

Blueprint 2000 CAC Meeting Minutes
Thursday, October 9, 2003
Amtrak Station Conference Room
4:30 pm

Kathy Archibald, Chairperson, called the meeting to order at 4:30 pm.

Committee Members present:

Kathy Archibald, Chairperson	Mike Sheridan
Kathy Baughman	Jess Van Dyke
Jerry Conger	
Anita Davis	
Gregg Patterson	

Staff:

David Bright
Jim Davis
Shelonda Gay
Phil Maher

Guests/Presenters:

Agenda Modifications

There were none.

General and Administrative

Item #a: Introduction of New CAC Members: Jerry Conger and Gregg Patterson

Kathy Archibald introduced the two new members to the committee: Jerry Conger and Gregg Patterson. She also asked the new members to say a few words about themselves to the group. Mr. Patterson stated he was representing the Council Of Neighborhood Associations on the CAC and had previously served as CONA's immediate past President. He also is the CEO of Innovative Management Services. Mr. Conger introduced himself as the Senior Citizen representative. He has served on the Tallahassee Senior Citizen's Advisory Committee for numerous years. He hopes to gain extensive knowledge of Blueprint and looks forward to his opportunity to serve.

Item #b: Blueprint 2000 Legal Counsel

Jim Davis gave an update on the Blueprint 2000 Legal Counsel selection. He stated the evaluation committee recommended the highest ranked firm of Greenburg, Traurig. At the September 15, 2003 Intergovernmental Agency (IA) meeting, the IA decided to withdraw the delegation of the selection from the Intergovernmental Management

Committee (IMC) and make the selection at the next meeting on October 20, 2003. Further discussion followed.

Item #c: State of the Lakes Report

Dave Bright discussed the State of the Lakes Report. He stated that at the last IA meeting, Commissioner Winchester asked for a report on the health of the lakes in Leon County. He stated that staff was developing a summary report based on the City's Water Quality and Biological Assessment of Selected Lakes, Leon County Lakes Ecology 2002 Annual Report, and Florida Lakewatch Water Chemistry Summary, 1986-2001 and 2002 Reports. Staff also met with representatives from the City Stormwater Management Division (Geoff Watts), Sean McGlynn of McGlynn Laboratories (consultant to Leon County), and Jess Van Dyke, a DEP representative, to assist in preparation of the report. Mr. Bright further stated the report will include values for the Trophic State Index, lake surface area, Ph, Dissolved Oxygen, Color, and issues related to public access, fishing potential, invasive plant abundance, and native plant abundance. Further discussion followed.

Item #d: State Infrastructure Bank (SIB) Loan Application

Phil Maher gave a report on the State Infrastructure Bank Loan Application. Phil stated that DOT has \$100 Million available for this fiscal year and next fiscal year for SIB loans. He also announced Blueprint 2000 submitted an application in the amount of \$22.6 Million for the construction of Capital Circle NW from I-10 to US 90. The loan will be repaid over 15 years with a 2% interest rate. He further stated staff felt confident Blueprint would receive the loan after a favorable evaluation by the Department. Notification of tentative loan awards will be announced on November 17, 2003.

Item #e: Schedule and Agenda Development Policy

Jim Davis gave a report on the proposed Agenda and Schedule Development Policy related to Blueprint meetings. He discussed that the IA has questioned the authority of how the Agenda is developed and the adding and removing of items on the Agenda. He explained the policy outlines how Blueprint feels the Agenda should be handled. Jim stated the policy contains guidelines from the by-laws, which states: "*the Staff Director shall work with the Chairperson to develop the agenda for meetings as scheduled.*" Mr. Davis further stated the IMC is proposed as the final approvers of the IA Agenda, once it is developed by the Staff Director and Chairperson. The CAC expressed concern regarding the IA delaying or prolonging decisions that affect the timeliness of projects. Further discussion followed.

Item #f: Blueprint 2000 Investment Policy

Phil Maher gave an update on the Blueprint Investment Policy agenda item. He explained that at the September 9, 2003 IA Meeting it was discussed whether Blueprint should continue to invest their funds through the City or should the services be provided

by an external investment manager. He provided information on the City, County, and several other "benchmark" investments, and noted that based on the figures, that the City's Investment Management was the overall best way to go: considering 85% of the investments are managed internally, generated the best rate of return, and saved Blueprint money, since there is no charge for internal management. A question was posed regarding the interest generated through the investments and whether the money could be expended. Phil explained that the interest will go back into the Capital Budget and is expendable by the Agency. Further discussion followed.

Consent Items

Item #1: Approval of August 27, 2003 Citizen's Advisory Committee Minutes

Item #2: Approval of 2004 Meeting Schedule

Kathy Archibald asked for a motion to approve all Consent items. Michael Sheridan made a motion, Kathy Baughman seconded it, and the committee passed it unanimously.

Presentations/Discussion/Action

Item #3: Capital Circle NW/SW Scope of Services EPD&E (US 90 to Orange Ave.)

