

# Blueprint Intergovernmental Agency Board of Directors Meeting Minutes

**Date:** November 6, 2025  
**To:** Board of Directors  
**From:** Artie White, PLACE Director  
**Subject:** Minutes to Board of Directors' Meeting of September 11, 2025

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## **MEMBERS PRESENT**

<b>COUNTY</b>	<b>CITY</b>
Christian Caban	Mayor John Dailey
Brian Welch- Chair	Jeremy Matlow
Nick Maddox	Jaqueline Porter
Rick Minor	Curtis Richardson
David O'Keefe	Dianne Williams-Cox
Bill Proctor	
Carolyn Cummings	

### **I. AGENDA MODIFICATIONS**

Commissioner Welch opened the meeting at 3:00 p.m..

There were no agenda modifications.

### **II. CITIZENS TO BE HEARD**

Brian Stringer spoke on behalf of the Capital Area Justice Ministry (CAJM) and thanked the Board for its establishment of the Affordable Housing Gap Financing Incentive Program. Mr. Stringer spoke about the rates of homelessness and the need for affordable housing in the Tallahassee Area.

### **III. INFORMATION ITEMS/PRESENTATIONS**

- **Receipt and File**
  - Draft Citizens Advisory Committee August 28, 2025, Minutes
  - Blueprint Infrastructure Community Engagement Update

There were no presentations.

### **IV. CONSENT**

*Approval of the Consent Agenda*

**Commissioner Maddox moved to accept the Consent Items. The motion was seconded by Commissioner Williams-Cox. The motion passed unanimously.**

1. Approval of the May 8, 2025, Blueprint Intergovernmental Agency Board of Directors Workshop and Meeting Minutes
2. Approval of the 2026 Blueprint Intergovernmental Agency Meeting Schedule
3. Acceptance of the FY 2025 Blueprint Intergovernmental Agency Annual Report

**V. GENERAL BUSINESS**

Election of the Blueprint Intergovernmental Agency Board of Directors' Vice Chair (Agenda Item #4)

Commissioner Welch thanked Commissioner Williams-Cox for her service as the Chair of the IA Board. PLACE Director Artie White explained that pursuant to the Bylaws the Vice Chair serves for a period of two years; the first year as the Vice Chair and the second year as the Chair of the IA Board. Director White further explained that the Vice Chair alternates between a City Commissioner and a County Commissioner. Based on the alternating rule, the next Vice Chair must be a City Commissioner.

There were no speakers to be heard on Agenda Item #4.

**Commissioner Williams-Cox moved to nominate Commissioner Richardson as the Vice Chair of the IA Board. The motion was seconded by Commissioner Dailey.**

Commissioner O'Keefe requested that Commissioner Williams-Cox consider amending her motion to nominate Commissioner Porter as the Vice Chair. The amendment was declined by Commissioner Williams-Cox. **The original motion passed unanimously.**

**VI. DIRECTOR DISCUSSION ITEMS**

Commissioner Caban spoke about the ongoing negotiations between the City and the County in relation to the fire department and the fire service fees. Commissioner Caban requested that the Board consider evaluating the Blueprint program to determine whether there was funding available to supplement the funding for Fire Stations 15 and 17.

**Commissioner Caban moved to direct Staff to return with an agenda item analyzing providing funding for Fire Stations 15 and 17 using Infrastructure funds. The motion was seconded by Commissioner Matlow.**

Commissioner Williams-Cox spoke against the motion stating that the fire stations were not originally included in the Blueprint program. She stated that an increase to the fire service fee could fund Fire Stations 15 and 17 without needing to involve the Blueprint program.

Commissioner Richardson spoke against the motion stating that the construction of fire stations was not within the original purpose of the Blueprint program. Commissioner Richardson stated that the fire stations could be funded through other sources without taking funding from the Blueprint Infrastructure program.

Commissioner Matlow spoke in support of the motion. He explained that the construction of Fire Station 17 has been delayed for at least a year because of negotiations between the City and County. He supports exploring other opportunities for funding the construction of the project.

