

**Citizens Advisory Committee
Meeting**

**June 8, 2017
4:30 pm
315 S. Calhoun Street, Ste. 450**

Chair: Allen Stucks

Agenda

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V. CITIZENS TO BE HEARD

Citizens desiring to speak must fill out a Speaker Request Form. The Chair reserves the right to limit the number of speakers or time allotted to each speaker.

NEXT CAC MEETING: Thursday, September 7, 2017

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to attend this meeting should contact Susan Emmanuel, Public Information Officer, 315 South Calhoun Street, Suite 450, Tallahassee, Florida, 32301, at least 48 hours prior to the meeting. Telephone: 850-219-1060; or 1-800-955-8770 (Voice) or 711 via Florida Relay Service.

Blueprint Intergovernmental Agency Board of Directors Agenda Item

TITLE: Draft Fiscal Year 2018 Blueprint Intergovernmental Agency Operating Budget

Date: June 13, 2017

Requested By: Blueprint Staff

Contact: Blueprint and OEV

Type of Item: Information

STATEMENT OF ISSUE:

This informational item requests the Blueprint Intergovernmental Agency Board of Director's (Board) review of the draft Fiscal Year (FY) 2018 Operating Budget. The first public hearing will be advertised and conducted at the September 7, 2017 Citizens Advisory Committee (CAC) meeting. The second and final public hearing will be advertised and conducted at the September 19, 2017 Intergovernmental Agency Meeting.

SUPPLEMENTAL INFORMATION:

In accordance with the Blueprint Intergovernmental Agency's Budget Policy, the Director of PLACE shall develop a proposed operating budget for the upcoming fiscal year. The first public hearing will be advertised and conducted at the September 7, 2017 Citizens Advisory Committee (CAC) meeting. On September 19, 2017, the Intergovernmental Agency is scheduled to hold the second and final public hearing on the recommended budget prior to the Board's adoption of the budget and approval of the Budget Resolution. The action on September 19, 2017 will formally appropriate the funds for the FY 2018 Operating Budget, which commences October 1, 2017.

The proposed FY 2018 Operating Budget is included as Attachment #1. Attachment #2 is the budget narrative, which defines each line item in the budget. A comprehensive budget plan has been developed that continues services enhancements across all program areas to meet expanding needs but within existing funding levels. In FY 2018, Blueprint is proposing to continue to scale back the GEC program as the Blueprint 2000 draws to a close and build the staff team and expertise to ensure successful implementation of the Blueprint 2020 program. Based on the FY 2016 financial audit, a full-time employee is proposed for addition to the Blueprint team. This new position has been accommodated without a corresponding increase in total operating expenses. As a result, no increase in total operating expenses is proposed for Blueprint in FY 2018.

Highlights are included below and additional details of the draft FY 2018 Operating Budget are provided in the following sections:

- No increase in total operating expenses
- Addition of full-time senior accountant
- GEC reduction of 16.5%

Personnel Costs

Over the next year, Blueprint will continue the transition from the 2000 program to the 2020 program. This entails coordination of closing out the 2000 program projects and ramping up coordination efforts for the 2020 program. The Blueprint General Engineering Consultant (GEC) contract was authorized for renewal for one year in September 2016 (to February 2018) in order to continue closing out current projects (Capital Cascades Trail Segment 3D-A, Capital Circle Northwest/Southwest, and Capital Cascades Crossing). It appears that some of these projects will extend into most of calendar year 2018 and will require limited GEC involvement. As these projects conclude, there will be a need to focus on the last 2000 projects (Capital Circle Southwest right-of-way acquisition and stormwater master plan facility design and construction, and Cascades Trail Segments 3D-B and 4) as well as using Blueprint staff to initiate the full 2020 program through a coordinated process.

Total Personnel Costs are proposed to increase by 13.5%, most significantly as a result of the creation of a new full-time position, detailed below, and the proposed merit-pay raises for employees in line with City and County action, respectively. As Blueprint continues to scale down the GEC program and assume in-house management of the Blueprint infrastructure projects, personnel costs will vary with the number of active projects. Additional operating costs and the utilization of the Blueprint GEC may fluctuate based on workload, priorities, and/or specialized project needs as directed by the Board.

Accountant Position

The increase in personnel costs is due in part to the creation of one new position. The FY 2016 Comprehensive Annual Financial Report included the following recommendation as a result of its findings:

Since 2003 Blueprint 2000 (Blueprint) has grown from \$60 million to over \$360 million in assets with an operating budget of approximately \$34 million. Blueprint's funding is anticipated to dramatically increase in the year 2019 when the collection of a new sales tax begins and new projects are initiated. In addition, the Office of Economic Vitality has been added to Blueprint. Currently, the accounting function for Blueprint is performed by the City's accounting staff. With the increasing complexity of governmental accounting and grant management, Blueprint has required more attention from the City's accounting staff than originally anticipated. The staffing required to provide accounting services to the City, as well as, Blueprint, the Consolidated Dispatch Agency and the Capital Region Transportation Planning Agency, exceeds the current capacity of the City's accounting staff. The City should consider hiring an accountant to handle the accounting function for Blueprint within the next year. With the increased activity anticipated from the influx of

funding, it is important that Blueprint's accountant has the experience, knowledge and time required to perform this critical function.

Blueprint concurred with this finding and as a result is moving forward with the creation of this new full-time position to handle accounting services for the Blueprint Intergovernmental Agency.

Merit Pay Increase

The Director of PLACE recommends that pay increases be determined by the Jurisdiction in which the employee's benefits are provided (i.e., if the employee receives City benefits, then City salary adjustments would control.). No City or County pay increases have been approved as of yet. The operating budget reflects an increase of three percent, but will be adjusted according to action by the City and County, respectively.

Allocated Costs

The City of Tallahassee provides several services to Blueprint including Accounting, Technology, Human Resources, City Auditor, City Attorney, Records Management, and Purchasing. Blueprint provides a payment to the City of Tallahassee based on the services provided from each department. The FY 2018 Operating Budget includes a new accounting position (see earlier section) therefore, the cost for accounting is no longer included in the City's allocated costs. In May 2016, the City of Tallahassee proposed the FY 2017 charges and provided a detailed backup explaining the charges. The annual memo and detail regarding charges for FY 2018 will be provided by City in September and incorporated into the proposed FY 2018 Blueprint Operating Budget, which will be presented to the Board for approval at the September 19, 2017 meeting.

General Engineering Consultant (GEC)

As part of the transition to the 2020 program, staff has been working to reduce GEC costs. The proposed FY 2018 operating budget has a 16.5% decrease in GEC costs. Staff anticipates the GEC allocation will continue to be reduced to offset the Blueprint operating budget increase. The following table indicates operating allocations for the last seven years.

Fiscal Year	Blueprint Operating Budget	GEC Allocations	Total Budget
FY 2012	\$1,166,506	\$2,821,537	\$3,988,043
FY 2013	\$1,166,506	\$2,432,842	\$3,599,348
FY 2014	\$1,387,570	\$1,687,322	\$3,074,892
FY 2015	\$1,471,532	\$1,362,612	\$2,834,144
FY 2016	\$1,887,931	\$1,244,508	\$3,187,526
FY 2017	\$2,357,230	\$860,458	\$3,217,688
Draft FY 2018	\$2,498,822	\$718,886	\$3,217,688

The proposed structure allows for phasing out the current GEC program that is scheduled to expire in February 2018 and reassess the GEC structure to complete the current program as well as the 2020 program at the appropriate time.

Office of Economic Vitality Operating FY 2018 Budget

The proposed FY 2018 Office of Economic Vitality budget (Attachment #3) includes funding for three divisions: Engagement and Operations, Research & Business Analytics, and the Minority Women and Small Business Enterprise Program. The proposed FY 2018 Office of Economic Vitality budget is \$1.28 million, most importantly the FY 2018 budget retains the operating budget (\$163,360) at the same level of funding provided in FY 2017 which was balanced within the existing resources previously allocated by the City and County for these programs. Efforts supported by these resources include retention and expansion (CapitalLOOP), engagement activities, state-of-the-art software for research needs, a localized sites and buildings database, as well as other resources that allow for the maintaining of a data center and dashboard. The data center and dashboard platforms provide digestible information on the economy and business analytics to assist company leaders to make informed decisions about the Tallahassee community. Funding is also provided for the MWSBE Division to increase engagement, communication and awareness of procurement opportunities for goods and services. Funding allocations include professional development and educational training, which will enhance skill levels, learn best practices that can be utilized to improve economic vitality in Tallahassee – Leon County. Additionally, relationships with industry leaders and will be built and/or strengthened.

In FY 2017, the County and the City appropriated \$1 million (\$500,000 each) to support the Business Recruitment and Incentive (BRI) fund that is designed to leverage and maximize job creation opportunities. This appropriation empowers staff's responsiveness for future job creation opportunities through a dedicated and readily available fund. The establishment of this fund allows staff to manage a central fund for the issuance of local incentive payments. Pending Board approval of the local incentives associated with Project Campus (\$881,000), at this point in time funding within the BRI Fund will be sufficient to implement these programs for the next two budget years (Attachment #4). However, in order to continue to remain competitive in business expansion and attraction efforts, the Board may wish to consider appropriating additional funds in the future to the BRI until the Blueprint 2020 sales tax dollars are received. Additional appropriations will allow staff to continue to work competitive projects, similar to Project Campus. It should be noted that a marketing and communications plan for OEV is underway and will be refined at the conclusion of the Targeted Industry Study. Finally, staff anticipates bringing a recommendation to the Board in December to dedicate funding from the BRI fund to support the marketing and communications plan, which will be executed upon completion of the Target Industry Study. This marketing plan will assist OEV in maximizing its resources to better position and promote Tallahassee-Leon County as a business generator.

Action by TCC and CAC: This item was presented to the TCC and the CAC at their June 5, 2017 and June 8, 2017 meetings, respectively.

RECOMMENDED ACTION:

No action is required, but the Board may desire to provide further direction to staff.

Attachments

1. Draft FY 2018 Operating Budget
2. Draft FY 2018 Budget Narrative
3. Draft FY 2018 Office of Economic Vitality Operating Budget
4. BRI Fund Revenues and Expenditures



BLUEPRINT INTERGOVERNMENTAL AGENCY

PROPOSED FY 2018 OPERATING BUDGET

(See Attachment 4 for Proposed Office of Economic Vitality Budget)

	FY 2016 Actual	FY 2017 Amended Budget	FY 2018 Proposed	Percent Change
511000 Salaries	\$695,953	\$885,803	\$1,017,507	
Salaries Enhancements	\$0	\$13,000	\$13,000	
511500 Temp wages	\$130,839	\$202,197	\$213,811	
512000 Overtime	\$326	\$3,000	\$3,090	
512400 Other Salary Items	\$4,398	\$15,000	\$15,450	
515000 Pension-current	\$86,857	\$135,000	\$195,300	
515100 Pension-MAP	\$41,316	\$70,000	\$55,970	
515500 Social Security	\$5,668	\$7,000	\$7,210	
515600 Mandatory Medicare	\$11,502	\$13,000	\$14,389	
FICA		\$0	\$0	
516000 Health Benefits & Life	\$68,776	\$125,000	\$135,250	
516100 Health Benefits Retirees	\$17,691	\$18,500	\$19,055	
516020 Health Benefits OPEB	\$0	\$0	\$0	
516100 Flex Benefits	\$13,711	\$30,000	\$30,900	
512000 County's Worker Comp	\$0	\$0		
Total Personnel Services	\$1,077,037	\$1,517,500	\$1,720,931	13.41%
521010 Advertising	\$3,889	\$10,000	\$9,000	
521030 Reproduction	\$11,640	\$5,534	\$7,500	
521040 Unclassified Professional Fees	\$25,363	\$148,650	\$148,650	
521100 Equipment Repairs	\$0	\$1,500	\$1,500	
521160 Legal Services	\$35,000	\$49,507	\$30,000	
521170 Construction Services	\$14,570	\$5,575	\$0	
521180 Unclassified Contractual Services	\$22,442	\$37,500	\$37,500	
521190 Computer Software	\$29,708	\$48,036	\$56,332	
522080 Telephone	\$33,026	\$31,506	\$35,000	
523020 Food	\$3,111	\$3,500	\$3,500	
523030 Gasoline	\$283	\$2,000	\$2,000	
523050 Postage	\$370	\$1,400	\$1,000	
523060 Office Supplies	\$16,199	\$17,900	\$17,900	
523080 Unclassified Supplies	-\$8,923	\$12,065	\$4,000	
523100 Vehicle Non-Garage	\$3,537	\$4,000	\$4,000	
524010 Travel and Training	\$7,357	\$33,500	\$53,000	
524020 Journals and Books	\$731	\$2,750	\$4,600	
524030 Membership Dues	\$3,721	\$4,175	\$7,078	
524040 Certificates and Licenses	\$0	\$2,000	\$2,000	
524050 Rental of Office Space	\$162,548	\$193,121	\$198,593	
524070 Rental of Office Machines	\$3,712	\$3,989	\$4,000	
524080 Unclassified charges	\$13,872	\$11,260	\$10,000	
Misc. Operating Expenses	\$382,156	\$629,468	\$637,153	1.22%
540040 Liability Insurance Premium	\$27,216	\$32,800	\$32,800	
Total Other Svcs/Charges	\$27,216	\$32,800	\$32,800	0.00%

	FY 2016 Actual	FY 2017 Amended	FY 2018 Proposed	Percent Change
550030 Office Equipment	\$93,863	\$0	\$0	
550040 Computer Equipment	\$22,895	\$9,387	\$9,387	
550050 Vehicle Equipment	\$0	\$40,000	\$0	
550060 Unclassified Equipment	\$0	\$0	\$0	
Total Capital Outlay	\$116,758	\$49,387	\$9,387	-426.10%
560010 Human Resource Expense	\$10,557	\$10,474	\$10,474	
560020 Accounting Expense	\$27,526	\$39,660	\$10,136	
560030 Purchasing Expense	\$41,814	\$35,804	\$35,804	
560040 Information Systems Exp.	\$4,776	\$5,014	\$5,014	
560050 Risk Management	\$0	\$0	\$0	
560120 Indirect Costs	\$37,263	\$37,123	\$37,123	
Allocated Costs	\$121,936	\$128,075	\$98,551	-23.05%
612400 Inter-fund Transfer				
Gen. Eng. Consultant				
LOA 1 (GEC Administration Field)	\$86,774	\$8,846	\$13,217	
LOA 1 (GEC Administration Home)	\$19,149	\$32,752	\$46,184	
LOA 2 (Segment 2 Field (Park))	\$69,047	\$160,600	\$82,912	
LOA 2 (Segment 2 Home (Park))	\$91,458	\$19,922	\$16,520	
LOA 2/15 (Connector Bridge Field)	\$232,642	\$14,744	\$0	
LOA 2/15 (Connector Bridge Home)	\$340	\$0	\$0	
LOA 2/14 (Segment 3 Field)	\$151,293	\$224,223	\$246,693	
LOA 2/14 (Segment 3 Home)	\$278	\$12,452	\$26,520	
LOA 2/16 (Segment 4 Home)	\$7,788	\$73,391	\$138,389	
LOA 5 (Capital Circle NW/SW)	\$394,716	\$255,685	\$56,128	
LOA 9 (Capital Circle SW)	\$19,395	\$39,417	\$92,303	
LOA 13 (Magnolia Dr)	\$4,220	\$0	\$0	
LOA 17 (Franklin Blvd Field)	\$19,052	\$18,426	\$0	
	\$1,096,153	\$860,458	\$718,866	-16.46%
Total Operating	\$2,821,256	\$3,217,688	\$3,217,688	0.00%
612400 Other Transfers				
Transfer to Capital Projects	\$12,327,343	\$10,587,988	\$10,588,175	
611300 Debt Service Transfer	\$14,696,250	\$14,692,725	\$14,692,538	
SIB Loan	\$4,453,937	\$3,941,685	\$3,941,685	
Available for Future Years	\$1,676,285	\$0	\$0	
Total Budget	\$35,975,071	\$32,440,086	\$32,440,086	0.00%
Source of Funds				
Transfer from Fund Balance	\$2,190,660			
Sales Tax Proceeds	\$33,570,104	\$32,440,086	\$32,440,086	
Interest Revenues	\$185,507			
Miscellaneous	\$28,800			
Total	\$35,975,071	\$32,440,086	\$32,440,086	

Fiscal Year 2018 Budget Narrative

511000	Salaries- The Director approval of one new accountant position as outlined in the agenda item and also recommends that pay increases be determined by the Jurisdiction in which the employee's benefits are provided (i.e., if the employee receives City benefits, then City salary adjustments would control.).
511300	Salary Enhancements- This cost is related to pay increases to employees relating to promotions.
511500	Temp wages includes wages for temporary Assist legal counsel, 2 part-time IT support staff members, EDMS Technician, and Graduate Intern during the school breaks, summer youth. The IT services were previous provided by the GEC.
512000	Overtime- Administrative staff and para-professional
512400	Other Salary Items- These costs are determined by the City and County to cover the cost of their respective fringe benefit packages
516100	Flex Benefits- Fringe benefit packages.
521010	Advertising- Public hearing notices, news releases, etc.
521030	Reproduction- Printing of Annual Financial Reports, letterhead, agenda items, etc., copies
521040	Unclassified Professional Fees - Financial Audit, Performance Audit, Bond Services and Counsel, Strategic Communications Services, and misc.
521100	Equipment Repairs - Recording equipment, equipment repairs and maintenance.
521160	Legal Services - Outside General Counsel Attorney services for IA and Blueprint
521180	Unclassified Contract Services – Professional Services, FSU Intern Contract, Consultant IT Support and misc. services
521190	Computer Software - Annual software maintenance and licenses.
522080	Telephone- Blueprint office telephone / internet services, telephone equipment maintenance, 7 cell phones and 3 tablets
523020	Food - 6 CAC meetings, workgroup meetings, lunch meetings, and 1 evening IA meeting.
523060	Office supplies – Office supplies, printer toner, paper, and general office needs.
523080	Unclassified Supplies- Office Space Supplies (lights, kitchen supplies, etc.), service awards, computer peripherals, safety supplies.
523100	Vehicle - Non Garage - Repairs and service on 4 Vehicles. The age of vehicles ranges from 1 to 18 years old.
524010	Travel and Training – Continuing education training and professional development of staff, Professional Association and Florida Bar conferences.
524020	Journals and Books – Legal, Engineering and Planning books and subscriptions
524030	Membership Dues - dues Florida Bar, American Planning Association, ASCE, APWA, FES and etc. for 11 professional staff members.
524040	Certifications and Licenses- Cost for Professional License renewals
524050	Rent Expense of Building & Office- The amount reflected is based on our lease with the County for 315 South Calhoun Street. This amount has changed following the buildout of the OEV space and related expenses.
524070	Rent Expense of Office Machines- Lease for two copiers
524080	Unclassified Charges – Office photographs, promotional items, office events
540040	Liability Insurance - Workers Compensation and General Liability
550060	Unclassified Equipment-
560010-40	Blueprint's share of Allocated Costs.
612400	General Engineering Consultant and transfer of sales tax revenue to Capital Projects.

**Tallahassee - Leon County Office of Economic Vitality
FY 2018 Proposed Budget**

Account	Account Description	FY 2018 Proposed Budget
Personnel Services		
511000	Salaries	697,898
511300	Salary Enhancements	11,708
511500	Temporary Wages	21,000
512400	Other Salary Items	3,840
514100	Unemployment Compensation	95,721
515000	Pension- Current	137,346
515100	Pension- MAP	39,361
515600	Mandatory Medicare	10,120
516000	Health Benefits	98,358
516100	Flex Benefits	2,788
Total Personnel Services		1,118,140
Operating Expenses		
521010	Advertising	9,700
521030	Reproduction	15,000
521040	Unclassified Professional Fees	
521180	Unclassified Contractual Svcs	32,950
521190	Computer Software	45,560
522080	Telephone	1,000
523020	Food	
523030	Gasoline	300
523050	Postage	600
523060	Office Supplies	2,500
523070	Uniforms & Clothing	
523080	Unclassified Supplies	
524010	Travel & Training	25,600
524020	Journals & Books	550
524030	Memberships	7,100
524080	Unclassified Charges	19,500
540040	Insurance	3,000
Total Operating Expenses		163,360
Fuel		
Total Fuel		--
Other Services and Charges		
Total Other Services and Charges		--
Capital Outlay		
Total Capital Outlay		--
Allocated Accounts		
Total Allocated Accounts		--
Utilities and Other		
Total Utilities and Other		--
Transfers to Other Funds		
Total Transfers to Other Funds		--
Contributions to Other Funds		
Total Contributions to Other Funds		--

Tallahassee - Leon County Office of Economic Vitality
FY 2018 Proposed Budget

Account	Account Description	FY 2018 Proposed Budget
Year End Adjustments		
Total Year End Adjustments		--
Total Expenses		1,281,500

Business Recruitment and Incentives Fund

	FY 2017	FY 2018	FY 2019	FY 2020
Revenue				
Leon County	500,000			
City of Tallahassee	500,000			
Remaining from Previous Year		827,228	650,628	418,028
Subtotal	1,000,000	827,228	650,628	418,028
Expenditures				
Qualified Target Industry Tax Refund				
Project Gold (10 jobs)	2,800	2,800	2,800	-
Project Presidential (160 jobs)	-	36,000	36,000	36,000
Pending Board Approval: <i>Project Campus (120 jobs)</i>	-	42,000	98,000	28,000
Subtotal	2,800	80,800	136,800	64,000
Targeted Business Program				
Red Hills Surgical Center	19,972	20,000	20,000	20,000
Project Gold	-	75,800	75,800	75,800
Pending Board Approval: <i>Project Campus</i>	-			107,240
Subtotal	19,972	95,800	95,800	203,040
Targeted Industry Analysis				
Targeted Industry Study	135,000	Note: Funding for lead generation to recruit businesses identified in the Targeted Industry Study and is set to begin in January 2018.		
Lead Generation	15,000			
Creative Economy Study				
Subtotal	150,000			
Marketing and Community Outreach				
Marketing and Communications Plan	Funding for this effort will be requested upon the completion of the Targeted Industry Study.			
Subtotal	-	-	-	-
Total Expenditures	172,772	176,600	232,600	267,040
Fund Balance	827,228	650,628	418,028	150,988

88,100.00

Blueprint Intergovernmental Agency Board of Directors Agenda Item

TITLE: Draft Fiscal Year 2018 Blueprint Intergovernmental Agency Net Sales Tax Allocation Plan and Fiscal Year 2018-2022 Capital Improvement Plan

Date: June 13, 2017

Requested By: Blueprint Staff

Contact: Blueprint

Type of Item: Information

STATEMENT OF ISSUE:

This item presents to the Blueprint Intergovernmental Agency Board of Directors (Board) the draft Fiscal Year (FY) 2018-2022 Net Sales Tax Allocation Plan (NSTAP) and draft FY 2018-2022 Capital Improvement Plan (CIP) for their review. No action is necessary at this time. The first public hearing will be advertised and conducted at the September 7, 2017 Citizens Advisory Committee (CAC) meeting. The second and final public hearing will be advertised and conducted at the September 19, 2017 Intergovernmental Agency Meeting.

SUPPLEMENTAL INFORMATION:

The NSTAP is based on a cash flow forecast of projected sales tax revenues through the entire Blueprint 2000 program and the first two years, nine months of the Blueprint 2020 program. The CIP will implement the approved NSTAP. Staff is utilizing the same projected sales tax rates as the City and the County, but is providing a budget based on 95% of the projections consistent with the County approach. Staff has not projected an increase of sales tax revenues in the outlying years (2018-2022) nor has staff included revenues that will be received through interest. This conservative approach will assist the Blueprint Intergovernmental Agency (Agency) as the program will be focused on closing out the remaining projects over the next four years.

Accounting Summary

Attachment #1 is provided to include an additional level of open government to the citizens. The Accounting Summary provides up to date (as of April 30, 2017) information regarding funding sources, Board allocations to date, Agency encumbrances and expenditures for all Blueprint projects and remaining fund balances. Additional levels of detail for each project can be provided should the Board, CAC or citizens desire to see the information in greater detail.

Existing and Estimated Net Sales Tax Revenues

Attachment #2 also provides an up to date (as of April 30, 2017) accounting of sales tax revenues as well as the estimated net revenues for FY 2018 through 2022. The estimated sales tax revenues do not include interest income, and it assumes that operating costs will remain the same through the remainder of the Blueprint 2000 program and into the beginning of the Blueprint 2020 program.

Proposed 2017-2020 Net Sales Tax Allocation Plan

The NSTAP (Attachment #3) is the basis for funding allocations in FY 2018. In short, only funding identified in year 2018 will be allocated towards any projects. Funding identified in the outlying years (2019-2022) is merely an estimate of future allocations. For FY 2018, staff is currently recommending the allocations identified in Table 1.

Table 1. Proposed Fiscal Year 2018 Capital Program Allocations

Water Quality & Stormwater Improvements/City	\$2,112,306
Headwaters of St. Marks	\$832,697
Lake Lafayette Floodplain	\$253,052
Capital Cascade Segments 3 & 4	\$3,773,470
Magnolia Drive Multi-use Trail	\$916,650
Orange Avenue Corridor Study	\$175,000
Welaunee Boulevard: Dove Pond, PD&E and Design	\$2,225,000
2020 Sales Tax Project Planning	\$300,000
Total FY18 Capital Projects Allocations	\$10,605,863

- Water Quality (City) – The Blueprint 2000 program includes a \$25,000,000 project for the City to implement water quality enhancement projects. The proposed FY 2018 allocation is the programmed annual allocation.
- Lake Lafayette Floodplain – In June 2015, the Board approved the use of \$1,050,000 of Blueprint funds to match a grant under the Florida Forever Program. \$750,000 was allocated in FY 2016 and \$46,948 in FY2017. To meet the remaining commitment, \$253,052 is proposed to be allocated in FY2018.
- Headwaters of St. Marks – The properties purchased in the St. Marks Headwaters Floodplain were funded by Blueprint using a Florida Communities Trust (FCT) grant funding as match; a requirement of the grant was the implementation of an FCT approved management plan. Leon County has been working towards the fulfillment of the FCT Management Plan commitments utilizing Blueprint funds previously allocated in 2012. Consistent with previous Board direction, the FY 18-20 Blueprint 2000 funds identified in Attachment #3 are anticipated to be used for the remaining tasks in the management plan. Blueprint will continue to work with Leon County staff to refine the budget needs

based on the cost estimates and schedule for the improvements at St. Marks Headwaters. After cost estimates are complete, remaining funds are recommended to be applied to the Fred George Basin project, another previously funded Blueprint and FCT grant sensitive lands project. The funds would be used to complete the management plan and support infrastructure that will ensure that stormwater entering the sink complex has been treated to significantly reduce any potential impacts to groundwater, which is consistent with the project definitions in the original Blueprint 2000 Project Definitions Report. The allocation of the FY 18 and future FY 19 and 20 funds will complete these projects, ensure compliance with the FCT management plans, and fully open these environmentally significant properties to the public.

- Capital Cascades Segments (3 and 4) – The proposed allocation of \$3,773,470 will be used to design and construct Capital Cascades Trail Segment 3D.
- Magnolia Drive Multi-Use Trail – On April 1, 2014, the IA approved funding up to \$7,983,300 to design and construct the project. At the time, only \$6,150,000 was available in the Blueprint Land Bank budget. In FY 2016, an additional \$916,650 was allocated to the project and the proposed FY 2018 allocation of \$916,650 will complete Blueprint funding for this project.
- Orange Avenue Corridor Study – This project was added to the Capital Budget in FY 2017 with an allocation of \$350,000 over two years; \$175,000 was allocated in FY 2017 and \$175,000 is proposed to be allocated in FY 2018. This project, subsequently named the Southwest Area Transportation Plan, is being undertaken in partnership with the CRTPA and will be a precursor to the FDOT Orange Avenue Project Development and Environment (PD&E) Study, which is in FDOT Fiscal Year Work Plan for state funding in 2019. Once 2020 sales tax revenues are collected, this money will be paid back to Blueprint 2000.
- Northeast Gateway: Welaunee Boulevard – The proposed \$2,225,000 will be used to advance fund the PD&E and design of Welaunee Boulevard Phase 1, as well as provide funding for the construction of Dove Pond. The PD&E will include Segments 2 and 3 in the Canopy Development area to the proposed Shamrock Way extension ending at Centerville Road. The design will include the roadway from the eastern edge of the Canopy Development area to the proposed Shamrock Way extension ending at Centerville Road. Advance funds will be paid back to the Blueprint 2000 program using Blueprint 2020 sales tax revenues.
- 2020 Sales Tax Extension - The “2020 Sales Tax Extension” was added to the Capital Budget in FY 2017 with annual allocations of \$300,000 in FY 2017, 18 and 19. As directed by the Board in the April 1, 2015 meeting, the project will be used to fund professional fees to design and permit the Bike Route System, Sidewalks, Greenways Master Plan and StarMetro Enhancements 2020 projects. This strategy will position Blueprint to have “shovel ready” projects once the 2020 program commences. Advance funds will be paid back to the Blueprint 2000 program using Blueprint 2020 sales tax revenues.

Proposed 2018-2022 Capital Improvements Plan (CIP)

The proposed 2018-2022 CIP (Attachment #4) reflects the projected expenditures for the remaining two years, three months in the Blueprint 2000 program and the first two years, nine months of the Blueprint 2020 program. This draft incorporates the direction given by the Board to date regarding the prioritization of projects. It also reflects the local contributions The Agency is projecting \$26,530,000 of investment into the local economy in FY 2018 and \$119,550,000 into the local economy from October 1, 2018 to September 30, 2022.

RECOMMENDED ACTION:

No action is required, but the Board may desire to provide further direction to staff.

Attachments:

Attachment 1: Accounting Summary as of April 30, 2017

Attachment 2: Existing and Estimated Net Sales Tax Revenues (As of April 30, 2017)

Attachment 3: Draft Fiscal Year 2018-2022 Net Sales Tax Allocation Plan

Attachment 4: Draft Fiscal Year 2018-2022 Capital Improvement Plan



Project	Description	SIB Loans	Grants > \$1M	Grants < \$1M	Miscellaneous donations/JPA's	Advance Repayments	Bonds	Sales Tax, Interest, and Other sources	Allocated to Date	Pre Encumbrances	Encumbrances	Expenses to date	Balance
Water Quality/Sensitive Lands & Misc.													
0100234	Water Quality Project City						10,135,592.44	10,158,906.56	20,294,499.00	-		11,929,751.96	8,364,747.04
0100235	Water Quality project/County			-		1,000,000.00	11,770,767.00	10,019,812.00	22,790,579.00	-		16,739,898.77	6,050,680.23
03754	NWFWMD Partnership			116,287.35			478,641.50	680,071.15	1,275,000.00	-		697,419.76	577,580.24
0100228	Headwaters of St. Marks			1,581,435.00			1,395,000.71	1,510,954.00	4,487,389.71	-		4,487,389.71	-
0100309	Lake Lafayette Floodplain						0.00	2,546,948.00	2,546,948.00	-		1,496,948.00	1,050,000.00
03758	Blueprint 2000 Land Bank						722,880.79	1,177,153.21	1,900,034.00	-		1,320,262.53	579,771.47
Capital Projects													
03760	CCNW/SW US90 to Orange Ave (N-2)		68,788,440.00	915,262.40	100,000.00		12,276,120.59	41,261,718.41	123,341,541.40	24,487.04	8,877,131.29	114,074,646.44	365,276.63
0100225, 1300401, 130402, 1300403	CCSE Tram Rd to Woodville HWY + Subprojects (E-2)	4,784,738.71	15,575,296.55	1,075,235.31	-	-	9,594,846.49	6,889,720.94	37,919,838.00	-	-	37,036,072.66	883,765.34
0100227	CCSW Crawfordville Rd to Orange Ave		-				2,070,191.17	2,472,906.83	4,543,098.00	-	204,084.07	4,130,769.75	208,244.18
1600595	CCSW Right of Way Acquisition		8,539,400.00					-	8,539,400.00		230,500.00	-	8,308,900.00
1600360	CCSW Stormwater Plan & Constru							2,800,000.00	2,800,000.00				2,800,000.00
03747, 1300391, 1400348	CCT Seg 1 (Franklin Blvd.) + Subprojects	-	4,200,000.00	966,082.00	-	-	4,529,484.07	9,553,044.22	19,248,610.29	-	25,794.62	18,998,614.47	224,201.20
0100306, 1300468, 1300467, 1400340, 1400341, 1400343, 1400346, 1400349, 1400350, 1400382, 1400476, 1400578, 1400579	CCT Seg 2 (Cascades Park) + Subprojects	-	4,126,604.00	1,021,919.00	1,025,705.62	-	16,712,200.56	27,808,628.48	50,695,057.66	-	134,285.64	49,310,403.73	1,250,368.29
0100978	Capital Cascade Segment 3 & 4		1,655,374.91	774,285.52		3,000,000.00	3,231,330.51	45,556,272.45	54,217,263.39	-	837,778.10	38,406,089.54	14,973,395.75
1200266	FAMU ROW Services to City				1,472,500.00		0.00	1,153,018.00	2,625,518.00	-	48,563.22	2,572,402.57	4,552.21
1000612, 1400455, 1600378	Capital Cascades Crossing + Subprojects	-	-	1,402,000.00	150,000.00	2,777,229.00	17,790.17	4,129,916.53	8,476,935.70	-	(83,643.02)	8,431,511.04	129,067.68
0800402	Capital Cascades Segment 4						0.00	151,791.00	151,791.00	-	105,359.61	7,788.01	38,643.38
03757	LPA Group Engineering Services (Cascades Trail 1-4)						3,378,319.63	6,026,321.16	9,404,640.79	-	45,152.77	8,385,638.87	973,849.15
1500478	Magnolia Dr. Multi-use Trail							7,093,150.00	7,093,150.00		19,796.71	92,906.28	6,980,447.01
1718338	Orange Avenue Corridor Study							175,000.00	175,000.00				175,000.00
1718336	Northeast Gateway (Welaunee)							750,000.00	750,000.00				750,000.00
1718339	2020 Sales Tax Extension							300,000.00	300,000.00				300,000.00
Closed Projects													
02842	BP2K Booth Property Purchase						(1.50)	584,755.25	584,753.75	-		584,753.75	-
3745	Blueprint 2000 Lidar						0.00	349,817.00	349,817.00	-		349,817.00	-
3746	BP2000-Building Renovations						0.00	48,180.36	48,180.36	-		48,180.36	-
101438	Mahan Drive						4,825,730.88	-	4,825,730.88	-		4,825,730.88	-
1100644	Capital Cascades Maintenance Building			-			0.00	297,013.50	297,013.50	-		297,013.50	-
1300328	Lafayette Heritage Bridge							500,000.00	500,000.00	-		500,000.00	-
03721	CCNW I10 to US90 (N-1)	22,605,003.47		1,337,280.20			45,287,879.20	-	69,230,162.87	-		69,230,162.87	-
0101437	Fred George Basin						1,682,226.00	1,087,774.00	2,770,000.00	-		2,770,000.00	-
04771	Sensitive Lands - Project Mgmt						373,041.05	21,657.70	394,698.75	-		394,698.75	-
03755	CCSE Connie Dr to Tram Rd (E-1)	26,692,338.10					3,624,328.79	8,312,108.15	38,628,775.04	-		38,628,775.04	-
0100226	CCSE Woodville Hwy to Crawford Rd (E-3)		8,620,742.43	330,857.00			1,152,849.42	1,482,780.60	11,587,229.45	-		11,587,229.45	-
0100229	Lake Jackson Basin/Ford's Arm						174.66	272,254.34	272,429.00	-		272,429.00	-
0100306	Capital Cascades-exp. With no projects						17,156.73	(17,156.73)		-			-
Grand Total		54,082,080.28	111,505,857.89	9,520,643.78	2,748,205.62	6777229	133,276,550.86	195,154,517.11	513,065,084.54	24,487.04	10,444,803.01	447,607,304.69	54,988,489.80

