

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, MARCH 30, 2023 – 3:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, March 30, 2023.

BOARD MEMBERS

Deborah Buckland, Chair
G. Ray Driver, Vice Chair
Aundra Wallace, Treasurer
Stephanie Burch
Arezou Jolly, Immediate Past Chair

JTA EXECUTIVE STAFF

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

BOARD MEMBERS NOT PRESENT

Greg Evans, FDOT
Abel Harding, Secretary

OTHERS PRESENT

Katie Smith, Board Administrator
Richard Milian, General Counsel

A. **CALL TO ORDER** – Chair Buckland called the meeting to order at 3:00 p.m. and thanked the Board and JTA staff for their time to attend the meeting and the work session that took place prior to the Board Meeting.

Director Driver led the Pledge of Allegiance.

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

Chair Buckland acknowledged the senseless act of violence that took place in Nashville, Tennessee and asked for everyone to join her in a moment of silence to mourn the lives lost. She also acknowledged that the flags outside of the Jacksonville Regional Transportation Center were at half-staff in memory of the victims.

Chair Buckland then provided the safety message for the month of March, “To Avoid a Scene, Keep your Workplace Clean.”

The floor was turned over to Mr. Ford as he introduced the special guests that had joined the meeting today from the Transportation Security Administration (TSA). Ms. Mary Leftridge Byrd, Regional Security Director of the United States Department of Homeland Security’s TSA presented the JTA with the Gold Standard Award for its commitment to safety and security. The JTA is one of only four agencies to receive the award. It is a testament to the Authority’s steadfast work to keep staff and customers safe. Also in attendance from the TSA were Desi Gurule, Assistant Federal Security Director for Inspections; Adam Falise, Supervisory Transportation Security Inspector; and, John Thyselius, Transportation Security Surface Inspector.

Chair Buckland stated she had one matter to take up before moving into the agenda. She asked the Board for a motion to adopt Resolution 2023-03 in recognition of Kevin J. Holzendorf for his service to the JTA Board from 2013 – 2022.

MOTION (Jolly/Driver) to Adopt Resolution 2013-03. Motion Approved (4-0).

B. APPROVAL OF MINUTES FROM FEBRUARY 23, 2023 BOARD WORK SESSION AND BOARD MEETING

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

C. COMMENTS FROM COUNCIL LIAISON - Councilwoman Pittman thanked the Board and Mr. Ford for the continued work for the community. She thanked Ms. Gillis for presenting to the Council TEU Committee to share the JTA projects.

D. EMPLOYEE RECOGNITION AWARDS – Employee Recognitions were presented for February 2023 Employees of the Month.

Bus Operator of the Month	Monique Tarrant
Bus Operator of the Month	Sammie Anderson
Maintenance Employee for the Month	Jerry Hill
Administration Employee for the Month	Matt Wilson

E. COMMENTS FROM THE PUBLIC:

1. Jake Gordon from Downtown Vision commented on the work that JTA is doing and looking forward to the positive impact the Bay Street Innovation Corridor will have on business along Bay Street. He is prepared to assist with helping the community understand the project.

F. CHIEF EXECUTIVE OFFICER'S (CEO) REPORT – Mr. Ford shared that annual local Rodeo was held on February 26 and was a great success. He announced that Ramon Farfan won the Bus Division and that the Three Amigos, Richard Ballard, Michael Paskanik and Tommy Crews won the Maintenance Division. He also recognized that this year was the first time that there was an all-female team entered in the Maintenance Division. He also shared that Chair Buckland and Director Wallace joined him and JTA Staff in Washington, DC for the annual APTA Legislative Conference where they were able to attend multiple sessions with peers and hear from the Federal Transportation Administration's Administrator Nuria Fernandez and the Senior Advisor to President Biden, Mitch Landrieu. There was also the opportunity to hold meetings with Congressmen Rutherford and Bean's offices to continue JTA advocacy for the MOVE2027 Plan.

