

**MINUTES  
REGULAR BOARD MEETING  
JACKSONVILLE TRANSPORTATION AUTHORITY  
WEDNESDAY, DECEMBER 11, 2024**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Wednesday, December 11, 2024.

**BOARD MEMBERS**

Deborah Buckland, Chair  
Ray Driver, Vice Chair  
Patricia Sams, Treasurer  
Megan Hayward, Board Member

**JTA EXECUTIVE STAFF**

Nathaniel P. Ford Sr., CEO  
Cleveland Ferguson, EVP Administration  
Greer Gillis, SVP System Development  
Raj Srinath, SVP Finance and Technology  
Jeffery Smith, SVP Operations

**BOARD MEMBERS NOT PRESENT**

Greg Evans, FDOT  
Aundra Wallace, Secretary  
Arezou Jolly, Immediate Past Chair

**OTHERS PRESENT**

Katie Smith, Board Administrator  
Richard Milian, General Counsel (Virtual)  
Rahman Johnson, Council Liaison  
Doreen Myers, FDOT Representative

A. **CALL TO ORDER** – Chair Buckland called the meeting to order at 3:02 p.m. and thanked the Board for attending the meeting.

Director Sams led the Pledge of Allegiance.

Mrs. Smith completed roll call.

Chair Buckland then provided the safety message for the month of December. “Knowing Safety is not enough. Practice it!”

Chair Buckland announced the slate of officers for 2025 that the nominating committee presented. The slate showed:

Debbie Buckland – Chair

Aundra Wallace – Vice Chair

Patricia Sams – Secretary

Megan Hayward – Treasurer

**MOTION** (Sams/Hayward) to approve the slate of officers for 2025 as presented. Motion Approved (4-0).

A. **APPROVAL OF MINUTES FROM OCTOBER 31, 2024 WORK SESSION AND BOARD MEETING, NOVEMBER 13, 2024 AND NOVEMBER 22, 2024 SPECIAL BOARD MEETINGS AND NOVEMBER 22, 2024 NOMINATING COMMITTEE MEETING**

**MOTION** (Hayward/Sams) to approve the minutes. Motion Approved (4-0).

C. **COMMENTS FROM COUNCIL LIAISON** – Councilman Johnson was in attendance and deferred his comments to the end of the meeting.

#### **D. AUTHORITY RECOGNITION AWARDS**

##### October Employees of the Month:

Bus Operator: Candace Lennon

Maintenance: Richard Ballard

Administrative: Marcus Dixon

##### December Employees of the Month:

Bus Operator: Michele Lewis

Maintenance: William Conner

Administrative: Chastity Alford

##### November Employees of the Month:

Bus Operator: Eldora Williams

Maintenance: LeToya McQueen

Administrative: Christina Santiago

##### 2024 Employees of the Year:

Bus Operator: Dennis Collins

Maintenance: Richard Ballard

Administrative: Michael Baker

##### Donald M. Chapman Safety Award:

Candace Lennon

#### **E. COMMENTS FROM THE PUBLIC: There was one public comment.**

1. John Nooney – Mr. Nooney shared details of his input to the Mayor and Councilman Johnson at the Mayor’s Disability Council related to the role the JTA can play in the community and information related to City Ordinance 2024-0939 for the Veterans Memorial Wall Shade Structure project. He then shared his concerns about the overhead awning that was to be erected at the front of the JRTC. Mr. Nooney also shared his concerns with skyway elevators and intercoms not working. He stated that JTA could be a big part of economic success for Jacksonville.

Staff was on hand to discuss Mr. Nooney’s concerns with him.

**F. CHIEF EXECUTIVE OFFICER’S REPORT:** Mr. Ford stated that the JTA had another successful month, with lots to share, but being mindful of the Board’s time, he shared just a few important items that have occurred since the last time the Board met.

First, congratulations to JTA Immediate Past Chair Ari Jolly for being inducted into the First Coast Business Hall of Fame. This honor is reserved for leaders who have made significant impacts through their business and civic achievements and by serving as lifelong examples of integrity and high ideals. Director Jolly joins Board Chair Buckland, Vice-Chair Driver, and Board Secretary Wallace as members of this prestigious group.

