

**Citizens Advisory  
Committee Meeting**

May 12, 2021  
5:00 pm  
TCC Center for Innovation

Chair: Jim McShane

**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 11, 2021. All comments received will be part of the record.

**Live Comments Via Zoom:** If you wish to provide comments live during the CAC meeting via Zoom, please register to join at [http://bit.ly/Blueprint\\_CAC\\_May\\_2021](http://bit.ly/Blueprint_CAC_May_2021) by 5 p.m. on May 11, 2021, and Zoom meeting access information will be provided to you via email. Speakers are limited to 3 minutes; please address all items of interest within your 3 minutes.

**III. CONSENT**

1. Approval of the March 31, 2020 Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes **3**

**IV. GENERAL BUSINESS**

2. Recommendation on Consideration of an Adjusted 2021 Board of Directors Meeting Calendar to Separate Infrastructure and Economic Vitality Meetings **11**

3. Recommendation of Approval of Market District Park Concept Plan **21**

**V. PRESENTATION/INFORMATIONAL ITEMS**

- Office of Economic Vitality Q1 2021 Update
- Blueprint Infrastructure Q1 2021 Project Status
- Review of Blueprint Lobbying Policy
- Presentation on the Northeast Gateway Project Development and Environmental Study

**VI. ADJOURN**

NEXT CAC MEETING: June 30, 2021

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 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 Citizens Advisory Committee Agenda Item #1

May 12, 2021

**Title:** Approval of the March 31, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

**Category:** Consent

**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  
Cristina Paredes, Director, Office of Economic Vitality

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## STATEMENT OF ISSUE:

This agenda item presents the summary meeting minutes of the March 31, 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 March 31, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee meeting minutes
- Option 2: Do not approve the March 31, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee meeting minutes

## CAC RECOMMENDED ACTION:

- Option 1: Approve the March 31, 2021 Blueprint Intergovernmental Agency Citizens Advisory Committee meeting minutes

### **Attachment:**

1. Draft Minutes of the Blueprint Intergovernmental Agency Citizens Advisory Committee meeting on March 31, 2021.

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# Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

**Date:** May 12, 2021  
**To:** Citizens Advisory Committee  
**From:** Benjamin H. Pingree, PLACE Director  
**Subject:** Summary Minutes for March 31, 2021 CAC Meeting

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## Committee Members present:

Jim McShane, Chair	Elva Peppers
Peter Okonkwo, Vice-Chair	Allen Stucks
Chris Daniels	Robert Volpe
Mary Glowacki	Hugh Tomlinson
Claudette Cromartie	Seán McGlynn
Kathy Bell	Daniel Petronio
Linda Vaughn*	

*\*virtual participant*

## Committee Members absent:

Mandy Bianchi	
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## I. AGENDA MODIFICATIONS

There were no agenda modifications.

## 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 speakers in person or registered via Zoom.

## III. CONSENT

**Allen Stucks moved, seconded by Claudette Cromartie, to approve the consent agenda.**

**The motion passed 11-0.**

Robert Volpe and Linda Vaughn joined the meeting following the motion.

1. Approval of the February 4, 2021, Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

**Option #1: Approve the February 4, 2021, Blueprint Intergovernmental Agency Citizens Advisory Committee meeting minutes.**

2. Recommendation of Acceptance of the Status Update on Blueprint Infrastructure Projects

**Option #1: Recommend that the Blueprint Intergovernmental Agency Board of Directors accept the March 2021 update on Blueprint Infrastructure projects.**

IV. PRESENTATION / INFORMATIONAL ITEMS

- Office of Economic Vitality Project Updates

Richard Fetchick and Drew Dietrich provided a brief overview of the business development actives, strategic initiatives, and major capital projects for OEV including the Convention Center, FAMU Bragg Stadium upgrades, Innovation Park Incubator, TLH International Airport improvements, and 11 active recruitment projects. Mr. Dietrich also provided an update on site selection, development, and market analysis. Lastly, membership expansion of the Big Bend Manufacturing Association into Madison, Suwannee, and Lafayette counties was also discussed.

Darryl Jones provided a brief overview of the Minority Women Small Business Enterprises (MWSBE) activities including currently underway updates to the Disparity Study, program expansion through the MIT Sloan School of Management, an IEDC project to identify ways that HBCUs and Economic Development Organizations can partner together, similar to how OEV has worked with FAMU, and the work of the MWSBE Division to provide a tool kit to all MBE and WBE firms.

Claudette Cromartie asked CAC Chair Jim McShane about whether his organization, CareerSource, was still working on skill development in order for students to become local government contractors. Mr. McShane indicated that such trainings were ongoing and included a two-week training period with lessons on ethics, professionalism, and other essential skills, employer placement for 320 hours of work, and hopeful employment after that period. Ms. Cromartie questioned how difficult it was to get students to participate in those programs. Mr. McShane indicated that recruitment was difficult. Last year, of 300 referrals from the City's TEMPO program, 20 joined the program. Mr. McShane highlighted a new program with the school board that provided referrals of dropouts to pull more students into the program.

Allen Stucks asked whether the pool of MBE and WBE firms was growing. Darryl Jones indicated that the pool was increasing, with support of CEDR and CARES Act funds, and with reciprocal certification offered by the MWSBE Division to those businesses certified with Office of Supplier Diversity. Mr. Stucks asked how OEV was to helping sustain existing MBE firms and how the MWSBE Division supported MBE firms in seeking procurement opportunities. Mr. Jones described the MWSBE Academy curriculum that changes based on the advice of the MWSBE Citizens Advisory Committee. He further described programs of the ARPC Revolving Loan Fund and FAMU Federal Credit Union that provide capital to non-traditional borrowers to help firms build capacity.

Mr. Stucks asked what sorts of programs were available to businesses that sustained losses. Mr. Jones indicated that referral to a lender might be appropriate.

Chris Daniels requested additional information on reciprocal certification. Darryl Jones stated that businesses certified by the Office of Supplier Diversity qualified for utilization in the MWBE Program in procurement. The business would need to register with the MWSBE Division to ensure that spending with their firm, as minorities, was captured in the contract compliance databases of all three local governmental entities. Mr. Jones also noted that the MWSBE Division was working on reciprocal certification for those businesses certified by the Leon County School Board.

Claudette Cromartie questioned whether the support provided to local businesses on site selection, development, and market analysis was passed on to end consumers. Drew Dietrich stated that the support identified in site selection, development, and market analysis was technical and data-based, not financial, and helped business performance.

Richard Fetchick provided a brief overview of the data and analytics for OEV including March Data Driver statistics and business establishment.

Allen Stucks questioned whether outreach was being done outside our region to encourage companies to locate in Tallahassee. Drew Dietrich stated that OEV advertised nationally, regionally, and locally; however the primary focus of advertisements was driven by the targeted industries in the OEV Strategic Plan, not area of the country.

Elva Peppers noted that she had experienced that lower wage positions were difficult to fill during COVID because of the availability of increased unemployment and stimulus funds and that perhaps unemployment numbers could be exacerbated by this phenomenon. Richard Fetchick indicated that he had also heard this from other small businesses resulting from federal aid packages and stimulus. He noted that OEV remained engaged with CareerSource and other ecosystem partners to encourage reentry into the workforce.

Allen Stucks questioned whether training operations were still underway. Drew Dietrich indicated that ecosystem partners such as CareerSource, TCC, Lively, and others performed that work. Jim McShane stated that as an example, when manufacturers needing specific skills were identified, CareerSource and their partners recruited students and workers into training programs in order to ensure a pipeline was in place to get workers into those skilled jobs.

A copy of the presentation is on file at Blueprint Intergovernmental Agency.

## **V. PUBLIC HEARING**

Shortly after 5:30, Jim McShane convened the First Public Hearing to Consider a Substantial Amendment to the Northeast Park Project and called for any citizens to be heard. Megan Doherty indicated that no written comments were received and there were no public speakers in person or present on the Zoom platform.

Megan Doherty gave a presentation on the Substantial Amendment to the Northeast Park Project. Ms. Doherty stated that the County intends to sell the old site and that an amendment is necessary to update the Blueprint project map to reflect the new location of the Northeast Park.

Hugh Tomlinson questioned the anticipated financial impact with the site change. Megan Doherty stated that currently, no change to the total Blueprint project cost was proposed. To purchase the new site, Leon County intended to sell the existing property at Thomasville Road and Proctor Road and use those funds to purchase the new Northeast Park site. Susan Dawson clarified that Leon County did not currently have appraisals of the site and that all information provided was based on the best data available.

Elva Peppers suggested that, for the presentation to the IA Board, a map showing the locations of both the old and new sites would be helpful.

**Allen Stucks moved, seconded by Peter Okonkwo, to recommend that the IA Board approve the Substantial Amendment to Blueprint Project 19, Northeast Park, as described in Agenda Item Attachment #2.**

**The motion passed 12-0, with Mr. Volpe abstaining from the vote because of a conflict.**

## **IV. PRESENTATION / INFORMATIONAL ITEMS**

- Blueprint Project Updates

Autumn Calder provided a brief overview on the Blueprint Infrastructure program updates including a \$160 million investment over 14 active capital projects in the Southern Strategy Area. Ms. Calder also provided an update on the Market District Park project and the central park programming concept. Megan Doherty provided an overview of the recent community engagement activities and survey results for the Northeast Connector Corridor: Bannerman Road project.

Claudette Cromartie questioned the status of the FAMU Way Project, specifically the connection at Gamble Street, and whether the project was within budget. Autumn Calder stated that FAMU Way roadway improvements were a City of Tallahassee project therefore they would have budget information on the project. Blueprint will reach out to the City to get the current budget information. Regarding timing, Ms. Calder stated that the City was currently planning the ribbon cutting ceremony which she anticipated occurring within four to six weeks.

Tatiana Daguillard provided a brief overview of the History & Culture Trail project including project goals, project area, and next steps. Interpretive kiosks and public art installations would highlight the Allen Subdivision, FAMU & Civil Rights, Railroad Depot, and the economic engines of Villa Mitchell, Boynton Still, and Elberta Crate.

A copy of the presentation is on file at Blueprint Intergovernmental Agency.

- Status Update on the Northeast Gateway Project

Ryan Wetherell provided a presentation on the Northeast Gateway project including the proposed treatments and intersection options evaluation.

The proposed roadway alignment was altered to minimize impacts to cultural and historical sites, existing homesteaded properties, and reduce environmental impacts by crossing the floodway at the narrowest point. It further maximized opportunities for a future interchange with Interstate-10. The estimated cost for construction was \$43 million; Blueprint was pursuing a State Infrastructure Bank loan or bond for the project construction.

Regarding operations at Centerville Road and Shamrock Street South extension connection, Ryan Wetherell stated that Blueprint proposed a roundabout for efficiencies through the 2045 design year. The roundabout minimized impacts to commercial property, created ideal conditions for a future trailhead in the southeast corner, and provided for safe and continuous operations supported by the Killearn Homes Association. It was noted a roundabout design would impact the Celebration Baptist Church property, the Canopy Protection Zone, and increase construction cost by \$1-2 million. Staff also evaluated a signalized intersection; however, it was less efficient operationally through 2045 when compared to the roundabout, and the Canopy Road created sight distance challenges. The roundabout option allowed for improved sight distance through the intersection and was the best alternative and therefore, was the staff recommendation.

Allen Stucks asked about public engagement on the proposed alternatives. Ryan Wetherell stated that two virtual engagements were conducted within the past month, one scheduled midday and one in the evening to accommodate different schedules so various community members could attend. Mr. Wetherell noted that another public engagement would be held in May, and stakeholder engagement would also continue.

Regarding operations at Welaunee Boulevard and Shamrock Street Extension, Ryan Wetherell stated that for reasons of safety and traffic efficiency, a roundabout would be the only option proposed to the IA Board. The intersection would be in the middle of a greenfield with no adjacent development. The roundabout maintained efficiency and provided an inherent traffic calming effect. It would be well signed and lit to identify it per Florida Department of Transportation (FDOT) standards.

Regarding operations at Welaunee Boulevard, Roberts Road, and Centerville Road, Ryan Wetherell noted four options: Alternative A proposed a five-leg roundabout, Alternative B a five-leg signalized intersection, Alternative C realigned Roberts Road, and Alternative D provided an eastern alignment. Alternative A would be aligned mainly along the existing conservation easement to avoid impacts to homesteaded properties. Alternative A also maintained the connection with Pimlico Road, as requested by Leon County School Board, provided continuous operations, and presented no conflicts with pedestrian facilities. Pedestrian safety was of concern; however, there are no existing sidewalks or trails in the area. Mr. Wetherell stated that the goal of residents and Blueprint was to maintain the character of Centerville Road. A five-legged roundabout had a large footprint and right-of-way needs would impact five parcels, including a portion of the St. Phillips AME Church property and conservation easement. Mr. Wetherell noted that the conservation easement was created with the construction of Roberts Elementary and Montford Middle Schools in mind and provided for construction of transportation and utility improvements through the easement. It was largely planted pines which were important but not environmentally sensitive, particularly when compared to the floodplain and other environmentally sensitive areas in the area. Lastly, Mr. Wetherell noted that one important feature with Alternative A would be the opportunity to preserve a healthy, 71-inch live oak tree on site.

Ryan Wetherell stated that Alternative B, the five-leg signalized intersection presented multiple challenges to operations including lags or delays in signal timing, as well as the tight, acute, and skewed angles of each roadway. Alternative B would include two dedicated right turn lanes to support operations, would maintain the Pimlico Road connection, and minimize impacts to homesteaded property through a smaller footprint.

