

Blueprint Intergovernmental Agency Board of Directors Meeting Minutes

Date: September 27, 2021
To: Board of Directors
From: Benjamin H. Pingree, PLACE Director
Subject: Summary Minutes to Board of Directors Meeting of July 15, 2021

MEMBERS PRESENT

COUNTY	CITY
Commissioner Nick Maddox, Chair	Mayor John Dailey
Commissioner Kristin Dozier	Commissioner Curtis Richardson
Commissioner Carolyn Cummings	Commissioner Jeremy Matlow
Commissioner Brian Welch*	Commissioner Jacqueline Porter
Commissioner Rick Minor	Commissioner Dianne Williams-Cox
Commissioner Bill Proctor	
Commissioner Jimbo Jackson	

**Indicates virtual / telephonic participation.*

TELEPHONIC PARTICIPATION

Commissioner Minor moved, seconded by Commissioner Porter, to allow Commissioner Welch to participate in the IA Board meeting virtually.

The motion passed 11-0 (weighted 63-0).

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 5:00 p.m. on July 14, 2021. All emails received were provided to the IA Board. Live comments were also taken in person and via WebEx during the meeting. Those comments are summarized below.

Citizen Comment

Meta Calder, Chair of Natural Resources and Clean Energy Committee for the League of Women Voters, encouraged stronger policy for economic development projects in the Targeted Business Program application process including awarding points for mitigation of fossil fuels and climate change.

Rene Rawlins spoke on her beauty and barber school and the production of entrepreneurs in Tallahassee-Leon County.

Antonio Jefferson, President, Big Bend Minority Chamber of Commerce, spoke in favor of the forthcoming business proposal by member, Stanley Sims and noted the Chamber's commitment to working with Mr. Sims as his fiscal agent to meet the promised returns on investment.

Stanley Sims introduced his I.C.2.U Professional Services Proposal, for needed services to partner with several other non-profit organizations in the Frenchtown Community.

Jeff Blair spoke in support of the development of an on-going virtual participation policy for Blueprint, in accordance with recent action by the City Commission and Leon County Board of County Commissioners.

III. INFORMATIONAL ITEMS/PRESENTATIONS

- Employment Trends and CareerSource Update – Jim McShane

Cristina Paredes stated that OEV won four awards from the International Economic Development Council; details on the programs would be released in October. Furthermore, the US News released ranking regarding the top 150 MSAs, Tallahassee ranked 14th for Quality of Life and 78th overall.

Cristina Paredes introduced Jim McShane, Chair of the CareerSource Network, a regional partner and integral part of the workforce development efforts, who provided a brief presentation on local employment trends including, highlights of the CareerSource program, community partner relationships, labor participation and unemployment rates, market shortages and the regional issues they faced. For example, Boomers choosing early retirement due to the pandemic, the lack of capacity in childcare, and filling high-demand jobs. Lastly, Mr. McShane noted the collaboration between CareerSource, all three Chambers, OEV and area higher education facilities, in their efforts at developing a strategic approach to working with school systems on the creation of pipelines to fulfill future workforce needs.

Commissioner Dozier spoke to the childcare needs and noted the anticipation for federal funds to support workforce development, and questioned what other entrepreneurial strategies could be implemented to encourage growth in that area. Jim McShane stated that issue was in interest in the field. However, ELC, a regional partner, was positioned to receive funds that would allow them to attract and train more individuals for that career path.

Commissioner Dozier noted that the Apalachee Regional Planning Council had the Small Business Loan Program, also the Step Up at FAMU, both of which could be applied to day care centers. In context of the IA Board, she spoke to the critical needs in the workforce training area and requested a future agenda item or

presentation at a stand-alone OEV IA Board meeting, with an analysis on workforce training gaps and programs that could potentially provide support.

Commissioner Dozier moved, seconded by Commissioner Porter, for a presentation from workforce partners, at a stand-alone OEV IA Board meeting, on workforce training programs, needs, and trends.

The motion passed 12-0 (weighted 70-0).

- Receipt and File:
 - [Draft Economic Vitality Leadership Committee June 30, 2021 Minutes](#)
 - [Blueprint Infrastructure Community Engagement Update](#)

IV. **CONSENT**

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

The motion passed 12-0 (weighted (70-0)).

