

**MINUTES OF THE
JACKSONVILLE TRANSPORTATION AUTHORITY
BOARD WORK SESSION
MAY 14, 2020**

The JTA Board of Directors held a Work Session on May 14, 2020. Board of Directors and Staff attended virtually. The Work Session included updates by the Board Committee(s).

BOARD ATTENDEES: Kevin Holzendorf, Arezou Jolly, Isaiah Rumlin, Ray Driver, Debbie Buckland, Larry Parks, FDOT

JTA STAFF ATTENDEES: Nathaniel P. Ford Sr., Cleveland Ferguson III, Bonnie Todd, Bernard Schmidt, Greg Hayes, Greer Gillis, Andy Rodgers, Kelli O'Leary, Katie Smith, Khisha Dukes and Monique Thompson.

OTHER ATTENDEES: Richard Milian, General Counsel, Lori Boyer, DIA, Jim Knight, FDOT

I. WELCOME: Chairman Holzendorf called the work session to order at 2:03 p.m. and welcomed the Board Members, JTA staff and guests.

II. PUBLIC COMMENT: Chairman Holzendorf asked for public comments. There were no public comments.

III. U²C AD HOC COMMITTEE

a. Bay Street Innovation Corridor: Mr. Schmidt provided the Board with an update of the Bay Street Innovation Corridor (BSIC) Project. He stated as part of the Skyway Modernization Program the Ultimate Urban Circulator (U²C) Program was developed. The BSIC, Autonomous Avenue, Remaining Skyway Conversion and Neighborhood Extensions were developed as phases, which make up the U²C Program. Mr. Schmidt stated the main focus has been on the first two phases: BSIC Project and Autonomous Avenue. He added that the BSIC can serve as a template for Neighborhood Extensions and Autonomous Avenue can serve as a template for the remaining Skyway conversions.

At Mr. Ford's request, Mr. Schmidt shared the status of the Project Management Oversight Consultant (PMOC). He explained that the Federal Transit Administration (FTA) administers the grant, while the PMOC manages the project and milestones, and will be the liaison between JTA and the FTA.

Mr. Schmidt shared the original plans discussed for the BSIC and provided details on the updated plans. The proposed plans, which will require Board approval does not include dedicated lanes for the Autonomous Vehicles (AV) as originally proposed. Traffic will travel in four lanes with parking only on the north side of Bay Street. The AV's will operate in mixed traffic in both directions. As parking and multiuse path will be maintained on the north side of Bay Street, the AVs will be allowed to pull into the station utilizing the parking/multiuse path for pick up and drop off only.

Chairman Holzendorf inquired about the research related to the success of the project if it does not have true dedicated lanes so that people are able to move in and out quickly. Mr. Schmidt replied that it would benefit to have dedicated lanes for buses and AVs; however, the Florida Department of Transportation (FDOT) advised there had to be a minimum of four lanes available for mixed-use traffic.

Mr. Knight stated that FDOT reviewed the traffic on Bay Street and a lane could not be taken away due to traffic volume. He added that Bay Street would have to be widened which is not possible due to right of way (ROW) constraints. The only way to have a dedicated lane was to run on a different corridor or to run in mixed traffic.

Chairman Holzendorf asked if the traffic analysis included the number of the people that will be in the AV from the time of movement if there was a dedicated lane. He also asked if it was based on a model for a number of cars to travel at a certain speed down a certain stretch. Mr. Knight stated that FDOT used existing traffic counts, combined with a model to estimate the volume of the future. He stated a lot of trips are not just a few blocks but long term trips coming in from other parts of the City to downtown.

Ms. Boyer stated that the Downtown Investment Authority (DIA) is happy to only have three lanes and give the JTA the south lane of Bay Street as the dedicated lane. This lane will be removed from parking options. Ms. Boyer shared her suggestion to use Bay Street in one direction and Adams Street in the other direction so the JTA would be able to have dedicated lanes. She stated AVs are used in highly urbanized areas and which does not have adequate ROW to provide dedicated lanes. If it is able to be done in mixed traffic and show that it works, then the JTA will become the template for the rest of the country.

Mr. Ford stated that Mr. Schmidt, DIA and FDOT have worked on this for quite some time. The challenge JTA has is moving the project forward. We do not want to run the jeopardy of losing the funding. This option was the compromise that was reached between JTA, DIA and FDOT in order to move the project forward. Mr. Ford stated originally the thought was to have dedicated lanes; however, with FDOT and DIA requirements that is not an option at this time.

Chairman Holzendorf asked if the capacity increased in the future would it be possible to go back and put in dedicated lanes. Ms. Boyer stated from DIA prospective, if the travel lanes were reduced and buffers it would not be a problem. She stated the ROW constraint is not really changing. Ms. Boyer stated the goals is to activate the street and have sidewalk cafes. The sidewalks are only 10-12 feet at this time. Within the existing curbs, there was still room for one mixed use lane because there is a need for an area for a drop-off location

Chairman Holzendorf stated he wanted to ensure this was a robust discussion because this is an important piece of the transportation plan for downtown and the outlying areas.

Director Jolly stated it is the right discussion to pressure test these type of issues.

Director Buckland asked if the project should be looked at in a post-COVID-19 lens and ask additional questions on how it could affect the project. She asked if any others on the project team have any concerns on how to proceed due to COVID-19.

Ms. Boyer stated sidewalk cafes would be more important because there would be a desire to be outside rather than inside for a period of time. She stated Mr. Ford is correct that people would want to be in their personal vehicles. Potentially, people will park a distance away because they are now used to walking when that was not typical in Jacksonville. Ms. Boyer stated long term she thinks AV still has real value.

