

RESOLUTION 2020-09

**RESOLUTION ADOPTING THE JACKSONVILLE
TRANSPORTATION AUTHORITY'S FISCAL YEAR 2021
BUS, SKYWAY, CONNEXION, FERRY AND
ENGINEERING OPERATING BUDGETS AND
AUTHORIZING SUBMISSION TO THE JACKSONVILLE
CITY COUNCIL**

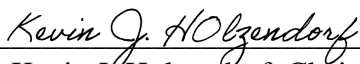
WHEREAS, the Authority is required by Section 349-041, Florida Statutes to submit an Operating Budget to the City of Jacksonville on or before June 1 each year; however due to COVID-19, the Fiscal Year 2021 budget deadline was moved to July 1 and

WHEREAS, the Authority is required to submit a budget to the Federal Transit Administration to support the Section 5307 Urbanized Area Formula Grant Program; and

WHEREAS, sound business and management practices deem it necessary to plan revenue and expenses for the ensuing year.

NOW, THEREFORE, BE IT RESOLVED that the attached schedules comprise the approved Bus, Skyway, Connexion, Ferry and Engineering Operating Budgets for Fiscal Year 2020 for submission to the City Council.

WE, the undersigned, being the Chairman and Secretary of the Board of Directors of the Jacksonville Transportation Authority, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Directors of the Jacksonville Transportation Authority held on June 25, 2020.


Kevin J. Holzendorf, Chairman

(SEAL)

Debbie Buckland, Secretary

RESOLUTION 2020-10

RESOLUTION ADOPTING THE JACKSONVILLE TRANSPORTATION AUTHORITY'S FISCAL YEAR 2021 BUS, SKYWAY, CONNEXION, FERRY AND ENGINEERING CAPITAL BUDGETS AND AUTHORIZING SUBMISSION TO THE JACKSONVILLE CITY COUNCIL

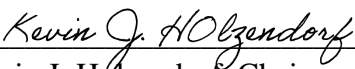
WHEREAS, the Authority is required by Section 349-041, Florida Statutes to submit a Capital Budget to the City of Jacksonville on or before June 1 each year; however due to COVID-19, the Fiscal Year 2021 budget deadline was moved to July 1 and

WHEREAS, the Authority is required to submit a budget to the Federal Transit Administration to support the Section 5307 Urbanized Area Formula Grant Program; and

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WE, the undersigned, being the Chairman and Secretary of the Board of Directors of the Jacksonville Transportation Authority, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Directors of the Jacksonville Transportation Authority held on June 25, 2020.



Kevin J. Holzendorf, Chairman

(SEAL)

Debbie Buckland, Secretary

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

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

BOARD ATTENDEES: Kevin Holzendorf, Arezou Jolly, Isaiah Rumlin, Ray Driver, Deborah 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 from the U²C Program. Mr. Schmidt stated the main focus has been on the 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 PMOC administers the grant, manages the project and milestones, and will be the liaison between JTA and Federal Transit Administration (FTA).

Mr. Schmidt shared the original plans discussed for the BSIC and provided details on the updated plans. The current plan is discussion, which will require Board approval to eliminate the designated lane. Traffic will travel in four lanes with parking on either side. On special day use and/or events, parking on the south side of Bay Street would be eliminated and open for mixed use traffic. There is also discussion on eliminating some parking on the north side of Bay Street for drop-off and pick-up.

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 Autonomous Vehicles (AV); however the Florida Department of Transportation (FDOT) advised there had to be lanes available for mixed use.

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

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 modeler to estimate the volume to 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 lines 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 the money and moving the project forward. We do not want to run the jeopardy of the 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 and would be supportive of making the sidewalks narrower. 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 state 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.

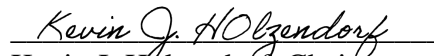
Director Rumlin shared his appreciation and thanked staff for a job well done.

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

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, MAY 28, 2020 – 2:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, May 28, 2020. Board of Directors and JTA Staff attended virtually.

