

Board of County Commissioners

Agenda Request 19

Date of Meeting: 5/29/01

Date Submitted: 5/24/01

TO: Honorable Chairman and Members of the Board
FROM: Parwez Alam, County Administrator
Vincent Long, Assistant to the County Administrator
SUBJECT: Update on Blueprint 2000 Planning Issues

STATEMENT OF ISSUE

To provide a brief status report on Blueprint 2000 Planning Issues.

BACKGROUND

The joint Commissions convened for the first time as the Blueprint 2000 Intergovernmental Agency on February 14, 2001 to discuss planning issues and provide direction to staff on the implementation of the Blueprint 2000 joint management structure (Attachment #1). Since that time, staff has focused on follow up activities related to actions taken at the meeting. Staff recognizes the importance of keeping the Commission informed about these activities and has provided this brief status report for your review.

ANALYSIS

At the February 14, 2001 joint workshop on Blueprint 2000 planning issues, the joint commissions, sitting as the Blueprint 2000 Intergovernmental Agency, took the following actions:

- Approved a selection process for Citizens Advisory Committee members
- Expanded the committee to include a representative from the civil rights, elderly and disabled communities, and requested staff to provide a process for nomination of citizens to represent the elderly and disabled
- Adopted Blueprint 2000 Intergovernmental Agency bylaws, and directed staff to incorporate the MPO voting structure into the applicable sections of the bylaws
- Requested staff to define A significant changes@ as referenced in Section D(1) of the bylaws
- Approved the Staff Director job description

- Requested the City Manager and County Administrator to recommend a chairperson for the Intergovernmental Agency given the interest of a City Commissioner and a County Commissioner

Follow-up Activities

Subsequent to the above actions being taken, staff has moved forward with the next steps in the joint project management structure implementation. A brief status of these activities are described below.

- Citizens Advisory Committee - Letters have been sent to organizations identified by the joint commissions requesting nominees for CAC membership by May 31. Nominees will be forwarded to the joint commissions in early June, pending staff review and recommendations as directed by the commissions. A process for selection of nominees from the elderly and disabled community was provided to the commissions in mid April, and letters were subsequently forwarded to organizations representing these segments of the community in late April with nominees also requested by May 31. An Intergovernmental Agency meeting is planned for early summer to vote on and confirm committee appointments. Related issues currently being addressed include options for staggering of committee terms and anticipated CAC organizational meeting date.
- Staff Director - The position is currently being advertised with applications requested by May 31. An application review committee (for selection of top candidates) and interview committee are currently being established, including an EECC member on each committee. It is anticipated that interviews will be scheduled for mid-June, with an expected hiring date of July 15.
- Office Space - The County Administrator and the City Manager are currently discussing options for office space for the Staff Director and related staff. The County Administrator is recommending that this staff be housed in County offices located at the Railroad Station. The space will be available due to a recent decision on the part of the County Administrator to consolidate related functions of Staff and Organizational Development and Human Resources. This space is ideal given its location in the heart of much of the Blueprint 2000 focus. The community room adjoining this space is also an ideal location for community meetings on projects, etc (the community room will continue to be used to serve the County's needs as well). The County will charge a rent for this use of the 2,224 square foot space at \$24 per sq. ft., for a monthly total of \$4,440. The \$24 figure includes utilities and janitorial with an additional projected \$.48 per square foot for CAM (Common Area Maintenance) The CAM rate will be adjusted annually.
- Clarification of Significant program changes - County and City staff are continuing to discuss language to define those changes (Blueprint 2000 Intergovernmental Agency by-laws, Section D (1)) that will require Intergovernmental Agency action and will forward the recommendations to the commissions for consideration at the June 18 Intergovernmental Agency meeting.
- Blueprint 2000 Intergovernmental Agency Chairperson - The City Manager and County

Administrators are discussing this issue and will report on the status at a later date.

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Additional Blueprint 2000 planning activities

In the interim the City Manager, County Administrator and staff have also met with members of the EECC to discuss preliminary planning issues related to implementation of Blueprint 2000. As a result of those meetings, several issues have surfaced which staff is currently addressing.

- Development of Joint Water Resources Plan - As you know, Blueprint 2000 contains a mostly very specific list of projects to be funded by the 80% share of the sales tax extension. One exception to this is a \$50 million set-aside for water quality program funding. Section 10 (d) of the sales tax extension Interlocal Agreement with the City stipulates that this funding will be split 50/50 between County and City projects (further stipulating that \$10 million be dedicated to a Frenchtown watershed project and \$5 million dedicated to County retrofit projects) (Attachment #2). Blueprint 2000 recommends that a joint water resources plan guide the use of these funds (i.e. what types of projects would be eligible for this funding). Initial efforts to establish a committee with the charge of developing this plan in the past have not been successful due to differing philosophies on the types of projects to be included and other issues. Staff wanted to bring this issue to the attention of the Board as it will be an important issue for the Blueprint 2000 Intergovernmental Agency to decide upon. The City Commission briefly discussed this issue at their May 23rd City Commission meeting, but gave staff no direction at that time. The issue is expected to be placed on the June 18th Blueprint 2000 Intergovernmental Agency meeting.
- Documentation of costing methodologies utilized in determining project cost estimates - Concern has been expressed regarding the ability to document how costs were initially determined during the detailed analysis of Blueprint 2000 projects almost two years ago. While current staff has notes on how the costs were determined, it is possible that different staff may be involved in project design and implementation. Given this concern, staff is currently working on providing detailed information on costing methodologies that can be turned over to Blueprint 2000 project staff.
- Development of roadway design standards - The EECC has recommended that roadway design standards be developed for incorporation into PD&E and design studies on Capital Circle projects. For Capital Circle Northwest, the design phase is already underway by FDOT - options on how the design standards, once developed, can be incorporated into the final design are currently being discussed. An agenda item for a consultant contract award for the Capital Circle Southeast PD&E study was approved by the City Commission on May 23 and it is anticipated that the design standards can be incorporated into that scope of work. City and County engineering staff and a representative of the EECC have been assigned this task.

- Development plan - Staff is working with the EECC to develop an outline of tasks in priority order that will help guide the new Staff Director in his/her responsibilities. A copy of the plan will be forwarded to the commission upon completion for review and input

In addition to the activities referenced above, the incorporation of the Blueprint 2000 philosophy into our planning processes is also taking shape. The Planning Department has recently initiated sector planning the Southern Strategy area with funding appropriated in the current year, and additional funding has been requested to continue sector planning activities for FY2002 and beyond. Also, the Planning Department's FY2002 budget includes funding requests for access management, roadway functional classification and corridor study projects that will facilitate Blueprint 2000 project implementation. The projects and studies submitted are either mandated by the Federal Highway Administration or the Florida Department of Transportation, or are required as part of the Transportation Element of the Comprehensive Plan. All of the items submitted coincide with "Best Planning and Engineering Practices" and will lay much of the framework for implementation of the Blueprint 2000 and other sales tax projects.

OPTIONS:

1. Accept the status report and provide staff guidance and feedback as appropriate.
2. Provide staff other direction.

RECOMMENDATION:

Option 1

ATTACHMENTS:

- #1 - February 14, 2001 Blueprint 2000 Intergovernmental Agency Item
- #2 - Interlocal Agreement

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