Existing and Estimated Net Sales Tax Revenues
As of April 30, 2017

Year	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	Total Thru April 2017	remaining budget for 2017	2018	2019	2020	Total 9/1/2015-12/31/2019	Total
Actual/Estimated Sales Tax Revenues (80% of total Revenues)				24,204,841.08	31,620,198.20	30,988,776.90	29,592,970.88	27,826,546.20	27,125,783.80	27,553,785.61	28,233,375.47	29,574,498.32	30,736,030.64	32,490,925.24	33,570,103.90	17,044,001.17	370,561,837.41	15,396,084.83	32,440,086.00	32,440,086.00	8,110,021.50	88,386,278.33	458,948,115.74
Miscellaneous Revenues				855.00	58,801.55	300,791.58	(22,444.65)					46,357.07	63,690.96	28,800.00	28,800.00	16,800.00	522,451.51				-	-	522,451.51
Transfer from Other funds						278,985.95											278,985.95				-	-	278,985.95
306 Interest thru 04/30/17	12,898.42	94,961.31	75,899.77	126,255.57	726,613.45	1,600,979.61	1,836,736.75	1,015,334.01	1,822,752.09	724,828.88	126,869.15	192,960.91	165,443.75	180,127.39	185,506.88	7,790.80	8,895,958.74				-	-	8,895,958.74
Bond/Loan Proceeds	3,500,000.00	5,527,642.79															9,027,642.79				-	-	9,027,642.79
Operating Reserve		(2,000,000.00)															(808,960.00)				-	-	(808,960.00)
Debt Service reserve															1,191,040.00				808,960.00		808,960.00	-	
Operating Expenses	(118,434.91)	(574,807.50)	(807,195.51)	(838,116.68)	(812,116.29)	(956,574.88)	(997,458.65)	(1,048,013.39)	(1,047,792.95)	(974,244.59)	(927,114.39)	(1,121,906.20)	(1,304,671.02)	(1,523,702.39)	(1,726,501.75)	(1,036,093.17)	(15,814,744.27)	(1,283,786.83)	(3,217,688.00)	(3,200,000.00)	(800,000.00)	(8,501,474.83)	(24,316,219.10)
Total Debt Service		(3,569,392.00)		(4,996,954.00)	(8,240,791.26)	(14,390,676.06)	(18,164,179.56)	(16,393,038.97)	(19,567,941.26)	(19,567,291.26)	(19,370,162.90)	(19,280,237.63)	(19,277,484.96)	(19,279,235.04)	(19,150,187.17)	(12,512,441.25)	(213,760,013.32)	(6,121,968.75)	(18,634,222.50)	(18,635,585.00)	(2,183,976.92)	(45,575,753.17)	(259,335,766.49)
Net revenues available from operating fund	3,394,463.51	(521,595.40)	(731,295.74)	18,496,880.97	23,352,705.65	17,822,283.10	12,245,624.77	11,400,827.85	8,332,801.68	7,737,078.64	8,062,967.33	9,411,672.47	10,383,009.37	11,896,915.20	14,098,761.86	3,520,057.55	158,903,158.81	7,990,329.25	10,588,175.50	19,282,992.10	5,126,044.58	42,987,541.43	201,890,700.24
Projects funds																	-				-	-	-
Loan Proceeds																	-				-	-	-
FDOT Advance Repayment								1,761,773.00	7,509,000.00	3,000,000.00	3,000,000.00	5,000,000.00	3,000,000.00	777,229.00			24,048,002.00				-	24,048,002.00	-
Appropriation of Advance Repayments												(3,000,000.00)		(777,229.00)			(6,777,229.00)				-	(6,777,229.00)	-
Admin. Fees													164,462.62	-			164,462.62				-	164,462.62	-
miscellaneous revenues														6.65	5.12		11.77				-	11.77	-
Nonbudgeted expenses						(799,213.90)				(12,008.22)		(2,115.26)					(813,337.38)				-	(813,337.38)	-
305/308 Interest thru 4/30/17	17,034.65	262,569.56	342,086.98	375,575.63	24,279.35	184,815.76	6,104,164.44	2,124,703.03	379,908.77	1,571,323.62	1,643,809.43	1,043,837.25	741,768.12	823,596.73	825,122.67	358,075.79	16,822,671.78				-	16,822,671.78	-
309 Interest thru 04/30/17													24,460.56	83,956.27	117,069.53	124,789.41	60,245.67				-	60,245.67	-
Net revenues available from projects funds	17,034.65	262,569.56	342,086.98	375,575.63	24,279.35	(614,398.14)	6,104,164.44	3,886,476.03	7,888,908.77	4,559,315.40	4,643,809.43	3,066,182.55	990,187.01	940,672.91	949,917.20	418,321.46	33,855,103.21	-	-	-	-	33,444,581.79	-
Net Available for all projects	3,411,498.16	(259,025.84)	(389,208.76)	18,872,456.60	23,376,985.00	17,207,884.96	18,349,789.21	15,287,303.88	16,221,710.45	12,296,394.04	12,706,776.76	12,477,855.02	11,373,196.38	12,837,588.11	15,048,679.06	3,936,379.01	192,758,262.04	7,990,329.25	10,588,175.50	19,282,992.10	5,126,044.58	42,987,541.43	235,335,282.03
Needed for already appropriated projects																	195,154,517.11				-	195,154,517.11	-
Net Available from sales tax revenues																	(2,396,255.07)	7,990,329.25	10,588,175.50	19,282,992.10	5,126,044.58	42,987,541.43	40,180,764.92
Net Available from sales tax revenues including estimated income/loss for remaining year of 2016																	5,594,074.18				-	-	-

Does not include future interest earnings

Does not include any future grants

Year	2020 (0 Months)	2021	2022
Estimated Sales Tax Revenues (100% of total Revenues)	28,350,000.00	37,800,000.00	37,800,000.00
Economic Development 12%	(2,582,510.25)	(3,443,347.00)	(3,443,347.00)
City of Tallahassee 10%	(2,835,000.00)	(3,780,000.00)	(3,780,000.00)
Leon County 10%	(2,835,000.00)	(3,780,000.00)	(3,780,000.00)
L.I.F.E 2%	(567,000.00)	(756,000.00)	(756,000.00)
Blueprint Infrastructure Operating Expenses	(2,400,000.00)	(3,200,000.00)	(3,200,000.00)
OEI Operating Expenses	(819,489.75)	(1,092,653.00)	(1,092,653.00)
Total Debt Service	-	-	-
Net revenues available from operating fund	16,311,000.00	21,748,000.00	21,748,000.00
Net Revenues Available for all projects	16,311,000.00	21,748,000.00	21,748,000.00

Project	Description	Allocated to Date	Pre Encumbrances	Encumbrances	Expenses to date	Balance	Estimated Total Project Budget	Additional Funding Needs	Blueprint 2000 Program			Blueprint 2020 Program			Total Allocated to Date and FY18-FY22 Allocations
									2018 Proposed Sales Tax Allocations	2019 Projected Sales Tax Allocations	2020 Projected Sales Tax Allocations (3 Months BP 2000)	2020 Projected Sales Tax Allocations (9 Months BP 2020)	2021 Projected Sales Tax Allocations	2022 Projected Sales Tax Allocations	
Blueprint 2000 Program Funding															
Water Quality/Sensitive Lands & Misc.															
0100234	Water Quality Project City	20,294,499.00	-		11,929,751.96	8,364,747.04	25,000,000.00	4,705,501.00	2,112,306.00	2,207,360.00	385,835.00				25,000,000.00
0100235	Water Quality project/County	22,790,579.00			16,739,898.77	6,050,680.23	22,790,579.00	-							22,790,579.00
03754	NWFWMD Partnership (1/)	775,000.00	-		697,419.76	77,580.24	1,500,000.00								775,000.00
0100228	Headwaters of St. Marks	4,487,389.71			4,487,389.71	-	8,920,220.71	4,432,831.00	832,697.00	2,617,303.00	982,831.00				8,920,220.71
0100309	Lake Lafayette Floodplain	2,546,948.00	-		1,496,948.00	1,050,000.00	2,800,000.00	253,052.00	253,052.00						2,800,000.00
03758	Blueprint 2000 Land Bank	1,900,034.00			1,320,262.53	579,771.47	1,900,034.00								1,900,034.00
Capital Projects															
03760	CCNW/SW US90 to Orange Ave (N-2)	123,341,541.40	24,487.04	8,877,131.29	114,074,646.44	365,276.63	123,341,541.40								123,341,541.40
0100225, 1300401, 130402, 1300403			-	-	37,036,072.66	883,765.34	37,919,838.00								37,919,838.00
0100227	CCSW Crawfordville Rd to Orange Ave (BP 2000 Funded)	4,543,098.00		204,084.07	4,130,769.75	208,244.18	4,543,098.00				3,496,470.00				4,543,098.00
1600595	CCSW Right of Way Acquisition	8,539,400.00		230,500.00	-	8,308,900.00	8,539,400.00								8,539,400.00
1600360	CCSW Stormwater Plan & Constru	2,800,000.00				2,800,000.00	2,800,000.00								5,600,000.00
03747, 1300391, 1400348		19,248,610.29	-	25,794.62	18,998,614.47	224,201.20	19,248,610.29								19,248,610.29
0100306, 1300468, 1300467, 1400340, 1400341, 1400343, 1400346, 1400349, 1400350, 1400362, 1400476, 1400578, 1400579		50,695,057.66	-	134,285.64	49,310,403.73	1,250,368.29	50,695,057.66								50,695,057.66
0100978	Capital Cascade Segment 3 & 4	54,217,263.39		837,778.10	38,406,089.54	14,973,395.75	62,427,911.99	8,210,648.60	3,773,470.50	4,437,178.10					62,427,911.99
1200266	FAMU ROW Services to City	2,625,518.00		48,563.22	2,572,402.57	4,552.21	2,625,518.00								2,625,518.00
1000612, 1400455, 1600378		8,476,935.70		(83,643.02)	8,431,511.04	129,067.68	8,476,935.70								8,476,935.70
0800402	Capital Cascades Segment 4 (BP 2000 Funded)	151,791.00		105,359.61	7,788.01	38,643.38	20,151,790.58	19,999,999.58	7,996,151.00	3,757,378.58		8,246,470.00			20,151,790.58
03757	LPA Group Engineering Services (Cascades Trail 1-4)	9,404,640.79	-	45,152.77	8,385,638.87	973,849.15	9,404,640.79								9,404,640.79
1500478	Magnolia Dr. Multi-use Trail	7,093,150.00		19,796.71	92,906.28	6,980,447.01	8,009,800.00	916,650.00	916,650.00						8,009,800.00
Blueprint 2020 Program Funding (2/)															
xxx	Greenways Master Plan					20,000,000.00	20,000,000.00					367,636.00	565,181.00	790,181.00	1,722,998.00
xxx	Bike Route System					15,000,000.00	15,000,000.00					337,500.00	525,000.00	750,000.00	1,612,500.00
xxx	StarMetro Enhancements/City					12,200,000.00	12,200,000.00					459,375.00	612,500.00	612,500.00	1,684,375.00
xxx	Water Quality and Stormwater Improvs/City					42,500,000.00	42,500,000.00					1,593,750.00	2,125,000.00	2,125,000.00	5,843,750.00
xxx	Water Quality and Stormwater Improvs/County					42,500,000.00	42,500,000.00					1,593,750.00	2,125,000.00	2,125,000.00	5,843,750.00
xxx	Sidewalks/City					25,000,000.00	25,000,000.00					937,500.00	1,250,000.00	1,250,000.00	3,437,500.00
xxx	Sidewalks/County					25,000,000.00	25,000,000.00					937,500.00	1,250,000.00	1,250,000.00	3,437,500.00
xxx	Operating Costs - Sales Tax Funded Parks/City					10,000,000.00	10,000,000.00					375,000.00	500,000.00	500,000.00	1,375,000.00
xxx	Operating Costs - Sales Tax Funded Parks/County					10,000,000.00	10,000,000.00					375,000.00	500,000.00	500,000.00	1,375,000.00
0100227	CCSW Crawfordville Rd to Orange Ave (BP 2020 Funded)					5,000,000.00	1,753,530.00						1,753,530.00		1,753,530.00
1718336	Northeast Gateway (Welaunee)	750,000.00				750,000.00	6,700,000.00	5,950,000.00	2,225,000.00	1,725,000.00		2,000,000.00			6,700,000.00
1718338	Orange Avenue Corridor Study	175,000.00				175,000.00	350,000.00	175,000.00	175,000.00						350,000.00
1718339	2020 Sales Tax Extension	300,000.00				300,000.00	900,000.00	600,000.00	300,000.00	300,000.00					900,000.00
xxx	Southside Gateway (Woodville Highway)	-				-	1,047,359.00	1,047,359.00				1,047,359.00			1,047,359.00
xxx	Alternative Sewer Solutions Study (1/)	500,000.00				500,000.00	500,000.00								500,000.00
xxx	Desoto Winter Encampment	-				-	500,000.00	500,000.00				500,000.00			500,000.00
xxx	To be Prioritized 2020 Projects (includes all categories) (3/)	-				-		15,980,798.00				2,290,160.00	1,845,319.00	11,845,319.00	15,980,798.00
Grand Total		383,576,293.94	24,487.04	10,444,803.01	318,118,514.09	54,988,489.80	521,951,893.47	266,725,369.18	10,588,175.50	19,282,992.10	5,126,044.58	16,311,000.00	21,298,000.00	21,748,000.00	360,893,594.47
1/ NWFWMD project shows a reduction of \$500,000 for the advance funding of the Phase 1 of the Alternative Sewer Solutions Study should the IA direct staff to begin this study on June 13, 2017.							Estimated Net Sales Tax (4/)	2017	2018	2019	2020	2020	2021	2022	2017-2020 Est. Funding
(2/) The 2020 Project allocations made prior to January 1, 2020 will be paid back to the Blueprint 2000 Program.							Estimated Unallocated 2017 Funds (as of 04/30/17)	9,546,315.00	10,588,175.50	19,282,992.10	5,126,044.58	16,311,000.00	21,748,000.00	21,748,000.00	104,350,527.18
(3/) The projects funded in the Community Enhancement, Connectivity, & Quality of Life categories will be based on the prioritization presented to the IA for approval in September 2017.								5,594,074.18							5,594,074.18
(4/) Sales tax revenues are based on 95% of forecasted amount for year 2017 and assumes no increase in sales tax revenues over time until 2020.							Other Funds (5/)	8,539,400.00							8,539,400.00
(5/) Other Funds includes commitments from FDOT and other partnerships.							Advance Funding for 2020 Projects (6/)	1,767,940.00	2,700,000.00	2,025,000.00	0.00				6,992,940.00
(6/) Includes advanced funds from FY 2017 through the first 3 months of FY 2020 and the \$500,000 for Desoto Winter Encampment.							Payback to 2000 Program					3,496,470.00	3,496,470.00		6,992,940.00
							Remaining for 2000 Projects	7,778,375.00	7,888,175.50	17,257,992.10	5,126,044.58				38,050,587.18
							Remaining for 2020 Projects					12,814,530.00	18,251,530.00	21,748,000.00	52,814,060.00
							Estimated Funding Available for Projects	23,679,789.18	10,588,175.50	19,282,992.10	5,126,044.58	16,311,000.00	21,748,000.00	21,748,000.00	118,484,001.36

Project	Description	Allocated to Date	Pre Encumbrances	Encumbrances	Expenses to date	Balance	2018	2019	2020	2021	2022	FY 18-22 CIP
Water Quality/Sensitive Lands & Misc.												
0100234	Water Quality Project City	20,294,499.00	-	-	11,929,751.96	8,364,747.04	2,112,306.00	2,207,360.00	385,835.00			4,705,501.00
0100235	Water Quality project/County	22,790,579.00	-	-	16,739,898.77	6,050,680.23						-
03754	NWFWMD Partnership	775,000.00	-	-	697,419.76	77,580.24						-
0100228	Headwaters of St. Marks	4,487,389.71	-	-	4,487,389.71	-		3,450,000.00	982,831.00			4,432,831.00
0100309	Lake Lafayette Floodplain	2,546,948.00	-	-	1,496,948.00	1,050,000.00	750,000.00	300,000.00				1,050,000.00
03758	Blueprint 2000 Land Bank	1,900,034.00	-	-	1,320,262.53	579,771.47						-
Capital Projects												
03760	CCNW/SW US90 to Orange Ave (N-2)	123,341,541.40	24,487.04	8,877,131.29	114,074,646.44	365,276.63						0.00
0100225, 1300401, 130402, 1300403	CCSE Tram Rd to Woodville HWY + Subprojects (E-2)	37,919,838.00	-	-	37,036,072.66	883,765.34						-
0100227	CCSW Crawfordville Rd to Orange Ave	4,543,098.00	-	204,084.07	4,130,769.75	208,244.18				3,246,470.00	1,753,530.00	5,000,000.00
1600595	CCSW Right of Way Acquisition	8,539,400.00	-	230,500.00	-	8,308,900.00	4,154,450.00	4,154,450.00				8,308,900.00
1600360	CCSW Stormwater Plan & Constru	2,800,000.00	-	-	-	2,800,000.00	2,800,000.00					2,800,000.00
03747, 1300391, 1400348	CCT Seg 1 (Franklin Blvd.) + Subprojects	19,248,610.29	-	25,794.62	18,998,614.47	224,201.20	50,000.00					50,000.00
0100306, 1300468, 1300467, 1400340, 1400341, 1400343, 1400346, 1400349, 1400350, 1400362, 1400476, 1400578, 1400579	CCT Seg 2 (Cascades Park) + Subprojects	50,695,057.66	-	134,285.64	49,310,403.73	1,250,368.29	750,000.00					750,000.00
0100978	Capital Cascade Segment 3 & 4	54,217,263.39	-	837,778.10	38,406,089.54	14,973,395.75	8,000,000.00	5,000,000.00	5,000,000.00	5,000,000.00		23,000,000.00
1200266	FAMU ROW Services to City	2,625,518.00	-	48,563.22	2,572,402.57	4,552.21	4,500.00					4,500.00
1000612, 1400455, 1600378	Capital Cascades Crossing + Subprojects	8,476,935.70	-	(83,643.02)	8,431,511.04	129,067.68						-
0800402	Capital Cascades Segment 4	151,791.00	-	105,359.61	7,788.01	38,643.38	500,000.00	1,000,000.00	5,000,000.00	7,500,000.00	6,000,000.00	20,000,000.00
03757	LPA Group Engineering Services (Cascades Trail 1-4)	9,404,640.79	-	45,152.77	8,385,638.87	973,849.15						-
1500478	Magnolia Dr. Multi-use Trail	7,093,150.00	-	19,796.71	92,906.28	6,980,447.01	5,358,300.00	1,262,500.00	1,262,500.00			7,883,300.00
1718338	Orange Avenue Corridor Study	175,000.00	-	-	-	175,000.00	300,000.00	50,000.00				350,000.00
1718336	Northeast Gateway (Welaunee)	750,000.00	-	-	-	750,000.00	1,750,000.00	2,225,000.00	1,725,000.00	1,000,000.00		6,700,000.00
1718339	2020 Sales Tax Extension	300,000.00	-	-	-	300,000.00	300,000.00	300,000.00				600,000.00
xxx	Southside Gateway (Woodville Highway)	-	-	-	-	-					1,047,359.00	1,047,359.00
xxx	Alternative Sewer Solutions Study	-	-	-	-	-	500,000.00					500,000.00
xxx	To be Prioritized 2020 Projects	-	-	-	-	-			2,090,160.00	1,845,319.00	2,000,000.00	5,935,479.00
Blueprint 2020 Annual Allocations												
xxx	Greenways Master Plan								592,636.00	790,181.00	790,181.00	2,172,998.00
xxx	Bike Route System								562,500.00	750,000.00	750,000.00	2,062,500.00
xxx	StarMetro Enhancements/City								459,375.00	612,500.00	612,500.00	1,684,375.00
xxx	Water Quality and Stormwater Improvs/City								1,593,750.00	2,125,000.00	2,125,000.00	5,843,750.00
xxx	Water Quality and Stormwater Improvs/County								1,593,750.00	2,125,000.00	2,125,000.00	5,843,750.00
xxx	Sidewalks/City								937,500.00	1,250,000.00	1,250,000.00	3,437,500.00
xxx	Sidewalks/County								937,500.00	1,250,000.00	1,250,000.00	3,437,500.00
xxx	Operating Costs - Sales Tax Funded Parks/City								375,000.00	500,000.00	500,000.00	1,375,000.00
xxx	Operating Costs - Sales Tax Funded Parks/County								375,000.00	500,000.00	500,000.00	1,375,000.00
Grand Total		383,076,293.94	24,487.04	10,444,803.01	318,118,514.09	54,488,489.80	26,529,556.00	19,949,310.00	23,873,337.00	28,494,470.00	20,703,570.00	119,550,243.00
1. Sales tax revenues are based on 95% of forecasted amount for year 2017.												
2. The 2020 Project allocations made prior to January 1, 2020 will be paid back to Blueprint 2000 at a date to be determined once 2020 sales tax revenues are received.												
3. Assumes no increase in sales tax revenues over time until 2020.												
4. Alternative Sewer Solution Study funding is based on requested action by the IA Board at the June 13, 2017 meeting.												

Blueprint Intergovernmental Agency Board of Directors Agenda Item

TITLE: Approval of Resolution Supporting Project Campus as a
“Qualified Target Industry” Applicant and Targeted Business
Program Application

Date: June 13, 2017

Requested By: OEV Staff

Contact: Office of Economic Vitality

Type of Item: General Business

STATEMENT OF ISSUE:

This agenda item requests approval of a resolution supporting Project Campus as an applicant for the state of Florida’s Qualified Target Industry Tax refund program and the local Target Business Program application. Project Campus is considering expanding its operation in Tallahassee-Leon County creating an estimated 120 new full time jobs with salaries greater than 200% of the local average annual wage and an estimated \$14 million in capital investments.

STRATEGIC PLAN:

The development of an incentive package for prospective clients directly supports the following Economic Development Strategic Plan goal:

A.1.d.4: Develop an economic development incentives toolkit to leverage state incentive resources and address the location, expansion, or retention needs for a competitive project.

SUPPLEMENTAL INFORMATION:

Background

On October 27, 2016 the IA approved the Economic Development Strategic Plan for Tallahassee-Leon County which reflects the Board’s desire to invest in and cultivate the evolving economic development landscape. During this meeting, the Board also adopted the Policies and Procedures Manual for OEV, which formally guides staff activity and ensures appropriate and responsible use of organizational resources and allows it to develop a successful, customer-centric approach. These policies, including the local Targeted Business Program (TBP) and the Qualified Targeted Industry (QTI) Tax Refund Program administered by the State of Florida, also benefit the local community in that they present competitive incentive packages for competitive economic development

opportunities. As part of this new policy, the Board approved the Intergovernmental Management Committee (IMC) to approve and execute any documents related to local incentive programs less than \$500,000 per program and any incentive program exceeding \$500,000 must be brought to the Board for consideration.

Staff is currently working closely with Project Campus as well as local and state economic development partners to communicate the benefits of choosing Tallahassee-Leon County over its out-of-state competitor for its proposed expansion. In order to remain competitive, this agenda item requests approval of a resolution supporting Project Campus’ as a Qualified Target Industry applicant (local commitment estimated at \$168,000) and the Tallahassee – Leon County Target Business Program application (estimated at \$713,000) for a total amount of \$881,000.

General Overview: Project Campus

Project Campus is an international company considering the expansion of its research and development facility which would create 120 new positions. Project Campus anticipates forging partnerships with established local entities that would further define the Capital Region as a global research and development destination for business. Currently this company hosts several domestic and international clients on a monthly basis and has developed strong partnerships with the Florida A&M University and Florida State University College of Engineering and the National High Magnetic Field Laboratory. As stated previously, staff is currently working closely with Project Campus as well as local and state economic development partners to communicate the benefits of choosing Tallahassee-Leon County over its out-of-state competitor for its proposed expansion.

Due to the sensitive nature of its current site selection process, the company has requested that, at this time, its name not be disclosed for the purpose of the Resolution. Florida Statute 288.075 allows specific company information to be kept confidential during the negotiation of an economic incentive opportunity. Protected information, including the name of the qualified business, is exempt from disclosure for up to 180 days after a final project order for an economic incentive agreement is issued. For this reason, the attached documents have been redacted. More detailed information regarding the business will be shared well in advance of its site selection and well in advance of any incentive payments.

Project Campus is considering expanding its current facility by 44,000 square feet with a capital investment of approximately \$14 million (an estimated \$7 million in facilities and \$7 million in equipment). The project is anticipated to create 120 permanent jobs paying average annual salaries in excess of 200% of Leon County’s average annual wage. The Center for Economic Forecasting and Analysis at the Florida State University estimates that the local direct/indirect economic impact for Project Campus is 625 new jobs, nearly \$33.7 million in income or wages and approximately \$129.8 million in total economic output. The construction impacts are estimated to total 136 jobs (66 direct jobs), nearly \$6.1 million in income or wages and more than \$16.8 million in total economic output (sales/revenues). The annual economic impact for Project Campus is estimated to generate 489 jobs (120 direct jobs), approximately \$27.6 million in income or wages, and

more than \$113.0 million in total economic output (sales/revenues). Attachment #1 provides a detailed analysis of the economic impact results.

Economic development resource partners at the State and local levels have also provided support for this important prospect. The Leon County Research and Development Authority and the State of Florida through the leadership of Enterprise Florida have dedicated approximately \$797,000 to Project Campus. In addition, the company is eligible to receive the following incentives, providing they fulfill each program’s specific requirements and meet their expected performance objectives:

- Up to \$30,000 every other year for the life of the company from the Incumbent Worker Training Grant Program offered by CareerSource Florida.
- Up to \$8,000 per new, permanent, full-time job created that requires customized, high-level skills training and is filled by a Florida military veteran through the Veterans Florida Business Training Grant program. The maximum award is not to exceed \$100,000.
- \$120,000 in tax credits through the Urban High Crime Job Tax Credit Program, which provides up to \$1,000 per new, permanent, full-time job for companies that are located in a State of Florida designated disadvantaged area and meet other requirements.

As stated previously, the local commitment by the IA for Project Campus for the next ten years is estimated to be \$168,000 for QTI tax refund program and \$713,000 for the TBP for a total incentive package of \$881,000. Staff is seeking approval for both of these incentives program for Project Campus. A detailed analysis for both the QTI and TBP is below.

Qualified Target Industry Tax Refund Program

The QTI Program is a state created and managed incentive program available to companies that create high wage jobs in targeted high value-added industries. The program includes refunds on corporate income, sales, ad valorem and certain other taxes for pre-approved applicants who create the targeted jobs. QTI refunds range from \$3,000 to \$8,000 per net new job created. Companies can increase its QTI “per job” refund by establishing its business within certain geographically targeted areas and/or offering wages that are increasingly above average annual salaries. Applications for this program are processed by the Department of Economic Opportunity for approval. Traditionally, a QTI local match of 20% is required from the local community where the job creation is occurring, which can be funded out of the Business Recruitment and Incentive Fund.

Project Campus has been identified as a Target Industry Business and falls within one of the high-impact sectors designated under section 288.108, Florida Statutes, specifically Research and Development. As such, it is eligible to apply for the Qualified Target Industry Tax Refund with a High-Impact Sector Bonus, pursuant to section 288.106.

Based on its application, the total estimated QTI incentive for this project is \$840,000 over a three to five-year period (see Attachment #2 for a redacted copy of Project Campus QTI application). Under the traditional 80/20 formula (80% state; 20% local government(s)),

the required local match is up to \$168,000. The QTI incentive is provided on a reimbursement basis and is only released once the required jobs have been created. Currently, adequate funding is available in the Business Recruitment and Incentive (BRI) Fund to meet the local requirement for QTI over the next three to five years. However, in order to continue to remain competitive in business expansion and attraction efforts, the Board may wish to consider in the future appropriately additional funds to the BRI until the Blueprint 2020 sales tax dollars are received.

Staff recommends that the Board approve the resolution supporting Project Campus as a QTI applicant as well as the 20% local match of up to \$168,000 over a three to five-year period (Attachment #3). This local QTI match will leverage approximately \$672,000 in state QTI funding over the next three to five years to assist an existing business in their expansion efforts.

Targeted Business Program

Tallahassee – Leon County Targeted Business Program is a local incentive based program to induce business growth that is beneficial to the community by helping to implement long-term vision for economically viable and environmentally sustainable growth. TBP offers incentives to new and existing businesses that create value-added jobs that will diversify the economy suited to Tallahassee-Leon County’s business mix and will generate revenue growth from the sales of goods and services outside the local economy.

TBP assistance is provided in the form of reimbursements up to 100% of the associated development fees. Additionally, TBP incentives include ad valorem reimbursements from both the County and the City; the policy has the County matching the City’s millage rate. The amount of reimbursement is determined by the “Business Profile Scoring System” which measures the number of jobs created, the average salary levels for those jobs, the amount of capital investment, the location of the project, the level of environmental sensitivity used in the new construction, local business promotion efforts, and good corporate citizenship all while issuing a sound return on investment to the public. Additionally, the Center for Economic Forecasting at Florida State University prepares an economic impact analysis to determine how the project shows a return on investment to the community.

The total estimated TBP incentive for this project is \$713,000 over the next 10 years, which includes an estimated one-time \$40,000 reimbursement for development fees in year one, based upon its corporate performance, metric fulfillment, and reimbursement request. Funding is available in the BRI Fund at this point in time to allocate toward the first year of TBP payment for Project Campus. The annual allocation for Project Campus’ TBP is estimated to be \$107,240 in year one and \$67,240 in subsequent years.

Staff recommends that the Board approve Project Campus TBP application of up to \$713,000 to be disbursed over the next ten years. A redacted copy of Project Campus’s TBP application can be found in Attachment #4.

CONCLUSION:

In summary, Project Campus is considering expanding its current facility by 44,000 square feet and for capital investment of approximately \$14 million (an estimated \$7 million in facilities and \$7 million in equipment). The project is anticipated to create 120 permanent jobs paying average annual salaries in excess of 200% of Leon County’s average annual wage. The Center for Economic Forecasting and Analysis at the Florida State University estimates that the local direct/indirect economic impact for Project Campus is 625 new jobs, nearly \$33.7 million in income or wages and approximately \$129.8 million in total economic output. In order to remain competitive, staff recommends that the Board approve a resolution supporting Project Campus’ as a Qualified Target Industry applicant (local commitment estimated at \$168,000) and the local Target Business Program application (estimated at \$713,000) for a total amount of \$881,000.

Following approval of Project Campus’s incentive packet, staff will work with the company to communicate the benefits of choosing Tallahassee-Leon County over its out-of-state competitor for its proposed expansion. It is expected an announcement for the expansion will be made early this summer; at that time, should the company choose Tallahassee-Leon County, both the City of Tallahassee and Leon County’s planning and growth management professionals will be utilized to assist the company in its planning and permitting needs for an expanded facility.

OPTIONS:

1. Approve the resolution supporting Project Campus as a Qualified Target Industry applicant and the 20% required local match of up to \$168,000 over a three to five-year period.
2. Approve Project Campus Targeted Business Program Application in the amount of \$713,000 to be disbursed over the next ten years.
3. Do not approve the resolution supporting Project Campus as a Qualified Target Industry and do not approve Project Campus Targeted Business Program Application.
4. Intergovernmental Agency Direction.

RECOMMENDED ACTION:

Option #1 and #2.

Attachment:

1. Project Campus Economic Impact Results
2. Project Campus Qualified Target Industry Tax Refund Application
3. Resolution Supporting Project Campus as a Qualified Target Industry Applicant
4. Project Campus Targeted Business Program Application



Economic Impact Results Project Campus

Introduction

The Center for Economic Forecasting & Analysis (CEFA) at Florida State University, in Partnership with the Tallahassee-Leon County Office of Economic Vitality (OEV) prepared the following economic impact analysis for Project Campus. Consistent with standard practice for economic impact analysis, the direct impacts associated with the proposed project, as well as the indirect and induced impacts are calculated for the Tallahassee Metropolitan Statistical Area (MSA). These impacts have been produced using the IMPLAN® model.

This report evaluates the proposed project's broader economic benefits, measured in terms of economic output (the value of industry production), local employment or jobs, and income or wages. Calculations are provided for two categories of benefits (and totaled): a) Construction (or Temporary) benefits; and b) Permanent benefits associated with the ongoing operation of the commercial operations. The total economic impact of Project Campus is the summation of the one-time economic benefits associated with the construction phase of the project and the ongoing, permanent operations of the proposed \$14 million advanced manufacturing project.

The project will generate the following types of economic benefits in the regional economy:

- **Direct Benefits.** Direct benefits relate to: a) the short-term business activity associated with project construction, and b) the ongoing business activity associated with the businesses that are located within the developed project.
- **Indirect Benefits.** Indirect benefits will result when local firms directly impacted by the project in turn purchase materials, supplies or services from other firms.
- **Induced Benefits.** Induced benefits relate to the consumption and spending of employees of firms that are directly or indirectly affected by the project. These would include all of the goods and services normally associated with household consumption (i.e., housing, retail purchases, local services, etc.).

Summary of Total Economic Impact

The total economic impact of Project Campus is estimated to total 625 jobs, nearly \$33.7 million in income or wages and approximately \$129.8 million in total economic output. The construction impacts are estimated to total 136 jobs, nearly \$6.1 million in income or wages and more than \$16.8 million in total economic output (sales/revenues). On an annual (permanent) basis, the project is projected to generate 489 jobs, approximately \$27.6 million in income or wages, and more than \$113.0 million in total economic output (sales/revenues).

Tallahassee MSA Total Economic Impact

Economic Measure	Economic Output (Sales/Revenues)	Employment or Jobs	Income or Wages
Construction	\$16,800,616	136	\$6,094,589
Permanent	\$113,032,830	489	\$27,600,587
Grand Total	\$129,833,446	625	\$33,695,176

* in Mar 2017 \$

Summary of Employment Impact

Construction (temporary) impact will create 66 one-time jobs with an additional 70 indirect and induced jobs. These jobs are not permanent jobs, rather, when the project is complete the construction employment demands created by the project will cease. A total of 120 permanent jobs will be created when construction is complete and all economic activities are fully operational, with an additional 369 indirect and induced jobs needed to support project operations. The jobs associated with the operations are permanent jobs, therefore these impacts will continue on an annual basis.

Tallahassee MSA Employment Impact

Employment	Direct	Indirect	Induced	Total
Construction	66	10	60	136
Permanent	120	89	280	489
Grand Total	186	99	340	625

Summary of Output Impact

Construction (temporary) impacts will result in nearly \$8.5 million in direct economic output (total economic activity generated by the project) with an additional \$8.3 million in output from indirect and induced economic activity. Permanent direct economic output will exceed \$66.6 million annually, with an additional \$46.4 million in annual indirect and induced economic output.

Tallahassee MSA Output Impact

Output	Direct	Indirect	Induced	Total
Construction	\$8,461,379	\$1,431,027	\$6,908,210	\$16,800,616
Permanent	\$66,613,813	\$14,065,318	\$32,353,699	\$113,032,830
Grand Total	\$75,075,192	\$15,496,345	\$39,261,909	\$129,833,446

* in Mar 2017 \$

Summary of Income Impact

Construction (temporary) direct impacts will result in more than \$2.9 million in one-time income with an additional \$3.1 million in income from indirect and induced jobs. The jobs associated with construction are not permanent jobs, rather, when the project is complete those employment demands created by the project will cease. Nearly \$10.6 million in income annually will be created by permanent employment when construction is complete and all economic activities are fully operational, with an additional \$17.0 million in indirect and induced jobs needed to support project operations. The income associated with the operations are permanent wages, therefore these impacts will continue on an annual basis.

Tallahassee MSA Income Impact

Income	Direct	Indirect	Induced	Total
Construction	\$2,963,397	\$476,489	\$2,654,703	\$6,094,589
Permanent	\$10,585,160	\$4,535,039	\$12,480,388	\$27,600,587
Grand Total	\$13,548,557	\$5,011,528	\$15,135,091	\$33,695,176

* in Mar 2017 \$

Summary of State, Local and Federal Taxes Impacts

In addition to the employment, income and economic output associated with the project, there is also the accrual of State, Local, and Federal taxes. The one-time fiscal impact associated with the construction of the project is estimated to be approximately \$2.1 million. The estimated annual fiscal impact is more than \$9.7 million.

Tallahassee MSA State, Local, and Federal Taxes Impact

Taxes	Permanent	Construction	Total
State & Local Taxes	\$2,944,259	\$662,392	\$3,606,651
Federal Taxes	\$6,807,186	\$1,467,183	\$8,274,369
Grand Total	\$9,751,445	\$2,129,575	\$11,881,020

* in Mar 2017 \$

**All impacts are presented as impacts to the Tallahassee MSA with monetary figures presented in current (March 2017) dollars. Additionally, the analysis is based on information provided by company representatives. Economic Impact analysis does not include any quality of life nor opportunity costs (alternative investment) valuation. Small differences in the estimates may occur due to rounding.*

Economic Impact Analysis Prepared By:

Julie Harrington, Ph.D.

Director, Center for Economic Forecasting and Analysis

Florida State University



RESOLUTION No. _____

A RESOLUTION OF THE BLUEPRINT INTERGOVERNMENTAL AGENCY BOARD OF DIRECTORS OF TALLAHASSEE-LEON COUNTY, FLORIDA, RECOMMENDING THAT **PROJECT CAMPUS**, BE APPROVED AS A QUALIFIED TARGET INDUSTRY BUSINESS PURSUANT TO SECTION 288.106, FLORIDA STATUTES; PROVIDING FOR LOCAL FINANCIAL SUPPORT IN THE AMOUNT OF UP TO \$168,000 AS A LOCAL MATCH FOR PARTICIPATION IN THE QUALIFIED TARGETED INDUSTRY TAX REFUND PROGRAM WITH HIGH-IMPACT SECTOR BONUS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Blueprint Intergovernmental Agency Board of Directors, Florida ("the Board") recognizes and acknowledges the importance of expanding the creation of Qualified Target Business in Tallahassee-Leon County; and

WHEREAS, the business under consideration is an international research & development facility, specifically, **PROJECT CAMPUS**; and

WHEREAS, **PROJECT CAMPUS** will create 120 new research and development positions, forge partnerships with existing local research and development entities further defining our region as a global research and development destination; and

WHEREAS, the basis of this project's average private sector wage commitment calculation shall be greater than 200% of the Tallahassee MSA average annual wage; and

WHEREAS, **PROJECT CAMPUS** has been identified as a Target Industry Business and, moreover, falls within one of the high-impact sectors designated under section 288.108, Florida Statutes, specifically Research and Development, and is eligible to apply for the Florida Qualified Target Industry Tax Refund with a High-Impact Sector Bonus, pursuant to section 288.106; and

WHEREAS, **PROJECT CAMPUS** plans to construct a new facility with an investment of \$14 million toward construction and new equipment purchases; and

WHEREAS, **BLUEPRINT INTERGOVERNMENTAL AGENCY**, comprised of the City of Tallahassee Commission and the Leon County Commission, hereby acknowledges that local financial support of 20% of the total tax refund is required under the provisions of section 288.106, Florida Statutes, governing the State's Qualified Target Industry Tax Refund Program; and

NOW, THEREFORE, BE IT RESOLVED BY THE BLUEPRINT INTERGOVERNMENTAL AGENCY IN TALLAHASSEE-LEON COUNTY, FLORIDA, that:

1. The Board hereby recommends **PROJECT CAMPUS** be approved as a Qualified Target Industry Business with a High-Impact Sector Bonus pursuant to section 288.106, Florida Statutes.