BOARD MEMBERS

Kevin J. Holzendorf, Chairman
Arezou Jolly, Vice Chair
G. Ray Driver, Treasurer
Deborah Buckland, Secretary
Isaiah Rumlin, Immediate Past Chairman
Nicole Padgett

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., Chief Executive Officer
Cleveland Ferguson III, SVP Administration
Bonnie Todd, SVP Transit Operations
Greg Hayes, VP Finance & Technology
Kelli O'Leary, VP Engagement
Greer Gillis, VP System Development
Bernard Schmidt, VP Automation

BOARD MEMBERS NOT PRESENT

Greg Evans, FDOT

OTHERS PRESENT

Richard Milian, General Counsel
Katie Smith, Board Liaison
Larry Parks, FDOT
Jessica Shepler, AVP Public Affairs
Chris Geraci, AVP Safety & Security
Khisha Dukes, AVP Finance
Andy Rodgers, AVP System Development
Sam Newby, City Council Liaison
Dr. Yvette Taylor, FTA

A. CALL TO ORDER - Chairman Holzendorf called the meeting to order at 2:01 p.m.

Chairman Holzendorf provided the safety message for the month of May, "Safety is a race we all can win." The Jacksonville Transportation Authority (JTA) has been very successful in response to the pandemic thus far. With the country and our city beginning to reopen and all of us returning to what is now a new normal we all must continue to pace ourselves and follow official recommendations. We will get through this together.

Chairman Holzendorf recognized special guest, Dr. Yvette Taylor of Federal Transportation Administration (FTA) Region 4 Regional Administrator.

The Chairman then advised that the Board would like to proceed with item L.2, as Dr. Taylor is here to join us for this momentous occasion. The Board will then return to the normal order of the agenda.

Presentation, motion and discussion provided under section L.2 of U²C Committee (Ad-Hoc)

B. APPROVAL OF MINUTES FROM APRIL 30, 2020 BOARD MEETING AND MAY 14, 2020 BOARD WORK SESSION

MOTION (Jolly/Rumlin) Motion Approved (6-0).

C. COMMENTS FROM CITY COUNCIL LIAISON – Councilman Newby thanked the Board and JTA Staff for their hard work during this difficult time. He also wanted to thank JTA for partnering with the City of Jacksonville (City) to transport citizens to COVID-19 Mortgage, Rent, and Utility Relief Program appointments. Councilman Newby stated there are many citizens in Jacksonville that did not have transportation to get to their appointment.

D. COMMENTS FROM THE PUBLIC – None

E. CHIEF EXECUTIVE OFFICER'S (CEO's) REPORT – Mr. Ford stated that on May 4, 2020, the Rosa Park Transit Station routes transitioned to the Jacksonville Regional Transportation Center (JRTC). The transition was planned with the maximum safety of our customers and employees in mind. He stated the team made the decision to target the transition at the beginning of May to ensure everything was in place. The timing coincided perfectly with the City's Phase I Reopening plan. Two large simulations were held prior to the COVID-19 crisis with a variety of scenarios to pressure the operations. We were well prepared for the opening. The Authority partnered with the private sector and local small businesses to secure masks for customers on opening day, as well as new hand sanitizer stations and placing social distancing signage.

Mr. Ford stated in the mist of all of this, the first Bus Operators graduation and Maintenance Apprenticeship classes occurred under the new Senior Vice President and Chief Operating Officer Bonnie Todd so she has hit the ground running. None of this has been met without challenges. As you are aware, the Authority had its third positive COVID-19 case among our Bus Operators. Mr. Ford stated he reached out to the Bus Operator on May 27, 2020, but did not get a chance to speak with them directly. The Operator is isolating at home. He asked that everyone keep all Bus Operators in their thoughts during this timeframe. Mr. Ford stated the first two operators that tested positive were able to return to work and are in good health. He stated the employees have been dedicated to keep JTA moving in the right direction.

Administrative employees will be returning back to the JRTC on June 8, 2020, as part of the modified work plan. Mr. Ford stated a series of Employee Town Hall Meetings will be hosted the week of June 2, 2020, to further prepare staff for the first stage of the return to work plan.

