

**TALLAHASSEE – LEON COUNTY
BLUEPRINT 2000 INTERGOVERNMENTAL AGENCY**

Meeting Minutes

June 5, 2006

3:00 pm, City Commission Chambers

MEMBERS PRESENT

County

Commissioner Ed DePuy
Commissioner Cliff Thaeil
Commissioner Jane Sauls
Commissioner Tony Grippa (via phone)
Commissioner Bill Proctor

City

Commissioner Andrew Gillum
Commissioner Allan Katz
Commissioner Debbie Lightsey
Commissioner Mark Mustian, Chair

CITY/ COUNTY STAFF

DeLane Adams, County Commission
David Bright, Blueprint 2000
Jim Davis, Director, Blueprint 2000
Shelonda Gay, Blueprint 2000
Jack Kostrzewa, CRTPA
Gabe Menendez, COT Public Works
Ben Pingree, County Commission
Craig Diamond, TLC PD
Kevin Carey, City Commission

Phil Maher, Blueprint 2000
Tony Park, Leon County Public Works
Angela Richardson, Blueprint 2000
Debra Schiro, City Attorney Office
Michael Wright, City Manager's Office
Bill Woolery, COT
Dinah Hart, City Commission
Cherie Bryant, TLC PD
Rita Stevens, COT DMA

OTHERS PRESENT

Delmas Barber, FAMU
Paco de la Fuente
Shuli Leonard, Bateman Harden
Reggie Bouthillier, Greenberg Traurig
Bryant Paulk, FDOT
Steve Humphrey, MGT America
Reggie Smith, MGT America
* Indicates Blueprint 2000 Consultant

Mike Sheridan, CAC
Jerry Conger, CAC
Jerry Oshesky, The LPA Group*
Gary Phillips, The LPA Group*
Randy Matheny, THC*
Paul Hiers, Jacobs Civil*

Chairman Mark Mustian began discussing agenda items at 3:15 p.m. without a quorum. He noted that when a quorum was achieved, the first order of business would be to approve Commissioner Grippa's participation via telephone, in accordance with the by-laws of the Intergovernmental Agency. Meanwhile, Mr. Mustian suggested the Board begin by discussing the informational items.

II. INFORMATION ITEMS

2. CAC Report to the Citizens

Michael Sheridan, Chairman of the Blueprint 2000 Citizens Advisory Committee (CAC) began by introducing Jerry Conger, Vice-Chair of the CAC and stated that at the May 18, 2006 CAC meeting they reviewed the majority of the items that were on the current IA agenda. He stated that the CAC believed that the Mahan Drive Status Update, item #1, was consistent with recent events. In meetings with FDOT, they expressed their guidance on what Blueprint should do to obtain SIS funding. The consensus of the CAC was to move forward with that as expeditiously as possible.

Mr. Sheridan stated that the Citizens Report was believed to be reasonable for the funding that was allocated; noting that the CAC requested the low budget. He stated that it would be published in the Tallahassee Democrat in the near future.

Mr. Sheridan stated that the CAC were enthused about the leveraging opportunities for the St. Marks Headwaters (Booth II) acquisition, as detailed in item # 4. He hoped that the Board members shared in that enthusiasm.

At the May 18, 2006 CAC meeting the 2005 performance audit, conducted by MGT America, was discussed in depth. He stated that the CAC generally concurred with the findings, however, had requested some clarifications. On finding # 2, to emphasize that the vision of Blueprint incorporated the holistic approach to the design of projects, especially as related to the known increases in maintenance requirements. He stated that the CAC recommended a careful reading of the findings to the Board and the CAC were pleased with the positive comments regarding the citizens involvement and that staff was implementing a plan that was consistent with what the voters approved.

Mr. Sheridan stated that the items in the agenda that related to purchasing and contracting recommendations appeared to be consistent with standard procurement practices. In general, however, the CAC did not screen those activities for compliance matters. He further stated that the recommendation to proceed with the CCSE Right-of-Way acquisition, item # 9, was supported by the CAC as necessary. Furthermore, the committee felt that it was consistent with the plan and hoped that the Board would approve the proposal.

