

# Sales Tax Committee Agenda

## March 14, 2013

4:00 p.m.

Leon County LeRoy Collins Main Library

First Floor Program Room

200 West Park Avenue

Item #	Agenda Topic
1.	Citizens to be Heard
2.	Approval of Summary Minutes for the January 10, 2013 Meeting of the Sales Tax Committee and the February 1, 2013 Retreat
3.	Update on the Progress of Imagine Tallahassee
4.	Presentations from the Community: <ul style="list-style-type: none"><li>• Goodwood Plantation</li><li>• Tallahassee Downtown Improvement Authority</li><li>• Florida State University</li><li>• Florida A&amp;M University</li></ul>
5.	Presentation from the Florida Center for Performing Arts and Education
6.	A) Review of Infrastructure Project Themes and Action Statements Identified at the February 1, 2013 Sales Tax Committee Retreat  B) Review of the Decision Making Process Approved at the February 1, 2013 Sales Tax Committee Retreat

### Next Meeting Date:

When: *Thursday, March 28, 2013*

Where: First Floor Program Room, Leon County LeRoy Collins Main Library

Time: 4:00 p.m.

Main Discussion Topic: *Infrastructure Project List Discussion*

**From:** "C E Baynes" <curtis@cebaynes.com>  
**To:** <SalesTaxInfo@leoncountyfl.gov>  
**Date:** 3/9/2013 1:28 AM  
**Subject:** Cut-off date, culling projects, committee participation in EDC

Thank you for your efforts on behalf of the citizens of Leon County. Over the past year or so, you have patiently listened to lot of people propose a lot of ideas for the future of Tallahassee and Leon County. There should be little doubt that we need a lot of infrastructure in this county and need to expand our economic base. But in expanding our economic base we should not be ignoring basic infrastructure necessary to support it, such as water quality and transportation, sewer and roads, and other needs that will only be met with something like an infrastructure sales tax. After your meeting of February 1, I could not help but wonder if the Economic Development Council had hijacked the Sales Tax Committee. Accordingly, please reconsider your discussion and actions of February 1 to:

- (1) set a single cut-off date for proposals (public and Economic Development Council);
- (2) start culling projects at one time, not in two different phases (cull projects from a single pool, not two different pools); and
- (3) appoint someone other than sales tax committee members to the EDC/Imagine Tallahassee, Inc.'s committee of 25.

Three troubling issues came to my mind during your discussions on February 1. First and foremost, the Sales Tax Committee (STC) discussed setting two different cut-off dates for projects. The first, an earlier date, would be set for project proposals by the public. The second date, a later date, would be set for proposals by the Economic Development Council (EDC). Setting two different due dates seems to me to be inherently unfair. It seems fairer to set the same deadline for everyone. I realize STC has to cut off intake at some point, but that "some point" should be the same for everyone. To suggest that one group is entitled to more time than any other to develop their project list seems to me to be arbitrary and capricious.

The second point is wrapped up with the first. Staff has recommended that the sales tax committee begin culling its projects starting in March, if I remember correctly. With its actions on February 1, it sounds as though the STC intends to determine which of the projects proposed by the public should be dropped or moved forward. If the EDC does not submit its proposals until much later, it will have a smaller pool of projects with which to compete. My concern is that such a process gives undeserved weight to the EDC proposals. This is going to be a problem later if the public perceives excess consideration or weight were given to some EDC projects at the expense of more deserving projects proposed by the public. Therefore, I recommend that you begin culling the projects at one time, not two different times.

The third point has to do with the proposal for up to six members of the sales tax committee to serve on the EDC's and Imagine Tallahassee, Inc.'s committee of 25. With so many members from the STC involved with the process, one cannot help but question how fair either process will be to more deserving non-"Economic Development" projects. At the February 1 meeting, some of the committee members argued, rightfully so in my view, members of the sales tax committee should not be participating on the EDC's selection committee, nor should STC be reserving 15% of potential sales tax

money for "economic development" projects. While this latter point was somewhat mitigated by the idea to not allocate 15% of sales tax money for any particular project until EDC presents its proposals, it may not relieve public perceptions of an biased selection process. Instead of members of the sales tax committee, perhaps Imagine Tallahassee, Inc., and the EDC could find other representatives for its committee, such as more from the Southside.

