

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, DECEMBER 14, 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
Aundra Wallace, Secretary
Megan Hayward, Board Member
Patricia Sams, Board Member
Arezou Jolly, Immediate Past Chair

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., CEO
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
G. Ray Driver, Vice Chair

OTHERS PRESENT

Katie Smith, Board Administrator
Richard Milian, General Counsel

A. **CALL TO ORDER** – Chair Buckland called the meeting to order at 3:12 p.m. and thanked the Board and JTA staff for their time at the Work Session held prior to the Board Meeting.

Director Sams led the Pledge of Allegiance.

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

Chair Buckland then provided the safety message for the month of December “We can’t spell Sec-U-rity without YOU.”

Chair Buckland turned the floor over to Director Jolly as Chair of the Nominating Committee.

Director Jolly stated that the 2023 Nominating Committee met and unanimously selected the following slate for 2024:

Chair: Debbie Buckland

Vice-Chair: Ray Driver

Secretary: Aundra Wallace

Treasurer: Pat Sams

Chair Buckland called for a motion on the 2024 slate as presented by Director Jolly.

MOTION (Jolly/Wallace) to approve the slate of Officers for 2024 as presented. Motion Approved (5-0).

Chair Buckland also announced the Board Committee Chairs for 2024:

Long Range Planning and System Development – Ray Driver

Finance and Administration – Aundra Wallace

Safety, Audit and Compliance – Pat Sams

Service Delivery – Megan Hayward

Each Board Member confirmed their agreement to serve as Committee Chairs.

B. APPROVAL OF MINUTES FROM SEPTEMBER/OCTOBER 26, 2023 BOARD WORK SESSION AND BOARD MEETING

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

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

D. EMPLOYEE RECOGNITION AWARDS

October Operator of the month: Anthony Hatten

October Maintenance Employee of the month: Jason Ward

October Administration Employee of the month: Sherman Rothwell

November Operator of the month: Deborah Argo

November Maintenance Employee of the month: Gilberto Dorta

November Administration Employee of the month: Eric Frazier

Mr. Ford then presented a special recognition to Sharon Dykes for her service and commitment during her tenure as Chair of the Jacksonville Transportation Advisory Committee.

E. COMMENTS FROM THE PUBLIC: There were three public comments.

1. Cornell Oliver – Mr. Oliver stated that he saw the media story and knows about Mr. Ford's bonuses. The JTA needs to do whatever it has to for more funding to cover costs. He feels that service has declined and should be addressed.

2. Jennifer Darby – Ms. Darby stated that she has been a JTA customer for more than 25 years. She shared that when changes are made to the routes it is confusing and feels that the people making the changes don't ride the bus so don't understand the impact. Keep routes the same for a year to see how it goes instead of making changes every few months. She concluded by asking that route 31 go back to route 18.

3. Ishmel Davis – Mr. Davis began by stating that he loves the JTA and hopes everything is working out for Mr. Ford as it relates to the news stories. He shared his concerns about the hard ride on the older buses, it hurts his back as was injured while serving. Then he said he wanted to be sure that staff is aware of the dip in the pull in lane at the JRTC, which hurts his back. Mr. Davis acknowledged the cleanliness of the buses but asked if the front few rows of seats can be wiped down more often. Lastly, he suggested that JTA begin recognizing a passenger of the month.

F. CHIEF EXECUTIVE OFFICER'S (CEO) REPORT: Mr. Ford stated that he wanted to recount some of the successes that have brought national and international attention to the JTA. He shared that the Executive Leadership Team will speak to JTA's financial health, economic development partnerships, system development and operations in their respective reports. But first he thanked the Board for their continued support and counsel. December marks 11 years at JTA, and he couldn't be prouder of the accomplishments. To him, transportation is all about service, and there is nothing he takes greater pride in than JTA's service to the citizens in the service territory (which includes Nassau, Clay and St. John's Counties).

He then congratulated Immediate Past Chair Ari Jolly on her selection as 2024 chair-elect for the JAX Chamber. And to Debbie Buckland on being renominated to continue to serve as Chair of the Board.

Mr. Ford shared that during his tenure as CEO, with the Board's involvement, the Authority implemented an immensely successful strategy of engaging in direct advocacy for grant funding. Since 2013, the JTA has successfully secured over 200 million dollars in grant funding that has been invested into providing mobility and vital infrastructure projects across Jacksonville. A prime example is the recent travel to D.C. to advocate for the one hundred and thirty-four million dollars in federal grants to spur the timely construction of the five Emerald Trail segments.

