

# Blueprint Intergovernmental Agency Board of Directors Meeting Minutes

**Date:** September 20, 2018  
**To:** Board of Directors  
**From:** Benjamin H. Pingree, PLACE Director  
**Subject:** Summary Minutes to Board of Directors Meeting of June 21, 2018

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## **MEMBERS PRESENT**

<b>COUNTY</b>	<b>CITY</b>
Commissioner Mary Ann Lindley	Commissioner Curtis Richardson, Chair
Commissioner Kristin Dozier	Mayor Andrew Gillum
Commissioner Nick Maddox	Commissioner Nancy Miller
Commissioner John Dailey	Commissioner Gil Ziffer
Commissioner Bill Proctor	Commissioner Scott Maddox
Commissioner Jimbo Jackson (telephonically)	

## **MEMBERS ABSENT**

<b>COUNTY</b>	<b>CITY</b>
Commissioner Bryan Desloge	

## **I. AGENDA MODIFICATIONS**

- The Board, at the preceding workshop, voted 9-0 to allow telephonic participation by Commissioner Jackson for both the June 21, 2018 1:00 pm workshop and the 3:00 pm Board Meeting.
- The summary letter from CAC Chair, Hugh Tomlinson submitted as attachment one to the March 1, 2018 Board meeting minutes.
- The FY 2017 Comprehensive Annual Financial Report (CAFR) submitted as Attachment 1 to Item 5.
- The Blueprint Intergovernmental Agency (BPIA) Annual Performance Report submitted as Attachment 1 to Item 6.
- Ratification of IA Board Workshop Actions to Item 8.

## **II. INFORMATIONAL ITEMS/PRESENTATIONS**

- Citizen's Advisory Committee Chairman's Report  
Hugh Tomlinson provided an overview of the CAC's meeting on June 7, 2018 which included the following:
  - Blueprint and OEV project updates and status reviews
  - Presentations on the:

- Tallahassee-Leon County Disparity Study by MGT
  - Implementation Plan and funding options for projects slated in the first five years of the 2020 Program
  - The CAC was hopeful that workshops and discussion would jumpstart viable options to countywide infrastructure projects.
  - The CAC unanimously voted to accept the minutes, project updates, and status reports. As well as the procurement of Welaunee Boulevard Phase 1, authorized the PD&E Study, and the funding strategy put forward for design and construction of Phases 2 and 3.
  - The next CAC was scheduled for September 6, 2018 at 4:30 pm.
- Ben Pingree provided an overview of the Annual Performance Report highlights including the opening of the Smokey Hollow Barber Shop, progress with the Magnetic Task Force, the prioritization of all 27 projects in the 2020 Program, beginning the Southwest Area Transportation Plan, and the completion of the Magnolia Drive Trailhead.
- Blueprint Project Updates Presentation  
Autumn Calder provided an overview of the Blueprint projects, which included the following:
  - Completion and final acceptance of Capital Circle Northwest/Southwest (N2) in March 2018; tripling the vehicular capacity, adding bike lanes, sidewalks, and a multiuse trail as well as two new parks.
  - Design for the Magnolia Drive Trail project was underway with construction scheduled to begin in the fall of 2018.
  - Capital Cascades Trail Segment 3 (Pinellas to Gamble), estimated to be complete in late 2018, would make the much-anticipated connection to the St. Marks Trail. Design for the Regional Stormwater Facility was underway with a plan to advertise the construction, with FAMU Way Phase 3. A forthcoming agenda item will contain a proposed master plan for the amenities along Segment 3 from Lake Anita to the new 3D regional stormwater facility including the History and Culture Trail and the skateable art feature.
- Commissioner Dozier encouraged improvements to the existing recognized St. Marks Trailhead through the appropriate body or governmental department.
- Commissioner Miller hoped that parking at the trailheads included sufficient parking capacity as she expected it to garner attention from FSU and FAMU students. She requested an update be provided to the Board at the September 20, 2018 meeting.
- OEV Project Updates Presentation  
Al Latimer provided an overview of the OEV projects, which included the following:
  - As reflected in the Second Quarter Economic Dashboard report employment was up 2.1% or 3,000 jobs, the average weekly wage was up 1.1%, taxable sales were down -1.3% and being monitored closely by the OEV Team. New single-family construction permits were up 2.6%; more than any quarter since the recession. Median home prices were up by 17.3% for March 2018. The passenger count at the Tallahassee International Airport were up by 8.4% the most since 2008.

