



INFRASTRUCTURE AD HOC COMMITTEE MINUTES
Thursday, November 7, 2019, 10:00 A.M.

Present: Committee Members: Chairperson, Melvin Priester, Jr.; Vice Chair, Charles Tillman; Ashby Foote and Virgi Lindsay, Council President. Directors: Dr. Safiya Omari, Chief of Staff; Kristi Moore, City Clerk; Angela Harris, Deputy City Clerk; and Terry Williamson, Legal Counsel for Public Works.

Absent: Aaron Banks and De'Keither Stamps, Vice President.

The meeting was called to order by **Chairperson, Melvin Priester, Jr.**

DISCUSSION: 1% SALES TAX COMMISSION UPDATE (COLLECTIONS, OBLIGATIONS, EXPENDITURES, MASTER PLAN AND RELATED MATTERS: Chairperson Priester recognized Robert Miller, Director of Public Works, who provided information following:

- The original Master Plan was adopted in March 2017 and later reviewed and updated in May 2019.
- There are three (3) key elements of the 1% Municipal Sales Tax
 1. Amount of money received through September 2019 is \$77.3 million (since its inception)
 2. Obligation of those funds
 3. Identifies the individual projects
- Of the \$77.3 million; \$68.9 million have been obligated; \$59.7 million has been expended. After reviewing all records, a correction has been made to the obligated funds. The new amount of obligated funds is \$75.8 million and \$1.5 million is unobligated.

DISCUSSION: CAPITOL COMPLEX IMPROVEMENT DISTRICT UPDATE: Chairperson Priester recognized Paula DeYoung, CCID Project Director, who provided a brief overview of the CCID Project structure and upcoming projects. Ms. DeYoung stated the following:

- The CCID is currently working on seven (7) projects.
- The CCID is working diligently on the East Capitol Street sidewalk project from West Street to State Street.
- Waggoner & AJA Management helped developed the Master Plan for the future of Capitol Street.



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- The current/future projects are small projects and within performing the projects; the CCID will address any issues relating to storm water, sanitary water and any issues underneath the streets. The CCID will also deal with ADA as well as resurfacing the street. It is not a pothole project; it is an all-encompassing project from the bottom to the top.

Council Member Foote arrived to the meeting.

Chairperson Priester recognized **Gilda Reyes**, CCID Program Director, who provided a brief overview of the finances of the CCID projects. **Ms. Reyes** stated the following:

- When the legislation was designed, 2% of the State sales tax was spent in the City of Jackson was provided for funding. In August 2019, the amount was increased to 4% and in August 2020 the amount will increase to 6% and will remain at 6%.

Chairperson Priester asked how much money has been collected for the project? **Ms. Reyes** stated that approximately 4.5 million has been collected.

Chairperson Priester asked what's the timeline for completing the \$17.2 million dollars' worth of proposed projects? **Ms. Reyes** stated that in addition to the sales tax, 2018 legislation stated by \$7 million dollars can be borrowed. The additional funding will jump start the projects and repaid will be made over five (5) years.

Council Member Foote asked who sets the priorities for the CCID projects? **Laura DeYoung** stated that priorities are based on their proximity and access to State properties, stakeholders and public health and safety. Lastly, **Ms. DeYoung** stated that Downtown Partners will help with the landscaping of the sidewalk project.

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DISCUSSION: CAPITAL PLANNING PROCESS: **Chairperson Priester** recognized **Andrew Jenkins**, AJA Management & Technical Services, Inc. provided a brief overview of the scope of work his firm has been tasked to perform for the City of Jackson. **Mr. Jenkins** stated the following:

- Identify and quantify the needs to find the money necessary for the projects.
- Review groups of backlog projects and plans that the City has obtained over the last 8 to 9 years to determine what's still relevant to develop a prioritization methodology.



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- Will use the same process as the CCID. The process will expand to include projects from the 1% sales commission as well as projects outlined from the City.

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DISCUSSION: 1% BOND UPDATE (FINANCING SCHEDULE, PROJECT SELECTION AND RELATED MATTERS): Chairperson Priester recognized **Robert Miller**, Director of Public Works, who provided the following information:

- The financial advisor (PFM Financial Advisors) asked what is the critical path in getting the bonds sold? If the City wanted to proceed, the earlier bond closing date would be February 24, 2020. In order to meet that date, a tentative calendar was developed to outline each step including a list of critical projects to be performed.

Chairperson Priester recognized **Dr. Charles Williams**, Chief Engineer, who stated that the City need to establish a plan that the City can use for the future. The plan would identify priority projects and the funding.

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DISCUSSION: INFRASTRUCTURE MAINTENANCE AND STAFFING: Chairperson Priester recognized **Robert Miller**, Director of Public Works, who stated that the Public Works Department has crisis areas in Meter maintenance and Sewer maintenance. **Mr. Miller** provided the following information:

- Meter Maintenance has 30 budgeted positions, 11 filled and 19 vacancies
- Sewer and Sewer Maintenance has 76 budgeted positions, 33 filled and 43 vacancies
- With a more than 50% vacancy rate, substantial outsourcing will have to take place

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After a thorough discussion and there being no further business to come before the committee, the meeting stood adjourned at 11:47 a.m.