

**MINUTES  
REGULAR BOARD MEETING  
JACKSONVILLE TRANSPORTATION AUTHORITY  
THURSDAY, NOVEMBER 3, 2022 – 2:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, November 3, 2022.

**BOARD MEMBERS**

Arezou Jolly, Chair  
Deborah Buckland, Vice Chair  
G. Ray Driver, Secretary  
Abel Harding, Treasurer  
Stephanie Burch

**JTA EXECUTIVE STAFF**

Nathaniel P. Ford Sr., CEO  
Cleveland Ferguson III, SVP Administration  
Charles Frazier, SVP Transit Operations  
Greer Gillis, SVP System Development

**BOARD MEMBERS NOT PRESENT**

Aundra Wallace  
Greg Evans, FDOT

**OTHERS PRESENT**

Katie Smith, Board Administrator  
Richard Milian, General Counsel

- A. **CALL TO ORDER** – Chair Jolly called the meeting to order at 2:01 p.m.

Chair Jolly led the Pledge of Allegiance.

Chair Jolly thanked Kevin Holzendorf for his service to the JTA Board for the past nine years. She then introduced and welcomed Stephanie Burch as a new Mayoral appointment to the JTA Board.

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

Chair Jolly provided the safety message for the month of November, “Because we care, We are security aware”.

- B. **APPROVAL OF MINUTES FROM AUGUST 25 – 26, 2022 BOARD RETREAT AND AUGUST 26, 2022 BOARD MEETING**

**MOTION** (Harding/Driver) Motion Approved (4-0).

- C. **COMMENTS FROM COUNCIL LIAISON** - Councilwoman Pittman was not in attendance at the Board meeting.

Director Buckland arrived at the meeting.

- D. **EMPLOYEE RECOGNITION AWARDS** – Employee Recognitions were presented.

Jacquelyn King – Bus Operator for June 2022

Kathleen Plummer Heyward – Bus Operator for June 2022

Kenneth Kirkland – Bus Operator for July 2022

Henry Griffin – Bus Operator for July 2022

Elizabeth Courtney – Bus Operator for August 2022

Michael Tender – Bus Operator for August 2022

Kenneth Fenwick – Maintenance Employee for June 2022

William Paul Frazier – Maintenance Employee for July 2022

Sandy McDaniel – Maintenance Employee for August 2022

Terri Smith – Administration Employee for June 2022

William Bradley – Administration Employee for July 2022

Gail Cole – Administration Employee for August 2022

**E. COMMENTS FROM THE PUBLIC:** There were no requests to speak.

**F. CHIEF EXECUTIVE OFFICER’S REPORT** – Mr. Ford welcomed Director Burch to the JTA Board. He then acknowledged that over the past few days, Chair Jolly was recognized as an EVE Finalist, and Director Driver was inducted in to the First Coast Business Hall of Fame. Both of these honors are very well deserved for all Chair Jolly and Director Driver do for the Jacksonville Community.

Mr. Ford shared that Ridership continues to increase and that on October 31, 2022 the Authority had its highest ridership since the beginning of the pandemic with 21,697 trips.

He also announced the launch of the new MyJTA app, which gives customers the ability to plan, pay and travel with real-time information all in one place.

Mr. Ford acknowledged the construction that is taking place next to the JRTC. The Johnson Commons Complex is a Transit Oriented Development in the LaVilla area.

He then shared some dates for upcoming events and meetings, including the Florida Autonomous Vehicle summit December 14 -16, 2022. JTA is the host.

A special recognition was given to:

- Wendy Morrow and the Audit and Compliance team for their award for the Navex program
- Michael Pasanick, FPTA Third Place – Maintenance Technician
- Sherman Polydore – FPTA Second Place – Maintenance Technician for Paratransit
- Ken Middleton and the Diversity team for breaking a JTA record by paying out more than \$22 million to DBE firms.

Mr. Ford also shared a video of the activities over the last couple of months.

**G. DIVISION REPORTS**

**1. ADMINISTRATION MONTHLY REPORT** – Mr. Ferguson shared highlights of the Real Estate and Economic Development Report, Financial Services and Financial Performance Reports through September 2022.

**2. SYSTEM DEVELOPMENT** – Ms. Gillis shared details of the System Development Report, which included activities for Capital Projects and Facilities and Automation

and Innovation through October 15, 2022.

3. **OPERATIONS** – Mr. Frazier provided the Board with the Transit Operations report for September 2022.

**H. CONSENT AGENDA**

1. **APPROVAL OF BATTERY PURCHASE (B-22-028)**

2. **DECLARATION OF SURPLUS PROPERTY**

3. **APPROVAL OF CONTRACT AWARD FOR FARE MEDIA – STAR CARD**

4. **APPROVAL OF CONTRACT RENEWAL FOR MICROSOFT 365**

**LICENSING**

5. **APPROVAL OF CONTRACT RENEWAL FOR MICROSOFT SQL SERVER**

**LICENSING**

**MOTION** (Harding/Driver) to approve staff's recommendation per the Board Memorandums for items H.1 through H.5. Approved (5-0).

