

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, OCTOBER 26, 2023 – 3:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, October 26, 2023.

BOARD MEMBERS

Deborah Buckland, Chair
G. Ray Driver, Vice Chair
Aundra Wallace, Secretary
Megan Hayward, Board Member
Patricia Sams, Board Member

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., CEO (Virtual)
Cleveland Ferguson III, EVP Administration
Charles Frazier, SVP Operations
Greer Gillis, SVP System Development
Raj Srinath, SVP Finance and Technology

BOARD MEMBERS NOT PRESENT

Greg Evans, FDOT
Arezou Jolly, Immediate Past Chair

OTHERS PRESENT

Katie Smith, Board Administrator
Richard Milian, General Counsel

A. **CALL TO ORDER** – Chair Buckland called the meeting to order at 3:34 p.m. and thanked the Board and JTA staff for their time at the Work Session held prior to the Board Meeting.

Director Hayward led the Pledge of Allegiance.

Mrs. Smith completed a roll call confirming a quorum of the Board.

Chair Buckland introduced representatives from Clean Energy to present the JTA with the 2022 Achievement Award from Natural Gas Vehicle Association. The award recognizes JTA's efforts in achieving Zero Emissions.

Chair Buckland congratulated Director Wallace's induction in to the First Coast Business Hall of Fame earlier in the day.

Chair Buckland introduced and welcomed the new Mayoral appointees to the JTA Board:

Megan Hayward replaced Stephanie Burch.

Patrica Sams replaced Abel Harding.

Chair Buckland then provided the safety message for the month of October "Housekeeping you skip may cause a slip or trip."

Chair Buckland announced that Director Jolly will serve as interim Chair of the Finance and Administration Committee for the remainder of 2023 due to the vacancy left by Abel Harding. She also announced that she would serve as interim Chair of the Service Delivery Committee for the remainder of 2023 due to the vacancy left by Stephanie Burch.

Chair Buckland asked for the Board to vote on moving Director Wallace to the position of Secretary of the Board due to the vacancy left by Abel Harding.

MOTION (Driver/Sams) to name Aundra Wallace as Secretary. Motion Approved (5-0).

Chair Buckland also appointed the Nominating Committee for 2023 to select the slate of officers for 2024.

Arezou Jolly, Chair; Ray Driver, and Debbie Buckland

B. APPROVAL OF MINUTES FROM SEPTEMBER 13 AND 14, 2023 ANNUAL STRATEGIC RETREAT AND SEPTEMBER 14, 2023 BOARD MEETING

MOTION (Wallace/Driver) to approve minutes. Motion Approved (5-0).

Chair Buckland stated that due to a time constraint, the Board would move right into the consent agenda and action items.

H. CONSENT AGENDA

1. APPROVAL OF CONTRACT AWARD FOR ENVIRONMENTAL WASTE DISPOSAL AND SLUDGE REMOVAL (B-23-006)

2. APPROVAL OF CONTRACT AWARD FOR BUS STOP PRESSURE WASHING SERVICES (P-23-003)

3. APPROVAL OF CONTRACT AMENDMENT FOR AUTOMATIC TRAIN CONTROL MAINTENANCE AND SUPPORT - SKYWAY

MOTION (Wallace/Driver) Approval of Consent Agenda items H.1 through H.3 as recommended by Staff. Motion Approved (5-0).

I. ADOPTION AGENDA

1. RESOLUTION 2023-12: AUTHORIZATION TO FILE FISCAL YEAR 2024 PUBLIC TRANSPORTATION GRANT – CLAY COUNTY

2. RESOLUTION 2023-13: AUTHORIZATION TO FILE FISCAL YEAR 2024 PUBLIC TRANSPORTATION GRANT – ST. JOHNS COUNTY

Mr. Ferguson stated that Staff recommends the Board adopt Resolution 2023-12 authorizing the Chief Executive Officer (CEO) to enter into a Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) for Fiscal Year 2024.

