

**MINUTES OF THE
JACKSONVILLE TRANSPORTATION AUTHORITY
BOARD WORK SESSION
THURSDAY, SEPTEMBER 19, 2024**

The Jacksonville Transportation Authority Board of Directors held a Work Session Thursday, September 19, 2024 in the Board Room of the Jacksonville Regional Transportation Center located at 100 LaVilla Center Drive, Jacksonville, Florida 32204.

BOARD MEMBERS PRESENT: Debbie Buckland, Aundra Wallace, Arezou Jolly, Patricia Sams and Megan Hayward.

JTA STAFF PRESENT: Nathaniel Ford, Cleveland Ferguson, Greer Gillis, Raj Srinath, Jeffery Smith, and Katie Smith.

I. WELCOME: Chair Buckland called the Work Session to order at 1:06 p.m. and welcomed the Board, Staff and public.

II. PUBLIC COMMENT: The Chair called for Public Comment. There were no requests to speak.

III. LONG RANGE PLANNING AND SYSTEM DEVELOPMENT COMMITTEE

a. Regional Rail: Chair Buckland stated that this topic is deferred. Mr. Ford shared that due to the time constraints staff believes it is better to schedule another date to allow for a deep discussion among the Board and Staff.

b. Emerald Trail: Mrs. Gillis acknowledged that the Emerald Trail was discussed at the 2024 Board Retreat and provided an overview of that presentation and discussion. She stated that the next step was for Staff to come back to the Board to share information on the final delivery method for the five segments of the Emerald Trail.

Ms. Gillis then presented information on the actions that were recommended and stated that staff is moving forward with all of them. Segment 3 is Design-Bid-Build and Segments 4, 6, 7, and 8 will utilize a Construction Manager at Risk. The JTA will hire an owner's representative to assist, as this creates a one point of contact as there will be several companies working in unison on the project. She stated that two forums for small business enterprises are planned for October 2024. She concluded by sharing the steps that will allow the JTA to meet the September 30, 2031 completion date.

Chair Buckland inquired about possible companies for some of these services. Mrs. Gillis responded that yes, she will come to the Board for action on contracts at the Board

meeting following the Works Session.

Director Sams asked for clarification on the Alternative Delivery Experience. Mrs. Gillis explained the steps in this option.

c. Community Transportation Coordinator (CTC): Mrs. Gillis stated that she and Mr. Smith would be providing information on the Nassau County Community Transportation Coordinator. The JTA and Nassau County are working to finalize the Memorandum of Understanding for service to begin October 1, 2024.

Mrs. Gillis provided background and an overview on how this service came into fruition. She then recognized the members of the Senior Leadership Team that led the efforts for JTA to be the CTC of Nassau County. Mrs. Gillis then provided an overview of all the services that JTA provides for Nassau County.

Mr. Smith shared information related to the operational goals and the steps that are being taken to right-size service. He shared details of the funding needed to provide the best service and responded to Chair Buckland's inquiry that Nassau County is short approximately 50 percent of funding. A visual of the vehicles that will be used for this service was provided.

Mr. Smith stated that the JTA will need have two facilities to operate out of, being at either end of the county (Fernandina Beach and Hilliard). He then provided a snapshot of the budget and how service is funded. Staff has had engagement with the Nassau community and those interactions will continue. He concluded by sharing next steps.

Director Hayward asked if Nassau provides any funds for JTA staff salaries; wherein, Mr. Smith responded no.

IV. FINANCE AND ADMINISTRATION

a. Board Reserve Policy Changes: Mr. Srinath stated that information on the Authority's Reserve Policy was provided at the Annual Board Retreat in August 2024 and shared an overview. He then provided details on best practices and reserve policies for organizations and where JTA fits in the variation. He explained the how changes will have a positive impact on additional JTA funding.

Mr. Srinath shared the recommendation that would be presented to the Board for consideration at the Board meeting to follow the Work Session. Director Hayward asked how often the Board Policy needs to be reviewed. Mr. Srinath stated that the policy only says from time to time, it does not specify timeline for review. Mr. Ford shared some examples of how the change will allow for grant matches for projects that are planned.

V. ROUNDTABLE

Mr. Ford informed the Board that there is one item under roundtable, and it is for the UZURV contract for Connexion Plus services.

Mr. Smith shared with the Board that the UZURV contract is on the Board meeting agenda for Board consideration following the work session. He then turned the floor over to Heather Obora, AVP/Chief Procurement Officer to provide the process for procurements and the details and timeline for the solicitation of the procurement for Connexion Plus Services.

Director Hayward inquired about ownership of the vehicles that are used to provide the service. Mr. Smith responded drivers own the vehicles. He added that he and Chris Geraci, Chief Safety Officer met with UZURV's national officers who walked through the process of vetting bringing their employees on board. They were also provided with details and information on the process for drug testing, auditing of complaints, among other items. He shared that he and Mr. Geraci were very impressed. Mr. Smith acknowledged the Jacksonville Transportation Advisory Committee President had just arrived.

Chair Buckland asked for a summary of the differences in the top two companies. Ms. Obora explained how the determinations are made, as they were very close. One of the key items staff looks at is best value, which was UZURV.


Director Hayward shared her concern with the vehicles being independently owned, who is responsible if the company does not own the vehicle. Mr. Smith provided more detail on the audit process UZURV conducts. He shared that there are several triggers to improve any concerns, even down to the vehicle cleanliness.

VI. ADJOURN: There being no further business, the work session adjourned at 1:44 p.m.



Debbie Buckland, Chair

SEAL



Aundra Wallace, Secretary