

CITY OF TALLAHASSEE - LEON COUNTY

# BLUEPRINT INTERGOVERNMENTAL AGENCY 2000 & BEYOND



ANNUAL REPORT OF THE  
CITIZEN'S ADVISORY COMMITTEE  
TO  
THE INTERGOVERNMENTAL AGENCY

FEBRUARY 2001 - FEBRUARY 2003

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ANNUAL REPORT OF THE  
CITIZEN’S ADVISORY COMMITTEE  
TO THE INTERGOVERNMENTAL AGENCY  
February 2001 – February 2003**

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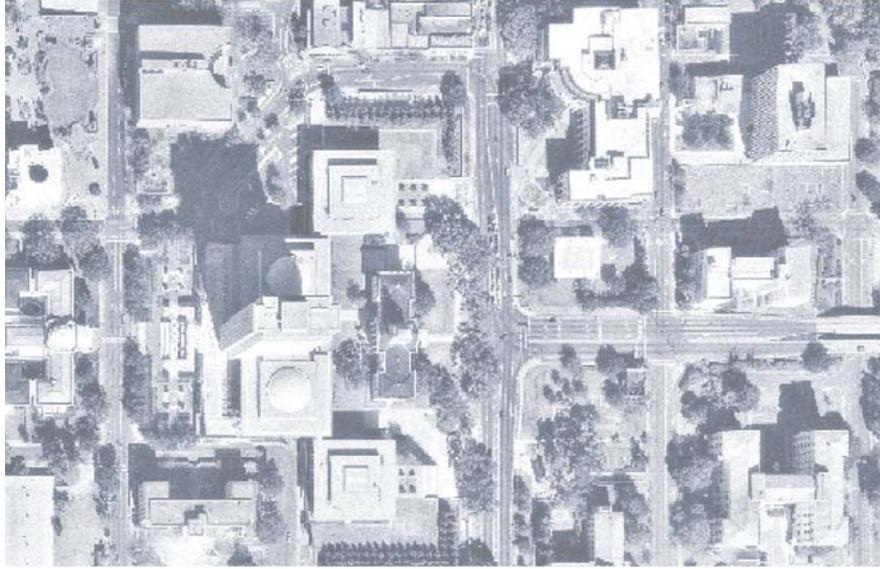
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# INTRODUCTION

# INTRODUCTION

The first annual report of the Citizen's Advisory Committee (CAC) to the Intergovernmental Agency (IA) actually covers two years, February 2001 through February 2003. The first meeting of the IA, subsequent to voter approval of the sales tax referendum in November 2000, occurred on February 14, 2001. The CAC was convened in November 2001. Initially, organizational and orientation meetings were held to familiarize CAC members with the Blueprint 2000 philosophy, projects, and program components as well as operational procedures and policies. The February 14, 2002 meeting of the IA was the first IA agenda reviewed in advance by the CAC. Hence, the time span of this report coincides with the first CAC recommendations to the IA on February 14, 2002 and covers the subsequent year, ending with the February 17, 2003 meeting. Included in this report are actions taken by the IA prior to the convening of the CAC.

The three main components of this report include an Executive Summary, Historical Background, and Tabulation of Accomplishments. This report was generated using available minutes of the IA, the Technical Coordinating Committee (TCC), and the CAC as guidelines, in addition to staff input. A recap of the minutes of the IA is included as Appendix A.

The Executive Summary includes a summary of actions from the report, observations and recommendations from the CAC, and evaluation of progress to date.

The Historical Background briefly explains the evolution of Blueprint 2000 from its inception by the Economic and Environmental Consensus Committee (EECC) to ballot resolution, through organization of the IA and its advisory committees.

The Tabulation of Accomplishments lists the actions taken by the IA to implement the Blueprint program. The tabulation is divided into the following sections:

- **INTERGOVERNMENTAL AGENCY ADMINISTRATIVE AND ORGANIZATIONAL ACTIONS:**  
This section includes organizational actions of the IA, related committees, and staff. The list of actions are divided into four categories: the Intergovernmental Agency; the Technical Coordinating Committee and the Citizen's Advisory Committee; and Administrative, Financial and Legal.
- **GENERAL ACTIONS AND ACCOMPLISHMENTS RELATED TO BLUEPRINT 2000 PROGRAM IMPLEMENTATION:**  
This section lists general actions undertaken and approved by the IA, the Intergovernmental Management Committee (IMC) and the Blueprint 2000 Staff. These actions cover much of the planning decisions and analysis undertaken in preparation of project implementation. These tasks cover multiple areas and are not specific to a particular project. This section is further divided into the following categories: Transportation Planning and Program Components, Project and Program Implementation, Legal and Financial, and Blueprint 2000 Staff Accomplishments.

- **ACTIONS RELATED TO SPECIFIC PROJECTS:**

The Interlocal Agreement adopted by the IA sets out the governing guidelines of the IA as well as a list of projects from Blueprint 2000 to be completed with sales tax revenues. This section lists each of those adopted projects with a brief description of the project and specific actions undertaken as of the date of this report.

- **LEVERAGING OF BLUEPRINT FUNDS:**

A key tenet of the Blueprint 2000 and Beyond Report was the need to identify other revenue sources and funding opportunities to supplement and complement Blueprint funds. It was recognized early on that sales tax revenues would not be sufficient to cover all of the projects identified in the Blueprint report. This section lists examples of how Blueprint funds have been leveraged as of the date of this report.

It should also be noted that this report as well as all documents, minutes, and schedules relating to the Blueprint 2000 program can be found on the website: [www.blueprint2000.org](http://www.blueprint2000.org)



# **EXECUTIVE SUMMARY**

## EXECUTIVE SUMMARY

The Intergovernmental Agency (IA) concluded that with the absence of significant project specific activity, they would delay an annual performance audit until 2003. While the Citizen's Advisory Committee (CAC) concurs with this action, the CAC felt it necessary and advisable to submit an overview of accomplishments to date, as well as its observations and recommendations to the IA. At this juncture, it is important to look back and do a reality check. Have we delivered what we committed to the voters? Are we on track? This report is as much a message to the community as it is to the IA. The intent behind the creation of the Citizen's Advisory Committee was to advise the IA and ensure that the original vision presented to the voters and described in the Interlocal Agreement would be implemented.

One of the reasons given for passing the sales tax extension four years before the current levy expired was because of the extensive planning that would be required in advance of project implementation. This initial four years would give time for the organizational and planning components to be well underway so project construction could begin soon after the extension went into effect. This has proved to be the case. Much of the accomplishments to date involve the organizational structures of the IA and the various advisory committees, as well as initiation of the planning components. While these are not headline grabbing activities, they are critical to the success of the projects.

### **SUMMARY OF ACTIONS:**

Much of the first year and a half has been spent organizing the structure of the IA and its advisory committees. Creating the legal instruments, bylaws, procurement, budget, financial, legal, personnel, and administrative policies was tantamount to creating an entire governmental organization. Much of the IA discussions revolved around how to meld two governments' separate policies into a single one, whether to adopt one or the other's policies or create an amalgamation of the two. To the IA's credit, tough issues were resolved and sufficient policies and procedures adopted. The Technical Coordinating Committee, the Citizen's Advisory Committee, the Financial Advisory Committee, the Corridor Management Advisory Committee, and the Sensitive Lands Working Group were all convened with bylaws adopted and approved by those groups requiring them.