Resolution 2023-12 is for Clay County Express Select route with funds totaling \$266,000. Funding will provide operating assistance to facilitate the Fiscal Year 2024 Clay County Express Select. Resolution 2023-13 is for St. Johns Express Select route with funds totaling \$200,000.

MOTION (Driver/Hayward) to Adopt Resolutions 2023-12 (Clay County) and 2023-13 (St. Johns County) for Authorization to file Fiscal Year 2024 Public Transportation Grants. Approved (5-0).

J. SAFETY, AUDIT AND COMPLIANCE COMMITTEE (Wallace, Committee Chair)

1. APPROVAL OF CONTRACT AMENDMENT FOR SECURITY SERVICES –

Mr. Ferguson stated that staff recommends the Board authorize the CEO to enter into a contract amendment for the Security Services agreement with First Coast Security. The contract amendment will provide the required funding for cost of services through calendar year 2023 for a 90-day contract transition extension increasing the contract by \$600,000, bringing the total contract to \$7,113,189.

MOTION (Wallace/Hayward) to approve contract amendment for Security Services. Motion Approved (5-0).

K. FINANCE AND ADMINISTRATION COMMITTEE (Jolly, Interim Committee Chair)

ACTION ITEMS

1. APPROVAL OF CONTRACT AMENDMENT FOR ORACLE SUPPORT –

Mr. Ferguson stated that staff recommends the Board authorize the CEO to negotiate and enter into a contract amendment with Oracle to extend the annual maintenance and support for the Oracle E-Business Suite, including software licenses, converting Mythics and Market Driven Support through December 31, 2024. This Amendment is not-to-exceed \$450,084. The total contract value is not-to-exceed \$ \$1,326,355. This fulfills the contract from years 2023 through 2024.

MOTION (Driver/Hayward) to approve Contract Amendment for Oracle Support. Motion Approved (5-0).

2. APPROVAL OF CONTRACT AMENDMENT FOR WEBSITE SERVICES –

Mr. Ferguson stated that staff recommends the Board approve the contract amendment for a six month contract extension for Station Four, Inc. to continue website maintenance and support services as well as executive level special project requests. This amendment will add \$600,000 to the contract, bringing the total contract amount to \$2,453,000. He added that these services will be recompeted and this extension ensures no disruption with the Authority's website.

MOTION (Sams/Wallace) to approve Contract Amendment for Website Services. Motion Approved (5-0).

3. APPROVAL OF FISCAL YEAR 2024 PLAN OF CONTRACTS – Mr.

Ferguson stated that staff recommends the Board authorize the CEO to award, negotiate and execute contracts for the items identified in the Fiscal Year 2024 Capital Plan of Contracts. This process can save 30 to 90 days in the contract execution which will ensure the Authority is working as efficient as possible.

MOTION (Driver/Wallace) to approve Fiscal Year 2024 Plan of Contracts. Motion

Approved (5-0).

4. **APPROVAL OF CONTRACT AWARD FOR UNIFORMS (P-23-002)** – Mr. Frazier stated that staff recommends the Board approve the ranked shortlist and authorize the CEO to negotiate and execute a contract agreement with J.W.E, Inc., the highest ranked responsive and responsible proposer to supply uniforms. The estimated cost for the personnel uniforms contract for year one is \$344,061 with four one-year renewal options for a five-year total contract value not-to-exceed the amount of \$1,720,305. Approval of this item will allow for the purchase of staff uniforms for various job classifications, including but not limited to Operators, Operations Supervisors, Maintenance Technicians, Utility Personnel, Maintenance Supervisors, as well as personnel from Revenue Services and Safety and Security.

MOTION (Wallace/Sams) to approve Contract Award for Uniforms. Motion Approved (5-0).