1. Approval of the May 27, 2021, Blueprint Intergovernmental Agency Board of Directors Workshop and Meeting Minutes, and the June 15, 2021 Special Meeting Minutes

Option 1: Approve the May 27, 2021, Blueprint Intergovernmental Agency Board of Directors Workshop and Meeting Minutes, and the June 15, 2021 Special Meeting Minutes.

2. Ratification of the May 27, 2021 Blueprint Intergovernmental Agency Budget Workshop

Option 1: Ratify the actions taken by the IA Board during the May 27, 2021 FY 2022 Budget Workshop.

Action #1: Allocate the remaining balance of \$1,066,571 in the Blueprint 2000 Infrastructure operating fund to the Magnolia Drive Trail project and allocate the remaining balance of \$2,687,832 in the Blueprint 2020 Infrastructure operating fund to the Northeast Corridor Connector: Bannerman Road project.

Action #2: Allocate \$1,000,000 of the CEDR CARES Act reimbursement to repay Leon County and the City of Tallahassee for their advance funding of BRIF.

Action #3: Allocate \$140,500 of the CEDR CARES Act reimbursement to the Strategic Marketing and Communication program and allocate \$10,000 of the CARES Act reimbursement to Industry Academies and B2B Outreach to facilitate women- and minority-owned business communication outreach efforts and support for MWSBE entrepreneurship programs.

Action #4: Combine the remaining LEAN project balance of \$205,000 with the \$595,000 reimbursed by Leon County through the CARES Act and allocate

\$400,000 each to Lake Lafayette & St. Marks Regional Park and to Monroe-Adams Corridor Placemaking.

Action #5: Program \$7,547,732 of the anticipated FY 2021 ARPA funding for Blueprint Infrastructure into the Northeast Corridor Connector: Bannerman Road project and program \$1,000,000 of funding available to the Office of Economic Vitality into the TCC athletic facility enhancement project, should the IA Board choose to move forward with the new economic development project at the May 27 meeting immediately after this workshop. Program OEV's remaining \$372,315 into the Future Opportunity Leveraging Fund (FOLF).

Action #6: Amend the FY 2021 budget to increase sales tax revenue and project allocations, Blueprint Infrastructure requests its allocation of \$1,320,000 be made to the Northeast Corridor Connector: Bannerman Road project in order to fund the widening from Tekesta Drive to Preservation road approved by the IA Board at the September 17, 2020 IA Board meeting. The Office of Economic Vitality requests to transfer its allocation of \$240,000 to the Strategic Marketing and Communication project to be utilized for multi-year national marketing campaign, support the Love Your Local business marketing, and launch the new MWSBE communications initiatives.

Action #7: Approve the Proposed FY 2022 Implementing the Greenways Master Plan Work Program.

Action #8: Approve the proposed projects for implementation under the FY 2022 Bike Route System Work Plan.

Action #9: Direct staff to incorporate Scenario A as the long-term implementation strategy for Blueprint 2020 Infrastructure, providing full funding for all Regional Mobility and Gateway Projects (except those on state roads consistent prior IA Board direction), full funding for all CCQ projects, and partial funding for Tharpe Street.

Action #10: Approve the addition of a MWSBE Analyst position for contract monitoring and compliance.

V. GENERAL BUSINESS

3. Election of the Blueprint Intergovernmental Agency Board of Directors' Vice Chair

Commissioner Williams-Cox moved, seconded by Mayor Dailey, to elect Commissioner Richardson as Vice-Chair.

The motion passes 12-0 (weighted: 70-0).

4. Authorization to Advertise, Negotiate, and Award Capital Circle Southwest Greenway Contracts for Construction Services

Ben Pingree provided a brief overview of the request to initiate the procurement process for the Capital Circle Southwest Greenway contracts, including the Debbie Lightsey Nature Park, the Golden Aster Trail, and the extension of the greenway south from Lake Henrietta, along Munson Slough.

A copy of the presentation is on file at Blueprint Intergovernmental Agency.

Commissioner Proctor questioned the minority participation on the project. Ben Pingree stated that the Request for Proposals would following the IA Board approved, MWSBE Policy levels. Darryl Jones stated that a project of that size carried a 14 percent MBE and nine percent WBE participation goals. Furthermore, he noted the reciprocal agreement with the Florida Office of Supply and Demand, which made available more vendors that supported meeting those aspirational goals. Commissioner Proctor requested a robust engagement with MBE vendors, particularly because of the project location on Southside.

Commissioner Jackson moved, seconded by Commissioner Richardson to approve option one.