Ryan Wetherell stated that Alternative C, Roberts Road realignment, shifted to a four-leg signalized intersection at acute angles, for Welaunee Boulevard and Centerville Road with Roberts Road connecting south of the intersection. It also included the requested Pimlico Road extension. Alternatives C minimized the impacts of the five-leg signalized intersection, however, it produced significant impacts to the homesteaded property and right-of-way and construction cost increases to the project.

Ryan Wetherell stated that Alternative D, the eastern alignment, continued Roberts Road east, on its existing path, aligning Welaunee Boulevard through the adjacent non-homesteaded property that held significant wetland areas, and realigning Roberts Road to a stop condition on a curve. The proposed alignment for Welaunee Boulevard would cross a significant floodway that drained to Lake Lafayette. Alternative D would require bridging and mitigation, and would be a longer roadway, making Alternative D inconsistent with Leon County's approach to preserving flood plains. Furthermore, Alternative D would not preserve the 71-inch live oak tree. Alternative D did not directly support a Pimlico Road connection, but one could be accommodated to the south of the schools. Lastly, Alternative D would increase the project budget by approximately \$2.9 million.



**Mary Glowacki moved, seconded by Claudette Cromartie, to adopt staff's recommendations regarding the ranking of the alternatives.**

**The motion passed 12-0, with Robert Volpe abstaining from the vote because of a conflict.**

**V. ADJOURN**

**Alan Stucks moved, seconded by Chris Daniels, to adjourn.**

**The motion passed unanimously.**

**The meeting adjourned at 6:19 pm.**

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# **Blueprint Intergovernmental Agency Citizens Advisory Committee**

## **Agenda Item #2**

**May 12, 2021**

<b>Title:</b>	Recommendation on Consideration of an Adjusted 2021 Board of Directors Meeting Calendar to Separate Infrastructure and Economic Vitality Meetings
<b>Category:</b>	General Business
<b>Intergovernmental Management Committee</b>	Vincent S. Long, Leon County Administrator Reese Goad, City of Tallahassee Manager
<b>Lead Staff / Project Team:</b>	Benjamin H. Pingree, Director, Department of PLACE Susan Dawson, Blueprint Attorney Autumn Calder, Director, Blueprint Cristina Paredes, Director, Office of Economic Vitality

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### **STATEMENT OF ISSUE:**

This agenda item provides options for Blueprint Intergovernmental Agency Board of Directors (IA Board) consideration to adjust the IA Board meeting schedule. Options provided include separating regular meetings for Blueprint Infrastructure (Infrastructure) and the Office of Economic Vitality (OEV), as well as an option to make no changes, other than a rescheduled September 2021 meeting date to September 27, 2021. Both Option #2 and Option #3 provide for the majority of meetings to be specific to Infrastructure or OEV business; however, some joint meetings will be necessary. This would also impact the number of CAC meetings, as Option #3 would increase the number of CAC meetings required to eight (8) meetings a year. This item was continued from the April 8, 2021 IA Board meeting, and requested to be reviewed by the Economic Vitality Leadership Council and the Citizens Advisory Committee.

### **FISCAL IMPACT**

There is no fiscal impact with Option #1, or Option #2 as these options keep the total number of regular meetings consistent with the current schedule. There is a fiscal impact associated with the Option #3, related to WCOT coordination and broadcasting, but it is a nominal amount.

## CAC OPTIONS:

- Option 1: Recommend the IA Board approve Option #1 to continue the current practice of holding joint regular meetings for 2021, and provide a proposed 2022 meeting schedule of joint Infrastructure and OEV meetings for consideration at the September 2021 meeting, consistent with previous practices. Reschedule the September 23, 2021 meeting to September 27, 2021.
- Option 2: Recommend the IA Board approve Option #2 to amend the Blueprint Intergovernmental Agency Board of Directors meeting schedule to hold six (6) regular meetings per year; hold separate meetings for Blueprint Infrastructure and OEV business, except for when there is a budget workshop or budget public hearing scheduled for the same day as a regular meeting; review this practice as part of the 2022 joint regular meeting.
- Option 3: Recommend the IA Board approve Option #3 to amend the Blueprint Intergovernmental Agency Board of Directors meeting schedule to hold eight (8) regular meetings per year; hold separate meetings for Blueprint Infrastructure and OEV business, except for when there is a budget workshop or budget public hearing scheduled for the same day as a regular meeting; review this practice as part of the 2022 joint regular meeting.
- Option 4: CAC recommendation of preferred option.

## CAC RECOMMENDED ACTION

- Option 4: CAC recommendation of preferred option.

# Blueprint Intergovernmental Agency Board of Directors Agenda Item #X

May 27, 2021

**Title:** Consideration of Adjusted 2021 Intergovernmental Agency Board of Directors Meeting Calendar to Separate Infrastructure and Office of Economic Vitality Meetings

**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  
Susan Dawson, Blueprint Attorney  
Autumn Calder, Director, Blueprint  
Cristina Paredes, Director, Office of Economic Vitality

## STATEMENT OF ISSUE:

This agenda item provides options for Blueprint Intergovernmental Agency Board of Directors (IA Board) consideration to adjust the IA Board meeting schedule. Options provided include separating regular meetings for Blueprint Infrastructure (Infrastructure) and the Office of Economic Vitality (OEV), as well as an option to make no changes, other than a rescheduled September 2021 meeting date to September 27, 2021. The other two options presented provide for either six (6) total regular meetings a year (Option #2) or eight (8) regular meetings a year (Option #3). Both Option #2 and Option #3 provide for the majority of meetings to be specific to Infrastructure or OEV business; however, some joint meetings will be necessary. This item was continued from the April 8, 2021 IA Board meeting.

## FISCAL IMPACT

There is no fiscal impact with Option #1, or Option #2 as these options keep the total number of regular meetings consistent with the current schedule. There is a fiscal impact associated with the Option #3, related to WCOT coordination and broadcasting, but it is a nominal amount.

## RECOMMENDED ACTION:

Option 3: IA Board Direction

## EXECUTIVE SUMMARY:

This agenda item provides for Blueprint Intergovernmental Agency Board of Directors (IA Board) consideration of options to amend the IA Board meeting schedule to provide for separate Infrastructure and OEV meetings, beginning at the start of FY 2022. This format would allow for expanded presentations on active and upcoming Infrastructure and OEV programs and projects. The two departments would still hold a joint regular meeting on the dates of the joint budget workshop and joint budget public hearing, every year. This item also provides options to keep the meeting schedule at six (6) regular meetings per year, or expand to eight (8) regular meetings per year.

This agenda item also provides a process to review the meeting schedule one year after implementation, which, if approved, is anticipated as part of the May 26, 2022 regular meeting. It is also anticipated that this will result in a reduced exposure during this time period in which COVID-19 is still a concern, by limiting the number of staff required to be present at meetings. Lastly, this item provides an option to keep the IA Board meeting schedule the same, excepting a rescheduled September 27, 2021 meeting to avoid a scheduling conflict with the Florida Association of Counties, and to present the proposed 2022 schedule for joint Infrastructure and OEV meetings at the September 2021 meeting, consistent with previous practices. This item was continued from the April 8, 2021 IA Board Meeting.

## SUPPLEMENTAL INFORMATION:

### BACKGROUND

At the February 18, 2021 meeting, IA Board directed staff to bring an agenda item to amend the 2021 IA Board meeting schedule by separating Infrastructure and OEV business meetings, beginning in FY 2022, and reviewing this process within a year of implementation. Option #2 maintains the number of regular meetings at six (6) per year and Option #3 expands the number of regular meetings to eight (8) meetings per year. Both Options #2 and #3 separate Infrastructure and OEV business into separate meetings, except for on the dates of the budget workshops, or public hearings when Infrastructure and OEV business would be considered concurrently in a joint meeting. Overall, this would allow for expanded opportunity for Directors to consider both Blueprint and OEV business, reduced exposure to Covid-19, and increased staff time efficiency. Option #1 provides an option for IA Board consideration of continuing the practice of holding joint regular meetings, and presenting a proposed 2022 meeting schedule at the September 2021 meeting, consistent with previous practices. All options also provide for an adjusted September 2021 meeting date of September 27, 2021. This item was originally on the April 8, 2021 IA Board meeting agenda, but was continued to the May 27, 2021 meeting.

### *History of IA Board Meeting Schedules*

According to Section B-3 of the By-laws of the IA Board, at least one meeting of the Board of Directors per year is required.

The original By-laws for the Intergovernmental Agency called for the IA to meet in conjunction with the Metropolitan Planning Organization, now the Capital Region Transportation Planning Agency. On November 19, 2001, the Agency approved alternating the MPO and IA Board meetings on a monthly basis with the meetings to be held on the third Monday of each month in 2002. It was acknowledged that two summer meetings, July and September, would be held concurrently with the MPO due to budget and scheduling reasons. The 2002 and 2003 schedules were developed based on that guidance, however, according to a September 9, 2003 IA agenda item, because of cancellations and rescheduling, the annual plan was not well followed.

From 2002 until 2016, the IA Board held three regular meetings each year. At the October 27, 2016 IA Board meeting, the Board of Directors amended the 2017 meeting schedule to add a fourth meeting to be held in December, to allow for a meeting in each quarter of the year. This practice continued until September 5, 2019 when the Board of Directors adopted the 2020 meeting schedule, which added two additional regular meetings, consistent with IA Board direction.

As noted previously, during the February 18, 2021 meeting, the IA Board directed staff to bring back an agenda item for IA Board consideration of separating Blueprint Infrastructure and OEV meetings and review this process in one year. The next section presents an overview of the current schedule of 2021 IA Board meetings, and two options for separated OEV and Blueprint Infrastructure regular meetings.

## **CONSIDERATION OF SEPARATING BLUEPRINT INFRASTRUCTURE AND OEV BUSINESS INTO SEPARATE MEETINGS**

### *Current IA Board Meeting Schedule*

At present, the IA Board annual meeting schedule has six (6) joint regular meetings for conducting both Blueprint and OEV business. In addition to these joint regular meetings, the IA Board holds an economic development strategic plan workshop, a budget workshop, and a budget public hearing, every year. Table #1, below, details these meetings and dates.

**Table 1 – 2021 Blueprint IA Board of Directors Meeting Dates**

<b>2021 Blueprint IA Board Adopted Meeting Schedule</b>	
<b><i>2021 Meeting Dates</i></b>	
<u>Date</u>	<u>Department</u>
Thursday, February 18, 2021	Joint Meeting*
Thursday, April 8, 2021	Joint Meeting
Thursday, May 27, 2021	Joint Meeting*
Thursday, July 15, 2021	Joint Meeting
Thursday, September 23, 2021	Joint Meeting*
Thursday, December 9, 2021	Joint Meeting
* Indicates Additionally Scheduled Workshop or Public Hearing	

Consistent with IA Board direction from the February 18, 2021 meeting, this item presents options for separating Blueprint Infrastructure and OEV business into separate meetings. This item presents three alternatives, the first is a no change option, save a rescheduling of the September 23, 2021 meeting, to September 27, 2021 meeting, due to a scheduling conflict with the Florida Association of Counties. This option, Option #1, would continue the practice of holding joint regular meetings and presenting a proposed 2022 meeting schedule to the IA Board for consideration at the September 27, 2021 meeting, consistent with current practices.

The second alternative, Option #2, separates the business of the two departments beginning in FY 2022 and schedules a total six (6) regular meetings per year. The exception to the separation would be a joint meeting on the days of the combined budget workshop (typically held in May) and combined budget public hearing (held in September), consistent with current practices. The result over the course of the year would be two (2) Infrastructure focused meetings, two (2) OEV focused meetings, and two (2) joint meetings, for a total of six regular meetings.

The third alternative, Option #3, also separates the business of the two departments, beginning in FY 2022, but schedules eight (8) regular meetings per year. Again, the exception to the separation would be a joint meeting held on the days of a combined Blueprint/OEV budget workshop (typically held in May) and a combined budget public hearing (held in September). The result over the course of the year would be three (3) Infrastructure focused meetings, three (3) OEV focused meetings, and two (2) joint meetings, for a total of eight (8) regular meetings.

It is anticipated that this separation of Blueprint Infrastructure and OEV subject matter will allow the Directors to discuss items in-depth, while holding to a specific meeting timeframe. It is also anticipated separating the meetings will reduce exposure during the time that COVID-19 is still a concern, as the number of staff needed will be limited, primarily, to the respective Blueprint division. Both Option #2 and Option #3 would provide for this practice to be reviewed in May 2022.

#### *Option #2– Six (6) Regular Meetings Per Year*

Option #2 would keep the total number of regular meetings per year at six, and would separate Infrastructure and OEV meetings, beginning in FY 2022. The exceptions to this separation would be a joint budget workshop and a joint budget public hearing. Staff from both Infrastructure and OEV would need to be present for these meetings. Table 2, below, depicts the meeting schedule for the remainder of 2021 and potential dates for 2022. Both Blueprint and OEV staff have scheduled important project updates for both the May and July 2021 IA Board meetings, necessitating keeping those as joint regular meetings. Therefore, meeting separation would begin in December 2021, the first IA Board meeting of FY 2022.



**Table 2 – Option 2 Proposed Meeting Dates**

<b>Option 2 - 6 Total Regular IA Meetings per Year</b>	
<b><i>2021 Meeting Dates</i></b>	
<u>Date</u>	<u>Department</u>
Thursday, February 18, 2021	Joint Meeting
Thursday, April 8, 2021	Joint Meeting
Thursday, May 27, 2021	Joint Meeting*
Thursday, July 15, 2021	Joint Meeting
Monday, September 27, 2021	Joint Meeting*
Thursday, December 9, 2021	Infrastructure
<b><i>Potential 2022 Meeting Dates</i></b>	
<u>Date</u>	<u>Department</u>
Thursday, February 10, 2022	OEV
Thursday, March 31, 2022	Infrastructure
Thursday, May 19, 2022	Joint Meeting*
Thursday, June 30, 2022	OEV
Thursday, September 22, 2022	Joint Meeting*
Thursday, December 8, 2022	Infrastructure
* - Indicates Budget Workshop/Budget Public Hearing in addition to regular meeting.	

