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| Blueprint Intergovernmental AgencyBoard of DirectorsCorrected Meeting Minutes *Budget Workshop and Regular Meeting* |

**Date: November 7, 2023**

**To:** Board of Directors

**From:** Artie White, PLACE Director

**Subject:** Minutes to Board of Directors’ Meeting of September 21, 2023

**MEMBERS PRESENT**

**COUNTY CITY**

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| --- | --- |
| Christian Caban | Mayor John Dailey |
| Carolyn Cummings - Chair | Jeremy Matlow |
| Nick Maddox | Jaqueline Porter |
| Rick Minor | Curtis Richardson (virtual) |
| David O’Keefe | Dianne Williams-Cox – Vice Chair |
| Bill Proctor (virtual) |  |
| Brian Welch |  |

1. **AGENDA MODIFICATIONS**

**Commissioner Williams-Cox moved to allow Commissioners Proctor and Richardson to participate virtually. The motion was seconded by Commissioner Minor. The motion passed unanimously.**

**Passed: 9-0 (weighted 53-0)**

**Commissioner Maddox was absent at the time of the vote.**

*Items 4, 5, and 6 were pulled from Consent to be addressed during the General Business/Presentations portion of the Agenda.*

1. **CITIZENS TO BE HEARD**

Max Epstein spoke about the Blueprint Budget and the CCT4 Project. He discussed the project budget for the CCT4 project and presented slides related to cost changes.

Bill Peebles spoke about the Airport Gateway Project. He suggested using the funding that would be made available by capping the Airport Gateway Project budget across several other Blueprint projects.

Stanley Sims spoke about the Noncompetitive Project Fund.

Debre Holton spoke in favor of the Foodies, Inc. noncompetitive economic development project proposal as a restaurant owner who uses the platform.

1. **BUDGET WORKSHOP**

Blueprint Director Autumn Calder gave an overview of the FY 2024 Budget Process and next steps including the final Public Hearing to be held on September 26, 2023. She explained that the budget materials provided to the Commissioners incorporated all of the direction provided to date; and the additional materials requested for Airport Gateway, North Monroe Gateway, and affordable housing.

Director Calder provided a status update and analysis for the Airport Gateway Project. She stated that the Project creates two multimodal gateways between Downtown and the Airport; supports the growth of Innovation Park; and protects neighborhoods by redirecting traffic. She explained that the Project provides seven miles of new and enhanced roadways and over 12 miles of new sidewalks and trails with an economic output of $125.6 million. She concluded the update on the Airport Gateway by stating that segments C, Levy Avenue, and Phase 1 of Segment G are projected to move towards construction in the summer of 2024.

Director Calder explained the Substantial Amendment Process stating that pursuant to Part V, Section 10, of Blueprint’s Interlocal Agreement, any addition, deletion, or amendment to a substantial degree of any Blueprint project in Exhibit I or II of the Interlocal Agreement requires the IA Board to hold two public hearings; review recommendations from the Citizen Advisory Committee, the Technical Coordinating Committee, and the Intergovernmental Management Committee; and a super-majority vote from the IA Board.

Next, Director Calder provided a status update and analysis for the North Monroe Gateway Project. The Project provides gateway enhancements from Interstate 10 to Seventh Avenue, including: signage, art, crosswalks, and pedestrian safety enhancements. Total estimated investment for the Project is currently $20.98 million. She explained that if the IA Board chooses to expand the Project north of I-10 that would be considered a Substantial Amendment. She also stated there may be possible leveraging opportunities with the Florida Department of Transportation to fund the gateway improvements north of I-10.

Lastly, Director Calder provided a status update for the affordable housing considerations as directed by the Board. She stated that a full analysis from Blueprint, OEV, and legal Staff was underway and would be presented at the November 7, 2023 IA Board meeting.

**Commissioner Maddox moved to accept Staff budget recommendations A, C, and D. The motion was seconded by Commissioner Caban.**

Commissioner O’Keefe spoke against acceptance of the budget recommendations and reallocating funding from the Lake Lafayette Park Project to the Market District Placemaking Project.

**Commissioner Caban made a substitute motion to resume the line by line Project Budget review from the previous budget workshop meeting. The substitute motion was seconded by Commissioner Porter. The substitute motion was later withdrawn.**

Commissioner Cummings explained that it may not be necessary to discuss each individual project but that the Board could discuss specific projects that a Board member may have concerns about. Commissioners Maddox, Matlow, and Minor proposed discussing specific projects such as the Airport Gateway prior to voting on the budget recommendations.

**Commissioner Maddox amended his motion to approve Budget Recommendations A, C, and D excluding the Project Budgets for the Airport Gateway Project, the North Monroe Project, and the Northeast Gateway Project. The amended motion was seconded by Commissioner Caban. The amended motion passed.**

**Passed 9-3 (weighted 51-19)**

**Commissioners Matlow, Porter, and O’Keefe voted in opposition. Commissioners Richardson and Proctor voted via Webex.**

Commissioner Caban spoke about the Airport Gateway Project and expressed a desire to see a project budget breakdown for the cost of materials and labor. He stated that he believes there is a lack of transparency with the project and requested clarification on the definition of “substantial change.” Blueprint Attorney, Susan Dawson, explained that a substantial change is defined in the IA Board’s Bylaws. She explained that a substantial amendment or change includes changes to a project scope that alters the original intent or location; addition or deletion of projects to the approved project list; and reprioritization of projects. She further explained that budget fluctuations are not considered substantial amendments due to implications from varying market factors.