Option 1: Authorize Blueprint to advertise, negotiate, and award, through IMC approval, a contract for construction of the Capital Circle Southwest Greenway Project, and authorize Blueprint to separately advertise, negotiate, and award, through IMC approval, a contract for the single-track trail features within the Project.

The motion passed 12-0 (weighted 70-0).

VII. **DIRECTOR DISCUSSION**

Commissioner Dozier spoke to the sustainable incentives, mentioned by Meta Calder earlier, and stated that it was an opportunity to reflect on additional, potential recruitment incentives for the Targeted Business Program to support the attainment of sustainability goals for the City and County. Commissioner Dozier requested clarification on the review of incentive plans, through IA Board review of updates to the Strategic Plan. Cristina Paredes confirmed that the IA Board would receive updates for the overall incentive toolkit, including sustainability, at the September and December 2021 IA Board meetings.

Commissioner Dozier spoke to the comments by Jeff Blair, referenced the County analysis of continued virtual comments at BOCC meetings, as a permanent policy. She recommended a similar policy for IA Board meetings noting consistency between the governments, and stated that the virtual platform provided opportunity for greater citizen participation in Blueprint meetings.

Commissioner Dozier moved, seconded by Commissioner Porter to bring back an agenda item for a Virtual Participation Policy for citizen

participation, including analysis for cost and staff time required, consistent with City and County action.

The motion passes 12-0 (weighted: 70-0).

Commissioner Dozier referenced the discussion from the June 15, 2021, IA Board meeting regarding conservation easement in the Northeast Gateway project. She requested a status update and proposed that the IA Board consider preserving more land, than what was anticipated to be lost. Susan Dawson, Blueprint Attorney, stated that under eminent domain statutes, Blueprint was required to engage in pre-suit negotiations and that such negotiations may occur after the project reached 60 percent design for right of way. The project was early in that process, however talks were on going. Autumn Calder stated that Blueprint was two years into meetings with area stakeholders, with another to occur the following day. The approval of the PD&E allowed Blueprint to begin in earnest, working with them to get their input regarding the conservation easement. However, any substantial amendment to the project would have to be initiated by the IA Board.

Commissioner Dozier stated that the IA Board decided, in December 2019, to extend Welaunee Boulevard to Roberts Road and in that process, taking property from the existing conservation easement. That was a sticking point throughout discussions. There were also conversations regarding habitat conservation in District 5 of the Welaunee Master Plan (along Roberts Road). She did not think her proposal would trigger a substantial amendment to the project, and questioned if a staff report could be prepared that analyzed options to conserve more acreage than would be taken. Ben Pingree stated that the current project description did not provide for acquisition of conservation land, only right of way for the road. He understood Commissioner Dozier's request as an analysis to expand the project description to include Blueprint buying new conservation land. That would constitute a substantial amendment to the project description. At IA Board direction, Blueprint staff would analyze options as directed and provide a report with a future agenda item.

Commissioner Dozier moved, seconded by Commissioner Porter to bring back an agenda item analyzing a potential new Blueprint project to acquire environmental conservation property.

Commissioner Proctor stated that he disagreed with the IA Board to move to reconsider a deal that was complete. The extended consideration of the project provided opportunity to consider conserving additional property. He strongly opposed reopening or appealing IA Board decisions on the Northeast Gateway project.

Commissioner Dozier stated that Commissioner Proctor's comments mischaracterized her intent. She was not suggesting the IA Board reconsider any past decision. Simply to consider environmental conservation and infrastructure. She clarified her motion to indicate that it was not a modification but a new project consideration.

Commissioner Minor requested clarification on the understanding of the motion, that it did not require renegotiation of past IA Board decisions. Ben Pingree confirmed his understanding based on Commissioner Dozier's clarification. Commissioner Minor

expressed his reservations about increasing the Blueprint project list and the associated financial implication, particularly with some projects currently unfunded. However, he also appreciated the future oriented approach.

Commissioner Maddox questioned Blueprint Legal Counsel on the process for adding new projects to the list, which included the supermajority vote by the IA Board. Susan Dawson confirmed that the substantial amendment process, including review by the Technical Coordinating Committee and Citizens Advisory Committee, approval by the Intergovernmental Management Committee, two public hearings, and a supermajority vote of the IA Board.

Commissioner Richardson stated that with all due respect, he could not support the motion on the floor. The folks at the Animal Services Center came before the City Commission repeatedly for support to the facility. He understood that modifications were made when possible, however, it was not the funding and renovations assured them as a Blueprint project. Upgrades to the Animal Services Center was an approved Blueprint project, that was currently funded in the out years of the current sales tax.

