

Blueprint Intergovernmental Agency Board of Directors Meeting Minutes

Date: December 13, 2018
To: Board of Directors
From: Benjamin H. Pingree, PLACE Director
Subject: Summary Minutes to Board of Directors Meeting of September 20, 2018

MEMBERS PRESENT

COUNTY	CITY
Commissioner Mary Ann Lindley	Commissioner Curtis Richardson, Chair
Commissioner Kristin Dozier	Mayor Andrew Gillum
Commissioner Nick Maddox	Commissioner Nancy Miller
Commissioner Bryan Desloge	Commissioner Scott Maddox
Commissioner Bill Proctor	
Commissioner Jimbo Jackson	
Commissioner John Dailey	

MEMBERS ABSENT

COUNTY	CITY
	Commissioner Gil Ziffer

I. AGENDA MODIFICATIONS

- Distribution of an updated Item #10: Ratification of IA Board Workshop Actions
- Move Blueprint and Office of Economic Vitality (OEV) Project Updates to the end of the agenda for a more expedited meeting.

Commissioner Desloge moved, seconded by Commissioner Scott Maddox, to accept the agenda modifications.

II. INFORMATIONAL ITEMS/PRESENTATIONS

- Citizen's Advisory Committee Chairman's Report
 - Hugh Tomlinson provided an overview of the CAC's meeting on September which included the following:
 - Unanimous support of the four options for the Capital Cascades Trail Segment 3 project update and authorization requests for the Segment 3 amenities. Further discussion included ADA accessibility for restrooms and design consideration for family changing rooms as well as public safety concerns.
 - Full support of the consent items with the exception of Item #9: Request for Approval of Eminent Domain Resolutions for the Acquisition of Privately-Owned Property Required for the SR 263 Capital Circle Road Improvement Project From County Road 2203/Springhill Road to State Road 371/Orange

Avenue (W1) Project. The Committee did not feel they had enough fact, were privy to specific circumstances or negotiations.

- Celebrated the promotion of Autumn Calder to Blueprint Director.

Commissioner Scott Maddox moved, seconded by Commissioner Dozier, to accept the agenda modifications.

- Recognition of Smokey Hollow Commemoration Working Group
Commissioner Richardson spoke briefly on the history and significance on Smokey Hollow and presented plaques to Chairman, John Lawrence and Vice Chair, Althamese Barnes in appreciation of their service.
- Blueprint Project Updates Presentation
This item was informational only.
- OEV Project Updates Presentation
This item was informational only.

III. CONSENT

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

The motion passed 12-0.

1. Approval of the June 21, 2018 Board of Directors Meeting and Workshop Minutes
The Board approved Option #1: Approve the June 21, 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 September 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. Proposed 2019 Meeting Schedule for Blueprint Intergovernmental Agency Committees
The Board approved Option #1: Approve the proposed 2019 Meeting Schedule for the Blueprint Intergovernmental Agency Committees.

6. Authorization to Enter into a Joint Partnership Agreement to Fund Enhanced Lighting on Capital Circle Southwest
The Board approved Option #1: Authorize Blueprint to develop a JPA with FDOT allowing the utilization of Blueprint funds to design and install the fiberglass poles and fixtures consistent with the style in the already completed portions of Capital Circle in an amount not to exceed \$3,000,000.

7. Approve Modifications to the Target Business Program
The Board approved Option #1: Approve the modifications to the Target Business Program to include the new target industries, expanded to the urban service area, more accurately reflect the reimbursement process that occurs, and revise business profile score car as listed below:
 - **Expand to include the urban service area and location areas to allow points for Opportunity Zones, Urban Job Tax Credit Area, and Priority Commercial Development Areas (identified industrial or Commercial Park, Innovation Park, or Tallahassee International Airport).**
 - **Expanded Environmental Sensitivity to include brownfield remediation points.**
 - **Modified bonus points sections to provide points for competitive projects and if more than 50 of the jobs (by Standard Occupational Classification (SOC) code) are included in Target Industry list or CareerSource's Regional Demand Occupations high skill/high wage list.**

8. Request for Approval of Eminent Domain Resolutions for the Acquisition of Privately-Owned Property Required for the FDOT SR 263 Capital Circle Road Improvement Project from County Road 2203/Springhill Road to State Road 371/Orange Avenue Project
The Board approved Option #1: Approve Resolutions Nos. 2018-04; 2018-05; and 2018-06 authorizing Blueprint to utilize its power of eminent domain to acquire the privately-owned parcels identified as Parcel 109, 111 and 801, which are required for the construction of State Road 263/Capital Circle from County Road 2203/Springhill Road to State Road 371/Orange Avenue W1 Project.