Mr. Ford stated that during the month of March the Safety and Security Team hosted a series of Town Hall meetings, the Leadership Team began Systemwide Tours for JTA Staff, and JTA's design team held a vision session to guide the redesign of the Myrtle Operations Campus. He also

shared that he had the opportunity to be the Keynote speaker at the ENO Center for Transportation Program for Transportation Senior Executives.

Mr. Ford took the opportunity to introduce the participants in the inaugural Leadership Development Program: Christopher Macklin, Tsopie Trottie, Yetunde Oyewole, and Endya Freeman. He announced that on April 6, 2023, the JTA will join Corner Lot to break ground on the first residential Transit Oriented Development located on Montana Avenue. Mr. Ford concluded his report with a video highlighting all the activities from the last month.

G. DIVISION REPORTS

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

2. **SYSTEM DEVELOPMENT** – Ms. Gillis shared details of the System Development Report and activities through February 2023.

3. **OPERATIONS** – Mr. Frazier provided the Board with the Operations report for February 2023.

H. CONSENT AGENDA

No items under Consent.

I. ADOPTION AGENDA

No items under the Adoption Agenda.

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

ACTION ITEMS

1. **APPROVAL OF CONTRACT AWARD FOR INSTALLATION & REPAIR SERVICES OF INDUSTRIAL FENCING AND DOOR SYSTEMS (P-23-009)** – Mr. Ferguson stated that Staff recommends the Board approve and authorize the CEO to negotiate the contract for the Installation and Repair of Industrial Fencing, Automatic Gates, and Door Systems agreement with Lenape Group dba Vigneaux Corporation. This five year contract is not to exceed \$2,000,000. This is an on-call contract so there will only be payment if there is worked performed.

MOTION (Wallace/Jolly) Approval of Contract Award for Installation & Repair Services of Industrial Fencing and Door Systems (P-23-009). Motion Approved (5-0).

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

ACTION ITEMS

1. **APPROVAL TO SATISFY FEDERAL INTEREST – SKYWAY VEHICLES** – Mr. Ferguson presented Staff’s recommendation that the Board approve a like-kind exchange to transfer the remaining value of four Skyway vehicles totaling \$1,587,412.65 into an upcoming bus

purchase. He explained that several years ago when the Skyway Trains were no longer being manufacturing staff made the decision to use four of the train cars for parts to keep the rest of the fleet running. These trains were purchased with FTA funds so these assets remaining value become an FTA asset. This value has been approved by FTA to be used in future bus purchases.

MOTION (Wallace/Driver) Approval to Satisfy Federal Interest for Skyway Vehicles. Motion Approved (5-0).

2. APPROVAL OF CONTRACT AMENDMENT FOR ENTERPRISE LICENSING FOR RUBRIK HARDWARE – Mr. Ferguson stated that staff recommends the Board authorize the Chief Executive Officer to negotiate and enter into a contract amendment with Rubrik for renewal of software licensing and hardware purchase in an amount expected to be \$748,139.83 for a period of 3 years for data backup and data protection solutions. This brings the total contract to \$1,390,959.31. This is a part of the process to have the data center and back-up, so it is not prudent to switch vendors at this time.

MOTION (Wallace/Burch) Approval of Contract Amendment for Enterprise Licensing for Rubrik Hardware. Motion Approved (5-0).

L. SERVICE DELIVERY (Burch, Committee Chair)

No Items under the Service Delivery Committee.

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

ACTION ITEMS

1. APPROVAL OF DECLARATION OF SUPPLUS REAL PROPERTY – Mr. Ferguson stated that staff recommends the Board officially declare certain real property as surplus and eligible for disposal through public sale or transfer to other governmental agencies. The subject parcels are identified as Real Estate Numbers: 010659-0010; 047963-0000; 055040-0000; 107604-0010; 134611-0000; 135034-0000; 135072-0000; 136802-0000; 136803-0100; and 180417-0005. The market value varies on these parcels, but as required staff has reached out to partner agencies for their need for these properties.