In addition to the organizational components, the IA initiated many general planning projects, which included:

- The initiation of Project Development and Environmental (PDE) studies on sections of Capital Circle;
- The engagement of the Center for Urban Transportation Research (CUTR) to develop a corridor access management plan covering most of the roadway elements of the 2020 Transportation Plan with emphasis on the Capital Circle corridor;
- The approval of typical cross-sections for Capital Circle incorporating all of the Blueprint components;
- The drafting of a conceptual master plan; revisions of cost estimates for all Blueprint 2000 Tier 1 projects;
- The approval of the purchase of enhanced GIS mapping of the entire County – the Light Detection and Ranging (LiDAR) system;

- The approval of Requests for Proposals (RFP's) and subsequent issuance of contracts for financial advisory services, for bond counsel, and for bond disclosure counsel;
- The issuance and review of an RFP for General Engineering Consulting (GEC) services;
- The development of a preliminary public relations/communications plan and creation of a Blueprint 2000 website; and
- The authorization of a \$70 million competitive bid bond sale to begin Blueprint projects.

Achievements tied to specific projects identified in the Interlocal Agreement included:

- The approval of over \$24 million in funding for right of way acquisition along Capital Circle NW;
- The authorization of a Joint Project Agreement (JPA) with the Florida Department of Transportation (FDOT) for Capital Circle NW right of way acquisition;
- The advancement of construction and funding for a portion of Capital Circle SE;
- The issuance of a Request for Qualifications (RFQ) and subsequently a RFP for a Stormwater Management Consultant for the Capital Cascade Trail;
- The authorization of funding for the Capital Cascade Stormwater Management Master Plan;
- The engagement of a consultant to establish procedures and criteria consistent with the Blueprint 2000 Project Definitions Report for the Water Quality Program;
- The authorization of the first three County water quality projects under the adopted plan;
- The authorization of over \$1.3 million as a match for an Environmental Protection Agency (EPA) grant for the Frenchtown Watershed Stormwater Project;
- The authorization of the use of Blueprint funds as a match for a Florida Communities Trust grant to acquire 420 acres in the area of the St. Marks headwaters;
- The negotiation of a tentative agreement with the Northwest Florida Water Management District (NFWFMD) to collaborate on the acquisition of conservation easements in the St. Marks/Black Creek headwaters area; and
- The approval of the addition of the Springhill Road project within the expanded PD&E for Capital Circle SW.

Blueprint funds were leveraged with the Florida Communities Trust grant for land acquisition, with the EPA for stormwater improvements in Frenchtown, and with the Northwest Florida Water Management District for protection of lands in the St. Marks headwaters. In addition, grants have been applied for to assist in the construction of Capital Circle NW and the design of Capital Circle SE.

A more detailed list of actions is provided in the section entitled "Tabulation of Accomplishments".

All in all, significant progress has been made in advancing the Blueprint vision and bringing the projects to fruition. As the process moves beyond these initial planning stages, visible progress will be evident with the construction of projects.

Nearly all of the above accomplishments have been tinged with discussions among commissioners, disagreements, and the final resolution of issues. In the end, the IA remained true to the Blueprint vision and reiterated their commitment to implement the projects supported by the voters.

**PROBLEMS AND RECOMMENDATIONS:**

The CAC has identified a few areas where improvements could be made which would enhance the implementation of Blueprint projects.

- **UNTIMELY DECISION-MAKING PROCESS:**

Although sitting as a joint board, the Intergovernmental Agency has retained many of the procedures utilized by each Commission. To retain this same level of daily decision-making authority as each Commission currently has, is very inefficient and may become a hindrance to the construction of projects by the Agency. Unlike the Commissions who meet twice monthly, the IA meets bi-monthly, preceded by reviews of agenda items by the TCC and the CAC. This process adds by a factor of months to the issuance of RFP's and contracts and other timely decisions. The Blueprint program cannot be efficient when key decisions are only made bi-monthly.

**Recommendation:** The IA must be a “policy” making body and should delegate more decision authority to the Intergovernmental Management Committee and the staff. The decision process must facilitate timely decision-making. Adopting this approach will allow the Agency to establish policy and approve procedures for operations yet will not hinder operations for lack of timely decision-making. Inherent in this recommendation is the assumption that the IMC will, on a priority basis, meet regularly and each member will be empowered by the respective Commission to implement policy.

- **IMPROVE COORDINATION BETWEEN INDIVIDUAL GOVERNMENTAL ENTITIES:**

The majority of the Tier 1 Blueprint projects involve state roads. The Federal Highway Administration (FHWA) has established strict rules and procedures that must be followed to ensure that Blueprint remains eligible for Federal funding. The Metropolitan Planning Organization (MPO) is the organization that is specifically charged with ensuring that the FHWA rules and procedures are followed. As such the MPO must be fully integrated in the Blueprint program. Restated, the MPO is the transportation planning organization for Leon County. Blueprint 2000 is the entity that will implement the Blueprint 2000 project list. In this regard, the two organizations must be “joined at the hip.” All Blueprint transportation projects must be fully integrated in the MPO process and procedures. The priority for Blueprint projects must be established by the MPO. The lines between the MPO and the IA have, at times, become very blurred and must be better defined.

**Recommendation:** That the MPO designate a member of its staff to be the liaison with Blueprint 2000 ensuring that all activities of Blueprint are fully integrated with

the MPO and that the MPO and FWHA policies and procedures are followed ensuring eligibility for federal funding.

The following are other coordination issues that should be addressed by the IA/IMC: Blueprint processes are sometimes delayed when other governmental divisions must provide input on particular issues, such as reviews of scopes of services and reviews of legal documents.

A more coordinated effort for seeking outside grants could eliminate the possibility of Blueprint competing with and duplicating City and/or County efforts and ensure greater chances of success.

Timely and coordinated resolution of the Cascade Park hazardous waste cleanup issue between the City/State/EPA would reduce the chance of delaying the Blueprint project slated for this area.

- **COST ESCALATIONS:**

One of the most troubling problems with execution of the Blueprint projects is the escalation of estimated costs. Current cost estimates are much higher than the original projections, especially in right of way acquisitions.

**Recommendation:** Staffs should review their methodologies for capturing these costs so that future estimates may be predicted more realistically.

- **RECAPITULATION OF IA ACTIONS:**

In several instances the recorded minutes are unclear as to exact IA actions. Discussions following motions can sometimes become very animated among commissioners with substitute motions replacing original motions and/or amended motions.

**Recommendation:** The minutes would be clearer if prior to passage of a motion, the motion was restated and clarified before the vote is taken. Minutes, when transcribed, should reflect the adopted motion as opposed to a reference to the adopted “option” or “staff recommendation.”

