do we have any other conflicts?

**I Future of Form 1s (G. Cassini)**

MR. HOOPER: Okay. Move on. So now I think we need to talk about the Form 1s.

MS. CASSINI: Okay. Thank you, Mr. Chair.

MR. HOOPER: Gretchen or --

MS. CASSINI: Yes. I will take this one and -- and Angela will jump in as necessary.

During the process of filing the financial forms, that's what the Form 1 is, Oversight Board members are required to file those forms. And they are due on July 1<sup>st</sup> of each year.

During the process in this particular year, we had several Oversight Board members contact us with difficulty identifying their old forms, finding them with the Supervisor of Elections site.

Several members indicated they did not receive a confirmation when they filed their forms.

And so, this is a -- an opportunity to gain consensus from the board members about possible ways that we could streamline that process for you, centralize it, be a repository of that information, and -- and assist you with the filing on an annual basis.

Just wanted to find out if that was something that the board would like us to do.

MR. HOOPER: I believe I -- I already submitted my Form 1, but if

anybody needs assistance or -- I'm -- I'm okay with that.

MR. ALLEN: Mr. Chairman, I --

MR. HOOPER: Yes.

MR. ALLEN: -- this is Phil.

The -- I -- the issue, I think, is the repository that is required by state law with the Supervisor of Elections in the county in which you reside.

And, you know, they're not in fact -- it appears they're not accepting our filings for whatever reason to recognize that, in fact, we have filed.

Under statute, if you don't file, there is a potential fine that is levied on the non-filer for not complying.

And I think we need to resolve the issue with the Supervisor of Elections as to whether it's appropriate for them to be ignoring our filings.

MR. HOOPER: I -- I can tell you I filed and they -- and -- and I got a confirmation back from someone that said -- I actually sent the email and said please confirm that you received it, and I got a response that said we did receive it.

But if someone else --

MR. ALLEN: I filed --

MR. HOOPER: -- did not receive --

MR. ALLEN: -- I -- I filed both by mail as well as on line, never got a response from their office as to whether they accepted.

Looking on the database, I -- Mr. Chairman, you are listed as having

filed, but only as that Downtown Development Authority. So, they misclassified your filing on the database from the Downtown Development Authority which you had previously filed reports for.

And none of the other members of the board are reflected in the database.

MR. HOOPER: Okay. So then maybe you're -- maybe we need to like -- I need to file again.

MS. WALLACE: This is Angela Wallace.

What -- what we need to do internally is ensure that the Supervisor of Elections Office website reflects the existence of this board and lists the members of this board as board members required to file a Form 1.

So, if there's a disconnect within the system, and we'll make sure that that gets rectified.

MR. COOLMAN: Another suggestion -- this is Coolman -- if you simply keep a copy of it in your computer so you don't have to come back to them to find it.

I -- I still agree with Angela what we need to do, because apparently they're not keeping track of anything.

It's a lot easier to find it in my files than theirs because it didn't exist.

MR. ALLEN: But potentially the elections or Secretary of State won't recognize your files. They look to the Supervisor of Elections of files as being the official repository.

MR. COOLMAN: Alan, I agree. We have to fix that problem for sure, but at least I was able to find my old one so I can fill it out and submit it by the 1<sup>st</sup>.

MR. HOOPER: So, Angela, if you could help us get this thing in order, we would appreciate it.

MS. WALLACE: I'll take care of it. Thank you.

MR. HOOPER: Thank you.

MS. LOVE: This is Allyson.

So, will you be communicating that it has been resolved and we can go ahead and make sure our forms are filed and that it's being requested and -- and accounted for?

So, you'll let us know that?

MS. WALLACE: Yes, Ms. Love, I'll let -- I'll let the board know.

MR. ALLEN: Angela, would it be helpful if you had in hand all of the filings that we have already made when you have that discussion with the Supervisor of Elections?

MS. WALLACE: Yes, that would be helpful. So, if I can receive the forms for the -- I guess it would be the past two years, then I will communicate with the Supervisor of Elections Office to make sure that their system recognizes that this is an established board and who the board members are, and actually receives the filings for the applicable -- applicable time periods.



MR. ALLEN: So, I guess the directions to us, then, would be that we would each individually send -- forward by email those forms to you, and you'll have that when you meet with the Supervisor.

MS. WALLACE: Yes, sir. Yes, sir.

MR. HOOPER: Okay.

MS. WALLACE: So --

MR. HOOPER: Thank you for helping us with this, Angela.

MS. CASSINI: Yes, thank you, Angela.

MS. WALLACE: You're welcome.

MS. CASSINI: We have the option of taking a lunch break at this time, or we could continue to move on. It's at your discretion.

MR. HOOPER: I -- I would like to take a lunch break if everybody else is okay with that.

MS. LOVE: I would like one as well.

MS. CASSINI: So, Mr. Chair --

MR. FRAZIER: So, would I.

MR. HOOPER: Until what time? What time do we have until?

MS. CASSINI: Mr. Chair, your -- you -- it's at your discretion. We have a 30-minute lunch break planned, but we are ahead of schedule, so you're -- if you would like to take a longer lunch break, it's fine by us.

MR. HOOPER: I have to go run down the street and do a take-out, so how about 45 minutes?

MS. WALLACE: Okay. So, it is noon is what I have, so we'll recess or -- and reconvene at 12:45.

MR. HOOPER: Perfect.

MS. WALLACE: Okay. Thank you.

MR. HOOPER: Thank you.

MS. CASSINI: Thank you.

MS. LOVE: Thank you.

MR. ALLEN: Should we -- should we terminate our conversations, our phone links and the online presentation materials and then log back on at 12:45?

MR. FERGUSON: You are welcome to hang up and then call back in about five minutes before 12:45. So maybe about 12:40?

MS. CASSINI: But you can certainly --

MR. HOOPER: Sounds good.

MS. CASSINI: -- leave your -- your computer on if it -- if it makes it easier.

MR. HOOPER: Okay. We'll reconvene at 12:45.

Thank you, everybody.

MR. ALLEN: Thank you.

**(THE MEETING RECESSED AT 12:00 P.M. AND RECONVENED AT 12:45 P.M.)**

MR. HOOPER: So, I hope you guys had a good lunch, and let's move

into the second part of the workshop.

The next part is guiding principles and accomplishments.

I'll hand it off to you, Gretchen, if you want to lead the way.

MS. CASSINI: Thank you so much, Mr. Chair.

## **ROLL CALL**

MS. CASSINI: I'm also going to ask Audrey Thompson to call the roll again to make sure that we have a quorum.

MR. HOOPER: Okay.

MS. CASSINI: So, I also need to remind all of the participants on the line to please mute the audio on your computers or laptops and only use the audio through the telephone system so that we don't hear any feedback.

And at this point, Audrey, if you'll please call the roll for the Oversight Board members.

MS. THOMPSON: Thank you, Gretchen.

Alan Hooper?

MR. HOOPER: Here.

MS. THOMPSON: Doug Coolman?

MR. COOLMAN: Here.

MS. THOMPSON: Phil Allen?

MR. ALLEN: Here.

MS. THOMPSON: George Cavros?

MR. CAVROS: Here.

MS. THOMPSON: Ronald Frazier? Ron Frazier?

Dr. Kelley?

Allyson Love?

MS. LOVE: Here.

MS. THOMPSON: Anthea Pennant?

MS. PENNANT: Here. Here.

MS. THOMPSON: And Shea Smith?

MR. SMITH: I'm here.

MS. THOMPSON: Thank you.

And I will call Ronald Frazier again.

And last time for Dr. Kelley.

DR. KELLEY: Here.

MS. THOMPSON: Chair, we have a quorum.

DR. KELLEY: I'm here.

MS. CASSINI: Dr. Kelley --

MS. THOMPSON: Great. Thank you, Dr. Kelley.

We have a quorum, Chair.

MR. HOOPER: Thank you.

**V FY 2021 Recommended Budget Workshop (1<sup>st</sup> Year of Five-Year Plan)**

**A Guiding Principles**

MS. CASSINI: Okay. So we'll continue --

MR. HOOPER: Okay, Gretchen.

MS. CASSINI: Thank you, Mr. Chair.

We are going to start the budget portion of the workshop. We're offering you just an overview of the foundational elements that are guiding the framework of the surtax 30-year program, our foundational elements of transparency, accountability, and resiliency, and then our 30-year program goals.

And now we're going to take a look back. We'd like to share with you some of the highlights and accomplishments based on the approvals of funding for both the partial year of fiscal 2019 and for 2020 thus far.

So, in the area of Public Works, you've funded studies, and 50 percent of those remain in Procurement, but 17 percent are complete.

Another 17 percent are 90 percent complete, and another 70 -- 17 percent are ten -- ten percent complete.

The 46 projects that have been funded, of those, six are in planning, 12 are in construction, and 28 are in a design phase.

We wanted to highlight, at the Oversight Board's request, that a portion of the projects underway have brought gas tax as leverage in the amount of 10.4 percent of the overall cost of those projects.

Some additional Public Works accomplishment highlights. Of these projects, we have Notices to Proceed, that's that the NTP stands for, issued on three of these projects.

The others highlighted in green are at or beyond 50 percent complete in design.

And we were also able to leverage gas tax to get some of these projects to a surtax readiness status, \$255,000.00 worth.

In the area of Broward County Transit, many highlights with respect to funding that has been approved by the Oversight Board and the County Commission since our inception.

I want to highlight the fact that the Copans Road Maintenance Facility, which is the last bullet on the slide, which you all funded in FY 2020, there's also a request that you'll be seeing just a little bit later for fiscal year 2021, and there are some additional requests for the -- that facility in 2022 and '23 totaling 43.7 million in surtax funds.

It has been able to leverage the largest amount in the nation. This is the highest amount that was awarded, 17.3 million dollars from a federal grant constituting 40 percent of the total cost to the surtax through the five-year plan.

You've asked us to highlight where we have CBE goals placed on projects that the Oversight Board has reviewed and approved as eligible.

I wanted to highlight the fact that, in the Transit ADA infrastructure improvement and shelter installation solicitation, with -- with a potential total contract value of almost \$8,000,000 over four years, we -- we have set a 35 percent CBE goal.

In the construction inspection services, which is scheduled for Commission approval later this month, has the potential total contract value of a little under \$4,000,000 over five years with a 30 percent goal.

And we have our multi-vendor architectural and engineering procurement that is valued at up to \$3,000,000 annually, obviously dependent on the volume of the construction and design completed.

I'm happy to report that two vendors have committed to a 60 percent CBE goal and the other two a 30 percent CBE goal.

And just a reminder for those who are watching that may not be familiar with the overall program goal of 30 percent over 30 years on all eligible projects for Certified Business Enterprises, our small local businesses.

In the municipal community shuttle program, we started fully funding the operations and maintenance and capital of that program on October 1<sup>st</sup> of 2019.

19.2 million dollars went into that program for the fiscal year 2020 in the 18 municipalities that you see listed.

We're happy to report that we expect to see another municipality coming on board in fiscal year 2021. You'll be seeing a little bit about that later.

We have representatives from our Office of Economic and Small Business Development on the line if you all have any questions, but we did

want to highlight that the OESBD activity in reviewing projects for goals has been excellent.

You all approved 137 municipal projects back on June 4<sup>th</sup> that the County Commission acted on on June 18<sup>th</sup>, and already OESBD has reviewed 44 of those projects, both County and municipal projects.

And you can see here on the slide the various goals that have been set for those projects.

Where no goal was set for Miramar -- for the three Miramar projects, it was because they were all under the \$250,000 threshold for a requirement of a CBE goal.

