

BJP Finance and Project Administration Committees
Meeting Minutes October 28, 2016
Draft for Approval on February 3, 2017

FAC:
Sam Mousa, COJ

There are three vacancies on this committee

CITY:
Alice Checorski
Paul Crawford
Judith Garard
Joey Greive
Mario Rubio

JTA:
Richard Clark
Diane Hansen
Greg Hayes
Ken Middleton
Richard Pereira
Andy Rodgers
Carter Rohan
Jessica Shepler

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

JEA:
Nadine Carswell
Janice Nelson

Public:

I. Welcome & Introductions Sam Mousa

Meeting called to order at 8:34 a.m.

II. Approval of Previous Meeting Minutes Both Committees

Due to lack of a quorum, the July 29, 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 improved 4.24% over last year for transportation and infrastructure.

September reports are preliminary at this point in time. There are several entries that will need to update to provide final revenue numbers for Fiscal Year end related to unrealized gain on investments. No further adjustments are anticipated. Final Year End reports will be published at the January 27th meeting.

Current negative cash balance is \$692,000. There is a transfer of cash from the Fiscal Agent, received in October of \$7.1 million that reimbursed \$4.7 million of September debt service and \$2.5 million for October debt service. This will add \$4 million to total program cash by the end of October.

During the year, Treasury and JTA issued several refunding bond issues to decrease the debt service on borrowed funds.

Transportation Series 2015 -- Refunded \$201 million of Transportation Sales Tax bonds on behalf of JTA. The refunding achieved NPV Savings of \$28.1 million (average annual cash savings of \$1.4 million per year over the next 21 years). In addition, the refunding helped JTA's desire to achieve debt service certainty by locking in some outstanding variable rate bonds at historically low interest rates. The average bond interest was lowered from 4.8% to 3.9%, with a Total Interest Cost of 3.24%.

BJP Infrastructure Bond Series 2016 -- Refunded \$138 million of Infrastructure bonds, in two refunding issues achieving a total NPV Savings of \$11 million (average annual cash savings of \$1.1 million per year).

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FINANCE ADMINISTRATION COMMITTEE (FAC) CONT'D.

B. JTA Financial Report

Brian Peters

Brian Peters, presented the financial report for the 22 completed BJP1 and BJP2 projects and the JTA's transferred BJP1 and BJP2 projects to be managed by FDOT and COJ (5 projects). \$16m remains in the budget (no cash). When the cash becomes available, that budget will be reallocated.

The committee discussed the list of JTA BJP1 and BJP2 partially or unfunded projects. The original budget was \$318m, with \$78m remaining. Mr. Peters expects spending to accelerate in FY17. Mr. Mousa stated cash is still required to complete these projects. Mr. Greive said we will likely sit down with the JTA team to get a better understanding that if the money becomes available would it still go to these projects.

Mr. Mousa stated he is working with Jessica Shepler, JTA on legislation for fair share dollars through City Council for 5 roadway projects totaling about \$8.5m. Both the Council Auditors and JTA are satisfied with the Interlocal Agreement. JTA has reviewed the legislation and will take it to their Board. It should be filed after the end of the year. This will clean up COJ payables and JTA receivables.

Mr. Mousa asked what has been done on the Rapid Transit Corridor ROW.

Action:

Brian Peters will provide the details on this project.

The committee reviewed the LOGT/JTA MobilityWorks Projects. Mr. Mousa stated he didn't recall Tinseltown and Soutel being on the original BJP list.

Action:

Brian Peters will follow up and provide a response.

C. General Discussion

None

IV. FAC ADJOURNED – 8:56 a.m.

V. PROJECT ADMINISTRATION COMMITTEE (PAC)

JOHN PAPPAS

PAC CALLED TO ORDER AT 8:56 A.M.

A. COJ – Courthouse/State Attorney's Office

John Pappas

Mr. Pappas reported that the County Courthouse complex is complete and being closed out. We have identified (at users' request) some additional items for the State Attorney's Office: i.e., roller shades, card readers, miscellaneous repairs. We would perform the work. We expect to close out the contract before the next BJP FACPAC meeting.

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PROJECT ADMINISTRATION COMMITTEE (PAC) CONT'D.

B. COJ Roadway and Infrastructure Improvements **John Pappas**

Environmental Clean- Up of Contaminated Sites **John Pappas**

Mr. Pappas reported that there are no longer BJP dollars for environmental clean-up. Projects are now being funded through the general fund.

Northwest Jacksonville Economic Development Fund (NWJED) **Paul Crawford**

Mr. Crawford reported that the NWJED fund does not have any BJP cash. There is a cash pool in the fund which is generated by loans being repaid. Staff is currently performing a “true up” of policies and underlying procedures after which we will bring some projects to the Council for consideration.

