

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, FEBRUARY 23, 2023 – 2:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, February 23, 2023.

BOARD MEMBERS

Deborah Buckland, Chair (Virtually)
G. Ray Driver, Vice Chair
Abel Harding, Secretary
Aundra Wallace, Treasurer
Stephanie Burch
Arezou Jolly, Immediate Past Chair

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., CEO
Cleveland Ferguson III, SVP Administration
Charles Frazier, SVP Operations
Greer Gillis, SVP System Development

BOARD MEMBERS NOT PRESENT

Greg Evans, FDOT

OTHERS PRESENT

Katie Smith, Board Administrator
Richard Milian, General Counsel

A. CALL TO ORDER – Vice-Chair Driver called the meeting to order at 2:15 p.m. and thanked the Board and JTA staff for their time to attend the work session that took place prior to the Board Meeting.

Director Harding led the Pledge of Allegiance.

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

Vice-Chair Driver announced that Chair Buckland was called out of town and unable to attend the meeting in person so he would preside over the meeting at the Chair's request. Chair Buckland joined the meeting virtually.

Vice-Chair Driver then provided the safety message for the month of February, "The first thing you need to prepare is your mind of prevention is worth a pound of cure. Look both ways twice, and always be sure."

B. APPROVAL OF MINUTES FROM JANUARY 31, 2023 BOARD WORK SESSION AND BOARD MEETING

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

C. COMMENTS FROM COUNCIL LIAISON - Councilwoman Pittman was not in attendance.

D. EMPLOYEE RECOGNITION AWARDS – Employee Recognitions were presented for January 2023 Employees of the Month.

Bus Operator of the Month

Jeffrey Robinson

Bus Operator of the Month

Melvin Hicks

Maintenance Employee for the Month

Derrick Garrett

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

F. CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Ford began his Chief Executive Officer (CEO) Report by asking for a moment of silence in recognition of the passing of Algernon Roundtree, Operator 1060. Mr. Roundtree integrated the bus operator ranks as the first African American Bus Operator at the JTA.

Mr. Ford then shared activities that took place during the month of February.

JTA welcomed Miami-Dade Commissioner Eileen Higgins to the JRTC, hosted an open house at the Armsdale Test and Learn to show the ZF prototype vehicle.

February 1 - 3, 2023, JTA hosted the UITP North America Summit welcoming more than 100 attendees from around the world. We were honored to have FTA Deputy Administrator Veronica Vanterpool join us for the Summit and visit JTA Facilities and Campuses. Staff followed up UITP with a half-day Commuter Rail Peer Exchange with experts from around the country providing invaluable feedback and insight to the study of commuter rail in Northeast Florida.

A few other notables for February was JTA serving as the title sponsor of the River City Science Academy STEM fair, hosting nearly 4,000 participants. Students from the Academy's five campuses came to experience JTA's STEM Bus.

In addition, Staff held an all-hands on deck workshop related to the fare study.

Chair Buckland joined staff to host nonprofits, developers, small businesses, City officials and residents to engage in a lively discussion related to the possibilities and needs of the corridor and how the JTA Transit Oriented Development program could be an effective partner in dealing with the City's housing crisis as well as a catalyst for economic development opportunities.

Mr. Ford stated that prior to the Board Meeting the Board was briefed at the work session on one of the key components of our Transitworks Initiative. As the staff works to facilitate the complete trip, this Request for Procurement on paratransit and alternative service delivery will be a game changer.

Approval of this recommendation will allow for the commingling of trips that will determine the nearest vehicle to pick her up and the best vehicle to get her back home; thereby, minimizing wait time for the customer and maximizing operational efficiency for the JTA.

Also, in other applications of automating our service delivery, he traveled with Director Wallace to Lake Nona February 16, 2023. There we met with our Autonomous Vehicle (AV) partner, BEEP about the possibilities of securing manufacturing in Northeast Florida for AVs.

Mr. Ford then congratulated some members of the JTA staff:

The JTA launched its first leadership development program in February. The program is targeted to provide professional development to managers to become well-rounded senior leaders at the JTA. This year's participants are Christopher Macklin, Assistant Manager, Connexion; Tsopie Trottie; Customer Advocacy Manager; Yetunde Oyewole, Diversity Manager, and Endya Freeman, Revenue Manager.

The JTA then kicked off its duties as a sponsor for the annual Florida Black Expo on February 9th, where he served as the Keynote speaker for the small business breakfast. JTA's Director of Service Planning, Tara Crawford was recognized as a Class of 2023 20 under 40 member.

Mr. Ford also announced that Ivan Rodriguez, JTA Chief of Staff was elected to the Latinos in Transit Board. He will work closely with the group on matters related to the transportation industry.

Mr. Ford shared a video to provide a visual overview of the month and concluded with an invitation to attend the annual JTA Roadeo on Sunday, February 26, 2024.

G. DIVISION REPORTS

1. **ADMINISTRATION MONTHLY REPORT** – Mr. Ferguson shared highlights of the Administration Division through January 2023.

2. **SYSTEM DEVELOPMENT** – Ms. Gillis shared details of the System Development Report and activities through January 2023.

3. **OPERATIONS** – Mr. Frazier provided the Board with the Operations report for January 2023.

