



# **BOARD OF DIRECTORS MEETING**

**December 13, 2018  
3:00 pm  
City Commission Chambers**

**Chair: Curtis Richardson**

## **Agenda**

<b>I. AGENDA MODIFICATIONS</b>	<b>Page</b>
<b>II. INFORMATIONAL ITEMS/PRESENTATIONS</b>	
• CAC Chairman's Report – Hugh Tomlinson	
<b>III. CONSENT</b>	
1. Approval of the September 20, 2018 Blueprint Intergovernmental Agency Board of Directors Workshop and Meeting Minutes	3
2. Appointments to the Blueprint Intergovernmental Agency Citizens Advisory Committee	23
3. Acceptance of the 880 Cities Summary Report on the 'Public Spaces to Great Places Summit,' October 1 – 5, 2018	57
4. Acceptance of the Status Report on the Activities for the Applied Science and Advanced Manufacturing Target Industries	73
<b>IV. GENERAL BUSINESS/PRESENTATIONS</b>	
5. Acceptance of the Status Report on the Operations of the Tallahassee-Leon County Office of Economic Vitality	83
6. Acceptance of the Status Report on Blueprint Intergovernmental Agency Infrastructure Projects	103
7. Approval of a Funding Request to Implement Improvements to the Future StarMetro Superstop Site, a Component of the Orange/Meridian Placemaking Project	114
8. Acceptance of Northeast Gateway Project Update; Approval of an Interlocal Agreement for the Design and Construction of Welaunee Boulevard, Portions of Segments 2 and 3	124

**VI. CITIZENS TO BE HEARD**

Citizens desiring to speak must fill out a Speaker Request Form. The Chair reserves the right to limit the number of speakers or time allotted to each.

**VII. ADJOURN**

**NEXT BOARD OF DIRECTORS MEETING: February 28, 2019**

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to attend this meeting should contact Susan Emmanuel, Public Information Officer, 315 South Calhoun Street, Suite 450, Tallahassee, Florida, 32301, at least 48 hours prior to the meeting. Telephone: 850-219-1060; or 1-800-955-8770 (Voice) or 711 via Florida Relay Service.

**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #1  
December 13, 2018**

Title: Approval of the September 20, 2018 Blueprint Intergovernmental Agency Board of Directors Workshop and Meeting Minutes

Category: Consent

Department: Blueprint Intergovernmental Agency

Contact: Benjamin H. Pingree, Director, Department of PLACE  
Autumn Calder, Director, Blueprint Infrastructure Program  
Cristina Paredes, Director, Office of Economic Vitality

**STATEMENT OF ISSUE:**

This agenda item presents the summary meeting minutes for the September 20, 2018 Blueprint Intergovernmental Agency Board of Directors (IA Board) workshop and meeting and requests the IA Board's review and approval of the minutes as presented.

**FISCAL IMPACT:**

This item does not have a fiscal impact.

**OPTIONS:**

- Option 1: Approve the September 20, 2018 Blueprint Intergovernmental Agency Board of Directors workshop and meeting minutes.
- Option 2: IA Board direction.

**RECOMMENDED ACTION:**

- Option 1: Approve the September 20, 2018 Blueprint Intergovernmental Agency Board of Directors workshop and meeting minutes.

Attachments:

1. Draft Summary Minutes of the Blueprint Intergovernmental Agency Board of Directors Workshop on September 20, 2018
2. Draft Summary Minutes of the Blueprint Intergovernmental Agency Board of Directors Meeting on September 20, 2018

THIS PAGE INTENTIONALLY LEFT BLANK

# Blueprint Intergovernmental Agency Board of Directors Workshop Minutes

**Date:** December 13, 2018  
**To:** Board of Directors  
**From:** Benjamin H. Pingree, PLACE Director  
**Subject:** Summary Minutes to Board of Directors Workshop of September 20, 2018

---

## **MEMBERS PRESENT**

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

## **MEMBERS ABSENT**

<b>COUNTY</b>	<b>CITY</b>

## **I. AGENDA MODIFICATIONS**

- Ben Pingree noted a couple of housekeeping items for the workshop agenda:
  - Additional information from Leon County Research & Development Authority (LCRDA)
  - Telephonic participation by Commissioner Ziffer for both the Workshop and IA Board Meeting.

**Commissioner Desloge moved, seconded by Commissioner Dailey, to allow telephonic participation by Commissioner Ziffer.**

**The motion passed 8-0.**

## **II. DISCUSSION/PRESENTATIONS**

1. Workshop on the Office of Economic Vitality's Programs, Actions and Implementation of the Economic Development Strategic/Work Plan

Ben Pingree introduced the item and Al Latimer, Office of Economic Vitality Director, provided a presentation to the IA Board on the programs, actions, and implementation of the strategic and work plans, which included:

- Advancement of Economic Development Priorities in Tallahassee-Leon County since the Launch of the Office of Economic Vitality
  - Alignment of Minority and Women-owned Small Business Enterprises with the economic development offices.
  - Data center that is easy to navigate and captures how Tallahassee-Leon County's economic competitiveness.
  - Global recognition for industry and magnetic technologies through the ACE 8 Tour.
  - \$155-million total economic impact; assisted in the creation of 173 jobs, and \$18-million in economic or capital investments.
  - Tallahassee MSA Real GDP per capita grew 2.2%, the second highest percent change of the 22 MSAs in Florida in 2017, and outpaced the real GDP per capita growth rates of the State of Florida (.6%: outpaced only by the Space Coast) and the US (1.3%).
- Alignment of the Office of Economic Vitality's Efforts to Maximize Business Vitality and Global Competitiveness
  - Economic Development Strategic/Work Plan
    - Started with 86 action steps and added 67 as a result of the Targeted Industry Study.
    - 19 completed
    - 49 were active
    - 41 were scheduled to begin in 2019
  - Optimization of Committee Structures to Maximize Private Sector Partnerships
    - Transitions the Economic Vitality Competitiveness Committee to specialized Taskforces allowing for specific objectives and timelines, to convene as needed, and be comprised of expertise matched to the objectives.
    - Ongoing engagement of business leaders and stakeholders, developing skills and talent necessary for tomorrow's workforce.
    - The 36 original members would continue to be engaged with the taskforces

Commissioner Miller expressed concern with the transition of the EVCC to task forces. The intention with the whole effort was to open it to other aspects to the economy to capture additional opportunities. Furthermore, she encouraged staff to include innovation, arts, and entrepreneurship on taskforce initiatives.

- Team Restructure
- Engaging, Educating, Equipping and Empowering Minority, Women, and Small Business Enterprises

- Disparity Study, which would provide guidance to mitigate economic segregation, would be complete for the December 13, 2018 Intergovernmental Agency Board Meeting.
- MGT of America would include a response to the Harvard Study on Economic Inequality and Economic Segregation in the Disparity Study.
- Targeted Industries: Focusing on Global Competitiveness in Applied Sciences (Magnetic Technologies)
  - Staff dedicated to support development of applied sciences and manufacturing
  - Launching a marketing plan branding Tallahassee as the Magnetic Capital of the World.
  - Next steps: conduct a site inventory, implement 13 Work Plan actions, align Capital LOOP with Targeted Industries, and establish an industry presence.
- Funding Implementation: Economic Development Sales Tax Program
  - FY 2020 – FY 2024 Sales Tax Revenues Estimates, specifically regarding the 12% Dedicated to Economic Development
  - Blueprint 2020 Economic Development Capital Projects
    - Tallahassee Airport: Annual allocations from the \$14.1 million allows the Airport the planning tools necessary for to pursue grant awards.
    - Convention Center
      - Up to \$20 million to be built by FSU as a part of the development of the Arena District on the Tucker Civic Center site.
      - Staff recommended updating the needs analysis to determine the metrics and other operational details.
      - Capacity to bond, up to \$20 million if the need was justified based upon the study, would be available in 2021.
      - Next steps: continue to work with the Bond Counsel and FSU (the project lead and funder of the updated study) in preparation for future bonding.

Commissioner Proctor requested clarification on the \$20 million for the convention center. Ben Pingree confirmed that the Blueprint Intergovernmental Agency would fund up to \$20 million of the project, as stated in the Interlocal Agreement. FSU would fund, aggregated through the Arena and Madison Mile Districts, considerably more. Commissioner Proctor supported the project as well as preparations and positioning of the Agency to bond \$20 million. Additionally, he requested a workshop with the DeVen Group and FSU to allow the IA Board the opportunity to clarify the vision for the community and parameters of agreement. He cited the experience and lessons learned through renovations at the Civic Center years earlier and expressed his desire for thorough conversations with all parties before committing to the project.

Commissioner Scott Maddox agreed with Commissioner Proctor noting that both governments were financially responsible for overages at the Civic Center. Additionally, the City allocated an annual appropriation for meeting room renovations

as part of a temporary arrangement, however, that appropriation has continued into the present. He supported the request for a workshop for clarifying conversations. Overall, the project was an asset for Tallahassee. The updated study was necessary, as the original one did not contemplate the connection to the Turnbull Center, a boutique hotel, or Madison Mile. The IA Board needed that information to make an informed and educated decision about the effects to constituents. As well as the preliminary discussions of a use agreement as to how the space within would be allocated ensuring that constituents would have open access since the project included their tax dollars.

Commissioner Scott Maddox stated his opinion that if there was to be a cost for advance funding that it be borne by the project, not by the Blueprint budget. Similar to the Airport project, the allocations would be received as the tax revenues were generated. He was not opposed to advanced funding if FSU felt it necessary, however, the cost of that should come from the project.

Commissioner Dozier supported the commitment to the project and bonding the \$20 million. However, she was concerned with the long-term impacts to the budget. She supported creative approaches and the oversight requested by Commissioner Proctor and Commissioner Scott Maddox.

Commissioner Proctor emphasized the importance of the use agreement on the facility. FSU grew and operated under its own Master Plan and such an agreement would be necessary for the City and County as well as the community at large, to be included. The temperament of leadership could change with successors and having the agreement in writing and a secured understanding protected all parties and guaranteed public access to a facility funded through public dollars. Furthermore, there could be a reimbursement clause included to take effect once the facility was profitable.

Commissioner Richardson supported the project and process discussions. He also agreed with the importance of further conversation to clarify and define the terms of agreement for payback of the advance funding costs and use of the facility by the City, County, the community, and organizations that might not have the financial resources to afford it otherwise.

- Economic Development Proposals in the Interlocal Agreement
  - Continue to evaluate the following proposals:
    - Entrepreneurial Development Fund
    - Minority and Women Business Investment
    - Technology and Innovation Incubators
    - Economic Opportunity Rapid Response
    - South Monroe/Adams Corridor Catalyst
  - Direct staff to take no further action currently:



- Business Retention, Expansion, and Attraction – completed and implemented by OEV
- Quantum Leaps and Signature Festivals – completed and implemented by Tourism
- Raising the Ship Talent Development – completed and implemented by OEV and Career Pathways Council

Commissioner Miller requested clarification on the items for no further action. Ben Pingree stated that the proposals for no further action were on items where the IA Board had previously taken action and OEV and/or a community partner stepped forward to assist with similar programs. Thereby allowing the IA Board and staff to focus their capacity on the identified Target Industry sectors, with which the IA Board previously aligned OEV's limited resources. It did not preclude the IA Board from, in the future, elevating any of the three to active status, should the need arise.

Commissioner Miller specifically noted the implementation of micro-loans and questioned which of the proposals that program aligned with. Mr. Pingree stated that it would come under Minority and Women Business Investment. She was concerned that small businesses would not be included. Mr. Pingree reassured her that it would be Minority, Women, and Small Business enterprises.

Commissioner Proctor was reluctant to relinquish an active stance or suspend activities on the Raising the Ship; a physical center for workforce issues. Mr. Pingree clarified that staff was actively engaged and activities would not be suspended. Each of the three areas were places where community partners were taking the lead and OEV staff would continue to engage through collaboration and support.

Mayor Gillum requested additional information on talent development. Mr. Pingree stated that the proposal provided funding for an in-depth assessment of job seekers and estimated employment needs, capital funding for a Southeast Regional Center of Excellence, and programmatic funding to support a Socially Responsible Enterprise.

Mayor Gillum stated that those organizations and programs existed prior to OEV and yet the talent gap remained. Part of the impetus for Raising the Ship was to level the field and ensure access to talent development and training in part for people who might not be able to afford or pay to get access. The IA Board previously debated the economic development strategy for the community to ensure it was not one that used taxpayer dollars as incentive to recruit or accelerate specific developments but one that also focused on and funded talent development as well. He did not support pulling back on the proposal but rather continue to actively engage in workforce issues to address a growing need in a competitive economic development area.

Commissioner Lindley expressed appreciation for the hard work and optimism of staff, did not feel it was the right time to pull back on the three listed initiatives.

Commissioner Dozier suggested modifying the language to reflect the progress made while acknowledging the work that was still necessary. She suggested that the IA Board could better serve the community by allocating the limited resources available into workforce training programs that allowed for rapid response to particular sectors of recruitment such as advanced manufacturing training. To focus the available resources in areas that supported the community's return on investment rather than spread through a variety of programs.

Commissioner Nick Maddox spoke to the importance of the language used and the perception it created based on the apparent benefit to the individual. "Take no further action" did not fit with the community or the sentiment of the IA Board. Furthermore, it negated the importance of business retention, talent development, etc. It implied that everyone was completely satisfied with the outcome and he, and the IA Board, wanted more. He suggested using transitional language that acknowledged progress and left it open for future action.

Commissioner Richardson agreed with the sentiments expressed by his colleagues, about workforce and talent. The dearth of talent existed with college graduates as well as with blue-collar trades or medical technicians. He did not want to send the message to the community that OEV or the Intergovernmental Agency Board thought things are handled and were moving on.

Ben Pingree noted that was certainly not the intent of staff and noted the removal of Action Item #7 from IA Board consideration. OEV staff would continue with the initiatives and collaborations in the various proposals, elevate new opportunities that arise in the future, and maximize resources as best possible.

Mayor Gillum clarified that it was less about the signal communicated to the community. It was about the choices made and actions taken by the IA Board to improve the situation. There was a very real gap between the current workforce skills, the ones needed for advancement, and the skills that employers need for their businesses.

Commissioner Proctor questioned if there was staff fatigue, burnout, or need for expansion with the recognition that they cannot do it all. He suggested exploring that more closely and adding support positions to the areas to remain vibrant and strong.

Ben Pingree reassured the IA Board that staff would continue to focus on each of the areas outlined. He acknowledged the celebration of the accomplishments of the first two years and looked forward excitedly to the next twenty.

- EDA Disaster Grant Opportunity
  - Supports plans to develop an incubator at Innovation Park and aligned with key drivers of economic development and success.
  - LCRDA was the grant applicant and sought out OEV for a 60:40 funding match to address student retention, or \$2.5 million.

- Aligned all of the resources and assets at Innovation Park: FSU and FAMU research, Mag Lab, College of Engineering and identified and acknowledge the need for wet lab space as well as the opportunity for entrepreneurial investment.
- Leverage \$2.5 million into \$17 million for the community

**Commissioner Lindley moved, seconded by Commissioner Desloge, to approve Action Items #1 – 6 and the modified Action Item #8.**

**Action Item #1: Accept the update on the Economic Development Strategic/Work Plan for Tallahassee-Leon County toward ongoing economic growth actions.**

**Action Item #2: Transition the Economic Vitality Competitiveness Committee to targeted and strategic taskforces, to include Magnetic Technologies, Leon Works Expo, Manufacturing and Data, to provide specific feedback on competitiveness within the target industries and amend agreements, if necessary.**

**Action Item #3: Accept the OEV restructuring plan in order to optimize the shared human and technical resources.**

**Action Item #4: Commence the bond financing process for the issuance of up to \$20 million toward the convention center as early as October 2020 (FY 2021), subject to the IA Board's final approval of the scope, size, and operations plan for the hotel and convention center.**

**Action Item #5: Continue to participate with FSU in the market and feasibility analysis for the hotel and convention center and be brought back to the IA Board upon completion with staff recommendations.**

**Action Item #6: Direct staff to continue to evaluate the following economic development proposals required by the Interlocal Agreement, with guidance from the EVLC, and to the IA Board for consideration:**

- **Consideration of Entrepreneurial Development Fund (Proposal A) as recommended in the Incubation and Accelerator Study.**
- **Collaborate with the FAMU Small Business Development Center to evaluate partnerships with FAMU Federal Credit Union and Apalachee Regional Planning Council to maximize the investment of microloans to help minority and women owned small businesses and entrepreneurs (Proposal B).**
- ***Identify the criteria and process to evaluate future funding requests regarding the construction or expansion of incubator facilities.***

- Continue to evaluate the establishment of a fund associated with developing physical assets that will facilitate and enhance economic vitality and competitiveness in Florida's Capital (Proposal E).
- Evaluate the South Monroe/Adams Corridor Catalyst proposal (Proposal G).

**REVISED Action Item #8:** Issue a letter of support for the 40,000 square foot high-tech incubator as presented in the LCRDA proposal and pledge \$2.5 million. Should LCRDA be awarded the grant, direct staff to bring an agenda item on February 28, 2019 identifying the next steps, funding strategy to meet the grant requirements, and any necessary agreements to formalize the IA's participation in the project.

**Action Item #9:** Accept the OEV Preliminary Draft FY 2020-2024 Budget Summary

**The motion passed 12-0 with Commissioner Scott Maddox out of chambers.**

Commissioner Dozier inquired of the site selection inventory related to the applied science and advance target industry, in particular magnetic technology. Ben Pingree stated that the IA Board would have the opportunity to discuss this in further detail in the IA Board Meeting on Item #11.

Commissioner Miller reiterated the importance of OEV and appreciated the opportunity to workshop issues specific to that office, to drill down and participate more thoroughly in the decision-making. She recommended that future meetings be 'separate but together' with the Blueprint Infrastructure program. The return on the investment would be extraordinary to the Agency and community. It would also be of benefit to the new Commissioners getting up to speed.

### **III. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS**

3-minute limit per speaker; there will not be any discussion by the Commission

**Speakers:** None

### **IV. ADJOURN**

**The meeting adjourned at 4:45 p.m.**

*The next Blueprint Intergovernmental Agency Board of Directors Meeting  
is scheduled for  
**Thursday, September 20, 2018 at 5:00 p.m.***

# Blueprint Intergovernmental Agency Board of Directors Meeting Minutes

**Date:** December 13, 2018  
**To:** Board of Directors  
**From:** Benjamin H. Pingree, PLACE Director  
**Subject:** Summary Minutes to Board of Directors Meeting of September 20, 2018

---

## **MEMBERS PRESENT**

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

## **MEMBERS ABSENT**

<b>COUNTY</b>	<b>CITY</b>

## **I. AGENDA MODIFICATIONS**

- Distribution of an updated Item #10: Ratification of IA Board Workshop Actions
- Move Blueprint and Office of Economic Vitality (OEV) Project Updates to the end of the agenda for a more expedited meeting.

**Commissioner Desloge moved, seconded by Commissioner Scott Maddox, to accept the agenda modifications.**

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

- Citizen's Advisory Committee Chairman's Report
  - Hugh Tomlinson provided an overview of the CAC's meeting on September which included the following:
    - Unanimous support of the four options for the Capital Cascades Trail Segment 3 project update and authorization requests for the Segment 3 amenities. Further discussion included ADA accessibility for restrooms and design consideration for family changing rooms as well as public safety concerns.
    - Full support of the consent items with the exception of Item #9: Request for Approval of Eminent Domain Resolutions for the Acquisition of Privately-

Owned Property Required for the SR 263 Capital Circle Road Improvement Project From County Road 2203/Springhill Road to State Road 371/Orange Avenue (W1) Project. The Committee did not feel they had enough facts and were privy to specific circumstances or negotiations.

- Celebrated the promotion of Autumn Calder to Blueprint Director.
  
- Recognition of Smokey Hollow Commemoration Working Group  
Commissioner Richardson spoke briefly on the history and significance on Smokey Hollow and presented plaques to Chairman, John Lawrence and Vice Chair, Althamese Barnes in appreciation of their service.
  
- Blueprint Project Updates Presentation  
This item was informational only.
  
- OEV Project Updates Presentation  
This item was informational only.

### III. CONSENT

**ACTION TAKEN: Commissioner Scott Maddox moved, seconded by Commissioner John Dailey, to approve the Consent Agenda.**

#### **The motion passed 12-0.**

1. Approval of the June 21, 2018 Board of Directors Meeting and Workshop Minutes  
**The IA Board approved Option #1: Approve the June 21, 2018 Board of Directors meeting minutes.**
  
2. Acceptance of the Status Report on Blueprint Intergovernmental Agency Infrastructure Projects  
**The IA Board approved Option #1: Accept the September 2018 status report on the Blueprint infrastructure projects.**
  
3. Acceptance of the Status Report on the Operations of the Tallahassee-Leon County Office of Economic Vitality  
**The IA Board approved Option #1: Accept the Tallahassee-Leon County Office of Economic Vitality Status Report.**
  
4. Proposed 2019 Meeting Schedule for Blueprint Intergovernmental Agency Committees  
**The IA Board approved Option #1: Approve the proposed 2019 Meeting Schedule for the Blueprint Intergovernmental Agency Committees.**

6. Authorization to Enter into a Joint Partnership Agreement to Fund Enhanced Lighting on Capital Circle Southwest

**The IA Board approved Option #1: Authorize Blueprint to develop a JPA with FDOT allowing the utilization of Blueprint funds to design and install the fiberglass poles and fixtures consistent with the style in the already completed portions of Capital Circle in an amount not to exceed \$3,000,000.**

7. Approve Modifications to the Target Business Program

**The IA Board approved Option #1: Approve the modifications to the Target Business Program to include the new target industries, expanded to the urban service area, more accurately reflect the reimbursement process that occurs, and revise business profile score card as listed below:**

- **Expand to include the urban service area and location areas to allow points for Opportunity Zones, Urban Job Tax Credit Area, and Priority Commercial Development Areas (identified industrial or Commercial Park, Innovation Park, or Tallahassee International Airport).**
- **Expanded Environmental Sensitivity to include brownfield remediation points.**
- **Modified bonus points sections to provide points for competitive projects and if more than 50 of the jobs (by Standard Occupational Classification (SOC) code) are included in Target Industry list or CareerSource's Regional Demand Occupations high skill/high wage list.**

8. Request for Approval of Eminent Domain Resolutions for the Acquisition of Privately-Owned Property Required for the FDOT SR 263 Capital Circle Road Improvement Project from County Road 2203/Springhill Road to State Road 371/Orange Avenue Project

**The IA Board approved Option #1: Approve Resolutions Nos. 2018-04; 2018-05; and 2018-06 authorizing Blueprint to utilize its power of eminent domain to acquire the privately-owned parcels identified as Parcel 109, 111 and 801, which are required for the construction of State Road 263/Capital Circle from County Road 2203/Springhill Road to State Road 371/Orange Avenue W1 Project.**

9. Recognition and Sunset of the Smokey Hollow Commemoration Working Group

**The IA Board approved Option #1: Sunset the Smokey Hollow Commemoration Working Group.**

10. Ratification of IA Board Workshop Action

**The IA Board approved Option #1: Ratify action items 1 – 6 and 8 as approved by the IA Board at the September 20, 2018 Workshop**

Commissioner Ziffer disconnected from the call.

## **ITEMS PULLED FOR DISCUSSION**

### 5. Appointment and Reappointment of Members to the Blueprint Citizens Advisory Committee

Commissioner Miller expressed concern of a possible conflict of interest with the appointee from the Big Bend Environmental Forum. She noted that the applicant worked extensively with a number of projects and was regularly involved in grant proposals for the Agency. His involvement with the Alternative Wastewater Solutions Study through the Wakulla Alliance was also of concern.

Commissioner Dozier expressed support for the appointment although she understood the Commissioner Miller's concern with recusals. Principally if it inhibited the effectiveness of the committee member. Ben Pingree spoke to the application process and that staff could pause the process for IA Board guidance.

**Commissioner Dozier moved, seconded by Commissioner Desloge, to approve Option #1.**

**Option 1: Appoint Sean McGlynn to the Blueprint Citizens Advisory Committee (CAC) to represent the Big Bend Environmental Forum.**

**Commissioner Nick Maddox moved, seconded by Commissioner Scott Maddox, a substitute motion.**

**Substitute Motion: Direct staff to analyze potential conflicts of interest with the applicant and report back to the IA Board.**

Commissioner Desloge questioned if the appointment could be conditionally approved pending staff analysis. Patrick Kinni stated that two routes were available to the IA Board: instruct staff to inquire of the nominee as to potential conflicts or direct staff to monitor the situation and report if there were reoccurring conflicts of interest. The IA Board maintained the authority to remove anyone from the Citizens Advisory Committee.

Commissioner Dozier clarified that the second option was the intent of her motion. She requested that the IA Board move forward with the appointment and that staff continue to monitor the situation.

Commissioner Miller requested that staff compare the submitted 20-page resume for projects that would have presented conflicts had the appointment occurred earlier. Furthermore, a discussion with the applicant that the appointment would preclude their ability to apply for grant money from the Agency in the future.

**The substitute motion passed 7-4.**



**Commissioner Scott Maddox moved, seconded by Commissioner Nick Maddox, to approve Option #2.**

**Option 2: Reappoint Allen Stucks and Claudette Cromartie to serve their second three-year term on the Blueprint Citizens Advisory Committee (CAC).**

**The motion passed 11-0.**

## **V. PUBLIC HEARING**

### **14. Second and Final Public Hearing to Adopt the FY 2019 Operating Budget and FY 2019-2023 Five Year Capital Improvement Program Budget for the Blueprint Intergovernmental Agency**

Ben Pingree provided a presentation to the IA Board on the FY 2019 Operating Budget and FY 2019-2023 Capital Improvement Plan, which included decreases to both Operating budgets -0.54% for the Infrastructure Program and -1.32% for OEV. Increasing internal staff capacity on the Infrastructure side by seven positions, through sun setting the GEC contract; without a corresponding increase in the overall budget. Additionally, there is a 36% increase to the Capital Improvement Plan Mr. Pingree clarified the allocations to Blueprint 2000 projects of \$16.6-million and Blueprint 2020 projects of \$5.8-million. A copy of the presentation is on file at Blueprint Intergovernmental Agency.

In response to staffing questions from Mayor Gillum, Mr. Pingree stated that Blueprint would be onboarding project management and planning staff necessary to align with the work plan and meet project goals, as directed by the IA Board at the June 21, 2018 meeting. Mayor Gillum noted that, coming from the assumption that pay would be equitable on the public and private sector parts, he was more partial to the private sector being involved in the tax generating power of the work.

There were no speakers on the budget.

Commissioner Proctor stated that he could not support the proposed budget because it did not include funding for improvements to the Fairgrounds. It was public space that was utilized by all segments of the community unrelated to the proposed convention center. He offered a substitute motion to include \$12-million in funding for the Fairgrounds project to move it, at a minimum, into the feasibility study phase. It failed for lack of a second.

Mayor Gillum stated that his concern with the proposed budget was to bring the project management functions in-house. One of the things he appreciated about the structure of Blueprint Intergovernmental Agency was that tax resources were spread widely throughout the private sector in a predominately-public sector community. He was not sure that the savings, once the loaded rate of salaries and benefits were accounted for.

Commissioner Dozier agreed with the Mayor in general however, she noted the economy of scale that existed in utilizing internal resources from similar departments without

duplicating services. She questioned the efficiencies shown over the last few years of the process of bringing more services in-house. Autumn Calder stated that Blueprint had downsized the General Engineering Consultant (GEC) team over the last six years, with only three project management positions on that team funded in the proposed budget. The cost ratio for in-house versus GEC was approximately one to three. The proposed budget requested seven new, in-house, positions funded by the sunset of the three GEC positions.

In terms of continuing to invest money into the community and private sector, all of the positions were tied to the day-to-day project management functions. Elements of design and engineering would continue to be outsourced to the private sector; with \$35-million allocated in the Capital Improvement Plan for FY19 alone. Blueprint managed eight projects with three project managers in FY18. As a result of IA Board guidance to advance fund projects that would increase to fourteen projects in FY19.

**Commissioner Dailey moved, seconded by Commissioner Scott Maddox, to approve Option #1 through #4.**

**Option 1: Conduct the Public Hearing to adopt the FY 2019 Blueprint Intergovernmental Agency Operating Budget as presented and approve the FY 2019 Operating Budget Resolution (Resolution No. 2018-07).**

**Option 2: Conduct the public hearing to approve and adopt the Fiscal Year 2019 – 2023 Capital Improvement Program as presented and approve the FY 2019 Capital Improvement Program Budget Resolution (Resolution No. 2018-08).**

**Option 3: Authorize the deallocation of \$250,000 from the Cascades Park project to fund the construction of the Capital Cascades Trail Segment 3 skateable art amenity, in lieu of the sound wall.**

**Option 4: Direct Blueprint staff to request significant benefit project funding from Leon County (\$370,000) and the City of Tallahassee (\$380,000) toward the Northeast Corridor project.**

**The motion passed 8-3. With Commissioner Proctor, Mayor Gillum, and Commissioner Nick Maddox casting dissenting votes.**

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

11. Acceptance of the Status Report on the Activities for the Applied Science and Advance Manufacturing Target Industries, Specifically Regarding Magnetic Technologies

Commissioner Dozier questioned the best option to expand the scope. Ben Pingree stated that staff identified a cogent scope of services with a targeted dollar amount. However, if Commissioner Dozier would like to included specifics to be expanded on,

even potentially within the same dollar amount, it would be good to include it in the motion and staff would move forward accordingly. Commissioner Dozier stated that it seemed that the community needed an in depth study, across all sectors, for a fully developed strategic site map. Completing only a portion of that survey could result in duplicated efforts and cost more in the end. She supported approval of the item and would appreciate the option to review an expanded scope option in December 2018. Ben Pingree stated that in the attachment it spoke to the next steps, however, it would be reasonable to reevaluate same in December or potentially a spring 2019 IA Board meeting. That item could include the findings of the approved work along with subsequent actions.

Additionally, Commissioner Dozier stated that the Fairgrounds was a strategic site for some. While she was not interested in changing the ranking of project prioritization, she requested that OEV staff meet with the County Administrator to see where the consultant could assess that site. This would allow all parties to gain additional information and it would provide further options in the future.

**Commissioner Dozier moved, seconded by Commissioner Nick Maddox, to approve Option #1 and 2.**

**Option #1: Accept the status report on the activities for the applied science and advance manufacturing target industries.**

**Option #2: Approve the implementation of Phase 1 of the site inventory program utilizing existing resources previously allocated by the IA Board for activities for the applied science and advance manufacturing target industries in an amount not to exceed \$25,000.00.**

**The motion passed 10-0 with Commissioner Nick Maddox out of chambers.**

12. Acceptance of the Capital Cascades Trail Segment 3 Project Update and Authorization Requests for the Segment 3 Amenities

**Commissioner Scott Maddox moved, seconded by Commissioner Desloge, to approve Option #1, #2, and #3 as amended**

**Option 1: Authorize Blueprint to proceed with the procurement of the construction of the proposed Pond amenities, the St. Marks Trailhead, and the Coal Chute Pond Trail Loop, in conjunction with the City of Tallahassee's FAMU Way Phase 3 project. Authorize the Intergovernmental Management Committee to execute a third Amendment to the MOU by and between the City of Tallahassee and Blueprint Intergovernmental Agency, dated May 2, 2017, consistent herewith in a form approved by legal counsel.**

**Option 2: Authorize Blueprint to procure the design and construction services for of the Capital Cascades Trail Segment 3 Restroom in accordance with the Blueprint Procurement Policy.**

**Option 3: Authorize Blueprint to issue a RFP for the History & Culture Trail interpretive kiosk installations in accordance with the Blueprint Procurement Policy. Authorize staff to enter into an agreement with the Council on Culture and Arts to assist with the artist solicitation and selection of the public art component of this project, in a form approved by legal counsel and authorize the Intergovernmental Management Committee to execute same, in accordance with Blueprint Procurement Policies.**

**The motion passed 10-0 with Commissioner Nick Maddox out of chambers.**

13. Status Update on the Blueprint 2020 Northeast Connector: Bannerman Road Project

Citizen Comment:

Max Hurley, 117 South Gadsden Street, spoke on behalf of the Summerbrooke Home Owners Association. In coordination with them and developers of the Cawthorn property, with guidance from Blueprint staff, he reported that both parties supported the widening of Bannerman Road.

**Commissioner Desloge moved, seconded by Commissioner Jackson, to approve Option #1, #2, and #3 as amended**

**Option 1: Accept the status update on the Blueprint 2020 Northeast Connector: Bannerman Road.**

**Option 2: Authorize Blueprint to broaden the scope of the PD&E re-evaluation to include a feasibility study of widening Bannerman Road to four-lanes from east of Tekesta Drive to Bull Headley Road.**

**Option 3: Direct Blueprint to initiate the process to significantly amend the Northeast Connector: Bannerman Road project.**

**The motion passed 10-0 with Commissioner Nick Maddox out of chambers.**

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

3-minute limit per speaker; there will not be any discussion by the Commission

**Speakers:**

Lauren Perlman, 6349 Fitz Lane, spoke in support of advance funding the Animal Shelter to ensure it remained a priority.

Kate McFall, 1206 Walton Drive, spoke in support of advance funding the Animal Shelter because for the challenges of the dated facility. If it did not make the short list

for funding, there were critical issues that needed to be addressed and she hoped the IA Board could find ways of funding and supporting the Shelter.

Frank Allocon, 3515 Offaly Court, spoke as the Chair of the IA Board of Directors for the Animal Shelter to request prioritization of renovations or a new facility and advance fund it in the current budget cycle.

Commissioner Richardson stated that the need for options and a temporary solution were part of recent conversations with City Manager to bridge the gap until the allocation of Blueprint funds for the project occurs. Commissioner Scott Maddox stated that to change the rankings would replace large projects with one relatively small project. Albeit one that all had the desire and willingness to fix. He stated that he was working on fixes that could come from the City's Capital Projects funds to address some of the more egregious problems. Secondly, and more long term, a provision existed within the rules and regulations of Blueprint to capitalize on matching funds that could change the ranking based on a funding match. He would elevate the issue to the Animal Task Force to brainstorm the options for matching dollars, from capital budgets, grants, etc., that would affect the ranking without changing the processes.

## **VII. ADJOURN**

**The meeting adjourned at 6:30 p.m.**

*The next Blueprint Intergovernmental Agency Board of Directors Meeting  
is scheduled for **Thursday, December 13, 2018, at 3:00 p.m.***

THIS PAGE INTENTIONALLY LEFT BLANK

**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #2  
December 13, 2018**

Title: Appointments to the Blueprint Intergovernmental Agency Citizens Advisory Committee

Category: Consent

Department: Blueprint Intergovernmental Agency, Infrastructure Program

Contact: Benjamin H. Pingree, Director, Department of PLACE  
Autumn Calder, Director, Blueprint Infrastructure Program  
Megan Doherty, Principal Planner, Blueprint Infrastructure Program

---

**STATEMENT OF ISSUE:**

This agenda item seeks approval by the Blueprint Intergovernmental Agency Board of Directors (IA Board) to appoint three new members to the Blueprint Citizens Advisory Committee (CAC) to fill existing vacancies. This agenda item also addresses the IA Board's direction at the September 20, 2018 meeting to assess potential conflicts of interest that may occur with Seán McGlynn, nominee for the Big Bend Environmental Forum.

**FISCAL IMPACT:**

This item does not have a fiscal impact.

**RECOMMENDED ACTION:**

Option 1: Appoint Seán McGlynn to the CAC to represent the Big Bend Environmental Forum, appoint Linda Vaughn to the CAC to represent the elderly community, and appoint Daniel Petronio to the CAC to fill the financial expert position.

## SUPPLEMENTAL INFORMATION:

Three positions on the Blueprint CAC became vacant on or before November 30, 2018 and appointments to fill these seats require action by the IA Board. Kent Wimmer, member representing the Big Bend Environmental forum, completed his two terms of service as of November 30, 2018. Gordon Hansen, member representing the elderly community, completed his first term of service as of November 30, 2018 and is not seeking reappointment for a second term. George Smith, member filling the financial expert seat, has resigned from the CAC, effective October 2018. In accordance with the Interlocal Agreement and CAC Bylaws, Blueprint has received a nomination from the Big Bend Environmental Forum to fill the seat representing the Big Bend Environmental forum. Blueprint staff contacted the Tallahassee Senior Center to assist in soliciting applications to fill the seat representing the elderly community. In accordance with the Interlocal Agreement and CAC Bylaws, Blueprint has advertised the financial expert seat vacancy and received one application.

### CAC Nominations:

Big Bend Environmental Forum Representative: Seán McGlynn has submitted an application for this appointment, included as Attachment #1. Per the terms of the Second Amended and Restated Interlocal Agreement, this position is nominated by the Big Bend Environmental Forum specifically to represent this organization.

Elderly Community: Linda Vaughn has submitted an application for this appointment, included as Attachment #2. The Second Amended and Restated Interlocal Agreement does not specify qualifications or associations for this position.

Financial Expert: Daniel Petronio has submitted an application for this appointment, included as Attachment #3. Per the terms of the Second Amended and Restated Interlocal Agreement, this position must be filled by a person with qualifications as a financial expert with bonding experience.

### *Potential Conflicts of Interest Assessment*

At the September 20, 2018 meeting, the IA Board directed staff to bring back an analysis of potential conflicts of interest that may occur specifically for Seán McGlynn, the nominee for the Big Bend Environmental Forum representative to the CAC. Following that meeting, Blueprint staff contacted Mr. McGlynn to convey the IA **Board's** direction regarding his nomination. Mr. McGlynn was informed that as a member of a CAC, he will be obligated to follow any applicable laws regarding Government in the Sunshine, Code of Ethics for Public Officers, and Public Records Disclosure.