He also provided a look back at the community involvement, transportation events and number of the awards the JTA has received over the last 11 years.

Mr. Ford then shared that Mr. Ferguson presented an update on the JTA to the Florida Transportation Commission (FTC). During the meeting, the Commission spoke to the fact that just as they revised Florida Department of Transportation's evaluation metrics, there is a great need to revise Florida Transit Agencies' metrics as well. In 2016 and again in 2021, the Florida Public Transportation Association, the JTA and other agencies across the State have been in conversations with the FTC to update the "one-size-does-not-fit all" metrics to consider the unique aspects of each agency when measuring the organizations' performance.

He shared that he and Chair Buckland had the pleasure of hosting Executive Director of the FTC, Ralph Yoder, as well as Assistant Executive Director Sonya Morris, for a tour of the JRTC and to share with them JTA's state-of-the-art Innovation, Discovery, and Enterprise Analytics (IDEA) Lab, where the Business Intelligence team uses real-time analytics to assess operations. He turned the floor over to Mr. Ferguson to provide more information on the FTC.

Mr. Ferguson provided background on the FTC as outlined in Florida Statutes. He shared a statement made at the meeting by the Chair of the Commission. "If we start looking at your metrics,

not just yours but other public transit authorities that we need to adjust those to modern times because some of there metrics were done when Uber was a starting game and now Uber is different game and people have been trained differently because COVID has retrained people. So maybe we need to relook at those metrics and start thinking about what is realistic. Its okay to miss a metric by ten percent or its okay to miss a metric by twenty percent, but when you are missing a metric by three-hundred percent then something is wrong with the metric or something is wrong with our system and it seems we need to set realistic goals. It would be frustrating for me if I was going to come and give a presentation to this Board and know that.”

Mr. Ferguson added that after further discussions at the meeting and after Mr. Yoder’s visit, it appears there will be adjustments to the metrics.

Director Jolly asked for confirmation that the metrics that need to be updated are to more properly and accurately reflect the efficiency and value of an agency to its community. Mr. Ferguson and Mr. Ford confirmed. There was then discussions on the different metrics that are being measured.

Director Hayward inquired about other agencies metrics being updated since the JTA’s were. Mr. Ford responded that all agencies provide information to the National Transit Data Base, and dome agencies may have updated their internal metrics, as JTA has, but no updates with the FTC. She also asked if other agencies in Florida are asking for these changes to which Mr. Ford stated yes, they recognize the needed changes.

Mr. Ford concluded his report by sharing a video to look at some of the JTA accomplishments in 2023.

Director Jolly spoke to her experience and time with the Authority as a member of the Board and how Mr. Ford and team feel about the community and how committed they are. She provided her reflection on the past eight years – there is no comparison of the JTA since Mr. Ford took over to the JTA before he arrived.

G. DIVISION REPORTS

1. **FINANCE MONTHLY REPORTS** – Mr. Srinath shared details of the Monthly Finance Reports for November 2023 and activities in his division.

2. **ADMINISTRATION MONTHLY REPORTS** – Mr. Ferguson shared highlights of the Administration Division through November 2023 and activities in his division.

3. **SYSTEM DEVELOPMENT MONTHLY REPORT** – Ms. Gillis shared details of the System Development Report for November 2023 and activities in her division.

Director Sams stated how excited she is to be a member of the Board. It is great to hear of all the things that have happened over the last ten years, but she looks forward to what the future holds. She thanked Mr. Ford for his work.

4. **OPERATIONS MONTHLY REPORT** – Mr. Frazier provided the Board with a summary of Operations report through November 2023 and activities in his division.

Mr. Frazier concluded with sharing his thank you to Mr. Ford, the Board and the team for the opportunity to be at the JTA and the experience he gained has prepared him for his new role.

The Board and Mr. Ford shared their appreciation of Mr. Frazier and wished him well.

H. CONSENT AGENDA

There were no items under Consent.

I. ADOPTION AGENDA

1. **RESOLUTION 2023-16: AUTHORIZATION TO FILE FISCAL YEAR 2024 PUBLIC TRANSIT SERVICE DEVELOPMENT GRANT** – Mr. Srinath recommended the Board adopt Resolution 2023-16 authorizing the CEO to enter into a Public Transit Grant Agreement with the FDOT for Fiscal Year 2024 Public Transit Service Development Program for Ferry Service funds totaling \$570,000.

This grant will be for a total of \$570,000 and will be funded 50 percent (\$285,000) by FDOT and 50 percent (\$285,000) locally in Fiscal Year 2024.