Cleveland Ferguson, Senior Vice President and Chief Administrative Officer will be presenting the modified goals and objectives for the remainder of this Fiscal Year. He will present this to the

Board so that we will continue to maintain our Standard of Excellence in spite of the pandemic. Greg Hayes, Vice President and Chief Financial Officer and his team continue to focus on the Authority's finances and recently filed the second application for the CARES Act funding in order to recover expenses related to the pandemic.

Mr. Ford announced that the JTA held its first ever virtual ribbon cutting on May 14, 2020, which celebrated the completion of the Kernan Boulevard JTAMobilityWorks project six months ahead of schedule. Mr. Ford congratulated Greer Gillis and her team with special commendations to Andy Rodgers, Director of Construction and Angie Williams, Project Manager. Both should be saluted for a job well done. Mr. Ford stated the Public Affairs and Technology departments ensured the ceremony went smoothly and was well received. He stated future ribbon cuttings may be the venue JTA utilizes as we recognize the successes in a virtual manner versus face to face.

He then stated that when the lights went out on the Acosta Bridge a few years ago, downtown Jacksonville lost an iconic part of the skyline. He stated the old lighting system was replaced with the newest LED technology to ensure downtown Jacksonville shines brighter than ever before. The lights were completed two months ahead of schedule and were debuted over Memorial Day weekend. Another light show is scheduled for Flag Day, June 14, 2020.

Mr. Ford advised the Board that staff is working through the JTAMobilityWorks program and have identified some funding issues. He stated the Authority is down to the last remaining projects on the list. Mr. Ford stated a challenge from the beginning of the program was how to match up funding to stay in line with the projects inherited years ago and the assumptions related to the cost of the projects. In some cases, the project cost was estimated decades ago. Mr. Ford stated he was pleased with the accomplishments the Authority made to this program of projects to this point; however, there remains work to be done alongside the City and FDOT to manage costs. He stated that he is certain JTA will bring all of the projects in this program to a successful close. He advised the Board that a full presentation and briefing on the projects will be presented to the Board at the Board Work Session on June 10, 2020. He stated the presentation will include projects and finances secured to date, remaining projects to be completed, financial challenges and the plan to work through the challenges in order to complete the list. Also, to fulfill the Board's commitment to complete the list from the resolution that was passed two years ago.

On June 1, 2020, JTA was asked by Councilman Terrance Freeman to present to the Transportation, Energy & Utilities (TEU) Committee of the City Council in order to provide an update on the Kernan Boulevard project and San Pablo Road project as well as a general overview of the JTAMobilityWorks program. The Board will receive a memo by close of business on May

29, 2020, providing an overview of what will be shared at the TEU meeting. In addition, staff will brief Councilman Aaron Bowman on the San Pablo Road project on May 29, 2020. Mr. Ford stated the staff has also been in conversations with Councilman Al Ferraro regarding the Alta Road project, the largest project of the program both in size and cost. Mr. Ford will provide an update to Councilman Ferraro prior to the TEU meeting. Specific to that project in his district and plans to put the project out for bid this summer.

In addition to supporting local businesses through the meal program for our frontline staff, the JTA CARES Program partnered with the City, Farm Share Florida and paratransit contractor MV Transportation to deliver more than 66,500 pounds of food to 1,900 families at ten housing projects identified by the Jacksonville Housing Authority. These meals mean so much during times like this. Mr. Ford thanked the JTA CARES team and each agency that partnered with JTA to help those in need in our community.

F. MONTHLY DIVISION REPORTS

1. **TRANSIT OPERATIONS MONTHLY REPORT** – Ms. Todd provided the Board with the Transit Operations Monthly Report through April 2020.

2. **AUTOMATION MONTHLY REPORT** – Mr. Schmidt provided the Board with the Automation Monthly Report for activities through May 15, 2020.

3. **SYSTEM DEVELOPMENT** – Ms. Gillis provided the Board with an overview of the System Development Monthly Report for the reporting period through May 15, 2020.

4. **FINANCIAL REPORTS** – Mr. Hayes provided the Board with the Financial Reports for April 2020, as well as the month and year-to-date an update on the Processed Invoices Report, Agency Sponsorship and Membership Report.

5. **ADMINISTRATION REPORT** – Mr. Ferguson provided the Board with the monthly Real Estate and Economic Development Report and Procurement Expenditures.