We have five projects that are actively being monitor -- monitored for goal attainment on those contracts, and we will be providing you regular updates when we have Oversight Board meetings moving forward on how we are progressing on all of the projects.

A few more highlights. I won't read them all to you, but I did want to emphasize that the \$150,000,000 that you all just approved as eligible, again, back on June 4<sup>th</sup>, is expected to create almost 1500 direct jobs with a direct economic impact of just a little under \$175,000,000.

In the area of innovation and mobility planning, they have also been extremely busy, meeting with nearly a hundred technology vendors about surtax projects, offering trainings and technical assistance, helping those same small businesses find ways to participate in innovation surtax projects.



They've been overseeing several contracts, testing AR and VR technologies.

I know you saw earlier in the presentation that we're really hoping to have an augmented at the reality and a virtual reality area in our -- our new public engagement in the Governmental West facility.

They're fine tuning the GIS dashboard that the Oversight Board has requested. You'll be seeing that tomorrow.

And they're also doing ongoing planning and technical support for the Oversight Board.

In the area of Mobility Advancement Program administration, which is our office, we have seven staff, one that is onboarding in just a few weeks.

And we've been -- this is just a highlight of some of the things that we've been working on over the last 18 months.

**B Accomplishments and Upcoming Challenges (Project Status Updates and FY 2020 Review)**

MS. CASSINI: Now we want to talk about some of the challenges and opportunities that we see in the future.

Obviously, COVID-19 has had some dramatic impacts for all of us.

And as we look to our community engagement and public outreach and the expectations that we had about how that public outreach and community engagement would occur, we have to really reimagine that now around the five-year plan.

Same with our branding and marketing strategies that we had intended to utilize, looking to more virtual and social media opportunities.

Clearly, as the impacts of COVID-19 continue to be felt throughout this year and the next, we expect that there will continue to be a need for low-cost mobility options, and then balancing that with concerns about safety and density.

We're constantly monitoring our transit levels of service.

And I know Chris Walton, our Director of Transportation, is here to answer any questions that you might have about some of those challenges and the ways -- the strategies that we're utilizing to try to overcome those.

I know Angela's certainly having a challenge with negotiating 137 municipal project contracts that were just approved for Cycle 1 with our five-year plan, first year of our five-year plan, fiscal year 2021 coming soon after.

We've been having some challenges with our MPO contractual relationship and trying to stay on track with the expected date of February 2021 to be able to accept new municipal project applications using a different process.

We have some real opportunity --

MR. ALLEN: Mr. Chairman?

MR. HOOPER: Yes.

MR. ALLEN: Yes, this is Phil. I don't want to interrupt Gretchen's presentation, but would we note that this item, we come back to it later in the

meeting to discuss what's going on in more detail relative to the MPO contract?

MR. HOOPER: Yeah. It -- it's up to Gretchen, how do you want to do it? You want to wait and --

MS. CASSINI: No, you're -- you're -- I think we're fine to have you interrupt and -- and have a discussion right now if you'd like to.

MR. ALLEN: Mr. Chairman, this is Phil again.

The concern -- the Auditor in April brought forth a -- a special review to the County Board of County Commissioners relative to potential conflicts between the services that the MPO provides under contract to us as the Oversight Board to set priorities on projects, raising the -- the concern of a potential -- or at least a -- an appearance of a conflict of interest on this contract and the way it's being operated.

The Auditor points out that in his special review that was not an -- a audited -- or was not subject to generally accepted accounting principles as to the conduct of the review.

I would suggest that for board consideration that under Section 31½-75(k), which is the ordinance controlling the MPO, giving certain powers and rights to the Oversight Board, that either we make a request to the County Commission or if we have the power to direct that -- that the County Auditor be engaged for the board -- for the Oversight Board to conduct a program performance audit of the contract with the MPO.

I -- I would look to Angela to advise us as to whether it's appropriate for us to make the request to the Board, or do we have the right under the cited section to undertake this request to the Board directly, or to the Auditor directly from the board?

MS. WALLACE: This is Angela Wallace.

Mr. Allen, yes, this board can request that the Auditor, the County Auditor conduct a programmatic audit or a financial audit of the MPO contract.

And since this is not something that would require a solicitation through our competitive solicitation process, I believe that the request can be made directly to the County Auditor by the Oversight Board.

MR. ALLEN: Therefore, I would make the **motion** for the board consideration -- for Oversight Board consideration that we make that request to the County Auditor, conduct a program performance audit of the contract.

MR. COOLMAN: I'll second that. Coolman.

MR. HOOPER: Okay. All right. Then I guess we'll have -- is there any discussion on the motion?

Okay. Can we have a -- can we do a roll call, please?

MS. THOMPSON: Sure, Chair.

MR. ALLEN: Well, first off, is there anybody from the -- I'm sorry. Is there anybody from the Commission Auditor on line or could they respond to this request before we move forward with it?

MS. WALLACE: Mr. Allen, Chair --

MR. HOOPER: Yes.

MS. WALLACE: -- this is Angela Wallace.

The -- the posture that we are currently is the workshop posture, and in a workshop environment, we -- type -- type meeting, we don't take formal action.

What I would request is that --

MR. HOOPER: Yes.

MS. WALLACE: -- at the time we're taking -- the board is taking formal action during tomorrow's regular meeting, that this motion be added to the action items and be addressed at that time.

But to the extent that any of the board members would like some background regarding the issue, we -- or -- or to have the discussion, we can have a discussion now or tomorrow, but that the formal action be taken along with the other actions to be taken during the regular meeting tomorrow afternoon.

MR. ALLEN: Mr. -- Mr. Chairman, then I would request that this be -- item be moved to our regular meeting tomorrow for consideration.

MR. HOOPER: Okay. The entire -- the entire presentation?

MR. ALLEN: No. No, just -- just --

MR. HOOPER: The motion.

MR. ALLEN: -- the motion that I made.

MR. HOOPER: That's fine.

MR. ALLEN: Does the seconder agree to that?

MR. COOLMAN: Yes, I do. I agree.

MR. HOOPER: Okay. So, we'll take up the motion tomorrow.

MR. ALLEN: Thank you, Mr. Chairman.

MS. CASSINI: And --

MR. HOOPER: Okay. Do you want to --

MS. CASSINI: -- and --

MR. HOOPER: -- keep going?

MS. CASSINI: Sure. I'd be happy to.

And so, some of the opportunities that we see as hopefully on the horizon in the next 12 to 16 months would be the potential for an infrastructure package at the federal level.

And the fact that we've been able to utilize surtax funds as a local dedicated source of revenue to get so many County and municipal projects into design, and hopefully will continue advancing those designs to a more construction-ready status, really allows them -- those projects to be in a great posture to access other types of revenue.

And, again, one of the reasons for the surtax is to leverage those other funds, to act as that local dedicated source of revenue.

So, we'll be monitoring that. We'll be bringing you back information. I'll be emailing you as -- as the time comes, hopefully, on the horizon for us to

be able to improve our leverage assumptions of that 2.5 billion dollars over the course of the program.

I'd like to talk to you a little bit about why we have a five-year plan and -- and just remind the Oversight Board members and any members of the public that might be listening that we went ahead and amended our ordinance and our umbrella multi-party interlocal agreement just recently at the request of the cities to include a five-year plan because that five-year plan actually creates the avenue by which municipalities can advance a different non-surtax funding source for a project that's in the plan, maybe in a later year, and be eligible to receive reimbursement for those costs, as long as the project is contained in the five-year plan -- plan.

It also gives us the opportunity to go out and start working with our residents and our businesses, letting them know what to expect over the next five years.

And it really also offers us the opportunity to collaborate with our other transportation and mobility partners to improve our delivery efficiency and our cost efficiency.

We wanted to show you -- I know last year in September the Oversight Board asked that I bring forth the revenue projections, the projected forecasts.

So, the first line here is what we brought you last September in 2019 and what we expected the surtax to generate over the course of the next five

years.

Now, the next -- the middle line, is where we are now in a post-COVID environment. And, as you can see, we're anticipating almost a \$62,000,000 - - yeah, \$62,000,000 less in fiscal year 2021 than was originally forecast.

## **VI Five-Year Plan Overview**

MS. CASSINI: Now we're going to do a very detailed look at the first year of our five-year plan, which is fiscal year 2021.

So, in summary, we'd originally -- so the column entitled 2018 surtax plan FY 2021 is intended to show you what, when we were developing the surtax financial plan back in 2016, 2017, and early 2018, what we thought we would be asking for for operating for Public Works in fiscal year 2021.

What we've actually done as a result of COVID-19 is we've moved all surtax-related staffing over to the gas tax revenue source. So, you'll see that we have a zero request for fiscal year 2021, but a little bit of an increase in our request for capital funding.

And one of the reasons for that is because we want to get these construction-ready projects out onto the -- into the community, acting as economic stimulus, because, as you can see, it's really creating jobs and having a direct economic benefit.

We had originally anticipated requesting \$44,000,000 for our Transit operations. We are up just a bit, 1.2 million over that, also as a result of COVID-19.



But you can see a dramatic decrease in the capital that's being requested, primarily because many of the Transit related projects that we anticipated would be happening in fiscal year 2020 and 2021 are being pushed out into later years of the five-year plan.

There is an increase in the community shuttle from 11.5 million dollars to 17.5 million dollars, and there is also an increase in the recommended funding for municipal projects of 12 percent.

There's an overall decrease to the fiscal year 2021 surtax request of 45 percent.

And now I'm going to ask Mr. Tony Hui, the Deputy Director of the Public Works Department, and our lead on our Public Works surtax, to come to the podium and talk -- walk you through the Public Works fiscal year 2021 budget proposal.

MR. COOLMAN: Gretchen? Mr. Chair, this is Doug Coolman.

I have a question back on chart -- page 62. If you could go back to that?

MS. CASSINI: Certainly.

MR. COOLMAN: We -- we have a different projected loss in '21, '22, '23, and '24 of less income, that wording comes in '25, which we didn't have any before.

So that's why we have almost 300,000 more money to spend in the first five years; is that correct?

MS. CASSINI: I'm not exactly sure that I'm following you. I'm sorry, Vice Chair. Could you repeat your question?

MR. COOLMAN: We're showing, in the post-COVID adjustment, we have 61,000 less in '21, 13,000 in '22, 13,000 in '23, 14,000 in '24, but in '25, because we didn't have any projections, we have 387,000 that we didn't have projected before.

So therefore, in the first five years, we have what appears to be 284,000 more to spend, correct?

MS. CASSINI: Actually, what we are showing now, when we brought this to you in fiscal year '19, we didn't have any projections for fiscal year 2025. Now we do.

And it's not that we have an additional amount of money to spend, it's just that we are now able to forecast what we believe we will be receiving in that year.

I -- I think in a future slide I will be able to show you what we anticipated when we were creating the financial plan that we would have available in fiscal year 2025 versus our -- our current projections, and that might help.

MR. COOLMAN: Okay.

MS. PENNANT: Mr. Chair? This is Anthea Pennant. I also have a question.

MR. HOOPER: Okay. Go ahead.

MS. PENNANT: I -- I want to refer to Slide 48 on the surtax guiding framework. I noticed for the third year, program goals, there's no reference to the 30-year -- the 30 percent small business goal.

Is that nor apart of the framework?

MS. CASSINI: That third bullet, Ms. Pennant, is actually -- the 30 for 30 is included in the economic development and benefits.

MS. PENNANT: Okay. Thank you. I -- I -- I needed clarification on -- on that. I -- because I don't want us to ever miss that.

