

**The Better Jacksonville Plan
Financial and Project Administration Committee
Meeting Minutes
April 30, 2004**

FAC:

Dan Kleman (also PAC)
Walt Bussells
Dan Edelman
Wendell Holmes
Richard Wallace (ex officio)

PAC:

Michael Blaylock
Lynn Westbrook
George Robbins
Charles Spencer

CITY:

Ed Hall
Cal Ray
Mary Arditti
John Chapman
Yetende Olewole
Marcy Cook
Alice Jones
Dave Schneider
Bob Scott
Chris Boruch
Andy Eckert
Katherine Turner

JTA:

Mike Miller
Jacquie Gibbs
Loyce Ellis, II
Deidre Kyle
Maria Williams
Matt Dominy
Dan Gulliver
Bill Fullerton

JEA:

Ed Dendor
Helen Khert

I. Welcome and Opening Remarks **Walt Bussells**

II. Approval of Previous Meeting Minutes **Walt Bussells**

III. Finance Administration Committee

A. Project Report **Cal Ray**

1. Transportation Program

At this time, the program totals reveal it is performing at or better than the model. No bad news to report.

2. Infrastructure Program

Performance is ahead of schedule in capital build-out. No material budget variances – for example, steel prices were good and we were able to get most of the vertical projects up and running while steel was stable. You'll note that there is a \$12.5 million budget amount committed to the cost of issuing bonds that takes the total budget above the \$1.5 billion for total project budget.

3. Revenue Trends/BJP Financial Summary Report

Year-to-year sales tax 4.11, which is below the model, but we believe we are still on track to meet the model. Model predicted completion in the 17th year of the tax. Under-performance pushes us past that 17-year prediction, but the model was purposely conservative.

4. **JTA** **Dan Gulliver**
The BJP Plan covers only 10 years through 2010 and we do not currently foresee going past this timeframe on any projects. So far we're in check; many projects currently in design/planning stages now will see expenditures ramp up in the coming months.

- B. Ernst & Young Audit** **Lynn Westbrook**
Committee discussed merits of continuing the financial audit on a yearly basis, but reconsidering the frequency of the project audits. Motion passed to do financial audit yearly and project audit on alternating years. As the last project audit was completed in September 2002, the next audit will be in FY 04/05.

Mr. Bussells made a motion for the committee to consider moving the standard committee meetings to quarterly, as was suggested by Cindy Stover at the last meeting. Motion carried, with the understanding that the committee(s) could meet on an ad hoc basis as warranted.

IV. Project Administration Committee **Michael Blaylock**

A. Project Status Reports

Baseball Park **Dave Schneider**

- Project team continues to work with the Suns to determine how best to expend the \$50-60K in savings.

Arena

- Complete. In the \$400,000 range of savings, but unlike the ballpark we are not obligated to spend it.

A. Philip Randolph/Veterans Memorial Wall

- Still awaiting the relocation of some BellSouth poles
- The Veterans Memorial Wall is still on schedule to be complete by Memorial Day.

Equestrian Center

- Forty punch-list items remain. Project will be completed under budget but no firm numbers as yet. The permanent barn is going well ahead of schedule and should be done by mid-June.

Roadway Projects

- Fourteen projects are done, 13 under construction, 3 in the bid-award process, 44 in design. Bids have been coming in higher than the estimates lately – specifically Hendricks and Spring Park/Barnes. The increased prices for fuel, steel, concrete and other materials are finally starting to show in the bids.

We're keeping an eye on the situation and checking the projects' scopes to see where adjustments may be necessary.

County Courthouse

Chris Boruch

- Team is working with the understanding that \$232 million is the firm project budget. Value engineering continues. Team is also tracking the cost of commodities and how the increases may affect the project.

Libraries

Lynn Westbrook

- Rex Holmlin was unable to attend the meeting.
- Main Library and parking garage approximately 47% complete. Crews working on 5th floor structural concrete. Architectural pre-cast installation under way on the outside of the building.
- Branch libraries are progressing well. Murray Hill and Beaches Branch renovations complete.

Resurfacing

Bob Scott

- Approximately 1445 miles of roads have been resurfaced
- Approximately 84 miles of sidewalk complete

JEDC

Andy Eckert

- All projects under way. New entrance to Cecil Commerce Center should be done by February 2005.
- RFP for design/build of New World Avenue is out.
- JEA is doing well, keeping up with the progress. FCCJ is beginning to move into the area.

JEA

Ed Dendor

- Utility relocation work for Courthouse project is 98% complete
- Cecil Commerce Center work is 80% complete.
- Septic tank phase out projects progressing – residents are starting to connect in Murray Hill phase 2 area.
- Mr. Dendor announced Greg Perrine and Don Boggs will take over JEA reporting to FACPAC.

JTA

Matt Dominy

- JTB project has an acceleration option – contractor met first deadline and was awarded accordingly. Currently working on the bridges. The roadway will be open and ready for the Super Bowl.
- JTA is in talks with FDOT about the JTB/I-95 & US1 interchanges – FDOT has been looking at them separately, whereas JTA believes they need to be considered as a whole.
- Recently participated in the ITS summit. Had a good meeting with the system experts. JTA's position is that ITS must be part of all improvements moving forward.

- As FYI, JTA has awarded the lighting projects for Fuller Warren and Main Street bridges.

B. Total Budgeted Project Costs vs. Total Projected Cost **Alice Jones**

- Called attention to the projected cost column – only used approved numbers for that column. Until the city approves different numbers, they will remain as projected.

C. Contingency

- Again, the only project with questionable contingency allowance is the courthouse.

D. MBE

- Participation numbers have dropped this period from 21% to 20%.
- Office has seen increased interest in applications for certification as a result of the participation in the Super Bowl community events.
- EBO is looking at targeting activities to significantly reach target audiences.

ACTION ITEM: Mr. Holmes requested an expanded report that shows more detail on the types of businesses being awarded work, the contract amounts, and the names of the firms involved.

V. Other Business

Committee agreed to hold the next meeting on July 23.

VI. Adjourned

Michael Blaylock

Next meeting is scheduled for Friday, July 23, 2004