

**Citizens Advisory  
Committee Meeting**

May 4, 2022  
5:30 pm  
Smith-Williams Center

Chair: Peter Okonkwo

**Agenda**

**PAGE**

**I. AGENDA MODIFICATIONS**

**II. CITIZEN COMMENTS**

**In Person:** 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.

**Written Comments:** Please provide written public comment by emailing [Comments@BlueprintIA.org](mailto:Comments@BlueprintIA.org) until 5 p.m. on May 3, 2022. All comments received will be part of the record.

**III. PRESENTATIONS/INFORMATIONAL ITEMS ONLY**

- Welcome New CAC Member
  - Fred Varn, Senior Community Representative
- Office of Economic Vitality Update Presentation
- Update on the Downtown-University Protected Bike Lane Network and Build the Bike Route System Feasibility Studies

**IV. CONSENT**

1. Approval of the November 17, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes **3**

**V. GENERAL BUSINESS**

2. Recommendation of Approval of a Joint Project Agreement with the City of Tallahassee for Underground Utilities and Authorization to Procure Design-Build Services for the Monroe-Adams Corridor Placemaking Project **8**

## **VI. ADJOURN**

NEXT CAC MEETING: August 31, 2022

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this meeting should contact Shelonda Meeks, 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 Citizens Advisory Committee Agenda Item #1

May 4, 2022

<b>Title:</b>	Approval of the November 17, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes
<b>Category:</b>	Consent
<b>Department</b>	Blueprint Intergovernmental Agency
<b>Lead Staff / Project Team:</b>	Benjamin H. Pingree, Director, Department of PLACE Autumn Calder, Director, Blueprint Cristina Paredes, Director, Office of Economic Vitality

---

## STATEMENT OF ISSUE:

This agenda item presents the summary meeting minutes of the November 17, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee (CAC) meeting and requests the CAC review and approval of the minutes as presented.

## FISCAL IMPACT

This item does not have a fiscal impact.

## CAC OPTIONS:

- Option 1: Approve the November 17, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee meeting minutes
- Option 2: Do not approve the November 17, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee meeting minutes

## CAC RECOMMENDED ACTION:

- Option 1: Approve the November 17, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee meeting minutes

### Attachment:

1. Draft Minutes of the Blueprint Intergovernmental Agency Citizens Advisory Committee meeting on November 17, 2021.

# Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

**Date:** May 4, 2022  
**To:** Citizens Advisory Committee  
**From:** Autumn Calder, Blueprint Director  
**Subject:** Summary Minutes for November 17, 2021 CAC Meeting

---

## Committee Members present:

Jim McShane, Chair	Kathy Bell
Chris Daniels	Rod McQueen
Mary Glowacki	Adner Marcelin
Leroy Peck	Sean McGlynn*
Ashley Leggett	Elva Peppers*

\*virtual participant

## Committee Members absent:

Hugh Tomlinson	Linda Vaughn
Peter Okonkwo	

## I. AGENDA MODIFICATIONS

There were no agenda modifications to the meeting outline.

## II. CITIZEN COMMENTS

The Blueprint Intergovernmental Agency offered three alternatives for citizen comment, by email, through virtual participation, or in person. There were no comments received by email and no in-person or virtual speakers.

## III. PRESENTATION / INFORMATIONAL ITEMS

- Welcome New CAC Members
  - Adner Marcelin, Civil Rights Community Representative
  - Leroy Peck, Council of Neighborhood Associations (CONA) Representative
  - Ashley Leggett, Financial Expert Representative
- Presentation on a Status Update for the Beautification and Improvements to the Fairgrounds Project

Autumn Calder provided a brief update on the beautification and improvements to the Fairgrounds project, including the updated market study which is currently underway. Director Calder presented preliminary findings on the market study, economic impact analysis, and site evaluation analyses including current lease agreement through 2067, uses for businesses and residents, and the informal 'pop-up' economy which emerged around large events. The site

analysis indicated that with only 55 of the 107 acres are utilized regularly, reconfiguration of the space would support better offerings in the future. The balance of the land area could be used for other activities. Blueprint staff analyzed more than 30 available, alternative sites that did not fit the criteria to relocate the Fairgrounds.

- Office of Economic Vitality Update Presentation

Cristina Paredes provided a brief update on the activities within OEV, including labor statistics for the Tallahassee MSA, business development project activity, local business support through the Love Your Local campaign, and an update on the economic development infrastructure projects (FAMU, TCC, and FSU).

Darryl Jones provided an update on the MWSBE Division highlighting supplier diversity needs, aspirational goals, and an item that will be presented to IA Board in December regarding the inclusion of the FY 2021 financial data in the updated Disparity Study.

#### IV. CONSENT

**Rod McQueen moved, seconded by Chris Daniels, to approve the consent agenda.**

**The motion passed 10-0.**

1. Approval of the September 9, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

**Option #1: Approve the September 9, 2021, Blueprint Intergovernmental Agency Citizens Advisory Committee meeting minutes.**

#### V. GENERAL BUSINESS

2. Election of CAC Vice Chair

Rod McQueen volunteered to serve as Vice Chair.

**Adner Marcelin moved, seconded by Chris Daniels, to approve Mr. McQueen as Vice Chair of the CAC for 2022.**

**The motion passed 10-0.**

3. Recommendation of Approval of an Appointment and Reappointments to the Blueprint Citizens Advisory Committee

CAC Chair Jim McShane recognized outgoing CAC member Linda Vaughn for her service on the Citizens Advisory Committee.

Mike Alfano provided a brief update on the appointment and reappointments to the CAC. The appointment and reappointments proposed were:

- Appoint Fred Varn to the CAC to represent the senior community.
- Reappoint Sean McGlynn to serve a second three-year term on the CAC, representing the Big Bend Environmental Forum.
- Reappoint Jim McShane to serve a second three-year term on the CAC, representing the Big Bend Minority Chamber of Commerce.

**Adner Marcelin moved, seconded by Rod McQueen, to approve option 1.**

**Option 1: Recommend the IA Board approve the appointment and reappointments to the Blueprint Citizen Advisory Committee.**

**The motion passed 10-0.**

4. Acceptance of a Status Update on the History and Culture Trail Project

Tatiana Daguillard provided a brief update on the History & Culture Trail project including background, project goals, and the interpretive history station and art locations. The design of the interpretive stations and history panels were based on stories and feedback from area residents. Each of the panels were designed to be accessible and inclusive; kiosk panels would be positioned for varying height and visual abilities and include audio interpretations through QR code. The inclusion of QR code would be a collaboration with Visit Tallahassee in a larger walking tour of Tallahassee.

CAC member Rod McQueen asked whether there would be allowances made for the visually impaired, to which Tatiana Daguillard reaffirmed that the QR code would provide access to audio interpretations of the interpretive panels.

**Adner Marcelin moved, seconded by Rod McQueen, to approve option 1.**

**Option 1: Accept the status update on the History and Culture Trial Project**

**The motion passed 10-0.**

5. Recommendation of Acceptance of the FY 2021 Blueprint Annual Report

Cristina Paredes provided a brief presentation on the Office of Economic Vitality including the receipt of four international, two national, and one state awards, development of the Love Your Local digital campaign, the recruitment of two business development projects (Danfoss and Amazon), and launch of the Big Bend Manufacturers Association, and a commercial site selection tool. Ms. Paredes noted

the MWSBE team connection to approximately 500 MBE firms through certification or reciprocal agreement, and that the team worked with FAMU Federal Credit Union on the SmartSteps microloan program. Lastly, OEV administered the Leon CARES Small Business assistance program and distributed \$18.3 million in coronavirus relief to 930 local business, developed webpages for COVID-19 business relief options, and distributed 200,000 face coverings to local businesses, organizations, and religious institutions.

Autumn Calder provided a brief presentation on Blueprint Infrastructure program including the allocation of \$51 million in community improvements in fiscal year 2021 which would produce 22 miles of roadway improvements, 79 miles of bicycle/pedestrian facilities, create or improve 267 acres of public space and create 8 new public parks. Blueprint staff initiated construction on two projects, received approval for the design of Debbie Lightsey Nature Park, Market District Park concept, Orange-Meridian Park concept, received approval for a significant amendment to the Northeast Park project, and completed the Northeast Gateway: Welaunee Boulevard PD&E study. Blueprint staff held 34 project specific community engagement meetings, 15 TCC, CAC, and IA Board meetings, 12 door-to-door outreach efforts, and attended numerous community events not centered in Blueprint projects specifically. Blueprint added social media presence, leveraging community partners to amplify the Blueprint story, and add real-time updates to the Blueprint website.

