

**MINUTES OF THE
JACKSONVILLE TRANSPORTATION AUTHORITY
BOARD WORK SESSION
THURSDAY, APRIL 28, 2022**

The Jacksonville Transportation Authority Board of Directors held a Work Session on Thursday, April 28, 2022 in the Board Room of the Jacksonville Regional Transportation Center located at 100 LaVilla Center Drive, Jacksonville, Florida 32204.

BOARD MEMBERS PRESENT: Arezou Jolly, Debbie Buckland, Abel Harding, Kevin Holzendorf, and Andre Wallace.

JTA STAFF PRESENT: Nathaniel P. Ford, Sr., Cleveland Ferguson, Greg Hayes, Rosa Beckett, Bernard Schmidt, Greer Gillis, Charles Frazier and Katie Smith.

OTHERS PRESENT: Richard Milian, General Counsel

I. WELCOME: The Work Session was called to order by Chair Jolly at 12:06 p.m.

II. PUBLIC COMMENT: The Chair called for Public Comment. There were no requests by the public to comment.

III. SAFETY, AUDIT AND COMPLIANCE COMMITTEE:

FY21 Financial Statement Audit: Director Harding, as Chair of the Safety, Audit and Compliance Committee stated that he has reviewed the FY21 financial statement audit with JTA's auditor, Berman Hopkins and JTA staff in a Safety, Audit and Compliance meeting. He stated a copy of the audit has been provided to each Board member and provided the following highlights:

- The Audit for the Fiscal 21 year-end had no findings, including both Financial and Grant Compliance areas, as summarized on page 99.
- The Financial Net Position of JTA as of September 30, 2021 is very healthy at \$340 million, with \$44 million as unrestricted net position.
- The JTA finance team cleared a prior year recommendation and prepared the financial data accurately and timely with no significant audit adjustments.
- Additional Financial Highlights are summarized starting on Page 4, in the Management Discussion and Analysis.

Director Harding advised the Board that if they have questions related to the report to reach out the Mr. Hayes.

Mr. Hayes introduced the Berman Hopkins team and recognized the work for no findings over the last six years.

Chair Jolly thanked Mr. Hayes and his team for their hard work to have these kind of exemplary audit findings, you know, with no material findings and a clean audit.

IV. SERVICE DELIVERY COMMITTEE:

a. Microtransit/United Mobility Application: Chair Jolly turned the floor over to Mr. Frazier.

Mr. Frazier stated that at the Board Meeting following this work session, he will be presenting an item for action by the Board. This item is approval of the ranked short list and authorization to negotiate and execute a contract with Moovit, Inc for Microtransit and Unified Mobility Application in the amount not to exceed \$3 million.

He then provided details on the current technology: MyJTA application, which expires December 31, 2022, TransPortal, See n' Say application, and the NextBus application. There is currently no application for Microtransit/Paratransit, multimodal trip planning, vehicle crowding, or detour or service changes to notify customers if there is an impact to any bus stops.

Mr. Frazier than explained the Unified Mobility application, which will allow the Authority to add the key components that are currently lacking. The application will allow customers to plan, pay, travel, monitor, and notify. This is referred to as Complete Trip in one place.

He then provided an overview of the procurement process and timeline. There were eight responses and then shortlisted the top four. The procurement review committee came to a consensus and will be presented to the Board for action.

Details of implementation were shared with the Board, phase one, phase two, and the option for phase three. Chair Jolly inquired and Mr. Frazier confirmed that the Board would be voting on all of the phases and that phase three option is included in the cost and the contract.

He concluded with details of the migration of JTA's data from current applications to the unified application.

Director Holzendorf asked about tutorials for the customers and users to allow self-training. Mr. Frazier responded that there will be tutorials, but that there will also be access to the community outreach to ensure face-to-face training.

Director Buckland inquired about the current Ferry application. Mr. Frazier explained the current options and how the Authority will pull all options in to one place with all of JTA's logos and services.