And then that other piece that was concerning to me was the -- the work that has been accomplished so far, that has been completed, do we have any idea where we are with respect to achieving some of that economic development benefit?

MS. CASSINI: If Mr. McDonald is on the line --

MS. PENNANT: Hear me?

MS. CASSINI: -- is Mr. -- is Sandy Michael McDonald on the line?

And if so, could I please ask that the -- that the line be opened so that he can speak to that?

MR. MCDONALD: Good afternoon. Can you hear me?

MS. PENNANT: Yes.

MR. MCDONALD: In that regard, the actual activity benefits, of course, will show when the construction and the activity happen.

The benefits that we do realize will occur based on those goal scales,

we're now averaging over 33 percent on all the activity.

So as the actual construction begins and we're charting the --

MS. CASSINI: We lost him.

MR. MCDONALD: -- number of jobs same based on everything proposed and goals as aligned is over 33 percent.

MS. PENNANT: Awesome. Thank you.

MS. CASSINI: Are there any other questions --

MR. HOOPER: Okay. You want to proceed?

## **VII FY 2021 Budget Proposal**

### **A Public Works Department FY 2021**

MS. CASSINI: Sure. Mr. Hui, would you like to go ahead and begin?

MR. HUI: Good -- good afternoon, Mr. Chair and members of the board. This is Tony Hui, Broward County Public Works. And I will be here presenting the 2021 budget request for the Public Works projects.

As you can see in the slide here, our total request for FY '21 is just a little over 53,000,000, and it is a -- it -- the -- the number's broken down into categories that we have discussed before. As an example, road capacity expansion type projects for \$28,000,000 and so forth.

Just a little bit of statistics. Making up that \$53,000,000, there are 56 projects in total. 51 of them have been previously approved by the board as part of the surtax plan.

There are five new projects, and I'll be discussing that as we go along.

So -- and also, another way of taking a look at these 56 projects is that 37 of them that we're requesting will be in the design phase, 18 projects that we're asking for construction money, and one is a continuation of the equipment installation project that we had previously discussed.

So, the slide in front of you actually is a better way of taking a look at the breakdown of the categories.

And if you can take a look at the slide from the bottom up, most of the money that we're requesting is going to be in our capacity expansion projects where we're actually adding additional lanes to our -- our roadway network.

That totals about \$28,000,000.

The next one up from there, and, actually, the next two projects up from there are adaptive signal control projects and then also a fiber optic network, technology-type projects that we want to be able to continue to improve to maximize the operations and efficiencies of our existing traffic network.

Going up from there, intersection improvement projects and so forth, ending up with the lowest dollar request for this budget cycle of this fiscal year being the drainage projects.

So, taking a -- let me go into some of these projects in detail. And what I want to do is I want to present the new projects first, because those are the projects that the Oversight Board and also our Board haven't seen yet, so I want to go through with them.

And, very quickly, I want to just sort of walk through the format that we're -- we're using on this, and this format should be familiar with members of the Oversight Board that have seen them before. It is in the format that -- that you have asked for, and it's in the format that you have seen.

The -- the -- the name of the project. We have included the -- the -- the extent of the project. Also, the number of cities that are within that -- that are affected or be -- would gain the benefit of as part of these projects.

And then, as we go down to the lower part of the slide, you can see the map of where the project's located, the schedule, the differences, the -- the capital cost estimate in terms of where it was and -- and what the original surtax plans are.

For these new projects, obviously, the -- the original surtax plans would not have an original capital budget.

And then finally, at the last two lines of the -- of the slide we -- identifying clearly what the purpose of the budget request is.

As an example, in this one here, it's approximately a little over a hundred thousand dollars for design of the project, and then -- and then on the left of the slides, those are some of the photos that indicate that work that we'll be doing.

So, this is generally the same format that -- as I said, that we have worked with before. And -- and I will go through, you know, each one of the slides.

I'll go through the slides on the new project in a little bit more detail. Probably don't want to go through all of the projects in the same degree of detail because you also have the information in front of you.

So, let's start with the first one.

MS. CASSINI: Can I --

MR. HUI: This is --

MS. CASSINI: -- could I interrupt you?

MR. HUI: Sure.

MS. CASSINI: Could I just ask anyone who is participating virtually if you could just check to make sure that you're muted? We're getting a lot of feedback again.

Thank you.

MR. HUI: Okay. So, the first new project is the Northeast 31<sup>st</sup> Avenue fiber projects. 31<sup>st</sup> Avenue between just the -- north Broward going all the way up to -- going all the way up to Atlantic Boulevard.

And Northeast 31<sup>st</sup> Avenue is a major transit corridor. We want to install fiber optics there to take advantages of future transit developments or transit implementation that -- that will take place.

And we've also coordinated -- just some of you may have -- be familiar with that -- the MPO is also doing a project in the same vicinity, and we have coordinated our schedule with their schedule so that it would present the least impact to the residents there. Uh-huh.

So next project is -- the next new project is an intersection pre-design evaluation project. And I do want to spend a little bit of time with this, because I think that we're very excited about this project.

And -- and here's the reason why we're proposing it. When we first developed the surtax plan back in 2017, 2018, we looked at all of the intersections that -- because this was a County surtax program, we primarily focused intersections that are County-owned on County roadways. And we have identified them and we have sort of developed a way to, you know, figure out approximately how much it would cost based on our previous intersection-type improvement projects.

As we go along, and we realized this and -- and we have had discussions with others along the way is is that of course the County -- the County as a whole, there are more than just intersections that are on County roads. There are many intersections that are on state roads, many of them on the east side of the County, and many of them are some our busiest intersections in terms of traffic volume.

There are also many intersections that are on city roads that we did not previously include just because of the timing of the whole plan development.

Now we're having an opportunity to do some of this, and I think that what we would want to do -- and -- and the purpose of this study is that we want to take a look at all of the County's intersections as a whole.



And we have -- we have had meetings with FDOT on this. They are on board, and they're pretty excited about this study at the same time is is that what we would do is is that we would take a look at the 250 intersections throughout the County that has the highest traffic volume, regardless of whether they're the County intersections, state intersections, or city intersections, but take a look at them and identify the best way to resolve some of this issue on a pre-design basis, for a hundred of these intersections develop on a pre-design basis conceptual design on what is the best current -- current technology to deal with relieving -- relieving congestions at these intersections.

And what that would actually do is is that -- as we go forth, what it will do is that it will actually set up a roadmap for a very important part of the whole surtax traffic -- improving traffic conditions throughout the County.

It will -- it will provide us with a roadmap of a hundred of these intersections with pre-design concepts for both state, County, and local city intersections, and it will provide this guideline for all of us individually and also collectively to work on them as we go through the entire 30-year surtax program.

So that's the reason we're very excited about it. And -- and -- and we think that this is a -- a very good program, a very good direction that sets us up for the -- sets up for the future going into the implementation of the entire program.

So that's what this project is -- is the intersection pre-design.

Next one is the Northeast 3<sup>rd</sup> Avenue intersection projection. And this is in the -- in Fort -- in the City of Fort Lauderdale. And some of you that may be familiar with this area is -- this is just south of Sunrise Boulevard.

Northeast 3<sup>rd</sup> Avenue travels north, makes a slight -- makes a curving bend, and then it joins Northeast 4<sup>th</sup> Avenue just to the right -- just to the east of it.

Right along where it makes the bend, there's a couple very busy movements in there in terms of traffic. There's a rail -- FEC railroad crosses it.

And the -- the -- what the issue of it has -- that -- that has been over the last couple years is is that historically, that area has -- does not have a lot of room in terms of road improvement. Very little pedestrian walking -- crosswalks, sidewalks and that type of thing to accommodate pedestrians.

In the past, it has not been a real big issue because of the type of demographics and the -- the businesses in that area being mostly warehouses and light industries and that type of thing.

But that area is changing, and -- and there's more -- going to continue to be more development along the way, so there's going to be more need for pedestrian safety improvements there.

And what this intersection improvement is is that -- and we've been working very closely with the City of Fort Lauderdale and also FEC Railroad

that's in that area, and also some of the property owners around that area to -- to make pedestrian improvements, crossing the railroad safer, creating more -- more space for sidewalks and that type of thing so -- so as the demographics change, more pedestrian using that area, they would have a better and safer way to cross it.

So that's what this project -- and -- and, again, this project is -- is also coordinated together with the City of Fort Lauderdale who also have some plans in this -- right around this area, and -- both in terms of the development and also with one-way pair studies that they're contemplating going forth in the future funded by the surtax project.

Again, this -- this project will -- will primarily improvement pedestrian improvements and safety in that area.

The next project, the next new project is -- is -- follows along the similar vein in terms of improving traffic safety.

This is West Hill -- this is West Hillsboro Boulevard. And this area in there, the top -- if you can take a look at the top picture, that's -- that's the condition of the existing roadway. Two lanes on each side. There's a swale area on the right that you can see in the photo.

The bottom photo is -- is not an existing condition. That's actually what we would kind of like to build there with -- with the bicycle path and so forth.

And what it really is is that it -- we -- we had to call it a bicycle path

project because it does that, but the primary purpose of it is that in that roadway area, there -- right now, there is no lighting on that roadway.

There's some previous crashes that has occurred in there.

And this is a project that we want to construct in order to build not only bicycle lanes but also vehicle safety, and also install lighting.

And -- and the reason I mention lighting is is that later on in part of the presentation we have an existing project that's to construct lighting in the same stretch of roadway.

And then we're going to bring that project -- move that up a little bit to construct this at the same time so we can improve the safety of the area, doing projects at the same time, again, to minimize impact to the public.

So that's -- that's -- that's the West Hillsboro Boulevard bike lane project.

Thank you.

The next one is another fiber project located in the Coconut Creek Parkway.

Coconut Creek Parkway just west of State Road 7 going to -- heading towards I-95 is a corridor that has multiple educational facilities, multiple businesses along the way. And constructing a fiber project in there will help, again, facilitate future transit-type improvements along a very busy transit -- transit-heavy corridor.

So, these are the new -- these are the five new projects that -- that --

included in the -- in our '21 request. And those are all along the -- they're all in the same categories that we have discussed before in terms of eligibility and so forth, and all of them have their own individual merits on how they can improve the network and roadway safety in Broward County.

So, I'm going to jump ahead on that and then, you know, just briefly mention that, you know, the five new projects we're talking about. We're also trying to advance as many projects as we can as part of FY '21 and also the five-year plan.

We want to leverage some of the advancing projects with other sources, but not -- perhaps not such -- so much with money but other sources from the standpoint of taking advantage of projects that other funding sources have created so that we can put a more cohesive package for the County.

And then -- and then the whole -- the issue with regards to economic stimulus, that we want to get as much of the projects out into the community as possible during this time.

And -- and the board, the Oversight Board, you guys have been very good about allowing us to advance some of these project, not only for this cycle but also in previous cycle as in the FY '20 supplemental that allowed us to proceed on some of these projects.

So, we want to thank you for that.

So, let me talk about some of the projects that have been in surtax

plan from an inception, but we have moved along.

And, again, what I don't -- what I want to do is highlight some of these and don't want to read through every single one of them because you already have the information in front of you.

The -- the next two projects that are up is the --

MR. COOLMAN: Tony?

MR. HUI: -- it's the R17 --

MR. COOLMAN: Mr. Chair, can I interrupt?

MR. HOOPER: Yeah. Hold on. Go ahead.

MR. COOLMAN: Tony, I have a question related to your five plus the ones you're moving off, but I need to ask it in context with page 64.

My question is the total County projected in 2018 for the '21 plan, 420,000,000. You're now only requesting 210, or about half of that money.

