

Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

Date: February 4, 2021
To: Citizens Advisory Committee
From: Benjamin H. Pingree, PLACE Director
Subject: Summary Minutes for November 19, 2020 CAC Meeting

Committee Members present:

Elva Peppers, Chair	J.R. Harding
Jim McShane, Vice Chair	Allen Stucks
Bill Berlow*	Kathy Bell
Linda Vaughn*	Hugh Tomlinson
Robert Volpe	Peter Okonkwo
Claudette Cromartie	Sean McGlynn*

**virtual participant*

Committee Members absent:

Neil Fleckenstein	Daniel Petronio
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I. AGENDA MODIFICATIONS

There were no agenda modifications.

II. CITIZEN COMMENTS

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 on non-agendaed items. Speaker requests, both virtual and in person, were taken with the corresponding agenda items.

III. CONSENT

CAC member Bill Berlow pulled Agenda Item #3, and CAC Chair pulled Agenda Item #4 from the Consent Agenda for discussion.

ACTION TAKEN: Allen Stucks moved, seconded by J.R. Harding, the modified consent agenda. The motion passed 11-0.

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

Option #1: Approve the September 3, 2020, 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 December 2020 update on Blueprint Infrastructure projects.

Speakers

Max Epstein spoke on Agenda Item #2 regarding the stormwater facilities, permits, and how to keep cyanobacteria out of stormwater facilities.

CONSENT ITEMS PULLED FOR DISCUSSION

3. Recommendation of Acceptance of the 2020 Annual Report of the Blueprint Intergovernmental Agency

Bill Berlow suggested that future reports be more balanced in presentation of yearly information. For example, Mr. Berlow suggested the inclusion of a section that acknowledged why some objectives were not accomplished and to acknowledge challenges, such as the lower than projected sales tax revenue collections because of the COVID-19 pandemic.

Elva Peppers agreed with Mr. Below, recognized that changes could not be made to current report, and recommended that his suggestions be incorporated into future annual reports.

Allen Stucks moved, seconded by Kathy Bell, to approve Option #1.

Option #1: Recommend that the Blueprint Intergovernmental Agency Board of Directors accept the Blueprint Intergovernmental Agency FY 2020 Annual Report.

The motion passed 11-0.

4. Recommendation of Approval to Execute an Agreement with MGT of America for an Update to the 2019 Disparity Study of the City of Tallahassee, Leon County Government, and Blueprint Intergovernmental Agency

Elva Peppers questioned why a new study was necessary so soon after the completion of the last. The recommendations of which were implemented in April 2020 in an ongoing pandemic. She also expressed concern with spending an additional \$100,000. Cristina Paredes stated that the IA Board directed staff, at the September 17, 2020, to request a quote from MGT of America regarding a potential update to the 2019 Disparity Study to include financial data from Fiscal Year (FY) 2018 and FY 2010, analysis pcard data, perform a staff audit of the Minority Women Small Business Enterprise (MWSBE) office, and the creation of specific aspirational targets for black-owned businesses.

Hugh Tomlinson questioned why the CAC needed to recommend approval of an action requested by the IA Board. Cristina Paredes stated that it was important to have CAC input in the process; however, the CAC could choose not to take any action on the item.

Claudette Cromartie questioned how many years MGT of America had been the sole consultant on audits for Blueprint, the City, and County without a break in contract. Cristina Paredes stated that Leon County contracted with MGT of America for the 2009 Disparity Study. An RFP was sent out and MGT of America was again selected in 2017 to conduct the most recent study. The IA Board directed staff to reach out directly to MGT of America request a quote for the proposed update to the study as presented in the agenda item. Allen Stucks questioned if the update would incorporate the concerns expressed by the Big Bend Minority Chamber and Capital City Chamber. Cristina Paredes confirmed that it would and stated the MWSBE CAC will also be engaged throughout the update.

Allen Stucks moved to approve Option 1.

Option #1: Recommend that the Blueprint Intergovernmental Agency Board of Directors authorize staff to negotiate an agreement with MGT America for an update to the Disparity Study of the Tallahassee, Leon County Government, and Blueprint Intergovernmental Agency, and authorize the IMC to approve execution of the agreement by the Director of PLACE or his designee, to include the following deliverables:

- **Updated FY 2018 –FY 2020 financial analysis**
- **Analyzing purchasing card expenditures for all three jurisdictions**
- **Benchmarking Tallahassee against other comparable communities**
- **Analysis on the creation of a specific aspirational target for black-owned businesses**
- **Staffing analysis on the MWSBE Division.**

The motion passed 5-4 with Claudette Cromartie, Elva Peppers, JR Harding, and Hugh Tomlinson dissenting. The CAC members participating virtually were unable to vote due to technical difficulties.

