

**TALLAHASSEE – LEON COUNTY  
BLUEPRINT INTERGOVERNMENTAL AGENCY  
Meeting Minutes  
June 20, 2016  
3:00 pm, City Commission Chambers**

**MEMBERS PRESENT**

<b><u>County</u></b>	<b><u>City</u></b>
Commissioner John Dailey	Mayor Andrew Gillum
Commissioner Kristen Dozier	Commissioner Scott Maddox
Commissioner Nick Maddox	Commissioner Curtis Richardson
Commissioner Mary Ann Lindley	Commissioner Nancy Miller
Commissioner Bill Proctor	Commissioner Gil Ziffer, Chair
Commissioner Bryan Desloge	

**CITY/COUNTY STAFF**

Ben Pingree, PLACE	Vince Long, Leon County
Charles Hargraves, Blueprint	Alan Rosenzweig, Leon County
Shelonda Meeks, Blueprint	Ken Morris, Leon County
Angela Ivy, Blueprint	Wayne, Tedder, COT
Debra Schiro, Blueprint	Tony Park, Leon County
Autumn Calder, Blueprint	Allie Fleming, COT
Megan Doherty, Blueprint	Regina Glee, Leon County
Cristina Paredes, OEV	Cassandra Jackson, COT
Lindsay Volpe, OEV	Matt Cavell, Leon County
Dan Lucas, OEV	Hilda Gilchrist, COT
Shanae Wilks, OEV	Charles Brown, COT
LaTanya Raffington, OEV	Gary Zirin, Leon County
Chris Edwards, OEV	Alison Farris, COT
Jeremy Floyd, Planning	Vincent Evans, COT
Patrick Twyman, COT	M'Lisa Ingram, COT
Rita Stevens, COT	Lew Shelly, COT
Catherine Jones, Leon County	

**OTHERS PRESENT**

Maribel Nicholson- Choice, Greenberg Traurig*	Gray Swoope, VisionFirst Advisors
Melissa Medley, VisionFirst Advisors	Neil Fleckenstein, Blueprint CAC
Nancy Blum-Heintz, VisionFirst Advisors	Alan Stucks, Blueprint CAC
Griff Salmon, VisionFirst Advisors	

\* Indicates Blueprint 2000 General Engineering Consultant

Commissioner Gil Ziffer called the meeting to order at 3:05 pm with a quorum. Ben Pingree stated that it was also the soft launch of the new Office of Economic Vitality's website. It came through a joint city-county effort that the team was quite proud of. He noted that it was what guests had

seen scrolling along the screens in the Commission Chambers. Staff was extremely excited about it and all the various attributes and user friendly interactivity that was incorporated in it.

## **I. AGENDA MODIFICATIONS**

Item 8, Review of a Proposal to Acquire Ames Sink Property, was removed from the agenda at the request of staff.

## **II. CAC CHAIRMAN'S REPORT**

Neil Fleckenstein stated that at the June 2, 2016 CAC meeting the committee heard a great presentation on the progress of the Office of Economic Vitality. It was an in-depth conversation and the CAC also shared feedback with the VisionFirst Advisors team that was working on the strategic plan. The takeaways from that conversation were that there is a tremendous amount of interest and excitement about the opportunities presented by a more unified approach to economic development. As the community continued to engage in conversations about how to move forward on the issues related to economic development it would be essential to ask 'Who was not in the room? Who was not involved in that conversation?'

Many of the usual suspects attended the meetings and strategic planning sessions. However, moving forward, it would be important to know who was not involved in that conversation and who would the team benefit from hearing from; be it the nonprofit sector, the disabled community, the conservation community, minority communities, senior community, etc. He strongly encouraged VisionFirst Advisors and the Board to engage the broader community groups and make every effort to gain their input as well.

A third point that coalesced around a couple of different comments was that many citizens had traveled to places that have they have healthy economies but did not necessarily have a strong sense of community. Or maybe there was a disconnect in the balance between improved areas and the natural environments. Or maybe there was little appreciation for the for the characteristics that made those communities distinct. He stressed the importance of, as Tallahassee continued to grow and develop through the focus on community assets of economic development, anchoring that work in the resources in our community because that was what distinguished Tallahassee and cause it to stand out in Florida and across the US.

