

BJP Finance and Project Administration Committees

Meeting Minutes October 28, 2022

Approved on January 27, 2023

The current FAC Membership consists of the following:

- ✓ Brian Hughes, CAO, City of Jax
- ✓ Joe Orfano, JEA designee
Chris Butler, Private Citizen Member (teleconference)
Oliver Schnusenberg, Private Citizen Member
- ✓ Ryan Smith, Private Citizen Member
- ✓ Kim Taylor, Council Auditor, City of Jax (**designee** Phillip Peterson)

City Attendees:

Alice Checorski, Liaison
Paul Barrett
Joey Greive
Wendy Khan
Dinah Mason

JTA Attendees:

Greg Hayes
Bill Joyce
Julian McKinley
Ken Middleton
Reynold Peterson

Public:

Taylor Mejia
Thomas Martin

The current PAC Membership consists of the following:

- ✓ Nat Ford, JTA Executive Director (**designee**/Greer Gillis)
- ✓ Steve Long, Public Works Director, City of Jax
- ✓ Joe Orfano, JEA designee
Alan Ridge, Private Citizen Member
Cal Walton, Private Citizen Member

I. Welcome & Introductions

Joe Orfano

Chairperson Joe Orfano called the meeting to order at 8:32 a.m.

II. Approval of Previous Meeting Minutes

Both Committees

Brian Hughes made a motion to move the minutes of the July 22, 2022 meeting. Ryan Smith seconded the motion. The motion carried and the meeting minutes for July 22, 2022 were approved unanimously.

III. Finance Administration Committee (FAC)

Joe Orfano

A. COJ Financial Report

Joey Greive

Joey Greive reported the BJP Trust Fund has a balance of \$128 million. We continue to retain a cushion of \$10 million, leaving \$118 million available for project funding. We are working with Public Works on an analysis of projects. Our projection to sunset the tax in January 2027 is still likely. Legislation passed in 2017 transfers the tax to the Pension fund.

Fourth Quarter Sales Tax Collections are up 16.65% for Transportation and 16.62% for Infrastructure over the previous year.

Paul Barrett reported we hope to achieve debt paydown and/or defeasement by October 1, 2026, which will aid in program closeout.

B. JTA Financial Report

Greg Hayes

Mr. Hayes reviewed the JTA MobilityWorks financial spreadsheet from Project to Inception for the quarter ending September 30, 2022. Mr. Hayes stated that in 2016, with the passage of the Local Option Gas Tax, JTA began receiving 5 cents and COJ 1 cent. The JTA Report for the 4th quarter is as follows:

- Column A reflects the JTA Revised Program Budget (JTA Series 2015 Bond), which totals \$100,550,000
- Column B shows Fair Share dollars amounting to \$8,418,103 contributed by the City
- Column C shows the JTA Additional Funding Source total of \$12,555,381 which includes \$2m in LOGT Program Management, \$4,522,380 life to date interest through 9/30/22 from bond proceeds
- Column D shows additional funding received from JEA in the amount of \$13,290,083
- Column E shows additional funding source from JTA Series 2020 Bonds \$41,100,000

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- Column F indicates Total Funds available \$175,913,567
- Column G reflects Estimated Project Costs of \$175,373,983
- Column H shows Funding Status \$200,050 (sufficient funding to complete projects)
- Column I shows life-to-date spending of \$131,791,210
- Column J reports funds encumbered \$25,661,275
- Column K reflects spent and encumbered \$157,452,486
- Column L shows remaining funds available of \$18,461,081
- Column M indicates 89.8% of estimated project costs as % of funds committed

Mr. Hayes reported that the Local Option Gas Tax (LOGT) revenue graph reflects 2.6% growth. LOGT 2, an additional 6 cent tax was approved in May 2021, effective January 1, 2022. The JTA website, JobsforJax.net, shows detailed estimated project costs and expenditures to date.

C. General Discussion - None

IV. Public Comment pursuant to §286.0114, F.S. - None

V. Adjourn FAC – 8:49 a.m.

VI. PROJECT ADMINISTRATION COMMITTEE (PAC)

Greer Gillis

Chairperson Greer Gillis called the PAC meeting to order at 8:49 a.m.

