

# Blueprint Intergovernmental Agency

## Board of Directors

### Meeting Minutes

**Date:** September 19, 2017  
**To:** Board of Directors  
**From:** Benjamin H. Pingree, PLACE Director  
**Subject:** Summary Minutes of Board of Directors Meeting on June 13, 2017

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#### **MEMBERS PRESENT**

<b><u>COUNTY</u></b>	<b><u>CITY</u></b>
Commissioner Mary Ann Lindley, Chair	Commissioner Gil Ziffer
Commissioner Kristin Dozier	Mayor Andrew Gillum
Commissioner Nick Maddox	Commissioner Curtis Richardson
Commissioner Bryan Desloge	Commissioner Scott Maddox
Commissioner Bill Proctor	Commissioner Nancy Miller
Commissioner Jimbo Jackson	

#### **MEMBERS ABSENT**

<b><u>COUNTY</u></b>	<b><u>CITY</u></b>
Commissioner John Dailey	

#### **COUNTY/CITY STAFF PRESENT**

Alan Rosenzweig, Leon County	Susan Emmanuel, Blueprint IA
Ken Morris, Leon County	Angela Ivy, Blueprint IA
Wayne Tedder, City of Tallahassee	Autumn Calder, Blueprint IA
Ben Pingree, PLACE	Megan Doherty, Blueprint IA
Al Latimer, OEV	Cherie Bryant, Planning
Cristina Paredes, OEV	Patrick Twyman, City of Tallahassee
Shanea Wilks, OEV	Rita Stevens, City of Tallahassee
Dan Lucas, OEV	Kellie Sirmons, Leon County
Lindsay Volpe, OEV	Tony Park, Leon County
Debra Schiro, Blueprint IA	Theresa Heiker, Leon County
Shelonda Meeks, Blueprint IA	Jorge Puente Sanchez, Blueprint IA
Greg Burke, CRTPA	Chris Curry, City of Tallahassee

#### **CITIZENS PRESENT**

Hugh Tomlinson, BPIA CAC	Debbie Lightsey
Michael Schwier*	Linda Lee
Walter McDonald	Jerrick Saquibal
Meta Calder	Dana Powell
Doris Partridge	Bonnie Gandy
Ted Thomas	John Lorenz
Mary Lawler	Dot Skoffronick
Pam Hall	Curtis Baynes
Kristi Haniphor	Anne Bardolph

Barney Bishop III	Mark Thomasson
Shauna Smith	Colleen Thornburn
Al Thornburn	Don Quarello
Jared Willis	Ann Bidlingmaier
Bill Wilson	Gordon Hansen

\*Indicates Blueprint Intergovernmental Agency (BPIA) General Engineering Consultant (GEC)

## **I. AGENDA MODIFICATIONS**

- Revision to Item #2: Acceptance of FY 2016 Comprehensive Annual Financial Report (CAFR) and Appropriation of FY 2016 Operating Fund Balance
- Summary of the June 5, 2017, BPIA Technical Coordinating Committee meeting
- Summary of the June 8, 2017, BPIA Citizen's Advisory Committee meeting
- Supplemental information Item #6: Status Report on the Closure of the South Monroe at East Magnolia Walgreens
- Updated Resolution Item #8: Approval of Resolution Supporting Project Campus as a "Qualified Target Industry" Applicant and Targeted Business Program Application
- Modification Item #9: Approval of the Enabling Resolutions and Appointments to the Economic Vitality Leadership Council, Economic Vitality Competitiveness Committee, and Competitive Projects Cabinet
- Supplemental information Item #11: Consideration of a Proposed Prioritization Process for the Community Enhancement, Connectivity, and Quality of Life Blueprint 2020 Infrastructure Projects

## **II. INFORMATIONAL ITEMS/PRESENTATIONS**

- Draft Fiscal Year 2018 Blueprint Intergovernmental Agency Operating Budget
  - This item was informational only
- Draft Fiscal Year 2018 Net Sales Tax Allocation Plan and 2018-2022 Capital Improvements Plan
  - This item was informational only
- Citizen's Advisory Committee (CAC) Chairman's Report, Chair Allen Stucks
  - Hugh Tomlinson, Vice Chairman, provided an overview of the CAC's meeting on June 8, 2017 which included the following:
    - Review of the Draft 2017-2018 Operating Budget and the Net Sales Tax Allocation Plan.
    - Information on A Request for a Resolution Supporting Project Campus as a "Qualified Target Industry" Applicant. CAC was excited about the prospect of Project Campus.
    - Presentation by staff on the progress of the Office of Economic Vitality and on the committee structure for the Economic Vitality Leadership Council and Economic Vitality Competitiveness Committee. The CAC approved both the structure and nominees.