Regarding the Debbie Lightsey Nature Park Concept, the CAC was in full support of. JR Harding, the Disability Rights Advocate on the CAC, provided excellent commentary on the importance of getting feedback from the disabled community throughout the planning process. From the initial planning through to design and implementation to ensure universal access to all.

### **III. INFORMATION ITEMS**

#### **1. CAC Meeting Minutes (February 29, 2016)**

This item was presented as informational only.

#### **2. Blueprint Project Updates**

This item was presented as informational only.

Regarding the sound wall, Commissioner Maddox stated that with the possibility of redevelopment of the property immediately behind it, the City could require, through a development agreement with the owner or developer, the incorporation of sound barriers into their projects. This could be accomplished in a seamless manner in a way that would have greater results for the neighborhood. Much greater than building something that, quite possibly, could be a detriment to the property around it and or would have to be torn down to accommodate the development of property behind. It seemed to him that the goal of the neighborhood was to reduce noise from the Amphitheater. If the Board could find a more efficient way to accomplish that it would be incumbent upon them to do so.

Commissioner Dozier reminded the Board that the wall only covered a very small portion of the houses that were affected by the sound of the first place. Other mitigation options could and should be considered. Furthermore, she stated that it was almost one year since the Board voted in favor of the wall and that the neighborhood anticipated that the Board would have moved more quickly on the subject. She recognized that staff had accomplished a significant amount of work on the project in that time and still questioned the City's timeframe for improvements and long-term solutions. She also questioned how the sound of the train would affect the park. The reverberations of that sound back into the park and into downtown could create cascading problems in other areas. If a wall was pursued, she strongly encouraged the use of sound-absorbing material and further exploration of methods to address the issue.

Commissioner Lindley stated that she was pleased with the forward progress whether it was in addition to or instead of a wall. She understood that there might be feelings of impatience however, she felt that the residents understood that the Board, and the City Commission, was working toward a resolution. Staff was evaluating alternatives and the next step would be dependent on the proposal to and approval by the City Commission. She did not feel that an adjustment in the Boards position was warranted at that time. As additional information became available, maybe in September, that could be addressed.

Commissioner Dozier stated that her impression from staff was that if the Board did not make a change in the June meeting, that they would begin moving forward with design. Charles Hargraves

clarified that staff was ready to begin the survey work. With that clarifying information, Commissioner Lindley agreed that the Board owed it to the residents to find the best possible long-term solution. She understood that it might be disappointing to the neighbors however, they all share the same goal.

**Commissioner Scott Maddox moved that the Board delay action on the item until additional information could be gained from the City regarding the possibilities of development of the City property and any or all sound barriers that would be part of that. Also, an agenda item would be included at the September 12, 2016 meeting providing data for the Board to make an informed, holistic decision. Commissioner Desloge seconded the motion.**

Commissioner Proctor questioned if there was a statute of limitations in terms of how much hand-holding that had been committed to the neighbors over sound issues. Understanding that everyone deserved justice, it seemed to him that the Board had spent an inordinate amount of empathy and time on sound being extraordinarily correct and attained at just the right pitch for every single person who raised a voice. He compared it to other areas of the community that were also impacted by sound, such as those near the airport, that were significantly affected yet received no conversation or consideration.

Mayor Gillum requested that the September agenda item include the complaint history since the opening of the park in March 2014 to allow the Board to correlate an event with the complaints and the nature of the shows. If out of a one-year period, there were ten complaints, the Board needed to assess the meaning and determine what value they would assign to it. He also requested that the item include a comprehensive set of considerations for the wall. For instance: what were the increased chances of graffiti, abatement and the costs associated with it? Were there request for the wall to be extended to cover more areas that may or may not help? How scientifically reliable was the assessment, on both sides of the wall for impact? He felt that it was consistent with the concerns expressed earlier. And that the Board acted in response to what residents clearly identified to be an issue. However, the jurisdiction of the Board was larger and necessarily more comprehensive than the limited view of one or two neighborhoods.