**Commissioner Caban moved to keep the Airport Gateway Project Scope the same but limit the Project budget to $82 million. The motion was seconded by Matlow.**

Commissioner Matlow asked whether a simple majority or a super majority of commissioners voting in favor was necessary to amend the IA Board Bylaws. Attorney Dawson explained that a simple majority was necessary to amend the Bylaws. Commissioner Matlow stated that he believed the procedures may be antiquated and may need to be updated.

Commissioner O’Keefe discussed FSU’s involvement as a major contributor to the Project in the past but is not currently providing input on the Project. He stated that he believes the Project focuses more on Innovation Park rather than access to the Airport as there are currently underused roads leading from Innovation Park towards the Airport. He also spoke against a four-lane road for the Airport Gateway Project.

Commissioner Proctor spoke against the Airport Gateway Project and **made a substitute motion to halt and deprioritize the Airport Gateway Project.** Attorney Dawson explained the motion was improper as that would be a substantial amendment pursuant to the Interlocal Agreement and the Board’s governing documents. The substitute motion was amended.

**Commissioner Proctor amended his substitute motion to “limit the funding for the Airport Gateway Project to $2 million.” The amended substitute motion was seconded by Commissioner Matlow.**

Commissioner Porter asked for clarification as to the whether the proper motion would be to initiate the Substantial Amendment Process to eliminate or change the Airport Gateway Project. Attorney Dawson explained that the proper steps would be to have a motion to bring back an agenda item that analyzes changing the Project and then moving forward with the Substantial Amendment Process. Commissioner Proctor clarified that it wasn’t his intent to address the scope of the project but solely to limit the budget funding to $2 million. He did discuss a desire to see an analysis related to upgrades to Springhill Road but did not further amend his amended substitute motion.

Commissioner Maddox stated that he would abstain from a vote on the Airport Gateway Project due to a conflict of interest. He explained that Big Bend Homeless Coalition operates an affordable housing development that may potentially be impacted by the project. (See Form 8B). Attorney Dawson explained that it would be proper for a commissioner to abstain from a vote if they believed that they would experience a special gain or loss to either themselves, a business associate, or a relative.

Commissioner Welch stated that he would not be supporting the motion or the substitute motion on the Project stating that such motions undermine the work of Staff and the previous direction given by the Board. He stated that he believed that Staff works to ensure a balanced budget and incorporates direction provided by the Board and by that actions that limit or remove funding from approved projects is improper.

Mayor Dailey spoke against the substitute motion stating that he believes that level of funding reduction is essentially gutting the project and that it would be improper for the Board to eliminate an approved project voted on by the local citizens without completing the proper Substantial Amendment Process. Mayor Dailey stated he would support the original motion provided by Commissioner Caban and would be willing to revisit budget adjustments for the Airport Gateway if Staff returns with more complete plans and budget breakdowns.

Commissioner Minor stated that he would not be supporting the amended substitute motion because of the amount of work that had been put into the Project to date. He spoke about the substantial amendment process from 2018, the citizen engagement, and the direction provided from previous Board members. Commissioner Minor stated that he was in favor of the motion provided by Commissioner Caban to limit the project budget but would consider amending the budget as the project progressed through design and cost projections became more precise. He also stated that he supports the Airport Gateway Project and believes it is necessary for the Tallahassee community.

Commissioner Matlow explained that he seconded the amended substitute motion to demonstrate the gaps in the Board’s policies stating that it was inconsistent that the Substantial Amendment Process and a super majority vote of the Board was necessary to amend a project’s scope but that a simple majority vote can reduce a project’s budget to a point that the project is closed.

Commissioner Caban stated that he would not be supporting Commissioners Proctor’s amended substitute motion stating that he supports the Airport Gateway Project but that he believes that the Board has an obligation to fiscally responsible with taxpayer dollars and to regularly review the project budgets.

Commissioner Cummings spoke in favor of the Airport Gateway Project and stated that she believed that Board had a responsibility to regularly revisit project budgets and to discuss budget changes during budget workshops. She also stated that she would not be supporting Commissioner Proctor’s amended substitute motion.

Commissioner Proctor spoke against the Airport Gateway Project stating that FSU was no longer committed to the Project and that the neighborhoods in the area would be negatively impacted if the Project continued to move forward.

**The amended substitute motion failed 3-7 (weighted 19-39).**

**Commissioners Matlow, Porter, and Proctor voting in favor. Commissioner Maddox abstained from the voted due to a conflict of interest. (See Form 8B.) Commissioners Proctor voted via Webex. Commissioner Richardson was not online at the time of the vote.**

Commissioner Williams-Cox spoke in favor of the Airport Gateway Project and discussed the citizen engagement that was conducted while progressing the Project forward. She also spoke in favor of the pedestrian improvements included in the project scope in addition to the roadway construction. Commissioner Williams-Cox also praised Staff for their work on the Project and their professionalism.