Accordingly, please reconsider your discussion and actions of February 1 to (1) set a single cut-off date for proposals; (2) start culling projects at one time, not in two different phases; and (3) appoint someone other than sales tax committee members to the committee of 25.

Thank you again.

Curtis Baynes  
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# Leon County Sales Tax Committee

## Cover Sheet for Agenda #2

March 14, 2013

**To:** Members of the Leon County Sales Tax Committee

**From:** Alan Rosenzweig, Deputy County Administrator  
Jay Townsend, Assistant City Manager  
Wayne Tedder, Director, Department of P.L.A.C.E.  
Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator

**Title:** Approval of Summary Minutes for the January 10, 2013 Meeting of the Leon County Sales Tax Committee and February 1, 2013 Sales Tax Committee Retreat

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**Executive Summary:**

This agenda item approves the summary minutes for the January 10, 2013 Meeting of the Leon County Sales Tax Committee (Attachment #1) and February 1, 2013 Sales Tax Committee Retreat (Attachment #2).

**Analysis:**

Attachment #1 is the summary minutes for the Leon County Sales Tax Committee meeting held on January 10, 2013, 4:00 p.m. in the First Floor Program Room of the Main Library. Attachment #2 is the summary minutes for the Leon County Sales Tax Committee Retreat held on and February 1, 2013 Sales Tax Committee Retreat, 9:00 a.m. in the First Floor Program Room of the Main Library.

The Leon County Clerk of Courts Office maintains a voice recording of all meeting. A transcription of the meeting minutes will be provided by the Clerk's office upon request.

**Options:**

1. Approve the summary minutes for the January 10, 2013 meeting of the Leon County Sales Tax Committee and the February 1, 2013 Sales Tax Committee Retreat.
2. Do not approve the summary minutes for the January 10, 2013 meeting of the Leon County Sales Tax Committee and the February 1, 2013 Sales Tax Committee Retreat.
3. Committee Direction.

**Recommendation:**

Options #1

**Attachments:**

1. January 10, 2013 Summary Minutes
2. February 1, 2013 Summary Minutes

# Sales Tax Committee Meeting

## Summary Minutes

### January 10, 2013

*Absent members:* Ms. Laurie Hartsfield.

**Meeting began at 4:06 pm**

**Agenda Item #1: Citizens to be Heard**

Ms. Karen Woodland addressed the Committee on a consultant report on a Performing Arts Center.

Mr. J.T. Barnett addressed the Committee on the importance of a vision for our community.

Mr. Tim Edmond addressed the Committee on infrastructure to expand development around Welaunee Boulevard.

Ms. Pamela Hall addressed the Committee on water quality and wastewater management.

**Agenda Item #2: Approval of Summary Minutes for the December 13, 2012 Meeting of the Leon County Sales Tax Committee**

Mr. Kim Williams made a motion to approve the summary minutes for the December 15, 2012 meeting of the Sales Tax Committee. The motion was seconded by Mr. Ed Murray. The motion passed unanimously.

**Agenda Item #3: Additional Project Identification by Committee Members**

The Committee did not identify any additional projects for consideration.

**Agenda Item #4: Presentation on Regional Transportation Issues**

Mr. Harry Reid, Director of Capital Regional Transportation Planning Agency, presented on:

- CRTPA's structure
- Long range planning
- The Regional Mobility Plan
- Recent and Current transportation improvement projects
- Leveraging Federal and State funds for transportation projects
- Including Committee projects in the CRTPA's long range plan.

**Agenda Item #5: Proposed Committee Retreat Day**

The retreat will take place February 1<sup>st</sup>, 2013 at the Main Library at 9:00am.

Mr. Wayne Tedder will facilitate a planning session, various community visions will be discussed, and a project evaluation process will be finalized. Mr. Ed Murray will not be present for the retreat.