MOTION (Wallace/Jolly) to Adopt Resolution 2023-16 for Authorization to file Fiscal Year 2024 Public Transit Service Development Grant. Approved (5-0).

2. **RESOLUTION 2023-17: AUTHORIZATION TO FILE FISCAL YEAR 2024 SECTION 5310 SCHEDULING SOFTWARE GRANT – DUVAL COUNTY** - Mr. Srinath recommended the Board adopt Resolution 2023-17 authorizing the CEO to execute the documents necessary to file Fiscal Year 2024 Section 5310 grant application in the amount of \$344,028 with the FDOT for scheduling software and maintenance for One Call One Click TransPortal in Duval County.

The estimated grant application request totals \$344,028.00 comprised of \$275,222.40 in federal funding and \$34,402.80 in state funding with a local match of \$34,402.80.

MOTION (Jolly/Wallace) to Adopt Resolution 2023-17 for Authorization to file Fiscal Year 2024 Section 5310 Scheduling Software Grant for Duval County. Approved (5-0).

3. **RESOLUTION 2023-18: AUTHORIZATION TO FILE FISCAL YEAR 2024 SECTION 5310 VEHICLE PURCHASE GRANT – CLAY COUNTY** -

4. **RESOLUTION 2023-19: AUTHORIZATION TO FILE FISCAL YEAR 2024 SECTION 5310 VEHICLE PURCHASE GRANT – DUVAL COUNTY** - Mr. Srinath recommended the Board adopt Resolution 2023-18 and 2023-19 authorizing the CEO to execute

the documents necessary to file Fiscal Year 2024 Section 5310 Vehicle Purchase grant application in the estimated amount of \$344,000 for two vehicle purchases in Clay County and \$936,000 for the purchase of four vehicles in Duval County.

MOTION (Hayward/Sams) to Adopt Resolutions 2023-18 (Clay County) and 2023-19 (Duval County) for Authorization to file Fiscal Year 2024 Section 5310 Vehicle Purchase Grants. Motion Approved (5-0).

5. **RESOLUTION 2023-20: AUTHORIZATION TO AMEND FISCAL YEAR 2023 OPERATING BUDGET** - Mr. Srinath recommended the Board adopt Resolution 2023-20 authorizing the amendment of the Authority's Operating Budget for Fiscal Year 2023. Per the City of Jacksonville (City) Municipal Ordinance 2021-504-E, the Authority shall submit a budget amendment when actual expenditures exceed approved budgeted amounts within any major fund category for a fiscal year. For FY 2023, actual operating expenses exceeded the budget in three of the five budgeted funds.

MOTION (Jolly/Hayward) to Adopt Resolutions 2023-20 for Authorization to Amend Fiscal Year 2023 Operating Budget. Approved (5-0).

J. **SAFETY, AUDIT AND COMPLIANCE COMMITTEE** (Wallace, Committee Chair)
No items for the committee.

K. **FINANCE AND ADMINISTRATION COMMITTEE** (Jolly, Interim Committee Chair)
No items for the committee.

L. **SERVICE DELIVERY** (Burch, Committee Chair)
No items for the committee.

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

Chair Buckland led the committee in Director Driver's absence. She thanked Cleveland for the information he provided to the Board at the work session.

ACTION ITEMS

1. **DECLARATION OF REAL PROPERTY SURPLUS AND APPROVAL OF DISPOSITION – BELFORT ROAD PARCEL** - 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. Staff also recommends the Board authorize the CEO to transfer the property to the FDOT. The subject parcel is identified a part of The Francis Richard Grant, Section 56, Township 3 South, Range 27 East, Duval County, Florida. The subject property was acquired in July 1996 for the purpose of surface water and stormwater drainage as

part of the Belfort Road Interchange project. Transfer of this property will all FDOT to continue their work.

MOTION (Wallace/Jolly) to Approve Declaration of Real Property Surplus and Disposition – Belfort Road Parcel. Motion Approved (5-0).

2. APPROVAL OF DISPOSITION – BOWDEN ROAD PARCEL - Mr. Ferguson stated that staff recommends the Board authorize the CEO to enter into negotiations with Jake Haman and Alisa Hogard, et al and or Assignee for sale of the property in the amount of \$1.6M. The subject parcel is identified as a portion of the Duval County Property Appraiser's Real Estate Number 152677-0000 comprised of roughly 1.4 acres. If negotiations are not successful, the JTA would then move to the third and fourth offers, respectively. He advised that there was an offer of \$1.9M but the buyer would not disclose the planned use of the property. Staff and the broker evaluated the uses and the best valued use is for a Culver's by Jake Haman and Alisa Hogard, et al.