**The original motion passed 8-2 (weighted 48-10).**

**Commissioners Welch and Proctor voted in opposition; Proctor voted via Webex. Commissioner Maddox abstained from the vote due to a conflict. (See Form 8B). Commissioner Richardson was not online at the time of the vote.**

Commissioner Minor spoke about the traffic entering and exiting Tallahassee on North Monroe and the County’s five year strategic plan. Commissioner Minor referenced the study completed North Monroe Taskforce.

**Commissioner Minor moved to direct Staff to return with an agenda item to initiate the Substantial Amendment process to expand the North Monroe Gateway Project to include the segment north of I-10 as indicated in attachment 4 in the meeting materials with the Project being split into two (2) phases; the first phase to proceed as currently scheduled and the second phase to remain unfunded at this time. Additionally, include in the agenda item funding available for the extension of this project and previous unfunded projects. The motion was seconded by Commissioner O’Keefe.**

Commissioner Maddox spoke about reallocating available funding to projects that may have been altered in the past due to funding restrictions before adding additional funding to the North Monroe Gateway. He requested that the Board review funding opportunities for the projects that had funding reductions to determine where best to allocate additional funds to ensure that the voters are getting the projects they voted for.

Commissioners O’Keefe, Caban, and Proctor spoke in favor of the motion and extending the North Monroe Gateway.

Mayor Dailey spoke against the motion stating that he believed that the budget workshop was not the proper meeting to be discussing expanding or amending project scopes but that the budget workshop should be focused on the Agency’s budget and budget allocations for projects.

Commissioner Williams-Cox stated that she was in support of the project but would not support the motion because she wants to ensure that funding was equitably allocated to all projects after a thorough review of revenue projections and funding commitments.

Commissioner Minor clarified that his motion was not seeking a current commitment of funding for the second phase of the North Monroe Gateway Project but that he wanted to position the Board to be in a posture to evaluate any available funding opportunities for this and other Blueprint Projects.

Commissioner Proctor spoke about the tiered project system and how funding is allocated to prioritized projects.

**Passed 9-2 (weighted 49-14)**

**Commissioner Williams-Cox and Mayor Dailey voted in opposition. Commissioner Proctor voted via Webex. Commissioner Richrdson was not online at the time of the vote.**

**Commissioner O’Keefe moved to have Staff bring back an agenda item to begin the substantial amendment process to remove segments A, B, and C from the Airport Gateway Project. The motion was seconded by Commissioner Proctor.**

Commissioner Williams-Cox spoke about the impacts of removing the named segments from the Airport Gateway Project on the Providence Neighborhood. Commissioner O’Keefe stated that the Providence Neighborhood would not be impacted by the removal of the named segments since the segment in that community is segment D.

**Commissioner Caban moved to call the question on Commissioner O’Keefe’s motion. The motion failed for lack of second.**

Commissioner Caban stated that he does not believe the Board would reach a super majority vote to amend the Project’s scope and would prefer to save Staff’s efforts and time by limiting the Project’s budget. **Commissioner O’Keefe rescinded his motion to initiate the Substantial Amendment Process.**

**Commissioner O'Keefe moved to approve the Northeast Gateway Project at the $94 million budget. Commissioner Williams-Cox seconded the motion.**

Commissioner Welch spoke against the motion and stated that Phase 1 of the Project had already been authorized and that this motion would have major impacts to the Project’s current progress.

Commissioner Williams-Cox asked for clarification on the Project Budget and an explanation about the current status of the Project. Commissioner Williams-Cox stated that she wanted the Project to progress as previously directed by the Board. Director Calder explained that the project budget as indicated in the meeting materials incorporated all of the previous Board direction.

Attorney Dawson explained that because of the significant amount of work that is currently in progress for the Northeast Gateway Project, a massive reduction in the project budget could impact current contractual obligations and expose the Agency to liabilities.

**Commissioner Williams-Cox withdrew her second and the motion died for lack of a second.**

**Commissioner Welch moved to approve the full funding for the Northeast Gateway Project. The motion was seconded by Mayor Dailey.**

Commissioner Matlow spoke against fully funding the Project at the moment stating that the Board could revisit the Project’s budget as the Project progresses and the revenue projections for the Agency change year to year over the life of the Project. He spoke about possible reductions in the Project’s landscaping design and the opportunity for leveraging opportunities.

Commissioner Caban and Mayor Dailey spoke in favor of the full funding for the Northeast Gateway Project.

**Commissioner Matlow made a substitute motion to limit the project budget for the Northeast Gateway Project to $94 million. The motion was seconded by Commissioner O’Keefe.**

**The substitute motion failed 3-7 (weighted 19-39).**

**Commissioners Matlow, Porter, and O’Keefe voted in favor. Commissioners Richardson and Proctor were not online at the time of the vote.**

**The original motion passed 7-3 (weighted 39-19).**

**Commissioners Matlow, Porter, and O’Keefe voted in opposition. Commissioners Richardson and Proctor were not online at the time of the vote.**

*Regular Meeting*

1. **CONSENT**

**Commissioner Williams-Cox moved to accept the Consent Agenda excluding items 4, 5, and 6 which were pulled from Consent at the beginning of the meeting. The motion was seconded by Commissioner Minor. The motion passed unanimously.**

**• Item 1: Approval of the May 11, 2023 and August 24, 2023 Blueprint Intergovernmental Agency Board of Directors Workshop and Meeting Minutes**