IV. GENERAL BUSINESS

5. Election of CAC Vice Chair

Allen Stucks moved, seconded by Jim McShane, to elect Peter Okonkwo as the 2021 Vice Chair.

The motion passed 11-0. The CAC members participating virtually were unable to vote due to technical difficulties.

6. Consideration of Appointments and Recommendation of an Approval of a Reappointment to the Blueprint Citizens Advisory Committee

Megan Doherty provided a brief overview of the CAC appointment process, upcoming three CAC vacancies, applicants for each position, and the one CAC candidate recommended for reappointment.

Speakers:

Mary Glowacki, a CAC applicant, advocated for herself for the positions applied for, including her experience as the former State Archeologist.

Max Epstein, a CAC applicant, advocated for himself, his skillset, and qualifications, and expressed his care in the Blueprint process being as equitable as possible.

Jeff Caster, a CAC applicant, advocated for himself spoke of his career as a landscape architect with the Florida Department of Transpiration and past roles in Blueprint projects.

Chris Daniels, a CAC applicant and the Vice-President of the Greater Bond Neighborhood Association, advocated for himself and spoke of his qualifications and relationships to the communities that will be affected by the upcoming Blueprint projects.

Kathy Bell moved to move forward all applicants to the IA Board, Options #1-4.

Option #1: Recommend one or more eligible applicants to the IA Board to fill the planning expert position from the slate of four nominees. The nominees are: Daniel Beaty, Jeff Caster, Mary Glowacki, and David Thayer.

Option #2: Recommend one or more eligible applicants to the IA Board to fill the at-large member position from the slate of six nominees. The nominees are: Theresa Bender, Jeff Caster, Christopher Daniels, Max Epstein, Mary Glowacki, and David Thayer.

Option #3: Recommend the IA Board appoint Mandy Bianchi to the CAC to represent the disabled community.

Option #4: Recommend the IA Board reappoint Elva Peppers to serve a second three-year term on the CAC.

The motion passed 8-1, with Allen Stucks dissenting. The CAC members participating virtually were unable to vote due to technical difficulties.

Linda Vaughn stated that at the September meeting, the CAC voted to reappoint a person that she did not recall meeting in her two years of service. She questioned the attendance policy for the CAC. Megan Doherty confirmed the attendance requirement and stated that members were allowed to miss 33% of regularly scheduled meetings, per the CAC Bylaws.

7. Recommendation of Approval of the Prioritized List of Greenways Masterplan Projects

Megan Doherty provided a brief introduction to item including the history of the Greenways Master Plan, summary of actions taken toward implementation, status

update of active projects, and the proposed prioritized list of future Greenways projects.

Allen Stucks moved, seconded by Kathy Bell, to approve Option #1.

Option #1: Recommend that the Blueprint Intergovernmental Agency Board of Directors approve the prioritized list of greenways masterplan projects.

The motion passed 11-0.

V. PRESENTATION / INFORMATIONAL ITEMS

- Presentation on Market District Park Concept Development

Susan Tanski provided a brief overview of the history of the Market District Placemaking project. Mary Margaret Jones with Hargreaves Jones Engineering provided a brief presentation on park programming activities, including feedback from the past six months of community engagement meetings. Next steps included the development of conceptual designs and public engagement activities the week of December 14.

- Presentation on "Love Your Local" Small Business Marketing Campaign

Kianna Brown provided a presentation on the Love Your Local marketing campaign to support Small Business Saturday and small businesses throughout the holiday shopping season. She encouraged members to shop local the Saturday following Thanksgiving and share the experience via social media using the #LoveYourLocal.

- Blueprint & OEV Project Updates

Autumn Calder and Cristina Paredes provided a brief presentation on Blueprint projects and OEV activities including the key accomplishments of 2020, community engagement activities, new websites: Blueprintia.org and OEVforBusiness.org, and upcoming events. Ms. Calder provided further updates on the Fairgrounds, Skate Park, and Airport Gateway projects.

VI. PROJECT LIAISON UPDATES

Peter Okonkwo provided a brief update on the Capital Cascades Trail Segment 4 project.

VII. ADJOURN

Allen Stucks moved, seconded by Kathy Bell, to adjourn.

The motion passed unanimously.

The meeting adjourned at 6:35 pm.