**Adner Marcelin moved, seconded by Chris Daniels, to approve option 1.**

**Option 1: Recommend the IA Board accept the Blueprint Intergovernmental Agency FY 2021 Annual Report.**

**The motion passed 10-0.**

#### **IV. ADJOURN**

**Jim McShane declared the meeting adjourned at 6:03 pm.**

# Blueprint Intergovernmental Agency Citizens Advisory Committee Agenda Item #2

May 4, 2022

<b>Title:</b>	Recommendation of Approval of a Joint Partnership Agreement with the City of Tallahassee for Underground Utilities and Authorization to Procure Design-Build Services for the Monroe-Adams Placemaking Project
<b>Category:</b>	General Business
<b>Lead Staff / Project Team:</b>	Benjamin H. Pingree, Director, Department of PLACE Autumn Calder, Director, Blueprint Daniel Scheer, Design and Construction Manager, Blueprint Eric Mason, Project Manager, Blueprint Mike Alfano, Principal Planner, Blueprint

---

## STATEMENT OF ISSUE:

This agenda item seeks the Citizens Advisory Committee's (CAC) recommendation for Blueprint Intergovernmental Agency Board of Directors (IA Board) authorization to procure design-build services, consistent with Blueprint Procurement Policy 101, to implement proposed Monroe-Adams Corridor Placemaking improvements, and approval for a Joint Partnership Agreement (JPA) with the City of Tallahassee (City) for the undergrounding of electric utilities on five streets in the Monroe-Adams Corridor Placemaking project area.

## FISCAL IMPACT

This item has a fiscal impact. The estimated cost for implementing the proposed improvements \$6.2 million. This includes \$1.5 million for underground utilities on the five cross-streets, which is currently available in the project account to fund in FY 2022. An additional \$3.1 million to fully fund the streetscaping improvements described herein is included within the draft FY 2023 Blueprint capital budget presented at the May 19, 2022 Budget Workshop in FY 2023, which is consistent with the anticipated contract finalization date for the design-build occurring after October 1, 2022.

## CAC OPTIONS:

Option 1: Recommend the IA Board authorize Blueprint to advertise, negotiate, and award, in accordance with Blueprint Procurement Policy 101, a contract for design-build professional services for design and construction of the Monroe-Adams Corridor Placemaking project and approve the Joint

Project Agreement with the City of Tallahassee for Undergrounding Electric Utilities.

Option 2: CAC Direction.

## **CAC RECOMMENDED ACTION:**

Option 1: Recommend the IA Board authorize Blueprint to advertise, negotiate, and award, in accordance with Blueprint Procurement Policy 101, a contract for design-build professional services for design and construction of the Monroe-Adams Corridor Placemaking project and approve the Joint Project Agreement with the City of Tallahassee for Undergrounding Electric Utilities.

# Blueprint Intergovernmental Agency Board of Directors Agenda Item #X

May 19th, 2022

**Title:** Authorization to Procure Design-Build Services for the Monroe-Adams Corridor Placemaking Project and Approval of a Joint Project Agreement with the City of Tallahassee for Underground Electric Utility

**Category:** General Business

**Intergovernmental Management Committee:** Vincent S. Long, Leon County Administrator  
Reese Goad, City of Tallahassee Manager

**Lead Staff / Project Team:** Benjamin H. Pingree, Director, Department of PLACE  
Autumn Calder, Director, Blueprint  
Daniel Scheer, Design and Construction Manager, Blueprint  
Eric Mason, Project Manager, Blueprint  
Mike Alfano, Principal Planner, Blueprint

## STATEMENT OF ISSUE:

This agenda item seeks the Blueprint Intergovernmental Agency Board of Directors (IA Board) direction to advertise, negotiate, and award, in accordance with Blueprint Procurement Policy 101, a contract for design-build professional services for design and construction of the Monroe-Adams Corridor Placemaking project (Attachment #1). To implement the undergrounding of the electric utility component of the project, this item also requests approval of a Joint Project Agreement (JPA) with the City of Tallahassee (City), included as Attachment #2.

## FISCAL IMPACT

This item has a fiscal impact. The estimated cost for implementing the proposed improvements \$6.2 million. This includes \$1.5 million for underground utilities on the five cross-streets, which is currently available in the project account to fund in FY 2022. An additional \$3.1 million to fully fund the streetscaping improvements described herein is included within the draft FY 2023 Blueprint capital budget presented at the May 19, 2022 Budget Workshop in FY 2023, which is consistent with the anticipated contract finalization date for the design-build occurring after October 1, 2022.

## RECOMMENDED ACTION:

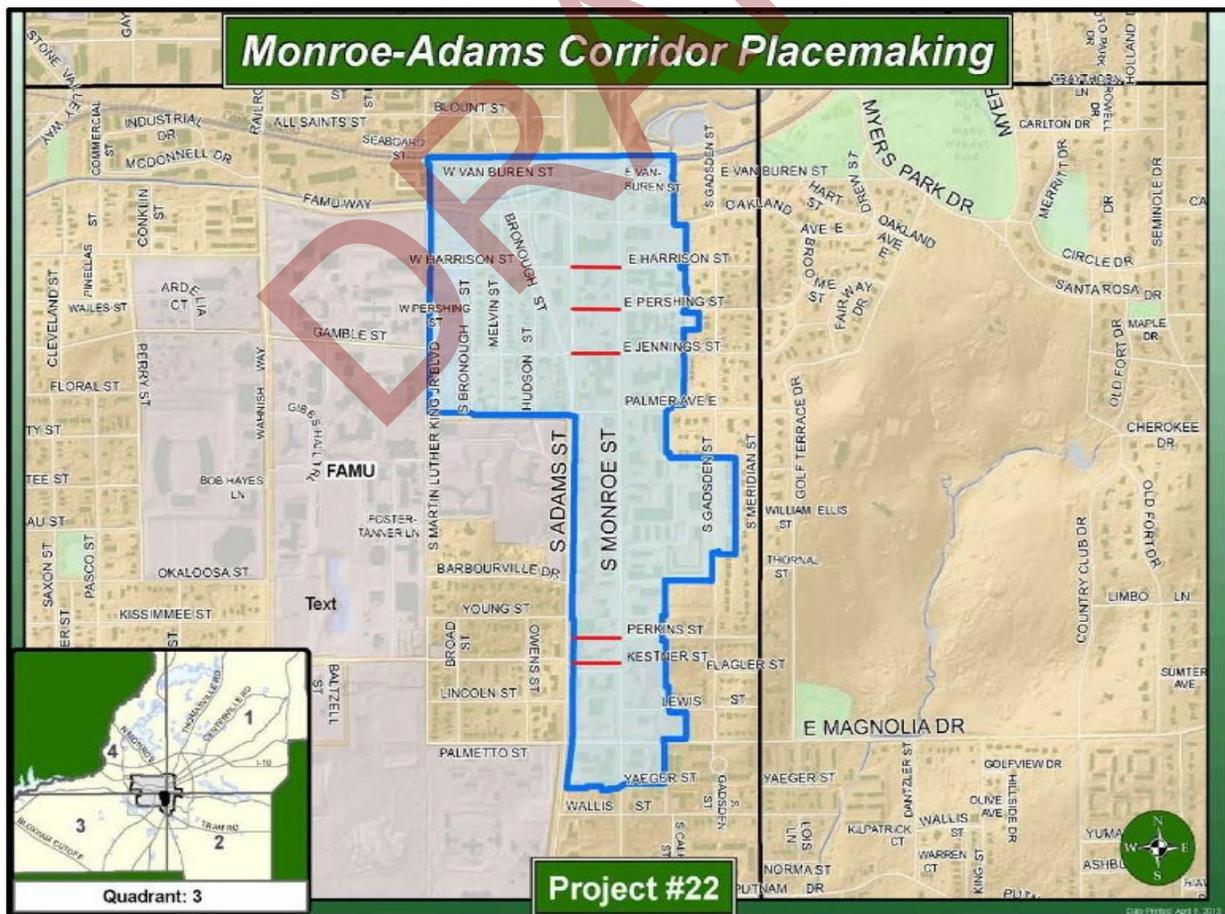
- Option 1: Authorize Blueprint to advertise, negotiate, and award, in accordance with Blueprint Procurement Policy 101, a contract for design-build professional services for design and construction of the Monroe-Adams Corridor Placemaking project.
- Option 2: Approve the Joint Project Agreement with the City of Tallahassee for Undergrounding Electric Utilities.

