

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

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

BOARD MEMBERS

Arezou Jolly, Chair
Deborah Buckland, Vice Chair
Abel Harding, Treasurer
Aundra Wallace

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., CEO
Cleveland Ferguson III, SVP Administration
Charles Frazier, SVP Transit Operations
Greer Gillis, SVP System Development
Greg Hayes, VP Finance & Technology
Bernard Schmidt, VP Automation
Rosa Beckett, VP Engagement

BOARD MEMBERS NOT PRESENT

Kevin J. Holzendorf, Past Chair
G. Ray Driver, Secretary
Greg Evans, FDOT

OTHERS PRESENT

Katie Smith, Board Administrator
Richard Milian, General Counsel

- A. CALL TO ORDER** – Chair Jolly called the meeting to order at 3:00 p.m.

Chair Jolly led the Pledge of Allegiance and thanked the Board and JTA staff for their time to attend the annual Board Retreat over the last two days.

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

Chair Jolly provided the safety message for the month of August, “Make it your Mission to Report an Unsafe Condition”.

- B. APPROVAL OF MINUTES FROM JUNE 21, 2022 BOARD MEETING**

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

- C. COMMENTS FROM COUNCIL LIAISON** - Councilwoman Pittman was in attendance at the Board meeting.

- D. EMPLOYEE RECOGNITION AWARDS** – Employee Recognitions were postponed due to the meeting being offsite.

- E. COMMENTS FROM THE PUBLIC**: There were no requests to speak.

- F. CHIEF EXECUTIVE OFFICER’S REPORT** – Mr. Ford stated that after spending the last two days together for the strategic board retreat, I want to keep my report brief.

First, the JTA is honored to be working with UITP to host its North American Conference next month – September 27th – 29th. UITP is the largest international group representing public transportation, with chapters all over the world... including ours in North America. They’ve seen the innovative and forward thinking work the JTA has done over the past few years, including how

we've handled the pandemic... and how we've pushed ahead with revolutionary projects like the Ultimate Urban Circulator (U²C).

Coming up in December, we are serving as the host for the 10th Annual Florida Automated Vehicle (AV) Summit. An annual conference that convenes in a different Florida city each year to focus on making Florida the place for AV development and innovation. As we get closer staff will provide more information on the agenda, the program, and who we can expect to be there.

Together, we mapped out how the JTA will evolve through the MOVE2027 Strategic Plan

Lastly, I want to once again thank this Board and the ELT for a really strong two days of work. You serve on the JTA Board in a volunteer capacity and because you love the community we live in, so it means a lot to the staff and our customers when they see you so involved. We appreciate your passion and contributions to the agency.

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 July 2022.

2. **AUTOMATION MONTHLY REPORT** – Mr. Schmidt provided the Board with the Automation Monthly Report for activities through June 15, 2022. Staff recognized Michael Feldman on his departure from the JTA.

3. **ENGAGEMENT MONTHLY REPORT** – Ms. Beckett provided an overview for Engagement Division through June 18, 2022 and the Fixed Route and Connexion Customer Experience report for May 2022.

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

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

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

H. CONSENT AGENDA

1. **APPROVAL OF CONTRACT AMENDMENT FOR EXECUTIVE DASHBOARDS, TRAINING AND SUPPORT (SS-21-022)**

2. **APPROVAL OF CONTRACT AMENDMENT FOR MAINTENANCE AND SERVICE FOR VEHICLE RADIOS AND INFRASTRUCTURE**

3. APPROVAL OF CONTRACT AMENDMENT FOR ORACLE HOSTING AND SUPPORT

4. APPROVAL OF CONTRACT AMENDMENT FOR ORACLE SECURITY PRODUCT AND MODULE

5. APPROVAL OF CONTRACT AMENDMENT FOR BRAKE KIT PURCHASE

6. APPROVAL OF CONTRACT AWARD FOR ALTERNATOR PURCHASE (B-22-004)

MOTION (Wallace/Harding) to approve staff's recommendation per the Board Memorandums for items H.1 through H.6. Approved (4-0).