Commissioner Maddox spoke about the implications of using Blueprint funds for the construction of the fire stations. He expressed concerns about project reprioritization if funding were allocated through the Blueprint program.

Commissioner Proctor requested clarification on the motion. Commissioner Caban explained that he would like an agenda item that analyzes the feasibility of allocating excess revenues to fund the construction of the fire stations.

Commissioner Cummings spoke in favor of the motion stating that Commissioner Caban is seeking an analysis that Commissioners could use to further their discussion about the fire station projects.

Commissioner Porter spoke in favor of the motion.

Commissioner Minor spoke against the motion stating that the Blueprint funds are already allocated to existing projects and that he would not support deallocating existing projects. Commissioner Caban explained that he wants an analysis on using excess funds for the construction of the fire stations. Commissioner Caban explained that he was not seeking to deallocate funding from existing Blueprint projects.

Commissioner Welch explained that he would not support defunding any existing Blueprint projects but would support the motion to explore options for the fire stations. He explained that the agenda item could serve as an avenue to discuss funding opportunities or areas of compromise for the fire stations.

Blueprint Director Autumn Calder explained that statutorily the use of infrastructure dollars for the construction of fire stations is allowable but that the construction of the fire stations was not contemplated at the inception of the Blueprint program. Director Calder further explained that to add the fire stations to the Blueprint program would require a substantial amendment and that staff would need further direction on project priority. She concluded by explaining that the reprioritization of the Blueprint project list would also require a substantial amendment. The substantial amendment process includes two public hearings and a super majority votes of the members who are County Commissioners and the members who are City Commissioners in favor of the substantial amendment.

Commissioner Maddox discussed beginning the substantial amendment process to address the issue of funding the fire stations. Commissioner Cummings sought clarification as to whether it would be proper to begin the substantial amendment process before having the agenda item with the analysis. Director Calder explained that it would be more helpful to have the agenda item prior to initiating the substantial amendment process but that staff would follow Board direction on either returning with the agenda item or initiating the substantial amendment process. Blueprint Attorney Susan Dawson further explained that pursuant to the IA Board Agenda Development policy, any policy changes that are brought forward during Director Discussion must be passed unanimously.

Commissioner Minor spoke about the project estimates, increasing construction costs, and the use of excess revenue to offset the impacts of inflation. Commissioner Minor stated that he could support allocating excess funds to the fire stations after the current project list is complete but that the discussion is currently premature.

Commissioner Maddox requested that the Board consider requesting that the City and County Commissioners meet to discuss the fire station issue. Attorney Dawson explained that it would be improper for the Board to intercede in City and County issues that are outside of the scope of the Blueprint Program.

**The motion passed 7-5 (weighted 39-31). Mayor Dailey and Commissioners Richardson, Williams-Cox, Minor, and O'Keefe voted in opposition to the motion.**

**Commissioner Porter moved to direct the Chair to write a letter to the IMC requesting that they attend the Blueprint IA Board meetings. The motion was seconded by**

**Commissioner O’Keefe.** Attorney Dawson explained that the motion was improper. Commissioner Welch declined to send a letter to the IMC as the Chair of the Board.

Commissioner O’Keefe spoke about the 2024 audit and the significant deficiency that was identified related to the recoverable grant issued in November of 2023. Commissioner O’Keefe spoke about transparency and Blueprint oversight. **Commissioner O’Keefe moved to direct the Blueprint Attorney provide a written legal opinion clarifying whether the IA Board was acting within its authority when it provided a recoverable grant that is now being categorized as a “loan” in the ACFR report. The motion was seconded by Commissioner Porter.**

Attorney Dawson explained that at the time of the grant award the Agency was acting within its authority. She explained that while the grant was recategorized as a recoverable loan on the audit report for accounting purposes, the Agency does not issue loans.

Commissioner Matlow inquired about when the Agency anticipated recovering the funds. Attorney Dawson explained that the repayment was due by December of 2027. Commissioner Matlow then asked about the upcoming meeting schedule for the Board and whether the meetings were scheduled to allow for the Board to meet and review the final audit report prior to the submission deadline. It was explained that the 2026 meeting schedule accounts for the audit submission requirements.