Commissioner Ziffer stated that the Board had clearly demonstrated, by the numerous conversations had, that they were concerned and had every intention of finding a solution. He appreciated that one of the potential opportunities before them could alter the trajectory of the project. He felt that it was prudent for the Board to follow through on the evaluation of it.

**The item passed unanimously.**

**IV. CONSENT ITEMS**

**3. IA Meeting Minutes (February 29, 2016)**

**RECOMMENDED ACTION:**

**Approve Option 1:** Approve minutes as provided.

**Action by TCC and CAC:** This item was not presented to the TCC or CAC.

**4. Acceptance of FY 2015 Comprehensive Annual Financial Report (CAFR) and Appropriation of FY 2015 Operating Fund Balance**

**RECOMMENDED ACTION:**

**Approve Option 1:** Accept the Fiscal Year 2015 Performance Report

**Action by TCC and CAC:** The CAC unanimously accepted the Fiscal Year 2015 Performance Report. The CAC suggested turning this into a publication for distribution. This item was not presented to the TCC.

**Commissioner Desloge move the consent agenda. Mayor Gillum seconded the motion. It passed unanimously.**

**V. GENERAL BUSINESS – 2020 Sales Tax Extension**

**5. Tallahassee/Leon County Office of Economic Vitality Operational Status Report and Strategic Plan Progress Report**

Ben Pingree stated that it was a great pleasure to begin presentation on the Office of Economic Vitality item. As the Board would recall, it was less than three short months ago that the Intergovernmental Agency gave direction to stand up a new, vibrant, and fully engaged Office of Economic Vitality. Staff did just that and had made great progress in the interim. Mr. Pingree shared some of the success Office of Economic Vitality to date and the daily mission of Office of Economic Vitality: to assist the community to grow, to constantly innovate, never to rest on its laurels, and to have the greatest experiences for its citizens and visitors.

Cristina Parades, the Deputy-Director of Operations and Engagement for Office of Economic Vitality introduced the new highly interactive state-of-the-art website. Within three clicks users could access almost any research that OEV anticipated to be highly utilized. She walked the Board through some of the key features including statistical data and a story map to help visualize some of the elements of Leon County and Tallahassee. Other features were the ability for users to search for buildings on their own, heat-mapping of construction trends and soon to be included, heat-mapping of economic trends.

Mr. Pingree stated that the strategic plan would be the piece that would guide Office of Economic Vitality forward. He introduced Gray Swoope of VisionFirst Advisors who spoke to the interview process with community stakeholders and the development of the strategic plan.

Commissioner Proctor stated that economic development was somewhat abstract to him. He stated that he would like to see a portion of the funding allocations for economic development specifically focus on South City and Bond communities. Furthermore, he questioned what would be done with the co joining of the MBE offices and the commitments to fund disparity studies for the City and County. Would it be one study for both entities? How would those entities remain eligible? Who would ensure that their operations and decisions would be respected?

Lastly, on the issue of mental health, Commissioner Proctor felt that it was important to bring to the region something that would be profitable and provide service that did not exist in the community. He strongly encouraged that a portion of the funding allocations be used to establish an industry that linked into the available and existing infrastructure, such as hospitals and medical schools.

Commissioner Dozier stated, regarding the EDCC, that it was a group of organizations that focus on business development. That there was not, to her knowledge, a business owner included unless they were serving in a volunteer position through one of the included affiliations. She questioned Mr. Swoope on his opinion of the structure and membership of the EDCC and what about it needed to be different.