Mr. Sheridan stated that relating to the Operating and Capital Budgets, items # 10-11, and, what the committee felt to be minor changes to the Master Plan, had been discussed by the CAC and they recommended the proposals for the Board's approval.

Commissioner Mustian thanked Misters Sheridan and Conger for volunteering their time to the CAC and encouraged them to continue their efforts.

I. AGENDA MODIFICATIONS

Jim Davis stated that per the Agency Telephonic Policy and as Commissioner Mustian noted, once a quorum was achieved, it would be necessary to vote to approve Commissioner Grippa's participation via telephone. He also stated that Blueprint had received \$7 million from the Transportation Regional Incentive Program (TRIP); which was approximately 30% of what FDOT District 3 had allocated. That meant that Blueprint then had a total of \$17 million for the Woodville Highway to Tram Road segment of Capital Circle SE. The project remained approximately \$3 million short; however, staff would continue to be diligent in finding an additional \$3 million. Furthermore, a copy of the CAC's Citizen Report advertisement that would be published in the Tallahassee Democrat had been provided as well as a full copy of the 2005 Performance Audit Report.

Additionally, Commissioner Mustian and Mr. Davis presented outgoing IA Chairman Thael with a Blueprint 2000 shirt. Commissioner Mustian thanked Commissioner Thael for his work as the Chairman of the IA. He further stated that it had been a great year for Blueprint 2000 and the IA;

much had been accomplished and they had worked together quite well. He hoped that they could continue that in the years to come.

II. INFORMATION ITEMS

1. Mahan Drive Status Update

Jim Davis stated that things seemed to be going according to schedule. He noted that there was a meeting scheduled for June 6, called by Jack Kostrzewa. The preliminary information that staff had received from FDOT was that the existing design for Mahan Drive would be accepted by the Department. It would require a wavier to reduce the speed from 50 mph to 45 mph. Over all though, Mr. Davis noted, it appeared as though it was progressing well.

Commissioner Grippa complimented Mr. Davis and stated that he, Mr. Grippa, had the opportunity to speak with the Secretary of FDOT and Mr. Davis and the Blueprint staff had been extremely well received; as well County and City Engineers, in leveraging the dollars. Mr. Grippa asked Mr. Davis if Blueprint had received any additional funding, in the past six months, that he might have been unaware of, through the IA. Mr. Davis stated that he was not aware of any additional funds. He further noted that, from the audience, Mr. Jack Kostrzewa concurred with Mr. Davis they knew of no additional funding for Mahan Drive.

IV. PRESENTATIONS/ACTIONS/DISCUSSIONS

10. Proposed FY 2007 Blueprint Operating Budget

Phil Maher stated that the Proposed FY 2007 Operating Budget was provided for the Commissioners' review. The final FY07 Operating Budget would be returned to the IA for their approval at the September 11, 2006 meeting, at which time there would also be a public hearing. Mr. Maher stated that the FY07 budget was rather straight forward; staff was requesting slightly more than a 1% increase in the total operating budget. Additionally, he highlighted a few key areas. In salaries, staff was requesting a 4.6% increase that included a 5% increase in salary as well as a 1.25% bonus allotment. The remainder of the salary items were driven by social security match, pension, and health benefits. In the expense category, staff was requesting a 5.1% increase. The remainder of the items remained approximately the same as the previous year. There were no recommended changes to the Proposed FY 2007 Operating Budget.