To assist in the IA Board directed analysis of any current or future conflicts Mr. McGlynn may have related to Blueprint projects, Blueprint submitted a letter to Mr. McGlynn, included as Attachment #4, describing obligations of CAC members and specifying the laws with which Mr. McGlynn would have to comply as a member of the CAC. The letter also requested Mr. McGlynn provide a written response to specific questions to determine whether a current or future conflict



of interest existed or was anticipated by Mr. McGlynn. Per Mr. **McGlynn's** responses, included as Attachment #5, no current or future conflict of interest exists that would prohibit Mr. McGlynn from serving as a member of the Blueprint CAC. Lastly, Blueprint also requested Mr. McGlynn submit a signed State of Florida Financial Disclosure Form.

Action by the TCC and CAC: This item was presented to the CAC at their November 29, 2018 meeting. This item was not presented to the TCC.

## **OPTIONS:**

Option 1: Appoint Seán McGlynn to the CAC to represent the Big Bend Environmental Forum, appoint Linda Vaughn to the CAC to represent the elderly community, and appoint Daniel Petronio to the CAC to fill the financial expert position.

Option 2: At the IA **Board's** direction, appoint other citizens to fill the CAC vacancies.

## **RECOMMENDED ACTION:**

Option 1: Appoint Seán McGlynn to the CAC to represent the Big Bend Environmental Forum, appoint Linda Vaughn to the CAC to represent the elderly community, and appoint Daniel Petronio to the CAC to fill the financial expert position.

### Attachments

1. CAC Membership Application for Seán McGlynn
2. CAC Membership Application for Linda Vaughn
3. CAC Membership Application for Daniel Petronio
4. Blueprint Intergovernmental Agency Letter to Seán McGlynn, dated October 31, 2018
5. Seán **McGlynn's** Responses to Conflict of Interest Questions

THIS PAGE INTENTIONALLY LEFT BLANK

Please return via email to:  
Megan.doherty@blueprintia.org

Via mail:  
Blueprint Intergovernmental  
Agency  
315 South Calhoun St, Suite 450  
Tallahassee, Florida 32301

Via fax: (850) 219-1098

Questions? Please call: 219-  
1060



## INTERGOVERNMENTAL AGENCY

### CITIZEN ADVISORY COMMITTEE APPLICATION

Nominating Organization (if applicable): Big Bend Environmental Forum (BBEF)

Name: Seán E. McGlynn, Ph.D.

Address: 568 Beverly Court, Tallahassee, FL 32301

Email: mcglynnlabs@gmail.com, www.mcglynnlabs.com

\*\*\*\*\*

Work Phone: (850) 570-1476 (cell)

Home Phone: none

Occupation: Biochemist

Employer: self-employed

Address: same as above

Race:        X  White                     Hispanic                     Asian or Pacific Islander

Sex:         X  Male                         Female

Identify any potential conflicts of interest that might occur if you are appointed:

---

---

Are you a City resident?                    X  Yes                     No  
Are you a Leon County resident?        X  Yes                     No  
Are you a City property owner?         X  Yes                     No  
Are you a Leon County property owner? X  Yes                     No  
Can you serve a full three-year term?   X  Yes                     No  
Can you regularly attend meetings?    X  Yes                     No

Conflicts none

Please provide biographical information about yourself (attach a resume, if available). Identify previous experience on other boards/committees; charitable/community activities; and skills or services you could contribute to this board/committee:

**Please see attached**

**Education: Bachelor of Science, Biochemistry, LSU, 1977 (College/University Attended and degree received); Doctorate Biological Science, Ecology, FSU 1995 (Graduate School Attended and Degree received)**

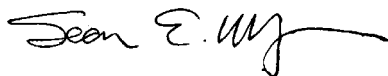
References:

Cal Jamison: (850) 509-4814 and (850) 926-5686,

John Outland: (850) 544-3645 and (850) 878-6828

Jack Rudloe: (850) 984-5297, (850) 445-6786 and (850) 984-5233

All statements and information given in this application are true to the best of my knowledge.



Signature: \_\_\_\_\_ Date: 08/28/18

(7/13/16)



**Seán E. McGlynn, PH.D.:** 568 Beverly Ct., Tallahassee, FL 32301,  
President, Technical Director, McGlynn Laboratories Inc., November 1997 to the Present



### **Education:**

1. Bachelor of Science, Biochemistry, LSU, 1977;
2. Master of Arts, History, FSU, 1989;
3. Doctorate Biological Science, Ecology, FSU 1995

I am an environmental scientist with over 42 years of experience addressing a wide range of environmental issues. My technical expertise is in water quality and aquatic system ecology. I have managed ecosystem studies from Florida to Texas, including Apalachee Bay, Amelia Estuary, Apalachicola Bay, Barataria Bay, Choctawhatchee Bay, Escambia Bay, Laguna Madre, Ochlocknee Bay and River and Perdido Bay. The application of scientific methods to aquatic ecosystems, particularly in the areas of lake and coastal zone management is my expertise. I have performed hydrographic studies all over Florida, from the Peace River to Pensacola.

I have a private environmental laboratory, McGlynn Laboratories Inc., a nationally accredited environmental laboratory (NELAC). McGlynn Laboratories is certified by the EPA for the analysis of microbiology nutrients, metals and organic hydrocarbons. McGlynn Laboratories is certified by the FDEP for Stream Condition Index. MLI is approved by FDEP for TMDL sampling of surface waters for priority pollutants. MLI data is used and accepted at the highest level of regulatory data usage in the TMDL program. I began working on aquatic issues since 1976 at the Center for Wetland Resources at Louisiana State University, studying aquatic ecosystems in hypersaline Laguna Madre, Texas and Barataria Bay, South Louisiana. I became the Research Director at Receptor Molecules, a Research and Development Laboratory developing monoclonal antibodies pollutant assays in 1986. Later I was the Laboratory Director at the Center for Aquatic Research and Resource Management (FSU), Environmental Planning and Analysis, and Adjunct Professor at FSU where I managed ecosystem studies in Apalachee Bay, Amelia Estuary, Apalachicola Bay, Choctawhatchee Bay and Perdido Bay. I am currently the President of McGlynn Laboratories Inc., founded in 1997, and still thriving after 21 years.

I have a lot of experience with dye trace studies, from karst features to springs tracing the underground flow paths in water filled caves and flushing rates in rivers, bays and estuaries. We have done many studies in sinkholes and springs for exploratory purposes, to connect different ecosystems. I studied at Louisiana State University and Florida State University where I earned my doctorate under the legendary ecologist, Skip Livingston. Like him, I try to achieve an understanding of the complexity and working dynamics of ecosystems. My dissertation was on the cycling of petroleum hydrocarbons within the aquatic food chain in Lake Jackson, their metabolism and fate, basically phytoremediation. I have studied the toxicology and environmental fate of these pollutants looking for mechanisms to organically metabolize and rehabilitate toxic environments into useful habitat. My ultimate goal is using these skills in ecosystem management, promoting restoration and rehabilitation.

---

McGlynn Laboratories, Inc. - 568 Beverly Court, Tallahassee, FL 32301  
[www.mcglynnlabs.com](http://www.mcglynnlabs.com) - [mcglynnlabs@gmail.com](mailto:mcglynnlabs@gmail.com)  
Nationally Accredited Environmental Laboratory





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

Throughout my life I have been fascinated by all things aquatic, specializing in the study of aquatic habitats, water and sediment quality. All this is crucial for the health of aquatic plants and the higher organisms that are specially adapted to for life in wetter habitats. Lately most of my research has focused upon the Wakulla Springshed. The karst interactions between surface water and ground water are truly amazing. Our previous study of the lakes has come into focus as these lakes and the sinking streams all eventually flow into Wakulla Spring, possibly the largest and deepest single event spring in the world. Wakulla Spring soaking up pollutants as we develop and build septic tanks and fertilizers throughout the springshed. This is poisoning our premier natural feature. Now is a very dynamic time for Wakulla Spring with the TMDL, the BMAP and the SWIM programs all focusing on restoring Wakulla Spring. We are in the restoration process now. Every day Wakulla Spring gets better and better. We are still far from the finish line and increasingly dark water and greenish water are welling up at the springhead. Algae coat the bottom.

Currently I am working on nutrient, and color dynamics at Wakulla Spring. Lately my business is more focused on habitat and water quality restoration projects. We have worked with many impaired waterbodies in the Total Maximum Daily Load Program (TMDL), notably at Wakulla Spring, Lake Tallavana and the Killlearn Chain of Lakes. We are also engaged with aquatic habitat restoration including the replacement of invasive exotic species that have invaded our habitat: harmful algae, chinese tallow; sesbania; hydrilla, island apple snails; alligator weed, kudzu and other harmful exotics with beneficial native plants and animals indigenous to our area.

With expertise in sampling, analysis, hydrographic and hydrogeologist assessments, dye studies, database assessment, quality assurance and quality control (QA/QC) and environmental permitting, I offer a wide range of environmental expertise earned during 33 years of work on scientific assessments of our environment.

### Employment

**McGlynn Laboratories, Inc., President, (Fall 1997 to present)**. A private biotechnology firm specializing in environmental analysis of aquatic ecosystems (nutrients, metals, and hydrocarbons), mitigation, monitoring, biological impacts, taxonomy, toxicology, productivity, spectral radiometry, sediment oxygen demands etc.

**Department of Biological Science, FSU, Adjunct Professor, (Fall 1986 to 2000)** Designing field experimentation in environmental chemistry.

### Current Projects:

1. **Research at Wakulla Spring, Dark Water: Causes and Sources, Phase II**, Water quality sampling, dye trace studies, SAV transplant, spectral radiometry and secchi. 2016-present.
2. **Lake Management for Lake Tallavana**: Environmental consultant, Gadsden County, FL, lake management including a lake wide shore-line restoration, TMDL water quality sampling and assessment, 2004-Present
3. **Lake Management for Killlearn Estates**: Environmental consultant, Killlearn Estates HOA, Tallahassee, FL, TMDL water quality sampling and assessment, 2008-present.
4. **Analysis of Chlorophyll's**: we are contracted to run all the chlorophyll analysis for Greenwater Laboratories, formerly Cyanolabs, 2007-present.
5. **Environmental Assessment for Lake Powell** Environmental consultant, Bay County, FL. Sediment, ground water and surface water sampling and assessment, 2004-Present.
6. **Climate Change Study**: phycocyanin analysis for Environmental Scientist | Spécialiste de l'environnement, Great Lakes Surveillance| Surveillance des Grands Lacs, Water Quality Monitoring and Surveillance Division | Surveillance de la qualité de l'eau, Science and Technology Branch | Direction générale des sciences et technologies, Environment and Climate Change Canada | Environnement et Changement Climatique Canada, 2017-present.
7. **Environmental Assessment for Fortera Corporation**: Marianna and Gretna, Florida, Environmental





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

compliance monitoring, NPDES permit compliance, Gadsden County, FL, quarterly permit chemical analysis, 2004-present

8. Environmental Assessment for City of Marianna Wastewater Sprayfield: Environmental compliance monitoring, City of Marianna, Marianna, FL, Stream condition index (SCI) sampling and analysis, 2009-present.

### Environmental Education Programs

- 1) **Save Our Waters, later known as the TAPP (Think About Personal Pollution)**: 2003-2005, funded by EPA/FDEP, a 319 Grant awarded to the Ochlockonee Soil and Water Conservation District (Dr. McGlynn was the project administrator), a multi-media education program to reduce nonpoint source pollution and soil erosion, for this grant. The primary objective of this public education program is to reduce the amount of nonpoint source pollution entering the rivers, streams, and lakes of the St. Marks River and Ochlockonee River watersheds. The foundation of the multi-media education campaign, aimed at the citizens of Leon, Gadsden, Jefferson, and Wakulla Counties, was to: raise the awareness of the unique geologic and hydrologic features in the St. Marks River and Ochlockonee River Watersheds; advance an understanding of the interaction of the watersheds' soil and water resources; create a sense of "belonging to a special place," thereby promoting a feeling of personal responsibility in caring for the health of the natural systems; educate the public about specific actions they could adopt in their daily lives to improve water quality and reduce soil erosion and nonpoint source pollution; reduce nonpoint source pollution from neighborhood yards impacting water systems in the St. Marks and Ochlockonee River watersheds through a targeted community outreach program. This broad-ranging media campaign was accomplished through: production and implementation of radio "message-ads" with sufficient market coverage to create a recognizable message with "audience anticipation" when aired; production and implementation of television "message-ads" on a variety of cable networks, the three major network affiliates, and local access channels with sufficient market coverage to create a recognizable message with "audience anticipation" when aired; implementation of a marketing and public relations campaign where representatives are interviewed on local talk shows (television and radio), in addition to distributing press kits, press releases, news articles, trade and association articles, newsletter articles, and products to multiple media markets; dissemination of information through an interactive web site in simple, easy to understand language; spreading the message of what each citizen can do to reduce nonpoint source pollution; explaining "how-to" practices in detail; linking other sources and information; informing farmers and timber producers of federal cost-share programs available to aid in soil conservation; broadcasting on-line videos; implementation of outreach programs in cooperation with the two largest citizen-based organizations in Leon County, the Council of Neighborhood Associations (CONA) and Citizens United for Responsible Growth (CURG), targeting community and neighborhood involvement in a comprehensive community outreach program. It is expected that up to twenty-five neighborhoods (with a minimum of fifteen) will participate in workshops. The project will seek to enlist 80% of these neighborhoods in a certification program related to implementation of best management practices (BMP's) that reduce nonpoint sources of pollution.
- 2) **The Killearn Estates Plantation Educational Outreach grant** (2015-2016) Funded through the Department of Environmental Protection Nonpoint Source Implementation Grant C999451512-0. These outreach efforts focus on the Killearn Estates Plantation neighborhood, which is located within the City of Tallahassee in Leon County, Florida. The Killearn Estates Plantation neighborhood surface water bodies are adversely affected from nonpoint source pollution. Stormwater runoff is generated from the uplands surrounding waterbodies including pavements, yards, driveways, and roofs. Efforts to control stormwater pollution in a residential area must begin with individual homeowners. Common individual behavior patterns that generate urban stormwater pollution include inappropriate lawn fertilizing and disposing of





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

trash and recyclables; not properly addressing pet-waste, leaf litter and yard clippings; mismanagement of leftover paint and household chemicals; improper applying of pesticides and herbicides, washing cars and changing motor-oil, and improper care of shoreline areas.

The educational outreach effort funded through this grant consisted of:

- Four Focus Groups from the target neighborhood;
- Outreach to local schools with a stormwater drain marker project and education on nonpoint source pollution;
- Installation of 300 storm drain markers from the school project by high school volunteers;
- Six articles on Best Management Practices to reduce nonpoint source pollution published in the Killearn Kloverleaf magazine;
- Design and development of three unique Best Management Practice posters to reduce nonpoint source pollution specially for the Killearn community
- Installation of six message kiosks in the community parks of the Killearn community with the BMP posters.
- Attendance at a community event highlighting efforts of the outreach effort and promoting Best Management Practices residents can use to reduce nonpoint source pollution.
- Post educational outreach survey.

All work was performed in accordance with the outlined parameters of the grant agreement and effectively delivered to the target neighborhood and audience. The tasks of this grant were completed with professional delivery within a compressed delivery time frame that was originally presented as one year and what amounted to less than 5 ½ months of implementation time. The Killearn Estates community and the students involved in this grant all came away with a greater appreciation for the sources of nonpoint source pollution within their immediate areas with knowledge on the steps to abate these types of pollution and recognize the challenges to make positive change in the water quality of the lakes within this community.

Water quality was monitored quarterly since 2009 by the Killearn Homes Association (KHA). McGlynn Laboratories (MLI), the laboratory doing this monitoring for the KHA, had a TMDL Audit completed in March 20, 2006. MLIs standard limnological tests, like chlorophyll, ammonia, nitrite, nitrate, nitrate/nitrite, ortho-phosphate, total kjeldahl nitrogen, total phosphorus and turbidity, were all approved for use in the TMDL program and were found to fulfill the highest data requirements for use on the verified list of Impaired Waters. MLI data has been used in almost every TMDL issued by FDEP in the Ochlockonee/St Marks Basin. Water quality monitoring was conducted during the education period and will continue for at least three years afterwards. The final report will be updated after the monitoring is completed to document the effectiveness of this education initiative.

### Environmental Interest Group Positions

1. Wakulla Springs Alliance, current Chair
2. Florida Lake Management Society, current Chapter President, North West Division
3. Florida Water Resources Monitoring Council, current board member
4. McGlynn Laboratories Inc., current Technical Director
5. Friends of Wakulla Springs, current Board of Directors, former President
6. Big Bend Environmental Forum, current Board of Directors
7. Big Bend Sierra Club, former Conservation Chair, former President
8. Ochlocknee River Soil & Water Conservation District, former elected Supervisor
9. Apalachee Audubon Society, former Program Director, former President
10. Blue Print 2000, former Sensitive Lands Committee

### Academic Publications

McGlynn Laboratories, Inc.-568 Beverly Court, Tallahassee, FL 32301  
[www.mcglynnlabs.com](http://www.mcglynnlabs.com) - [mcglynnlabs@gmail.com](mailto:mcglynnlabs@gmail.com)  
Nationally Accredited Environmental Laboratory







# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

1. **Two Rivers, The Karst Lakes of Leon County, and the Floridan Aquifer. Water Quality Dynamics in Times of Drought**, by Sean E. McGlynn. Proceedings of the 12<sup>th</sup> Annual Conference of the Florida Lake Management Society, 2001 Annual Conference, Tallahassee, FL., 5(2001), p. 53.
2. **Interstate Issues Regarding Water Quality in the Ochlockonee River**, by Kevin R. Pope and Sean E. McGlynn. Proceedings of the 12<sup>th</sup> Annual Conference of the Florida American Lake Management Society, 2001 Annual Conference, Tallahassee, FL., 5(2001), p. 60.
3. **The Ochlockonee River, Ecology and Dynamics in Times of Drought**, by Sean E. McGlynn. Proceedings of the North American Lake Management Society, 2000 Annual Conference, Miami, FL., 11(2000), p.102
4. **The Vertical Migration of Harmful Algal Blooms due to Changes in Aquatic Light Fields and the Resulting Difficulties in Interpreting Chlorophyll *a* Results**, by Sean E. McGlynn. Proceedings of the North American Lake Management Society, 2000 Annual Conference, Miami, FL., 11(2000), p.103
5. **Okeehopee, Disappearing Waters and Karst Lakes**, by Seán E. McGlynn. Proceedings of the Fl. Lake Management Society, 2000 Annual Conference, Key West, FL., 11(2000) pp. 76-87.
6. **Seasonal Growth Responses of Sub-Temperate Estuarine Phytoplankton to Nitrogen and Phosphorus, an Outdoor Microcosm**, by David A. Flemer, R. J. Livingston and S. E. McGlynn. Estuaries. 21 (1) (1998) pp 145-159.
7. **Factors Controlling Sea Grass Development in a Gulf Coastal System, Water/Sediment Quality and Light**, by R. J. Livingston, S. E. McGlynn and X. Niu. Aquatic Botany. 60 (1998) pp 135-159.
8. **Endolithic Microalgae in Granitic Rocks from the Coast of Maine (USA)**, by Seán E. McGlynn and AKSK Prasad, Phycologia. 36 (4), 71 (1997).
9. **Sediment and Plant Interactions, Aquatic PAH Equilibria, a Model**, by S. E. McGlynn and R. J. Livingston. International Journal of Quantum Chemistry. 64 (3), (1997) pp. 271-283.

### Professional Publications

1. **Wakulla Spring Dark Water: Causes and Sources, Upper Lake Lafayette and Lake Jackson Dye Studies**, by Seán E. McGlynn and Robert E. Deyle, Wakulla Springs Alliance, January 8, 2018.
2. **Wakulla Spring Dark Water: Causes and Sources, Phase I, Final Report, Draft**, by Seán E. McGlynn and Robert E. Deyle, Wakulla Springs Alliance, February 2017.
3. **Nitrogen Contributions of Karst Seepage into the Upper Floridan Aquifer from Sinking Streams and Sinking Lakes in the Wakulla Springshed**, by Seán E. McGlynn and Robert E. Deyle, Wakulla Springs Alliance, September 30, 2016.
4. **Killearn Lakes, Watershed Management Plan**, prepared for the Killearn Lakes Homes Association, by Seán E. McGlynn, December, 2017.
5. **Lake Tallavana, Watershed Management Program**, prepared for the Lake Tallavana Homes Association, by Seán E. McGlynn, May, 2014.
6. **The Leon County Lakes, 2001 Annual Report**, prepared by Seán McGlynn for the Leon County Board of County Commissioners, September 2001.
7. **Lake Jackson Natural Drawdown and Restoration Efforts**, by Tyler Macmillan and Seán McGlynn, Florida Lake Management Society Newsletter, 2002.
8. **Leon County Lakes Ecology, 2002 Annual Report**, prepared by Seán McGlynn for the Leon County Board of County Commissioners, September 2002.
9. **Leon County Lakes Ecology, 2003 Annual Report**, prepared by Seán McGlynn for the Leon County Board of County Commissioners, November 2003.
10. **Leon County Lakes Ecology, 2004 Annual Report**, prepared by Seán McGlynn for the Leon County Board of County Commissioners, September 2004.
11. **Leon County Lakes Ecology, 2006 Annual Report**, prepared by Seán McGlynn for Leon County, Florida, May, 200





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

12. **Choctawhatchee Bay Watershed Water Quality Assessment Report:** by Seán E. McGlynn and others. February 2004.
13. **Woodville Recharge Basin Aquifer Protection Study, Phase 1:** by Seán E. McGlynn. December 2003.
14. **Leon County Lakes Ecology, 2003 Annual Report:** by Seán E. McGlynn. November 2003.
15. **Leon County Lakes Ecology, 2002 Annual Report:** by Seán E. McGlynn. November 2002.
16. **The Leon County Lakes Ecology Project, 9 Year Report:** by Seán E. McGlynn. September 2001.
17. **Surface/Groundwater Assessment, Steelfield Road Landfill, West Bay, Florida:** by Seán E. McGlynn. July 2001.
18. **The Ochlockonee River, Interactions with the Lakes of Leon County, Florida,** by Seán E. McGlynn. September 2000.
19. **The Lester Cove Study,** by Seán E. McGlynn. April 2000.
20. **The Lester Creek Study, Storm Report,** by Seán E. McGlynn. October 1999.
21. **The Sinkhole in Upper Lake Lafayette,** by Seán E. McGlynn, September 1999.
22. **The Lester Creek Study, A Base Flow Report,** by Seán E. McGlynn and Marlane Castellanos. November 1997.
23. **An Interim Report on the Trophic Status of Lake Jackson,** by R. J. Livingston, A. K. S. K. Prasad and S. E. McGlynn. July 1996.
24. **A Comprehensive Quality Assurance Plan for McGlynn Laboratories, Inc.,** by Seán E. McGlynn, August 1997.
25. **A Comprehensive Quality Assurance Plan for the Center for Aquatic Research and Research Management,** by Seán E. McGlynn, October 1994.
26. **A Comprehensive Quality Assurance Plan for Environmental Planning and Analysis, Inc.,** by Seán E. McGlynn, August 1994.
27. **The Ecology of the Choctawhatchee River System,** a report for the North West Florida Water Management District, vol. I, II and III, by R. J. Livingston, J. M. Jimeian, F. Jordan, and S. E. McGlynn.
28. **Intercalibration Study between the Florida Department of Environmental Regulation, Alabama Department of Environmental Management and Environmental Planning and Analysis, Inc.,** by R. J. Livingston, Seán E. McGlynn and Glenn C. Woodsum, Feb. 1990.
29. **Polynuclear Aromatic Hydrocarbons in the Lakes of Leon County: an Interim Report,** by R. J. Livingston and S. E. McGlynn, Nov. 1994.
30. **Preliminary Data Concerning the Distribution of Color in the Perdido Drainage System,** by R. J. Livingston and Seán E. McGlynn, Feb. 1990.
31. **Standard Operating Procedures for the Center for Aquatic Research and Research Management,** (Analytical Protocols for Water Quality Chemistry), by Seán E. McGlynn, Jan. 1994.
32. **Standard Operating Procedures for Environmental Planning and Analysis, Inc.,** (Analytical Protocols for Water Quality Chemistry), by Seán E. McGlynn, Jan. 1994.

### Presentations and Workshops

1. **Wakulla Spring, Preserving a Prehistoric Landscape,** by Seán E. McGlynn, Ph.D., Rotary Club Tallahassee, FSU Alumni Center, April 2018
2. **Wakulla Spring Dark Water: Causes and Sources Phase I,** by Seán E. McGlynn, Ph.D., Wakulla Springs Alliance Program, Renaissance Center, Tallahassee, Florida, February 21, 2017.
3. **Sinking Lakes and Streams in the Wakulla Springshed,** by Seán E. McGlynn, Ph.D., 1st Annual Karst Symposium, Florida State University, November 2017.
4. **Wakulla Spring Past and Future,** by Seán E. McGlynn, Ph.D., Audubon Program Meeting, King Life Sciences Building, Florida State University, Tallahassee, Florida, April 2017.
5. **Nitrogen Contributions of Karst Seepage into the Upper Floridan Aquifer from Sinking Streams and Sinking Lakes in the Wakulla Springshed,** Seán E. McGlynn and Robert E. Deyle, Florida Lake





# McGlynn Labs Inc

ENVIRONMENTAL LABORATORIES

- Management Society, 28th Annual Technical Convention, Captiva Island, October 2016
6. **Wakulla Springs**, Florida Springs Institute, 2016 Florida Springs Restoration Summit, Klein Center, College of Central Florida, Ocala, FL, October 2016.
7. **The Fallschase Aquifer Protection Parcel, Approved For Acquisition and Restoration Council, Florida Forever List**, by Seán E. McGlynn, Ph.D., The Leon County Water Resources Committee, Conference Room, Renaissance Center, Tallahassee Florida, July 17, 2015
8. **Limpkins, Wetlands and Manatees**, by Seán E. McGlynn, Ph.D., Audubon Program Meeting, Unitarian Universalist Church, Tallahassee, Florida, October 2014.
9. **Waterlogged Manatees in Wetlands**, by Seán E. McGlynn, Ph.D., Friends of Wakulla Springs Program, San Marcos de Apalache Historic State Park, St. Marks, Florida, November 2014.
10. **Upper Lake Lafayette Aquifer Protection Parcel, Florida Forever Funding**, by Seán E. McGlynn, Ph.D., Acquisition and Restoration Council (ARC), Conference Rooms A and B, Marjory Stoneman Douglas Building, Florida Department of Environmental Protection, Tallahassee, Florida, August 15, 2014
11. **Why Water Matters in the Florida Big Bend**, by Seán E. McGlynn, Ph.D., Sierra Club, Program, December 2014.
12. **Green-Out In the Lakes of Killearn Estates**, by Seán E. McGlynn, Ph.D., City Commission Chambers, Tallahassee, Florida, May 2014.
13. **Tallavana Homeowners Association, A TMDL Meeting**, Town of Havana City Hall, Havana, Florida, September 19, 2013
14. **Terrebonne Bay Marsh Creation/Nourishment Project**, by Seán E. McGlynn, Ph.D., Conference Room, Terrebonne Parish Council Office, Houma, Louisiana, January 2011.
15. **Lake Munson**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Wakulla Spring Basin Working Group, Conference Rooms A and B, Marjory Stoneman Douglas Building, Florida Department of Environmental Protection, Tallahassee, Florida, February 4, 2010.
16. **Cross Creek Wetlands, Farm Pond and Bridge**, by Seán E. McGlynn, Ph.D., Conference Room, Antique Car Museum, Tallahassee, Florida, May 2009.
17. **Wakulla Springs and Karst Topology**, by Seán E. McGlynn, Ph.D., Sail High School, September 21, 2009.
18. **Wakulla Springs Ecology**, by Seán E. McGlynn, Ph.D., Tallahassee Community College, September 10, 2009.
19. **Lake Munson Symposium**, by Seán E. McGlynn, Ph.D., Leon County Agricultural Center, Tallahassee, Florida, June 26, 2009
20. **Water Quality, Keep it Clean**, by Seán E. McGlynn, Ph.D., The Sierra Club, United Methodist Church, Tallahassee, Florida, August 18, 2008
21. **Tallavana Homeowners Association, Lake Committee**, Town of Havana City Hall, Havana, Florida, June 29, 2008
22. **The Friends of Lake Talquin**, by Seán E. McGlynn, Ph.D., November 5, 2007
23. **Woodville Recharge Basin Aquifer Protection Study**, by Seán E. McGlynn, Ph.D., 18<sup>th</sup> Annual Florida Lake Management Society, Conference & the North American Lake Management Society Southeast Regional Conference, Naples, Florida June 2007.
24. **Verdura Plantation, A Lost Tallahassee Landmark and a little-known historic site of the grandest scale**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, January 2007.
25. **The St. Andrew Bay Watershed Stormwater Management Plan, Collection, Organization, Options and Prioritization (CO-OP) Project**, by Seán E. McGlynn, Ph.D., for the St. Andrew Bay Environmental Study Team (BEST), Parker City Hall, Panama City, FL, January 2007.
26. **Troubled Waters & Wakulla County**, by Seán E. McGlynn, Ph.D., Wakulla Sea Cow, The Lodge at Wakulla Springs, Wakulla Springs,, Florida, February 2005.
27. **The Ochlockonee River**, by Seán E. McGlynn, Ph.D., Cairo Rotary Club, Cairo Georgia, October, 2005.





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

28. **Save our Sinks, Woodville Recharge Basin**, by Seán E. McGlynn, Ph.D., Woodville Community Center, Live Oak Room, Woodville, Florida, March 2004.
29. **The Ochlockonee River**, by Seán E. McGlynn, Ph.D., Wakulla County Commission, Crawfordville, Florida, August, 2004.
30. **Think About Personal Pollution, TAPP, A Campaign of the Ochlockonee River Soil and Water Conservation District**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, August 2004.
31. **Lake Jackson TMDL**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, November, 2003
32. **Two Rivers, Karst Lakes and the Floridan Aquifer, Part 1, The St. Marks Basin**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, March 2004.
33. **Two Rivers, Karst Lakes and the Floridan Aquifer, Part 2, The Ochlockonee Basin**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, March 2004.
34. **The Karst Lakes of Leon County**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, January 2004.
35. **The Ochlockonee River**, by Seán E. McGlynn, Ph.D., Leon County Commission, Crawfordville, Florida, April, 2003.
36. **Choctawhatchee Bay Water Quality And Nutrient Loading Assessment**, by Seán E. McGlynn, Ph.D., for the Choctawhatchee Basin Alliance, Okaloosa Walton Community College, Mattie Kelly Arts Foundation, Destin. Florida, April 2002.
37. **Lake Jackson, Natural Drawdown and Restoration**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, November 2002.
38. **Lake Jackson, a karst lake in Leon County**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, April 2002.
39. **Between Two Rivers, the Karst Lakes of Leon County, and the Floridan Aquifer**, by Seán E. McGlynn, Ph.D., Leon County Courthouse, Tallahassee, Florida, May 2001.
40. **Woodville Recharge Water Quality & Karst Topography**, by Seán E. McGlynn, Ph.D., American Water Resources Association (AWRA), Sandestin, Destin, Florida, March 2000.
41. **Characterization of Algal Blooms: Chlorophylls and Other Means of Algal Identification**: by Seán E. McGlynn, Florida Lake Management Society, 2001 Annual Conference, Tallahassee, FL., 2001.
42. **Measurement of Phytoplankton in Environmental Water**: by Seán E. McGlynn and John McDonald, YSI. North American Lake Management Society, 2000 Annual Conference, Miami, FL., 2000.

### Grants

1. **Wakulla Spring - Dark Water: Causes and Sources Phase I**. Grant to Wakulla Springs Alliance, written by McGlynn Laboratories, Inc., funded by the Fish and Wildlife Foundation of Florida, Inc. through the Protect Florida Springs Tag Grant Program.  
Protect Florida Springs Tag Grant Project, PFS #1516-05.  
Sept 30, 2016 - July 1, 2017

Project Description: The Upper Wakulla River (WBID 1006) is impaired for nitrate; the TMDL has set a target concentration of 0.35 mg/L as a monthly average. This goal represents a 56.2% reduction from the time of assessment. While data from this project show an average nitrate concentration of 0.4 mg/L, Wakulla Springs is nearing its nutrient reduction goal set by the TMDL. Wakulla Springs has also lost its crystalline clarity. Its invisible water has been its hallmark. Glass bottom boats no longer ply the waters of Wakulla Springs. For the past 20 years water has rarely been clear enough to see the caverns which lie beneath 50 to 90 feet of spring water.

We analyzed daily samples from the Wakulla Springs boat dock: for three parameters, brown tannins (true color, PtCo units with a 10 cm cuvette, to increase accuracy with a full wavelength absorbance scan, 400 – 1000





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

nm); specific conductance (uS); and nitrate (mg/L). We conducted weekly sampling from a boat at the spring boil for these parameters, as well as transmittance of photosynthetically active radiation (PAR) light and its absorbance at each wavelength of the PAR/visible light spectrum. We also analyzed these samples for the two most likely causes of dark water: brown tannins (measured as true color) and green chlorophylls (measured as corrected chlorophyll a and phaeophytin, a degraded form of chlorophyll). This enabled us to calculate the PAR depth limit, the depth at which plant growth is limited by available light. We also measured Secchi disk visibility.

We conducted light and dark event sampling on eight occasions (4 light and 4 dark events) during periods when the water at Wakulla Springs was relatively clear and obviously dark to construct "optical fingerprints" of the springhead and the major karst feature sources of inflow: the sinking lakes and sinks - Bradford Brook Chain of Lakes, Lake Iamonia, Lake Jackson, Upper Lake Lafayette, Lake Miccosukee, Lake Munson, and Cheryl Sink, and the sinking streams - Black Creek, Fisher Creek, Jump Creek, Lost Creek, and Mill Creek. For these events we analyzed samples for true color, corrected chlorophyll a, and phaeophytin from the Wakulla Springs boil and each of the karst sources. We also conducted light absorbance scans of filtered water from the karst sources and PAR transmittance analyses at the spring boil in a 10 cm cuvette for 400 – 1000 nm). We calculated loadings of tannins (true color), chlorophyll a, and phaeophytin to the ground water from the sinking streams and lakes to assess the likely relative importance of these different sources to the dark water conditions at the spring.

This Dark Water investigation demonstrated for the first time that the "green dark water" conditions that have been experienced at Wakulla Spring since the late 1990s are caused by chlorophyll and phaeophytin. It also documented for the first time the effects of the dynamics of the inter-connected Wakulla Springs and Spring Creek Spring complex hydrologic system on "brown dark water" conditions at the spring.

- 2. Wakulla Springs Dark Water: Causes and Sources, Phase II.** Grant to Wakulla Springs Alliance, written by McGlynn Laboratories, Inc. , funded by the Fish and Wildlife Foundation of Florida, Inc. through the Protect Florida Springs Tag Grant Program.  
Protect Florida Springs Tag Grant Project, PFS 1617-08.  
July 1, 2017 to January 1, 2019.

This study examines both the chemical constituents and the optical parameters impacting the waters of Wakulla Springs. The depth of the spring, possibly the deepest spring in the world, allows a small amount of impurity to have a huge effect on water clarity. This project will focus on the optical properties, utilizing the most inclusive type of investigative methods available: in situ spectral radiometric analysis and high resolution spectroscopy. We will characterize the source of these contaminants, the water entering our karst aquifer from the land surface through karst features common in the springshed: sinkholes, sinking streams and sinking lakes. This study seeks to determine the causes and sources of the "dark/light" conditions which hamper visibility at Wakulla Springs. We hope this study will help identify management strategies to mitigate the problem.

MLI continued training and data entry into the new data storage system, WIN that replaced STORET. We sequenced DNA on the organic matter from samples in Wakulla Springs to trace the origin of these components of the spring water. We do not have all the results of this analysis yet.

We completed 3 dye studies to Wakulla Springs: 2 from the Fallschase Sink in Upper Lake Lafayette (16.2 miles); and one Porter Hole Sink in Lake Jackson (20.4 miles). All of these dye studies that Wakulla Springs receives most of the seepage from these karst lakes. We will attempt a dye study in Lake Iamonia Sink (29.0 miles). We will complete examining the plankton and detritus collected in the sinking lakes and in the conduits and spring boil at Wakulla Springs for DNA (sequencing by Florida Agricultural and Mechanical University), dissolved organic matter constituents (mass spec analysis at the National High Magnetic laboratory), phytoplankton taxonomy and chlorophylls as well as specific conductance, true color, and color scans.

Our Dark Water Phase II Project, for which data collection and analysis has documented for the first time a hydrologic connection between one of the three suspected sources of the chlorophyll and phaeophytin responsible for the "green dark water" conditions at the spring - Lake Lafayette and Lake Jackson to Wakulla





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

Springs. Previous dye trace studies had already established such a connection with Lake Munson. We will complete another dye study from Lake Iamonia before the end of the project. Twelve months of Phase II sampling of water quality in the cavern complex that feeds Wakulla Spring also has proven that virtually all of the chlorophyll and phaeophytin responsible for the "green dark water" conditions in the spring originate from outside of the spring itself. Our strategy for sampling environmental DNA will enable us to pinpoint the source(s) of the chlorophyll and phaeophytin. Extension of that effort through Phase III with the proposed should generate sufficient information to enable us to make definitive conclusions about those sources.

Additional analysis of the Wakulla Springs-Spring Creek Springs complex during Phase II has revealed that the dynamics of the system are more variable than we first thought. Collecting and analyzing data for another 17 months, along with using newly-acquired Doppler rainfall data from the Northwest Florida Water Management District, should provide a more robust data set that will enable us to better explain when and why the Spring Creek Springs complex flow stops and/or reverses causing increased flows of tannic "brown dark water" to Wakulla Spring.

- 3. Wakulla Spring Dark Water: Pinpointed Causes and Sources, Phase III.** Grant to Wakulla Springs Alliance, written by McGlynn Laboratories, Inc. , funded by the Fish and Wildlife Foundation of Florida, Inc. through the Protect Florida Springs Tag Grant Program. Protect Florida Springs Tag Grant Project, PFS 1617-09. January 1, 2019 – June 30, 2020.