**• Item 2: Ratification of the September 21, 2023, Blueprint Intergovernmental Agency Budget Workshop**

**• Item 3: Acceptance of the FY 2023 Annual Report of the Blueprint Intergovernmental Agency**

**Passed 8-0 (48-0)**

**Commissioners Richardson, Caban, Maddox, and Welch were not present at the time of the vote. Commissioner Proctor voted via Webex.**

1. **GENERAL BUSINESS/PRESENTATIONS**

*Item 4: Approval of the Updates to the Consolidated Minority Women Small Business Enterprise Policy and the Blueprint Procurement Policy as Approved in the 2022 Disparity Study Update*

Commissioner Caban expressed a concern that change orders should come before the Board when they exceed a threshold amount. Attorney Dawson explained that the discussion about the change order authority without a motion on the floor was improper and requested that commissioner Caban speak about the current agenda item. Commissioner Cummings clarified that the agenda item contained edits to both the MWSBE Policy and the Blueprint Procurement policy. Commissioner Caban then divided the agenda item to discuss the two policies separately.

**Commissioner Caban moved to approve the updates to the MWSBE Policy.**

**The motion was seconded by Commissioner Porter.**

**The motion passed 12-0 (weight 70-0)**

**Commissioners Richardson and Proctor voted via Webex.**

**Commissioner Caban moved to amend the Blueprint’s Procurement Policy referring to the PLACE Director’s authority to approve contract amendments up to 3% of the contract amount. The motion was seconded by Commissioner O’Keefe.**

Commissioner Minor stated that he was concerned that the 3% threshold could be a low dollar amount when dealing with smaller contracts. Commissioner Minor suggested setting a percentage and a dollar amount up to a certain threshold to allow for the Agency to proceed with daily operations while ensuring that larger change orders come before the Board for review.

Commissioner Williams-Cox requested clarification on what were the expenditure authority and procedures for other governmental entities. Attorney Dawson explained that the current Agency procedure is that change orders over a certain amount are reviewed by the IMC and that the suggested revision would allow the PLACE Director to give those approvals for projects to proceed without the delay of routing change orders through the IMC.

Commissioner O’Keefe spoke against taking action to amend the Blueprint Procurement Policy.

Commissioner Matlow suggested that the Board table the issue until next meeting and have an Agenda Item be brought back explaining the expenditure authority and the current change order procedure.

**Commissioner Caban amended his motion to direct Staff to bring back an agenda item explaining the Blueprint Procurement Policy Updates. The motion was seconded by Commissioner Matlow.**

Commissioner Matlow clarified that he would like the Agenda Item to analyze a $1 million change order threshold and explain how many times change orders have been authorized in the past year.

**Commissioner Caban again amended his motion to state that any change order over $1 million must come before the IA Board. The aggregate total per project of $5 million must also come before the IA Board for approval. The main motion was seconded by Commissioner Matlow.**

Commissioner Willaims-Cox spoke against the motion stating that the change order authority had been working for the Agency but that the suggested change would grant the authority to the PLACE Director instead of the IMC. She cautioned the Board members that bringing change orders to the Board for review may become tedious and encumber the progress of projects since it can be challenging to assemble the Board for special meetings.

**Commissioner Maddox made a substitute motion to Accept Staff recommendation for options 1 and 2.**

**Option 1: Approve the amendments to the Minority, Women, and Small Business Enterprise Policy for the Blueprint Intergovernmental Agency, and approve the amendments to the Blueprint Procurement Policy.**

**Option 2: Direct Staff to work with City and County Staff to bring the Minority, Women, Small Business Policy and corresponding updates to the County and City Commissions on October 10, 2023, and October 11, 2023, respectively.**

Commissioner Minor spoke in favor of the second amended motion stating that he was uncomfortable with the change order authority resting in the review of one person. He stated that he would support the authority remaining with the IMC or the Board to ensure there are proper checks and balances for expenditures.

**The substitute motion failed 3-3 (weighted 29-29)**

**Commissioners Matlow, Porter, Caban, Minor and O’Keefe voted in opposition. Commissioners Richardson and Proctor were not online at the time of the vote.**

**The main motion passed 10-0 (58-0)**

**Commissioners Richardson and Proctor were not online at the time of the vote.**

*Item 5: Approval of the 2024 Blueprint Intergovernmental Agency Meeting Schedule*

**Commissioner Matlow moved to accept option 2. The motion was seconded by Commissioner O’Keefe.**

**Option #2 maintains the existing six meeting schedule and continues the practice of separating Infrastructure and OEV meetings with the exceptions being the joint budget workshop and a joint budget public.**

**Commissioner Maddox made a substitute motion to accept Staff recommendation for Option 1 to conduct four meetings a year. The motion was seconded by Commissioner Williams-Cox.**

**Option 1: Approve proposed 2024 Blueprint Intergovernmental Agency meeting schedule providing for four (4) joint meetings.**

**Passed 6-4 (weighted 34-24)**

**Commissioners Matlow, Porter, Minor, and O’Keefe voted in opposition. Commissioners Richardson and Proctor were not online at the time of the vote.**

*Item 6: Acceptance of a Status Update on the Capital Cascades Trail Segment 4 Project*

Nita Marlene Davis spoke about an African American school house, a cemetery, a public meeting held at Jack Mclean Park, and Lake Munson.