2. The Board expresses its intent to commit up to \$168,000 as a local match for the application; this amount representing 50% of the total required local match for the creation of up to 120 new jobs under the QTI program, to be dispersed from the Business Recruitment and Incentive Fund account, and reserved for this purpose on behalf of the Board. Should the project be approved by the State of Florida for the tax refund under the QTI program in amount less than the total of the \$672,000 requested, the local match herein shall be reduced accordingly to represent the 20% local match that is required.
3. The necessary cash commitment of local financial support for the Qualified Target Industry Tax Refund Program with both an average annual salary bonus and a High-Impact Sector Bonus exists for **PROJECT CAMPUS** in the amount of \$168,000, which includes a "per job" benefit of \$600 for the Qualified Target Industry Tax Refund, \$400 for paying salaries greater than 200% of Leon County's average annual wage, and \$400 for the High-Impact Sector bonus. This amount will be made available in accordance with the guidelines set forth by the Florida Department of Economic Opportunity with the stipulation that these funds are intended to represent local financial support pursuant to section 288.106, Florida Statutes.

This Resolution shall take effect immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Blueprint Intergovernmental Agency Board of Directors, Florida this Thirteen day of June, 2016.

TALLAHASSEE-LEON COUNTY, FLORIDA

ATTESTED BY:

BY: _____
James O. Cooke, IV
City of Tallahassee Treasurer-Clerk

BY: _____
Mary Ann Lindley, Chair
Blueprint Intergovernmental Agency

APPROVED AS TO FORM:

BY: _____
Maribel Nicholson-Choice
Blueprint Intergovernmental Agency
Board of Directors Attorney

Qualified Target Industry Tax Refund Attachment to the Application

Name of Business

FOR EFI USE ONLY		
Date Received	Date Revised	Date Completed
EFI Project Number		

Must be a separate business unit or reporting unit of a business unit that is or will be registered with the State of Florida for unemployment compensation purposes.

IMPORTANT NOTE: This application must be filed and the incentive approved **prior** to making the decision to expand an existing Florida business unit or to locate a new business unit in Florida.

Be sure to submit the Application and Local Support Resolution¹ following passage by the City / County

1. PROJECT EMPLOYMENT AND WAGE COMMITMENTS

A. What is the total number of net new full-time equivalent Florida jobs created by the project at the business unit²? 100 120

B. Provide the job creation schedule to which you commit: (Please limit the phases to a maximum of three consecutive years and job creation to no less than ten jobs in the first year).

Phase	Number of net new full-time equivalent Florida jobs created in the business unit	Date by which jobs will be created
I	30	12/31/19
II	70	12/31/20
III	20	12/31/21
IV		12/31/
V		12/31/
Total	120	

C. For the purposes of certification, agreement, and claim review, indicate the average wage and corresponding threshold (percentage) to which you commit:

Check the relevant box (only one) and fill in the first field (wage commitment) and second field (county, state, or MSA used).

- ☐ \$_____, which is at least 115% of the average wage in _____.
- ☐ \$_____, which is at least 150% of the average wage in _____.
- ☒ \$96,000, which is at least 200% of the average wage in Leon County.

2. LOCAL FINANCIAL SUPPORT

A. Identify the local government(s) anticipated to provide local financial support³:
Blueprint Intergovernmental Agency

¹ Submit the resolution adopted by the local governing body recommending the applicant be approved as a QTI Business unit and indicating the amount of local financial support that has been committed. Resolution should clearly indicate waivers requested and justification for such waivers.

² Must be a minimum of 10 new jobs and a 10 percent increase in current business unit employment (if an existing Florida business).

³ The total QTI award may not exceed five times the local financial support provided by the community. If the community has requested a local financial support waiver or the support is provided in the form of ad valorem tax abatement, the QTI award will be reduced by this amount.

Qualified Target Industry Tax Refund Attachment to the Application

B. Indicate the date(s) the QTI support resolution(s) is / are anticipated to be passed by the local government:

June 2017

3. SIGNATURES

Signature of Individual Completing this Attachment
(if different from Application)

Date

Address (if different)

Phone Number (if different)

Signature (Authorized Company Officer) REQUIRED

Date

Name and Title of Authorized Officer

4. KEY QTI PROGRAM INFORMATION

- The tax refund claim form will be due by January 31st each year for the number of jobs on December 31st of the previous calendar year. Tax refunds paid per state fiscal year (July 1 – June 30) may not exceed 25 percent of the total tax refund award associated with the phase(s) scheduled.
- The total award will be equal to \$3,000 (\$6,000 in Enterprise Zones or Rural Counties) times the number of jobs reported in item 1A. Additional per job bonuses may be available; however, the QTI award may not exceed five times the local financial support paid by the community.
 - \$1,000 per job if the average annual wage is at least 150% of the area's average; or \$2,000 per job if the average annual wage is at least 200%.
 - \$2,000 per job if the business falls within a designated high impact sector OR if the business increases exports of its goods through a seaport of airport in the state by at least 10 percent in value or tonnage in each year of receiving a QTI refund.
 - \$2,500 per job if the project locates in a designated Brownfield area (Brownfield Bonus).
 - \$1,000 per job if the local financial support is equal to the base QTI award.
- If in any year the applicant does not achieve the job creation schedule outlined in item 1C, but achieves at least 80% of the required net new jobs, the company will receive a pro-rated refund less a 5% penalty of the scheduled award amount for that year. **If job creation falls below 80% of the required jobs, the company will not receive a refund and will be terminated from the program. Similarly, if the average wage falls below the wage committed to in 1C, the company will not receive a refund and will be terminated from the program.**
- For an **expanding** Florida business unit:
 - Existing number of full-time equivalent Florida jobs must be maintained for the duration of the QTI agreement.
 - The average wage commitment should include wages paid for only the net new to Florida jobs, as shown on the unit's UCT-6 form. The applicant will be required to establish a tracking mechanism to distinguish between existing versus new jobs and employees filling those jobs. Contact Enterprise Florida for more information.
- QTI eligible jobs are those that are physically located within the State of Florida and located at the facility listed as the proposed location address in question 2G of the Application or subsequent QTI contract with the State of Florida. If any jobs will not be physically located at the proposed location address, contact Enterprise Florida to discuss the situation. Jobs that are paid out of the proposed location address facility but are not located at that facility or in the State of Florida are not considered net new jobs for QTI purposes.
- A qualified target industry business that fraudulently claims a refund under 288.106(2), *Florida Statutes*:
 - Is liable for repayment of the refund to the account, plus a mandatory penalty in the amount of 200 percent of the tax refund which shall be deposited into the General Revenue Fund.
 - Is guilty of a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.
- Qualified Target Industry Tax Refund: [Section 288.106, Florida Statutes](#).

Targeted Business Program Application Project Campus

1. Date of Application: _____

2. Name of Business: _____

3. Type of Business (see target business list) _____

4. Mailing Address: _____

5. Contact Person and Phone Number: _____

6. Name of Parent/Partner Company (if applicable): _____

7. Business's federal employer identification number: _____

8. Business's Florida sales tax registration number: _____

9. Is the business new to Leon County? _____ Yes _____ No

An expansion of an existing business? _____ Yes _____ No

10. a. Proposed location of the business or expansion (a map would be helpful):

b. Is this within a City and/or County area identified by program or policy targeted for economic growth? _____ Yes _____ No

11. If an expansion, how many persons are currently employed within Leon County?

12. Please fully describe the proposed project (attach additional sheets as necessary):

13. Please list the NAICS and SIC codes of all activities of the business to be located or expanded, the estimated number of employees, and the annualized average wage (not including benefits) for activities for all new positions²:

² "NAICS" is the North American Industry Classification System; "SIC" is the Standard Industrial Code; "annualized"

NAICS/SIC _____ Est. Employment _____ Annualized Wage _____
NAICS/SIC _____ Est. Employment _____ Annualized Wage _____
NAICS/SIC _____ Est. Employment _____ Annualized Wage _____
NAICS/SIC _____ Est. Employment _____ Annualized Wage _____

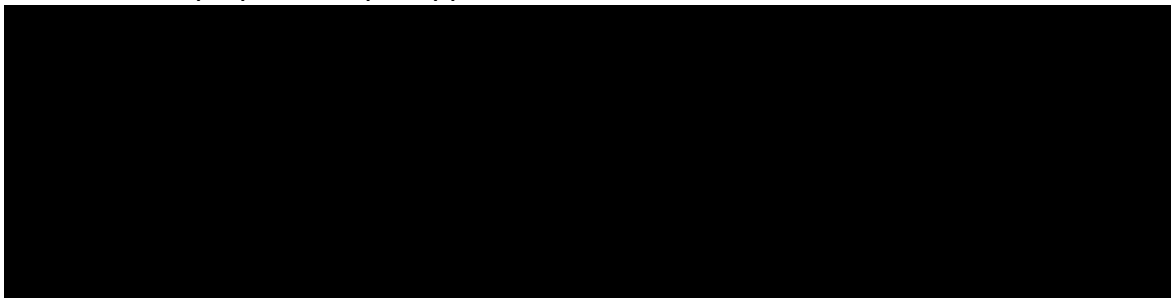
14. Please list the anticipated annualized average wage (not including benefits) of the new positions*: _____

15. Please list the capital investment of the project:

16. a. When is construction expected to start? _____

b. When do you expect to receive a Certificate of Occupancy? _____

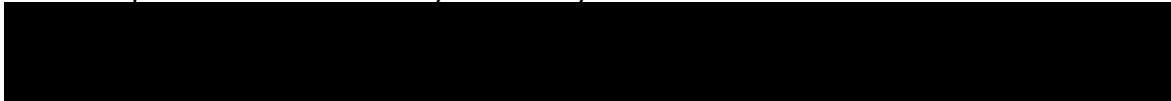
17. Please list all projected major suppliers and their location:



18. Please list the projected providers of goods and services and which, if any, are Certified Minority Business Enterprises within Leon County or the City of Tallahassee:



19. Please list the projected construction contractors and which, if any, are Certified Minority Business Enterprises within Leon County or the City of Tallahassee:



*means the amount expected to be paid a full time, permanent employee over 12 months, not including benefits.

[REDACTED]

20. Please attach audited financial statements for the past two years.

23. Please include any other information about your company that is relevant to this program:

I certify that the above is a correct and accurate representation of the project to the best of my knowledge.

Signature of Authorized Officer:

Title:

This form should be returned to the Tallahassee – Leon County Office of Economic Vitality 315 South Calhoun Street, Suite 450 Tallahassee, FL 32301. If you have any questions, please call 850-219-1060.

Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

ITEM #1

Date: June 8, 2017
To: Citizens Advisory Committee
From: Benjamin H. Pingree, PLACE Director
Subject: Summary Minutes for February 9, 2017 CAC Meeting

Committee Members present:

Allen Stucks	Gordon Hansen
Claudette Cromartie	JR Harding
Kent Wimmer	Gina Kinchlow
Neil Fleckenstein	George Smith
Hugh Tomlinson	Henree Martin
Peter Okonkwo	Stewart Proctor
Jim Stevenson	

Committee Members absent:

Guests/Presenters/Staff present:

Autumn Calder	Ben Pingree
Susan Emmanuel	Angela Ivy
Darryl Jones	Cristina Paredes
LaTanya Raffington	Shanea Wilks
Paco de la Fuente	Mrs. Fleckenstein
Kathy Bell	Megan Doherty

I. AGENDA MODIFICATIONS

- There were no agenda modifications

II. INFORMATIONAL ITEMS/PRESENTATIONS

- Blueprint Project Updates
- Continuance of George Smith on the Blueprint Citizens Advisory Committee
- Proposed Prioritization Process for the Blueprint 2020 Infrastructure Projects
- Minority Women and Small Business Enterprise Operational Update

III. CONSENT

Item #1: CAC Meeting Minutes: August 11, 2016 and December 15, 2016

JR Harding moved approval. Kent Wimmer seconded the motion; it passed unanimously.

Item #2: Authorization to Negotiate and Execute an Agreement with MGT of America for the Disparity Study of the Tallahassee, Leon County, and Blueprint Intergovernmental Agency

Claudette Cromartie questioned if the criteria for the Request for Proposal (RFP) and Request for Qualifications (RFQ) was shared through the Citizens Advisory Committee (CAC). Ben Pingree stated that prior to the recent consolidation of the City and County Minority Business Enterprise (MBE) offices into the Minority Women Small Business Enterprise (MWSBE) office within Planning Land-management and Community Enhancement (PLACE) this information would have been presented to the City and County commissions individually. Due to the consolidation of those offices, it followed the information and approval process of other Blueprint Intergovernmental Agency (BPIA).

Cristina Paredes stated that in August 2016 the CAC heard a presentation by the Office of Economic Vitality (OEV) regarding the RFP for the Disparity Study; the Blueprint Intergovernmental Agency Board of Directors (Board) subsequently approved it in September 2016. She explained that Darryl Jones, the new Deputy Director of MWSBE and his team, evaluated the RFP responses. Which brought them to the current agenda item before the CAC for approval.

Regarding the cost of the study, George Smith stated that while it was a large amount, what he understood was that it was cheaper and more effective than risking litigation. Ben Pingree stated an unequivocal yes and that it was fundamental to the MWSBE program.

Stewart Proctor moved approval; Henree Martin seconded the motion. It passed unanimously.

Item #3: Authorization to Advertise, Negotiate and Award the Targeted Industry Study for Tallahassee - Leon County

Stewart Proctor questioned if the sites and buildings aspects of the study would come into play. Al Latimer stated that it would occur in the first full year following Board approval. Information on the site selection and study would be provided to the CAC.

George Smith moved approval; Henree Martin seconded the motion. It passes unanimously.

Item #4: Approval of the Amended Tallahassee-Leon County Office of Economic Vitality Policies and Procedures

Stewart Proctor questioned how the policy and procedure manual considered actions taken by the Legislature in the Careers and Competition meeting. Al Latimer stated that it was only addressing local incentives that could be companions to state level incentives.

Mr. Proctor questioned how the confidentiality policy applied. Mr. Latimer stated that clarified that economic development records were exempt from public disclosure. The signed confidentiality agreement would be honored by all entities working on that project and would protect informational property, early disclosure, etc.

Peter Okonkwo moved approval; Neil Fleckenstein seconded the motion. It passed unanimously.

IV. GENERAL BUSINESS

Item #5: Appointment of Kathy Bell to the Blueprint Intergovernmental Agency Citizens Advisory Committee

Neil Fleckenstein clarified that because Ms. Bell was replacing Ed Murray, who served for only one meeting, Ms. Bell would be effectively serving three terms on the CAC. Autumn Calder confirmed Mr. Fleckenstein's assessment.

Henree Martin moved approval; Steward Proctor seconded the motion. It passed unanimously.

Item #6: Approval of the Status Report on the Operations of the Tallahassee – Leon County Office of Economic Vitality

JR Harding noted that persons with disabilities were beginning to be included as minorities for the purposes of MWSBE. Darryl Jones stated that this would be included in the disparity study with the results showing how to incorporate personas with disabilities in the MWSBE policies and procedures.

JR Harding moved to accept the status report; Kent Wimmer seconded the motion. It passed unanimously.

Item #7: Acceptance of the Tallahassee – Leon County Economic Development Strategic Plan to Work Plan

Stewart Proctor questioned if the work plan was specific to OEV. Ben Pingree stated that it was and extended beyond the OEV in that some of the components called for collaboration with community partners.

The CAC accepted the Work Plan without a quorum.

V. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

Speakers: None

VI. ITEMS FROM MEMBERS OF THE COMMITTEE

Stewart Proctor stated that the meeting seemed to skip around the agenda, leaving insufficient time to discuss items requiring votes. He requested consideration to sequencing and prioritization that allowed for questions, discussions, and recommendations. If the committee was to make recommendations and take action, he suggested, allocating more time to those parts of the agenda and less to informational presentations. Allen Stucks agreed with the assessment.

VII. ADJOURN

The meeting adjourned by consensus at 6:30 pm.

Blueprint Intergovernmental Agency Board of Directors Agenda Item

TITLE: Acceptance of FY 2016 Comprehensive Annual Financial Report (CAFR) and Appropriation of FY 2016 Operating Fund Balance

Date: June 13, 2017

Requested By: Blueprint Staff

Contact: Blueprint

Type of Item: Consent

STATEMENT OF ISSUE:

This item presents to the Intergovernmental Agency Board, Blueprint's Comprehensive Annual Financial Report (CAFR) for the year ended September 30, 2016, and the appropriation of Fiscal Year (FY) 2016 encumbrances and unexpended operating budget funds.

SUPPLEMENTAL INFORMATION:

The Blueprint Intergovernmental Agency FY 2016 CAFR has been completed. In addition to the financial statements, the CAFR includes the opinion of the external auditors, their management letter, and the auditor's reports on compliance and internal controls. It should be noted, as in previous years, the annual audit is nearing completion and the Agency expects to receive an unmodified opinion from the external auditors, Thomas, Howell, Ferguson and Law, Redd, Crona, and Munroe, P.A.s.

At the end of FY 2016, \$1,676,315 remained unexpended. Of that amount, \$37,349 is encumbered for contracts, and \$1,638,966 is available for transfer to the Capital Projects Fund. Staff is requesting the Board approve an increase in the FY 2017 adopted budget of \$37,349 for outstanding encumbrances and \$1,638,966 for transfer to the Capital Projects Fund as shown below. This is consistent with previous Board actions regarding unexpended funds. This recommendation will allow the Board to expend these funds in the current or future fiscal years on the approved capital projects.

\$32,440,086	Approved FY 2017 Operating Budget
\$37,349	FY 2016 Carryover for Encumbrances
<u>\$1,638,966</u>	FY 2016 Unexpended Balance transfer to the Capital Projects Fund
\$34,116,401	Total FY 2017 Amended Budget

Capital Cascades Crossing and Trail and Capital Circle Northwest Southwest Project Allocations

It is requested that out of the \$1,638,966 available for transfer to the Capital Projects Fund, \$50,000 be allocated to the Capital Cascades Crossing project and \$250,000 be allocated to the Capital Circle Northwest Southwest project.

Capital Cascades Crossing and Trail

Capital Cascades Crossing and Trail was officially opened to the public on October 17, 2016. Since that time, staff has worked with the contractor, the City of Tallahassee (maintaining agency) and others to close-out the project. The original construction contract time for the Capital Cascades Crossing and Trail was 270 days (approximately 9 months). However, due to weather conditions (84 days), Holidays (23 days) and some minor modifications during construction (83 days), the contract time was extended by 190 days for a total of 460 days (15+ months). Blueprint's contract for construction engineering inspection (CEI) services was for 14 months, which did not cover the total contract time and closeout period. As a result, the CEI contract needed to be extended and we need fund the additional expense. Blueprint requests an additional \$50,000 to allow for the funding of the CEI services.

Capital Circle Northwest Southwest

With the anticipated project end date of June 2017, Blueprint is requesting to replenish the project contingency funds in the amount of \$250,000 to complete the project. These additional funds would be used to address any unquantified but expected overruns of contract pay items or adjustments. Project overruns are related to pavement and limerock composite pay factors and other costs/expenses associated with project close-out. Blueprint requests an additional \$250,000 to replenish the project contingency funds.

Action by TCC and CAC: This item was not presented to the TCC or CAC.

OPTIONS:

- Option 1: Accept the FY 2016 CAFR and approve additional appropriation to the FY 2017 Operating Budget of \$37,349 for encumbrances and \$1,638,966 for transfer to the Capital Projects Fund. In addition, out of \$1,638,966 available for transfer to the Capital Projects Fund, \$50,000 be allocated to the Capital Cascades Crossing project and \$250,000 be allocated to the Capital Circle Northwest Southwest project.
- Option 2: Board direction.

RECOMMENDED ACTION:

- Option 1: Accept the FY 2016 CAFR and approve additional appropriation to the FY 2017 Operating Budget of \$37,349 for encumbrances and \$1,638,966 for transfer to the Capital Projects Fund. In addition, out of \$1,638,966 available for transfer to the Capital Projects Fund, \$50,000 be allocated to the Capital Cascades Crossing project and \$250,000 be allocated to the Capital Circle Northwest Southwest project.

Attachments:

1. Management Letter (to be provided at June 13, 2017 Board meeting)
2. FY 2015 CAFR document (to be provided at June 13, 2017 Board meeting)



**Blueprint Intergovernmental Agency
Board of Directors
Agenda Item**

TITLE: Blueprint Intergovernmental Agency Project Updates

Date: June 13, 2017

Requested By: Blueprint Staff

Contact: Blueprint

Type of Item: Consent

STATEMENT OF ISSUE:

This item provides an update on active Blueprint Intergovernmental Agency (Blueprint) projects.

SUPPLEMENTAL INFORMATION:

Projects Under Construction

Cascades Park

- Imagination Fountain – This project is mostly complete. Surge protection plan quotes are in process. Estimated completion for the surge protection system is the end of June.
- Alum System – Staff is still working with City staff and the Design team to evaluate the system and develop a plan of action. The close-out of the Environmental Management Permit (EMP) is contingent upon the City approving the alum system operations. The alum system is currently being analyzed for needed improvements. Once these improvements are made, the EMP can be closed out.

Capital Cascades Crossing (Bridge & Trail) (South Adams Street to Gadsden Street)

- Project was completed September 2016. Project close-out documents and final payments for Construction Engineering Inspection are anticipated to be complete by July 2017.

FAMU Way Extension/Capital Cascade Trail Segments 3B and 3C and 3D-A (Adams St. to Gamble Street)

- Blueprint is moving forward with FEMA Letter of Map Revision to revise 100-year floodplain in area from Leon High School to Coal Chute Pond outfall.
- Construction on Segment 3D-A (Pinellas to Gamble) started on April 3, 2017 with an expected project duration of 600 days.

Franklin Boulevard

- Roadway subsurface investigation has been completed. An investigation has been completed and determined that many of the weepholes were in various stages of failure. Blueprint and Leon County staff are working with the designers, contractor, and CEI Team to implement corrective actions.
- Once the failed weepholes have been plugged, remedial action for the depression at Park Avenue and Franklin Boulevard will be developed and implemented. The remedial action is anticipated to be complete by the end of summer 2017.

Capital Circle Northwest/Southwest (Tennessee St. to Orange Avenue)

- The estimated project completion date is end of June 2017. Compensation for additional work/claims and additional contract days are being negotiated with the Contractor as part of the normal project close-out process.
- Southbound CSX bridge construction is complete.
- Landscaping work is complete.
- City of Tallahassee Utility work (water, sewer) is complete.
- Paving of final (friction) course of pavement is complete.
- Final pavement markings (striping) will be complete June 2017.
- Walkthroughs have been performed by maintaining agencies and punch list has been generated.

Projects Under Design

Cascades Park

- Imagination Fountain Trellis - Plan design has been completed and permits have been obtained. Blueprint has put a hold on construction until the concept from North American Properties is finalized, as it may have some impacts to the structure.
- Amphitheater Weatherization:
 - Blueprint is supporting Leon County Tourism in the completion of this project. Barnett Fronczak Barlowe Architects are developing conceptual design options.
 - Leon County Tourism and City of Tallahassee Parks Recreation and Neighborhood Affairs are involved with the review of the conceptual design options. An update will be brought to the Board containing the preferred option.
- Erosion issues – There are minor erosion issues around the park. The Consultant completed the plans that provide solutions for the drainage/erosion issues in the park. The construction plans are out for bids, with bids due June 2017 with construction anticipated Fall 2017. This project was combined with the Smokey Hollow Barbershop project.

Smokey Hollow Barbershop

- Restoration at Lively Technical Center is substantially complete. Final restoration work will be completed once the building is placed on the site.
- The environmental management permit has been received for the site improvements.

- Site construction is anticipated to commence July 2017 with the completion of the project in late fall 2017.
- Construction plans have been completed and are out for bids. Bids are due June 12. This project was combined with Cascades Park Drainage Improvements project.

Magnolia Drive (S. Adams St. to Apalachee Parkway) Multiuse Trail

- **Pontiac Drive to Chowkeebin Nene** – Leon County is leading the design and construction for this segment and has indicated that construction plans are at 100%. Project will go to bid once the temporary construction easement on the Hollis Parcel has been obtained.
- **Circle Drive to Apalachee Parkway** - Leon County is leading the design and permitting, which is currently underway. Right of way acquisition may begin fall 2017, with construction anticipated to begin in early 2019.
- **South Meridian Street to South Monroe Street** – Blueprint is leading the design and construction of this segment and other improvements with design and permitting underway. Design is at 60%, permits will be submitted summer 2017. Right of way acquisition is underway. Construction is anticipated to start in the fall of 2018.
- **South Monroe to South Adams** - Design coordination with Big Bend Cares (BBC) on the south side of Magnolia Drive is complete. The joint project agreement (JPA) with BBC is expected to be finalized in June 2017, contingent on acceptable terms by both parties. The JPA with BBC will allow the construction of the trail by their contractor.

Capital Cascades Trail – Segment 3

- **Segment 3D** (Gamble Street to Lake Bradford Road) - Right-of-way acquisition is underway, coordination is ongoing with City Sewer to relocate sewer mains, and Stormwater modeling and design of a regional stormwater facility west of the St. Marks Trailhead is ongoing.

Capital Circle Southwest (Orange Avenue to Crawfordville Road)

- **Design** – Comments on the 60% design plans were provided to FDOT by Blueprint for consideration during the development of 90% design plans.
- **Stormwater Management Facilities** (Orange Avenue to Springhill Road) – Blueprint is in the process of designing and permitting two stormwater facilities. Blueprint is currently coordinating with FDOT, the City of Tallahassee, Leon County, and US Forestry on the design and maintenance.
- **Right-of-Way** – Acquisition is in process.
- **Funding** – The Draft FDOT Five-Year Work Program, recently approved by the legislature, includes funding for right-of-way acquisition and construction of both segments of Capital Circle Southwest.

Woodville Highway (Southside Gateway)

- **Design** - FDOT is leading the design and has reached 100% for Woodville Highway from Paul Russell Road to Capital Circle Southeast.
- **Right-of-Way** - Funding for right-of-way acquisition is included in the Draft FDOT Five-Year Work Program and is scheduled to begin in July 2017.
- **Landscaping** – Will be a separate and will be reviewed by Blueprint to ensure the goals of the sales tax project are met.

Projects in Planning or Preliminary Design

Capital Cascades Trail - Segment 3

- History Kiosk Project content development underway.

Cascades Trail Segment 4 (Gamble Street to Lake Henrietta)

- The Expanded Consolidated XP-SWMM Model is being finalized in coordination with City and County Stormwater departments. The unified model includes the St. Augustine Branch and Central Drainage Ditch from Leon High School to Lake Henrietta and will be used to evaluate conceptual alternatives before advancing to design and permitting.
- Upon completion of Expanded Consolidated Model, Blueprint will begin to evaluate and re-conceptualize the master plan concept. This analysis and evaluation is on hold pending completion of the design or Segment 3D.

Debbie Lightsey Nature Park Concept Development

- In September 2015, the Board approved \$50,000 for the design of the Debbie Lightsey Nature Park.
- Conceptual design for park was presented to, and approved by, the Board at the June 20, 2016 meeting
- RFQ for design is anticipated to be released at the end 2017.

Southwest Area Transportation Plan

- Working in close partnership with the CRTPA to create a vision for the southwest Tallahassee area that is consistent with local governments plans and future projects and provides a guide for implementing safe and efficient transportation facilities.
- Transportation Plan RFQ was advertised, with responses submitted in May 2017.
- The review committee is finalizing the rankings, and it is anticipated the contract will be awarded in June 2017.

Northeast Gateway (Welaunee Boulevard)

- As a result of Board action at the February 2016 and September 2016 meetings, \$6.7 million dollars has been approved for PD&E and the design Phase 1 of the Northeast Gateway project and local government share of the Dove Pond Stormwater Facility,

- Upon full execution of the Dove Pond Stormwater Management Facility JPA, Blueprint will move forward with scope development and procurement of PD&E services for the roadway only.

Upper Lake Lafayette Greenway

- The Board approved the use of Blueprint funds to match a grant under the Florida Forever acquisition program. The state-led negotiations with the current property owner were unsuccessful. Blueprint remains committed to partnering with the State on the acquisition of the property necessary for the Upper Lake Lafayette Trail with the current or future property owners.

Action by TCC and CAC: This item was presented to the TCC and the CAC at their June 5, 2017 and June 8, 2017 meetings, respectively.

OPTIONS:

- Option 1: Approve the June 2017 Blueprint Project Updates.
- Option 2: Do not approve the June 2017 Blueprint Project Updates.
- Option 3: Board direction.

RECOMMENDED ACTION:

- Option 1: Approve the June 2017 Blueprint Project Updates.



Blueprint Intergovernmental Agency Board of Directors Agenda Item

TITLE: Shade Analysis of the Capital Cascades Trail Segment 3 Playground

Date: June 13, 2017

Requested By: Blueprint Staff

Contact: Blueprint

Type of Item: Consent

STATEMENT OF ISSUE:

For the Board's consideration, this agenda item presents an analysis of the current and future shade provided by existing trees at the Capital Cascades Trail Segment 3 Playground (Playground). Should the Board determine additional shading is necessary, this item also discusses options and considerations regarding adding shade structure(s) to the Playground area.

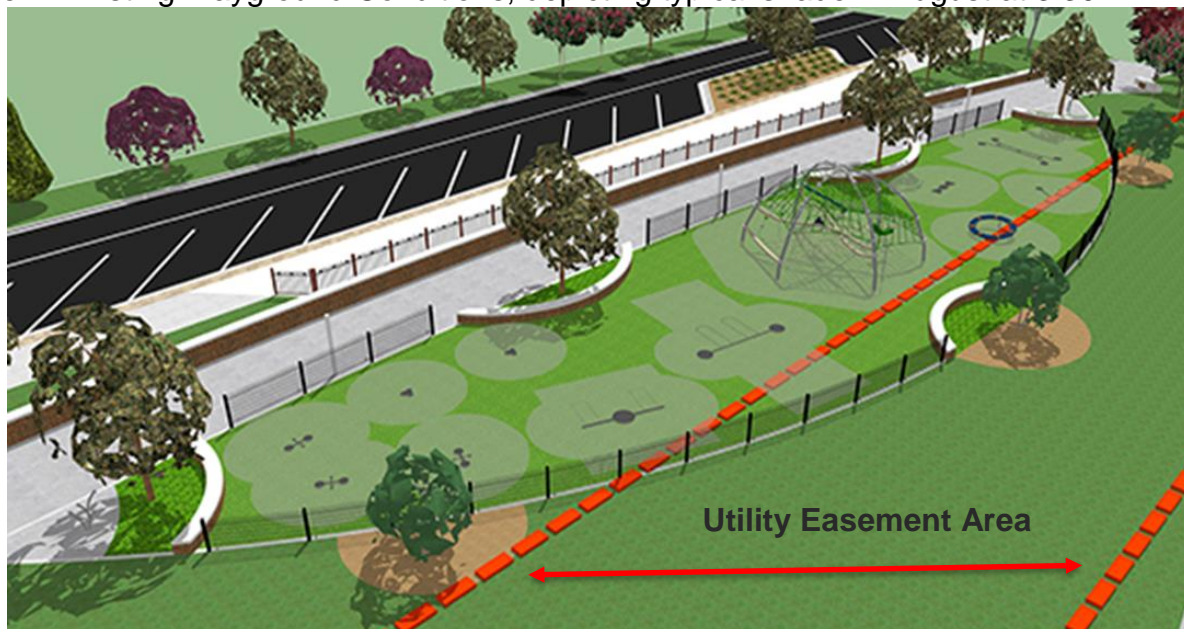
SUPPLEMENTAL INFORMATION:

At the February 21, 2017 meeting, Blueprint staff provided an update to the Board regarding continued coordination with City of Tallahassee Parks, Recreation, and Neighborhood Affairs (PRNA) to evaluate shade options, including shade structures, for the FAMU Way Playground along the Capital Cascades Trail. Blueprint has worked with the playground designers and PRNA staff to develop concepts for shade structures that are compatible with the existing site constraints and overall Capital Cascades Trail aesthetics.

Existing and Future Tree Shade

As depicted in Figure 1 below, the Playground is currently bounded by four planter areas on the southern perimeter containing Shumard Oak trees surrounded by seat walls. Three additional Tree From Ligustrums (Japonicum) are also located along the northern perimeter of the Playground and one is surrounded by a seat wall. The existing Shumard Oak trees currently provide partial shade over the four seat wall areas. As the trees grow and mature, the amount of shade of these areas will continue to increase. Full growth of the existing Shumard Oaks is projected to be achieved in 20-25 years. Due to the existing constrained root area presented by the hardscape, the Shumard Oak growth has been capped at "limited maturity", which represents 60% of the tree's full growth potential.

Figure 1. Existing Playground Conditions, depicting typical shade in August at 3:30 PM.



Currently, the existing trees provide a total estimated 375 square feet of shade for the Playground area, primarily over the seat wall areas. The amount of Playground area shaded will continue to grow as the trees mature, and Figure 2 below represents the anticipated shade once the Shumard Oaks reach their limited maturity in approximately 20-25 years.

Figure 2. Future Playground Conditions, depicting typical shade in August at 3:30 PM.



At limited maturity, the four Shumard Oaks are expected to provide a total estimated 1680 square feet of shade for the Playground area, including shade over some of the play features and the

seat wall areas. The shaded area provided by the tree canopy will grow by over 400% between the existing conditions and the full limited mature condition.

Shade Structure Concepts

Should the Board determine that waiting for the trees to mature is not sufficient, three concepts for shade structures were developed and evaluated for their potential to increase the shaded areas of the Playground (Attachment #1). These concepts are reflective of the existing site constraints which reduce the options and opportunities to add shade structures to the Playground area. Most prominently, the overhead utilities restrict permanent vertical structures within the utility right-of-way. The posts for shade structures cannot be placed within the overhead utility right-of-way, which excludes a large portion of the Playground from cover by shade structure. This restricted space is denoted with a hashed red line on the concept renderings. The requirements for fall zones at the ground level and overhead obstruction clearance zones for the space above play features and equipment additionally restrict the areas on site where shade structures could be located.

Additional considerations these concepts highlight are the corresponding site impacts and the demolition of the existing playground site and surrounding trail area, which would be necessary to accommodate the construction of two of the concepts (Concept #3 and #4). These options would significantly impact the synthetic playground turf, seat walls, and the pavers and hardscape trail surrounding the site. In particular, the installation of the footers for the shade structures as pictured in Concepts #3 and 4 would require the demolition and reconstruction of the hardscape and the paver areas surrounding the Playground. These options also require removal of one to two of the existing Shumard Oaks. Removing these trees means the amount of shade will be finite once the structures are placed, as compared to the trees which will continue to grow.

Attachment #1 also includes the additional shade provided by each of the conceptual options. Concept #4 will provide less shade than the limited mature canopy, while Concepts #2 and 3 will provide more than the limited mature canopy. Cost estimates for the three concepts were included as part of the analysis and range between \$95,000 - \$150,000 for Concepts #2, 3, & 4. Due to the site constraints, including overhead utilities, none of the three concepts provided offer the ability to fully shade the Playground area.

Summary

While immediate shade is desirous, the long term effect of the planted trees will provide adequate shade for the play area.

Action by TCC and CAC: This item was not presented to the TCC or CAC.

OPTIONS:

Option 1: Accept staff's analysis.

Option 2: Board direction.

RECOMMENDED ACTION:

Option 1: Accept staff's analysis.

Attachment

Attachment #1: Concepts #1-4 for the FAMU Way Playground Shade Structure



Concept 1a - Existing Conditions

Plan View (August 3:30 PM):



Perspective View (August 3:30 PM):



Shade Analysis

Existing Trees		375 SQFT
Total:		375 SQFT
Estimated Cost \$0.00	Pros: a. Trees are currently providing shade over the seat walls and will continue to provide shade as they mature. b. No additional cost. c. Will naturally allow light penetration onto seat walls in the winter to offer warm seating areas.	Cons: a. Trees are only partially shading seat walls. b. Trees will take several years to reach assumed size; Concerns expressed that environmental factors will inhibit trees from reaching assumed size. c. Does not provide shade over playground features.

Concept 1b - Limited Mature Canopy (20-25 years)

Plan View (August 3:30 PM):



Perspective View (August 3:30 PM):



Shade Analysis

Limited Mature Canopy		1680 SQFT
		Total: 1680 SQFT
Estimated Cost \$0.00	Pros: a. Trees will provide increasing shade for playground as they mature. b. No additional cost. c. Trees will shade some of the playground features.	Cons: a. Trees will take several years to reach assumed size.

