

Blueprint Intergovernmental Agency Board of Directors Meeting Minutes

Date: February 28, 2019
To: Board of Directors
From: Benjamin H. Pingree, PLACE Director
Subject: Summary Minutes to Board of Directors Meeting of December 13, 2018

MEMBERS PRESENT

COUNTY	CITY
Commissioner Mary Ann Lindley	Commissioner Curtis Richardson, Chair
Commissioner Rick Minor	Commissioner Jeremy Matlow
Commissioner Nick Maddox	Commissioner Dianne Williams-Cox
Commissioner Bryan Desloge	Mayor John Dailey
Commissioner Bill Proctor	
Commissioner Jimbo Jackson	
Commissioner Kristin Dozier	

I. AGENDA MODIFICATIONS

There were no agenda modifications.

II. INFORMATIONAL ITEMS/PRESENTATIONS

- Citizen's Advisory Committee Chairman's Report
 - Hugh Tomlinson provided an overview of the CAC's meeting on November 29, 2018 which included the following:
 - Honoring two outgoing members: Kent Wimmer and Gordon Hansen.
 - Approved unanimously the consent items including all appointments.
 - Announced new 2019 Chair, J.R. Harding and election of Vice-Chair for 2019, Elva Peppers.
 - Updates on the Northeast Gateway and other infrastructure projects.
 - Celebrated the promotion of Cristina Paredes as OEV Director.

III. CONSENT

ACTION TAKEN: Commissioner Brian Desloge moved, seconded by Commissioner Mary Ann Lindley, to approve the Consent Agenda.

The motion passed 8-0 with Commissioners Dozier, Jackson, and Proctor out of Chambers.

1. Approval of the September 20, 2018 Board of Directors Meeting Minutes
The Board approved Option #1: Approve the September 20, 2018 Board of Directors meeting minutes.
2. Appointment and Reappointment of Members to the Blueprint Citizen Advisory Committee
The Board approved Option #1: Appoint Sean McGlynn to the CAC to represent the Big Bend Environmental Forum; Appoint Linda Vaughn to the CAC to represent the elderly community; and Appoint Daniel Petronio to the CAC to fill the financial expert position.
3. Acceptance of a Summary Report on the 8 80 Cities 'Public Spaces to Great Places Summit,' October 1-5, 2018
The Board approved Option #1: Accept the 8 80 Cities Summary Report on the 'Public Spaces to Great Places Summit,' October 1-5, 2018.
4. Acceptance of the Status Update on the Applied Sciences Targeted Industry Effort
The Board approved Option #1: Accept the status report on the activities for the applied science and advance manufacturing target industries, specifically regarding magnetic technologies.

IV. GENERAL BUSINESS

5. Acceptance of the Status Report on the Operations of the Tallahassee-Leon County Office of Economic Vitality

Ben Pingree introduced Cristina Paredes, Director of the Office of Economic Vitality (OEV).

Cristina Paredes provided a presentation to the Board on the status report of operations at OEV, which included:

- The completion of 19 action items from the Strategic Plan, managing 49 active action items (out of total 153), unemployment at an all-time low of 2.9%, an overall 1.9% MSA with 3.8% growth in the private sector.
- More than 8,500 business in the community with 14% of those owned by minorities and 23% women owned. OEV actively engaged those businesses through consultations, Industry Academies, and Certification Workshops.
- Updates on the Disparity Study including the incorporation of FY 2017 data, convening a workgroup comprised of Blueprint, City, and County staff to review the draft preliminary study. With the final report presented to the Board in June 2019.
- Resiliency efforts through and following Hurricane Michael and the November 2 incident at Hot Yoga in the Betton Place Plaza.
- Sixteen active projects focused on the four-targeted industries and primarily in the manufacturing sector. Partner referrals generated the majority of leads (44%).

- The hiring of Rebekah Sweat as the Business Development Manager for Applied Sciences and OEV's sponsorship of a reception at the Magnetics & Motor Conference in Orlando, January 2019, to broaden Tallahassee's industry presence.

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

Commissioner Lindley referenced a presentation by Jim McShane with CareerSource Capital Region at a Board of County Commission meeting and encouraged an "all hands on deck" approach to engaging businesses in apprenticeship programs as part of the workforce development efforts.

Commissioner Proctor requested a breakout of the components of the 14% of minority business. Commissioner Minor also requested the per capita comparison to similarly sized cities. Cristina Paredes stated that for women owned business, Tallahassee was on par with the state and national average. For minority owned businesses, Tallahassee was below the state but above the national averages. Ben Pingree noted that staff would review comparable counties to determine how Tallahassee compared and bring back the findings with the final Disparity Study.

Commissioner Williams-Cox encouraged the inclusion of all three local Chambers of Commerce in the partnership efforts. She noted that two of the three specifically dealt with minority and women owned, and small businesses.

Commissioner Richardson spoke to the development of apprenticeships particularly in the construction industry, where there was a shortage of skilled workers locally. Additionally, Lively Technical School would be hosting an event, in conjunction with the Big Bend Minority Chamber and Greater Tallahassee Chamber, on January 29, 2019 to begin the conversations in earnest regarding the development of apprenticeships in the community.