- Mr. Tomlinson exercised personal privilege to recommend that Northeast Business Association be included in the Economic Vitality Competitiveness Committee.
  - Presentation by staff on the prioritization of Community Enhancement, Connectivity, and Quality of Life Blueprint 2020 Infrastructure Projects. As well as general updates of current Blueprint projects.
- Blueprint Project Updates
  - Charles Hargraves provided a brief overview of the status of Blueprint projects that included:
    - Updates on the Capital Circle Northwest Southwest road project and information on the grand opening. Commissioner Ziffer provided congratulatory remarks.
    - Blueprint received the following awards:
      - For the Capital Cascades Trail Segment 3B and 3C, in conjunction with the City of Tallahassee's FAMU Way road project, received the Multi-functional Project of the Year Award, by the Big Bend Chapter of the American Public Works Association and the Transportation Project of the Year Award by the Florida Chapter of the American Public Works Association.
      - Capital Cascades Crossing, including the pedestrian bridge over South Monroe, received the Project of the Year Award by the Big Bend Chapter of the American Public Works Association.
      - The Tallahassee Trust for Historic Preservation gave Historic Preservation Awards to the Smokey Hollow Commemoration site and Smokey Hollow Historic American Landscapes Survey.
- Office of Economic Vitality Project Updates
  - Al Latimer provided a brief overview of the status of the Office of Economic Vitality projects that included:
    - Early data from the Research and Business Analytics Unit for the 3<sup>rd</sup> quarter report, due out in July 2017, indicated 5,850 new jobs, 4% unemployment, and 3% taxable sales.
    - The Engagements and Operations Unit, in conjunction with the #CapitalLoop program, had more than 25 business consultations, 35 engagement opportunities, and two project leads generated.
    - The consolidated MWSBE Unit completed 24% new certifications and 26% recertifications. The contract for the Disparity Study was finalized and moving forward.
    - Collaboration efforts by staff included:
      - Tallahassee International Airport to establish a Foreign Trade Zone to assist airport growth initiative and explore business development opportunities.
      - Regional engagements in the Gulf to Gadsden Freight Logistics Zone, which would strengthen intermodal connectivity and allow

funding prioritization. As well as the Foreign Direct Investment Opportunity.

- Due to the efforts of the Tactical Response Team strategically addressing the closure of South Monroe-Magnolia Walgreens, 90% of the employees relocated to other stores. Furthermore, Big Bend Cares, reopening in October 2017, would provide pharmacy service to the impacted residents.
  - Commissioner Richardson spoke to the long history of businesses closing on the Southside. He stressed the need for a sense of urgency in developing a comprehensive action plan for addressing the issue. Including infrastructure improvements.
  - Commissioner Scott Maddox shared Commissioner Richardson's concerns and suggested an overall ideological discussion before involving government outreach in the free market. He cited the \$200K improvements, funded through the CRA, to the Piggly Wiggly giving that business an advantage over the Winn Dixie in the same vicinity.
- Noted that OEV was selected as one of the five host cities in the American Competitiveness Exchange Tour happening December 3-9, 2017. This is an exemplar of more than 27 countries from North and South America coming to Tallahassee to learn best practices and what works well for Tallahassee-Leon County.

### III. CONSENT

**ACTION TAKEN: The Consent Agenda was moved by Commissioner Desloge and seconded by Commissioner Richardson. The motion passed 9-0 with Commissioner Scott Maddox out of chamber.**

1. Approval of the February 21, 2017 Board Meeting Minutes

**Option #1: Approval of the February 21, 2017 Board Meeting Minutes**

2. Acceptance of FY 2016 Comprehensive Annual Financial Report (CAFR) and Appropriation of FY 2016 Operating Fund Balance

**Option #1: Accept the FY 2016 CAFR and approve additional appropriation to the FY 2017 Budget of \$1,636,950 for transfer to the Capital Projects Fund. In addition, out of \$1,636,950 available for transfer to the Capital Projects Fund, \$50,000 be allocated to the Capital Cascades Crossing project and \$250,000 be allocated to the Capital Circle Northwest Southwest project.**