We will again: collect daily grab samples at Spring Creek and analyze for specific conductance for 17 months; daily stage readings at Fallschase Sink/Upper Lake Lafayette for 17 months; daily collection, color scan, and analyses of true color, specific conductance, and nitrates from the Wakulla Springs boil (includes in-kind services by Wakulla Spring State Park to collect samples and by McGlynn Laboratories, Inc. to conduct analyses). We will continue to: conduct weekly analyses of true color, specific conductance, and chlorophyll, plus color scans, and spectralradiometric absorbance scans at the Wakulla Springs boil; weekly analyses of true color, specific conductance, and chlorophyll, plus color scans, for samples from the Cathedral Room (L well). In addition we will conduct sampling and analyses for 4 "green dark water" events at five sample sites: Wakulla Spring boil, L well, and lakes Jackson, Lafayette, and Munson for true color, specific conductance, and chlorophyll, plus color scans. We will collect algal taxonomic analyses of samples for 4 "green dark water" events; gen DNA sequencing analysis for 4 "green dark water events" (includes \$8,700 of in-kind services from Drs. Richard Long and Thomas Sawicki for sample collection and preparation and data analysis and interpretation); and enter water quality data into Florida Watershed Information Network (WIN) system. All this will be summarized and interpreted in a final report

- 4. Killearn Estates Plantation Total Maximum Daily Load Study (TMDL, 2007 – current).** This includes water quality monitoring, invasive exotic aquatic plant control and habitat restoration funded by the HOA. This is a highly impacted urban karst Chain of Lakes in the City of Tallahassee. It is a significant recharge area in the middle of the Wakulla Springshed. This area was the original Quail Plantation where Herbert L. Stoddard developed a method of forest management by fire ecology. Stoddard went on to found Tall Timbers Research Station (TTRS), the birthplace of modern 'Fire Ecology.' Residents of this community include a legendary football coach, Bobby Bowden and the distinguished Nobel Laureate, Sir Harry Kroto and well as 25,000 other souls. A Chain-of-lakes has very poor quality. Two of the lakes are listed as 'verified impaired.' In this ongoing project Killearn has entered into a cooperative 4E TMDL agreement with the City of Tallahassee to fully restore the Killearn Chain of Lakes.
- 5. Lake Tallavana, Total Maximum Daily Load Study (TMDL, 2007 – current).** This includes TMDL quarterly monitoring, invasive exotic aquatic plant control, habitat restoration and expert witness funded by the HOA. This rural Gadsden County, lake is surrounded by a quaint residential community and agricultural nurseries. The residents call their community a 'Nature Preserve.' However their lake has poor water quality and it is 'verified impaired' for nutrients within the TMDL program. The poor water quality is caused by two very large commercial plant nurseries in the watershed, right upstream on Hurricane Creek. These multimillion





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

dollar nurseries are continuously irrigating their crops, and plan to convert to medical marijuana cultivation. Their continuous irrigation sends bountiful amounts of nutrient rich water into Lake Tallavana, which is always full. However the nurseries water is a mixture of fertilizers, herbicides and pesticides. The high nutrients in the waters cause the explosive growth of nuisance plants in Lake Tallavana. The lake is frequently covered with hyacinth, salvinia, and lyngbia and its water is green with microalgae. MLI monitors water quality. MLI is responsible for controlling these vegetative blooms. MLI has installed aerators in the lake to preserve the fish population through periodic low dissolved oxygen events. MLI has designed and implemented a shoreline restoration project to minimize erosion. FDEP verified the impairment and is considering a restoration MLI has designed with Best Management Practice (BMP) implementation for the nurseries to lower the nutrient load entering Lake Tallavana. This includes stream restoration along Hurricane Creek, and the construction of a filter marsh to absorb the nutrients before they get to the lake. Lake Tallavana with an almost 80% required reduction in nutrients has the largest reduction mandated in Florida.

6. **The Ecology of the Lakes of Leon County Lakes:** (since May 1998-2006). Lake protection program, funded by the Leon County Commission. This study monitors nutrients, physical properties, macrophytes and phytoplankton in 14 lakes in Leon County Florida. The major goal of the study is to assess the trophic status and identify sources of pollution of these lakes.
7. **The Woodville Recharge Basin Aquifer Protection Study:** funded by the Leon County Board of County Commissioners (beginning February 2003) for 18 months to assess permeability of the Floridan Aquifer as it passes through the Karst Topography underlying the Woodville region. This is part of the springshed of Wakulla Springs (1<sup>st</sup> order magnitude). A major goal of the study is to assess sources of nitrate loading, which has increased dramatically.
8. **The Choctawhatchee Bay Watershed Water Quality Assessment:** funded by the Choctawhatchee Basin Alliance, examines nutrient loading in this outstanding Florida waterbody as development pressures increase in its rapidly developing basin. The first year of the study examines Boggy and Hogtown Bayous.
9. **Lake Lafayette Watershed Study:** funded by the Leon County Board of County Commissioners. Monitoring and Trophic assessment of Lake Lafayette in Leon County Florida. Modeling restoration scenarios and stormwater/groundwater inputs.
10. **Lake Martin Restoration:** funded by the Bay County Commission, July-August, 2002. Monitoring and assessment of the sediment quality prior to sediment removal to prioritize and categorize dioxin, petroleum hydrocarbon and heavy metal contamination.
11. **St. James Bay Study:** funded by Biological Research Associates. Monitoring in Franklin County for Pesticides, Heavy Metals and Nutrients, assessing impacts from a proposed resort community.
12. **Ochlockonee River Interactions with Lakes Iamonia:** funded by the Leon County Board of County Commissioners, October, 2000 through September 2001. As a result of recent findings regarding hypereutrophic conditions in Lake Talquin, and subsequent sampling in the State of Georgia, we are performing additional sampling to differentiate between point source and non-point source loadings of pollutants to Leon County, Florida. Agricultural runoff, is a major component of Non-Point Source Loading, additional sampling includes, physical chemistry, nutrients, metals, demands and pesticides.
13. **Ochlockonee River Bacteriological Sampling:** funded by the Leon County Board of County Commissioners, October 2000 through September 2001. This is additional sampling on the Ochlockonee River concerning human health risks associated with sewage spills in Georgia involves discrete samplings taken approximately 7 days apart over a period of two and a half months, to be analyzed for conductivity, chlorides, total and fecal coliforms, *Escherichia coli* and *Enterococcus*.
14. **Lester Creek Stormwater Study, Phase II:** funded by Tall Timbers Research Station, Fall 1997-Spring 1998, A Storm Water Loading Study including Lester Creek and the Killlearn Chain of Lakes.
15. **Isolated Wetland Monitoring Program:** funded by the South Florida Water Management District. Fall, 1996, An annotated inventory of Vascular Plants with reference to hydrologic requirements.





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

### Watershed Analysis and other Misc. Projects:

1. Champion International Project: Monthly monitoring of nutrients and other water quality parameters from surface waters and shallow wells with an emphasis on oxygen demands, Biochemical Oxygen Demands (BOD), ultimate BOD (uBOD), and Sediment Oxygen Demand (SOD). Purpose, gather data for the modeling of Escambia Bay for a proposed pipeline. 1986 - 2000.
2. The Choctawhatchee Bay Watershed Water Quality Assessment: funded by the Choctawhatchee basin alliance, examines nutrient loading in this outstanding Florida waterbody as development pressures increase in its rapidly developing basin. The first year of the study examines Boggy and Hogtown Bayous. 1986 - 2000.
3. Rayonier Project: Monthly monitoring of nutrients and other water quality parameters with an emphasis on the toxicity of effluent on marine phytoplankton using insitu mesocosms. Purpose, to determine the effects of Rayonier's effluent on the ecosystem. 1986 - 2000.
4. Buckeye Cellulose Project: Monthly monitoring of nutrients and other water quality parameters with an emphasis on Submerged Aquatic Vegetation (SAV). Purpose, gather data for the modeling of Apalachee Bay for a proposed pipeline. 1986 - 2000.
5. Lester Creek Study, Tall Timbers Research Station, Leon County, FL, Administrated and managed a comprehensive analysis nutrient loading into Lake Iamonia from the Lester Creek drainage basin, 1997.
6. Champion International Study, URS Corp, Pensacola, Administrated and managed monitoring of nutrients and other water quality parameters to gather data for the modeling of Escambia Bay, 1997.
7. Escambia River Copper Study, Solutia International, URS Corp, Pensacola, FL, Administrated and managed monitoring discharge of copper into the Escambia River, 1998.
8. Isolated Wetland Monitoring Project, South Florida Water Management District, South Florida, Administrated and managed an annotated inventory of Vascular Plants to determine the water stress in these isolated wetlands, 1996.
9. Lake Ecology Survey Leon County, Leon County, FL, Administrated and managed water quality monitoring in ten Leon County lakes and the Ochlocknee River, 1998-2006.
10. Lake Tallavana Shoreline Restoration, Lake Tallavana HOA, Gadsden County, FL, Permitted, administrated and managed a privately funded lake wide shore-line restoration and other habitat enhancement project, 2000-2010.
11. Ochlocknee River's Interactions with Lakes Iamonia and Talquin Leon County, Leon County, FL, Administrated and managed Sampling to differentiate loadings of pollutants from Georgia and developing a video to communicate results, 2000-2001.
12. Maclay Gardens State Park Bacteria Monitoring, Maclay Gardens State Park, Leon County, FL, Bacterial Analysis for swimming area in lake, 2000-2006.
13. Lake Lafayette Watershed Study, Leon County, Leon County, FL, Administrated and managed sub-contractor role under Environmental Research and Design responsible for Sampling and analyzing Lake Lafayette and taking flow measurements, 2001-2004.
14. St. James Bay Quarterly Monitoring, Audubon Golf Course, Biological Research Associates, Franklin County, Florida, Administrated and managed ground water and surface water sampling around the gulf course for regulatory purposes, 2001-2006.
15. Steelfield Landfill, CDM, Panama City, FL, Leachate impact analysis on Otter Creek, 2001-2006
16. Chlorophyll a, STL Laboratories, Florida Statewide, Administrated and managed analysis of chlorophyll a on samples provided by customers 2001-2007.
17. Louisiana Joint Public Notice, administering coastal zone permitting, Louisiana DNR, Louisiana, Statewide Administrated and managed two outsourced positions within the Louisiana Department of Natural Resources Coastal Regulations Division, to review, process, plot and map all applications for Coastal Zone permits in Louisiana, 2002-2010.







# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

18. Apalachicola Dam, US Fish and Wildlife, Franklin County, FL, Sediment Toxicity Assessment, 2003.
19. Three Rivers RC&D, US Fish and Wildlife, Franklin County, FL, Toxics analysis in Fish, 2003.
20. Choctawhatchee Bay Watershed Water Quality Analysis, BDI, Destin, FL, Intensive study of water quality in Choctawhatchee Bay with management plan development, 2003-2004.
21. Woodville Recharge Basin Aquifer Protection Study, Leon County, FL, Administrated and managed a comprehensive study of surface and ground water, interaction within the Woodville Recharge Basin including the creation of a model and recommendations for future land use in the area, 2003-2007.
22. Analysis of archeological Soils from Texas, Native American Period, FSU Dpartment of Anthropology, Big Sandy, Texas, Anthropological analysis of human habitation with Soil nutrients, 2004.
23. Analysis of archeological Soils from Hungary, Roman Period, FSU Dpartment of Anthropology, Roman Site in Hungary, Anthropological analysis of human habitation with Soil nutrients, 2004.
24. Dickerson Bay Watershed Water Quality Analysis, Gulf Specimens Research, Panacea, FL, Intensive study of water quality in Dickerson Bay, 2004.
25. Smith Lake Dredging Florida Fish and Wildlife, Washington County, FL, Permit and Wildlife Habitat Restoration Monitoring, 2004.
26. Killearn Lakes Restoration, Florida Forever grant, funded by the NFWFMD and Leon County, Killearn Lakes Plantation HOA, Leon County, FL, Permitted, administrated and managed Florida Forever Grant for lake habitat restoration including a lake wide shore-line restoration projects, 2004-2010.
27. Pensacola I-10 Bridge Reconstruction, Seagrass Assessment for permit, Parsons Brinckerhoff Quade & Douglas, Inc. , Escambia County, FL, Mapped sea grass density and taxonomic identification of species present for the permit to reconstruct the bridge after Hurricane Ivan, 2005.
28. Pensacola I-10 Bridge Reconstruction, Sediment Pollutant Analysis for permit , Parsons Brinckerhoff Quade & Douglas, Inc. , Escambia County, FL, Sampled and analyzed sediments for organics, pesticides and heavy metal pollutants due to possible resuspension of pollutants during for the permit to reconstruct the bridge after Hurricane Ivan, 2005.
29. Twin Lakes, Twin Lakes HOA, Destin, FL, Lake Ecology Report, 2005-2006.
30. Chapman Pond Study City of Tallahassee, Leon County. FL, Chemical Analysis and biological assessment of Chapman Pond, 2006.
31. Ice Bacteria, Panacea Ice House, Wakulla County, FL, Analysis of bacteria in ice for commercial use, 2006.
32. Cross Creek Wetland Delimitation Property, Creech Engineering, Leon County, FL, Determination of wetlands on site, 2006.
33. Sensitivity analysis of alcohol monitoring bracelet, Don Pumphrey Law, Tallahassee, FL, Sensitivity analysis of alcohol monitoring bracelet, 2006.
34. Wakulla Beach Sediment Study, Gulf Specimens Research, Panacea, FL, Chemical analysis and characterization of muck deposits that washed up on Wakulla Beach, 2006.
35. KS Mill, US Fish and Wildlife, Panama City, FL, Sediment Toxicity Assessment, 2006.
36. St Joe Pond Restoration, Florida Fish and Wildlife, ST Joe, FL, Sampling and Assessment, 2007.
37. Expert Witness, Lake Munson TMDL, Leon County, Tallahassee, FL, Testimony and Opinion regarding pollution reduction in the basin by the TMDL program, FDEP, 2008.
38. Expert Witness, Houma Case Assessment, McGlynn and Glisson Law Firm, Baton Rouge, LA, Testimony and Opinion regarding illegally placed cables across shipping channels, 2008.
39. Sediment Chlorophyll Survey, St. Johns Water Management District, Palatka, FL, Analysis of benthic chlorophyll samples, 2008.
40. Munson Slough Realignment, Tallahassee, ST Joe, FL, Permitting and project management, 2009-2010.
41. Big Redfish Lake Aerial Photography Survey, Santa Rosa Beach, Florida, Walton County, Big Redfish Lake Aerial Photography Survey of outlet configuration and changes over the decades, 2009.
42. Lake Arrowhead Assessment, Killearn Lakes Plantation HOA, Tallahassee, FL, An assessment of impacts





# McGlynn Labs Inc

ENVIRONMENTAL LABORATORIES

- due to construction in the basin, 2009.
43. Tchefunkta River Study, Colonial Properties Covington, LA, An assessment of impacts to the river, 2009.
  44. Wellman Pond Exotics Control, Leon County, FL, Tallahassee, FL, Removal and control of invasive exotic apple snails, 2009.
  45. Manatee Springs Study, Florida Department of Health and FSU, Suwannee, FL, An assessment and analysis of nitrogen loading to the springs due to septic tank input and the effects of high performance septic systems in the area, 2009-2010.
  46. Panama City International Airport, Panama City, Florida, chlorine monitoring, 2010.
  47. Field Analytical Monitoring, Beaches International Airport, Phoenix Construction Services, Panama City, Florida, Field Analytical Monitoring, Total Residual Chlorine, 2010.
  48. Lake Management for Lake Tallavana, Tallavana HOA, Gadsden County, FL, Administrated and managed lake management including a lake wide shore-line restoration projects, 2004-Present.
  49. Ardaman and Associates, Ardaman, Tallahassee, FL, Well water quality sampling, 2004-Present.
  50. Cross Creek Wetland and Lake Restoration, DeVoe Moore, Leon County, FL, Permit compliance management plan for aquatic resources (ag) , 2006-present.
  51. Gadsden County Environmental Consulting, Gadsden County, FL, Quincy, FL, Grant writing and environmental consulting services, 2008-2010.
  52. Bay County Wetlands Bay County, Panama City, FL, Wetland Assessment, plant and macroinvertebrate surveys, 2008-present.
  53. Pittman Hill Sprayfield Well Monitoring, City of Marianna, Marianna, FL, Well sampling and analysis, 2009-present.
  54. St Joe Port Revitalization, St. Joe Port Authority, St Joe, FL, Pollutant and macrinvertebrate sampling and assessment, 2009-present.
  55. Lake Tallavana TMDL sampling, Tallavana HOA, Havana, FL, TMDL Water Quality Sampling and assessment, 2008-present.
  56. Killearn Estates TMDL sampling, Killearn Estates HOA, Tallahassee, FL, TMDL, Water Quality Sampling and assessment, 2008-present.
  57. Research at Wakulla Spring, Dark Water: Causes and Sources, Phase I, II and III, Water quality sampling, dye trace studies, SAV transplant, spectral radiometry and secchi. 2016-present.
  58. Lake Management for Lake Tallavana: Environmental Consultant, Gadsden County, FL, lake management including a lake wide shore-line restoration, TMDL Water Quality Sampling and assessment, 2004-Present.
  59. Lake Management for Killearn Estates: Environmental Consultant, Killearn Estates HOA, Tallahassee, FL, TMDL Water Quality Sampling and assessment, 2008-present.
  60. Analysis of Chlorophylls: we are contracted to run all the chlorophyll analysis for Greenwater Laboratories, formerly Cyanolabs, 2007-present.
  61. Environmental Assessment for Lake Powell Environmental Consultant, Bay County, FL. Sediment, ground water and surface water sampling and assessment, 2004-present.
  62. Climate Change Study: phycocyanin analysys for Environmental Scientist | Spécialiste de l'environnement, Great Lakes Surveillance| Surveillance des Grands Lacs, Water Quality Monitoring and Surveillance Division | Surveillance de la qualité de l'eau, Science and Technology Branch | Direction générale des sciences et technologies, Environment and Climate Change Canada | Environnement et Changement Climatique Canada, 2017-present.
  63. Environmental Assessment for Fortera Corporation: Marianna and Gretna, Florida, Environmental Compliance Monitoring, NPDES Permit Compliance, Gadsden County, FL, Quarterly Permit Chemical Analysis, 2004-present
  64. Environmental Assessment for City of Marianna Wastewater Sprayfield: Environmental Compliance Monitoring, City of Marianna, Marianna, FL, Stream condition index (SCI) sampling and analysis, 2009-present





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

65. Environmental Assessment for Lake Powell Environmental Consultant, Bay County, FL. Sediment, ground water and surface water sampling and assessment, 2004-present.
66. Couch Aggregates, Surface water quality assessment Panama City FL, 2016.
67. Water Quality Assessment for Inlet Preserve, Bay County Property, Panama City, Florida, 2016.
68. Watson Landings, Water Quality Assessment, Bay County, Florida. 2017.

### Hydrographic Projects:

1. Longpoint Cove Marina, Garlick Environmental Assoc., Inc. , Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2004.
2. Hobbs Marina, Garlick Environmental Assoc., Inc. , Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2004.
3. Landmark Condominiums, Biological Research Associates, Panama City, FL, Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2004.
4. St. Andrews Bay Yacht Club, Commodore Crooks, Panama City, Florida, 2004.
5. Panama City Municipal Docks, Panama City, FL, Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2002.
6. Blue Harbor Townhomes, Biological Resource Associates, Panama City, FL, Diel Oxygen Demand, 2004.
7. Greenwood Estates, Garlick Environmental Assoc., Inc. , Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2004.
8. Fannin Bayou Development, Ecological Resource Associates, Lynn Haven, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
9. Osceola Condominiums, Emerald Coast Design Build, Destin Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
10. Vera Cruz Condominiums, Emerald Coast Design Build, Destin Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
11. Intercoastal Condominiums, Emerald Coast Design Build, Destin Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
12. Coastal Breeze Condominiums, Emerald Coast Design Build, Destin Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
13. Creek Stone Multi Slip Dock and Marina, Environmental Resource Consultants, Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
14. Seclusion Bay, Garlick Environmental Assoc., Inc. , Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
15. Integrity, Garlick Environmental Assoc., Inc. , Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
16. Bayou Point Development, Garlick Environmental Assoc., Inc. , Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
17. G&S Boat Yard, Garlick Environmental Assoc., Inc. , Freeport, Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit 2005.
18. Meritage Condominiums, Garlick Environmental Assoc., Inc. , Destin Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
19. Summer Breeze Condominiums, Emerald Coast Design Build, Destin Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.
20. Bay Point Marina, Multi Slip Dock and Marina permit, Garlick Environmental Assoc., Inc. , Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2005.





# McGlynn Labs Inc

ENVIRONMENTAL LABORATORIES

21. Beatty Bayou, Eco Consulting Group, LLC, Lynn Haven, Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, dredge restoration, 2005.
22. Crawford Marina, Kenneth L. Echternacht, Ochlockonee Bay, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2006.
23. Kapes Bayou Marina Development, Phoenix Environmental Group Carabelle, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2006.
24. Eastern Shipbuilding Multi Slip Dock and Marina, Environmental Resource Consultants, Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2006.
25. Peach Creek Development, Tetra Tech, Grayton Beach, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2006.
26. Bay View Marina, Ecological Resources Consultants, Inc. , Downtown Panama City, Bay County, Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2006.
27. St Joe Pond Dredging Florida Fish and Wildlife, St. Joe, FL, Permit and Habitat Restoration Monitoring, 2006.
28. Smith, Inc. Marina, Garlick Environmental Assoc., Inc. , St. Andrew Bay, Panama City Beach, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2007.
29. Grand Lagoon Point Subdivision, C-IV Ventures, pier expansion, Garlick Environmental Assoc., Inc. , St. Andrew Bay, Panama City Beach, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2007.
30. Russ Smith Boat Slip, Garlick Environmental Assoc., Inc., Beatty Bayou, Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2008.
31. Martin Marina, Tetrattech, LaGrange Bayou, Freeport, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2008.
32. Great Southern Riverwalk, Eco Consulting Group, LaGrange Bayou, Freeport, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2008.
33. Bayou Point Villas Marina, Eco Consulting Group, Panama City, Bay County, Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2008.
34. Islands Condominiums Association on Dixie Island, Garlick Environmental Assoc., Inc. , Dixie Island, Citrus County, Florida, Hydrographic Assessment for FDEP Multislip Dock and Marina Permit, 2008.
35. Halifax River Yacht Club, marina expansion Dredging & Marine Consultants, LLC, Halifax River Yacht Club, 331 S. Daytona Beach, FL. , Hydrographic Assessment for FDEP Multislip Dock and Marina Permit, 2008.
36. Clermont Yacht Club, Dredging & Marine Consultants, LLC, Clermont Chain of Lakes, Lake Minneola, Lake County, Florida, Hydrographic Assessment for FDEP Multislip Dock and Marina Permit, particularly addressing wind mixing, 2008.
37. Magnolia Springs Marina on Mill Bayou, Eco Consulting Group, Panama City, Bay County, Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2008.
38. Rainbow Restaurants, Inc., Hydrographics, wter and sediment quality assessment, North Lagoon Drive, Panama City Beach, Florida, 2008.
39. Old Pass Lagoon Hydrographics and Water Quality Assessment, Rainbow Restaurant, Panama City, FL, Hydrographics and Water Quality Assessment, with intense analysis of Copper, 2008.
40. Peace River Island, Dredge America, Port Charlotte, FL, Hydrographic Assessment for FDEP Multislip Dock and Marina Permit, 2009.
41. Latitude 85 Project, Intercoastal Enterprises LLC, Garlick Environmental Assoc., Inc. , Intercoastal





# McGlynn Labs Inc

## ENVIRONMENTAL LABORATORIES

- waterway, Mexico Beach, Florida, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2009.
42. Longpoint I, Condominium Association Inc., Panama City, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit, 2009.
  43. St. Andrew Bay, Parker, Panama City, FL, Hydrographic and Chemical Analysis of water for FDEP Multislip Dock and Marina Permit, 2009.
  44. Rainbow Restaurants, Inc., commercial slips on Grand Lagoon, Adrus Pender, Panama City Beach, Florida, Hydrographic and Chemical Analysis of water for FDEP Multislip Dock and Marina Permit, 2009
  45. Tom Stein's Marina, Seaside Community Development Corp. 2010.
  46. Santa Rosa Beach, FL Hydrographic Assessment for FDEP Multislip Dock and Marina Permit, 2010
  47. West Bay Docks, Garlick Environmental Assoc., Inc. , B.V. Buchanan Bridge, near Lynn Haven, Bay County, FL, Hydrographic and Chemical Analysis of sediments and water for FDEP Multislip Dock and Marina Permit 2010.
  48. Palatka Riverfront Park, St Johns R.iver, Dredging & Marine Consultants, LLC, Palatka , St Johns River, Hydrographic Assessment for FDEP Multislip Dock and Marina Permit, 2010.
  49. Massalina Bayou, Panama City, Florida, Hydrographics and Water Quality Reports, 2013.
  50. Gulf Marina on Watsons Bayou, Hydrographic and analytical water quality study, Bay County, FL, 2013.
  51. Carl Gray Park Dredging Project, Hydrographic Study, Bay County, Panama City, FL, 2015.
  52. Tidewater Creek Project, Hydrographic and Water Quality Assessment, North Lagoon, Partners, Grand Lagoon, Bay County, Florida, 2017.
  53. Adventures at Sea Marina, Dock Improvements, Hydrographic and water quality assessment, Panama City Beach, Florida, 2016.
  54. Warren Hitt Dock, Beatty Bayou, Hydrographic, sediment and water quality Assessment, North Bay, Lynn Haven, Florida, 2017.
  55. Hentz Lake, Water, sediment and algae assessment, Panama City, Florida. 2016-2018.

### Ground Water Quality Projects:

1. Newman's Auto Air, Winchester Brothers Contracting, 943 Apalachee Parkway, 2002.
2. Ardaman Yard, Ardaman & Associates, Tallahassee, FL, Permit Compliance Monitoring, 2004-2006.
3. GT-Com, Ardaman & Associates, Perry, FL, Petroleum Remediation Monitoring, 2004-2006.
4. Former Mc Arthur Dairy, Ardaman & Associates, Tallahassee, FL, Petroleum Remediation Monitoring, 2004-2005.
5. Former Gretna Landfill, Ardaman & Associates, Gadsden County, FL, Permit Compliance Monitoring, 2004-2006.
6. Chucks Auto, Ardaman & Associates, Tallahassee, FL, Petroleum Remediation Monitoring, 2004-2006.
7. PFG Thomasville, Ardaman & Associates, Thomas County, GA, Permit Compliance Monitoring, 2004-2006.
8. FRF Dry Cleaners, Ardaman & Associates, Thomas County, GA, Permit Compliance Monitoring, 2004-2006.
9. Newman's Auto Air, Ardaman & Associates, Leon County, FL, Petroleum Remediation Monitoring, 2003-2005.
10. Summercamp Waste Water Sprayfield, Ardaman & Associates, Franklin County, FL, Permit Compliance Monitoring, 2006.
11. Well Monitoring, Stich, Leon County. FL, Chemical Analysis of Ground Water, 2006.
12. Well Monitoring, Conrad, Leon County. FL, Chemical Analysis of Ground Water, 2006.
13. Perry LAS, Ardaman & Associates, Taylor County, FL, Permit Compliance Monitoring, 2006.
14. Welaunee Toe West Wells (Dove pond), Ardaman & Associates, Leon County, FL, Sampling and analysis of six monitoring wells and one surface water station, 2008.





# McGlynn Labs Inc

ENVIRONMENTAL LABORATORIES

15. FSU, Wildwood Building, Ardaman & Associates, Florida State University, Tallahassee, FL. , Sampling and analysis of monitoring wells, 2008-2009.
16. Plantation Park Mitigation Area, Eco Consulting Group, Bay County. FL, Groundwater flow determination and wetland hydrological investigation, 2009.
17. Lake Jackson Convenience Store, Ardaman & Associates, Tallahassee, FL, Sampling and analysis of monitoring wells, 2009.
18. FSU, Tennis Courts, Ardaman & Associates, Florida State University, Tallahassee, FL, Sampling and analysis of monitoring wells, 2009.
19. Pittman Hill Sprayfield Well Monitoring, City of Marianna, Marianna, FL, Well sampling and analysis, 2009-present.
20. Automobile Dealership, Ardaman & Associates, Tallahassee, FL, Sampling and analysis of monitoring wells, 2010.
21. Fleet Maintenance, Leon County Public Works, Ardaman & Associates, Tallahassee, FL, Sampling and analysis of monitoring wells, 2010.
22. Greenburg Farrow Site, Ardaman & Associates, Quincy, FL, Sampling and analysis of monitoring wells, 2010.
23. Koogler Lime Rock Quarry, Ardaman & Associates, Chipley, FL, Sampling and analysis of quarry and monitoring wells, 2010.
24. Retreat Partners, Ardaman & Associates, Tallahassee, FL. , Sampling and analysis of monitoring wells, 2010.
25. Eastern Shipbuilding, Eco Consulting Group, Bay County. FL, Soil Analytical Evaluation, 2010.
26. St. Joe Headquarters Office Building, Ardaman & Associates, Downtown Port St. Joe, Florida. Sampling and analysis of monitoring wells, 2010.
27. Freeport Business Park, Wetland Creation, Eco Consulting Group, Freeport, FL, Evaluation of the Hydrologic Enhancement in a wetland creation area, 2010.
28. Deer Point Elementary School Wetland Mitigation Area, Eco Consulting Group Bay District Schools, Bay County. FL, Groundwater Evaluation, Wetland Soil Evaluation. , 2010.
56. BPCA, Panama City, Florida, Sediment Geochemistry Analysis, 2011.
57. West Bay Docks, Sediment Analytical, Northwest of the B.V. Buchanan Bridge, Bay County, FL, 2011.
58. Harris Marine, Fanning Bayou, Water and Sediment Quality, Analytical Quote, Bay County, FL, 2012.
59. Inland Construction Project, Water and sediment quality assessment, Bay County, Panama City, FL, 2013.
60. McElvey Road Parcel, First Federal Bank of Florida, Sediment and groundwater quality sampling, Panama City FL, 2015.
61. Goose Bayou, Sediment Quality Assessment, Chemical Characterization, North Bay, Panama City, Florida, 2016.
62. GPSS/R. Thompson, Soil Arsenic Assessment, Panama City, Florida, 2016.



Please return via email to:  
Megan.doherty@blueprintia.org

Via mail:  
Blueprint Intergovernmental  
Agency  
315 South Calhoun St, Suite 450  
Tallahassee, Florida 32301

Via fax: (850) 219-1098

Questions? Please call:  
219-1060



## CITIZEN ADVISORY COMMITTEE APPLICATION

**Nominating Organization (if applicable):**

**Name:** Linda Vaughn

**Address:** 3303 Dartmoor Drive, Tallahassee, FL 32312

**Email:** 1lindavaughn@gmail.com

\*\*\*\*\*

**Work Phone:** 850-583-0960=cell

**Home Phone:**

**Occupation:** Blogger- BoomerMoneyandMore.com

**Employer:** NA

**Address:** NA

**Race:** xx  White       Hispanic       Asian or Pacific Islander  
 Black       American Indian or Alaskan Native       Other

**Sex:**  Male      xx  Female

Identify any potential conflicts of interest that might occur if you are appointed:

My husband is employed at the FSU College of Business.

---

Are you a City resident?                     Yes     No  
Are you a Leon County resident?        xx Yes             No  
Are you a City property owner?          Yes     No  
Are you a Leon County property owner? xx Yes             No  
Can you serve a full three-year term?   xx Yes             No  
Can you regularly attend meetings?    xx Yes             No            Conflicts:

---



Please provide biographical information about yourself (attach a resume, if available). Identify previous experience on other boards/committees; charitable/community activities; and skills or services you could contribute to this board/committee:

I am the founder and creator of Boomer Money and More.com.

BoomerMoneyandMore.com is a money blog (and more) for boomers. It's mission is to help working and retired boomers:

- protect and grow their lifelong earnings,
- not outlive their money; and
- reinvent themselves after completing their main careers.

From 1985-2011, I was a senior legislative analyst with the Florida Legislature's Office of Program Policy and Government Accountability (OPPAGA).

In that role, I:

- evaluated the effectiveness and efficiency of taxpayer funded programs;
- wrote easy-to-understand legislative reports on complex issues relevant to Florida taxpayers;
- conducted research and testified in front of legislative committees about the research results;
- provided policy information and recommendations to legislators; and
- fielded questions from digital, print, and televised media about our office policy recommendations.

From 1980-1982 I performed similar duties while working as a management analyst for one of southern California's largest Medical Center's-- St. Josephs.

From 1979-1980, I worked as a forecast analyst for the nation's largest and oldest HMO, Kaiser Permanente--also in southern California.

**Education:**

MBA - UCLA 1984

MA Social Psychology 1979 California State University, Northridge

BA Psychology 1975 San Diego State

References (at least one):

(Name/Address) Sheila Sayler  
(Phone) 850-891-4000

(Name/Address) Hella Spellman  
850-891-4000

(Name/Address) Gale Workman, FAMU Professor Emerita  
850-228-1867

All statements and information given in this application are true to the best of my knowledge.

Signature: Linda Vaughn

Date: 9/4/18

(7/13/16)

Please return via email to:  
Megan.doherty@blueprintia.org

Via mail:  
Blueprint Intergovernmental  
Agency  
315 South Calhoun St, Suite 450  
Tallahassee, Florida 32301

Via fax: (850) 219-1098

Questions? Please call: 219-1060



**INTERGOVERNMENTAL AGENCY**

**CITIZEN ADVISORY COMMITTEE APPLICATION**

**Nominating Organization (if applicable):** \_\_\_\_\_

**Name:** Daniel Petronio

**Address:** 1628 Garden Park Ln. Tallahassee, FL 32308

**Email:** [Petronio.daniel@ccbq.com](mailto:Petronio.daniel@ccbq.com)

\*\*\*\*\*  
**Work Phone:** 850-402-7954 **Home Phone:** 850-544-0431

**Occupation:** Banking

**Employer:** Capital City Bank

**Address:** 304 E Tennessee St., Tallahassee, FL 32301

**Race:**  White  Hispanic  Asian or Pacific Islander  
 Black  American Indian or Alaskan Native  Other

**Sex:**  Male  Female

Identify any potential conflicts of interest that might occur if you are appointed:

N/A

Are you a City resident?  Yes  No  
Are you a Leon County resident?  Yes  No  
Are you a City property owner?  Yes  No  
Are you a Leon County property owner?  Yes  No  
Can you serve a full three-year term?  Yes  No  
Can you regularly attend meetings?  Yes  No

Conflicts: \_\_\_\_\_

Please provide biographical information about yourself (attach a resume, if available). Identify previous experience on other boards/committees; charitable/community activities; and skills or services you could contribute to this board/committee:

I was born and raised in Orlando, FL and received my bachelor's and master's degrees from Florida State University. I've been in Tallahassee now for 13 years. I am married and have two little girls ages 4 years old and 2 years old. I work in Institutional Banking & Treasury Management at Capital City Bank and specialize in banking and lending to government and large non-profit organizations. Roles and responsibilities include managing a portion of the bank's public fund deposits, as well as public financing opportunities consisting of purchasing a wide range of tax-exempt private placement bonds in the State of Florida and Georgia for the bank. I have 8 years of banking experience in Working Capital Finance, special assets, credit underwriting and Institutional Banking. In addition to serving our government and large non-profit clients for all their depository and financing needs, I also serve as a Treasury Management Sales Representative throughout the bank's footprint (FL/GA/AL). On the Treasury Management side, I'm involved in structuring business/municipal deposit accounts, while providing any cash management products/services to help serve our client's needs. I have not served on any boards/committees. My goal is to get more involved in my community and this opportunity seemed to fit both my interest and expertise.

**Education:**

_____	Florida State University
_____	(College/University attended)
_____	Business Management
_____	(Degree received, if applicable)
_____	Florida State University
_____	(Graduate School Attended)
_____	Masters of Business Administration
_____	(Degree received, if applicable)

References (at least one):

George Smith, Bryant Miller Olive, 101 N Monroe St, Tallahassee, FL 32301 / 850-222-8611	_____
(Name/Address)	(Phone)
_____	_____
(Name/Address)	(Phone)
_____	_____
(Name/Address)	(Phone)

All statements and information given in this application are true to the best of my knowledge.

Signature: 

Date: 9/7/18

(7/13/16)

# BLUEPRINT

## INTERGOVERNMENTAL AGENCY

---

October 31, 2018

Sean McGlynn, Ph.D  
568 Beverly Court  
Tallahassee, FL 32301

Re: Appointment to the Blueprint Citizens Advisory Committee

Dear Mr. McGlynn,

Citizen participation is important in developing Blueprint projects and programs and in providing quality public services to the community. We appreciate your interest in serving on the Citizens Advisory Committee and would like to bring a few items to your attention. As a member of a Citizen Advisory Committee, you will be obligated to follow any applicable laws regarding Government in the Sunshine, Code of Ethics for Public Officers, and Public Records Disclosure. The consequences for violating these applicable laws include criminal penalties, civil fines, and voiding of any Citizen Advisory Committee action and any subsequent action by the Board of Directors.

In order to comply with these laws, and in compliance with direction received by the Blueprint IA Board of Directors at their regularly scheduled meeting of September 20, 2018, we respectfully request that you answer the following questions.

- a. Are you willing to complete a Financial Disclosure Form?
- b. Do you know of any circumstances that would result in you having to abstain from voting on a matter being considered by the Blueprint Citizens Advisory Committee due to a voting conflict?
- c. Are you or your employer, or your spouse or child or their employers, currently doing business with the Blueprint Intergovernmental Agency, Leon County or the City of Tallahassee?
- d. Do you foresee participating in any competitive procurement process for the Blueprint Intergovernmental Agency, Leon County or the City of Tallahassee during your time serving on the Blueprint Citizens Advisory Committee?
- e. Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on the Blueprint Citizens Advisory Committee?

# BLUEPRINT

INTERGOVERNMENTAL AGENCY

---

Please provide your answers to the Blueprint Intergovernmental Agency by November 7, 2018. Submittal of answers to the above questions and the attached Financial Disclosure Form may be provided via email or mail.

