

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, OCTOBER 28, 2021 – 2:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, October 28, 2021.

BOARD MEMBERS

Arezou Jolly, Chair
Deborah Buckland, Vice Chair
Kevin J. Holzendorf, Past Chair
Abel Harding

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., Chief Executive Officer
Cleveland Ferguson III, SVP Administration
Greg Hayes, VP Finance & Technology
Greer Gillis, SVP System Development
Bernard Schmidt, VP Automation
Jacquie Gibbs, Interim VP Engagement
Lisa Darnall, Interim SVP Transit Operations

BOARD MEMBERS NOT PRESENT

Greg Evans, FDOT
G. Ray Driver, Secretary
Nicole Padgett, Treasurer

OTHERS PRESENT

Richard Milian, General Counsel
Katie Smith, Board Liaison
Kimberly Dunham, Incoming Chief of Staff

- A. CALL TO ORDER** – Chair Jolly called the meeting to order at 2:08 p.m.

Director Harding led the Pledge of Allegiance.

Mrs. Smith completed roll call.

Chair Jolly provided the safety message for the month of October, “Don’t Get Hooked By Phishers”.

Chair Jolly announced that Director Holzendorf was running a few minutes late so she will move to the agenda items that do not require action by the Board.

- C. COMMENTS FROM COUNCIL LIAISON** – Councilwoman Pittman thanked the JTA staff for the well wishes while she was recovering. She recognized all the moving and shaking that the Authority is doing for the community and appreciates it.

- D. COMMENTS FROM THE PUBLIC**: There were no public comment request.

- E. CHIEF EXECUTIVE OFFICER’S REPORT** – Mr. Ford began his report by stating that it was another busy and exciting month here at the JTA.

The JTA received several awards. The first was being selected for the International Hall of Fame award by ITS World Congress. The award is only given to one agency in all of the America’s. Chair Jolly represented the JTA and accepted the award on the Authority’s behalf at the ITS World Congress Summit.

The Authority was also recognized this month on the State level. The Marketing, Automation & Innovation, and Transit Operations teams received top honors during the Florida Public Transportation Association (FPTA) annual awards banquet in Daytona Beach. In addition,

a JTA Bus Operator, Leonard “Frank” Young received 3rd place honors in the Operator of the Year category.

The team also received 1st place in the Innovation & Creativity category, the Best of the Best Special award for Wellness on Wheels, 1st place in the Electronic Media and Sustaining Campaign Class1 and 2nd place honors for the Ride to Health marketing initiative in the Print category.

Maintenance Technician, Tommy Crews was recognized for his CTP graduation, and former JTA CEO Michael Blaylock was presented with FPTA’s Hall of Fame award.

Mr. Ford stated that earlier this month, staff announced the next TOD project in Downtown Jacksonville – this time on the Authority’s Montana Avenue property. This will add much needed residential density to the prime San Marco residential, retail and dining district and is located near River’s Edge, formerly called The District. The groundbreaking is planned for early next year.

He also introduced a new member of the Executive Leadership Team (ELT), Kimberly Dunham, who will join us as the new Chief of Staff in November.

Mr. Ford concluded his report for a video looking back on the month, including the JTA’s latest campaign – Get One! Give One!

Director Holzendorf arrived and Mrs. Smith confirmed a quorum of the Board was present.

B. APPROVAL OF MINUTES FROM SEPTEMBER 28, 2021 BOARD WORK SESSION AND BOARD MEETING

MOTION (Harding/Holzendorf) Motion Approved (4-0).

F. 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 September 2021.

2. AUTOMATION MONTHLY REPORT – Mr. Schmidt provided the Board with the Automation Monthly Report for activities through November 10, 2021.

3. ENGAGEMENT MONTHLY REPORT – Mrs. Gibbs provided an overview of activities in the Engagement Division.

4. FINANCIAL MONTHLY REPORTS – Mr. Hayes provided the Board with the Financial Reports for October 2021, as well as the month and year-to-date update, Processed Invoices Report, Grant Status Update, and Agency Sponsorships and Memberships.

5. SYSTEM DEVELOPMENT – Ms. Gillis shared details of the System Development Report and activities through October 15, 2021.

6. **TRANSIT OPERATIONS** – Ms. Darnall provided the Board with the Transit Operations report for September 2021.

G. CONSENT AGENDA

1. **APPROVAL OF CONTRACT AWARD FOR ANTIFREEZE PURCHASE**

2. **APPROVAL OF SUPPLEMENTAL AGREEMENT FOR POST-DESIGN SERVICES ALTA DRIVE**

3. **APPROVAL OF SUPPLEMENTAL AGREEMENT FOR POST-DESIGN SERVICES**

4. **APPROVAL OF SUPPLEMENTAL AGREEMENT FOR POST-DESIGN SERVICES PARRAMORE ROAD**

5. **APPROVAL OF SUPPLEMENTAL AGREEMENT FOR POST-DESIGN SERVICES SAN PABLO WIDENING**

6. **APPROVAL OF SUPPLEMENTAL AGREEMENT FOR POST-DESIGN SERVICES FIRST COAST FLYER EAST CORRIDOR**

MOTION (Harding/Holzendorf) to concur with staff's recommendation per the Board Memorandums for items G.1 - G.6. Motion Approved (4-0).

H. SAFETY, AUDIT AND COMPLIANCE COMMITTEE (Harding, Committee Chair)

Director Harding advised the Board that the annual Audit Report was put at their seats for review.