5. **APPROVAL OF CONTRACT AMENDMENT FOR COMPUTER-AIDED DISPATCH AUTOMATIC VEHICLE LOCATION** – Mr. Frazier stated that staff recommends the Board authorize the CEO to amend the contract with Clever Devices for the Computer-Aided Dispatch Automatic Vehicle Location (CAD/AVL) hardware warranty and software maintenance by adding additional funds in the amount of \$101,700 with a total contract value of \$7,847,605 extending the term of the contract by six months through March 31, 2024. This contract provides installation of CAD/AVL on 185 fixed route vehicles provides LED signage at bus stops, conversion from NextBus to Bus Time, disruption management software, and on-board announcements.

MOTION (Hayward/Sams) to approve Contract Amendment for CAD/AVL. Motion Approved (5-0).

L. **SERVICE DELIVERY** (Burch, Committee Chair)

ACTION ITEMS

1. **APPROVAL OF CONTRACT AMENDMENT FOR TRANSIT ALTERNATIVE SERVICE PROGRAM** – Mr. Frazier stated that staff recommends the Board authorize the CEO to amend the contract with Uzurv Holdings, Inc. for Connexion Plus services, extending the contract for a final six-month period. Additional funds are required in the amount \$3.5M for the extended period of performance April 1, 2024 through September 30, 2024. The amended total contract value is \$12.8M. Approval of this item will extend the term of the existing Uzurv agreement; and increase the total contract value, allowing the JTA to continue providing Connexion Plus services while staff finalizes plans to incorporate premium paratransit service

delivery into the master agreement with MV Transportation as part of the MOVE2027 commingling strategy.

MOTION (Driver/Sams) to approve Contract Amendment for Transit Alternative Service Program. Motion Approved (5-0).

M. LONG RANGE PLANNING AND SYSTEM DEVELOPMENT (Driver, Committee Chair)

ACTION ITEMS

1. DECLARATION OF REAL PROPERTY SURPLUS AND APPROVAL OF DISPOSITION - BROOKLYN PARCELS – Mr. Ferguson stated that staff recommends the Board officially declares certain real property as surplus and eligible for disposal through public sale or transfer to other governmental agencies. Staff also recommends that the Board authorize the Chief Executive Officer to enter into negotiations with the City of Jacksonville (City) for sale of the property in the amount of \$915,000. The subject parcel is identified as Duval County Property Appraiser’s Real Estate Numbers 088969-0100 and 088968-0000 and a portion of Real Estate Number 088985-0050 comprised of roughly 1.2 acres.

MOTION (Wallace/Sams) to Declare Real Property Surplus and Approval of Disposition for Brooklyn Parcels. Motion Approved (4-0). Director Driver recused himself due to a potential conflict with his law firm.

2. APPROVAL OF AMENDMENT 1 FOR TRANSIT ORIENTED DEVELOPMENT SERVICES – JTA GREEN – Mr. Ferguson stated that staff recommends the Board approve authorizing the CEO to amend the agreement between JTA and Renaissance Planning Group, Inc. to provide additional efforts to continue the momentum of the project in anticipation of being awarded another Transit Oriented Development (TOD) Pilot Grant along the corridor. This amendment will add an additional six months to the contract time for TOD Services for the JTA Green Line and Commuter Rail (P-21-031).

MOTION (Sams/Hayward) to approve Amendment 1 for TOD Services for JTA Green. Motion Approved (5-0).

3. APPROVAL OF CONTRACT AWARD FOR MYRTLE AVENUE OPERATIONS CAMPUS SERVICE STATION RENOVATIONS (P-23-019) – Mrs. Gillis stated Staff recommends the Board authorize the CEO to negotiate and execute a contract agreement with Baker Design Build, the sole proposer, for a not-to-exceed amount of \$969,348 to provide design-build services for the Service Station Renovation project at Myrtle Avenue Operations Campus (MAOC). This contract will provide Service Station Renovation, which includes design and construction services required for repairs of the existing precast concrete roof

structure, a new roof membrane system, exterior/interior LED lighting upgrades, interior/exterior renovations, and a new combination emergency eyewash and shower. As part of the Fiscal Year 2021 Bus and Bus Facilities Discretionary Grant, JTA received funding to renovate the Service Station, Building 4, at the MAOC.

