

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, MARCH 29, 2022 – 2:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, March 29, 2022.

BOARD MEMBERS

Arezou Jolly, Chair
Deborah Buckland, Vice Chair
G. Ray Driver, Secretary
Abel Harding, Treasurer
Kevin J. Holzendorf, Past Chair
Aundra Wallace

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., Chief Executive Officer
Cleveland Ferguson III, SVP Administration
Greg Hayes, VP Finance & Technology
Greer Gillis, SVP System Development
Bernard Schmidt, VP Automation
Rosa Beckett, VP Engagement
Charles Frazier, SVP Transit Operations
Kimberly Dunham, Chief of Staff

BOARD MEMBERS NOT PRESENT

Greg Evans, FDOT

OTHERS PRESENT

Richard Milian, General Counsel
Katie Smith, Board Administrator

A. CALL TO ORDER – Chair Jolly called the meeting to order at 2:00 p.m.

Director Holzendorf led the Pledge of Allegiance.

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

Chair Jolly recognized special guests at the meeting: Kyle Morgan and Karen Cole.

Chair Jolly provided a report out from the American Public Transportation Association (APTA) Legislative Conference that she attended along with fellow Board Members and JTA staff. There were several sessions on mobility, workforce development and retention, infrastructure and funding. The team also met with elected officials and their team(s).

A recognition was made to Chair Jolly as she was recognized as a Women Who Moves the Nation while at the APTA Conference. Chair Jolly acknowledged that she joins a wonderful group of women, including JTA's own Ms. Gills and Ms. Beckett.

Chair Jolly provided the safety message for the month of March, "Who Else Needs to Know."

B. APPROVAL OF MINUTES FROM FEBRUARY 24, 2022 BOARD WORK SESSION AND BOARD MEETING

MOTION (Holzendorf/Harding) Motion Approved (5-0).

C. COMMENTS FROM COUNCIL LIAISON - Councilwoman Pittman was unable to attend the meeting.

Director Buckland rejoined the meeting.

D. EMPLOYEE RECOGNITION AWARDS – Mr. Ford introduced the following employees in recognition of their strong leadership example and commitment to excellence, these employees will receive a special award and a gift card:

Kenneth Kennedy	January 2022 Bus Operator of the Month
Darrell Hutton	January 2022 Bus Operator of the Month
Cedric Blount	January 2022 Maintenance Employee of the Month
Vontricia Bruce	January 2022 Administrative Employee of the Month
Sharon Singh	February 2022 Bus Operator of the Month
Kelvin Stewart	February 2022 Bus Operator of the Month
Barry McCance	February 2022 Maintenance Employee of the Month
Shelby Thomas	February 2022 Administrative Employee of the Month

E. COMMENTS FROM THE PUBLIC: There were no public comments.

F. CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Ford began his Chief Executive Officer (CEO) Report by announcing that the JTA launched its public engagement for the First Coast Flyer (FCF) Green Line Transit-Oriented Development (TOD) Study in Northwest Jacksonville. This gives the Authority the opportunity to collaborate with the community in developing specific strategies, projects and partnerships that will improve transportation access and the quality of life for those neighborhoods.

Back here at the JRTC, construction has begun on the JAX Chamber's Open Innovation Center at LaVilla, which is located right below the JTA Board Room on the second floor. Construction is anticipated to be complete in July.

Over at the Myrtle Avenue Operations Campus, teams battled it out at the Local Bus and Maintenance Roadeo on Sunday, February 27, 2022. Although the state and international competitions were cancelled for this year, the JTA moved forward in celebration of its frontline employees. It was great to gather in person, celebrate one another and have some friendly competition.

This year's winners were:

Maintenance Competition: The Expendables, comprised of George McGarry, Gilberto Dorta and Rudy Wells.

Bus Operator Competition: Ramon Farfan – adding to his long list of local, state and international Roadeo awards.

Mr. Ford thanked the JTA staff who put on a wonderful event – the first in-person Roadeo since 2019.

On March 18, 2022, the JTA celebrated its outstanding frontline employees for national Transit Operator and Maintenance Appreciation Day. Team members were provided drawstring bags filled with snacks, water, Gatorade, hand sanitizer and a thank you card, personally signed by members of the ELT.