9. Recognition and Sunset of the Smokey Hollow Commemoration Working Group
The Board approved Option #1: Sunset the Smokey Hollow Commemoration Working Group.

10. Ratification of IA Board Workshop Action
The Board approved Option #1: Ratify action items 1 – 6 and 8 as approved by the IA Board at the September 20, 2018 Workshop

ITEMS PULLED FOR DISCUSSION

5. Appointment and Reappointment of Members to the Blueprint Citizens Advisory Committee

Commissioner Miller expressed concern of a possible conflict of interest with the appointee from the Big Bend Environmental Forum. She noted that the applicant worked extensively on a number of projects and was regularly involved in grant proposals for the Agency. His involvement with the Alternative Wastewater Solutions Study through the Wakulla Alliance was also of concern.

Commissioner Dozier expressed support for the appointment although she understood the Commissioner Miller's concern with recusals. Principally if it inhibited the effectiveness of the committee member. Ben Pingree spoke to the application process and that staff could pause the process for Board guidance.

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

Option 1: Appoint Sean McGlynn to the Blueprint Citizens Advisory Committee (CAC) to represent the Big Bend Environmental Forum.

Commissioner Nick Maddox moved, seconded by Commissioner Scott Maddox, a substitute motion.

Substitute Motion: Direct staff to analyze potential conflicts of interest with the applicant and report back to the Board.

Commissioner Desloge questioned if the appointment could be conditionally approved pending staff analysis. Patrick Kinni stated that two routes were available to the Board: instruct staff to inquire of the nominee as to potential conflicts or direct staff to monitor the situation and report if there were reoccurring conflicts of interest. The Board maintained the authority to remove anyone from the Citizens Advisory Committee.

Commissioner Dozier clarified that the second options was the intent of her motion. She requested that the Board move forward with the appointment and that staff continue to monitor the situation.

Commissioner Miller requested that staff compare the submitted 20-page resume for projects that would have presented conflicts had the appointment occurred earlier. Furthermore, a discussion with the applicant that the appointment would preclude their ability to apply for grant money from the Agency in the future.

The substitute motion passed 7-4.

Commissioner Scott Maddox moved, seconded by Commissioner Nick Maddox, to approve Option #2.

Option 2: Reappoint Allen Stucks and Claudette Cromartie to serve their second three-year term on the Blueprint Citizens Advisory Committee (CAC).

The motion passed 11-0.

V. PUBLIC HEARING

14. Second and Final Public Hearing to Adopt the FY 2019 Operating Budget and FY 2019-2023 Five Year Capital Improvement Program Budget for the Blueprint Intergovernmental Agency

Ben Pingree provided a presentation to the Board on the FY 2019 Operating Budget and FY 2019-2023 Capital Improvement Plan, which included decreases to both Operating budgets -0.54% for the Infrastructure Program and -1.32% for OEV. Increasing internal staff capacity on the Infrastructure side by seven positions, through sun setting the GEC contract; without a corresponding increase in the overall budget. Additionally, there is a 36% increase to the Capital Improvement Plan Mr. Pingree clarified the allocations to Blueprint 2000 projects of \$16.6-million and Blueprint 2020 projects of \$5.8-million. A copy of the presentation is on file at Blueprint Intergovernmental Agency.

In response to staffing questions from Mayor Gillum, Mr. Pingree stated that Blueprint would be onboarding project management and planning staff necessary to align with the work plan and meet project goals, as directed by the Board at the June 21, 2018 meeting. Mayor Gillum noted that, coming from the assumption that pay would be equitable on the public and private sector parts, he was more partial to the private sector being involved in the tax generating power of the work.