A. COJ Project Status Reports

- **Public Facilities**

Steve Long

Mr. Long reported that all six of the Public Facilities Projects are complete.

- **Environment/Quality of Life**

Steve Long

- ✓ **Land Acquisition through the Preservation Project**

Mr. Long reported that all land acquisition has been completed. The Director of Parks and Recreation is putting together a package for MBRC approval to expend the remaining funds.

- ✓ **Council Districts 1 through 14 (Recreation & Infrastructure)**

Phillip Peterson

Mr. Peterson reported that the City Council Discretionary Fund balance ending 9/30/22 was \$214,880.89 with no change from the previous quarter. City Councilmembers are spending other funds that have earlier expiration dates. Parks continues to encourage the Council to use the available BJP funds.

- ✓ **Environmental Clean Up**

Steve Long

For the reporting period July 1, 2022-September 30, 2022, the five active projects associated with EPA ash remediation are approximately 97% complete. Out of approximately 3,194 parcels, 1,848 have been remediated; 1,247 do not require remediation. 99 parcels remain. Access agreements from the property owners are needed.

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There are currently five active areas:

1. Brown's Dumpsite – 98% complete. Out of 506 total parcels, 223 have been remediated to date; 273 parcels do not require remediation and 10 parcels remain, which require access agreements.
2. 5th & Cleveland Incinerator site – 95% complete. Out of 933 total parcels, 720 have been remediated to date; 165 do not require remediation and 48 parcels remain. We are still pursuing access agreements.
3. Forest Street Incinerator site
There are two components:
 - a. Residential - 96% complete. Out of 773 total parcels, 484 have been remediated to date; 256 parcels do not require remediation and 33 parcels remain. We are pursuing access agreements for all 33.
 - b. Park –The project is 100% complete. The Forest Street Charter School completed the remediation.
4. Lonnie Miller site
There are two components:
 - a. Residential - 99% complete. Out of 279 total parcels, 75 have been remediated to date; 201 parcels do not require remediation and 3 parcels remain.
 - b. Lonnie Miller Park - Remediation is being done as part of the City's Park Improvement Project
 - Phase 1 – Lonnie Miller Park Design-Build is complete. It incorporates the Parks Department improvements at the same time. The bid came in very high; we will put it back out this month.
 - Phase 2 – Design is 95% complete. Currently, the effort to conduct the site improvements are in the 5-year plan. The design plans for the proposed recreational facilities will be prepared prior to that time.
5. 5th & Cleveland and Forest Street OU2 Incinerator Sites – 99% complete. Out of 703 total parcels, 346 have been remediated to date; 352 parcels do not require remediation and 5 parcels remain. We are pursuing access agreements for those 5 parcels.

○ **Targeted Economic Development**

Wendy Khan

- ✓ Northwest Jacksonville Economic Development Fund (NWJEDF)

Ms. Khan reported that the NWJEDF Advisory Board and City Council approved a \$100,000 infrastructure grant to Ferrosorce, LLC to help offset a portion of the infrastructure costs needed to convert the former warehouse into a multi-line steel fabrication manufacturing facility.

AA Auto Parts, Inc. was approved for a 6-month extension to the project completion deadline from June 30, 2022 to December 31, 2022.

Clara White Mission, Inc. was approved for an additional \$247,090 and a 6-month extension to the Construction completion deadline from June 30, 2022 to December 31, 2022, in order to complete the White Harvest Farms project.

Ms. Khan reported that the program's available balance as of September 30, 2022 was \$4,196,763. This includes \$2,102,945 from BJP/NW Pay-As-You-Go funds (Fund 35103) and \$2,093,818 from the NWJED fund (Fund 00117).