Are these five new projects and all the ones that are advancing included in the 210,000,000?

MR. HUI: The --

MR. COOLMAN: First question.

MR. HUI: -- the 210 --

MR. COOLMAN: Second question, why -- why is the 420 now projected down to the 210, which I assume is going to be spent later?

My first important question, are the new five projects in the 210,000,000 that the County wants to spend in 2021?

MR. HUI: Okay. I'm trying to locate the 210.

MR. WALTON: Yeah, the total count. Yes, yes.

MR. COOLMAN: I think 64 is where the chart is. And your request appears to be 50 percent of what it used to be.

MR. HUI: Yeah. It -- it --

MR. COOLMAN: Are the five new ones that weren't in that --

MS. CASSINI: The -- the five --

MR. COOLMAN: -- are they in the 210 and also --

MS. CASSINI: Yes. Vice Chair, the -- the amount that you're being presented right now is actually the 53,000,000 for Public Works, a little further up from the 210.

And, yes, all of the projects that you are seeing are part of that 53,000,000.

MR. HUI: That's correct.

MR. COOLMAN: Okay. Thank you.

MR. HUI: Thanks, Gretchen.

Okay. So, going back to the -- the next set of projects, this is Sheridan Road, R17.

And if you can advance forward to R18, too.

These are the two projects that we actually discussed back in June. The Oversight Board approved the design budget for these two projects.

We're actually planning on implementing both of them together and

we're going to package it as a design/build project.

We've just started working on the design/build package now and we're planning on letting it out for construction during the FY '21 cycle.

And this is one of those situations that, if you take a look at those two projects in total, and especially this picture, FDOT made some improvements on I-75 that actually has allowed us to reduce some of the scope of our project, but also at the same time be able to take advantage of some of the work they've done so that we can leverage what their work has done to create a cohesive corridor for the entire project.

So, this is the -- this is a follow up to request that the board has previously approved, and we're planning on implementing that and letting it out for construction towards the latter part of the FY '21 funding cycle.

The next project is the fiber project. All of the information have been included in there.

And the design of this is currently underway. The Oversight -- you -- the -- the board has previously approved the design as we're currently working on it right now.

And this is a follow up to the construction of it.

And by moving up some of the projects just a little bit, we save a little bit of the cost because of the cost escalation effect doesn't take place.

So next project is the McNab fiber network project. Very similar type of situation. Design is currently underway and we're just requesting money



for construction as the next step in the cycle.

Pine Island Road project, again, construction with design currently underway.

Miramar fiber optic -- excuse me -- Miramar fiber optic network project, we're -- we're advancing that project just by a couple years, not -- not -- nothing significant.

The cost has increased a little bit because we have included an additional length of fiber in there to -- to facilitate future improvements on the adaptive signal that's also going along this segment.

So, we're -- we're timing the projects together and organizing them so that it will make it easier for implementation going on for the future.

And then the request for that is for funding.

So, Hillsboro Boulevard fiber optic network, we -- it's the installation of the fiber optic network. And in this situation, we had previously intended to use an existing fiber conduit that FDOT had installed in the road, but we did a field check of it and determined that it -- in this situation, FDOT -- this is one of the older projects that -- older fiber conduit projects that have been installed, and it doesn't have the right spacing that we need.

So, we have to increase the cost a little bit so that we can be able to connect it up to our individual traffic signals at each one of the intersections.

Adaptive signal projects. This is designed for adaptive signals projects, and this is one that I do want to point out to the board just to make

sure that everybody -- everyone's aware of it.

The advancing of the project is just by a year, so it's not a significant amount of difference. We're able to do some of the advancing, so I think that -- and as much as we can, we want to push these adaptive signal projects along.

If you take a look at the capital cost, the cost -- the cost of the adaptive signal system projects have generally increased over what the original surtax plan is.

And I want to explain that a little bit, because it's the same theme that's consistent to many of our adaptive signal projects.

The reason that the costs have increased is is that adaptive signal technology is really an evolving technology.

When we first put the plan together back in like the 2017/2018 time frame, we've actually learned a lot that the technology have actually evolved quite a bit, and it has -- it has changed the way we think about what we need to have these systems work the way they really work as of the currently available technology.

There's a couple things that we didn't think that we would need that now we think -- now we believe that -- now we know that we do.

A couple of the things is is that we had anticipate using the existing cameras on our roadway network that many of you have noticed, existing cameras that we want to use.

The interesting thing about that is is that we've been operating one single adaptive traffic signal system that was constructed by FDOT on Pines Boulevard for the last year or so, and based on the -- an originally when that project was constructed by FDOT, it also started with a design of the existing cameras.

But through the operations of it, when we're operating it, we really determined that some of these older cameras that we have in the system doesn't -- just don't -- they don't really work that well. They just -- they -- they -- the technology is advancing quickly enough that we really need some upgraded equipment along in there.

The traffic control cabinets, the old -- especially the older traffic control cabinets we have in our system really doesn't -- is not able to have the flexibility to allow us to fully implement adaptive signal control projects like we need them to.

So, we did a survey of every single one of these projects out in the field to make sure that we are fully aware of what's needed, what's not needed, what we can use.

And -- and they resulted in some of the costs because of the fact that it is an evolving technology, that the costs have gone up.

So, I wanted to point that out to the board, make sure that, you know, you -- you're aware of it.

But we -- we have gone out in the field, have done field checks on the

-- on the equipment, so we're very comfortable with where we are right now, and very comfortable with -- with where we believe that the technology will be to help us, how we'll be able to utilize the technology fully.

So, jumping ahead a little bit, this is -- the next project in our system is the State Road 84 intersection improvement project. And that improvement - - intersection improvement project is -- have been move up to coincide with the -- the development of the County's Convention Center and the bypass road that is going to go along in that area just to the east of what you see the blue circle leading up to the Convention Center.

And this is a project that we're working cooperatively with FDOT on, and they will likely fund part of the project, but we have not worked out all the details yet.

And as we go into design, that's one of the areas that we will work out with them and also identify cost leveraging that we will be able to -- be able to take advantage of.

Hiatus Road improvement, another intersection improvement project that is going -- that is build/design to improve bicycle and pedestrian safety along that intersection.

So Northeast 48<sup>th</sup> Street, it's, again, moved up to -- to improve pedestrian safety, especially in regards to the railroad crossing that's in that area.

The next project is a mast arm project. Slight -- slight movement up in

time. And its construction -- excuse me -- design is currently underway and we're able to ask for money for construction.

Next project, the Tyler Street mast arm. And design is also underway, and we will -- we're ask -- we're requesting money for construction for it.

Northwest 31<sup>st</sup> Avenue mast arm project, we're -- no known -- no known issues with this intersection in terms of right of way. We can very easily implement it.

And we're requesting little -- just a little bit less than \$100,000 for design.

And Coconut Creek Parkway is a very similar situation. We can -- we can begin the design and construction of it easily at this time, about the \$128,000 for design.

So, the next series of projects are some of our school zone improvement projects. And these are -- these are projects that we're going to be taking a look at each individual school zones.

We -- given the current situation with regards to the COVID-19 -- and we typically do a study at each one of the schools that -- that we're scrolling through to identify all of the improvements that are needed based on children walking and so forth -- we're going to have to take a look at how we can adjust that, and we may need to -- we may be able to do some of these studies towards the latter part of FY '21 just so that we can be able to do all the accurate counts with children walking to school, you know, and so forth.

So, we may need to -- we may need to do that in a little bit later in -- in the timing of FY '21.

So, we went through the school zone projects. They're all very similar.

The next one up is two drainage projects that we have moved up in terms of the time scale because of recent conditions, recent issues with regards to the existing facilities.

So, both for the previous project and then also for this one, the Copans Road drainage improvement, we have moved them up in time because of issues that have occurred since the project was -- was first contemplated.

So, we'll begin the design of those projects and we're requesting money for the design.

The next couple projects are lighting projects, and -- and minor adjustment in the Phase 2 Boulevard Gardens lighting project follow up to just follow up on the Phase 1 design that's currently underway, and we're asking for design money for those projects at this point.

The next one is the -- is the Hillsboro Boulevard lighting, and this is the project that I referenced earlier when I was talking about the new Hillsboro bike lane project.

This is the one that we intend to construct in conjunction with the -- with the bike lane project that -- in -- in total creating a much safer environment for both pedestrian, bicyclists, and motorists in that area.

So those are some of the projects that we have advanced.

These are some of the projects that have remained on schedule from what they were originally contemplated.

Northeast 56<sup>th</sup> Street is currently under design and on schedule for construction.

Wiles Road fiber project, again, is a very similar type of thing. In design, ready for construct -- oh, excuse me, I mean that project, it was for the design of the -- of the project.

And the Broward Boulevard adaptive signals, it -- it -- it just for the board's information, we -- our staff actually has spent quite a bit of time working with the FDOT staff coordinating on a lot of these adaptive projects coming up.

And in many cases, we have identified ways to make it more efficient for one agency versus another agency to make the -- the -- to -- to -- to -- to -- to make the implementation of these projects the most efficient possible.

In some of the situations, FDOT is going to be doing part of it for us, and in other situations, we're doing part of it for FDOT, depending on what the -- what the actual situation is.

So, we spend quite a bit of time working with FDOT trying to make the best -- to kind of coordinate the resources of the two agencies so that we can do it the most efficient way possible.

So, in this case, in -- in the last one, Broward Boulevard, there's going

to be -- FDOT is going to be doing -- excuse me -- we're going to work out arrangements for FDOT to do part of the project for us.

The next one, Hallandale Beach, it's a very similar type of situation. In this case, we will actually be adding what some of the -- what some FDOT was intended to do as part of our project to -- again, on this coordination purposes.

Sunrise Boulevard, very similar type of situation. And no change in terms of timing. Some additional cost, like I mentioned earlier.

Southeast 17<sup>th</sup> Street project, and this is -- this is one that we're again working with FDOT and -- and they will actually be the one that will be working with us to implement this project.

So, some other ones, mast arm, 3<sup>rd</sup> Avenue mast arm project. We're asking for money for design at this point in time.

And the next couple are school zone projects that the design is currently underway and then we're asking for money for construction as we go forth.

Sidewalk projects. Following up these Phase 2 generally follow up to the Phase 1 projects in the area. We had previously divide them up into two different phases just so that we can get the contracts to focus on one area and minimize impact to the public.

So, we're just going to follow through on the second phases of the project and, in many situations, we're starting the design of it -- of these



projects at this point.

And very similar type of situation for the sidewalk projects that we have on -- that the Phase 2 following up to Phase 1s on multiple unincorporated neighborhoods.

Yeah, if you can.

Roosevelt Gardens, Washington Park, and this one is the countywide video detection maintenance. We're continuing to -- equipment installation to -- to help our traffic engineering folks identify maintenance issue early.

That's going very well, and we're just going to continue in terms of the equipment installation. And that's the one single equipment installation project that I mentioned earlier.

Just a couple more. The adaptive signal projects at University Drive, Hillsboro Boulevard. Similar type situation.

On -- and with that, that concludes the presentation of the individual Public Works requests for FY '21.

Should I -- if there are any questions, I'll be happy to try to answer them for you at this point.

MR. HOOPER: Do we have any questions from the board?

MR. COOLMAN: I do. Coolman here, Chair.

MR. HOOPER: Doug?

MR. COOLMAN: Going -- I -- go back to page 64 again.

By the way, Tony, great presentation. Very easy to follow.