3. Status Report on Blueprint Infrastructure Projects

**Option #1: Approve the June 2017 Blueprint Project Updates.**

4. Shade Analysis of the Capital Cascades Trail Segment 3 Playground

**Option #1: Accept staff's analysis.**

5. Status Report on the Operations of the Tallahassee-Leon County Office of Economic Vitality

**Option #1: Accept Tallahassee-Leon County Office of Economic Vitality Status Report.**

6. Status Report on the Closure of the South Monroe at East Magnolia Walgreens

**Option #1: Accept the Tallahassee-Leon County Office of Economic Vitality Status Report on the closure of the South Monroe at East Magnolia Walgreens.**

#### **IV. GENERAL BUSINESS**

7. Election of Intergovernmental Agency Board of Directors Vice Chair

**Commissioner Ziffer nominated Commissioner Richardson. It was seconded by Commissioner Desloge.**

**The motion passed 9-0 with Commissioner Scott Maddox out of chamber.**

8. Approval of Resolution Supporting Project Campus as a "Qualified Target Industry" (QTI) Applicant and Targeted Business Program Application

Cristina Paredes provided a brief presentation to the Board on Project Campus, an advanced manufacturing company with a focus on research and development. The direct and indirect impact analysis of the project anticipated 625 new jobs with an estimated \$33.7 million in income/wages and \$129.8 million in total output. Staff anticipated an official announcement of the company in July 2017.

(Commissioner Jackson exited the meeting; Commissioner Nick Maddox joined.)

**Options #1 & 2:**

1. **Approve the resolution supporting Project Campus as a Qualified Target Industry applicant and the 20% required local match of up to \$168,000 over a three to five-year period.**
2. **Approve Project Campus Targeted Business Program Application in the amount of \$713,000 to be disbursed over the next ten years.**

**Commissioner Ziffer moved approval of Options #1 and 2. It was seconded by Commissioner Desloge**

Commissioner Proctor expressed concern that the company would relocate people to Tallahassee instead of hiring from the existing talent pool for the direct jobs at higher than average wages.

Ben Pingree stated that the process was at the current stage because of the talent that existed in the FSU/FAMU College of Engineering and other higher education institutions.

Commissioner Ziffer emphasized the importance of the wages becoming part of the local economy through daily activities of the employees and was in favor of the project.

Commissioner Lindley stated that the company was obligated to comply with the three objectives in the incentive: tax credit for hiring in urban high crime and disadvantage areas, the hiring of veterans, and a training component as well.

**The motion passed 10-0.**

9. Approval of the Enabling Resolutions and Appointments to the Economic Vitality Leadership Council, Economic Vitality Competitiveness Committee, and Competitive Projects Cabinet

**CITIZENS TO BE HEARD ON AGENDAED ITEMS**

- Ted Thomas spoke in support of the inclusion of Northeast Business Association (NEBA) on either the Economic Vitality Leadership Council (EVLC) or the Economic Vitality Competitiveness Committee (EVCC).
- Don Quarello spoke in support of inclusion of the Midtown Merchants Association on any committee that had potential impact to local business.
- Curtis Baynes expressed concern on the causal direction of the influence of economic development programs. He suggested that the financial resources be reallocated to infrastructure projects.
- Jared Willis spoke in support of the inclusion of a representative from the Downtown Business Association, the Downtown Improvement Authority or a merchant located in the Downtown district to the EECC.

Prior to approval of the slate of members to the committees, Commissioner Miller declared a potential conflict of interest in that a relative of hers was included on that list. She requested that the Board Attorney provide guidance. In the absence of the Board's Attorney, Lew Shelly, the City Attorney, stated that there was no existing contract between KCCI and Blueprint Intergovernmental Agency nor a specific gain to the relative as a result of their position. Furthermore, KCCI operated as a 501c3 as opposed to a for-profit

entity. Commissioner Miller therefore had no conflict of interest in voting in the membership list.

Due to the size of the EVCC Commissioner Desloge suggested an annual review of membership to determine effectiveness of the representation. He also noted that the meetings would be open to the public, and association representatives could speak on any issue of interest.