Concept 2 - No Shade Feature West + Custom Shade Feature East

Plan View (August 3:30 PM):



Perspective View (August 3:30 PM):



Shade Analysis		
Limited Mature Canopy		1680 SQFT
Custom Shade Structure		610 SQFT
Total:		2290 SQFT
Estimated Cost: \$95,000.00	Pros: a. Provides shading over multiple tot play features and synthetic turf (for seating). b. Requires minimal demolition.	Cons: a. Does not provide additional shade over seat walls.

Concept 3 - Shade Feature West + Custom Shade Feature East

Plan View (August 3:30 PM):



Perspective View (August 3:30 PM):



Shade Analysis

Limited Mature Canopy	1100 SQFT
Single Cantilever Structure	310 SQFT
Custom Shade Structure	610 SQFT

Total: 2015 SQFT

Estimated Cost:	Pros:	Cons:
\$150,000.00	a. Provides shading over multiple tot play features, synthetic turf (for seating), and one seat wall.	a. Only provides shade over one seat wall. b. Extensive demolition of existing features. c. Requires removal of one Shumard Oak.

Concept 4 - Shade Feature West + Double Shade Feature East

Plan View (August 3:30 PM):



Perspective View (August 3:30 PM):



Shade Analysis

Limited Mature Canopy	530 SQFT
Three (3) Cantilever Structures	900 SQFT
Total: 2015 SQFT	

Estimated Cost: \$145,000.00	Pros: a. Provides shading over some tot play features, synthetic turf (for seating) and seat walls.	Cons: a. Extensive demolition of existing features. b. Requires removal of two Shumard Oaks
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**Blueprint Intergovernmental Agency
Board of Directors
Agenda Item**

TITLE: Status Report on the Operations of the Tallahassee-Leon County Office of Economic Vitality

Date: June 13, 2017

Requested By: OEV Staff

Contact: Office Economic Vitality

Type of Item: Consent

STATEMENT OF ISSUE:

This agenda item provides the Intergovernmental Agency (“the Board”) with a status report on the operations of the Tallahassee-Leon County Office of Economic Vitality (OEV) and provides an overview of Engagement and Operations, Research and Business Analytics, and Minority Women and Small Business Programs.

STRATEGIC PLAN:

The status report on the operations of OEV directly supports all four goals of the Economic Development Strategic Plan:

1. Implement a new collaborative economic development program of work.
2. Better promote the area as a business generator.
3. Better identify, understand and align all available assets.
4. Responsibly allocate resources to achieve today’s goals and refine the foundation for future growth.

SUPPLEMENTAL INFORMATION:

Background

This agenda item provides the Board with a quarterly status report on the activities of OEV’s operations and activities since February 21, 2017. This item is organized to serve as an update of each of OEV’s three divisions: Engagement and Operations, Research and Business Analytics and Minority Women and Small Business Enterprises. It should be noted that staff continues to research and track industry standards and best practices and listen to business needs in order to best position Tallahassee – Leon County as Florida’s Capital for Business.

Engagement and Operations

The economic development ecosystem model being implemented by OEV ensures accountability, transparency, citizen engagement, and professional management of economic development projects, programs, and initiatives while simultaneously coordinating with our community's economic development partners. This section highlights OEV's accomplishments over the past four months.

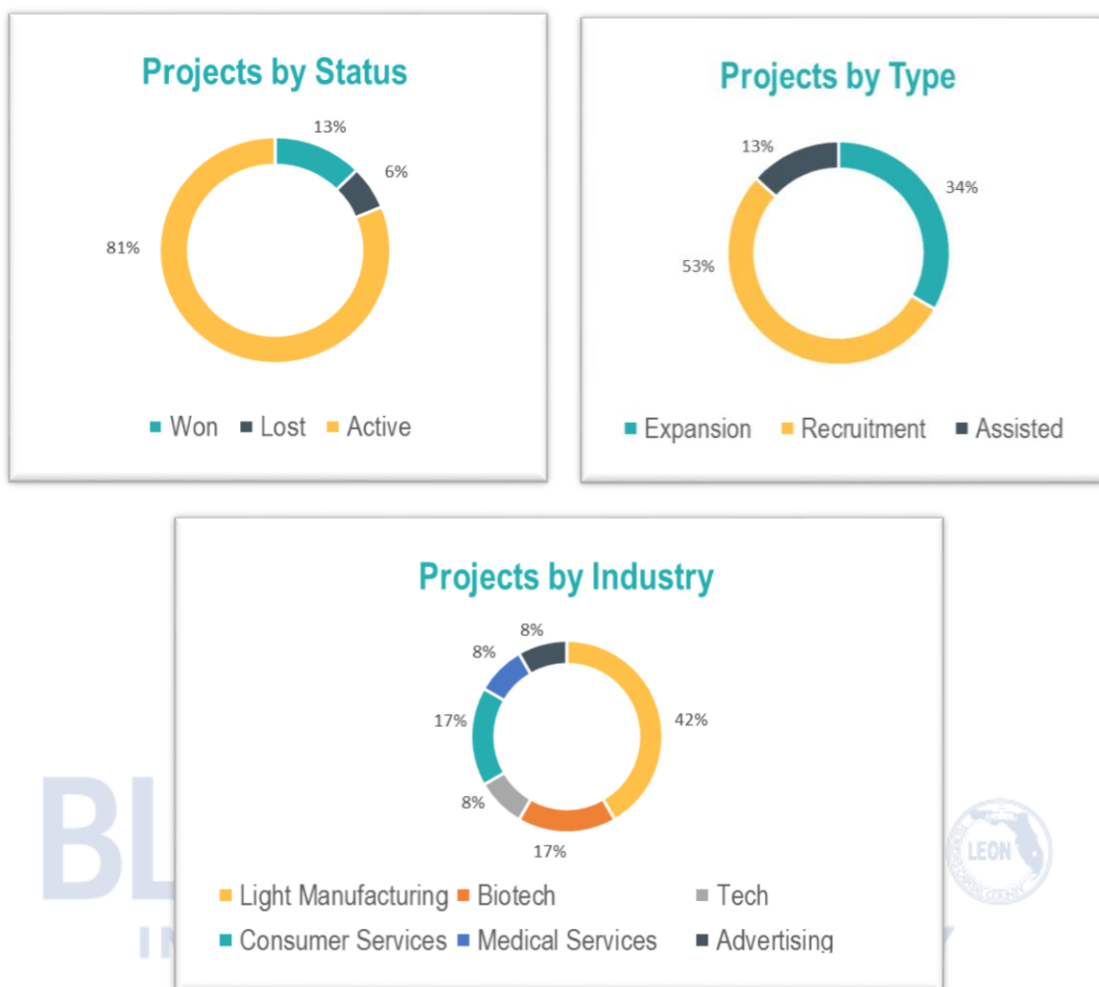
Active Project Status Report

Staff is pleased to share two companies have selected Tallahassee-Leon County for their business expansions. Project Rose, a lead referred to OEV by the Greater Tallahassee Chamber of Commerce for project management. In partnership with the Chamber and Enterprise Florida, Project Rose selected Tallahassee-Leon County as the location for their first expansion into Florida. The expansion brings 30 new full-time jobs in the financial services industry and is expected to have a total economic impact of more than \$2.6 million in the Tallahassee MSA (see Attachment #1). OEV's partners at the Greater Tallahassee Chamber of Commerce and CareerSource are working with the company to schedule a formal ribbon cutting and leverage workforce training assistance, respectively. The second company, Project Clover, a lead generated by Enterprise Florida, recently announced its decision to establish a presence in Tallahassee-Leon County. This IT/Data company is creating three jobs with an expected average annual salary of \$60,000. Staff will continue to engage both of these companies through the CapitalLOOP program.

Since February, staff had been working closely with an international company, a prospective relocation project lead generated from an existing local business, and was notified in early April that the company selected the State of Texas for its relocation. Staff continues to remain in close contact with the company in order to capitalize on any future opportunities that may arise, and to best ascertain the reasons for further final decision.

Staff is also working closely with a company that has selected Tallahassee-Leon County for its shortlist of potential expansion locations. The company anticipates expanding its facility by 40,000 sf, adding 120 jobs with salaries greater than 200% of Leon County's average annual wage, and \$14 million in capital investment. This confidential project, Project Campus, is discussed in more detail in Item #.

OEV continues to actively respond to companies seeking to retain, expand or establish their presence in Tallahassee-Leon County. Currently, staff is working 13 active projects (shown in the charts below) all of which are receiving customized care. It is important to note that beyond introducing new job opportunities for citizens of Tallahassee-Leon County, new and expanded industry introduces a diversity of ideas and approaches that enhance our local ecosystem. A project breakdown is provided below and shows OEV projects by status, type, and industry.



Incentive Toolkit

Staff continues assisting companies that are seeking to retain their competitive edge in today's marketplace alongside local and state-level partners to offer a seamless approach to businesses navigating both financial and non-financial incentives. To that end, staff has worked closely with Enterprise Florida to align its general incentive application with the widely accepted application used by the State of Florida. Staff has also updated the incentive reimbursement agreement framework to reflect OEV's current structure as a division within the Department of PLACE. These measures not only achieve goal A.1.d.3 of the Strategic Plan to create a customer-centric approach to selling Tallahassee-Leon County, but also create a more efficient process for the client and staff to determine a client's eligibility to participate in programs that may affect their decision to remain and/or expand in, or select Tallahassee-Leon County for their business operation.

A total of 14 incentive programs are offered through OEV, four of which are provided at the local level. In order to secure increased economic vitality outcomes and a strong return on investment, staff is continuously researching and tracking industry standards and best practices for economic development offices. As such, staff is currently in the

process of developing and researching the following programs for inclusion in the Incentive Toolkit: the Urban Vitality Job Creation Pilot Program, Opportunity Fund, Talent Gap Assessments, and the Competitiveness Fund. Each of these programs are discussed in detail below.

The Strategic Plan allows for flexibility to address issues created by shifting and existing market needs, and encouraged OEV to consider programs that address immediate needs, mid-term strategies, and more long-term aspirational objectives. To that end, staff is developing a locally-based program, the Urban Vitality Job Creation Program which continues achieving the goal of economic inclusion and advancement within the specific geographic area of the Promise Zone. In addition, the Program may help lower the community's recidivism rate by providing job opportunities for all skill levels. By establishing the Urban Vitality Job Creation Program, OEV is able to eliminate very real barriers that businesses located in the Promise Zone area face. The program would help spur business growth in a designated disadvantaged area (similar to the State's Urban High-Crime Area Job Tax Credit Program) and provide an accessible pay-for-performance program to eligible businesses based upon the number of jobs created and the average annual wage of the created jobs (similar to the State's QTI Program) by lowering the required minimum job creation and average annual wage thresholds. Staff intends to bring the Urban Vitality Job Creation Program forward to the Economic Vitality Leadership Committee for review and comment and then to the Board for approval.

Staff is in the process of developing a locally-based program, the Opportunity Fund, which is designed to recognize the vital role ecosystem partners play in the economic development landscape and equip them with funds to execute programs that directly support the community's first-ever long-term plan for strategic economic development. By establishing the Opportunity Fund, OEV demonstrates its commitment to investing in programs that are executed between and among ecosystem partners. Additionally, the Opportunity Fund recognizes the value of the specific objectives provided in the Strategic Plan by tailoring the program to those organizations that seek to execute programs aiming to accomplish objectives that benefit the community as a whole. Staff intends to bring the Opportunity Fund forward to the Economic Vitality Leadership Committee for review and comment and then to the Board for approval.

During the February 20, 2017 Board meeting, the Board directed staff to work with ecosystem partners to investigate what, if any, gaps exist in the local talent pipeline. The Board also directed staff to identify possible solutions, if needed, to prepare the labor force to meet the needs of the existing and emerging economy. Staff will continue working alongside internal and external partners throughout the summer to catalog existing training programs and opportunities, and explore best practices in addressing talent pipeline gaps. Upon completion, OEV will leverage the expertise of the Economic Vitality Leadership Council to review its findings and, if needed, provide recommendations for increasing Tallahassee-Leon County's competitiveness. Staff intends to bring the Talent Gap Assessment forward to the Economic Vitality Leadership Committee for review and comment and then to the Board for approval.

The Economic Development Strategic Plan recommends creating a Tallahassee-Leon County Competitiveness Fund as one of OEV's immediate tactics, which supports strategy 1.D.4. of the Plan. Staff is currently developing the program and will present it to the IA for approval upon the conclusion of the Targeted Industry Study, which is estimated to be complete at the end of 2017. Staff intends to bring the Talent Gap Assessment forward to the Economic Vitality Leadership Committee for review and comment and then to the Board for approval.

CapitalLOOP

Since implementing CapitalLOOP, OEV's formal business retention and expansion program, on March 1, OEV has engaged with 25 businesses via more than 35 face-to-face meetings to discuss opportunities for Tallahassee-Leon County and expeditiously address any challenges they may be experiencing. CapitalLOOP visits allow for gathering business intelligence, analyzing the information collected during site visits to perform a community evaluation, and utilizing the information collected to perform location marketing. MWSBE is also an active participant in



CapitalLOOP and engages businesses through their many site visits and certification assistance efforts. As discussed and identified in the Economic Development Strategic Plan, companies that participate in comprehensive outreach programs with economic development organizations are statistically more likely to grow and expand.

Staff has also been working diligently over the course of the last six months to develop a catalogue of all economic development assets within the community. This includes engaging FSU and FAMU to learn more about their research facilities to meeting with the Chamber, CareerSource, and Innovation Park on a routine basis to explore partnership opportunities. Staff continues to engage with CareerSource Capital Region on their target sector initiatives to help develop industry partnerships throughout the business community and develop viable solutions for both current and future regional workforce challenges. This collaboration with CareerSource directly supports priorities of both the County and City Commissions to promote skilled career opportunities.

Staff has also partnered with several community partners to support a series of events promoting the economic vitality of Tallahassee-Leon County, including the Greater Tallahassee Chamber of Commerce's recent Nashville trip, specifically their closing session on Wednesday, May 17. Also, MWSBE has sponsored Working Class Wednesdays and Women Wednesdays with MWSBE Citizen Advisory Committee Members. These networking and mentoring events build capacity for Certified MWSBEs in addition to being a member benefit for their affiliation with the MWSBE program. MWSBE also partnered with the North Florida Safety Council, which provided Maintenance of Traffic certification, thereby qualifying MWSBEs for procurement

opportunities for landscaping services with the City of Tallahassee. Finally, in an effort to increase procurement opportunities beyond City of Tallahassee and Leon County governments, MWSBE has engaged in exploratory discussions with Tallahassee Memorial Hospital and Florida A&M University to include Certified MWSBEs in their respective vendor databases. In addition, MWSBE staff will advise both institutions about increasing MWSBE participation in their procurement processes. Staff anticipates bringing forth a report with more details by the December Board meeting.

Targeted Industry Study

On October 27, 2016 the Board directed staff to prepare for consideration a draft RFP for a Target Industry Cluster Analysis and Selection Study of Tallahassee-Leon County. Target Industry Analyses formally guide economic development activities by first defining the community's optimal targets. Upon completion, these analyses foster a laser focus on markets with realistic growth opportunities and expansion potential in a community. In addition, the findings of such an analysis will allow OEV staff to draft accurate messaging to promote all that Tallahassee-Leon County has to offer existing and prospective clients.

On February 21, 2017, the Board approved Tallahassee-Leon County Target Industry Cluster Analysis and Selection Study RFP, which includes an overview of OEV's purpose, goals, and desired outcomes, and requests completion of an economic retrospective and comprehensive industry cluster analysis of Tallahassee-Leon County as well as an incubation and acceleration analysis for Tallahassee-Leon County. Specifically, these studies will identify high-potential target industries and strategies for developing these industries in the community, and identify where improvements (if any) can be made in strengthening existing incubator/accelerator facilities and programs. The Board dedicated \$150,000 from the BRI Fund to conduct the work outlined in the Target Industry Study Cluster Analysis and Selection Study RFP and for subsequent lead generation activities.

Staff worked alongside the City of Tallahassee Purchasing Department to issue the RFP, which was made available to the public on March 26, 2017 and closed on May 3, 2017. On May 4, 2017, the RFP Committee received six responses to the RFP to independently review and score. On May 12, 2017, the RFP Committee met with the City of Tallahassee Purchasing Department in a public meeting to discuss each RFP separately. The committee scored each proposal, which included criteria such as minimum qualifications and experience, MWBE utilization, and cost, and determined that Camoin Associates, due to its emergence as the highest-scored respondent, would be the selected vendor to complete the study. The cost of the study is \$135,000 and approximately \$15,000 will be utilized for lead generation efforts upon the completion of the study as directed by the Board at the February 20, 2017 meeting. It is anticipated that these lead generation efforts will begin in early January 2018.

Camoin Associates is a firm located in Saratoga Springs, New York, that specializes in economic development analysis and strategic planning. They are led by a Certified Economic Developer, which communicates that this organization understands economic development and is committed, through continuing education requirements, to staying abreast of important changes affecting the profession.

It is anticipated that Camoin Associates will begin working with OEV staff in June 2017 to begin performing a baseline assessment. The baseline assessment involves the collection and analysis of quantitative and qualitative information about Tallahassee-Leon County's economy and economic development activities. During the remainder of Summer 2017, staff and Camoin will collaborate to complete the competitive positioning phase, which includes examining existing, strategic, and emerging industries; uncovering areas of opportunity for business growth and attraction; analyzing incubator and accelerator needs; understanding what assets can be leveraged and what constraints need to be overcome; and developing a vision and strategy framework. During the fall, the strategy development process will begin, which will build on preceding analyses and information to set goals and strategies, and subsequent tactics and action items, and specific recommendations for targeting industries in Tallahassee-Leon County that not only demonstrate they are high-growth industries, but also enhance the existing Economic Development Strategic Plan. A key takeaway will be the identification and selection of up to six targeted industries for Tallahassee-Leon County, including two emerging, high-growth industries.

The final report will equip OEV with sound information that will guide the formation of a targeted marketing campaign and strategically engage a lead generation consultant to help execute the recruitment recommendations provided in the report. As mentioned previously, it is anticipated that these lead generation efforts will begin in early January 2018. The final report also sets the stage for a targeted marketing campaign that supports the marketing and communications plan and is expected to go into effect next fiscal year.

Staff anticipates bringing a recommendation to the Board in December to dedicate funding from the BRI fund to support the marketing and communications plan, which will be executed upon completion of the Target Industry Study. This marketing plan will assist OEV in maximizing its resources to better position and promote Tallahassee-Leon County as a business generator.

Communications and Marketing

Staff continues to leverage opportunities with the local community and partners within and beyond Tallahassee-Leon County. Last fall, staff began distributing OEV's monthly newsletter on the first Tuesday of every month, which engages nearly 850 subscribers. See Attachment #2 for a copy of the May 2017 monthly newsletter. Staff also distributed the second Quarterly Economic Update, which provides a 2nd Quarter 2017 snapshot of the local economy using key economic indicators (see Attachment #3).

Additionally, in order to continue discussing the importance of economic vitality to our community, staff engages in presentations and speaking events. Most recently, the Engagement and Operations team has served on two panels for the Close Up Foundation, which brought approximately 600 high school students to Tallahassee-Leon County who immigrated to the United States in the past three years. The panels allowed students to ask questions about local policies on topics like education, sustainability, and quality of life. MWSBE, through site visits for both certification and recertification, was also able to introduce CapitalLOOP to Certified MWSBEs. Since the last update, MWSBE

worked with the FAMU SBDC to celebrate Small Business Week in May. Through this partnership, MWSBE is also able to recruit additional businesses for certification.

Americas Competitiveness Exchange

During the past year, several local representatives participated in the Americas Competitiveness Exchange (ACE) program, which is organized by the U.S. Department of Commerce's Economic Development Administration, the U.S. Department of State, the International Trade Administration, and the Organization of American States through the Inter-American Competitiveness Network. ACE provides opportunities for decision and policy



makers around the globe to meet high-level authorities and leaders, and see the results of economic development initiatives, such as public and private universities with research and innovation centers, who are looking to explore and expand the links between economies and key stakeholders.

On February 17, 2017, staff submitted an application to host the Fall 2017 ACE tour. Staff worked closely with key economic development partners in North-Central Florida to prepare a bid to showcase the economic competitiveness of the region. Approximately 70 high-level authorities from around the globe, including decision-makers and policy-makers, are expected to attend.

In April 2017, staff was notified that their application was selected out of a group of approximately three international applicants to host the 8th ACE. Staff continues to work closely with partners in Gainesville, Orlando, St. Augustine, and the Space Coast to develop an agenda of events that will highlight each communities' innovative approach to economic development. The Tallahassee-Leon County agenda focuses on world-class research, investment in placemaking and sustainability, as well as the creative economy. Staff will provide updates to the Board as the itinerary develops.

Professional Opportunities

Toward the overarching goal of achieving the highest levels of program performance and to ensure best practice service provision as a leading economic development organization, staff has undertaken several professional development opportunities to further their education and leadership within the profession. This includes staff's participation in the University of Oklahoma's Economic Development Institute (OUEDI), which adds credits towards a professional's pursuit of a Certification in Economic Development (CEcD). To date, two staff members have graduated from OUEDI and hold a Certificate of Completion. A third staff member has attended and completed the first of three required Institutes. The International Economic Development Council created the Accredited Economic Development Organization (AEDO) Program that recognizes the professional excellence of economic development entities in North America.

For Tallahassee-Leon County to be considered for AEDO accreditation to showcase time-tested standards and methods within the profession, team members must be trained in the profession and earn this individual CEcD certification. There are approximately 1,200 Certified Economic Developers (CEcD) worldwide that represent the industry gold standard for excellence in the profession. These opportunities inform the strategy and program of work by the staff, making OEV a higher-performing organization. It is anticipated that staff will be eligible to sit for the CEcD exam in early 2018. Once a member of OEV staff has received certification as a credited economic developer, the process of becoming an AEDO can begin.

Research & Business Analytics

Research & Business Analytics monitors key economic metrics and current economic trends and conditions important to the local economy. The division produces the community Data Digest, which is replicated in the Data Center with interactive features, the Major Ongoing & Proposed Developments Report, as well as other publications and specialized reports. The division maintains databases and online resources of economic and demographic data and coordinates joint research efforts with other City/County departments. Additionally, the division provides research support and technical assistance to other City/County staff requiring special expertise in demographics, economic analysis, and GIS. The division also implements both quantitative and qualitative analyses for recruitment, retention, and expansion activities. Additionally, staff is working with partners such as the Tallahassee Chamber and FSU's Center for Economic Forecasting Analysis (CEFA) to project economic data into the community.

This section highlights the achievements that have been made during the past quarter.

Data Center

To effectively communicate Tallahassee-Leon County's economic indicators, staff constructed the Data Center to visualize economic data sets (where possible) that are already contained within the on-line Statistical Digest (PDF and Excel formats).

The Data Center includes visualized data points of top economic development indicators. All data sets are organized into the following categories (Top Economic Indicators and/or Economic Factors, Community & Environment, Demographics, Residential & Commercial Development, Education, and Innovation). Since February, several new visualizations have been added to the dashboard, including:

- *Tallahassee MSA Labor Force* shows monthly fluctuations in the metropolitan area's labor force since 2005, with year-to-year comparisons by month.
- *State Government Employees in Tallahassee MSA* shows the gradual decline in State government employment as a share of total employment since 1990.
- *Agriculture in Tallahassee MSA* highlights the role Gadsden and Jefferson counties have in regional crop production and animal husbandry.
- *Licensed Drivers in Leon County* quantifies licensed drivers by age group and sex in Leon County since 2006. This visualization is instrumental for showing actual yearly changes in Leon County's age demographics among people 15 years and older.

- *Commercial Building Permits Issued* shows the number and value of permits issued since 2000.
- *Florida Price Level Index*, indicates the costs of hiring comparable personnel among the four school districts of the Tallahassee metro area.

The Data Center also includes a copy of the second Quarterly Economic Update (discussed in more detail below), the Statistical Digest, an Economic Dashboard, and interactive maps focusing on local construction trends, and major and prominent industries in our community. To view the complete Data Dashboard, please visit www.OEVforbusiness.org/data-center. A visual copy of the dashboard is also included in Attachment #3.

Quarterly Economic Dashboard

As stated previously, in order to more effectively communicate and highlight local economic indicators for the community, the second *Quarterly Economic Dashboard* was released in April 2017 (see Attachment #2). The Dashboard includes a dozen key economic development indicators and provides a regular and consistent snapshot of the local economy. Each update compares data for the most current period with its corresponding year-over-year trend data. The snapshot data contained within the Dashboard is also included in greater detail in the Data Center, discussed above.

Cost of Living Index

Produced quarterly since 1980, the quarterly Cost of Living Index provides a useful and accurate measure to compare cost of living differences between urban areas. Staff recently completed second quarter data collection activities to participate in the 2017 Council for Community and Economic Research (C2ER) Cost of Living Index. The Cost of Living Index measures regional differences in the cost of consumer goods and services (like grocery items, healthcare, and housing), excluding taxes and non-consumer expenditures, for professional and managerial households in the top 20% of income. The index is based on more than 90,000 prices covering 60 different items for which prices are collected three times a year. This research tool allows OEV to make accurate cost of living comparisons between Tallahassee-Leon County and any of the 265 other participating urban areas across the United States.

In the First Quarter Cost of Living Index (COLI) released on June 1, 2017 by the Council for Community and Economic Research (C2ER), Tallahassee captured an overall composite index of 96.6, or 3.4% below the average cost of living for all participating areas. The average for all participating areas is an index of 100, and each participant's index is read as a percentage for all places. Tallahassee enjoyed utility costs 14.8% lower than the national average and housing costs 8.9% lower than the national average among metro areas participating in the Index.

With data continually driving economic development, OEV continues to partner with economic development researchers to support informed decision-making. COLI data is recognized by the U.S. Census Bureau, U.S. Bureau of Labor Statistics, CNN Money, and the President's Council of Economic Advisors. OEV recently completed second

quarter data collection activities to participate in the Second Quarter 2017 report to be released on August 31, 2017.

Economic Impact Analysis

To generate economic impact analyses and communicate findings in straightforward ways that matter to stakeholders and decision-makers, OEV has purchased two subscriptions for the economic impact analysis model IMPLAN. Used by more than 500 government agencies and universities, the IMPLAN model is a widely-accepted economic impact analysis model and an important tool that models the economic relationships between government, industry, and household sectors for a specific region. IMPLAN provides a credible and defensible economic method to estimate the effects of change occurring in one part of the local economy (like a new or expanding business) and how it can impact the entire local economy.

Staff has entered into a cooperative agreement with the CEFA at FSU to produce economic impact analyses for selected projects, and will provide advisory capabilities to staff related to economic impact analysis. OEV staff is also taking advantage of IMPLAN training offered by our statewide economic development partner, Enterprise Florida.

In the last quarter, four economic impact analyses were produced including an analysis of North American Partners' proposed mixed-use development at Cascades Park; the proposed mixed-use multi-family development in Frenchtown; the recently announced relocation project for Project Rose; and a current OEV recruitment project.

Site Selection Services – Building & Sites

OEV is dedicated to assisting site selectors, commercial real estate professionals, and local businesses to navigate the buildings and sites selection process in today's competitive environment. Staff proficiently uses commercial real estate's leading online search tool, CoStar, to closely monitor and analyze conditions in the commercial real estate market. In addition to CoStar, staff is also using many other online resources and services to help prospects in making informed, streamlined decisions based on their comprehensive needs.

CoStar also provides advanced research and market analytics tools to analyze the entire Tallahassee-Leon County market, a submarket, or an individual property. Comprehensive quarterly reports on the Tallahassee-Leon County office, industrial, and retail markets provide market analysis and trends that provide valuable market intelligence on the local commercial real estate market.

Minority Women Small Business Enterprise

The Minority, Women and Small Business Enterprise (MWSBE) is involved in several initiatives that aim to increase the number of certified MWSBEs as well as the opportunities that are made available to them. The MWSBE division has been involved in a variety of outreach activities coupling with partners to recruit more minority and women owned businesses. As a part of the MWSBE team's toolkit, we employ our recruitment and retention/recertification strategy, *The 4 Es—engage, educate, equip and empower*, to serve the business community. This is a derivative strategy informed by OEV's business recruitment and retention program, CapitalLoop. In both the parent and

companion strategies, the MWSBE team, in all of its varied encounters with small businesses to include site visits, re-certifications, recruitment activities, referrals, and networking activities, share the wide variety of capacity building services that are available to entrepreneurs in our business ecosystem.

Business Engagement Opportunities

MWSBE is committed to serving clients and creating new protocols in order to demonstrate that MWSBE certification has benefits for their businesses. To that end, staff continues to focus its efforts upon the “four Es” for business growth to engage, educate, equip, and ultimately empower certified businesses to enjoy greater opportunities within the economic development ecosystem. As mentioned previously, the MWSBE division continues to drive value to MWSBEs through participation in CapitalLOOP and other engagement opportunities that assist OEV with addressing trending challenges and leveraging opportunities for continued growth. MWSBE is partnering with Casanas Village at Frenchtown Square and Landmark Properties. Both companies are doing major construction projects in the Frenchtown area. Casanas is a multi-family \$20 million dollar project helmed by the former Frenchtown Community Development Corporation (CDC), now Big Bend CDC. The Standard Project with Landmark Properties is a student housing and commercial development project with an estimated cost of \$10 million dollars. MWSBE has been actively involved with both projects; these projects serve as milestones for our program because both of these private developments have set self-imposed goals for minority participation in the construction of both projects.

The Standard Project is estimated to start in September. Landmark Properties for The Standard project has agreed to the following cooperative efforts with MWSBE:

- Landmark will coordinate with MWSBE to utilize the Tallahassee-Leon County MWSBE’s directory of certified minority contractors. MWSBE will initially identify and provide referrals to Landmark consistent with the list of trades identified as necessary for construction of the project. The list of trades includes Demolition, Sitework, Utilities, Landscape/Hardscape, Concrete, Masonry, Metals, Rough Carpentry, Finish Carpentry, Waterproofing, Insulation, Finishes, Mechanical, Plumbing, Electrical, Fire Protection. Landmark will continue to utilize the link to the online directory for certified vendor identification.
- MWSBE will use its best efforts to advise the community, to include the three local chambers, that identification on the MWSBE Certified Directory constitutes the appropriate means by which to ensure consideration for subcontract awards.
- Landmark will coordinate with MWSBE to conduct two job fairs to identify employment opportunities for local residents with Landmark and subcontractors. A minimum of two job fairs will be conducted.
- Landmark will coordinate with MWSBE to promote and conduct outreach activities to local resource partners to ensure a wide dissemination of job opportunities.
- Landmark will provide updates to MWSBE identifying minority subcontractors and local residents hired. Landmark shall report its selection of each minority subcontractor to MWSBE in a timely manner after the selection is made. At the

end of the project, Landmark shall provide a final report to MWSBE identifying all minority subcontractors utilized on the project.

- Landmark will give preference to local minority firms when pricing and qualifications are equal to other respondents.
- Landmark agrees to follow the City of Tallahassee's MBE goal of 7.5%. This is an aspirational goal and not a guarantee. MWSBE is currently hosting recruitment activities to increase the number of certified vendors available for this and all of our projects.

These collaborations mark an important step for MWSBE because both projects used OEV's certified MWSBE directory to meet their target goals for minority participation for their projects, thereby creating additional benefits inherent in our certification and even great economic opportunity for MWSBEs. In addition, both private companies are having job fairs in cooperation with the subcontractors selected for both projects, thereby increasing employability substantially.

As a part of MWSBE's frequent outreach in cooperation with both private companies, we have the interest in certification has increased exponentially. The number of applications on file to be processed has increased as well. By the end of the fiscal year, our number of certified MWSBEs will have increased by more than 50 percent.

Disparity Study

The Disparity Study, in cooperation with MGT of America, began in May. The Disparity study will be tasked with providing recommendations for long-term changes to the MWSBE policies and procedures based on research on applicable best practices as seen in MWSBE programs across the nation. Moving forward, staff will work in cooperation with the respondent and their 11-member team to commence the work of the Disparity Study. The first task will be a thorough analysis of all policies and procedures for long-term implementation. In cooperation with the respondent, MGT of America, the work plan has a timeline of up to 15 months for the final report to be submitted to the Blueprint Intergovernmental Agency. It is important to note that performing a Disparity Study supports Leon County's Bold Goal EC2:

Support programs, policies, and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.

Tallahassee-Leon County MWSBE Citizen Advisory Committee

On September 12, 2016, the Board approved consolidating the County and City Advisory Committees for the respective MWSBE Programs into one single committee for improved efficiency and support under OEV's MWSBE Division. Following the appointments from the City of Tallahassee, Leon County and the three chambers of commerce, the following persons are the Tallahassee-Leon County MWSBE Citizen Advisory Committee tasked to serve in an advisory capacity to the City of Tallahassee, Leon County, and the Board:

- Four members appointed by the City Commission: Roderick McQueen (Chair), Saralyn Grass, Wayne Mayo, Brenda Williams
- Four members appointed by the County Commission: Christi Hale-Sparkman (Vice-Chair), Terrance Barber, Ted Parker, and Barbara Wescott

- One member appointed by the Big Bend Minority Chamber of Commerce: Kenneth Taite
- One member appointed by the Capital City Chamber of Commerce: Frank Williams
- One member appointed by the Greater Tallahassee Chamber of Commerce: Gloria Pugh

Upcoming Events

MWSBE Industry Roundups

In order to create a greater demand for certified MWSBEs in the professional services, staff will be initiating Industry Round Ups in cooperation with the FAMU Small Business Development Center, the Big Bend Minority Chamber, and Career Source. This Roundup will be held on June 27, 2017.

November 2017 E-Month

During November 2016, OEV staff coordinated with key partners at the Big Bend Minority Chamber of Commerce, Institute for Nonprofit Innovation and Excellence, Greater Tallahassee Chamber of Commerce, Domi Station, CoLab at The Pod, Council on Culture and Arts, Swellcoin, Leon County Research and Development Authority, Jim Moran School of Entrepreneurship, First Commerce Credit Union, and others to celebrate the local entrepreneurial ecosystem with a series of events focused on launching, growing, and assisting entrepreneurs and start-up companies, called Entrepreneurship Month (E-Month). Approximately 20 unique events were held during E-Month, and more than half of those events were the direct result of collaboration between two or more organizations. However, both participants and partners have acknowledged that by focusing on the quality of events over the quantity could potentially improve the E-month activities.

As planning efforts ramp up for the fall, OEV staff were invited to collaborate with Domi Station and FSU's Jim Moran School of Entrepreneurship to plan and execute an exciting new opportunity this November: Startup Week Tallahassee, which takes place during Global Entrepreneurship Week. Startup Week is a celebration of entrepreneurs in cities around the globe and brings entrepreneurs, local leaders, and other ecosystem partners together over five days to build momentum and opportunity around the community's unique entrepreneurial identity.

Building off previous years' E-Month activities, the opportunity to pivot toward Startup Week, during Global Entrepreneurship Week presents immeasurable opportunity to highlight Tallahassee-Leon County's notable achievements in the entrepreneurial sphere on a global scale and fulfill Goal C of the Economic Development Strategic Plan:

Better identify, understand, and marshal all available assets, organizations, and resources towards economic growth objectives. Encourage collaboration among the many entities impacting the economic development environment to work together for maximum competitiveness.

Another benefit of embracing this model is the ability to utilize resources that assist in the planning, branding, marketing, and community engagement. Startup Week staff serve as an extension of the local community's organizing team and handle many of the back-end

items, which allows the local organizing team to focus on planning local events. At the most recent Alliance for Entrepreneur Resource Organization (AERO) meeting, entrepreneurial ecosystem partners were presented the opportunity to participate in Startup Week and focus on two key elements: (1) Creating tracks that allow entrepreneurs to hone in on issues like existing business entrepreneurs, finance, and social entrepreneurship; and (2) adopting a “quality over quantity” approach to planning and executing these events. AERO stakeholders expressed their full support in aligning Tallahassee-Leon County’s entrepreneurial community with Startup and Global Entrepreneurship Week’s global initiative and will take place in Tallahassee-Leon County November 13-17 and will offer events that educate, connect, and inspire entrepreneurs and innovators alike. In general, OEV will continue to promote other events within E-Month; however the primary focus will be to capitalize on the momentum from Startup and Global Entrepreneurship Week.

CONCLUSION:

As discussed throughout this item, OEV is working diligently to create a one-stop-shop for the community’s economic development needs. As directed by the Board, these efforts include the development of the first-ever strategic plan to guide our community’s economic development efforts and objectively evaluate our progress over time toward goal achievement. At the conclusion of FY 2016-17, staff will provide an end of year report to reflect on OEV’s achievements and evaluate next steps for continued success. This office also provides an enhanced level of service for cross departmental coordination for collection and utilization of data, implementation of projects and initiatives throughout the planning, land management and economic development spectrum, which is all conducted in an open, inclusive and transparent manner. Staff continues to research and track industry standards and best practices and listen to business needs in order to best position Tallahassee-Leon County as Florida’s Capital for Business.

OPTIONS:

1. Accept the Tallahassee-Leon County Office of Economic Vitality Status Report.
2. Do not accept the Tallahassee-Leon County Office of Economic Vitality Status Report.
3. Intergovernmental Agency Direction.

RECOMMENDED ACTION:

Option #1.