Sincerely,



Autumn Calder, AICP  
Blueprint Director

Attachment/Enclosure: Financial Disclosure Form

CC:

Ben Pingree, Director, Department of PLACE  
Patrick Kinni, Blueprint Intergovernmental Agency



# McGlynn Labs Inc

ENVIRONMENTAL LABORATORIES

To Whom it May Concern:

I have been asked to answer the following questions, a through e in the box below concerning my appointment to the Blueprint Citizens Advisory Committee.

- a. Are you willing to complete a Financial Disclosure Form?
- b. Do you know of any circumstances that would result in you having to abstain from voting on a matter being considered by the Blueprint Citizens Advisory Committee due to a voting conflict?
- c. Are you or your employer, or your spouse or child or their employers, currently doing business with the Blueprint Intergovernmental Agency, Leon County or the City of Tallahassee?
- d. Do you foresee participating in any competitive procurement process for the Blueprint Intergovernmental Agency, Leon County or the City of Tallahassee during your time serving on the Blueprint Citizens Advisory Committee?
- e. Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on the Blueprint Citizens Advisory Committee?

Answers:

- a) Yes I am willing to complete a financial disclosure form.
- b) I don't think I would have to abstain from voting on any projects being considered by the Blueprint Citizens Advisory Committee.
- c) I am self-employed, and my spouse, child, do not do work for the City of Tallahassee, Leon County or the Blueprint Intergovernmental Agency while serving on the Blueprint Citizens Advisory Committee.
- d) I do not foresee any possibility of entering into a competitive procurement process with the Blueprint Intergovernmental Agency the City of Tallahassee or Leon County while serving on the Blueprint Citizens Advisory Committee.
- e) I do not have any employment or contractual relationships that would create a continuing or frequently recurring conflict with my participation on the Blueprint Citizens Advisory Committee.

Sincerely,

Seán E. McGlynn, Ph.D.,  
Technical Director,  
McGlynn Laboratories Inc.,  
Tallahassee, Fl. 32301.



THIS PAGE INTENTIONALLY LEFT BLANK



**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #3  
December 13, 2018**

Title: Acceptance of the 8 80 Cities Summary Report on the ‘Public Spaces to Great Places Summit,’ October 1 – 5, 2018

Category: Consent

Department: Blueprint Intergovernmental Agency, Infrastructure Program

Contact: Benjamin H. Pingree, Director, Department of PLACE  
Autumn Calder, Director, Blueprint Infrastructure Program  
Megan Doherty, Principal Planner, Blueprint Infrastructure Program

**STATEMENT OF ISSUE:**

This agenda item seeks acceptance by the Blueprint Intergovernmental Agency Board of Directors (IA Board) of the 8 80 Cities summary report on the ‘Public Spaces to Great Places Summit,’ held from October 1 – October 5. The Summit was hosted by the Blueprint Intergovernmental Agency in partnership with the City of Tallahassee and Leon County, with support from the Knight Foundation.

**FISCAL IMPACT:**

This item does not have a fiscal impact.

**RECOMMENDED ACTION:**

Option 1: Accept the 8 80 Cities Summary Report on the ‘Public Spaces to Great Places Summit,’ October 1 – 5, 2018.

## SUPPLEMENTAL INFORMATION:

The ‘Public Spaces to Great Places Summit,’ hosted from October 1 – 5, featured a weeklong series of free discussions, public events, and workshops focused on how Tallahassee-Leon County can create great public spaces in our community. Two goals of the Summit were to connect local stakeholders around upcoming public space projects and to build awareness about how Tallahassee-Leon County can create welcoming, vibrant public spaces for all ages. Thanks to the generous support of the Knight Foundation, international non-profit urban planning firm 8 80 Cities co-hosted and helped facilitate conversations focused on improving public spaces throughout the week-long Summit.

8 80 Cities is a non-profit urban planning organization based in Toronto, Canada that uses playful, unconventional engagement methods to get people informed, engaged, and excited about improving sustainable mobility and public space in their cities. 8 80 Cities name is rooted in a simple philosophy; if you build a city **that’s** great for an 8-year-old and an 80-year-old, it will be great for everyone. Gil Penalosa is the founder of 8 80 Cities, serves as current Chair of the World Urban Parks association, and has worked with over 300 cities around the world on how to create vibrant cities and healthy communities for everyone, regardless of age, gender, or socio-economic status.

### *8 80 Cities Summary Report*

The 8 80 Cities summary report (Report) on the ‘Public Spaces to Great Places Summit,’ is included as Attachment #1. The Report provides information on the week of activities throughout the Summit, including specific feedback from residents at Summit events. Based on the observations of the 8 80 Cities team and conversations with residents throughout the Summit, the Report also recommends ‘**Four Big Pushes**’ for Tallahassee-Leon County to focus on:

1. Be Bold: Increase efforts to improve pedestrian, bicycle, and transit infrastructure, and ensure that these modes accommodate, and are comfortable for, users of all ages and abilities.
2. Create a Shared Vision: Broaden community engagement methods and timeframes to ensure as many people as possible have a chance to participate. Also, consider the use of pilot projects and temporary uses to test ideas and gather community feedback prior to significant investments.
3. Programming, Programming, Programming: Explore opportunities to use Tallahassee-Leon **County’s** amazing environment to its advantage by taking civic activities and engagement outdoors. Also, explore opportunities to make it easier for people to plan events and program existing public spaces.
4. Continue to Bridge the Town and Gown: Continue efforts to integrate the universities with the larger Tallahassee-Leon County community through active transportation improvements that make it easier for students to walk, bike, or take transit to experience local public spaces.

The Summit also provided the opportunity to share information and engage the public about two upcoming public space projects: the Orange Avenue-Meridian Road Placemaking project and Coal Chute Pond.

*Orange Avenue Community Meeting:* Blueprint 2020 Orange/Meridian Placemaking project is a top priority project for the Blueprint 2020 program. As such, funding in FY 2019 in the amount of \$1 million was allocated to this project in order to begin the planning and design work. The community engagement portion of the project kicked off on Tuesday, October 2 at the Orange Avenue Community meeting. Blueprint, with assistance from the 8 80 Cities team, asked attendees about their ideas and desires for temporary uses on the future StarMetro Superstop site, as well as engaged in visioning for the future Orange Avenue community park space at the existing stormwater pond site. Over 50 meeting attendees signed up to stay engaged with both projects.

*Coal Chute Pond Workshop:* Coal Chute Pond is uniquely located equidistant between FSU and FAMU and along the Capital Cascades Trail, a 2.6-mile urban trail providing multimodal accessibility and enhanced community amenities throughout downtown Tallahassee. The space is small and there are some constraints, but there are big opportunities given the location of this public space. A workshop was held with 8 80 Cities during the Summit with a goal of bringing together area residents, business owners, and students from FSU and FAMU to help identify design and accessibility elements that can elevate the Coal Chute Pond space to a welcoming social space for all that encourages these diverse populations to engage with their city and each other.

## **CONCLUSION:**

The Report details community engagement and specific feedback regarding suggested uses and amenities, which will be incorporated into future project concept development. Moving forward in partnership with the community, Blueprint will utilize the community feedback gathered during the Summit to improve these two Blueprint infrastructure projects. The next step for both projects is continued public engagement and concept development throughout the end of 2018.

Overall, the Report also provides unique insights and recommendations regarding how Tallahassee-Leon County can continue to build and strengthen our community. The value of the Summit, and the conversations and idea sharing that took place during the week of events, will continue to manifest as Blueprint integrates best practices learned throughout the week into community engagement and project implementation efforts moving forward.

Action by the CAC: This item was presented to CAC at their November 29, 2018 meeting. This item was not presented to the TCC.

## OPTIONS:

- Option 1: Accept the 8 80 Cities Summary Report on the ‘Public Spaces to Great Places Summit,’ October 1 – 5, 2018.
- Option 2: IA Board direction.

## RECOMMENDED ACTION:

- Option 1: Accept the 8 80 Cities Summary Report on the ‘Public Spaces to Great Places Summit,’ October 1 – 5, 2018.

### Attachments

1. 8 80 Cities Summary Report on the ‘Public Spaces to Great Places Summit,’ October 1 – 5, 2018



# Public Spaces to Great Places

## October 1 - 5, 2018

### Summit Report

Tallahassee, Florida

# Introduction

Tallahassee is a unique city with natural beauty and nearly year-round sunshine, home to a young and dynamic population. It is also one of the top 20 most educated cities in the entire country, according to a 2018 study by Wallethub. Those are assets few cities across the world possess. Tallahassee has the potential to position itself as one of the best North American cities in which to grow up and grow old. The Public Spaces to Great Places Summit was all about identifying Tallahassee's path forward, paying special attention to the role of public spaces and their potential to improve the quality of life for all residents in Tallahassee.

*The Public Spaces to Great Places Summit*, hosted from October 1 – 5, 2018, was a week-long series of events, meetings, workshops and keynote speeches about building a healthier, happier and more inclusive Tallahassee. Co-hosted by 80 Cities and the Blueprint Intergovernmental Agency and generously funded by the John S. and James L. Knight Foundation, it brought together civic leaders, elected officials, city and county staff, community advocates and business leaders from across the city to start charting a new course for the future of public space in Tallahassee.



# The Four Big Pushes

We at 8 80 Cities have worked in over 300 cities around the world. Despite the vastly different sizes and contexts of these places, they all share a few things in common. Sustainable mobility, equity, public health inequalities and economic competitiveness are challenges that all cities across the globe are struggling to tackle. The cities that reach these crossroads and turn the page on 20th century thinking are the ones making the biggest strides towards improving access to economic opportunity, increasing equity and improving public health. Public spaces—the roads, parks, plazas and civic buildings that we all share—are central to the solution. Here are the top four areas Tallahassee needs to focus on to tackle these challenges head-on:

## 1. Be bold

**Aim high:** According to projections from the City of Tallahassee’s Office of Economic Vitality, Tallahassee is set to grow by 20 percent by the year 2045, representing an increase of over 41,000 residents (from 192,381 to 234,000). This is an incredible opportunity. Decision makers need to start making investments now to accommodate this growth. That means ensuring that new development is pedestrian, cycling, and transit-friendly and within walking distance of vibrant parks and schools. While Tallahassee has certainly made large strides in the right direction, there is still room for decision makers to be bolder and to act with more urgency. If Tallahassee wants to be amongst the best, it needs to benchmark itself with the best when it comes to investing and managing its public assets, such as streets, parks, and public spaces. There is an impressive amount of talent in Tallahassee, between its highly educated workforce, strong government sector and large student population. There is nothing stopping Tallahassee from becoming the most livable, or the happiest, or the healthiest city in the US, if those are the goals it sets out for itself.

**Design for all ages and abilities:** From 2010 to 2017, the highest rate of population growth in Tallahassee, at 6.8 percent, occurred among those in the 65 to 79-year-old age group. However, unlike many other cities in Florida, Tallahassee has only recently started actively recruiting retirees to relocate to the city. To better support this demographic shift, it’s critical that walkability and livability are not just for the wealthy, middle-aged or able-bodied. Children, older adults and the economically disadvantaged are the most vulnerable in our society. Decision makers and civic leaders must become guardian angels of these groups and ensure their needs are reflected in all public spaces. Creating high quality parks, sidewalks, bike lanes, plazas, bus stops, bus shelters and safe and reliable public transit is not just about economic opportunity or tourism or even public health. It’s about ensuring the most vulnerable amongst us have access to the basic building blocks to enjoy healthy, happy lives.

## 2. Create a shared vision

**Find new ways to excite and engage the community:** A lot of community engagement goes into developing plans for public space investments across the city. However, engagement needs to be an ongoing process. We heard at several of the workshops that more residents need to be informed and engaged in public space projects instead of relying on feedback from “the usual suspects”. This requires branching out beyond community meetings and workshops. Trying out more fun, creative and casual methods of engagement has the effect of reducing barriers for many residents, especially those who would not typically attend a 7pm meeting at a community center.

**Try before you buy:** Undertaking bold ideas can be a scary task for both decision-makers and community members. Piloting these ideas on a temporary basis is a way to mitigate project risks while actively

involving the community in an iterative design process. Transformative projects such as the Orange Avenue and Coal Chute Pond public space could certainly benefit from a piloting phase, especially when it comes to the more unique or innovative ideas that might be incorporated into the design. The presence of two major universities in Tallahassee, both with architecture/planning programs, presents a huge opportunity for students to work in partnership with city/county staff to test out ideas in real time. This has been proven to be a tremendously successful model in cities like Vancouver, where the Vancouver “City Studio” pairs university classrooms with city staff to deploy, measure and evaluate dozens of small-scale pilot projects every year. This program embraces experimentation and failure as a learning opportunity, but in doing so, this partnership has also led to new insights and permanent projects that wouldn’t have otherwise taken place.

**Continual measurement and evaluation:** Having clear measurement and evaluation processes in place before, during, and after the completion of a public space project ensures greater accountability around the project. Measurement and evaluation do not need to be time consuming or expensive to be valuable. A short annual or semi-annual survey of 100 random residents living near a public space can track how attitudes about a space change over time, and to what degree the space reflects the community’s changing needs and desires. These results can be benchmarked with annual targets such as “In the year 2020, 75% of surveyed residents rate their experience in the Orange Avenue public space as 7 out of 10 or higher”. Should that goal be achieved, aim for an even higher approval rating in subsequent years. It’s also important to share back this information with the community, so that they too are aware of the progress taking place.

### 3. Programming, programming, programming

**Tie in programming agreements with park investments:** We at 80 Cities often talk about how it’s often easier to find the millions to build a beautiful public space than to find the thousands to make it work. Successful parks and public spaces are not just about design and maintenance. A good school needs more than four walls and textbooks. It needs passionate teachers, committed administration and an engaged PTA. Parks too need fantastic management to thrive at different times of the day and different days of the week. This requires park management to take a more active role in programming its public spaces. Sometimes, the entities funding the construction of a new park are separate from the entities that will eventually manage the park. In these cases, the hand-off agreement should entail a clear commitment by park management to go beyond just providing maintenance services but to also invest in year-round park outreach and programming.

**Take it outside:** There is a rich array of community programming that is taking place indoors or behind closed doors, be it seniors dance lessons, fitness classes, chess tutorials, etc. More energy should be dedicated towards reaching out to civic organizations, schools, community groups, arts and culture programmers, and inviting them to use public spaces as a platform for programs they are already running.

**Reduce red tape:** Beyond making the invitation to community programmers, it generally needs to be easy and transparent for individuals and organizations to provide community programming in public spaces. In the case of parks, interested parties should be able to easily access information about how to host a public program in a park and then have the option of filling out a simple online application. The more centralized this resource is for all parks in Tallahassee, the more user-friendly it will be. Similarly, if there’s interest in obtaining a street occupation permit to host events like block parties, farmer’s markets, and health fairs, there should be a centralized website in which to do so as well.



## 4. Continue to bridge the town and gown

**Make it easier to use active transportation:** Any sort of transportation-related investments or decisions made by either of the two major universities in town has the potential to impact a significant portion of Tallahassee's population. Most students at both universities drive, which affects not just traffic within the university campus but also on other Tallahassee roads. Driving however is currently the most convenient and cheapest option for many students. Parking fees are usually lumped in with general student fees, giving off the illusion that parking lots are "free" each time they are being used. Even still, the costs of parking are still heavily subsidized by these public universities. To help create a more sustainable and healthier campus, universities need to consider disincentivizing driving all the while investing in safe, connected walking and bicycling networks. Simple changes like charging for parking per-use instead of lumping the cost in with student fees will make people think twice about driving. Other schools across the country have done so with great success, but they've also paired it with investments in safe active transportation and other incentives. For example, the University of California, Los Angeles provides staff with cash incentives for trading in their parking passes in return for a commitment to use active transportation. Students also receive heavily discounted public transit passes. Beyond the health and environmental benefits of making these changes, universities also serve to economically benefit. Parking lots could be freed up to be used for expanding facilities or for other higher-use purposes, reducing the need to acquire additional land.

**Build a minimum grid:** Tallahassee has already started this work of building bicycle facilities. Some facilities are wide and protected while others are delineated with striping or sharrows. To make it truly safe and inviting for all ages and abilities to bike as a form of transportation, Tallahassee needs to lower speeds in residential areas and build an interconnected grid of fully separated bike lanes connecting popular destinations and all communities across the City. In certain places, the

City has accomplished the most difficult task, securing a portion of the roadway for painted bike lanes. It's time to take the next step and make them safe by installing bollards so that all cyclists can feel empowered moving about their city. Students make up a significant part of the population of the city. Targeting efforts to encourage students to bike instead of drive to campus would have an immediate impact on the city of Tallahassee as a whole.

**Linking public institutions with public spaces:** There are many initiatives that link the students at the public universities to community engagement opportunities. However, there is still room to optimize the relationship between the students and the public spaces throughout Tallahassee. There are dozens of highly active student groups and clubs at both local universities. Make it known that they are welcome to the spaces. For example, dance groups or bands should be encouraged to book time to practice in nearby public parks or facilities, if university facilities are overbooked. As mentioned in the "Try before you buy" section above, there could potentially be many more opportunities to partner with university classrooms so that they can study and use public spaces as their "laboratories", providing mutual benefit to the city, community, and participating students.

# What We Did

## MONDAY OCTOBER 1

- Meetings with elected officials
- Coal Chute Pond visioning workshop with stakeholders
- Keynote as part of the Leon County Lecture Series

## TUESDAY OCTOBER 2

- Keynote to Blueprint, Office of Economic Vitality Committees & Planning Commission
- Meetings with elected officials and city staff
- Creating Great Places workshop with frontline staff
- Active transportation planning session with FSU staff
- Keynote and workshop at Orange Ave. neighborhood meeting

## WEDNESDAY OCTOBER 3

- Public Engagement training for City of Tallahassee staff
- Interview with American Planning Association – Florida
- Keynote at FSU

## THURSDAY OCTOBER 4

- Planning workshop with Knight Creative Communities Initiative
- Panel discussion on WFSU
- Campus planning session at FAMU

## FRIDAY OCTOBER 5

- Keynote for business and development community



# What We Heard

Two of the workshops that 8 80 Cities co-hosted with Blueprint Intergovernmental Agency were the kick-off outreach events for two transformative public space projects that will take place at Coal Chute Pond and the Orange Avenue Public Space. Below is a summary of the major findings from these sessions.

## Orange Avenue Public Space

### About the Site

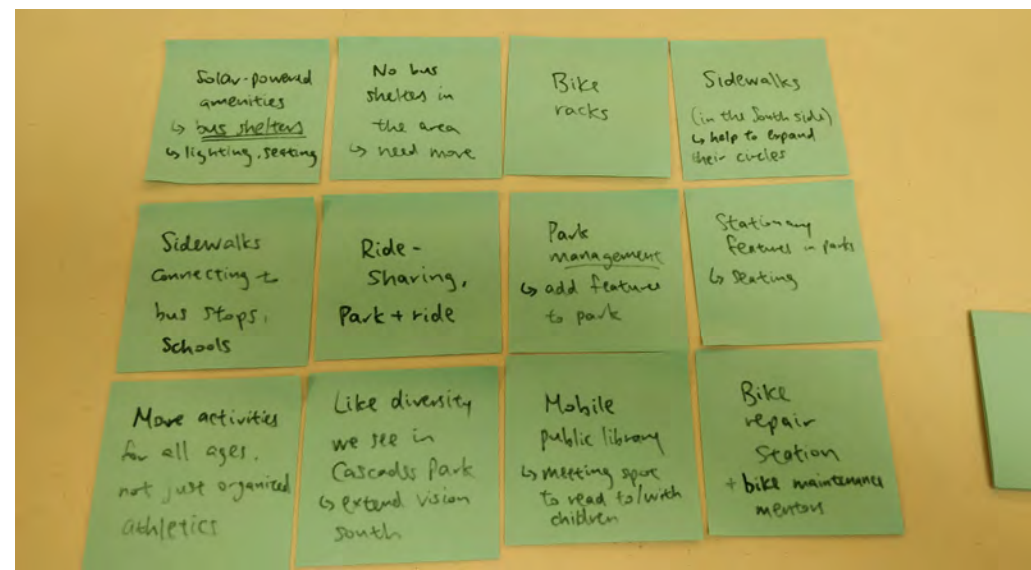
The Orange Avenue Public Space is in southeast Tallahassee, located at the southwest corner of Orange Avenue and S Meridian Street. The 20-acre site was developed as a stormwater management facility for the widening of Orange Avenue over 10 years ago. The land is owned by Leon County but to date there has been no formal public use of the site. The conversion of this stormwater site into a public space with park-like amenities is a Blueprint project. Blueprint plans to design the space in 2019 and begin construction in 2020. A key first step in this project is working with the local community to understand what type of amenities they would like to see developed on this site.

### About the Workshop

On Wednesday October 3, Gil Penalosa delivered a keynote to a room of over 60 community members and city leaders at Bethel AME Church. The keynote included lessons and examples from great public spaces from around the world. Following the keynote, attendees discussed in small groups their ideas for the new public space at the Orange Avenue stormwater pond facility. Each group had a staff member from either Blueprint or 8 80 Cities who facilitated and recorded notes of the discussion.

Community members' ideas centered on four major themes:

- 1. Basic amenities:** The new public space needs to have basic infrastructure that would provide year-round comfort.
- 2. Infrastructure that supports physical activity and social interaction:** The infrastructure needs to appeal to diverse ages and uses to reflect the needs of the families residing in the area.
- 3. Programming and partnerships:** The public space needs to come alive with regular activations. Additional programming support from local institutions, such as FAMU, FSU, and the magnetic labs can ensure that the new park provides educational opportunities in addition to recreational ones.
- 4. Safe connections:** There are several schools, daycares and family residences surrounding the site. The new public space needs to be safe to access, especially by walking, biking, and public transit.



## Complete list of ideas collected for Orange Avenue Public Space:

Basic amenities	Infrastructure for physical activity and social interaction	Programming and partnerships	Safe connections
<ol style="list-style-type: none"> <li>1. Water fountains for drinking</li> <li>2. Stationary features e.g. seating</li> <li>3. Solar powered amenities e.g. bus shelters, lighting, seating</li> <li>4. Restrooms</li> <li>5. Covered tables</li> <li>6. Greenery</li> <li>7. Permanent restroom</li> <li>8. Nature</li> <li>9. Look at water quality</li> <li>10. Night sky viewing</li> <li>11. Increase size of stormwater pipes because current pipes are too old and small</li> <li>12. Need to update storm water management system</li> <li>13. Walking path</li> <li>14. Walking trail</li> <li>15. Benches</li> <li>16. Trail with exercise functions like in Meyers Park</li> <li>17. Security/emergency call post</li> <li>18. Security cameras</li> <li>19. Stage for community days</li> <li>20. Water fountains</li> <li>21. Shade</li> </ol>	<ol style="list-style-type: none"> <li>1. “Smart park” with wifi, charging stations, mobile apps for parks and libraries</li> <li>2. Play area for kids e.g. ball pit, bouncy areas</li> <li>3. Skateboard facilities,</li> <li>4. Sports area</li> <li>5. Covered area for music</li> <li>6. Provide meeting space outdoors</li> <li>7. Bike repair station and bike maintenance mentors</li> <li>8. Mobile public library and meeting space to reach children</li> <li>9. Sidewalk trail around the pond</li> <li>10. Locate more activities on the west side and more passive uses near the drain</li> <li>11. Walking loop &amp; signs indicating how far you’ve walked</li> <li>12. Dog park</li> <li>13. Outdoor fitness equipment</li> <li>14. Little Free Library or vendor machine with paper books</li> </ol>	<ol style="list-style-type: none"> <li>1. Free music a few times a month</li> <li>2. Movies in the park</li> <li>3. Have space where universities and mag lab can do outreach and educational programs</li> <li>4. Programming by FAMU &amp; FSU</li> <li>5. Involve neighborhood-run businesses. Invite people who use the vacant space to set up in the Orange Ave public space</li> <li>6. Park management is important</li> <li>7. Food stands</li> <li>8. Fruit market</li> <li>9. More supervised activities for children. Open another teen center here.</li> <li>10. Play some tunes at the park</li> <li>11. Concession stands for events</li> <li>12. Pop up tent/stands</li> <li>13. Something to promote literacy</li> <li>14. More activities for all ages, not just organized athletics</li> <li>15. Diversity like in Cascades Park</li> <li>16. Neighborhood yard sales</li> <li>17. Focus on family gatherings</li> <li>18. Engage animal shelter to program the site</li> </ol>	<ol style="list-style-type: none"> <li>1. Sidewalks connecting to bus stops, schools</li> <li>2. Sidewalks (in the south side) to help expand people’s circles</li> <li>3. Golf carts as a way to get around</li> <li>4. Connect existing bike trails to the site</li> <li>5. Have an interim solution to the sidewalk construction backlog. Look into cheap, temporary ways to do pavement markings.</li> <li>6. Build sidewalks everywhere!</li> <li>7. Traffic calming is very important</li> <li>8. Need a bike network in the south side</li> <li>9. Traffic calming on Meridian</li> <li>10. Covered bus stop (residents currently stand close to ditch)</li> <li>11. Make it safer for people to cross Orange ave.</li> <li>12. No bus shelters in the area -need more</li> <li>13. Ride-sharing, park &amp; ride</li> <li>14. Bike racks</li> </ol>

Some attendees chose to participate by placing sticky dots on oversized survey boards that were displayed around the room. Based on responses by 19 participants, the surveys revealed the following:

- Apalachee Ridge was the most well-represented neighborhood, accounting for 42 percent of survey respondents
- 77 percent of respondents are in the Orange Avenue area at least once a day
- The top two types of infrastructure respondents would like to see are: 1) sports and fitness equipment and 2) a playground and plants/greenery (both answers tied for second place)
- The top two types of preferred programming include: 1) outdoor concerts and 2) pop-up shops/market

## Coal Chute Pond

### About the Site

The location of Coal Chute Pond is equidistant between FSU and FAMU. It is well connected by the Capital Cascades Trail, a 2.6-mile urban trail providing multimodal accessibility and enhanced community amenities throughout downtown Tallahassee. Blueprint has funding to construct the public space amenities and the workshop will provide the opportunity for participants to think about what type of amenities/public space would attract them to the area.

### About the Workshop

A total of 20 area residents, business owners, community leaders and university student representatives attended the half-day workshop to help identify design and accessibility elements that can elevate the Coal Chute Pond space to a welcoming social space for diverse populations to engage with their city and each other. Hosted by 8 80 Cities at Domi Station, the workshop started with a presentation on what makes a great public space, followed by a site visit to Coal Chute Pond, and concluding with an action planning workshop where participants brainstormed ideas and action plans for the site.

### Site Observations

Participants visited Coal Chute pond to talk about the opportunities and challenges that the site presents.

#### Opportunities

- Natural features: the pond, wading birds and other local wildlife, open grassy area
- Good connectivity: FAMU Way is well-maintained, proximity to Railroad Square businesses and new residential development, location between FAMU & FSU

#### Challenges

- Natural features: natural area feels “rough” and unmaintained; area lacks natural protection from the elements; rolling topography presents limitations
- Power lines: no permanent structure is allowed to be built underneath the power-lines
- Poor access: Lack of public transportation along this route, lack of safe railroad crossing at the moment



When it came to developing ideas for the Coal Chute Pond space, community members' ideas centered on four major themes:

1. **Basic amenities:** The new public space needs to have basic infrastructure that would make it comfortable to spend time in year-round.
2. **Digital/interactive features:** We are living in an increasingly digital world. An innovative digital park would make Coal Chute Pond a unique destination and would especially appeal to young people.

3. **Water-related features:** The stormwater pond should be a focal point in the design and programming of the space.
4. **Programming:** Partnering with businesses, universities, resident groups and community organizations to regularly activate the space is critical to keep people coming back.

### Complete list of ideas collected for Coal Chute Pond:

#### Basic amenities

1. Hammocks
2. Creative seating e.g. porch swings
3. Playground that is elder-friendly
4. Basketball nets
5. Mini dog park
6. Community garden
7. Shade
8. Market breezeway
9. Workout equipment
10. Tables with table games
11. Hot yoga poses signage
12. Multi-use pavillion
13. Shade (x 7)
14. Misters
15. Walking loop
16. Dog walking stations
17. Observation tower

#### Digital/interactive features

1. Digital park with interactive art, free wi-fi, etc.
2. Designated drone flying zone
3. Solar-powered elements
4. Design competition for public sculptures
5. Outdoor science museum
6. Organized games and chess tables
7. Swings with lights and music
8. Digital wildlife guide
9. Wildlife tracker
10. Digital guided yoga lessons
11. 24/7 real-time video stream of the park
12. Nightlife-oriented LED park
13. Wifi
14. Signage for digital interaction (running app)
15. Charging poles

#### Water-related features

1. Wading pool
2. Paddle boats
3. Water feature show with art and lights
4. Boardwalk or platform over the water
5. Posts in pond for birding rookeries
6. Interactive fountain light show

#### Programming

1. Music-oriented programming
2. Silent raves
3. Social services fairs
4. Market place for local events
5. Cultural events
6. Community potlucks
7. Outdoor community art gallery
8. Exhibition space
9. Communal tailgate for FAMU and FSU

## Developing Action Plans

Participants were asked to work in small groups to identify their favorite ideas. Each group then developed action plans for the top ideas that emerged from their discussions. In total, participants put forward four idea action plans for Coal Chute Pond -some in more detail than others. Summaries of these four ideas are as follows:

### Project name:

Digital Park

### Project description:

The park that never sleeps!

### Measures of success:

- Engagement 24/7; always connected
- People using park at night
- It becomes a “third place”
- Community interaction through digital technology
- Seamless integration of technology and nature
- The most “social” park ever

### Actions required:

- Provide wifi access and docking stations
- Develop park app
- Work with partners to provide digital programming related to physical activity, history, wildlife, etc.
- Find and recruit a private sponsor for the project
- Create a digital community for the park
- Formally connect it to FSU and FAMU

### Project name:

Multi-Use Pavillion

### Project description:

A multi-use pavillion providing shade, seating, game tables, art exhibition space and movie screen.

### Measures of success:

- Participation from adjacent neighborhoods
- Diversity in age/gender/race
- # of rentals
- # of gallery exhibitions
- % of day used (morning, afternoon, night)
- ADA accessible

### Actions required:

- Engage community for ideas related to programming, design and uses
- Design the pavillion
- Construct it
- Program it in partnership with Parks & Rec, local schools, churches, clubs, senior center, etc.

### Project name:

Outdoor Sculpture Park

### Project description:

Construct a space for an outdoor sculpture park.

### Measures of success:

- Economic growth among surrounding businesses
- User satisfaction surveys
- Repeat visitors
- Number and demographics of attendees
- Name recognition
- ADA accessible

### Actions required:

- N/A

### Project name:

Access

### Project description:

Improve pedestrian, vehicular and transit connections to Coal Chute Pond.

### Measures of success:

- N/A

### Actions required:

- Work with Star Metro to trolley service and additional lighting to the park
- Work with CSX to create a safe, at-grade railroad crossing for pedestrians
- Integrate a roundabout
- RRSQ fence

## What’s next?

The two workshops to kickstart the planning process for the Orange Avenue public space and Coal Chute Pond are just the beginning! Participants at both sessions made it clear that it’s critical to find creative ways to get more residents, community leaders, local institutions, students and stakeholders involved in order to ensure the success of these projects.

THIS PAGE INTENTIONALLY LEFT BLANK



**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #4  
December 13, 2018**

Title: Acceptance of the Status Report on the Activities for the Applied Science and Advanced Manufacturing Target Industries

Category: Consent

Department: Office of Economic Vitality, Engagement and Operations

Contact: Benjamin H. Pingree, Director, Department of PLACE  
Cristina Paredes, Director, Office of Economic Vitality  
Rebekah Sweat, Business Development Manager, Office of Economic Vitality

---

**STATEMENT OF ISSUE:**

This agenda item seeks acceptance by the Blueprint Intergovernmental Agency Board of Directors (IA Board) on the status report related to the activities for the applied science and advance manufacturing target industries, specifically regarding magnetic technologies.

**FISCAL IMPACT:**

This item does not have a fiscal impact.

**RECOMMENDED ACTION:**

Option 1: Accept the status report on the activities for the applied science and advance manufacturing target industries, specifically regarding magnetic technologies.

## SUPPLEMENTAL INFORMATION:

Building upon current momentum to continually enhance Tallahassee-Leon **County's** economic competitiveness and to align an existing staff within the Office of Economic Vitality to support the Magnetic Taskforce and the target industries of applied science and advanced manufacturing, a two prong approach is being implemented by the Office of Economic Vitality. This approach includes utilizing existing staff support as well as the business attraction leads consultant, Research on Investment (ROI). The Magnetic Technologies Taskforce directly supports Goal 1.B. of the Economic Development Strategic Plan. This item also directly supports Goal 1.D.1 of the Economic Development Strategic Plan, specifically regarding sites and buildings to support the efforts of the business attraction services.

On March 1, 2018, the IA Board authorized the development and award of a competitive request for proposals (RFP) on business attraction leads to support the cultivation of a business cluster around magnetic technologies. A committee comprised of staff, Gary Ostrander (Vice President of Research for Florida State University), Ricardo Schneider (Danfoss) and Gregory Boebinger (National High Field Magnetic Laboratory) served on the evaluation committee for the RFP. Research on Investment (ROI) was selected as the preferred company and will assist OEV with business attraction services to provide a specific listings of companies that meet Tallahassee-Leon **County's** business attraction criteria for sectors, market, and size and, in this case, be targeted solely on companies that products rely on applied science and specifically those companies focused on magnetic technologies.

ROI is an international company that specializes in investment and business attraction that will help to build an industry cluster around magnetic technologies and advanced manufacturing in Tallahassee-Leon County. They bring over 15 years of experience and have collaborated with over 350 economic development organizations and private sector companies worldwide. This company uses their cutting-edge technology combined with big data and talented people to target companies that are primed for expansion and attract them to our community. These partnerships have resulted in the identification and facilitation of over \$10 billion of capital investment and the creation of hundreds of thousands new jobs. The contract with ROI has a term of three years and is designed to support the growth of an applied science and advanced manufacturing cluster. The first year work plan has been created and is currently being executed.

**ROI's** scope of work spans business attraction and prospect/lead generation for companies that can benefit from being located in Leon County and in close proximity to the National High Field Magnetic Laboratory. Specific listings of "**qualified**" companies that meet Tallahassee-Leon **County's** business attraction criteria for market verticals whose products or processes rely on magnetic technologies will constitute deliverables to OEV. ROI will follow-through with leads to generate prospect meetings (on-site or offsite), conduct these meetings, and follow up as needed and appropriate. Identification of and representation at relevant trade shows/conferences for business attraction will be expected, as well as assistance on all marketing strategies for business attraction related to magnetics technology, including market verticals and supply chains.

On October 24-26, OEV and ROI held a kickoff meeting to formally launch the business attraction and expansion initiative. The activities included developing the ROI team's

understanding of the Tallahassee-Leon County area, specifically in the field of magnetics. Tours and discussions were held at the National High Magnetic Field Laboratory (MagLab), Danfoss, the FAMU-FSU College of Engineering, the High Performance Materials Institute (HPMI), the Center for Advanced Power Systems (CAPS), and Tallahassee Community **College's** Advanced Manufacturing Center, in order to connect the business lead generation consultant more closely with the existing research and activities. In addition to providing familiarity with the scientific community, the ROI team was introduced to various partners, including the FSU/FAMU Commercialization Offices. Business plans and lead generation activities are currently being initiated. The kickoff meeting culminated in a luncheon at the TCC Center for Innovation, in order to discuss **ROI/OEV's** strategy for improving Tallahassee/Leon **County's** economic competitiveness, which attracted more than 25 local leaders.

OEV recently onboarded a Business Development Manager to oversee business attraction and expansion and entrepreneurial activities within the target sectors of applied sciences and advanced manufacturing. The Business Development Manager is working closely with the Magnetic Taskforce toward the accomplishment of the strategic actions to ensure the cultivation of a business cluster around magnetic technologies.

On September 20, 2018, the IA Board authorized staff to move forward with the implementation of phase one of the site inventory program utilizing existing resources previously allocated by the IA Board for activities for the applied science and advanced manufacturing target industries, in an amount not to exceed \$25,000. The site selection procurement is currently being executed. As called for in the strategic plan, the next step in the process to support the growth of an applied science and advanced manufacturing cluster is to develop an inventory of quality sites to strengthen the current inventory of available properties suitable for companies within these two target industries to locate in an expeditious manner. The ultimate goal is to identify high-quality, strategic sites that support Tallahassee-Leon **County's** target industries and well position those sites for activation. This includes looking at the land inventory available inside of Innovation Park as well as other areas that may be suitable in Tallahassee-Leon County. The primary project objective is to initiate phase one of the site inventory program with site discovery, to identify potential quality raw land well suited to host industrial and commercial projects. Specifically, this site inventory program will identify a variety of project land use subsets including manufacturing and assembly, logistics/distribution, R&D/technology/medical and business parks, to support the efforts of business expansion and attraction with the target industries. With time to mature, a diverse real estate inventory will position Tallahassee-Leon County to compete for a wider array of projects beyond light industrial investments. This site inventory analysis also provides the real estate asset foundation necessary to fortify Tallahassee-Leon County competitiveness for quality job-creating project investments. This initial site discovery phase is estimated to take three months. Staff will be bring back a report to the IA Board in early 2019 to report on these actions steps.

As OEV continues to broaden its presence in the applied science and advanced manufacturing sectors, it is important to note that these actions approved by the IA Board are the first steps in the process to capitalize on the unique assets of our community and build a critical industry mass around the preeminent centers of research, specifically with National High Magnetic Field Laboratory, as called for in both the Strategic Plan and the Target Industry Study. These

concerted efforts demonstrate that the IA Board, through its OEV staff, is making a compelling case about this **community's** regional economic competitiveness and that Tallahassee-Leon County is **Florida's** Capital for Business, as well as the Magnetic Capital of the World.

Action by the CAC: This item was presented to the EVLC and the CAC at their November 27 and 29, 2018 meetings, respectively.

