

Blueprint 2000 CAC Meeting Minutes
 Thursday, June 1, 2004
 Blueprint 2000 Office – Koger Center
 1311 Executive Center Drive, Suite 109
 4:30 pm

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

Committee Members present:

Jerry Conger	Kevin McGorty
Anita Davis	Gregg Patterson
Bob Henderson	William (Bill) Smith
Terence Hinson	Jess Van Dyke

Guests/Presenters/Staff:

Kristen Anderson	Bill Little
Angela Baratta	Mark Llewellyn
Dave Bright	Phil Maher
Paco de la Fuente	Richard W. Menasco
Shelonda Gay	Jerry Oshesky
William Johnson	Bonnie Pfuntner
Paul Lannom	Karla Weaver

Agenda Modifications

Chairman Bill Smith stated that due to some of the members' schedules requiring them to leave early, some of the items might be taken out of order. Mr. Dave Bright mentioned that there an agenda modification had been passed out that was an additional agenda item called the Blueprint 2000 Banking Relationship. Mr. Bright said that they would start at the top of the agenda item with the information items.

Informational Items

Item #1: FCT Grant Applications (Blueprint Maps 5B & 7)

Mr. Bright explained to the committee that Blueprint and the City have applied for three Florida Community Trust Grants. Maps were provided in the agenda item. The city had applied for property that they called Timberlane Ravine Phase II and it was on the NE corner of I-10 and Meridian Rd. It was 126 acres and it was owned by the Middlebrooks family. It tied into some property they acquired several years back south of I-10. It also was a part of Blueprint Map 5B, the Lake Jackson preservation area to protect the properties that drain into the Lake Jackson Basin. Blueprint in the name of Leon County applied for two parcels that were ranked high by the Sensitive Lands Working Group. Two maps were provided in the item, one for Copeland Sink and one for Patty Sink. They

were both located in east central Leon County near the Chaires/Capitola area and they were 2 of the 14 parcels that were deemed Priority One by the Sensitive Lands Working Group. Blueprint would find out in July how they were ranked from FCT, with a preliminary score. Blueprint would make a presentation to the Florida Communities Trust staff in early September and then would find out shortly after that if they were awarded the grant.

Mr. Bright stated that at this time they did not know if the people would sell the land to the County but there was an agreement that they were willing to discuss the sale if the grant was approved and they would still have to get a negotiated price. The lands included two sinkholes and over 250 acres of adjacent land that buffer the sinkholes. Blueprint also discussed acquiring Wood Sink and two adjacent parcels, but the owners were not ready to discuss those parcels yet, but it would be kept on the burner for the future. Wood Sink was owned by St. Joe and there was a lot of other St. Joe conservation land being reviewed in Leon, Jefferson, and Wakulla counties. These parcels could be a connector to tie in properties; the St. Joe properties to the south of Apalachee Parkway to properties that Blueprint was looking at north of Apalachee Parkway.

Kevin McGorty stated that those were the highest ranked projects from the Sensitive Lands Working Group and he asked if there was a competitive edge if there was an upfront willing seller. Mr. Bright responded that a willing seller form was required for the application however there were not extra points. If Blueprint had acquired the land in advance there were extra points awarded for pre-acquisition. Blueprint was looking at beginning that project on other parcels and then applying for the grant reimbursement the next year. The Working Group process and recommendations received final approval from the IA on April 26th and the applications were submitted on May 5th. Mention and thanks was given to Karla Weaver, a planning graduate student intern/planner 1 working at Blueprint 2000 who was the primary person working on the grant submittals. For all three parcels, the total match was \$2.1M Blueprint dollars. Mr. Bright stated that there was a group from Blueprint that would be going on a "field trip" with people from FCT to show them the project areas and get them excited about all the links between the different organizations purchasing land for conservation.