6. **ENGAGEMENT REPORT**

QUARTERLY DISADVANTAGED BUSINESS ENTERPRISE – Ms. O’Leary provided the Board with the Quarterly Disadvantaged Business Enterprise Report.

Chairman Holzendorf stated the productivity of the Executive Leadership Team (ELT) and their teams have not changed. He thanked them on behalf of the Board.

Mr. Ford asked Mr. Hayes, if there is a deficit for the month of April and year to date, does that take into account the CARES Act Funding that was received. Mr. Hayes stated it does not. He stated the CARES Act Funding was received in the month of May. The financial report was for the month of April. Mr. Hayes stated the CARES Act funding will be fully reported in the next

work session and during any scheduled one-on-one's. Mr. Ford stated he wants to ensure nothing was overlooked as to where the Authority stands today based on what is being reported versus what is known from a revenue standpoint on the tax side and CARES Act Funding side that will hit the books on the next report.

CONSENT AGENDA (Holzendorf, Chairman)

Chairman Holzendorf stated that the Consent Agenda, items G.1 – G.2 were before the Board for approval.

1. APPROVAL OF CONTRACT AWARD FOR MISCELLANEOUS HARDWARE , FASTENERS AND SUPPLIES (P-20-010)

2. DECLARATION OF SURPLUS PROPERTY

MOTION (Rumlin/Jolly) to concur with staff's recommendation per the Board Memorandums for items G.1 – G.2. Motion Approved (6-0).

H. FINANCE AND ADMINISTRATION (Buckland, Committee Chair)

ACTION ITEMS

1. RESOLUTION 2020-04: AUTHORIZATION TO FILE FISCAL YEAR 2021 TRIP AND EQUIPMENT GRANT – TRANSPORTATION DISADVANTAGED PROGRAM CLAY COUNTY – Mr. Hayes presented staff's recommendations that the Board adopt Resolution 2020-04 authorizing the Chief Executive Officer (CEO) to file and execute the application documents required by the Florida Commission for the Transportation Disadvantaged (FCTD) for the Fiscal Year 2021 Trip and Equipment Grant Transportation Disadvantaged (TD) Program in the amount of \$429, 849 for services in Clay County. The local match will be provided by the Clay County Board of Commissioners in the amount of \$47,761.

2. RESOLUTION 2020-05: AUTHORIZATION TO FILE FISCAL YEAR 2021 TRIP AND EQUIPMENT GRANT – TRANSPORTATION DISADVANTAGED PROGRAM DUVAL COUNTY - Mr. Hayes presented staff's recommendations that the Board adopt Resolution 2020-05 authorizing the CEO to file and execute the application documents required by the FCTD for the Fiscal Year 2021 Trip and Equipment Grant TD Program in the amount of \$1,660,767 for services in Duval County. The local match will be provided by the City in the amount of \$184,530.

MOTION (Jolly/Buckland) to adopt Resolutions 2020-04 (Clay) and 2020-05 (Duval): Authorization to File Fiscal Year 2021 Trip and Equipment Grant – TD Program Duval County. Motion Approved (6-0).

3. RESOLUTION 2020-06: AUTHORIZATION TO FILE FISCAL YEAR 2021 FLORIDA DEPARTMENT OF TRANSPORTATION 5311 CARES ACT FUNDING – CLAY COUNTY – Mr. Hayes presented staff’s recommendations that the Board adopt Resolution 2020-06 authorizing the CEO to file grant application with the FDOT for U.S.C Section 5311 CARES Act Funds for Rural Areas from the FTA. These funds, totaling \$69,913, will be used to provide operating assistance for Clay County. The Section 5311 CARES Formula for Rural Areas provides capital, planning, and operating assistance to states to support public transportation in rural areas with populations less than 50,000, where many residents often rely on public transit. This is 100 percent in federal funding.