## SUPPLEMENTAL INFORMATION:

### BACKGROUND

The Blueprint Monroe-Adams Corridor Placemaking Project implements streetscape improvements along the sections of Harrison Street, Pershing Street, Jennings Street, Perkins Street, and Kestner Street between South Monroe Street and South Adams Street. See Figure 1, below, and Attachment #3, for a map of the project area.

Figure 1. Monroe Adams Placemaking Project Area Map



The project has its foundation in the 2011 Monroe Adams Corridor Action Plan, which identified improvements to key cross streets connecting the South Adams and South Monroe Street corridors. Developed by the Tallahassee-Leon County Planning Department, working with a citizen working group and KCCI Catalyst class, the 2011 Action Plan included input from surrounding residents and business owners regarding area improvements. Following approval by the City Commission in 2011, the City of Tallahassee implemented the Palmer Avenue Improvements project, which provided new sidewalks, lighting, and other amenities along the corridor and set the aesthetic standard for improvements to come.

The project improvements identified in the Action Plan will create safe and comfortable streets for pedestrians, trail users, cyclists and motorists, with the objective to improve the appearance, comfort and safety of public streets and private property. The streetscape improvements recommended in the action plan include sidewalks, lighting, signage, landscaping, underground utilities and street parking where appropriate and possible.

Since receiving authorization at the [December 10, 2020 IA Board meeting](#), to procure preliminary engineering services for the project, the project team has conducted significant targeted community engagement with area stakeholders, and developed proposed concepts for project implementation, discussed in greater detail, below.

## **PROJECT CONCEPT DEVELOPMENT**

### *Project Concepts*

The project team conducted field surveys of the five cross streets in the project area (Harrison, Pershing, Jennings, Perkins, and Kestner) in order to develop conceptual improvements that prioritized use of the existing right-of-way. Incorporating stakeholder feedback and with the 2011 Action Plan as a guide, the project team developed the proposed concepts seen in Attachment #2.

Across all five cross-streets, the proposed conceptual improvements include:

- Six new sidewalks,
- Thermoplastic shared-lane markings for cyclists,
- Decorative lighting,
- Enhanced plantings and landscaping,
- Underground electric utilities,
- On-street parking where possible (approximately 40 new on-street spaces), and
- Improved curb on Kestner and Perkins Streets.

Figure 2, below, shows the proposed improvements along Jennings Street. Jennings Street is along a Tier 1 Bicycle and Pedestrian Master Plan and features sidewalks on both sides of the road, as well as shared-lane markings to improve bicycle and pedestrian connectivity through this area of the community.

Figure 2. On-Street View of Jennings Street Concept



## PROJECT IMPLEMENTATION

### *Design-Build Professional Services*

To provide both time and cost savings for the project, Option #1 seeks IA Board authorization to procure design-build services to implement the proposed streetscaping improvements for the five cross-streets included in the Monroe-Adams Corridor Placemaking project. A design-build contract would allow for a primary consultant to complete the remaining design work and manage construction of the project. This model is used by the Florida Department of Transportation (FDOT) to provide transportation improvements of this scale. Blueprint is using the design-build process to construct the skateable public art project on Cascades Trail. The design-build process will allow Blueprint to implement these improvements on an expedited timeline.

### *Joint Project Agreement with the City of Tallahassee*

The total estimated cost of undergrounding electric utilities is \$1.5 million. The undergrounding of electric utilities would provide aesthetic improvements and resiliency benefits to the businesses on the five cross-streets. Blueprint is requesting approval to enter into a JPA with the City to underground utilities; this is presented as Option #2, with the proposed agreement included as Attachment #2. Specifically, this agreement outlines the cost-sharing partnership to underground electric utilities on Harrison Street. The City's Electric Service Manual states that as a primary feeder circuit, Harrison Street is eligible to be converted from overhead to underground whereby the City will fund 25% of the conversion costs if the developer or customer agrees to: Pay for the balance of the non-customer conversion costs, pay 100% of the customer service conversion costs, and

provide the land/land rights for the facilities required to support the underground facilities. Based on the proposed JPA, Blueprint will pay \$1.35 million and the City will pay an estimated \$150,000 to underground utilities on the five cross-streets. Additionally, the JPA provides for the City to underground the electric utilities in fall 2022 prior to streetscaping improvements, in order to maximize efficiencies and expedite the delivery of improvements.

### **ESTIMATED COST AND PROJECT BUDGET**

The total estimated cost of improvements to all five cross-streets, inclusive of underground utilities, is \$6.2 million. Underground utilities on the five cross-streets is estimated to cost \$1.5 million. Based on the proposed JPA, Blueprint will pay \$1.35 million and the City will pay an estimated \$150,000 to underground utilities on the five cross-streets. Following the proposed schedule detailed above, the overhead utilities would be undergrounded in fall 2022 ahead of implementing the streetscaping improvements. Currently, there is an available project balance of \$2,946,360, which is sufficient to fund undergrounding utilities on the five cross-streets in FY 2022.

This item also requests IA Board authorization to advertise, negotiate, and award design-build services, in accordance with Blueprint Procurement Policy 101, for streetscaping improvements on the five cross-streets. An additional \$3.1 million is included within the draft FY 2023 Blueprint capital budget presented at the May 19, 2022 budget workshop to fully fund the improvements described herein in FY 2023. Based on the current project schedule, the design-build services will be advertised this summer with anticipated contract finalization after October 1, 2022, contingent on the IA Board approval of the FY 2023 capital budget. The current schedule and process, consistent with Blueprint Procurement Policy 101, will ensure full funding for the design-build contract services is available in the project budget at the time of contract execution.

### **STAKEHOLDER ENGAGEMENT**

The Blueprint project team began initial stakeholder engagement in August 2021. The team engaged Florida A&M University, local businesses, property owners, members of the original 2011 Monroe-Adams Action Plan working group, Planning Department staff who developed the Action Plan, members of the 2010 KCCI Southside Sense of Place Catalyst, and other area stakeholders to gather feedback to help inform proposed project improvements.

To accomplish this, Blueprint:

- Went door-to-door along the corridor and directly engaged 22 local businesses.
- Mailed out 2 rounds of flyers with project and contact information to over 200 owner and tenant addresses within the project area.
- Had 11 phone or virtual engagements with local businesses or property owners.
- Met with public agency partners.

Feedback from the businesses consistently included the desire for on-street parking, pedestrian facilities, and beautification. Additional amenities identified included undergrounding utilities and bicycle facilities.

Community engagement will continue throughout the project. The project team will be engaging local businesses and property owners directly as plans are refined. Business owners will also be contacted prior to construction. Interested parties can stay up to date by visiting the project page on our website. The page includes a snapshot of the project, its goals, history, and conceptual renderings. Citizens are encouraged to submit questions and comments to the project manager through the email link provided.

The initial project concepts were provided to the IA Board at the February 24, 2022 meeting, and area stakeholders were re-engaged to discuss and provide feedback on these initial concepts following that meeting. See Attachment #4 for a more detailed Summary of Public Engagement.

### **CURRENT AND FUTURE LEVERAGING**

The Florida Department of Transportation (FDOT) is undertaking a resurfacing project along South Monroe Street. Blueprint has entered into a local funding agreement with FDOT to install improved crosswalks (brick-paver stamped) at the Magnolia Drive, Kestner, and Perkins Street intersections. Those improvements have already been completed. Preliminary engineering for the next segment of South Monroe Street resurfacing from Perkins Street to Jefferson Street is estimated to begin in 2023 with construction in 2025.