**Meeting adjourned at 5:44 pm.**

# Sales Tax Committee Retreat

## Summary Minutes

### February 1, 2013

*Absent members:* Mr. Ed Murray

**Meeting began at 9:07 am**

#### **Agenda Item #1: Opening Remarks by Chair Evans**

After welcoming the Committee and going over the agenda, Chairman Steve Evans reviewed the Committee's enabling resolution and the direction that the County and City Commissions had given the Committee.

Mr. William Pebbles expressed his concern about the Imagine Tallahassee presentation, noting that it was not on the agenda the Committee approved. He requested that Committee considering discussing this proposal during the February 21, 2013 meeting as originally scheduled.

#### **Agenda Item #2: Overview of the Community's Vision Statements**

The County Administrator, Vince Long, presented to the Committee the County's Vision Statement. He detailed how the County developed its Vision and gave examples of how the Vision is incorporated into everything the County does.

The City of Tallahassee Manager, Ms. Anita Favors-Thompson, presented to the Committee on the City's Vision Statement. She encouraged the Committee to think big and outside of process.

Mr. Wayne Tedder, Director of PLACE, presented to the Committee on the Blueprint 2000 Vision Statement. He noted that BP2000 projects focus on cost effectiveness and keeping citizens involved as the projects adjust to other circumstances. Mr. Tedder also noted the Blueprint 2000's holistic philosophy ensures that multiple benefits are derived from projects, such as a stormwater pond that doubled as a park.

Mr. Tedder also presented the Comprehensive Plan Vision Statement. He discussed the challenges that the Comprehensive Plan has faced.

#### **Agenda Item #3: Imagine Tallahassee Presentation**

Dr. Jim Murdaugh, Mr. J.T. Burnett, and Ms. Karen Moore presented to the Committee on Imagine Tallahassee. Dr. Murdaugh discussed the importance of setting aside funds for things that are important so that they're not consumed by what's perceived as an urgent need today. Mr. Burnette explained the concept of Imagine Tallahassee and showed the Committee video testimonials that gave support of Imagine Tallahassee. Ms. Karen Moore proposed that the Committee set aside the 15% portion of the sales tax for economic development to allow Imagine Tallahassee to develop a vision for economic vitality which will be presented to the Committee in the fall for approval and inclusion in the final recommendations to be presented to the County and City Commission. Ms. Moore mentioned that Committee will be able continue its process on discussing infrastructure projects while Imagine Tallahassee worked through its process on the economic development portion.

Mr. Will Messer reminded the Committee that they were picked specially to determine how all the funding regarding the sales tax would benefit the community and cautioned the Committee against passing that responsibility off.

Ms. Laurie Hartsfield noted that the City and County only recommended 10% be set aside for Economic Development. Ms. Moore pointed out that the 15% would only be set aside for the time being, but not necessarily all allocated to economic development.

Many Committee members expressed their support of the Imagine Tallahassee proposal, noting that the community needed to develop an identity. Mr. William Peebles stated that he was not sure that the Imagine Tallahassee Steering Committee was the right group of people to develop proposal for the economic development portion of the sales tax.

Mr. Peebles moved that the Committee support paragraph (A) of the Imagine Tallahassee Visioning Concept which states: "There will be a distinct and inclusive visioning process associated with identifying the future of the economic vitality of Leon County and the City of Tallahassee. The process will be funded by Imagine Tallahassee, Inc. and staffed by Leon County and the City of Tallahassee." Mr. Messer seconded the motion.

The Committee discussed the motion. Mr. Messer also stated that BP2000 vision statement should be amended to reflect the economic development portion of the sales tax.

After the discussion, Ms. Henree Martin made a substitute motion that 15% of the Sales Tax would remain undesignated until after the Imagine Tallahassee visioning process and associated action plan are completed, presented, and agreed upon by the Committee. Mr. Kim Williams seconded the motion. The substitute motion passed with Mr. Will Messer and Mr. William Peebles in opposition.

Mr. Kim Williams moved that the Committee endorse the proposed Imagine Tallahassee Citizen Steering Committee. Ms. Henree Martin seconded the motion.