***Option #3 – Eight (8) Regular Meetings Per Year***

Option #3, would expand the regular meeting schedule to eight meetings per year, and hold separate meetings for Infrastructure and OEV business, beginning in FY 2022. The exception to this separation are joint meetings held on the day of the combined budget workshop and the combined budget public hearing, which would continue to be held jointly. Option #3, would allow for both Blueprint Departments to have a meeting in each of the four quarters of the year, as well as both having a meeting between the budget workshop and budget public hearing. This would ensure that Directors are able to provide staff direction they need at important intervals throughout the year, and at least once per quarter. All the benefits outlined in Option #2 are obtained in Option #3, with this additional benefit. Table 3, below, depicts proposed meeting dates for the remainder of 2021, and potential meeting dates for 2022.

**Table 3 – Option 3 Proposed Meeting Dates**

<b>Option 3 - 6 Total Regular Meetings in 2021; 8 Total Regular Meetings After</b>	
<b><i>2021 Meeting Dates</i></b>	
<u>Date</u>	<u>Department</u>
Thursday, February 18, 2021	Joint Meeting
Thursday, April 8, 2021	Joint Meeting
Thursday, May 27, 2021	Joint Meeting*
Thursday, July 15, 2021	Joint Meeting
Monday, September 27, 2021	Joint Meeting*
Thursday, December 9, 2021	Infrastructure
<b><i>Potential 2022 Meeting Dates</i></b>	
<u>Date</u>	<u>Department</u>
Thursday, February 10, 2022	OEV
Thursday, March 31, 2022	Infrastructure
Thursday, May 19, 2022	Joint Meeting*
Thursday, June 16, 2022	OEV
Thursday, July 14, 2022	Infrastructure
Thursday, September 22, 2022	Joint Meeting*
Thursday, November 10, 2022	OEV
Thursday, December 15, 2022	Infrastructure
* - Indicates Budget Workshop/Budget Public Hearing in addition to regular meeting.	

## CONCLUSION:

Option #1, provides an option for IA Board consideration and direction, of a no change option to the IA Board meeting schedule, except for a rescheduled September 2021 meeting. This option would also continue the practice of holding joint regular meetings for Infrastructure and OEV business, and to present a proposed 2022 meeting schedule at the September 27, 2021 meeting, consistent with current practices.

This item also presents two alternatives for amending the Blueprint IA schedule, one for separating the business of the two departments and holding six (6) meetings per year, and one for separating the business of the two departments and holding eight (8) meetings per year. An exception for this separation would be when there is a budget workshop or a budget public hearing scheduled for the date of an IA Board meeting; on these dates, Infrastructure and OEV business would be combined for the regular meeting. Option #2 would provide for two Infrastructure meetings, two OEV meetings, and two joint meetings. Option #3 would provide for three Infrastructure focused meetings, three OEV focused meetings, and two joint meetings. All options provide for an updated September 2021 meeting date of September 27, 2021, to avoid a scheduling conflict with Florida Association of Counties activities.



These potential changes would allow for expanded presentations providing greater detail on active and upcoming Infrastructure and OEV programs and projects, increasing the opportunity for Directors and the public to engage on an item. It is also anticipated that this will result in a reduced exposure during this time period in which COVID-19 is still a concern, by limiting the number of staff required to be present at meetings. During the new Sharing of Ideas meeting section of any IA Board meeting, Directors will be able to bring up any topic regarding Infrastructure or OEV business to be brought back at any future meeting.

The practice of separating meetings under Option #2 and Option #3 would be brought back to the IA Board in May 2022 for consideration and further direction.

## **OPTIONS:**

- Option 1: Continue the current practice of holding joint regular meetings for 2021, and provide a proposed 2022 meeting schedule of joint Infrastructure and OEV meetings for consideration at the September 2021 meeting, consistent with previous practices. Reschedule the September 23, 2021 meeting to September 27, 2021.
- Option 2: Amend the Blueprint Intergovernmental Agency Board of Directors meeting schedule to hold six (6) regular meetings per year; hold separate meetings for Blueprint Infrastructure and OEV business, except for when there is a budget workshop or budget public hearing scheduled for the same day as a regular meeting; review this practice as part of the 2022 joint regular meeting.
- Option 3: Amend the Blueprint Intergovernmental Agency Board of Directors meeting schedule to hold eight (8) regular meetings per year; hold separate meetings for Blueprint Infrastructure and OEV business, except for when there is a budget workshop or budget public hearing scheduled for the same day as a regular meeting; review this practice as part of the 2022 joint regular meeting.
- Option 4: IA Board Direction

## **RECOMMENDED ACTION:**

- Option 4: IA Board Direction

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# Blueprint Intergovernmental Agency Citizens Advisory Committee Agenda Item #3

May 12, 2021

**Title:** Recommendation of Approval of the Market District Park Concept Plan

**Category:** Consent

**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  
Susan Tanski, Senior Project Manager, Blueprint  
Mike Alfano, Principal Planner, Blueprint

## STATEMENT OF ISSUE:

This agenda item seeks a recommendation of approval by the Citizens Advisory Committee's (CAC) to the Blueprint Intergovernmental Agency Board of Directors for the Market District Park Concept, included as Attachment #1 and presented as Option #1. The Park is the first phase of the Blueprint Market District Placemaking Project. The recommended concept fits within the site conditions and project budget and reflects a substantial amount of community input. The agenda item also seeks authorization to advertise, negotiate, and award a contract for design services for the Market District Park, presented as Option #2. In addition, this item provides an update on the overall Blueprint Market District Placemaking Project and seeks authorization to remove the north-south portion of the Timberlane Greenway from the west side of the park project area as well as a neighborhood connection to the Park from the future elements of the Market District Placemaking Project, presented as Option #3 and shown in Attachment #3.

## FISCAL IMPACT:

This item does not have a fiscal impact. The Market District Placemaking Project has a total estimated budget of \$11.1 million and per the approved FY 2022 Capital Improvement Plan, is identified to be fully funded FY 2023. The Market District Park Concept Plan has an estimated

construction cost of \$6,632,344, which would leave \$4,467,656 for future project elements including safety, improvements, streetscaping, sidewalks and trails.

## **CAC OPTIONS:**

- Option 1: Recommend the IA Board approve the Blueprint Market District Park Concept Plan.
- Option 2: Recommend the IA Board Authorize Blueprint to advertise, negotiate, and award a contract for design services for the Blueprint Market District Park.
- Option 3: Recommend the IA Board approve the proposed alterations to future Market District Placemaking Project Elements to remove the northern portion of the Timberlane Greenway and neighborhood connections as shown in Attachment #3.
- Option 4: Alternative CAC recommendation.

## **CAC RECOMMENDED ACTION**

- Option 1: Recommend the IA Board approve the Blueprint Market District Park Concept Plan.
- Option 2: Recommend the IA Board Authorize Blueprint to advertise, negotiate, and award a contract for design services for the Blueprint Market District Park.
- Option 3: Recommend the IA Board approve the proposed alterations to future Market District Placemaking Project Elements to remove the northern portion of the Timberlane Greenway and neighborhood connections as shown in Attachment #3.

BLUEPRINT  
INTERGOVERNMENTAL AGENCY

**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #X  
May 27, 2021**

**Title:** Approval of Market District Park Concept Plan

**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, Blueprint Design and Construction Manager  
Susan Tanski, Senior Project Manager  
Mike Alfano, Principal Planner

## **STATEMENT OF ISSUE:**

This agenda item provides an update on the overall Market District Placemaking Project and seeks approval from the Blueprint Intergovernmental Agency Board (IA Board) for the Market District Park Concept, included as Attachment #1 and presented as Option #1. The Park is the first phase of the Blueprint Market District Placemaking Project. The recommended concept fits within the site conditions and project budget and reflects a substantial amount of community input. The agenda item also seeks authorization to advertise, negotiate, and award a contract for design services for the Market District Park, presented as Option #2, which begins the next phase of the Park project. In addition, this item seeks authorization to remove the north-south portion of the Timberlane Greenway from the west side of the project area and related elements of the Market District Placemaking Project, presented as Option #3 and shown in Attachment #3.

## **FISCAL IMPACT**

This item does not have a fiscal impact. The Market District Placemaking Project has a total estimated budget of \$11.1 million and per the approved FY 2022 Capital Improvement Plan, is identified to be fully funded FY 2023. The Market District Park Concept Plan has an estimated construction cost of \$6,632,344, which would leave \$4,467,656 for future project elements including safety, improvements, streetscaping, sidewalks and trails.

## RECOMMENDED ACTION:

- Option 1: Approve the Blueprint Market District Park Concept Plan.
- Option 2: Authorize Blueprint to advertise, negotiate, and award a contract for design services for the Blueprint Market District Park.
- Option 3: Approve the proposed alterations to future Market District Placemaking Project Elements to remove the northern portion of the Timberlane Greenway and neighborhood connections as shown in Attachment #3.

## EXECUTIVE SUMMARY:

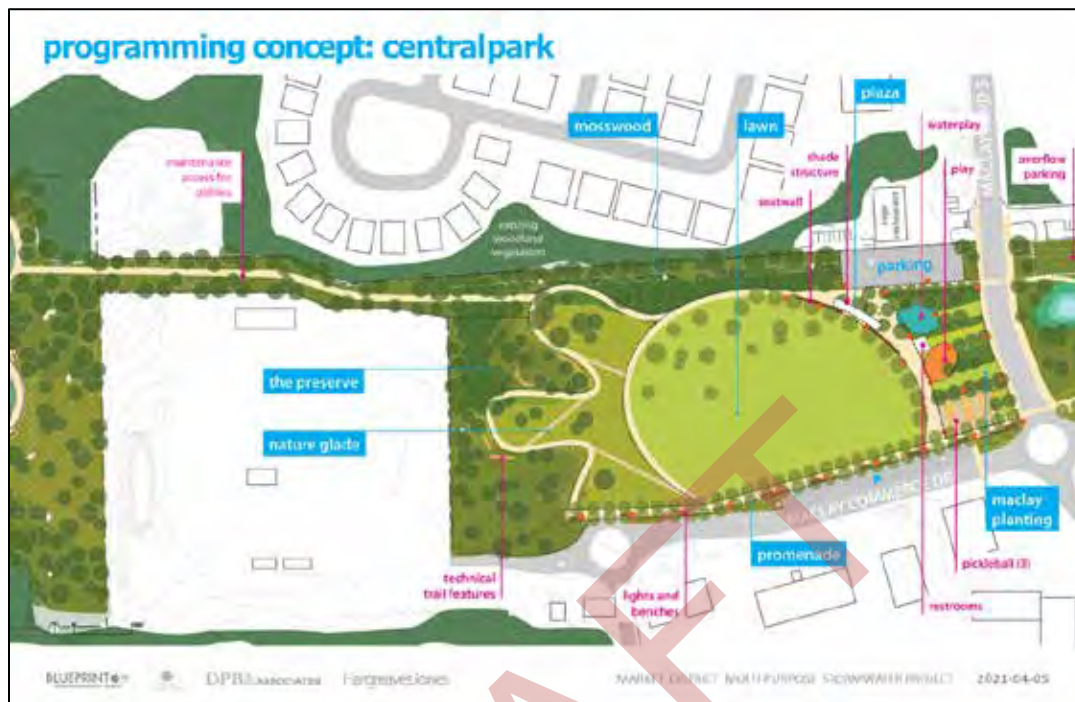
The Market District Placemaking Project is one of the 27 Blueprint 2020 Infrastructure projects. It is tied with the Orange-Meridian Placemaking project as the top-ranked Community Enhancement, Connectivity, and Quality of life (CCQ) project, based on the prioritization of the CCQ projects approved by the IA Board at the September 17, 2017 meeting. The project has a total estimated budget of \$11.1 million, and will be fully funded in FY 2023. The budget is based on project costs developed during the Leon County Sales Tax Citizen Committee process in 2014 increased 2% annually until the first year of construction, consistent with Blueprint practices for all projects. The sales tax project as currently approved includes the construction of 1) the Market District Park, 2) pedestrian, safety, and intersection improvements within the Market District business area, and 3) sidewalk and trails connecting to the business area and Park. This project was originally envisioned in the 2011 "Market District Corridor Placemaking Action Plan".

The Blueprint Market District Park is being planned in coordination with the City of Tallahassee Underground Utilities and Public Infrastructure Department's Market District Multi-Purpose Stormwater Project, which will improve the quality of stormwater flowing to Lake Jackson. The Market District Multi-Purpose Stormwater Project opens up the public space for the Blueprint Market District Park. The City awarded a contract to DPB and Associates for the Market District Multi-Purpose Stormwater Project infrastructure improvements services and park planning services. Blueprint is working with DPB and Associates and their subconsultant, urban park designers Hargreaves Jones, for the central park planning effort.

The project team analyzed public engagement feedback and survey results in the context of the technical site constraints and opportunities to develop project programming approaches for the proposed Market District Park project. The process to develop the programming approaches included analyzing the community input, project site fit-tests, site utilization analysis and coordination with the maintenance entity, City of Tallahassee Parks, Recreation, and Neighborhood Affairs. In addition to the technical analysis, Blueprint has worked with the consultant team to undertake four separate weeks of public engagement to develop the park concept. The estimated cost to construct the recommended concept is \$6,632,344. Figure 1, below is the recommended Market District Park concept.