He also recognized Director Sams for her feature in November’s issue of First Coast Senior Living. Her story and contributions to the community are an inspiration to all of us.

Mr. Ford stated that November kicked off with the ribbon cutting for JTA’s Northwest Corridor bus shelter improvements which included shelter upgrades such as improved lighting, bike racks, e-paper signage with real-time information, as well as featuring community art at seven of the busiest upgraded shelters in the area with art from local artists.

The JTA honored its veterans by creating a custom bus wrap which participated in the annual parade on Veteran's Day operated by one of the Authority's own veteran employees, Operator Fitzpatrick. The JTA proudly employs over 100 retired veterans, and their contributions are an important part of the workforce.

On November 14, 2024, the JTA and the City of Jacksonville (City) teamed up along with the Office of Resilience and Public Works to plant a tree that will provide shade and additional health and environmental benefits at the bus stop outside the Westbrook Branch Library. This is part of the City's Urban Forestry Management Plan which works to maintain the tree canopy to maximize benefits such as reducing the effect of urban heat islands and stormwater runoff.

Mr. Ford shared that he had the opportunity to participate in the World Day of Remembrance for Road Traffic Victims ceremony on November 15, 2024 and share more about JTA's Creating Safe Spaces Action Plan, as well as the Authority's efforts to contribute to the goal of Vision Zero.

On November 18, 2024, Cinotti's/Grounds of Grace was officially welcomed to the JRTC. The new café on the first floor has been a welcome addition, not just to employees and customers, but also to the residents and other businesses in the LaVilla area.

Also in November, the JTA held a community meeting in the Phoenix Arts District to highlight the upcoming Transit Oriented Development (TOD) project focused on the master plan and zoning overlay for this area which aims to promote accessible, sustainable, and vibrant transit-friendly neighborhoods. This event was well received and garnered good input and feedback from the community.

He stated that he was happy to announce that over 200 attendees came together on November 21, 2024 for the second-annual Regional Capital Infrastructure Summit led by JTA's Office of Small Business and Community Impact team. This event hosted speakers from across all agencies (JEA, Public Works, the City, Duval County Schools and more). Small businesses were invited to come together, learn about upcoming opportunities and projects, and network with each other to help build relationships and secure an opportunity to do business with the JTA and other presenting agencies.

Staff closed the month with the annual partnership with Sulzbacher Village where the JTA Cares team were joined by members of JTA's Board and Leadership, as well as representatives from the Unions to deliver Thanksgiving food baskets to the women and families of the Sulzbacher Village. This year, 67 baskets filled with all the trimmings you might expect for a wonderful holiday

meal were delivered. The baskets also included a gift card to buy the Thanksgiving entrée of choice. Thank you to Director Sams and Director Jolly for joining staff at the event.

Mr. Ford then recognized Carl Weckenman that has returned to the JTA from the private sector. He will serve as the Chief Mobility Officer.

Mr. Ford concluded the Chief Executive Officer's (CEO) report by sharing a video highlighting all of the activities over the last month.

#### **G. DIVISION REPORTS**

1. **ADMINISTRATION MONTHLY REPORTS** – Mr. Ferguson provided the Administration Report to the Board and provided highlights of the Real Estate and Economic Development Report and the Procurement Report through November 2024.

2. **FINANCE MONTHLY REPORTS** – Mr. Srinath provided the financial report to the Board through October 2024, as well as the processed invoices report and the agency sponsorship and membership report. He provided a few highlights.

3. **OPERATIONS MONTHLY REPORT** – Mr. Smith provided the Board the Operations Report through October 2024. He also provided an overview of ridership and details of the MyRide to School Program. He announced that the next round of service enhancements will take place in January 2025.

4. **SYSTEM DEVELOPMENT MONTHLY REPORT** – Ms. Gillis provided highlights of the System Development Report through November 2024, and the fourth quarter/year-end DBE Report.

