

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, MAY 26, 2022 – 3:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, May 26, 2022.

BOARD MEMBERS

Arezou Jolly, Chair
Deborah Buckland, Vice Chair
G. Ray Driver, Secretary
Kevin J. Holzendorf, Past Chair
Aundra Wallace

JTA EXECUTIVE STAFF

Cleveland Ferguson III, SVP Administration
Greg Hayes, VP Finance & Technology
Greer Gillis, SVP System Development
Bernard Schmidt, VP Automation

BOARD MEMBERS NOT PRESENT

Abel Harding, Treasurer
Greg Evans, FDOT

OTHERS PRESENT

Katie Smith, Board Administrator
David Cawton, Director of Communications
Khisha Dukes, AVP Strategic Initiatives

- A. **CALL TO ORDER** – Chair Jolly called the meeting to order at 3:03 p.m.

Chair Jolly announced that Mr. Ford was not in attendance and that Mr. Ferguson would handle the CEO matters.

Chair Jolly led the Pledge of Allegiance and held a moment of silence for the lives lost in Texas by the senseless act violence.

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

Chair Jolly provided the safety message for the month of May, “Often times a disaster is just a poorly met emergency.”

- B. **APPROVAL OF MINUTES FROM APRIL 28, 2022 BOARD WORK SESSION AND BOARD MEETING**

MOTION (Holzendorf/Wallace) Motion Approved (5-0).

- C. **COMMENTS FROM COUNCIL LIAISON** - Councilwoman Pittman was unable to attend the Board meeting.

- D. **EMPLOYEE RECOGNITION AWARDS** – Mr. Ferguson introduced the following employees in recognition of their strong leadership example and commitment to excellence, these employees will receive a special award and a gift card:

Steve Pumarejo	April 2022 Bus Operator of the Month
Carolyn Pride	April 2022 Administrative Employee of the Month
Ronald Parson	Million Mile Hall of Fame Inductee

- E. **COMMENTS FROM THE PUBLIC:**

Ulyssess Milledge: Mr. Milledge shared his appreciation of JTA staff members, Karen Moore and Shirley Isom. He stated that they are always helpful and gets him the assistance he needs and they should be recognized for their work.

F. CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Ferguson provided a brief CEO Report on behalf of Mr. Ford.

He thanked Chair Jolly and Director Buckland for joining the Ferry Celebration that took place earlier in the day, prior to the Board Meeting. He then announced and extended an invitation to the Board for them to attend the annual State of the Authority on June 21 and the Zero Emission Forum on June 21-22.

Mr. Ferguson also took the opportunity to recognize a JTA operator for going above and beyond to assist young children who were trying to get to school on the other side town. Ms. Yvonne Gilliam. Her actions certainly helped avert a large-scale search for the children, or a potential tragedy. He concluded with a special video of Yvonne sharing how her maternal instinct kicked in to aid these children.

G. DIVISION REPORTS

1. ADMINISTRATION MONTHLY REPORT – Mr. Ferguson shared highlights of the Real Estate and Economic Development Report and Procurement report for the Administration Division through April 2022.

Director Wallace announced that Florida Department of Transportation Security Purdue was in Jacksonville early in the week and had an opportunity to discuss the procurements that will be coming from FDOT in the next few months, about \$1.6 million dollars. Director Wallace stated that it would behoove the community to have discussions about the procurements that will be hitting the street from FDOT, JTA, and the Port. This could cause price wars so there needs to be a good handle and put in any contingency plans in place before these items hit the street.

2. AUTOMATION MONTHLY REPORT – Mr. Schmidt provided the Board with the Automation Monthly Report for activities through May 15, 2022. He announced the departure of William Frazier from the JTA. Mr. Schmidt concluded with an introduction of the summer interns that will be working with Automation team.

Chair Jolly asked the interns to come forward to introduce their selves and take a group photo.

3. ENGAGEMENT MONTHLY REPORT – Mr. Cawton provided an overview for Engagement Division through April 16, 2022 and the Fixed Route and Connexion Customer Experience report for April 2022.

4. **FINANCIAL MONTHLY REPORTS** – Mr. Hayes provided the Board with the Financial Reports for March 2022, as well as the month and year-to-date update, reports for Processed Invoices, Agency Sponsorships and Memberships, Quarterly Investment, and Quarterly Grants.

5. **SYSTEM DEVELOPMENT** – Ms. Gillis shared details of the System Development Report and activities through April 2022.

6. **TRANSIT OPERATIONS** – Mr. Frazier provided the Board with the Transit Operations report for April 2022.

7. **QUARTERLY DISADVANTAGED BUSINESS ENTERPRISE REPORT**- Ms. Gillis shared the Quarterly Disadvantaged Business Enterprise Report for the second quarter of Fiscal Year 2022

H. CONSENT AGENDA

1. APPROVAL OF CONTRACT AWARD FOR AIR CONDITION UNITS AND ASSOCIATED PARTS (SS-22-012)

MOTION (Holzendorf/Wallace) to concur with staff's recommendation per the Board Memorandums for item H.1. Approved (5-0).