There were no speakers on the budget.

Commissioner Proctor stated that he could not support the proposed budget because it did not include funding for improvements to the Fairgrounds. It was public space that was utilized by all segments of the community unrelated to the proposed convention center. He offered a substitute motion to include \$12-million in funding for the Fairgrounds project to move it, at a minimum, into the feasibility study phase. It failed for lack of a second.

Mayor Gillum stated that his concern with the proposed budget was to bring the project management functions in-house. One of the things he appreciated about the structure of Blueprint Intergovernmental Agency was that tax resources were spread widely throughout the private sector in a predominately-public sector community. He was not sure that the savings, once the loaded rate of salaries and benefits were accounted for.

Commissioner Dozier agreed with the Mayor in general however, she noted the economy of scale that existed in utilizing internal resources from similar departments without duplicating services. She questioned the efficiencies shown over the last few years of the process of bringing more services in-house. Autumn Calder stated that Blueprint had downsized the General Engineering Consultant (GEC) team over the last six years, with only three project management positions on that team funded in the proposed budget. The cost ratio for in-house versus GEC is approximately one to three. The proposed budget requested seven new, in-house, positions funded by the sunset of the three GEC positions.

In terms of continuing to invest money into the community and private sector, all of the positions were tied to the day-to-day project management functions. Elements of design

and engineering would continue to be outsourced to the private sector; with \$35-million allocated in the Capital Improvement Plan for FY19 alone. Blueprint managed eight projects with three project managers in FY18. As a result of Board guidance to advance fund projects that would increase to fourteen projects in FY19.

Commissioner [REDACTED] moved, seconded by Commissioner [REDACTED], to approve Option #1 through #4.

Option 1: Conduct the Public Hearing to adopt the FY 2019 Blueprint Intergovernmental Agency Operating Budget as presented and approve the FY 2019 Operating Budget Resolution (Resolution No. 2018-07).

Option 2: Conduct the public hearing to approve and adopt the Fiscal Year 2019 – 2023 Capital Improvement Program as presented and approve the FY 2019 Capital Improvement Program Budget Resolution (Resolution No. 2018-08).

Option 3: Authorize the deallocation of \$250,000 from the Cascades Park project to fund the construction of the Capital Cascades Trail Segment 3 skateable art amenity, in lieu of the sound wall.

Option 4: Direct Blueprint staff to request significant benefit project funding from Leon County (\$370,000) and the City of Tallahassee (\$380,000) toward the Northeast Corridor project.

The motion passed 8-3. With Commissioner Proctor, Mayor Gillum, and Commissioner Nick Maddox casting dissenting votes.

IV. GENERAL BUSINESS

11. Acceptance of the Status Report on the Activities for the Applied Science and Advance Manufacturing Target Industries, Specifically Regarding Magnetic Technologies

Commissioner questioned the best option to expand the scope. Ben Pingree stated that staff identified a cogent scope of services with a targeted dollar amount. However, if Commissioner Dozier would like to included specifics to be expanded on, even potentially within the same dollar amount, it would be good to include it in the motion and staff would move forward accordingly. Commissioner Dozier stated that it seemed that the community needed an in depth study, across all sectors, for a fully developed strategic site map. Completing only a portion of that survey could result in duplicated efforts and cost more in the end. She supported approval of the item and would appreciate the option to review an expanded scope option in December 2018. Ben Pingree stated that in the attachment it spoke to the next steps, however, it would be reasonable to reevaluate same in December or potentially a spring 2019 Board meeting. That item could include the findings of the approved work along with subsequent actions.

Additionally, Commissioner Dozier stated that the Fairgrounds was a strategic site for some. While she was not interested in changing the ranking of project prioritization, she requested that OEV staff meet with the County Administrator to see where the consultant could assess that site. This would allow all parties to gain additional information and it would provide further options in the future.

Commissioner Dozier moved, seconded by Commissioner [REDACTED], to approve Option #1 and 2.

Option #1: Accept the status report on the activities for the applied science and advance manufacturing target industries.