MOTION (Driver/Sams) to approve the Contract Award for MAOC Service Station Renovations. Motion Approved (5-0).

N. OLD BUSINESS

O. NEW BUSINESS

Chair Buckland announced and congratulated Mr. Ford for being chosen to receive the Sharon Banks Award for Humanitarian Leadership from the Transit Research Board. He will be presented the award in DC in January 2024.

C. COMMENTS FROM COUNCIL LIAISON – Councilwoman Pittman was not in attendance.

D. EMPLOYEE RECOGNITION AWARDS

June Operator of the month: Garrett Sarver

June Maintenance employee of the month: Antonio Granger

June Administration employee of the month: Jessica Tailer

July Operator of the month employee of the month: James Holmes

July Maintenance employee of the month: Floyd McKiever

July Administration employee of the month: Mark Poirier

August Operator of the month employee of the month: Robert Ladson

August Maintenance employee of the month: Jacques Frere

August Administration employee of the month: Robert Dutremble

September Operator of the month: Felius Nelson

September Maintenance employee of the month: Rico Watson

September Administration employee of the month: Lawanna Watts

E. COMMENTS FROM THE PUBLIC: There was one public comment.

1. Tasha Horne – Ms. Horne thanked the JTA for great service for her mother. She shared there were some issues with current service, as she recently moved to a new development. There does not appear to have any routes or service that travel near her new home so her mother is not able to visit her.

F. CHIEF EXECUTIVE OFFICER'S (CEO) REPORT: Mr. Ford stated that he is happy to begin his report by acknowledging the two new board members, Director Sams, and Director

Hayward. Welcome to the JTA, we are honored that you accepted this call to serve in advancing the JTA's vision and mission.

Since our last Board meeting, we've had many exciting events and updates on top of what you will hear from the division reports.

The JTA was honored to host the 2023 Annual Meeting of the American Bus Benchmarking Group (ABBG), an invitation-only capped group of 25-agencies that serve as a forum to provide confidential information to compare performance, sharing experiences, and identifying best practices for fixed route and paratransit services.

Mr. Ford shared that he had the pleasure of joining JU President Tim Cost and city officials in the dedication of the 20-foot glass and steel obelisk at the center of the University Blvd Turbo Roundabout ... built by the JTA as part of JTAMobilityWorks, which opened in January 2022.

He also shared that he had the opportunity to join business and civic leaders from Jacksonville, including the Mayor, Honorable Donna Deegan, to be part of the JAX Chamber Mission Trip to London. As is the case every year, this trip served to showcase Jacksonville, hold bilateral talks that attract business opportunities to relocate to Jacksonville and the region, and to strengthen bonds of collaboration.

Immediately upon return from London, the JTA had the honor of welcoming TEAMFL Members as JTA served as host of TEAMFL's Quarterly Meeting. With over 200 participants, JTA led one of the breakout sessions, presenting on all the capital projects we have in the queue for JTAMobilityWorks, Emerald Trail, the St. Johns River Ferry, and the U2C.

Building on the success of the first episode of the AV Webinar Series, we hosted the second episode of JTA's Autonomous Mobility Webinar . Mr. Ford served as moderator the panelists that included:

- Neal Morgan - Director-Facilities Services at Mayo Clinic
- Ron - Founder and CEO of Accessible Avenue and he is the Senior Director for Policy and Stakeholder Engagement for UZURV
- Dr. Gwendolyn (Gwen) Goodwin - Director of the Center for Transportation, Training and Research, Texas Southern University

Then staff was off to APTA's Annual Meeting and EXPO, which brought together over 10,000 professionals from the public transportation industry. This was an excellent opportunity to come together as a Board and leadership team to see the advancements that are being made in the industry. Several member of the JTA staff had the opportunity to lead sessions, provide training and demonstrations.