4. RESOLUTION 2020-07: AUTHORIZATION TO FILE FISCAL YEAR 2021 FLORIDA DEPARTMENT OF TRANSPORTATION 5311 CARES ACT FUNDING – DUVAL COUNTY - Mr. Hayes presented staff’s recommendations that the Board adopt Resolution 2020-07 authorizing the CEO to file grant application with the FDOT for U.S.C Section 5311 CARES Act Funds for Rural Areas from the FTA. These funds, totaling \$511,155, will be used to provide operating assistance for Duval County. The Section 5311 CARES Formula for Rural Areas provides capital, planning, and operating assistance to states to support public transportation in rural areas with populations less than 50,000, where many residents often rely on public transit. This is 100 percent in federal funding.

MOTION (Rumlin/Buckland) to adopt Resolutions 2020-06 (Clay) and 2020-07 (Duval): Authorization to File Fiscal Year 2021 FDOT 5311 CARES Act Funding – Duval County. Motion Approved (6-0).

5. APPROVAL OF REVISED FISCAL YEAR 2020 GOALS AND OBJECTIVES - Mr. Ferguson presented staff’s recommendation that the Board approve revisions to the Fiscal Year 2020 Goals and Objectives as identified in the mid-year Assessment and in accordance with the Board-approved Goal areas of Customer Service, Financial Sustainability, Organizational Efficiency and Effectiveness and Employee Success. On May 14, 2020, staff presented the recommendations to the Finance and Administration Committee during the Board Work Session. The committee consented to these recommendations proceeding to the full Board for its consideration. The effects of the COVID-19 pandemic require the staff to refocus its efforts on the most critically affected goal areas.

MOTION (Jolly/Buckland) Approval of Revised FY 2020 Goals and Objectives. Motion Approved (6-0).

6. APPROVAL OF FISCAL YEAR 2021 GOAL REORDERING – Mr. Ferguson presented staff’s recommendation that the Board approve Fiscal Year 2021 Goal Reordering as follows: Safety and Security, Customer Satisfaction, Employee Success, Financial Sustainability, Organizational Efficiency and Effectiveness, Transformative Mobility Solutions and Sustainability. This will allow the staff to focus on the strategic plan as we move into the Board Retreat, Division Retreats and Department Retreats so that through Mr. Ford, staff can present the Board a work plan that will be effective and successful for everyone in Fiscal Year 2021.

MOTION (Driver/Buckland) Approval of FY 2021 Goal Reordering. Motion Approved. (6-0)

I. SAFETY, AUDIT AND COMPLIANCE (Rumlin, Committee Chair)

1. RESOLUTION 2020-08: APPROVAL OF PUBLIC TRANSPORTATION AGENCY SAFETY PLAN – Mr. Geraci presented staff’s recommendation that the Board adopt Resolution 2020-08 approving the JTA Public Transportation Agency Safety Plan in accordance with regulatory requirements. In July 2018, the FTA published Final Rule 49 C.F.R Part 673, requiring all applicable transit agencies to certify they have a plan in place that meets their requirements. In 2017, the Board adopted a Safety Management System as the accepted plan the Authority utilizes to manage safety hazards and risks.

MOTION (Rumlin/Driver) to adopt Resolution 2020-08: Approval of Public Transportation Agency Plan. Motion Approved (6-0).

J. SERVICE DELIVERY (Driver, Committee Chair) - None

K. LONG RANGE PLANNING AND SYSTEM DEVELOPMENT (Jolly, Committee Chair) Director Jolly needed to step away from the meeting briefly and Chairman Holzendorf addressed the items under this committee.

ACTION ITEMS

1. APPROVAL TO EXECUTE REAL PROPERTY ACQUISITION – PARRAMORE ROAD – Mr. Ferguson presented staff’s recommendations that the Board authorize the CEO to execute a Right-of-Way (ROW) Agreement with Youngerman and Parramore, LLC. For \$810,000, plus attorney fees. The subject parcels, which are described as portions of Duval County Property Appraiser’s Real Estate Number 016503-2005 and 016503-2800 are needed for the Parramore Road Extension Project under the JTAMobilityWorks Program. The JTA is in the process of extending Parramore Road, as agreed to in the Interlocal Agreement with the City. In order to complete the road extension project, JTA must obtain certain ROW and stormwater retention to

support roadway improvements.

