

Blueprint 2000 CAC Meeting Minutes

Thursday, February 5, 2004

Blueprint 2000 Office – Koger Center
1311 Executive Center Drive – Suite 109
4:30 pm

Bill Smith, Vice-Chairperson, called the meeting to order at 4:30 pm.

Committee Members present:

Jerry Conger	Casie Moran**	
Anita Davis	Gregg Patterson	
Burt Davy	Mike Sheridan	
Bob Henderson**	William (Bill) Smith	
Terence Hinson	Jess Van Dyke	
Kevin McGorty**	**pending appointment	

Guests/Presenters/Staff:

Reggie Bouthillier	Bonnie Pfunter
Dave Bright	Gina Tullo
Jim Davis	Harold Uzzell
Shelonda Gay	Karla Weaver
Bill Little	
Don Long	
Phil Maher	
Jerry Oshesky	
Tom O'Steen	

Agenda Modifications

Bill Smith noted that several staff needed to leave for the Capital Cascade Trail meeting and that after voting for new CAC officers, the agenda order would be reversed. The Presentation, Discussion, and Action items were discussed first, starting with Item 11 and were then worked backwards.

General and Administrative

Item #IIa: CAC Election of Officers

Bill Smith, the current vice-chair of the CAC presided over the meeting since Kathy Archibald, the current chair of the CAC had resigned due to family matters. Elections for Chair and Vice Chair were scheduled for November 2003 but were delayed until now because of the cancellation of the November meeting. Mr. Sheridan nominated Bill Smith as chair and Ms. Davis seconded the motion. The vote passed unanimously. Mr.

Davy nominated Mr. Sheridan for vice-chair and Mr. Hinson seconded the motion. The motion passed unanimously.

Presentations/Discussion/Action

Item #11: Sensitive Lands Working Group Update

Dave Bright gave a brief update on progress of the Sensitive Lands Working Group (SLWG). He stated that there was no action required and that this was included as an informational item for the CAC and IA. Mr. Bright mentioned that the SLWG was established by the IA to help in identifying environmentally sensitive lands for acquisition through conservation easement or fee-simple purchase to achieve Blueprint goals for water quality, flood storage and treatment, and habitat preservation. Initial SLWG activities are directed toward identifying lands within the headwaters of the St. Marks River. Mr. Bright stated that the Committee has met three times since late last year and he felt that great progress was being made in determining the evaluation criteria and identifying the general acquisition area. He mentioned the next meeting was scheduled for Feb. 19th and would hopefully result in picking out key parcels to submit to the Water Management District for action. The Working Group is still discussing if they have the right criteria in choosing and prioritizing the parcels. Mr. Bright stated the Blueprint report identified about 9,000 acres for easement, and with current funding, the Water Management District can probably acquire easements for about 500 to 1,000 acres a year. Blueprint knows they can find some good land with the 9,000 acres from which to start.

Mr. Davis stated this was an all citizen committee and staff did not have a vote, they would just facilitate. The Working Group is composed of environmentally related professionals from the community that have a lot of knowledge on the topic of water quality, floodplain management, and habitat conservation. Mention was made that the key to this issue was the leveraging of funds with the Water Management District and also from other state sources. The SLWG will develop a priority list of properties to be endorsed by the Intergovernmental Agency and then submitted to the Water Management District for acquisition.

Further discussion followed about the various members on the Working Group, the Lafayette Basin Committee involvement, willingness of potential sellers, and potential easement strategies.

Item #10: Capital Circle Southeast Aesthetic Design Guidelines

Dave Bright discussed that the CAC had been previously advised on the proposed design/build concept for Capital Circle SE, from just south of Apalachee Parkway to south of Tram Road. This would be the next project that Blueprint takes over after the project development and environment study is complete in early 2004.

According to Mr. Bright, part of the design/build project includes developing guidelines to give to the design consultant and construction contractor describing how the project should look. Some of the design criterion will be very technical such as design speed, lane width, pavement thickness, etc. but other design items are related to aesthetics. Blueprint wants to develop a working group of the CAC, TCC, EECC and others to help provide input into the aesthetic design guidelines, which will be included in the overall design criteria package developed for the project. Some items the working group may look at would be median and edge landscaping, stormwater pond design, sidewalks/trails, street furniture, utility strips, guardrail, bridge abutments, retaining walls, streetlights, signage, and overhead/underground utilities. The working group, along with staff will develop this information and it will be provided to the IA for approval. Mr. Bright stated that at the TCC meeting on Monday, their recommendations included representation in the areas of: Public Works/Streets and Drainage (maintenance and landscaping issues); Environmental Staff; Growth Management staff; Utility provider representation; Planning Department (Dan Donovan), and the MPO-bicycle/pedestrian issues (Jennifer Carver).

