

The Better Jacksonville Plan
Financial and Project Administration Committee
FAC/PAC
Minutes of Meeting
August 15, 2003

ATTENDANCE

CITY

Lynn Westbrook
Ed Hall
Alice Jones
Rex Holmlin
Doug Layton
Bob Scott
Chris Boruch
Dave Schneider
Mary Arditti
Richard Wallace
Andy Eckert
Lisa Rowe
Marcy Stansbury

JTA

Michael Blaylock
Jacquie Gibbs
Michael Miller
Matt Dominy
Dan Gulliver

JEA

Jim Dickenson
Ed Dendor

FAC/PAC COMMITTEE

Wendell Holmes
Cindy Stover
Charles Spencer

OTHER

Janice R. Anderson, Staff

I. Welcome and Opening Remarks

Lynn Westbrook

Mr. Westbrook welcomed everyone to the meeting and introduced Jim Dickerson who will be acting on behalf of Mr. Walt Bussells and Mary Arditti for Shari Shuman. Dave Schneider will report on the Equestrian Center and oversee project until position is filled.

There was a moment of silence and reflection for Mr. Taye' Brown, Equestrian Center Project Manager who passed away.

The meeting was called to order.

II. Approval of Previous Meeting Minutes

Lynn Westbrook

The previous meeting minutes were approved and accepted with one exception. Mr. Charles Spencer wanted it noted that he was in attendance at the last meeting.

III. Finance Administration Committee

Lynn Westbrook

A. Project Report

Mary Arditti

1. Transportation

Sales tax revenue is improving due to expenditures pick up. Bonds will be issued shortly but no funds have been authorized as of now.

2. Infrastructure Program

Cindy Stover asked about BJP Infrastructure SWAP. Ms. Arditti explained that a 10 years 4.02% rate, which is a long-term bond, is a great asset to the city - this was put in SLGS.

Ms. Arditti also reported that there is less stress on the infrastructure program, as it was behind last month \$3.9 million but has improved to \$3.8 million.

3. Revenue Trends

Revenue sales tax had been behind \$270,000 but has improved to \$162,000
In April, the State had a glitch in the transportation sales tax but it was corrected in May.

4. BJP Financial Summary Report

Cindy Stover also inquired about financial audit. Lisa Rowe stated that it's a requirement to do an annual financial audit. Alice Jones explained that the difference between a financial audit and a program audit is that the financial is required and program audits are originated by contract.

5. JTA

Matt Dominy

Presented written report

B. General Discussion

The Committee requested that the packages be forwarded to them earlier so that they will have an opportunity to read them before the meeting. Lisa Rowe explained the reason for them receiving them so late is because the required information is not received until the 10th of each month. It was agreed upon that the meetings will be moved to the end of the month so enough time will be allowed to received the packages and read them. Mr. Holmes also requested a financial executive summary be forwarded to the members.

IV. Project Administration Committee

Jim Dickenson

City of Jacksonville BJP Staff Reports

Dave Schneider

Arena

- Construction is 75% complete.
- Project is within budget and on time for the November 17, 2003 deadline.

Baseball Park

- Construction was complete March 28, 2003.
- The budget is several hundred thousand dollars below the estimated cost.

A. Philip Randolph Boulevard

- Although this is not a Better Jacksonville Project, it is being constructed as part of the improvements to the Sports Complex and is progressing and ahead of schedule.

Veterans Memorial Wall

- New park will be complete by Memorial Day 2004.

Equestrian Center

- The project is 40% complete, on target for the opening in early 2004 and is on budget.
- The softball complex is 70% complete

Private citizens have raised \$50,000 for the barns for the equestrian center. The committee discussed how they could get the fundraising group to be more aggressive in raising the monies. Mr. Westbrook assured the Committee that some money is available for barns but asked if the Committee would like to meet with the private citizens who

agreed to raise the original commitment of \$5 million. Mr. Westbrook said a time would be set to meet with these citizens to discuss how they can become more effective.

Rex Holmlin

Libraries

- San Marco Library project is complete.
- Main Library is on schedule.
- Other branch renovations are on schedule.

Chris Boruch

Courthouse

- Continuing to meet with key persons on the budget issue on what changes can be made, etc.
- The Utility work around the site will still have to be done so there will be some road closures/detours soon due to this.
- Old Federal Courthouse project will have to first have asbestos and mold removal done before scheduled work can begin the third week of September.
- Mr. Westbrook assured that the cost of the courthouse will not exceed \$230 million - \$211million is provided by The Better Jacksonville Plan. Additional funding sources are being investigated.

Cindy Stover wanted to know if there was a report that stated how much money was allocated for each project and will there be enough to complete it. Alice Jones assured here there is a report called the Earned Value Report is completed on a monthly basis for the Chief Operating Officer.

Doug Layton

Roadways

- There are seven (7) road projects under construction. Pritchard Road was completed on schedule. Hood Road and Lone Star Road will start soon. Wesconnett Blvd., Belfort Road and St. Augustine/I-95 were awarded. La Moya is being re-bid.
- Question was asked how roadway improvement projects were selected. The major roadway improvement projects are mandated by City Ordinance.

Bob Scott

Street Resurfacing/Sidewalks

- 1,130 miles of roads have been resurfaced which helped improve some of the drainage problems.
- There is a goal to do 150 miles of sidewalks; to date 64 miles have been completed.
- The program is on budget.
- Question was asked how the decisions were made to resurface a particular street. All city-maintained streets that have not been resurfaced since 1985 are on the list.

Ed Dendor

JEA

- City joint project regarding Cecil Commerce Center Sanitary Master Pump Station is 100% complete.
- Water transmission line to the Water Treatment Plant is 75% complete.
- Septic Tank Phase I for Murray Hill is 90% complete.
Phase II – 75%
 A – 55%
 B – 20%
- Lake Forest septic tank project is under design.
- Oakwood Villas Phases I-VI project has begun.

Matt Dominy

JTA

- Beaver, Blanding and Branan-Chaffee RFPs will be issued before the end of year.
- The intersection improvement projects are in the planning stages. Interchange and at-grade solutions will be considered.
- Interchange project proposals has been received and two will be awarded.

Andy Eckert

JEDC – Cecil Commerce Center

- Designs have been completed on a number of projects.
- Normandy/Chaffee Road is at 30%.

Alice Jones

Total Budgeted Project Costs s. Total Project Costs

- Financial audits are updated on a monthly basis and distributed to the Mayor's Office.
- There will be enough funds available to finish all projects.

Project Specific Contingency Analysis

Alice Jones

- Continuing to show that we are still within industry standard.

Mary Arditti

MBE

- Percentages are up in every category this month.

V. Other Business

Lynn Westbrook

No additional business was raised for discussion.

VI. Adjourned at 11 a.m.

Lynn Westbrook

Next meeting is scheduled for October 31, 2003, 9:00 a.m. – 11:00 a.m., JTA Board Room