

Blueprint Intergovernmental Agency Board of Directors Meeting Minutes

Date: July 9, 2020
To: Board of Directors
From: Benjamin H. Pingree, PLACE Director
Subject: Summary Minutes to Board of Directors Meeting of May 26, 2020

MEMBERS PRESENT

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

I. AGENDA MODIFICATIONS

There were no agenda modifications.

II. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

Public comments were received by email to Comments@BlueprintIA.org through 8:00 p.m. on May 25, 2020. All comments received by that time were provided to the IA Board as part of the record.

III. PRESENTATIONS

- Blueprint Project Updates

Autumn Calder provided an overview of the Blueprint projects that included an update on how advance funding by the IA Board from 2017-2019 is keeping the infrastructure project schedule moving forward. The presentation included project highlights for the Capital Circle Southwest Greenway, Debbie Lightsey Nature Park, the restroom pavilion along FAMU Way, the Skateable Art project, and upcoming virtual community engagement activities.

- Office of Economic Vitality (OEV) Project Updates

Cristina Paredes provided an overview of the OEV projects that included statewide support for CARES Act grant programs, emergency management business coordination on re-opening, business impact surveys, and private and public stakeholder communication for long-term economic resiliency through workforce training. The presentation also included a comparison of the local unemployment rate, 8.1%, with the state, 13.3%, and national, 13.4% unemployment rates and an update on OEV support to manufacturers for supply chains.

Commissioner Richardson encouraged that OEV include Lively Technical College for retraining opportunity for career advancement or reemployment.

Commissioner Minor expressed concern for the impact to the local economy if universities did not resume in-person courses in the fall. He also asked for a status update on Project Juggernaut. Cristina Paredes stated that OEV was in contact with the Project Juggernaut company, who has delayed their decision timeline until possibly December 2020.

Commissioner Dozier questioned if the budget allowed for the possibility for additional marketing given the changing dynamics and challenges to create additional opportunities for healthcare, manufacturing, etc. or increase recruitment activities with companies looking to move their operations back the United States. Cristina Paredes stated that the stakeholder meetings were discussing the changing workforce needs and collaborating with partners about retraining. Recruitment initiatives continued with Research On Investment (ROI). While magnetic technologies was the key focus, OEV expanded the partnership with ROI to include the spectrum of applied sciences fields.

IV. CONSENT

ACTION TAKEN: Commissioner Richardson moved, seconded by Mayor Dailey to approve the Consent Agenda.

The motion passed 12-0.

1. Approval of the March 12, 2020 Blueprint Intergovernmental Agency Board of Directors Strategic Plan Workshop and Meeting Minutes

The Board approved Option #1: Approve the March 12, 2020 Blueprint Intergovernmental Agency Board of Directors Strategic Plan Workshop Minutes and Board of Directors Meeting Minutes.

2. Approval of the April 15, 2020 Blueprint Intergovernmental Agency Special Board of Directors Meeting Minutes

The Board approved Option #1: Approve the April 15, 2020 Blueprint Intergovernmental Agency Special Board of Directors Meeting Minutes.

3. Acceptance of the Status Update on Blueprint Intergovernmental Agency Infrastructure Projects

The Board approved Option #1: Accept the May 2020 Status Update on Blueprint Infrastructure Projects.

4. Ratification of the Workshop Item on the Office of Economic Vitality Strategic Plan and Projects

The Board approved Option #1: Ratify the following action items as approved by the IA Board at the March 12, 2020 Workshop:

- **Action #1: Accept the Status Report on Tallahassee-Leon County Office of Economic Vitality Strategic Plan, OEV Strategic Planning and Support Key Focus Areas. Amended to include locally owned businesses as another Key Focus Area.**
- **Action #2: Direct staff to draft a Competitive Project Fund Policy and Future Opportunity and Leveraging Fund Policy and bring back an agenda item to the IA Board for further consideration.**
- **Action #3: Accept the modifications to the composition of the EVLC and direct the EVLC to amend its Bylaws, Policies, and Procedures to reflect the modifications at its next scheduled meeting. Direct OEV to submit an agenda item to present nominees for the new appointments to the IA Board for approval.**

5. Approval of a Bond Reimbursement Resolution for the Blueprint Intergovernmental Agency Infrastructure Program

The Board approved Option #1: Approve Resolution No. 2020-02, allowing Blueprint to be reimbursed from the proceeds of a planned future bond sale for the construction of various capital projects.

6. Approval of the Appointments to the Tallahassee-Leon County Office of Economic Vitality Leadership Council

The Board approved Option #1: Appoint Cissy Proctor to serve a two-year term on the Economic Vitality Leadership Council.