I. ADOPTION AGENDA

1. RESOLUTION 2022-09: AUTHORIZATION TO FILE FISCAL YEAR 2023 PUBLIC TRANSIT BLOCK GRANT PROGRAM – PUBLIC TRANSPORTATION AGREEMENT

2. RESOLUTION 2022-10: AUTHORIZATION TO FILE FISCAL YEAR 2023 SECTION 5311 FORMULA GRANT FOR RURAL AREAS – BAKER COUNTY

Mr. Hayes stated first resolution for the Block Grant is for the grant program administered through Florida Legislature by the Florida Department of Transportation. This grant is for \$,265,479 with no local match.

The second item is Fiscal Year 2023 5311 grant for award for Baker County. This grant is given specifically to rural areas. The total is \$468,000 with the \$34,000 match coming from local funds and Baker County.

MOTION (Buckland/Harding) to Adopt of Resolutions 2022-09 and 2022-10 Authorization to File Fiscal Year 2023 Grant Agreements. Motion Approved (4-0).

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

1. APPROVAL OF CONTRACT AWARD FOR ACCESS CONTROL SYSTEMS
– Deferred

2. APPROVAL OF CONTRACT AMENDMENT FOR SECURITY SERVICES –
Mr. Ferguson stated that staff recommends the Board approve and authorize the Chief Executive Officer to enter into a contract amendment for the Security Services agreement with First Coast Security. The contract amendment will provide the required funding for cost of services through 2023. The request is for an additional \$1,603,189, increasing the total Contract Purchase Agreement to \$6,513,189 for the remainder of the contract.

He added that First Coast Security has been JTA's provider since 2018 and they provide 14 hour, 7 days a week operation.

MOTION (Wallace/Harding) Approval of Contract Amendment for Security Services. Motion Approved (4-0).

3. **APPROVAL OF REVISIONS TO PROCUREMENT RULE 002** – Mr. Ferguson stated that staff recommends the Board approve the revisions to Procurement Rule 002. Staff proposed to the Safety, Audit and Compliance Committee to include a General Provisions section in the Jacksonville Transportation Authority (JTA) Rule 002 - Procurement.

He added that there were two public hearings held as required – August 11, 2022 August 12, 2022, both from 5:00 – 7:00 pm. The proposed revisions were requested to match state and federal requirements.

MOTION (Harding/Wallace) Approval of revisions to Procurement Rule 002. Motion Approved (4-0).

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

1. **APPROVAL OF CONTRACT AWARD FOR INDEPENDENT AUDIT SERVICES** – Mr. Hayes stated that staff recommends the Board authorize the CEO to negotiate and execute a contract with Cherry Bekaert, LLP for Independent Audit Services. These services include annual financial statements and report that to the national trends and database. The contract is estimated at \$673,000 for three years.

He added that the DBE goal for this contract is 20 percent and Cherry has agreed to meet that goal.

MOTION (Buckland/Wallace) Approval of Contract Award for Independent Audit Services. Motion Approved (4-0).

2. **RESOLUTION 2022-11: AUTHORIZATION TO AMEND FISCAL YEAR 2023 CAPITAL BUDGET** – Mr. Hayes stated that the JTA Board approved the Fiscal Year 2023 budgets on May 26, 2022. Included in that budget is a federal discretionary grant for \$3,457,140. Staff was notified that the grant will be for less than what was shown in the budget, and will also have a local match. These changes to the breakdown and total of the grant require the capital budget to be amended to match accordingly.

MOTION (Harding/Buckland) to Adopt Resolution 2022-11 Amending Fiscal Year 2023 Capital Budget. Motion Approved (4-0).