**Figure 1: Proposed Market District Park Concept**



Public input during community engagement on park concepts indicated preferences for features at the park. The recommended concept includes all of the top, preferred features and sets the landscape foundation for this space for years to come.

The estimated cost to construct the Market District Park Concept Plan presented in this agenda item is \$6,632,344. This leaves \$4,467,656 for the remaining Placemaking project improvements. Option #1 requests the IA Board's approval of the Market District Park Concept. The design of the Park, based on the concept, is the next step in the project. Option #2 seeks the IA Board's authorization to procure design services for the Park Concept. Design services would begin in fall of 2021. The design phase would include additional public engagement, and be brought back to the IA Board in fall 2022 for final approval and requested authorization to procure construction services.

The improvements for the remaining Placemaking project elements will be developed and refined through the planning and preliminary engineering process as well as public engagement, which is anticipated to begin in fall 2021. Blueprint is proposing to eliminate the north-south portion of the Timberlane Greenway from Maclay Road to the west stormwater pond area, as well as two neighborhood connections from the future Placemaking project elements. This portion of the Timberlane Greenway would require obtaining nearly a dozen trail easements over private properties to provide the connection from Maclay Road to Timberlane Road. In addition, the CRTPA is currently looking at the feasibility of routing the Thomasville Road Trail through the market district, providing a connection from Timberlane Road to Maclay Road. This would effectively provide an alternative north-south route for the connection that the Timberlane Greenway would provide, yet would not require obtaining easements from private property owners, potentially providing savings to the project budget. This recommendation is presented

as Option #3. A map depicting the proposed future project elements is included at Attachment #3.

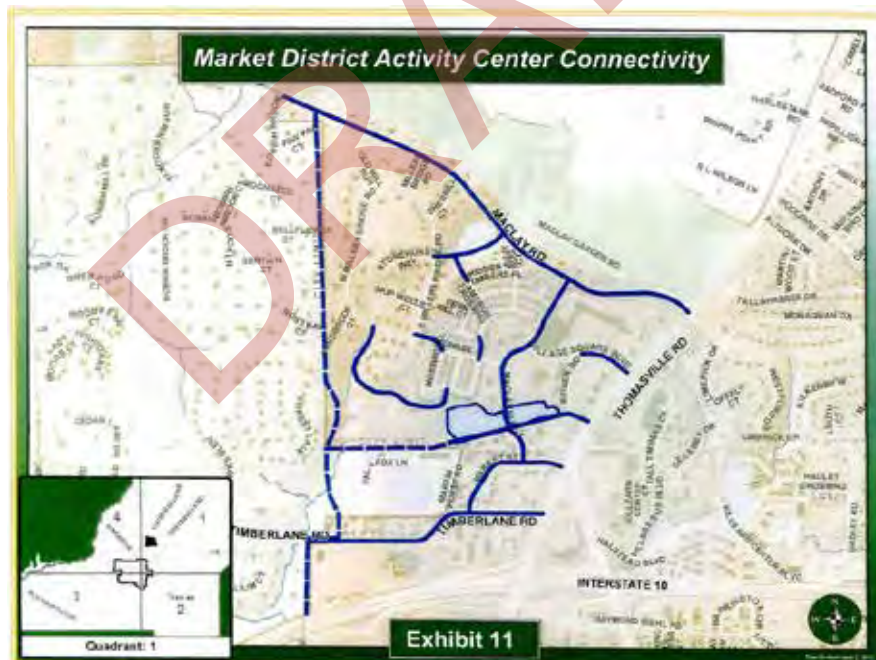
## SUPPLEMENTAL INFORMATION:

### BACKGROUND

The Blueprint Market District Placemaking Project has a total estimated budget of \$11.1 million with funding planned through FY 2023. The budget is based on project costs developed during the Leon County Sales Tax Citizen Committee process in 2014 increased 2% annually through the first year of construction, consistent with Blueprint practices for all projects. The sales tax project, as currently approved, includes the construction of 1) the Market District Park, 2) pedestrian, safety, and intersection improvements within the Market District business area, and 3) sidewalk and trails connecting to the business area and Park. The Second Amended and Restated Interlocal Agreement between the City of Tallahassee and Leon County provides the below project description. The related map exhibit from the Interlocal Agreement can be seen in Figure 2.

*Project 11. Market District Activity Center Connectivity: Funding to implement the Market District Corridor Placemaking Action Plan (includes construction, stormwater improvements, greenway connections, streetscaping, and gateway enhancements)*

**Figure 2: Market District Activity Center Connectivity Map**



### Market District Park Final Project Concept

The first phase of the Blueprint Market District Placemaking Project is the implementation of the park space. The Park phase kicked off in May 2020, and four successful community engagement efforts have been completed to date. The consultant analyzed the public engagement information and survey results in the context of the technical site constraints and prepared the recommended Market District Park concept plan based on the public input they



received. This concept includes the top six features desired by the public and sets the landscape foundation for this space for years to come.

The project team analyzed the public engagement feedback and survey results in the context of the technical site constraints and opportunities to develop project programming approaches for the proposed Market District Park project. The various project programming approaches were based upon the preferred park activities and facilities. The process to develop the programming approaches included analyzing the community input, project site fit-tests, site utilization analysis and other measures and interviewing stakeholders such as the City of Tallahassee Department of Parks, Recreation and Neighborhood Affairs. The final Market District Park Concept is presented below, in Figure 3.

**Figure 3: Market District Park Concept Plan**



Public input during community engagement indicated a preference for the following features at the park, along with the percentage of respondents indicating their preference for that feature:

- Paths for Running/walking (61.1%)
- Shaded Gathering Spaces (51.1%)
- Playground (37.3%)
- Water Play Elements/splash pad (36.5%)
- Open Spaces (32.2%)
- Court Games (22.3%)

As directed by the IA Board at the July 9, 2020 meeting, the project team elevated the Knight Creative Communities Institute (KCCI) Community Catalyst Class of 2020 (KCCI) bike skills park in various public engagement meetings as an example of a park amenity that could benefit the community. The proposed Concept includes “technical trail features” that serve as mountain biking skills building and elements of bike play alongside a pedestrian path. These features are incorporated into the Park rather than set into a dedicated space allowing for enhanced integration and making it a natural fit into the Park.

The Market District Park Concept Plan has an estimated cost of \$6,632,344 to complete. Cost estimates can be seen below in Table 1. More refined cost estimates will be produced in the project design phase. A more detailed budget is provided in Attachment #2. Option #2 seeks the authorization from the IA Board to move the concept into the design phase, through the procurement of the design services, which are scheduled to begin in fall 2021.

**Table 1 – Market District Park Concept Plan Construction Cost Estimates**

<b>Table 1 - Market District Park Concept Construction Cost Estimates</b>	
<u>Category</u>	<u>Cost Estimate</u>
Construction (site work, landscaping, etc.)	\$ 4,726,256
Onsite Features (play area, shade structure, etc.)	\$ 1,227,647
Consultant Fees	\$ 678,441
<b>Total Estimate</b>	<b>\$ 6,632,344</b>

*Parking Available at Park and Potential Future Special Events*

It is anticipated that the Market District Park will have ample parking to accommodate park visitors on a typical day. There will be approximately 45-60 on-street parking spaces available along Maclay Commerce Drive. In addition to on-street parking, the City of Tallahassee is in the process of negotiating a land swap with the owners of Sage Restaurant in order to provide additional parking at the northeast corner of the central park area. This parking area is anticipated to provide approximately 40 additional parking spaces. Moreover, an overflow parking area is planned for the area at the eastern stormwater site being developed by the City of Tallahassee.

In the event that special events are hosted at the Market District Park, this parking may not be sufficient to accommodate all event attendees. In such an event, it will be important for event hosts to work with City of Tallahassee Department of Parks, Recreation and Neighborhood Affairs (PRNA) which will be responsible for park operations and private landowners and businesses in the area to make arrangements to meet any parking overflow needs. In recent months, the Market District Merchants Association (MDMA) has been reactivated, and represent a potential leadership group through which this process can be coordinated. Blueprint staff is attending weekly MDMA meetings and has raised this potential parking challenge for any future special events that exceed onsite-parking availability.

**Remaining Market District Placemaking Project Elements and Proposed Alterations**

The second phase of the Blueprint Market District Placemaking project is the implementation of the two remaining project components outlined in the 2014 Sales Tax Extension Report:

- Connectivity within the Market District Business Area: Pedestrian safety and streetscaping along Timberlane Road, Maclay, Boulevard, and Market Street. This could include roundabouts at key intersections.
- Neighborhood Connectivity: Missing links of sidewalks and trails to connect residential areas to parks, schools, and commercial areas. Sidewalks include along Maclay Road, on the south side of Village Square Boulevard, and on Timberlane School Road connecting to Live Oak Plantation. Trails would include a north-south multiuse connection from Timberlane Road to Maclay Gardens State Park, an eastward connection to Maclay Boulevard, and neighboring connections.

As provided above, there will be an anticipated \$4,467,656 remaining in Market District Placemaking funding after the completion of the park. These funds will be used to implement these remaining Placemaking Project elements.

#### *Proposed Alterations to Future Project Phases*

The improvements for the remaining Placemaking project elements will be developed and refined through the planning and preliminary engineering process as well as public engagement, which is anticipated to begin in fall 2021. Blueprint is proposing to eliminate the north-south portion of the Timberlane Greenway from Maclay Road to the west stormwater pond area, as well as two neighborhood connections from the future Placemaking project elements. This portion of the Timberlane Greenway would require obtaining and estimated ten trail easements from nearly a dozen private properties to provide the connection from Maclay Road to Timberlane Road. The CRTPA is currently assessing the feasibility of routing the Thomasville Road Trail through the market district, providing a connection from Maclay Road to Timberlane Road, effectively providing an alternative north-south connection to the Timberlane Greenway. The CRTPA's Thomasville Road Trail would not require obtaining easements from private property owners.

Blueprint is recommending removing the main north-south portion of the Timberlane Greenway west of the City's west stormwater pond and the neighborhood connection from Bobbin Trace to the Park. This is presented as Option #3. A map depicting the proposed future project elements is included as Attachment #3.

#### *Leveraging Opportunities in the Market District*

Blueprint has identified a number of leveraging opportunities in the form of funding or projects that overlap with the remaining Market District Placemaking project elements. These can be seen in Table 2. These opportunities represent over \$5.7 million in projects or funding for improvements to the Market District that would not draw from the Market District Placemaking Project budget. These opportunities, together with the City and Blueprint investments total \$16+ million invested in the Market District Area through the implementation of the Blueprint Market District projects.

**Table 2 – Leveraging Opportunities in Market District Project Area**

<b>Table 2 – Leveraging Opportunities in Market District Project Area</b>		
<b>Improvement</b>	<b>Project Category</b>	<b>Estimated Cost</b>
City UUPI - Road Improvements and Sidewalks	Pedestrian Safety & Streetscaping; Sidewalks & Trails	\$3,500,000
City Stormwater – Pond Utility Maintenance Access	Sidewalks & Trails	\$275,000
Planning Department – Placemaking Funds	Pedestrian Safety & Streetscaping	\$479,760
Blueprint – Greenways Master Plan & Bike Route System Funds for Thomasville Road Trail	Sidewalks & Trails	\$1,455,000
Leon County – Portion of Sidewalk on Timberlane Road	Sidewalks & Trails	\$36,000
	<b>Leveraging Total</b>	<b>\$5,745,760</b>
Remaining in Market District Budget		\$4,467,656
Park Estimate		6,632,344
<b>TOTAL INVESTMENT IN MARKET DISTRICT</b>		<b>\$16,845,760</b>

The above leveraging opportunities include funding from the Blueprint 2020 Implementing the Greenways Master Plan (GWMP) and Bike Route System (BRS) projects for the Thomasville Road Trail. The CRTPA is currently performing a feasibility study for the trail that includes identifying the best way to connect the trail from Metropolitan Boulevard to Maclay School Road. A potential course for this connection would be through the market district, which would effectively complete, or overlap many of the trail improvements identified in the Market District Placemaking Project. As such, included in materials for the May 27, 2021 IA Board Budget Workshop, are proposed allocations from the BRS for design services for the Thomasville Road Greenway, anticipated to begin in FY 2022. Under this funding mechanism, construction costs for the Thomasville Road Greenway would be funded by GWMP and Market District projects. This would ensure trail components are completed and new GWMP funding still be available in FY 2028, consistent with the GWMP prioritization process approved by the IA Board at the December 10, 2020 meeting.

Blueprint staff will continue to refine project cost estimates, seek savings opportunities, and continue to pursue leveraging opportunities to reduce project expenditures. As staff begin working on the next phases of the project, cost estimates will be developed, and public engagement will be informative of how to prioritize the improvements for the remaining project elements to stay within the overall project budget.



#### *Market District Corridor Placemaking Action Plan (2011)*

In 2011, the City Commission adopted the “Market District Corridor Placemaking Action Plan,” developed by community groups and neighborhood associations in collaboration with the Tallahassee-Leon County Planning Department to create a unique ‘sense of place’ vision for the Market District area. During development of the Action Plan, repurposing of the existing stormwater ponds in the center of the Market District was identified as a top priority of citizens and business owners.

The City Commission allocated \$500,000 in FY 2012 for initial implementation of the Market District Action Plan by the Tallahassee-Leon County Planning Department. This investment was intended to kick-start initial improvements in the area by encouraging residents and visitors to visit and explore the district. In 2013 the Market District Working Group recommended holding current spending to coordinate with potential future Blueprint sales tax projects. Blueprint Water Quality Funds were used to help acquire property for the park in the meantime. To date funding has been spent on events and promotions such as the 2013-2014 Visit Tallahassee article. The balance is presently encumbered with implementing the adopted wayfinding plan, and allocated to implementing other pedestrian improvements in coordination with infrastructure improvements in the area.