- **ITEMS FUNDED WITH BLUEPRINT DOLLARS THAT MAY NOT BENEFIT BLUEPRINT TO THE EXTENT PREDICTED:**

The LiDAR Geographic Imaging System (GIS) was purchased with the cost allocated equally between City, County and Blueprint. However, it is the CAC’s opinion that most of the benefit will be obtained by the City, the County and the private development community. In the CAC’s opinion, less of the cost should have been allocated to Blueprint. Restated, not enough information was presented to tie such a significant cost benefit directly to Blueprint.

The CUTR study was funded completely with Blueprint dollars. However, the MPO will be a major beneficiary of the results. The access management plan will be

applied over most of the 2020 Transportation Plan but Blueprint transportation dollars are only applied to Capital Circle. A more equitable distribution would have been a 50/50 split with the MPO.

In the grand scheme of things these two expenditures are minor issues amounting to a little more than half a million dollars. It is only pointed out because of the concern over setting a precedent with these types of expenditures. There is no doubt that Blueprint projects will benefit from the expenditures, just disagreement with the IA on the extent of benefit.

- **PUBLIC COMMUNICATION:**

A more effective communication plan should be developed to let the public know of the achievements and progress of Blueprint. Suggested improvements would be to include regular updates on the County ad pages in the newspaper and inserts in City utility bills. The CAC suggests that this annual report be used as the basis for a newspaper insert to let the public know what has been accomplished as well as making the report available at the public library.

**CONCLUSION:**

When we look at what was committed versus what has been delivered to the voters, the Intergovernmental Agency gets a “big thumbs up.” Though the progress has not been the type to make headlines, it has been steady with the IA addressing obstacles and thus far maintaining the integrity of the Blueprint vision. All of the organizational elements are in place and most of the planning processes are underway. At the current pace, construction should begin on some major projects soon after the sales tax extension takes effect in December 2004. A more streamlined decision-making process and improving the coordination among separate governmental divisions should ensure achieving this timeline.

It is imperative that commissioners do not lose the vision expressed in Blueprint. As new commissioners are elected, there are fewer individuals who were part of the original commission that adopted the Plan. There is a natural tendency to want to change the project expenditures to meet the crisis of the day. Commissioners should remember that the Blueprint Plan was adopted precisely to meet long neglected problems over stormwater, water quality, transportation, and Southside revitalization. The CAC is committed to helping the IA maintain that original vision.



## **HISTORICAL BACKGROUND**

## HISTORICAL BACKGROUND

In April 1999, the Economic and Environmental Consensus Committee (EECC) presented *Blueprint 2000 and Beyond* to the City and County Commissions. The *Blueprint* report was the result of fifteen months of dialogue, research and analysis conducted by the EECC in an effort to create a unified community vision to address a number of the community's challenges. This citizen generated plan proposed tying "gray" and "green" infrastructure improvements together and delivering them in a manner to stimulate economic development in targeted areas of the community, especially the Southern Strategy Area. The *Blueprint* philosophy advocated holistic planning internally among interdepartmental divisions of City and County governments and externally between the two governments themselves. It advocated multi-use projects, sector planning, tying environmental and transportation projects together in corridors, and sought to address the long neglected Southern Strategy Area. The *Blueprint* report centers around five initiatives:

- *Watershed and sector level planning processes;*
- *Holistic infrastructure development approaches;*
- *Corridor level implementation of projects;*
- *Southern Strategy Area focus and incentives; and*
- *Fiscal resources and management.*

The two Commissions adopted the *Blueprint* report, sought to incorporate the *Blueprint* philosophy into the structure of government, and directed staff to work with the EECC to further define the proposed projects outlined in the report and to determine cost estimates for the projects.

The completed "Project Definitions Report" was brought back to the two Commissions in February 2000, and adopted by the two Commissions. In subsequent workshops the Commissions determined that revenues generated by an extension of the one-cent sales tax would cover approximately half of the projects. They committed to the *Blueprint* program and prioritized the projects into Tier 1 and Tier 2 with a proposed sales tax initiative as the primary source of funds for Tier 1 projects. An integral part of the strategy to accomplish all of the *Blueprint* projects was the utilization of sales tax dollars as leverage to obtain matching funds from federal and state governments, and other organizations/partners.

The Commissions adopted an Interlocal Agreement as well as the language to place the proposed sales tax extension question on the ballot for voters' affirmation in the general election of November 2000. The Commissions placed the question before the voters four years before the prior adopted local option sales tax expired in an effort to provide ample time to create the administrative processes and the critical advance detailed planning, so that when the extension became effective, projects would be ready or nearly ready for construction. The ballot language read as follows:

*To improve local and state roads; reduce traffic congestion; protect lakes and drinking water quality; reduce stormwater problems and flooding; protect and expand natural areas, parks, and recreational facilities; and seek matching funds*

*from state and federal programs for these purposes, shall the existing one cent sales tax within Leon County be extended until December 31, 2019, with project spending subject to annual independent audits as well as review by a citizen's advisory committee?*

By statute, the ballot language is limited to a maximum of 75 words, so the referendum itself describes the types of projects rather than separate, individual project descriptions. The referendum was approved overwhelmingly by 62% of the voters.

The Interlocal Agreement identified that 80% of the sales tax revenues would be allocated to Blueprint projects and the remaining 20% split equally between City and County governments for projects consistent with the Blueprint philosophy. The projects were identified in the Interlocal Agreement with the stipulation that any significant alterations to the Blueprint project list would require a super majority vote of each commission and two public hearings. "Significant changes" are defined in the IA Bylaws as:

- Reprioritization of projects (advancing or delaying);
- Deletion of projects;
- Addition of projects not on the original approved list; and
- Changes in project scope that alter the original intent or location, or cost beyond 25% or \$1,000,000, whichever is less, of original cost projections.

Much of the first year after adoption of the referendum was spent organizing the Intergovernmental Agency, determining structures, procedures, and schedules. The Intergovernmental Agency (IA) is composed of the elected City and County Commissions and is a separate governing body, distinct from the individual commissions. Reporting directly to the IA is the Intergovernmental Management Committee (IMC), composed of the City Manager and County Administrator. The IMC is charged with monitoring the operations of the Blueprint program; implementing an annual financial and performance audit; recommending an annual operating budget; recommending approval of long and short term work plans; recommending the issuance of requests for proposals; and considering for approval all purchasing, contracts, and change orders up to 20% of project costs. A director was subsequently hired by the IMC to set up a separate Blueprint staff to oversee the projects' development and implementation. It was anticipated that the Blueprint staff would be a small core group of key personnel supplemented by consultants to provide technical assistance.

The Technical Coordinating Committee (TCC), composed of key departmental officials from city and county governments, was established to provide technical expertise relating to project scope and implementation plans; provide coordination among government departments for Blueprint projects and related issues; and to annually review other projects of City and County governments to ensure coordination between governments.