ACTION ITEMS

1. **APPROVAL OF AIR PURIFICATION SYSTEM PURCHASE AND INSTALLATION - FIXED ROUTE AND PARATRANSIT VEHICLES**: Staff recommends the Board authorize the Chief Executive Office to issue a purchase order to United Safety for the purchase and installation of an Ultra Violet Photo Hydro Ionization (UV-C) system for Fixed Route buses and Paratransit vehicles. The total estimated cost is \$819,000, which includes installation.

The UV-C system was tested for three months on a JTA bus and was chosen as a system to combat airborne pathogens. Such a system will provide passengers and bus operators a safer environment.

MOTION (Holzendorf/Buckland) to approve the Air Purification System Purchase and Installation for Fixed Route and Paratransit Vehicles. Motion Approved (4-0).

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

Director Holzendorf presented the items under the Finance and Administration Committee, as Director Driver was unable to attend the meeting.

ACTION ITEMS

1. RESOLUTION 2021-14: AUTHORIZATION TO FILE LOCAL AGENCY PROGRAM SAFE ROUTES TO SCHOOL – ANDREW ROBINSON ELEMENTARY:

Staff recommends the Board adopt Resolution 2021-14 authorizing the Chief Executive Officer (CEO), or his designee, to enter into a Local Agency Program (LAP) Agreement with the Florida Department of Transportation (FDOT) for \$4,579. This LAP Agreement falls under the Safe Routes to School (SRTS) Program for the design of sidewalks at various locations near Andrew Robinson Elementary School.

The Safe Routes to School was created to allow children to safely walk or bike to school.

This is small amount to present to the Board; however, because it is a grant the Board must adopt a Resolution. Mr. Ford and Mr. Milian added additional details related to this grant and the potential of an increase of these in the future that may need to come back to the Board.

MOTION (Harding/Buckland) Resolution 2021-14 Authorization to file Local Agency Program for Safe Routes to School for Andrew Robinson Elementary. Motion Approved (4-0).

2. APPROVAL OF CONTRACT AMENDMENT FOR WEBSITE MAINTENANCE AND SUPPORT SERVICES:

Staff recommends the Board authorize the CEO to approve the contract amendment to increase the contract amount with Station Four, Inc. for the JTA Website Maintenance & Support Services by \$900,000 for the remaining two-year renewal option, bringing the total contract to \$1,850,814.

Although the \$900,000 increase was not included in the Fiscal Year 2022 Budget, the funds are available to support the last renewal option.

MOTION (Buckland/Harding) Approval of Contract Amendment for website maintenance and support services. Motion Approved (4-0).

J. SERVICE DELIVERY

Chair Jolly presented the item under the Service Delivery Committee, as Director Padgett was unable to attend the meeting.

ACTION ITEMS

1. APPROVAL OF COMPRESSED NATURAL GAS BUS PURCHASE – FIXED ROUTE:

Staff recommends the Board authorize the Chief Executive Officer to issue a purchase order to Gillig, LLC for the purchase of six Compressed Natural Gas (CNG) 35-foot buses. The low floor buses utilize the Bus Rapid Transit Plus style package with fixed route red and grey color schemes. The total estimated cost is \$3,899,982.

The new bus order will replace six fixed route buses in the active fleet that have exceeded

their useful life. Heavy-duty buses have a 500,000-mile or 12-year useful life, at which time they can be replacement. The six buses will utilize Fiscal Year 2022 Federal Formula Funding Super Grant.

MOTION (Holzendorf/Harding) Approval of CNG Bus Purchase for Fixed Route. Motion Approved (4-0).

Mr. Ford provided information on the transition to CNG. Mr. Hayes then provided details on the fuel hedging process for diesel and unleaded. Staff is researching the possibility of hedging CNG as well in the future.

Director Holzendorf asked for an update on Electric Buses and JTA's current testing. Mr. Ford responded that staff continues to look at the plan to transition in the future. He added that there is also discussion of hydrogen fuel in the future. Staff is planning to hold a symposium on this topic to get insight from the experts on the future of fuel.

Ms. Darnall provided details on the electric bus testing and the reports that the maintenance team are providing on costs to maintain electric buses. She added that the testing is going well. Electric buses are much quieter and leave a much smaller footprint on the environment.

Mr. Ford stated that staff will continue the analysis and hopes to provide a report to the Board a year or two.

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

ACTION ITEMS

1. APPROVAL OF CONTRACT AMENDMENT INVENTORY PARTS – SKYWAY: Staff recommends the Board authorize the Chief Executive Officer to award an amendment to the sole source contract to Thales in the amount of approximately \$2,300,000 for upgrading of various train control components for the vehicles and wayside equipment.

Director Holzendorf recognized the staff for their creativity to keep the Skyway running.

MOTION (Holzendorf/Buckland) to approve Contract Amendment for Inventory Parts for Skyway. Motion Approved (4-0).

L. OLD BUSINESS – None

M. NEW BUSINESS

1. NOMINATING COMMITTEE: Chair Jolly announced the appointments for the 2021 Nominating Committee which will select the slate of Board Officers for 2022.

Director Holzendorf, Director Harding and Director Buckland who will Chair the Committee.

Chair Jolly announced the next Board meeting is scheduled for December 9, 2021.

There being no further business, the meeting adjourned at 3:08 p.m.

SEAL



G. Ray Driver, Secretary

Arezou Jolly, Chair