MOTION (Sams/Hayward) to Approve the Disposition of Bowden Road Parcel. Motion Approved (5-0).

3. APPROVAL OF REAL PROPERTY DISPOSITION – MISCELLANEOUS PARCELS – Mr. Ferguson stated that staff recommends that the Board authorize the CEO to dispose of certain parcels through transfer to the FDOT and the City of Jacksonville (City). The parcels are identified as:

0 US 90	Real Estate Number 010659-0010	0.06 acres	FDOT
13129 Main Street	Real Estate Number 107604-0010	0.14 acres	FDOT
0 Marion Road	Real Estate Number 134611-0000	0.02 acres	FDOT
0 Emerson Expressway	Real Estate Number 135034-0000	0.37 acres	FDOT
0 Hart Expressway	Real Estate Number 135072-0000	1.18 acres	CITY
0 Quarterland Drive	Real Estate Number 136802-0000	0.03 acres	FDOT
0 Quarterland Drive	Real Estate Number 136803-0100	0.06 acres	FDOT
0 3rd Street	Real Estate Number 180417-0005	0.01 acres	FDOT

MOTION (Sams/Hayward) to Approve Real Property Disposition of Miscellaneous Parcels. Motion Approved (5-0).

4. DECLARATION OF REAL PROPERTY SURPLUS AND APPROVAL OF DISPOSITION – ARLINGTON PARCELS – 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. Staff also recommends that the Board authorize the CEO to donate the parcels to the North Florida School of Special Education. The subject parcels

are identified as Duval County Property Appraiser's Real Estate Numbers 120885-0010, 120885-0040 and 120880-0000 comprised of roughly .98 acres. Mr. Ferguson stated that this a great opportunity, as the property had no real value this donation is the best option.

A video about the North Florida School of Special Education. The Executive Director of the School was present and shared the dog biscuits that the students make. She shared her appreciation.

MOTION (Jolly/Hayward) to Approve the Declaration of Real Property Surplus and Approval of Disposition – Arlington Parcels. Motion Approved (5-0).

5. AUTHORIZATION TO EXECUTE AN OPTION FOR GROUND LEASE FOR TRANSIT SUPPORTIVE URBANISM – MEETING STREET AND MONTANA - Mr. Ferguson stated that staff recommends the Board of Directors authorize the CEO to execute an Option for Ground Lease and negotiate a Ground Lease with Corner Lot Development Group for transit supportive urbanism (TSU) at the Montana Avenue/Manning Street property. The subject property is identified by the Duval County Property Appraiser as a portion of Real Estate Number: 080660-1500 comprising .75 acres. This recommendation will give staff the ability to negotiate attainable housing as a part of the overall transit-oriented development (TOD). Up to 10 percent of 136 on this parcel be 80 – 100 percent of area medium income (AMI). After negotiations, staff will bring the contract back to the Board for approval.

Director Wallace asked that any work force housing have a 30-year minimum in the contract.

MOTION (Wallace/Jolly) to Authorization to Execute an Option for Ground Lease for TSU – Meeting Street and Montana. Motion Approved (5-0).

6. AUTHORIZATION TO EXECUTE AN OPTION FOR GROUND LEASE FOR TRANSIT SUPPORTIVE URBANISM – ROSA PARKS PROPERTY - Mr. Ferguson stated that staff recommends the Board of Directors authorize the Chief Executive Officer to execute an Option for Ground Lease and negotiate a Ground Lease with Gateway Jax for TSU at the Rosa Parks Station. The subject property is identified by the Duval County Property Appraiser as a portion of Real Estate Number 074141-0010 comprising 1.47 acres.

This project is for 250 minimum units with a 10 percent to be attainable workforce housing up to 120 percent of AMI.

Director Wallace asked for the same inclusion of 30 year minimum be including is this contract as well.

MOTION (Wallace/Jolly) to Authorization to Execute an Option for Ground Lease for TSU – Rosa Parks Property. Motion Approved (5-0).

7. APPROVAL OF LEASE SPACE AT THE JACKSONVILLE REGIONAL TRANSPORTATION CENTER - Mr. Ferguson stated that staff recommends the Board authorize the CEO to negotiate and execute a Lease Agreement with Toss It Up 904 for a café on the first floor of the JRTC at LaVilla.. Toss It Up 904 will be a café within the LaVilla neighborhood that will provide healthy options. The café will serve breakfast, soups, salads and ice cream along with various other items.