Wyatt Hendricks spoke about the need to host a workshop dedicated to discussing Lake Munson.

Max Epstein spoke about the Lake Munson Project.

Commissioner O’Keefe requested clarification on whether the Capital Cascades Trail Project under went the Substantial Amendment Process. Director Calder explained that the Project has progressed segment by segment with improvements being completed by the City of Tallahassee over the last 20 years and that no substantial amendment was made to the Project’s scope.

**Commissioner O’Keefe moved to accept the Staff Report and status update on CCT4. The motion was seconded by Commissioner Maddox.**

**Passed 10-0 (weighted 58-0)**

**Commissioners Richardson and Proctor were not online at the time of the vote.**

*Item 7: Acceptance of Status Update on the* *Lake Lafayette & St. Marks Regional Linear Park Project and Analysis of a Trail on Apalachee Parkway*

Max Epstein spoke about the Fallschase parcel and suggested that the Board consider working with Florida Forever to purchase the parcel from the Fallschase developer.

Director Calder presented an overview and update on the Lake Lafayette and St. Marks Regional Linear Park Project. The Project goal is to complete a floodplain study for lower Lake Lafayette and to create connections to parks and trails on the east side of Tallahassee. The current cost estimate for the Project is $15.8 Million. Director Calder also spoke about the leveraging opportunities for the Project, including funding from FDOT and land contributions from the Fallschase developer.

**Commissioner O’Keefe moved to accept the Staff Report and status update on the Lake Lafayette and Linear Park Project. Commissioner Maddox seconded the motion.**

**Passed 10-0 (weighted 58-0)**

**Commissioners Richardson and Proctor were not online at the time of the vote.**

*Item 8: Consideration of Non-Competitive Project Funding Request by* *South Monroe Walls and Walls Distilling Company*

Stanley Sims spoke against the for the South Monroe Walls and Walls Distilling Company.

Max Epstein spoke against the noncompetitive economic development funding request.

Anita Bushnyakova spoke in favor of funding the noncompetitive economic development funding request.

Jordan Scott on behalf of the Northwest Florida Federation of Labor against funding the noncompetitive economic development funding request.

Dot Inman-Johnson spoke against the noncompetitive economic development funding request.

Serenity Williams spoke against the noncompetitive economic development funding request.

Abdelilah Skhiv spoke against the noncompetitive economic development funding request.

Lucia Sommer stated that Mike Goldstein of Capital City Pedi-cabs wished to present comments in opposition of the funding request but had to leave the meeting. Ms. Sommers also spoke against the noncompetitive economic development funding request.

Bugra Demirel summarized the details of his noncompetitive economic development funding request. He highlighted the project’s fiscal impacts to the Tallahassee community, their company’s commitment to MWSBE utilization, and the committed rental units within the project.

Michael Gagliardi spoke against the noncompetitive economic development funding request.

OEV Director, Keith Bowers gave a presentation that outlined the Non-Competitive Economic Development Project Policy. He explained that a proposal seeking Non-Competitive Economic Development funds must support and improve the Tallahassee-Leon County economy while aligning with the OEV’s Strategic Plan and Targeted Industries. OEV Staff evaluates all Non-Competitive Economic Development Project proposals using the criteria outlined in Blueprint IA Policy #114 which includes a scoring matrix to provide a fair and impartial analysis of all Non-Competitive Economic Development Project proposals.

Director Bowers explained that the SoMo Walls Project was designed to be an approximately 30,000 square foot facility housing a distillery, art venues, retail stores, and restaurants positioned at the beginning of South Monroe from downtown. The Applicant is seeking $1,759,289 for the SoMo Walls Project, which would be used to cover a funding gap for a portion of the construction and equipment costs. He explained that Staff found the project to align with OEV’s Strategic Plan’s Core Strategies because it aligns with other Blueprint Southside development initiatives such as Capital Cascades Trail Segment 3, Monroe-Adams Placemaking, Magnolia Drive Trail, Orange Meridian Placemaking and the Fairgrounds Beautification. He explained that the Project supports the development and retention of MWSBEs as the developer set an aspirational goal of 35% MWSBE utilization and has executed contracts valued at $1.6 million with MWSBEs for a current utilization rate of 34%.

Next, Director Bowers explained that the Project aligned with OEV’s Targeted Industry Study by supporting manufacturing and transportation with the advanced manufacturing distillery component that will merge computers and information systems with the processes that create physical goods. Director Bowers further explained the anticipated economic impact of $17.8 million as detailed in the IMPLAN Analysis performed by the FSU’s Center for Economic Forecasting and Analysis. The analysis estimates the creation of 79 construction jobs and 47 permanent jobs, with the combined wages totaling $6.4 million. The applicant expressed a desire to return $1 million of the requested $1,759,289 if awarded to the Project once the project is refinanced within the next 3 to 5 years. Director Bowers concluded by stating that the proposal scored 93 out of a possible 95 points using the approved evaluation matrix.

**Commissioner O’Keefe moved to table the item until the Commissioners are able to review the financial records of the applicant. The motion died for lack of a second.**

**Commissioner Williams-Cox moved to approve Option 2 to fund the request at $1,759,289 for capital investment, including a $1,000,000 recoverable grant and a $759,289 construction grant. The motion was seconded by Mayor Dailey.**

Commissioner Williams-Cox spoke in favor of the funding request and development on the southside of Tallahassee.