The Citizens Advisory Committee (CAC) was convened in November 2001. The twelve members of the CAC are selected by the IA based upon recommendations from the IMC. Representatives of "named organizations" present a minimum of two and a maximum of

three nominees for consideration; position-specific positions submit one name for representation. The CAC consists of the following twelve representatives:

- The EECC provides the IA with nominees to choose from in each of these four categories: 1) an EECC member, 2) a planner, 3) a financial expert with bonding experience, and 4) a natural scientist/biologist;
- A representative of the civil rights community;
- A representative of the disabled community;
- A representative of the elderly community;
- The chairman of the Economic Development Council (or designee);
- The chairman of the Planning Commission (or designee);
- A representative from the Capital City Chamber of Commerce;
- A representative from the Council of Neighborhood Associations; and
- A representative from the Big Bend Environmental Forum.

The role of the CAC is to review work plans, financial and performance audits, and make recommendations to the Intergovernmental Agency. The first few meetings of the CAC were organizational, electing officers and adopting bylaws, followed by several orientation sessions to acquaint CAC members with the Blueprint program and projects.

Before project related issues are brought to the IA for consideration, they are first reviewed by the TCC and CAC. The establishment of the TCC and the CAC is stipulated in the Interlocal Agreement. Staff support for the TCC and CAC is the responsibility of the Blueprint 2000 staff. In addition, the IA may establish other advisory committees as it sees fit for assistance in implementing the Blueprint program. Currently, the IA has established a Financial Advisory Committee, a Corridor Management Advisory Committee, a Sensitive Lands Working Group, and an IA Subcommittee of two commissioners from each Commission, which will review and resolve certain issues in detail and make recommendations to the full IA



## **TABULATION OF ACCOMPLISHMENTS**

**BLUEPRINT 2000**  
**TABULATION OF ACCOMPLISHMENTS**  
**February 2001 – February 2003**

**INTERGOVERNMENTAL AGENCY**  
**ADMINISTRATIVE AND ORGANIZATIONAL ACTIONS**

Organizational actions of the Intergovernmental Agency, related committees and staff are presented grouped under four major categories.

**INTERGOVERNMENTAL AGENCY (IA) ORGANIZATION**

- Adopted IA Bylaws
- Elected Chair and Vice-Chair and approved rotation process
- Approved and amended IA Bylaws
- Approved alternating the Metropolitan Planning Organization (MPO) and IA/Blueprint 2000 meetings and approved meeting schedules through 2003.
- Approved alternating meeting sites for IA meetings effective Dec. 9, 2002.
- Approved amendments to Interlocal Agreement
- Approved the amended and restated Interlocal Agreement

**CITIZEN'S ADVISORY COMMITTEE (CAC) AND TECHNICAL COORDINATING COMMITTEE (TCC) ORGANIZATION**

- Approved a selection process for CAC and expanded membership to 12 members.
- Approved the nominations for the 12 members of the CAC.
- Approved the CAC Bylaws.
- Confirmed a new CAC member to replace a resigned member.
- Approved the reappointment of CAC members with expiring terms.
- Approved the TCC Bylaws.
- Added the MPO director to the TCC as a voting member.

**ADMINISTRATIVE, FINANCIAL AND LEGAL**

- Approved the use of City legal services on an interim basis.
- Approved the use of the City's fund accounting process.
- Approved a process for the review of requests for Blueprint funding.
- Established the Financial Advisory Committee.
- Approved a Procurement Policy, including local preference and MBE goals
- Approved a budget policy.
- Approved the budget appropriation for Blueprint 2000 Program Expenditures.
- Approved the budgeting of a \$1 million loan and the creation of the necessary accounts to expend the resources on Blueprint related expenditures.
- Approved budget policies and an operating budget for the balance of FY2002.
- Approved an operating budget for FY2003.
- Approved amendments to the Blueprint 2000 Procurement Policy.
- Approved the action for independent legal support for the IA.

## **GENERAL ACTIONS AND ACCOMPLISHMENTS RELATED TO BLUEPRINT 2000 PROGRAM IMPLEMENTATION**

General actions undertaken and approved by the Intergovernmental Agency, the Intergovernmental Management Committee, and the Blueprint 2000 staff are grouped within the following general descriptive categories:

### **TRANSPORTATION PLANNING AND PROGRAM COMPONENTS**

- Approved the use of Blueprint funds for the design costs of Jackson Bluff Road extension. (See Appendix A: July 9 meeting recap.)
- Approved proceeding with PD&E studies on Capital Circle.
- Approved a typical cross section roadway design for Capital Circle to be utilized for further development in the project PD&E study phases.
- Approved the allocation of \$200,000 for engagement of the Center for Urban Transportation Research (CUTR) for consulting services to develop a corridor access management plan.
- Appointed a Corridor Management Advisory Committee

### **PROJECT AND PROGRAM IMPLEMENTATION**

- After discussions concerning the projected shortfall of revenues as presented by the Finance Committee, the IA approved the following:
  1. Authorized staff to work with the CAC and TCC to develop recommendations for program implementation.
  2. Reaffirmed the two commissions' commitment regarding the goals and policies of Blueprint 2000 regardless of funding issues.
- A Draft Master Plan was presented for review.
- Approved expending \$350,000 (1/3 of the cost) of funding for LiDAR (sophisticated GIS mapping system with high resolution) from Blueprint funds.
- Approved the hiring of a construction manager.
- Initiated the development and planning of the greenway systems identified in Blueprint to connect with the greater countywide greenway plan.

### **LEGAL AND FINANCIAL**

- Approved the RFP for Financial Advisory Services.
- Approved the interim retention of Bryant, Miller & Olive, PA, and Knowles, Marks & Randolph as bond counsel for one year, and proceeded with an RFQ for bond counsel and bond disclosure counsel.
- Approved the FY2003 budget and related budget resolution.
- Approved the hiring of outside counsel to advise the IA on policy issues only.
- Approved a competitive bid bond sale utilizing the Internet for \$70 million.
- Requested an analysis of financing through the State Infrastructure Bank for future possibilities for alternative financing and to issue a RFP for bond underwriters for the next potential issuance of debt.
- Approved the selection of Bryant, Miller & Olive, as the first ranked firm responding to the RFP for bond counsel (3-year contract with two, 1-year renewals).

- Approved the selection of Holland and Knight for Bond Disclosure Counsel, based on rankings of the RFP with the same stipulations as for bond counsel.

#### **BLUEPRINT 2000 STAFF ACCOMPLISHMENTS**

- Received approval of a staff organization plan and began the process of issuing an RFP for a General Engineering Consultant Contract.
- Developed administrative procedures for agendas, meetings, and other tasks.
- Developed a Blueprint 2000 program organizational structure and hired a Staff Director, a Planning Manager, a Capital Programs and Financial Manager, and an Office Manager with administrative support personnel.
- Initiated a comprehensive update of 1999 Blueprint 2000 Tier 1 project costs, including all construction costs and extensive right-of-way analysis.
- Transformed the salestaxupdate.com website to the Blueprint2000.org website and provide continuously updated information.
- Convened several meetings with FDOT to solicit assistance and cooperation in implementing the Blueprint program.
- Developed roadway design standards incorporating the Blueprint philosophy.
- Developed a preliminary public relations/communication plan.
- Conducted a “Blueprint 2000 Trail Tour” in June 2002 to acquaint elected officials, community leaders, committee members, and citizens with the Blueprint projects.
- Initiated a working relationship with the State of Florida’s legislative delegation in Washington to spearhead efforts on the federal level for funding assistance for Capital Circle.
- Established a Sensitive Lands Working Group to develop criteria and processes for acquisition programs and conservation efforts of environmentally sensitive lands within the Blueprint program.
- Negotiated a tentative agreement for collaborative efforts with the Northwest Florida Water Management District on acquisition of sensitive lands in the St. Marks River watershed.
- Coordinated efforts with The Trust for Public Land (TPL) to engage in a visioning and community engagement process for the Capital Cascades Greenway. This process will be supplemented with efforts on behalf of TPL to provide support and assistance in the advancement of the Capital Cascades Greenway.