- 52% of the thirteen active projects were in recruitment, 35% in expansion with 45% of those in manufacturing, transportation, and logistics and 32% in professional service and information technology; two of the four targeted industry sectors.
  - The 2018 Leon Works program would focus on a strategic alignment with featured businesses in the targeted sectors and regional as well. OEV was in partnership with CareerSource to align the jobs with occupations that exist in regional communities.
- Regarding the #FLCapitalforBiz video, Commissioner Dozier, noted that it focused on the retention and entrepreneurial aspects. Ben Pingree stated that as part of a comprehensive and strategic marketing plan, OEV would leverage the opportunity to champion Tallahassee-Leon County as Florida's Capital for Business.
- Regarding data, Commissioner Dozier asked staff to include information regarding the Office of Economic Vitality's web analytics as part of the September 2018 workshop.
- Darryl Jones provided a brief overview of the Minority Women and Small Business Enterprise (MWSBE) office including:
  - MWSBE Academies served, as training for certified vendors to grow capacity and better navigate the procurement process. Through partnerships with FAMU Small Business Development Center, the Jim Moran Institute, and City Procurement offices MWSBE held nine workshops and served 100 business.
  - Implemented B2GNow a fully automated contract compliance software for certification and re-certifications.
  - Expanded procurement opportunities for certified MWSBE vendors beyond the City and County to Leon County Sheriff's Office and with the approval of Item #11, that same relationship will be created with Tallahassee Memorial Hospital, Florida A&M University, and the Tallahassee Housing Authority.
- Reggie Smith, with MGT Consulting Group, provided a brief presentation on the status of the Disparity Study including:
  - Research, data collection and analysis including policy reviews, stakeholder interviews, exploration of private sector businesses experiences with local government, and completed the County's relevant geographic market.
  - Community outreach and engagement through meeting and focus groups that reached approximately 70 people as well as engagements with business and trade associations.
  - Next steps included more stakeholder interviews and focus groups, determine the City's relevant geographic market, and conduct analyses on Utilization, Availability, and Disparity.
- Commissioner Dozier noted that vendors were often required to hold certifications for local and state government. She encouraged looking for ways to expand the program to accept reciprocal certifications to make the process easier. Ben Pingree stated that the information would be related to the MGT team for the codification and analysis of the possibilities.

### III. CONSENT

**ACTION TAKEN: Commissioner Scott Maddox moved, seconded by Commissioner Ziffer to approve the Consent Agenda.**

**The motion passed 10-0.**

1. Approval of the March 1, 2018 Board of Directors Meeting Minutes  
**The Board approved Option #1: Approve the March 1, 2018 Board of Directors meeting minutes.**
2. Acceptance of the Status Report on Blueprint Intergovernmental Agency Infrastructure Projects  
**The Board approved Option #1: Accept the June 2018 status report on the Blueprint infrastructure projects.**
3. Acceptance of the Status Report on the Operations of the Tallahassee-Leon County Office of Economic Vitality  
**The Board approved Option #1: Accept the Tallahassee-Leon County Office of Economic Vitality Status Report.**
4. Approval and Authorization for the Elevate Florida's Capital Sponsorship Fund in the Amount of \$25,000  
**The Board approved Option #1: Approve the Elevate Florida's Capital for Business: Economic Vitality Sponsorships Program and associated funding.**
5. Acceptance of the FY 2017 Comprehensive Annual Financial Report (CAFR) and Appropriation of FY 2017 Operating Fund Balance  
**The Board approved Option #1: Accept the FY 2017 CAFR, approve the additional appropriation to the FY 2018 Budget of \$2,970,371, and allocate all funds to the Capital Cascades Segment 4 project.**
6. Acceptance of the Blueprint Intergovernmental Agency Annual Performance Report  
**The Board approved Option #1: Accept the Annual Performance Report for the period covering January 2017 – May 2018.**
7. Request to Schedule a Workshop on the Office of Economic Vitality's Programs, Initiatives, and Implementation of the Economic Development Strategic/Work Plan on September 20, 2018 from 3:00 – 5:00 pm  
**The Board approved Option #1: Direct staff to schedule a workshop on September 20, 2018 from 3:00 to 5:00 PM to discuss OEV, its Programs, Initiatives and implementation of the Economic Development Strategic Plan.**
8. Ratification of IA Board Workshop Actions  
**Item pulled for discussion; see IV. General Business**