Mr. Ford stated the challenge is the fully funded project and it is ready to go. He stated reviewing the traffic count on a regular basis and operation of the system through increases of the number of vehicles, frequency and dedicated lane in the future. The tip of 10-15 percent in this corridor, which would be short trips from far west to Jacksonville Regional Transportation Center (JRTC) and Bay Street Corridor to Sport Complex. The transportation mode of choice may be AV verses people using their cars. As of right now, it is used as a pass through to the Hart Bridge and is used for game day activities at the stadium. If Lot J development goes forward as well as other activities in that corridor, it will become a destination. A transit solution like this can leverage the existing parking lots downtown.

Chairman Holzendorf stated the majority of this system would be choice riders. He stated research shows choice riders do not use public transportation due to delays because they can have delays in their own vehicles.

Chairman Holzendorf thanked Ms. Boyer and Mr. Knight for their input.

Ms. Boyer stated they hope the ultimate station or stop designs would be funded by JTA outside of grant or at least be minimal structures so that in future time if they wanted to move or change them they are not limited by the terms of the grant. She stated she believes the original structure size is too large. Ms. Boyer stated DIA is willing to give up all parking on the south side of Bay Street, which were counted as thirty-nine spaces and up to three spaces for stops on the north side of Bay Street. Mr. Schmidt stated the document shows that JTA would work with Ms. Boyer on the designs.

b. U²C Activities Review and Grant Agreement: Mr. Schmidt updated the Board with the Better Utilizing Investment to Leverage Development (BUILD) Paper Grant Agreement. The agreement passed through the FTA region 4 and the United States Department of Transportation (USDOT) and is ready for Mr. Ford's signature. This will be presented to the Board for approval at the May 28, 2020 Board Meeting. The BUILD Grant awarded to JTA was the first to be submitted, first to get to FTA and first to be executed and signed.

Mr. Schmidt stated the team has reached an agreement for a Memorandum of Understanding to establish a partnership with Florida State College of Jacksonville (FSCJ). He stated the partnership focuses on three initiatives, which are the use of their CDL Test Track, FSCJ Agile Plan, and Curriculum Development and Education.

IV. FINANCE AND ADMINISTRATION COMMITTEE

a. Finance Update: Mr. Hayes provided the Board with the Fiscal Year 2020 and Fiscal Year 2021 Financial Update. He stated that for the Fiscal Year 2020 revenues all projects remain unchanged. The April financial results were finalized and were very close to what was previously forecast. Mr. Hayes stated he will have a much better accuracy of the projection once the tax revenues are received in May. It will show the real impact from the COVID-19 pandemic as it is reported on a two month lag. Mr. Hayes stated the expenses projection increased slightly. Expenses related to the pandemic are higher than previously estimated.

Mr. Hayes stated the first application for the CARES Act Grant was submitted on April 24, 2020 in the amount \$15.2 million for payroll cost. The application was approved, processed and the funds were received May 13, 2020. Mr. Hayes stated the next grant application will be submitted by May 22, 2020.

Chairman Holzendorf stated he knows it has been strategically put in place as to why the funds are needed but asked for staff to prepare some concise talking points for the Board so they all are on the same page. Mr. Ford stated a one-page document can be prepared to explain the impact of the COVID-19 on JTA related to ridership and expenses. The document can also include what JTA is doing to control the impacts and more importantly, what is being done as it relates to the CARES Act and how the funds will be applied.

Mr. Hayes provided the Board with revised Fiscal year 2021 Budget Calendar. He stated the budget will be presented to the Board at the May 28, 2020 Board meeting. The June 1, 2020 submission to the Jacksonville City Council Finance Committee will be in the form of a letter that will include three items:

1. Request for Transportation Disadvantaged Funds in the amount of \$1.5 million
2. Estimate of total revenues expected for Fiscal Year 2021
3. Estimate of total expenditures expected for Fiscal Year 2021

Director Buckland asked if the JTA had a choice to submit the full budget or the letter submission on June 1, 2020. She asked if it was a matter of protocol or because of COVID-19. Mr. Hayes responded that the JTA had made it a practice to submit a full and detailed budget by June 1; however, after researching the Ordinance, it only specifies the request for funding and estimates for the year. He stated the JTA will comply with the Ordinance on June 1, 2020 and submit the full budget on July 1, 2020, once the Board has reviewed and approved.

b. Interim Assessment and Recommendation: Mr. Ferguson provided the Board with an overview of the Fiscal Year 2020 Mid-Year Assessment. He also discussed the recommendations for Fiscal Year 2021 which will be presented to the Board at the May 28, 2020 Board meeting.

V. SAFETY, AUDIT AND COMPLIANCE COMMITTEE

a. Public Transportation Agency Safety Plan: Mr. Ferguson stated the Safety Management Process was introduced in 2017. He explained that this is a major milestone and ahead of other transportation agencies.

Mr. Geraci provided the Board with an overview of the Public Transportation Agency Safety Plan (PTASP). He stated the implementation for PTASP was scheduled for July 2020 but due to COVID-19 the FTA has changed the due date to December 31, 2020. The PTASP will be presented for Board at the May 28, 2020 Board meeting. Upon approval, the document will be submitted to FTA.


Chairman Holzendorf stated he is glad the JTA is consistent with what needed to be done. Great work. Other agencies are rushing to meet the timeline.

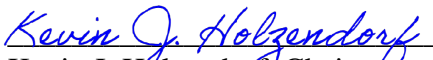
Director Rumlin shared his appreciation and thanked staff for a job well done.

VI. ROUNDTABLE: Staff shared a video of the testing for the Acosta Bridge lighting.

There being no more discussion, the Work Session adjourned at 3:41

SEAL


Debbie Buckland, Secretary


Kevin J. Holzendorf, Chairman