

**CAC Meeting Minutes**  
 Thursday, August 11, 2016  
 Bank of America Building, Suite 450

Neil Fleckenstein called the meeting to order at 4:34 pm.

**Committee Members present:**

Allen Stucks	Jim Stevenson
Chris Klena	Kent Wimmer
Claudette Cromartie	Neil Fleckenstein
Gordon Hansen	Stewart Proctor
Gina Kinchlow	JR Harding

**Committee Members absent:**

Henree Martin	George Smith
Andrew Chin	

**Guests/Presenters/Staff present:**

Ben Pingree	Angela Ivy
Charles Hargraves	Susan Emmanuel
Autumn Calder	Rick Jenkins

**Agenda Modifications**

An agenda modification for the Capital Improvement Plan was distributed to member with minor corrections from the original.

The agenda itself was taken out of order to proceed until a quorum was achieved.

**Information Items**

**Item #1: Blueprint Project Updates**

This item was informational only.

**Item #2: Magnolia Drive Multi-Use Trail Update**

This item was informational only.

**Item #3: Capital Cascades Trail Segment 3 History and Culture Trail Project**

This item was informational only.

## Presentation Items

### **Item #8: Proposed Revisions to the CAC By-Laws, Policies, and Procedures**

Debra Schiro briefly discussed the changes to the CAC Bylaws as required by the Second Restated and Amended Interlocal Agreement, adopted by the City Commission and Board of County Commissioners in July 2015.

Allen Stucks questioned #7 on page 50 of the item regarding the Chair appointing CAC members to committees, standing or special. Mr. Stucks questioned what sub-committees existed within the CAC. Niel Fleckenstein stated that it would cover sub-committees convened for the review of any special projects. There were currently no established sub-committees within the CAC.

Mr. Fleckenstein stated that he was concerned that the position representing the Education Community was eliminated. The (first sentence, pg. 47) intention set forth in the by-laws was that the CAC be representative of the diversity of the community in general. With two major research universities, one of the best community colleges in the state, and a good public education system that was the second largest employer and served approximately 65,000 students he was curious why the position was dropped. Ms. Schiro stated that in the revision process, she was unable to find where a formal action was taken to add the position to the by-laws. However, she felt there was flexibility in section 1.3, paragraph 1, subsection 1.

She did not think that the City Commission or Board of County Commissioners intentionally removed the position. Perhaps they were unaware that Blueprint had amended the by-laws to include that position. Her solution would be that since it was not excluded and Blueprint had the ability, per section 1.3, paragraph 1, subsection 1 in the proposed By-Laws.

Charles Hargraves referred her to IA minutes for the Board's discussion of the position. He recalled it being the meeting held in the County Commission Chambers.

Ms. Schiro stated that with the creation of the Office of Economic Vitality and the addition of their committees, representatives of FAMU, FSU, and TCC would serve on that committee. It did not take the place of the CAC however they were specifically identified in the yet to be created EECC. Ms. Schiro stated that she would further research the subject and speak with both the City and County attorneys who worked on the changes to the Interlocal Agreement.

Steward Proctor noted that the Small Business Community was very well represented by three members from Chambers of Commerce and a member of NEBA. For full disclosure, Mr. Proctor noted that he was a "small business guy" however, emphasized his point that

there was a lot of weight from that segment. Mr. Proctor agreed with Mr. Fleckenstein on the significant weight of the Education Community within the general community. Mr. Fleckenstein echoed Mr. Proctor on the robust presence of the economic development community with the inclusion of the new positions. He felt that to ensure a healthy representation of the whole community the Education Community must be included because it was essential to Tallahassee. People talk about the importance of innovation in Tallahassee and that innovation came through FAMU, FSU, and TCC.

Ms. Schiro recommended that the CAC move forward with their vote on the agenda material and that she would research the Education Community Representative position further. The item would not be finalized until it went to the IA for formal action.

**Allen Stucks moved to include a representative of the Education Community to the CAC. Claudette Cromartie seconded the motion.**

Ben Pingree offered a point of clarification, the CAC By-laws flowed under guidance from the IA process as well as the Seconded Amended and Restated Interlocal Agreement and were in accordance with the changes that the City and County implemented. If the CAC wanted to recommend a change, it would effectively reopen the Seconded Amended and Restated Interlocal Agreement? Ms. Schiro confirmed that it would because she would need to seek clarification to whether the Education Community was intentionally excluded. Mr. Pingree stated that with all deference, if the CAC had the flexibility within the current By-laws and Interlocal Agreement, to achieve an objective without seeking further Interlocal modification, then pursuing that option was preferable. Chris Klena questioned if a motion could be made to approve new positions and members as recommended with the intention that the fourth member be a representative of the Education Community.

Regarding discussions of quorums, Ms. Schiro stated that the member number would not increase, it would remain at 14. Blueprint and the CAC have the flexibility, with the fourth member not being specifically designated, for that person to represent any chosen community. Mr. Fleckenstein called for a vote; **the motion failed 0-10.**

**Mr. Stucks moved staff recommendation of Option 1 with the caveat that CAC felt it was a priority and their intention and strong recommendation would be that the fourth member be a representative of the Education Community. Claudette Cromartie seconded the motion; it passed unanimously.**

#### **Item #7: City of Tallahassee Water Quality Funding Request for Market District Sense of Place Stormwater Improvements Project**

Autumn Calder gave a brief presentation on the item. John Buss with City of Tallahassee provided details of the project to the committee.