But I'm -- I'm a little confused, or maybe -- I'm happy to see the numbers are down, but if you look at why they're down, if you look at Transit operating capital, most of the savings are anywhere from -- there's almost \$200,000,000 there total BCT.

And I assume that's there because of delays in what you're able to do? Is that a correct assumption?

MS. CASSINI: Yeah, Christopher Walton is nodding his head affirmatively and approaching the microphone, yes.

He's up next, by the way.

MR. COOLMAN: Well, because the reason I say that, I think it's great that we're only spending 250 of what was 450, but it looks like most of that is just not being spent -- but it's going to be spent later.

Now, with that said, all of the other requests for 2021 are slightly up. 50 -- 51.1/53. Community shuttles up, municipal projects up.

So, if the category that we estimate is showing a little higher except for the BCT, but that appears to be because they're not doing work on schedule it's going to happen later.

I just want to confirm that.

MS. CASSINI: We can confirm that. And I am going to ask if -- if there are no questions specifically to Tony Hui, I'm going to ask Mr. Walton to come to the podium.

MR. HUI: Thank you.

MS. CASSINI: Thank you, Tony.

**B Transportation Department FY 2021**

MR. WALTON: Good afternoon, Mr. Chairman and board members.

Chris Walton, Director -- thanks -- Director of Transportation.

MS. CASSINI: Sorry, go ahead.

MR. WALTON: Okay. Okay. As you can see, our operating request based on --

MS. CASSINI: I need to ask everyone to please mute your audio. Thank you.

MR. WALTON: -- the operating numbers of 1.2 million based on what was originally requested in the 30-year plan, and the capital numbers, and as -- I think that it was Mr. Coolman pointed out, you're -- you're correct. There is a difference of \$196,000,000.

And that's directly associated with the time lag that -- or the -- the projects that -- in terms of the high capacity transit that we'll talk about a little bit later, that are going to be pushed out until later years.

So, I want to talk a little bit about really what has taken place at BCT this year. And, you know, we have been severely impacted by COVID-19.

A number of people have asked about ridership, and I just want to share some ridership numbers with you.

We at BCT provide three types of -- of bus service.

First is the -- the fixed route service, or the big buses that you see on

the street.

Second would be the community shuttles, which are the partnerships that we have with the cities and the County.

And the third is our paratransit operation, which is the ADA complementary service that we're required to provide.

Following all the national trends, our fixed route service initially, when the pandemic hit, plummeted 80 percent. And that's pretty much typical around the country.

So, for quite a while, we were -- we were going along at about a 20 percent ridership load, and then typically those were the -- the essential workers.

And the guidance at that time nationally from CDC, as well as -- as transit agencies in the County, was that if you did not have to ride public transportation, don't ride it.

So, it's actually the -- the converse of what we had been doing for -- in public transit for the last hundred years in terms of trying to encourage ridership, we were actually discouraging ridership.

But I'm happy to say that we're starting to see growth.

I checked just before I came here today and our ridership on the fixed route system has actually improved to 49 percent. So, I mean, that -- that's not nearly where we need to be, but it is a substantial improvement since the pandemic hit.

Our community shuttle program is our partnership, again, with -- with the -- with the cities and the County. Also dropped 80 percent.

We also are back up to 49 percent in our community shuttle ridership.

Where we have seen the biggest impact and why I project -- and this is completely unscientific at this point -- but our paratransit ridership dropped down to 18 percent.

And for those of you who may not be familiar with the clientele in paratransit, paratransit is -- is a service that is required by law. It is a complementary service that says that we must provide equal access transportation to those who, for whatever reason, cannot ride fixed route, whether it be a physical or cognitive issue.

But one of the good things about -- about Broward County Transit is we have a very strong paratransit program.

But typically the ridership in paratransit is -- is older and a bit more infirm. And I do anticipate that it's going to be a -- a much slower climb back.

We dropped to 18 percent. We're currently at about 35 percent recovery on -- on the paratransit ridership.

And it's interesting to note that most of the trips that we -- where we're seeing the drop has been associated with the adult daycare centers where people would come and spend the day and -- and have meals.

They no longer come. And I'm assuming -- again, these are totally non-scientific thoughts, but these are pretty much consistent around the

country. What we're seeing is that since more people at home, they're keeping their parents at home, and most of paratransit trips, or paratransit trips for that clientele historically are being -- they're -- they're staying home, and the doctor trips or some of the other leisure trips are being handled by relatives or -- or -- or acquaintances.

We -- our life sustaining trips, such as dialysis, have remained fairly constant.

Our nutrition trips, which is really concerning to us, and -- and we have -- we've got a program where we take people of a certain income level to nutrition sites, we've seen a drop there of almost 80 percent -- about 75 percent.

So that -- that is concerning.

So COVID -- COVID-19 has had severe impacts on our ridership. And it's also had impacts on other areas in terms of us being able to provide what we like to -- you know, the level of transportation that we -- we -- we want to provide.

It has had impacts in terms of our staff, in terms of our ability to -- you know, to have people come to work, a number of people who are quarantined or who -- or have tested positive. And it's been a lot higher. So, some of the costs that we've incurred just to maintain a -- a reduced level of service has - - has really pushed our budget to the limit.

The service that we provide now on our fixed route service -- our fixed

route system is what we call a -- a modified Saturday schedule.

Typically, our Saturday schedules are about 70 percent of what our normal weekday service is.

What we did was implement it in March when the pandemic hit, a -- a Saturday schedule, and we have -- what we've done is modify that schedule as much as our attendance allows, and where we have what we call hot spots or areas in the County where we have increased ridership, we will supplement that with buses that we place strategically around the County.

The objective there is to -- on the fixed route system is to, from a social distancing perspective, is to carry no more than 20 passengers on a 40-foot bus.

So, when we see loads that approach that, we would actually insert extra buses to maintain that -- that distancing.

One of the things from the paratransit standpoint is that we've been able to do and has been very well received is a we only -- historically, we transported -- transported two or three and sometimes four passengers per vehicle. We're now doing a one-to-one.

Each paratransit trip is now a single ride. And we will do that as long as the paratransit volume stays low, which allows, again, the -- the social distancing to be impacted -- or implemented.

So, our budget, again, as -- the budget request that you have before you is -- is severely impacted by COVID-19.

And, as Mr. Coolman pointed out, the big change in our request would be the fact that we have not moved forward as quickly as we would like to with what we like to call our high capacity transit systems, our bus rapid transit and -- and our rail programs.

As you may recall, in the initial surtax plan, the -- and we -- we'll talk about that a little bit more in the presentation -- bus rapid transit, which is a form of transportation that moves a bit faster than the local service, and rail actually, in our surtax plan, was budgeted -- we actually budgeted for 26 miles of light rail and about 150 miles of BRT corridors. And we'll talk about those a little bit later in the presentation.

So, we've split the request into three different areas.

Transitways, again, which are BRT and LRT.

Transit, which we'll talk about a little bit later, which is some of the -- the basic transit operation and transit infrastructure.

So, you can see that our total request for capital for -- for 2021 is \$112,000,000.

The transitways are 34,000,000 for design for the new high capacity transit system.

Transit, again, 8.1 million.

And transit infrastructure, which we'll talk about, is 69½ million.

So --

MS. CASSINI: Sorry.



MR. WALTON: It's okay.

MS. CASSINI: I think I went --

MR. WALTON: Yeah, that doesn't --

MS. CASSINI: -- did I go too fast?

MR. WALTON: Yeah, just go back one more. There we go.

Okay. So, again, LRT -- and -- and we'll just talk a little bit about LRT.

When we talk about high capacity transit, typically, in the planning process, LRT is -- is the general vernacular.

Now, as was mentioned earlier by Gretchen when she did the highlights, we've got a study out for high capacity transit. And what that study will do, it's going to take a look at the entire County, and it's going to identify the corridors in the County that are eligible and that -- and that need to be considered for -- for transit that is actually -- that requires more than just the standard 40-foot bus.

Before the pandemic, we had a number of our routes that were transporting over a million passengers a year. And we can't just keep throwing buses at it because we just don't have enough buses in our system to do that.

So, the study's going to identify for us -- and not only identify, but it's also going to prioritize for us the corridors in the County that should be -- that we should implement bus rapid transit, and even the corridors of the County that are higher capacity for rail.

So those are the dollars that we need for design for those two systems which we call transitways. 34.1 million for engineering and design for 26.1 million miles -- 26.1 miles of light rail and 3,000,000 for engineering and design for BRT.

In our initial plan, we identified seven corridors. Again, I mentioned that we have corridors in our County that were on bus transporting more than a million passengers.

The north/south corridors are US-1, State Road 7, University, and Dixie.

And the east/west corridors that we are contemplating or we're looking at for potential study for BRT would be Sample, Oakland Park, and Hollywood/Pines.

The paratransit program, we're asking for 3.8 million dollars to replace 46 vehicles.

And we -- we -- because of what I mentioned earlier in terms of -- of the -- the decreased ridership, you're probably wondering why we're asking for 15 vehicles for expansion.

One of the reasons is -- is we do -- I do -- again, based on nothing scientific, I do anticipate that our ridership will come back.

And one of the reasons that we want to expand is we would like to maintain that social distancing as long as we can. And we anticipate that the 15 new vehicles will for service expansion will -- will assist us in doing that.

We also want to convert our new vehicles to propane. We have the largest propane fuel fleet in -- in -- in the southeast United States.

And we also are asking for \$394,000 to install security cameras in -- in the vehicles.

The \$2,000,000 that you see is not paratransit related. Those are for general planning studies that we need for our -- our standard route system.

So, for bus --

MR. HOOPER: Can I ask a question?

MR. WALTON: Sure.

MR. HOOPER: Sorry. Can we go back -- I'm sorry. I was waiting for you to finish that slide.

On the -- the -- the light rail transit --

MR. WALTON: Yes.

MR. HOOPER: -- the 31.4 million, that's just -- is that just to do a -- a design study or --

MR. WALTON: That is --

MR. HOOPER: -- what is that for?

MR. WALTON: -- that is for design. And typically in -- in these high capacity transit studies, and -- and this is something that as a board will -- will see in the coming years, the numbers for transit, for high capacity transit are going to be huge.

It is not unusual for design cost to be about ten percent of the total

construction cost. So, the --

MR. HOOPER: But -- but so early in the game, are -- are we doing design or are we doing a -- a study to make sure we're putting them on the right corridors?

MR. WALTON: We're doing -- we actually -- the studies, we actually --

MS. CASSINI: Do you want me to show that? That slide?

MR. WALTON: No. No, we issued an RFP earlier in the year for -- for studies. We did receive six responses. Those responses are being evaluated now, and those that -- the recommendation will be coming to the board in the fall.

So, we will have those recommendations. So, we will then -- once we've got the recommendations, we will then -- we would like to have the design money so that we can actually get started, because when we get the recommendations, they're not only going to recommend which corridors, but they're going to prioritize the corridors for us.

So, we would like to have the money available to be ready to go when we get the results of the study.

MS. CASSINI: Excuse me, I just want to -- for those who are following along, this is -- the information that Mr. Walton just provided is on Slide 51 of the presentation, and it's the third bullet.

MR. CAVROS: Chairman, this is George Cavros. I have a question.

MR. HOOPER: Yeah, go ahead.

MR. CAVROS: Great. Thank you, Mr. Walton, for the information.

I heard you say that, you know, you expect ridership to -- to come back, which I think it will, and you expect it to grow, which it likely will.

And you said you couldn't keep throwing, you know, buses at -- at the problem.

Has there been an economic case made for -- you know, for -- for light rail or whatever technology, you know, might be employed in the future?