Mr. Milian stated a retention pond is needed. He stated JTA originally went to the City because the ROW was City property, and felt this property could be used as a retention pond. The developer, Youngerman and Parramore, LLC went to the City and stated they had a pond that JTA could jointly use. The City requested JTA to pursue this option. An agreement was negotiated and the developer would permit additional capacity in the pond that is sufficient for JTA retention pond purposes. The developer would also deed JTA certain ROW the developer owns for JTA to widen the road. Mr. Milian stated Parcel 103 is owned by the City. JTA will acquire this and deed it to the developer. The City has issued a Quit Claim Deed for the property to JTA, at no cost and JTA will deed this to the developer at no cost. JTA had an appraisal performed by Florida Valuation, which provided a value of \$657,000. Mr. Milian stated the agreement is \$152,000 above the appraised amount.

Director Driver rescued himself from the vote due to a potential conflict.

MOTION (Rumlin/Buckland) Approval to Execute Real Property Acquisition – Parramore Road. Motion Approved (4-0).

2. APPROVAL OF CONTRACT AMENDMENT FOR AUTONOMOUS VEHICLES SOLUTION TEST PROGRAM – Mr. Schmidt presented staff's recommendation that the Board approve and authorize the CEO to execute amended agreements with each of the Board approved Autonomous Vehicle (AV) and Autonomous Solutions (AS) suppliers. The amended agreements will provide provisions for short-term vehicle leases and the ability to exercise purchase options in the best interest of the Authority with selected AV/AS suppliers. The amendment does not impact the originally approved funding limit. The original approval of Autonomous Solutions Test Program neglected to include the flexibility to consider purchase options for AV/AS solutions, which are financially beneficial to the JTA. The program will continue to provide JTA the ability to demonstrate, test, and evaluate multiple autonomous solutions.

MOTION (Rumlin/Buckland) Approval of Contract Amendment for Autonomous Vehicles Solution Test Program. Motion Approved (5-0).

L. U²C COMMITTEE (AD-HOC)

ACTION ITEMS

1. APPROVAL OF BAY STREET INNOVATION CORRIDOR ALIGNMENT AND CONCEPTS – Mr. Schmidt presented staff's recommendation that the Board approve the Bay Street Innovation Corridor (BSIC) Alignment and Concepts as detailed in the Design Concept

Technical Memorandum and resolution. The Design Concept Technical Memorandum and resolution outlines key components, assumptions and design considerations for the BSIC.

MOTION (Driver/Rumlin) Approval of Bay Street Innovation Corridor Alignment and Concepts. Motion Approved (5-0).

2. AUTHORIZATION TO EXECUTE BETTER UTILIZING INVESTMENTS TO LEVERAGE DEVELOPMENT PAPER GRANT AGREEMENT – Mr. Schmidt

presented staff's recommendation that the Board approve and authorize the CEO to execute the Better Utilizing Investments to Leverage Development (BUILD) Paper Grant Agreement entering JTA into a grant agreement under the consolidated appropriations act, 2018 (Pub. L. 115-1141. March 23, 2018) for the National Infrastructure Investment Discretionary Grant Program (Fiscal Year 2018 BUILD Transportation Discretionary Grants). This agreement aligns with the Authority's goals of Transformative Mobility Solutions by providing the JTA access to the United States Department of Transportation's (USDOT) discretionary grant funds in the amount of \$12.5 million toward the development of the Bay Street Innovation Corridor (BSIC) Project.

MOTION (Rumlin/Buckland) Authorization to Execute BUILD Paper Grant Agreement. Motion Approved (5-0).