Mr. Pappas provided a project status report of all COJ BJP roadway and infrastructure projects which are scheduled to be completed or are completed including those projects which were moved over to the JTAMobility Works program. The only active project is Crystal Springs/Chaffee Road Phase 2A, which was delayed due to Hurricane Matthew. Pavement should be completed by the end of November.

Phase 2B, Ramona-Hammond to Cahoon is on hold pending BJP sales tax cash flow.

C. JTA Road Program/JTA Mobility Works **Rich Pereira**

1. OSAR/Greenland Road Intersection improvements: All work is complete. Project has been closed out and the documents delivered to Mike Sands, Planning and Development Department.

2. Kernan Blvd: Finalizing agreement with the Duval County School Board for the Landmark Middle School retention pond site. Kernan is 90% complete.

3. Parramore Road: Waiting on approval from the City Engineer for the proposed 25 mph limit due to curvature.

Action:

John Pappas to ensure City Engineer and Traffic Engineer respond to JTA regarding decision on proposed 25 mph design speed exception.

JTA will request a meeting with the developer to sync schedules. JTA will advertise in the 2nd quarter of FY17 for their portion.

4. Girvin Road: Installing a 12” water main for JEA as part of the project. Temporary construction easement will be installed next week for the first major phase of the MOT. Some of the fences on the row were knocked down due to the hurricane. John Pappas stated that Girvin Road Landfill has been identified as a temporary storm debris site. The area was very heavily impacted by the hurricane. This location also supports the Atlantic Beach debris removal.

5. Countywide Mobility corridor: **Andy Rodgers**

- Transit enhancements: Five corridors are complete: Work is underway for Beach, Blanding, Edgewood and Main. NTP issued for Myrtle/Moncrief/8th Street. PO issued for Kings Road; pending for Park Street.
- Complete streets: Charrettes/workshops completed for all corridors. Mandarin Road sidewalk project limits are Bolton Abbey to Orange Picker Road. Mr. Pappas stated that Councilman Schellenberg asked if limits could be altered, although he is aware of JTA constraints.

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PROJECT ADMINISTRATION COMMITTEE (PAC) CONT'D.

6. Blanding Blvd. Intersections: Project was integrated with JTAMobilityWorks SW BRT Transit Enhancements. Designing turn lanes to be as long as possible without major roadway impacts requested by FDOT.

Cedar Hills intersection: FDOT has asked that we don't take it past conceptual design.

7. Soutel Transit Hub: Completed in August.

8. Alta Drive: An RFP for design services will be issued in the 4th quarter (July) FY17. JTA is reconciling scope and budget. Mr. Mousa asked if they use design consultants to help resolve issues. Carter Rohan replied if we work through these issues and find the funding, we will move the project up. Mr. Mousa asked that they solidify the scope before putting out the design RFP. Some of the JTAMobility fair share dollars might help with funding. JTA has made a commitment to the Council to finish all the projects on the original list.

9. Collins Road: Obtained preliminary 90% plans. TCE issues need to be addressed. Mr. Pereira stated that they have to use gravity walls.

10. San Pablo Road: RFP for design services will be issued the 2nd quarter of FY17. Reconciliation of scope must be completed before advertising.

11. McDuff Avenue drainage improvements from Huron Avenue to Melson Avenue: Will advertise for design services the 4th quarter of FY17.

12. Collins Road/Blanding Blvd. to Pine Verde Lane: Final decision pending on scope of work (PD&E study or sidewalk construction). Mr. Pappas stated the councilman wants to be sure of pedestrian safety. BJP transferred the PD&E study to JTAMobility Works. \$12.1m was transferred below the line. Jessica Shepler reported that projects below the line remain in the COJ CIP. Richard Clark reported that FDOT is doing a significant sidewalk project as well. The idea was to tie in to that project.

13. Southside/Atlantic Intersection and

14. Tinseltown Intersections: Design on hold. FDOT doesn't want to do a design on something not in the 5-year plan. Mr. Mousa asked if it is time to move this money to another project. Mr. Rohan agreed.

C. EBO/JSEB

Mario Rubio, COJ
Ken Middleton, JTA

Mr. Rubio presented the 4th quarter expenditure report for COJ JSEB which showed no activity as the projects are winding down.

Ken Middleton reviewed the 4th quarter expenditure report for JTA noting that they exceeded the JSEB goal of 16% with a 25.9% rate. He explained how the JTA JSEB program works.

D. General Discussion/Other Business

None

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

None

VII. PAC ADJOURNED – 9:47 a.m.