H. CONSENT AGENDA

1. APPROVAL OF CONTRACT AWARD FOR GENERATOR REPLACEMENT – MYRTLE ANEVENUE OPERATIONS CAMPUS

MOTION (Wallace/Jolly) to approve item H.1 of the Consent Agenda. Motion Approved (5-0).

I. ADOPTION AGENDA

1. **RESOLUTION 2023-02: AUTHORIZATION TO AMEND FILE FISCAL YEAR 2023 PUBLIC TRANSPORTATION AGREEMENT – TRANSIT CORRIDOR DEVELOPMNET PROGRAM** – Mr. Ferguson provided staff's recommendation that the Board adopt Resolution 2023-021 authorizing the CEO to enter into a Public Transportation Grant Agreement with the Florida Department of Transportation (FDOT) for the Transit Corridor Development Program. The grant funds totaling \$150,000 will be used for the First Coast Flyer Blue Line.

The FDOT will provide 50 percent funding in the amount of \$150,000 with a 50 percent match by JTA for \$150,000 for a total of \$300,000.

MOTION (Harding/Wallace) to Adopt of Resolutions 2022-02, Authorization to File Fiscal Year 2023 Public Transportation Agreement for Transit Corridor Development Program. Motion Approved (5-0).

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

No items under this committee.

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

Item K.1 for Contract Amendment for Executive and Administrative Services was deferred.

ACTION ITEMS

1. APPROVAL OF FISCAL YEARS 2024 – 2026 TITLE VI PROGRAM PLAN –

Ms. Gillis presented staff’s recommendation that the Board approve the Authority’s Fiscal Years 2024-2026 Title VI Program Plan and authorize the CEO, or his designee, to file the necessary documents required for submission to Federal Transit Administration (FTA) Regional Office.

The FTA requires that JTA submit a Title VI Program report every three years. The Program documents JTA’s compliance with the United States Department of Transportation’s (USDOT) Title VI regulations. It describes JTA’s Title VI complaint procedures, its public participation program, and a demographic analysis.

MOTION (Wallace/Harding) Approval of Fiscal Years 2024 – 2026 Title VI Program Plan. Motion Approved (5-0).

L. SERVICE DELIVERY (Wallace, Committee Chair)

ACTION ITEMS

1. APPROVAL OF CONTRACT AMENDMENT FOR SCHOOL BUS RENTAL – GAME DAY EXPRESS –

Mr. Frazier presented staff’s recommendation that the Board authorize the CEO to amend the contract with Durham School Services and add \$250,000 to continue providing shuttle service associated with Gameday Xpress for two 2022 season games and all 2023 season games. The amendment will bring the total contract value to \$550,000.

The additional estimated amount of \$250,000 is included in the Fiscal Year 2023 operating budget.

MOTION (Harding/Burch) Approval of Contract Amendment for School Bus Rental for Game Day Express. Motion Approved (5-0).

2. APPROVAL OF ELECTRIC BUS PURCHASE FOR FIXED ROUTE –

Mr. Frazier stated that staff recommends the Board authorize the CEO to issue a purchase order to GILLIG, LLC to purchase six 40-foot Low Floor Plus Battery Electric Buses, equipment, and spare parts for

a total estimated amount of \$6,460,374.

The new bus order will replace fixed route buses in the active fleet that have exceeded their useful life as described by the FTA guidelines. Replacing these vehicles will increase the reliability of the fleet and decrease maintenance costs. The buses associated equipment and parts will be purchased as part of this request will also follow FTA guidelines.

MOTION (Burch/Wallace) Approval of Electric Bus Purchase for Fixed Route. Motion Approved (5-0).

3. APPROVAL OF CONTRACT AWARD FOR PARATRANSIT AND ALTERNATIVE SERVICE DELIVERY (P-22-036) - Mr. Frazier stated that staff recommends the Board authorize the CEO to negotiate a contract with MV Transportation, Inc. (MV), the highest ranked responsive and responsible proposer for Paratransit and Alternative Services Delivery solicitation for a period of performance of 10 years. The base period of performance is 5 years with 3 additional options to extend the contract terms as follows: Option 1 for 1 year, Option 2 for 2 years and Option 3 for 2 years.

Staff will communicate the total value of the contract award and seek consent once the negotiations have concluded with MV. Should negotiations not be successful with MV, the highest ranked firm, Staff requests authority to commence negotiations with the second highest ranked firm, and so on, until a fully negotiated contract has been established.

The established DBE goal is 40 percent for this project, which MV has agreed to meet.

MOTION (Wallace/Burch) Approval of Contract Award for Paratransit and Alternative Service Delivery. Motion Approved (5-0).

The Board thanked Charles for the in-depth presentation heh provided during the work session to lay out all of the background and information related to this procurement.

M. LONG RANGE PLANNING AND SYSTEM DEVELOPMENT (Buckland, Committee Chair) No items under this committee.

N. OLD BUSINESS: There was no old business.

O. NEW BUSINESS: There was no new business.

Vice-Chair Driver thanked the Board and staff for attending the Board Work Session and Meeting.

There being no further business, the meeting adjourned at 3:17 p.m.

SEAL

Debbie Buckland, Chair

Abel Harding, Secretary