Commissioner Dozier noted that funds for training were available through CareerSource; however, it required job postings through their website to be eligible. She suggested approaching it from a communication and education perspective to begin bridging the gap.

Commissioner Proctor discussed the creation of a new local preference category in MBE evaluations that would promote applicants from the Southside, or specifically, the 32304 zip code.

Ben Pingree stated that the development of an apprenticeship program was included in the Disparity Study; the legal teams of the Blueprint, City, and County were also working on that initiative. OEV collaborates with CareerSource on the Leon Works program and expansion into surrounding counties to tie potential employees with potential employers more expeditiously than the current system and platform in place. Commissioner Richardson noted that the City was considering the adoption of a policy based on one from St. Petersburg, Florida that required successful bid winners have a percentage of their workforce from apprenticeships. Commissioner Proctor noted that it began in

Orlando, Florida in the mid-nineties and looked forward to staff updates at the February 2019 meeting.

Commissioner Desloge moved, seconded by Commissioner Lindley, to approve Option #1.

Option 1: Accept the Tallahassee-Leon County Office of Economic Vitality Status Report

The motion passed 11-0.

6. Acceptance of the Status Report on Blueprint Intergovernmental Agency Infrastructure Projects

Ben Pingree introduced Autumn Calder, Director of Blueprint.

Autumn Calder provided a presentation to the Board on Blueprint infrastructure projects, which included:

- A summary of Board action to date on the transition to the 2020 program including the alignment of local priorities to maximize state and federal funding opportunities, the prioritization of the Community Enhancement Districts, Connectivity, and Quality of Life (CCQ) projects culminating with the approval of a FY 2019-2024 implementation plan and the adoption of the FY 2019 capital and operating budgets at the June 21, 2018 meeting.
- The current phase of the Southwest Area Transportation Plan, a project jointly funded by Blueprint and the CRTPA and precursor to the Airport Gateway project, would be complete in May 2019. The next phase would focus on Springhill and North and South Lake Bradford Roads.
- Bannerman Road PD&E would include a feasibility study of widening east of Tesketa Drive to Bull Headley Road. The Board would receive an update at the June 2019 meeting.
- Blueprint 2020 project planning budget was intended to provide for “shovel ready” greenway and bike route projects. Projects underway include the Capital Circle Southwest Greenway and the Debbie Lightsey Nature Park.
- The Florida Department of Transportation Tentative Work Plan includes fully funding Capital Circle Southwest in 2021 and 2024. By adding in the prior year’s funding, the total amount of FDOT contributions for the project exceeds \$115-million; the largest amount applied to a Blueprint project to date.

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

Commissioner Proctor requested that the Board reconsider the Fairground Beautification project and advocated for its inclusion in the five-year work plan. Mayor Dailey concurred but he was hesitant to modernize the existing facility without strategizing on the bigger picture for the Fairgrounds. Mayor Dailey noted three properties on the Monroe Street corridor the Fairgrounds, Northwood Center, and the Centre of Tallahassee could also benefit from a strategic site assessment.

Commissioner Dozier suggested that expanding the strategic site selection process beyond magnetics and associated industries, could address and rank the properties on the Monroe Street corridor. She also expressed concern about the possibility of advance funding another project and encouraged the Board to proceed thoughtfully.

Commissioner Desloge supported the evaluation of the Monroe Street corridor and staff report on historic efforts.

Commissioner Williams-Cox expressed her support for a comprehensive approach to improvements to Southside areas.

Commissioner Matlow echoed his support and requested to review the County's report on the Fairgrounds to get up to speed on the issue.

Commissioner Dozier expressed her pleasure about the inclusion of skateable art, the collaboration with the Council on Culture and Arts, the History and Culture Trail and hoped the experience could be applied to other Blueprint projects.

Commissioner Desloge moved, seconded by Commissioner Dozier, to approve Option #1.

Option 1: Accept the status report on Blueprint Intergovernmental Agency infrastructure projects.

The motion passed 9-1 with Commissioner Proctor casting the dissenting vote and Mayor Dailey out of Chambers.

7. Approval of a Funding Request to Implement Improvements to the Future StarMetro Superstop Site, a Component of the Orange Avenue/Meridian Road Placemaking Project

Ben Pingree provided a presentation to the Board on funding request to implement improvements to the future Superstop site, which included:

- Community outreach to determine the existing concerns and communal activities.
- Proposed concept plan to improve parking, lighting, and waste management.
- The final Superstop project would retain the installed lighting and sidewalk improvements.
- County Public Works and Parks and Recreation would assist with the construction and provide maintenance until the construction of the final project.
- With Board approval, the proposed improvements would begin in January 2019.

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

Citizen Comment:

Bill Wilson spoke in support of the project. As a local property owner in the area and developer of affordable housing, the improvements would have tremendous impact on Southside redevelopment.