MR. WALTON: Again, that, too, will be part of the study. And -- and -- and light rail is really just the terminology that -- that is a placeholder for planning.

One of the responsibilities that we've charged the consultant with is to do a technology study as well.

They will take a look at light rail, they'll take a look at all the technologies that are available. And, by FTA rules and regulations, they would have to take a look at what we call a -- alternatives.

So, from a costing standpoint, they may come back with the recommendation that -- certain corridors that we may consider to be high capacity for light rail, they may come back and say BRT, which typically is -- the cost is maybe 25 percent in terms of per mile cost of a light rail system.

So, we're actually looking forward to results of that study, so that that costing will be part of the consultant's responsibility as well.

MR. HOOPER: And -- and then your -- and then some of the design

money is going to happen over the next five years, correct?

MR. WALTON: Well, some of it, yeah, but we -- we --

MR. HOOPER: An assumption?

MR. WALTON: -- we actually -- most -- we -- most of this design will be done, we would hope, within the next year, year and a half. We are --

MR. HOOPER: Okay.

MR. WALTON: -- we're asking for -- and you'll see it in the five-year plan and -- and later on in the five years we'll be asking for more design for the next quarter.

MR. HOOPER: Okay. Okay. Thank you.

MR. WALTON: Uh-huh. Okay. So, for our basic transit infrastructure, there -- there are some needs that we -- we need to -- to make sure that we -- we've talked about the -- the new stuff for BRT and light rail, but there are some basic infrastructure needs that we have to keep the basic system going well.

And we're asking for -- and you can see what they are. I'll just point out a couple of them.

We are -- from a security standpoint, we need a new radio system and we need a new camera system for our buses.

The -- we want design money for an intermodal -- intermodal center at west Broward.

Right now, we do have a park and ride facility that is located at the

arena site. It's about 300 spaces.

At the height of the -- our express services, we're probably 77 -- that site was 77 percent utilized. So as -- as our express services continue to grow -- and our express service, in terms of growth, is only limited by parking. So, we're actually outgrowing that site.

So, we're looking at two or three sites out west for a potential location to -- to expand the -- to build a new west Broward intermodal center.

It was mentioned earlier about our -- our Copans bus rehabilitee -- Copans facility rehab design. Interesting project.

We have three -- well, actually, four buildings on that -- on that property right now. Two are actually being demolished as we speak.

It was mentioned earlier that we were awarded a grant for 17.3 million dollars. We're completely -- we're planning to completely rehabilitate that facility. We're rebuilding it to accommodate electric vehicles, because we know that in the future all of our vehicles will be electric.

We want to build a parking deck, and we also want to build a training and education center that we've actually been in discussions with the Broward County School Board with in terms of some of the synergies that we -- we share in terms -- with their -- their transportation system.

So, we're working on curriculum and -- and -- and maintenance training programs that we would train in that new facility there.

We also need to design our electric bus charging infrastructure at our

other facilities.

And we are at some point going to need -- well, we -- we're going to need another operating facility. Had our growth plans been realized from, you know, two years ago, we would be at that point now. But because of COVID -- and, again, you'll see in the five-year plan, we -- we've actually reduced our growth plans and we've got a little more time for that.

But we do need to find some land and we do need to get started on design for a third operating facility.

And so those are the highlights of -- of -- of the infrastructure request.

So, once again, our request for 2021, 44,000,000 -- 45.2 million dollars for operating, 112,000,000 capital, and a total of 157.2 million dollars.

We're asking for additional positions in our budget.

Systems Network Analyst Senior. That is a person that we need to come on and monitor our onboard systems at night, you know, when our buses are in. We've got electronics that actually monitor the -- the activity on the bus, our CAD AVL system, our radios, our fare boxes, and we need someone at night to -- to assist with that.

Engineering Inspector in terms of our -- our bus stops, in terms of our vertical facilities. And, ultimately, when we start to building rail, we're going to need engineering inspectors there.

Facilities Maintenance, our -- as our facilities grow, we need more people help maintain our facilities.



Program Project Coordinator Senior and Project Coordinator, one of those is a GIS Specialist to help us in our route planning, and the other is a -- a planner that will help us with our -- our BRT rail planning.

Need some additional administrative help.

And the Vehicle Mechanic Lead is a position that we need for our paratransit. We -- our -- our paratransit fleet ultimately will be about 350 vehicles. Right now -- and -- and those are vehicles that we own, we pay for, and -- and you actually help pay for. And we lease those out to our providers.

But it's our responsibility to make sure those vehicles are maintained properly.

Right now, we have one individual that's dedicated to go out to our vendor sites and review the maintenance records. With the growth in the fleet, we're going to need a second person to do that.

MR. HOOPER: Hey, Chris.

MR. WALTON: Yes.

MR. HOOPER: Where -- where are you finding -- where do you find these people? Do you go nationwide, or do we look out -- look locally first?

MR. WALTON: We look out locally first. We advertise in -- certainly on the County site, and we advertise in -- in local publications for these type of project -- or these type of positions.

And for the -- the high level positions, we will also advertise locally as

well as nationally.

But for this type of position, we always go local first.

MR. HOOPER: What do you think the percentage of folks from our community -- how many do we -- out of 11 positions, what do you think it'll be locally?

MR. WALTON: I would guess in these categories, I don't see why they all couldn't be local. I mean, you know, maybe the GIS Specialist, but -- you know, might come from somewhere else, but, I mean, there should be some - - someone around here that could fill that position.

I -- I would not -- I don't see why all of them could not -- of course, couldn't make any guarantees, but looking at the titles --

MR. HOOPER: Right.

MR. WALTON: -- I don't see any reason why they couldn't all be local.

MR. HOOPER: You know, that's a -- that's a great story, too. That -- that talks about what this program is doing for good jobs in -- in our community.

And I think it's important that -- that this is benefitting our community. Much like when we talk about when we look at contractors and vendors that are getting work, I think it's great that a lot of these jobs are going to locals.

MR. WALTON: Yeah. Well, we -- we emphasize that, not only on the job side, but on the contractor side. And it was mentioned earlier about the -- the dollars that you've appropriate for bus shelters where, you know, we're

building 150 of them this year and 75 each succeeding year, that the vendors that are coming in are local and, you know, we're getting commitments from 35 to 65 percent in terms of the installation of those projects.

One of the things that we have not been able to do up to this point is to find a small or local vendor to provide the actual shelters, but we're looking for that as well.

So, every opportunity that we have in terms of -- of building our local capacity for either a project or a service or any commodity, we always try to satisfy it locally first.

MR. HOOPER: That's great. Thank you, Chris.

MR. WALTON: Uh-huh.

That's it.

MR. HOOPER: Thank you.

MR. WALTON: Are there -- are there any other questions?

DR. KELLEY: Yes, I'd like to say something. Chris?

MR. WALTON: Yes, Dr. Kelley.

DR. KELLEY: Yes, I just wanted to support -- support your concern about the nutrition ADA TOPS rides dropping to basically seven -- dropping 75 percent. But I also expect that ridership to come back.

So, I wanted to support your request for the vehicles, because I do think that that will allow you to continue to maintain social distancing until things return to normal.

I mean, these are the most immunologically compromised people out there, the elderly and the disabled, who I've been riding with for 15 years. And I think it's really important that we expect ridership to come back.

MR. WALTON: Yeah, we -- we -- we do expect that it will, and we want to be ready when they come back.

A couple of things that I didn't mention that just -- you know, just for your knowledge, there are certain other safety measures that we're -- we've actually implemented and are implementing in all of our fleet.

We're putting ionizers, or the UV lights, in all of our vehicles, our -- our paratransit vehicles, our community shuttles, and our fixed route vehicles. These are the ionizers -- the same technology that's used in hospitals where you put them in the air system when -- and the air circulates in the bus, and they -- they make the claim that it kills 99.9 percent of all the -- the viruses in the air.

On the paratransit vehicles, we're actually putting what we call plastic shields or sneeze guards in front of each seat.

And for our -- our fixed route bus operators, one of the reasons that -- you know, I mentioned that, you know, our ridership is way down. What we have done and what is being done nationally is we are having rear door entry and exit. We're not charging fares.

And the reason for that is that we want to minimize, number one, the -- the contact with the bus operator, and, two, we want to minimize or eliminate

the -- the need for anyone to have to touch our fareboxes at this point, even though we do have pay by phone.

So, we're -- right now, we're -- we're having all of our passengers enter and exit through the rear door.

We're also buying, you know, through -- through some of the -- the CARES Act money, which, by the way, I should mention we supplemented our budget with this year at about \$39,000,000 with CARES Act, so our -- our request would have been a lot higher had it not been for the CARES Act that was provided to us by the government.

There were \$25,000,000,000 given to transit, and we got 78,000,000. 39½ of that actually goes to cover part of our operating budget for -- for next year.

But we're also using some of those CARES dollars to provide PPE for all of our employees, and, quite frankly, you know, some of our passengers. We're having mask giveaways.

And we're also buying driver barriers which actually allow the driver to have a -- a -- a glass shield that separates them from the passengers so that when we do go back to fare collection, there'll be that additional barrier that we -- from a safety standpoint that -- that will benefit all of our operators.

So, if there -- are there any other questions?

MS. CASSINI: Thank you.

MR. WALTON: Uh-huh.

**C Municipal Community Shuttle and Capital Projects FY 2021**

**D Planning and Support Services**

MS. CASSINI: So, at this point, we'll move to the last section, our municipal capital projects and your planning and support services request for fiscal year 2021.

When the Oversight Board met on May 22<sup>nd</sup> and June 4<sup>th</sup>, you looked at a series of recommended projects that had come over by the surtax-funded staff at the MPO, and they were in planning and design phases.

So, of the 110 projects that were sent over as recommendations, only 33 of those projects were actually construction only.

So, the fiscal year 2021 recommendations for municipal projects act as the first year of the five-year plan.

And the projects that are being recommended are the next phase of the phases that were just approved. And you'll see that in just a couple of slides.

The -- there are no new municipal capital projects that can be entertained until, at the very earliest, fiscal year 2022.

So, while you have -- well, actually -- so the minimum annual guarantee required by the County for municipal projects is ten percent of the estimated revenues, which would be just a little under \$30,000,000 based on our latest forecasts.

What we are recommending is actually almost \$14,000,000 above

that.

So, this is just a visual of what I described. There are 26.3 million dollars being recommended for fiscal year 2021 for municipal projects, another 17.5 million dollars in the community shuttle program, broken out, as you can see, for operating, buses, and expansion.

And we're recommending that 6.5 million of the 26.3 million that was set aside in this year and recommended in this year for municipal projects actually move forward into a future cycle, because there is not adequate funding in the five-year recommended capital plan to be able to fund all of the construction projects that we're expecting in fiscal 2023.

And we'll be looking at that tomorrow when we look at the five-year plan recommendations.

These are the projects that are being recommended for fiscal year 2021 funding.

The Miramar projects that were all in design, there were four of them, and at your June 4<sup>th</sup> meeting you all asked that we combine those projects into one with multiple phases.

That 3.5 million is actually for a right-of-way acquisition.

And, as you can see in this particular chart, come up with just a little under \$20,000,000 being recommended, with the remainder to move forward to fiscal 2023.

We're also standing up a Broward County Program Management

Office, and the request for the fiscal year 2021 budget is \$328,000 for that office.

It would include a Director of Program Management and a -- an engineer that would be responsible for providing technical assistance and support for municipal projects.

There are no current surtax-funded positions for program management. I did want to point that out.

In our planning and innovations section, we have two additional requests for projects that were funded in fiscal year 2020.