Attachments:

1. Project Rose Economic Impact Analysis
2. May 2017 Monthly Newsletter
3. April 2017 Quarterly Economic Update Newsletter



Economic Impact Results Project Rose

Introduction

The Tallahassee-Leon County Office of Economic Vitality (OEV) prepared the following economic impact analysis for Project Rose. Consistent with standard practice for economic impact analysis, the direct impacts associated with the proposed project, as well as the indirect and induced impacts are calculated for the Tallahassee Metropolitan Statistical Area (MSA). These impacts have been produced using the IMPLAN® model.

This report evaluates the proposed project's broader economic benefits, measured in terms of economic output (the value of industry production), local employment or jobs, and income or wages.

The project will generate the following types of economic benefits in the regional economy:

- **Direct Benefits.** Direct benefits relate to: a) the short-term business activity associated with project construction, and b) the ongoing business activity associated with the businesses that are located within the developed project.
- **Indirect Benefits.** Indirect benefits will result when local firms directly impacted by the project in turn purchase materials, supplies or services from other firms.
- **Induced Benefits.** Induced benefits relate to the consumption and spending of employees of firms that are directly or indirectly affected by the project. These would include all of the goods and services normally associated with household consumption (i.e., housing, retail purchases, local services, etc.).

Summary of Total Economic Impact

The total economic impact of Project Rose is estimated to total 40 jobs, more than \$1.2 million in income or wages and more than \$2.6 million in total economic output (sales/revenues). The jobs associated with the operations are permanent jobs, therefore these impacts will continue on an annual basis.

Tallahassee MSA Total Economic Impact

Impact Type	Economic Output (Sales/Revenues)	Employment or Jobs	Income or Wages
Direct Effect	\$1,412,680	30	\$830,888
Indirect Effect	\$533,241	4	\$184,979
Induced Effect	\$699,442	6	\$220,204
Total Effect	\$2,645,363	40	\$1,236,071

* in Mar 2017 \$

**All impacts are presented as impacts to the Tallahassee MSA with monetary figures presented in current (March 2017) dollars. Additionally, the analysis is based on information provided by company representatives. Economic Impact analysis does not include any quality of life nor opportunity costs (alternative investment) valuation. Small differences in the estimates may occur due to rounding.*

May 2017



ACE 8: Showcasing Entrepreneurship & Innovation in Tallahassee-Leon County

Tallahassee-Leon County, along with four other Florida cities/counties, was recently selected as a host site for the **8th Americas Competitiveness**

Exchange on Innovation and Entrepreneurship, also known as ACE 8. The six-day ACE 8 tour will bring together representatives from over 27 countries to showcase advanced technology centers, innovation hubs, public-private partnerships and strategic investments.

The participants will be in our community early December. Check out the official [“Welcome to Florida!” video](#) for a sneak peek of how North-Central Florida communities are shaping Florida’s future.

[Learn more about ACE 8 >>](#)

#CapitalLOOP Engages Nearly 50 Local Businesses

Since its official launch in March 2017, OEV has connected with nearly 50 local businesses as part of its Capital Local Outreach Opportunity Program (CapitalLOOP). To #GetInTheLoop and learn more about how OEV can help address trending challenges or help your company maximize its opportunities, set up a site visit today.

#GetInTheLoop

MWSBE Elects New Citizens Advisory Committee

Congratulations to the following new members of the Tallahassee-Leon County Minority, Women, and Small Business Enterprise (MWSBE) Citizens Advisory Committee:

Leon County Commission Appointees: Terrance L. Barber, Ted Parker, Christi Hale-Sparkman, Barbara Wescott

Mayor and City Commission: Saralynn Grass, Wayne Mayo, Roderick McQueen, Brenda Williams

Chamber Appointments: Kenneth Taite (Big Bend Minority Chamber of Commerce), Frank Williams (Capital City Chamber), Gloria Pugh (Greater Tallahassee Chamber of Commerce)

The MWSBE Division is excited that these community volunteers will be engaging in and enhancing their ongoing work at OEV.

Landscaping Roundup

Attention all certified MWSBE firms: Don't miss out on upcoming procurement opportunities for landscaping and lawn maintenance companies through the City of Tallahassee's Community Beautification and Waste Management Department. Eligibility for these bid opportunities requires participation in a Maintenance of Traffic (MOT) Training. For a limited time, certified MWSBEs can enroll in the training for a reduced fee of \$130, a \$90 savings from the original \$220 cost.

[Learn more about this opportunity >>](#)

Coming Soon: Cost of Living Report

Stay tuned for the Community and Economic Research (C2ER) Cost of Living Index that will be released later this month. This quarterly analysis will feature local data OEV collected and submitted to the study, which will compare the cost of living between Tallahassee-Leon County and nearly 300 other participating urban areas across the United States. To receive the report and other quarterly economic updates, [click here](#).



Startup Grind

Did you know? Startup Grind is the largest independent startup community, actively educating, inspiring, and connecting 1,000,000 entrepreneurs in over 200 cities.

[Find out more about the recently launched Startup Grind Tallahassee and its Chapter Director, JR Sims >>](#)



CONNECT

Office of Economic Vitality
315 S. Calhoun Street, Suite 450, Tallahassee, FL 32301
Call: 850-219-1060
[Email](#)

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Tallahassee, FL | 32301 US

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Attachment #3
Page 1 of 4



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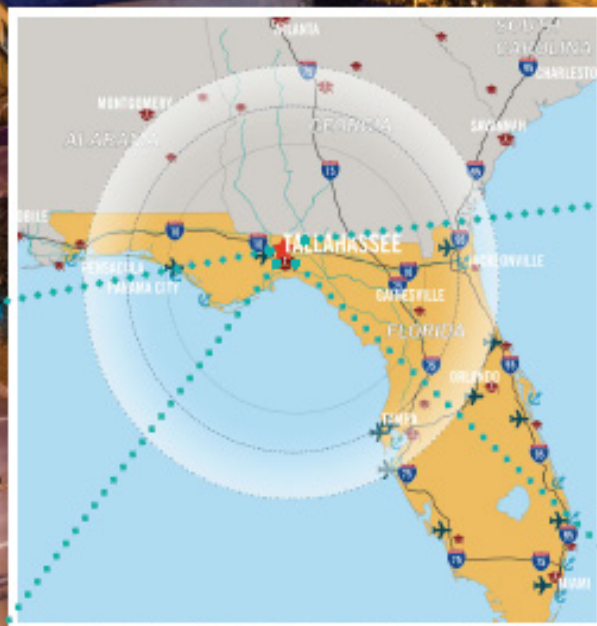
% POPULATION WITH
BACHELORS DEGREE
OR HIGHER

Census, 5-Year ACS

\$4.2 B

TAXABLE SALES
(ANNUAL, 2016)

FL Dept. of Revenue



\$14.7 B
GDP

Bureau of Economic Analysis

**NO LOCAL
BUSINESS
TAX***

* Beginning 07/01/17

Second Quarter 2017

ECONOMIC DASHBOARD

Second Quarter

ECONOMIC DASHBOARD

FOR MORE INFORMATION • Visit OEVforBusiness.org.

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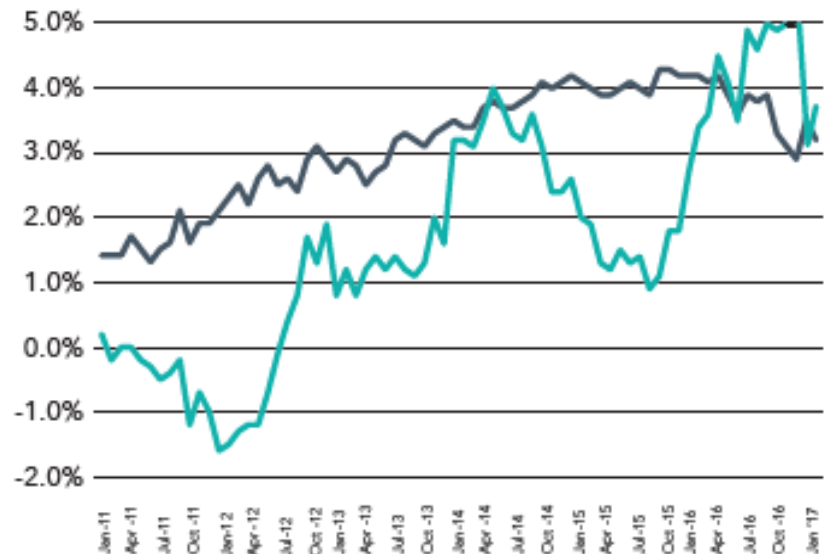


Attachment #3
Page 2 of 4

Private Sector Payroll Employment, Year to Year Percent Change








Local private sector job growth has been robust over the past year. Private sector job growth in the Tallahassee MSA was up 4.3% in 2016 (over 2015 levels), compared with a 3.7% growth rate for the State of Florida. The Tallahassee MSA's year-over-year private sector employment growth rate exceeded the State's rate in eight out of twelve months in 2016.

— Tallahassee MSA
— State of Florida



Source: Florida Department of Economic Opportunity, Current Employment Statistics

INDICATOR	CURRENT PERIOD	YEAR-OVER-YEAR	YEAR-TO-DATE
Employment 	+2.1% MSA employment grew 3,707 from January to February 2017	+3.5% MSA employment up 6,302 from February 2016	182,233 MSA average monthly employment, from January to February 2017
Labor Force 	+1.2% MSA labor force increased by 2,230 from January to February 2017	+3.5% MSA labor force up 6,533 from February 2016	191,503 MSA average monthly employment, January to February
Unemployment Rate 	4.5% MSA unemployment rate down 0.7 points from January to February	Unchanged Unemployment rate unchanged from February 2016	4.9% MSA average monthly unemployment rate, January through February 2017
Average Weekly Wage 	+\$25 MSA average weekly wage up \$25 from Q2 2016 to Q3 2016	+6.4% MSA average weekly wage up 6.4% from Q3 2015 to Q3 2016	\$792 MSA average weekly wage Q1 through Q3 2016

INDICATOR	CURRENT PERIOD	YEAR-OVER-YEAR	YEAR-TO-DATE
Initial Claims for Unemployment Compensation 	+27.0% 90 more initial claims in March than in February for the MSA	-5.8% 26 fewer initial claims in March 2017 than March 2016 for the MSA	430 Average monthly initial claims made from January to March for the MSA
Taxable Sales 	+19.5% Taxable sales increased \$75.9 million from November to December for the MSA	+4.4% Taxable sales \$19.6 million higher in December 2016 than December 2015 for the MSA	\$395.6M Average monthly taxable sales from January to December 2016 for the MSA
New Single-Family Construction Permits 	Unchanged 38 permits issued in November and December in Leon County	+18.8% 6 more permits issued in December 2016 than in December 2015 in Leon County	46 Average monthly permits issued from January to December in Leon County
Mortgage Foreclosures 	+88.9% 16 more foreclosures in December than in November in Leon County	-48.5% 32 fewer foreclosures in December 2016 than December 2015 in Leon County	45 Average monthly foreclosures from January to December in Leon County
Median Single-Family Home Sales Price 	+0.5% Median sales price increased \$900 from January to February for the MSA	+5.6% MSA median sales price increased \$9,900 from February 2016 to February 2017	\$185,450 Average monthly median sales price for single-family homes in the MSA in 2017
Tourism Total Visitors 	+4.9% 25,180 more visitors in Q1 of fiscal year (FY) 2017 than in Q4 of FY 2016	+7.4% 37,401 more visitors in Q1 of FY 2017 than in Q1 of FY 2016	540,981 Average visitors per quarter in FY 2017
Tallahassee Passengers 	+3.6% 1,864 more passengers in February than in January	+5.0% 2,529 more passengers in February 2017 than in February 2016	52,532 Average monthly passengers from January to February

Tallahassee—Leon County A Truly Capital Community

▶ **11TH MOST EDUCATED CITY IN
THE COUNTRY**

WalletHub

▶ **TOP 50 CITY FOR
ENTREPRENEURS**

Entrepreneur Magazine

▶ **TOP 25% OF CITIES FOR GLOBAL
INNOVATION**

Innovation-Cities.com

▶ **20 MINUTES**
Average Commute Time

Highly Skilled Labor Market
National High Magnetic
Field Laboratory
2 Research Universities



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Tallahassee-Leon County Office of
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**Blueprint Intergovernmental Agency
Board of Directors
Agenda Item**

TITLE: Approval of the Enabling Resolutions and Appointments to the Economic Vitality Leadership Council, Economic Vitality Competitiveness Committee, and Competitive Projects Cabinet

Date: June 13, 2017

Requested By: Intergovernmental Agency

Contact: Office of Economic Vitality

Type of Item: General Business

STATEMENT OF ISSUE:

This agenda item requests approval of the enabling resolutions and appointments to the Economic Vitality Leadership Council, Economic Vitality Competitiveness Committee, and the Competitive Projects Cabinet.

STRATEGIC PLAN:

The inclusion of a clear project opportunity process directly supports the following Economic Development Strategic Plan Goal Three:

Better identify, understand, and align all available assets, organizations, and resources towards shared economic growth objectives. Encourage collaboration among the many entities impacting the economic development environment to work together for maximum competitiveness.

SUPPLEMENTAL INFORMATION:

Background

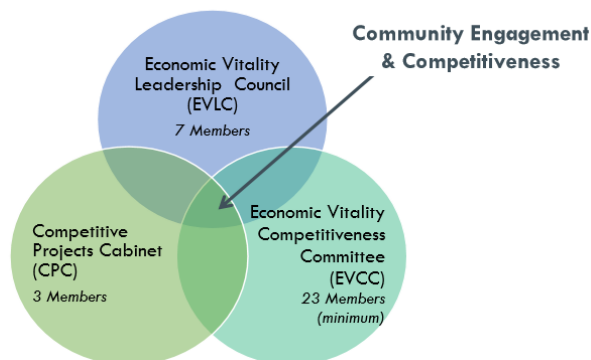
On October 27, 2016, the Board was given a presentation by VisionFirst Advisors on the community's first ever long-term strategic plan for economic development, which it approved and requested that a work plan be developed. In order to support Goal Three of the strategic plan listed above, the Board approved a new advisory structure as part of the strategic plan in order to provide a comprehensive and cohesive approach to stimulate vitality and community/business engagement that is designed to cut across any and all organizational boundaries as well as directed staff to bring forth appointments to the Economic Vitality Leadership Council (EVLG), Economic Vitality Competitiveness Committee (EVCC), and the Competitive Projects Cabinet (CPC). This new engagement

structure seeks to maximize the effectiveness of community partners and eliminate potential conflicts through expanding private sector involvement and with the goal of supporting the implementation of the strategic plan and increasing our community's economic development competitiveness.

Tallahassee-Leon County Economic Development Strategic Plan
VisionFirst Advisors

New Structure Offers Ribbons of Accountability & Community Engagement

In spring of 2017, the Leon County Board of County Commissioners as well as the City of Tallahassee Commission approved amendments to Blueprint Interlocal Agreement to establish the EVLC, EVCC, and the CPC for the Tallahassee-Leon County Office of Economic Vitality as identified within the Strategic Plan.



This agenda item provides the enabling resolutions for the all three citizen committees as well a slate candidates for each respective committee. Per the Strategic Plan, staff is recommending a slate of candidates for approval and appointment by the Board. The slate of candidates was developed to maximize the engagement with community and business partners and leaders as well as leveraging the state's targeted industry list to identify candidates.

Economic Vitality Leadership Council

The Economic Vitality Leadership Council (EVLC) consists of seven members who are appointed by the Board. The members will include representation from the following sectors: (1) major employers, (2) institutions of higher education, (3) entrepreneurial business, (4) financial sector, (5) economic development, (6) talent development, and (7) one at-large member. The memberships are recommended to be staggered two year terms with no more than two consecutive terms.

Members of the EVLC are responsible for meeting quarterly to increase the community's competitiveness across the six economic development initiatives, provide advice upon implementation of the strategic plan, encourage collaboration across all sectors of the community, recommend improvements to improve competitiveness, and engage members of the Economic Vitality Competitiveness Council to pursue specific objectives and strategies through taskforce models. Members of this committee will not consider or approve funding for projects or programs.

Per the Strategic Plan, staff is recommending a slate of candidates for approval and appointment by the Board. The slate of candidates was developed internally to maximize the engagement with community and business partners and leaders as well as leveraging

the state's targeted industry list to identify candidates. The chart below details the candidate and the sector/organization he or she will represent:

Economic Vitality Leadership Council	
Sector/Organization	Name
Major Employers	Ricardo Schneider
Institution of Higher Education	Kathleen Daly
Entrepreneurial Business	Jake Kiker
Financial Sector	Bill Smith
Economic Development	Lila Jaber
Talent Development	Kim Moore
At-Large Member	Steve Evans

Economic Vitality Competitiveness Committee

The strategic plan recommends that at a minimum the Economic Vitality Competitiveness Committee (EVCC) should be comprised of 23 members who are appointed by the BPJA and will include one representative from the following organizations and sectors: Florida State University, Florida A&M University, Tallahassee Community College, CareerSource Capital Region, Leon County Research and Development Authority, Greater Tallahassee Chamber, Big Bend Minority Chamber, Capital City Chamber, Non-profit, Tourism, Tallahassee International Airport, Creative Economy, K-12 Education. Six representatives of the business community, two representatives from an entrepreneurial entity, and two at large representatives will also be appointed to the EVCC. Staff is recommending that the EVCC be expanded to include seven additional representatives from the business community to bring the total to 12 business community seats serving to promote our community's competitiveness. Staff utilized the state's targeted industries to develop the list of candidates to appoint to these positions as well as dedicated two business seats for minority, women, and small business enterprises (MWSBE). In addition, staff is recommending that the chair of the Blueprint Citizen's Advisory Committee, the Tallahassee-Leon MWSBE Citizen Advisory Committee and an additional representative each for the creative economy and entrepreneurs be appointed. These 10 additional seats bring the total membership of the committee to 33.

The EVCC is responsible for meeting quarterly, encouraging knowledge and collaboration across all sectors, and serving on the taskforces (as needed) to identify and address opportunities to improve Tallahassee-Leon County's ability to compete and build the economy. Members of this committee will not consider or approve funding for projects or programs. The chart below details the candidate and the sector/organization he or she will represent:

Blueprint Intergovernmental Agency Board of Directors Meeting

Item Title: Approval of the Enabling Resolutions and Appointments to the Economic Vitality Leadership Council, Economic Vitality Competitiveness Committee, and Competitive Projects Cabinet

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Economic Vitality Competitiveness Committee	
Sector/Organization	Name
Florida State University	Heather Cave, FSU Research Foundation
Florida A&M University	Tim Moore, VP for Research
Tallahassee Community College	Stephen Dunnivant, Dean of Business, Industry & Technology
CareerSource Capital Region	Jim McShane
Leon County R&D Authority	Ron Miller
Greater Tallahassee Chamber	Sue Dick
Big Bend Minority Chamber	Antonia Smith, Director
Capital City Chamber	Ben Harris
Nonprofit	Jessica Lowe-Minor, INIE Executive Director
Tourism	Bo Schmitz, Four Points General Manager
Tallahassee International Airport	Chris Curry
Creative Economy (1)	Audra Pittman, COCA Executive Director
Creative Economy (2)	Betsy Couch, KCCI Executive Director
K-12 Education	Randy Pridgeon
Business Community (1)	Yuh-Mei Hutt, Golden Lighting
Business Community (2)	Eric Grant, MCCi
Business Community (3)	Eduardo Gonzales Loumiet, UberOps
Business Community (4)	Gloria Pugh, AMWAT
Business Community (5)	John Medina, Six Pillars
Business Community (6)	John Hogan, Capital Health Plan
Business Community (7)	Dr. Temple Robinson, Bond Health Community Center
Business Community (8)	Kim Williams, Marpan
Business Community (9)	Ben Martin, VR Systems
Business Community (10)	Kristine Dobosenski, Socially Loved
Business Community (11)	Gray Swoope, VisionFirst Advisors
Business Community (12)	Chris Hart, The Hare & The Hart
Entrepreneur (1)	Lucas Lindsey, Domi Station
Entrepreneur (2)	Susan Fiorito, Jim Moran School of Entrepreneurship
Entrepreneur (3)	Keith Bowers, FAMU SBDC
At-Large Member (1)	Mark Mustian, Shareholder, Nabors Giblin & Nickerson
At-Large Member (2)	Chris Rietow, Apalachee Regional Planning Council
Blueprint Citizen Advisory Committee Chair	Allen Stucks (retired)
MWSBE Citizen Advisory Committee Chair	Rod McQueen, Leon County Schools

Competitive Projects Cabinet

The Competitive Projects Cabinet (CPC) will be comprised of three members, including the Tallahassee City Manager, Leon County Administrator, and one business leader – a member of the EVLC – who will serve for one year with an option to serve a second term. The CPC is responsible for meeting as necessary to review competitive economic development projects in accordance with economic development policy and will be required to sign non-disclosure agreements. The following individuals are being presented for approval and appointment by the Board. The chart below details the candidate and the sector/organization he or she will represent:

Competitive Projects Cabinet	
Sector/Organization	Name
Tallahassee City Manager	Rick Fernandez
Leon County Administrator	Vince Long
Business Leader	Steve Evans

CONCLUSION:

As discussed throughout this item, the Tallahassee-Leon County Office of Economic Vitality is working diligently to create a one-stop-shop for the community's economic development needs. As directed by the Board, these efforts include the development of the first-ever strategic plan to guide our community's economic development efforts and objectively evaluate our progress over time toward goal achievement. Through the leadership of these three committees, the Office of Economic Vitality seeks to maximize the effectiveness of community partners and eliminate potential conflicts through expanding private sector involvement and with the goal of supporting the implementation of the strategic plan and increasing our community's economic development competitiveness.

Upon the approval of the Board, staff will convene the first meeting of these committees in early summer. It is anticipated that the first action item that will be addressed is increasing our community's economic competitiveness through the development of a marketing and communication plan.

OPTIONS:

1. Approve the enabling resolutions for the Economic Vitality Leadership Council, the Economic Vitality Competitiveness Committee, and Competitiveness Project Cabinet.
2. Approve and appoint the recommended candidates to serve on the Economic Vitality Leadership Council, the Economic Vitality Competitiveness Committee, and the Competitiveness Project Cabinet.

3. Do not approve the resolutions and the candidates to serve on the Economic Vitality Leadership Council, the Economic Vitality Competitiveness Committee, and the Competitiveness Project Cabinet.
4. Intergovernmental Agency Direction.

RECOMMENDED ACTION:

Option #1 and Option #2.

Attachments:

1. Enabling Resolutions for the Economic Vitality Leadership Council
2. Enabling Resolution for the Economic Vitality Competitiveness Committee
3. Enabling Resolution for the Competitiveness Project Cabinet.



RESOLUTION NO. _____

A RESOLUTION OF THE BLUEPRINT INTERGOVERNMENTAL AGENCY BOARD OF DIRECTORS OF TALLAHASSEE-LEON COUNTY, FLORIDA, TO ESTABLISH AN ADVISORY COMMITTEE WHICH SHALL BE NAMED THE ECONOMIC VITALITY LEADERSHIP COUNCIL AND WHICH SHALL OPERATE AND FUNCTION AS AN EXECUTIVE ADVISORY COMMITTEE FOR THE TALLAHASSEE-LEON COUNTY OFFICE OF ECONOMIC VITALITY.

WHEREAS, the Blueprint Intergovernmental Agency Board of Directors of Tallahassee-Leon County, Florida (the Board) recognizes and acknowledges the importance of community and business involvement and input in fostering an innovative and competitive economic development ecosystem; and

WHEREAS, in order for the Board to consider the input of the public in the matter of increasing Tallahassee-Leon County's economic competitiveness, it wishes to establish and appoint an advisory committee to function and operate in accordance with the Interlocal Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE INTERGOVERNMENTAL AGENCY BOARD OF DIRECTORS OF TALLAHASSEE-LEON COUNTY, that:

1. The Board hereby establishes an executive advisory committee, to be named the Economic Vitality Leadership Council (EVLC), for the purpose of examining Tallahassee-Leon County's ability to be competitive in each of the six identified economic development areas of focus as well as the community overall, provide input and work with staff to track competitiveness efforts in Tallahassee-Leon County, and work with staff to focus on maximizing the Economic Development Strategic Plan.

2. The EVLC shall function and operate as an executive committee in accordance

with the Interlocal Agreement.

3. The EVLC shall have as its goal to provide advice to implement the Economic Development Strategic Plan and encourage collaboration across the economic development ecosystem to Office of Economic Vitality (OEV) staff.

4. The EVLC shall be charged with the responsibility of:

- a. recommending improvements for competitiveness, including recommending a task force, under the leadership of OEV staff, be formed from members of the Economic Vitality Competitiveness Committee to assess such needs;
- b. increasing Tallahassee-Leon County's ability to compete across six identified economic development initiatives and overall as a community; and
- c. engaging members of the Economic Vitality Competitiveness Committee to pursue specific competitiveness objectives and strategies.

5. The EVLC shall have seven (7) members, who shall be residents of the City of Tallahassee or Leon County, to be identified by OEV staff and appointed by the Board as follows:

- a. One member shall represent major employers in Tallahassee-Leon County.
- b. One member shall represent Tallahassee-Leon County's institutions of higher education.
- c. One member shall have expertise in entrepreneurial businesses.
- d. One member shall have expertise in the field of finance.
- e. One member shall have expertise in the field of economic development.
- f. One member shall have expertise in the field of talent development.
- g. One member shall serve as an at-large member.

- h. The director of Planning, Land Use, and Community Enhancement and the director of OEV will serve as ex officio members of the EVLC.
- 6. The EVLC shall meet on a quarterly basis.
- 7. The terms of the EVLC shall be for two (2) years. Members may serve no more than two consecutive terms.
- 8. OEV staff shall put forth a slate of candidates every two years for approval by the Board.
- 9. Members of the EVLC shall not be subject to full and public disclosure of financial interests.
- 10. The EVLC shall be staffed by OEV staff.
- 11. The EVLC shall be dissolved only as follows: sunseting of OEV or upon direction of the Board.
- 12. This Resolution shall become effective immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Blueprint Intergovernmental Agency of
Tallahassee-Leon County, Florida, this ____ day of _____, ____.

TALLAHASSEE-LEON COUNTY, FLORIDA

ATTESTED BY:

BY: _____
James O. Cooke, IV
City-Treasurer Clerk

BY: _____
Mary Ann Lindley, Chairman
Blueprint Intergovernmental Agency

APPROVED AS TO FORM:

BY: _____
Maribel Nicholson-Choice
Blueprint Intergovernmental Agency Board of Directors Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE BLUEPRINT INTERGOVERNMENTAL AGENCY BOARD OF DIRECTORS OF TALLAHASSEE-LEON COUNTY, FLORIDA, TO ESTABLISH A COMMITTEE WHICH SHALL BE NAMED THE ECONOMIC VITALITY COMPETITIVENESS COMMITTEE AND WHICH SHALL OPERATE AND FUNCTION AS A COMMITTEE/TASK FORCE FOR THE TALLAHASSEE-LEON COUNTY OFFICE OF ECONOMIC VITALITY.

WHEREAS, the Blueprint Intergovernmental Agency Board of Directors of Tallahassee-Leon County, Florida (the Board) recognizes and acknowledges the importance of community and business involvement and input in fostering an innovative and competitive economic development ecosystem; and

WHEREAS, in order for the Board to consider the input of the public in the matter of increasing Tallahassee-Leon County's economic competitiveness, it wishes to establish and appoint a committee/task force to function and operate in accordance with the Interlocal Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE INTERGOVERNMENTAL AGENCY BOARD OF DIRECTORS OF TALLAHASSEE-LEON COUNTY, that:

1. The Board hereby establishes an advisory committee, to be named the Economic Vitality Competitiveness Committee (EVCC), for the purpose of serving as the committee structure through which community competitiveness issues may be addressed to maximize the Economic Development Strategic Plan.
2. The EVCC shall function and operate as a committee/task force that increases Tallahassee-Leon County's ability to compete across six identified economic development initiatives and overall as a community, and addresses issues or opportunities that will continually

improve Tallahassee-Leon County's ability to compete and to build its economy, in accordance with the Interlocal Agreement.

3. The EVCC shall have as its goal to provide guidance on programs, plans, and initiatives recommended by the Office of Economic Vitality (OEV) and Economic Vitality Leadership Council that will increase Tallahassee-Leon County's competitiveness.

4. The EVCC shall consist of 35 members, who shall be residents of the City of Tallahassee or Leon County, to be identified by OEV staff and to be appointed by the Board as follows:

- a. One (1) member shall represent Florida State University.
- b. One (1) member shall represent Florida Agricultural and Mechanical University.
- c. One (1) member shall represent Tallahassee Community College.
- d. One (1) member shall represent CareerSource Capital Region.
- e. One (1) member shall represent the Leon County Research and Development Authority.
- f. One member from each of the three local Chambers of Commerce: (1) Greater Tallahassee Chamber, (1) Capital City Chamber, and (1) Big Bend Minority Chamber.
- g. Thirteen (13) members that are representative of the full business community, two (2) of which are minority, women, small business enterprises.
- h. One (1) member shall represent nonprofits.
- i. One (1) member shall represent tourism and visitor attraction.
- j. One (1) member shall represent the Tallahassee International Airport.
- k. Two (2) members that represent the creative economy.

- l. One (1) member that represents K-12 education.
 - m. Three (3) members that have expertise in entrepreneurialism/business formation.
 - n. Two (2) at-large members.
 - o. One (1) member representing the State of Florida.
 - p. One (1) member representing the MWSBE Advisory Committee.
 - q. One (1) member representing the Blueprint Citizen Advisory Committee.
 - r. One (1) member from the Economic Vitality Leadership Council serving as Chair of the Committee.
 - s. OEV staff will monitor committee activities and progress.
5. The initial terms of the EVCC shall be for three (3) years with staggered initial terms. Members shall have the option to extend terms for one (1) additional year. Initial terms shall be staggered as follows:
 - a. Eight (8) members that are representatives of the full business community to serve for an initial two-year term.
 - b. One (1) creative economy member to serve for an initial two-year term.
 - c. One (1) entrepreneurialism/business formation member to serve for an initial two-year term.
 - d. One (1) at-large member to serve for an initial two-year term.
6. After initial appointments, all terms will be for two years, with no member serving more than two (2) consecutive two-year terms.
7. After initial appointments, OEV staff shall put forth a slate of candidates every two years for approval by the Board.
8. The EVCC will meet in-person at least twice a year and as determined to

implement strategic competitiveness items, may participate in two quarterly conference calls, and meetings, to be determined.

9. Members of the EVCC shall not be subject to full and public disclosure of financial interests.

10. The EVCC's activities and progress shall be monitored by OEV staff.

11. The EVCC shall be dissolved only as follows: sunseting of OEV or upon direction of the Board.

12. This Resolution shall become effective immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Blueprint Intergovernmental Agency of Tallahassee-Leon County, Florida, this ____ day of _____, ____.

TALLAHASSEE-LEON COUNTY, FLORIDA

ATTESTED BY:

BY: _____
James O. Cooke, IV
City-Treasurer Clerk

BY: _____
Mary Ann Lindley, Chairman
Blueprint Intergovernmental Agency

APPROVED AS TO FORM:

BY: _____
Maribel Nicholson-Choice
Blueprint Intergovernmental Agency Board of Directors Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE BLUEPRINT INTERGOVERNMENTAL AGENCY BOARD OF DIRECTORS OF TALLAHASSEE-LEON COUNTY, FLORIDA, TO ESTABLISH A COMMITTEE WHICH SHALL BE NAMED THE COMPETITIVE PROJECTS CABINET AND WHICH SHALL OPERATE AND FUNCTION AS A COMMITTEE FOR THE TALLAHASSEE-LEON COUNTY OFFICE OF ECONOMIC VITALITY.

WHEREAS, the Blueprint Intergovernmental Agency Board of Directors of Tallahassee-Leon County, Florida (the Board) recognizes and acknowledges the importance of community and business involvement and input in fostering an innovative and competitive economic development ecosystem; and

WHEREAS, in order for the Board to consider the input of the public in the matter of increasing Tallahassee-Leon County's economic competitiveness, it wishes to establish and appoint a committee to function and operate in accordance with the Interlocal Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE INTERGOVERNMENTAL AGENCY BOARD OF DIRECTORS OF TALLAHASSEE-LEON COUNTY, that:

1. The Board hereby establishes an advisory committee, to be named the Competitive Projects Cabinet (CPC), for the purpose of considering competitive economic development projects to maximize the Economic Development Strategic Plan.
2. The CPC shall function and operate as a committee that reviews competitive economic development projects to consider return on investment for Tallahassee-Leon County, fit, and a review of due diligence performed prior to considering recommended financial or non-financial incentives, in accordance with the Interlocal Agreement.
3. The CPC shall have as its goal to review economic development projects, along with OEV staff, recommendations for financial or non-financial incentives prior to each project

being submitted to the Board for approval.

4. The CPC shall consist of three (3) members, identified by OEV staff and appointed by the Board, as follows:

- a. The City of Tallahassee Manager
- b. The Leon County Administrator
- c. One (1) business professional familiar with economic development principles to be appointed by the Board
- d. The director of Planning, Land Use and Community Enhancement and OEV director shall staff the CPC.

5. The terms of the business professional on the CPC shall be for one (1) year with option to serve a second term.

6. OEV staff shall put forth a slate of candidates every year for approval by the Board.

7. The CPC will meet as needed to consider competitive projects.

8. Members of the CPC shall be subject to full and public disclosure of financial interests.

9. The CPC's actions shall be monitored by OEV staff.

10. The CPC shall be dissolved only as follows: sunseting of OEV or upon direction of the Board.

11. This Resolution shall become effective immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Blueprint Intergovernmental Agency of
Tallahassee-Leon County, Florida, this ____ day of _____, ____.

TALLAHASSEE-LEON COUNTY, FLORIDA

ATTESTED BY:

BY: _____
James O. Cooke, IV
City-Treasurer Clerk

BY: _____
Mary Ann Lindley, Chairman
Blueprint Intergovernmental Agency

APPROVED AS TO FORM:

BY: _____
Maribel Nicholson-Choice
Blueprint Intergovernmental Agency Board of Directors Attorney

Blueprint Intergovernmental Agency Board of Directors Agenda Item

TITLE: Consideration of a Proposed Prioritization Process for the Community Enhancement, Connectivity, and Quality of Life Blueprint 2020 Infrastructure Projects

Date: June 13, 2017

Requested By: IA Board

Contact: Blueprint

Type of Item: Discussion

STATEMENT OF ISSUE:

The passage of the sales tax extension in November 2014 included a plan for 27 Blueprint 2020 infrastructure projects. Through their February 21, 2017 meeting, the Intergovernmental Agency Board (IA Board) has provided direction on the prioritization of 16 out of the 27 Blueprint 2020 Infrastructure Projects. The purpose of this item is for the IA Board to approve a process for prioritizing the remaining 11 infrastructure projects in the Community Enhancement, Connectivity, and Quality of Life (CCQ) categories. Of note, this item does not include review nor prioritization of any economic development projects, which will be conducted separately.

EXECUTIVE SUMMARY:

The IA Board's adopted list of 27 Blueprint 2020 infrastructure projects were divided into five categories: Regional Mobility, Gateway, Community Enhancement, Connectivity, and Quality of Life (respectively). At the February 21, 2017 meeting, the IA Board discussed a dual approach to funding and completing the 27 projects. Based on IA action at that meeting, the five larger, holistic roadway reconstruction projects included in the *Regional Mobility and Gateway* categories will proceed with structured regional partnerships intended to maximize state and federal funding opportunities and the remaining 11 projects within the *Community Enhancement, Connectivity, and Quality of Life (CCQ)* categories will be prioritized through a separate process, which is presented in this agenda item.

The remaining 11 projects within the *Community Enhancement, Connectivity, and Quality of Life (CCQ)* categories are primarily smaller-scale, placemaking and infrastructure improvement projects with generally shorter timeframes for implementation. Attachment 1 contains the description for each of the 11 CCQ projects. The prioritization process for projects within these categories filters projects through criteria herein presented to the IA Board for approval. The criteria are based on project readiness and the original "Blueprint Promise" ballot language from November 2014. If approved, the CCQ projects will be evaluated against the criteria and the results presented to the IA at the September 21, 2017 Board meeting. Once the prioritized list

is adopted in September, the CCQ projects will be presented to the IA Board for implementation through allocations in Blueprint's Capital Budget. The FY2018-2022 Capital Improvements Plan and the FY2018-2022 Net Sales Tax Allocation Plan, including allocations for the highest priority CCQ projects identified through this proposed process, will also be presented to the IA Board at the September 21, 2017 meeting.

At the February 21, 2017 meeting, the IA Board also directed staff to include an analysis of the relationship between the Water Quality Projects and the Alternative Sewer Solutions Study, funded respectively at \$85 million and \$2.8 million as Blueprint 2020 projects. Staff was directed to analyze a subcomponent of the Alternatives Sewer Study, namely the Comprehensive Wastewater Treatment Facilities Plan, and identify budgetary options for advance funding this component of the project. These analyses and additional information are included as part of the discussion herein.

SUPPLEMENTAL INFORMATION:

2020 PROJECT PRIORITIZATION:

At the February 21, 2017 meeting the IA Board directed staff to continue work on projects previously directed by the IA Board and move forward the five remaining projects in the Regional Mobility and Gateways categories in coordination and alignment with the CRTPA. At this same meeting, the IA Board directed staff to bring back an updated analysis and prioritization process for the 11 CCQ projects.