Though the original Working Group is no longer active, the Market District Merchants Association (MDMA) has recently reactivated and currently working with staff on implementing some of the projects initially identified in the Action Plan. Blueprint and TLCPD staff are attending regular MDMA meetings to work thru prioritization and implementation of the remaining action plan funds. The remaining project components, pedestrian enhancements, streetscape, and intersection improvements, are described later in this agenda item.

#### *Market District Multi-Purpose Stormwater Project Collaboration*

The City of Tallahassee Underground Utilities and Public Infrastructure Department has an ongoing project in the Market District called the Market District Multi-Purpose Stormwater Project which will improve the quality of stormwater flowing to Lake Jackson. Construction began on March 15, 2021 and includes repurposing the existing stormwater ponds where the central park will be located, along with beautification and transportation improvements on Maclay Boulevard and Maclay Commerce Drive. Major electric infrastructure has already been upgraded. The transmission lines east of the electrical substation that previously ran through the ponds were relocated to improve reliability and aesthetics. In 2016, the City successfully acquired the 9.65 acre parcel for the central park space. The Market District Multi-Purpose Stormwater Project opens up the public space for the central park space that is underway by Blueprint.

The City awarded a contract to DPB and Associates for the Market District Multi-Purpose Stormwater Project infrastructure improvements services and park planning services. Blueprint issued a task order on this contract to complete planning and programming, public outreach, and preliminary design services on the Blueprint Market District Placemaking Project and ensure its consistency with the City project. Blueprint is working with DPB and Associates and their subconsultant urban park designers Hargreaves Jones, for the central park planning effort. Figure 4, below includes the Multipurpose Stormwater Project schematic including the infrastructure elements that will surround the future Park.

**Figure 4: Multipurpose Stormwater Project Schematic**



#### *Community Engagement Summary*

The central park public outreach effort began in earnest the week of August 10<sup>th</sup>, 2020. A primary purpose of the public outreach has been to identify criteria to develop park programming approaches for the proposed park project, i.e., primarily answers to the question of, “what do park users want in their park?”

Blueprint’s public engagement to date has included four sets of community engagement meetings, including 418 participants. Each set of meetings included three virtual community engagement meetings presented at different times of day, on different days and in the evening to facilitate community participation. Each community meeting lasted a total of 1 - ½ hours and included a 45-minute zoom meeting presentation of the proposed project, followed by a 45 minute live question and answer sessions with the project’s urban park architect sub-consultant, Hargreaves Jones, and the Blueprint and City project managers. These meeting sets were separated by approximately 10-weeks to allow the community to participate in the project’s progressive design process and provide meaningful input at critical milestones.

A questionnaire/survey was prepared and conducted by Blueprint and Hargreaves Jones to project anticipated park utilization and identify park patron preferences for various urban park activities and facilities. The survey and questionnaire were active over a 14-day period, bracketing the first virtual community engagement meeting, and received over 1,200 responses. Survey results were analyzed and summarized in graphic format for public presentation in the 45-minute virtual meeting segment of the second series of community engagement meetings. The survey summary and graphics have also been posted on the project website, TallahasseeMarketDistrict.com.

During the first round of community engagement activities, notification of the event included sending postcards via US mail to 2000+ area residents and businesses, hand-delivering information to businesses along the corridor, direct emailing 250+ project stakeholders, placing

signs along the project corridors, and utilizing print and social media. In all, nearly 160 people attended the first week of virtual community engagement meetings, which led to highly productive question and answer sessions. During the online Q&A session, a total of 52 spoken and “chat” questions were received.

A second week of virtual engagement was held the week of October 17<sup>th</sup>, 2020 where 86 citizens participated in the virtual community engagement meetings. The third week of virtual engagement was held the week of December 14<sup>th</sup>, 2020 and 70 citizens participated in the virtual community meetings and the fourth week of virtual engagement was held in April 2021. For each engagement event, electronic notification via email was utilized due to the increased participation of the mailing list from the project website, which 335+ community members have joined to be specifically notified about this exciting project. The team also placed posters in many Market District business windows with information about the second round of community engagement.

During the fourth week of engagement, 92 citizens participated. Participation was about the same as in previous two weeks but not as strong as the first week of engagement. Again, notification followed the same process as the previous meetings; electronic notification via email; traditional direct mailing to project stakeholders; handing out postcards and distributing posters to many of the Market District businesses. In total over the seven month engagement period, 418 citizens participated in virtual community meetings for the Market District Project.

Additionally, video recordings of the meetings and all question and answer sessions are available across multiple platforms, including the project website and the City of Tallahassee and Blueprint’s respective YouTube channels. Currently, the project website, which was created for the larger Market District Multi-Purpose project and includes Market District Park, remains the prime resource for Park information. The website is hosted by the City, which allows for quick and efficient editing of content by both City and Blueprint project team members. Visitors to the site continue to increase over time with peak daily visits to the site coinciding with the launch of website updates and the virtual community engagement activities.

## NEXT STEPS:

Upon IA Board approval of the Market District Park Concept Plan and authorization to procure the design services, the park project will move from a concept to a constructible design. The second phase of the Placemaking project will begin this fall. See below for a detailed description of the timeframes for the remaining phases.

May, 2021	Completion of Park Concept Plan upon IA Board direction
Summer, 2021	Public Engagement Market District Action Plan (TLC Planning Department)
Summer, 2021	Procure Design Services
Fall, 2021	Begin Final Park Design

Fall, 2022

Advertisement for  
Construction of Market District Park

Late, 2024

Completion Market District Park

## CONCLUSION:

A conceptual site plan for the Market District Park has been developed and described in this agenda item. Approval of this concept plan is presented as Option #1. The agenda item also seeks authorization to advertise, negotiate, and award a contract for design services for the Market District Park, presented as Option #2. In addition, this item provides an update on the overall Blueprint Market District Placemaking Project and seeks authorization to remove the north-south portion of the Timberlane Greenway from the west side of the park project area as well as a neighborhood connection to the Park from the future elements of the Market District Placemaking Project, presented as Option #3 and shown in Attachment #3.

The recommended concept fits within the site conditions and project budget and reflects a substantial amount of community input. This concept plan has an estimated cost of \$6,632,344 to construct, which would leave \$4,467,656 for remaining project elements. Over \$5.7 million in leveraging opportunities has been identified to complete the remaining project elements. In total, over \$16 million will be invested in the Market District Area through the implementation of the Blueprint project. Blueprint staff will continue to work with public and private entities engaged in the future of the Market District as they begin planning work on future project elements in fall 2021.

## OPTIONS:

- Option 1: Approve the Blueprint Market District Park Concept Plan.
- Option 2: Authorize Blueprint to advertise, negotiate, and award a contract for design services for the Blueprint Market District Park.
- Option 3: Approve the proposed alterations to future Market District Placemaking Project Elements to remove the northern portion of the Timberlane Greenway and neighborhood connections as shown in Attachment #3.
- Options 4: IA Board direction.

## RECOMMENDED ACTION:

- Option 1: Approve the Blueprint Market District Park Concept Plan.
- Option 2: Authorize Blueprint to advertise, negotiate, and award a contract for design services for the Blueprint Market District Park.
- Option 3: Approve the proposed alterations to future Market District Placemaking Project Elements to remove the northern portion of the Timberlane Greenway and neighborhood connections as shown in Attachment #3.



Attachment:

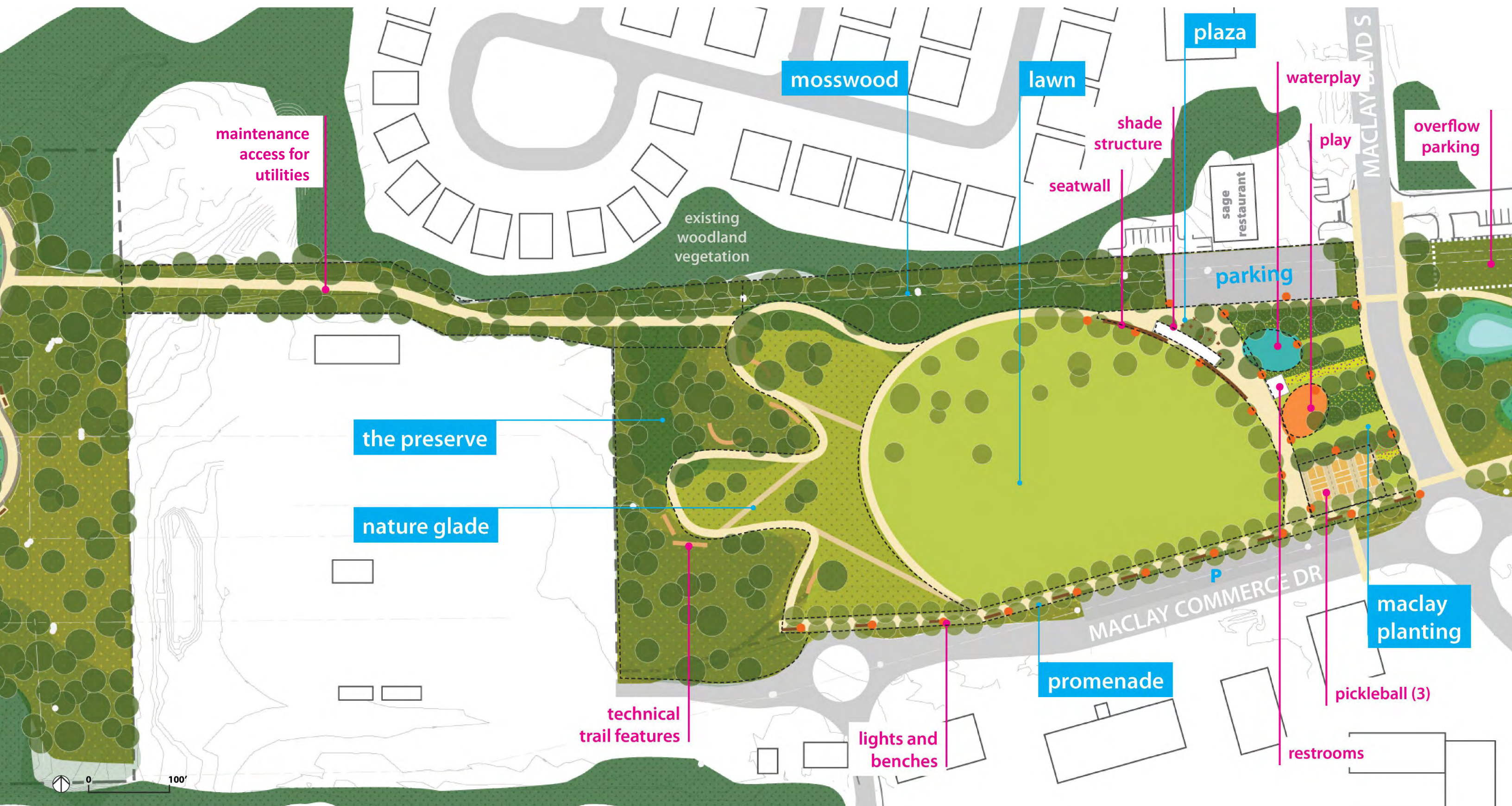
1. Recommended Market District Park Concept Plan
2. Market District Park Expanded Cost Estimates
3. Map of Proposed Alterations to Future Market District Placemaking Project Elements
4. Summary of Public Engagement
5. April 2021 Community Engagement Presentation

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# programming concept: central park