## **OPTIONS:**

- Option 1: Accept the status report on the activities for the applied science and advance manufacturing target industries, specifically regarding magnetic technologies.
- Option 2: Do not accept status report on the activities for the applied science and advance manufacturing target industries, specifically regarding magnetic technologies.
- Option 3: IA Board Direction.

## **RECOMMENDED ACTION:**

- Option 1: Accept the status report on the activities for the applied science and advance manufacturing target industries, specifically regarding magnetic technologies.

### Attachments

1. Letter of Authorization for Research on Investment



315 South Calhoun Street • Suite 450  
Tallahassee • Florida • 32301  
850.219.1060

October 26, 2018

416 de Maisonneuve Blvd. West  
Suite 1000  
Montreal, Quebec, Canada H3A 1L2

Reference: Professional Services Agreement Dated September 12, 2018  
Agreement No. 4293

Subject: Business Attraction and Prospect Generation Activities  
Letter of Authorization No. 001

Dear ROI Research on Investment, Inc.:

Pursuant to Section 1.B of the Professional Services Agreement No. 4293 between ROI Research On Investment, Inc. (Consultant) and the Blueprint Intergovernmental Agency (Agency) (Parties), dated September 12, 2018 (Agreement), you are hereby authorized, upon your firm's written acceptance of this Letter of Authorization No. 001, to perform business attraction and prospect generation activities as defined in the project Scope of Work and Fee Schedule (Attachment 1). Deliverables, as required by the Agreement and produced by the Consultant shall be as described in the Agreement. All services will be performed in accordance with requirements of the Agreement. Services shall be authorized to commence upon the date of full execution of this Letter of Authorization No. 001 and shall continue until the completion date contained in the schedule agreed upon by the Parties as specified in Attachment 1 Scope of Work and Fee Schedule. The schedule shall be prosecuted in accordance with Section 2 of the Agreement.


Compensation for all of the required services set out in this Letter of Authorization No. 001 shall not exceed the amount of \$115,000 as detailed in the Agreement and shall be administered in accordance with Section 3 of the Agreement. It is expressly understood that the maximum amount to perform business attraction and prospect generation activities of the project, may be adjusted only upon written amendment to this Letter of Authorization. Any change to this Letter of Authorization must be made and agreed to in writing by the Parties and shall be in accordance with Section 1.C of the Agreement.

Please indicate your acceptance of the terms and conditions contained in this Letter of Authorization 001 by execution hereof and return three (3) signed originals to 315 S. Calhoun Street, Tallahassee, FL 32301, ATTN Rebekah Sweat.

ROI Research on Investment, Inc.

BLUEPRINT INTERGOVERNMENTAL  
AGENCY

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title \_\_\_\_\_  
Date: \_\_\_\_\_

By:   
Name: Cristina Paredes  
Title: Director of OEV  
Date: 10/29/18

Approved as to form:

By: \_\_\_\_\_  
Blueprint Intergovernmental Agency  
Patrick T. Kinni, Esq.

ATTEST:

By: \_\_\_\_\_  
City Treasurer Clerk  
James O. Cooke, IV

Date: \_\_\_\_\_

Attachments:

1. Business Attraction and Prospect Generation Activities Scope of Work and Fee Schedule

ATTACHMENT 1  
Business Attraction and Prospect Generation Activities Scope of Work and Fee  
Schedule

## 1.1 Scope of Work

### I. General Description.

The scope of work will span business attraction and prospect/lead generation for companies that can benefit from being located in Leon County and in close proximity to the National High Field Magnetic Laboratory. Specific listings of “qualified” companies that meet Tallahassee-Leon County’s business attraction criteria for market verticals whose products or processes rely on magnetic technologies will constitute deliverables to OEV. The Consultant will follow-through with leads to generate prospect meetings (on-site or offsite), conduct these meetings, and follow up as needed and appropriate. Identification of and representation at relevant trade shows/conferences for business attraction will be expected, as well as assistance on all marketing strategies for business attraction related to magnetics technology, including market verticals and supply chains. Strategic actions will include:

- Prioritization of the Vertical Markets and related supply chains (listed below in order).
    - i. High Temperature Superconducting Magnets.
    - ii. Permanent Magnetic Motors and Generator (Electrical Vehicles and Wind Turbines).
    - iii. Applied Magnet Technologies.
    - iv. Health Care Image Device (MRI Technology).
  - Professional Support.
  - Business Development/Attraction Opportunities.
  - Building a Pipeline: Strategy and Opportunities for Startups and Entrepreneurs.
  - Marketing and Outreach Plan.
- II. Deliverables. Consultant shall within twelve (12) months of the effective date hereof provide the following deliverables:
- A. **Program Launch, Business Plan, Orientation and Education**
    - Program Launch and Business Plan.
      - Including annual goals and calendar of activities/tradeshows dates.
    - Tallahassee Leon County Orientation and Education.
      - Including in-person orientation and engagement with Tallahassee Leon County Partners/Taskforce.
  - B. **Outreach and Marketing**
    - Outreach templates and Marketing Strategy.
      - Email, phone, LinkedIn, PointDrive mini-portal, branded landing pages and targeted messaging.
    - 24/7 access to ROI's VISION CRM.
  - C. **Prospect Lists and Lead Scoring**
    - Target Company Prospect Lists (TCPL) totaling approximately 1,200 prospect companies.
    - Conversation strategy with unique selling proposition (script).
    - Outreach and Lead Scoring.



**D. Recruitment Zone Analysis**

- ROI will conduct analysis based on the magnetic technologic cluster and deliver the following:
  - U.S. Heatmaps and overview table of key performance metrics for each target industry by MSA area.
  - Identification of top lead generation recruitment zones.

**E. Lead Generation and Presentation Execution**

- Produce not less than 50 Verified Qualified Leads.

**1.2 Fee Schedule**

The fees for scope of work deliverables shall be allocated as follows:

A. Project Launch, Business Plan, Orientation and Education.	25%
B. Outreach and Marketing.	15%
C. Prospect Lists and Lead scoring.	15%
D. Recruitment Zone Analysis.	15%
E. Lead Generation.	30%

Breakdown of Leads:

1-15:	10%
16-30:	10%
31-50:	10%

Payment for fees shall be made upon invoice of the Consultant for approved work in accord with the Agreement.

THIS PAGE INTENTIONALLY LEFT BLANK

**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #5  
December 13, 2018**

Title: Acceptance of the Status Report on the Operations of the Tallahassee-Leon County Office of Economic Vitality

Category: General Business

Department: Office of Economic Vitality, Engagement and Operations

Contact: Benjamin H. Pingree, Director, Department of PLACE  
Cristina Paredes, Director, Office of Economic Vitality

**STATEMENT OF ISSUE:**

This agenda item seeks acceptance by the Blueprint Intergovernmental Agency Board of Directors (IA Board) on a status report on the operations of the Tallahassee-Leon County Office of Economic Vitality (OEV) and provides an overview of Business Vitality and Intelligence (Attachment #1) and Minority Women and Small Business Programs (Attachment #2).

**FISCAL IMPACT:**

This item does not have a fiscal impact.

**STRATEGIC PLAN:**

The status report on the operations of OEV directly supports all four goals of the economic development strategic plan:

1. Implement a new collaborative economic development program of work.
2. Better promote the area as a business generator.
3. Better identify, understand, and align all available assets.
4. Responsibly allocate resources to achieve **today's** goals and refine the foundation for future growth.

**RECOMMENDED ACTION:**

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

## **SUPPLEMENTAL INFORMATION:**

### Background

This agenda item provides the IA Board with a quarterly status report on the activities operations and activities since September 20, 2018. It should be noted that staff continues to research and track industry standards and best practices and listen to the needs of existing businesses in order to best position Tallahassee-Leon County as **Florida's** Capital for Business.

### Business Vitality and Intelligence

The Business Vitality and Intelligence Division works to position the Office of Economic Vitality as the front door for the **community's** economic development needs by routinely engaging in business development and engagement activities. The Division manages all project activity (attraction and expansion), international trade development, entrepreneurial engagement within targeted industries, policy research, business analytics, coordination of economic impact studies, and implementation of all marketing, social media, newsletters, and event coordination. **OEV's** efforts are not only focused on businesses seeking to grow but also businesses that have been adversely impacted by a closure, natural disaster or man-made incident. This is evident by the actions and efforts that staff undertook as a result of Hurricane Michael and the tragic shooting incident at the Hot Yoga Studio in Betton Place this fall. These efforts are detailed on page five of Attachment #1.

In addition, the Division collects, analyzes and disseminates economic, demographic and business information to support the Strategic/Work Plan to drive and support data-driven decision making. The division also undertakes a variety of research and analyses in support of other City and County departments and works closely with the business community at large. The Division is also working with business community leaders to promote Tallahassee-Leon County as the Magnetic Capitol of the World.

For more detailed information regarding the actions of the Business Vitality and Intelligence Division as it seeks to position Tallahassee-Leon County as **Florida's** Capital for Business (#FLCapital4Biz), please see Attachment #1.

### Minority Women and Small Business Program

Per Strategic/Work Plan, the Minority, Women and Small Business Enterprise (MWSBE) program continues to expand procurement opportunities for MWSBEs with public and private partners, build capacity for MWSBEs through non-traditional business financing, and capacity building through resource partners. MWSBE programs continue to inform its certified businesses of capacity building, networking and procurement opportunities available through partnerships, local governments, and Blueprint. The certification guarantees that staff will provide "**Four Es**" for certified businesses--engage, educate, equip and ultimately empower them, which will present them with greater opportunities within the economic development ecosystem.

In addition, this report includes an update on the disparity study and next steps. The IA Board will receive an interim report at the February 28, 2019 meeting. The final and completed study, which will inform the policies of the Office of Economic Vitality, the City of Tallahassee and Leon

**County's** purchasing policies, will be presented to the IA Board at the June 27, 2019 meeting. Prior to the IA **Board's** consideration, staff will convene a taskforce comprised of City, County, Blueprint staff and legal departments to analyze and review the findings, recommendations, proposed policy amendments and changes, and the timeline for implementation. For more information regarding the disparity study, please see page three of Attachment #2.

For more detailed information regarding the actions of the Minority Women and Small Business Program, please see Attachment #2.

### Conclusion

As discussed throughout this item, the Office of Economic Vitality has positioned itself as the front door for the **community's** economic development needs. As directed by the IA Board, these efforts include the development of the first-ever strategic plan to guide our **community's** economic development efforts and objectively evaluate our progress over time toward goal achievement, as well as a Target Industry Study to leverage economic vitality opportunities with a laser-like approach.

The Office of Economic Vitality also provides an enhanced level of service for cross departmental coordination for collection and utilization of data, implementation of projects and initiatives throughout the planning, land management and economic development spectrum, which is conducted in an open, inclusive and transparent manner. Staff continues to research and track industry standards and best practices and listen to business needs in order to continue positioning Tallahassee-Leon County as **Florida's** Capital for Business.

Action by the EVLC and CAC: This item was presented verbally to the EVLC and CAC at their November 27, 2018 and November 29, 2018 meetings, respectively.

## **OPTIONS:**

- Option 1: Accept the Tallahassee-Leon County Office of Economic Vitality Status Report.
- Option 2: Do not accept the Tallahassee-Leon County Office of Economic Vitality Status Report.
- Option 3: IA Board Direction.

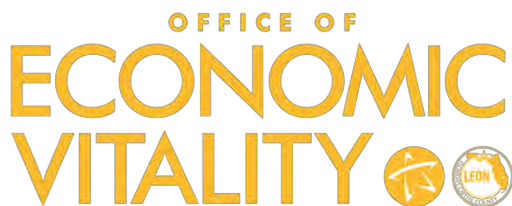
## **RECOMMENDED ACTION:**

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

### Attachments

1. Business Vitality and Intelligence Quarterly Update
2. Minority Women and Small Business Quarterly Update

THIS PAGE INTENTIONALLY LEFT BLANK



## MEMORANDUM

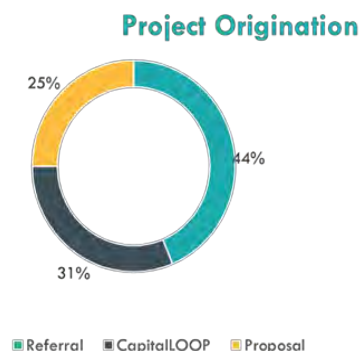
**TO:** Ben Pingree, PLACE Director  
**THRU:** Cristina Paredes, Director  
**FROM:** Rebekah Sweat, Business Development Manager  
Dan Lucas, Research Coordinator  
**SUBJECT:** Division Quarterly Update  
**DATE:** December 13, 2018

The Business Vitality and Intelligence Division works to position the Office of Economic Vitality as the front door for the community's economic development needs by routinely engaging in business development and engagement activities. The Division manages all project activity (attraction and expansion), international trade development, entrepreneurial engagement within targeted industries, policy research, business analytics, coordination of economic impact studies, and implementation of all marketing, social media, newsletters, and event coordination. In addition, the Division collects, analyzes and disseminates economic, demographic and business information to support the Strategic/Work Plan to drive and support data-driven decision making. The division also undertakes a variety of research and analyses in support of other City and County departments and works closely with the business community at large.

This memo highlights Business Vitality and Intelligence accomplishments since the September 20, 2018 Blueprint Intergovernmental Agency Board of Directors (Board) meeting, including project activity, business retention and expansion efforts, resiliency efforts within the community, workforce development as well as engagement and communication efforts. In order to continue positioning Tallahassee-Leon County as Florida's Capital for Business (#FLCapital4Biz).

### *Active Project Status Report*

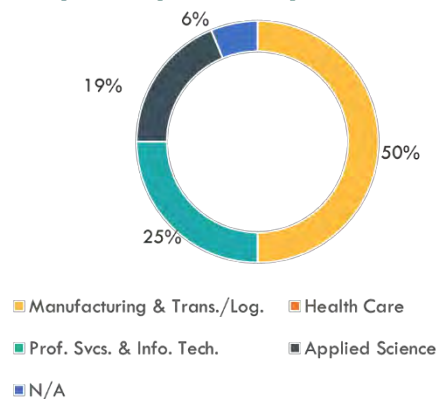
Staff continues to actively respond to companies seeking to retain, expand or establish their presence in Tallahassee-Leon County. At the time of writing this item, staff has worked on a total of 35 projects over the course of the year that have resulted in four companies expanding or relocating into the community and the creation of 173 jobs. Currently, staff is working 16 active projects, most of which were referred to the Office of Economic Vitality by an outside entity and all of which are receiving customized care. The projects represent companies in the light manufacturing,



business and professional services, and applied science sectors. Business assistance is necessary for multi-year incentive programs, such as the Targeted Business Program and Qualified Target Industry Tax Refund Program, which mandate support and evaluation for up to ten years. Demonstrating OEV’s commitment to these companies’ success encourages a pro-business environment in Tallahassee-Leon County.

Staff is actively monitoring trends in applied science and manufacturing, as these fields represent the majority of new projects, to better inform businesses as they make expansion decisions and to provide the best business assistance, such as workforce incentives.

Projects by Industry



Staff continues to promote Tallahassee – Leon County as Florida’s Capital for Business by communicating the numerous local assets and advantages, including a diverse and competitive workforce, global research and higher education institutions, strategic capital investments in infrastructure, and the connectivity and availability of land to our audience. Beyond introducing new job opportunities for citizens of Tallahassee-Leon County, new and expanding industries are also provided a diversity of ideas and approaches that can lead to better solutions. In order to secure increased economic vitality outcomes and a strong return on investment, staff continuously researches and tracks industry standards and best practices for economic development organizations. Metrics, such as jobs created, business consultations, leads generated, and project activity align with the Strategic Plan (A.1.d.3) to create a customer-centric approach as well as generate a more efficient process for the client and staff to determine a company’s eligibility to participate in programs that may affect their decision to remain, expand, or locate their business operation in Tallahassee-Leon County.

*Annual Competitiveness Report*

OEV recently created and released the inaugural 2018 *Competitiveness Report* to gauge how our community performs relative to 10 peer communities. This annual, benchmarking report is the first of its kind in our marketplace. It reinforces recommendations of the *Economic Development Strategic Plan* by examining Tallahassee-Leon County’s performance in 25 indicators grouped into five categories of economic competitiveness and prosperity. This report is a tool for understanding how our community is performing by illuminating our successes and challenges to help improve our area’s economic competitiveness. The indicators contained within the report measure both economic performance and well-being but also our community’s attractiveness as a destination to live and work. The report measures success around five indicators of economically competitive communities:

- Business Vitality – The measurement of the local economic base to assess the vibrancy and growth of the business community.
- Talent – The ability to attract, develop, and maintain a skilled workforce that meets the demands of the local economy.



- Civic Quality – The extent to which a community is able to attract and retain talent by building upon opportunities affecting quality of life.
- Entrepreneurial & Business Environment – The existing support system for the startup, growth, and maintenance of new and scaling businesses.
- Innovative Capacity – The capacity of the community to support the creation of new knowledge, ideas and products.

#### *Quarterly Economic Dashboard*

At the time of writing this item, OEV is scheduled to release the Fourth Quarter 2018 *Quarterly Economic Dashboard (QED)* in mid-December 2018. This report will be distributed electronically via email and social media as well as published in the Tallahassee Democrat. *QED* is OEV's premier benchmarking tool to demonstrate our community's short-term economic productivity. *QED* gives the reader 13 top economic conditions for the Tallahassee metro area or Leon County such as employment, median home prices, airport passengers, and taxable sales. Local real estate, banking, and investment firms regularly distribute its content. Each update compares data for the most recent period with the last period, its corresponding year-over-year trend data, and has brief but bracing text regarding current trends of each indicator. In addition, the last page of the Dashboard includes a Quarterly Focus which includes more in-depth analysis on rotational economic points of interest.

#### *Cost of Living Index*

In the Third Quarter Cost of Living Index (COLI) released in October 2018 by the Council for Community and Economic Research (C2ER), Tallahassee had an overall composite index of 96.7, or 3.3% below the average cost of living for all participating areas. The average for all participating areas is an index of 100, and each participant's index is read as a percentage for all places.

This research tool allows OEV to make accurate cost of living comparisons between Tallahassee-Leon County and any of the 267 other participating urban areas across the United States. This information will continue to be important with business recruitment efforts to help build a case that Tallahassee-Leon County is a desirable community for investment. The Index can also be utilized to benchmark to other communities to answer research questions like: How does a new job offer in another community compare, how does our community compare in cost in the state and country, and will this community fit my business and lifestyle needs?

#### *Economic Impact Analysis*

OEV entered into a Cooperative Agreement with the Center for Economic Forecasting and Analysis (CEFA) at Florida State University in 2017 to produce economic impact analyses for selected projects and for advisory consultation services with OEV staff related to economic impact analyses. CEFA recently prepared an economic impact analysis in August for the Frenchtown Gateway Project. The estimated total economic impact of this mixed-use development is 1,437 jobs, with nearly \$54 million in income or wages, and approximately \$173.4 million in total economic output. In October, OEV prepared an economic impact analysis (construction only) for a proposed multi-family development in South City. The estimated economic impact of construction is 203 jobs, with approximately \$8.1 million in total income or wages, and \$29.7 million in total economic output (sales/revenues). The jobs associated with the

South City development are temporary jobs and the impacts will end when construction is complete.

*CapitalLOOP: Business Retention and Expansion*

The CapitalLOOP business retention and expansion initiative was created to reflect industry best practices and be more tactical, collaborative, and outcome focused on engagement with local companies. As identified in the Economic Development Strategic Plan, companies that participate in comprehensive outreach programs with economic development organizations are statistically more likely to grow and expand. Since launching CapitalLOOP on March 1, 2017, staff has conducted 100+ face-to-face business consultations. As a direct result of CapitalLOOP, staff has been able to generate eight project leads and provide assistance through customer referrals, coordination through planning/permitting navigation and facilitated one company expansion. Staff remains committed to ensuring CapitalLOOP's success through continued and strategic engagement of business leadership, and routine analysis to continue driving value to the existing local business environment. These concerted efforts demonstrate that OEV is making a compelling case about our regional economic competitiveness and that, more and more, Tallahassee-Leon County is Florida's Capital for Business (#FLCapital4Biz).

*International Trade Administration*

In order to best engage companies, a representative from the International Trade Administration (ITA) will host consultations at the Office of Economic Vitality, which are available on a first come, first served basis, and will be recurring on the last Wednesday and Thursday every other month. The most recent ITA visit was November, 2018. In July, ITA and staff spoke with Select USA regarding future assistance specifically designated for economic development organizations to compete globally for investment by providing information, a platform for international marketing, and high-level advocacy. This interaction directly supports staff's efforts to build a broad industry presence and increase project leads. It should be noted that this partnership with the International Trade Administration (ITA) is a direct result of Tallahassee-Leon County's participation in the 8<sup>th</sup> Americas Competitiveness Exchange on Innovation and Entrepreneurship, during which staff and ITA identified opportunities to connect local businesses to the global market through international trade and export. The objective of this partnership is to support local businesses seeking to become "export ready" for the global economy.

*Elevate Florida's Capital: Workforce Development Grant*

On March 1, 2018, the IA approved the Elevate Florida's Capital Workforce Development grant program in the amount of \$100,000. This grant program specifically addresses requests for workforce training grants that address gaps between existing workforce development/training programs, such as those offered by CareerSource Florida and the identified needs of local businesses seeking to expand their workforce, including those seeking to fill high skill/high wage occupations. The first round of grant funding was opened in July, 2018. To promote this program OEV issued a press release and disseminated grant information through the electronic newsletter and social media. OEV received nearly 10 inquiries regarding the program and ultimately received two applications, once from Big Bend Junior Achievement for their entrepreneurial program in local high schools and the second from Domi Station for the I|O Avenue program which conducts

code education. Staff reviewed and ranked the applications and a total of \$45,769 was granted to these two organizations. Approximately \$54,000 remains in the workforce development grant fund. As a result, OEV will launch a second round of grant funding in January, 2019. Applications will be due on February 15, 2019. The participants will be announced during the Training Our Talent speaker series on March 8, 2019, which will be held immediately following the Leon Works Expo beginning at 1:30.

#### *Leon Works and Workforce Development*

The 2019 Leon Works Expo will be held on March 8 and the Office of Economic Vitality will be leading the planning and execution of this event. Due to the impacts of Hurricane Michael throughout the region and the ongoing recovery efforts which involved so many of the Leon Works vendors, businesses, and partners, both the Leon Works Expo and the “Training Our Talent: Bridging the Multi-Generational Gap” speaker series were rescheduled for March 8.

It is important for all students in Leon, Wakulla and Gadsden counties to have an opportunity to attend the Expo. We want to ensure that all students, families, and schools have enough time to recover from Hurricane Michael. Staff will be working with the event workgroup, which now includes regional partners, to implement a few changes to the Expo including addressing strategic alignment and regionalism. The strategic alignment discussion will revolve around aligning the Expo to the target industries and high wage/occupancy jobs identified by the Office of Economic Vitality and CareerSource Capital Region. As for regionalism, staff and the workgroup will focus on incorporating the broader Capital Region, including schools and business exhibitors, in order to build a robust talent pipeline with the skilled careers. Leon County Government has allocated \$25,000 for the event until 2020 when the Office of Economic Vitality will begin funding it from the economic development portions of the sales tax proceeds.

#### *Training Our Talent: Bridging the Multi-Generational Gap*

The Office of Economic Vitality created the Training our Talent series to help area businesses gain the skills needed to be successful, including fostering robust workforce development. Recent findings indicate generational differences in the workforce create costly challenges for businesses across all sectors. The second installment of the Training our Talent series will equip the area business community with the skills needed to thrive with a multi-generational workforce. Nationally acclaimed multi-generational expert, Alicia Rainwater, from the Center for Generational Kinetics, will speak the afternoon of March 8, 2019, immediately following LeonWorks. The event is free to all LeonWorks exhibitors and open to the public for a \$10 fee. Attendees will learn how to solve tough, generational challenges with Gen Z, Millennials, Gen Y, Gen X and Baby Boomers and develop a workforce that works!

#### *Resiliency*

OEV’s efforts are not only focused on businesses seeking to grow but also businesses that have adversely been impacted by a closure, natural disaster or man-made incident. This is evident by the actions and efforts that staff undertook as a result of Hurricane Michael and the tragic shooting incident at the Hot Yoga Studio in Betton Place this fall.

Hurricane Michael: Before Hurricane Season officially began, OEV participated in the Ready Business Workshop which assisted local businesses in developing their emergency management and continuity of operations plans. Upon activation for Hurricane Michael, the OEV team staffed the EF-18 (Business, Industry, and Economic Stabilization) as the point of contact at the Tallahassee-Leon County Emergency Operations Center for both our community and as the liaison to the State of Florida. Prior to landfall, the OEV team worked around the clock to help our community prepare and respond to businesses that would be impacted by the storm. Post landfall, the team focused efforts toward three key actions: recover, rebuild, and reopen. Activities included:

- Engaged a network of more than 1,400 newsletter subscribers to promote hurricane preparedness and disaster recovery assistance, including financial assistance programs offered by the State of Florida and the Federal government.
- Utilized social media platforms to provide real-time hurricane updates generated by EOC staff and store openings, fuel availability and power restoration updates provided by City of Tallahassee and Talquin Electric, along with other important news.
- Coordinated with GIS to develop the “Open for Business” mapping application to allow residents to see what businesses were open regarding essential needs such as food, gas, hardware, and pharmacy. Staff also coordinated with Leon County Tourism to have restaurants self-report when they were open for business. The map was posted on October 11 and quickly became the most engaged social media post during the recovery of Hurricane Michael, reaching almost **20,000** people and achieving post engagement of over **2,000**.
- Participated in the State’s Emergency Support Functions (ESF) Business, Industry and Economic Stability conference calls to ensure critical services, updates, and opportunities for assistance were provided to Tallahassee-Leon County residents.
- Coordinated with Domi to provide temporary office space to businesses experiencing power outages or facility damage, post-Michael.
- Served on the Small Business Emergency Bridge Loan Committee administrated by the FAMU Small Business Development Center. This committee reviewed over 50 loan applications and awarded over \$1.5 million in emergency loans to area small businesses.

The Office of Economic Vitality continues to disseminate information regarding resources available to area businesses as they work toward recovery.

#ExperienceBetton: As result of the Hot Yoga shooting, OEV hosted a listening session with the Betton Place business owners and operators and invited representatives from NAITalcor (the leasing agent), the Greater Tallahassee Chamber of Commerce, the Florida Department of Economic Opportunity, and the FAMU Small Business Development Center to participate. As a result of this session the business owners were able to connect with one another for the first time and discuss the impacts to their businesses. From this conversation, a marketing campaign was developed to encourage the community to experience Betton Place on Small Business Saturday, November 24. This day between Black Friday and Cyber Monday encourages local shoppers to support and shop at small businesses in their community. The campaign included a

media release and a My Turn column, which ran in the Tallahassee Democrat on Friday, November 23. The main element of the marketing plan was a social media campaign. For that effort, OEV teamed up with local business owners at Betton Place to promote the diverse businesses located at the plaza and emphasize the importance of supporting local businesses. Since Betton Place is a perfect representation of Tallahassee's distinct and vibrant small business culture, #ExperienceBetton was the perfect hashtag to center around the social media campaign. The social media campaign began on Thursday, November 22, with the release of a video highlighting the various shops in Betton Place. That video reached nearly 4,000 people and received 44 engagements – sum of likes, shares and comments. On Friday, November 23, three #ExperienceBetton videos that introduced each industry sector represented at Betton Place (Retail, Service and Food), were posted. The first post focused on the retail industry shops – Rebels' Boutique and Strauss Gallery – reached over 2,600 people and received 14 engagements. Focusing on the service industry, the second video post centered on Haute Headz Salon, 100% Chiropractic, and AR Workshop Tallahassee and reached over 3,200 people and received 28 post engagements. The Betton Place food industry video featured Food Glorious Food and Riccardo's with over 2,700 people reached and 22 engagements. On Friday, video views increased by 857% and minutes viewed increased by 411% compared to the previous seven days. On Small Business Saturday, OEV reposted the #ExperienceBetton video highlighting the various small businesses located at Betton Place that was posted on Thursday. Through organic reach, the video reached over 700 people and received 74 engagements. It should be noted, that the partners involved with the listening session, including the Florida Department of Economic Opportunity, shared the content on their social media platforms. Overall, the #ExperienceBetton social media campaign achieved its goal of bringing awareness of the various shops at Betton Place and sharing the importance of shopping locally.

#### *Engagement and Communications*

Engagement, promotion, and branding of the Office of Economic Vitality continue under the guidance of the strategic communications and marketing plan. All media platforms are utilized as staff successfully engages stakeholders, the media and economic ecosystem partners to assist in telling the Office of Economic Vitality story.

Face-to-Face Engagement: Visits to, and consultations with, area businesses continue to be an effective branding, marketing and communications strategy. To date, staff has conducted over one hundred business consultation visits. Additionally, staff engaged with business leaders around the community at public meetings and community presentations for organizations including, but not limited to, CareerSource Round Tables events, MED Week Town Hall, and the Greater Tallahassee Chamber of Commerce. These engagements reinforce the brand: Tallahassee-Leon County is *Florida's Capital for Business* (#FLCapital4Biz). Conference calls, email, newsletters, video conferences, social networks, and other forms of communication are all crucial elements in building and maintaining business relationships. However, none of them captures the impact of meeting with someone face-to-face. In-person engagement let attendees develop transparency and trust in ways that are not always possible with other forms of communications but are essential as the Office of Economic Vitality works to retain and attract businesses in Tallahassee-Leon County.

**Earned Media:** Staff activities in the community, the success of programs and community-wide initiatives, efforts to support local businesses and attract new businesses to the community as well as staff efforts to build strong media relations have helped OEV garner an increased media presence. During the third quarter of 2018, the following stories were promoted by local media partners:

- #ExperienceBetton this Small Business Saturday (Tallahassee Democrat, C. Paredes Your Turn)
- Leon County promotes Small Business Saturday (WTVX)
- Community provides input on Frenchtown Gateway project (WCTV)
- Blueprint takes the next step in funding convention center (WCTV)
- Convention center back on the table as FSU pays for updated feasibility study (Tallahassee Democrat)
- Apply for The Small Business Emergency Bridge Loan Program (850 Magazine)
- Al Latimer resigns from Office of Economic Vitality (Tallahassee Democrat)
- Local MSA economy falls from top per capita spot (Tallahassee Democrat)
- Economic Leaders Present a Grand Vision of Tallahassee's Place in the World (850 Magazine)
- Antonio Montoya Takes the Helm at Domi Station (850 Magazine)
- Developments abound for Tallahassee by 2020 | Living Here (Tallahassee Democrat)
- Tallahassee tourism continues upswing (Tallahassee Democrat)
- GreenWise Market in Tallahassee blends organic grocer with trendy pub concept (Tallahassee Democrat)

Staff continues to strategically engage all local and regional media partners to further promote programs, initiatives, and other positive news regarding the local economy that help drive business development in Tallahassee-Leon County.

**E-Marketing:** During the fourth quarter, staff included information regarding local events and news in the newsletter in an effort to increase interest and make the content more relevant to our readers. Officially branded the "Economic Insider," the monthly newsletter provides timely, relevant information about Tallahassee-Leon County from an economic perspective directly to 1679 inboxes, which reflects an increase of 200+ subscribers over Quarter 2.

**Social Media:** As a direct result of promoting programs, engagement opportunities, MWSBE certification and training opportunities, and breaking partner news, staff has redefined the OEV image in the minds of those who know the community best – its internal audience – and created a fresh perspective among prospects on what Tallahassee-Leon County has to offer and what it is working to become. By informing the Tallahassee-Leon County community on various resources during Hurricane Michael, OEV saw a surge in social media activity and, as a result, an increase in the total reach and engagement of its audience. On Facebook, from October 10-November 5, analysis shows:

- Total number of people reached increased by 343% (1,491)
- Page views increased by 100%

- Facebook page likes increased by 374%
- Post engagement increased by 221%
- Video views increased by 1,921%
- Page followers increased by 378%

As stated previously, the Open for Business map hosted the OEV website was developed for residents to check the status of businesses or report open businesses in Tallahassee- Leon County after the effects of Hurricane Michael. The map was posted on October 11. This post quickly became our most engaged social media post during the recovery of Hurricane Michael with almost **20,000** people reached and a post engagement of over **2,000**.

On Twitter, from October 1-November 7, OEV's tweets earned over **105,000** impressions. A Twitter Impression is the total number of times a tweet has been seen, which includes the number of times it appears on followers' timelines or a is liked or retweeted. Due to the high volume of impressions, our followers increased **19%** from October 10 to November 7. By partnering with Leon County, City of Tallahassee, Domi Station, and the Florida Department of Economic Opportunity, OEV was able to keep the community informed and provide resources to business owners in need. The Office of Economic Vitality has seen tremendous support for the launch of our LinkedIn page, and will continue to connect with Tallahassee-Leon County businesses and business owners through this platform.

Website: The OEV website is the home to over 85 economic indicators, incentive program information, development, MWSBE certification and program information as well as a full complement of community information that any site selector or business seeking detailed information needs to make an informed decision on choosing Tallahassee-Leon County as their business location. As noted above, during activation for Hurricane Michael, the OEV team worked to develop a map depicting the availability of resources such as fuel and groceries and worked constantly to keep the information updated. The existence of the map was widely publicized by area ecosystem partners, as well as the City and County, via all social and news media platforms. The map was hosted on the OEVforBusiness website and proved a tremendous resource for the community. In fact, visits to the website the week of the hurricane (October 8-14) increased by 3,972.52% over prior weeks.

Staff will continue to execute the strategic communications and marketing plan approved by the IA Board at the September 19, 2018 meeting, focusing on methods and outlets that provide the best return on resources while telling the local, regional, and global community that Tallahassee-Leon County is #FLCapital4Biz and the Magnetics Capital of the World.

THIS PAGE INTENTIONALLY LEFT BLANK





**MEMORANDUM**

---

**TO:** Ben Pingree, PLACE Director  
**THRU:** Cristina L. Paredes, Director  
**FROM:** Darryl Jones, Minority Women and Small Business Programs Deputy Director  
**SUBJECT:** Division Quarterly Update  
**DATE:** December 6, 2018

---

Per OEV’s Work Plan, the Minority, Women and Small Business Enterprise (MWSBE) program continues to expand procurement opportunities for MWSBEs with public and private partners, build capacity for MWSBEs through non-traditional business financing, and capacity building through resource partners. MWSBE programs continue to inform its certified businesses of capacity building, networking and procurement opportunities available through partnerships, local governments, and Blueprint. Certification guarantees the “Four Es” for our businesses-- *engage, educate, equip* and ultimately *empower* and thereby enjoy greater opportunities within the economic development ecosystem.

In addition, Minority, Women, & Small Business Enterprise (MWSBE) Division is committed to expanding the City of Tallahassee, Leon County and Blueprint procurement and contracting opportunities, enhancing business relationships, and increasing participation opportunities for certified minority, women, and small business enterprises. MWSBE is tasked with providing opportunities for local businesses to secure City of Tallahassee and Leon County government contracts and for closing any gap in disparities for local businesses that are minority or women owned. Staff assists vendors with bidding on City, County, and Blueprint contracts, technical assistance and capacity building through resource partners, and provides forums for subcontractors to meet with prime contractors. The MWSBE team is responsible for determining who is eligible for certifications maintaining records of certified businesses, making sure vendors are trained and ready to do business with the City of Tallahassee, Leon County, and Blueprint, and establishing professional relationships with the owners of MWSBE businesses.

*Programmatic Efficiencies*

MWSBE Academy(ies) have been an effective medium for the execution of the Office of Economic Vitality’s MWSBE program mantra—4 Es (educating, equipping, engaging and empowering) for MWSBEs. Following last year’s success with more than 100 participating businesses enjoying 10 different academies, this year’s curriculum will be streamlined to four quarterly academies and two semi-annual construction industry networking activities. Following focus groups, interviews, and surveys conducted with certified MWSBEs and the MWSBE Citizen Advisory Committee, the new curriculum for 2018-19 will include the following courses:

Minority Women and Small Business Quarterly Update  
December 13, 2018  
Page 2

---

- Insurance and Risk Management
- Bonding and Financing
- Succession Planning
- Procurement Opportunities

Furthermore, all MWSBE Academies will be livestreamed and subsequently edited and reformatted as webinars to be hosted by our office for future viewing by our certified MWSBEs. The long term goal with this strategy is to engage “new”preneurs and seasoned business owners with online options for capacity building. The semi-annual construction industry activity will include prime contractors and subcontractors and will be facilitated by OEV, and the Leon County School Board and other agencies and private developers with major construction projects that are imminent will be invited to present to this audience. Also, the monthly certification workshops will be expanded to include the City of Tallahassee Purchasing Office. Bid Sync is the bid software used by City Purchasing. MWSBEs and other vendors are requiring technical assistance with Bid Sync and B2GNow with on-line registration and navigating their sites. This monthly workshop will provide attendees with necessary instruction for successful bid awards. Plus, Career Source will help workshop attendees with their workforce needs.

Minority Enterprise Development Week

The month of October celebrates Minority Enterprise Development Week and the MWSBE Division assists the Big Bend MED Week Committee with coordinating activities for the 26<sup>th</sup> Annual MED Week. This year the Big Bend MED Week Committee honored three local entrepreneurs with the following awards:

- MBE of the Year—Formals by Vince, Vince Raffington, Owner
- WBE of the Year—Datamaxx Applied Technologies, Kay Stephenson, Founder and President/CEO
- Reggie Rolle Economic Development Champion of the Year--Roy Moore, Owner, Piggly Wiggly Supermarkets

OEV served on a panel discussion for the MED Week Town Hall meeting and provided an overview of current public and private development projects and their anticipated impact on our local economy. Also, the audience was informed of the role of the Office of Economic Vitality on influencing economic growth and workforce development. Additionally, OEV presented during Start-Up Week as a part of a panel discussion on local growth and how start-up businesses and “new”preneurs can be engaged and thrive in our local economy. This activity was done in cooperation with Working Class Wednesday and Terrance Barber of the Entrepreneur Resource Center.