**I. ADOPTION AGENDA**

1. **RESOLUTION 2022-13: AUTHORIZATION TO FILE FISCAL YEAR 2023 SURFACE TRANSPORTATION GRANT** Mr. Ferguson stated that staff recommends the Board adopt Resolution 2022-13 authorizing the Chief Executive Officer (CEO) to file and enter into an agreement with the United States Department of Transportation Federal Transit Administration (FTA) for Fiscal Year 2023 under the FTA Section 5307 Federal Highway Administration Transfer of Surface Transportation Program in the amount of \$1,000,000.

**MOTION** (Harding/Buckland) to Adopt of Resolutions 2022-13, Authorization to File Fiscal Year 2023 Surface Transportation Grant. Motion Approved (5-0).

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

1. **APPROVAL OF CONTRACT AWARD FOR ACCESS CONTROL SYSTEMS**

– Mr. Ferguson stated that staff recommends the Board approve and authorize the CEO to enter into a contract for the Access Control Systems agreement with Cook Electrical, Inc. The contract is for five years with no option to renew at an estimated cost of \$4,500,000.

**MOTION** (Driver/Harding) Approval of Contract Award for Access Control System Motion Approved (5-0).

**K. FINANCE AND ADMINISTRATION COMMITTEE** (Driver, Committee Chair)

1. **APPROVAL OF CONTRACT AWARD FOR DATA SCIENCE SUPPORT SERVICES (P-22-034)** – Mr. Ferguson stated that staff recommends the Board approve the short

list and authorize the CEO to negotiate and enter into an on-call contract for data science support services renewable for up to three years, for a not to exceed amount of \$400,000.

**MOTION** (Harding/Buckland) Approval of Contract Award for Data Science Support Services (P-22-034). Motion Approved (5-0).

**2. APPROVAL OF CONTRACT AWARD FOR BULK LUBRICANTS (B-22-026)**

– Mr. Ferguson stated that staff recommends that the Board approve the ranked list and authorize the CEO to execute a five year contract with Colonial Oil Industries, the number one bid for the purchase of Oil and Lubricants for an amount not to exceed \$1,500,000.

**MOTION** (Harding/Buckland) Approval of Contract Award for Bulk Lubricants (B-22-026). Motion Approved (5-0).

**3. APPROVAL OF CONTRACT AMENDMENT FOR CORPORATE COMMUNICATION AND MARKETING**

– Mr. Ferguson stated that staff recommends that the Board authorize the CEO to amend the approved contract with Jones Worley, Inc. for Corporate Communication and Marketing. The amendment will add \$676,458.48 for a total contract of \$2,886,458.48. This contract will cover the current and projected expense threshold needed through Fiscal Year 2023.

**MOTION** (Harding/Driver) Approval of Contract Amendment for Corporate Communication and Marketing. Motion Approved (5-0).

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

**ACTION ITEMS**

**1. APPROVAL OF PARATRANIST SERVICE VEHICLES PURCHASE**

– Mr. Frazier stated staff recommends the Board approve and authorize the CEO to issue a purchase order to Florida Transportation Systems for the purchase of 40 paratransit minivans, equipment, and spare parts for an estimated total cost of \$2,727,240.

**MOTION** (Burch/Buckland) Approval of Paratransit Service Vehicles Purchase. Motion Approved (5-0).

**2. APPROVAL OF CONTRACT AWARD FOR FERRY HAUL OUT**

– Mr. Frazier stated that staff recommends the Board approve and authorize the CEO to negotiate and execute a contract with BAE Systems for maintenance of the Jean Ribault, the vessel used by the St. Johns River Ferry service at an estimated amount of \$12,000,000 for Haul outs over the next ten years.

Mr. Frazier advised the Board that the Memo for this item that was in their Board package stated an estimated amount of \$3,000,000. He clarified that the verbiage should have read “an

estimated amount of \$3,000,000 per haul out. Being \$12,000,000 for the expected four haul outs.”

**MOTION** (Buckland/Driver) Approval of Contract Award for Ferry Haul Out. Motion Approved (5-0).

**M. LONG RANGE PLANNING AND SYSTEM DEVELOPMENT** (Buckland, Committee Chair) No action items under this committee.

**N. OLD BUSINESS:** There was no old business.

**O. NEW BUSINESS:** Chair Jolly turned the floor over to Mr. Milian.

Mr. Milian advised the Board that the annual evaluation for Mr. Ford needs to be completed before December 1, 2022. He stated that the instructions and form, as well as the CEO’s year-end report has been provided to the Board and to reach out to him should there be any questions.

Chair Jolly then announced the Committee Members for the 2022 Nominating Committee:

- Ari Jolly, Committee Chair
- Debbie Buckland
- Ray Driver

Chair Jolly thanked the Board and staff for attending. She also acknowledged throughout the meeting that it is due to Mr. Ford’s communication with the Board on matters coming before it that the meetings are as efficient as they are. The next Board Meeting will be December 8, 2022.

There being no further business, the meeting adjourned at 3:31 p.m.

SEAL

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Arezou Jolly, Chair

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G. Ray Driver, Secretary