Blueprint will continue to pursue leveraging opportunities with FDOT as part of their resurfacing project. Opportunities may include continuing the improved crosswalks along additional cross streets, installing new traffic signal mast arms, and potentially implementing pedestrian islands along South Monroe Street to increase safety and provide aesthetic improvements.

### **NEXT STEPS**

Should the IA Board approve the recommended Options #1 and #2, Blueprint would move forward with the below next steps for project implementation.

- |              |   |
|--------------|---|
| June 2022:   | Initiate procurement process of design-build services for streetscaping improvements                    |
| Summer 2022: | Easement acquisition for underground electric utilities begins  |
| Fall 2022:   | Construction on underground electric and begin streetscaping design phase                               |
| Summer 2023: | Complete design work on streetscaping improvements and begin construction on streetscaping improvements |

Summer 2024      Complete streetscaping improvements  
Ongoing:          Pursue leveraging opportunities with FDOT for improvements on S.  
Monroe Street

## **CONCLUSION:**

The Monroe-Adams Corridor Placemaking project implements the streetscaping components of the 2011 Monroe-Adams Corridor Action Plan. The project improvements will create safe and comfortable streets for pedestrians, trail users, cyclists and motorists, with the objective to improve the appearance, comfort, and safety of public streets and private property. The streetscape improvements along these five roadways are intended to complement the streetscape improvements along Palmer Avenue to create a sense of place.

In order to implement these proposed concepts, Blueprint is requesting authorization to advertise, negotiate, and award, in accordance with Blueprint Procurement Policy 101, a contract for design-build professional services for design and construction of the Monroe-Adams Corridor Placemaking project, and approval to enter into a JPA with the City of Tallahassee to underground utilities. In order to maximize efficiencies, Blueprint will work with the City to underground the electric utilities in fall 2022 prior to streetscaping improvements. Should the IA Board approve Options #1 and #2, Blueprint would coordinate all construction activities to reduce impacts to corridor businesses.

Blueprint will continue to pursue leveraging opportunities with FDOT to provide additional improvements to the project area. Potential improvements include improved traffic signal mast arms, enhanced crosswalks along streets intersection South Monroe Street, and strategic landscaped medians to provide pedestrian safety improvements along the corridor.

## **OPTIONS:**

- Option 1:      Authorize Blueprint to advertise, negotiate, and award, in accordance with Blueprint Procurement Policy 101, a contract for design-build professional services for design and construction of the Monroe-Adams Corridor Placemaking project.
- Option 2:      Approve the Joint Project Agreement with the City of Tallahassee for Undergrounding Electric Utilities.
- Option 3:      IA Board Direction.

## **RECOMMENDED ACTION:**

- Option 1:      Authorize Blueprint to advertise, negotiate, and award, in accordance with Blueprint Procurement Policy 101, a contract for design-build professional services for design and construction of the Monroe-Adams Corridor Placemaking project.

Option 2: Approve the Joint Project Agreement with the City of Tallahassee for Undergrounding Electric Utilities.

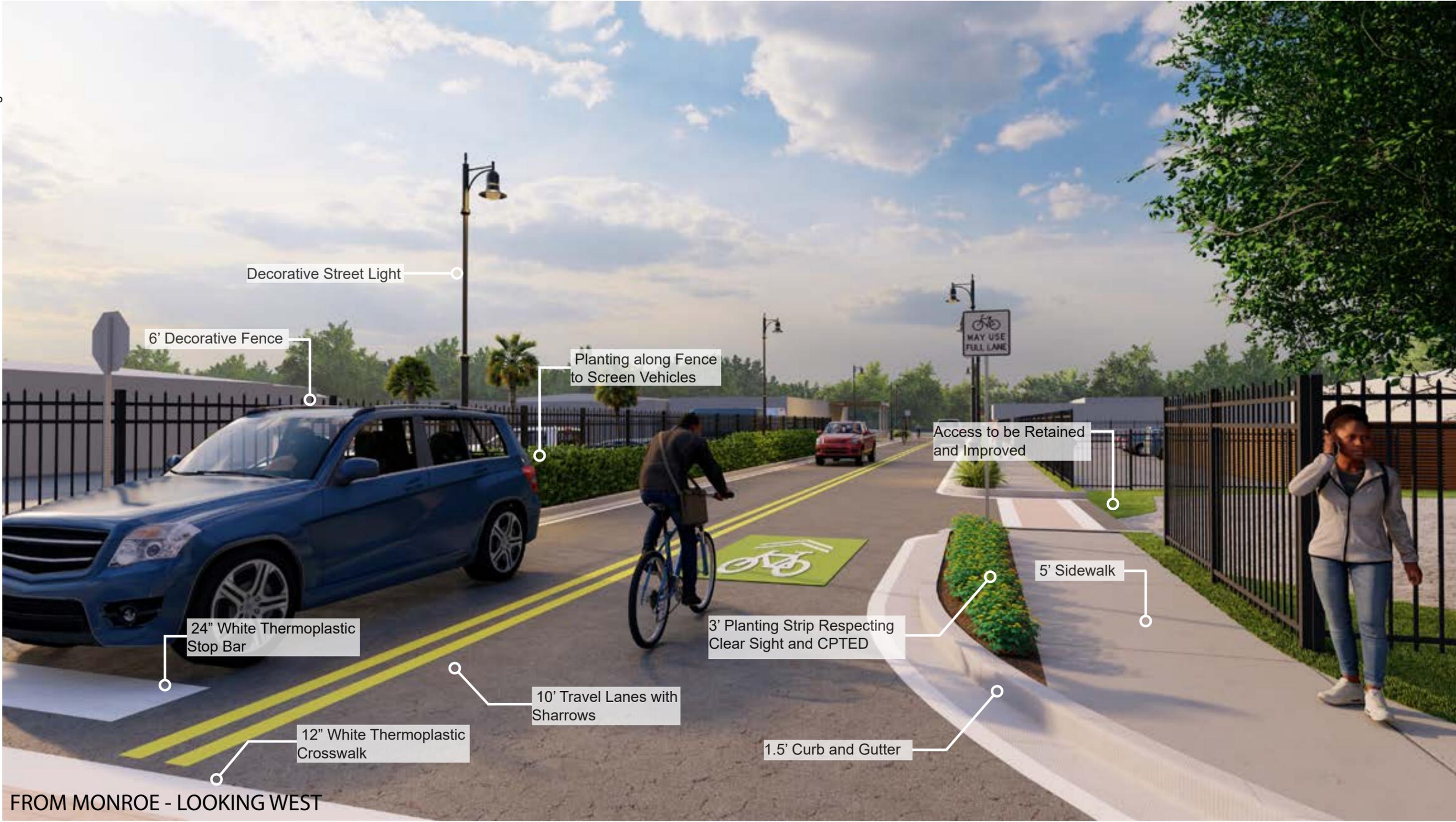
Attachments:

1. Proposed Monroe-Adams Corridor Placemaking Project Concept Renderings
2. Draft Joint Project Agreement Between Blueprint and the City of Tallahassee for the Monroe-Adams Placemaking Project Utility Undergrounding Improvements
3. Map of Monroe-Adams Corridor Placemaking Project Area
4. Summary of Public Engagement