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B. COJ Roadway and Infrastructure Improvements

Steve Long

Mr. Long reviewed the COJ Roadway Project Status Report, pages 33-43, noting that 11 COJ projects and 7 JTA MobilityWorks projects remain from the BJP list. Three projects are awaiting funding through a Budget Transfer (BT). There are 7 active (*) COJ projects:

1. Cahoon Road (Lenox to Beaver) RFP will be going out for Design Build.
2. *Collins Road (Blanding to Pine Verde) – Design consultant contract awaiting BT.
3. Crystal Springs Phase 2B (Ramona-Hammond to Cahoon) Project is complete.
4. *Hartley Road (Old St. Augustine to San Jose) Phase I (drainage) is complete. Negotiating scope and fee proposal with design consultant.
5. Kernan Blvd. Phase 6 (JTB to Glen Kernan)
6. *Old Middleburg Road (103rd to Branam Field) Project broken into two phases:
Phase 1 – North Section (Parman Road to 103rd) 90% design completed.
Phase 2 – South Section (Argyle Forest Blvd. to Parman Road) 80 % design completed
Significant real estate acquisition underway for both phases.
Phase 1 start construction Fall '23; Phase II Summer '24
Old Middleburg & Collins intersection interim improvements – construction completed.
7. *Ricker Road (Old Middleburg to Morse) Under design. 60% design plans due Fall '22.
8. Shindler Road (Collins to 103rd)
9. *Cecil Field Connector (Branam Field to Commerce Center)
South segment under construction, 60% complete through development agreement.
North segment design consultant performing the survey collection.
10. *Broward/Clark Road extension – Design consultant services have been negotiated. Contract is awaiting BT to re-establish COJ project and allocate budget.
11. *Eastport (I-95 to Zoo Parkway/Pulaski Road, part of east-west corridor improvements (Main to New Berlin) – Design consultant services have been defined and negotiated; awaiting BT to e-establish COJ project and allocate budget.

C. JTA Road Program/JTA Mobility Works

Greer Gillis

Greer Gillis reviewed the JTAMobility Works project status and activity for the third quarter of this fiscal year.

- **Old St. Augustine Road / Greenland Road Intersection Improvements**
 - Construction of the project was completed in 2016.
- **Kernan Boulevard (Atlantic Boulevard to McCormick Road)**
 - Construction of the project was completed in 2020.
- **Parramore Road Extension (to Youngerman Circle)**
 - Installation of storm drainage system is complete.
 - Installation of lighting is complete.
 - Mast arms, signals and pedestrian signals are complete.
 - Curbing and roadway base construction have been completed.
 - Sidewalk, curbing, roadway base and structural pavement construction have been completed.
 - Landscape installation ongoing.
 - Final asphalt pavement lift scheduled for November 2, 2022.
 - Ribbon-cutting event scheduled for November 17, 2022.

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- **Girvin Road (Atlantic Boulevard to Wonderwood Drive)**
 - Construction of the project was completed in 2019.

Mobility Corridors

- **Transit Enhancements**
 - All planned work is complete on all corridors.
- **Complete Streets**
 - **Mandarin Road:** Construction is complete.
 - **Main Street:** A preliminary engineering study was developed. The project will be incorporated into JTA's U2C program for future implementation.
 - **8th Street:** Design plans were completed and held pending funding for construction. Construction will be funded through the recently approved Local Option Gas Tax expansion. JTA, COJ and TPO collaborating on a scope of work for design of the 8th Street corridor in conjunction with the Myrtle Avenue and Moncrief Road improvements.
 - **University/Merrill Turbo Roundabout:**
 - Project is complete and JTA is working with the City of Final Acceptance of the project.
 - **Lenox Avenue:** Design plans were completed and held pending funding for construction. Construction will be funded through the recently approved Local Option Gas tax expansion.

Blanding Boulevard Intersection Improvements

- All scheduled JTA work is complete. Ninety percent design plans were completed for the intersections of Blanding at Collins Road and Blanding at 103rd Street. The design plans were submitted to FDOT for use with future implementation.
- Discussions have begun with FDOT to determine the timeline for implementation of the bus queue jump lanes to support the JTA's First Coast Flyer Bus Rapid Transit Southwest operations. FDOT has incorporated the project into their FY24 Work Program pending approval by the state legislature.

Soutel Transit Hub

- Construction of the project was completed in 2016.