MOTION (Jolly/Wallace) to approve Lease Space at the JRTC. Motion Approved (5-0).

8. APPROVAL OF CONTRACT AMENDMENT FOR ST. JOHNS RIVER FERRY PHASE V - Mrs. Gillis stated that staff recommends the Board authorize increasing the contracting authority by \$321,000 for the St. Johns River Ferry Phase V Improvement project with C&D Construction, Inc. on contract P-23-008 for a total contract not-to-exceed amount of \$2,842,338.

The Ferry Phase V project will construct, rehabilitate, and repair infrastructure elements that are essential to the operation of the ferry landings and bridge structures. Ferry Phase V construction activities include repair and repainting of the bridge and bridge gantry, new chain-hoists, repair and resurfacing of the bridge access ramp, a new shelving system in the Ft. George warehouse, a catwalk assembly at the Ft. George landing, and security and vessel navigational light replacement. These construction activities are necessary to maintain the St. Johns River Ferry vessel in safe operation for our customers and community.

An invitation to bid for the Ferry Phase V project was released in January 2023. The bid selection occurred in March 2023. The Board approved the Authority to negotiate and execute a contract agreement with C&D Construction not to exceed \$2,521,796 on April 30, 2023. The original bid proposal for the project came in at a total of \$6,407,528. Value engineering efforts removed work activities that could be deferred to a future Ferry project, and negotiations concluded in August 2023 with a final bid price of \$2,842,338.

Funding for this procurement is 80 percent federally funded with a 20 percent local match. After negotiations and value engineering the final bid proposal is \$2,842,338. The participation goal set for this project is set at 25 percent and C&D Construction, Inc. has agreed to meet this goal.

MOTION (Sams/Wallace) to approve the Contract Amendment for St. Johns River Ferry Phase V. Motion Approved (5-0).

9. APPROVAL CONTRACT AMENDMENT FOR SKYWAY ELEVATOR AND ESCALATOR MAINTENANCE - Mrs. Gillis stated that staff recommends the Board authorize

the CEO to negotiate and execute a contract amendment for maintenance with Kone, Inc. for an increase of \$3,550,000, bringing the contract to a total of \$6,070,400 for the five-year term of the contract. This contract began on February 10, 2020 for 12 months and through contract amendments has been extended to February 10, 2025. The scope of this contract is a full-service contract for 18 elevators and 18 escalators. It also provides a full-time technician for 40 hours per week. The technician performs preventive maintenance and on-call response. There has been six amendments to this contract, one through five include small dollar amounts and extensions to the term of the contract. The sixth amendment added \$679,998.06 for capital maintenance services which was approved by the Board in February 2022.

The request for an additional \$3,550,000 is entirely federally funded through a Fiscal Year 2023 and Fiscal Year 2024 5307 Grant with no JTA match. There is no DBE participation on this contract due to no qualified DBE in this specialized field in the five-county area of Northeast Florida.

MOTION (Wallace/Hayward) to approve the Contract Amendment for Skyway Elevator and Escalator Maintenance. Motion Approved (5-0).

10. APPROVAL OF ANNUAL TRANSIT DEVELOPMENT PLAN UPDATE FOR 2023 – Staff recommends the Board review and approve the JTA’s 2023 annual update of the Transit Development Plan (TDP). The JTA is required to conduct an annual update of its TDP. This document serves as the fourth annual update to the 2019 TDP major update (Year 2019-2029). The draft TDP was submitted to the FDOT and received conditional approval. FDOT now requires Board approval before finalizing the TDP.

The TDP document outlines strategic initiatives and services for a ten-year period. This plan is mandated by state statutes and the process is repeated every five years, as a major update to the ten-year plan, as well as annual updates, such as this assessment. Most significantly, this TDP Annual Update documents divergence from the 2019 Major TDP.

MOTION (Jolly/Wallace) to approve the Annual TDP Update for 2023. Motion Approved (5-0).

N. **OLD BUSINESS**

O. **NEW BUSINESS**

1. RESOLUTION 2023-14: RECOGNITION OF ABEL HARDING

2. RESOLUTION 2023-15: RECOGNITION OF STEPHANIE BURCH

MOTION (Jolly/Wallace) to adopt Resolutions 2023-14 and Resolution 2023-15 in Recognition of Abel Harding and Stephanie Burch for their service and commitment to the JTA Board of Directors. Motion Approved (5-0).

Chair Buckland announced that the next Board meeting is scheduled for January 31, 2024. There being no further business, the meeting adjourned at 5:39 p.m.


Debbie Buckland, Chair
Aundra Wallace, Secretary