Commissioner Proctor favored the project and the community outreach reflected in the concept. The design called for a parking lot larger than he felt necessary; he favored more gathering space as well as the inclusion of public restrooms. Ben Pingree confirmed that staff would work with the private landowners adjacent to the project in the development of the action plan. Regarding parking, the conceptual design incorporated the feedback from the community engagement process and strived to create ample space for vehicles and people. Restroom facilities were not included in the cost estimate and a permanent structure would not be feasible within the \$300,000 budget. However, staff would evaluate the options and report back to the Board.

Commissioner Matlow encouraged coordinating with the food distribution vendors to achieve their support in waste management on site.

Commissioner Jackson supported the project and encouraged cultivating a sense of ownership through the improvements.

Commissioner Maddox supported the project but agreed that it seemed to be mostly parking lot. He encouraged a more park-like atmosphere.

Commissioner Minor encouraged the inclusion of a bike rack.

Commissioner Dozier expressed her support of the project and reminded the Board of the limited funds available because of the increased debt services of bonding for the 2020 program. There were future Blueprint funds allocated to the Superstop project, however, the conceptual design was for interim improvements ahead of construction of the final project. She felt that the proposed interim improvements would provide the sense of place and community ownership members of the Board described, and that due to the temporary nature and short-term solutions it may be not necessary to provide too much direction or commitment of funds.

Commissioner Maddox moved, seconded by Commissioner Proctor, to approve Option #1.

Option 1: Approve the use of existing FY 2019 funding for the Orange/Meridian Placemaking Project, in an amount not to exceed \$300,000, to implement improvements at the future StarMetro Superstop site as detailed in the item.

The motion passed 11-0.

8. Acceptance of Northeast Gateway Project Update; Approval of Interlocal Agreement for Design and Construction of Welaunee Boulevard Segments 2 and 3

Ben Pingree provided a presentation to the Board on the status report of the Northeast Gateway Project, which included:

- Project and funding history and project limits.

- Dove Pond Regional Stormwater Facility project update and cited as an example of a multi-party agreement that successfully capped Blueprint funding.
- Blueprint issued the notice to proceed for the PD&E in November 2018 with an anticipated completion date of spring 2020.
- The proposed Interlocal Agreement between Blueprint, City, and the Canopy Development District would expedite the construction of Welaunee Boulevard and associated amenities. It capped the Blueprint investment at an amount not to exceed \$5.8 million and provided a reimbursement consistent with the approved five-year Capital Improvement Plan.

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

Commissioner Desloge noted that the schematic indicated a traffic light signal at Dempsey Mayo Drive, however, it could be a roundabout and that decision had not been finalized. He was uncomfortable leaving it on the concept plan as such.

Commissioner Desloge inquired to the extension of the greenway as well. Autumn Calder stated that the Northeast Gateway included the completion of the Welaunee Greenway, which when combined with the Miccosukee Greenway, creates a 17-mile loop.

Commissioner Proctor inquired to the total project cost, breakdown of cost per mile, and MBE participation. Ben Pingree concurred with Commissioner Proctor's assessment of approximately \$10-million per mile when amenities, greenways, and the overpass are factored in. Regarding MBE participation, Patrick Kinni stated that there was a 10.5% aggregate between the three MWSBE categories, which met Blueprint's approved disparity targets for construction. Commissioner Proctor noted the opportunity available on the project for apprenticeship efforts.

Commissioner Dozier inquired on the status of the City and Powerhouse properties and the Thornton Road extension as they could factor into decisions on the Blueprint project. Commissioner Richardson noted that City staff would provide an update to Commissioner Dozier.

Patrick Kinni requested the flexibility for staff to make minor, non-substantive changes to the agreement given the nature of the tri-party agreement. Commissioner Richardson agreed that the motion would include that amendment.

Commissioner Desloge moved, seconded by Commissioner Proctor, to approve Options #1 and #2 and to allow staff to make non-substantive changes to the proposed interlocal agreement, prior to execution.

Option 1: Accept staff report on the Northeast Gateway Project.

Option 2: Approve the Interlocal Agreement to provide for the design and construction of Welaunee Boulevard, portions of Segments 2-3, and funding related thereto between the City of Tallahassee, Blueprint, and the Canopy Community Development District.

The motion passed 11-0.

VI. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

3-minute limit per speaker; there will not be any discussion by the Commission.

There were no speakers on non-agendaed items.

Commissioner Minor stated that the most common concern he heard on the campaign trail was about citizen input. To address that, he requested modifying the agenda to move speakers to the beginning of the meeting. Commissioner Richardson agreed and directed staff to make the amendment to the format of the agenda so that the "Citizens to be Heard of Non-agendaed Items" occurred at the beginning and the end of the agenda outline. Citizens could still speak on agendaed items with the associated item listed on the request card. Patrick Kinni stated that the format of the agenda was an attachment to the approved policy. If any changes to that were necessary, it would be presented to the Board at the February 28, 2019 Board of Directors meeting.

Commissioner Minor moved, seconded by Commissioner Maddox, to amend the format of the agenda outline as described by Commissioner Richardson.

The motion passed 11-0.

VII. ADJOURN

The meeting adjourned at 5:05 p.m.

*The next Blueprint Intergovernmental Agency Board of Directors Meeting is scheduled for **Thursday, February 28, 2019, at 3:00 p.m.***