## **ACTIONS RELATED TO SPECIFIC PROJECTS**

The projects and a short description from the Interlocal Agreement are listed below. These include those Blueprint projects that are reflected in Tier 1 funding of the sales tax extension. After each description is an update of specific project actions taken to date.

### **WIDENING OF CAPITAL CIRCLE NW FROM I-10 TO BLOUNTSTOWN HWY:**

*This project is estimated to be six lanes from I-10 to Tennessee Street and four lanes from Tennessee Street to Blountstown Highway with two interchanges. It includes water resource protection through greenway linkages and flood plain acquisition and protection of the Gum Swamp system.*

- Approved advance funding for acquisition of right-of-way for Capital Circle NW and authorized the IMC to approve and execute a Joint Project Agreement (JPA) with the Florida Department of Transportation (FDOT).
- Authorized the Blueprint Director to sign the JPA with FDOT on Capital Circle NW.
- Approved \$24,048,000 (plus 10% contingency) in advance funding for right-of-way for Capital Circle NW.
- Voted to defer any decision on funding for the construction of Capital Circle NW until the Joint Commission has acted on the proposed comprehensive plan amendment or until there is a response to the request for external funding for Capital Circle NW.

### **WIDENING OF CAPITAL CIRCLE SE FROM CRAWFORDVILLE ROAD TO ST. AUGUSTINE ROAD:**

*In addition to the transportation element, this project includes a partial acquisition of ROW along Tram Road for a future transit corridor; acquisition of environmentally sensitive areas; and greenway connections between the St. Marks Trail and Southwood.*

- Approved advance funding \$1.8 million for the construction of a .33 mile segment of Capital Circle SE from Centerview Drive to Monday Street

### **FRANKLIN BOULEVARD, CASCADES PARK, OLD ST. AUGUSTINE BRANCH RESTORATION.**

*This project includes the reconstruction of Franklin Blvd.; significant stormwater improvements throughout the system; greenways and trail development; acquisition of stormwater rights of way along the St. Augustine Branch and Central Drainage ditch. (This project has been renamed “The Capital Cascades Greenway”.)*

- Issued an RFQ for selection of firms requested to bid on the RFP for Stormwater Management Consultant for Capital Cascade Greenway.
- Authorized IMC to negotiate and award contract with the top ranked firm of the RFP, for the Stormwater Master Plan for Capital Cascades Greenway project.
- Appropriated \$600,000 from the \$70 million bond issuance to fund the Capital Cascade Stormwater Management Master Plan.
- Concurrent with IA actions for this project, The Trust for Public Land has initiated community outreach efforts to facilitate the visioning and advancement of the Capital Cascades Greenway.

### **WATER QUALITY PROGRAM FUNDING – PHASE I:**

*This project splits the allocated funding 50-50 between City and County designated projects. In addition to projects to be developed by local governments, it includes \$10-million specifically allocated for Frenchtown watershed drainage improvements and \$5-million allocated for specific County retrofit projects.*

- Approved the action to engage a third party consultant to review the City and County project lists for the Water Quality Program as far as effectiveness and integration and consistency with the Blueprint Plan.
- Allocated Blueprint funds (\$1,346,236) as a match for an EPA grant for the Frenchtown Watershed Stormwater Project.
- Approved Dr. Harvey Harper/ERD as an independent consultant to review and establish criteria for the Water Quality Program.
- Adopted the CAC recommendation concerning the Water Quality Program to direct the consultant to revise the evaluation criteria to include specific elements of the Water Quality Program description as stated in the Project Definitions Report and use this criteria to evaluate the projects that will be subsequently submitted by the City and the County.
- Approved three County projects for Blueprint funding under the newly developed water quality criteria: Okeehoopkee, Lexington, and Rhoden Cove regional stormwater ponds.
- Established procedures for the adoption of future water quality projects and authorized the Intergovernmental Management Committee (after TCC and CAC review) to approve future projects.
- Approved modification to Water Quality Program (now called Stormwater Quality Enhancement Program and Regional Ponds) criteria to include a second phase, which will highlight the location of previously, approved projects and projects currently being submitted for approval in order for the IA to consider geography in their approval process.

### **EASTERN LEON COUNTY GROUNDWATER AND FLOODPLAIN PROTECTION – PHASE I:**

*This project covers the St. Marks headwaters and Black Creek watershed and includes the acquisition or conservation easements for groundwater and floodplain protection.*

- Approved the use of Blueprint funds to reimburse the County for its matching portion of a Florida Communities Trust (FCT) grant to acquire property in the St. Marks Floodplain designated on Map 7.
- Authorized the Blueprint Director to negotiate an agreement with Northwest Florida Water Management District for the purpose of acquiring properties or conservation easements for the protection of the headwaters of the St. Marks.

### **LAFAYETTE BASIN FLOODPLAIN/GREENWAY LAND ACQUISITIONS:**

*This project includes acquisition of land for future stormwater improvements and greenway connections from Lafayette Heritage Trail to the Miccosukee Greenway.*

- No action taken to date.

### **WIDENING OF CAPITAL CIRCLE SW FROM BLOUNTSTOWN HWY. TO SPRINGHILL ROAD:**

*In addition to the ROW acquisition and construction of the transportation project, this includes land acquisitions for future greenway connections.*

- Approved the addition of the Springhill Road project (currently in Tier 2) within the expanded PD&E for Capital Circle SW and to defer a decision on changing the priority of the project until the expanded PD&E identifies a specific alignment.

### **WIDENING OF CAPITAL CIRCLE SW FROM SPRINGHILL ROAD TO CRAWFORDVILLE ROAD:**

*In addition to the ROW acquisition and construction of the transportation project, this includes land acquisitions for future greenway connections.*

- No action taken to date.

### **LAND ACQUISITIONS:**

*This project includes land acquisitions for greenway linkages between Maclay Gardens, Timberlane Ravines, Goose Pond, and Tom Brown Park.*

- No action taken to date.