In response, Mr. Swoope stated that he appreciated Commissioner Dozier's observation. During his presentation he mentioned that there several good missions of the affiliated groups. However, the concern came in looking collectively at economic development as a whole for the community. The piece that Office of Economic Vitality, VisionFirst Advisors, and the EDCC would work from was the intersections of those missions; where they conflicted or agreed. His personal concern was that it not become a mission to suit a funding mechanism. It was too early in the process to make a recommendation however his observation of the process and listening to the voices of the many groups, the real challenge will be creating a vision and mission that those varying groups can work collectively on; that effectively utilized the funds for economic development. He worried that the business voice, the customer for economic development, was absent in the EDCC. It was early in the process still however it was a piece that needed to be taken into consideration as they moved forward.

Commissioner Dozier questioned if, VisionFirst Advisors was already thinking that the group the Board designated to hear the draft, would have a unique perspective, because they come from all these organizations, would it be in the best interest of everyone to have a group that could have

those raw and in-depth discussions and provide the Board with feedback on that draft from business leaders. Mr. Swoope agreed. The EDCC was a great group of community leaders and the missions by their selves are admirable. In looking at economic development strategy though, having that independent business voice and the knowledge of how the strategic plan would impact them as a whole, makes for a vibrant economy that elevates Tallahassee to the next level. Yes, it would be good to have that voice somewhere in that process.

Commissioner Dozier stated that she was not suggesting changes to the EDCC however, she felt that it was good staff direction. She did not think that the Intergovernmental Agency needed to appoint people to a second committee however, staff could assemble a diverse group of business people.

Commissioner Miller stated that she too was interested in the fact that there was not a business owner, or significant person of record at least, representing the Chamber, as a business in the community on the EDCC. She felt that it would be very important for people to attend that meeting with the EDCC when the VisionFirst Advisors report is presented to them.

Another concern was the fact that neither the City nor the County included implementation in their budgets. She questioned how it was envisioned to be executed. She imagined that the Board would receive the report, prompting the conversation that would grow in depth to determine the actual implementation plan. Additionally, she recognized that Neil Fleckenstein expressed the importance of the overarching goal: to genuinely recognize Tallahassee for what it is and what its big assets are as far as quality of life is concerned. No matter what the identity of the City or the draw here, most people, as was evidenced in the report, seem to like living in this area. It is important that the essence of the quality of life is preserved while moving forward with the economic development plan.

Commissioner Miller stated that she thought that all of the changes were constructive and allowed the Board to move forward in addressing the economic development shortcomings with an aggressive plan. Having the strategic plan in place would allow for the team to “hit the ground running” in 2019 when sales tax collections began as Blueprint had done in the past with infrastructure projects.

Commissioner Richardson stated that one of his top priorities as a Commissioner and member of the Board, had been to ensure that decisions and actions in development were equitably distributed throughout the community. He spoke primarily to the French Town and Southside areas and how Office of Economic Vitality would bring economic development to those parts of our community that currently were seriously lacking in that regard,

He, like Commissioner Proctor, would like to see concrete plans for tangible progress. He understood that the individual Commissions were taking action however, he requested a

comprehensive strategic plan that would drive development, specifically along the South Adams and South Monroe corridors and into south-side communities, that was long overdue. He did not think that further study was necessary to once again outline the issues. What was needed was concrete action and that was what he wanted to see moving forward.

In regard to operations and funding structure that Commissioner Miller mentioned, Mayor Gillum stated that he did not assume that the only work the EDCC or OEV would do would be the implementation of the \$90M allocation by their selves. For instance, if the Commission and OEV were to recommend a set of projects that would absorb the totality of those dollars the Board would still have to do economic development and recruitment retention work. OEV was the established identity for economic development for the area. He hoped that with the recommendation would come conversation not only about the \$90M but also, the long-term sustainability of the department.

From the VisionFirst Advisors team, Mayor Gillum stated that he was most interested in seeing was, following a thorough analysis of Tallahassee's assets, the drilling in on the targeted industry sectors. It was important to him because throughout the strategic plan interview process with community stakeholders, there would be multiple opinions shared about what was or was not occurring in regards to recruitment. He felt that the work would be in hearing those opinions and articulating that the community was or would be best positioned to take advantage of a particular opportunity. That would in turn inform where the Board invested in incentives, resources, etc.