3. **APPROVAL OF FISCAL YEAR 2023 GOALS AND OBJECTIVES** – Mr. Ferguson stated that staff recommends the Board approve and adopt the Authority's Goals and

Objectives for Fiscal Year 2023. This action will ensure that the Authority continues to meet the Strategic Goals of Safety and Security, Customer Satisfaction, Employee Success, Financial Stability, and Organizational Efficiency and Effectiveness, Sustainability, and Transformative Mobility Solutions.

He added that pursuant to the CEO's 4th Amended Contract, he is required to create goals and objectives for each fiscal year. The goals and objectives are also a part of the annual CEO evaluation by the Board. Staff and the Board reviewed and discussed the Fiscal Year 2023 Goals and Objectives during the annual retreat that just concluded. The Board must now formally approve these Goals and Objectives for Fiscal Year 2023.

MOTION (Wallace/Harding) Approval of Fiscal Year 2023 Goals and Objectives. Motion Approved (4-0).

L. SERVICE DELIVERY (Wallace, Committee Chair)

ACTION ITEMS

1. APPROVAL OF CONTRACT RENEWAL FOR AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES – Mr. Frazier stated that staff recommends the Board approve the Collective Bargaining Agreement (Agreement) between the JTA and the American Federation of State, County and Municipal Employees Florida Council 79 (AFSCME) and authorize the Chief Executive Officer to execute the Agreement.

The total cost over the three-year term is approximately \$647,000. The first year of the costs were included in the Fiscal Year 2023 budget. The agreement was ratified by the membership on August 5, 2022 and will expire on May 31, 2025.

MOTION (Hardinge/Buckland) Approval of Contract Renewal for AFSCME. Motion Approved (4-0).

2. APPROVAL OF STUDENTS FARE FREE PROGRAM – Mr. Frazier stated that staff recommends the Board approve the permanent adoption of the myRide2school and University free fare programs. He added that this program provides free fares on fixed route for all middle and high school students attending a public or private school in Duval County. It also provides free fares students enrolled in Universities in Duval County.

Mr. Frazier shared that the pilots for these programs were very successful and staff looks forward to continuing these serves to students in Duval County.

Chair Jolly expressed her appreciation for this service and positive impact it has for the community.

MOTION (Harding/Wallace) Approval of Students Fare Free Program. Motion Approved (4-0).

3. **APPROVAL OF CONTRACT AMENDMENT FOR TRANSIT ALTERNATIVE SERVICES PROGRAM** – Mr. Frazier stated that staff recommends the Board approve and authorize the Chief Executive Officer to amend the contract with UZURV for Connexion Plus services and add \$4.2M to the contract to cover the service period of July 2022 – September 2023, which brings the total contract to 9.3M.

The Connexion Plus is the premium service providing qualified customers same day, door to door service. Amending the contract will allow this popular service to continue through the end of Fiscal Year 2023.

MOTION (Buckland/Harding) Approval of Contract Amendment for Transit Alternative Services Program. Motion Approved (4-0).

Chair Jolly acknowledged that Director Holzendorf was in attendance at the meeting via phone. She also shared that the Board meetings flow through efficiently and that is due to the preparation and briefings provided to the Board at regular work sessions, or at the retreat. Mr. Ford also meets one-on-one with the Board members in advance of the meetings to answer any questions or clarify any information coming before the Board for approval.

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

ACTION ITEMS

1. **APPROVAL OF REAL PROPERTY DISPOSITION – EAST HUDNALL PARCEL** – Mr. Ferguson stated that staff recommends the Board officially declare certain real property as surplus and eligible for disposal through public sale or transfer to other governmental agencies. Staff also recommends the Board authorize the Chief Executive Officer (CEO) to transfer the property to the City of Jacksonville. The subject parcel is identified as a strip of land 30 foot wide lying within East Hudnall Grant, Section 45, Township 2 South, Range 27 East, Duval County, Florida. The subject property was acquired through Order of Taking by the Jacksonville Expressway Authority in November 1965.

Pursuant to the Board Disposition Rule, staff offers these parcels to the City of Jacksonville and the Florida Department of Transportation. In this case, the City does have a need for the property so the parcel will be transferred over.

