

**The Better Jacksonville Plan  
Financial and Project Administration Committee  
Meeting Minutes \*\*  
January 28, 2005**

*\*\*Note: JTA's recording system malfunctioned at the 1/28/05 meeting, so the following is based on notes only. Audio recording should resume at the 4-29-05 meeting.*

**FAC:**

Jim Dickinson (also PAC)  
Wendell Holmes  
Richard Wallace (ex officio)  
Cindy Stover  
absent:  
Dan Kleman, Dan Edelman

**PAC:**

Michael Blaylock  
Alan Mosley  
George Robbins  
Charles Spencer

**CITY:**

Cal Ray  
Mary Arditti  
Janice Billy  
Ivy Johnson  
Sylvester Frasier  
Marcy Cook  
Alice Jones  
Dave Schneider  
Joel Reitzer  
Andy Eckert

**JTA:**

Dan Gulliver  
John Davis  
Mike Miller  
Jacquie Gibbs  
Deidre Kyle

**JEA:**

Greg Perrine  
Helen Khert

**I. Welcome and Opening Remarks** **Jim Dickenson**  
Mr. Dickenson assumed the chair in Mr. Kleman's absence. Also noted absence of Dan Edelman.

**II. Approval of Previous Meeting Minutes** **Jim Dickenson**

**III. Finance Administration Committee**

**A. Project Report** **Cal Ray**

**1. Transportation Program (white & blue)**

Mr. Ray distributed a revised version of the transportation program summary (white) and calculation of net revenues (blue). In the original calculation of net revenues (blue) sheet, the program total net revenues showed incorrect numbers for the model, actual and variance. The revised sheet also reflects the numbers for third quarter '04, with a positive variance of \$30,582 net revenues. For the transportation program total, a positive variance of \$5.2 million.

**2. Transportation Project Summary (peach)**

Mr. Ray stated that the color of this sheet should actually be listed as salmon. For city transportation projects, showing a \$330 million balance remaining.

**3. Infrastructure Program Summary (green/yellow)**

Again, numbers are gradually returning to model.

**4. Revenue Trends**

First graph and third graph, which show monthly ½ cent transportation sales tax and infrastructure revenue, reports on October '04 only, nearly \$6 million and over \$5.6 million respectively. First quarter FY 04/05 will be available at the next meeting. Expect to see the revenue spike from the Super Bowl in the summer.

**B. JTA**

**Dan Gulliver**

Total funding available for BJP1 and BJP2 highway projects remains steady at just over \$801 million. Total amounts expended and accrued life to date on BJP1 and BJP2 projects through November was just over \$136 million. This represents an increase of \$3.3 million over last quarter and brings the life to date cost percentage completion up to 17%, compared to 16.6% last quarter. Total expenditures were up compared to last quarter and encumbrances were down. Expenditures were seen most in BJP1 projects. Note the added column in this report showing Total Commitments, which is expenditures plus encumbrances. Again, many of the JTA projects are still in the design and ROW acquisition. As more projects move into the bid and construction phases in the next few years, expenses will ramp up dramatically.

Budget issues continue to be a concern at JTA, as they are with the city road projects. Noted article in the *Times-Union* that morning. Continue to work with city to find solution to funding shortfalls.

**C. Ernst & Young Audit**

**Cal Ray**

Lengthy discussion regarding the scope of the financial audit and the elements that were and were not included, per the memo included in the packet from Ernst and Young. Committee member Spencer stated that a full audit would be necessary to get an accurate picture of the status of the program. Committee requested Ernst & Young attend the next meeting to discuss the possibility of a full-scale audit.

**Action Item: Ernst & Young to attend 4-29-05 FAC meeting. Admin & Finance to send copy of the 2004 BJP Performance Audit proposal for members to review prior to the 4-29-05 meeting.**

**IV. Project Administration Committee**

**Alan Mosley**

Mosley began the session by introducing himself as the new interim director of Public Works, and as such chair of the Project Administration Committee. He continued to discuss the road program and projected funding shortfalls. Like JTA, the city has experienced an increase in bids received and construction costs. Working with the Mayor's Office and JTA to identify alternate sources of funding to complete the program as specified in the work program. Again, noted the article in the *Times-Union*.