Furthermore, he also felt that it would be interesting would be the feedback from local or existing business support. The Commissions had been criticized for appearing to "play favorites" by actions that help to prop up or stand up what already was in existence. That, to him, was undervaluing the incumbent businesses in the community that might be on the cusp of growth to that next level of business development opportunity. However, the support that currently existed was targeted at recruitment versus growth of the existing business.

Mayor Gillum stated that he understood that it was challenging to figure out and was probably much more art than science. However, communities struggled with what to do when existing companies wanted to grow and that growth could be the difference between an influx of new, high paying jobs and the ability to keep that company in Tallahassee versus the shiny and new recruitment. Where a new company is attracted and also holds the potential of new jobs. Both were valuable however, the first company could potentially hold more value because it was pre-existing.

Commissioner Dozier stated that, as Mr. Pingree and Mr. Swoope spoke to in their presentations, the data had been around for a long time. There had not previously been one forum or organization or program that could solve it all. She stated that she hoped to see it merge into the joint housing

meeting in October. It could be that the issues needed to be addressed through different angles but could be used to strengthen other areas as well.

**RECOMMENDED ACTION:**

**Approve Option 1:** Accept the status report.

**Action by TCC and CAC:** This item was not presented to the TCC or CAC.

**Commissioner Dozier moved Option 1 and provided the ability for staff to assemble a group of business stakeholders to reflect on the draft strategic plan and provide comment to the Board at the September 12 meeting. Mayor Gillum seconded the motion.**

Mr. Pingree stated that he thought that the structure and focus of the stated system are as strong as had been seen. VisionFirst Advisors had been directed from day one to the specificity and frankly the science, as much as the art, which too often described the work of economic development, should be utilized in the strategic plan. Clear metrics and goals were necessary along with world-class data and the understanding that Office of Economic Vitality could not be everything to everyone. They could however, utilize the opportunity to separate the wheat from the chaff on what was and was not a targeted industry sector; define where they should focus the limited resources with full transparency and accountability, and outline how it would be implemented through specifics that the Board could really chew on.

He further stated, to Commissioner Miller's comment, that Office of Economic Vitality did not presuppose what the budget would be. Staff did feel that there was adequate time to achieve the recommendations proffered by the Intergovernmental Agency. The budget proposal that was also before them was a tremendous next step in that process. He welcomed the input from Commissioner Dozier in ensuring that staff was touching the business community. In addition to the EDCC and CAC. Regarding MBE, Mr. Pingree stated that there would be more information available at the September meeting however, the RFP for the Disparity Study would be issued in the forthcoming week. Staff anticipated having an agenda item in the September 12, 2016 for the Intergovernmental Agency to select a consultant to begin that important work. That study would lead to the full consolidation of the MWSBE office within Office of Economic Vitality.

Commissioner Richardson wanted to ensure that the committee of business people to also review the strategic plan would be as representative as possible of the community without becoming too unwieldy. Mr. Pingree stated that was a high priority. Secondly, Commissioner Richardson stated that he had recently been made aware of concerns about staffing, or rather the lack of staffing, at the combined MBE office. He understood that the City MBE office had been understaffed to the point that staff could not make site visits. He thought that was a big criticism of the office and requested that staff address those concerns in the September agenda item. Mr. Pingree agreed and

stated that Office of Economic Vitality would be evaluating alternatives to maximize the benefit and the positive impact of the program with the limited resources available.

**The motion passed unanimously.**

**VI. GENERAL BUSINESS – Blueprint Intergovernmental Agency**

**6. Election of Intergovernmental Agency Vice-Chair**

Ben Pingree stated that in accordance with policy the next Vice-Chair to be nominated for the forthcoming cycle would be a County Commissioner.