## **LEVERAGING OF BLUEPRINT FUNDS**

A key tenet of the Blueprint 2000 and Beyond Report was the need to identify other revenue sources and funding opportunities to supplement and complement Blueprint funds. It was recognized early on that sales tax revenues would not be sufficient to cover all of the projects identified in the Blueprint report. Examples of these activities to date include:

- Leveraged funds by using Blueprint dollars to secure other funding sources, such as a 3:1 match with Florida Communities Trust to purchase 420 acres in the St. Marks River floodplain.
- Leveraged Blueprint water quality funds by using \$1.3 million as the local match to attract a \$1.6 million federal EPA stormwater grant for Frenchtown drainage improvements.
- Submitted an application for up to \$71 million for federal assistance with Capital Circle NW/SW and a similar application for funding of the construction phase of this roadway for the State TOPS program.
- Reached a tentative agreement with the Northwest Florida Water Management District for matching funds for the acquisition of the Headwaters of the St. Marks, a potential savings of \$2.5 million to Blueprint.
- Submitting another federal grant request for \$2 million for the design of Capital Circle SE, from Centerview Drive to Tram Road.



## **APPENDIX A**

### **RECAP OF MINUTES AND ACTIONS TAKEN BY BLUEPRINT 2000 INTERGOVERNMENTAL AGENCY**

## APPENDIX A

### RECAP OF MINUTES AND ACTIONS TAKEN BY BLUEPRINT 2000 INTERGOVERNMENTAL AGENCY

#### FEBRUARY 2001 – FEBRUARY 2003

##### FEBRUARY 14, 2001:

1. Approved selection process for CAC and expanded membership to total 12 members.
  - Position specific positions submit one name for representation
  - Representatives of “named organizations” present a minimum of two and a maximum of three names for consideration
2. Adopted IA Bylaws
  - Amended voting structure to mirror weighted voting structure of MPO, except for issues requiring supermajority votes
  - Asked for clarification of what constitutes “major program changes”
  - Voted for Chair and Vice-chair of IA but left designation of which individual would serve in which capacity to a recommendation from the IMC
3. Provided further direction to selection qualifications for Blueprint Staff Director

##### JUNE 18, 2001 AND JULY 9, 2001:

(The June 18 meeting was cancelled and the agenda from the July 18 meeting was rolled over to the July 9 meeting.)

1. Approved Chair and Vice-chair to serve in those positions for one year and then to exchange offices for the second year.
2. Approved the use of Blueprint funds to pay back the design costs of Jackson Bluff Road extension. Alluded to the discussion that took place at the previous MPO meeting. This action authorized the use of Blueprint funds, while the same group sitting as the MPO had previously approved the concept in an effort to coordinate the design phases of Gaines Street and the Jackson Bluff Road extension. (NOTE: It should be noted that the Gaines Street/Jackson Bluff Road projects are Tier 2, not Tier 1 Blueprint projects.)
3. Approved the use of Blueprint funds to pay back the County for the 25% match to the FCT grant for acquisition of St. Marks floodplain property. This allocation is contingent on the County’s approval on July 10 to advance fund the 25% match.
  - It was requested that specific land acquisition criteria be established for consistency with Blueprint.
4. Approved the use of City legal services on an interim basis.
5. Approved the use of the City’s fund accounting process.
6. Approved the use of Railroad Station Offices with rent payments to the County for Blueprint offices.

**SEPTEMBER 17, 2001:**

1. Approved staff recommended changes to IA Bylaws clarifying “significant changes”
2. Approved process for review of requests for Blueprint funding (but minutes do not reflect what that process is).
3. Approved the nominations for the 12 members of the CAC with the exception of the nominees from the disabled community. Both nominees were confirmed with the two nominees to decide between themselves which one would serve.
4. Approved proceeding with PD&E studies on Capital Circle so planning could commence and delayed further discussion on the proposed draft implementation plan until another meeting.
5. Approved the action to engage a third party consultant to review the City and County project lists for the Water Quality Program as far as effectiveness and integration and consistency with the Blueprint Plan.

**NOVEMBER 19, 2001:**

1. Approved TCC Bylaws
2. Approved alternating MPO and IA/Blueprint 2000 meetings to be held the third Monday of each month for 2002 (unanimous). (With the exception of two summer meetings that will have to be held concurrently.)
3. Approved allocation of matching dollars for a grant for the Frenchtown Watershed Stormwater Project. (\$1,346,236 of Blueprint funds -- for match for EPA grant. City will advance the dollars with reimbursement to come at a later date from Blueprint funds.)
4. Approved typical cross section as amended to be utilized for further development in the project PD&E study phases. (See minutes for more comments by commissioners.)
5. Established the Financial Advisory Committee (Gary Herndon and David Reid from the City, Alan Rosenzweig and Bob Inzer from the County)

**FEBRUARY 18, 2002:**

1. Approved Bylaws of CAC
2. After discussions concerning the projected shortfall of revenues (projections presented by Finance Committee) the IA approved the following:
  - Authorized staff to work with the CAC and TCC to develop recommendations for program implementation for IA consideration later in the spring.
  - Reaffirmed the two commissions commitment regarding the goals and policies of Blueprint 2000.
3. Approved engagement of the Center for Urban Transportation Research (CUTR) for consulting services to proceed with preparation of an official corridor/major thoroughfare map, required comprehensive plan amendments and adoption of countywide corridor management ordinance within the City and County LDR's. Allocated \$200,000 for contract and approved funding through Blueprint 2000. City will advance fund with payback to be received from Blueprint.

4. Approved advance funding the construction of a .33-mile segment of Capital Circle SE from Blueprint dollars. City will advance the money and Blueprint will repay the City plus lost interest (pending approval at the next City Commission meeting).
  - Authorized the IMC to negotiate the agreement, formalize the loan and repayment schedule.
5. Approved the staff recommended Procurement Policy.
  - Asked staff to bring back recommendation regarding special incentives that may be added to RFP's in the terms of points for being a local business.
6. Approved Dr. Harvey Harper/ERD as independent consultant to review the Water Quality Program.
7. Added Terrence Hinson to the CAC as the representative of the Capital City Chamber of Commerce.

**APRIL 10, 2002:**

1. Approved amended Bylaws per Commissioner Grippa's comments of Feb. 18, to delete the reference to the MPO voting structure in the IA Bylaws and to add an effective date. (The IA Bylaws referenced the MPO voting structure, which was technically inaccurate as the MPO includes a member of the school board who is not a member of the IA. This motion amended the bylaws to remove the reference to the MPO voting structure but use the same weighted voting methodology so both commissions have equal weight in voting.)
2. Approved budget appropriation for Blueprint 2000 Program Expenditures:
  - Approved budgeting of \$1 million loan and the creation of the necessary accounts to expend the resources on BP related expenditures;
  - Directed staff to draft policies for the adoption and amending of BP budgets;
  - Directed staff to draft a recommended budget for the balance of the current fiscal year and for the next fiscal year.
3. Approved staff recommendation to authorize the release of the RFP for Financial Advisory Services.
4. Recommended action: Authorize the retention of Bryant, Miller & Olive, PA, and Knowles, Marks & Randolph as bond counsel and Nabors, Giblin & Nickerson as bond disclosure counsel:
  - ACTION TAKEN: Approved staff recommendation with amendment to include adoption recommendation for one year and produce a RFQ immediately to ensure a smooth transition and to delete the bond disclosure counsel.
5. Adopted the CAC recommendation concerning the Water Quality Program to:
  - Direct the consultant to revise the evaluation criteria to include specific elements of the water quality program description as stated in the Project Definitions Report and use this criteria to evaluate the projects that will be subsequently submitted by the City and the County.