Commissioners Proctor and Richardson spoke against the motion.

**The motion failed 3-9 (weighted 19-51) with Commissioners Matlow, Porter, and O’Keefe voted in favor of the motion.**

Mayor Dailey requested that the Blueprint Attorney provide an update on the Matlow lawsuit against the Agency. Attorney Dawson explained that the case was dismissed with prejudice. Attorney Dawson explained that the Agency is seeking \$2,150 for court costs. Attorney Dawson explained that the Agency has expended approximately \$65,000 on attorney’s fees.

Commissioner Proctor spoke about the Annual Report including the North Monroe Gateway Project, the Monroe-Adams Placemaking Project, the Capital Circle Southwest Project, the Airport Gateway Project, and the Fairgrounds Beautification Project. Commissioner Proctor requested that the Board consider suspending the Fairgrounds Beautification Project following a review of the Fairgrounds lease agreement. Commissioner Proctor expressed concern about investing \$30 million for improvements to the Fairgrounds citing concerns with the current lease agreement between the County and the Fairgrounds Association, financial transparency, and project oversight.

**Commissioner Proctor moved to direct staff to return with an informational agenda item as to the status of the Fairgrounds Beautification Project. The motion was seconded by Commissioner Williams-Cox.** Attorney Dawson explained that staff could provide a report on the Fairgrounds that could include an explanation of the lease agreement but that the lease negotiations were within the authority of the County and that it would be improper for Blueprint staff to interfere with that process. Attorney Dawson explained that the Beautification Project would be completed in phases and that certain phases of the Project would not proceed until after the County and the Fairground Association renegotiate the lease terms.

Commissioner Williams-Cox clarified that Blueprint would not be giving \$30 million directly to the Fairgrounds Association and asked about the details of the Beautification Project. Director Calder explained that the \$30 Million in improvements includes infrastructure upgrades,

restroom upgrades, parking lot redesign, the construction of a covered pavilion, and landscaping improvements. Commissioner Williams-Cox stated that suspending the Beautification Project could impact the Tallahassee community through the loss of potential revenue that could be generated using the improved Fairgrounds. Commissioner Proctor expressed concerns about the lack of transparency from the Fair Association.

Commissioner Maddox spoke against suspending the Beautification Project but stated he would support that informational agenda item. Commissioner Matlow stated that he would support the motion for the informational item with the understanding that the project would not proceed to design until after the lease was renegotiated between the County and the Fair Association. Attorney Dawson clarified that the motion was for an informational item on the Fairground Beautification Project and not a suspension of the existing consultant contract.

**The motion passed 9-2 (weighted 51-14). Mayor Dailey and Commissioner Richardson voted in opposition to the Motion. Commissioner O’Keefe was out of Chambers at the time of the vote.**

Commissioner Minor spoke about the recent Motor, Drive Systems and Magnetics (MDSM) Conference. The MDSM conference was well attended and, with support from OEV, will be hosted again in Tallahassee in 2026. Commissioner Minor also spoke about the Magnetic Capital Research Advisory Board.

Commissioner Cummings commended Blueprint and OEV staff for the work and progress over the year. She thanked Commissioner Williams-Cox for her work as the Chair and commended Commissioner Welch on a well-run meeting.

Commissioner Richardson spoke about Tourist Development Council and the World Cross Country Championship to be hosted at the Apalachee Regional Park.

Commissioner Proctor spoke about the upcoming Downtown Get Down.

## **VII. PUBLIC HEARING**

Second and Final Public Hearing on the Proposed Fiscal Year 2026 Operating Budget and Fiscal Year 2026 – 2030 Five-Year Capital Improvement Program Budget for the Blueprint Intergovernmental Agency and Approval of Budget Resolutions (Agenda Item #5)

Commissioner Welch began the public hearing at approximated 5:05 p.m. There were no speakers on the item.

