

Lynn,

Moving forward with the CRC in this difficult time I am going to make the following changes to the Administrative functions of the CRC moving forward.

First, The Columbia County attorney has done an outstanding, diligent and positive work for the CRC. However, moving forward there are many issues that directly and indirectly affect the County Attorney.

Please accept this memo as a directive by the Chair of the CRC.

- 1- In the event that The CRC is not able to have the Ballot questions prepared and to the Supervisor of election by the date of August 3<sup>rd</sup> as directed by the County Supervisor of Elections I direct that you Contact the responsible party or Parties to ascertain if the Ballot questions proposed by The CRC cannot be prepared by August 3<sup>rd</sup> can the CRC Extend the vote on the Ballot issues to a March election?
- 2- The findings and Ballot questions will not be presented and then brought back to the next meeting. I want the question to come up the first time as an agenda item for action.
- 3- It is my understanding that the Governor of Florida has allowed for Virtual meeting. Please advise me how this will work and what the members of the CRC would have to have to make this happen also, what steps must the county take for this kind of meeting along with how the meeting notices are required.
- 4- It is my intention that the following will happen.
- 5- We will conduct virtual meetings as soon as possible to conclude all findings and Ballot questions for public hearings wherein all Administrative actions of the CRC are complete as soon as possible. We will notice public hearing starting at the end of the Month of May for every 10 days to the middle of July in the event that we are able to hold public hearings we will be prepared to do so.
- 6- In the event we are not able to hold all required public hearings before the middle to end of July we will make required steps at that time to get on a March Ballot.
- 7- Moving forward, I will coordinate with you all virtual meeting which you will be in attendance virtually of course. I will rely on you to assist me in working with the county manager to ensure all rules and required procedures are followed and we are as transparent with our work as possible.
- 8- You will be responsible from this point forward in working with the CRC with all aspects of our work to include scheduling, noticing and preparing documents required for our work.
- 9- The findings and Ballot questions should be prepared and framed in the same format the county attorney has been preparing the documents.
- 10- When we have the first virtual meeting scheduled contact the county attorney and have him forward you the findings and ballot questions that action is required to be taken.

Lynn, I am hoping that we can have our first virtual meeting within a week to week and half. This should be ample time to prepare.

Please feel free to contact me with any questions.



Sincerely,

Robert Lane

Chairman Columbia County CRC.