## **A. Project Status Reports**

### **Roadway Projects**

**Dave Schneider**

- Reported 21 projects complete. Committee noted that the Project Status Report stated 15 projects complete. Schneider explained the discrepancy was because he counted project phases while the status report is based on whole projects. Committed to have consistent numbers at the next meeting.
- Only one project under construction will be paused during the Super Bowl. Work currently underway on State & Union will be finished or cleaned up, and no new work will begin the week preceding the game. Work is expected to resume shortly thereafter.

### **Libraries/Resurfacing/Sidewalks**

**Marcy Cook**

- Ten branch library projects complete. Argyle slated to open in March.
- Main library still behind schedule; currently looking at late spring opening. Crews were able to open Duval Street, between the library/JMOMA and the new garage, in December. CO received for garage, but it is still being used for construction staging & parking. JPL has received word that the Lieutenant Governor or Secretary of State may attend one of the upcoming branch library openings.
- 1,600 miles of road resurfaced to date.
- Nearly 100 miles of sidewalk have been completed.

### **County Courthouse**

**Joel Reitzer**

- Reitzer introduced himself as the new project director for the redevelopment of the courthouse. Currently updating the needs assessment, which will be done by Dan Wiley and Associates, who did the original assessment. City received a \$300,000 state grant for façade improvements to the Old Federal Courthouse. Monroe Street has reopened.

### **JEA**

**Greg Perrine**

- Presented some early results of the engineering feasibility studies completed in three of the septic tank phase out areas: Lake Forest, Oakwood Villas and Scott Mill Hill. In Lake Forest, study showed a combination of gravity and vacuum sewer would be the most cost-effective method, for a budget reduction of approximately \$3.5 million. Oakwood Villas results were similar to Lake Forest, in that a combination of methods would be most beneficial, for a budget savings of \$3 million. The study for Scott Mill Hill had just been received by JEA, so no immediate information was available. More information would be provided at the next meeting.
- Since the last report, JEA has installed just under 20 miles of pipe, or approximately 29% complete. Funds expended to date total \$46.7 million, or just over 36%. Customers connected to new sewer have increased since the last report to 567, compared to 400 in October.

**JTA**

**John Davis**

- We have 6 projects under construction. The travel lanes of Butler Boulevard are complete, and the contractor will earn the bonus for getting them open before the Super Bowl. There is work that remains to be done, which will be completed after the game.
- Seven projects are in design and sixteen projects are in planning.
- Two projects are in procurement – a design contract is pending for the East-West Corridor and a design-build package is pending for the Branan Field-Chaffee widening.

**B. Total Budgeted Costs vs. Total Projected Costs (blue)**

**Alice Jones**

- Report still shows money left in the arena, ballpark and equestrian center projects. The delta on the roadways currently shows \$5 million, but that is expected to change as studies and scopes are finalized, and updated construction cost estimates are received. JTA's numbers were not available for this report, nor were those for the courthouse, as that project is in redevelopment. The library program is expected to break even.

**C. BJP Contingency Analysis**

- Contingency is slightly below industry average for the Main Library project, but above in the branch program. Again, no contingency to account for in the courthouse project.

**D. MBE**

**Ivy Johnson**

- Ivy Johnson introduced herself as the chief of EBO and contract compliance, and noted Sylvester Frazier of the EBO Office in the audience. A revision of the JSEB expenditure report was distributed to the group. The first sheet showed the results from the first quarter of FY 04/05, with \$6.1 million of \$46.3 million going toward small emerging or minority vendors. Mr. Holmes and Mr. Spencer inquired about the activity of the EBO office to solicit more vendors, as it appeared the numbers have decreased over the last few reports. Ms. Johnson and Jacquie Gibbs with JTA explained the efforts are ongoing to reach out to qualified vendors, and they had great success with the Super Bowl workshops and hoped to continue them. There is still a learning curve to adapt to the new JSEB program, which replaced the SBE/SDBE program in August.
- The members were presented with a listing of all the vendors who have participated to date, along with the amount expended to each firm, per the request of Mr. Holmes at the last meeting. The listing reflected minority vendor participation from October through December 2004.

**V. Other Business**

There was no other business.

**VI. Adjourned**

**Alan Mosley**

**Next meeting is scheduled for Friday, April 29, 2005**