Tom O'Steen from the GEC sub-consultant's staff was present and spoke briefly about the process. Three CAC members volunteered to serve on the Working Group: Burt Davy, Anita Davis, and Bob Henderson. Mr. Bright stated how this guideline document will establish the precedent for the landscape and hardscape for all Blueprint 2000 projects along the Capital Circle Corridor. Mr. O'Steen stated that a draft Design Guidelines document is scheduled for completion in April. Further discussion followed concerning the scope of the current project.

Item #IId: Capital Cascade Update and Public Meeting

Mr. Bright stated that the contract with Genesis Group was signed in October and they have begun work. Initial items have included gathering the water quality data and discussing issues between the city and county, total maximum daily loads (TMDL), etc., in discussions with city/county stormwater engineering. They are trying to get the Department of Environmental Protection involved early in order to find out what is required for permitting, and in order to discuss potential innovative ways to approach water quality treatment. Mr. Bright also stated that contamination was well known at the Cascade Park site. Meetings have been held with the various agencies pertaining to transfer of ownership of the Cascade property and the contamination cleanup. The stormwater model development is currently being developed so that we can determine the magnitude of the water storage and treatment issues. Survey work is underway to determine what lands are owned by the governments along the corridor. Mr. Bright stated that at the Cascade Trail public meeting later on that evening, there would be discussion over the project schedule and scope, and various maps and photos of the corridor would be provided to the public. Mr. Bright then stated that Blueprint would send out, to the CAC members, an information sheet that describes the sections of the Project. Further discussion followed about the cleanup of the park.

Item #9: Capital Circle Southeast Design-Build (Connie Drive to Tram Road)

Mr. Davis stated that this item requested approval from the IA to move forward with development of the documents needed to initiate the process to develop a contract for a design-build for Capital Circle SE. Mr. Davis briefly explained the design-build concept and why Blueprint believes this to be the best method in which to proceed; he noted that it is expected to save time and reduce liability to the Agency. Mr. Davis then went through the Blueprint recommendations for this item.

Option 1 (recommended option) would:

- a. Authorize the Blueprint 2000 Director to initiate a Design-Build contract for Capital Circle Southeast through the intersection of Tram Rd. That the shortlist be restricted to not more than three (3) teams.
- b. Authorize the Director to pay a stipend to each losing proposer, not more than 2, and that the stipend be calculated in accordance with the FDOT guidelines, not to exceed \$60,000 per losing proposer.
- c. That the Agency approve a budget for this project of \$35,699,428 plus a 10% contingency to be paid from existing bond proceeds or other funds that may become available. This amount may have to be amended in the future based on the concept report to be developed by the general engineering consultant.
- d. That the evaluation criteria for local preference be designated for either the design firm or the construction firm.

Option 2 was also reviewed with the committee.

Discussion followed as to the method and reasoning behind offering the stipend to the design/build teams.

Burt Davy made a motion to recommend Option 1 and Terence Hinson seconded the motion. The motion passed 7 to 1 with Michael Sheridan casting the dissenting vote.

Item #8: Capital Circle NW/SW EPD&E (US 90 to Orange Ave): Contract Award

**Due to a mechanical malfunction, this portion of the discussion was not captured on the audiotape.

The purpose of this agenda item was to request authorization to award the contract for the Expanded Project Development and Environmental (PD&E) Study for the segment of Capital Circle NW/SW from US 90 to Orange Avenue. In addition, the estimated budget for the Expanded PD&E is estimated at \$2.2 million, including contingencies.

A motion was made by Terence Hinson to recommend Option 1, with Jess Van Dyke seconding. The motion passed unanimously.

Option 1:

1. Authorize the Intergovernmental Management committee to negotiate and award a contract with H.W. Lochner, Inc., the number 1 ranked firm.
2. Approve an amended budget of \$2,200,000 including contingencies for this project.

Item #7: Capital Circle Northwest (I-10 to US 90) Stormwater Pond Update

**Due to a mechanical malfunction, this portion of the discussion was not captured on the audiotape.

This item was to inform the Committee that staff was still working with FDOT and Leon County to revised the design of the stormwater ponds for the Capital Circle NW project. A 15-acre parcel has been identified for an expanded pond and an adjacent 60-acre parcel was being looked at as part of the greenway/floodplain element of the project.

Item #6: Appointments to Citizen Advisory Committee

**Due to a mechanical malfunction, this portion of the discussion was not captured on the audiotape.

The item was to related to five (5) positions on the Citizens Advisory Committee that were up for reappointment or appointment.