Additional funding for our greenways master plan, which we hope to be able to complete in fiscal year 2021 or '22.

An additional 25,000 for Waze, which is modeling and support that we are kind of trading with them.

200,000 for a University of Florida partnership.

Some technology and software acquisition, and then, as I mentioned during our briefings, there are also positions that were requested, not necessarily in the recommended budget.

One is for a full-time position. There's also a part-time planner position, and some ancillary operating costs associated with those position requests.

And a marketing budget of \$15,000.

They currently have three surtax-funded positions in innovation and



planning that you all approved back in fiscal year 2020. A GIS Analyst, a Senior Planner, and a Licensed Engineer.

Economic and Small Business Development, they have a request for additional advertising and outreach support to their small businesses in fiscal year 2021 of \$30,000.

They also requested another full-time Small Business Support Specialist and part-time position that are not currently in the recommended budget.

That office has two exclusively surtax-funded positions that are Small Business Development Specialists that were approved in the fiscal year 2020 budget.

In Mobility Advancement Program administration and Oversight Board support, there are seven surtax-funded existing positions, and they're listed there on the right.

Myself, a Finance Manager position which is currently vacant; a Procurement Strategist, which just recently joined our team just a few weeks ago; a Public Information Officer; a Program Performance Analyst; a Program Project Coordinator; and an Administrative Specialist.

Under the County Attorney, there are two surtax-funded positions. There's the Surtax General Counsel, Ms. Wallace, and a surtax paralegal.

And in the County Auditor's Office, there is a surtax Audit Senior, Ms. Laura Rogers.

We requested -- I requested two additional positions, one administrative support position and a person dedicated to public outreach around the five-year plan, and also some related costs for additional personnel.

Also requested funding for financial compliance of municipal contracts. We would be utilizing CBE firms.

Ms. Wallace requested an additional Assistant County Attorney position.

And there are also some funds to assist with our public education and outreach and engagement efforts around the five-year plan.

Again, those were not contained in the recommended budget, but we are bringing them forward to you for your consideration of eligibility.

MR. HOOPER: Gretchen --

MS. CASSINI: Yes, sir.

MR. HOOPER: -- what do we -- what -- what's our payroll now?

What's our staff total now?

MS. CASSINI: Give me just one second.

MR. HOOPER: Or if you want, we can talk about that tomorrow.

MR. COOLMAN: Mr. Chair, I have a question.

MR. HOOPER: Gretchen?

MR. COOLMAN: Is it okay to go ahead.

MR. HOOPER: Hold on. Let's see what -- she's looking for some

information.

MS. CASSINI: I need a magnifying glass to see it, actually.

MR. HOOPER: Actually, you know what? If you can just provide it at some point tomorrow where we just get a -- like a roster of who we have. It doesn't have to have their -- just a total payroll on -- and what we're spending on our staff.

MS. CASSINI: It's -- so the total that I have, and the reason why I'd like to have an opportunity to break it down a bit further and have a conversation with our --

MR. HOOPER: Okay.

MS. CASSINI: -- Office of Management and Budget is because the total amount that I'm looking at includes everything, including supplies, equipment, some one-time costs that may not be recurring.

And I'm looking at a --

MR. HOOPER: Oh --

MS. CASSINI: -- total budget right now for fiscal year 2020 of 2.6 million dollars.

MR. HOOPER: And do some of the employees or the -- or the staff members also do things for the County and then there's like a split that occurs? There's like a shared cost?

MS. CASSINI: At this time, we don't have any splits.

We do anticipate that in the future we will.

But in the fiscal year 2020 budget request that we brought to you, they were for exclusively surtax-funded positions that were exclusively supporting the surtax.

We do expect, as I mentioned, that in fiscal year 2021 and beyond, there may be the opportunities to do some shared or some -- get a charge back to the surtax fund to allow people to work on non-surtax related issues.

MR. HOOPER: Okay.

MR. ALLEN: Mr. Chairman --

MR. HOOPER: We --

MR. ALLEN: -- when you have a minute.

MR. HOOPER: Okay. Doug, did you have a question?

MR. COOLMAN: Yes. Gretchen, going back to page 64 again, are all of these renew requests in those requests FY 2020 -- '20-'21 numbers? Are they going to be on top of those and these numbers need to change?

MS. CASSINI: This -- the -- the slide on page 64 is actually specific to projects. So, it's looking at BCT, it's looking at Public Works, and it's looking at the municipalities.

And the reason that we did it that way is because the original surtax plan was -- the financial plan was structured in such a way.

There is a chart that I showed you during our briefings that is going to be provided to you tomorrow, and I can push forward to that one, if it would help.

It shows you everything.

MR. COOLMAN: We -- you can cover it -- you can cover it tomorrow.

MS. CASSINI: Okay.

MR. COOLMAN: I can wait until then.

MS. CASSINI: So, we do show you -- I think it's one of these. Let's see -- what the percentage is of your planning and support services, I believe. And -- there it is.

So here is -- I think what you're asking, the analysis that includes Transit, Public Works, municipal funding, and all planning and support services, you see it there. It's 2.7 million, or one percent of the total request for fiscal year 2021.

MR. COOLMAN: So -- Okay. So that -- that then would appear that that's in the 254,000,000, correct, that's shown on page 64, or not?

MS. CASSINI: No, it's not included on page 64, which is why I'm showing you this slide.

MR. COOLMAN: All right. The reason I'm asking, even though we have a lot of Transit under-requested dollars, we're running just about ten percent over on everything else, higher, which is I guess not bad, but it doesn't -- now I'm finding it doesn't include everything.

So we were -- we were running \$92,000,000 over what we had projected, excluding Transit. I'm just raising the issue that it looks like we're running ten percent over our projection is, if you look at what's -- what's in

the categories.

And I assume we -- when you guys did your projections, we had some reserve in there, correct?

MS. CASSINI: Correct. Correct. A lot of --

MR. COOLMAN: Okay. Thank you.

MS. CASSINI: -- no problem.

Phil?

MR. ALLEN: Mr. Chairman?

MR. HOOPER: Yes, sir.

MR. ALLEN: The -- the request or the -- to Gretchen, I guess, is to what extent -- you -- you point out these positions are not in the recommended budget. To the extent that those positions are not in fact funded, what does that do to your work program that you have proposed and that you have funded, or will fund in -- in the recommended budget?

MS. CASSINI: My understanding is that funding has been set aside based on all of the requests that you've seen, both in my office, in the Office of Economic and Small Business Development, in Innovation and Planning, and the 11 positions that Chris Walton detailed with you just a few minutes ago.

The Board of County Commissioners is going to be having a workshop on August 27<sup>th</sup> specific to the surtax, and it is my understanding that once that has taken place, some final decisions are going to be made

with respect to what positions that have been requested for FY 2021 are considered necessary and justified.

And then at least the Oversight Board will have acted on the eligibility of all of the requests, recognizing that less than -- it is highly likely because of COVID-19 that not all of the requests that we've made will be granted.

With respect to my -- my specific area, if we were not able to hire an administrative or public outreach individual, yes, it would have some impacts operationally. It would certainly have some impacts on the extent to which we were able to engage in -- in public outreach for the five-year plan.

But certainly, we have some options that we could exercise, and we can try to leverage the existing personnel in other areas of the County, as we have been all along, to help support us.

With respect to the funding for financial compliance, that would be a little bit more difficult. We have only two full-time staff that are contract managers for the municipal contracts.

There was always an expectation that we would be doing financial compliance using another person or CBE firms.

And with 137 municipal contracts anticipated, it -- it's a -- it's quite a workload.

And I'm going to let Angela speak to what would happen to her if she didn't get her Assistant County Attorney position, because I think we might lose her.

MS. WALLACE: Thanks, Gretchen.

So, the County Attorney's Office provides legal representation to the Oversight Board. We manage -- we deal with the MPO and the MPO contract, the municipal project agreements and dealing with the municipalities regarding those, and the County departments. So, Highway Construction and Engineering or Public Works that presented its projects, and the Transportation Department.

Their solicitations, their contracts, regulatory compliance, all of that is handled by the County Attorney's Office.

And right now, we have a part -- a -- a position that was added that is currently generally fund -- General Funded since May. And we are requesting another position effective October 1.

And Gretchen is right. It's like if I -- in order to handle all of this, I need additional assistance because it's just myself right now, and my paralegal, who are funded by surtax to handle all of the items that I just listed.

MR. ALLEN: Well, I recognize that the role of the Oversight Board is to determine eligibility. And -- and certainly I don't think you -- we could argue that these positions are not in fact eligible for the expenditure of the funds.

But -- and we don't do appropriation. We -- we don't get involved in the appropriation process.

But I -- the -- where I come back from is that we've got a total work



program put together that we've just spent, you know, a couple hours talking about that work program and those changes that may not be accomplishable without the appropriation that's being requested.

MS. WALLACE: Understood.

MS. CASSINI: Were there any other questions on that part of the presentation?

MR. SMITH: I -- this is Shea. I've got a question when it's -- when it's appropriate.

MR. HOOPER: Go ahead.

MR. SMITH: If we drill into the public educational campaign and outreach bullet along with up above we've got administrative and public outreach. And when -- when -- Gretchen, when you went through your previous section, we spoke about the fact that this is an area where we feel we're kind of behind on.

And I know we had this concept at some point, and I know this doesn't all relate to our specific area within surtax, but that we were going to go out and there was an RFP process, and there was going to be some external help in this area.

What is the current plan in terms of internal versus external?

And my concern here is that we're kind of behind the eight ball on this in terms of getting in front of it, and I'm just concerned that if the County piece of this grows and that piece moves around with the County -- I mean,

has there been a decision made to pull all this internal, or where do we stand in terms of what this public outreach is going to be and when it's going to actually kind of hit the ground running and get the information out there actually to the public?

MS. CASSINI: Well, it's an excellent question, Mr. Smith, and -- and we did have a chance to talk about this several times.

There -- there -- this is multi-faceted. Marketing plans and five-year plans and public outreach, there -- there's marketing and branding and logos and the related activities and exercises that are utilized as best practices to -- to find out what is resonating with -- with various areas of our community, various stakeholder groups.

This is a really big program, and it's a project-based program, so we -- we always anticipated engaging the expertise of outside firms and vendors to help us with those areas.

We do not have the resources or the -- the bandwidth, even with two people, to do the type of 24/7 social media monitoring that will have to occur when you are on five, six, seven different social media platforms, which is our goal.

And the reason that we haven't entered into that -- that atmosphere is because we know that we don't have the ability to appropriately monitor and respond in real time.

We do not intend to bring all of those various types of services in-

house.

We have one full-time Public Information Officer that's doing, you know, a variety of different operational and marketing and outreach types of activities.

We anticipate, with the five-year plan, that much more public engagement is going to be required, but, obviously, a lot of this is dependent on what happens in a -- in a post -- hopefully, someday -- COVID environment where you can go back out into the community, you have booths at parks and recreational facilities and -- and big events, and you're going into the schools and you're going into the universities, and, you know, homeowners associations.

What we did during the education campaign for the transportation surtax was grass roots. And that's why we were anticipating you can't do that with two people. You have to use a team of people. You need trusted voices. You need people from the community. And you need to be able to identify who those folks are going to be and train them.

We need to train you all. You know, we -- so there -- there's a lot of different facets to this.

And we had always envisioned that the two internal people would be helping to coordinate and act as kind of the -- the center, the central management of these larger campaigns, efforts, engagements.

But, no, we -- we are definitely continuing to pursue the -- the various

options that are available to us outside of our organization, and also leveraging all the expertise that we have inside of our organization, because, as you know, running a port and airport, a Convention and Visitors Bureau, does -- does give us access to a lot of -- of resources and talent.