Director Wallace joined the work session.

b. **June Service Enhancements:** Mr. Frazier shared the goals and objectives for the June Service enhancements for the current year and the looking ahead through 2025. He also provided a review of the service enhancements that took place in January 2022 and the improvement to On Time Performance (OTP) due to those enhancements.

Director Buckland inquired about the Blue line OTP. Mr. Frazier responded that construction has caused delays so there will be additional enhancements

Mr. Frazier shared details on OTP modifications and increasing access to transit for the community. In addition, the data sources to provide running time by route and receiving input from riders, operators and employees. He also shared any constraints including bus operator recruitment.

Chair Jolly shared how impressed she is with the data access and the ability to share details with City Council on the ridership in each of their districts.

Mr. Frazier concluded by sharing the planned enhancements for weekday and weekend runtimes for fixed routes and the First Coast Flyer, as well as the enhancements that will be made to readiride to increase to a total of 15 zones.

The Board and JTA staff discussed dedicated bus lanes and traffic enforcement and how the cameras on the buses may be able to capture tag numbers from vehicles that violate the bus lane.

V. FINANCE AND ADMINISTRATION COMMITTEE:

a. **FY23 Budget Overview:** Mr. Hayes stated that he would begin with an update on the JTA reserves. He shared the current balances of the reserves and how the reserves are managed based on the Authority's policy for these funds and the breakdown of each project fund.

Mr. Hayes then turned to the Fiscal Year 2023 budgets for capital and operating budget. The budget is preliminary at this time due to needed input from the Board. The budget timeline and process was outlined for the Board.

He stated the 2023 budget includes the increases that are a part of the union contracts. The operating budget shows that there is anticipated uptick in tax revenues. He outlined the change in funding that was included in the previous year that would not be in the

2023 budget so there is a decrease in the revenue. An overview of proceeds from the AC Skinner parcel sales was provided, as well as what adjustments could be made once the budget is presented to the City of Jacksonville (City) Council Auditors.

He outlined the passenger revenue fares and the projections that staff has determined. Grants are also up for preventive maintenance and paratransit from formula funds. The JTA has drawn down all of the relief funds that were received.

Director Buckland inquired about the gas tax holiday. Mr. Hayes shared the current discussions on the state and local levels. Staff acknowledged that a follow up on the status of the discussions related to the City's direction on the tax holiday.

Mr. Hayes provided details on salary and cost increases, as well as the budget for travel training with returning to in-person opportunities. He highlighted where increases were needed and shared that the fuel hedging provides some relief as fuel prices increase. A look increase in headcount due to post COVID increases as well as Capital Projects for the additional projects from the Jobs for JAX program Local Option Gas Tax (LOGT).

The Board and JTA staff looked at the need for the increase of the headcount. Mr. Hayes then provided how inflation would impact the budget. A modes three percent increase provides the Authority with some room based on the two percent inflation impact.

Mr. Hayes also shared a five-year projection and assumptions on a three percent growth and still provide for contingency. The 2023 budget is challenging due to all the changes but the JTA is in a good position with a balanced budget for the year.

Mr. Hayes then turned to capital projects and the investment in the State of Good Repair (SOGR) and stated the JTA has a very extensive evaluation process for capital projects – much further than the requirements. Mr. Ford opened discussion of where the JTA stands on the requirements on the SOGR. He shared how SOGR is determined and that the Authority regularly meets its goal of SOGR.

He outlined where the funds are generated from and the formula funds that are available. There is an expected \$1 million dollars per month coming to the JTA from the LOGT extension to use for the capital projects, those funds began in January 2022.

Mr. Hayes concluded by stating that both budgets are balanced and shared the schedule for presenting and approval by the City Council.

The Board and staff discussed how funding projects in the Jobs for JAX LOGT extension are being validated and plans being developed.

Director Harding inquired about the Ultimate Urban Circulator (U²C) extension

study. Mr. Ford shared that there is a grant for the study. Mr. Hayes added that the Jobs for JAX LOGT project list does include some funds for a portion of the U²C project.

VI. ROUNDTABLE:

There being no further business, the work session adjourned at 1:42 p.m.

Arezou Jolly, Chair

SEAL

G. Ray Driver, Jr. Secretary