9. Acceptance of the Capital Cascades Trail Segment 3 Project Updates  
**The Board approved Option #1: Accept the status report on Capital Cascades Trail Segment 3.**
  
10. Request for Approval of an Eminent Domain Resolution for the Acquisition of Privately-Owned Property Required for the Capital Cascades Trail Segment 3-D Stormwater Facility  
**The Board approved Option #1: Approve Resolution No. 2018-03 authorizing Blueprint to use its power of eminent domain to acquire the privately-owned parcel, Parcel 220, which is required for the construction of the Capital Cascades Trail Segment 3D stormwater facility (“Pond B”). Parcel 220 is described in Exhibit “A” attached to the Resolution, which is Attachment 1 to this Agenda item.**
  
11. Approval to Formalize the Exchange of Information with Florida A&M University, Tallahassee Memorial Hospital, and the Tallahassee Housing Authority Regarding the Utilization of Certified Minority Women Small Business Enterprises  
**The Board approved Option #1: Authorize the PLACE Director to develop and execute a Memorandum of Understanding with Florida A&M University, Tallahassee Memorial Hospital, and the Tallahassee Housing Authority and the Blueprint Intergovernmental Agency, in a form approved by legal counsel that defines their activities with the Office of Economic Vitality and certified Minority Women Small Business Enterprise program.**

### **CONSENT ITEMS PULLED FOR DISCUSSION**

8. Ratification of IA Board Workshop Actions

Ben Pingree introduced the item and called for citizen comments.

#### Citizen Comments:

Jeremy Anderson, 1689 Mahan Center Blvd, spoke in opposition to the item stating that it was not the right place or time for Option 2C. One could not guarantee that the State would follow through on their promise to fund projects on the Southside, which needed the infrastructure and jobs that it would bring, more than the Northside, which was bustling.

Tommy Pipkin, Summerbrook, spoke in opposition to the item stating that any funding for any phase of the Northeast Connector Corridor/Bannerman Road project, prior to 2027 would be incompatible to the residents’ quality of life and long-term vision of the corridor. He encouraged Option 2A.

Max Herrle, 117 S Gadsden, spoke in opposition to the item. He favored Option B because it would delay funding for the Northeast Connector Corridor/Bannerman Road because it was more consistent with the Bannerman community’s residential and commercial growth.

Commissioner Scott Maddox noted that Bannerman Road was County owned and that the comment all referenced slowing development by delaying the widening of the road. The road project might give concurrency but did not guarantee development approval; that would happen through the County Commission. Funding approval by the IA Board would not necessarily signal development.

**Commissioner Nick Maddox moved, seconded by Commissioner Scott Maddox, to approve Option #1, 2C, and 3:**

**Action Item # 1: Direct Office of Economic Vitality staff to work with FSU and the City of Tallahassee bring back funding strategies, including bonding scenarios, for the Tallahassee International Airport and Convention Center economic development capital projects.**

**Action Item #2: Approve FY 2019 – 2024 Implementation Plan Option 2C and bring back at the September 20, 2018 IA Board meeting a FY 2019 – 2024 Capital Improvement Plan and FY 2019 Operating Budget reflecting this implementation plan option.**

**Action Item #3: Direct staff to utilize funds from the 2020 Sales Tax Extension project fund to evaluate leveraging opportunities as needed to support the implementation and accelerate project readiness of Blueprint 2020 projects. Advance funds will be paid back to the Blueprint 2000 program.**

**The motion passed 11-0.**

**Commissioner Nick Maddox**, speaking on behalf of Commissioner Desloge and the comments and suggestions he submitted via email (see IA Board Workshop Agenda Modifications), **moved, seconded by Commissioner Ziffer, that Blueprint staff bring an item before the IA Board that evaluated the widening of Bannerman Road, from Tekesta to Bull Headley Roads, and provide options for funding.**

Commissioner Dozier expressed concern about the debt services fees for bonding with Option 2C and while she understood the continuity of construction and supported an item that would further discussion, she was concerned about the impact it would have on future projects. The IA Board voted to fund underground utilities on Magnolia Drive and was suggesting adding to Bannerman Road; and collections on the 2020 tax had not even begun.