MR. SMITH: And my main concern here is just I think we need to be controlling this narrative, because, you know, the funding of these projects have not stopped.

And I realize it's a new environment. If you look at other groups and other things that are going on in the community, they've all pivoted to electronic communication, and, as you mentioned, all these social media platforms. I mean, if anything, people are more on these platforms now.

So, this idea of delaying it I think will come to bite us at some point, just because if we don't control the narrative, someone will.

And that is kind of my concern, because, you know, as Alan mentioned earlier, there's a lot of good news to share, there's a lot of jobs being created in this environment.

I just want to make sure that that starts to get out there and resonates with the public and they understand what's going on with the -- with this funding and this overall program.

So, thank you.

MS. CASSINI: Duly noted, and we agree.

MR. HOOPER: And -- and I just -- I want to understand more clearly.

Maybe it's just showing -- maybe this is where Doug is going, too.

But even if we just took the original budget and we show what we were intending to do with each line item, and then where these additional requests fit and how they impact each line item, how the COVID impacts our -- our sources of revenue, I think it would be a little bit more clear for us on our ability to make a lot of these things happen.

But if we just approve this and we don't know that we have the funding for it -- so I don't know. Does that -- I'd like to get that clarity.

MS. CASSINI: Of course. And I apologize if it wasn't clear.

We do have the funding available for it. The funding has been set aside.

The issue is that on -- the County Commission, in the end, makes the policy decision about whether or not it wants to fund all of these recommended -- if it wants to fund what is recommended by the County Administrator.

The County Administrator has to recommend the budget, and then there's discussions, there's workshops, there's public input, there's Public Hearings.

And so, the funding has been set aside, but there has not been any decision about recommending this, and then the Board has not yet taken action on it.

So, this -- what we're bringing to you is so the -- the Oversight Board,

in its role, can at least determine that these costs and requests are eligible so that if they are entertained, recommended, and adopted and then appropriated, we won't have to reconvene the Oversight Board in order to have you entertain the eligibility of these.

MS. WALLACE: Right. This is Angela Wallace, if I may.

So, under the ordinance, we are required to present what would be considered staff's requests to the Oversight Board for an eligibility determination regarding the -- the proposed project and proposed expenditure. And that's what this amounts to.

The staff level requests which the Oversight Board will review for eligibility and report to -- as required in the ordinance, to the County Administrator regarding the eligibility, and then the County Administrator makes a recommendation to the County Commission regarding appropriation.

So, we are at the staff request level and Oversight Board eligibility level.

And the next level, next step in the process, is the County Administrator considering the requests that have been determined eligible, and then forwarding what the County Administrator, after her analysis, recommending to the County Commission and the County Commission ultimately deciding what to fund.

MR. HOOPER: Yes, I -- I hear you. I hear you when you say it's

based on its eligibility, but just as a -- as an example, if you came in and said I want to spend \$50,000,000 on staff and it's a Procurement Strategist, a Public Information Officer, all these eligible jobs, only you blew up the -- the budget line item by \$40,000,000, would that still be eligible?

If you blow up the budget, is it eligible?

MS. WALLACE: So eligible is -- as defined in the statute is eligible under the statute, means -- meaning that it's an appropriate expenditure as outlined in 212.055.

Now, whether it's reasonable in your estimation is a different analysis.

So, you can indicate that it is eligible because the -- the statute allows it. So, there are certain things that are not allowable under the statute and you would not recommend them as eligible.

And if it's eligible but the -- an unreasonable expenditure, then your recommended would -- recommendation or referral to the County Administrator would reflect that while this is a permissible expenditure under the statute, we think that the -- the cost or the expenditure is -- is outrageous or -- or -- or not appropriate. Although it may be eligible because it's permissible under the statute, we think it's too high, if you use that example.

MS. CASSINI: You can find something eligible and recommend against it is -- is what I -- what I've been -- my impression of the ordinance.

MR. HOOPER: Yeah. So that's so that's why I just want to understand. And -- and we may be will within reason, but I would like to

understand where some of these items that were not originally in the budget fit in the budget, and then not only approve them for eligibility, but recommend that they move forward with them.

MS. WALLACE: Yes, it's within the Oversight Board's purview to recommend that the proposed expenditures be approved in the budget. That's part of the recommendation that would be submitted to the County Administrator.

MR. HOOPER: Right. And so, is that possible? Can -- can I get that information?

MS. CASSINI: So, Chair, I -- I just want to make sure I'm understanding your questions. The -- because the budget, the original -- what -- what -- the original budget for the surtax didn't contemplate any of the -- these positions specifically. There was just money set aside in each year for planning and support services.

The budget from last year that you all approved included the positions that you see on the -- on the right of the slide.

And so, we always anticipated that we would build up over time, very slowly throughout the implementation so that we were only adding staff when there was enough demand to really justify a full-time position.

Sometimes you'll see in the request a part-time position as a result that we -- we -- we know we need help, but we don't -- we still don't necessarily have enough work in that area for a full-time 40 hour a week



FTE.

But are you asking for a detailed breakdown of the costs associated with each of these positions and supplies and everything like that from 2020? Is that the --

MR. HOOPER: So, I don't -- you know, the way I look at things is if you had originally budgeted for all these things -- that's what you're saying to me, is that we had it figured into the plan -- and how you're adding those things in that were already figured into the plan financially, then just show me that. You know, you're -- we're asking to -- you're asking us to -- to recommend certain changes that aren't in the budget.

But if you had it already in the budget, you -- and now you're telling me that it is, but you just never expensed it or you're expensing it as you go, well, I'm good.

But I just -- rather than just saying I need \$978,000 that wasn't originally in the plan, that's -- that's different than giving me the information that says under planning and -- I forgot what you just said -- we -- we had it figured in and now we're asking you to -- to find it eligible and recommend it.

MS. WALLACE: No, I think there's a misunderstanding. If I may, Mr. Chair.

MR. HOOPER: There might be.

MS. WALLACE: Okay. So --

MR. HOOPER: There might be as such.

MS. WALLACE: -- when Gretchen references the recommended budget, what she's referring to is, you know, under Florida Statute, there is a -- the County is required to -- to publish and -- and post on its website by July 15<sup>th</sup> the recommended budget. And so, it's a proposed budget and it makes it public facing and available for everyone to see.

And when -- when -- when she says that what's not included in the box on the screen right now, those are requests, those were not posted on July 15<sup>th</sup> with the recommended budget that's part of the -- the budget process that we are in leading up to the County Commission considering the budget in September.

What's included --

MR. HOOPER: And --

MS. WALLACE: -- inside the box is what has been funded and approved for previous years, including the existing year.

So, the existing, approved, funded positions are included in this box on the slide on the screen.

For FY 2021, the request is this \$978,000 for FY 2021. And while we are requesting it now, it was not published on July 15<sup>th</sup> as part of what was published by the Office of Management and Budget for the County.

So -- but -- but the Oversight Board will need to make a recommendation or determination regarding eligibility of those expenditures so that as the County proceeds through the budget approval process, the

County Administrator will be in a position to include it in the discussions with the County Commission, and the County Commission will have the ability to approve whichever portion of this staff level request that the County Commission decides to approve as part of the budget.

So, it wasn't in the -- these positions were not in the overall plan -- when we say transportation plan, we refer to the 2018 plan -- transportation plan.

But at that point, we did not have any detail regarding the level of staff or -- or staff resources that would be needed to really stand up all aspects of the project.

And those things are being planned year to year as the -- the -- as the program progresses.

So, the recommended budget published July 15<sup>th</sup> has what's included in the box, which is what has been approved in previous years.

What it does not include --

MR. HOOPER: Okay.

MS. WALLACE: -- is -- is what we're requesting for FY 2021.

Does that help?

MR. HOOPER: Yes.

MS. WALLACE: Okay.

MR. HOOPER: It does.

MS. CASSINI: Mr. Chair, would you like me to continue, or are there

any other questions?

MR. HOOPER: You can continue. Thank you.

MS. CASSINI: Thank you so much.

The final request that we are bringing forth is our last fiscal year 2020 supplemental funding request.

As Angela pointed out earlier, there was an attorney that was brought on back in May, and that person will be dedicated to the surtax. The salary and benefits package all in is estimated to be about 177,800.

The prorated amount needed for FY 2020 is \$49,118.

And we also, when we brought forth the municipal projects to you in May and June and you acted on them, we did not include a 4.17 million dollars' worth of contingency for municipal Cycle 1 projects that will be constructed.

So, the 33 capital construction projects and the other 40 rehab and maintenance projects can access contingency for reasonable cost overruns that do not exceed five percent of the cost estimate of those projects, and that money has been reserved and appropriated by the Board of County Commissioners.

And we just need to make sure that you deem them eligible.

And with that, we have completed our fiscal year 2021 budget workshop.

MS. WALLACE: Are there any questions?

MR. HOOPER: Thank you.

Anybody got questions?

MR. COOLMAN: Yeah, Mr. Chair, real quick.

MR. HOOPER: Go ahead.

MR. COOLMAN: The 4.7 million for minor overruns, less than ten percent on the -- on the project, is that correct, which we anticipate -- actually have to --

MS. WALLACE: Right. So, the -- that \$4,000,000 is what has been set aside in the budget for contingency for municipal projects.

And what we -- and it's only for the construction phase of projects, so we -- we're not considering increases on the approved amounts for planning or design, but during construction, if there are unforeseen conditions in those projects, we -- there -- the municipalities have the ability to request additional funds associated with the unforeseen conditions, and we will consider up to five percent of the -- of the -- the project cost at -- at -- at the time.

So, we haven't gotten there yet --

MR. COOLMAN: I assume --

MS. WALLACE: -- with the municipal projects, but we are setting the money aside.

MR. COOLMAN: -- so I assume we'll vote on this tomorrow?

MS. WALLACE: Yes. So the -- the -- during the regular meeting that is the workshop will continue, workshop portion of the meeting will continue

in the morning and followed by the regular meeting, during which we would entertain action items.

So -- well, I guess the whole meeting --

MR. COOLMAN: Thank you.

MS. WALLACE: -- is part of it workshop?

MS. CASSINI: Yes. Tomorrow morning, we'll do the workshop on the five-year plan, the years two, three, five of the five-year plan.

It will be much higher level --

MS. WALLACE: Uh-huh.

MS. CASSINI: -- without the level of granular detail that you received today.

Every single year of the five-year plan will come back to the Oversight Board with granular detail for approval as part of the overall budget process.

So tomorrow should go a little bit more quickly and then we'll get into the action items.

MS. WALLACE: Right. And we'll include Mr. Allen's motion related to the MPO services -- transportation services contract along with the action items that are listed on the agenda that was included in your materials today.

And the action items will be acted upon tomorrow afternoon.

Any other questions?

MR. HOOPER: That's great. Thank you very much.

MS. WALLACE: Uh-huh.

## **ADJOURN**

MS. CASSINI: Thank you all so much, and we look forward to seeing you back here tomorrow at 9:30 a.m.

It's 9:30 we'll start tomorrow.

And if you would -- the link for tomorrow is different than the link for today, so if you have any troubles accessing or connecting, feel free to reach out to myself or Cindy Malin and we'll make sure you get on successfully.

Thank you so much and have a great rest of your afternoon.

MS. WALLACE: Thank you, everyone.

MR. HOOPER: Thank you, everybody.

MR. COOPER: Bye-bye.

MS. WALLACE: We are adjourned.

(The meeting concluded at 2:59 p.m.)