

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

Meeting Minutes

December 4, 2003, 3:00 PM

City Commission Chambers, City Hall, 2nd Floor

MEMBERS PRESENT

County

Commissioner Tony Grippa
Commissioner Rudy Maloy
Commissioner Bill Proctor
Commissioner Bob Rackleff, Chair
Commissioner Jane Sauls
Commissioner Cliff Thaell
Commissioner Dan Winchester

City

Commissioner Andrew Gillum
Commissioner Allan Katz
Commissioner Debbie Lightsey
Mayor John Marks
Commissioner Mark Mustian, Vice-Chair

CITY/ COUNTY STAFF

DeLane Adams, County Commission Office
Parwez Alam, County Administrator
Kenneth Barber, County Commission Office
David Bright, Blueprint 2000
DeShaun Carter, Blueprint 2000
Jim Davis, Director Blueprint 2000
Sally Dowlen, County Public Works
Jim English, City Attorney
Shelonda Gay, Blueprint 2000
Dinah Hart, Mayor's Office
Vince Long, County Administration
Phil Maher, Blueprint 2000
Gabriel Menendez, City Public Works

Tony Park, County Public Works
Dan Rigo, County Attorney's Office
Debra Schiro, City Attorney's Office
Herb Thiele, County Attorney
Bill Woolery, City Public Works
Michael Wright, City Manager's Office

OTHERS PRESENT

Dan Beaty, PBS&J
Reggie Bouthillier, Greenberg Traurig
Paco de la Fuente
John Gorham, American Consulting Engineers
Lane Lucas, Baskerville-Donovan, Inc.
Don Keenan, American Consulting Engineers
Jerry Oshesky, The LPA Group
Bonnie Pfuntner, The LPA Group
Edward Ringe, LPA Group
Reggie Smith, MGT of America
Arlen White, Wilson Miller

Charles Wright, FAMU

CALL TO ORDER

The meeting was called to order by Chairman Bob Rackleff at 3:15 PM. At this time Commissioner Grippa stated the by-laws forbids the IA to meet on the same day as the MPO, unless there were extraordinary circumstances. Chairman Rackleff explained the bylaws read:

It is the desire of the Agency and the MPO not to schedule Agency and MPO meetings on the same day except for extraordinary reasons approved by the chairperson.

He further stated that a quorum could not be established on any other day, and there are two (2) must do items on the agenda that must be addressed today to move forward on two (2) critical projects. Commissioner Grippa asked that the Agency General Counsel address this concern to make sure the meeting is legal. City Attorney, Jim English addressed the Directors and stated the meeting is legal, determined by the wording of the by-law. The meeting proceeded at this point.

I. AGENDA MODIFICATIONS

Jim Davis stated there is one (1) agenda modification to delete Item #6: Letter of Authorization for the LPA Group (General Engineering Consultant). Commissioner Grippa asked why the agenda item was being pulled. Jim Davis stated the GEC contract has not yet been signed, so the letter of authorization cannot be issued, and that was why it was shown on the agenda as tentative. He further stated the consultant had not completed the labor rate portion of the document. Commissioner Grippa stated he had two (2) issues surrounding this agenda item. One being the prohibition of the consultants to speak to Commissioners and the second is the elimination of the "Community Liaison". Jim Davis stated the contract should be signed by next week. He further explained the contract does not mention prohibition, however prior to the signing of the contract, Jim Davis had asked that consultants go through him to communicate anything to the Commissioners regarding the contract, just to ensure that consistent and accurate information was being communicated. He further explained that the miscommunication regarding these two (2) items is exactly the reason why he wanted to prohibit communication prior to contract signing. Further discussion followed.

II. INFORMATIONAL ITEMS

Item #a: State Infrastructure Bank (SIB) Loan Award (Capital Circle NW)

Phil Maher announced that the Agency was informed on November 17 that the Department of Transportation had awarded Blueprint 2000 a SIB loan in the amount of \$22.6 million for the construction of Capital Circle Northwest from I-10 to US 90. He further stated the Agency Financial Advisor informed the Agency that the loan provided an interest savings of over \$4 million in relation to our existing bonds, and in addition, provided a cost avoidance of \$471,000 surrounding any bond issuance, underwriters, bond counsel, etc.

III. CONSENT ITEMS

1. Minutes of September 9, 2003, Intergovernmental Agency Meeting

Commissioner Grippa made a motion to move Consent, Commissioner Lightsey seconded, and the committee passed the Consent Item unanimously.

IV. PRESENTATIONS/ACTIONS/DISCUSSIONS

2. Northwest Florida Water Management District/ Blueprint 2000 Memorandum of Agreement for the Protection of the Headwaters of the St. Marks River

David Bright gave a brief explanation of the item. He stated that in October 2002 the IA approved an agenda item authorizing staff to move ahead with an agreement with the Northwest Florida Water Management District (NFWMD). He further stated the nine factors and issues that were included in the October 2002 agenda item are incorporated into in the agreement. The Agreement had been approved by the NFWMD Board at their meeting on December 1, 2003.