In conjunction with APTA, the FPTA held its annual meeting where the JTA received the 2023 Bus Safety Excellence Gold Safety Award, the 2023 Tier 1 Marketing Award, Sherman Polydore earned Second Place for Maintenance Technician of the Year, and Angela Brown, Director of Fixed Route Transportation graduated from FPTA's Leadership Development Program

Mr. Ford stated that during the City's DDRB Meeting on Thursday, October 12, 2023 staff presented the revised conceptual plans for the U²C Autonomous Innovation Center to inform local stakeholders. The DDRB board members incorporated their input into the final conceptual plan, which was approved by unanimous vote. The design plan is being finalized and will move towards a construction start.

On Friday October 13, 2023, the JTA welcomed FTA's Associate Administrator for the Office of Technology, Research, and Innovation along with members of her team and members of the ACES Mobility Coalition. Together, they visited entities in Florida who are advancing autonomous vehicle technology including SunTrax and Beep Headquarters. Their trip concluded here in Jacksonville, where they toured the JRTC, Skyway, the Bay Street corridor and ended at the Armsdale Test and Learn Facility. There the JTA Team demonstrated the teleoperations and the autonomous vehicles on site.

The JTA also had the pleasure of welcoming Dr. Mary Leary, FTA's Associate Administrator for the Office of Research, Deployment, and Innovation and members of her team. It is a great testament to JTA's work, that after spending days at APTA Annual Conference, these officials came to Jacksonville to see our project first-hand.

Mr. Ford also shared that staff conducted the kick-off meeting for phase 2 of the commuter rail feasibility study. Phase 2 is the commuter rail visioning effort that will determine the proposed operating parameters for a future rail service from St. Augustine to downtown Jacksonville, as well as the framework agreements that would be needed with the railroads currently serving the corridor. The duration of this study is six months, and staff will brief the board at future board meetings.

On October 16th, JTA held our inaugural Regional Capital Infrastructure Summit, which saw attendance from over 300 vendors and other businesspersons from nine states. During the summit, staff held a Shark Tank-style procurement event and awarded three contract bids to the winning bids. The procurement staff also certified 15 new small businesses during the Summit.

Mr. Ford shared that the JTA celebrated the completion of the Alta Drive expansion project on October 24th, widening a flooding-prone two-lane road into a six-lane highway at its widest. The project also improved the local community by adding overhead streetlights, sidewalks, bike lanes, stormwater ponds, and water and sewer mains.

He also shared that earlier in the day there was a joint Memorandum of Understanding signing for the Emerald Trail with GroundworksJax and Mayor Donna Deegan with a ceremony held at Riverside Park. Work has commenced on segments 1, 2, 5, 9 and the McCoy's Creek segment as identified in the Masterplan for the Emerald Trail project.

Thank you, Madame Chair, and members of this board for your hard work and dedication, and for you and the Board taking the time to join the staff and I in Orlando for the APTA Annual and EXPO. Mr. Ford concluded his CEO report and turned the floor back to Chair Buckland to share her thoughts and take-aways from the trip.

Chair Buckland provided an overview of the APTA TRANSform Conference and all of the demonstrations and information the Board received while in attendance. A video was shown providing highlights of the conference and EXPO. The Board provided their thoughts and input from the conference and EXPO as well.

G. DIVISION REPORTS

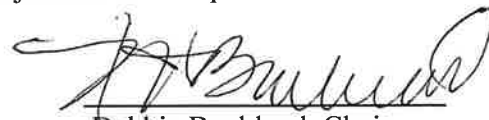
1. **ADMINISTRATION MONTHLY REPORT** – Mr. Ferguson shared highlights of the Administration Division through September 2023.


2. **SYSTEM DEVELOPMENT REPORT** – Ms. Gillis shared details of the System Development Report for September 2023.

3. **OPERATIONS MONTHLY REPORT** – Mr. Frazier provided the Board with a summary of Operations report through September 2023.

Chair Buckland announced that it is time for the Board to complete the annual CEO Evaluation. Mrs. Smith shared that the evaluation forms were placed at each Board Members seat.

There being no further business, the meeting adjourned at 4:48 p.m.


Debbie Buckland, Chair


Aundra Wallace, Secretary