11. Revised Master Plan and Proposed Capital Budget for FY 2007 – FY 2011

Phil Maher reminded the Commissioners that at the February 20, 2006 meeting they revised the Master Plan with the allocation of additional funds. At that time, there were four priorities that the Board had approved for staff to allocate future funds: (1) Leveraging, (2) PD&E study for CCSW, Orange Avenue to Crawfordville Road, (3) Accelerate full funding for stormwater and greenways for CCNW, (4) Landbank. At the May 2, 2006 IA meeting the Board amended that by moving \$10 into reserve for Mahan Drive construction. That was accomplished by reallocating \$4 million from the Atkinson property and \$6 million from the Landbank. He further stated that the changes were highlighted on the revised Master Plan, attached to the agenda item. Mr. Maher stated that regarding the Capital budget itself, staff was requesting an appropriation for 2007. The remaining years were strictly for planning. He also stated that the yearly capital budget implemented the Master Plan. There were no recommended changes to the Proposed FY 2007 – FY 2011.

Commissioner Lightsey stated that she was interested in knowing, after the changes were made on the Mahan Drive allocation, what percentage the new land bank account balance was of total right of way funds in the program. She explained that she had asked that question of staff during her briefing, however, she did not have the information with her presently. Mr. Maher stated that the land bank was 7.2% of what Blueprint currently had budgeted for right of way. With Sensitive Lands, that number decreased to 6%. Ms. Lightsey stated that the land bank account balance was 7.2% of right of way, as opposed to right of way plus sensitive lands. She stated she was trying to determine the delta because the land bank was used to cover overages or advance property purchases. She stated that she would be happier if it were 10-12%. She also reminded the Board that care should be taken because that account was slim.

Commissioner Mustian stated that when the subject of funding Mahan Drive originally surfaced, FAMU Way funding was included as well. He thought, however, that what would happen on the City's discussions of Gaines Street, whatever alignment would be chosen on the one-way pairs would need to be completed before anything could be completed on Gaines Street. Mr. Mustian had requested that City staff coordinate with Blueprint on that project. He was not certain how it would be accomplished because there was not much money available. However it was logical, to acquire land for the project, both for what the City needed for FAMU Way as well as for Blueprint, at the same time.

Commissioner Lightsey stated that a possible alternative suggestion, which of course, would depend on what the City of Tallahassee decided to do on Gaines Street. However, part of the discussion on the alternative that was coming forward was not to necessarily take action on Madison Street at that particular time; which might free up some money. Mr. Mustian stated that it was possible that there was City and County money available, which was separate from Blueprint funding, in the Gaines Street project. They could, therefore, in effect, loan Blueprint money to acquire some of the property at the same time. He further stated that he mentioned it to ensure that everyone was aware of the sequencing of events because he expected that the City would move post haste to complete FAMU Way later in the year.

I. AGENDA MODIFICATIONS - continued

Commissioner Mustian officially called the meeting to order at 3:37 pm when Commissioner Proctor arrived creating a quorum.

Telephonic Participation Request from Commissioner Grippa

Commissioner Mustian stated that the first item of business was to authorize Commissioner Grippa to participate via telephone, since he was out of town traveling. **Commissioner Lightsey moved to approve the request; Commissioner Gillum seconded the motion. The motion was passed unanimously.** Mr. Mustian explained that per the Blueprint 2000 Telephonic Policy, a separate vote must be cast by Mr. Grippa on each motion.

III. CONSENT

3. IA Meeting Minutes: February 20, 2006

RECOMMENDED ACTION:
Approve Minutes as presented.

4. Headwaters of the St. Marks River/Booth II

RECOMMENDED ACTION:

Authorize the IMC to negotiate and enter into a purchase agreement not to exceed 20% of the lowest FCT appraisal value, excluding fees and costs associated with the purchase, of the 160-acre property.

5. 2005 Blueprint Performance Audit

RECOMMENDED ACTION:

Accept Fiscal Year 2005 Performance Audit

6. Blueprint 2000 Legal Counsel Contract Extension

RECOMMENDED ACTION:

Authorize the Executive Director to exercise the option periods provided for in the contract on a year by year basis.

Commissioner DePuy moved to approve the consent agenda; Commissioner Gillum seconded the motion. There being no discussion the motion passed unanimously.