Mr. Darryl Jones, Chair of the Tallahassee-Leon County Planning Commission, addressed the Committee on involving the human services community in any visioning process for Tallahassee and Leon County.

Mr. Tom O'Steen expressed his discomfort at telling Imagine Tallahassee how to select its steering committee.

County Commissioner Nick Maddox reminded the Committee that they would be the ones making the final recommendation to the County and City Commissions and suggested that because of that, they should be involved in the Imagine Tallahassee process.

Mr. Kim Williams restated his motion to have the Committee endorse the proposed Imagine Tallahassee Citizen Steering Committee, with the caveat that it could recommend members, until the Steering Committee had reached 25 members. Ms. Henree Martin seconded the motion. The motion passed with Mr. Will Messer and Mr. William Peebles opposed.

After a short break, the Committee reconvened. Mr. Messer moved that the following representatives be added to the Imagine Tallahassee Steering Committee: faith based community, non-profit sector, and Network of Entrepreneurs and Business Advocates. Mr. Williams seconded the motion. The motion passed unanimously.

**Agenda Item #4: Our Community: Past, Present, and Future**

Mr. Wayne Tedder presented to the Committee an overview of the community's population, land area, and infrastructure, and trends for growth.

Mr. Ed Young, Research Division Manager with the Planning Department, supplemented Mr. Tedder's information on population, noting that the community is still growing, but not as fast as in the past. Mr. Young also noted that there might be some over count of college students living at home with their family, but that the over count was negligible.

The Committee discussed the City and County Master Sewer Plan. Mr. John Buss, Director of Water Resource Engineering with Tallahassee Utilities, noted that in the sewer master plan, most of the areas outside the urban service boundary were not funded. Mr. Buss stated that if funding were made available for the unfunded sewer projects, the City stands ready to build the sewer capacity. Some of the rural communities, like Woodville, are targeted growth areas. Mr. Buss also noted that there are rebate sewer incentives to developers building inside the city.

The Committee continued the discussion regarding transportation issues within the community. Mr. Gabriel Menendez, City of Tallahassee Public Works Director, discussed roadway Level of Service and gave examples of roads that are over capacity. He noted that the more over capacity a roadway is the longer the peak hour (ie, rush hour).

Mr. Tedder discussed discrepancies in the Comprehensive Plan, citing how areas around Lake Jackson and Woodville are zoned for higher density, but constrained by environmental overlays.

Ms. Christic Henry noted the desire to consider aesthetics when planning for stormwater and not just building canals and ditches.

**Agenda Item #5: Project Themes and Action Statements**

Mr. Wayne Tedder presented to the Committee a map displaying all the sales tax projects have been discussed by the Committee in the past year. The Committee requested that they be provided with a summary of the County decision on the sewer workshop, as well as digital copies of the maps handed out.

Mr. Tedder then facilitated a discussion with the Committee that identified the following project themes:

- Regional Mobility/Transportation (Starmetro, airport, road capacity, bike/pedestrian)
- Sense of Community (special urban places, sense of place, creative class)
- Water Quality (Protects natural resources, stormwater)
- Connectivity (greenways, sidewalks, trails, bikes)
- Economic Vitality
- Parks/Ecotourism
- Vertical Infrastructure
- Gateways

The Committee requested that staff develop action statements to define each of the themes. These action statements will be reviewed by the Committee for edits at the next meeting.

The Committee determined that all projects that are ultimately recommended to the Commissions be holistic and improve the quality of life in the community. The Committee also began brainstorming marketing ideas such as signs highlighting Blueprint 2000 projects - similar to how the School Board advertised the impact of their half penny sales tax.

**Agenda Item # 6: Finalize the Infrastructure Project Decision Making Process**

Mr. Alan Rosenzweig, Deputy County Administrator, presented to the Committee a revised decision making process.

The Committee requested that FAMU and FSU present on February 21<sup>st</sup>. The Committee also adjusted the calendar to meet April 18<sup>th</sup> instead of April 11<sup>th</sup>. Additionally, the Committee postponed the open house planned for May 23<sup>rd</sup> and decided to hold it in the fall after Imagine Tallahassee has presented to the Sales Tax Committee. Instead, the Committee decided to hold another meeting for project deliberation and discussion on this date.