MOTION (Buckland/Wallace) Approval of Real Property Disposition for East Hudnall Parcel. Motion Approved (4-0).

2. **APPROVAL OF SUPPLEMENTAL PHASING AGREEMENT FOR PHASE 1B DESIGN OF THE BAY STREET INNOVATION CORRIDOR PROJECT** – Mr. Schmidt provided the Board with the background on this agreement that was approved by the Board to provide phasing of the project.

He then stated that Staff recommends the Board approve and authorize the CEO to continue with the Supplemental Phasing Agreement for Phase 1B, the 60 percent design, as outlined in the Progressive Project Delivery Agreement with Balfour Beatty Construction, LLC for the Ultimate Urban Circulator Program (U²C) Phase 1 of the Bay Street Innovation Corridor contract.

Mr. Ford congratulated the staff on reaching this 60 percent milestone. The JTA is in the national spotlight on this project. Chair Jolly agreed with Mr. Ford's comments.

MOTION (Wallace/Buckland) Approval of Supplemental Phasing Agreement for Phase 1B of the BSIC Project. Motion Approved (4-0).

N. **OLD BUSINESS**: There was no old business.

O. **NEW BUSINESS**: Chair Jolly stated that she and the Board have been advised of New Business that needs to be taken up..

1. **APPROVAL OF ALTA DRIVE EMINENT DOMAIN SETTLEMENT** – Mr. Ferguson stated that staff recommends the Board of Directors approve the settlement of eminent domain litigation for the acquisition of right-of-way needed for the Alta Drive Widening Project under the Mobility Works Program. The subject property is described as parcels 104, 105 and 703 and is a portion of property identified by Duval County Property Appraiser's Real Estate Number: 108655-0020 (Parcel 104); 108655-0050 (Parcel 105); and, 108655-0080 (Parcel 703). The recommended settlement is in an amount of \$1,839,300, plus statutory attorneys' fees and reasonable expert costs.

Mr. Milian added that the Board discussed this settlement at the retreat but wanted to clarify that these are properties that are impacted by the Alta Drive construction. After these parcels are approved there will only be one parcel to settle. The cost for this settlement is within the remaining budget for Alta Drive project. He also stated that the JTA has a credit from a previous deposit of \$1,053,600 that will be applied to this settlement cost.

MOTION (Wallace/Harding) Approval of Alta Drive Eminent Domain Settlement. Motion Approved (4-0).

2. **RESOLUTION 2022-12: APPROVAL OF COMMUNICION TO CITY COUNCIL FOR ACOSTA BRIDGE LIGHTING FOR FLORIDA DEPARTMENT OF TRANSPORTATION** – Mr. Ferguson stated that staff recommends that the Board adopt

Resolution 2022-12 authorizing the Chief Executive Officer to request the City Council of the City of Jacksonville (City), Florida to issue a resolution in support of JTA's request to the FDOT to support the JTA's ability to modify the light display on the St. Elmo W. Acosta Bridge.

He added that this resolution resolves that the JTA shall transmit the resolution to the City, seeking support of the lighting of the Acosta Bridge. The lighting will be identified and incorporated in to the resolution provided to the City, which will ultimately be sent to the FDOT.

MOTION (Harding/Buckland) Adoption of Resolution 2022-12 approving communication to City Council for Acosta Bridge Lighting for FDOT. Motion Approved (4-0).

Chair Jolly provided a report out from the Transit Board Member and Board Administrator Seminar in Salt Lake City, Utah that she, along with Directors Holzendorf and Buckland and Mrs. Smith attended at the end of July.

Chair Jolly thanked the Board and staff for spending time the last two days at the retreat and the board meeting. Mr. Ford and the Board thanked Mrs. Smith for handling all of the details to ensure these two days were a success.

There being no further business, the meeting adjourned at 4:05 p.m.



G. Ray Driver, Secretary

Arezou Jolly, Chair