PLACE Director Artie White provided an introduction of the agenda item and explained the 2026 budget development process including the first public hearing. Director White explained that staff was presenting a balanced budget that includes the two new incentive funding programs, the Air Service Incentive and Capacity Improvements Program and the Affordable Housing Gap Financing Incentive Program. Director White further explained that the Budget allocates \$101.35 million in FY 2026 and that the Capital Improvement Plan allocates \$170.47 Million over the next five years between Blueprint and OEV. The FY 2026 Operating budget includes a 4% cost of living adjustment for staff and maintains the current staffing levels.

Blueprint Director Autumn Calder began her presentation by summarizing that 24 of the 27 Blueprint 2020 projects are currently in progress. She highlighted several regional mobility and gateway projects and park projects. The proposed budget supports continued funding for 13 Infrastructure projects to begin construction in FY 2026.

OEV Director Keith Bowers provided an overview of the proposed OEV budget explaining that the budget allocates funding to the Future Opportunity Leveraging Fund, business expansion commitments, personnel and operating expenses, and debt repayment expenses. Director Bowers discussed Tallahassee's MSA rankings as a result of the intentional business development activities and initiatives.

Director White summarized the budget presentation, the budget ratification process, and the budget recommendations.

**Commissioner Maddox moved to accept Options 1, 2, and 3. The motion was seconded by Commissioner Williams-Cox.**

1. Option #1: Conduct the Public Hearing to approve and adopt the FY 2026 Blueprint Intergovernmental Agency Operating Budget as presented and approve the FY 2026 Operating Budget Resolution (Resolution No. 2025-01).
2. Option #2: Conduct the Public Hearing to approve and adopt the FY 2026-2030 Blueprint Intergovernmental Agency Capital Improvement Program as presented and approve the FY 2026 Capital Improvement Program Budget Resolution (Resolution No. 2025-02).
3. Option #3: Direct Blueprint staff to make direct transfers to Leon County and the City of Tallahassee for annual allocations of funds for Blueprint Infrastructure and OEV projects being implemented by those jurisdictions.

Commissioner Proctor spoke about the momentum of the Blueprint program. Commissioner O'Keefe spoke about the Affordable Housing Gap Financing Program stating that he would be supporting the proposed budget. Commissioner O'Keefe expressed concerns about the structure of the budget and requested that project breakdowns be included in the budget for transparency and oversight.

Commissioner Caban expressed concern about the structure of the budget. He would like the budget to include project estimates.

Commissioner Williams-Cox commended staff on their work developing the budget. Commissioner Richardson inquired about the Orange Avenue widening. Director Calder explained that the Orange Avenue Project is currently under design. Commissioner Richardson commended staff on their work within the Blueprint program and their development of the budget.

Commissioner Matlow asked about how much Blueprint dollars were allocated to the Orange Avenue Project. Director Calder explained that Blueprint commissioned a traffic study several years ago but that the design and potentially the construction of the Project is State funded. Commissioner Matlow expressed concern that the Orange Avenue Project may not be a priority for the State. Commissioner Matlow also expressed concern about the structure of the budget and requested the budget include project cost estimates. Commissioner Matlow concluded by thanking the community for its persistence on the Affordable Housing initiative.

Commissioner Minor commended staff for their work but expressed concern about the budget structure not including project estimates. Commissioner Minor requested that future budgets include project estimates.

Commissioner Proctor requested Commissioner Maddox amend the motion to include line-item cost estimates for the project so that all the Board members could support the current budget. **Commissioner Maddox amended the motion to include this budget moving forward include line-item cost estimates for all Projects . The amended motion was seconded by Commissioner Williams-Cox. The amended motion passed unanimously.**

Commissioner Caban explained that the State has explained that there is not funding available for the construction of the Orange Avenue Project for the next five years and that if the Board would like to see that project progress, lobbying at the State legislature would likely be necessary from the respective commissions.

Commissioners Maddox, O'Keefe, Caban, and Welch spoke about the congeniality of the vote on the budget and the amendment to include the line-item cost estimates.

**VIII. ADJOURN**

**The meeting adjourned at 5:45pm**

*The next Blueprint Intergovernmental Agency Board of Directors' Meeting is scheduled for **November 6 at 3:00p.m.***