#### **H. CONSENT AGENDA**

1. **DECLARATION OF SURPLUS PROPERTY**

2. **APPROVAL OF CONTRACT AWARD FOR SKYWAY SUPPLY STORAGE SYSTEM (P-24-023)**

3. **APPROVAL OF CONTRACT AMENDMENT FOR HVAC**

**MOTION** (Driver/Hayward) to approve Consent Agenda items H.1 – H.3 as staff recommends. Motion Approved (4-0).

#### **I. ADOPTION AGENDA**

1. **RESOLUTION 2024-22: AUTHORIZATION TO AMEND FISCAL YEAR 2024 OPERATING BUDGET**: Mr. Srinath stated that staff recommends the Board adopt Resolution 2024-21 authorizing the amendment of the JTA's Operating Budget for Fiscal Year 2024. He added that although the JTA's revenues exceeded its overall expenses for Fiscal Year 2024 resulting in a budget surplus, the City's Municipal Ordinance Code 2023-504-E requires that the Authority

submit a budget amendment when actual expenditures exceed the approved budgeted amount within any major fund category for a fiscal year. The amendment to the Operating Budget is a recorded adjustment in operating expenses totaling \$6,742,956 in the Bus fund, Connexion fund, and the Ferry fund.

Mr. Srinath clarified what funds within the budget are being adjusted at Chair Buckland's request.

Director Hayward inquired if the increase in the Connexion funds was due to the new contract. Mr. Srinath responded that it was not as the amendment is for Fiscal Year 2024 and the new contract began in Fiscal Year 2025.

**MOTION** (Driver/Sams) to adopt Resolution 2024-22 authorization to amend Fiscal Year 2024 Operating Budget. Motion Approved (4-0).

**2. RESOLUTION 2024-23: AUTHORIZATION TO FILE FISCAL YEAR 2025**

**SECTION 5310 VEHICLE PURCHASE GRANT – CLAY COUNTY:** Mr. Srinath stated that staff recommends the Board adopt Resolution 2024-23 authorizing the CEO to execute the documents necessary to file a grant application not-to-exceed \$516,663 with the Florida Department of Transportation (FDOT) for the purchase of three paratransit vehicles for Clay County. The funds will be provided by federal dollars (80 percent), and the remaining amount will come from the state (10 percent) and Clay County (10 percent).

**3. RESOLUTION 2024-24: AUTHORIZATION TO FILE FISCAL YEAR 2025**

**SECTION 5310 VEHICLE PURCHASE GRANT – DUVAL COUNTY:** Mr. Srinath stated that staff recommends the Board adopt Resolution 2024-24 authorizing the CEO to execute the documents necessary to file a grant application not-to-exceed \$688,884 with the FDOT for the purchase of four paratransit vehicles for Duval County. The funds will be provided by federal dollars (80 percent), and the remaining amount will come from the state (10 percent) and local funds (10 percent).

**4. RESOLUTION 2024-25: AUTHORIZATION TO FILE FISCAL YEAR 2025**

**SECTION 5310 SCHEDULING SOFTWARE – DUVAL COUNTY:** Mr. Srinath stated that staff recommends the Board adopt Resolution 2024-25 authorizing the CEO to execute the documents necessary to file a grant application not-to-exceed \$601,308 with the FDOT for scheduling software and maintenance for Transportal in Duval County. The estimated grant application request totals \$601,308 comprised of \$300,654 in federal funding with a local state match of \$300,654.

**5. RESOLUTION 2024-24: AUTHORIZATION TO FILE FISCAL YEAR 2025**

**SECTION 5311 WILDCAT SHUTTLE OPERATING FUNDING:** Mr. Srinath stated that staff recommends the Board adopt Resolution 2024-26 authorizing the CEO to execute the documents necessary to file a grant application in the amount of \$702,000 with the FDOT for operating funding for the Wildcat Shuttle. The estimated grant application request total is \$702,000 comprised of a federal match of \$351,000 and a local match of \$351,000. Baker County is responsible for providing 16 percent of the local match at \$56,160 representing the portion of the service operating in Baker County. JTA is responsible for 84 percent of the local match at \$294,840, representing the portion of the service operating in Duval County.