Mr. McGorty stated that he had met with Jim Davis to discuss how to leverage dollars and Tall Timbers was excited about partnering. They had spoken with the Doris Duke charitable foundation and they were considering extending their grant in the Red Hills Region to a fifth year to complement the headwaters of the St. Marks and they were looking forward to meetings with DEP and the Water Management District.

Item #2: Leveraging Update

Mr. Phil Maher stated that at the last meeting staff was requested to come back with an update on what leveraging activities had been accomplished since the last meeting. An outline was presented in the agenda item. Blueprint 2000 applied for 3 FCT grants and the match was a little over \$2M. This would be seen in the capital budget. There would be a line item for each. A leveraging work group was created with representatives from

the city and county in order to coordinate applications and available dollars and they had met on May 25th. The main discussion was concerning an on-line grant service, which cost \$6,500 for 20 licenses. The service would notify us of all potential grants that might apply to Blueprint, and other city and county interests. The service was unique in that there was a pre-application available and it provided more time in which to complete the grants.

Mr. Maher mentioned that a leveraging policy was being developed and part of the plan involved a calendar of when grants were available and whom they were through and other important information. Blueprint did attend a grant seminar in Orlando that dealt with the grant process and government grant sites. Mr. Conger asked why the Police and Sheriff's offices were involved in the grant working group. Mr. Maher said that they had more grants than any others with Homeland Security and grants to help stop crime. Terence Hinson asked about the guidelines and timelines and would the leveraging policy be available for the CAC. Mr. Maher stated that by the September meeting, Blueprint was looking to have a draft of the policy available.

Item #3: Capital Circle Southeast-Design/Build Update (Blueprint Map 4)

Mr. Bright stated that this item was an update on the consultant selection process for the Capital Circle Southeast. At the last meeting it was noted that the Request For Qualifications had been released to acquire design build assistance for CCSE, the section from Connie Dr. to south of the Tram Rd. intersection. Five responses from teams were received for the design build project. Beginning in early May, the design build Evaluation Committee and Selection committee met and determined the top three firms.

Top 3 short listed firms (in order of points)

1. M, Inc. and C.W. Roberts (Contractor)/ PBS&J (Design)/ Parsons Brinkerhoff (CEI)
2. Coxwell Contracting (Contractor)/ Lochner (Design)/ Peavy (Paving)/Greenhorne and O'Mara (CEI)
3. Lane Construction (Contractor)/ URS (Design)/ Genesis (CEI)

Mr. Bright stated that the process was currently on hold, as there had been a bid protest filed by Anderson Columbia. He stated the Evaluation Committee would be meeting with them in the next few days, as staff, to see what their major concerns were. If it could not be resolved in a friendly staff on staff issue, then they would go through the formal protest and it would end up with a resolution meeting with a committee of City attorney staff, city procurement staff, and someone from Blueprint. Anderson Columbia's main issue and concern was that one of the questions in the RFQ, "asks for a list of violations you have had in the last five years". All the firms listed these but Anderson Columbia felt that the amount of information they provided was used against them in the evaluation and ranking. Blueprint is hoping for a quick resolution of the issue, since they were advised not to go ahead with the pre-proposal conference scheduled for June 15th if the matter was not resolved.

Chairman Smith asked Mr. Bright if he would speak about two firms vs. three firms being short-listed and chosen for the stipend. Mr. Bright discussed that it was an issue that had been discussed previously. This involved giving a stipend to the losing firms. Initially when they short-listed the firms, they short-listed the top two only. They did that since there was a nice break in points between the top two firms and the third, however based on Florida Statue, when you do a design build, you are evidently supposed to short list no fewer than three firms. So they had to repost and include the third firm. The IA approved a stipend for no more than the two losing firms, so two \$60,000 stipends will be given out to two losing firms, not just one.

Bob Henderson commented that the state statute must have a loop hole because what would happen if only two firms bid or instead of a break between the second and third firm there was a bigger gap. Mr. Bright replied that Jim Davis had read through the statute many times, went through the City Attorney, and they were told to short list three. Mr. Bright said he could get back with details to Mr. Henderson.