**RECOMMENDED ACTION:**

**Approve Option 1:** Elect a Vice-Chair.

**Action by TCC and CAC:** This item was not presented to the TCC or CAC.

**Commissioner Nick Maddox stated that it was his pleasure and honor to nominate Commissioner MaryAnn Lindley to Vice-Chair of the Intergovernmental Agency. Commissioners Dozier, Desloge, Miller and Daily seconded the motion. It passed unanimously.**

**7. Adoption of Blueprint's Internal Control Policy No. 106**

Ben Pingree began a summary of the item when **Commissioner Desloge moved approval. Commissioner Nick Maddox seconded the motion.**

**RECOMMENDED ACTION:**

**Option 1:** Approve the adoption of Blueprint's Internal Control Policy No. 106 with an effective date of August 1, 2016.

**Action by TCC and CAC:** This item was not presented to the TCC or CAC.

**The item passed unanimously.**

**8. Review of a Proposal to Acquire Ames Sink Property**

This item was pulled from the agenda.

**9. Approval of the Debbie Lightsey Nature Park Concept**

Ben Pingree stated that Blueprint sought approval of the concept design which drew significant volunteer hours in the development of the idea for the 113-acre park that was previously acquired for stormwater mitigation

**Commissioner Lindley moved Option 1; Commissioner Daily seconded the motion.**

**RECOMMENDED ACTION:**

**Options 1: Approve the Debbie Lightsey Nature Park Concept.**

**Action by TCC and CAC:** This item was not presented to the TCC or CAC.

Commissioner Miller stated that Commissioner Lightsey phoned her just prior to the meeting to state that she had been unavoidably detained. She requested that Commissioner Miller convey that her absence was not due to lack of interest; that she had previously attended many of the planning meetings and was delighted with and strongly in favor of the project and the concept design.

**The item passed unanimously.**

Charles Hargraves requested acknowledgement of the local chapter of the American Society of Landscape Architects who donated their time and effort during the design charrettes.

**10. Approval to Enter into a Joint Partnership Agreement with the Florida Department of Transportation Regarding Improvements to Woodville Highway**

Ben Pingree stated that Blueprint sought the approval of the IA to enter into a JPA with FDOT to fund the construction of improvements on Woodville Highway between Capital Circle and Paul Russel Road.

**Commissioner Proctor moved Option 1; Commissioner Miller seconded the motion.**

**RECOMMENDED ACTION:**

**Options 1: To achieve the enhanced landscape and gateway goals of the Southside Gateway project, authorize Blueprint to enter into a Joint Project Agreement with FOT District III to fund the construction of the “bump outs” on SR 363 (Woodville Highway) from SR 263 (Capital Circle) to Tram Road. The estimated cost of the bump outs is \$1,048,000.00. Note, these funds will be allocated from the 2020 sales tax funds and programmed into the budget cycle based on IA direction.**

**Action by TCC and CAC:** This item was not presented to the TCC. It was presented to the CAC, who unanimously approved Option 1.

**The item passed unanimously.**

11. Proposed Fiscal Year 2017 Blueprint Operating Budget

Ben Pingree read the agenda title. **Commissioner Desloge moved approval; Commissioner Miller seconded the motion.**

**RECOMMENDED ACTION:**

**Options 1: Review and comment on the FY 2017 Operating Budget.**

**Action by TCC and CAC:** This item was provided to the CAC but not discussed at the June 2, 2016 meeting. The TCC did not review this item.

**The item passed unanimously.**

12. **Review of Proposed Fiscal Year 2017 Blueprint Net Sales Tax Allocation Plan and 2017-2020 Capital Improvement Plan**

Ben Pingree read the agenda title and noted that the item would return to the Board in September for final approval. Commissioner Ziffer confirmed that there was no action require.

**V. CITIZENS TO BE HEARD**

There were no citizens to be heard.

**VI. ITEMS FROM MEMBERS OF THE BOARD**

There were no items from members of the Board.

**VII. ADJOURNMENT**

There being no further business, Chairman Ziffer adjourned the meeting at 4:31 pm.

**APPROVED:**

**ATTEST:**

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**Gil Ziffer**  
**Chair of Blueprint IA**

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**Shelonda Meeks**  
**Secretary to Blueprint**  
**Intergovernmental Agency**