Claudette Cromartie questioned if the ponds would retain water from additional developments in the area. Mr. Buss stated that whatever current rights were held for the existing ponds would be retained. The proposed ponds had yet to be designed however, to the extent that there was capacity, it could be used for redevelopment.

Steward Proctor stated that the Market District Placemaking was a project on the 2020 list. Following the money, he questioned if the funding request was to provide infrastructure and water quality in advance of that placemaking exercise. Mr. Hargraves confirmed that it was. Mr. Proctor questioned if the money would come from “left-over” Blueprint 2000 money. Mr. Hargraves stated that in the original sales tax, the City and County were each allotted \$25M for Water Quality. Funds would come from the balance of the City’s original \$25M as well as additional revenue sources. Mr. Buss stated that the money was not “left-over” it was the un-allocated portion of the City’s share.

Mr. Proctor asked if the Market District Placemaking project would be fully funded or if it would be deducted from that? Mr. Hargraves stated that it would depend on how the economy progressed. There was a \$150M deficit between the projects identified for funding and the estimated sales tax projections. If the economy continued to improve that would reduce that deficit as well as making the best use of leveraging opportunities. Ms. Calder added that the stormwater improvements and amenities that would be constructed in the proposed project, were included in the 2020 sales tax project. By fulfilling the funding request, Blueprint was advancing the 2020 project and meeting some of the goals of that project using the City’s existing Water Quality funds.

Mr. Proctor stated that he wanted to ensure that, since Blueprint would be advancing a 2020 project using 2000 funds, that the remainder of the project would not be neglected because it would have already received funding. Mr. Hargraves stated that he suspected that if there would be a gap between the project that the City moved forward and what was original envisioned, that funding would be made available to bridge it.

Chris Klena stated that what she felt Mr. Buss was looking for from the CAC was the agreement that the project met the criteria. Mr. Buss stated that, unless the IA changed their minds, it was a funding source that could only be spent on City Water Quality projects. The funds could not be used if the project did not meet the criteria; it did.

**Allen Stucks moved Option 1. Chris Klena seconded the motion; it passed unanimously.**

Public Hearing 5:30 pm

**Item #12: Proposed Fiscal Year 2017 Blueprint Operating Budget**

Charles Hargraves gave a brief overview of the Blueprint and OEV Operating budget agenda item. He also clarified a few individual budget codes at the request of Mr. Stucks.

There being no speakers, Allen Stucks moved approval of the operating budget. Claudette Cromartie seconded the motion. It passed unanimously.

**Item #13: Proposed Fiscal Year 2017 Blueprint Net Sales Tax Allocation Plan and 2017-2020 Capital Improvement Plan**

Charles Hargraves gave a brief overview of the Blueprint and OEV Capital Improvement Plan agenda item.

There being no speakers, Chris Klena moved Options 1 and 3; Stewart Proctor seconded the motion. It passed unanimously.

Allen Stucks moved to close the Public Hearing; Claudette Cromartie seconded the motion. It passed unanimously.

Consent Items

Allen Stucks moved the consent agenda; Claudette Cromartie seconded the motion. It passed unanimously.

**Item #4: CAC Meeting Minutes (June 2, 2016)**

Allen Stucks requested clarification on a request for a funding map, page 24 of the agenda, from the previous minutes. Mr. Hargraves stated that Attachment 3 of the CIP, Item 13, outlining future allocations. Claudette Cromartie, the original requestor, stated that while a “funding map” was not provided, her questions were answered in the current agenda material.

Mr. Stucks further stated that he remained concerned that Blueprint was moving forward with projects using 2020 funds prior to collections of sales tax revenues. He requested clarification of that process. Neil Fleckenstein requested that be a presentation item at the December 2016 CAC meeting.

**Item #5: Proposed 2017 Meeting Schedule for Blueprint Intergovernmental Agency Board, CAC, & TCC**

**Item #6: Approval to Extend the General Engineering Consulting Contract**

Presentation Items – continued

**Item #10: Capital Cascade Trail Segment 3D**

Cameron Snipes from Kimley Horn and Associates shared a presentation of the technical

aspects of the project and the addition of floodplain volume within the watershed area. Mr. Hargraves stated that Blueprint would be constructing the boxed culvert that would extend to the Central Drainage Ditch.

Allen Stucks moved approval of the funding request; Chris Klena seconded the motion. It passed unanimously.

**Item #9: Citizen's Advisory Committee Appointments**

Autumn Calder gave a brief overview of the item and the alignment with recent changes to membership.

Allen Stucks moved approval of the nominees; Chris Klena seconded the motion. It passed unanimously.

**Item #11: Northeast Gateway - Welaunee Boulevard Funding Strategy**

In a brief presentation on the agenda material Charles Hargraves stated that Blueprint programmed \$750K in 2017 and would proceed with the PD&E study which would position Blueprint to leverage project funding. Blueprint would also complete the design up to Centerville Road and Shamrock Blvd. Once the roadway was constructed a new interchange with I-10 would be added as well. The sequencing was necessary, Mr. Hargraves explained, for the completion of an Interchange Justification AR. The design and construction of the roadway would allow for the determination of the interchange location long before Blueprint approached Florida Highway Administration FHWA. Mr. Hargraves anticipated that the PD&E would be completed by the end of 2019 allowing the project to move to construction in 2020. The developer had a design in place for the first segment of the project and was working through the permitting process with the City.

Allen Stucks moved approval of Option 1; Claudette Cromartie seconded the motion. It passed unanimously.

**Items from Members of the Committee**

There were no additional items from members of the committee.

**Citizens To Be Heard**

There were no additional citizens to speak.

**Adjourn**

**The meeting adjourned by consensus at 7:15 pm.**