**Options #1 & 2:**

- 3. Approve the enabling resolutions for the Economic Vitality Leadership Council, the Economic Vitality Competitiveness Committee, and Competitiveness Project Cabinet.**
- 4. Approve and appoint the recommended candidates to serve on the Economic Vitality Leadership Council, the Economic Vitality Competitiveness Committee, and the Competitiveness Project Cabinet.**

**Commissioner Desloge moved Options #1 and 2 with an annual membership review. It was seconded by Commissioner Miller.**

Commissioner Nick Maddox requested the inclusion of NEBA and the Downtown representative be included in the motion. Commissioner Desloge declined.

Mayor Gillum spoke to the need to codify the roles of each of the three bodies for clarity between each from the beginning. Furthermore, job training and support were essential to any economic strategy put forth by any of the three.

Commissioner Miller agreed with Commissioner Desloge's concerns with the size of the EVCC. However, in the event that more representatives might be added, she spoke in favor of the inclusion of a representative from the green business sector. And emphasized that necessity for an annual review.

Commissioner Dozier requested an amendment to the motion to expand the annual review process to include if the EVCC was the best approach based on the outcome of their meetings. Commissioner Desloge was fine with that in concept, but not if it opened the committee to restructuring each year. Commissioner Dozier agreed.

Commissioner Dozier questioned the implication of sunshine laws given the fact that many members served jointly on other boards and committees in the community. Cristina Paredes stated that the CPC and EVLC would be governed by sunshine and the meetings would be publically noticed. The EVCC, the largest of the bodies, would be publically noticed but not held to the limits of sunshine. The EVCC would be an informational gathering body not a decision-making or advisory body.

Commissioner Ziffer spoke to the broader nature of the members experiences and personal diversity. He suggested that members would operate beyond the singular representation of their organization to do what would be best for the larger community.

**Commissioner Proctor offered a substitute motion to include CONA, NEBA, and the Downtown Business Association on the EVCC. It was seconded by Commissioner Scott Maddox.**

Commissioner Proctor stated that it was incumbent on staff to develop a model for the subject bodies but not the delegates. He emphasized the importance of the credentials of EVCC and that it begin as an inclusive body.

**The substitute motion passed 9-1 with Commissioner Desloge casting the dissenting vote.**

Commissioner Miller expressed concern with the replication and level of influence in the Blueprint process. Two organizations, NEBA and the Big Bend Chamber, each had representatives on the CAC and the EVCC. She encouraged the Board to consider that and reevaluate in the future.

Commissioner Lindley clarified that the substitute motion would replace staff recommended Option 1 from the original motion. She further requested an update from staff in one year on the progress of the committees.

Commissioner Proctor objected to both Mr. Sean Pittman and Dr. Audra Pittman serving simultaneously on the EVCC. He spoke in opposition of two members from one household and in favor of greater geographical diversity.

Commissioner Nick Maddox questioned if Option #2 with the expanded annual review process requested by Commissioners Desloge and Dozier respectively needed a motion to continue.

Ben Pingree stated that as he understood the motions, the substitute motion by Commissioner Proctor was actually an amendment to the original motion and therefore, with the vote taken earlier all aspects of the original and substitute motions passed. Commissioner Desloge concurred.

Commissioner Dozier clarified that represented organizations submitted names and that staff solicited others of which the organizations appreciated. She questioned if the Interlocal Agreement needed amending to support the addition of the three new entities. Mr. Pingree stated that the resolution allowed for that flexibility.

10. Magnolia Drive Multi-Use Trail Project (Phase 2): Request for Approval of Eminent Domain Resolution No. 2017-01 for the Acquisition of Parcel 700

**Option #1: Adopt proposed Resolution No. 2017-01 authorizing acquisition by eminent domain of the Temporary Construction Easement, Parcel 700, located at 2029 Magnolia Drive, which is described more accurately in Exhibit "A" attached to the Resolution.**



**Commissioner Ziffer moved approval of Option #1. It was seconded by Commissioner Richardson**

Charles Hargraves read the resolution into the record.

**The motion passed 9-0 with Mayor Gillum out of Chamber.**

11. Consideration of a Proposed Prioritization Process for the Community Enhancement, Connectivity, and Quality of Life (CCQ) Blueprint 2020 Infrastructure Projects

Autumn Calder gave a brief presentation to the Board on the 2020 sales tax projects and the proposed process to prioritize the remaining eleven that included the reevaluation of criteria for prioritizing the CCQ projects.

Commissioner Dozier clarified that the Board would rank the projects at the September 19, 2017 IA meeting, however the rankings would not be 'set in stone' based on unknowable variables such as leveraging opportunities. Ms. Calder concurred.

