

BJP Finance and Project Administration Committees
Meeting Minutes – October 30, 2015
Approved for content on January 29, 2016 (due to lack of quorum)

FAC:

John Pappas, COJ (for Sam Mousa)
Janice Nelson, JEA (for P. McElroy)

CITY:

Judith Garard
Tom Goldsbury
Aileen Cruz
Alice Checorski

JTA:

Neil Nance
Henry Li
Richard Clark
Andy Rodgers
Jessica Shepler

Absent:

There are three vacancies on this committee

PAC:

John Pappas, COJ
Nat Ford, JTA
Kyle Billy, Council Auditor (ex-officio)

JEA:

Public:

A.J. Gancarski, Florida
Politics

Absent

Manny Papalás
There is one vacancy on this committee

I. Welcome & Introductions

John Pappas

Meeting called to order at 9:02 a.m.

II. Approval of Previous Meeting Minutes

Both Committees

The content of the 04/24/15 meeting minutes and the content of the 07/31/15 meeting minutes were approved, but not formally due to lack of a quorum.

III. FINANCE ADMINISTRATION COMMITTEE

JOHN PAPPAS

As a follow up to the request by Mr. Mousa to obtain a written legal opinion about the status of the FAC and PAC, Mr. Pappas reported on the response received from John Sawyer, OGC, that the Ordinance Code language is clear and requires meetings no less than quarterly. One option is to legislatively amend the Ordinance Code to provide greater flexibility. Based on this opinion, we will continue to meet on a quarterly basis.

A. COJ Financial Report

Judith Garard

Sales tax collections continue to improve for the transportation and infrastructure Sales Tax revenues. They are 7.3% and 7.26%. The large spike in collections for Period 11 (August) is due to Sales Tax Collected in June plus the 4th quarterly sales tax distribution. The Monthly Sales tax distributions received in August were \$5.6 million and \$1.8 million quarterly payment for Transportation and \$5.4 and \$1.8 million quarterly payment for Infrastructure Sales Tax.

Total year-to-date program revenues for the 4th quarter are \$-6.4 million after debt service transfers and interest charges on negative cash balance. This number does not reflect accrued revenues awaiting disbursement from the fiscal agent of \$3.5 million for Transportation and a transfer of project funds from the Sales Tax Trust fund for Infrastructure of 15.6 million to result in estimated final revenues of \$ 12 million for the year; which is an indication that Sales Tax Collections are still sufficient to meet debt service needs and to provide additional revenues to cure the negative cash position in the near future.

The annual expenditures of \$5.7 million in addition of debt service of \$109 million results in a negative cash position of \$10 million.

Clean up BJP Legislation has passed and has been recorded in the accounting system.

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COJ Financial Report (continued)

FAMIS Project reports are presented as preliminary awaiting final expense accruals for final project expenditures. Final project revenue and expenditure reports for fiscal year end will be presented at the next quarterly meeting. Any changes are anticipated to be small in amount and nature.

B. JTA Financial Report

Henry Li

Mr. Li reported that since 2010, there has not been much activity in BJP. In 2015, about \$43,000 was spent on full dispersal, transport and closeout of projects. Last quarter amount was \$2,096.49 for Heckscher Drive, Southside Buildings, etc. as invoiced to COJ. Overall, JTA spent \$13,610,446 for reimbursement from the program with 2% annual interest (approximately \$2.1m), totaling \$15,739,091.

JTAMobility Works spent \$1.3m, encumbered about \$17m, totaling over \$18m or 18% out of the \$100m project funds. Sales tax was reported by Judie Garard for both sides.

C. General Discussion

None

IV. FAC ADJOURNED – 9:15 a.m.

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V. PROJECT ADMINISTRATION COMMITTEE (PAC) JOHN PAPPAS

A. COJ – Courthouse/State Attorney’s Office Tom Goldsbury

As of October 16, 2015, all but about 10 of the 100 items on the project punch list were completed. Ten to fifteen doors need to be replaced due to being the wrong color. We sent them in three times.

Approximately \$77,000 remains in the contract to be paid out. The contractor has the CAD drawings.