IV. PRESENTATIONS/ACTIONS/DISCUSSIONS - continued

7. Election of Vice-Chair

Commissioner Sauls moved to elect Commissioner DePuy, from the County, as the Vice-Chair of the Intergovernmental Agency. Commissioner Grippa seconded the motion. There being no discussion the motion passed unanimously.

8. Capital Circle SW PD&E Consultant Selection

Jim Davis stated that Blueprint staff has completed the process for selection of the PD&E consultant for Capital Circle SW from Crawfordville Road to SR 20. He noted that the score sheet from that process was included as page 59 of the agenda. As that page indicated, Kimley-Horn and Associates was a significant winner with a score of 94.1 as compared to the second place firm, RS&H, at 74.3.

RECOMMENDED ACTION:

Authorize the IMC to negotiate and award the Capital Circle SW PD&E contract to Kimley-Horn and Associates at a cost not to exceed \$2,662,400 plus a 10 percent contingency.

Commissioner DePuy moved to approve staff recommendation; Commissioner Gillum seconded the motion. Commissioner Lightsey stated that since there had been several discussions regarding the environmental sensitivity of that particular corridor, she had asked staff and they stated, while there was no separate weighted criteria or score for environmental expertise or staffing specific to environmental issues, had that, in fact, been weighed into the decision and scoring. She further stated that she had been assured that Kimley-Horn had the strongest component and staff expertise on environmental issues. She stated that she had not tried to verify that but was pleased to hear it and hoped that it was, indeed correct. Commissioner Sauls stated

that the fact that Kimley-Horn was assisting with the Scenic By-way project will also help. She felt they would be a good match. **The motion passed unanimously.**

9. Capital Circle SE Right-of-Way (Tram Road to Woodville Highway)

Jim Davis stated that according to the Blueprint Real Estate Policy, the way acquisition of right of way worked was, staff presented right of way maps to the Board, they approved them, and by resolution authorize the staff to proceed to acquire the required right of way. Mr. Davis stated that the process was more critical than before with the receipt of the \$7 million from TRIP for construction. In that, as soon as the right of way was acquired and when the \$3 million shortfall was funded, construction could begin on the project. Mr. Davis clarified that the maps did not include the needed right of way at the intersection of Woodville Highway; that portion was not yet complete. Rather than delay the process, staff was presenting them to the IA as 90% complete, with the remaining 10% to be presented at the September 11, 2006 meeting.

RECOMMENDED ACTION:

Approve the Resolution allowing right of way acquisition to begin on Capital Circle Southeast (SR 261, US 319) from Woodville Highway (SR 363) to Tram Road – Part A.

Commissioner Thael moved to approve staff recommendation; **Commissioner Sauls seconded the motion.** Commissioner Proctor stated that, in conjunction with item number 11, he was quite concerned that Woodville Highway should somehow be paired with the southeast Capital Circle expansion. He stated that he thought some priority had previously been made, however, he did not see it listed (in the Master Plan). In his discussions with St. Joe, they indicated a development would be upcoming in the area along Capital Circle between Woodville Highway and Tram Road. With concurrency knocking MG Wade out of the box, he stated, would concurrency for the St Joe project be associated with Woodville Highway or Capital Circle Southeast? He further stated that with that much wooded area being opened up, to the tune of 1400 new homes, he was once again emphasizing that Woodville Highway needed to be widened from Capital Circle to Four-Points. He stated he would like to know what could be done to accommodate what would become a “bottle-neck” if they allowed those projects to occur as projected.

Mr. Davis stated that there would be intersection improvements made at Woodville Highway and Capital Circle Southeast. However, those would simply be transitions for turn lanes at the intersection, etc. A specific project for the widening of Woodville Highway was currently not in the Blueprint program. Mr. Davis stated that he did not know where the Woodville widening stood in regards to the priorities of the CRTPA or FDOT. Short of intersection improvements at Woodville Highway and Capital Circle Southeast, Mr. Davis stated, there was nothing in the Blueprint program at that time.