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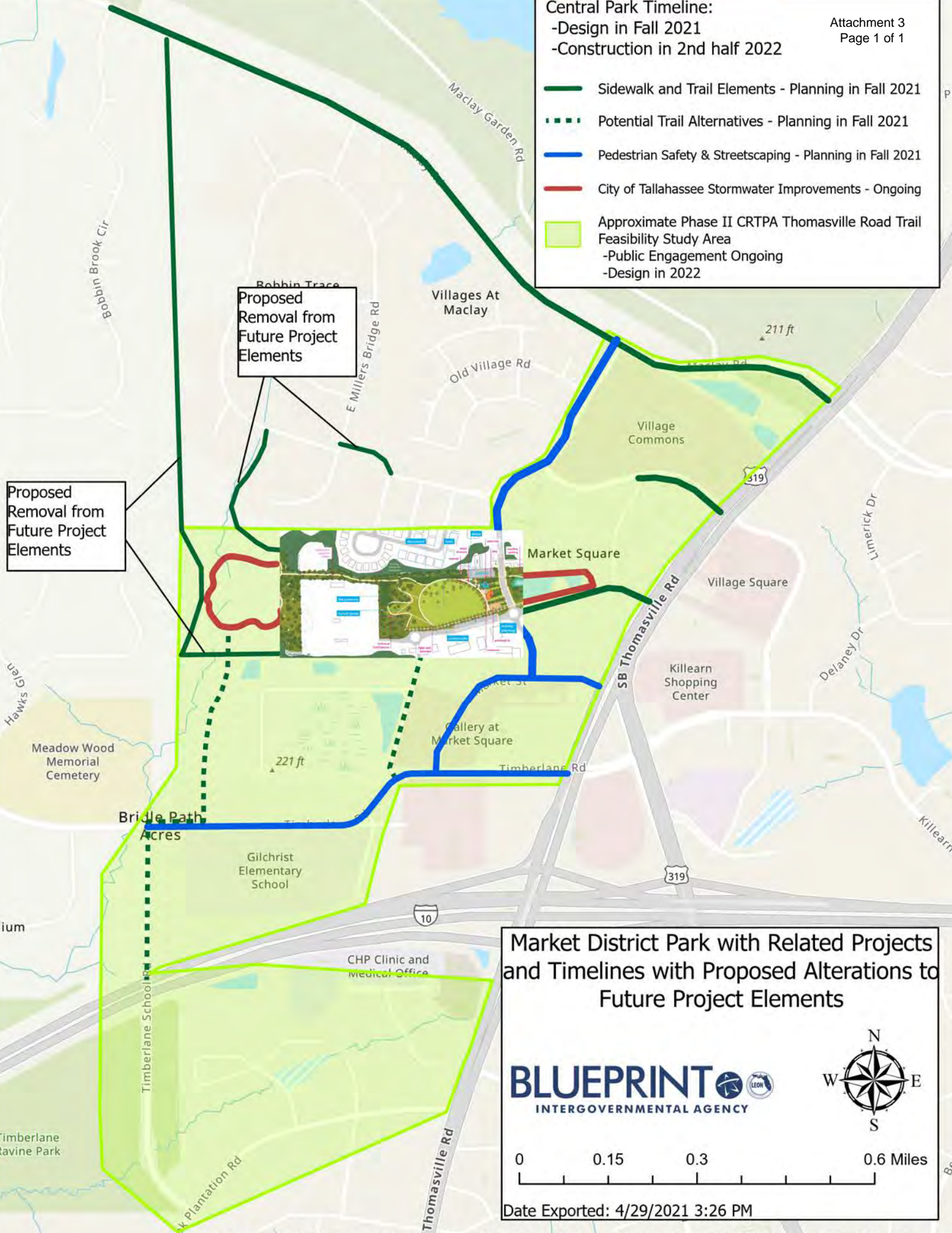
<b>Attachment #2 -Market District Park Concept Plan Cost Estimates</b>		
<u>Category</u>	<u>Item Description</u>	<u>Cost Estimate</u>
Construction	General Conditions	\$ 442,969
	Site Clearing and Demolition	\$ 654,231
	Maintenance Access	\$ 278,249
	Preserve	\$ 139,291
	Nature Glade	\$ 406,782
	Mosswood	\$ 205,688
	Lawn	\$ 1,517,690
	Promenade	\$ 361,619
	Plaza	\$ 398,514
	Maclay Planting	\$ 125,000
	Onsite Parking	\$ 196,223
	<b>Construction Total</b>	<b>\$ 4,726,256</b>
Onsite Features	Furnishings	\$ 62,915
	Technical Trail Features	\$ 32,700
	Signage	\$ 65,400
	General Conditions	\$ 67,439
	Water Play	\$ 300,029
	Play Area	\$ 300,003
	Shade Structure	\$ 261,600
	Pickleball	\$ 37,561
	Sustainability Elements	\$ 100,000
	<b>Onsite Features Total</b>	<b>\$ 1,227,647</b>
<b>Subtotal</b>		<b>\$ 5,953,903</b>
Consultant Fees		\$ 678,441
<b>Total Estimate</b>		<b>\$ 6,632,344</b>

# Central Park Timeline:

- Design in Fall 2021
- Construction in 2nd half 2022

Attachment 3  
Page 1 of 1

- Sidewalk and Trail Elements - Planning in Fall 2021
- - - Potential Trail Alternatives - Planning in Fall 2021
- Pedestrian Safety & Streetscaping - Planning in Fall 2021
- City of Tallahassee Stormwater Improvements - Ongoing
- Approximate Phase II CRTPA Thomasville Road Trail Feasibility Study Area
- Public Engagement Ongoing
- Design in 2022



## Market District Park with Related Projects and Timelines with Proposed Alterations to Future Project Elements

**BLUEPRINT**  
INTERGOVERNMENTAL AGENCY



0 0.15 0.3 0.6 Miles

Date Exported: 4/29/2021 3:26 PM

## **Market District Community Engagement Summary**

### **Market District Participation**

- Website
  - All Page Views – 2,923
  - All Page Visitors – 1,296
  - Visit from Social Media
    - Facebook – 149
    - Twitter – 352
    - LinkedIn – 7
- Survey
  - 1223 responses submitted
- Virtual Meeting Attendees Total – 418

### **Market District Virtual Meeting August 11-13, 2020**

- Notification Method
  - Mailed Postcards – 2,000
  - Email – 324 recipients
  - Outreach Postcards – 100
  - Outreach Posters – 40
  - Yard Signs – 20
- Meeting Attendees
  - August 11 – 62 Attendees
  - August 12 – 44 Attendees
  - August 13 – 54 Attendees

### **Market District Virtual Meeting October 20 – 22, 2020**

- Notification Method
  - Mailed Postcards – 1330
  - Email – 335 recipients
  - Outreach Postcards – 100
  - Outreach Posters – 40
  - Yard Signs – 20
  - Social Media
    - 4 Facebook Post
    - 6 Twitter Post
- Meeting Attendees
  - October 20 – 32 Attendees
  - October 21 – 28 Attendees
  - October 22 – 26 Attendees



## **Market District Virtual Meeting December 15 - 17, 2020**

- Notification Method
  - Mailed Postcards – 1330
  - Email – 335 recipients
  - Outreach Postcards – 100
  - Outreach Posters – 40
  - Yard Signs – 20
  - Social Media Post
    - 6 Facebook Post
    - 6 Twitter Post
- Meeting Attendees
  - December 15 – 25 Attendees
  - December 16 – 24 Attendees
  - December 17 – 21 Attendees

## **Market District Virtual Meeting March 2-4, 2021 (Meeting Postponed)**

- Notification Method
  - Mailed Postcards- 1330
  - Yard Signs - 20
  - Social Media Post
    - 1 Facebook Post
    - 1 Twitter Post

## **Market District Virtual Meeting April 14-15, 2021**

- Notification Method
  - Mailed Postcards- 1330
  - Email – 357 Recipients
  - Outreach Postcards - 100
  - Outreach Posters - 40
  - Yard Signs - 20
  - Social Media Post
    - 7 day Facebook Ad
    - 4 Twitter Posts
- Meeting Attendees
  - April 14 – 41 Attendees
  - April 14 – 29 Attendees
  - April 15 – 22 Attendees

# MARKET DISTRICT MULTI-PURPOSE STORMWATER PROJECT

## CONCEPT DESIGN

Community Engagement #4  
13-15 April 2021







# the process



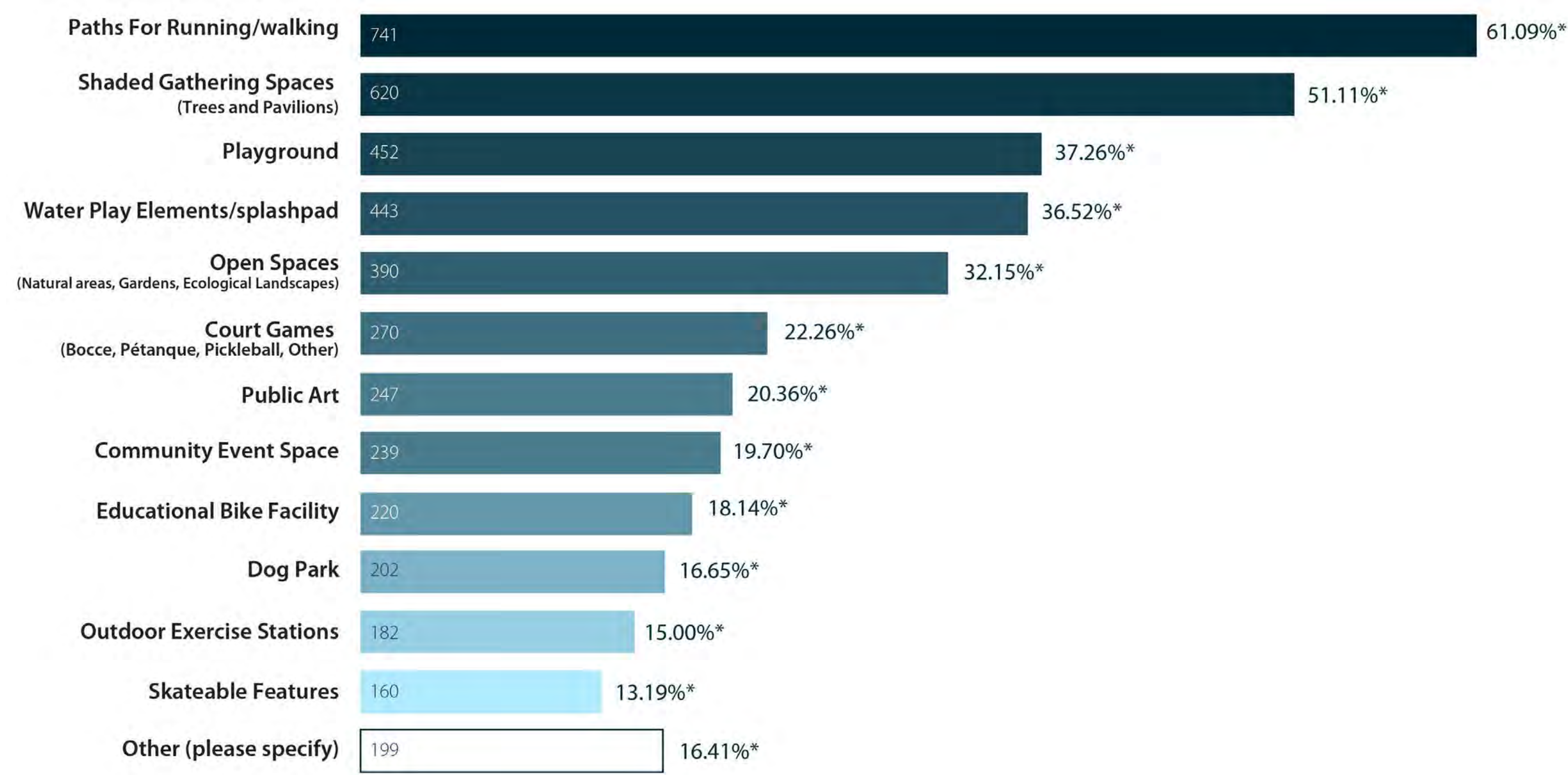
# RECAP

august + october + december meetings

OVERALL	SPECIFIC	STRUCTURES
<p><b>Multi-use, flexible space</b></p> <p>Stormwater upgrade    Green space</p> <p>Passive rather than active</p> <p>More natural area, less developed</p>	<p><b>Splashpad</b> <i>bigger than Cascades</i></p> <p>Dog park, fenced</p> <p>Playground <i>inclusive of varied ages and skills</i></p> <p>Outdoor movies</p> <p>Pickleball</p>	<p>Restrooms</p> <p><b>Pavilion</b> <i>for farmers market &amp; general community use</i></p> <p>Shade canopies</p>
BIKE / SKATE	VEGETATION	CONNECTIVITY
<p>Ample room for bikes, skate, walking</p> <p><b>Bike skills</b></p> <p>Bike skills noise comparable to other activities</p> <p><b>Bike path, not a bike park</b></p> <p>Skate park or skateable features</p> <p>Add skate features to bike skills</p> <p>Bike skills here takes pressure off Tom Brown</p>	<p>Native plants</p> <p>Constructed wetlands @ both ponds</p> <p><b>Shade trees</b></p> <p>Fruit &amp; nut trees</p> <p>Trees as buffer to residential</p>	<p><b>Multi-use walking trails</b></p> <p>Road improvements to ease traffic</p> <p>Connections to adjacent neighborhoods</p> <p>Footbridge</p>

Q10: What are three elements of a park you would like to see at Market District Park? (check 3 options)

1,213 responses \*Reflects percentage of respondents who selected this answer. Respondents were permitted multiple answers.





**Q10:** What are three elements of a park you would like to see at Market District Park? *(check 3 options)*

**OTHER (please specify)**

# 1,213 responses



**Q11:** What one word or phrase best describes what the Market District Park should be or feel like?

# 1,037 responses



three approaches



**Informal** PASTORAL (cutout)



**Formal** HORTICULTURAL (patchwork)



**Blended** ECOLOGICAL (gradient)





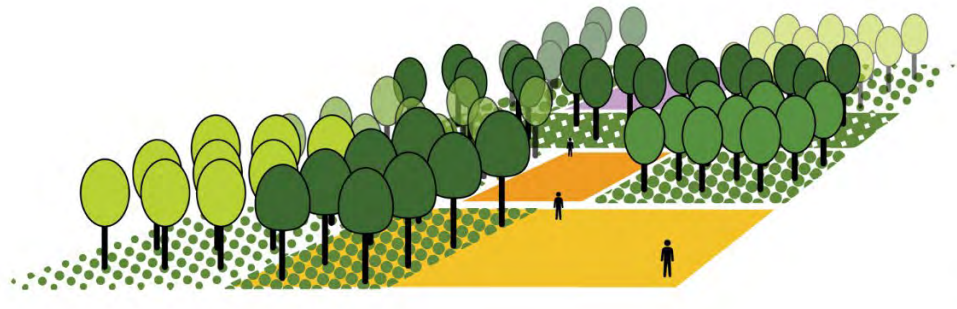
## Informal PASTORAL (cutout)

### PROS

- seems more comfortable/flexible
- not highly structured
- promotes walking and circulating

### CONS

- program spaces are too spread out



## Formal HORTICULTURAL (patchwork)

### PROS

- separation of uses

### CONS

- too rigid
- too expensive
- too similar to Maclay Gardens
- green spaces too linear



## Blended ECOLOGICAL (gradient)

### PROS

- blending of programming
- promotes meandering and immersive nature experience
- more natural green spaces

