

BJP Finance and Project Administration Committees
Meeting Minutes July 29, 2016
Draft for Approval on October 28, 2016

FAC:
Sam Mousa, COJ

There are three vacancies on this committee

CITY:
Alice Checorski
Judith Garard
Mario Rubio
Kirk Wendland

JTA:
Sonja Banks
Richard Clark
Diane Hansen
Greg Hayes
Ken Middleton
Richard Pereira
Brian Peters
Andy Rodgers

PAC:
John Pappas, COJ
Brad Thoburn, JTA (for Nat Ford)
Kirk Sherman, Council Auditor (ex-officio)
Alan Ridge, Private Citizen member
There are two vacancies on this committee

JEA:
Nadine Carswell

Public:

I. Welcome & Introductions Sam Mousa

Meeting called to order at 8:30 a.m.

Mr. Mousa introduced Alan Ridge, private citizen member of the PAC. We will continue to work on filling both committee vacancies which has been difficult because of the 5-year commitment.

II. Approval of Previous Meeting Minutes Both Committees

Due to lack of a quorum, the May 6, 2016 meeting minutes were recorded for content only. There were no comments on the minutes.

III. FINANCE ADMINISTRATION COMMITTEE SAM MOUSA

A. COJ Financial Report Judith Garard

Sales tax collections continue to improve for the transportation and infrastructure. They are 4.47% higher than the same period last year, up almost 1% from the prior quarter increase of 3.6% year-to-date.

Sales tax collections are sufficient to meet debt service needs and to provide additional revenues to cure the negative cash position in the near future.

Total program cash for projects is negative \$15.3 million at 6/30/16 with June revenue disbursement from the Fiscal Agent recorded in July of \$4.3 million. Accumulated infrastructure tax revenues net of debt service are \$8.6 million.

Mr. Mousa explained that both COJ and JTA are working cooperatively to determine a resolution for the negative (\$217,738,610.65) on the Transportation Projects side compared to the positive \$202,354,192.74 on the Infrastructure Projects side.

B. JTA Financial Report Sonja Banks/Brian Peters

Sonia Banks and Brian Peters, CFO, led a review of the completed BJP1 project list which were approved by City Council.

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FINANCE ADMINISTRATION COMMITTEE (FAC) CONT'D.

Sonia Banks discussed the 3 BJP2 projects that are unfunded: Cecil Field Connector; Collins Rd./US 17 interchange and *Tinseltown Area Intersection (SS Blvd./Touchton/Hogan/Gate Pkwy). *The Tinseltown project was transferred to the LOGT \$100.5M budget.

Action Item:

Mr. Mousa asked for a status report at the next meeting on the projects that show a balance.

Mr. Peters will revise the financial report to show current BJP projects and current LOGT projects including % complete.

C. General Discussion

None

IV. FAC ADJOURNED – 9:04 a.m.

V. PROJECT ADMINISTRATION COMMITTEE (PAC)

JOHN PAPPAS

PAC CALLED TO ORDER AT 9:04 A.M.

A. COJ – Courthouse/State Attorney's Office

John Pappas

Mr. Pappas reported that the final change order has been executed and the final payment made. This project is closed out.

B. COJ Roadway and Infrastructure Improvements

John Pappas

Mr. Pappas provided a project status report of all BJP projects which are scheduled to be completed or are completed. Mr. Mousa asked that the list be updated to include which projects are current BJP for both sides and which projects were transferred to LOGT.

Action item:

Update COJ Roadway and Infrastructure project list and identify which projects transferred to LOGT.

Replace previous project summary sheet with project status report spreadsheet in next meeting packet.

Environmental Clean- Up of Contaminated Sites

John Pappas

Mr. Pappas reported that clean-up is ongoing. Public Works is working closely with Parks on the development of Lonnie Miller Park.

Northwest Jacksonville Economic Development Fund (NWJED)

Kirk Wendland

Mr. Wendland reviewed the NWJED Fund and provided an explanation of the Hans-Mill Corporation's \$200,000 grant approved by Council. This is a Chinese company that produces household items. Their first project is small trash cans. This is their first manufacturing facility in the United States. The office will be located on West 1st Street providing 23 jobs. The project is funded through private capital investment of \$12m.

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PROJECT ADMINISTRATION COMMITTEE (PAC) CONT'D.