Mr. Ford then thanked Chair Jolly and Vice Chair Buckland for joining the team on March 24, 2022 to cut the ribbon on the Collins Road MobilityWorks Project. This was many years in the making for the nearly 20,000 daily drivers who use Collins Road. The JTA was joined by council members DeFoor, Pittman and Council President Newby – who was the JTA’s council liaison when the project began.

On April 7, 2022, the final MobilityWorks project will get underway as the JTA breaks ground on the San Pablo Road project. This is another complex and much needed project for that community.

Planning is also ongoing at the St. Johns River Ferry to host a celebration for all the great work that’s been done out there to enhance the experience, and to say thank you to JTA’s customers.

Mr. Ford concluded his report by introducing Reynold Peterson, who has joined the JTA as the new Director of Capital Programs. Mr. Peterson is a graduate of Clemson University and a military veteran with over 20 years of roadway design, site design and over 35 years of construction-related experience. Mr. Peterson will be overseeing JTA’s Horizontal Development program, which will include the JTAMobilityWorks program, the Transit Stops construction and all of the projects under the LOGT Program.

Director Driver shared his excitement about the work being done on the innovation center and the impact it will have on Jacksonville.

Chair Jolly recognized the team and the skills of the JTA staff and operators that she saw at the Roadeo.

Director Buckland welcomed Mr. Peterson.

G. DIVISION REPORTS

1. **ADMINISTRATION MONTHLY REPORT** – Mr. Ferguson shared highlights of the Real Estate and Economic Development Report and Procurement report for the Administration Division through February 2022.

2. **AUTOMATION MONTHLY REPORT** – Mr. Schmidt provided the Board with the Automation Monthly Report for activities through March 15, 2022.

3. **ENGAGEMENT MONTHLY REPORT** – Ms. Beckett provided an overview for

Engagement Division through March 18, 2022 and the Fixed Route and Connexion Customer Experience report for February 2022.

Chair Jolly and Director Holzendorf recognized and thanked Ms. Beckett for the work of her and her team.

Director Buckland thanked Mr. Ford for attending the elevate women event.

4. **FINANCIAL MONTHLY REPORTS** – Mr. Hayes provided the Board with the Financial Reports for February 2022, as well as the month and year-to-date update, Processed Invoices Report, and Agency Sponsorships and Memberships.

Director Holzendorf inquired about the impact of gas prices on JTA's fuel hedging. Mr. Hayes responded that due to the hedging, fuel cost increases have not affected JTA's fuel budget. Mr. Ford added details on the hedging percent and the terms for each type of fuel.

5. **SYSTEM DEVELOPMENT** – Ms. Gillis shared details of the System Development Report and activities through February 2022.

Mr. Ford responded to Director Buckland's inquiry about the ridership increase and what is driving it and that staff can take a deeper look to share with the Board.

Director Holzendorf asked where the JTA is on looking at a holistic approach on how the Authority is doing. Mr. Ford stated that looking at this is one of the strategic initiatives under the MOVE2027 Plan. Staff wants this to be valuable to the entire transportation industry.

6. **TRANSIT OPERATIONS** – Mr. Frazier provided the Board with the Transit Operations report for February 2022.

H. CONSENT AGENDA

1. **APPROVAL OF RADIO SERVICES AGREEMENT RENEWAL**

2. **APPROVAL OF CONTRACT AGREEMENT FOR BUS LIFT REPLACEMENT**

MOTION (Holzendorf/Wallace) to concur with staff's recommendation per the Board Memorandums for items G.1 and G.2. Approved (6-0).

I. **ADOPTION AGENDA** – No items

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

1. **APPROVAL OF CONTRACT AMENDMENT FOR SECURITY SERVICES**: Staff recommends the Board approve and 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 Fiscal Year 2022 and a required increase in rates of the security officers based on recent Consumer Price Index increases.

The cost for services has increased for the contractor due to the continuing inflation and workforce shortages; whereby, First Coast Security has requested an amendment to their contract.

MOTION (Harding/Holzendorf) Approval of Contract Amendment for Security Services. Motion Approved (6-0).

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

Director Driver confirmed there were no action items.

L. SERVICE DELIVERY (Holzendorf, Interim Committee Chair)

Chair Jolly stated for the record that effective April 1, 2022, Director Wallace will Chair the Service Delivery Committee. She thanked Director Holzendorf for stepping in and filling that seat for the last several months.