Table 1 below provides a full list of the 27 infrastructure projects as well as a summary of IA Board action to date for each of the projects.

Table 1. Prioritization Process by Project – Blueprint 2020 Infrastructure Program (27 Projects, listed in alphabetical order by category)

IA Board Action	Project Name	Committed Sales Tax Funding
#1 Project	Capital Circle Southwest	\$70,000,000
Funded via Annual Allocation	Bike Route System	\$15,000,000
	Greenways Master Plan	\$15,800,000
	Operating Costs for Parks Built with Sales Tax Funds	\$20,000,000
	Sidewalks	\$50,000,000
	StarMetro Enhancements	\$12,500,000
	Water Quality and Stormwater Improvements	\$85,000,000
In Progress Per IA Direction	Northeast Gateway Welaunee Critical Area Plan Regional Infrastructure	\$47,300,000
	Orange Avenue: Widening from Adams Street to Springhill Road	\$33,100,000
	Southside Gateway Enrichment: Widening of Woodville Highway	\$29,700,000
Prioritization Coordinated with CRTPA	Airport Gateway: Springhill Road and Lake Bradford Road	\$58,698,138
	North Monroe Gateway	\$9,400,000
	Northeast Connector Corridor: Widening of Bannerman Road	\$33,300,000
	Northwest Connector Corridor: Widening of Tharpe Street	\$53,184,800
	Westside Student Corridor Gateway: Widening of Pensacola Street	\$29,936,800
Complete	De Soto Winter Encampment	\$500,000
Community Enhancement Districts, Connectivity, & Quality of Life		
IA Board Action Requested <i>(Final action to occur at September IA Board meeting)</i>	Alternative Sewer Solutions Study	\$2,800,000
	Beautification and Improvements to the Fairgrounds	\$12,000,000
	College Avenue Placemaking	\$7,000,000
	Florida A&M Entry Points	\$1,500,000
	Lake Lafayette and St. Marks Regional Linear Park	\$15,816,640
	Market District	\$9,400,000
	Midtown Placemaking	\$22,000,000
	Monroe-Adams Corridor Placemaking	\$7,000,000
	Northeast Park	\$10,000,000
	Orange Avenue/Meridian Road Placemaking	\$4,100,000
	Tallahassee-Leon County Animal Service Center	\$7,000,000

CCQ REVISED PRIORITIZATION PROCESS:

Based on the direction of the IA Board at the February 21, 2017 meeting, staff has reassessed the criteria for prioritizing the 11 CCQ projects. The updated criteria presented for approval in this agenda item reflect an adjustment to the weight of each criteria to create more balance among each criterion, more holistic definitions, and the recommendation to utilize an unbiased, third party to determine the economic impact of each project.

Though the criteria and scaling metrics have evolved, the focus remains on the ballot language of the 2014 voter referendum, which serves as “*Blueprint’s Promise*” to the Leon County community. The “Blueprint Promise” criteria focuses on honoring the commitment made to voters by prioritizing projects which meet multiple objectives of the sales tax extension.

Figure 1.
2014 Ballot
Language

ONE CENT LOCAL GOVERNMENT SURTAX EXTENSION

To provide for projects designed to improve roads; reduce traffic congestion; protect lakes and water quality; reduce flooding; expand and operate parks and recreational areas; invest in economic development; and other uses authorized under Florida law; and to seek matching funds for these purposes, shall the existing one cent sales surtax within Leon County be extended until December 31, 2039, with project expenditures subject to annual independent audit and review by a citizens advisory committee?

☐ FOR the one cent sales tax

☐ AGAINST the one cent sales tax

The revised criteria, as derived from the 2014 ballot language, establish the metrics against which the CCQ projects will be evaluated. ‘**Project Readiness**’ has been added as a criterion to capture the value of work completed to date to advance a project. For example, a locally adopted and community supported Placemaking study detailing the planned improvements to be funded with sales tax dollars carries value and allows the sales tax projects to leverage the monetary and staff resources invested by the City and County to date. This criterion will also truly capture project readiness for implementation – for example, are all plans and partners ready to move forward with the project once funding is available? The definitions for ‘**Water Quality Improvements**’ and ‘**Transportation Enhancements**’ have been updated to provide a more comprehensive assessment of the various attributes of each CCQ project, consistent with the Blueprint holistic approach to local projects.

To best evaluate a project’s ability to ‘**Invest in Economic Development**,’ Blueprint requests that the Florida State University Center for Economic Forecasting and Analysis (CEFA) be retained to complete an economic impact study for each of the CCQ projects. The studies will measure various economic indicators including job creation, median wages, commercial sales or revenues, property values, and commercial rents to determine the forecasted economic impact of each project on the local economy. CEFA will develop a weighting factor to equalize results, allowing for an ‘apples to apples’ comparison of economic impacts. The total cost for the

economic impact analyses for the 11 CCQ projects is \$18,940. These revised prioritization criteria and evaluation scale are summarized in Table 2 below:

Table 2. Proposed “Blueprint Promise” Prioritization Criteria for CCQ Projects

Criteria	Definition	Example	Total Points
Project Readiness	Measure of key milestones completed to date and if project is ready for implementation	<i>Adopted plan, such as a Placemaking Plan, or study; Project is ready to move forward</i>	20
Water Quality Improvements	Protecting water quality and/or reducing flooding through proactive mitigation	<i>Flood mitigation, stormwater enhancements</i>	20
Transportation Enhancements	Project improves the ways people move through & within the community	<i>Bicycle, pedestrian, transit, & roadway improvements</i>	20
Expand Parks and Recreation Areas	New or enhanced public spaces that improve the community’s quality of life	<i>New or enhanced parks or public spaces such as a plaza</i>	20
Invest in Economic Development	Local economic impact of project - <i>Analysis performed by FSU CEFA</i>	<i>Job creation, commercial rents, and property values</i>	20
<i>Total Points</i>			100

The 2020 Sales Tax Extension Project Descriptions (Attachment #1), as publicly shared with Leon County voters via leonpenny.org and adopted in the current Interlocal Agreement, will serve as the metric for evaluating how each CCQ project meets the above criteria. Points for each criterion will be scaled to address the varied nature of improvements identified for each project. A table detailing the criteria scoring and scale is included as Attachment #2.

Action Item B: Approve the “Blueprint Promise” criteria for prioritizing the 11 Community Enhancement, Connectivity, and Quality of Life projects and present the results at the September 19, 2017 IA Board meeting.

Action Item B: Direct Blueprint staff to retain the Florida State University Center for Economic Forecasting and Analysis (CEFA) to determine the local economic impact of the remaining 11 CCQ projects and incorporate the findings into the prioritization process as applicable. Funding for this analysis will come from the \$300,000 Sales Tax Extension project and be paid back to the project during the FY 2018 Budget process. After the receipt of the 2020 sales tax funds, this amount will be paid back to the Blueprint 2000 capital project fund.

Additional Considerations on the Proposed Prioritization Process

The proposed prioritization process for the 11 CCQ projects is based on the commitment to the voters through the 2014 ballot language, which inherently advances projects on their ability to meet the multiple objectives of this holistic promise to the community. As a result, projects that have a more focused purpose will likely not score as high. However, all of the Blueprint projects are critical infrastructure projects and as opportunities to implement even the lowest scoring

projects arise, the IA will be provided with the best information to date and options for initiation. The proposed prioritization process provides an objective evaluation of the benefits of each CCQ project to the community and a path forward. Changing market conditions, geographic distribution of public investments, and community priorities, will inevitably affect the implementation of the prioritized list.

Project locations and geographic balance of the sales tax investments were an integral component of the Sales Tax Committee discussion, project evaluation process, and final recommendation. Geographic balance is also important in the implementation of the sales tax projects over time and an important consideration for the IA Board. In September, staff will present the geographic distribution of the draft FY 2018-2022 CIP on a map, which will include the active Blueprint 2000 and 2020 projects as well as the highest ranking CCQ projects as a result of the draft prioritization. In September, the IA may wish to consider adjusting the draft results to achieve balanced investments throughout the community.

Additionally, significant leveraging opportunities as related to all 27 infrastructure projects will be presented to the IA Board as they arise. At any time, public and/or private development may result in partnership or cost-sharing opportunities. Over the course of the 2020 program, when directed by the IA, these opportunities may elevate the benefited project over a project that may have ranked higher in the prioritized list. However, these can be cost-saving opportunities to the Blueprint program, which stretches the sales tax revenues and further ensures the successful completion of all projects.

THE COMPREHENSIVE WASTEWATER TREATMENT FACILITIES PLAN

At the February 21, 2017 meeting, the IA Board directed staff to analyze implementing the first phase of the Blueprint 2020 Alternatives Sewer Study project. Accordingly, the first phase is to conduct a Comprehensive Wastewater Treatment Facilities Plan (CWTF Plan). In addition, the IA requested staff to identify budgetary options for advance funding this phase of the overall study. This section fulfills both elements of the board's direction on this issue.

The CWTF Plan is the necessary first (of three) step for action by the IA to determine appropriate facilities necessary to achieve enhanced wastewater treatment enhancements in the unincorporated areas of Leon County and within the Primary Springs Protection Zone. The latter steps are presented later in this section. The recommendations presented for IA action at this meeting, specifically to approve advanced funding for the CWTF Plan.

The CWTF Plan is recognized by the State of Florida as a critical planning document to determine what wastewater treatment and disposal facilities are appropriate and can be implemented in a reasonable manner. The CWTF Plan is intended to examine the best available and reasonable treatment options and opportunities, and may include analysis related to extending sewer service, providing sewer alternatives, and possible alternatives to onsite treatment and disposal systems (OSTDS). The CWTF Plan may also provide recommendations regarding local policy changes to implement the facility recommendations.

The CWTF Plan may also identify emerging treatment improvements for existing wastewater systems to enhance protection of the aquifer in Leon County. The CWTF Plan, once completed, is also expected to assist in obtaining future grants and funding opportunities from other governmental agencies: a Blueprint priority. Moving forward with the CWTF Plan is the first action to be taken in a multi-step process.

Once the CWTF Plan is completed and accepted by the IA, a process anticipated to occur for up to 15 months, two additional components of the Blueprint 2020 Alternative Sewer Study project will follow: a Finance Plan and a Management and Operations Plan. The Finance Plan will identify the method and timing of funding needed to implement those treatment and disposal options identified in the CWTF Plan that are accepted by the IA. Thereafter, the Management and Operations Plan will identify any facility management alternatives to operate and maintain the varying and unique attributes of any newly constructed system(s). It is the Management and Operations Plan that would include any review of a possible Regional Management Entity (RME), based upon the outcomes of the CWTF Plan and Finance Plan. An RME is normally responsible for conducting operations and maintenance and ensuring performance of a wastewater treatment system. The Management and Operations Plan will recommend whether the newly constructed system(s) would be best managed by an RME or a separate public or private utility, and would make that recommendation to the Board.

Advance Funding Solution for the CWTF Plan

In 2013, members of the Leon County Water Resources Committee estimated the cost of this CWTF Plan component at no more than \$500,000. Consistent with the direction provided by the IA Board in February 2017 to identify funding options for this first phase, staff has identified a potential funding source for advance funding the CWTF Plan.

Funding is currently available from the Northwest Florida Water Management District (NFWFMD) sensitive lands acquisition project – A Blueprint 2000 project. In 2004, Blueprint entered into a partnership agreement with the NFWFMD which specified a 50/50 cost split between Blueprint and NFWFMD to acquire sensitive lands in the headwaters of the St. Marks River. When the funding source NFWFMD utilized for land acquisitions became unavailable, the NFWFMD agreement with Blueprint was not renewed. The remainder of Blueprint's allocation to this program (of \$577,000) has been saved in the NFWFMD project line item and is available to fund the CWTF Plan. This advance funding would be required to be paid back to the Blueprint 2000 program after the receipt of 2020 funds. Included as Attachment #3 is a letter dated June 1, 2017 from the Wakulla Springs Alliance requesting the Board to advance fund the CWTF Plan. Board approval of the staff recommendation contained herein will fulfill this request.

Additional Considerations

In addition, Leon County is currently working on a number of septic-to-sewer projects and finalizing a pilot OSTDS upgrade project. The Northwest Florida Water Management District has

recommended providing Leon County a 100-percent funded Springs Restoration Grant to evaluate alternative passive technologies for OSTDS upgrades to address the Wakulla River Basin Management Action Plan. The pilot project goal is to address 50 systems in Leon County in the first two years. As requested by the County, the District is also recommending providing a 50-percent match grant for the design and permitting of the Woodville central sanitary sewer project. Future funding is also being considered by the County for additional septic-to-sewer projects in the Urban Services Area.

The recommendations of this Plan will largely focus upon properties in the unincorporated area of Leon County. Hence, Leon County will benefit from the results of the study and be responsible for considering implementing the recommendations of the CWTF Plan. Additionally, as detailed above, Leon County is presently considering significant and substantial action related to creating an OSTDS pilot program and related actions. For these reasons, the CWTF Plan is recommended to be managed by Leon County. At this time, staff is recommending the following action by the IA on this issue, as below:

Action Item C: Direct staff to proceed with advance funding the Comprehensive Wastewater Treatment Facilities Plan, a subproject of the Study, at an amount not to exceed \$500,000 to be implemented by Leon County in coordination with public and private utilities. The Plan will be funded utilizing unencumbered funds from the Northwest Florida Water Management District (NFWFMD) project and paid back to the Blueprint 2000 program after 2020 revenues have been received.

WATER QUALITY AND STORMWATER IMPROVEMENTS PROJECTS

At the February 21, 2017 meeting, the IA Board also directed staff to provide an analysis of the relationship between the Alternative Sewer Solutions Study, and the Water Quality and Stormwater Improvements Project. The Water Quality and Stormwater Improvements Project is an \$85 million Blueprint 2020 project that will be implemented by the City and County. The Sales Tax Citizens Committee listed specific water quality projects that could be funded with the \$85 million as part of their final report; ultimately, the IA Board voted to move the project forward in 2014 without listing specific projects or improvements to be funded with these dollars. The Interlocal Agreement approved in December 2014 (after the referendum) includes the following description specifying the type of projects to be funded and the administration of these dollars:

Project 20. Water Quality and Stormwater Improvements

Water Quality Program: Funding in the amount of \$85 million of Dedicated 2020 Surtax will be used for stormwater, sewer and/or water quality retrofit to be split 50/50 between the County and City.

The IA previously approved \$4.25 million annually for the Water Quality and Stormwater Improvements Project to be split equally between the City and the County beginning in FY2020. While the Alternative Sewer Solutions Study Project and the Water Quality Stormwater Improvements are funded separately, the results of the study can help inform future decisions

on how the County and/or City implement projects. Currently, by partnering with the Florida Department of Environmental Protection, the Northwest Florida Management District, and the City of Tallahassee, the County has aggressively moved to eliminate septic tanks in the Primary Springs Protection Zone through the use of State matching grant funds. The results of the proposed study will help to further define possible future projects for development in the Primary Protection Springs Protection Zone which may also be eligible for state matching funds.

NEXT STEPS:

Based on direction provided by the IA Board, the remaining 11 CCQ projects will be prioritized per the revised 'Blueprint Promise' criteria. At the September 19, 2017 meeting, staff will present the IA Board with draft prioritization results. Also presented in September, will be a projected funding schedule, or Net Sales Tax Allocation Plan, for projects from FY2018-2022 which reflects the actions taken by the IA Board on all projects, including action items approved on February 21, 2017. As required, the FY2018-2022 Capital Improvement Plan (CIP) will also be presented for adoption at that time, which will include the project schedule for the first three years of the Blueprint 2020 infrastructure program.

It is important to note that changing conditions, including significant leveraging opportunities, public-private partnerships, financing, community safety, and progress of other projects may affect project implementation schedules over time. Staff anticipates that those opportunities will occur and will prepare options for the IA Board to consider as they are presented.

Action by TCC and CAC: This item was presented to the TCC and the CAC at their June 5, 2017 and June 8, 2017 meetings, respectively.

OPTIONS:

Option #1: Approve Action Items A-C.

Action Item A: Approve the "Blueprint Promise" criteria for prioritizing the eleven Community Enhancement, Connectivity, and Quality of Life projects and present the results at the September 19, 2017 IA Board meeting.

Action Item B: Direct Blueprint staff to retain the Florida State University Center for Economic Forecasting and Analysis (CEFA) to determine the local economic impact of the remaining 11 CCQ projects and incorporate the findings into the prioritization process as applicable. Funding for this analysis will come from the \$300,000 Sales Tax Extension project and be paid back to the project during the FY 2018 Budget process. After the receipt of the 2020 sales tax funds, this amount will be paid back to the Blueprint 2000 capital project fund.

Action Item C: Direct staff to proceed with advance funding the Comprehensive Wastewater Treatment Facilities Plan, a subproject of the Study, at an amount not to

exceed \$500,000, to be implemented by Leon County Public Works in coordination with public and private utilities. The Plan will be funded utilizing unencumbered funds from the Northwest Florida Water Management District (NFWMD) sensitive lands acquisition project and paid back to the Blueprint 2000 program after 2020 revenues have been received.

Option #2: Intergovernmental Agency Direction.

RECOMMENDED ACTION:

Option #1: Approve Action Items A-C.

Attachments:

1. Blueprint 2020 Infrastructure Program – Project Descriptions for 11 Community Enhancement, Connectivity, and Quality of Life (CCQ) Projects
2. Revised Blueprint Promise Criteria and Evaluation Scale for CCQ Project Prioritization
3. June 1, 2017 Letter from the Wakulla Springs Alliance





Quality of Life

Alternative Sewer Solutions Study



Project Highlights

- Studies wastewater treatment options for the Primary Spring Protection Zone may include:
 - Central sewer
 - Cluster disposal systems
 - Package treatment and disposal facilities.
- Estimated Cost: \$2.8 million

This project would provide funding for a study to determine alternative methods of domestic wastewater treatment and disposal in the unincorporated areas, including the Primary Spring Protection Zone. These recommendations may include connection to the City of Tallahassee central sewer system, cluster disposal, system, or package treatment system options rather than on-site sewage treatment and disposal systems (septic tanks). The study may also make recommendations regarding the need for additional wastewater treatment and disposal alternatives in the unincorporated portion of the County and how those alternatives may be implemented.



Community Enhancement Districts

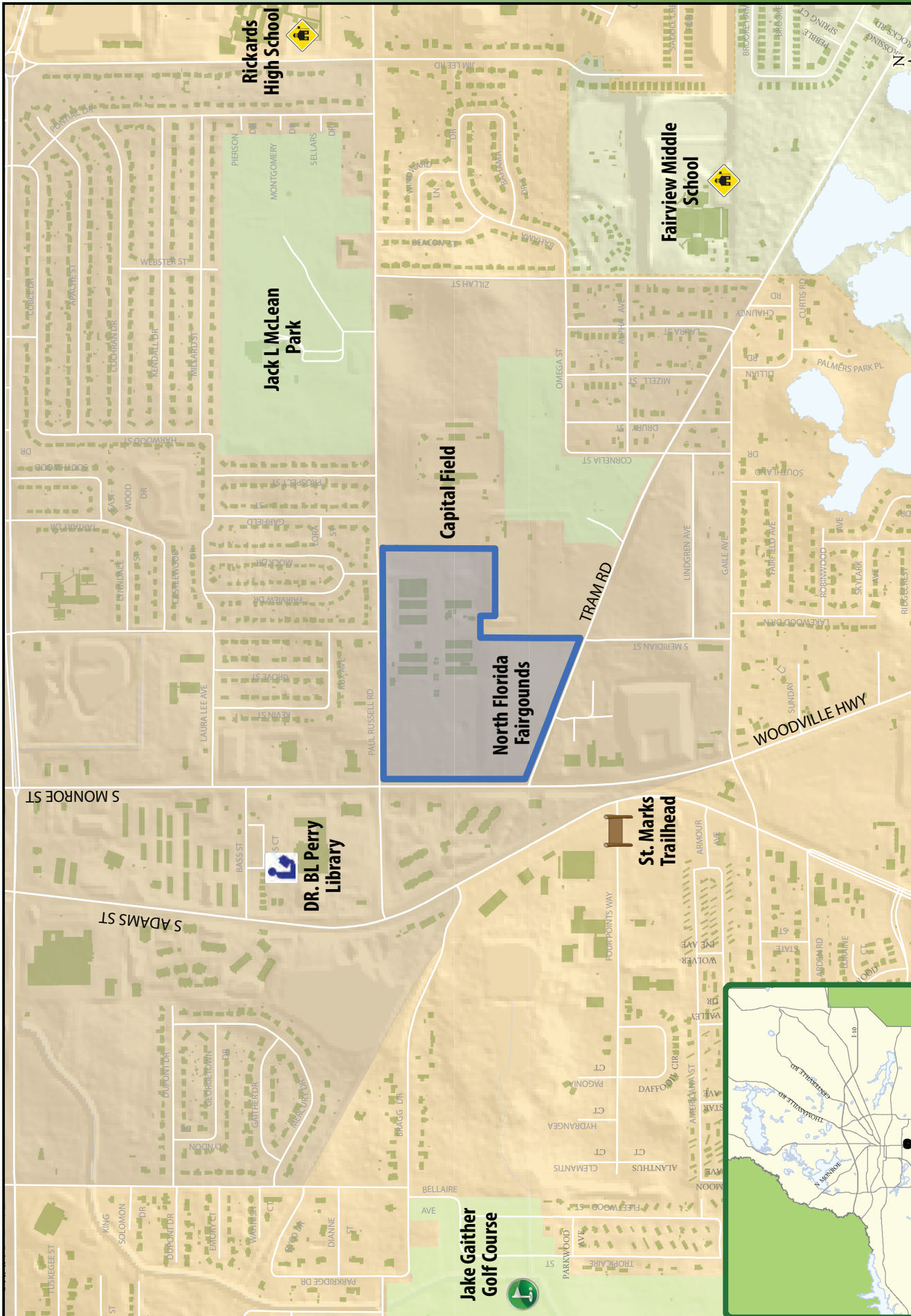
Beautification and Improvements to the Fairgrounds



Project Highlights

- Redevelopments to the North Florida Fairgrounds.
- Reconfigure existing uses to provide amenities that allow the Fairgrounds activities to be repositioned on the site:
 - Lighting
 - Sidewalks
 - Relocated buildings
 - Parking access improvements.
- Strategic redevelopment along Monroe Street.
- Estimated Cost: \$12 million

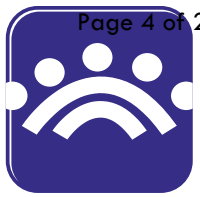
This project intends to provide the necessary infrastructure that will allow the Fairground's activities to be repositioned on the site while allowing for a mixture of land uses and intensities. The project would reconfigure the existing uses and incorporate the necessary infrastructure that will allow for redevelopment activities to strategically occur.



Beautification and Improvements to the Fairgrounds



General Location Map



Community Enhancement Districts

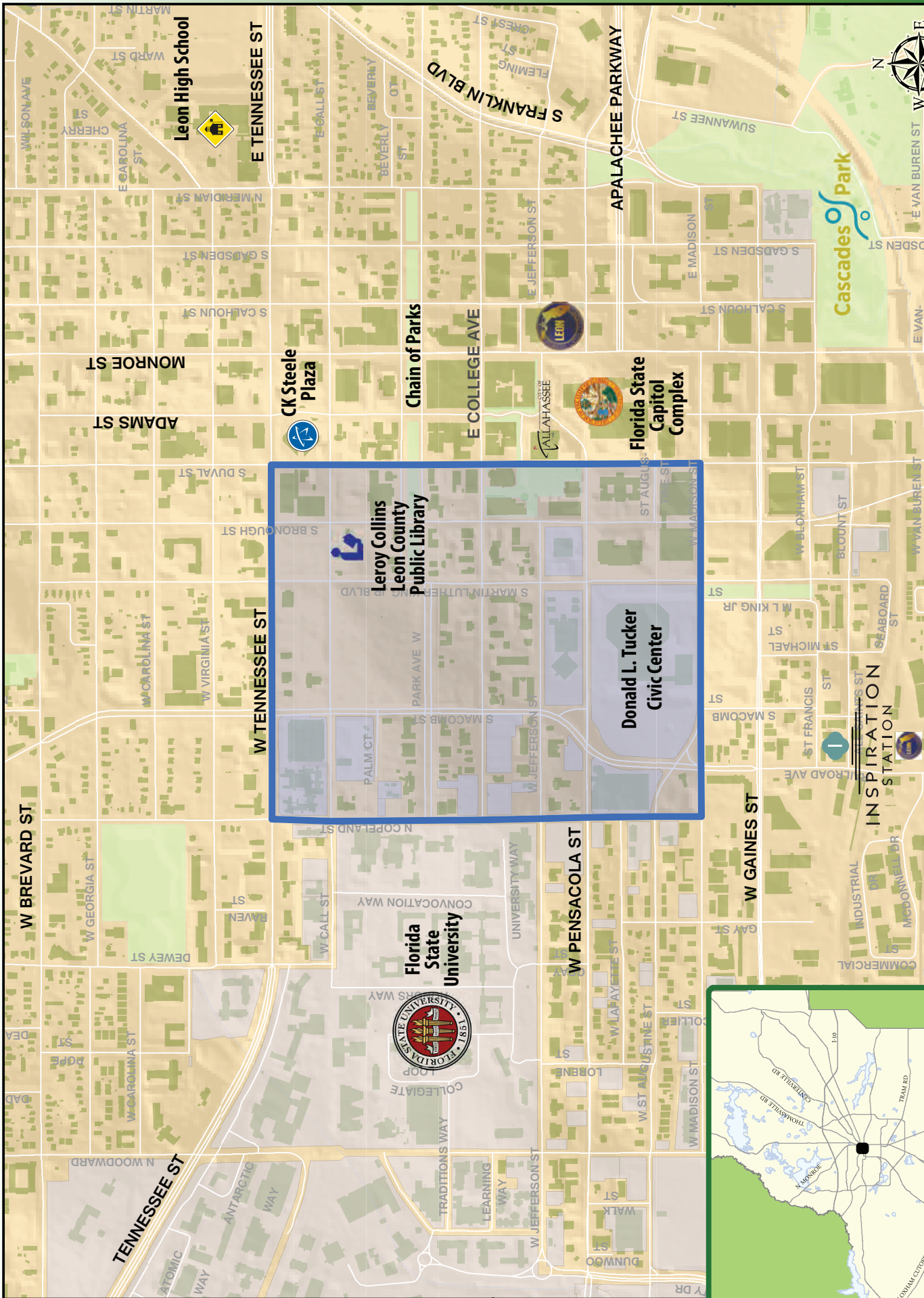
College Avenue Placemaking



Project Highlights

- Enhances visual appeal and pedestrian safety through streetscaping improvements along College Avenue, Park Avenue, and Macomb Street.
- Creates pedestrian walkways to connect the Civic Center, FSU Main Campus, FSU Law School and Downtown.
- Completes needed intersection improvements and fills in missing sidewalk links to make it easier and safer for people to walk to and from Downtown and Florida State University.
- Estimated Cost: \$7 million

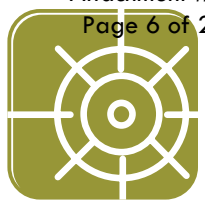
Located in the heart of Downtown near Florida State University, the College Avenue Placemaking project creates a “destination district” in our community. The project’s placemaking improvements will facilitate the redevelopment of the College Park District to meet its fullest potential. The goal is to create a vibrant urban space that attracts people to live and visit, while honoring its history and prominent location between the City and the University.



College Avenue Placemaking



General Location Map



Florida A&M Entry Points



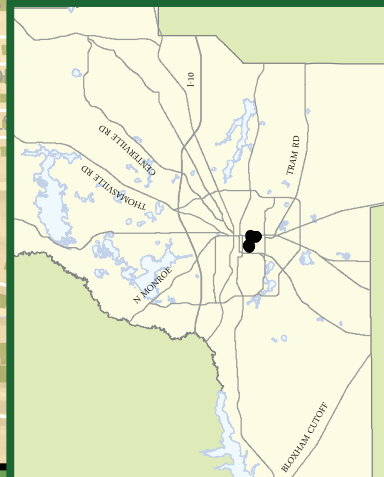
Project Highlights

- Intersection enhancements to make accessing Florida A&M University easier and safer:
 - Palmer Avenue/Adams Street
 - Osceola Street/Adams Street
 - Perry Street/Gamble Street.
- Signage to beautify and emphasize the entrances to Florida A&M University.
- Estimated Cost: \$1.5 million

The intersections of Osceola/Adams Streets and Perry/Gamble Streets are high profile entrances into Florida A&M University. This project would include high visibility crosswalks at these intersections. It would also include adding a crosswalk and traffic signal at the Palmer Avenue/Adams Street intersection. Other improvements may include tree-lined streets, wider sidewalks, and monument signs at major entries.



Florida A&M Entry Points



General Location Map



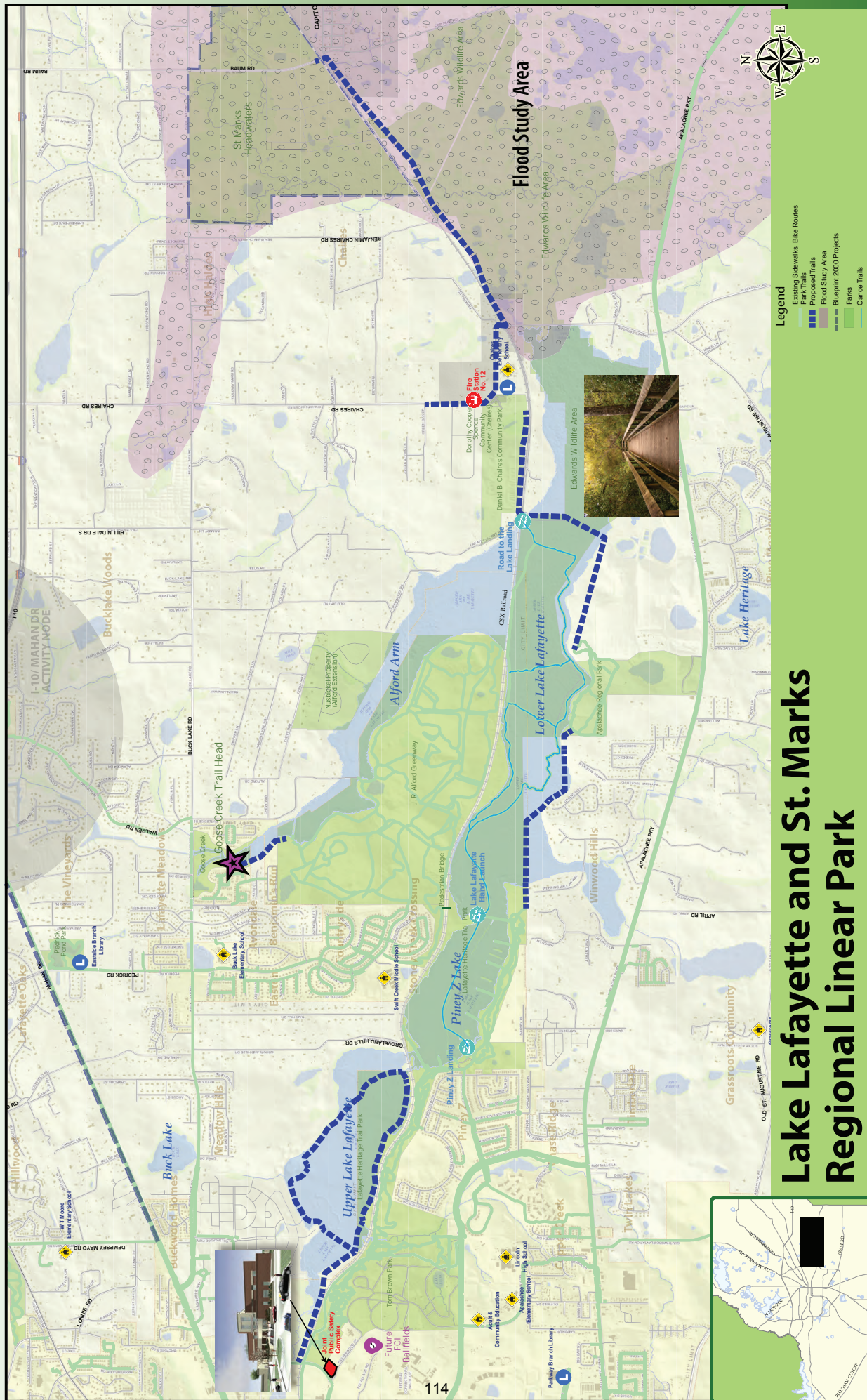
Lake Lafayette and St. Marks Regional Linear Park



Project Highlights

- Links 7,200 acres of public recreation lands east of Capital Circle Southeast.
- Trail Improvements include:
 - Off-road trails from Upper Lake Lafayette to St. Marks Headwaters
 - Boardwalk across the lake from the Apalachee Regional Park to the Lower Lake Lafayette wetlands
 - Goose Creek Trailhead and link to Nusbickel site
 - Trailhead enhancements in the St. Marks Headwaters include parking, canoe launching and educational features.
- Stormwater studies which may provide flood insurance relief to property owners.
- Ecosystem restoration.
- Estimated Cost: \$15.8 million

This project links 7,200 acres of public recreation lands east of Capital Circle Southeast. The construction of a boardwalk spanning the lake north of Apalachee Regional Park provides unprecedented access to the unique Lower Lake Lafayette wetlands. Ecosystem restoration will be achieved through stream restoration, stormwater retrofit, and exotic/invasive plant management on the public lands. Finally, this project conducts a critical analysis of the floodwaters generated in the St. Marks and Lafayette basins with the potential to provide flood insurance relief to property owners east of Chaires Cross Road.





Community Enhancement Districts

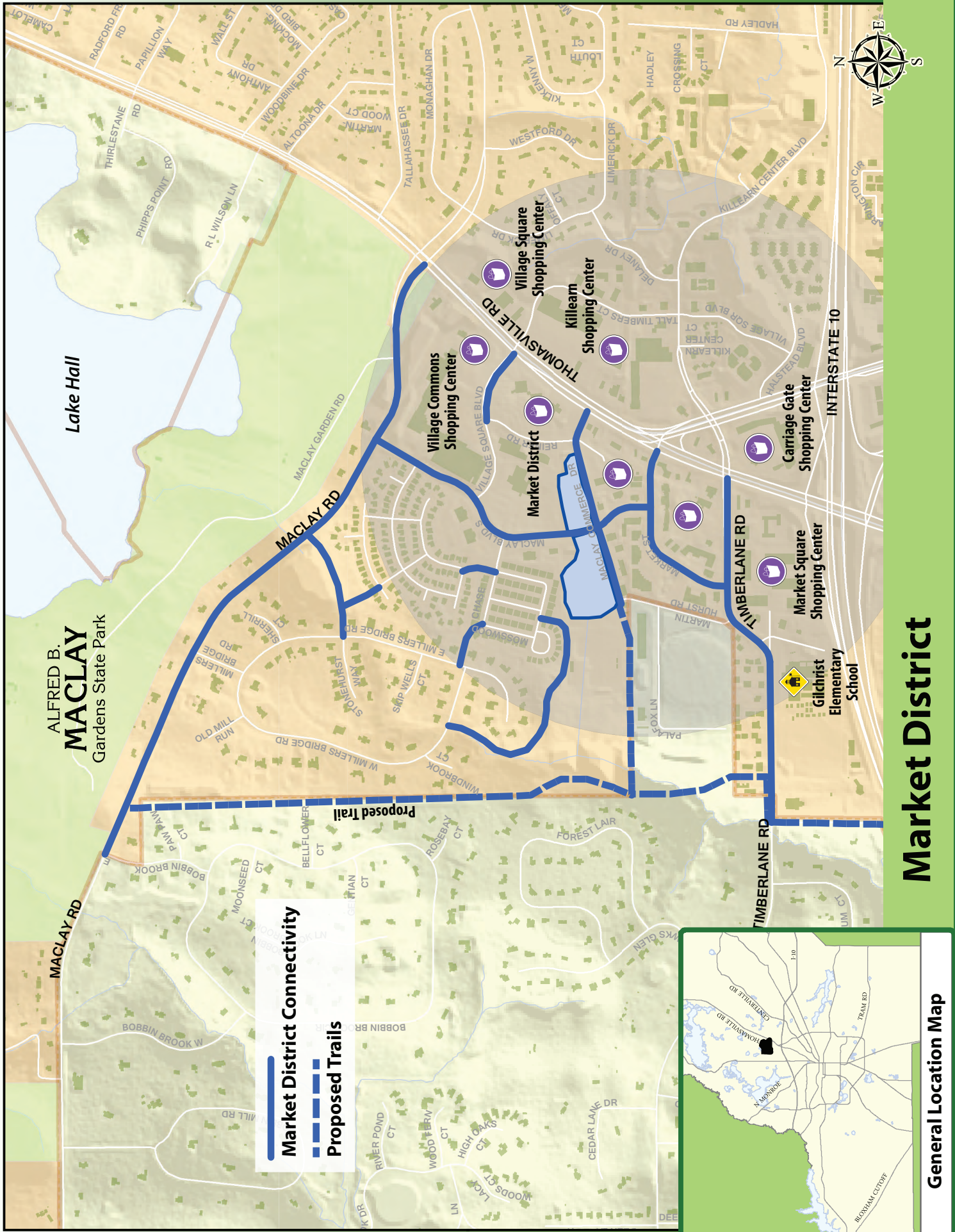
Market District Placemaking

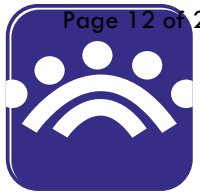


Project Highlights

- Creates holistic network of sidewalks & trails to connect residential areas to parks, schools, and commercial areas.
- Creates a central park space around the existing stormwater ponds by adding a running trail, benches, lighting, parking, and other amenities.
- Creates safe pedestrian pathways and attractive landscaping along Timberlane Road, Maclay Boulevard, and Market Street, including roundabouts at key intersections.
- Estimated Cost: \$9.4 million

This project encompasses a holistic approach to transportation improvements, regional mobility, and connectivity in and around the Market District regional hub located at the intersections of Interstate 10, Thomasville Road, and Capital Circle Northeast. The District is home to numerous local businesses and Maclay Gardens, with several neighborhoods within easy walking distance. Many aspects of this project focus on connecting the residential and commercial components of the area. This project's infrastructure and aesthetic improvements will make the Market District a regional destination that supports and strengthens local business.