Option #2: Approve the implementation of Phase 1 of the site inventory program utilizing existing resources previously allocated by the Board for activities for the applied science and advance manufacturing target industries in an amount not to exceed \$25,000.00.

The motion passed 10-0 with Commissioner Nick Maddox out of chambers.

12. Acceptance of the Capital Cascades Trail Segment 3 Project Update and Authorization Requests for the Segment 3 Amenities

Commissioner Scott Maddox moved, seconded by Commissioner Desloge, to approve Option #1, #2, and #3 as amended

Option 1: Authorize Blueprint to proceed with the procurement of the construction of the proposed Pond amenities, the St. Marks Trailhead, and the Coal Chute Pond Trail Loop, in conjunction with the City of Tallahassee's FAMU Way Phase 3 project. Authorize the Intergovernmental Management Committee to execute a third Amendment to the MOU by and between the City of Tallahassee and Blueprint Intergovernmental Agency, dated May 2, 2017, consistent herewith in a form approved by legal counsel.

Option 2: Authorize Blueprint to procure the design and construction services for of the Capital Cascades Trail Segment 3 Restroom in accordance with the Blueprint Procurement Policy.

Option 3: Authorize Blueprint to issue a RFP for the History & Culture Trail interpretive kiosk installations in accordance with the Blueprint Procurement Policy. Authorize staff to enter into an agreement with the Council on Culture and Arts to assist with the artist solicitation and selection of the public art component of this project, in a form approved by legal counsel and authorize the Intergovernmental Management Committee to execute same, in accordance with Blueprint Procurement Policies.

The motion passed 10-0 with Commissioner Nick Maddox out of chambers.

13. Status Update on the Blueprint 2020 Northeast Connector: Bannerman Road Project

Citizen Comment:

Max Hurley, 117 South Gadsden Street, spoke on behalf of the Summerbrooke Home Owners Association. In coordination with them and developers of the Cawthorn property, with guidance from Blueprint staff, he reported that both parties supported the widening of Bannerman Road.

Commissioner Desloge moved, seconded by Commissioner Jackson, to approve Option #1, #2, and #3 as amended

Option 1: Accept the status update on the Blueprint 2020 Northeast Connector: Bannerman Road.

Option 2: Authorize Blueprint to broaden the scope of the PD&E re-evaluation to include a feasibility study of widening Bannerman Road to four-lanes from east of Tekesta Drive to Bull Headley Road.

Option 3: Direct Blueprint to initiate the process to significantly amend the Northeast Connector: Bannerman Road project.

The motion passed 10-0 with Commissioner Nick Maddox out of chambers.

VI. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

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

Speakers:

Lauren Perlman, 6349 Fitz Lane, spoke in support of advance funding the Animal Shelter to ensure it remained a priority.

Kate McFall, 1206 Walton Drive, spoke in support of advance funding the Animal Shelter because for the challenges of the dated facility. If it did not make the short list for funding, there were critical issues that needed to be addressed and she hoped the Board could find ways of funding and supporting the Shelter.

Frank Allocon, 3515 Offaly Court, spoke as the Chair of the Board of Directors for the Animal Shelter to request prioritization of renovations or a new facility and advance fund it in the current budget cycle.

Commissioner Richardson stated that the need for options and a temporary solution were part of recent conversations with City Manager to bridge the gap until allocations of Blueprint funds for the project. Commissioner Scott Maddox stated that to change the rankings would replace large projects with one relatively small project. Albeit one that all had the desire and willingness to fix. He stated that he was working on fixes that could come from the City's Capital Projects funds to address some of the more egregious problems. Secondly, and more long term, a provision existed within the rules and regulations of Blueprint capitalize on matching funds that could change the ranking based

on a funding match. He would elevate the issue to the Animal Task Force to brainstorm the options for matching dollars, from capital budgets, grants, etc., that would affect the ranking without changing the processes.

VII. ADJOURN

The meeting adjourned at 3:14 p.m.

*The next Blueprint Intergovernmental Agency Board of Directors Meeting is scheduled for **Thursday, December 13, 2018, at 3:00 p.m.***