C. JTA Road Program/JTA Mobility Works **Andy Rodgers**

1. OSAR/Greenland Road Intersection improvements: All work is complete. Closeout and transfer to Public Works for long-term maintenance is underway.
2. Kernan Blvd: Close to an agreement on the joint-use pond.
3. Parramore Road: Need something from the City Engineer for the proposed 25 mph limit due to curvature.

Action:

COJ will work with JTA on the 25 mph limit proposal, which will need Council approval.

4. Girvin Road: Expect clearing to begin in the next month.
5. Countywide Mobility corridor:
 - Transit enhancements: Construction on Arlington Expressway, Dunn, Lem Turner, Merrill and Normandy/Cassatt/Lenox is complete. NTP issued for Beach, Blanding, Edgewood and Main St. Task Work Order for Kings Rd. expected in August.
 - Complete streets: Charrettes/workshops completed for all corridors. JTA Board approved project list which includes \$2m for safety/operational improvements and \$7m for keystone projects. Follow-up with FDOT and COJ required to advance projects. Some proposed projects/components may be advanced through coordination with upcoming FDOT projects BRT corridors (Southwest and East).
6. Blanding Blvd. Intersections: Project was integrated with JTAMobilityWorks SW BRT Transit Enhancements. No BRT work is proposed at the Cedar Hills intersection.
7. Soutel Transit Hub: Ribbon cutting held on July 22, 2016. Proceeding with closeout.
8. Alta Drive: The committee discussed the original scope of work to reconstruct to a 4-lane divided urban roadway from the 295-SB exit ramp to Dunn Creek and a 5-lane urban roadway to Burkit Lane, including bike lanes and sidewalks and modifications to the bridge over Dunn Creek. Reviewing potential scope modifications due to budget concerns. Will engage stakeholders once a proposed scope modification has been finalized.
9. Collins Road: Both segments under design contract. Obtained 90% plans for Shindler to Rampart. Reviewing 60% design for Old Middleburg to Shindler. JEA is working to obtain an easement required for its scope of work. JEA work may require additional wetland mitigation. Need new TCE agreements for new property owners.
10. San Pablo Road: Option would include a small section toward the middle of the project that would not have widening. Adding multi-use paths. Will not have to widen bridges on San Pablo.
11. McDuff Avenue drainage improvements from Huron Avenue to Melson Avenue: Finalize schedule to begin design.
12. Collins Road/Blanding Blvd. to Pine Verde Lane
13. Southside/Atlantic Intersection: Design will be advanced when the project is added to FDOT's construction work program.
14. Tinseltown Intersections: Design will be advanced when the project is added to FDOT's construction work program.

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PROJECT ADMINISTRATION COMMITTEE (PAC) CONT'D.

Mr. Mousa asked JTA what the shortfalls are on the following projects:

- Kernan Blvd.: About \$3m with the addition of all the signals
- Alta: About \$4m short for recommended option limiting widening up to and including the bridge. (4 lanes)

Action:

JTA to provide preferred scope of work for Alta and for San Pablo projects and what the funding shortages are.

Richard Clark reported we have TCE costs now (properties that have changed hands), which were unanticipated.

Mr. Mousa stated that the JTA book on mobility corridors contradicts the Context Sensitive Streets standards. He requested that a JTA representative attend the Context Sensitive Streets Standards Committee (CSSSC) meetings. COJ is going to adopt new standards and will go to City Council.

Action:

JTA needs to make a presentation to the CSSSC.

The committee discussed sidewalk improvements which are made within a half mile of a BRT. Mr. Pappas stated Dinah Mason, Public Works Office of the Director, attends JaxCapital Works meetings and helps identify areas where ADA curb ramps are needed.

Action:

John Pappas is to provide a status report to Mr. Mousa via the Weekly Situation Report on the number of locations identified for ADA curb ramps and how the projects are proceeding.

C. EBO/JSEB

Mario Rubio, COJ
Ken Middleton, JTA

3rd Quarter expenditure report for COJ JSEB is 14.48%.
3rd Quarter expenditure report for JTA is 17.49%.

D. General Discussion/Other Business

None

VI. Public Comment pursuant to §286.0114, F.S.

None

VII. PAC ADJOURNED – 9:52 a.m.