Alta Drive (South of Faye Road to Burkit Lane)

- Construction completion percentage updated to 65% from 50%.
- The contractor is working on lighting directional bores, and sheet pile installation.
- Contractor continues to grade and prepare embankment, subgrade, spread and compact lime rock base course throughout the corridor for paving.
- Contractor continues to form and pour sidewalk, curb, and planned driveways throughout the project limits.
- Contractor completed the new crossing arms and gates at the CSX rail crossing.
- FDOT portion of Alta Drive between I-295 to Faye road was completed September 12, 2022.
- CSX delayed the project by not performing their relocations/installations in a timely manner. CSX flagger availability to work within and near the CSX right of way.
- There is a 60-day detour of Alta Drive between Faye Road and Port of Jacksonville Parkway has now been pushed out to February 13, 2023.
- Concrete and asphalt availability have been a challenge but have not affected critical path items.
- AT&T has delayed the project by not fulfilling requirements of the UWS due to their material acquisition, scheduling, and manpower issues.
- Due to the delay, the construction completion is anticipated for Fall 2023.

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Collins Road (Old Middleburg Road to Rampart Road)

- Project is complete and JTA is working with the City on Final Acceptance of the project.

San Pablo Road (Beach Boulevard to Atlantic Boulevard)

- Construction is 35% complete.
- JTA continues to reach out to HOAs, property owners and local schools to keep them informed and address any concerns.
- Utility relocations are underway.
- Erosion control devices and silt fences are in place.
- Contractor is working on constructing the temporary widening to the west, which will allow traffic to be shifted and work to begin on the permanent improvements.
- Temporary pavement widening and temporary drainage are being constructed.
- JTA has been in coordination with the local schools to improve pedestrian safety along the corridor including adding a police officer during school drop off and release times. The project has added variable message boards to inform motorists of potential delays and route alternatives.
- Construction is still anticipated for completion in the Fall of 2024.

McDuff Avenue / 5th Street (Phase III)

- Construction completion percentage is now 95%.
- The contractor has completed the roadway subgrade stabilization and base installation.
- The contractor has completed installation of curbs.
- Contractor is working on constructing the temporary widening to the west, which will allow traffic to be shifted and work to begin on the permanent improvements.
- Temporary pavement widening and temporary drainage are being constructed.
- JTA has been in coordination with the local schools to improve pedestrian safety along the corridor including adding a police officer during school drop off and release times. The project has added variable message boards to inform motorists of potential delays and route alternatives.
- Construction is still anticipated for completion in the Fall of 2024.

Collins Road (Blanding Boulevard to Pine Verde Lane)

- A PD&E Study was completed as part of the program and turned over to the City to assist in planning for the City's future project.

Southside Boulevard / Atlantic Boulevard Intersection Improvements

- Design has been awarded but is on hold. FDOT will handle future design and construction.

Tinseltown Intersection Improvements

- Design has been awarded but is on hold. FDOT will handle future design and construction.

Ms. Greer referred the FACPAC to the JTA website, www.JobsforJax.net

D. EBO/JSEB/DBE

○ **COJ**

Dinah Mason

Ms. Mason reported that COJ JSEB 4th quarter expenditures for Capital Improvement (Construction) were \$77,161.09, 15%; Professional Services (Engineer) \$424,993.67, 85%; nothing was spent on Contractual Supply & Services. The total JSEB Payment for the 4th quarter was \$502,154.76. Life-to-Date Expenditures total \$1,006,998,391.

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- **JTA** **Ken Middleton**

For the 4th quarter, JTAMobilityWorks Projects for Capital (construction) improvements had total expenditures (paid to certified DBE vendors) of \$2,791,214, 14.1% minority participation with a life to date total of 10.7%.

Total expenditures for Professional Services during the 4th quarter were \$606,084.00, 22.2% minority participation with a life to date total of 25.9%.

The St. Johns River Ferry Fender Rehabilitation Project had no expenditures for Capital (construction) improvement for the 4th quarter.

The St. Johns River Ferry Fender Rehabilitation Project had no expenditures for Professional Services of minority participation for the 4th quarter, life to date 100%.

E. General Discussion – None

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

Thomas Martin, 8019 Leafcrest Drive, reported that at the Ricker Road & 103rd Street intersection, there is FDOT activity going south. Mr. Long will investigate this.

Regarding the Blanding Blvd. intersections, FDOT proposed to change Argyle to Wells Road. Bus routes will change. They are acquiring right of way and don't expect to be finished until 2025. Ms. Gillis stated JTA has seen the preliminary design and it is innovative. There is congestion in the area but when the project is done, north and south traffic will move more freely.

IX. Adjourn PAC – 9:22 am