RECOMMENDED ACTION:

Option 1: Authorize the Director to sign the Memorandum of Agreement with the District.

ACTION TAKEN:

?? made a motion to move staff's recommendation, Commissioner Lightsey seconded, and the motion carried unanimously.

3. Agenda Development Policy, Revision

Commissioner Grippa made a motion to approve staff recommendation. Commissioner Lightsey suggested that the policy be revised to state that no item can be added to the Agenda after an appropriate time so that it can be fully staffed, and delivered to the Commissioners three (3) full working days prior to the meeting. Commissioner Grippa asked that an item be given to staff at least a ten (10) days prior to the meeting, and is expected to be staffed in a timely manner, unless deemed impossible by staff. Further discussion followed.

Subsequently, the motion was made to approve staff recommendation.

RECOMMENDED ACTION:

Option 1: Any Director at anytime may add an item to an Agency Agenda. At any time a Director desires to add an item to an agenda previously approved by the IMC, that Director will contact, either the City Manager or the County Administrator and request that the item be added to the agenda. In sum, any Director may add an item to the Agenda by contacting their respective Manager or Administrator.

ACTION TAKEN:

Commissioner Grippa made a motion to approve staff's recommendation distribution of the Agenda Item to the IA within seven (7) days. Commissioner ?? seconded, and the item passed unanimously.

4. Still Property Advance Acquisition (Capital Circle SW)

No presentation was made.

RECOMMENDED ACTION:

Option 1: Acquire the Still parcel at \$195,000.

ACTION TAKEN:

Commissioner Grippa made a motion to approve staff's recommendation, Commissioner Lightsey seconded, and the item passed unanimously without discussion.

5. Project Design-Build Presentation

Jim Davis gave a brief explanation of the Design-Build process. He introduced Jerry Oshesky of the LPA Group to give the short presentation on the process. Jerry explained the process is an alternative method to delivering design and construction contracts together. Mr. Oshesky further explained the advertising process, selection criteria, the advantages and disadvantages of the process as a whole. Commissioner Grippa asked if the process has ever been done without rewarding a stipend to the losing bidders. Jerry Oshesky stated yes; Jim Davis explained that the stipend allows ownership by the Agency of the losing proposals and the Agency could then incorporate ideas from the other proposals into the project if desired. Commissioner Lightsey asked what the range amount for a stipend would be. Mr. Oshesky stated the range is based on construction cost and for FDOT, typically ranges from \$20,000 - \$100,000 depending on project size. Further discussion followed.

RECOMMENDED ACTION:

None.

ACTION TAKEN:

There was none required.

6. Letter of Authorization for the LPA Group (General Engineering Consultant)

This item was deleted from the Agenda at the beginning of the meeting.

V. CITIZENS TO BE HEARD

There were none.

VI. ITEMS FROM MEMBERS OF THE COMMITTEE

Mayor Marks asked if the reduction in the members of the IA could be explored, similar to what had just been discussed and approved at the MPO meeting. He would like to see three (3) members from each Commission be included on the IA. He explained he believes this will allow meetings to move more expeditiously and efficiently. Commissioner Lightsey stated she does not support the reduction of the members simply because there should be more time given to the IA process before discussing a reduction. Unlike the MPO, there are no surrounding counties that need be represented on the IA. She also feels a decision will need to be addressed by other committees who envisioned this process. Commissioner Grippa agreed that more time should be given for the process before we reduce the size of the IA, however he questioned the reasoning for a weighted vote on the IA. Commissioner Grippa moved that the weighted voting structure be reviewed. It was seconded by Commissioner Thaell, however, Commissioner Thaell subsequently removed his second.

Commissioner Winchester asked why the money in the NFWFMD agreement is limited to the Headwaters of St. Marks River. Jim Davis stated the Agreement had been developed to address the District's desire, consistent with Blueprint's charge, to protect this area of joint concern, and to use and match Forever Florida funding allocated to the District. Commissioner Winchester stated he would like an agenda item brought back to address using some of the money to purchase the Old Hastings property, in the area of the Sam's Club location on North Monroe, which could be affected by the proposed future development of a Super Wal-Mart. He also asked staff to discuss the purchase of this property with the NFWFMD. Commissioner Lightsey asked whether or not this purchase would go against the Blueprint 2000 funding plan or vision. She does not want funding this parcel to hinder or impact funding any other Blueprint projects. Commissioner Mustian stated if it requires a fund match from Blueprint 2000, it should go back for approval from the Citizen's Advisory Committee.

VII. ADJOURNMENT

There being no further business, Chairman Rackleff adjourned the meeting at 4:30 pm.

APPROVED:

ATTEST:

Bob Rackleff
Chairman of Blueprint 2000 IA

Shelonda Gay
Secretary to Blueprint 2000 IA