7. Acceptance of the FY 2019 Comprehensive Annual Financial Report

The Board approved Option #1, 2, and 3:

- **Option 1: Accept the Fiscal Year 2019 Draft Comprehensive Annual Financial Report (Attachment #1).**
- **Option 2: Approve the transfer of \$261,135 to the Blueprint FY 2020 Operating Budget for expenses associated with the transition of IT services from Blueprint to the City of Tallahassee.**
- **Option 3: Approve the allocation of the remaining \$2,685,797 FY 2019 fund balance to the Blueprint 2000 Operating Reserve.**

8. Acceptance of a Status Report on the Operations of the Office Of Economic Vitality

The Board approved Option #1: Accept the Status Report on the Operations of the Office of Economic Vitality.

V. **GENERAL BUSINESS**

9. Election of the Blueprint Intergovernmental Board of Directors' Vice Chair

Mayor Dailey moved, seconded by Commissioner Richardson, to elect Commissioner Jackson to Vice Chair.

The motion passed 12-0.

10. Acceptance of a Status Update on the Implementation of the Greenways Masterplan and Consideration of a Project Prioritization Process

Autumn Calder provided a presentation to the IA Board on the Tallahassee-Leon County Greenways Masterplan, which includes over 150 miles of planned greenways improvements. Currently, implementation of over 70 miles of greenways projects is funded or underway through Blueprint projects and the work of other local agencies. The presentation included an overview of criteria for prioritization of the remaining 84 miles of greenways projects and proposed next steps. The presentation also addressed a recent rebranding effort for the Capital City to the Sea trail and provided the top three recommendations for alternate trail names.

Regarding the reallocation of funds from the Lake Lafayette and St. Marks Regional Linear Park project to support the LEAN Grant program, (Item #11), Commissioner Dozier stated that she anticipated the project ranking highly in prioritization and questioned if it could return to the list quickly. She acknowledged that it was difficult to project future revenues in unprecedented times. She wanted to ensure that it stayed on the list and that funds were returned to the project as soon as possible. Autumn Calder stated that unless the IA Board provided additional guidance, Blueprint staff would continue to plan and implement projects consistent with previous IA Board direction and current project prioritization, which includes the Lake Lafayette and St. Marks Regional Linear Park project as the third-highest ranked Community Engagement, Connectivity, and Quality of Life (CCQ) project.

Commissioner Richardson spoke to the value of active and passive recreation, conservation of greenspace and the equitable development across Tallahassee-Leon County.

Commissioner Minor moved, seconded by Commissioner Bryant, to approve Option #1, #2, and #3.

Option 1: Accept the status update on the 32 projects included in the 2015 Tallahassee-Leon County Greenways Master Plan.

Option 2: Approve the proposed criteria and metrics for prioritizing greenways projects and direct staff to bring back a draft list of prioritized projects for further IA Board consideration and approval, in late 2020.

Option 3: Direct staff, on behalf of the IA Board, to share findings of the Leon County Division of Tourism re-branding workshops for the Capital City to the Sea Trail and request the CRTPA Board of Directors to consider implementing the recommendations contained therein.

The motion passed 12-0.

11. Acceptance of a Status Report on Local Emergency Assistance for Non-profits Grant Program (LEAN)

Cristina Paredes provided a presentation to the Board on the LEAN Grant program, which included the receipt of 267 grant applications by OEV with 240 grants, awarded for \$600,000, that supported 2,458 employees.

Commissioner Richardson moved, seconded by Commissioner Lindley to approve option 1.

Option 1: Accept the Status Report on Local Emergency Assistance for Non-Profits (LEAN) Grant Program.

Commissioner Lindley expressed gratitude for the remainder of funds, stating that it may be necessary for another round of assistance for small businesses.

Commissioner Dozier questioned if the remaining \$400,000, would be held in reserve for the IA Board to review and consider appropriating it to another stimulus or grant program as needed, at the budget workshop July 9, 2020. Cristina Paredes stated that it would be the will of the IA Board. The remaining funds could be returned to Blueprint Infrastructure projects or used for additional assistance programs. Ben Pingree stated that the prudent next step by staff would be the budget analysis and review by the IA Board at the July workshop.

Commissioner Minor echoed comments from Commissioner Lindley and Commissioner Dozier and taking a long-view of the economy. He encouraged the IA Board to wait for the budget workshop in July before reallocating the remaining \$400,000 in order to prepare for a possible second round of support. Furthermore, he looked forward to innovative ideas from the business community for continued support going forward.

Commissioner Bryant questioned which organizations did not meet the criteria for LEAN and therefore did not receive grant funding. Cristina Paredes stated that the LEAN applications that did not meet the criteria either were for-profit organizations, outside of the Tallahassee-Leon County area, religious organizations without a government contract, or did not fit the service areas identified by the IA Board.

Commissioner Williams-Cox, referencing the letter from Institute for Nonprofit Innovation and Excellence, Council of Cultural Arts, and United Partners received by members of the IA Board, requested to retain the \$400,000 for nonprofit organizations and offered their suggestions for further support including increased grant awards for organizations with larger staff. She suggested that the task was not complete until the funds were exhausted, through awards to nonprofit organizations.

Commissioner Matlow expressed his support for modifying the program, based on guidance in the community partner's letter, to further support nonprofit organizations. Barring that, he supported returning the money to the Blueprint Infrastructure program.