The motion failed 7-5 (weighted: 41-29) with Mayor Dailey and Commissioners Richardson, Williams-Cox, Cummings, Jackson, Proctor and Maddox voting against the motion.

Commissioner Dozier stated that Commissioner Richardson's comments echoed her own at previous meetings as the IA Board advanced funded 16 projects in the first few years. Something the IA Board was willing to do for road and bond projects, yet not small environmental projects. She expressed her concern for how challenging IA Board meetings had become, noted that Directors did not follow policies consistently from the beginning of a meeting, and stated that a better understanding of Roberts Rules of Order they could work better and be more efficient. She referenced a BOCC agenda item from May 2020, where that Board reconsidered whether to use Roberts Rules of Order as guidelines or governance.

Commissioner Dozier moved, seconded by Commissioner Matlow to bring back and agenda item considering IA Board procedures in the use of Roberts Rules of Order and making any necessary modifications to the process.

Commissioner Maddox confirmed that Blueprint Attorney, Susan Dawson, served as parliamentarian for IA Board meetings, in accordance with Roberts Rules of Order and stated that it was her job to ensure that Directors followed procedure. He clarified publically that Ms. Dawson was within her rights to interrupt a Director to redirect action to remain consistent with Roberts Rules of Order.

Commissioner Williams-Cox thanked Blueprint Legal Counsel for the clarity and parliamentary guidance during her time as Chair of the IA Board.

Commissioner Jackson moved, seconded by Commissioner Richardson, to call the question.

Calling the Question passed 12-0 (weighted 70-0).

The original motion failed 3-9 (weighted: 19-51) with Mayor Dailey and Commissioners Richardson, Williams-Cox, Cummings, Jackson, Maddox, Minor, Proctor, and Welch dissenting.

Regarding economic development proposals, Commissioner Matlow stated that there seemed to be inconsistencies in which proposals received staff time for vetting or that were elevated to the IA Board. Citizen Comments were not, in his opinion, the appropriate way to vet proposals. He did not think that there was sufficient clarity in the existing policy for the application process for new proposals. He encouraged the IA Board to develop the front door, application process consistent for all applicants that would be vetted by staff before a presentation to the IA Board.

Commissioner Matlow moved, seconded by Commissioner Cummings to bring back an agenda item analyzing the economic development application process and direct staff to analyze the project proposal by Stanley Sims.

Commissioner Maddox questioned if a written process existed that already met Commissioner Matlow's motion. Ben Pingree stated that for economic development projects the process depended upon the competitive nature of the project, the program or grant. The FSU Convention Center project was outlined in the Interlocal Agreement. Other proposals before the IA Board for action came through existing opportunities, such as the previously funded Elevate Grant, through which Mr. Stanley Sims initially received funding. Competitive projects, such as Project Juggernaut or Project Mango move through the competitive project pipeline and has its own policy guidelines for incentive awards. In addition, the IA Board previously approved a policy to govern the use of funds within the competitive project fund and future opportunity fund. Therefore, each project, grant, and fund its own defined rules and procedures. The common thread was IA Board direction during the meetings to analyze community proposals and prepare an agenda item for IA Board consideration, which is what took place for projects such as the FAMU Bragg Stadium, TCC athletic facilities, and Alabama Street.

Commissioner Proctor stated that the proposal from Stanley Sims included a complaint, which claimed that OEV staff was non-responsive, so the project had not been vetted by staff, or elevated to the IA Board for consideration. Commissioner Proctor stated that processes were in place for confidential proposals such as Project Mango but not for the public. He expressed his supported the motion on the floor. He felt that the proposal could be the catalyst to formalize the process but Mr. Sims' proposal should be grandfathered in given the history of attempts at IA Board review.

Commissioner Matlow confirmed that the intent of the motion was as described by Commissioner Proctor.

Commissioner Dozier referenced several grants and programs and noted that while each had unique processes, the guidelines followed City and County goals for evaluation and funding in the respective areas and needed to fit the overall objectives for OEV. She felt it important to have a way for the broader community to understand those goals and if funds were available, how to apply for them. She suggested that the strategic plan development could be an opportunity to explore policy direction for

business or entrepreneurial ideas that support the goals of the organization. Ben Pingree stated that Commissioner Dozier's suggestion was fair and reflected in the first five years of OEV's existence where ideas, programs, and grants moved forward. Some completed their lifecycle, others such as the Targeted Business Program, remained ongoing and delivered Juggernaut, Gold, and Mango. The Strategic Plan refresh was the place for the review of existing protocols and the evaluation of new opportunities juxtaposed to available funding in the budget.