Mr. Ford asked Mr. Ferguson if real property can be transferred to a 501C(3) as is done with rolling stock. Mr. Ferguson responded that it has not been done in the past so will need to research that. Mr. Milian explained further details in the JTA's Real Estate Policy, property could be transferred if it is deemed to be in the best interest of the Authority. Therefore, he believes a transfer could be done.

MOTION (Burch/Jolly) Approval of Declaration of Surplus Real Property. Motion Approved (5-0).

2. APPROVAL OF CONTRACT AWARD FOR GENERAL PLANNING CONSULTANT (P-23-033) – Ms. Gillis stated that Staff recommends the Board approve the short list and authorize the CEO to negotiate and execute a contract for General Planning Consultant (GPC) services with Gannett Fleming, Inc, the number one ranked firm. If negotiations are not successful with the number one ranked firm, the JTA would then move to the second and third ranked firms, respectively. This contract is not to exceed \$3,000,000 per year. The term of the contract is three years with two one-year extensions.

The Contract will provide support for staff across the JTA to successfully complete various transportation planning activities and projects. This contract will allow to use these GPC services on an as-needed basis. The DBE participation goal for this project is 30 percent. All shortlisted firms have agreed to meet this goal.

MOTION (Jolly/Burch) Approval of Contract Award for General Planning Consultant (P-23-033). Motion Approved (5-0).

3. APPROVAL OF CONTRACT AWARD FOR SIGNAGE FABRICATION (B-22-027) – Ms. Gillis stated that Staff recommends the Board authorize the CEO to negotiate and execute a contract agreement with the highest ranked responsible supplier for a not-to-exceed amount of \$750,000 to provide signs, post, mounts, and hardware. The contracted agreement shall commence upon the Authority issuance of a purchase order. This was an Invitation to Bid and Lightle submitted the lowest bid.

MOTION (Wallace/Jolly) Approval of Contract Award for Signage Fabrication (B-22-027). Motion Approved (5-0).

INFORMATION ITEMS

4. BAY STREET INNOVATION CORRIDOR UPDATE – Ms. Gillis provided the Board with background on the Bay Street Innovation Corridor (BSIC) project and the concurrence to operate in mixed traffic. Although this was not the best option for the project, JTA had to keep the planning moving forward to meet the requirements from the Federal Transit Administration (FTA) that the project has be in revenue service in 2025. She also gave insight into the discussion by the Board back in 2019 and 2020 when the decision was made to move forward, but that the Board put it on record that is not really the decision they want.

Mr. Schmidt provided the Board with an update on the dedicated lanes along Bay Street

versus operating autonomous vehicles (AV) in mixed traffic. He stated that the current plan eliminates parking (20 spaces) on the south side of Bay Street for the AVs to operate, but in mixed traffic. However, the best option for BSIC would be to eliminate parking on the north side (68 spaces) of Bay Street and give the JTA dedicated lanes on both sides for AVs, as well as other JTA public service on 3.2 miles of Bay Street.

Mr. Schmidt shared details on the lane configuration and other parking options, as well as the continuous meetings that he and staff have had with FDOT, DIA, the City, Jaguars, JEA and TPO to ensure the whole community is aware of each step of the project. The 30 percent and 60 percent plans have been completed and submitted for the City's review. Staff are still waiting for a response to move forward with the construction order.

Mr. Schmidt presented a simulation of the corridor with the current configuration and then with dedicated lanes on both the north and south side of Bay Street. He explained the concerns with mixed traffic and the delays it would cause to the AV schedule as well as regular traffic that will be behind the AVs as they make stops. There is also concern that if parking remains on the north side there will be more issues with the AVs re-entering traffic after each stop. Not only is it safer to have dedicated lanes, but it also ensures timely service to customers. The current configuration doubles and could triple the travel time for customers to get to their destination.