Update on Minority and Women Certifications

Staff has completed four MWBE evaluations for City of Tallahassee bids this quarter. The total dollar amount is \$1,461,292.69. There is no dollar amount associated with the MWBE review of fifteen professional service projects. OEV has completed two MWBE analyses for Leon County RFPs. There was no dollar amount associated with the two analyses.

Minority Women and Small Business Quarterly Update  
December 13, 2018  
Page 3

FY2016 thru FY2018 YTD New Certifications				
New Certification Type	FY2016 New	FY2017 New	FY2018 YTD New	FY18 % Increase over FY16
MWBE	14	28	33	135%
SBE	6	4	10	66%
<b>Total MWSBE New Certifications</b>	<b>20</b>	<b>32</b>	<b>43</b>	<b>115%</b>
FY2016 thru FY2018 Recertifications				
Recertification Type	FY2016 Recertifications	FY2017 Recertifications	FY 2018 YTD Recertifications	FY18 % Increase over FY16
MWBE	46	41	46	0%
SBE	18	5	5	-72%
<b>Total MWSBE Recertifications</b>	<b>64</b>	<b>46</b>	<b>51</b>	<b>-20%</b>

*NOTE: Recertification percentages reflect reductions due to some vendors opting not to recertify, other vendors are no longer present in our local market area, and the lack of opportunity within the SBE Program due its reduced utilization. Staff will work with County Purchasing and City Procurement to identify projects in an effort to increase the opportunities for utilization for SBEs.*

**B2GNow! Contract Compliance Software** B2GNow system updates continue to move forward towards finalization to ensure the implementation of all aspects of the certification and contracts modules relative to MWSBE certifications, contractual participation, and payment reporting for Leon County and the City of Tallahassee. Additional updates are in process relative to the contracts module. Additional time is required for data mapping and integration challenges due to B2Gnow, City, and County staff navigating the process of integrating the data from the different financial systems of the City and County organizations into the system.

*Disparity Study*

Effective May 16, 2016, the County and City Commissioners consolidated their two offices into one joint office, the Minority, Women, and Small Business Enterprise (MWSBE) Division, as part of the newly created Tallahassee-Leon County Office of Economic Vitality and governed by the Blueprint Intergovernmental Agency Board of Directors. While the offices are functionally consolidated, the County and City programs are still being administered separately until a single set of uniform policies and procedures are developed for the joint office, which was incorporated into the scope of work for a new disparity study, outlined below. Subsequently, the IA Board approved a Request for Proposal (RFP) for conducting a disparity study which was awarded to MGT of America in the Summer of 2017. The scope of work includes the following:

- Anecdotal analysis of the MWSBE Program, which is designed to explain and interpret statistical findings. Courts have ruled that the combination of disparity study findings and anecdotal evidence provides the best evidence demonstrating the existence of historical discriminatory practices, if any.

- Develop a Tiered Certification Program taking into consideration other programs including but not limited to the City of Tallahassee's UCP Program and the FDOT DBE certification process. Modifications to existing certification thresholds and size standards, if necessary.
- Define measurable goals and benchmarks.
- Examine methods to ensure contract compliance, monitoring and enforcement.
- Develop a uniform MWSBE policy for the County and City, which includes an evaluation policy for applying the MWBE targets to awarding projects.
- Review and update the City's DBE Plan
- Expenditure analysis for all County, City, and all other related agencies (i.e. CRA, CDA, and Blueprint) for FY 2012-2016
- Consideration to allow MBE or WBE primes to count self-performed work to meet the aspirational targets for the applicable category.
- Develop a Mentor-Protégé Program for certified MWSBE vendors.
- Modifications to the SBE program including but not limited to: graduation requirements, increase the set aside ceiling for SBE projects to at least \$250,000, and automatically (re)certify MWBEs as SBEs, when eligible.

Furthermore, IA Board directed to expand the scope of work to include a review of the Harvard Study on Economic Segregation and the development of an apprenticeship program, to support the business community and provide employment opportunities for school aged children and recent high school graduates.

#### Next Steps

At the time that OEV and MGT of America entered into a contractual agreement for the Disparity Study, the five years of procurement data available to analyze was through FY 2012 – 2016. Upon review of a draft copy of the report this fall, MGT of America and OEV discussed and agreed to extend the study for an additional 60 days in order to incorporate the 2017 procurement data. This change order will ensure that the data is comprehensive and the market study analyses and recommendations will be informed by the most recent reconciled data possible. Again, this will require an additional sixty (60) days for collection and review of the study.

Upon completion of the draft report, OEV will convene a taskforce comprised of City, County, Blueprint staff and legal departments to analyze and review the findings, recommendations, proposed policy amendments and changes, and the timeline for implementation. This process of review and analysis of the draft Disparity Study will ensure that the final Disparity Study will have been fully vetted prior to IA Board consideration. It is anticipated that this Taskforce will be convened in late February/early March. The Taskforce will include the following individuals and their areas of representation:

Andre Libroth—City Purchasing Office  
Shelly Kelley—County Purchasing Office  
Robert Wigen—City Budget Office  
Scott Ross—County Budget Office  
Representative—City Attorney's Office

Minority Women and Small Business Quarterly Update  
December 13, 2018  
Page 5

---

Representative—County Attorney's Office

The end product will inform the policies of the Office of Economic Vitality MWSBE division, the City of Tallahassee, and Leon County's purchasing policies following consideration by the IA Board at its June 27, 2019 meeting. In the interim, an update will be provided at IA Board's next scheduled meeting, February 28, 2019.

THIS PAGE INTENTIONALLY LEFT BLANK

**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #6  
December 13, 2018**

Title: Acceptance of the Status Report on Blueprint Intergovernmental Agency Infrastructure Projects

Category: General Business

Department: Blueprint Intergovernmental Agency, Infrastructure Program

Contact: Benjamin H. Pingree, Director, Department of PLACE  
Autumn Calder, Director, Blueprint Infrastructure Program

---

**STATEMENT OF ISSUE:**

This agenda item seeks acceptance by the Blueprint Intergovernmental Agency Board of Directors of the status report on Blueprint Intergovernmental Agency (Blueprint) infrastructure projects. A five-year project phasing schedule detailing project activities for active Blueprint 2000 and 2020 projects is included as Attachment #1. This schedule incorporates all infrastructure projects in the FY 2019 – 2024 Implementation Plan approved by the IA Board on June 21, 2018 and the five-year Capital Improvements Plan approved on September 19, 2018. Attachment #2 includes a map of all Blueprint 2000 and Blueprint 2020 projects, and Attachment #3 includes the approved project prioritization for the Blueprint 2020 infrastructure projects, as approved by the IA Board at their September 19, 2017 meeting.

**FISCAL IMPACT:**

This item does not have a fiscal impact.

**RECOMMENDED ACTION:**

Option 1: Accept the status report on Blueprint Intergovernmental Agency infrastructure projects.

## **SUPPLEMENTAL INFORMATION:**

### Projects Under Construction

#### Capital Circle Northwest/Southwest (Tennessee Street to Orange Avenue)

- Construction is complete and has been accepted by Blueprint. Final turnover of the project Right-of-Way to the FDOT is now complete with final turnover of ancillary improved properties (Broadmoor Pond, Delta Ponds, etc.) to Leon County and to the City to be completed in January of 2019. Staff is managing and monitoring project maintenance through the contract period which ends in March of 2019.

### Projects Under Design & Right-of-Way Acquisition

#### Capital City Amphitheater Weatherization

- At the February 13, 2018 meeting, the Leon County Board of County Commissioners approved a concept to reduce rainwater impacts on the Amphitheater stage. The concept was also subsequently approved by the City. Leon County Tourism is the fiscal agent for the overall project via the existing MOU between Blueprint, and Leon County dated April 10, 2018. Per the Agreement, Blueprint is assisting with managing the design, construction, and construction engineering/inspection services for the Amphitheater canopy extension, which is anticipated to be complete in the Spring of 2019. Construction will be timed to avoid conflicts with large performances. Efforts also include drainage improvements to the back of the stage and the purchase of additional speakers. Leon County staff has executed all phases of the remedial investigation necessary to verify that the existing structure can support the canopy extension and speaker system. Leon County has also executed a contract with Dowdy Plumbing to construct the drainage improvements along the back of the stage.

#### Magnolia Drive Multiuse Trail

- Per the direction of the IA Board to redesign the trail typical section and underground utilities at its December 5, 2017 and March 1, 2018 meetings, respectively, the project is currently being redesigned. Right-of-way acquisitions have begun, and construction is anticipated to begin in the Fall of 2019. The electrical underground power supply as well as other utility relocations are currently being designed and coordinated. A public meeting will be held upon finalization of construction sequencing, to inform citizens impacted by the project.

#### Capital Cascades Trail – Segment 3

- Regional Stormwater Facility – Per direction from the IA Board at the September 12, 2016 meeting, right-of-way acquisition and design services are underway and are nearing completion, and the multi-agency Stormwater Working Group and the Technical Coordinating Committee (TCC) have recommended a preferred design for the Segment 3D Regional Stormwater Facility (RSF) as well as the permitting strategy. Additional survey is currently being gathered to ensure the project does not adversely impact residents downstream of the proposed pond. Permitting for the project is currently under review through City Growth Management and through FDEP. The design and permitting effort will be completed in the spring of 2019. As approved by the IA Board at the



September 20, 2018 meeting, Blueprint is proceeding with the advertisement of the RSF project with the amenities and the St. Marks Trailhead concurrently with the FAMU Way Phase 3 Project offered by City Underground Utilities and Public Infrastructure.

- Coal Chute Pond Amenities – At the September 20, 2018 meeting, the IA Board provided approval for a trail loop and amenities at Coal Chute Pond and authorization for staff to proceed with procurement for construction services. Since the IA Board meeting, staff facilitated a community engagement workshop in conjunction with the 880 Cities Public Spaces to Great Places summit. Community engagement and outreach will continue through early 2019. The project will be bid separately from the construction of FAMU Way and the amenities at the 3D-B Regional Stormwater Facility and St. Marks Trailhead, with project design commencing early 2019.
- Skateable Art – Staff is finalizing the Request for Proposal (RFP) package for procurement of the Skateable Art amenity south of Coal Chute Pond and adjacent to the Capital Cascades Trail. The RFP is expected to be released in early 2019.
- History & Culture Trail – Per direction from the IA Board at the September 20, 2018 meeting, staff is finalizing the RFP package for the interpretive elements for the History & Culture Trail along Capital Cascades Trail Segment 3 (Adams Street to the Regional Stormwater Facility, described above). The selected firm will also provide services to facilitate the development of the content with a Working Group of neighborhood and community representatives. The RFP is expected to be released in early 2019.

In addition, the IA Board provided direction to staff to enter into an agreement with the Council on Culture and Arts (COCA) to assist with the artist solicitation and selection of the public art components of the History & Culture Trail. Staff is coordinating with COCA regarding the terms of this agreement, and the two parties will enter into a JPA beginning January 2019.

- Restroom at the FAMU Way Playground – At the September 20, 2018 meeting, the IA Board authorized Blueprint to procure design and construction services for the Capital Cascades Trail Segment 3 Restroom along Segment 3C of the Trail, west of Lake Anita. Procurement for design services is underway, and staff is working with its partners at the Departments of Parks and Recreation and City Beautification to secure long-term maintenance agreements.

#### Capital Circle Southwest (Crawfordville Road to Orange Avenue)

- Funding – Funding for right-of-way acquisition and construction is included in the current FDOT Five-Year Work Program. Note: Construction funding for the Crawfordville to Springhill Road segment has been moved to FY 2024 per the Draft FY 2020 – 2024 FDOT Work Program, released December 2018. Current funding details for each segment are as follows:

##### Springhill Road to Orange Avenue

- Right-of-Way: Acquisition underway through partnership with Blueprint
- Construction: Funded in FY 2021 in the amount of \$55,741,000

Crawfordville Road to Springhill Road

- o Right-of-Way: Funded from FY 2018 thru FY 2020 in the amount of \$16,314,823
- o Construction: Funded in FY 2024 in the amount of \$33,879,000

Woodville Highway (Southside Gateway)

- Right-of-Way: Right-of-way acquisition is underway by FDOT and is scheduled to continue through FY2020. FDOT has not yet funded construction.

Projects in Planning or Preliminary Design

Orange/Meridian Placemaking

- Blueprint 2020 Orange/Meridian Placemaking project is a top priority project for the Blueprint 2020 program. As part of the approved Capital Improvement Program, \$1 million in funding was allocated in FY 2019 to begin the planning and design work. An update on this project, including a proposal to improve the future StarMetro Superstop site at Orange Avenue and Meridian Street, is included as Agenda Item #7.

Airport Gateway

- Consistent with the direction received for the IA Board at the March 1, 2018 meeting, Blueprint is working in partnership with the CRTPA to create a vision for southwest Tallahassee that is consistent with local priorities, plans, and future projects and that provides a guide for implementing safe and efficient transportation facilities.
- Public outreach for the SATP is underway, and public forums focused on Orange Avenue were held in fall 2018. The SATP is expected to be complete in late spring 2019.

Northeast Gateway (Welaunee Boulevard)

- Welaunee Boulevard: Building upon collaboration with FDOT and in accordance with IA Board direction on September 12, 2016 to proceed with a PD&E study for the extension of Welaunee Boulevard to the Shamrock Road Extension, staff has prepared the PD&E scope of services consistent with **FDOT's** State Environmental Impact Report (SEIR) and the Statewide Acceleration and Transformation Process. Blueprint issued the Notice to Proceed (NTP) to the consultant in October 2018. The PD&E study is expected to be completed in 18 to 24 months of NTP, with final design and permitting complete within 12 months after FDOT acceptance of the SIER application, approximately late 2020. Per IA Board direction at the June 21, 2018 meeting, staff is negotiating a funding agreement with the Canopy Development District (CDD) and the City to provide for a 4-lane roadway section inclusive of a multiuse trail amenities within the CDD.
- Dove Pond Regional Stormwater Management Facility (RSF): Upon approval from the IA Board on June 13, 2017, construction began on the Dove Pond RSF on November 15, 2017 with a contract time to complete of 178 calendar days. The total original contract amount is \$3,845,140, of which Blueprint is responsible for not greater than \$2,000,000. The current contract amount is \$4,157,710 (includes change orders). As of November 2018, the project is 93% complete with 193% of contract time having been used (345 days of 276 contract days). A time extension of 14-days due to the effects of Hurricane Michael has been granted in addition to the 98-day extension previously granted to the project. As of July of 2018, Blueprint has provided the full \$2 million in IA

Board approved funding for the RSF and has fulfilled its monetary commitment to the project. The project is anticipated to be completed in December of 2018.

#### Capital Circle Southwest Greenway and Debbie Lightsey Nature Park

- An RFP for design services was issued in September 2018. A consultant has been selected, in accordance with **Blueprint's** Procurement Policy, to complete the design for the park and trails. A notice to proceed will be issued for the work in the Spring of 2019.

#### Alternative Sewer Solutions Study

- The IA Board approved funding for the first phase of this project, the Comprehensive Wastewater Treatment Facilities Plan (CWTFP) at the June 13, 2017 meeting and directed Leon County to manage the CWTF project. Leon County issued an RFP for services in July 2018, and requested authorization to proceed with negotiating engineering services in an agenda item to the Board of County Commissioners on December 11, 2018. Completion of the CWTFP, including the public input opportunities, is expected to take 12-18 months.

*Action by TCC and CAC:* This item was presented to the CAC at their November 29, 2018 meeting. This item was not presented to the TCC.

### **OPTIONS:**

- Option 1: Accept the December 2018 status report on the Blueprint Infrastructure Projects.
- Option 2: Do not accept the December 2018 status report on the Blueprint Infrastructure Projects.
- Option 3: IA Board direction.

### **RECOMMENDED ACTION:**

- Option 1: Accept the status report on Blueprint Intergovernmental Agency infrastructure projects.

#### Attachments:

1. Schedule of Current Blueprint 2000 and 2020 Project Phases and Timelines
2. Map of Blueprint 2000 and Blueprint 2020 Projects
3. Approved Project Prioritization for Blueprint 2020 Infrastructure Projects

THIS PAGE INTENTIONALLY LEFT BLANK

### Schedule of Current Blueprint 2000 and 2020 Project Phases and Timelines

Date Submitted: December 13, 2018

Program	Project	Phase	2018		2019				2020				2021		2022		2023		2024		
			3rd Q	4th Q	1st Q	2nd Q	3rd Q	4th Q	1st Q	2nd Q	3rd Q	4th Q	1-6 Mos	7-12 Mos	1-6 Mos	7-12 Mos	1-6 Mos	7-12 Mos	1-6 Mos	7-12 Mos	
Blueprint 2000	Capital Cascades Trail Segment 3 - Van Buren Street	Design																			
		Construction																			
	Capital Cascades Trail Segment 3D	Design																			
		Construction																			
	Capital Cascades Trail Segment 3 - Amenities*	Design																			
		Construction																			
	Capital Cascades Trail Segment 4	Planning																			
		Design																			
		Right-of-Way Acquisition																			
	Cascades Park Alum	Construction																			
		Design																			
		Construction																			
	Cascades Park Amphitheater Weatherization	Design																			
		Construction																			
Magnolia Drive	Design																				
	Right-of-Way Acquisition																				
	Construction																				
Blueprint 2020	Alternative Sewer Solutions Study (Phase 1)	Comprehensive Wastewater Treatment Facilities Plan																			
	Bike/Greenways Implementation Plan	Planning																			
	Debbie Lightsey Nature Park & Capital Cir Southwest Greenway	Design																			
		Right-of-Way Acquisition																			
		Construction																			
	Lake Jackson South Greenway	Planning/Pre-Engineering																			
		Design																			
		Right-of-Way Acquisition																			
	Orange Avenue (FDOT Project)	Construction																			
		PDE																			
	Orange Ave/Meridian St Placemaking	Planning/Pre-Engineering																			
		Design																			
		Construction																			
	Southwest Area Transportation Plan (CRTPA Project)	Planning																			
	Thomasville Greenway	Planning																			
	University Greenway	Planning																			
	Market District	Design																			
		Right-of-Way Acquisition																			
		Construction																			
	Monroe-Adams Corridor	Design																			
		Right-of-Way Acquisition																			
		Construction																			
	Lake Lafayette and St Marks Regial Park	Planning/Pre-Engineering																			
Design																					
Airport Gateway	Planning/Pre-Engineering																				
	Design																				
	Right-of-Way Acquisition																				
Northeast Connector - Bannerman Road	Construction																				
	PDE - Review																				
	Design																				
Welaunee Boulevard	Right-of-Way Acquisition																				
	Roadway - PDE																				
	Roadway - Design																				
	Construction																				
	Dave Pond - Const.																				

1. Amenities may include Coal Chute Park, Skate Feature and, History and Culture Trail. The proposed trailhead will be constructed as part of Pond 3D-B.



THIS PAGE INTENTIONALLY LEFT BLANK

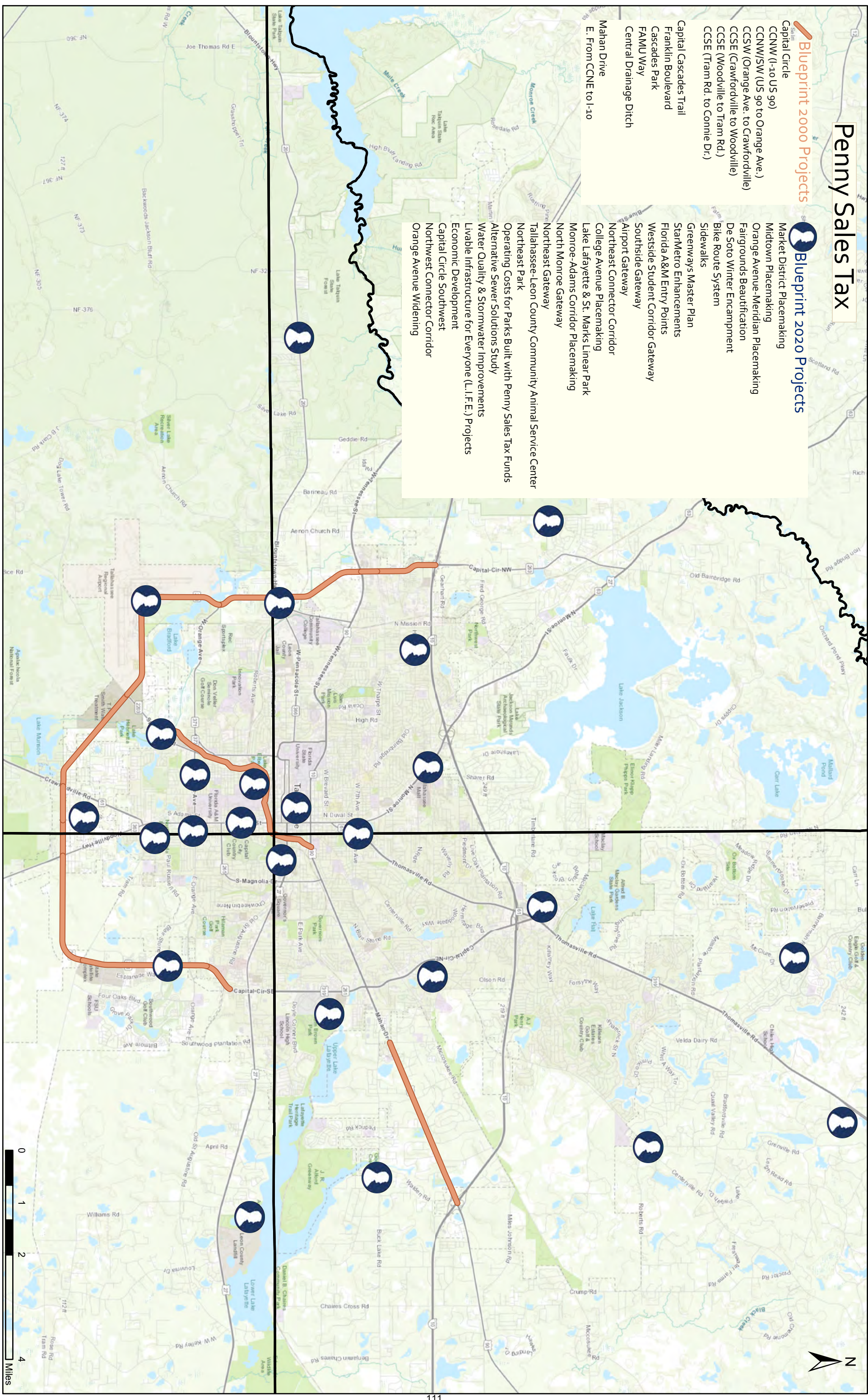
# Penny Sales Tax

## Blueprint 2000 Projects

- Capital Circle
- CCNW (I-10 US 90)
- CCNW/SW (US 90 to Orange Ave.)
- CCSW (Orange Ave. to Crawfordville)
- CCSE (Crawfordville to Woodville)
- CCSE (Woodville to Tram Rd.)
- CCSE (Tram Rd. to Connie Dr.)

## Blueprint 2020 Projects

- Market District Placemaking
- Midtown Placemaking
- Orange Avenue-Meridian Placemaking
- Fairgrounds Beautification
- De Soto Winter Encampment
- Bike Route System
- Sidewalks
- Greenways Master Plan
- StarMetro Enhancements
- Florida A&M Entry Points
- Westside Student Corridor Gateway
- Southside Gateway
- Airport Gateway
- Northeast Connector Corridor
- College Avenue Placemaking
- Lake Lafayette & St. Marks Linear Park
- Monroe-Adams Corridor Placemaking
- North Monroe Gateway
- Northeast Gateway
- Tallahassee-Leon County Community Animal Service Center
- Northeast Park
- Operating Costs for Parks Built with Penny Sales Tax Funds
- Alternative Sewer Solutions Study
- Water Quality & Stormwater Improvements
- Liveable Infrastructure for Everyone (L.I.F.E.) Projects
- Economic Development
- Capital Circle Southwest
- Northwest Connector Corridor
- Orange Avenue Widening



Prioritization Process by Project – Blueprint 2020 Infrastructure Program (27 Projects, listed in alphabetical order by category, except for the CCQ projects which are presented in priority order)

IA Board Action	Project Name	2014 Project Estimate
<b>#1 Project</b> <i>(April 2015)</i>	Capital Circle Southwest	\$70,000,000
<b>Funded via Annual Allocation</b> <i>(April 2015)</i>	Bike Route System	\$15,000,000
	Greenways Master Plan	\$15,800,000
	Operating Costs for Parks Built with Sales Tax Funds	\$20,000,000
	Sidewalks	\$50,000,000
	StarMetro Enhancements	\$12,500,000
	Water Quality and Stormwater Improvements	\$85,000,000
<b>In Progress Per IA Direction</b> <i>(Varies by project)</i>	Alternative Sewer Solutions Study <i>(Phase 1 - June 2017)</i>	\$2,800,000
	Northeast Gateway Welaunee Critical Area Plan Regional Infrastructure <i>(February 2016)</i>	\$47,300,000
	Orange Avenue: Widening from Adams Street to Springhill Road <i>(September 2016)</i>	\$33,100,000
	Southside Gateway Enrichment: Widening of Woodville Highway <i>(June 2016)</i>	\$29,700,000
<b>Prioritization Coordinated with CRTPA</b> <i>(Feb. 2017)</i>	Airport Gateway: Springhill Road and Lake Bradford Road	\$58,698,138
	North Monroe Gateway	\$9,400,000
	Northeast Connector Corridor: Widening of Bannerman Road	\$33,300,000
	Northwest Connector Corridor: Widening of Tharpe Street	\$53,184,800
	Westside Student Corridor Gateway: Widening of Pensacola Street	\$29,936,800
<b>Complete</b> <i>(Jan. 2015)</i>	De Soto Winter Encampment	\$500,000
<b>Community Enhancement Districts, Connectivity, &amp; Quality of Life (CCQ)</b>		
<b>Prioritized via Blueprint Promise Criteria</b> <i>(Sept. 2017)</i>	Market District (80 pts.)	\$9,400,000
	Orange Avenue/Meridian Road Placemaking (80 pts.)	\$4,100,000
	Lake Lafayette and St. Marks Regional Linear Park (75 pts.)	\$15,816,640
	Monroe-Adams Corridor Placemaking (55 pts.)	\$7,000,000
	Midtown Placemaking (50 pts.)	\$22,000,000
	Beautification and Improvements to the Fairgrounds (45 pts.)	\$12,000,000
	Northeast Park (45 pts.)	\$10,000,000
	College Avenue Placemaking (40 pts.)	\$7,000,000
	Florida A&M Entry Points (25 pts.)	\$1,500,000
Tallahassee-Leon County Animal Service Center (10 pts.)	\$7,000,000	



THIS PAGE INTENTIONALLY LEFT BLANK

**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #7  
December 13, 2018**

Title: Approval of a Funding Request to Implement Improvements to the Future StarMetro Superstop Site, a Component of the Orange/Meridian Placemaking Project

Category: General Business

Department: Blueprint Intergovernmental Agency, Infrastructure Program

Contact: Benjamin H. Pingree, Director, Department of PLACE  
Autumn Calder, Director, Blueprint Infrastructure Program  
Megan Doherty, Principal Planner, Blueprint Infrastructure Program

---

**STATEMENT OF ISSUE:**

This agenda item seeks approval by the Blueprint Intergovernmental Agency Board of Directors (IA Board) of a funding request for improvements to the future StarMetro Superstop site located at the northwest corner of Orange Avenue and Meridian Street. Once completed, Leon County will assume maintenance for the site until the development of the StarMetro Superstop by the City of Tallahassee. This agenda item also includes an overall project description and budget update for the Blueprint 2020 Orange/Meridian Placemaking Project.

**FISCAL IMPACT:**

Blueprint is requesting that up to \$300,000 of the approved \$1 million FY 2019 funding allocation for this project be utilized to implement the improvements at the future StarMetro Superstop site.

**RECOMMENDED ACTION:**

Option 1: Approve the use of existing FY 2019 funding for the Orange/Meridian Placemaking Project, in an amount not to exceed \$300,000, to implement improvements at the future StarMetro Superstop site as detailed in this item.

## **SUPPLEMENTAL INFORMATION:**

### **ORANGE/MERIDIAN PLACEMAKING PROJECT:**

The Blueprint 2020 Orange/Meridian Placemaking project is a top priority project for the Blueprint 2020 program (tied for #1 priority Community Enhancement, Connectivity, and Quality of Life project as ranked by the IA Board at the September 19, 2017 meeting), with a total estimated cost of \$4.1 million. A map of the project is included as Attachment #1. The Blueprint project includes three key components:

- Stormwater Improvements: East Drainage Ditch Floodway Mitigation & Improvement
- Construction and Streetscaping: Conversion of Existing Orange Avenue Stormwater Pond into Community Park
- Bus Stop Enhancements: StarMetro Transit Superstop Contribution

At the September 20, 2018 meeting, the IA Board approved funding in the amount of \$1 million to initiate the planning and design work for the East Drainage Ditch and Orange Avenue Stormwater Pond. During this period, Blueprint was made aware of several safety concerns in relation to the site of the future StarMetro Superstop site at the northwest corner of Orange Avenue and Meridian Street. The future StarMetro Superstop site is currently owned and maintained by Leon County. The City of Tallahassee will maintain the site after the completion of the StarMetro Superstop; however, development of the Superstop is not expected for at least two to three years.

As determined through numerous site visits, discussions with area residents, and related staff analysis over the past two months, the chief safety concerns at this site include trash piles, poor visibility at night, overgrown areas, and the general condition of the site, which has deteriorated due to dumping of a large quantity of asphalt slab pieces. At the same time, community members also reported that many of the fraternal activities occurring on-site provide community value, connectivity, and social benefit, which could be enhanced to better serve the community.

Until the planned project is ready to commence, the existing community activities and challenges on the site present both a challenge and an opportunity. One approach would be to erect a temporary fence with a **“no trespassing”** sign until the Superstop is ready for construction. Another approach would be to continue to allow the ongoing activities and deterioration of the property without any oversight. The third approach, as recommended herein, seeks to make interim improvements to the site that will enhance the ongoing activities embraced by the local community for the enjoyment of area residents.

To address the safety and dumping concerns, and build upon the community feedback regarding the active community uses, Blueprint and Planning have engaged in a comprehensive analysis to identify solutions for this site during the interim period prior to the construction of the StarMetro Superstop. Staff has prepared a proposal for improvements on the future StarMetro Superstop site to immediately address safety concerns, encourage and support positive activities at this location, and support the long-term plans to construct the Superstop. During the two to three year period between the improvements recommended for construction in this agenda and the completion of Superstop, Leon County will continue maintenance activities. Further, Blueprint will evaluate the development of an Intergovernmental Agency policy that addresses

interim improvements on future Blueprint project sites. In accordance with past practices, proposed Intergovernmental Agency policy changes, or proposed new policies, will be brought back to the IA Board for consideration and further direction.

### *Community Engagement Feedback*

As part of the community engagement for this project, on October 2, 2018 Blueprint held an Orange Avenue Community meeting, in partnership with 8 80 Cities, to discuss the Blueprint project. The community meeting was part of the **'Public Spaces to Great Places Summit,'** which was held October 1-5, 2018. The Summit featured the international non-profit, urban planning firm, 8 80 Cities, whose team co-hosted and helped to facilitate conversations focused on improving public spaces at a series of events throughout the week. The Orange Avenue Community meeting attendees shared ideas for intermediate uses on the future StarMetro Superstop site, as well as engaged in visioning for the future community park that will be constructed at the existing Orange Avenue stormwater pond site. Over 50 meeting attendees signed up to stay engaged with both projects. Subsequently, Blueprint staff conducted on-site research at the future Superstop site, including visiting at the informal Saturday community gathering.

The future StarMetro Superstop site currently has many uses. On Tuesdays, the Florida Food Ministry uses it as a food distribution site. Food trucks often congregate on the site and people set up tables to sell household goods and homemade products, especially on weekends. However, illegal activities have been reported occurring on the site, especially in areas near trees with low visibility, and the food distribution results in large amounts of trash from discarded boxes and spoiled food being left behind, contributing to a poor appearance along Orange Avenue.

Residents shared that the sale food and household goods are part of the neighborhood economy and should not be eliminated. However, safety concerns regarding the lack of lighting were noted, as well as the proliferation of trash on-site. Community members also expressed that it is particularly dangerous to cross Orange Avenue. Others noted that the site provides a much-needed space for communal gatherings –people have been observed to bring their own chairs to sit and share through conversation.

### *Proposed Superstop Site Improvements*

Building on community feedback and on-site observations, a proposal to improve the site for community use until the Superstop is constructed is described herein and illustrated in an attached rendering (Attachment #2).

The site is envisioned as a temporary **"pop-up park"** or **"community gathering space"** to support neighborhood activities. Proposed site improvements include grading the property, removing and installing vegetation, clearly designating pedestrian paths, parking locations, and vendor areas to support the market activities. Additional trash and recycling bins will be provided in order to maintain the appearance of the site. Other park-like features include the installation of a water fountain, public seating, a Little Free Library station, light poles and fixtures, and a kiosk to provide information on the future Blueprint project and community/neighborhood activities. The sidewalks along Orange Avenue and Meridian Street will be widened, consistent with MultiModal Transportation District (MMTD) standards, sidewalks will be installed along Polk Drive, and pedestrian crosswalks will be enhanced. Staff will also request law enforcement to

increase patrol activity for the site commensurate with the active uses. Overall, site improvements are proposed to improve safety and enhance the existing community use of the future StarMetro Superstop site. It is intended that these interim improvement elements support future permanent investment in furtherance of the Superstop project. For example, the lighting could be a permanent fixture for the Superstop.

The property is currently owned and maintained by Leon County. Many of the proposed enhancements are anticipated to be performed in-house by Leon County Public Works and all maintenance responsibilities will remain with Leon County until a formal agreement is executed for construction of the Superstop. Additionally, Blueprint will partner with the City of Tallahassee to construct a new sidewalk on the northern perimeter of the site along Polk Drive as part of the City's larger sidewalk improvement project along this corridor. The City of Tallahassee will provide funding and Blueprint will incorporate this improvement into the larger project.

#### *Placemaking Project Budget*

As approved by the IA Board at the September 20, 2018 meeting, the FY 2019 budget included a \$1 million funding allocation to initiate the planning and design of the East Ditch Box Culverts and conversion of the existing Orange Avenue Stormwater Pond into a community park. The current estimate for the design of both these projects is \$600,000. Since approval of the Blueprint Capital Budget, community engagement and conversations with residents contributed to the idea for the installation of interim amenities and improvements on the future StartMetro Superstop site. To implement these interim improvements, with the expectation that they will also enhance and support the future permanent development of this project, Blueprint is recommending that up to \$300,000 of the FY 2019 funding allocation be used for interim improvements to the Superstop site. The total project cost estimate is divided into four components:

- Stormwater Improvements: East Drainage Ditch: \$1.8 million
- Construction and Streetscaping: Orange Avenue Stormwater Pond Conversion into Community Park: \$1.8 million
- Bus Stop Enhancements: StarMetro Transit Superstop Contribution: \$1 million
- Interim Improvements at future Superstop Site: \$300,000 (pending IA approval, as recommended herein)

Building on opportunities identified herein to improve the existing site for community use in the period prior to construction of the Superstop, Blueprint will evaluate the development of an Intergovernmental Agency policy that addresses interim improvements on future Blueprint project sites. In accordance with past practices, proposed Intergovernmental Agency policy changes or proposed new policies will be brought back to the IA Board for consideration and further direction.

## **CONCLUSION:**

Building on the community feedback and on-site observations, the proposal as detailed in this agenda item will immediately improve the future Superstop site, resulting in community benefits approximately two to three years prior to the construction of the Superstop. Improvements

proposed, such as lighting and sidewalk enhancements, are intended to enhance future permanent development of the site. The requested funding to implement the improvements as previously described in this agenda item (\$300,000) is currently available from the total \$1 million FY 2019 funding allocation to implement the interim uses on the future StarMetro Superstop site. Staff affirms that the recommended allocation detailed within this item is not expected to create a budgetary shortfall for the full Orange/Meridian Placemaking project. This is based upon recently completed and updated cost projections related to the full project. If approved by the IA Board, Blueprint, under the oversight of the Intergovernmental Management Committee, and in coordination with Leon County, will work to implement the recommendations contained in this agenda and by Option 1, below.

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

## **OPTIONS:**

- Option 1: Approve the use of FY 2019 existing funding for the Orange/Meridian Placemaking Project, in an amount not to exceed \$300,000, to implement improvements at the future StarMetro Superstop site as detailed in this item.
- Option 2: Do not approve the funding request for improvements on the future StarMetro Superstop site located at the northwest corner of Orange Avenue and Meridian Street.
- Option 3: IA Board direction.