ACTION ITEMS

1. APPROVAL OF CONTRACT AMENDMENT FOR PARATRANSIT SERVICES: Staff recommends the Board authorize the CEO to execute a contract amendment for a six-month extension with MV Transportation, Inc. until June 30, 2023. The approximate cost of \$4,500,000 is inclusive of an approximate \$174,000 net increase over the current rates and will be included in the Fiscal Year 2023 budget.

Under this contract, which began in 2014, MV has provided management of JTA's Connexion paratransit transportation operations and services, including operator hiring, training, management, vehicle operations, road supervision, service monitoring and trip scheduling, reservations and dispatch. For the last three years, MV has also provided management of Clay County's deviated fixed route and transportation disadvantaged services. The contract will expire on December 31, 2022. The extension will provide needed time for JTA staff to evaluate and research if there are more effective and efficient ways to provide these services.

MOTION (Driver/Wallace) Approval of Contract Amendment for Paratransit Services. Motion Approved (6-0).

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

ACTION ITEMS

1. APPROVAL OF CONTRACT AWARD FOR AUTONOMOUS SOLUTIONS TESTING (P-22-020): The JTA staff recommends the Board authorize the CEO to award a contract to the following shortlisted vendors in alphabetical order: Beep Inc., Guident Corp, Perrone Robotics, Inc., and Quanta Technology, LLC, for a not to exceed total of \$1.25 million for all vendors. Acceptance of this recommendation aligns with JTA's goal of

Transformative Mobility Solutions and Organizational Efficiency and Effectiveness. The contract funding is comprised of local funds.

MOTION (Holzendorf/Wallace) Approval of Contract Award for Autonomous Solutions Testing. Motion Approved (6-0).

2. APPROVAL OF CONTRACT AMENDMENT FOR CONSTRUCTION, ENGINEERING AND INSPECTION SERVICES – ST JOHNS RIVER FERRY PHASE IV:

Staff recommends the Board approve a Contract Amendment for Construction, Engineering, and Inspection (CEI) Services for St. Johns River Ferry Phase IV and authorize the CEO Officer to execute this amendment with AE Engineering, Inc. in the amount of \$107,000. This amendment will allow the CEI to oversee the additional improvements such as sidewalk improvements and storm drainage

This project is funded through a Federal Grant at 80 percent and JTA local match of 20 percent. The DBE participation goal for this project is 25 percent. AE Engineering, Inc. is a DBE firm and will meet the goal.

MOTION (Harding/Wallace) Approval of Contract Amendment for CEI Services – St. Johns River Ferry Phase IV. Motion Approved (6-0).

3. APPROVAL OF CONTRACT AMENDMENT FOR MOBILITY OPTIMIZATION THROUGH VISION AND EXCELLENCE: Staff recommends the Board approve a Contract Amendment for completion of the Mobility Optimization through Vision and Excellence (MOVE) Plan Phase II for Fiscal Years 2022-2027 and authorize the CEO to execute this amendment with InfraStrategies, LLC in the amount of \$180,000.

The MOVE Plan, Phase II, or MOVE2027 is the Authority's Five Year Strategic Plan. Staff began creating the Plan in November 2021. After beginning the outreach, staff found the need to extend the outreach further and expand regionally. This will increase the contract amount to a not to exceed amount of \$600,000. The DBE goal for this project is 25 percent and InfraStrategies, LLC has agreed to continue to meet this goal.

MOTION (Wallace/Buckland) Approval of Contract Amendment for MOVE2027. Motion Approved (6-0).

4. APPROVAL OF CONTRACT AMENDMENT FOR TRANSIT ORIENTED DEVELOPMENT SERVICES: Staff recommends the Board approve and authorize the CEO to amend the agreement between JTA and WSP USA, Inc. to provide conceptual design and presentation services for TOD Services for the JTA Green Line and Commuter Rail.

The Board approved this contract in March 2022, and this will allow harmonization between commuter rail and the FCF Green Line.

MOTION (Harding/Driver) Approval of Contract Amendment for TOD Services. Motion Approved (6-0).

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

O. **NEW BUSINESS**: There was no new business.

There being no further business, the meeting adjourned at 3:22 p.m.

SECRET



G. Ray Driver, Secretary



Arezou Jolly, Chair