Dave Bright gave a brief update on the scope of services for the PD&E Study. He stated the Blueprint philosophy was incorporated into the scope under the direction of the TCC and the CAC. Mr. Bright stated the TCC were especially interested in the issues surrounding additional stormwater quantity and retrofit, water quality, and public involvement as required by the MPO process. He also stated that although this is a Blueprint project, the MPO is the official decision making body according to the Federal Highway Administration and any official actions on this project must be approved by the MPO. Dave further stated that Blueprint must adhere to the typical MPO public involvement process required for Federal projects. In a previous meeting, several issues were identified as special needs areas for the Blueprint philosophy. Those issues include:

- Acquisition of sensitive lands west of Capital Circle
- Continued efforts at restoration of Gum Swamp
- Making stormwater ponds regional ponds and connections with greenway lands acquired west of Capital Circle

Dave also stated that at the last TCC Meeting, held on September 8, 2003, the scope was approved by the committee. He further stated the IA approved the process for advertising for consultant services at their September meeting and delegated approval of the contract to the Intergovernmental Management Committee (IMC). The RFQ should be advertised in November or December, and the award of the contract should be made by the first quarter of 2004. The PD&E cost is estimated at \$1.3 Million. Further discussion followed.

*****At this point the committee proceeded to Agenda Item #7*****

Item #7: Strategies for Road Projects

Jim Davis distributed a copy and gave a report on the Strategy for Road Projects agenda item. He stated that at the September 15, 2003 IA Meeting, Chairperson Rackleff asked the Blueprint staff to put together a strategy on how Blueprint projects would be accomplished over the next 15 years. Jim pointed out the key components of the strategy, which are:

- Leveraging revenue is critical
- Professional assistance in leveraging enhances probability of success
- External funds “follow production ready projects”
- Advance right of way acquisition is key to keeping costs down and in acquiring external funds
- Expend the funds needed to complete the design and acquire the right of way for projects even when construction funding is not currently identified

Jim also discussed the recommended strategy to maximize the potential to complete all Blueprint projects by 2019. The key points to this strategy are as follows:

- Use the design-build or construction management at-risk method of project delivery
- Advance purchase of right-of-way, i.e., land banking
- Use the services of a transportation lobbyist to leverage funds
- Undertake the highest priority projects through construction; Capital Cascade Trail, Capital Circle Northwest I-10 to through Highway 20, and Capital Circle Southeast through Tram Road. Use the remaining sales tax revenue to complete the designs and acquire as much right-of-way as possible

Mr. Davis explained the strategy is not designed to approve projects, only the way Blueprint intends to handle the expedition of the projects. At this time, Chairperson Rackleff has not approved the strategy. The committee expressed their concern that the strategy fully address the Blueprint philosophy, and not just for roads for roads. Kathy Archibald asked that this information be addressed clearly and stressed of its importance. She recommended the Agenda Item be re-titled “Strategies for Blueprint Projects”. A question was posed regarding whether property can be purchased in advance of road projects. Jim explained that this strategy will allow for Blueprint to purchase property necessary for road projects, regardless of the project’s priority and preferably based on an approved PD&E Study. Further discussion followed.

Michael Sheridan made a motion to approve the strategy with the aforementioned amendments, Kathy Baughman seconded, and the committee passed it unanimously.

*****At this point the committee returned to Agenda Item #4*****

Item #4: Still Property Advance Acquisition (Capital Circle SW)

Jim Davis gave an update on the Thomas Still property located on Capital Circle Southwest. He explained that Mr. Thomas Still approached the agency about acquiring a piece of property from him for the Capital Circle Southwest project. He explained the property was in accordance with the advanced right of way acquisition strategies of Blueprint, and the agency is interested in purchasing the property. The property is 2.73 acres in size. Jim stated that because CCSW is a low tier project, buying the property now might run a small risk. However, if the entire parcel is not necessary for the CCSW project, Blueprint hopes to then sell the remnant piece of the parcel in the future for a profit. Jim further stated that if the property is not acquired now, Mr. Still may not be amicable to selling us the property at a reasonable price in the future and it may need to go through condemnation. At this time the property is appraised at \$175,000. Further discussion followed.

Kathy Baughman moved staff recommendation, Michael Sheridan seconded, and the committee passed it unanimously.

Item #5: Capital Circle Southeast (Connie Drive to Tram Road): Design-Build

Jim Davis introduced Bonnie Pfuntner of the LPA Group and Greg Xanders of Jacobs Engineering to discuss the PowerPoint Presentation on Design-Build. Mr. Xanders explained that Design-Build is process whereby a team is selected up-front to design and construct the project at a fixed price. He further stated that the Design-Build process doesn't necessarily select the low bid, but incorporates a technical design or other specified qualifications component. Greg also stated the process saves time by 30-50% and allows for a project to begin construction without having a full design in place, encourages aggressive schedules to complete projects in a timely manner, allows for warranties and contractor guarantees, and at times a cost savings. Mr. Xanders also stated that Blueprint 2000's Capital Circle SE project would possibly be a Design-Build project and that this project would be an excellent candidate for Design-Build. Greg further stated if anyone is interested in finding out more information on Design-Build, they should visit the Federal Highway Administration website at: www.fhwa.dot.gov. Questions and further discussion followed.

Item #6: Sensitive Lands Working Group By-Laws

Dave Bright gave an update on the Sensitive Lands Working Group (SLWG). He stated that upon presenting the list of group members to the IA, the IA decided there was a need to develop by-laws, and explore the need for the committee to be governed by the Sunshine Law and an ethics policy. Staff developed draft by-laws to be presented to the IA at the next meeting on October 20, 2003 for their review. Once approved, the by-laws will be forwarded to the working group and it is expected a meeting would be scheduled within several weeks.

V. Items From Members of the Committee

Michael Sheridan asked to readdress the issue at the August 27, 2003 meeting regarding the definition of "Significant Change". He wanted to know if the definition was an existing definition or was it a proposed definition specifically for the Annual Report. Kathy Archibald answered that the definition was pre-existing.

VI. Citizens to be Heard

There were none.

VII. Adjournment

There being no further business the meeting was adjourned at 6:30 pm.