Community Enhancement Districts

Midtown Placemaking

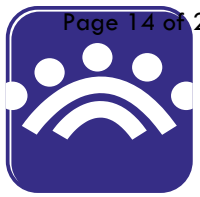


Project Highlights

- Creates a unique, pedestrian-friendly sense of place in the Midtown area.
- Improvements at the five-points intersection of Meridian Road/ Thomasville Road /Seventh Avenue.
- Streetscaping on Monroe Street (Thomasville Road to Tharpe Street) and Thomasville Road (Monroe Street to Post Road).
- Streetscaping improvements include:
 - Wider sidewalks
 - Enhanced crosswalks
 - Benches
 - Lighting
 - Landscaping
 - Signage.
- Estimated Cost: \$22 million

This project makes streetscape enhancements and placemaking improvements in Midtown, along Monroe Street and Thomasville Road. Enhancements will expand areas for safe pedestrian activity and improve area aesthetics along these two major thoroughfares. As was the case on Gaines Street, these streetscape improvements may promote reinvestment and increased pedestrian traffic for area retailers. This project also seeks to reconfigure the five-points intersection, which should improve automobile and pedestrian accessibility to the surrounding properties.





Community Enhancement Districts

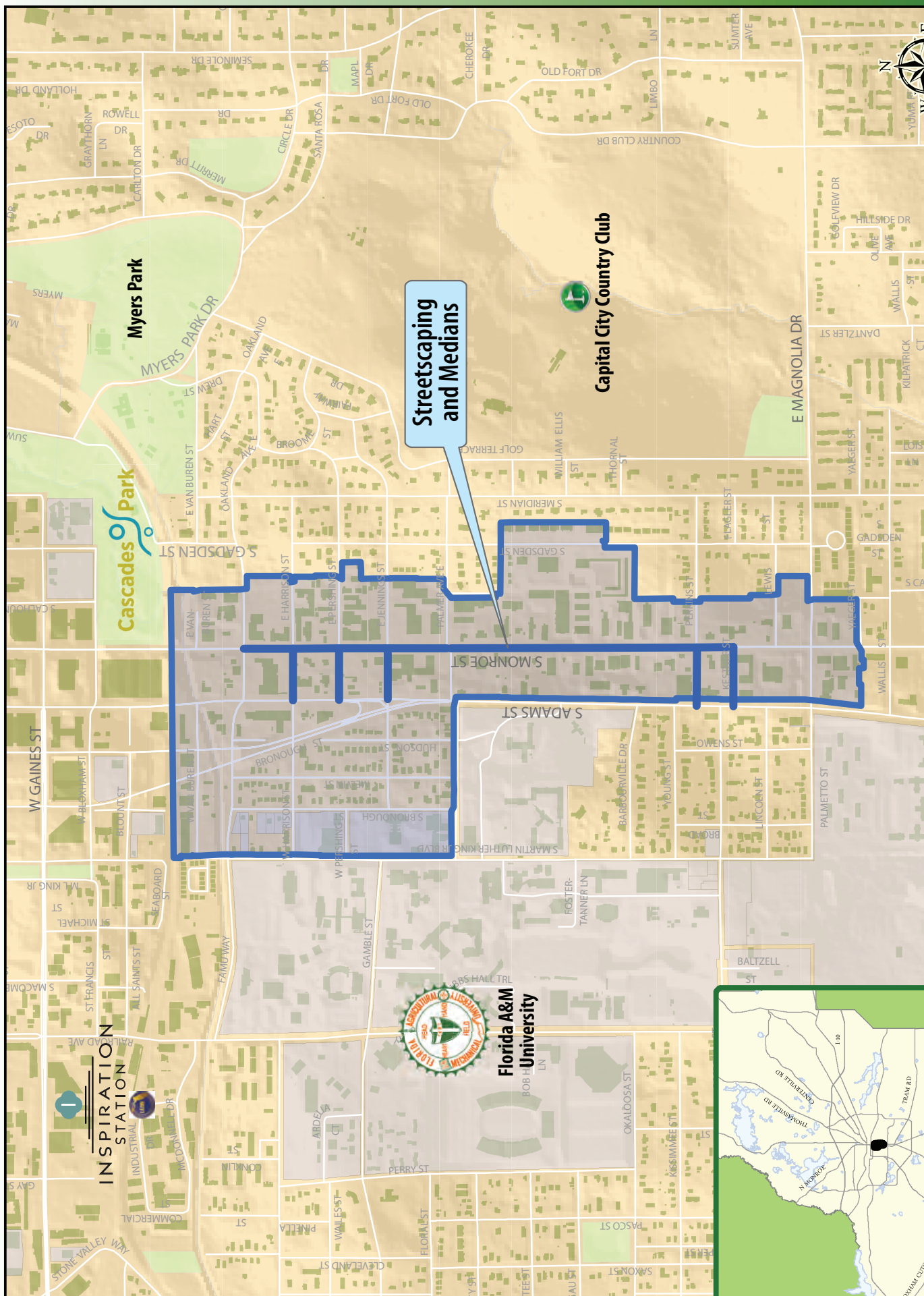
Monroe-Adams Corridor Placemaking



Project Highlights

- Installation of South Monroe Street medians from FAMU Way/Oakland Avenue to Magnolia Avenue.
- Streetscape improvements may include:
 - Sidewalks
 - Lighting
 - Signage
 - Landscaping
 - Underground utilities
 - Intersection crossings at South Monroe Street and Adams Street.
- Street parking (where possible) on Harrison Street, Pershing Street, Jennings Street, Perkins Road, and Kestner Street .
- Estimated Cost: \$7 million

This project provides infrastructure that is essential for creating a walkable, mixed-use district. These improvements will create safe, comfortable streets for pedestrians, transit users, and cyclists. The placemaking improvements will also improve the appearance, comfort, and safety of public streets and private property creating a pedestrian environment. This pedestrian environment may increase patronage at local businesses and encourage urban infill and mixed-use buildings.



Monroe-Adams Corridor Placemaking



General Location Map



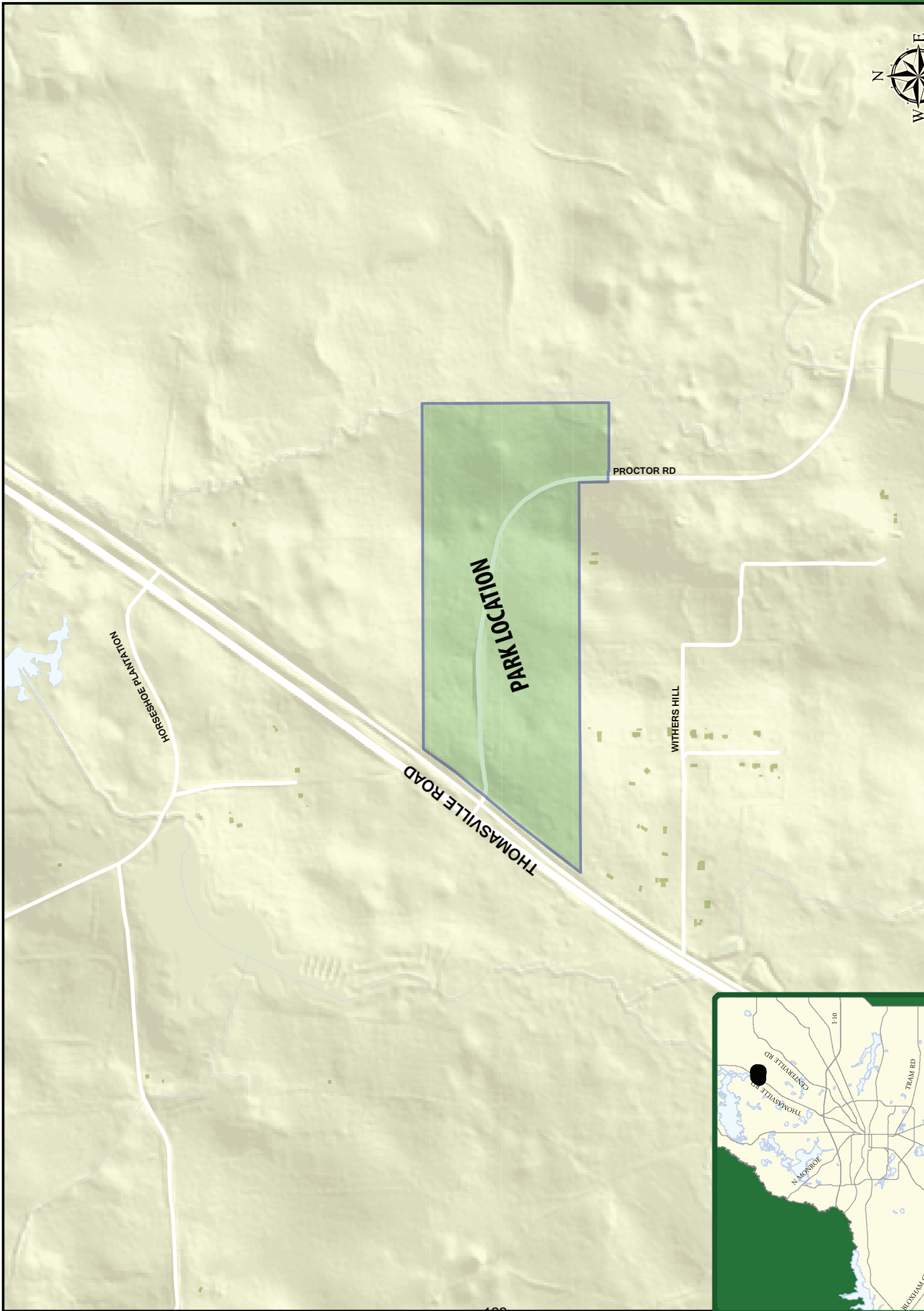
Northeast Park



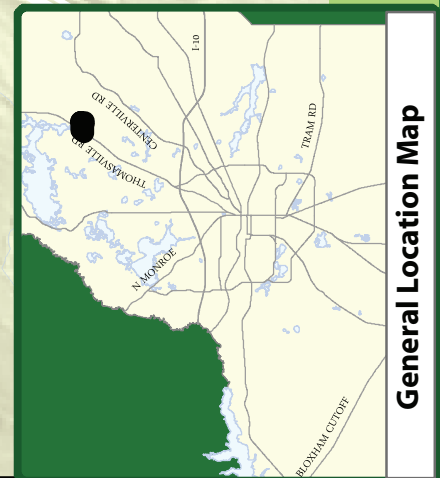
Project Highlights

- Park design and amenities to be determined through community input.
- Possible improvements may include:
 - Active Park (55 acres):
 - Baseball and multi-purpose fields
 - Playground
 - Amenities such as concession/restroom facilities, sidewalks, lighting, etc.
 - Passive Park (45 acres):
 - Greenways
 - Hiking and biking trails.
- Estimated Cost: \$10 million

The Northeast Park is 100-acre parcel located at the corner of Proctor Road and Thomasville Road, of which 55 acres are anticipated to hold activity-based facilities (playground and activity fields). The remaining 45 acres of the park are anticipated to be set aside as a passive park (trails and greenspace). This project could also include the realignment and paving of Proctor Road within the confines of the park site. Additionally, a northbound turn lane would need to be added on Thomasville Road to facilitate traffic flow into the park.



Northeast Park



General Location Map



Community Enhancement Districts

Orange Avenue/Meridian Road Placemaking



Project Highlights

- Revitalizes commercial area from Orange Avenue north to the Town South shopping center.
- Stormwater improvements and enclosure of the East Drainage Ditch.
- Beautification of stormwater facility south of Orange Avenue.
- Construction of StarMetro Superstop (improved bus shelter where several routes intersect).
- Estimated Cost: \$4.1 million

This Orange/Meridian Placemaking project revitalizes the commercial area from Orange Avenue north to the Town South shopping center. A StarMetro Superstop will be constructed with covered seating and bus bays at the intersection of Orange Avenue and Meridian Road to support this high ridership area. The East Drainage Ditch, which runs south of the shopping center, will be enhanced to provide better stormwater management and improve pedestrian access between the Town South shopping center and new development. The existing stormwater facility south of Orange Avenue will be incorporated into a park-like amenity for the area, similar to how Lake Ella is an amenity for Midtown.





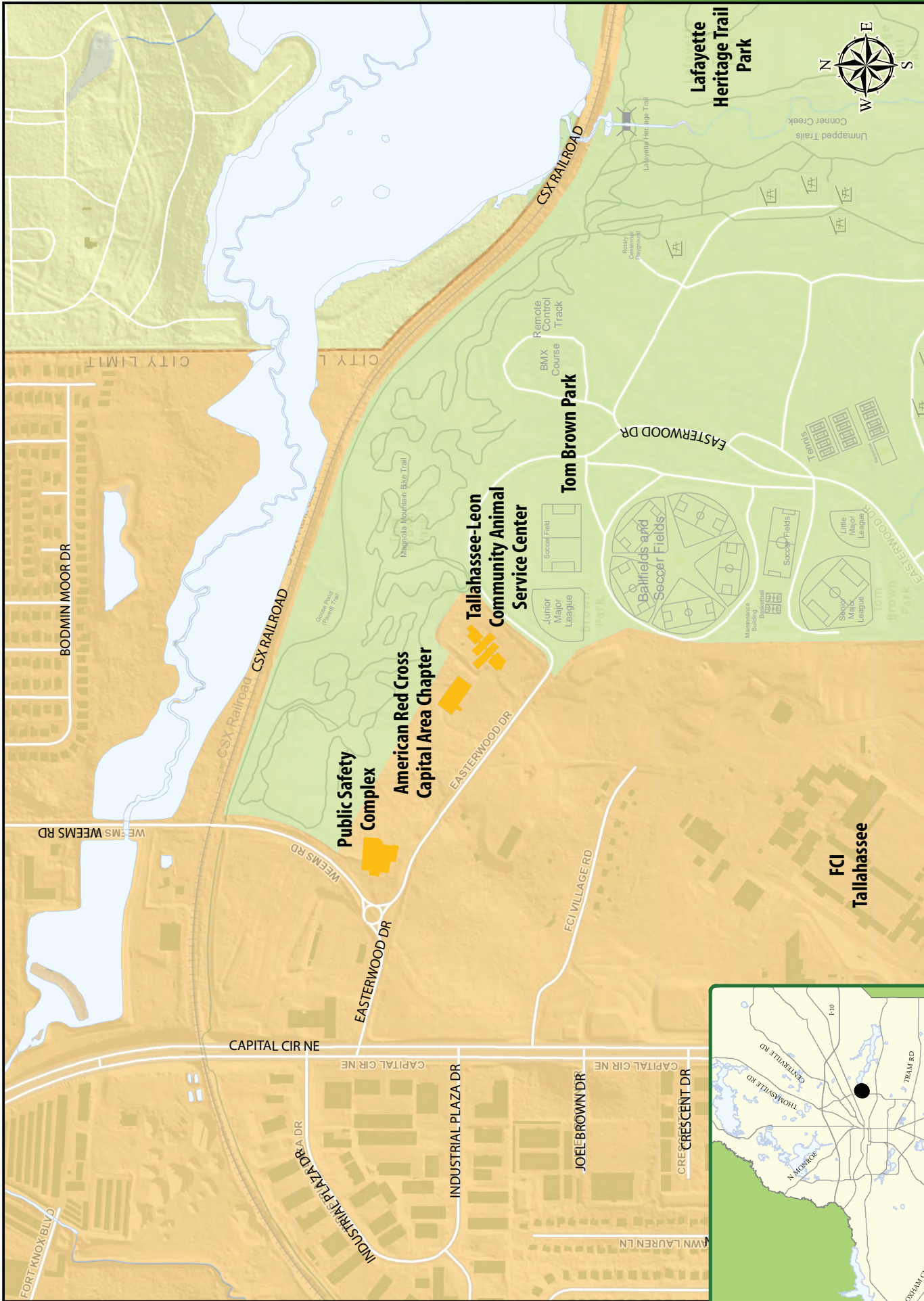
Tallahassee-Leon Community Animal Service Center



Project Highlights

- Funding for renovations and maintenance of the animal shelter.
- Possible improvements may include:
 - Kennel and holding facilities replacement
 - Floor repairs
 - Expansion of veterinary facilities
 - Other building improvements as identified.
- Estimated Cost: \$7 million

This project is for capital improvements to the Tallahassee-Leon Community Animal Service Center located near Tom Brown Park. The Animal Service Center provides care and veterinary services for stray or rescued animals throughout the County. The Animal Service Center also works with community partners to facilitate pet adoptions and to increase spay and neutering of the pet population. The capital improvements funded through this project will ensure that the Animal Service Center continues to provide excellent care to our pets for many years to come.



Tallahassee-Leon Community Animal Service Center

Revised "Blueprint Promise" Criteria and Evaluation Scale				
Criteria	Definition	Example	Evlauation Scale	Total Points
Project Readiness	Measure of key milestones completed to date and if project is ready for implementation	<i>Adopted plan, such as a Placemaking Plan, or study; Project is ready to move forward</i>	<u>Status to Date (20 points max)</u> Part of Locally Adopted Plan or Design Underway: 10 points Project is ready for implementation: 10 points	20
Water Quality Improvements	Protecting water quality through proactive mitigation	<i>Flood mitigation, stormwater enhancements</i>	<u>Protection and Mitigation (20 points max)</u> Water Quality Improvments: 10 points Flood Control/Stormwater Improvements: 10 points	20
Transportation Enhancements	New or enhanced transportation facilities that improve the ways people move through & within the community	<i>Bike, ped, transit, & roadway improvements</i>	<u>Facilities & Amenities-Type (20 points max)</u> Bicycle: 5 points Pedestrian: 5 points Transit: 5 points Vehicle: 5 points	20
Expand Parks and Recreation Areas	New or enhanced new or improved public spaces that enhance the community's quality of life	<i>New or enhanced parks, plazas, or public spaces</i>	Project will create a new active or passive park or public space: 20 points	20
Invest in Economic Development	Local economic impact of project to be performed by FSU CEFA	<i>Job creation, commercial rents, and property values</i>	<u>Local Economic Impact (Ratio 0 - 1.0)</u> 0.0 - 0.25: 5 points 0.26 - 0.5: 10 points 0.51 - 0.75: 15 points 0.76 - 1.0: 20 points	20
<i>Total Possible Points</i>				100

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County Soil & Water
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Earth Jurisprudence

Wakulla Springs Alliance

"Protecting and restoring water quality, spring flow and ecological health of Wakulla Spring."

TO: Members of the Leon County Commission and Tallahassee City Commission

FROM: Seán McGlynn, Chairman



DATE: June 1, 2017

I write on behalf of the Wakulla Springs Alliance Board to ask that you vote to advance fund the city-county Wastewater Facilities Engineering Plan at the June 13, 2017, Blueprint 2020 Intergovernmental Agency (IA) meeting.

This component of the approved Tier 1 Alternative to Sewer Solutions Study (Sales Tax Extension Project #26) will:

- identify the most cost-effective nitrogen-removing alternatives to conventional septic tanks (on-site sewage treatment and disposal systems or OSTDSs) for treating and disposing domestic wastewater produced by new and existing development in specific locations in the unincorporated areas of Leon County;
- account for site conditions, existing development densities, available sewer infrastructure, and future land use policies with an emphasis on the Primary Spring Protection Zone;
- provide the means for Leon County and the City of Tallahassee to collaborate on the best strategies for mitigating septic tank impacts on Wakulla Springs;
- provide a basis for leveraging funds from other agencies because it will demonstrate that Leon County has an objective comprehensive approach to the long-term problem of reducing nitrogen pollution of Wakulla Springs; and
- provide information critical to developing the OSTDS Remediation Plan currently being developed by the Florida Department of Environmental Protection (FDEP) as part of the Basin Management Action Plan (BMAP) for reducing nitrogen pollution of Wakulla Springs.

The current City-County Master Water and Sewer Plan provides only one remedy for septic tank wastewater pollution - central sewer system extension. It does not address the variety of wastewater treatment engineering options set out in the OSTDS Management Options Report prepared for our governments by Lombardo Associates in 2011. Alternatives to be assessed include nitrogen-removal OSTDSs, connection to the City of Tallahassee central sewer system, and cluster disposal systems. Costs for installation and upkeep of the recommended treatment systems also will be spelled out.

The Wastewater Facilities Plan is budgeted at \$500,000, i.e. only a portion of the \$2.8 million allocated for Sales Tax Extension Project #26. The remaining components of the Alternative to Sewer Solutions Study can be funded during the regular Blueprint 2020 cycle. We need this plan now! Please support the initiative to advance fund this project at the June 13 Blueprint IA meeting.

Blueprint Intergovernmental Agency Board of Directors Agenda Item

TITLE: Status Report on the Northeast Gateway: Welaunee Boulevard and Dove Pond Regional Stormwater Facility Projects

Date: June 13, 2017

Requested By: Blueprint Staff

Contact: Blueprint

Type of Item: Discussion

STATEMENT OF ISSUE:

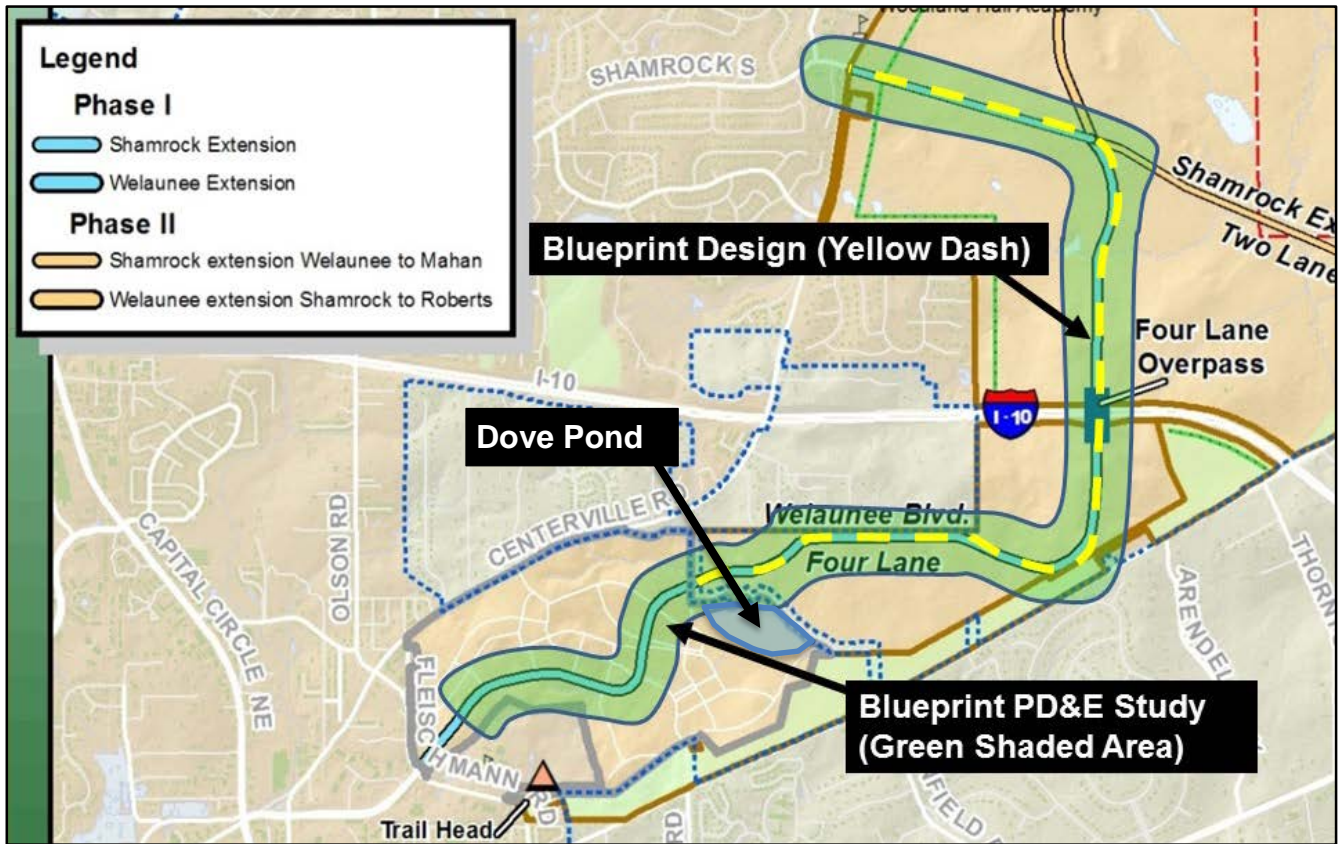
At the September 12, 2016 meeting, the Blueprint Intergovernmental Agency Board of Directors (Board) approved a funding strategy for the 2020 Northeast Gateway Sales Tax Extension project, contingent upon full execution of the Dove Pond Stormwater Management Facility Joint Partnership Agreement (JPA). This item seeks the Board's approval to authorize the Intergovernmental Management Committee (IMC) to execute the JPA on behalf of the Blueprint Intergovernmental Agency (Agency) as substantially set forth in Attachment #1. Approval of the draft Dove Pond JPA will facilitate the construction of the Dove Pond Regional Stormwater Management Facility and the initiation of the Welaunee Boulevard Phase 1 PD&E.

SUPPLEMENTAL INFORMATION:

The Northeast Gateway: Welaunee Boulevard project is a 2020 infrastructure project recommended for funding at \$47.3 million. At the February 2016 meeting, the Board directed staff to implement a funding strategy for the 2020 Northeast Gateway Sales Tax Extension project, which included the leveraging of partnerships between Ox Bottom Mortgage Holdings, LLC ("Ox Bottom"), Powerhouse Inc., Blueprint, and the Florida Department of Transportation (FDOT).

At the subsequent September 2016 Board meeting, a funding strategy for Phase 1 of the Northeast Gateway project, which includes the extension of Welaunee Boulevard north to the proposed Shamrock Way extension ending at Centerville Road, was presented to the Board. At this meeting, the Board approved the funding strategy and directed staff to proceed with the PD&E and design for the Northeast Gateway Phase 1, contingent upon full execution of the Dove Pond JPA. A map of Phase 1 of the Northeast Gateway project, which delineates the PD&E and roadway design areas, is included on Page 2 as Figure 1.

Figure 1. Map of Northeast Gateway Phase 1-Blueprint PD&E Area and Roadway Design Segment



Dove Pond Regional Stormwater Management Facility

The Dove Pond Regional Stormwater Management Facility (Dove Pond RSF) is a critical piece of the holistic Northeast Gateway project as it has the ability to serve the stormwater needs for the required Welaunee Boulevard roadway infrastructure and the public lands that are proposed to be donated by Ox Bottom. The estimated cost for construction of the Dove Pond RSF is \$3 million. Ox Bottom proposed a \$1 million developer and \$2 million City and County funding split. On February 29, 2016 the Board:

- Approved \$2 million of 2020 Sales Tax proceeds to fund the local government share of the Dove Pond RSF contingent upon all City property (donated and adjoining) having capacity reserved in the facility and neither the City nor the County being responsible for the operating and maintenance, and
- Directed City, County and Blueprint staff to develop a joint agreement with Ox Bottom for the construction of the Dove Pond RSF.

This agenda item advances the guidance provided by the Board. Accordingly, the draft JPA between the Agency and the Canopy Community Development District (District), which includes

properties owned by Ox Bottom, is substantially complete and contains the following key components (Attachment #1):

- The Dove Pond RSF will provide stormwater management for runoff from unincorporated areas of the County near the District, portions of the City Property, and segments of Welaunee Boulevard to be constructed with public funds.
- The Agency will fund two-thirds of the total construction costs of the Dove Pond RSF in an amount not to exceed \$2 million toward completion of the Project, including, but not limited to construction engineering and inspection services, but in no event operational or maintenance costs associated with the Project.
- The District shall pay the other one-third of all construction costs from its own funds or funds from other sources; however, should the total construction costs exceed \$3 million, the District shall be obligated for its one-third share plus all costs in excess of \$3 million.
- The Dove Pond RSF will be owned, operated and maintained by the District.
- Any new development prior to completion of the Dove Pond RSF may not discharge stormwater into the Dove Pond RSF until such time as the completion of construction.
- The Dove Pond RSF will not be required for the development and construction of publically owned infrastructure, facilities, and institutional uses if Ox Bottom obtains the required authorizations from state agencies and City for temporary or permanent alternative stormwater facilities for those uses.
- The Agency shall reimburse the District upon receipt of a property submitted and approved invoice and supporting documentation. Supporting documentation shall clearly demonstrate expenses incurred in support of the Project.
- Financial assurance that if the Dove Pond RSF does not operate as designed and constructed due to a sinkhole or subsurface karst failure for a period of seven years following completion if the District fails to repair the RSF.

At the time of this agenda, the draft JPA is still being finalized. Accordingly, and while final modifications are being established, staff is requesting that the Board authorize the IMC to execute the JPA on behalf of the Blueprint Intergovernmental Agency, as substantially set forth in Attachment #1.

Next Steps

Upon full execution of the draft Dove Pond Stormwater Management Facility JPA, the Board has directed staff to use Blueprint 2000 funds to advance fund the PD&E and design of Welaunee Boulevard Phase 1. Upon execution of the JPA and the receipt of permits, the developer will initiate the construction of the Dove Pond RSF, and with proof of milestones completed, begin to draw upon the \$2 million in local funds. Based on the funding schedule approved by the Board at the September 12, 2016 meeting, there are funds available in the current fiscal year budget for the Northeast Gateway project and proposed for inclusion in the FY 2018 budget that will accommodate this Board action. Any advanced funds from the Blueprint 2000 program for the

Dove Pond Stormwater Management Facility, the PD&E and design will paid back to the Blueprint 2000 program using Blueprint 2020 sales tax revenues.

Action by TCC and CAC: This item was presented to the CAC at their June 8, 2017 meeting.

OPTIONS:

Option 1:

Authorize the Intergovernmental Management Committee to execute the draft Blueprint Intergovernmental Agency – Canopy Community Development District Joint Project Agreement Dove Pond Regional Stormwater Facility on behalf of the Blueprint Intergovernmental Agency Board of Directors as substantially set forth in Attachment #1.

Option 2:

Do not authorize the Intergovernmental Management Committee to execute the Blueprint Intergovernmental Agency – Canopy Community Development District Joint Project Agreement Dove Pond Regional Stormwater Facility on behalf of the Blueprint Intergovernmental Agency Board of Directors as substantially set forth in Attachment #1.

Option 3:

Board direction.

RECOMMENDED ACTION:

Option 1:

Authorize the Intergovernmental Management Committee to execute the draft Blueprint Intergovernmental Agency – Canopy Community Development District Joint Project Agreement Dove Pond Regional Stormwater Facility on behalf of the Blueprint Intergovernmental Agency Board of Directors as substantially set forth in Attachment #1.

Attachment

1. Draft Blueprint Intergovernmental Agency – Canopy Community Development District Joint Project Agreement - Dove Pond Regional Stormwater Facility

**Blueprint Intergovernmental Agency – Canopy Community Development District
Joint Project Agreement
Dove Pond Regional Stormwater Facility**

This JOINT PROJECT AGREEMENT (“JPA” or “Agreement”) is made and entered into by and between the LEON COUNTY - CITY OF TALLAHASSEE BLUEPRINT INTERGOVERNMENTAL AGENCY (“Agency”), and the CANOPY COMMUNITY DEVELOPMENT DISTRICT (“District”), an independent special-purpose unit of local government organized and existing pursuant to Chapter 190, Florida Statutes (“F.S.”) [collectively hereinafter “the Parties”], pursuant to the Florida Interlocal Cooperation Act of 1969, § 163.01, F.S.

RECITALS

WHEREAS, the District was established by Ordinance No. 17-O-08 adopted by the Tallahassee City Commission on May 24, 2017, the Boundaries of which are further described in Exhibit 1, pursuant to Section 190.005, F.S., and includes 424.17 acres (“Property”) owned by Ox Bottom Mortgage Holdings, LLC (“Ox Bottom”), which intends to develop the Property as part of the Canopy Planned Unit Development (“Canopy” or “Development”); and

WHEREAS, the Property includes the water body known as Dove Pond (“Dove Pond”) and borders 428 acres owned by the City of Tallahassee (“City Property”), which have been approved for development as the Welaunee Toe - East Planned Unit Development (“City PUD”); and

WHEREAS, Dove Pond is located in the Tri-Basin Area which is in Leon County (“County”) and is comprised of three closed basins: Dove Pond Closed Basin; Lafayette Closed Basin; and Pedrick Closed Basin; and

WHEREAS, during periods of severe rainfall, stormwater flows north to south and has historically resulted in significant flooding downstream of Dove Pond with the most notable events having occurred in the 1970s, 1980s, and 1994; and

WHEREAS, in addition to the stormwater received within the Dove Pond Closed Basin, Dove Pond receives stormwater from upstream areas within the County including the approximately 320 acres north of the Property and Dove Pond; and

WHEREAS, during the 1994 event, areas downstream of Dove Pond experienced severe and extended flood conditions, the County in July of 1994 declared a state of emergency for the Tri-Basin Area based on these severe flood conditions, and in an effort to alleviate flood conditions and protect homes in Country Walk, Midyette Plantation, and Lafayette Oaks subdivisions, the County constructed a sand bag berm along the north side of Miccosukee Road to impound runoff from Dove Pond; and

WHEREAS, this flooding in the Tri-Basin Area caused significant damage to homes resulting in uninhabitable conditions for many, the closing of critical roads, and the County's later purchase of properties, through its flooded properties acquisition program, in the Lafayette Oaks Subdivision in an effort to reduce the number of structures threatened by flooding in the Tri-Basin Area; and

WHEREAS, following these events, the County commissioned a study which resulted in the production of the *Evaluation of Flood Reduction Alternatives and Recommendations for Flood Reduction Tri-Basin Stormwater Management Study* dated April 1999 ("Tri-Basin Report"), and the primary purpose of the Tri-Basin Report was to provide the County with studied options to choose from and implement in order to resolve the historical flooding problems within the Tri-Basin Area; and

WHEREAS, based on the County's findings and conclusions included in the Tri-Basin Study, the County determined that a critical component for resolving these flooding

problems was to acquire Dove Pond and the necessary property surrounding Dove Pond in order to construct a regional stormwater facility ("Dove Pond RSF" or "Project"); and

WHEREAS, the Tallahassee-Leon County Comprehensive Plan was amended in 2002 to include the Welaunee Critical Area Plan ("Welaunee CAP"), which plans for, supports, and authorizes the use of Dove Pond as a regional stormwater facility to serve future development within the "Toe" as defined by the Welaunee CAP, including portions of the Property and of the City Property, and provide flood protection downstream of Dove Pond within the Tri-Basin Area by retaining stormwater from the upstream areas described above; and

WHEREAS, Canopy is approved for 1,417 residential units; 162,927 square feet of office and retail uses, and certain institutional uses, all as more comprehensively described in the Amended and Restated Canopy Development Agreement dated June 6, 2016 ("Restated Development Agreement"), of which approximately 900 single-family residential units will be constructed within the boundaries of the District and all other development will be constructed outside the boundaries of the District; and

WHEREAS, Canopy is approved to include the Dove Pond RSF which has been designed to reduce downstream flooding and include stormwater from: upstream, the post-development Canopy project, and pre-development within other portions of the Toe, consistent with the Tri-Basin Report and Welaunee CAP; and

WHEREAS, the Welaunee CAP and Section 5-125(b) of the City's Land Development Code ("City LDC") require the City's approval of a public sector linear infrastructure variance ("LIV") to authorize the construction of the Dove Pond RSF, which includes the placement of fill within the floodplain and wetlands to construct a necessary earthen berm at the southern end of Dove Pond for the purpose of impounding water; and

WHEREAS, the City's LDC does not authorize non-governmental bodies to apply for a LIV, but does authorize the County to file and obtain a LIV; and

WHEREAS, pursuant to the Dove Pond Joint Project Agreement dated October 30, 2009, Ox Bottom's predecessor prepared a LIV application ("LIV Application") on behalf of the County, the County executed and filed the LIV Application with the City, and the City approved the LIV Application and granted a variance for the Dove Pond RSF; and

WHEREAS, the Welaunee CAP contemplates that public entities will engage in cost-sharing measures to fund the capital costs associated with the Dove Pond RSF based on shared usage of the facility for stormwater storage; and

WHEREAS, the total capacity planned for the Dove Pond RSF is approximately 820 acre-feet and approximately 270 acre-feet is the amount of capacity allocated to retain off-site area stormwater runoff to prevent flooding downstream in unincorporated areas; and

WHEREAS, the Tri-Basin Study had previously anticipated the County or the Agency having to acquire Dove Pond in order to implement the Dove Pond RSF, and the Welaunee CAP anticipated that, with public funding, the landowner would provide the use of Dove Pond for the construction of the Dove Pond RSF; and

WHEREAS, the Agency has determined that the construction of the Dove Pond RSF will provide significant benefits to the public health, safety, and welfare of the citizens of the County and the City; and

WHEREAS, the Parties recognize the benefits of intergovernmental coordination, including but not limited to the District's commitment pursuant to this Agreement to provide stormwater management for runoff from unincorporated areas of the County near the District, portions of the City Property, and segments of Welaunee Boulevard to be constructed with public funds, and desire to finalize an agreement which secures a plan for the permitting and construction of the Dove Pond RSF, as provided for below, in order to provide these benefits; and

WHEREAS, the District has agreed to accelerate construction of the Dove Pond RSF commencing within one-hundred twenty (120) days of receipt of the final permits authorizing construction which permitting process is currently underway and for which in exchange the Agency agrees herein to provide funding for the facility in the amount of two-thirds of the total construction costs of the Dove Pond RSF but in an amount not to exceed \$2,000,000.00, which funding will result in early completion of the Project to implement the Tri-Basin Report and thus benefits to downstream property owners in unincorporated areas of the County more rapidly than otherwise would be possible.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The recitals set forth above are true and correct and are incorporated into the JPA.
2. **Condition Precedent.**
 - a. The following Condition Precedent is the responsibility of the County who shall promptly notify the Parties upon **its** satisfaction **of each**:
 1. Termination of the Dove Pond Joint Project Agreement dated October 30, 2009, as amended by the First Amendment to the Dove Pond Joint Project Agreement dated November 29, 2010. ; and
 2. The County entering into an Assignment Agreement with the District, for the Assignment of the City approved LIV Application and variance for the Dove Pond RSF.
 - b. If **either of** the Condition Precedent set forth in Section 2(a)(1) **-(2)** **are is** not satisfied by the County on or before July 12, 2017, then this JPA shall automatically terminate, and neither Party shall be considered in default hereunder, and the Parties shall have no further liability hereunder in respect to this JPA.