### CONS



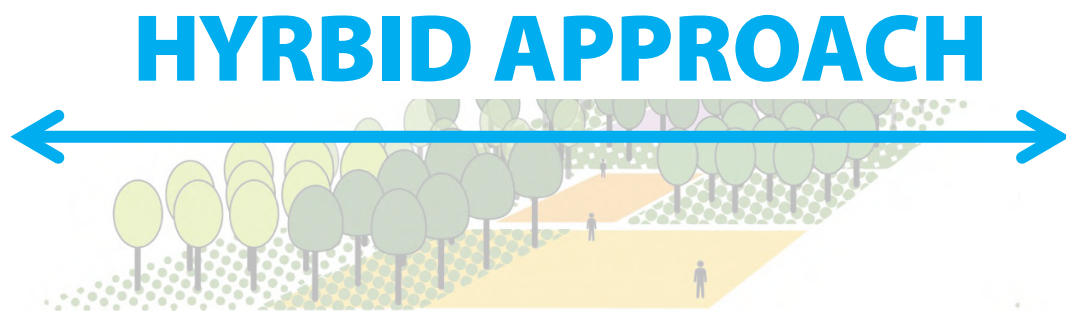
## Informal PASTORAL (cutout)

### PROS

- seems more comfortable/flexible
- not highly structured
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### CONS

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## Formal HORTICULTURAL (patchwork)

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## Blended ECOLOGICAL (gradient)

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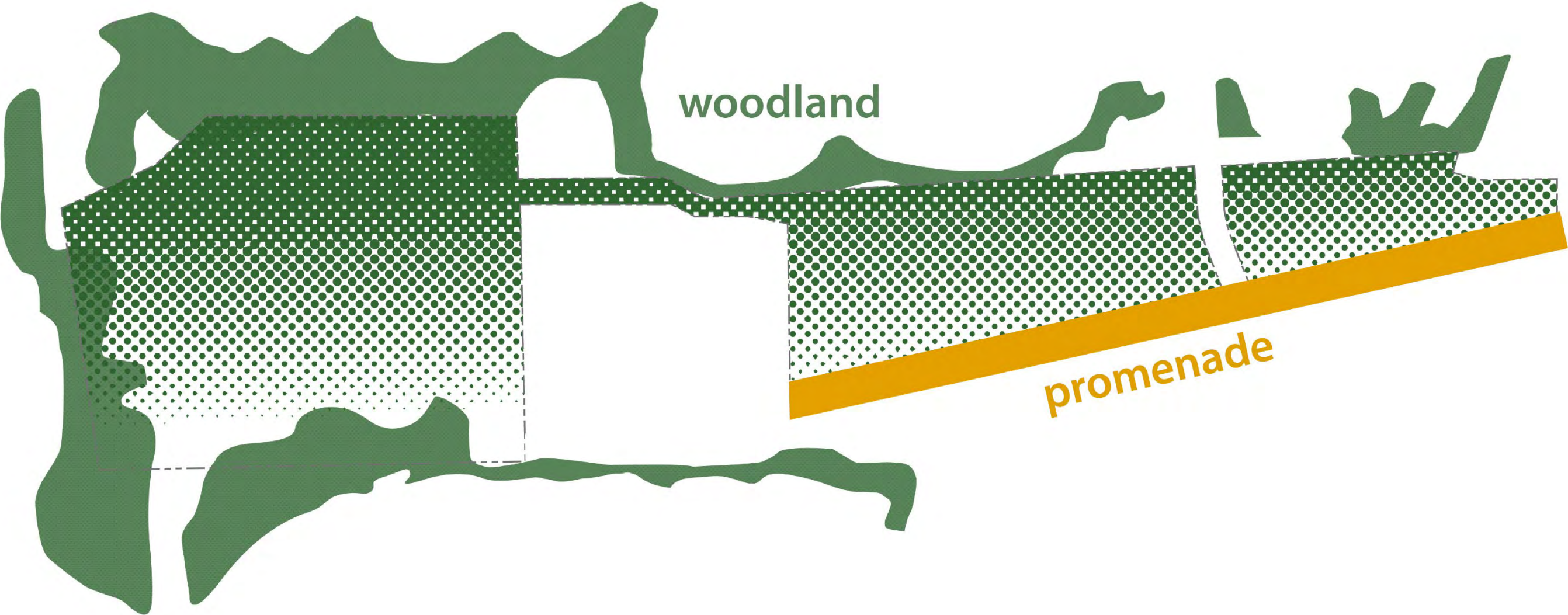
### CONS

# CONCEPTUAL DESIGN

## park programming and layout



approach





# concept design





# concept design



0 100' 250'