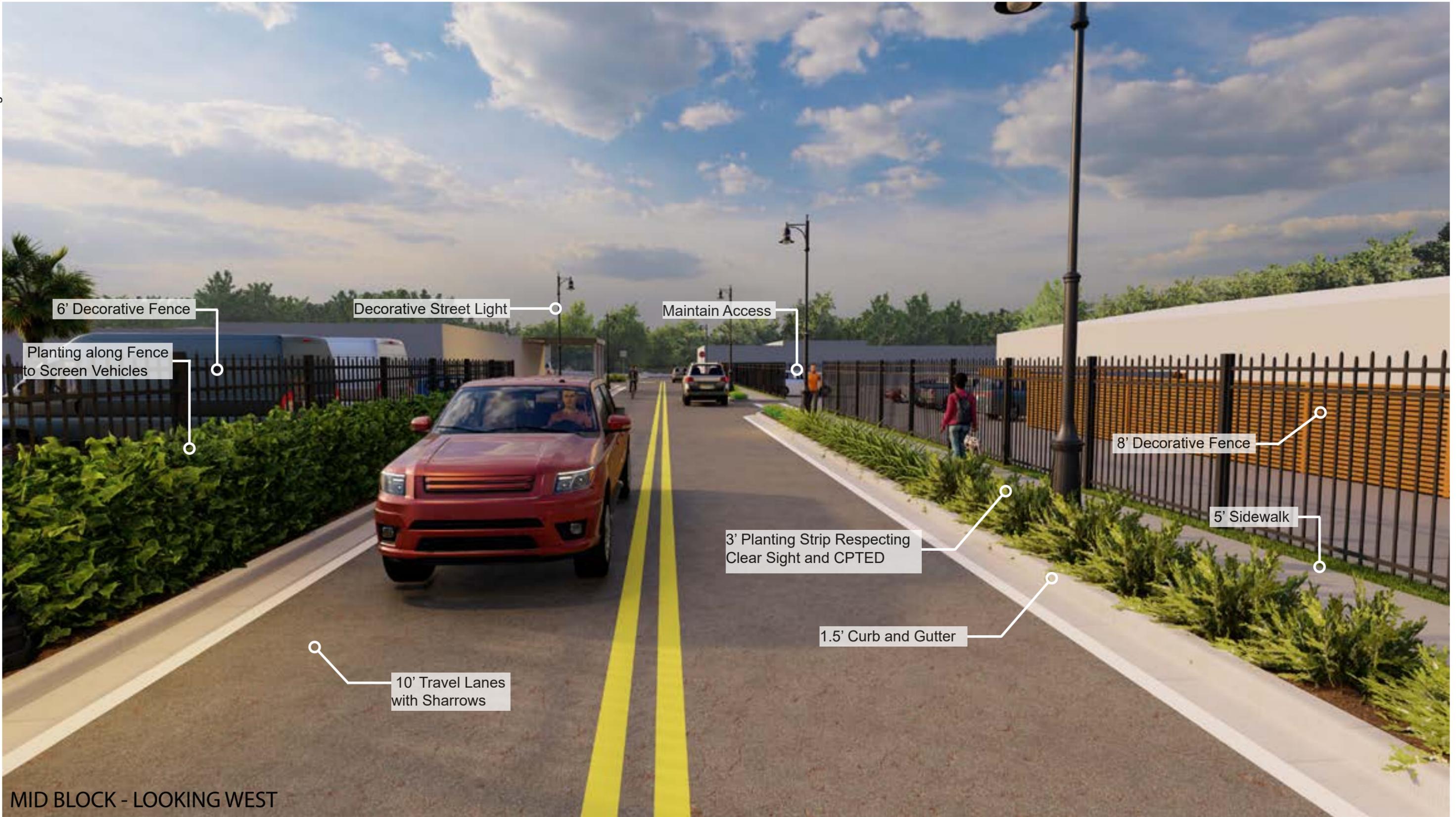
DRAFT



# MONROE ADAMS CORRIDOR - HARRISON ST



# MONROE ADAMS CORRIDOR - HARRISON ST



# MONROE ADAMS CORRIDOR - HARRISON ST



# MONROE ADAMS CORRIDOR - HARRISON ST



FROM ADAMS - LOOKING EAST

# MONROE ADAMS CORRIDOR - PERSHING ST





# MONROE ADAMS CORRIDOR - PERSHING ST



# MONROE ADAMS CORRIDOR - PERSHING ST





# MONROE ADAMS CORRIDOR - PERSHING ST

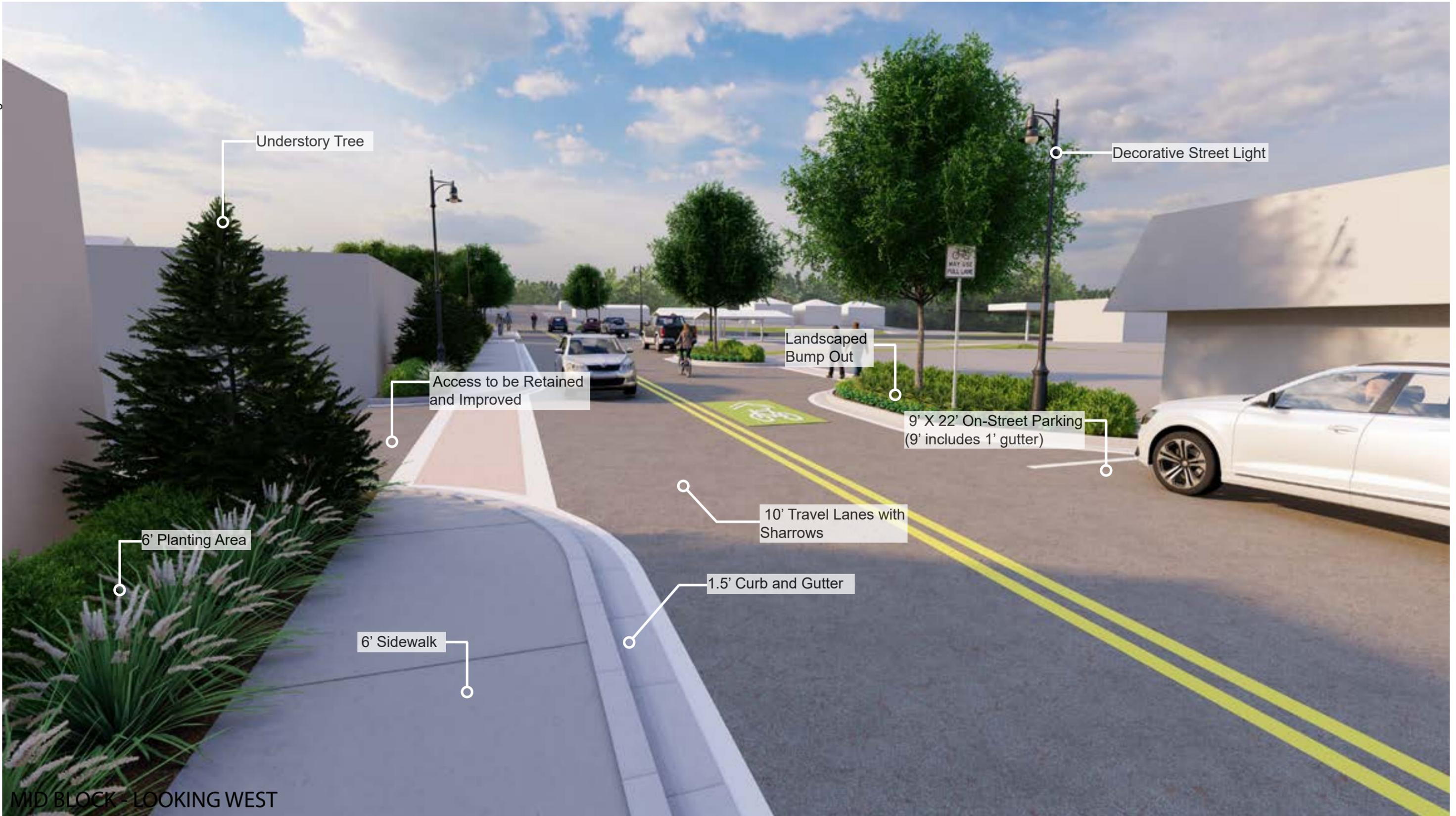


# MONROE ADAMS CORRIDOR - JENNINGS ST



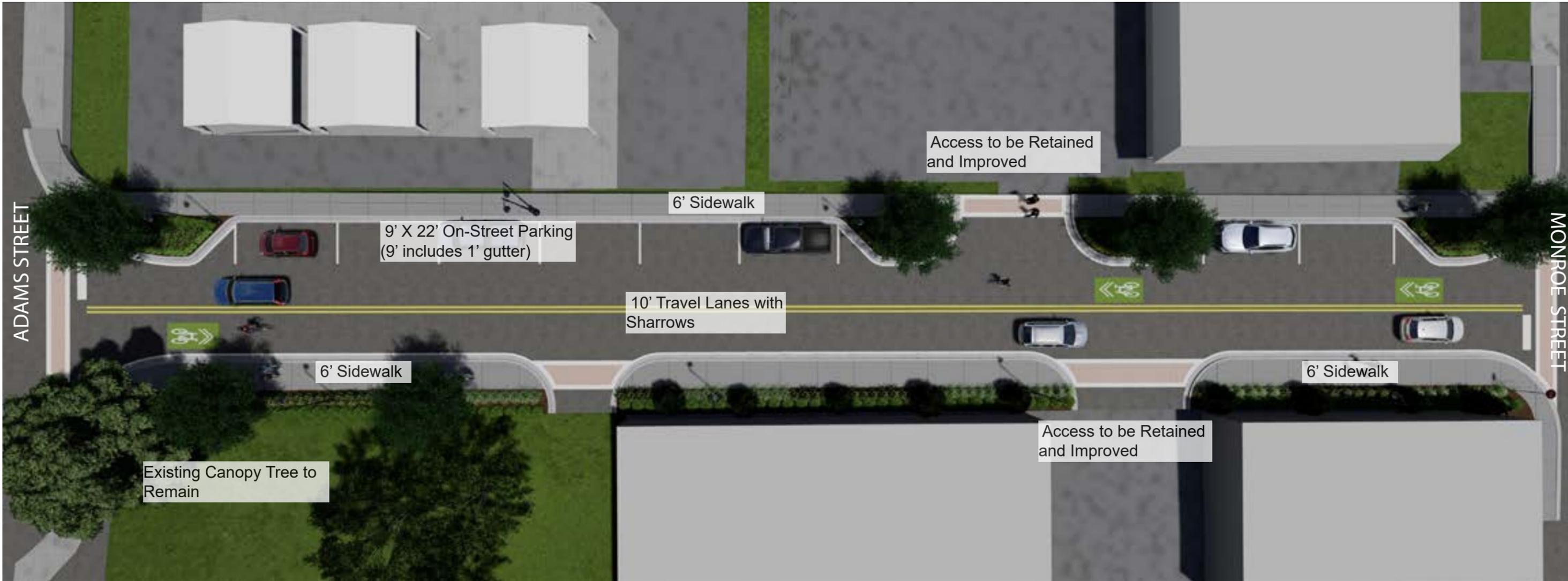
# MONROE ADAMS CORRIDOR - JENNINGS ST





MID BLOCK - LOOKING WEST

# MONROE ADAMS CORRIDOR - JENNINGS ST



# MONROE ADAMS CORRIDOR - JENNINGS ST



# MONROE ADAMS CORRIDOR - PERKINS ST



# MONROE ADAMS CORRIDOR - PERKINS ST

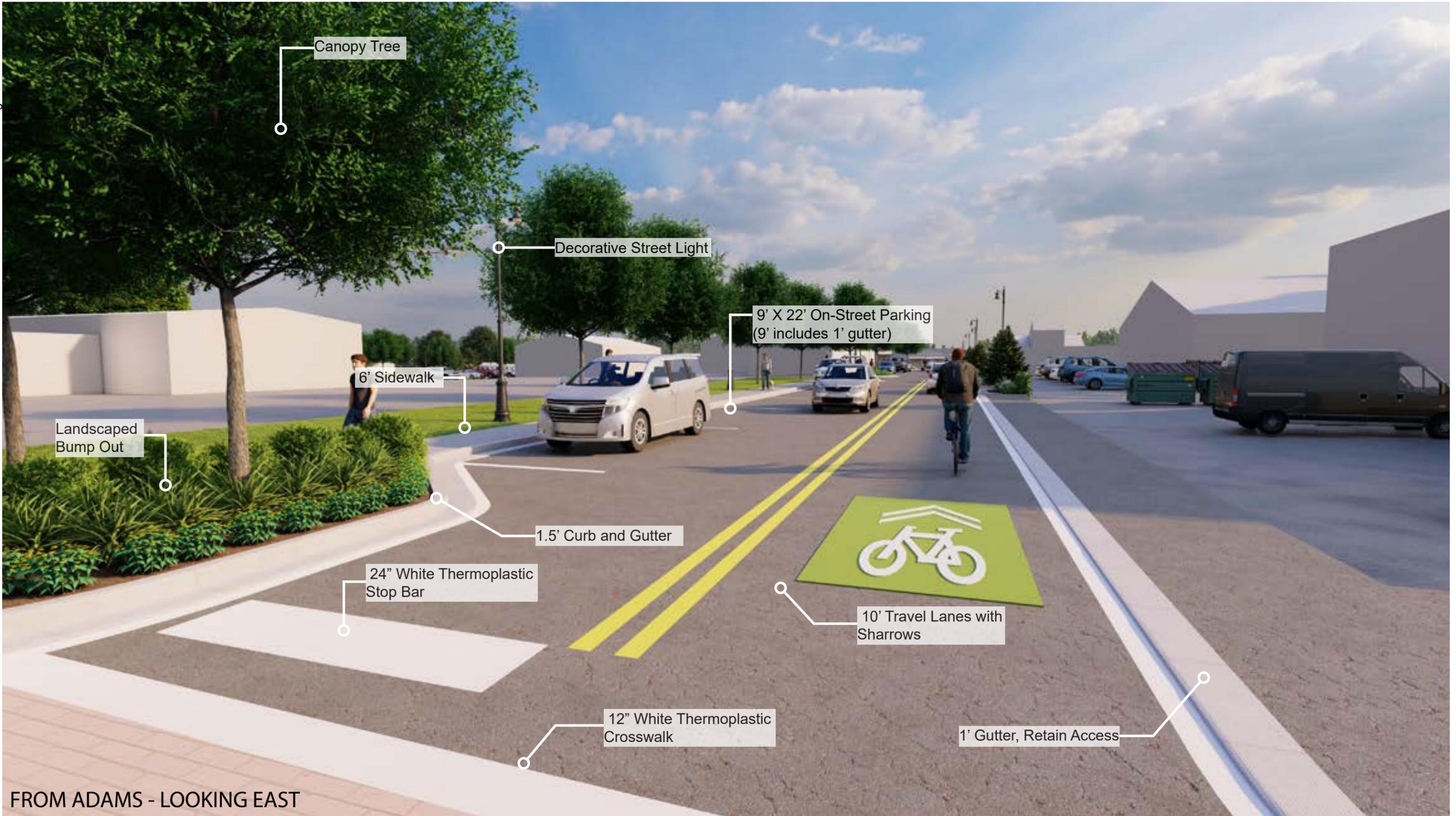


# MONROE ADAMS CORRIDOR - PERKINS ST



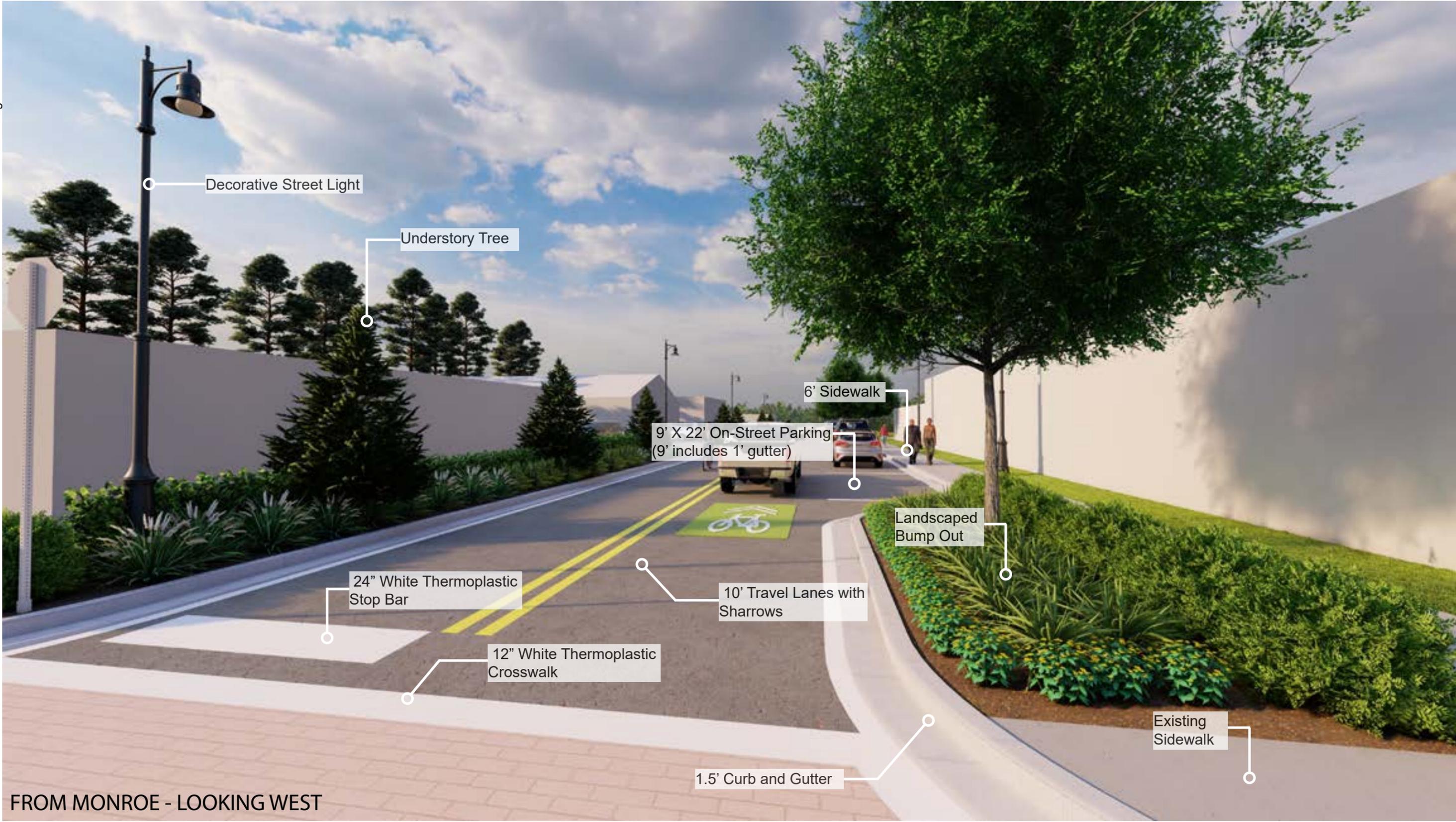
# MONROE ADAMS CORRIDOR - PERKINS ST





FROM ADAMS - LOOKING EAST

# MONROE ADAMS CORRIDOR - KESTNER ST



# MONROE ADAMS CORRIDOR - KESTNER ST



# MONROE ADAMS CORRIDOR - KESTNER ST



# MONROE ADAMS CORRIDOR - KESTNER ST



**JOINT PROJECT AGREEMENT BETWEEN  
CITY OF TALLAHASSEE AND  
LEON COUNTY – CITY OF TALLAHASSEE  
BLUEPRINT INTERGOVERNMENTAL AGENCY  
MONROE-ADAMS CORRIDOR PLACEMAKING PROJECT  
AGREEMENT NO. \_\_**

This Joint Project Agreement (JPA), is made between the CITY OF TALLAHASSEE (City) and the LEON COUNTY – CITY OF TALLAHASSEE BLUEPRINT INTERGOVERNMENTAL AGENCY (AGENCY) this \_\_ day of \_\_\_\_\_, 2022.

**WITNESSETH**

**WHEREAS**, creating safe, comfortable streets for pedestrians, transit users, and cyclists along the Monroe-Adams corridor is a top priority for the City of Tallahassee, and Blueprint; and,

**WHEREAS**, this placemaking project identifies necessary improvements to five streets connecting the Monroe Street and Adams Street corridors, including Harrison Street, Pershing Street, Jennings Street, Perkins Street and Kestner Street; and,

**WHEREAS**, the City will be responsible for the design and conversion of overhead power lines to underground for the five streets connecting the Monroe Street and Adams Street corridors; and,

**WHEREAS**, Blueprint will be responsible for acquiring the necessary easements as reflected in City’s