**JUNE 17, 2002:**

1. Approved the following consent items:
    - Confirmation of rotation of IA Chair / Vice-chair
    - Approved Operating Budget for FY2002; proposed budget policies and review of proposed operating budget for FY2003.
    - Approved Discussion of program implementation
    - Approved Amendments to Blueprint Procurement Policy
    - Approved Amendments to Interlocal Agreement
  2. Amended the following consent items:
    - Approved the personnel policy to include “Administrative Code”
    - Delayed the request to move forward with an RFP for General Consultant Services and instead approved the hiring of a Planning Manager for Blueprint staff.
    - Concerning the award of a contract for Financial Advisory Services, Option 1 was approved (authorized the IMC to negotiate with the top ranked firm and upon successful negotiations, execute contract. If the IMC is unsuccessful in negotiations with the top ranked firm, they were authorized to negotiate with the second ranked firm) and additionally requested Blueprint Director (Jim Davis) to send the commissioners informational items in the interim.
  3. Approved advance funding for acquisition of ROW for Capital Circle NW and authorized the IMC to approve and execute a Joint Project Agreement with FDOT.
  4. Concerning projects in the Water Quality Program the IA approved the following:
    - The three County projects as recommended by the consultant to be consistent with water quality criteria;
    - Requested the County to develop the additional information needed to fully evaluate the eight additional projects that the consultant deemed feasible but lacked sufficient information;
    - Seek consultant’s evaluation of future additional project developed by City and County for consistency with the Water Quality Program criteria;
    - Authorized the consultant to include “geography” in the evaluation of projects;
    - Authorizes the IMC with the concurrence of the TCC and CAC to approve the future individual projects that have been cleared by the consultant; and
    - Provided for all costs (and applicable interest) associated with the water quality projects and the consultant’s services to be absorbed within the City or County’s \$25 million share of the Water Quality funds.
  5. Approved the addition of the Springhill Road project (currently in Tier 2) within the expanded PD&E for Capital Circle SW and to defer a decision on changing the priority of the project until the expanded PD&E identifies a specific alignment.
- INFORMATIONAL: Contract awarded for CUTR Corridor Management study.

**SEPTEMBER 23, 2002:**

1. Approved staff organization and commencing process of issuing RFP for GEC.
2. Approved \$24,048,000 (plus 10% contingency) in advance funding for ROW for Capital Circle NW.
3. Approved the FY2003 budget and related budget resolution.

**OCTOBER 21, 2002:**

1. INFORMATION ITEM: BP Director, City Attorney, and County Attorney are moving forward to issue the RFP for the Bond Counsel for Blueprint 2000. Simultaneously a separate RFP will be issued for Bond Disclosure Counsel. The RFP would be patterned after the County's Bond Counsel RFP (The City and County are currently using the same Bond Counsel). Mr. Bright was then introduced as the new Planning Manager for Blueprint 2000.
2. Added MPO director to TCC as voting member.
3. Provided an exception to the requirement for an annual performance audit until 2003.
4. Appointed a Corridor Management Advisory Committee
5. Received update on Corridor Management Study
6. A Draft Master Plan was presented for review with the following comments:
  - Defines dates for the various phases of Blueprint projects and provides overview of entire program;
  - Draft does not include finance costs which could be as much as \$120 million depending on amount borrowed;
  - Plan is not fully funded as of today. Success will depend on leveraging additional dollars to make up shortfall.
  - Anticipated shortfall of \$82 million was based on conservative growth factor of 4.5% with the note that each 1/2% growth above the projection generates an additional \$30 million in revenue.
7. At the recommendation of the City and County attorneys, the IA approved the hiring of outside counsel to advise the IA on policy issues only. Further, a memorandum of understanding will be executed between the City Attorney, County Attorney, and Blueprint Director that equitably addresses the roles, responsibilities, and billing for services provided by the respective legal offices who will share the contracting functions and the real-estate functions. All costs/salaries will be charged to Blueprint funds or projects.
8. Voted to defer any decision on funding for the construction of Capital Circle NW until the Joint Commission has acted on the proposed comprehensive plan amendment or until there is a response to the request for external Federal funding for Capital Circle NW.
9. Approved expending \$350,000 (1/3 of the cost) of funding for LiDAR from Blueprint funds.
10. Authorized Blueprint Director to negotiate agreement with NFWMD for the purpose of acquiring properties for the protection of the headwaters of the St. Marks. The agreement will incorporate the items in Agenda #11 (1-9). The IA will approve any final agreement.
11. Approved modification to the Water Quality Program (now called Stormwater Quality Enhancement Program and Regional Ponds) criteria to include a second phase, which will highlight the location of previously approved projects and projects currently being submitted for approval in order for the IA to consider geography in their approval process. (NOTE: The IA previously authorized the IMC to approve projects under this plan – see minutes of meeting June 17, 2002.)
12. Approved alternating meeting sites for IA meetings effective Dec. 9, 2002.

13. Approved the hiring of a construction manager that would bid the construction projects out to sub-contractors. The purpose of this is to speed up the process and save money. Since this was a unagendaed item, there was no staff comment or report.

**DECEMBER 12, 2002:**

1. Approved renewal of CAC members
2. Approved IA schedule for 2003.
3. Continued approval of amendments to Interlocal Agreement until the TCC reviews the changes. (NOTE: Further discussion revealed that the TCC bylaws do not require them to review legal documents. Several commissioners discussed others, including bond disclosure counsel and bond counsel who should review the documents but the motion itself was not changed. However, the unchanged motion passed unanimously.)
4. INFORMATION:
  - RFQ issued for selection of firms qualified to bid on RFP for Stormwater Management Consultant for Capital Cascade Greenway. Stated that local preference would be worth 5 points and includes Leon, Gadsden, Wakulla and Jefferson counties and that an MBE participation goal of 15.5% would be included.
  - Negotiations going forward with NFWFMD on the Memorandum of Agreement (MOA) for the Headwaters of St. Marks and hopefully will have something in place by March 2003.
  - Presentation and discussions concerning the bond sales – advantages and disadvantages of negotiated and competitive bids of bonds. PowerPoint presentation and Finance Advisory Committee input was provided.
5. Approved the following concerning bond issuance:
  - Do a competitive bond sale for \$70 Million as early in 2003 as possible
  - Authorize staff to accept quotes for bond insurance
  - Use the Internet as the primary sale vehicle
  - Authorize staff to award the bonds to the lowest bidder
  - By 2005 develop an Agency Master Plan that is fully funded
  - Authorize a special meeting of the IA for January 14, 2003 to approve the Bond Resolution and authorize the distribution of the Official Statement.
6. Approved a motion for staff to bring back an analysis of financing through the State Infrastructure Bank for alternative financing and to issue a RFP for bond underwriters for the next potential issuance of debt.
7. Approved the selection of Bryant, Miller & Olive, as the first ranked firm responding to the RFP for bond counsel. It was further stipulated that the contract would be for 3 years with 2 one-year renewals, subject to successful negotiation of the contract. The IA authorized the IMC to award the contract as stipulated upon successful negotiation.
8. Approved the selection of Holland and Knight for Bond Disclosure Counsel, based on rankings of the RFP with the same stipulations as for the bond counsel.

