

This brief is being provided to inform the board, staff and public of the details of an agenda item that requires no action from the board. The President of the Board will provide board members, staff, and the public the opportunity to ask questions about this topic when this agenda item is announced.

**Date:** November 15, 2021

**Originator:** Cary Curtis/Tiana Bradley

**Agenda Topic Title:** CSDA Transparency Challenge

**Purpose of Brief:** Provide update on work in progress for the Transparency Challenge

**Supporting Documents Included:** Yes. Spreadsheet of requirements and status

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1. **Agenda Topic Brief or Update:**

Transparency Challenge meeting dates agreed to by the Transparency Challenge Ad-Hoc committee are June 2, Aug. 5, Sept. 1, Sept. 14, Oct. 4, Oct. 9, and Nov. 3.

Nov. 15<sup>th</sup> is the date the committee agreed the requirements of the challenge would be completed to allow for review by outside officials as required by the Challenge. Although the committee did not hold all meetings as agreed to, the committee felt confident at their Oct. 9 meeting that the Challenge deadline to submit a final package with all outside reviews would be completed by Nov. 24.

Most of the requirements for the Challenge fell to Tiana to complete. Due to staff resource availability and unforeseen impacts the key elements of ensuring the CSD website is updated with requirements is not complete. With only ten business days left and the impact of the Thanksgiving holiday, it has now become apparent that the committee will not meet the submission deadline to participate in the Challenge.

What this means is the CSD will not be able to enter the Challenge for recognition from state representatives and receive special certificates, however, the committee will continue to follow through with the requirements and submit the transparency package to CSDA and once accepted, the CSD to be identified as a Transparent Special District.

The committee will work to complete the requirements and will update the board during their January 2022 meeting of progress and adjusted completion date.

**Progress:**

- Submitted application to CSDA to participate.
- Developed recurring meetings to move tasks forward.
- Reviewed Challenge requirements and assigned tasks.
- The board has adopted all required policies except for the Financial Reserves policy. A first reading of this policy is set for November 15.
- Developed a tracking sheet of all requirements and refined timeline.

2. **Anticipated Impacts to the District - (Consider financial impact, change in procedures, customer, and staff communication):**  
The Challenge would serve as a confirmation and commitment of transparency in the district.
3. **Anticipated Impacts to the Customer – Standby, Residential, Commercial:**  
Will build additional customer confidence that the district operates in a transparent manner.
4. **Next Steps for this Topic:** Continue to work the plan to meet milestones and report back to the board on progress.