Reappoint or appoint five (5) representatives to the CAC as follows:

EECC: EECC member: **Kevin McGorty** (appointment through November 2005)

EECC: natural scientist/biologist: **Jess Van Dyke** (reappointment through November 2006)

EDC: **William G. Smith, Jr.** (reappointment through November 2006)

Big Bend Environmental Forum: **Robert K. Henderson** (appointment through November 2006)

Disabled Community: **Casie Moran** (appointment through November 2005)

Item #5: General Engineering Consultant Letters of Authorization

**Due to a mechanical malfunction, this portion of the discussion was not captured on the audiotape.

The purpose of this agenda item was to approve the Letters of Authorization (LOA) for the General Engineering Consultant, LPA Group. The motion to approve was made by Jess Van Dyke and it was seconded by Anita Davis. The motion passed unanimously.

Item #4: FY 2003 Performance Audit

***During this presentation the mechanical recording equipment began functioning properly.

This item requests acceptance of the Annual Performance Audit for the Blueprint 2000 program for the year ended September 30, 2003. The audit was performed by MGT of America and is the first independent performance audit of the Blueprint 2000 program. Don Long, from MGT of America, mentioned highlights from the report such as the recommendation for more diverse CAC board with input from the universities and TCC. The performance audit will be placed on the Blueprint 2000 website.

Consent Items

A motion to pass all three consent items was made by Jess Van Dyke and it was seconded by Terence Hinson. The motion passed unanimously.

Item #1: Approval of October 9, 2003 Citizen's Advisory Committee Minutes

Item #2: Acceptance of FY 2003 Comprehensive Annual Financial Report (CAFR) and Appropriation of FY 2003 Operating Fund Balance

This item requests acceptance of the Comprehensive Annual Financial Report (CAFR) for the Blueprint program, for the year ended September 30, 2003, and the appropriation of FY2003 Blueprint 2000 encumbrances and unexpended operating budget funds.

Item #3: Blueprint 2000 Ethics Policy

The IA requested that an Ethics Policy be developed for Blueprint 2000. The Ethics policy presented covers Blueprint 2000 staff and was based on the County Ethics policy. The CAC was being asked to approve the Blueprint 2000 Ethics Policy.

General and Administrative/Informational

Item #IIf: New Blueprint 2000 Website

The purpose of this agenda item was to inform and demonstrate to the CAC the proposed redesigned and upgraded Blueprint 2000 & Beyond website. Mr. Harold Uzzell of Uzzell Advertising gave a presentation on the new site. Mr. Uzzell stated that the site is expected to be up and running 60 days after approval by the Intergovernmental Agency.

Item #IIe: Telephonic Participation at Agency Board Meetings

This item presents the legal opinion and recommendations of the Agency Legal Counsel regarding the legality and logistics of participating in an Agency Board Meeting without being physically present. In December 2003 the Agency General Counsel, Mr. Reggie

Bouthillier, was tasked to render the legal opinion. Reggie Bouthillier's opinion was that telephonic participation is allowable, however it is not allowable in the determination of a quorum and should be utilized only in extraordinary circumstances. Mr. Bouthillier spoke briefly about the policy and memo drafted to advise the board of directors on what they legally can and can not do.

Item #Iib: State Infrastructure Bank Loan (SIB) Award

This item was to advise the CAC of an award to Blueprint 2000 of a State Infrastructure Bank (SIB) loan for Capital Circle Northwest. Mr. Phil Maher briefly discussed various aspects of the loan. He stated that the Florida Department of Transportation announced on November 17th that Blueprint 2000 was awarded a \$22.6 million SIB loan to construct Capital Circle Northwest from I-10 to US 90. According to Blueprint's financial advisor, this low interest loan will save the Agency over \$4 million dollars. This savings is due to two reasons. First the 2% SIB loan verses a current average interest rate for bond issues of 4.03%. Second the avoidance of \$471,000 in bond issuance costs such as underwriters, bond counsel, bond insurance etc. Drawdown will begin at the start of construction in mid 2005. The loan will be repaid over 15 years.

Item #Iic: Still Property Acquisition, Capital Circle Southwest

This item was to advise the CAC of the acquisition of the Still property located on Capital Circle Southwest. Phil Maher discussed that on December 23, 2003, Blueprint 2000 closed on the acquisition of the Still property. The parcel is 2.73 acres, zoned commercial, located on Capital Circle Southwest, west of Crawfordville Road and was approved for purchase by the Board at the October 2003 Intergovernmental Agency meeting. This is the first property to be placed in Blueprint 2000's Land Bank and will be used for the widening of this section of roadway. It was purchased for \$195,000.

Item #Iig: Blueprint 2000 Accomplishments in 2003

A list was compiled in order to provide the Board with a summary of Blueprint 2000 program accomplishments during 2003.

V. Items From Members of the Committee

There were none.

VI. Citizens to be Heard

There were none.

VII. Adjournment

There being no further business the meeting was adjourned at approximately 6:50.