

CITY OF TALLAHASSEE

CITY COMMISSION AGENDA ITEM

ACTION REQUESTED ON:	May 23, 2001
SUBJECT/TITLE:	Update on Blueprint 2000 Planning Issues
TARGET ISSUE:	Community Planning; Five-Year Financial Plan

STATEMENT OF ISSUE

At the February 14 joint City and County Commission workshop on Blueprint 2000 planning issues, the commissions convened as the Blueprint 2000 Intergovernmental Agency in order to take action on the recommended items. Since that time, staff has focused on the follow up activities related to actions taken at the meeting. Also, items have been placed on the May 21 MPO agenda that were not discussed at the February 14 meeting (fund accounting process and legal assistance) so that staff can continue to move forward with implementation of the joint project management structure. Staff recognizes the importance of keeping the commission informed about the activities related to the implementation of Blueprint 2000 and the related sales tax extension, and therefore in the interim has prepared a brief status report for your review.

RECOMMENDED ACTION

Option 1: Accept status report and provide feedback and guidance as appropriate.

FISCAL IMPACT

N/A

Dinah Hart		Anita R. Favors
Department of Management and Administration		City Manager

For Information, please contact: Dinah Hart/ext.8209

ITEM TITLE: UPDATE ON BLUEPRINT 2000 PLANNING ISSUES**SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS****HISTORY/FACTS & ISSUES**

At the February 14 joint workshop on Blueprint 2000 planning issues, the joint commissions, sitting as the Blueprint 2000 Intergovernmental Agency, took the following actions:

- Approved a selection process for Citizens Advisory Committee members
- Expanded the committee to include a representative from the civil rights, elderly and disabled communities, and requested staff to provide a process for nomination of citizens to represent the elderly and disabled
- Adopted Blueprint 2000 Intergovernmental Agency bylaws, and directed staff to incorporate the MPO voting structure into the applicable sections of the bylaws
- Requested staff to define “significant changes” as referenced in Section D(1) of the bylaws
- Approved the Staff Director job description
- Requested the City Manager and County Administrator to recommend a chairperson for the Intergovernmental Agency given the interest of a City Commissioner and a County Commissioner

Follow-up Activities

Subsequent to the above actions being taken, staff has moved forward with the “next steps” in the joint project management structure implementation. Planned actions on the horizon are also described below.

- Citizens Advisory Committee—Letters have been sent to organizations identified by the joint commissions requesting nominees for CAC membership by May 31. Nominees will be forwarded to the joint commissions in early June, pending staff review and recommendations as directed by the commissions. A process for selection of nominees from the elderly and disabled community was provided to the commissions in mid April, and letters were subsequently forwarded to organizations representing these segments of the community in late April with nominees also requested by May 31. An Intergovernmental Agency meeting is planned for early summer to vote on and confirm committee appointments. Related issues currently being addressed include options for staggering of committee terms and anticipated CAC organizational meeting date.
- Clarification of “significant program changes”—City and County staff are continuing to discuss language to define those changes that will require Intergovernmental Agency action and will forward the recommendations to the commissions for consideration at the June Intergovernmental Agency meeting.
- Staff Director—The position is currently being advertised with applications requested by May 31. An application review committee (for selection of top candidates) and interview committee are currently being established, including an EECC member on each committee. It is anticipated that interviews will be scheduled for mid-June, with an expected hiring date of July 15. The City Manager and County Administrator are currently discussing options for office space for the Staff Director and related staff, including an offer by the County for space at the Railroad Depot on Gaines Street, and a recommendation is forthcoming.

- Blueprint 2000 Intergovernmental Agency Chairperson—The City Manager and County Administrator are discussing this issue and will report on the status at a later date.

Additional Blueprint 2000 planning activities

In the interim the City Manager, County Administrator and staff have also met with members of the EECC to discuss preliminary planning issues related to implementation of Blueprint 2000. As a result of those meetings, several issues have surfaced which staff is currently addressing.

- Documentation of costing methodologies utilized in determining project cost estimates—Concern has been expressed regarding the ability to document how costs were initially determined during the detailed analysis of Blueprint 2000 projects almost two years ago. While current staff has notes on how the costs were determined, it is possible that different staff may be involved in project design and implementation. Given this concern, staff is currently working on providing detailed information on costing methodologies that can be turned over to Blueprint 2000 project staff.
- Development of roadway design standards—The EECC has recommended that roadway design standards be developed for incorporation into PD&E and design studies on Capital Circle projects. For Capital Circle Northwest, the design phase is already underway by FDOT—options on how the design standards, once developed, can be incorporated into the final design are currently being discussed. An agenda item for consultant contract award for the Capital Circle Southeast PD&E study is also scheduled for commission action on May 23; it is anticipated that the design standards can be incorporated into the scope of work. City and County engineering staff and a representative of the EECC have been assigned this task.
- Development of Joint Water Resources Plan—Initial efforts to establish a committee with this charge in the past have not been successful due to differing philosophies on the types of projects to be included and other issues. Staff seeks the commission's guidance on this important issue and anticipates bringing back to the commission several options for discussion on June 27.
- Development plan—Staff is working with the EECC to develop an outline of tasks in priority order that will help guide the new Staff Director in his/her responsibilities. A copy of the plan will be forwarded to the commission upon completion for review and input.

In addition to the activities referenced above, the incorporation of the Blueprint 2000 philosophy into our planning processes is also taking shape. The Planning Department has recently initiated sector planning in the Southern Strategy area with funding appropriated in the current year budget, and additional funding has been requested to continue sector planning activities for FY2002 and beyond. The May 21 MPO agenda includes a request that the Intergovernmental Agency approve existing sales tax funding to incorporate the Jackson Bluff Road extension into the Gaines Street design process, given the critical link that this segment provides in the overall transportation network. Also, continuing the forward-thinking momentum, the Planning Department's FY2002 budget includes funding requests for access management, roadway functional classification and corridor study projects that will facilitate Blueprint 2000 project implementations. The projects and studies submitted are either mandated by the Federal Highway Administration or the Florida Department of Transportation, or are required as part of the Transportation Element of the Comprehensive Plan. All of the items submitted coincide with "Best Planning and Engineering Practices" and will lay much of the framework for implementation of the Blueprint 2000 and other sales tax projects.

OPTIONS

Option 1: Accept status report and provide feedback and guidance as appropriate.