Commissioner Nick Maddox clarified that it was a request for information and should not impede other projects that were already in place. Commissioner Dozier stated that any expansion on projects would affect the Board's ability to complete the projects already on the list. It would have to be an extremely compelling case because it would also set a precedent for other requests in the future.

Mayor Gillum questioned why that segment of roadway was not included originally. Ben Pingree stated that option 2C was born out of the 27 Blueprint 2020 projects approved by 66% of voters and prioritized by the Board. The Northeast Gateway/Bannerman Road project was to four-lane Bannerman Road from Thomasville Road to Tekesta Drive with multimodal improvements to Meridian Road. Mayor Gillum was not in favor of the addition and suggested that funding for it come from the County's 10% allocation of the sales tax.

Commissioner Miller supported additional information and discussion. She felt that the proposal changed the scope of the project significantly and noted that such amendments required a Super Majority vote by the Board.

**The motion passed 8-2 with Mayor Gillum and Commissioner Richardson casting the dissenting votes.**

#### **IV. GENERAL BUSINESS**

##### 12. Election of Intergovernmental Agency Board of Directors Vice Chair

**Commissioner Lindley moved, seconded by Commissioner Dailey, to approve Commissioner Desloge as Vice Chair of the Intergovernmental Agency Board of Directors.**

**The motion passed 10-0.**

##### 13. Acceptance of Northeast Gateway Project Update; Authorization to Procure Welaunee Boulevard Phase 1, PD&E Study, Including Budgetary Allocation; and Approval of Funding Strategy for Design and Construction of Welaunee Boulevard Segments 2 & 3.

**Commissioner Scott Maddox moved, seconded by Commissioner Ziffer, to approve Option #1, #2, and #3.**

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

**Option 2: Authorize Blueprint to award the PD&E Study contract; as well as approve the budgetary allocation from unallocated funds in the amount of \$300,000 to fully fund the Northeast Gateway, Welaunee Boulevard, Phase 1 PD&E Study in FY 2018.**

**Option 3: Approve the funding strategy to provide for the design and construction of Welaunee Boulevard, Segments 2-3, between the Blueprint and the Canopy Community Development District (CDD) and authorize staff to negotiate a funding agreement relative thereto for future IA Board consideration.**

Citizen Comments:

Carrie Roth, representing the Buckhead Home Owners Association, spoke in opposition to the project. The concern was that the PD&E would only analyze the I-10 overpass without addressing the eventual interchange buildout and the impacts that would have on their neighborhood. They wanted to ensure that all mitigation efforts were in place for the project.

Commissioner Dozier requested clarification on the PD&E studies. Ben Pingree stated that the two studies would work parallel. The Blueprint and Planning Department teams began community engagement early on and appreciated the input from the residents. Staff recognized that there was one opportunity to site the overpass in the project and to mitigate any negative attributes and felt confident that it would be addressed. Autumn Calder concurred and stated that the initial analysis that would determine the impacts of a full buildout and working with the neighborhood to find ways to mitigate some of those effects through the road design would only strengthen the project.

Commissioner Miller noted that the City held a PUD, which defined where commercial development was allowed. There was also a long stretch where the interchange could conceivably go. She thought that the flexibility was available and requested that the PUD be included in future discussions.

**The motion passed 10-0.**

14. Acceptance of the Economic Vitality Strategic Marketing and Communications Plan and Approval to Allocate \$160,000 from the Business Recruitment and Incentive Fund for Implementation

**Commissioner Scott Maddox moved, seconded by Commissioner Nick Maddox, to approve Option #1 and #2:**

**Option 1: Accept the Economic Vitality Strategic Marketing and Communications Plan.**

**Option 2: Approve the allocation of \$160,000 from the Business Recruitment and Incentive Fund to support the immediate implementation of Economic Vitality Strategic Marketing and Communications Plan.**

**The motion passed 10-0.**

**V. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS**

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

**Speakers:** None

**VI. ADJOURN**

**The meeting adjourned at 4:30 p.m.**

*The next Blueprint Intergovernmental Agency Board of Directors Meeting  
is scheduled for  
**September 20, 2018 at 5:00 p.m.***