Commissioner Richardson expressed his support for holding the money in reserve for nonprofit organizations and amended his motion. As second, Commissioner Lindley stated that she could support that if the money were held in reserve until the July 9, 2020 IA Board Budget Workshop in order to have more data and a better analysis of revenues. Furthermore, putting the funds back into Blueprint projects could stimulate the economy through the creation of construction jobs, which could be critical as well. Commissioner Richardson stated that he would amend the motion to include the \$400,000 be made available immediately, for a second round of grants to nonprofit organizations. Commissioner Lindley withdrew her second.

Commissioner Richardson moved, seconded by Commissioner Williams-Cox to approve Option 1 and extend the LEAN Grant Program for one month to utilize the remainder of the initial \$1 million authorized and to expand the categories of non-profits eligible to apply to include those identified in the referenced tri-party letter sent to the IA Board. The award amount remained \$2,500.

Commissioner Dozier reiterated her concern for infrastructure projects and expressed her support for continuance of support for nonprofit organizations. She thought that the categories for qualification were the issue and suggested broadening them to include service sectors that were originally excluded from the LEAN program, to make the program as general as possible.

Commissioner Minor expressed his concern for the approximately 2,000 nonprofit organizations and their employees as well as the approximately 7,000 small businesses. He felt that the best way to minimize social issues was to help people retain their employment. He noted that Blueprint infrastructure projects were economic drivers. All of the suggestions were excellent ways to spend the \$400,000 and there was significant need across Tallahassee-Leon County. However, he leaned toward waiting for the July Budget Workshop to have a better data on sales tax revenues and determine the next step forward.

Commissioner Proctor expressed his support for the motion stating that the reasons for the lower response to the LEAN Grant program were not known; therefore, it was incumbent upon the IA Board to hold the money in reserve for those other organizations.

Commissioner Bryant expressed her support for the motion and encouraged expanding and clarifying the criterion moving forward. Commissioner Richardson stated that it was appropriate for staff to develop the criterion, potentially meeting with the nonprofit representatives from the previously referenced letter, and disseminate information on the second round of LEAN Grant funding. Commissioner Williams-Cox stated, as second to the motion that the award amount should remain at the original \$2,500.00.

Commissioner Jackson stated that he anticipated revenue shortfalls from tourism and sales taxes and the possibility of university students not returning in the fall. He prefer to err on the side of caution, to wait for the data and analysis that would come at the July Budget Workshop. Furthermore, should the LEAN Grant program be continued then, rules of the game could not be changed.

Commissioner Desloge also supported holding the \$400,000 in reserve until the July Budget Workshop. Every dollar taken off the table was project dollars that would not support the commitment to construction of infrastructure projects.

Commissioner Matlow requested information regarding the format of the July 9, 2020, Budget Workshop. Ben Pingree stated that it would be similar to the efforts of the City and County with their budget workshops. It would include a staff analysis of sales tax revenues, analysis of the current fiscal year (2020) and actions taken to adjust to the anticipated shortfalls, any recommended midyear modifications, as well as and projections and modifications for fiscal year 2021. It would be the IA Board's first opportunity to provide policy direction on the budget since COVID-19. Following the July 9 Budget Workshop, staff would continue to refine the budget consistent with IA Board direction ahead of the public hearings and final budget approval at the September 17, IA Board meeting.

Commissioner Matlow expressed his support for the motion.

Commissioner Williams-Cox moved, seconded by Commissioner Richardson, to call the question.

Calling of the question failed 7-4 with Commissioners Dozier, Minor, Proctor, and Matlow dissenting; Commissioner Maddox recused himself from the vote.*

After discussion and clarification by the IA Board attorney, Susan Dawson, the IA Board voted again with Commissioner Maddox included.

Calling of the question passed 8-4 with Commissioners Desloge, Jackson, Lindley, and Minor dissenting.

Ben Pingree restated Commissioner Richardson's earlier motion.

The motion failed 7-4 with Commissioners Desloge, Jackson, Lindley, and Minor dissenting; Commissioner Maddox recused himself from the vote.

The votes failed due to the weighted voting structure used by the IA Board. The five members of the Tallahassee City Commission receive a weighted vote of seven points each. The seven members from the Leon County Board of County Commissioners receive a weighted vote of five points each.

Commissioner Richardson moved, seconded by Commissioner Desloge to approve Option 1.

Option 1: Accept the Status Report on Local Emergency Assistance for Non-Profits (LEAN) Grant Program.

The motion passed 10-1 with Commissioner Proctor dissenting; Commissioner Maddox recused himself from the vote.

VI. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

Public comments were received by email to Comments@BlueprintIA.org through 8:00 p.m. on May 25, 2020. All comments received by that time were provided to the IA Board as part of the record.

VII. ADJOURN

The meeting adjourned at 4:56 p.m.

The next Blueprint Intergovernmental Agency Board of Directors Meeting is scheduled for July 9, 2020 at 3:00 p.m. with a Budget Workshop at 1:00 p.m.