Commissioner Caban stated that he would be abstaining from the vote on the item due to a conflict. (See attached Form 8B.) He spoke in favor of the funding request and the economic growth the Project could bring to the southside of Tallahassee. He also spoke about the potential jobs the Project would bring to that area of Tallahassee.

Commissioner Matlow requested direction on what actions should be taken if he witnessed two commissioners speaking about the Non-Competitive Project Funding Request and believes there may have been a sunshine violation. Attorney Dawson advised Commissioner Matlow to contact the Florida Commission on Ethics if he believes he witnessed any ethical violations.

Commissioner Matlow inquired as to the definition and parameters of a “recoverable grant.” Director Bowers explained that OEV had not issued a recoverable grant before and that Staff would work to clarify the details and procedures for awarding a recoverable grant and insuring repayment following Board direction on the item.

Commissioner Matlow questioned Mr. Demirel about the details of the funding proposal application, the organizational structure of his holding companies, and other financial investors of the SoMo Walls Project.

Commissioner Matlow stated that he would not be supporting the funding request to construct a distillery in the southside.

Mayor Dailey stated that he did not violate any Sunshine Laws when talking with Commissioner Richardson and apologized to Mr. Demirel for the inadvertent release of documents marked confidential with the meeting materials that were originally posted to the City’s website.

Commissioner Maddox inquired as to whether he had a conflict of interest from acting on the agenda item as a result of his campaign being supported by Grow Tallahassee, which is associated with Mr. Demirel. Attorney Dawson explained the Florida Commission on Ethics has found that campaign contributions are not deemed to create a conflict of interest unless such donations were made with the understanding that official conduct would be influenced by the donation. Commissioner Maddox then spoke about the details of the proposal stating that the Project has a current MWSBE utilization of 34% and projected economic impact of $17.8 million with 79 construction jobs and 47 permanent jobs. Commissioner Maddox concluded by stating that he intended to support the funding request.

Commissioner O’Keefe inquired as to whether OEV intended to place a lien against the mortgage if the recoverable grant were awarded. Director Bowers stated that OEV did not intend to place a lien but would explore options such as a performance bond. Commissioner O’Keefe inquired as to the risk assessment for the recoverable grant. Director Bowers explained that Staff had not taken steps to determine risk nor had Staff developed the recovery mechanism for the funds since Staff wanted Board direction on the request.

Commissioner O’Keefe expressed concerns about the funding request citing the timing of the request, the financial risk of the Project, and Board’s inability to review the financial documents of the Applicant. Commissioner O’Keefe stated that he would not be supporting the item.

Commissioner Minor spoke in favor of the Project stating that he wants to see development of the southside but wants to balance the financial interest of the Agency and the need for the Project.

**Commissioner Minor made a substitute motion to fund the request the full amount as a recoverable grant to be backed by a Performance Bond with the full amount to be repaid over a reasonable time. The substitute motion was seconded by Commissioner Welch.**

Commissioner Welch spoke in favor of the Project but expressed concern about the amount of the funding request.

Commissioner Proctor spoke in favor of the Project and expressed concern about the treatment of the Applicant and the Project.

Commissioner Richardson spoke in favor of the Project and the economic development of the southside.

Commissioner Matlow suggested that the recoverable grant be backed by a personal guarantee from the Applicant and inquired as to whether OEV could fund the proposal as one of the entities owned by the Applicant which will also be located on the property is a campaign media production company. Attorney Dawson explained that OEV policy does prohibit the use of OEV funds to support any political campaign but explained that the funding request proposal that is before the Board was not for any political activity.

Commissioner O’Keefe asked whether the project would continue if the Board decided not approve the funding request. Director Bowers explained that type of determination is for the business owner and that Staff did not make that determination in its review.

**The Substitute Motion Failed 2-9 (weighted 10-55)**

**Commissioners Minor and Welch voted in favor. Commissioner Caban abstained from the vote due to a conflict. (See Form 8B.) Commissioners Richardson and Proctor voted via Webex.**

**The Main Motion Passed 6-5 (weighted 36-29)**

**Commissioners Matlow, Porter, O’Keefe, Minor and Welch voted in opposition. Commissioner Caban abstained from the vote due to a conflict. Commissioners Richardson and Proctor voted via Webex.**

*Item 9: Consideration of Non-Competitive Project Funding Request by Foodies Take Out and Delivery*

Commissioner Maddox expressed concern about some of the missing documents in the Applicant’s proposal which he believes explains the low score of the proposal.

**Commissioner Maddox moved to table the item until the next regular IA Board meeting scheduled for November 2, 2023. The motion was seconded by Commissioner Minor. The motion was withdrawn.**

Ron Soloman spoke in favor of the Non-Competitive Project Funding Request as a business owner user.

Hinton Battle spoke in favor of the noncompetitive project funding request.

Dustin Rivest spoke on behalf of his proposal application stating that the proposal was not being recommended for funding because of the low score awarded using the scoring matrix. He expressed concern stating that he did not receive a clear explanation on the necessary documents to submit and the allocation of points and stated that the comments that were provided to him were all positive and that the project was supported by the EVLC members present during the EVLC meeting.