I. ADOPTION AGENDA No items under the Adoption Agenda.

J. SAFETY, AUDIT AND COMPLIANCE COMMITTEE (Harding, Committee Chair)
There were no items under the Safety Audit and Compliance Committee.

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

ACTION ITEMS

1. APPROVAL OF DISADVANTAGED BUSINESS ENTERPRISE PROGRAM GOAL FOR FISCAL YEARS 2023 - 2025: Staff recommend the Board approve the Disadvantaged Business Enterprise (DBE) Triennial Goal of 23.44 percent. This Goal shall be submitted to the Federal Transit Administration for Fiscal Years 2023-2025. The Authority's current three-year DBE goal is 23.40 percent. The proposed DBE goal represents a 0.04 percent increase.

Director Holzendorf commented the amount of work to look at the DBE program and the willingness to increase goals. He added that he hopes other agencies will use the JTA as an example.

MOTION (Holzendorf/Wallace) Approval of DBE Program Goal for Fiscal Years 2023 - 2025. Motion Approved (5-0).

2. RESOLUTION 2022-04: APPROVAL OF FISCAL YEAR 2023 OPERATING BUDGET: Staff recommended the Board adopt Resolution 2022-04 for approval

of the Fiscal Year 2023 Operating Budget. Per Florida Statute and the City of Jacksonville's (City) Ordinance Code, the JTA must submit the annual budget by June 1 of each year.

Staff and Board acknowledged the number of meetings and discussions that have taken place over the last several months for the Board to review the annual budgets.

MOTION (Holzendorf/Wallace) Approval to Adopt Resolution 2022-04 for Fiscal Year 2023 Operating Budget. Motion Approved (5-0).

3. **RESOLUTION 2022-05: APPROVAL OF FISCAL YEAR 2023 CAPITAL BUDGET:** Staff recommended the Board adopt Resolution 2022-05 for approval of the Fiscal Year 2023 Capital Budget. Per Florida Statute and the City of Jacksonville's (City) Ordinance Code, the JTA must submit the annual budget by June 1 of each year.

MOTION (Holzendorf/Driver) Approval to Adopt Resolution 2022-05 for Fiscal Year 2023 Capital Budget. Motion Approved (5-0).

L. **SERVICE DELIVERY** (Wallace, Committee Chair)

No items under the Service Delivery Committee.

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

ACTION ITEMS

1. **APPROVAL OF CONTRACT AMENDMENT FOR LANDSCAPING AND IRRIGATION SERVICES** – Staff recommended the Board approve and authorize the Chief Executive Officer to negotiate and enter into a Contract Amendment with J & D Maintenance and Services of North Florida, LLC for an increase in Contract Purchase Agreement of \$500,000 for a not-to-exceed amount of \$2,998,551 for Landscaping and Irrigation. The general scope of service under this contract requires lawn maintenance, tree trimming, fertilization and removal of debris at the following.

The DBE goal for this contract is 25 percent and J & D continues to meet that goal.

MOTION (Driver/Holzendorf) Approval of Contract Award for Landscaping and Irrigation Services. Motion Approved (5-0).

2. **DECLARATION OF SURPLUS REAL PROPERTY – GILLESPIE AVENUE:** Staff recommended the Board officially declare the Gillespie Avenue parcel as surplus and eligible for disposal through public sale or transfer to other governmental agencies. The parcel is identified as a portion of the Duval County Property Appraiser's Real Estate Numbers 107559-0000 and 107561-0000 comprised of 1.46 acres.

Mr. Ferguson shared that FDOT has expressed some interest in this parcel as has another local company.

Director Holzendorf asked how the JTA originally acquired this property. Mr. Ferguson responded that it was a part of the Better Jacksonville Projects but was not needed.

MOTION (Wallace/Buckland) Approval of Declaration of Surplus for Real Property – Gillespie Avenue. Motion Approved (5-0).

3. DECLARATION OF SURPLUS REAL PROPERTY – TRANSIT ORIENTED DEVELOPMENT PARCELS: Staff recommended the Board officially declare the certain properties for Transit Oriented Development (TOD) as surplus and eligible for disposal through public sale or transfer to other governmental agencies. There parcels are known as Rosa Parks 074141-0010; Kings Avenue Garage 080660-1500 (partial), 080660-1510, and 080660-1520.

MOTION (Wallace/Buckland) Approval of Declaration of Surplus for Real Property – TOD Parcels. Motion Approved (5-0).

N. OLD BUSINESS: There was no old business.

O. NEW BUSINESS: There was no new business.

Chair Jolly thanked the Board for their attendance and staff for the stellar job.

There being no further business, the meeting adjourned at 4:02 p.m.


G. Ray Driver, Secretary


Arezou Jolly, Chair