

CORRESPONDENCE WITH COUNTY STAFF

Included below is a timeline of the CRA's efforts to clarify and satisfy the public records request from the County's Public Information Officer, Mark Sexton, to obtain CRA records.

On May 9, 2017, CRA Staff receives a phone call from Mr. Mark Sexton, Communications and Legislative Affairs Director for Alachua County requesting information.

On May 11, 2017, CRA Staff receives an Information Request email from Mr. Sexton (Attachment A). The request is seeking information on roadway improvement projects funded or partially funded by the CRA. He asks that the following projects be separated by each CRA District; road resurfacing, stormwater improvements, sidewalks, median improvements or additions, roundabouts and street lighting.

On May 16, 2017, the CRA responds to the request with the spreadsheet document entitled *CRA Streetscape Request 05092017* (Attachment B). Mr. Sexton responded with a request for a column to be added to the spreadsheet for the costs of each project (this was not a part of the original request). The CRA Director responds to Mr. Sexton asking for clarification of the request. She is answered by a response that at this time the costs for the 27 projects listed is all that he needs. (All of these are email correspondence compiled in its entirety as Attachment C.)

On May 18, 2017, The CRA Director requests additional clarification and offers documentation that may be more accurate. (The list that was provided to Mr. Sexton on May 16th was not an exhaustive list of projects that include the line items requested).

On May 19, Mr. Sexton responds to the May 18, 2017 correspondence from the CRA Director by requesting a call to discuss the request. The CRA Director response was that someone will contact Mr. Sexton on Monday, May 22, 2017.

On May 23, 2017, the CRA Secretary/Clerk contacted Mr. Sexton by phone to discuss the request. Mr. Sexton detailed his request and stated he wanted the information for the projects that he detailed going back to the inception of each CRA district. (This was not the timeframe conveyed in the original request.) The CRA Secretary/Clerk drafted a formal letter responding to the public records request and forwarded to the CRA Director for review.

On May 24, 2017, the CRA Secretary/Clerk forwarded the comments from the CRA Director to the CRA Attorney for review. A change to the draft letter was made based on the suggestions from the CRA Attorney.

On May 25, 2017, the CRA Secretary/Clerk emailed the letter to Mr. Sexton (Attachment D). The CRA Attorney contacted Mr. Sexton by email to clarify how the projects listed in the spreadsheet (Attachment B) were identified and provided instruction on where the financial information could be found.

On May 26, 2017, Mr. Sexton contacts the CRA Attorney by phone and then by email stating that he would like to move forward with the requested project costs and inquired as to the cost for getting this information. (Email dated May 26, 2017 within Attachment C).

On May 30, 2017, the CRA Attorney contacted Mark Sexton via email apprising him that she would have information to him on how to use Gov2.0 by the end of the day. The CRA Attorney contacted Senior Strategic Analyst (Samantha Wolfe) inquiring as to how to look up the costs in the ERP system Samantha Wolfe provided the CRA Attorney with a link to the CRA expenditures she thought would be helpful. However, the County's request goes back prior to the data available via the portal, which dates back to 2010. Samantha pointed out that the link provides

transaction details, but does not provide expenses by each project. The CRA Attorney requested and was given a spreadsheet with project numbers for each of the listed projects. Mark Sexton responds via email asking if there is a charge specifically for the list of projects that was originally sent. The CRA Attorney sends an email detailing all documents where the financial information can be found and the staffing cost that will be incurred to produce the information.

On June 21, Mr. Sexton contacted the CRA Secretary/Clerk conveying his frustration with having to pay for the public records request. He stated several times that the County pays for 2/3 of the CRA salaries and he didn't think they should be charged. Mr. Sexton stated that he had spoken with City Manager Lyons. The CRA Secretary/Clerk stated that she understood his concern but that she was not authorized to waive the fees. She then encouraged him to speak with the CRA Attorney should he have any further questions or need additional clarification that she could not provide. Mr. Sexton stated that he would hate to have to go to the newspaper with this situation.

On June 21, 2017, Mr. Sexton spoke with the CRA Attorney.

On June 26, 2017, the letter for which this memo is the subject is received.