Mr. Hinson asked if Blueprint followed the City's policy as far as doing business with local business, local preference. Mr. Bright said that they did and that was a four county area incorporating Leon, Jefferson, Gadsden, and Wakulla. He then asked which of the firms was local? Mr. Bright replied that each of the short listed design-build teams had either a local contractor or a local design firm. The RFQ stated that the local preference could come from either the design firm or the contractor.

Consent

Item #4: CAC Meeting Minutes: April 15, 2004

Bob Henderson made a motion to approve the meeting minutes from April 15, 2004, and Jess Van Dyke seconded the motion. There was no discussion and they passed unanimously.

Item #5: Holistic Planning Definition

Bob Henderson made the motion to move the item but he wanted to discuss it first. He stated that he knew it was in the development stage, however he had questions regarding the public policies being developed. He stated he wanted Blueprint 2000 to look at Holistic in another way. When doing a project, recognize the ramifications that project would have on other parts of the community. He gave an example using Capital Cascade Trail project and how the watercourse leads to Seven Mile Sink in Woodville. He further discussed the flooding in that area, and how that project, for example, may contribute to more flooding downstream or do away with the flooding problem completely. Mr. Henderson also stated that his main concern was the lack of wording in the policy dealing with areas that may be impacted surrounding the project area and wanted to make sure those bases were covered in the policy. Bill Smith asked if including too much wording in the definition of "Holistic" would cause problems later and open up a can of worms.

Kevin McGorty stated that he thought the definition of Holistic as presented captured the essence of the EECC in terms of its concept of "Holistic". He further stated that he thought it was a fundamental principle of Blueprint 2000 that instead of segmenting out public works projects, have multiple benefits from a cost effective project, both environmentally and economically. Mr. Bright stated that the requirements for Sector Plans might solve the concerns for evaluating the impacts to areas surrounding the projects. He further stated that the Sector Plan affects the area of influence within a project and looks at a wide area. Mr. Bright stated he would go back and look at the definition and try to add a sentence to cover Mr. Henderson's concerns.

Motion: To have staff bring the item back with the suggestions made by the committee for changes.

No Vote was taken.

Presentations/Discussion/Action

Item #6: Cascade Sector Plan Funding (Blueprint Map 3)

David Bright stated that an issue related to Blueprint projects was that a sector plan be conducted for all major infrastructure projects identifying land uses, corridor issues, and other improvements needed to be coordinated in the general vicinity of the project. He further stated that the TLC PD was conducting a sector plan for the Capital Cascade Trail area. The consultant selection process was done approximately a year ago and WK Dickson won the bid, but due to funding problems at Planning, had not started the plan. He also stated that when the Genesis contract was approved by the IA late last year, the recommendation in the agenda item stated that Blueprint would fund up to \$150,000 for the Sector Plan, with 10% contingency, and with future reimbursement from the Planning Department. He stated the planning effort had not yet begun and the Planning Department had available about \$127,000 towards the \$167,000 contract cost. He also stated that they were requesting \$40,000 from Blueprint 2000 and to waive the reimbursement requirement. Mr. Bright further stated that Blueprint 2000 generally supported the funding request as that amount related to the area adjacent to the Capital Cascade Trail, and agreed to waive the reimbursement.

Motion: To approve staff recommendation to provide \$40,000 to the Planning Department for the Capital Cascade Sector Study and waive the previous requirement for reimbursement, however state that this in no way sets a precedent.

Kevin McGorty made the motion, Jerry Conger seconded and it passed unanimously, 8-0 by the committee.

Gregg Patterson asked how much of a precedence would be set for Blueprint 2000 to fund this sector plan. Bill Smith answered that he felt as long as Blueprint 2000 had a pot of money, those requests would continue to be made.