**JANUARY 27, 2003 (SPECIAL MEETING):**

1. Approved additional Blueprint staff positions (see agenda item, minutes do not elaborate)
2. Approved the amended and restated Interlocal Agreement. (NOTE: The IA had to adjourn and convene as each separate commission, approve the Interlocal Agreement and then reconvene as the IA and approve the Interlocal Agreement as the IA.)
3. Approved the action for independent legal support for the IA (which had already been approved in October, 2002) based on the following:
  - City and County attorneys and Blueprint Director to develop RFP for independent counsel for the IA;
  - Director of Blueprint to issue RFP for legal services;
  - The IMC to negotiate and award the aforementioned contract;
  - For the City and County attorneys, the independent Agency Attorney and the Blueprint Director to develop and sign a letter of agreement that equitably addresses the roles, responsibilities and billing for services provided by the respective legal offices; and
  - That additional funding for these legal services should not exceed \$60,000 in the Blueprint 2003 operating budget for awarding the contract per year for the remainder of the year.

**FEBRUARY 17, 2003:**

INFORMATIONAL ITEMS: FDOT presented an update on Capital Circle NW, cross sections, discussion of variances from standard Blueprint cross section. Discussion ensued on the differences between this section of Capital Circle and the rest of the improvements and how to make the stormwater ponds more amenities and fewer eyesores.

1. Authorized Blueprint Director to sign the JPA with FDOT on Capital Circle NW. (Consent agenda)
2. Accepted the FY 2003 Comprehensive Annual Financial Report and the external auditors reports on compliance with internal controls and approved the appropriation of \$278,771 to the FY2003 Operating Budget. (Consent Agenda)
3. Regarding the Stormwater Master Plan for Capital Cascades Trail project: (Consent Agenda)
  - Authorized staff to negotiate with the top ranked firm of the RFP, if unsuccessful, the second ranked firm and the third ranked firm if necessary.
  - If negotiations are successful with one of the three short listed pre-qualified firms, the IMC has the authority to award the contract; and
  - Appropriate \$600,000 from the \$70 million bond issuance to fund the Capital Cascade Stormwater Management Master Plan.
4. Approve Bond Resolution #R-03-03
5. Capital Circle SE and SW and issues of alignment and priority were being discussed when a fire alarm went off at the Courthouse and the meeting ended abruptly.



## **APPENDIX B**

### **GLOSSARY/ACRONYMS**

## APPENDIX B

### GLOSSARY/ACRONYMS

**CAC:** Citizen’s Advisory Committee

**CCNW, CCSW, CCSE:** Capital Circle Northwest, Southwest, Southeast

**CUTR:** The Center for Urban Transportation Research (at the University of South Florida)

**EECC:** Economic and Environmental Consensus Committee. The group of local citizens who prepared the *Blueprint 2000 and Beyond* report which resulted in proposing the sales tax extension and ultimately the Blueprint 2000 program.

**EPA:** Environmental Protection Agency (Federal)

**ERD:** Environmental Research and Design, Inc.

**FDOT:** Florida Department of Transportation

**FHWA:** Federal Highway Administration

**FCT:** Florida Communities Trust

**GEC:** General Engineering Consultant

**GIS:** Geographic Information System

**IA:** Intergovernmental Agency. The joint City of Tallahassee-Leon County Agency created to implement the Blueprint 2000 program. Directors are the five members of the City Commission and the seven members of the County Commission.

**IMC:** Intergovernmental Management Committee. The City Manager and the County Administrator.

**JPA:** Joint Project Agreement

**LiDAR: Light Detection and Ranging.** An electronic technology used for high-accuracy digital terrain mapping. A LiDAR collection system uses a powerful laser sensor comprised of a transmitter and receiver, a geodetic-quality Global Positioning System (GPS) receiver and an Inertial Navigation System (INS) unit. The laser sensor is mounted to the underside of an aircraft, and once airborne, the sensor emits rapid pulses of infrared laser light, which are used to determine distances to points on the terrain below.

**LDR:** Land Development Regulations

**MPO:** Metropolitan Planning Organization

**NFWMD:** Northwest Florida Water Management District

**PD&E:** Project Development and Environment. A study performed as an early stage of a roadway project development to determine social and environmental impacts associated with a proposed roadway improvement.

**RFP:** Request for Proposals

**RFQ:** Request for Qualifications

**ROW:** Right-of-way

**Significant Change:** Significant changes are defined as:

- Reprioritization of projects (advancing or delaying)
- Deletion of projects
- Addition of projects not on the original approved lists
- Changes in project scope that alter the original intent or location, or cost beyond 25%, or \$1,000,000, whichever is less, of original cost projections.

**TCC:** Technical Coordinating Committee



## **APPENDIX C**

**CITIZEN'S ADVISORY COMMITTEE MEMBERSHIP LIST  
TECHNICAL COORDINATING COMMITTEE MEMBERSHIP LIST**

## APPENDIX C

### **Citizen's Advisory Committee Membership List (February 2003)**

**Kathy Archibald** - Chairperson

Economic & Environmental Consensus Committee (EECC) Representative

**William G. Smith, Jr.** – Vice Chairperson

Economic Development Council Representative

**Katherine Baughman**

Big Bend Environmental Forum Representative

**Anita L. Davis**

NAACP/Civil Rights Community Representative

**Burt Davy**

Planning Commission Representative

**Terrence Hinson**

Capital City Chamber of Commerce Representative

**Dr. John Hutchinson**

Tallahassee Senior Citizens Advisory Council/Elderly Community Represent

**Carl McCoy**

Better Transportation Coalition/Disabled Community Representative

**Charles Pattison**

Planner - nominated by the EECC

**Michael H. Sheridan**

Financial expert - nominated by the EECC

**Albert Trull**

Council of Neighborhood Associations Representative

**Jess Van Dyke**

Natural Scientist/Biologist - nominated by the EECC

## Technical Coordinating Committee Membership List

**Tony Park - Chairperson**

Director – County Transportation Engineering

**Edgar Grant – Vice Chairperson**

Director – Public Works Department

**Gabe Menendez**

(Interim Director) – Public Works Department

**Bruce Barrett**

Director – Metropolitan Planning Organization

**John Buss**

Manager – City Stormwater

**Rodney Cassidy**

Biologist – City Growth Management

**Jim Davis**

Staff Director – Blueprint 2000

**Wendy Grey**

Director – Planning Department

**Val Hubbard**

(Interim Director) – Planning Department

**Theresa Heiker**

Chief – County Stormwater

**John Kraynak**

Director – County Environmental Compliance

**Vince Long**

Assistant County Administrator

**Michael Wright**

Assistant City Manager



## **APPENDIX D**

### **THE ONE-CENT SALES TAX EXTENSION BROCHURE FALL 2000**