Commissioner Proctor stated that he was unable to reconcile how the project could be approved because Woodville Highway was a feeder road and access road. He felt that the IA was not focusing on the “crunch that was coming down to the south side.” He further stated that Woodville Highway was part of the Emergency Evacuation System. Sheriff Campbell cited that Woodville Highway was vital to bringing those citizens to higher ground. Monroe Street, he continued, was four to six lanes to the Georgia line but south of (approximately) Ridge Road it was only two-laned. He felt that if the development St. Joe staff referred to came to fruition they, the Board, would be under serving infrastructure needs for that area.

Commissioner Lightsey stated that she understood Commissioner Proctor's concerns however she did not think it appropriate to spend Blueprint money to make those improvements. She further stated that the SouthWood project was a full fledged DRI. Therefore, they, not the tax payers, would be responsible for making the necessary roadway improvements because they were creating the impact. It should be a substantial amount of funding coming from St. Joe, she continued, because the last phase of the SouthWood DRI was approximately \$15 million. Her assumption was that, at least, a major part of any roadway improvements would be funded by the developer. Furthermore, she did not know of any way that Blueprint money could be reallocated in that direction because that was not on the list of Blueprint projects.

Commissioner Proctor asked who monitored the SouthWood DRI process. Mr. Davis stated that it was his understanding that both the City and County Growth Management offices had monitored that process. There were exactions of approximately \$10 million for phase 2 of that project. That money was distributed between the City, County, and FDOT for those concurrency and transportation impacts as part of the proportionate share process. Mr. Proctor requested that his staff to meet to exchange thoughts regarding the DRI and accountability, in terms of its impacts. Commissioner Mustian stated that he agreed that it was an important issue. Furthermore, he felt that St. Joe folks would be focused on it as well because it was in their interest to ease the commute from the development to downtown; as well as what might give them concurrency.

Commissioner Mustian stated that the problem for both Commissions was that there were several locations that had similar issues: Woodville Highway, Springhill Road, Pensacola Street. However, the issue was always that there was not enough money to fund the improvements. One of the ideas that had been discussed was the extension of the one-cent sales tax to off set some of those costs. He stated that it was possibly premature at that time to discuss the extension in depth, however, realistically it would need to be considered in the future.

There being no further discussion the motion passed unanimously.

V. CITIZENS TO BE HEARD

There were no citizens to be heard.

VI. ITEMS FROM MEMBERS OF THE COMMITTEE

Commissioner Lightsey stated that staff had informed her that one of the property owners on Capital Circle Southwest, from which Blueprint would need to acquire property for a stormwater facility, had received an appraisal for the property, that was considerably beyond what was assumed to be the actual value. She wondered how that would be handled and when that issue might be presented to the Board. Jim Davis stated that staff was not yet certain exactly how that issue would be handled. He clarified, for the other members of the Board, that he and Ms. Lightsey were referring to the Delta Industrial Park site and the fact that the cost had increased quite a bit based upon the property owner's estimate. Blueprint staff would be meeting with the property owner in an attempt to negotiate the price down to something reasonable. If, however, it was necessary, Blueprint did have the authority to condemn the property. It would then go into mediation for a third party to determine the value of the property.

Commissioner Lightsey stated that she would like staff to feel free to call upon whatever resources they needed to keep it on track. She stated that she might volunteer the Chair or other City staff, who had done an excellent job of negotiating some of the prices outside of the formal process, so that they could keep it within a rational budget. The property was certainly needed and the appraisal that was submitted was based on a land use different than what is currently allowed for the property. Given that, she felt that there was room for negotiation because the appraisal would need to be based on current land use allowed. Commissioner Mustian noted that he would be happy to do anything he could to assist.

VII. ADJOURNMENT

There being no further business, Chairman Mustian adjourned the meeting at 3:57 pm.

APPROVED:

ATTEST:

Mark Mustian
Chairman of Blueprint 2000 IA

Shelonda Gay
Secretary to Blueprint 2000 IA