23. LIV.

A. Attached as Exhibit "**12**" is the LIV Application with exhibits and figures, and attached as Exhibit "**23**" is October 14, 2009 *Summary of Benefits of the Dove Pond Regional Stormwater Facility* ("Benefits Summary"). The LIV Application and Benefits Summary are further supported by the *Downstream Benefit Analysis and Report*, dated October 2009 (1 Volume) ("Benefits Report"), and the *Stormwater Facilities Master Plan for the Canopy Mixed Use Development*, dated September 2009 (3 Volumes) ("SFMP"). The City approved the LIV Application and granted the variance for the Dove Pond RSF, which was effective on October 22, 2010.

B. In the event that any changes are necessary to the LIV Application in the future, the District, on its own or through its consultant designees, shall be responsible for processing the Amendment to the LIV Application ("LIV Amendment") with the City on behalf of the **Agency County**. The **Agency County** shall cooperate and assist the District in processing and obtaining the City's approval of the LIV Amendment, including the execution of any additional documents required by the City that the parties mutually agree are appropriate and reasonable. If, after the LIV Amendment is filed, the City requests additional information to support the LIV Amendment, including designs, plans, studies, or reports, the District, on its own or through its consultant designees, shall be responsible for preparing the necessary documents in an accurate and professionally acceptable manner. The District, within its discretion, after consulting with the **Agency County**, may elect not to submit additional information if the District determines any request by the City to be unreasonable or unsupported.

C. Prior to submitting any additional information to the City regarding the LIV Amendment, the District shall provide a copy to the **Agency County** or its designee for review, the receipt to be confirmed by date-stamped copy. The **Agency County** agrees to expeditiously review this information and provide the District with any comments. If the District does not receive any comments within three (3) business days of delivery to

the Agency-County or its designee, the District may proceed to file the additional information with the City. If the County or its designee provides comments, the District may proceed to file the additional information consistent with the comments.

Alternatively, the parties agree to work cooperatively together to resolve any issues that may arise during this process to facilitate the District's expeditious filing of the requested additional information subject to the Agency-County's consent. Within three (3) business days following the filing of the LIV Amendment, the District will provide the County with an Environmental Impact Assessment ("EIA"), and the parties will follow the procedures outlined above prior to filing the EIA with the City.

D. The County will provide the District with any information it intends to communicate with the City related to the LIV Amendment prior to communicating or filing with the City, and allow the District three (3) business days to provide the County with comments. The Parties agree that, since the District is not the LIV Amendment applicant, the District in its discretion may accept or reject any proposed and/or final LIV Amendment decision and/or conditions from the City. The County may accept or reject any proposed and/or final LIV decision and/or conditions from the City that are inconsistent with the terms and conditions of this JPA.

E. If the Dove Pond RSF design or plans need to be revised or adjusted which would require the LIV to be modified, the County agrees to execute, and the Parties agree to process a LIV modification under the same terms as the initial LIV Application. This JPA shall not affect the District's right and sole discretion, which the County and the City acknowledge, to approve, disapprove, or condition the use of the Dove Pond RSF by other land owners or developers within the Toe, provided that any use by other parties is not in conflict with the provision of the agreed-upon storage capacity to be provided to the County and to the City pursuant to Paragraph 5 of this JPA.

F. The County hereby joins and consents to this JPA as to the provisions of this Section 3. By so doing, the County is not joining any other aspect of this JPA or

otherwise obligating itself to any of the representations, conditions or obligations set forth herein.

34. Participation in Costs of Dove Pond RSF Construction. Through this JPA, the Parties have agreed to an approach for implementing the Dove Pond RSF that will result in the Agency funding two-thirds of the total construction costs of the Dove Pond RSF in an amount not to exceed \$2,000,000.00 toward completion of the Project, including, but not limited to construction engineering and inspection services delineated in Section ~~6-7~~, below; but in no event operational or maintenance costs associated with the Project as described in Section ~~5-6~~, below. The District shall pay the other one-third of all construction costs from its own funds or funds from other sources; however, should the total construction costs exceed \$3,000,000.00, the District shall be obligated for its one-third share plus all costs in excess of \$3,000,000.00. The Parties agree that the terms and conditions of this JPA satisfy the requirements or obligations referred to in Policy LU 13.1.5(3)(c) of the Welaunee CAP as they may be applied to the County and the City, and that no future cost sharing with respect to the Dove Pond RSF shall be required of the Agency, the County, or the City. All funding obligations set forth herein are strictly subject to budget and appropriation from public entities.

45. Totality of the Parties' Obligations and Consideration.

A. The District shall pay any and all costs it incurs (e.g., consultants and counsel, application fee) associated with the processing and implementation of this JPA. The Dove Pond RSF has been designed and will be constructed to achieve the objective of discharging no stormwater in a 1994 Historical Storm event, or a 100-year-24-hour storm event, as described in the Benefits Summary. The Parties agree and understand that the construction of the Dove Pond RSF is subject to **both** the issuance of development authorizations, including the LIV, ~~and actual construction of Development (excluding public infrastructure, facilities, and institutional uses as described below) within the Dove Pond Basin of the Canopy project.~~ Ox Bottom agrees that the construction of

the Dove Pond RSF shall be completed prior to the construction of any development within the Dove Pond Basin, except as expressly set forth below. The construction of

the Dove Pond RSF will not be required in conjunction with the development and construction of infrastructure, facilities, and institutional uses which will be publicly owned and/or operated (e.g., roads, school, senior citizens' center, fire station, etc.) within the Dove Pond Basin, if Ox Bottom obtains the required authorizations from applicable state agencies and the City to permit alternative stormwater facilities within the Dove Pond Basin upland areas of the Development to accommodate public infrastructure, facilities, and institutional uses on a temporary or permanent basis within the Dove Pond Basin of the Canopy project. ~~The construction of the proposed Dove Pond RSF will be~~

~~undertaken in advance of the discharge of any stormwater to the Dove Pond RSF from construction within the Dove Pond Basin of the Canopy project.~~ Ox

Bottom agrees and understands that prior to the completion of the Dove Pond RSF, development within the Dove Pond Basin may occur only on the Parcels identified in Exhibit 4 hereto (denoted in blue cross-hatched); ~~and Ox Bottom further~~

understands provided, however, that such development ~~of such parcels within the Ox Bottom Basin~~ shall not discharge any stormwater to the Dove Pond RSF until such time as the completion of construction of the Dove Pond RSF.

B. Ox Bottom understands and accepts the provisions of Section 5.A. of the JPA and by execution of the JPA acknowledges its joinder to the extent of these provisions only; however, said joinder is not intended to otherwise obligate Ox Bottom to any of the conditions, representations, or obligations set forth herein.

56. Ownership and Maintenance. The Project will be owned, operated and maintained by the District. The total planned capacity for the Project is approximately 820 acre-feet. The Parties agree that the District will reserve the first (i.e., the bottom) 270 acre-feet of storage capacity within the Dove Pond RSF for the County's flood mitigation volume

for runoff from off-site developed areas in unincorporated Leon County. The District also will be responsible for managing, as set forth herein, post-development treated stormwater from (a) that portion of the City Property lying outside the boundaries of the Property but naturally draining to **Dove Pond**; (b) the portions of Welaunee Boulevard funded by the Agency on the Property and the City Property; and (c) the Water Well Site, the Public Safety/Civic Site, and the Senior Center Site, as defined in the Restated Development Agreement. The District agrees to accept and convey stormwater from the above described roadway portion and sites into Canopy's regional stormwater system conveyance facilities, and to provide volume retention and water quality treatment all in conformance with regulatory requirements. The Agency acknowledges that the District will be required to construct a temporary stormwater facility to facilitate de-watering of **Dove Pond** during construction of the berm and other improvements. The Agency hereby agrees to the construction of such a temporary facility, subject to receipt of all required governmental permits.

67. Construction Engineering and Inspection.

A. The District will enter into a contract with an engineering firm to provide construction engineering and inspection services ("CEI") for all construction activities and certain CEI services for the Project. Said costs shall be borne by the District at its expense and not incorporated into the construction costs of the Dove Pond RSF for purposes of this JPA.

B. The Agency will contract with an independent firm to perform testing services and will assign one or more field representatives to inspect and monitor performance of all construction activities related to the Project to ensure compliance with all requirements of the LIV and the **Contract Documents**. The Agency will review and, with the District's project manager and CEI firm, together approve/disapprove shop drawings and other Contractor submittals relevant to the Project. Agency field representatives assigned to the Project shall regularly report his or her findings and/or observations of

non-compliant work to the representative of the CEI firm and the District project manager. Said costs shall be borne by the Agency at its expense and not incorporated into the construction costs of the Dove Pond RSF or counted toward the Agency contributions required under this JPA.

C. Services performed by the Agency shall in no way relieve the District's CEI firm from its responsibility for verification testing in regard to the Project nor shall they relieve the District from its responsibility for enforcement and administration of the construction contract and the CEI contract collectively, including providing the necessary supervision and inspection to ensure that construction of the Project is performed in compliance with the requirements of the construction contracts and is consistent with the LIV and the **SFMP**.

78. Project Management.

A. The District shall designate a project manager who will be responsible for managing the construction contract and the CEI contract. The Agency agrees to designate one project manager who will be the point of contact on behalf of the Agency with respect to construction of the Project. Each party shall bear its own costs for such project manager.

B. The District shall provide the Agency with a schedule of values for the Project immediately upon finalizing the contract for construction of the Dove Pond RSF. The District will promptly provide the Agency's project manager with all construction schedules for the Project, and related revisions or updates to drawings and specifications, to assist in coordination of activities.

C. The Agency's project manager shall be notified of, and invited to, all Project meetings; and the Agency's project manager, or the representative of the CEI firm, shall be notified of, and invited to, all office and field meetings that are held between the District and the District's construction contractor.

D. The District agrees to notify the Agency in writing upon the commencement of construction of the Dove Pond RSF, and also upon the completion of the Dove Pond RSF as defined described in Section 8 9.B.

E. The Agency shall reimburse the District upon receipt of a properly submitted and approved invoice and supporting documentation which invoices and documentation shall correlate with the schedule of values for the Project. On the fifth day of each month after commencement of the Project the District shall submit an invoice, plus supporting documentation required by the Agency to the Agency project manager for approval, processing and payment. Supporting documentation shall clearly demonstrate expenses incurred in support of the Project, and where applicable, shall also include a copy of the invoices and/or canceled checks tendered by the District to the vendors who provided deliverables under the Project. Supporting documentation shall also include dates of services and items of work performed on the Project. All such documentation shall be reviewed by the Agency project manager before any reimbursement payment may be made to the District.

F. The invoice and supporting documentation for construction costs associated with the Project shall be provided by the District project manager to the Agency project manager. Any invoices and documentation supporting a request by the District for reimbursement shall be submitted by the District in detail sufficient for a proper pre-audit and post-audit thereof, based on the quantifiable, measurable and verifiable deliverables as customarily established for a project of this nature and design.

G. Upon receipt, the Agency shall have ten (10) working days to inspect and approve the goods and services provided in support of the invoice. Project costs eligible for reimbursement shall be allowed only for costs incurred after the date of final execution of this JPA. The Agency shall have twenty (20) calendar days to deliver a request for payment (voucher) to the Clerk of the Court City Treasurer for payment to the District. The twenty (20) calendar days are measured from the latter of the date an invoice

in proper form is received or the goods or services are received, inspected and approved. The Parties recognize the District is required to comply with the Prompt Payment Act such that payments for construction services not made within the time periods specified with the applicable statute shall bear interest from 30 days after the due date, at the rate of one percent (1%) per month, or the rate specified by the District's construction agreement, whichever is greater. Accordingly, if the Agency is delinquent in its payment that results in the District incurring penalties pursuant to the Prompt Payment Act, which delinquency is not the fault of the District, the Agency hereby agrees to pay the cost of such delinquency, which shall not be calculated against the \$2,000,000.00 maximum contribution by the Agency pursuant to this JPA.

H. The Agency shall make payment(s) by warrant payable to the District and forward payment(s) to:

I. Records of costs incurred under the terms of this JPA shall be maintained by the District and made available upon request to the Agency at all times during the period of this JPA and for five (5) years after final payment is made. Copies of these documents and records shall be furnished to the Agency upon request. Records of costs incurred includes the District's general accounting records and the project records, together with supporting documents and records, and all other records of the consultant and sub consultants considered necessary by the Agency for a proper audit of costs.

89. Financial Assurance; Conflict.

A. In order to provide the Agency the assurance that the Dove Pond RSF will operate as designed and constructed, prior to commencing construction of the Dove Pond RSF, the District will provide to the Agency either: (a) a copy of an insurance policy acceptable to the Agency (which is either a seven- year term policy or a policy which can be renewed

annually for seven years) containing coverage of a \$500,000.00 annual limit for each of seven (7) consecutive years following completion of the Dove Pond RSF, which covers the costs to repair the Dove Pond RSF in the event that it cannot be operated and maintained as designed and constructed due to a sinkhole or subsurface karst failure; or alternatively, (b) a bond or other similar form of financial surety which will be maintained for seven (7) years following completion of the Dove Pond RSF in the amount of \$500,000.00, which may be drawn on by the Agency if the District fails to repair the Dove Pond RSF in the event that it cannot be operated and maintained as designed and constructed due to a sinkhole or subsurface karst failure (“Financial Assurance”). Whether the Dove Pond RSF “cannot be operated and maintained as designed and constructed due to a sinkhole or subsurface karst failure” will be determined based on whether or not the Dove Pond RSF will provide the benefits set forth in the **Benefits** Summary **of Benefits** attached to this **Agreement JPA** as Exhibit “**13**”.

B. If the Agency draws on the bond or other form of financial surety constituting Financial Assurance for non-performance by the District in any given year within the seven-year period, the District must replenish the bond or other form of financial surety back to the total amount of \$500,000.00. If the District fails to comply with this provision, the Agency, as a remedy, may request that the City withhold issuance of development orders and/or permits for future development within the Dove Pond Basin until the District complies with this provision. For purposes of this provision, “completion of the Dove Pond RSF” shall be the date on which the first stormwater facility operating permit is issued by the City for operation of the Dove Pond RSF.

C. In the event that a disagreement or conflict arises under this section or between the Parties relating to the provisions of this JPA, then the provisions of Section **9 10.B., Dispute Conflict** Resolution, shall govern.

910. General Provisions.

A. The Agency, with respect to the Project, is intended to be a third-party beneficiary of the construction contract and the CEI contract. As such, the District’s

construction contractor and the CEI firm shall be directly liable to the Agency and the District for the proper and timely performance of all obligations under the construction contract and the CEI contract, respectively, as they relate to the Project, including without limitation all warranties provided by or set forth in the construction contract. The District agrees to jointly hold these warranties with the Agency.

B. Conflict Resolution.

1. The Parties shall attempt to resolve all disputes that arise under this Agreement in good faith and in accordance with this section. The provisions of the "Florida Governmental Conflict Resolution Act" shall not apply to disputes under this JPA, as an alternative dispute resolution process is hereby set forth in this section. The aggrieved Party shall give notice to the other Party in writing, setting forth the name of the Party involved in the dispute, the nature of the dispute, date of occurrence (if known), and proposed resolution, hereinafter referred to as the "Dispute Notice."

2. Should the Parties be unable to reconcile any dispute, the Agency project manager and District project manager, or their designees, shall meet at the earliest opportunity, but in any event within ten (10) days from the date that the Dispute Notice is received, to discuss and resolve the dispute. If the dispute is resolved to the mutual satisfaction of the Parties, they shall report their decision, in writing, to the Agency and District governing bodies. If the Agency project manager and District project manager, or their designees, are unable to reconcile the dispute, they shall report their impasse to the Agency and District governing bodies, who shall then convene a meeting at their earliest appropriate opportunity, but in any event within forty-five (45) days following receipt of a Dispute Notice, to attempt to reconcile the dispute.

3. If a dispute is not resolved by the foregoing steps within forty-five (45) days after receipt of the Dispute Notice, unless such time is extended by mutual agreement of the Parties, then either Party may require the dispute to be submitted to mediation by delivering written notice thereof (the "Mediation Notice") to the other Party. The mediator shall meet the qualifications

set forth in Rule 10.100(d), Florida Rules for Mediators, and shall be selected by the Parties within ten (10) days following receipt of the Mediation Notice. The mediator shall also have sufficient knowledge and experience in the subject of the dispute. If agreement on a mediator cannot be reached in that ten (10) day period, then either Party can request that a mediator be selected by an independent conflict resolution organization, and such selection shall be binding on the Parties. The costs of the mediator shall be borne equally by the Parties.

4. If an amicable resolution of a dispute has not been reached within sixty (60) calendar days following selection of the mediator, or by such later date as may be mutually agreed upon by the Parties, then, upon the agreement of both Parties, such dispute may be referred to binding arbitration; otherwise, each Party may pursue whatever remedies may be available at law, in equity, or otherwise. If the dispute is so referred, such arbitration shall be conducted in accordance with the Florida Arbitration Code (Chapter 682, Florida Statutes).

- a. Such arbitration shall be initiated by delivery, from one Party (the “Claimant”) to the other Party (the “Respondent”), of a written demand therefore containing a statement of the nature of the dispute and the amount, if any, involved. The Respondent, within ten (10) days following its receipt of such demand, shall deliver an answering statement to the Claimant. After the delivery of such statements, either Party may make new or different claims by providing the other(s) with written notice thereof specifying the nature of such claims and the amount, if any, involved.
- b. Within ten (10) days following the delivery of such demand, each Party shall select an arbitrator and shall deliver written notice of that selection to the other. If either Party fails to select an arbitrator within such time, the other Party may make application to the court for such appointment in accordance with the Florida Arbitration Code. Within ten (10) days following delivery of the last of such written notices, the two arbitrators so selected shall confer and shall select an additional arbitrator.

- c. The arbitration hearing shall be commenced in Leon County, Florida within sixty (60) days following selection of the additional arbitrator. Except as may be specifically provided herein, the arbitration shall be conducted in accordance with Rules R-23 – R-48 of the Commercial Arbitration Rules of the American Arbitration Association.

C. The District and the Agency covenant and agree that each shall indemnify, defend, save and hold the other harmless from any and all legal actions, claims or demands by any person or legal entity caused by the negligent or wrongful act or omission of any employee of the party while acting within the scope of their employment or office. The liability of the Parties, as set forth in this paragraph, is intended to be consistent with limitations of Florida law, including the state's waiver of sovereign immunity pursuant to Section 768.28, F.S. No obligation imposed by this paragraph shall be deemed to alter said waiver or to extend the liability of either party beyond such limits, nor shall any such obligation be deemed or construed as a waiver of any defense of sovereign immunity to which a party may be entitled.

D. The District shall also cause the Agency to be named as an additional insured with respect to insurance coverage, other than Worker's Compensation or Professional Liability, provided by the District's construction contractor and will provide the Agency with a copy of any certifications of coverage received by the District from its construction contractor. Insurance coverage will be provided in accordance with requirements of the construction contract. Additionally, the District will require its construction contractor to post a performance and payment bond for all work under the construction contract, including the Project, and will ensure that the Agency is named as a beneficiary or insured under such bond with respect to the Project. The bond shall be issued by a surety and in a form reasonably acceptable to both the District and the Agency.

E. This JPA incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein, and the Parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this JPA that are not contained in this JPA. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements whether oral or written. It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

F. This JPA shall be governed, interpreted, and construed according to the laws of the state of Florida. This JPA has been negotiated by the Agency and the District upon the advice of counsel and, in the event of any ambiguity herein, such ambiguity shall not be constructed against either Party.

G. If any part of this JPA shall be determined to be invalid or unenforceable by a court of competent jurisdiction, or by any other legally constituted body having the jurisdiction to make such determination, the remainder of this JPA shall remain in full force and effect, provided that the part of the JPA thus invalidated or declared unenforceable is not material to the intended operation of this JPA.

H. This JPA may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.

I. The Parties agree that any future assignment, assumption, and release of any of the rights or obligations of this JPA by either Party is subject to the prior written consent of the other Party.

J. This JPA shall become effective upon the date that the latter of the Parties executes the JPA, following approval by the Agency's governing board and the

District's board of supervisors ("Effective Date"), subject to the provisions of Section 2, Conditions Precedent.

K. The Parties understand and acknowledge that Chapter 119, F.S., may be applicable to documents prepared in connection with this Agreement and the Project, and each party agrees to cooperate with any public record requests made thereunder.

L. Unless otherwise specifically provided by this JPA, no delay or failure to exercise a right under this JPA shall impair such right, or be construed as a waiver thereof. The failure of the Agency or the District at any time to require performance by the other party of any term in this JPA shall in no way affect the right of the Agency or the District thereafter to enforce same; nor shall waiver by the Agency or the District of any breach of any term of this JPA be taken or held to be a waiver of any succeeding breach of such term or as a waiver of any term itself. To be effective, any waiver shall be in writing and signed by the party granting such waiver. Any such waiver shall be limited to the particular right so waived and shall not be deemed to be a waiver of any other right under this JPA.

M. Within fifteen (15) days of the Effective Date, this JPA shall be recorded by the Agency in the Public Records for Leon County, Florida.

N. All notices, demands, requests, or replies provided for or permitted by this JPA, including notification of a change of address, shall be in writing to the addressees identified below, and may be delivered by any one of the following methods: (a) by personal delivery; (b) by deposit with the United States Postal Service as certified or registered mail, return receipt requested, posted prepaid; or (c) by deposit with an overnight express delivery service with a signed receipt or delivery confirmation required. Notice shall be effective upon receipt. The addresses and telephone numbers of the Parties are as follows:

BLUEPRINT INTERGOVERNMENTAL AGENCY:

*Joint Project Agreement
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c/o Benjamin H. Harrison Pingree, Director of PLACE
315 S. Calhoun St.
Suite 450
Tallahassee, FL 32301

CANOPY COMMUNITY DEVELOPMENT DISTRICT:

Jennifer Kilinski
District Counsel
c/o Hopping Green & Sams, P.A.
Post Office Box 6526
Tallahassee, FL 32314

1011. Prior Agreements. This JPA is intended to replace and supersede in its entirety the Dove Pond Joint Project Agreement between CNL Tallahassee I, LLC, and the County, dated October 30, 2009, as amended by the First Amendment to the Dove Pond Joint Project Agreement dated November 29, 2010, and shall be deemed to have replaced and superseded that prior agreement upon termination by the County and the successor to CNL Tallahassee I, LLC. However, the Parties hereto expressly agree that the County and the City are third-party beneficiaries of this new JPA, and as such, have full authority to enforce its terms and conditions.

12. Budget and Funds Distribution.

A. The Agency agrees to provide two-thirds of the total construction costs of the Dove Pond RSF however in no event shall that amount exceed \$2,000,000.00. Said funds will be provided from a dedicated fund to be utilized by the Agency solely for reimbursement costs associated with the construction of the Dove Pond RSF as set forth in this JPA.

B. The Agency specifically reserves the right to reduce, increase, or totally withdraw its financial commitment subject to the terms of this JPA and only for causes set forth in this JPA and for no other reason.

13. Termination.

*Joint Project Agreement
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A. In the event that funds for payment pursuant to this Agreement JPA become unavailable or inadequate, the Agency may terminate this Agreement JPA upon not less than ten (10) days written notice to the District; however, said termination shall be subject to resolution pursuant to the dispute resolution provisions set forth in Paragraph 10 of this JPA. Said notice shall be sent in accordance with Section 10.N hereof. In the event of termination of this Agreement JPA, the District will be compensated only for any work performed under this Agreement JPA which has been satisfactorily completed.

B. This Agreement JPA may be terminated as a result of the District's non-performance and/or breach of this Agreement JPA upon not less than ten (10) days written notice to the District; however, said termination shall be subject to resolution pursuant to the dispute resolution provisions set forth in Paragraph 10 of this JPA. Failure to object to a breach of any provision of this Agreement JPA shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms and conditions of this Agreement JPA. The provisions herein do not limit the Agency's right to any other available remedies at law or in equity. Failure to have performed any contractual obligations in the Agreement JPA in a manner satisfactory to the Agency shall be deemed sufficient cause for termination.

14. Audits and Records.

A. The District acknowledges and agrees that the Agency reserves the right to conduct financial and program monitoring as well as the right to perform an audit of the District's records. An audit by the Agency shall encompass an examination of all financial transactions, all accounts, and all reports, as well as an evaluation of compliance with the terms and conditions of this Agreement JPA.

B. Within fifteen (15) days of the completion of the Project, the District shall submit a report of expenditures to the Agency for the entire contract period, documenting the details of each expenditure made and service provided hereunder.

C. The Agency may inspect all reports and conduct audits to ensure both program and fiscal compliance and shall provide written notice of any findings and proposed corrective action, if any to the District.

D. The District agrees to, and to require that its agents, contractors, or consultants, maintain and keep any and all records relating to the construction of the Project, necessary to substantiate the expenditure of funds consistent with this JPA, for a period of three (3) years following completion of the Project.

E. The District shall produce all records requested by the Agency for its determination that monies provided by the Agency are being spent in accordance with this Agreement.

F. The District shall use an accounting system that meets generally accepted accounting principles. The District shall maintain such property, personnel, financial, and other books, records, documents, and other evidence sufficient to reflect accurately the amount, receipt, and disposition by the District of all funds received from the Agency. The District shall preserve and make its records available until the expiration of three (3) years from the date of completion of the Project, or the date of termination based upon the written notice authorized by Section 13, or for such longer period, if any, as is required by applicable statute.

15. Use of Agency Funds.

A. Funds received by the District pursuant to this JPA shall only be used for those purposes set forth in this JPA.

B. Funds shall be deemed misused when the District does not fully comply with the use of funds in accordance with this JPA. The District agrees to repay the Agency for all misused funds.

16. Survival of Obligations.

Cancellation, expiration, or earlier termination of this JPA shall not relieve the Parties of obligations that by their nature should survive such cancellation, expiration, or termination.

17. **Incorporation of Exhibits.**

Exhibits 1-4 are attached hereto and shall be deemed incorporated herein and made part of this JPA.

[REMAINDER OF PAGE LEFT BLANK]

IN WITNESS WHEREOF, the Parties have executed this JPA, through their duly authorized representatives, on the dates set forth below.

**CANOPY COMMUNITY DEVELOPMENT
DISTRICT**

Attest:

By: _____
[NAME]
[TITLE]

By: _____
[NAME]
Chair, Board of Supervisors

Approved as to form:

Date: _____

By: _____
Jennifer Kilinski, Esquire
District Counsel

**LEON COUNTY - CITY OF TALLAHASSEE
BLUEPRINT 2000 INTERGOVERNMENTAL
AGENCY**

Attest:

By: _____
[NAME]
[TITLE]

By: _____
Benjamin H. Pingree
Director of PLACE

Approved as to form and legality:

Date: _____

By: _____
Debra Schiro, Esquire
Legal Counsel

By: _____
Ricardo Fernandez
IMC

This Instrument Prepared By:
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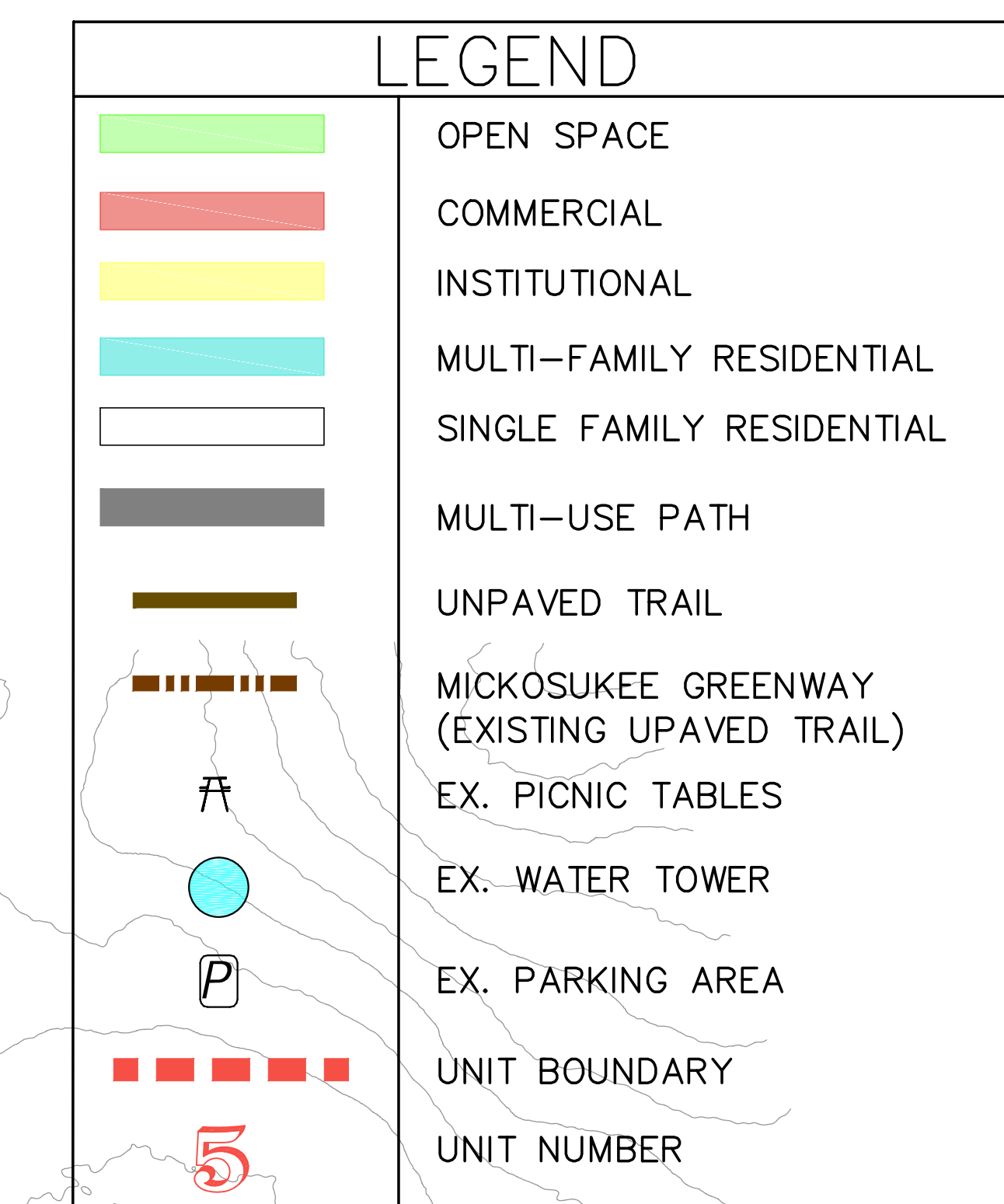
EXHIBITS

Exhibit “1” – District Boundary Map

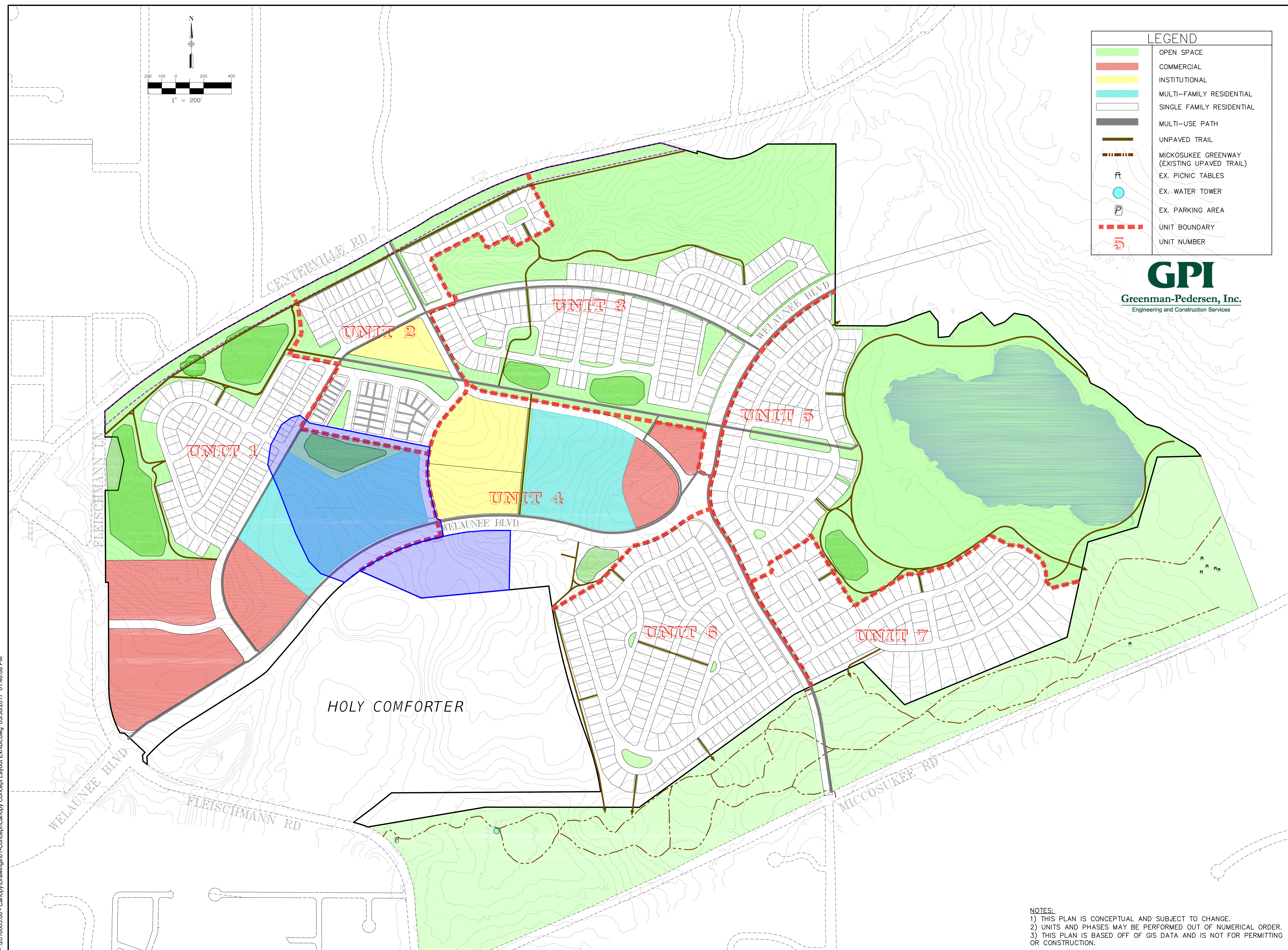
Exhibit “1 2” – Linear Infrastructure Variance Application

Exhibit “23” – Summary of Benefits of the Dove Pond Regional Stormwater Facility

Exhibit “4” – Designated Dove Basin Parcels



GPI
Greenman-Pedersen, Inc.
Engineering and Construction Services



NOTES:

- 1) THIS PLAN IS CONCEPTUAL AND SUBJECT TO CHANGE.
- 2) UNITS AND PHASES MAY BE PERFORMED OUT OF NUMERICAL ORDER.
- 3) THIS PLAN IS BASED OFF OF GIS DATA AND IS NOT FOR PERMITTING OR CONSTRUCTION.