**MOTION** (Hayward/Sams) to adopt Resolutions 2024-23 through 2024-26. Motion Approved (4-0).

**J. SAFETY, AUDIT AND COMPLIANCE COMMITTEE** (Sams, Committee Chair)

**ACTION ITEMS**

Director Sams shared that the Year-end Audit report has been completed. Staff will share the details of the report in January at the work session.

**K. FINANCE AND ADMINISTRATION COMMITTEE** (Wallace, Committee Chair)

**ACTION ITEMS**

**1. APPROVAL OF CONTRACT AWARD FOR TRAINING, PROFESSIONAL DEVELOPMENT, SUCCESSION PLANNING SERVICES (P-24-035):** Mr. Ferguson stated that staff recommends the Board authorize the CEO to negotiate and execute a Requirements contract for Training, Professional Development and Succession Planning with a variety of Contractors. The term of the Base period of performance is one year with four one-year options to renew. The total contract value with renewal options is not-to-exceed \$5,000,000. The initial total contract value for the Base Term is not to exceed \$1,000,000, with a cumulative total of \$4,000,000 for all four annual options renewed. The services will provide horizontal training and vertical training. The services are consistent with the MOVE2027 Plan. The contract will be on task work order basis.

**MOTION** (Hayward/Driver) to approve the contract award for Training, Professional Development, Succession Planning Services. Motion Approved (4-0).

Director Hayward asked if there is a breakdown on how much of each contract goes to each vendor. Mr. Ferguson responded that the task work order scope will provide exactly what will be included and then determine what vendor can provide the work under the scope.

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

Director Hayward stated that at each of the Board Member seats there is a memo and copy of a presentation related to the Service enhancements that the Board approved back in May 2024. As the next round of service enhancements will go into effect in January 2025, staff wanted to remind the Board of what changes to service are being implemented.

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

**ACTION ITEMS**

1. **APPROVAL OF CONTRACT AWARD FOR REAL ESTATE BROKER SERVICES (P-25-002)**: Mr. Ferguson stated that staff recommends that the Board to approve the ranked shortlist and authorize the CEO to negotiate and execute a contract with the highest ranked proposer, Colliers International Florida, LLC (Colliers), to provide Real Estate Broker Services (P-25-002). This is a one-year contract with four one-year renewal options. Total compensation is not to exceed \$240,000 annually. The total contract value is \$1,200,000.

**MOTION** (Hayward/Sams) to approve the real estate broker services contact award. Motion Approved (4-0)

2. **APPROVAL OF REAL PROPERTY ACQUISITION – 4738 OCEAN STREET**: Mr. Ferguson stated that staff recommends that the Board authorize the CEO to negotiate and execute a Purchase Sale Agreement (PSA) with Singleton Harriett Ann Trust to purchase property located at 4738 Ocean Street for \$2.5 million. The subject parcel is identified as Duval County Property Appraiser's Real Estate Number 168966-0000, comprised of roughly 1.17 acres. This property will allow storage of the second ferry.

**MOTION** (Hayward/Sams) to approve the real property acquisition of 4738 Ocean Street. Motion Approved (4-0).

3. **APPROVAL TO SUBMIT LETTER OF INTENT FOR PROERTY ACQUISITION – 910 WEST 44<sup>TH</sup> STREET**: Mr. Ferguson stated that staff recommends that the Board authorize the CEO to execute a Non-Binding Letter of Intent with Global Building, LLC (Global) for the purchase of the property located at 910 West 44<sup>th</sup> Street, Jacksonville, FL 32208 up to an amount of \$2,107,500. The subject parcel is identified as a portion of Duval County Property Appraiser's Real Estate Number 030031-0030 comprised of roughly 2.30 acres inclusive of a 7,900 square foot free standing building. This property will be used as the JTA Training facility.