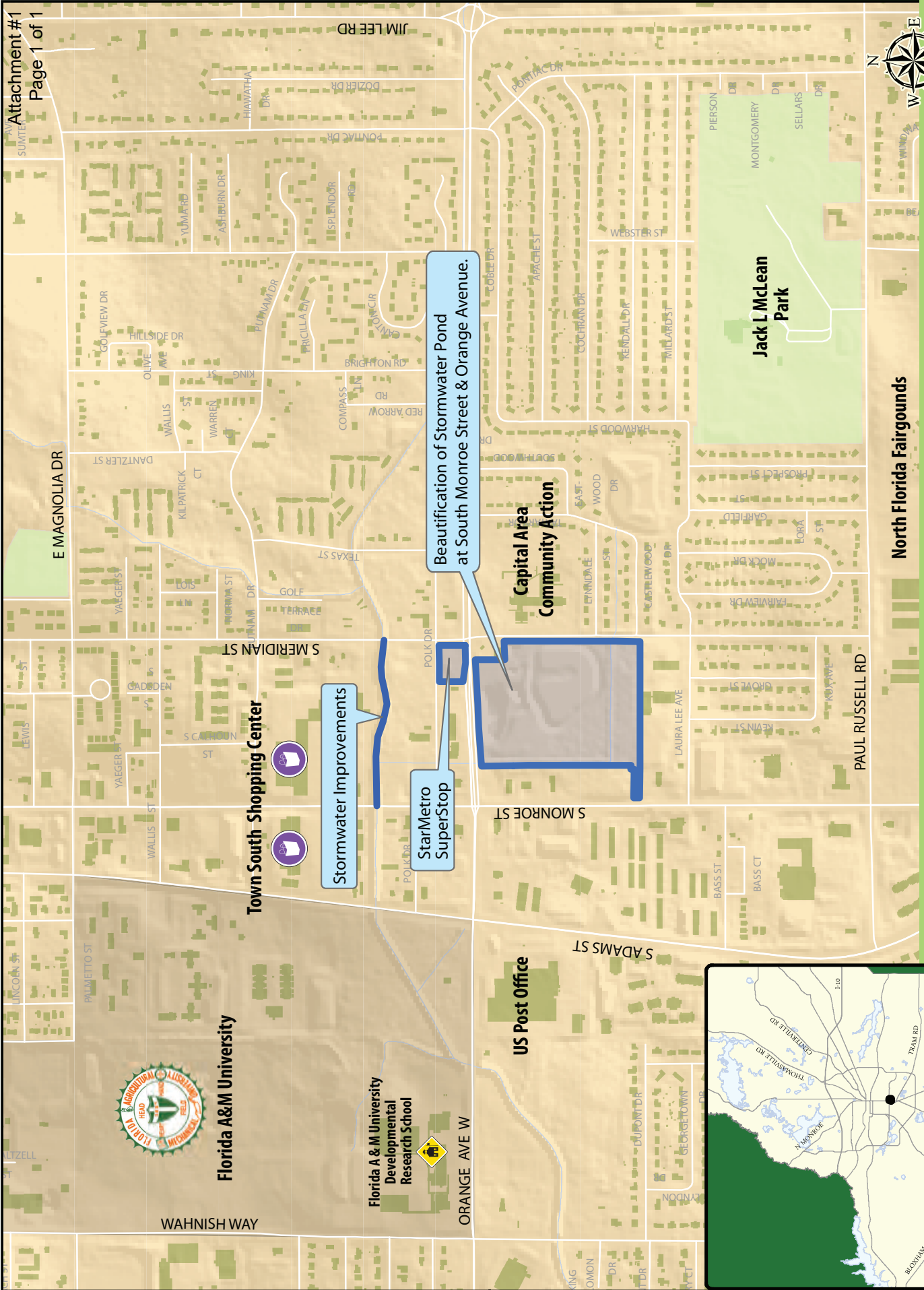
## **RECOMMENDED ACTION:**

- Option 1: Approve the use of FY 2019 existing funding for the Orange/Meridian Placemaking Project, in an amount not to exceed \$300,000, to implement improvements at the future StarMetro Superstop site.

### Attachments

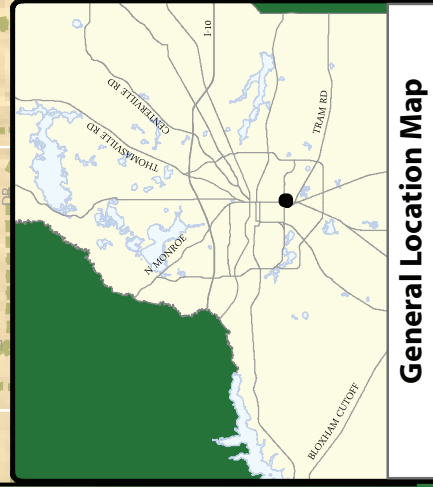
1. Blueprint 2020 Orange/Meridian Placemaking Project Map
2. Draft Concept for Proposed Interim Uses on Future StarMetro Superstop Site

THIS PAGE INTENTIONALLY LEFT BLANK



North Florida Fairgrounds

# Orange-Meridian Placemaking



General Location Map



THIS PAGE INTENTIONALLY LEFT BLANK

PROPOSED STREET LIGHTS

ADD NEW SIDEWALK

ADD NEW CROSSWALK

WOOD/ROPE FENCE

WALKWAY WITH SUB-BASE SURFACE COMPACTED

EXISTING BUS STOP IMPROVEMENTS ADD SHELTER/SHADE

INFORMATION BOARDS/SIGNS

ENHANCED PEDESTRIAN CROSSINGS

**MMTD Requirements**

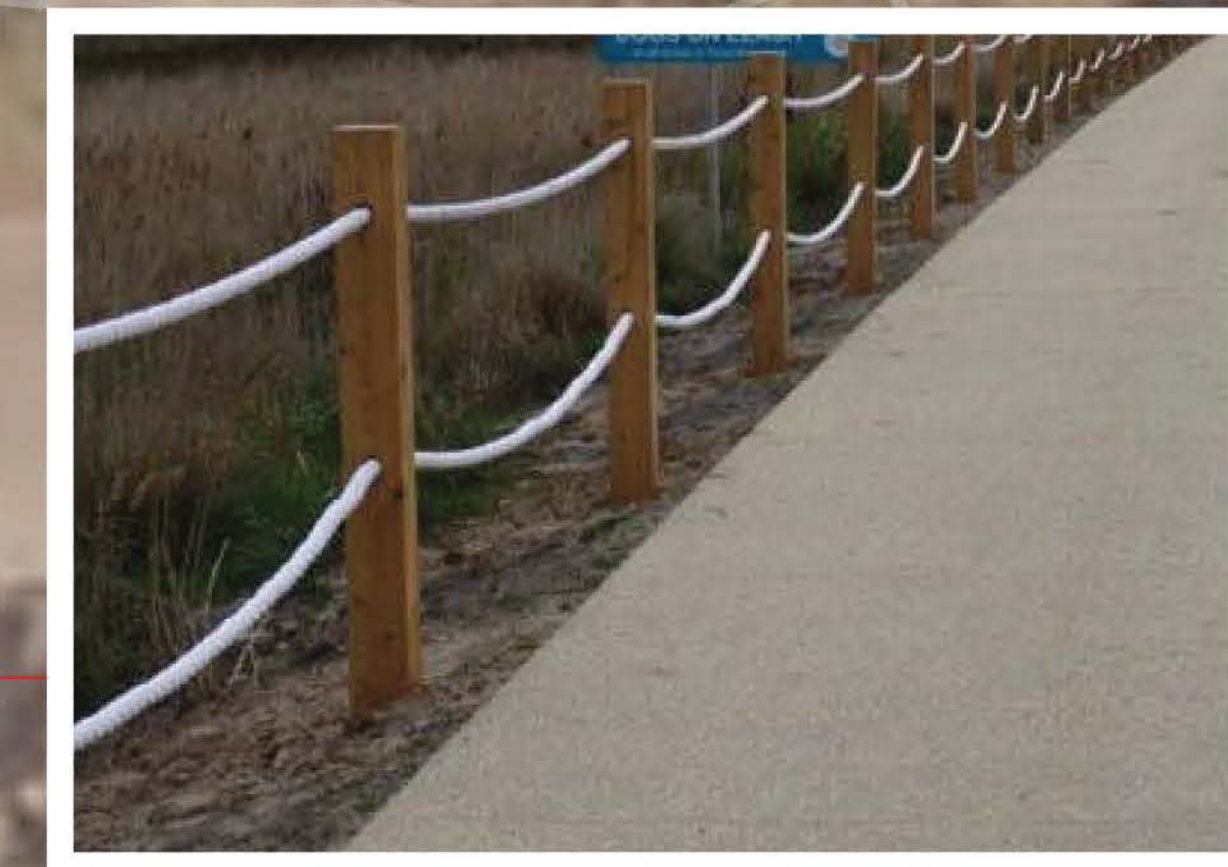
On Orange Ave:  
Future 10' sidewalk with 6' wide planting strip with street trees

On Meridian St.:  
Future 8' sidewalk with 6' wide planting strip with street trees

On Polk Dr.:  
Future 6' sidewalk with 6' wide planting strip with street trees



BLACK VINYL FENCE



PARKING SPACES DELINEATED WITH WOOD BUMPERS (4x4x20 TIMBERS)



PARKING AREA WITH SUB-BASE SURFACE COMPACTED



# ORANGE AVENUE SUPERSTOP



DATE: 11/28/18

Note: This draft work is conceptual and prepared solely to demonstrate an idea. It is not to scale nor intended to replace final detailed design documentation and necessary permits or other approvals.



**DESIGNWORKS** PLACE

435 N. Macomb St. • Tallahassee, FL 32301 • 850 891 6400

THIS PAGE INTENTIONALLY LEFT BLANK

**Blueprint Intergovernmental Agency  
Board of Directors  
Agenda Item #8  
December 13, 2018**

Title: Acceptance of Northeast Gateway Project Update; Approval of an Interlocal Agreement for the Design and Construction of Welaunee Boulevard, Portions of Segments 2 and 3

Category: General Business

Department: Blueprint Intergovernmental Agency, Infrastructure Program

Contact: Benjamin H. Pingree, Director, Department of PLACE  
Autumn Calder, Director, Blueprint Infrastructure Program  
Joshua J. Logan, Sr. Project Manager, Blueprint Infrastructure Program

---

**STATEMENT OF ISSUE:**

This item presents an update on the Blueprint 2020 Northeast Gateway project, including a status report on the PD&E Study, and a request for the approval of an Interlocal Agreement for the design and construction of Welaunee Boulevard, portions of Segments 2 and 3 with the City of Tallahassee and the Canopy Community Development District (CDD) (see Attachment #1), consistent with IA Board direction on June 21, 2018.

**FISCAL IMPACT:**

This item presents a fiscal impact of an amount not to exceed \$5,813,124, which aligns with the Blueprint 2020 five-year Capital Improvement Project Budget for the project, as approved by the IA Board at the September 20, 2018 meeting. The CDD will design and construct those portions of Segments 2 and 3 of Welaunee Boulevard as further described herein. However, Blueprint funds for construction will be phased in over a period of three years commencing in fiscal year 2020.

**RECOMMENDED ACTION:**

- Option 1: Accept staff report on the Northeast Gateway Project.
- Option 2: Approve the Interlocal Agreement to provide for the design and construction of Welaunee Boulevard, portions of Segments 2-3, and funding related thereto between the City of Tallahassee, Blueprint and the Canopy Community Development District (CDD).

## **SUPPLEMENTAL INFORMATION:**

### **NORTHEAST GATEWAY:**

The Northeast Gateway is a Blueprint 2020 Infrastructure Project estimated at a cost of \$55.4 million which includes, among other improvements, construction of Welaunee Boulevard Segments 2 and 3 and associated multipurpose trails within the Canopy Development. At the February 29, 2016 meeting, the IA Board directed staff to proceed with the development of a funding strategy for the Northeast Gateway, which includes the construction of Welaunee Boulevard north from Fleischmann Road to the proposed Shamrock Way extension intersection with Centerville Road.

Subsequently, the CDD has exercised certain rights under the Second Amended and Restated Development Agreement dated June 6, 2016 (2016 Development Agreement) between the City of Tallahassee and Ox Bottom Mortgage Holdings, LLC and TOE 2, Inc (the Developers), to construct Welaunee Boulevard Segments 2 and 3 including the sidewalks and multipurpose trails sooner than scheduled, and which requires the City to reimburse the CDD for actual construction costs, subject to subsequent agreement.

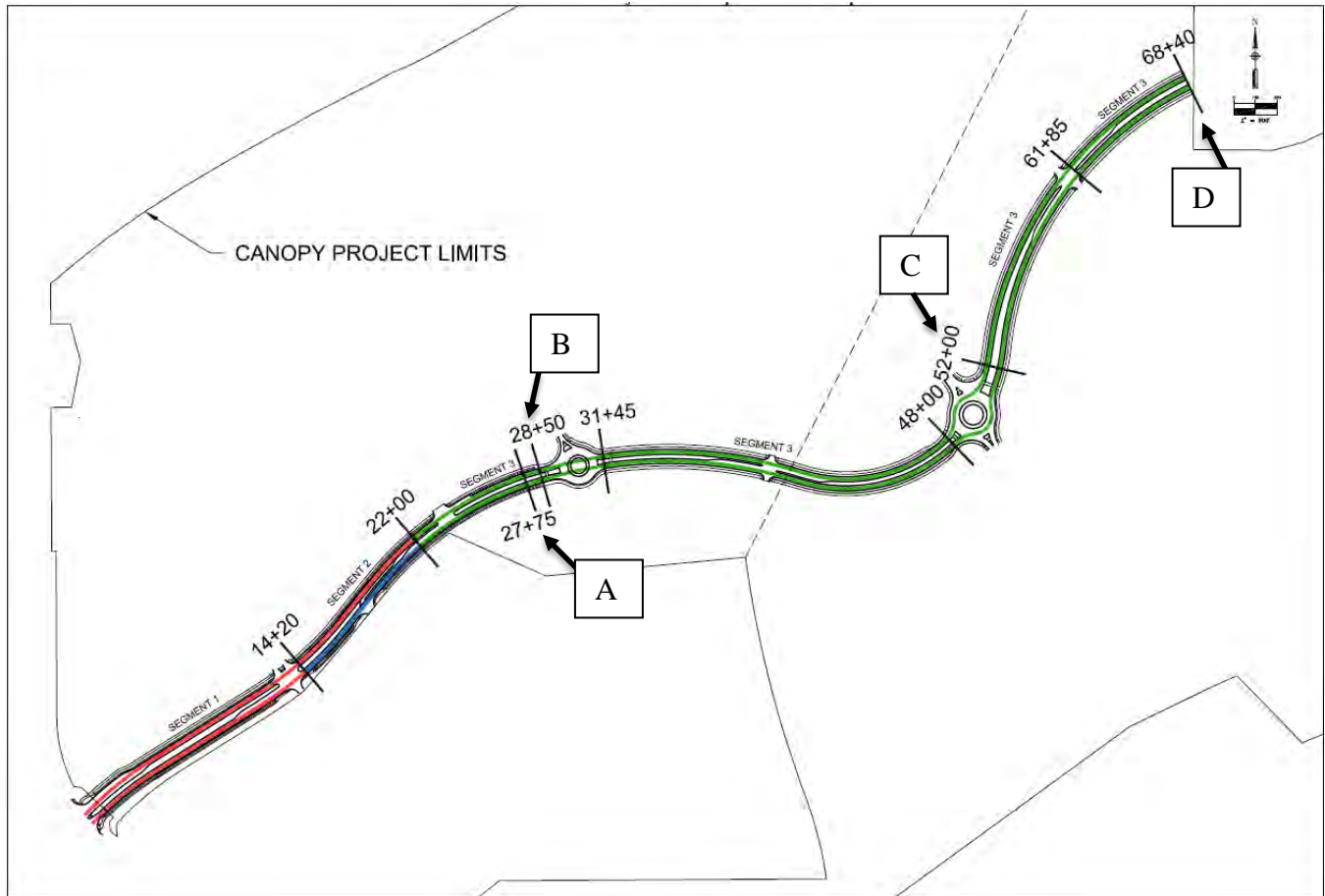
At the June 21, 2018 IA Board meeting, a funding strategy to provide for the design and construction of Welaunee Boulevard Segments 2 and 3, between Blueprint and the CDD was approved and the IA Board authorized staff to negotiate a funding agreement relative thereto for future IA Board consideration. This agenda item, and proposed Interlocal Agreement (Attachment #1), predominantly covers Segment 3. As also presented at the June 21, 2018 meeting, the CDD is responsible for design and Blueprint is responsible for construction of this Segment.

### **INTERLOCAL AGREEMENT:**

In accordance with IA Board direction on June 21, 2018, staff has negotiated an Interlocal Agreement with the City and the CDD. This Agreement provides for the CDD to design and construct portions of Segments 2 and 3 which have not already been constructed and at its own cost, with repayment to be made by the City in accord with the 2016 Development Agreement between the City and the Developers. Thereafter, Blueprint is to repay the City in an amount not to exceed \$5,813,124, phased in over three years, commencing in fiscal year 2020 consistent with the FY 2019-2023 Capital Improvement Program approved by the IA Board on September 20, 2018.

The proposed Interlocal Agreement permits the CDD to construct portions of Segments 2 and 3 of Welaunee Boulevard in three phases or parts as described in the following Figure 1.

Figure 1. Map of Welaunee Boulevard within the CDD, with Delineated Segments.



Welaunee Boulevard Segments 1 and 2 (except for a turn lane) and a portion of Segment 3, delineated above in Figure 1, to station coordinate 27+75 (“A”), have been designed and partially constructed by the Developer, Ox Bottom Holdings LLC, and thereafter accepted by the City of Tallahassee as completed. The proposed Interlocal Agreement (Attachment #1) relates solely to a single turn lane in Segment 2 and those parts of Segment 3 delineated as between station coordinates 27+75 (“A”) to 68+40 (“D”) (referenced hereafter as the “Project”). Therefore, the funding for the construction of Segment 2 is not included in this proposed Interlocal Agreement except for the single turn lane.

Importantly, as with any public works project, and consistent with the Dove Pond RSF funding agreement between Blueprint and the CDD that was approved on June 13, 2017 by the IA, the proposed Interlocal Agreement requires the CDD to utilize a public competitive bidding process to select the contractor for construction of the Project in accordance with Florida law.

The IA Board approved funding strategy for the Northeast Gateway project is consistent with allowing the CDD to construct the Project and to receive repayment from the City as outlined in Table 2. Blueprint will then reimburse the City for the construction after sales tax revenues have

been received per the repayment schedule as set forth in Table 3. This strategy provides for advance construction of the roadway and caps the **Blueprint’s** costs at \$5,813,124.

Table 2: City of Tallahassee to CDD: Repayment Schedule for Project Construction Cost.

Points A to B (75 feet)	Points B to C (2,350 feet)	Points C to D (1,640 feet)	Total (4,065 feet; .77 miles)
Amount not to exceed \$101,434	Amount not to exceed \$3,090,620	Amount not to exceed \$2,621,070	Amount not to exceed \$5,813,124

Table 3: Blueprint Intergovernmental Agency to City of Tallahassee: Repayment Schedule for Project Construction Cost.

FY 2020	FY 2021	FY 2022	Total
Amount not to exceed \$587,708	Amount not to exceed \$887,708	Amount not to exceed \$4,337,708	Amount not to exceed \$5,813,124

The above repayment amounts will fund the construction of the Project, including all sidewalks, bike lanes, trails, and roundabouts. The above repayment amounts do not include the cost of design or project administration, which will be funded by the CDD. If the proposed Interlocal Agreement is approved by the IA Board, the above amounts represent the maximum repayment amount for construction of the Project. Any cost overages will be borne by the CDD. Finally, repayment for the Project is conditioned on the approval of plans, final acceptance, and dedication of Welaunee Boulevard to the City of Tallahassee. No repayments will be made for the above Project before these conditions are met by the CDD and the City.

The proposed Interlocal Agreement presents the following key commitments:

- Caps Blueprint Intergovernmental Agency financial costs for this major infrastructure investment at \$5,813,124 while advancing construction before 2020 (this Project only).
- The CDD would fund the full cost of design and permitting the plans for the four-lane Welaunee Boulevard roadway, Segments 1-3, ensuring design continuity for the roadway and parallel multimodal facilities; and obtaining all necessary permits and approvals for the roadway.
- The **community’s** future transportation needs are best served by constructing a four-lane Welaunee Boulevard providing new access in northeastern Leon County to accommodate anticipated residential and commercial growth in this area of the community.
- Provides for the advanced construction of this transportation infrastructure, adding the significant community value of expediting construction of this new transportation facility.

To accomplish the above points, Blueprint requests the IA **Board’s** approval of the proposed Interlocal Agreement, between Blueprint, the City of Tallahassee, and the CDD formalizing the above details and responsibilities related to the design, construction, and funding of Welaunee Boulevard, limited to those portions of Segments 2 and 3 delineated in the proposed Interlocal Agreement.

**UPDATE ON THE PD&E STUDY AND DOVE POND REGIONAL STORMWATER FACILITY:**

The following section provides an update on the Welaunee Boulevard PD&E Study and the construction of the Dove Pond Regional Stormwater Facility.

**WELAUNEE BOULEVARD PD&E STUDY:**

In late May, the PD&E selection committee chose Kimley-Horn and Associates as the highest ranked, responsive firm under the **City's** procurement policy. This consultant has executed a contract with Blueprint and received authorization to begin work in October 2018. The PD&E Study is expected to be completed by early 2020. Final design and permitting is anticipated to be complete by mid-2022, with construction tentatively scheduled for 2022 through 2024. The Scope of Services provides for the PD&E Study and the option to include a final design phase. The design will be from the eastern terminus of Segment 3 (eastern boundary of the CDD) to Centerville Road and will require a Supplemental Agreement and written notice to proceed prior to commencement.

Project community outreach efforts have continued with the most recent meeting with Buckhead homeowner representatives on September 27, 2018. Discussion points included the potential for a future I-10 interchange, potential noise and traffic impacts of the roadway and an interchange, the proposed location for the I-10 overpass of Welaunee Boulevard, and the Welaunee Greenway.

**DOVE POND REGIONAL STORMWATER FACILITY:**

Upon approval from the IA Board on June 13, 2017, construction began on the Dove Pond RSF on November 15, 2017 with a contract time to complete of 276 calendar days. The total original contract amount was \$3,845,140, of which Blueprint is responsible for not greater than \$2,000,000. The current contract amount is \$4,157,710 (includes change orders). As of July 2018, Blueprint has expended the \$2,000,000 cap amount, and therefore, fulfilled its monetary commitment to the project. As of November 2018, the project was at 93% completion with 193% of contract time having been used (345 days of 276 contract days). A time extension of 14-days due to the effects of Hurricane Michael has been granted in addition to the 98-day extension previously granted to the project. The facility is anticipated to be completed in December 2018. Once completed, the Dove Pond RSF will also provide stormwater treatment for portions of Welaunee Boulevard, as well as other public infrastructure, as further described in the 2016 Development Agreement. Temporary storm water ponds have been constructed on site to collect and treat stormwater runoff until the Dove Pond RSF is fully operational.

**NEXT STEPS**

Winter 2018: Estimated completion date for the Dove Pond RSF.

Winter 2019/2020: Completion of the Northeast Gateway PD& E study. Presentation of final PD&E study report and conclusions for IA Board consideration and further direction, as may be required.

Spring 2020: Design services for the Northeast Gateway is anticipated to begin.



Winter 2020: Consistent with the funding strategy approved by the IA Board at the June 21, 2018 meeting, Blueprint will submit an application for a SIB Loan to finance the Blueprint portions of the Northeast Gateway project.

2020-2021: Application review, and if applicable, negotiations with FDOT regarding the terms and conditions of the SIB Loan. Blueprint will seek direction from the IA Board regarding the SIB Loan negotiations as may be necessary.

2021: Pending the success of the SIB Loan application, presentation to the IA Board of a project implementation strategy for Northeast Gateway.

## **OPTIONS:**

Option 1: Accept staff report on the Northeast Gateway Project.

Option 2: Approve the Interlocal Agreement to provide for the design and construction of Welaunee Boulevard, portions of Segments 2-3, and funding related thereto between the City of Tallahassee, Blueprint and the Canopy Community Development District (CDD).

Option 3: IA Board Direction.

## **RECOMMENDED ACTION:**

Option 1: Accept staff report on the Northeast Gateway Project.

Option 2: Approve the Interlocal Agreement to provide for the design and construction of Welaunee Boulevard, portions of Segments 2-3, and funding related thereto between the City of Tallahassee, Blueprint and the Canopy Community Development District (CDD).

### Attachment:

1. Draft Interlocal Agreement between the City of Tallahassee, Blueprint, and the Canopy Development District

## INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT (the “Interlocal Agreement”), dated as of \_\_\_\_\_, 2018, is entered into by and between the City of Tallahassee (“City”), a Florida municipal corporation, Leon County-City of Tallahassee Blueprint Intergovernmental Agency (“Agency”), an intergovernmental agency created pursuant to section 163.01(7), Florida Statutes, by and between City of Tallahassee and Leon County, and the Canopy Community Development District (“District”), a local unit of special-purpose government established pursuant to and governed by the provisions of Chapter 190, Florida Statutes, pursuant to the Florida Interlocal Cooperation Act of 1969, section 163.01, Florida Statutes (together, the City, the Agency and the District are hereinafter the “Parties”).

### **RECITALS:**

**WHEREAS**, on or about June 6, 2016, Ox Bottom Mortgage Holdings, LLC (“Ox Bottom”), Toe2, Inc. (“T2”) and the City entered into an Amended and Restated Development Agreement (“Development Agreement”), concerning the Canopy Planned Unit Development (the “Development”); and

**WHEREAS**, the Development Agreement addresses construction of Welaunee Boulevard Segments 1, 2 and 3, and various sidewalks and multipurpose trails within the Development; and

**WHEREAS**, the Development Agreement provides that Ox Bottom shall construct and pay for Welaunee Boulevard Segment 1; and

**WHEREAS**, the Development Agreement further provides that Ox Bottom, on its own or through the District, may opt to construct all or parts of Welaunee Boulevard Segments 2 and 3, and the accompanying sidewalks and multipurpose trails, sooner than scheduled to be constructed by the City, and the City will reimburse the actual construction costs subject to an agreement addressing the terms for reimbursement; and

**WHEREAS**, the Parties acknowledge that this Interlocal Agreement is limited to addressing the portions of Welaunee Blvd Segments 2 and 3 not yet constructed and that this Interlocal Agreement is not intended to address funding obligations for any other portion of Welaunee Boulevard nor shall it operate as a waiver or relinquishment of rights not expressly provided herein; and

**WHEREAS**, the District has agreed to construct part of Segment 3 of Welaunee Boulevard (station 27+75 to station 68+40), and the accompanying sidewalks and multipurpose trails, along with the turn lane portion of Segment 2, as described in the Development Agreement and as specifically set out in **Exhibit A**, General Project Description and Scope of Services (“the Project”) and more particularly set forth herein; and

**WHEREAS**, the Agency has included Welaunee Boulevard as part of the Blueprint 2020 Infrastructure Project 25, Northeast Gateway: Welaunee Critical Area Plan Regional Infrastructure Phase I; and

**WHEREAS**, the Agency has approved funding of the Project subject to the terms and conditions provided herein; and

**WHEREAS**, Ox Bottom and the District will bear the full cost of design plans for the four-lane Welaunee Boulevard roadway, Segments 1-3, ensuring design continuity for the roadway and parallel multimodal facilities; and

**WHEREAS** the Agency acknowledges the community's future transportation needs are best served by constructing a four-lane Welaunee Boulevard providing new access in northeastern Tallahassee-Leon County to accommodate anticipated residential and commercial growth in this geographic area; and

**WHEREAS**, this Interlocal Agreement has been presented to each of the Parties respective collegial bodies for approval and has been approved; and

**WHEREAS**, pursuant to Chapter 190, Florida Statutes, the District is presently authorized to construct, acquire, and maintain infrastructure improvements and services including, but not limited to the Project; and

**WHEREAS**, it is in the mutual interest of the Parties to establish intergovernmental relations that encourage, promote and improve the coordination, overall effectiveness and efficiency of governmental activities and services related to the Development; and

**WHEREAS**, Section 163.01, Florida Statutes, known as "Florida Interlocal Cooperation Act of 1969" (the "Cooperation Act"), permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

**WHEREAS**, the Parties find this Interlocal Agreement to be necessary, proper and convenient to the exercise of their powers, duties and purposes authorized by law; and

**WHEREAS**, the Parties desire to exercise their common powers and authority concerning the cost-effective financing of the acquisition and construction of the infrastructure, public improvements and community facilities set forth herein; the avoidance of inefficiencies caused by the unnecessary duplication of services and facilities; and the clarification of responsibilities, obligations, duties, powers, and liabilities of each of the governmental bodies.

**NOW, THEREFORE**, in consideration of the mutual understandings and covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

## **ARTICLE I INTRODUCTION**

**Section 1.01. Recitals.** The Recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Interlocal Agreement.

**Section 1.02. Authority.** This Interlocal Agreement is entered into pursuant to the authority set forth in the Cooperation Act, Chapters 189 and 190, Florida Statutes, and other applicable laws.

**Section 1.03. Authority to Contract.** The execution of this Interlocal Agreement has been duly authorized by the appropriate body or official(s) of each of the Parties, each party has complied with all applicable requirements of law, and each party has full power and authority to comply with the terms and provisions of this Interlocal Agreement.

## **ARTICLE II CONSTRUCTION AND FUNDING AGREEMENT**

**Section 2.01. District Exercises Option to Construct Roadways, Sidewalks and Multi-Use Trails.** Pursuant to Sections 6.E., 6.F. and 11.B., and Exhibits E-1 and E-2, of the Development Agreement, the District hereby agrees to undertake construction of the Project sooner than scheduled for construction by the City, subject to the terms and conditions of this Interlocal Agreement.

**Section 2.02. Notice of Commencement and Completion.** The District agrees to notify the Parties in writing upon the commencement of construction of the Project, as such construction commences, and also upon the final completion of the Project.

**Section 2.03. City Reimbursement of Costs to District.** The City will reimburse actual construction costs of the Project incurred by the District, subject to the terms and conditions contained herein.

The District may submit a pay request to the City upon the following:

(a) Completion of an entire phase of the Project with phasing as follows: B-3: Welaunee Blvd. 27+75 to 28+50; B-4: Welaunee Blvd. 28+50 to 52+00; B-5: Welaunee Blvd. 52+00 to 68+40;

(b) Acceptance of a completed phases or phases of the Project by the City, subject to compliance with all approved plans and specifications and permitting conditions, which acceptance will not be unreasonably withheld by the City;

(c) Dedication of the completed phase or phases of the Project to the City, which dedication shall not be unreasonably withheld by the City; and

(d) Submission and acceptance by the City of the documentation described in **Exhibit C**, Project Documentation.

Payment shall be due to the District within 90 days of submission of an authorized pay request. Notwithstanding the foregoing, no payment shall be due from the City to the District prior to October 1, 2019.

**Section 2.04. Agency Reimbursement to City.** The Agency shall pay to the City the actual construction costs of the Project incurred by the District and reimbursed by the City, subject to the terms and conditions contained herein. The payments by the Agency to the City shall be consistent with Exhibit D, Repayment Schedule.

**Section 2.05. Design, Construction and Maintenance.** The District shall complete the Project with all practical dispatch and in a sound, economical and efficient manner and in accordance with the provisions herein, and all applicable laws. The District shall ensure that the Project is designed and constructed in accordance with **Exhibit A**, General Project Description and Scope of Services, and with all applicable regulations, standards, and plans, including compliance with Blueprint Procurement Policy, Section 101.07.1., governing utilization of the Minority, Women and Small Business Enterprise (MWSBE) Program, and that construction is performed by a qualified contactor or contractors, and that all necessary permits from any governmental agency are obtained as required by law. The City and the Agency must approve all plans and specifications for the Project prior to commencement of any construction. The District shall maintain the Project, or portions thereof, until dedication and acceptance of the Project, or portions thereof, to the City.

**Section 2.06. Completion of Project.** The District shall complete construction of the Project, and all roadway constituting the Project shall be dedicated and accepted by the City, by or before December 31, 2022.

**Section 2.07. Final Plans and Certification.** Upon completion of the Project, the District will submit to the City and the Agency final as-built plans and an engineering certification that the construction of the Project was completed in accordance with those plans.

**Section 2.08. Dedication to City.** Upon completion of the Project, or any approved phase thereof, and approval by the City, which approval shall be in accordance with standard permitting review of roadway projects and shall not be unreasonably withheld, the Project or approved phase thereof, along with the associated right-of-way shall be dedicated to the City. No costs shall be reimbursed for any part or portion of the Project until such part or portion of the Project has been dedicated to the City.

**Section 2.09. Limitation on City and Agency Funding.** The City and Agency funding for the Project shall not exceed \$5,813,124.48. In no event shall the City or Agency be responsible to the District for any amount to exceed \$5,813,124.48, unless otherwise agreed

to in writing by all the Parties. Unless otherwise agreed to in writing by the Parties, the District shall fund any costs exceeding \$5,813,124.48 without any further or additional contribution or payment from the City or Agency. This amount is based upon the General Project Description and Scope of Services, **Exhibit A**, and the Project Costs Estimate set forth in **Exhibit B**. Project costs eligible for City and Agency participation as identified herein are subject to Budget and appropriation by the relevant governing bodies of the Parties, which appropriation is an obligation under this Interlocal Agreement.

**Section 2.10. Selection of Contractor.** The District shall be responsible for procuring its own construction contractor for performance of the work related to the Project. The District shall utilize a competitive bidding process to select the contractor to construct the Project to the extent required and in accordance with Florida Law. Prior to bidding, the construction plans and applicable permits shall be approved by the City. The District shall provide notice of the opportunity to bid to all Prequalified Roadway Contractors listed with the City of Tallahassee. Any such Prequalified Roadway Contractor shall be entitled to submit a bid for the work provided the contractor has a bonding capacity sufficient to provide the required performance bond for the Project.

**Section 2.11. Bonds; No Liens.** The District will require the posting of a Florida Statutes, Section 255.05 Payment and Performance Bond by the construction contractor for the Project. The District will ensure that no liens shall be placed on the Project.

**Section 2.12. Requisitions and Payments.** Requests for reimbursement for fees or other compensation for services or expenses incurred shall be submitted in sufficient detail for a proper pre-audit and post-audit thereof.

### ARTICLE III MISCELLANEOUS PROVISIONS

**Section 3.01. Expiration of Interlocal Agreement.** If the District fails to complete the Project in its entirety by December 31, 2022, except as otherwise provided herein, then this Interlocal Agreement will expire on such date unless prior to such expiration, an extension is requested and approved in writing by all Parties hereto. In the event of an expiration of this Interlocal Agreement, the City shall reimburse the District and the Agency shall reimburse the City, for the portions of the Project which have been completed in accordance with the obligations in this Interlocal Agreement and such reimbursement shall occur pursuant to the terms of this Interlocal Agreement. If the Project is not completed prior to December 31, 2022, and this Interlocal Agreement is not extended, the District agrees to fully cooperate with the City and Agency to transition all responsibilities related to the Project for purposes of assuring its completion in a timely and efficient manner.

**Section 3.02. Limitations on Governmental Liability.** Nothing in this Interlocal Agreement shall be deemed a waiver of immunity limits of liability of the City, the Agency or the District beyond any statutory limited waiver of immunity or limits of liability contained in §768.28, Florida Statutes, as amended, or other statute. Nothing in this Interlocal Agreement shall inure to the benefit of any third party for the purpose of allowing any claim,

which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

**Section 3.03. Negotiation at Arm's Length.** This Interlocal Agreement has been negotiated fully between the Parties as an arm's length transaction and with the assistance of legal counsel. The Parties participated fully in the preparation of this Interlocal Agreement. In the case of a dispute concerning the interpretation of any provision of this Interlocal Agreement, the Parties are deemed to have drafted, chosen, and selected the language, and the language in question will not be interpreted or construed against any party.

**Section 3.04. Notices.** Any notices required or allowed to be delivered shall be in writing and be deemed to be delivered when: (i) hand delivered to the official hereinafter designated, or (ii) upon receipt of such notice when deposited in the United States mail, postage prepaid, certified mail, return receipt requested, addressed to a party at the address set forth opposite the party's name below, or at such other address as the party shall have specified by written notice to the other party delivered in accordance herewith.

If to the City:	City Manager 300 S. Adams St. Tallahassee, Florida 32301
With Copy to:	City Attorney 300 S. Adams St., Box A-5 Tallahassee, Florida 32301
If to the Agency:	Blueprint Intergovernmental Agency 315 S. Calhoun St., Suite 450 Tallahassee FL 32303 Attn: Benjamin Harrison Pingree Director of PLACE
With Copy to:	Blueprint Legal Counsel 315 S. Calhoun St., Suite 450 Tallahassee, FL 32303 Attn: Patrick T. Kinni, Esq.
If to the District:	Canopy Community Development District 135 West Central Blvd, Suite 320 Orlando, FL 32801 Attn: District Manager
With Copy to:	Hopping Green & Sams, P.A. 119 S. Monroe Street, Suite 119 Tallahassee, Florida 32301 Attn: Jennifer L. Kilinski

**Section 3.05. Default.** Each of the Parties hereto shall give the other Parties written notice of any default hereunder and shall allow the defaulting party fifteen (15) days from the date of its receipt of such notice within which to cure any such defaults or, if it cannot be cured within the fifteen (15) days, to commence and thereafter diligently pursue to completion good faith efforts to effect such cure and to thereafter notify the other parties of the actual cure of any such defaults. If the District's non-performance of any obligation hereunder is directly due to an event of Force Majeure, the District shall not be deemed to be in default. The District shall be given an amount of time reasonably necessary to cure such non-performance, and the District shall act in good faith to cure such non-performance during such time.

**Section 3.06. Force Majeure.** Except for any payment obligation by either party, if any Party is unable to perform, or is delayed in its performance of any of its obligations under this Interlocal Agreement by reason of any event of Force Majeure, such inability or delay shall be excused at any time during which compliance therewith is prevented by such event and during such period thereafter as may be reasonably necessary for the Parties to correct the adverse effect of such event of Force Majeure.

An event of "Force Majeure" shall mean the following events or circumstances to the extent that they delay the Parties from performing any of its obligations (other than payment obligations) under this Interlocal Agreement: acts of God, natural disaster, accidents, fire or other casualty, earthquake, hurricane, tornadoes, named storms, flood, war, riot, intervention by civil or military authorities of government, insurrection, or other civil commotion, governmental action (except that, as to the Agency and City, governmental action shall exclude any governmental action or inaction with respect to the granting or withholding of any governmental approvals or permits needed for the development of the Project within the control of the City or the Agency), material shortages, industry wide strikes, boycotts, lockouts or labor disputes or any other similar or like event or occurrence beyond the reasonable control of a Party (or any Design Professional, Consultant, or Contractor, of any tier) hereto, that causes such Party to be delayed or hindered in, or prevented from, the performance of any covenant or obligation hereunder.

In order to be entitled to the benefit of this Section, a party claiming an event of Force Majeure shall be required to give prompt written notice to the other party specifying in detail the event of Force Majeure and shall further be required to diligently proceed to correct the adverse effect of any Force Majeure. The terms of this Section shall survive the termination of this Interlocal Agreement.