design plans; and,

**WHEREAS**, Blueprint intends to fund 75% of the underground power conversion for Harrison Street and the City intends to fund 25% of the same under the City’s current cost sharing program for conversion of overhead power lines to underground; and,

**WHEREAS**, Blueprint intends to fund 100% of the underground power conversion for Pershing Street, Jennings Street, Perkins Street and Kestner Street, which are not to be included in the City’s cost sharing program; and

**WHEREAS**, the City and Blueprint now intend to enter into this JPA for the purpose of working together cooperatively and in the public’s best interest to implement the undergrounding of electric utilities as part of the Project, and

**WHEREAS**, the Blueprint Intergovernmental Agency Board of Directors approved the Agency’s execution of this agreement at its meeting on \_\_\_\_\_, as described in the \_\_ Blueprint Agenda Item, and the subsequent minutes of the \_\_ Blueprint Meeting; and,

**WHEREAS**, the City of Tallahassee Commission has approved the execution of this agreement at its meeting held on \_\_\_\_; as described in the \_\_\_\_ City Agenda Item and the subsequent minutes of the \_\_\_\_ City of Tallahassee City Commission Meeting.

**NOW THEREFORE**, in consideration of the above recitals, the parties agree to the following:

1. The recitals set forth above are true and correct and are deemed incorporated herein.
2. The City agrees to pay 25% of the costs associated with the conversion of undergrounding utilities on Harrison St. and Blueprint agrees to pay the remaining 75% of the same.
3. The City will send Blueprint an invoice for Blueprint's portion of the cost of the conversion of undergrounding utilities. Blueprint will remit payment to the City.
4. This Agreement and any interest herein will not be assigned, transferred or otherwise encumbered by the City under any circumstances without the prior written consent of Blueprint.
5. Except as otherwise set forth herein, this Agreement will continue in effect and be binding upon both the City and Blueprint until the construction of all phases of the Project are completed, but in no event later than \_\_\_\_.