Mr. Goldsbury stated the trailers have been tagged for the Public Works Department inventory. Searching for the titles is underway. The trailers were purchased by Skansa in 2000. When they left, there was a settlement and the trailers were left for the next contractor. JSO expressed interest in acquiring the trailers, but after a site visit, they determined the trailers are too big for their use. Neil Nance, JTA, said their agency might be able to use them. Otherwise, we would need to get a quote for removal and clean up.

An outstanding claim for the project from the metal fabricator for \$80,000 was rejected by both COJ and Morganti. Morganti hinted they might have a claim but they did not come to the table as yet.

In a ceremony held on October 29, 2015, the new State Attorney’s Office was named in honor of Mr. Ed Austin, Jacksonville’s former Mayor and State Attorney in the Fourth Judicial Circuit. Family members and former Mayors were on hand for the event.

B. JTA Road Program/JTA Mobility Works Neil Nance

Old St. Augustine/Greenland project is under construction. Completion is estimated for April 2016 on schedule and within budget.

The Kernan project has been transferred from COJ to JTA. We have good coordination and collaboration on the joint usage of the proposed pond on Sleiman property with the Duval County School Board. JEA is relocating the Kernan utilities.

The Parramore Road project is on hold due to the FDOT interchange concerns with the traffic impacts at Collins/295. JTA is working with the developer and FHA. We are moving forward with 2 out of 3 options for FHA approval. COJ should be looking for something from FDOT so we can proceed.

JTA is finalizing the Girvin Road contract with Eisman Russo.

Transit enhancements for 14 mobility corridors include ADA stops and sidewalk improvements. Complete streets, a long-time vision for the corridors have eight completed and more underway hopefully to be completed by February.

John Pappas asked that we make sure to capture and coordinate reporting ADA improvements. Nat Ford agreed that we should be capturing all ADA improvements.

Neil Nance reported that although the Blanding project was designed only on LOGT we have been able to incorporate it in the BRT [Bus Rapid Transit] project funding. We will begin to work toward getting improvements done.

The Soutel Transit Hub contract has been approved. A pre-construction meeting is scheduled for November 3rd with groundbreaking at the site. Construction will begin during November.

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JTA Road Program/JTA Mobility Works – cont'd.

John Pappas reported that legislation is being developed for the Alta Drive project.

Neil Nance stated the Collins Road project (Old Middleburg to Rampart) was expanded to include a portion of Schindler Road. An RFP will go out.

San Pablo Road (Beach to Atlantic) has now been pushed down to a lower part of the project list due to funding concerns. An RFP will go out in 2016. The original pond design was not approved by SJWMD because it was not finished; however, it might not be an issue.

Neil Nance reported that Councilman Garrett Dennis is okay with the current scope of the McDuff project.

JTA has moved forward with the PD&E study for Collins Road (Blanding to Pine Verde). An RFP will go out in 2016. Councilman Love requested we consider installing sidewalks if needed once the study is complete.

Southside/Atlantic Intersection is an FDOT project, but it is not in their 20-year work/funding plan. However, it is on JTA's list with COJ for design. If COJ finds funding for the project, JTA will notify FDOT. Tinseltown Intersection projects are in the same status.

C. EBO/JSEB **Aileen Cruz**

Ms. Cruz reported that there were no expenses this quarter for professional services or contractual supply and services. Additionally, there was no expenditure activity for JTA or JEA.

Total expenditures to date for Small Emerging and Minority Vendors are approximately \$250M, with a life-to-date percentage of 15.28 percent.

D. General Discussion/Other Business

Nat Ford reported that there are a lot of infrastructure projects that may warrant a collaborative effort in reporting; for example, JSEB activity in First Coast Flyer and JTA MobilityWorks projects. John Pappas agreed that there is a need for collectively reporting active projects such as ADA sidewalks. We need to capture citywide what is going on with improvements. Mr. Ford stated JTA has completed about 4 miles of sidewalks. They discussed the need to coordinate reporting efforts.

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

None

VII. PAC ADJOURNED – 9:35 a.m.