Commissioner Dozier stated that existing programs provided opportunities for job creation within a targeted area, for example, however there was no category for someone with an idea for job creation in a programmatic sense, like Mr. Sims' proposal. She appreciated the direction of the motion and could anticipate discussion of it at the September and December 2021 IA Board meetings. She stated that without a category for higher education funding through the IA Board, the precedent was set by the presidents of FAMU and TCC making in-person funding requests of the IA Board. The guidelines and process needed to be fair, whether the request came from a university president or citizen.

Commissioner Proctor stated that it was important for the IA Board to establish in great clarity, the process for consideration of project proposals. Doing so eliminated any ambiguity or confusion for Directors, staff, and citizens.

Susan Dawson noted the statutory provision, Section 212.055, which provide for the expenditure of economic development funds. It stated that in order to expend the economic development surtax dollars on various projects, previously approved by the IA Board, the projects had to serve a general public purpose to improve the local economy. That statute was the basis for all actions taken through OEV. Even though there was not a written policy for general proposals, the process and procedure was consistent with the statutory requirement.

Ben Pingree reminded the IA Board of the Strategic Plan, adopted by them, and stated that every economic development project was compared against that before moving forward for IA Board consideration. Major request were made before the IA Board, as indicated by Commissioner Dozier, and competitive projects followed the approved policy.

Commissioner Maddox concurred that the precedent was set through the process of FAMU and TCC's presidents funding requests to the IA Board. The proposal from Stanley Sims followed in line with that precedent, and should the motion pass, it would go through the same process as the FAMU and TCC requests. He stated that the decisions made to expend funds and the policies that governed spending needed a tight set of rules, as with other programs. Furthermore, items for the consideration of new projects were only added to the agenda, and analyzed by staff, if requested by a Director and approved by the IA Board. Ben Pingree stated that the exception to that was for Competitive Projects. Those projects follow a vetting protocol, approved by the IA Board. Commissioner Maddox stated that he could not support the motion because he did not want additional processes, when there was already one in place that worked.

Commissioner Matlow stated that his preference was for a written policy formalizing what Commissioner Maddox stated. He clarified that he was not recommending a new

policy, but rather to codify the existing process so that staff was not working on anything outside of the specific project categories that the IA Board already put into policy. Additionally, unsolicited funding requests would not come before the IA Board, without a Director having requested.

Commissioner Cummings expressed her support for the formalization of the process, in writing to provide clarity to the public and to ensure that all parties were treated fairly. She spoke to Stanley Sims' proposal, the holistic benefits to Frenchtown, and stated that she felt it warranted further review into how it specifically would uplift the local economy of Frenchtown. She clarified that her support for the proposal moving forward was not to sanction the project, but for staff review, analysis and for potential modifications as necessary.

Commissioner Dozier stated that she could support the formalization of the process for new economic development projects but could not support moving forward on the motion. Following a quick read through the material distributed by Stanley Sims, she was unsure, without staff analysis, if the IA Board could authorize the acquisition of land and vehicles. The holistic perspective of the proposal was good; however, she wanted to review it in the context of the Strategic Plan and long-term funding. She did not want to commit funding without due diligence.

Commissioner Williams-Cox stated that she would prefer that the motion be separated for individual votes, rather than tying the process formalization to the vetting of Stanley Sims' proposal.

Commissioner Matlow withdrew the original motion.

Commissioner Matlow moved, seconded by Commissioner Cummings to bring back an agenda item analyzing the project proposal by Stanley Sims.

The motion passed 10-2 (weighted: 58-12) with Mayor Dailey and Commissioner Dozier dissenting.

Commissioner Matlow moved, seconded by Commissioner Cummings to bring back an agenda item formalizing the new economic development proposal process.

The motion passed 11-1 (weighted: 63-7) with Mayor Dailey dissenting.

VIII. CITIZENS TO BE HEARD

There were no additional speakers in person or online.

IX. ADJOURN

The meeting adjourned at 5:30 p.m.

*The next Blueprint Intergovernmental Agency Board of Directors Meeting is scheduled for **September 27, 2021, at 3:00 p.m.***