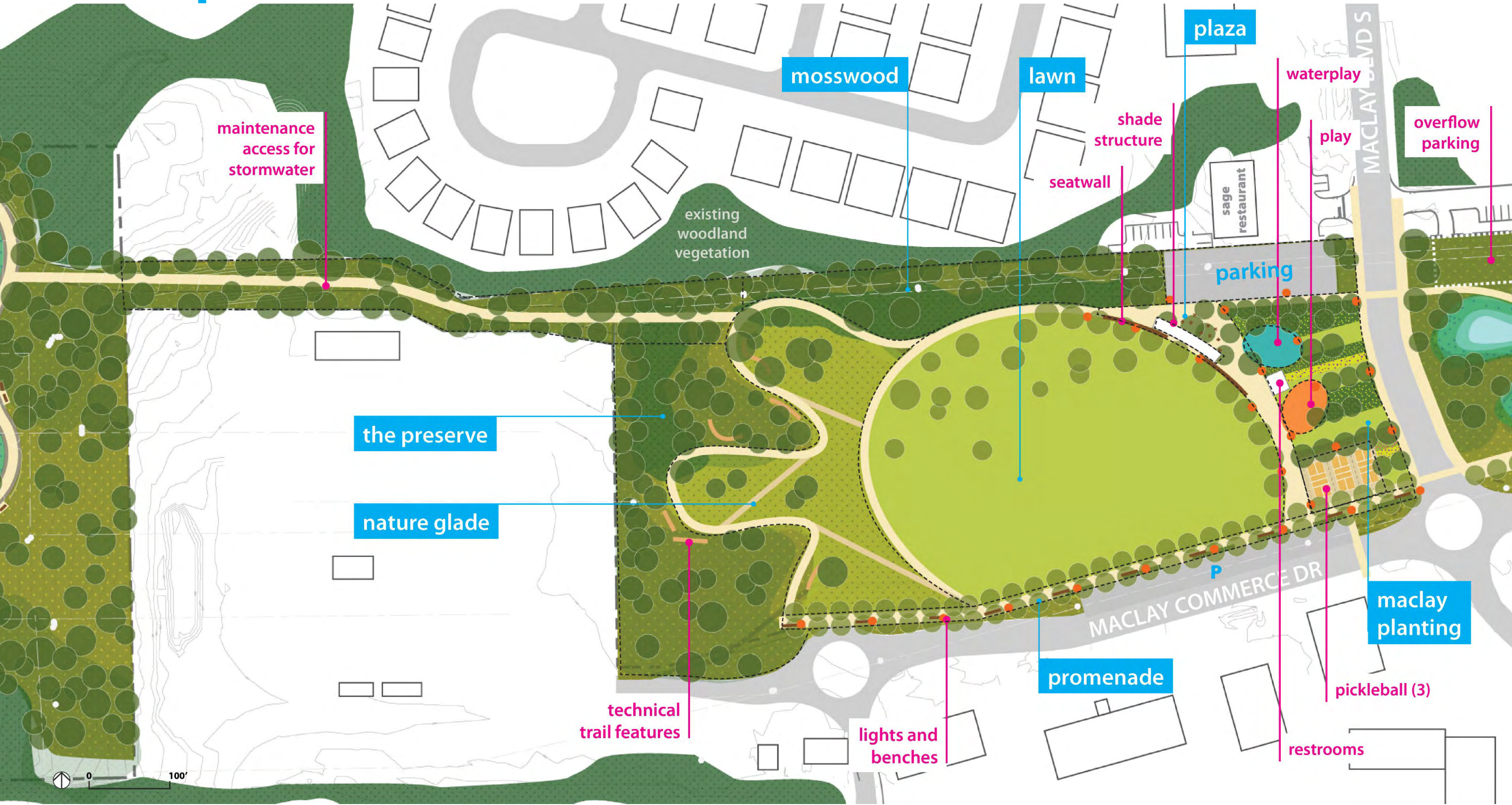


# central park



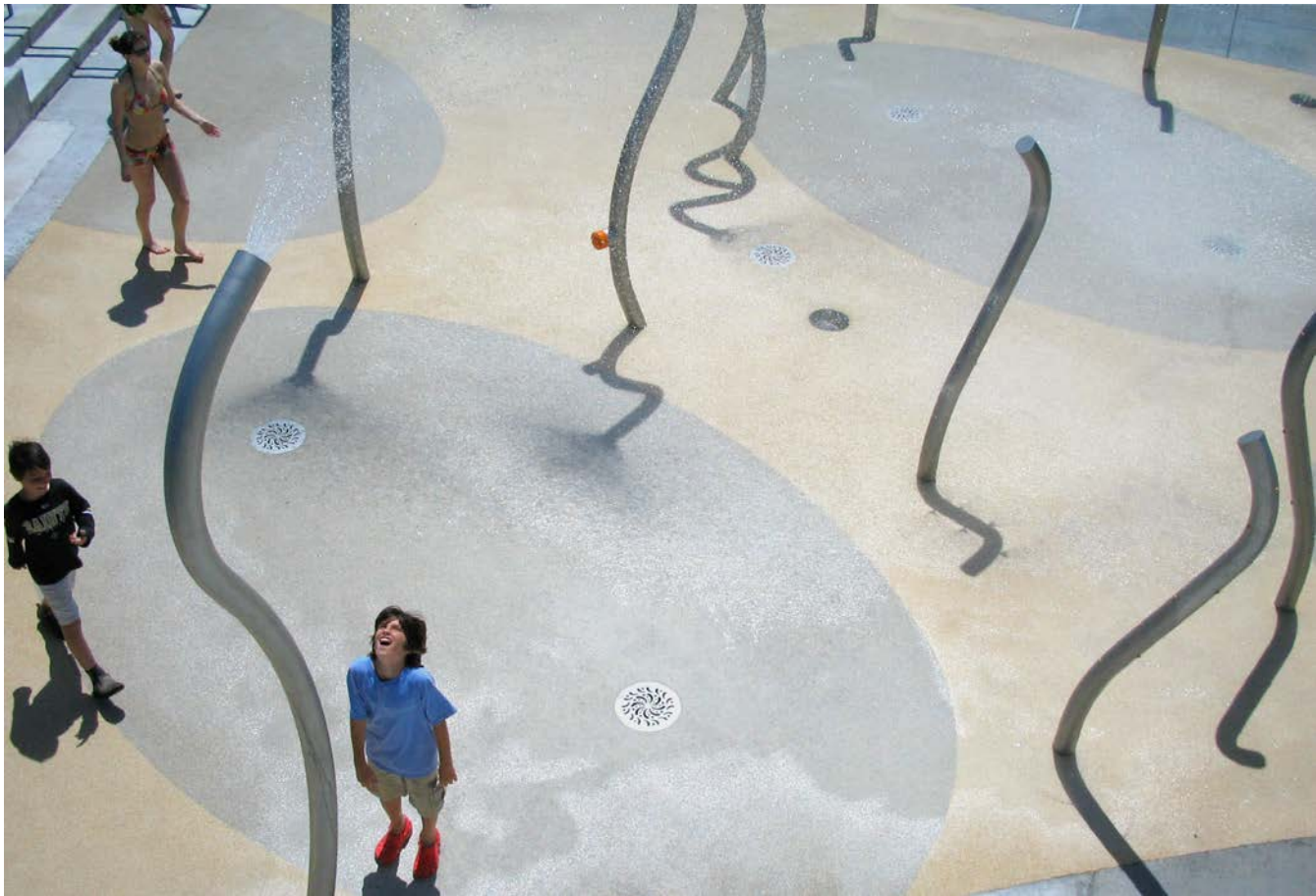


# central park





spray & play





gather & socialize





# nature glade & planting





# meander & pause





# trail features



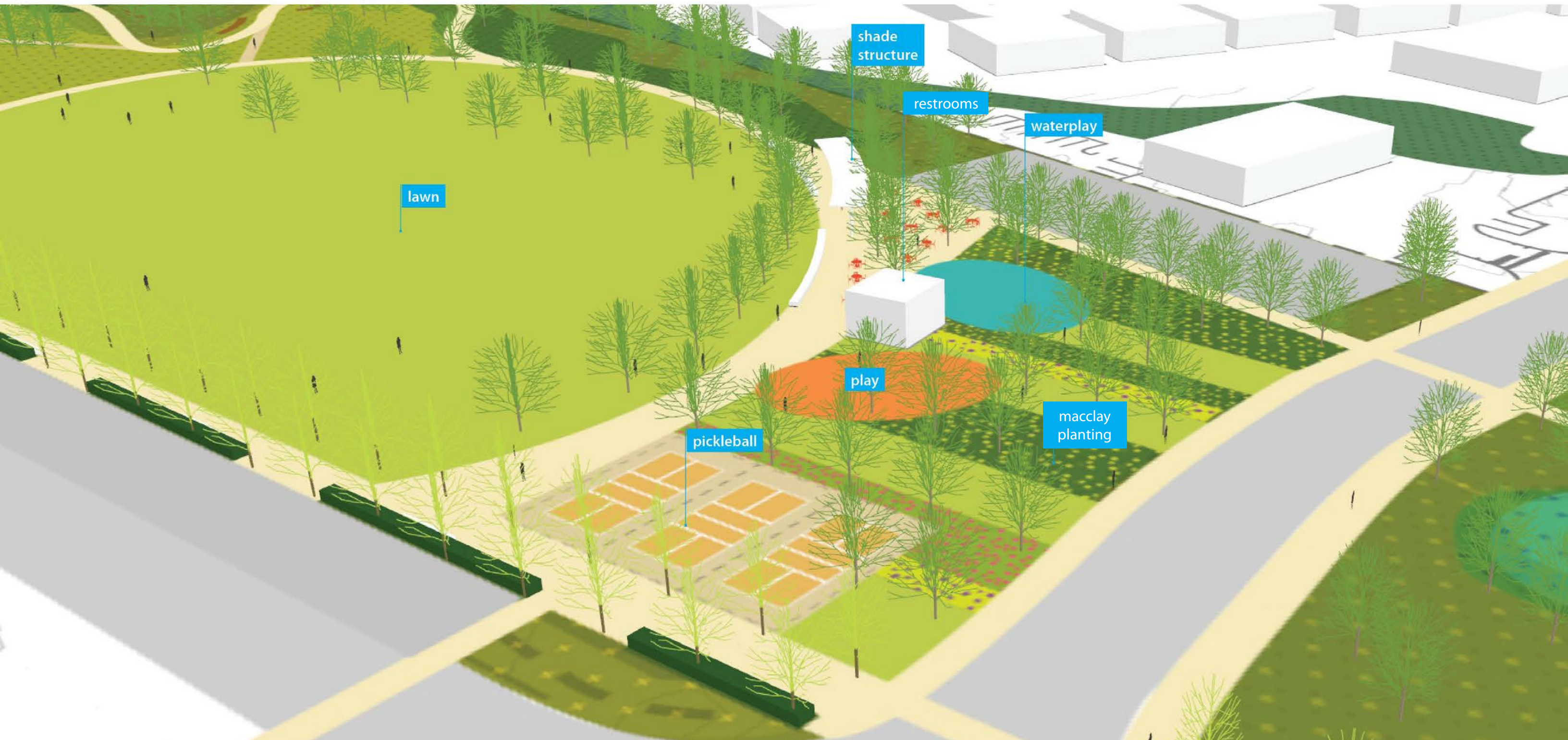


# aerial looking northeast



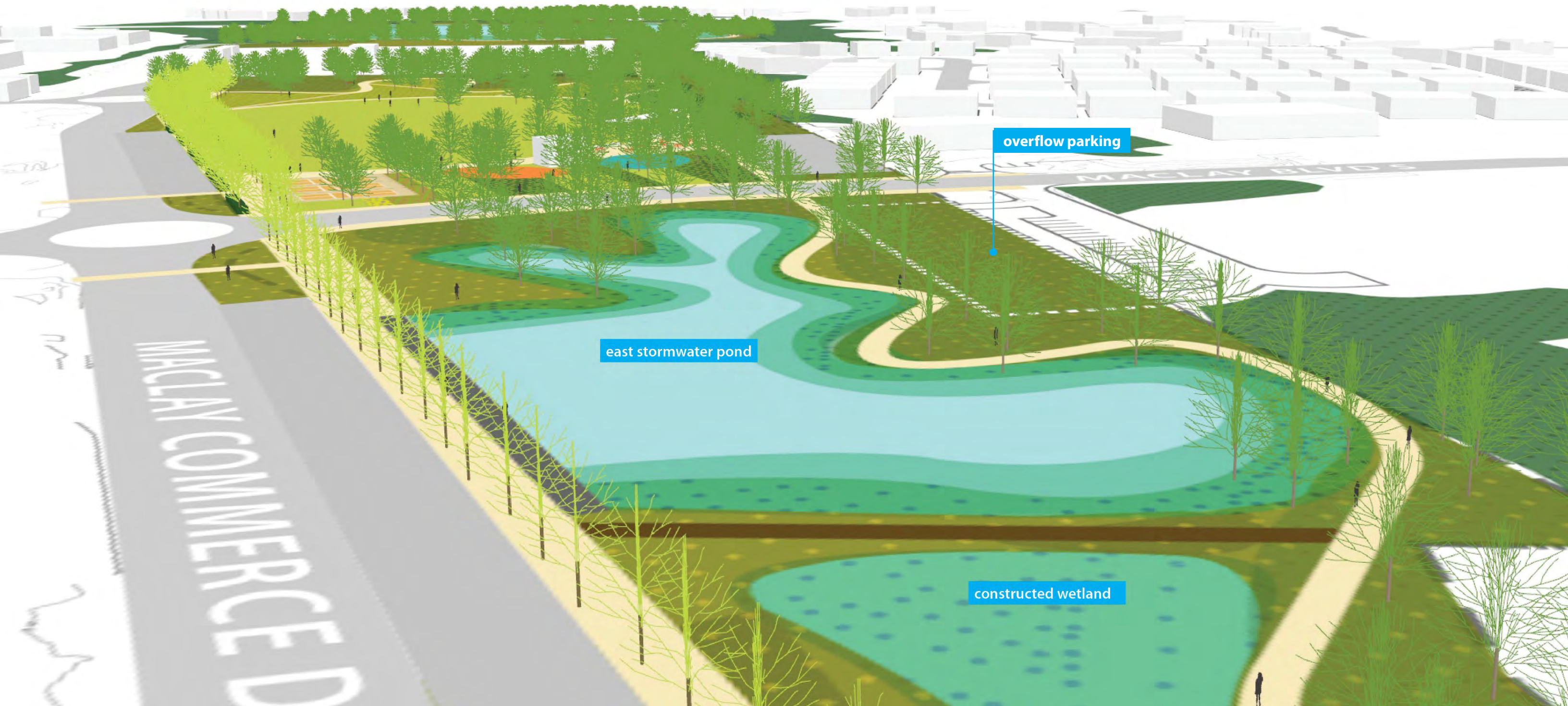


# maclay corner



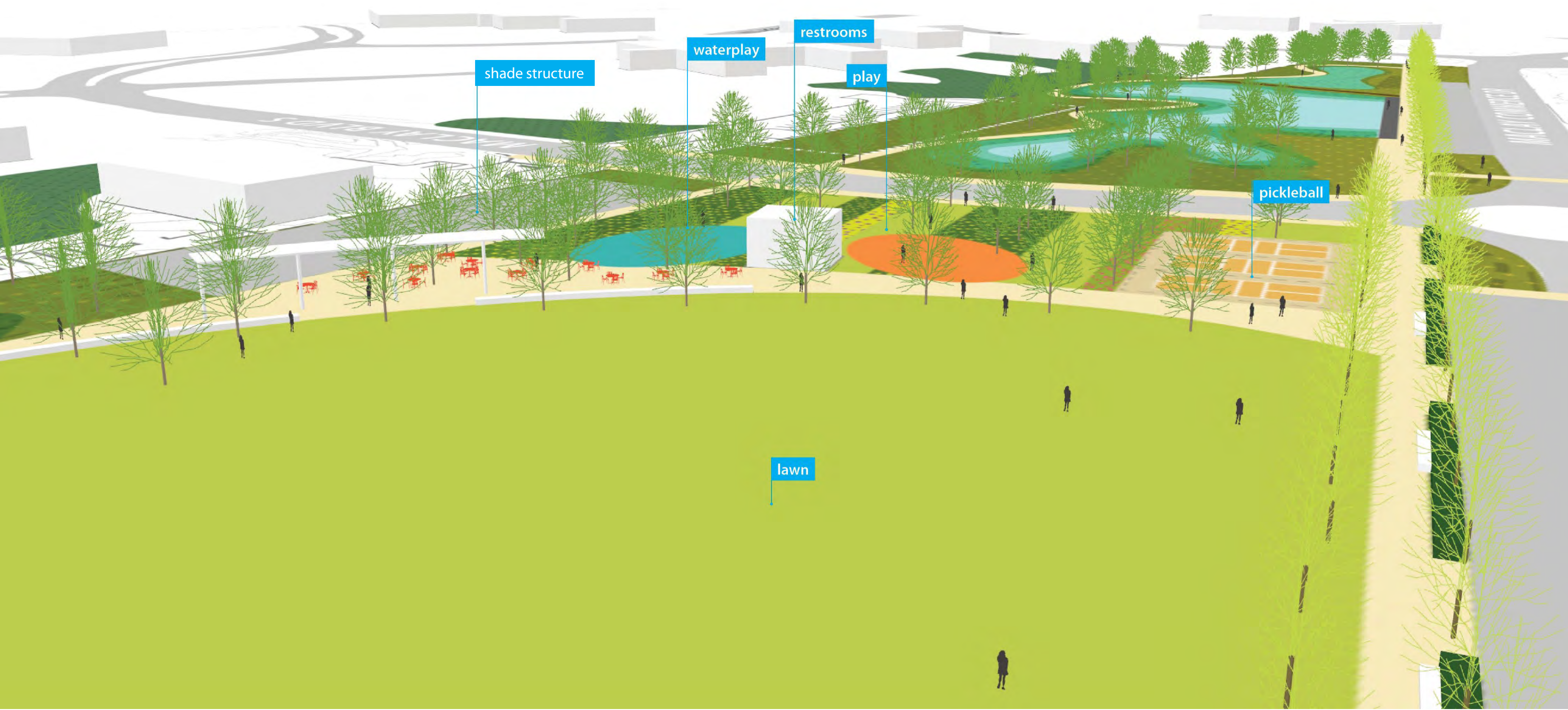


# looking west





# looking east across lawn





# looking east from plaza





# looking north from pickleball courts





# looking east from nature glade





# **PROCESS MOVING FORWARD**

## Estimated Costs + Next Steps

# Estimated Costs

## Market District Placemaking Project Budget

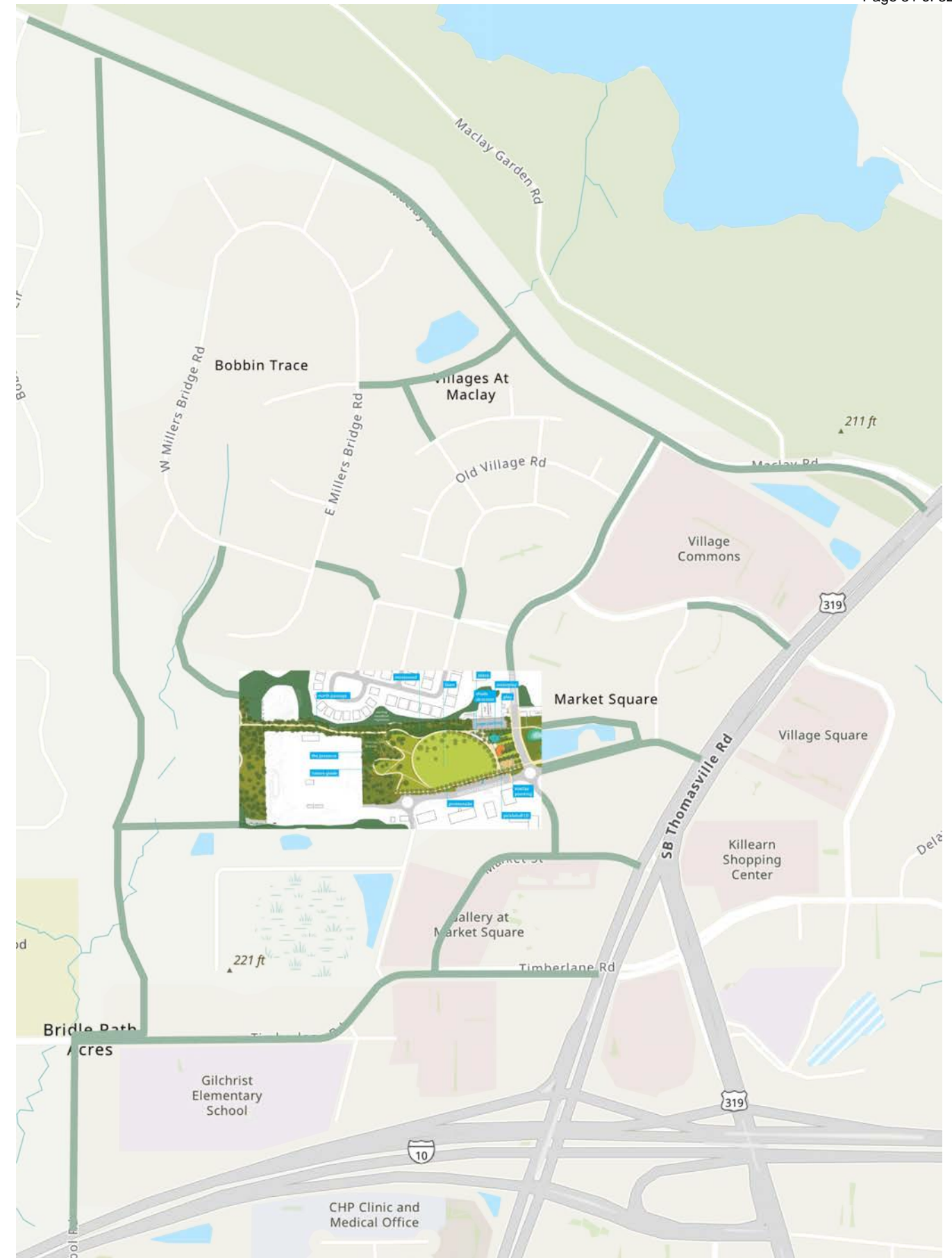
- \$11,100,000

## Market District Park Element

- \$6,000,000 - \$7,000,000

## Project Funds for Future Elements

- \$4,100,000 - \$5,100,000



**Blueprint Market District Placemaking Project Elements**

# Next Steps

<b>Blueprint TCC Meeting</b>	<b>10 May 2021</b>
<b>Blueprint CAC Meeting</b>	<b>12 May 2021</b>
<b>Blueprint IA Board Mtg</b>	<b>27 May 2021</b>