6. Blueprint and the City covenant and agree that each will 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 actor 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, Florida Statutes. No obligation imposed by this paragraph will be deemed to alter said waiver or to extend the liability of either party beyond such limits, nor will any such obligation be deemed or construed as a waiver of any defense of sovereign immunity to which a party may be entitled. Furthermore, the parties specifically understand and agree that this provision is not intended, and will not be construed, to require a party to be indemnified for its own negligence, act, error, or omission.
7. This Agreement will be enforced and interpreted in accordance with the laws of the State of Florida. All suits relating to breach, enforcement, or construction of this Agreement will be filed in a court of competent jurisdiction in Leon County, Florida.
8. All project records and accounts relating to this Agreement or the services maintained by the County or its agents, contractors or consultants, will be subject to review,

copying and audit by Blueprint or its representative for a period of four (4) years after completion of the Project as defined by this Agreement.

9. This Agreement will constitute the entire agreement between the parties with reference to the services described herein. No amendment to this Agreement will be binding unless it is in writing and signed by an authorized representative of each party. All previous and collateral agreements, representations, warranties, promises, and conditions relation to the subject matter of this Agreement are superseded by this Agreement.

**THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK**

DRAFT

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on their behalf this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by their authorized representatives.

**LEON COUNTY – CITY OF TALLAHASSEE  
BLUEPRINT INTERGOVERNMENTAL  
AGENCY**

**CITY OF TALLAHASSEE**

By: \_\_\_\_\_

Autumn Calder

Its: Blueprint Director

Date: \_\_\_\_\_

By: \_\_\_\_\_

Reese Goad

Its: City Manager

Date: \_\_\_\_\_

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: \_\_\_\_\_

Susan Dawson, Esq.  
Blueprint Attorney

By: \_\_\_\_\_

Kristen McRae, Esq.  
City Attorney's Office

ATTEST:

By: \_\_\_\_\_

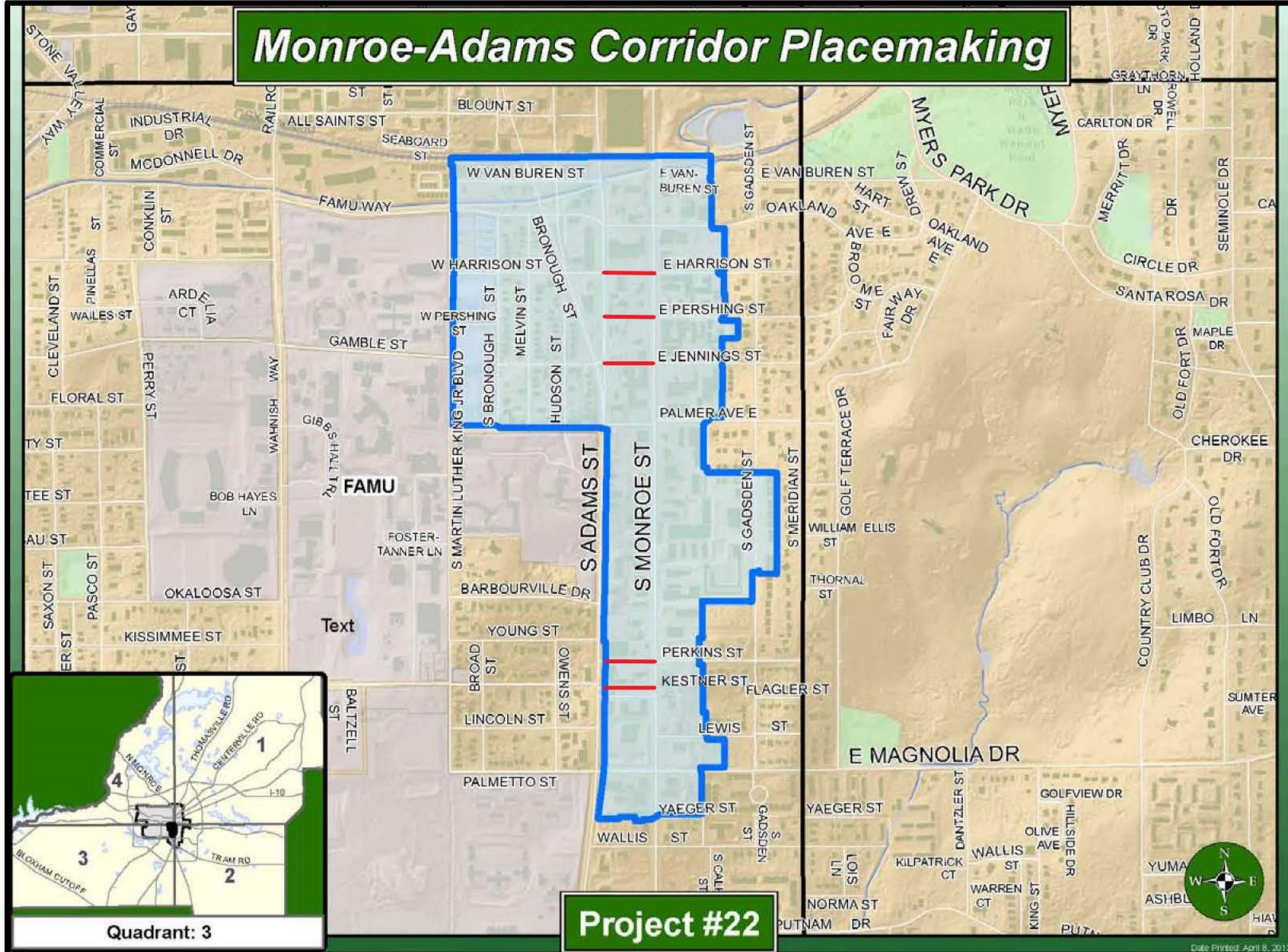
James O. Cooke, IV  
City Treasurer Clerk

# BLUEPRINT

INTERGOVERNMENTAL AGENCY



## Monroe-Adams Corridor Placemaking



## MONROE-ADAMS ENGAGEMENT UPDATE

February 2022

This public engagement report summarizes the first round of stakeholder engagement associated with the Monroe-Adams Corridor Placemaking project. This initial stakeholder engagement was associated with the development of concept renderings for each of the identified corridors within the project area. The intention of this engagement was to gather input from key stakeholders and business owners in the project study area prior to development of the concepts. The following sections describe each of the components of this engagement approach.

---

### Public Engagement Plan - Goals

- a. Collect input and feedback through stakeholder meetings, survey, and in-person and virtual engagement regarding streetscape concept alternatives.
- b. Support engagement through advance notification.
- c. Information will be collected through the development of one survey, two community engagement sessions consisting of both online and virtual options for participation, and stakeholder meetings. Interested participants will be able to provide their comments through any of these avenues.
  - o This information will be compiled and evaluated by the Blueprint Intergovernmental Agency. The input received from the public will be used to revise the concepts developed for the Monroe-Adams Placemaking alternatives where physically and financially feasible.

### Outreach Activities

#### Initial Virtual Engagement with City & Tallahassee-Leon County Planning Department

September 2021

Method: Virtual Meetings

Number of Meetings Conducted: 3

The project team met with local City and Tallahassee-Leon County Planning Department staff to coordinate on the project and get any relevant input and feedback. These meetings typically consisted of an open discussion and opportunities for staff to provide information on their area of expertise. The list of staff and their respective agencies that were engaged is available in the Appendix.

#### Initial Engagement with Stakeholders

September, October 2021

Method: One-on-One Virtual Meetings, Phone Calls, Emails

Number of Meetings Conducted: 8

Number of Email Correspondents: 3

Stakeholder engagement for the Monroe-Adams Corridor Placemaking project kicked off with the project team contacting local stakeholders and business owners. This included business owners in the area and those individuals and groups previously involved in the Monroe-Adams Action Plan, which was completed in 2011. This engagement was conducted through one-on-one virtual Microsoft Teams meetings which included a short presentation but was largely a forum for discussion. In addition to virtual meetings, email contact was made with some stakeholders and local business owners.

### **Door-to-Door Engagement**

*September 2021*

*Method: Door-to-Door Engagement*

*Businesses Engaged: 22*

Additional stakeholder engagement through a door-to-door model was also initiated to make contact with business owners on Harrison Street, Pershing Street, Jennings Street, Perkins Street, and Kestner Street. This outreach included business along Monroe Street (west side) and Adams Street (east side) from Harrison Street to Kestner Street. Approximately 22 businesses were engaged, and a [project snapshot](#) and contact information for project manager Eric Mason were left at each business. It was noted during this engagement that many of the business owners were not on site to receive the information directly. As a result, the project team initiated the development of a postcard mailer to ensure that all property and business owners were aware of the project and had an opportunity to share their vision for each of the five streets included in the project.

### **Mailouts**

*November 2021*

*Total Number of Mailouts: 204*

*Mailout Send Date: November 5, 2021*

In an effort to ensure contact was initiated with property owners and tenants in the project area who may not have been present during the door-to-door portion of engagement, a postcard was created to share information about this project including location, purpose, and timeline. The postcard also included contact information for project manager Eric Mason, and a QR code to access the Blueprint project webpage. The project team chose to include both property owners and tenants, regardless of whether the address appeared to be local to ensure that all business owners or operators would be contacted regardless of their location during this project. No additional feedback was received by the project team as a result of this outreach effort.

### **Additional Engagement with Stakeholders**

*Ongoing*

The project team continues to meet with stakeholders upon request for specific project related needs or specific corridors. In recent months, the project team has met with businesses and organizations within the project area including Proof Brewing Company and Earley's Kitchen as well as Florida A&M University. This type of meeting format will be ongoing as the concept plans move into 30%

construction documents and beyond to ensure timely communication with businesses and organizations.

**Engagement and Feedback Received as of February 2022**

The feedback received during this initial engagement for the Monroe-Adams Corridor Placemaking project indicated that stakeholders and business owners had a generally similar vision for the identified corridors. While business owners had slightly varied interests compared to other stakeholders, the majority identified the need for additional parking, adequate sidewalks, improved lighting amenities, and landscaping. Feedback was generally optimistic about the possibilities for placemaking and a unified aesthetic throughout the different corridors. However, many of the stakeholders and business owners identified safety concerns related to speeding and high traffic along Monroe Street and Adams Street. Business owners also indicated concern about access being compromised during construction and due to design decisions regarding the corridors. These issues were noted, and Blueprint is working to identify potential solutions with partner agencies as it relates to this project.

**Next Steps**

As this project continues, stakeholder identification and engagement will be ongoing as concepts are updated and finalized. In the coming months, the project team will re-engage stakeholders and business owners through mailouts and virtual opportunities to present the existing concepts and receive any additional feedback. Additional meetings with stakeholders, business owners, and city and county staff will be scheduled as needed at the request of interested parties. All input will be compiled, evaluated, and integrated into concepts in a manner that is physically and financially feasible.