**CITIZENS TO BE HEARD ON ACTION ITEMS A AND B**

- Bill Wilson spoke in support of the prioritization of the Orange Avenue Placemaking project based on its compliance with the criteria of water quality improvement, transportation enhancement, expanded parks, and economic development.
- Mary Catherine Lawler spoke in support of the prioritization of the Market Street Placemaking project for the water quality and roadway improvements as well as the proposed park.
- Don Quarello spoke in support of the prioritization of the Midtown Placemaking project and outlined hardscape improvements that support the multimodal quality of the district.

**Commissioner Dozier moved approval of Option #1, Action Items A and B. It was seconded by Commissioner Desloge.**

**Option #1: Approve Action Items A-C**

**Action Item A:** Approve the "Blueprint Promise" criteria for prioritizing the eleven Community Enhancement, Connectivity, and Quality of Life projects and present the results at the September 19, 2017 IA Board meeting.

**Action Item B:** Direct Blueprint staff to retain the Florida State University Center for Economic Forecasting and Analysis (CEFA) to determine the local economic impact of the remaining 11 CCQ projects and incorporate the findings into the prioritization process as applicable. Funding for this analysis will come from the \$300,000 Sales Tax Extension project and be paid back to the project during the FY 2018 Budget process. After the

receipt of the 2020 sales tax funds, this amount will be paid back to the Blueprint 2000 capital project fund.

Commissioner Dozier spoke to the inclusion of the collaboration with partner organizations in support of the ranking process as well as leveraging. Ben Pingree concurred stating that the comment was well received by staff.

Commissioner Richardson spoke to the flexibility of moving projects as necessary. As well as government's role in incentivizing economic development issues.

**The motion passed 10-0.**

Ms. Calder concluded her presentation with Alternative Sewer Solutions Study and the relationship between it and the larger \$85-million Water Quality project that would be implemented by the City and County.

Commissioner Proctor spoke in opposition to paying for another study without a timeline in place as well.

In light of a declining quorum, **Commissioner Nick Maddox moved approval of Option #1, Action Item C. It was seconded by Commissioner Ziffer.**

**Option #1: Approve Action Item C**

**Action Item C:** Direct staff to proceed with advance funding the Comprehensive Wastewater Treatment Facilities Plan, a subproject of the Study, at an amount not to exceed \$500,000, to be implemented by Leon County Public Works in coordination with public and private utilities. The Plan will be funded utilizing unencumbered funds from the Northwest Florida Water Management District (NFWMD) sensitive lands acquisition project and paid back to the Blueprint 2000 program after 2020 revenues have been received.

**CITIZENS TO BE HEARD ON ACTION ITEM C**

- Debbie Lightsey spoke in favor of the Comprehensive Wastewater Treatment Facilities Plan. She requested that it include all septic tanks in Leon County and that the RFP give equal consideration to all available nitrate removal technologies and systems. She provided the names of supporting boards, committees, and individuals.
- Pamela Hall spoke to the treatment plan, not another study, to reduce nitrogen and encourage development in targeted areas. She requested that staff consider using the BMAP Septic Tank Committee as a resource as well as public and private experts. The group would meet again in August 2017; staff could report back to the IA at the September 2017 Board meeting.
- Ann Bidlingmaier spoke in favor of Action Item C as an engineering effort.

- Curtis Baynes spoke to the bigger picture issues and policy on infrastructure in Tallahassee and Leon County. He suggested the creation of an independent, regional tax district to address water quality.

**The motion passed 8-0.**

12. Status Report on the Northeast Gateway: Welaunee Boulevard and Authorization for the Intergovernmental Management Committee to Execute the Dove Pond Regional Stormwater Facility Joint Partnership Agreement

**Option #1: Authorize the Intergovernmental Management Committee to execute the draft Blueprint Intergovernmental Agency – Canopy Community Development District Joint Project Agreement Dove Pond Regional Stormwater Facility on behalf of the Blueprint Intergovernmental Agency Board of Directors as substantially set forth in Attachment #1.**

**Commissioner Nick Maddox moved approval of Option #1. It was seconded by Commissioner Proctor.**

**The motion passed 8-0.**

**V. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS**

3-minute limit per speaker; with no discussion by the Board.

- Mickey Britt spoke on the national debt.

**VI. ADJOURN**

**The meeting adjourned at 6:18 p.m.**

*Next Board Meeting:*

**Tuesday, September 19, 2017 at 5:00 p.m.**