**MOTION** (Sams/Hayward) to approve the submission of a letter of intent for property acquisition of 910 West 44<sup>th</sup> Street. Motion Approved (4-0).

**4. APPROVAL OF CONTRACT AWARD FOR ULTIMATE URBAN CIRCULATOR PHASE II – SKYWAY REHABILITATION AND DOWNTOWN SERVICE EXPANSION (P-24-032):** Mrs. Gillis stated that staff recommends the Board approve the ranked shortlist and authorize the Chief Administrative Officer to negotiate and execute a contract agreement with HNTB Corporation, the highest ranked shortlist firm for Ultimate Urban Circulator (U<sup>2</sup>C) Phase II - Skyway Rehabilitation and Downtown Service Expansion. The Contract term shall be for five years with no options to renew. The total contract will not exceed \$6.7 million.

The project scope of Phase II of the U<sup>2</sup>C Program is to conduct an alternative analysis of the Project Development and Environment Study of the Skyway Conversion with the preferred technology for the future replacement/expansion that could lead to a Connected Automated Corridor, to develop 30 percent design plans, and to deploy Battery Electric Bus infrastructure with route charging technologies to service the transit bus routes along the current Skyway routes.

Funding for this project is sourced from local funds through the Local Option Gas Tax II proceeds. The Local Small Business Enterprise participation goal set for this project is 30 percent and HNTB Corporation has agreed to meet this goal.

**MOTION** (Sams/Driver) to Approve Contract Award for U<sup>2</sup>C Phase II – Skyway Rehabilitation and Downtown Service Expansion. Motion Approved (4-0).

Director Hayward asked if the contract is to assess or deploy the Battery Electric Bus infrastructure. Mrs. Gillis responded that it is to do both, determine the best location(s) and then to deploy the infrastructure.

**N. OLD BUSINESS**

No Old Business.

**O. NEW BUSINESS**

Director Driver shared that several months ago he was in a car accident with very significant injuries. After discussions with his wife and doctors he will be stepping down from the JTA Board to allow him the time to focus on his health. He asked that this be a part of the record to ensure his reason for leaving the Board is public. Director Driver thanked his current and past board members, Mr. Ford and the JTA staff. He stated that it has been a privilege to serve for the last five years and in his opinion the organization could not be run any better than it is. He acknowledged that the JTA Board is one of the most difficult in the City to serve on due to the successful work of the CEO and staff.

He concluded with a quote from Socrates “The secret to change is to focus all of your energy not on the old, but building the new.” Director Driver stated that quote legitimizes what the JTA



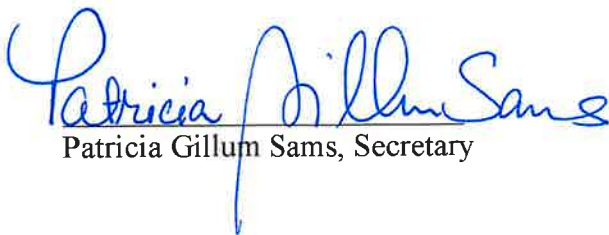
does every day with a rapidly changing environment as it relates to technology and transportation.

Mr. Ferguson stated the several months ago the Board approved staff to negotiate with the City for the sale of three parcels of JTA real property to the east of the Skyway Operations and Maintenance Facility. Staff have acquired an updated appraisal and the City has agreed to pay the increased sale price. No Board action is needed.

Councilman Johnson thanked staff for all of the work that JTA does. He thanked Director Driver for his service to the JTA Board. Councilman Johnson then shared that he partnered with the City Council to take 100 senior citizens to Everbank Stadium and train them how to use an iPad and provided each of them with their own iPad. This was the first of its kind event for a NFL team to be involved in this type of community outreach. He thanked Mr. Ford and the staff for their quick response to assist with transporting the attendees.

There being no further business, the meeting adjourned at 4:06 p.m.

SEAL

  
Patricia Gillum Sams, Secretary

  
Debbie Buckland, Chair