Director Bowers gave a presentation on the Foodies, Inc., noncompetitive economic development funding request. He stated that the Foodies project’s goal was to onboard 100 local restaurants to the Foodies online order and delivery service. The Applicant requested $100,000 for the equipment and marketing services to be provided to the restaurants during the onboarding process. He explained that only $55,000 of this request aligns with Blueprint IA Policy #114. He further explained that the Project aligned with OEV’s Strategic Plan’s Core Strategy of business recruitment, retention, and expansion by allowing local restaurants to retain 20 - 30% of revenue generated from delivery orders. He stated that the Project would foster entrepreneurship and business formation. The Project also aligns with OEV’s Targeted Industry Study by providing professional services and information technology service as Foodies.com is an application-based service provider to restaurants grounded in IT. The Project anticipates an economic impact of $250,000 of reinvestment power per month in Tallahassee. Lastly, Director Bowers explained that the application lacked the requested documentation, including: filed tax returns, bank statements, audited financial statements; demonstrated capital investment; quantifiable economic impact; a demonstrated ability to create and retain jobs; and demonstrated support from local stakeholders.

Commissioner Welch spoke in favor of supporting the funding request stating that he believed this is the type of noncompetitive economic development funding request that he believes was envisioned when the policy was created. He stated that he believes this Project would positively impact local restaurant owners.

**Commissioner Welch moved to approve the funding request at $55,000 for capital investment****. The motion was seconded by Commissioner Caban.**

Commissioners Williams-Cox and Richardson spoke in favor of the Project but expressed concern with providing funding when the application was incomplete. Commissioner Williams-Cox suggested requesting that the Applicant submit the necessary documents to complete that application before the funding is awarded.

Commissioner O’Keefe spoke in favor of the funding the Project proposal.

Commissioner Caban spoke in favor of the funding the Project but expressed a desire to have the Applicant to submit the necessary paperwork to ensure that the proper precedent was set.

Commissioner Matlow also spoke in favor of funding the project and stated that there is a need to clarify the requirements for the noncompetitive economic development funding request application and program. Commissioner Matlow discussed the requirement for an EVLC review of the proposal.

Commissioner Minor spoke in favor of funding the project and expressed a desire to have the Applicant submit the necessary paperwork to ensure that the proper precedent was set.

**Commissioner Welch amended his motion to approve the funding request at $55,000 for capital investment and allow Foodies, Inc., 60 days to submit the requested documents necessary to complete the proposal application. The amended motion was seconded by Commissioner Caban.**

Commissioner Maddox spoke about the insufficiencies in the proposal’s application and expressed a concern about the setting a precedent about funding incomplete proposals. He spoke in favor of the Project but cautioned the Board about consistency in noncompetitive economic development proposal reviews and funding awards. Commissioner Maddox requested to have the updated score brought back to the Board following the submission of the missing documentation.

**The amended motion passed 11-0 (weighted 65-0)**

**Commissioners Richardson and Proctor voted via Webex. Mayor Dailey was absent at the time of the vote.**

1. **DIRECTOR DISCUSSION ITEMS**

Commissioner Cummings read a letter from FAMU President, Dr. Larry Robinson requesting that Staff be directed to meet with FAMU Staff to work with them about a $15 million funding request for Bragg Memorial Stadium.

**Commissioner Williams-Cox moved to direct Staff to work with FAMU to evaluate their $15 million funding request for the Bragg Memorial stadium. The motion was seconded by Commissioner Maddox.**

**The motion passed 8-3 (weighted 44-19)**

**Commissioners Matlow, Porter, and O’Keefe voted in opposition. Mayor Dailey was absent at the time of the vote. Commissioners Richardson and Proctor voted via Webex.**

Commissioner Williams-Cox spoke about a proposal from Bethel Baptist concerning affordable housing locations.

Commissioner O’Keefe stated that he would like to wait to take any action towards affordable housing until the Affordable Housing agenda item is returned from Staff.

Commissioner Caban stated that he would support the motion to allow Staff to bring back an agenda item but expressed a concern about the Agency becoming involved with affordable housing without seeing a complete agenda item on the issue and determining whether Blueprint is the proper entity to handle such issues as opposed to the City or the County.

Commissioner Matlow spoke against the motion to direct Staff to review the proposal stating that he believes such action is premature since Staff is currently working on an agenda item to analyze affordable housing programming options and that the Agency does not have any policies in place for an affordable housing program or funding.

**Commissioner Williams-Cox moved to direct Staff to review the affordable housing funding request from Bethel Baptist Church and bring back an agenda item. The motion was seconded by Commissioner Minor.**

**Passed 8-3 (weighted 44-19)**

**Commissioners Matlow, Porter, and O’Keefe voted in opposition. Mayor Dailey was absent at the time of the vote. Commissioners Richardson and Proctor voted via Webex.**

Commissioner Caban praised Staff for their professionalism and the work that they do for the Agency.

**Commissioner Matlow moved to direct Staff not to enter into any contracts for recoverable grants without requiring the recipient to execute a personal guarantee. The motion was seconded by commissioner O’Keefe.**

Commissioner Williams-Cox spoke against the motion stating that she didn’t want to limit Staff’s ability to evaluate the best options for awarding recoverable grants and receiving the repayment. She also spoke against using Staff’s time to create policies for recoverable grants when it isn’t likely that OEV will be awarding many recoverable grants in the future.

