

**BJP Finance and Project Administration Committees  
Meeting Minutes – January 25, 2013  
\*Approved on April 26, 2013\***

**FAC:**

Melissa Dykes (for P. McElroy – also PAC)  
Cleveland Ferguson (for K. Bowling)  
AJ Dunn

**Absent:**

*There are two vacancies on this committee*

**CITY:**

Judith Garard  
Chuck McNeil  
Janice Billy  
Katherine Turner

**JTA:**

Sonja Banks  
Brad Thoburn

**PAC:**

Jim Robinson  
John Osborn  
John Davis (for N. Ford)  
Manny Papalas

**Absent**

*None*

**Public:**

David Bauerlein

**JEA:**

Nadine Carswell

**I. Welcome & Introductions** **Cleveland Ferguson**

**II. Approval of Previous Meeting Minutes** **Both Committees**  
*Minutes of 10/26/12 approved unanimously*

**III. FINANCE ADMINISTRATION COMMITTEE** **CLEVELAND FERGUSON**

**A. COJ Financial Report** **Judith Garard**

The financial reports for the 1<sup>st</sup> quarter year to date include reversals of expenditures accrued for the final 9/30/12 reports. Since project expenditures are declining, this reversal for prior year expenditures created an expense credit of \$1.6 million on BJP 2 primarily due to the Courthouse 2012 payments. Final financial statements have been handed out at the meeting.

As of December 31, 2012, BJP projects had \$4.8 million available in cash for projects, which is a \$3.1 million increase over 9/30. Debt Service cash reserves increased to \$20 million due to 1st quarter monthly accruals of estimated debt service. Sales tax collections for both ½ pennies are 4.6% higher than 1st quarter last year.

At this time excess sales tax collections are meeting debt service requirements.

**B. JTA Financial Report** **Sonja Banks**

Referring to the JTA Better Jacksonville Plan Report, numbers shown are life to date balances through December 31, 2012. Total commitments are now at \$457.8 million, up \$117,500 from the year-end report. The life-to-date amount represents a total project cost percentage completion of 72.18 percent.

Total expended life-to-date is \$455.8 million. This is up \$372,000 or .13 percent from the prior quarter. Total encumbered currently \$2 million, down \$252,000 from the prior quarter; this is logical because the life cycle of the program appears to be coming to an end. Total commitments are down \$5.2 million from a December '11 when total commitments were at \$463 million and the percent complete was 72.99. The slight decrease of the program's total committed costs from year to year is due to the economic challenges that our community faces, and not because the projects are completed according to the program.

Total expenditures are up \$372,000 compared to December 2011. The majority of these expenditures consist of the following: \$299,000 on BJP1, primarily for Heckscher Dr. Phase 2, Countywide Intersection projects–Southside Blvd. PD&E Study and F.I.N.D. Mitigation, and Program

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Management costs. \$73,000 was spent on BJP2, primarily for Atlantic/Kernan, US 1/JTB, Beach/Kernan, East-West Corridor, and Program Management.

The Department of Revenue reports that state sales and use tax collections in December 2012 are \$32.9 million or 1.9 percent above estimates. The December 2012 collections were \$162.9 million or 10 percent above December 2011. Our BJP program's annualized surtax and related fuel tax revenues combined year-to-date December 2012 vs. December 2011 collections were slightly up by \$916,700. Surtax receipts from collection activity for the months of Oct 11 - Sep 12 were up by \$2 million vs. Oct 10 - Sep 11. Local Option Gas Tax receipts for the months of Oct 11 – Sep 12 activity were down by \$616,000.

**C. General Discussion**

None

**IV. FAC ADJOURNED**

**V. PROJECT ADMINISTRATION COMMITTEE**

**JIM ROBINSON**

**A. COJ - Courthouse**

**Jim Robinson**

Remaining significant items is Unified Courthouse Program Continuation of Issuance of Certificate of Occupancy until 5/7/13. A full certificate obtained after ADA door openings issues completed. Mayor Brown is very proactive in proceeding to meet the ADA code; they are working to get the automatic openers installation finalized, but not absolving the contractor.

Old Federal Courthouse for State Attorney - Bids from four contractors were over budget. City is proceeding with the lowest qualified bidder, Morganti. We are in discussions with Morganti and meeting with State Attorney to explore value engineering to be within budget. The goal is to get the building renovated within budget; Morganti has provided over 80 value engineering suggestions from their sub-contractors. Morganti and COJ are scheduled to meet 1/25/13, and start to review the various options to work towards getting project within budget. Some prior work has been completed with the old building which is a very good thing.

**B. JTA Road Program**

**John Davis**

The road project list is in the handout package. Soutel/Ribault intersection is at substantial completion; working on the Southside Blvd. vision study; and dealing with Atlantic/Kernan legal fees & Phase II widening and eminent domain.

**C. EBO/JSEB**

**Chuck McNeil**

First quarter expenditures on capital improvements totaled \$199,000 for the city with \$49,000 to JSEBs; and \$282,000 for JTA with none to DBEs. Professional services expenditures totaled \$57,000 for city with \$1,000 to JSEBs; and \$194,000 for JTA with \$55,000 to DBEs. Capital equipment and supply expenditures totaled \$850,000 for the city with \$3,700 to JSEBs. City total expenditures for first quarter were \$1.1 million with \$53,000 to JSEBs. JTA total expenditures were \$477,000 with \$55,000 to DBEs.

**VI. Other Business**

None

**VII. PAC ADJOURNED**