**Section 3.07. Indemnification, Performance and Payment Bond, and Insurance.** To the extent permitted by law and without waiving any limitations of liability including sovereign immunity afforded the District, the District shall indemnify and save harmless the Agency, the City, and their officials and employees (the "Indemnified Parties"), from all losses, damages, costs, expenses, liability, claims, actions, and judgments of any kind whatsoever brought or asserted against, or incurred by, the Indemnified Parties, including without limitation attorney's fees and costs of litigation, to the extent that the same arise out



of or are caused by any act or omission of the District or its contractor, or sub-contractors, or their employees or agents, arising from the construction of the Project or this Interlocal Agreement.

The District shall also cause the Agency and City to be named as additional insureds with coverage limits of not less than 5 million with respect to insurance coverage other than Worker's Compensation or Professional Liability, provided by the District's construction contractor and will provide the Agency and City with a copy of any certifications of coverage received by the District from its construction contractor. Additionally, the District will require its construction contractor to post a performance and payment bond for all work under the construction contract, including the Project, and will ensure that the Agency and City are named as a beneficiary or insured under such bond with respect to the Project. The bond shall be issued by a surety and in a form reasonably acceptable to both the District and the Agency and City.

**Section 3.08. Other Agreements.** The Parties acknowledge that this Interlocal Agreement is limited to addressing the portions of Welaunee Blvd Segments 2 and 3 not yet constructed and that this Interlocal Agreement is not intended to address funding obligations for any other portion of Welaunee Boulevard nor shall it operate as a waiver or relinquishment of rights not expressly provided herein. Nothing in this Agreement shall be construed as superseding, altering or amending the conditions and terms of any agreement between Ox Bottom, the Agency and/or the City, including but not limited to the Development Agreement, or any applicable development order, approval or regulation issued by the City.

**Section 3.09. Assignment or Transfer.** No Party may assign or transfer its rights or obligations under this Interlocal Agreement to another unit of local government, political subdivision or agency of the State of Florida without the prior written consent of the other parties. No Party may transfer its rights or obligations under this Interlocal Agreement to a private party or entity.

**Section 3.10. Binding Effect.** This Agreement shall be binding upon and shall inure to the benefit of the Parties, and their respective successors.

**Section 3.11. Amendment.** Any amendment to or waiver of the provisions of this Interlocal Agreement must be in writing and mutually agreed to by the Parties.

**Section 3.12. Filing.** After approval of this Interlocal Agreement by the respective governing bodies of the Parties and the execution thereof by the duly qualified and authorized officers of each of the Parties hereto, this Interlocal Agreement shall be filed with the Clerk of the Circuit Court of Leon County, Florida, in accordance with the requirements of Section 163.01(11) of the Cooperation Act.

**Section 3.13. Applicable Law and Venue; Waiver of Jury Trial.** This Interlocal Agreement and the provisions contained herein shall be governed by and construed in accordance with the laws of the State of Florida. In any action, in equity or law, with respect to the enforcement or interpretation of this Interlocal Agreement, venue shall be in Leon County,

Florida. The Parties waive the right to trial by jury in any dispute or litigation arising from, concerning or relating to this Interlocal Agreement.

**Section 3.14. Severability.** If any part of this Interlocal Agreement is held by a court of competent jurisdiction to be invalid, illegal or unenforceable, such invalid, illegal or unenforceable part shall be deemed severable and the remaining parts of this Interlocal Agreement shall continue in full force and effect provided that the rights and obligations of the parties are not materially prejudiced, and the intentions of the Parties can continue to be effected.

**Section 3.15. Construction.** This Interlocal Agreement is the result of the negotiations among and between the Parties such that all Parties have contributed materially and substantially to its preparation and shall not be construed more strictly against one Party than the other.

**Section 3.16. No Waiver.** The failure of any Party to require performance of any duty or condition under this Interlocal Agreement shall not affect the Party's right to require performance at any time thereafter, nor shall the waiver of any condition, breach or default under this Interlocal Agreement constitute a waiver of any subsequent failure of such condition, breach or default.

**Section 3.17. Entire Agreement.** This instrument and its exhibits constitute the entire agreement between the Parties and supersede all previous discussions, understandings and agreements between the Parties relating to the subject matter of this Interlocal Agreement.

**Section 3.18. Public Records.** The Parties understand and acknowledge that Chapter 119, F.S., may be applicable to documents prepared in connection with this Interlocal Agreement and the Project, and each Party agrees to cooperate with any public record requests made thereunder.

**Section 3.19. Effective Date.** This Interlocal Agreement shall become effective upon the date of execution by the authorized representatives of the Parties and in accordance with the requirements of the Cooperation Act.

**Section 3.20 Incorporation of Exhibits.**

Exhibit A, General Project Description and Scope of Services; Exhibit B, Project Costs Estimate; Exhibit C, Project Documentation; and Exhibit D, Repayment Schedule, are each attached hereto and shall be deemed incorporated herein and made part of this Interlocal Agreement.

**Section 3.21 Precedence Order.**

Provisions in the following documents shall be considered to take precedence and prevail over one another, when said provisions are in conflict, in the following order:

1. Interlocal Agreement.
2. Exhibit A, General Project Description and Scope of Services.
3. Exhibit B, Project Costs Estimate.
4. Exhibit C, Project Documentation.
5. Exhibit D, Repayment Schedule.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**IN WITNESS WHEREOF**, the Parties hereto, by and through the undersigned, have entered into this Interlocal Agreement on the date and year first above written.

CITY OF TALLAHASSEE

\_\_\_\_\_  
By: John E. Dailey  
Its: Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
James O. Cooke IV, City Treasurer-Clerk

\_\_\_\_\_  
Cassandra K. Jackson, City Attorney

STATE OF FLORIDA  
COUNTY OF LEON

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgements, personally appeared John E. Dailey as Mayor of the City of Tallahassee, who is personally known to me to be the person described herein and who executed the foregoing, and acknowledged the execution thereof to be his free act and deed, for the purposes therein mentioned.

WITNESS my hand and official seal in the County and State last aforesaid this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
NOTARY PUBLIC  
(Seal)

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

**CANOPY COMMUNITY DEVELOPMENT  
DISTRICT**

By: \_\_\_\_\_

Name: Tom Asbury

Title: Chairman

ATTEST:

\_\_\_\_\_  
Name: \_\_\_\_\_

Title: Vice Chairman

STATE OF FLORIDA }  
COUNTY OF LEON }

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2018, by Tom Asbury and \_\_\_\_\_, as the Chairman of the Board of Supervisors and Vice Chairman of the Board of Supervisors for the Canopy Community Development District, and who have acknowledged that they executed the same on behalf of the Canopy Community Development District and that each was authorized to do so. Each is personally known to me.

In witness whereof, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public, State of Florida

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

LEON COUNTY-CITY OF TALLAHASSEE  
BLUEPRINT INTERGOVERNMENTAL  
AGENCY

By: \_\_\_\_\_  
Curtis Richardson

Its: Chairman

Date: \_\_\_\_\_

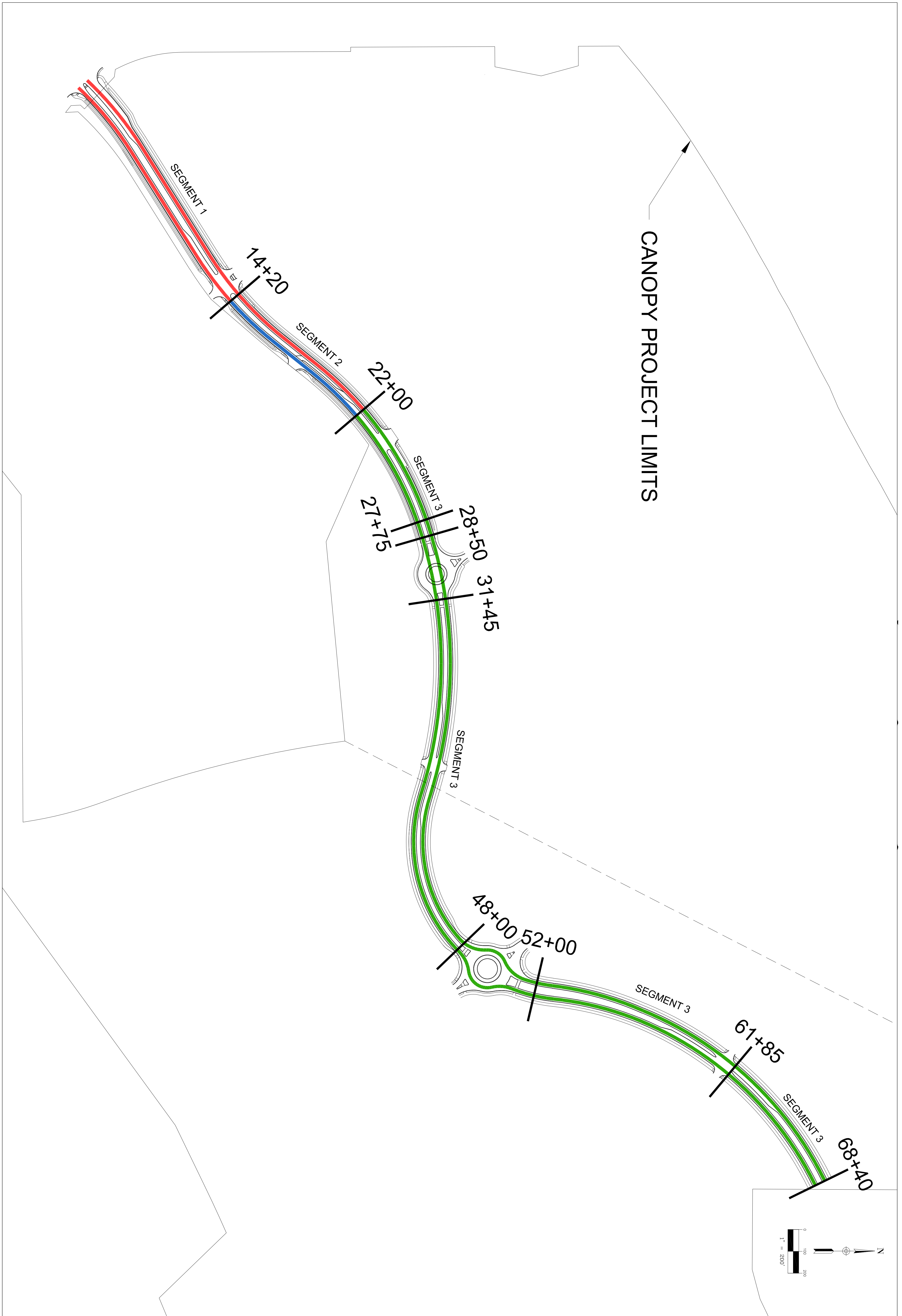
APPROVED AS TO FORM:  
Blueprint Intergovernmental Agency

By: \_\_\_\_\_  
Patrick T. Kinni, Esq.

ATTEST:

By: \_\_\_\_\_  
James O. Cooke, IV  
City Treasurer Clerk

Exhibit A - General Project Description and Scope of Services



JOB NO. 2016005.00  
 DRAWN SS  
 DESIGNED SS  
 CHECKED AW  
 QC TJ  
**SHEET 01**



ENGINEERING AND CONSTRUCTION SERVICES  
 1590 VILLAGE SQUARE BLVD.  
 TALLAHASSEE FLORIDA 32309  
 PHONE (850) 668-5211 \* FAX (850) 668-5106  
 CERTIFICATE OF AUTHORIZATION NO.: 3498  
 LICENSED BUSINESS NO.: 7560

PROJECT  
**WELAUNEE BLVD**

SHEET  
**WELAUNEE BLVD.  
 EXHIBIT**

ORIGINAL AUGUST 8, 2016  
 REVISIONS:  
 1 - \_\_\_\_\_  
 2 - \_\_\_\_\_  
 3 - \_\_\_\_\_  
 4 - \_\_\_\_\_  
 5 - \_\_\_\_\_

SEAL

### **Project Scope of Services**

The Project scope shall consist of the complete design and construction of Welaunee Boulevard as a four-lane divided roadway with a landscaped median from Station 27+75 to Station 68+40, as depicted on the map additionally attached to this as Exhibit A. The construction within Segment 3, as delineated on the attached map, shall consist of the complete installation of a 4-lane roadway with all applicable intersections, ingress and egress to adjacent properties, etc., as defined below and shall seamlessly connect to Segment 2 of the Project. Additionally, within the Segment 2 portion of the roadway, a left turn lane shall be constructed for entrance into Holy Comforter, as delineated in the design plan for that segment of the Project as approved by the City.

The roadway shall include at a minimum, all components of the approved roadway typical sections (attached) as well as all utility construction per the current edition of the City of Tallahassee's Technical Standards for Water and Sewer Construction. Utilities shall include, but not be limited to, potable water mains with all ancillary appurtenances, sanitary sewer mains with all ancillary appurtenances, storm sewer pipes with all associated inlets and structures to form a closed drainage system, reclaim water mains and irrigation mains, laterals, sprinkler systems and irrigation control systems within the medians and along the landscaped areas on both shoulders of the proposed roadway. The roadway shall also contain at a minimum, enhanced street lighting along both sides of the roadway (to match existing), and all appropriate traffic control devices.

The Welaunee Boulevard right of way from Station 27+75 to Station 68+40 shall consist of all items shown on the typical sections approved by the City. Landscaping along the roadway perimeters and within the median shall be coordinated with, and approved by, the City of Tallahassee Beautification and Solid Waste Department. All areas outside of the roadway, paths and sidewalks shall be sodded with Centipede sod unless otherwise specified by the City of Tallahassee Beautification and Solid Waste Department.

### **Design and Construction Requirements**

#### *1) Design*

This design shall consist of a four (4) lane divided roadway with curb and gutter and closed drainage and shall be approved by the City of Tallahassee Public Underground Utilities and Infrastructure Department prior to construction. The design speed shall be as set forth in the cross sections included herein and consistent with the PUD. A roundabout justification study will be performed at each proposed intersection to determine the most suitable intersection treatment. This study shall be submitted to the City of Tallahassee's Traffic Engineering Division for review and approval.

The CDD shall provide, at a minimum, engineering design, all necessary permits, third party and utility coordination and design project management services to produce construction plans and specifications for the roadway corridor. The CDD is responsible for obtaining all permits and agreements from agencies with jurisdiction on the corridor. Further, the CDD is to provide geotechnical investigations, environmental investigations, and environmental compliance monitoring consistent with regulatory agency permit requirements.



## 2) *Construction*

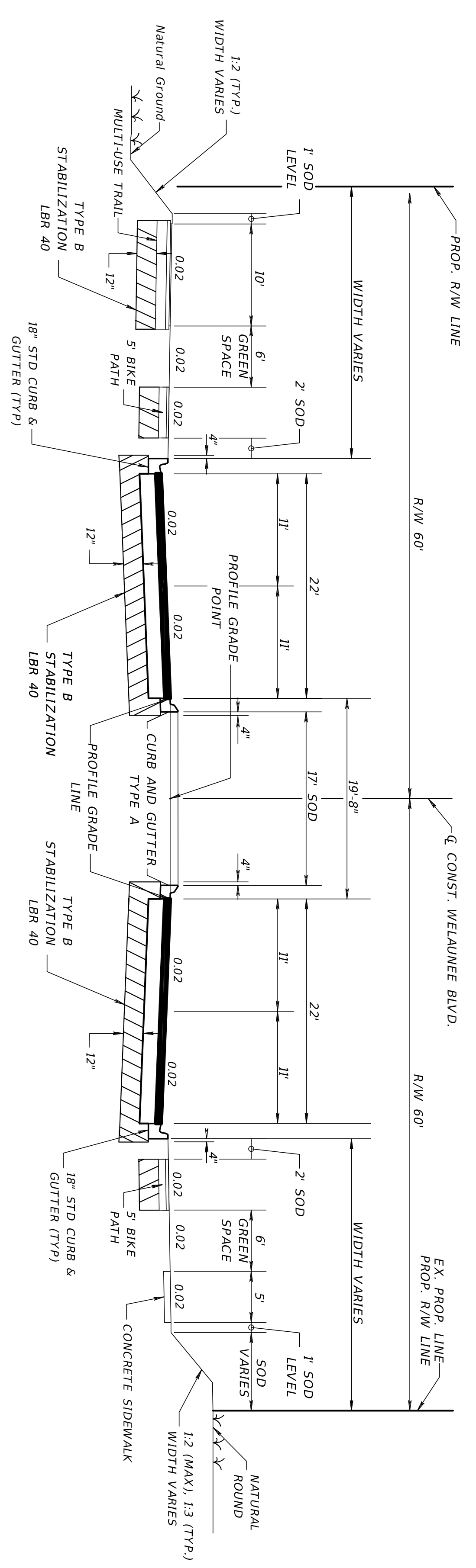
The scope of the construction phase of the Project shall include, but not be limited to the complete installation of all elements listed within the project scope of services and any ancillary items necessitated by standard practices for roadway, utility and landscaping construction. The CDD shall comply with public bidding legal requirements and those specifically provided for in the Interlocal Agreement.

## 3) *Schedule*

The CDD shall provide, for approval, a detailed design schedule to Blueprint and to the City within ten (10) business days of the execution of the Interlocal Agreement. The District shall maintain this schedule and provide updates to the City and to Blueprint on a monthly basis. Stations 27 + 75 to 52 + 00 will be built prior to 52 + 00 to 68 + 40.

The District shall provide for approval, a detailed construction schedule to Blueprint prior to the initiation of construction activities for Segments 2 and 3 that are part of the Interlocal Agreement. Clear benchmarks are to be established by the District through coordination with Blueprint staff to assist in tracking construction progress. A zero float schedule will not be accepted. These benchmarks shall be included in the construction schedule and updated monthly at a minimum.

Upon acceptance of each schedule by the City of Tallahassee and by the Blueprint Intergovernmental Agency, the schedules will become a part of this agreement.



**WELAUNEE BLVD.**  
**STA. 27+75 TO STA. 28+50**  
DESIGN SPEED: 40 MPH  
POSTED SPEED: 35 MPH

**NEW CONSTRUCTION - WELAUNEE BLVD.**  
OPTIONAL BASE GROUP 6 (8") WITH  
TYPE SP STRUCTURAL COURSE (TRAFFIC C) (2.5") (PG 76-22)  
FRICTION COURSE - SP 9.5 (1.5") (PG 76-22 PMA)  
TYPE B STABILIZATION (12")

**MULTI-USE TRAIL**  
OPTIONAL BASE GROUP 1 (4") WITH  
TYPE SP-9.5 (FINE MIX) (1.5") (PG 67-22)  
AND TYPE B STABILIZATION (12")

**5' ASPHALT BIKE PATH**  
OPTIONAL BASE GROUP 1 (4") WITH  
TYPE SP-9.5 (FINE MIX) (1.5") (PG 67-22)  
AND TYPE B STABILIZATION (12")

**NOTES:**

1. USE STATIC COMPACTION ONLY FOR ASPHALT.
2. ANY SLOPE STEEPER THAN 3:1 SHALL BE LAPPED STAKED SOD.
3. SIDEWALKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH F.D.O.T. STANDARD INDEX 310.
4. THE FIRST ASPHALT LAYER SHALL BE 2.5" TYPE SP 12.5 ASPHALTIC CONCRETE AND BE PLACED IMMEDIATELY AFTER COMPLETION OF THE BASE COURSE. THE FINAL ASPHALT LAYER SHALL BE 1.5" OF TYPE FC 9.5 ASPHALTIC CONCRETE AND BE PLACED AT THE COMPLETION OF THE PROJECT AFTER ALL CONSTRUCTION HAS BEEN COMPLETED, INCLUDING UNDERGROUND UTILITY INSTALLATIONS.

JOB NO. 2016005.00  
DRAWN \_\_\_\_\_  
DESIGNED \_\_\_\_\_  
CHECKED \_\_\_\_\_  
OC \_\_\_\_\_  
**SHEET 04**



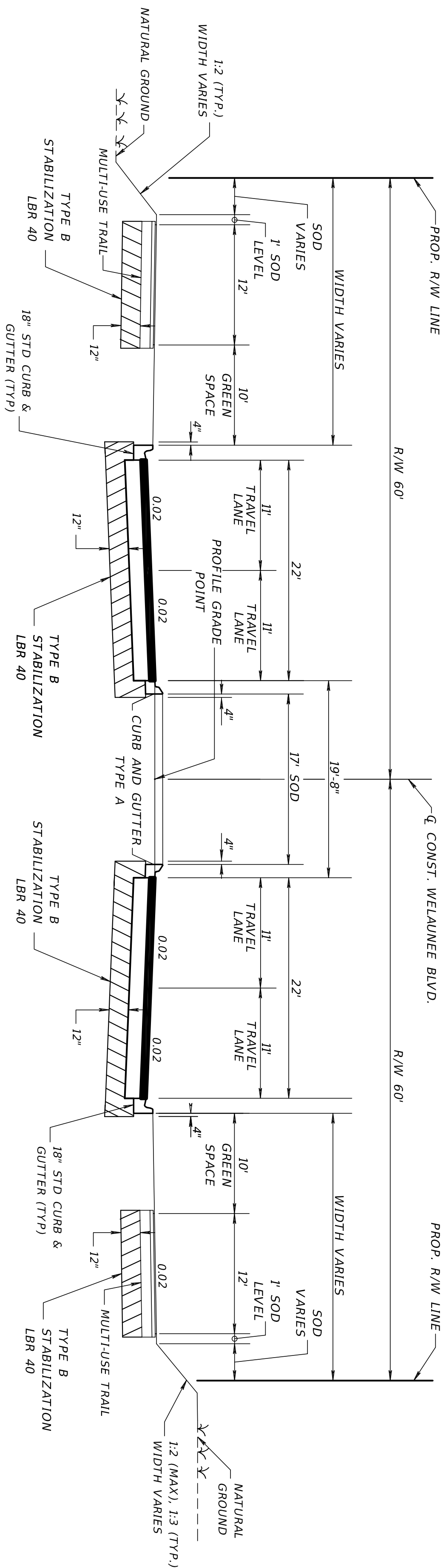
ENGINEERING AND CONSTRUCTION SERVICES  
1590 VILLAGE SQUARE BLVD.  
TALLAHASSEE FLORIDA 32309  
PHONE (850) 668-5211 • FAX (850) 668-5106  
CERTIFICATE OF AUTHORIZATION NO.: 3498  
LICENSED BUSINESS NO.: 7560

PROJECT  
**WELAUNEE BLVD. SEG. 2  
DEMPSEY MAYO RD. SEG. 1**

SHEET  
**TYPICAL SECTIONS  
(1\_WELAUNEE)**

ORIGINAL	MONTH	DAY,	YEAR
1	-	-	-
2	-	-	-
3	-	-	-
4	-	-	-
5	-	-	-

SEAL



**WELAUNEE BLVD.**  
**STA. 28+50 TO STA. 52+00**  
**DESIGN SPEED: 40 MPH**  
**POSTED SPEED: 35 MPH**

**NEW CONSTRUCTION - WELAUNEE BLVD.**  
 OPTIONAL BASE GROUP 6 (8") WITH  
 TYPE SP STRUCTURAL COURSE (TRAFFIC C) (2.5") (PG 76-22)  
 FRICTION COURSE - FC 9.5 (1.5") (PG 76-22)  
 TYPE B STABILIZATION (12")

**MULTI-USE TRAIL**  
 OPTIONAL BASE GROUP 1 (4") WITH  
 TYPE SP-9.5 (FINE MIX) (1.5") (PG 76-22)  
 AND TYPE B STABILIZATION (12")

**NOTES:**

1. USE STATIC COMPACTION ONLY FOR ASPHALT.
2. ANY SLOPE STEEPER THAN 3:1 SHALL BE LAPED STAKED SOD.
3. SIDEWALKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH F.D.O.T. STANDARD INDEX 310.
4. THE FIRST ASPHALT LAYER SHALL BE 12.5" TYPE SP 12.5 ASPHALTIC CONCRETE AND BE PLACED IMMEDIATELY AFTER COMPLETION OF THE BASE COURSE. THE FINAL ASPHALT LAYER SHALL BE 0.75" OF TYPE SP 9.5 ASPHALTIC CONCRETE AND BE PLACED AT THE COMPLETION OF THE PROJECT AFTER ALL CONSTRUCTION HAS BEEN COMPLETED, INCLUDING UNDERGROUND UTILITY INSTALLATIONS.

SEAL

ORIGINAL	MONTH	DAY	YEAR
1	-	-	-
2	-	-	-
3	-	-	-
4	-	-	-
5	-	-	-

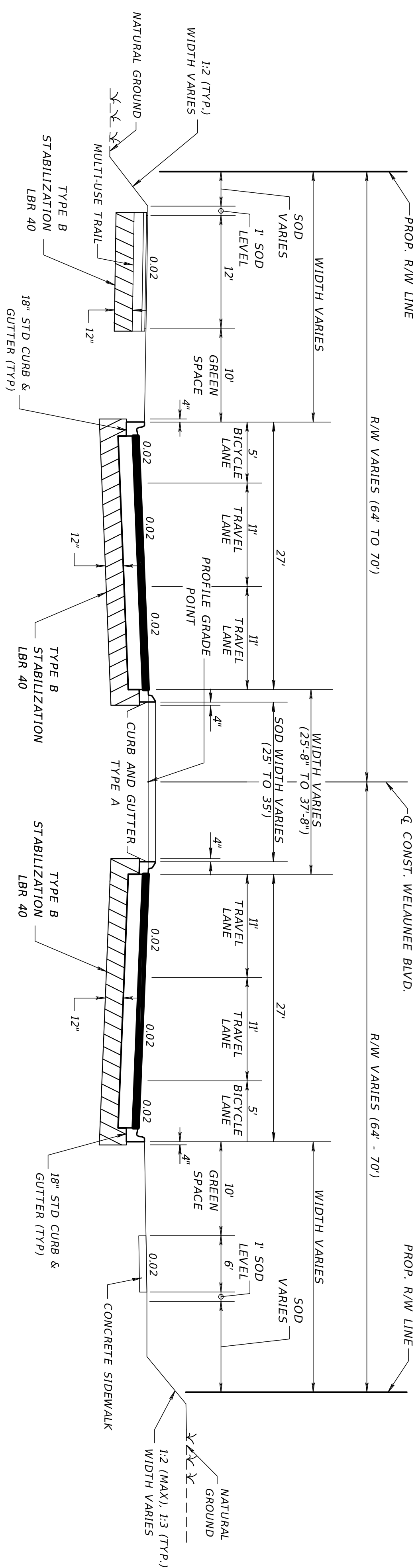
SHEET  
**TYPICAL SECTIONS**  
**(1\_WELAUNEE)**

PROJECT  
**WELAUNEE BLVD. SEG. 2**  
**DEMPSEY MAYO RD. SEG. 1**



ENGINEERING AND CONSTRUCTION SERVICES  
 1590 VILLAGE SQUARE BLVD.  
 TALLAHASSEE FLORIDA 32309  
 PHONE (850) 668-5211 • FAX (850) 668-5106  
 CERTIFICATE OF AUTHORIZATION NO.: 3498  
 LICENSED BUSINESS NO.: 7660

JOB NO. 2016005.00  
 DRAWN \_\_\_\_\_  
 DESIGNED \_\_\_\_\_  
 CHECKED \_\_\_\_\_  
 OC \_\_\_\_\_  
**SHEET 05**



**WELAUNEE BLVD.**  
**STA. 52+00 TO STA. 61+85**  
**DESIGN SPEED: 40 MPH**  
**POSTED SPEED: 35 MPH**  
**STA. 61+85 TO STA. 68+40**  
**DESIGN SPEED: 50 MPH**  
**POSTED SPEED: 40 MPH**

**NEW CONSTRUCTION - WELAUNEE BLVD.**  
 OPTIONAL BASE GROUP 6 (8") WITH  
 TYPE SP STRUCTURAL COURSE (TRAFFIC C) (2.5") (PG 76-22)  
 FRICTION COURSE - FC 9.5 (1.5") (PG 76-22)  
 TYPE B STABILIZATION (12")

**MULTI-USE TRAIL**  
 OPTIONAL BASE GROUP 1 (4") WITH  
 TYPE SP-9.5 (FINE MIX) (1.5") (PG 76-22)  
 AND TYPE B STABILIZATION (12")

**NOTES:**

1. USE STATIC COMPACTION ONLY FOR ASPHALT.
2. ANY SLOPE STEEPER THAN 3:1 SHALL BE LAPPED STAKED SOD.
3. SIDEWALKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH F.D.O.T. STANDARD INDEX 310.
4. THE FIRST ASPHALT LAYER SHALL BE 12.5" TYPE SP 12.5 ASPHALTIC CONCRETE AND BE PLACED IMMEDIATELY AFTER COMPLETION OF THE BASE COURSE. THE FINAL ASPHALT LAYER SHALL BE 0.75" OF TYPE SP 9.5 ASPHALTIC CONCRETE AND BE PLACED AT THE COMPLETION OF THE PROJECT AFTER ALL CONSTRUCTION HAS BEEN COMPLETED, INCLUDING UNDERGROUND UTILITY INSTALLATIONS.

JOB NO. 2016005.00  
 DRAWN \_\_\_\_\_  
 DESIGNED \_\_\_\_\_  
 CHECKED \_\_\_\_\_  
 OC \_\_\_\_\_  
**SHEET 06**



ENGINEERING AND CONSTRUCTION SERVICES  
 1590 VILLAGE SQUARE BLVD.  
 TALLAHASSEE, FLORIDA 32309  
 PHONE (850) 668-5211 • FAX (850) 668-5106  
 CERTIFICATE OF AUTHORIZATION NO.: 3498  
 LICENSED BUSINESS NO.: 7560

PROJECT  
**WELAUNEE BLVD. SEG. 2**  
**DEMPSEY MAYO RD. SEG. 1**

SHEET  
**TYPICAL SECTIONS**  
**(1\_WELAUNEE)**

ORIGINAL	MONTH	DAY	YEAR
REVISIONS:	1	-	-
	2	-	-
	3	-	-
	4	-	-
	5	-	-

SEAL

# Exhibit B - Project Costs Estimate

<b>Segment</b>	<b>Estimate</b>
27+75 to 28+50	\$ 101,434.25
28+50 to 52+00	\$ 3,090,620.65
52+00 to 68+40	\$ 2,621,069.58
<b>Total:</b>	<b>\$ 5,813,124.48</b>

COST ESTIMATE FOR WELAUNEE BLVD - 27+75 to 28+50				
DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	Total Amount
Mobilization	1	LS	\$ 5,000.00	\$ 5,000.00
Maintenance of Traffic	1	LS	\$ 500.00	\$ 500.00
Erosion Control	1	LS	\$ 850.00	\$ 850.00
Clear & Grub	0.3	AC	\$ 5,500.00	\$ 1,420.45
Regular Excavation	1,799	CY	\$ 8.00	\$ 14,392.00
Embankment	142	CY	\$ 9.00	\$ 1,278.00
Finish Soil Layer	895	SY	\$ 3.00	\$ 2,685.00
Geogrid (Soils Reinforcement)	433	SY	\$ 12.50	\$ 5,416.67
8" Roadbase	367	SY	\$ 16.00	\$ 5,866.67
4" Type SP Asphalt	367	SY	\$ 30.00	\$ 11,000.00
Multi-use trail (10' asphalt)	83	SY	\$ 25.00	\$ 2,083.33
Bike Lane (5' asphalt each side)	83	SY	\$ 25.00	\$ 2,083.33
Concrete Sidewalk (5')	42	SY	\$ 45.00	\$ 1,875.00
Curb & gutter	300	LF	\$ 18.00	\$ 5,400.00
Storm System	1	LS	\$ 14,175.00	\$ 14,175.00
Sod	625	SY	\$ 3.50	\$ 2,187.50
Landscaping & Irrigation	1	LS	\$ 10,000.00	\$ 10,000.00
Testing (Road, Storm, Fill & Utilities)	1	LS	\$ 1,500.00	\$ 1,500.00
Layout	1	LS	\$ 1,500.00	\$ 1,500.00
Asbuilts	1	LS	\$ 1,200.00	\$ 1,200.00
Signage & Striping	1	LS	\$ 1,800.00	\$ 1,800.00
Contingency (10%)	1	LS	\$ 9,221.30	\$ 9,221.30
<b>TOTAL</b>				<b>\$ 101,434.25</b>

<b>COST ESTIMATE FOR WELAUNEE BLVD - 28+50 to 52+00</b>				
<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>Total Amount</b>
Mobilization	1	LS	\$ 100,000.00	\$ 100,000.00
Maintenance of Traffic	1	LS	\$ 500.00	\$ 500.00
Erosion Control	1	LS	\$ 28,200.00	\$ 28,200.00
Clear & Grub	8.1	AC	\$ 5,500.00	\$ 44,507.58
Earthwork	1	LS	\$ 452,960.00	\$ 452,960.00
Finish Soil Layer	14,190	SY	\$ 3.00	\$ 42,569.70
Geogrid (Soils Reinforcement)	14,184	SY	\$ 12.50	\$ 177,305.56
8" Roadbase	12,002	SY	\$ 16.00	\$ 192,035.56
4" Type SP Asphalt	12,002	SY	\$ 30.00	\$ 360,066.67
Multi-use trail (12' asphalt)	6,547	SY	\$ 25.00	\$ 163,666.67
Curb & gutter	9,820	LF	\$ 18.00	\$ 176,760.00
Storm System	1	LS	\$ 624,297.25	\$ 624,297.25
Sod	20,731	SY	\$ 3.50	\$ 72,558.89
Landscaping & Irrigation	1	LS	\$ 190,000.00	\$ 190,000.00
Testing (Road, Storm, Fill & Utilities)	1	LS	\$ 47,500.00	\$ 47,500.00
Layout	1	LS	\$ 47,500.00	\$ 47,500.00
Asbuilts	1	LS	\$ 23,750.00	\$ 23,750.00
Signage & Striping	1	LS	\$ 42,750.00	\$ 42,750.00
HCES Left turn Lane Addition	333	SY	\$ 75.00	\$ 25,000.00
Contingency (10%)	1	LS	\$ 278,692.79	\$ 278,692.79
<b>TOTAL</b>				<b>\$ 3,090,620.65</b>

Above estimate reflects approximatley 105 LF additional roadway LF based on roundabout length.

<b>COST ESTIMATE FOR WELAUNEE BLVD - 52+00 to 68+40</b>				
<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>Total Amount</b>
Mobilization	1	LS	\$ 132,000.00	\$ 132,000.00
Maintenance of Traffic	1	LS	\$ 500.00	\$ 500.00
Erosion Control	1	LS	\$ 25,200.00	\$ 25,200.00
Clear & Grub	6.6	AC	\$ 5,500.00	\$ 36,237.37
Earthwork	1	LS	\$ 435,600.00	\$ 435,600.00
Finish Soil Layer	9,479	SY	\$ 3.00	\$ 28,437.60
Geogrid (Soils Reinforcement)	10,387	SY	\$ 12.50	\$ 129,833.33
8" Roadbase	9,658	SY	\$ 16.00	\$ 154,524.44
4" Type SP Asphalt	9,658	SY	\$ 30.00	\$ 289,733.33
Multi-use trail (12' asphalt)	2,187	SY	\$ 25.00	\$ 54,666.67
Concrete Sidewalk (6')	1,093	SY	\$ 45.00	\$ 49,200.00
Curb & gutter	6,560	LF	\$ 18.00	\$ 118,080.00
Storm System	1	LS	\$ 498,000.00	\$ 498,000.00
Sod	18,222	SY	\$ 3.50	\$ 63,777.78
Landscaping & Irrigation	1	LS	\$ 200,000.00	\$ 200,000.00
Testing (Road, Storm, Fill & Utilities)	1	LS	\$ 50,000.00	\$ 50,000.00
Layout	1	LS	\$ 50,000.00	\$ 50,000.00
Asbuilts	1	LS	\$ 25,000.00	\$ 25,000.00
Signage & Striping	1	LS	\$ 42,000.00	\$ 42,000.00
Contingency (10%)	1	LS	\$ 238,279.05	\$ 238,279.05
<b>TOTAL</b>				<b>\$ 2,621,069.58</b>



## Exhibit C

### Welaunee Boulevard - Items City/Blueprint needs before proceeding with CDD Payment

- Final Construction Plans, Specifications and Permits
- City Acceptance of Final Construction Plans and Specifications
- Contractor Name
- DBE/MBE Participation
- Original Contracted Cost/Final Contracted Cost
- Date Contract Began/Date Contract Time End
- Original Contract Days
- Final Contract Days
- Time Overruns/Underruns
- Quantity Overruns/Underruns
- Final Invoice
  - Must show Final Construction Project Cost and Final Plan Quantities
  - Supporting Documentation must attest that all DBEs and Subs have been paid
- Construction Completion - Final Inspection and Acceptance Date by City
- Permit(s) Close-Out
- As-Built Plans
- City Acceptance of As-Built Plans
- Materials Certification
- Contractor Warranties
- Right-of-way donation and transfer to the City
- City Acceptance of maintenance responsibilities

**EXHIBIT D, REPAYMENT SCHEDULE**

**I. City to District Welaunee Boulevard Construction Cost Repayment Schedule.**

Any repayment by the City to the District is specifically contingent upon compliance with all material terms of the Interlocal Agreement, and shall be made per completed part of the Project as set forth in Table 1, below:

**Table 1.**

<b>Exhibit B-3</b>	<b>Exhibit B-4</b>	<b>Exhibit B-5</b>	<b>Total</b>
Welaunee Blvd. 27 + 75 to 28 + 50	Welaunee Blvd. 28 + 50 to 52 + 00 & Holy Comforter turn lane	Welaunee Blvd. 52 + 00 to 68 + 40	
Amount not to exceed \$101,434.25	Amount not to exceed \$3,090,620.65	Amount not to exceed \$2,621,069.58	Amount not to exceed \$5,813,124.48

**II. Agency to City Welaunee Boulevard Construction Costs Repayment Schedule.**

Any repayment by the Agency to the City is specifically contingent upon compliance with all material terms of the Interlocal Agreement, and shall be made as set forth in Table 2, below:

**Table 2.**

<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>Total</b>
Amount not to exceed \$587,708	Amount not to exceed \$887,708	Amount not to exceed \$4,337,708	Amount not to exceed \$5,813,124