Attorney Dawson explained that because the recoverable grant was not a loan she was not confident that it would be appropriate or enforceable to include a provision for a personal guarantee in the funding contract.

Commissioner Caban spoke against the motion stating that he wants to allow OEV to evaluate and prepare agreements for individual funding awards on an individual bases without a blanket policy.

**The motion failed 3-8 (weighted 19-44).**

**Commissioners Matlow, Porter, and O‘Keefe voted in favor. Commissioners Proctor and Richardson voted via Webex. Mayor Dailey was out of the room at the time of the vote.**

**Commissioner O’Keefe moved to direct Staff to bring back an agenda item to hire an attorney that directly serves the IA Board Members. The motion was seconded by Commissioner Porter.**

Commissioner Williams-Cox spoke against the motion stating that the Blueprint Attorney does answer to the Board and Staff works at the direction of the Board.

Commissioner Richardson spoke against the motion stating that Attorney Dawson has been an excellent Blueprint Attorney and has been working at the direction of the Board and has exhibited the highest level of ethics and professionalism.

Commissioner Porter stated that she would like the Board to evaluate the structure of the Agency but did not wish to support the motion for a new attorney position.

**Commissioner Porter withdrew her second and the motion was withdrawn.**

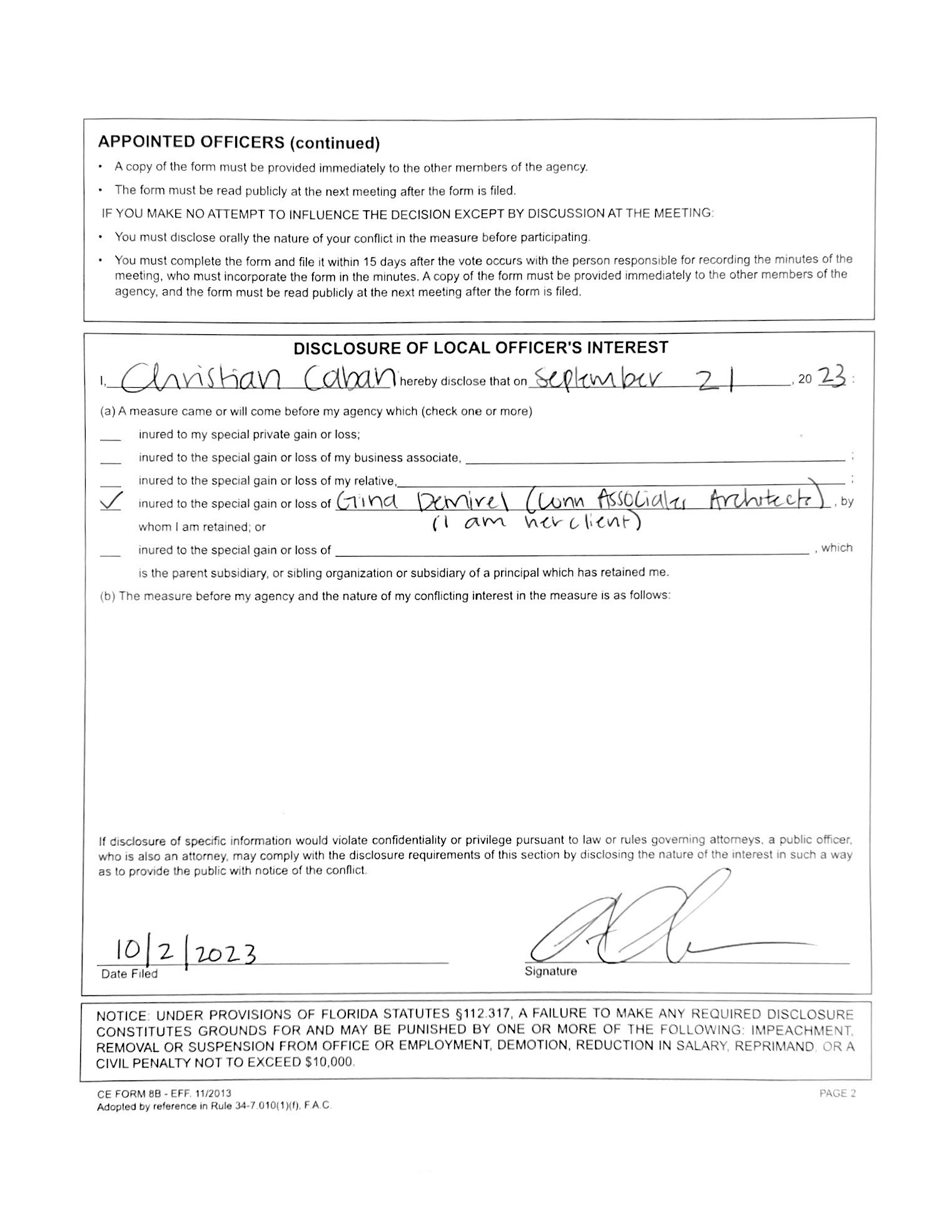
1. **ADJOURN**

**The meeting adjourned at 10:16pm**

*The next Blueprint Intergovernmental Agency Board of Directors’ Meeting is scheduled for* ***November 7, 2023 at 3:00p.m.***

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