Mr. Ford stated today is another major milestone when the Board took another decisive and forward looking action to keep, expand and modernize the Skyway. Through the process the Authority launched what will be the first transportation network of its kind not only in Jacksonville, Florida, but the United States. This network is the Ultimate Urban Circulator (U²C). This is an incredible project using AV to repurpose a federally funded asset and serve as a national model for the public transportation industry. The first phase of the project BSIC is a critical step in the overall vision that is the U²C, and includes the first deployment of AV in downtown Jacksonville. The Authority would not have accomplished so much on the U²C project without partners from the City, TPO, FDOT and other partner agencies in Jacksonville. Today would not be possible without the support of the JTA Board, USDOT and colleagues from the FTA. Mr. Ford stated the FTA contribution early in the program is something that needs to be recognized repeatedly. While we always highlight the \$12.5 million received from the USDOT BUILD Grant Program, which is making this a reality. We must also recognize the hard work by our colleagues in FTA Region 4 and FTA Headquarters. He stated we need to thank them for their continued support and believing in what we are doing here in Jacksonville to enhance mobility through innovation. FTA personnel have dedicated countless hours to assist JTA with this project, and for that, we thank you. Mr. Ford stated he was happy to virtually welcome Dr. Yvette Taylor, Region 4 Regional

Administrator of the FTA and thanked Dr. Taylor for her guidance and support and asked her to relay thanks to everyone at her office FTA Region 4, FTA Administrator Jane Williams and her team, Secretary Elaine Chao and the entire USDOT Family. The strong bond between JTA and FTA is leading the way to make the future of transportation a reality.

Dr. Taylor stated this is an exciting moment and on behalf of the Acting Administrator Jane Williams and Secretary Elaine Chao we want to extend a congratulations to JTA, the Board, Stakeholders and Partners for making this possible. Dr. Taylor stated FTA is proud to join JTA for the virtual signing ceremony of JTA's BUILD Paper Grant. This will advance an initial phase of the U²C by introducing AV along Bay Street in the Jacksonville urban corridor. The BUILD Paper Grant is a highly discretionary program and speaks volumes to the exemplary leadership of JTA's CEO Nat Ford and his team in securing \$12.5 million of USDOT funds. Dr. Taylor recognized that the BSIC exemplifies the unique collaboration of community leaders which created the initial phase of the AV transportation network that will support economic development and is truly a vision for a safe vibrant accessible downtown Jacksonville. Dr. Taylor stated congratulations on today's signing ceremony.

The BUILD Paper Grant Agreement was executed by Mr. Ford and Dr. Taylor.

Chairman Holzendorf thanked Dr. Taylor for attending the Board meeting. He shared his excitement of seeing the project moving forward.

Director Jolly also thanked Dr. Taylor as well.

3. **APPROVAL OF MEMORANDUM OF UNDERSTANDING – FLORIDA STATE COLLEGE OF JACKSONVILLE** – Mr. Schmidt presented staff's recommendation that the Board authorize the CEO to sign a Memorandum of Understanding with Florida State College at Jacksonville (FSCJ) pursuant to initiatives within the JTA's Automation Division. The establishment of JTA's partnership with FSCJ revolves around, but is not limited to three initiatives:

- The incorporation of FSCJ's Commercial Driver's License Test Track into the JTA's Test and Learn program.
- A potential AV Deployment referred to as "Agile Plan"
- Curriculum development and educational initiatives relative to AV's and innovative technologies

MOTION (Buckland/Driver) Approval of Memorandum of Understanding – Florida State College of Jacksonville. Motion Approved (5-0).

M. OLD BUSINESS – None

N. **NEW BUSINESS**

1. **RETURN TO WORK PLAN** - Ms. O'Leary presented to the Board as information only, JTA's Return to Work plan for administrative and non-essential employees. The Return to Work plan will begin on Monday, June 8, 2020, and continue through Friday, August 28, 2020. During this time, the ELT will address and consider any adjustments to the plan beyond August.


In order to provide and maintain a safe and healthy work environment at the JRTC, and to abide by social distancing guidelines, each division will be split into an A-Team and a B-Team that rotate between working in the office and working from home.

Plexiglas dividers are also being installed in each individual workstation as an additional precaution.

Capacity limits signage will be posted in breakrooms, restroom, copy/print rooms and other shared spaces. Occupancy limit signage in conference rooms will be determined according to size. Elevators will be limited to two people at a time and social distancing decals will be placed on the floors. Proper personal protective equipment will be provided for all staff, and will be available in each Division. As previously communicated, employees are required to wear masks while at all JTA facilities when they are not at their workstation.

There being no further business, the meeting adjourned at 3:10 p.m.

SEAL


Debbie Buckland, Secretary


Kevin J. Holzendorf, Chairman