Ms. Henree Martin moved to accept the infrastructure project decision making process. Ms. Kim Rivers seconded the motion. The motion passed unanimously.

**Meeting adjourned at 2:18 pm.**

# Sales Tax Committee Infrastructure Project Themes

1. ***Regional Mobility/Transportation*** (Starmetro, airport, road capacity, bike/pedestrian)  
Action Statement: Projects that create an integrated regional multimodal network that considers air, mass transit, automobile, bike, and pedestrian transportation modes. This holistic transportation network provides the most options for moving people and goods economically, effectively, and safely while protecting the environment, promoting economic development, and maintaining a high quality of life with sustainable development patterns.
2. ***Sense of Community*** (Special urban places, sense of place, creative class)  
Action Statement: Projects that create special urban places which foster a sense of community and inspire a creative class that builds relationships to solve local problems with local solutions in an inclusive environment.
3. ***Water Quality*** (Protects natural resources, stormwater)  
Action Statement: Projects that protect our natural environment through sensitive land acquisitions and by providing the appropriate infrastructure.
4. ***Connectivity*** (Greenways, sidewalks, trails, bikes)  
Action Statement: Projects that link current amenities, neighborhoods, and/or multi-modal nodes through sidewalks, multi-use paths, bike lanes, transit, and roadway improvements.
5. ***Economic Vitality***  
Action Statement: Projects that encourage quality development/ redevelopment within our community that will promote the creation of new employment opportunities, sustain and enhance economic vitality, and promote the quality of life in our community.
6. ***Parks/Ecotourism***  
Action Statement: Projects that promote public recreation and eco-tourism while protecting and preserving the community's environment and natural resources.
7. ***Vertical Infrastructure***  
Action Statement: Projects that are fixed capital assets associated with the construction, reconstruction, or improved public facility with a life expectancy of five years or more in accordance with Florida Statute.
8. ***Gateways*** (Tour of Tallahassee)  
Action Statement: Projects that develop distinct community entryways that showcase the character and beauty of Tallahassee and foster a unique sense of place.

## Proposed Committee Calendar and Decision Making Process

*Note: The dates listed below are tentative and subject to change based on Committee direction.*

- Meeting 1 (*March 14<sup>th</sup>*): Performing Arts Presentation and Other Presenters (to be decided by the Committee)
- Meeting 2 (*March 28<sup>th</sup>*): Infrastructure Project List Discussion
  - Assign each the appropriate themes to each project for the Committee to review
  - Motion and a second moves a project forward
  - Motion and a second with an objection requires a vote by the Committee to keep a project on the list.
- Meeting 3 (*April 18<sup>th</sup>*): Infrastructure Project Discussion
  - Categorize the projects by themes (prior to this meeting Staff will assign a cost to the projects)
  - Determine the County/City Preliminary Percentage Breakout
  - Discussion on the term of the sales tax
  - Facilitated discussion using the themes, geographic location, and available funding will be utilized by the Committee to determine the recommended project list.
- Meeting 4 (*April 25<sup>th</sup>*): Infrastructure Project Discussion
  - Continue the Project Discussion to develop a list of projects to recommend to the County and City Commissions
- Meeting 5 (*May 9<sup>th</sup>*): Infrastructure Project Discussion – if needed.
  - Continue the Project Discussion to develop a list of projects to recommend to the County and City Commissions
- Meeting 6 (*May 23<sup>rd</sup>*): Infrastructure Project Discussion – if needed.
  - Continue the Project Discussion to develop a list of projects to recommend to the County and City Commissions
- Meeting 7 (*June 13<sup>th</sup>*): Review the Committee Report on the infrastructure and direct staff to prepare a presentation to the present the recommended projects to the County/City in October/November 2013.
  - Allows the planning department the appropriate time to develop some preliminary design work on the recommended projects for the presentation.
- Meeting 8 (*TBD*): Imagine Tallahassee Presentation
- Meeting 9 (*TBD*): Open House on Infrastructure Projects and Economic Development Portion of the Sales Tax