The Board entered into discussions about parking wherein it was realized that 88 total spots along Bay Street is a very small percent of the 44,000 parking spaces in downtown Jacksonville. There were also discussions on what the push back originally to approve the requested configuration and that things are much different now than back in 2019 when this began. The Board asked what stakeholders have been involved in the discussions and want staff to revisit those discussions and look at what is coming in the next 5 or 6 years as far as retail and other businesses along the corridor to get a full picture of what the JTA is wanting to accomplish for entire City.

Chair Buckland stated that the Authority cannot stumble now, it would be a disservice to the community if we stop now. The Board agreed and acknowledged the time constraint to complete the project. They told Staff to push hard, get the answers to potential questions that may come from the community and business leaders.

Mr. Ford stated that Staff asks the Board for formal direction, as it would have more weight than a verbal direction.

After in-depth discussion about all the facets of the project, Chair Buckland asked General Counsel to provide a motion for Board consideration, based on the discussions.

Mr. Milian stated the motion for consideration is the JTA's CEO and Staff are given authority to pursue dedicated traffic lanes on the BSIC project with the City, DIA and any other appropriate entities and report back to the JTA Board within 60 days with the progress.

The Board and Staff also discussed the next steps as it relates to updating the plans upon approval of having dedicated lanes. These options can be discussed further after Staff begins conversations with stakeholders.

MOTION (Buckland/Jolly) to approve giving JTA's CEO and Staff authority to pursue dedicated traffic lanes on the BSIC project with the City, DIA and any other appropriate entities and report back to the JTA Board within 60 days with the progress. Motion Approved (5-0)

Director Driver left the meeting.

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

O. **NEW BUSINESS:**

1. **RESOLUTION 2023-04: APPROVAL OF JACKSONVILLE TRANSPORTATION AUTHORITY SECTION 125 PLAN** – Staff recommends the Board adopt Resolution 2023-04 approving the amended and restated Jacksonville Transportation Authority Section 125 Plan in accordance with regulatory requirements.

MOTION (Wallace/Burch) to Adopt Resolution 2023-04 approving JTA's Amended Section 125 Plan. Motion Approved (4-0).

2. **APPROVAL OF COLLECTIVE BARGAINING AGREEMENT WITH INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS FOR CUSTOMER SERVICE EMPLOYEES** – Mr. Ferguson stated that Staff recommends the Board approve the Collective Bargaining Agreement (the CBA) between the JTA and the International Association of Machinists and Aerospace Workers, District Lodge 112, and its Greyhound Local Lodge (IAM & AW) and authorize management to execute the Agreement. The CBA would be effective from April 1, 2023, through March 31, 2025.

MOTION (Wallace/Burch) Approval of the Collective Bargaining Agreement with IAM & AW for Customer Service Employees. Motion Approved (4-0).

3. **APPROVAL OF CONTRACT AWARD FOR STATE GOVERNMENT AFFAIRS SERVICES** – Mr. Ferguson stated that Staff recommends the Board authorize the approval of the state government affairs and lobbying services contract with the Ballard Partners, not to exceed \$10,000 a month. The Base Term shall commence upon the JTA's issuance of a fully executed Contract and shall continue for two years. There are three one-year renewal options available after the base term. The life of the contract, with all renewal options is \$600,000 over five

years. Mr. Ferguson provided the Board with details on the procurement process and the shortlisted firms.

MOTION (Jolly/Burch) Approval of Collective Bargaining Agreement with International Association of Machinists and Aerospace Workers for Customer Service Employees. Motion Approved (4-0).

Director Burch inquired about the status of the opening for the Director of Economic Development. Mr. Ferguson responded that the position has been filled and pending background check, the new hire will begin April 10, 2023.

Chair Buckland thanked the Board and staff for attending the Board Work Session and Meeting.

There being no further business, the meeting adjourned at 5:20 p.m.



Debbie Buckland, Chair



Abel Harding, Secretary