Item #8: FY 2005 Operating Budget

Phil Maher stated that Jim Davis was currently in a meeting with the City Manager and County Administrator discussing the budget and obtaining their approval. Phil said he wanted to address the main points and this year's changes in the budget. He discussed the following points:

- Increase in salaries to include a 3.5% pay raise and 0.5% bonus for employees.
- Increase in Temp Wages due to the hiring of an Intern full-time over the summer as well as an extra administrative person for clerical assistance.
- Unclassified Professional Fees and the components within.
- Unclassified Contractual Services, the biggest item, and how Blueprint staffing had changed since the addition of the General Engineering Consultant. This item also included the hiring of an Information Systems Person for systems management.
- Increase in Liability Insurance Premium due to Risk Assessment and Strategy for Blueprint 2000 and the GEC.
- Increase in Unclassified Equipment for new plotter and new departmental vehicle.

Gregg Patterson asked for an explanation of the General Engineering Consultants (GEC) fee included in the budget. Mr. Maher asked Jerry Oshesky of the LPA Group to give clarification. Mr. Oshesky explained that the expenses included in the budget for the GEC was to cover costs related to administrative time (i.e., Right of Way administration, Systems Personnel, etc.) and any cost not related directly to a project. Gregg Patterson suggested in the future that a separate form outlining all the components of GEC item be attached as well. Bill Smith asked those present from the LPA Group to introduce themselves and give a brief job description. Jerry Oshesky introduced himself as the Project Manager, Bill Little introduced himself as the Engineering Manager, Bonnie Pfuntner introduced her self as the Public Involvement Manager, Ed Ringe introduced himself as the Project Manager for the Capital Cascade Trail, and Paul Lannom introduced himself as the Program Controls Manager/Utilities Coordinator. Mr. Oshesky also stated that there were other Project Managers not present. They included: Marek Romanowski, Project Manager for Capital Circle Southeast; Jim Shepherd, Project Manager for Capital Circle Northwest/Southwest; and Ray Youmans, Right of Way Project Manager

Further discussion followed.

Motion: Approve the budget as presented with the reflections suggested by the committee on what to expect when the Capital Budget comes before them.

Kevin McGorty made the motion, Jess Van Dyke seconded and it was approved unanimously, 7-0 by the committee.

Item #7: Capital Cascades Trail Status and Public Workshop

David Bright announced that there would be a public workshop on Thursday, June 3, 2004 at 6:00 PM at the FDOT Auditorium. This workshop would allow people to address what they would like to see within the Cascade and along the sections of the trail. Mr. Bright introduced Mark Llewellyn of the Genesis Group to further discuss the workshop. Mr. Llewellyn stated the first kick-off was held February 5, 2004 with more than 100 people in attendance. Since then the following tasks had been started:

- Close to completing the survey for Capital Cascade trail
- An existing condition stormwater model
- Collected water quality samples
- Looked at natural features, archeological and historic features, contamination assessments, and concept alternatives.

He further stated that the community workshop would be an open forum with discussions to include: Franklin Boulevard options; the Cascade Park and what uses to provide within the Park and buildings; linear greenway and stormwater improvements along the St. Augustine Branch, etc. There would be 32 professionals facilitating the meeting to answer questions and to cover all facets of the discussion. Mr. Llewellyn also stated that after the meeting, from June to October, Genesis Group would be looking at the alternatives, modeling the alternatives, understanding how they were going to benefit from a stormwater stand point, and look at other features and amenities. In October, the group would come back with three alternatives, and the results of the stormwater modeling. The report recommendations would be complete in February, and we would ask for approval by the IA in March, after an assessment and approval from the CAC. Lastly, he stated the Capital Cascade Trail was expected to be completed all the way to Munson Slough by the year 2010.

V. Citizens to be Heard

There were none.

VI. Items From Members of the Committee

There were none.

VII. Adjournment

There being no further business the meeting was adjourned by the Chairman at 5:45 PM.