

**MINUTES
REGULAR BOARD MEETING
JACKSONVILLE TRANSPORTATION AUTHORITY
THURSDAY, JUNE 29, 2023 – 2:00 P.M.**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, June 29, 2023.

BOARD MEMBERS

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

JTA EXECUTIVE STAFF

Nathaniel P. Ford Sr., CEO (Virtual)
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 – Chair Buckland called the meeting to order at 2:16 p.m. and thanked the Board and JTA staff for their time to attend the meeting, and the State of the Authority that was held over lunch.

Director Burch led the Pledge of Allegiance.

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

Chair Buckland then provided the safety message for the month of June, “Safety is the Engine, and You are the Key that Starts it.”

B. APPROVAL OF MINUTES FROM JUNE 1, 2023 BOARD WORK SESSION AND BOARD MEETING

MOTION (Wallace/Harding) to approve minutes. Motion Approved (6-0).

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

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

Bus Operator of the Month

Sandra Smith

Maintenance Employee for the Month

Robert Mayo

Administration Employee for the Month

Clark Warren

E. COMMENTS FROM THE PUBLIC: There were no public comments.

F. CHIEF EXECUTIVE OFFICER’S (CEO) REPORT: Mr. Ford stated that it had been a busy but exciting day, as the JTA concluded the annual State of the Authority (SOTA) right before

the Board meeting. SOTA is an event where we present to this community the JTA's year-in-review and the path forward. He shared that this was a special SOTA, as Mr. Ford joined the JTA in December 2012, and in 2013 the team began the enormous task of building what the Authority is today. The 10-year review was exciting but what is really powerful was the vision this Authority, powered by its Board, has for Jacksonville and Northeast Florida. The JTA has accomplished a lot, and by delivering on the vision set in MOVE2027, the needle will move even further for this community.

Mr. Ford added that before he concludes this report, he wanted to share that two weeks ago, he had the opportunity to travel to Germany to visit the headquarters and manufacturing facilities of two Autonomous Vehicle (AV) manufacturers. Joined by Director Aundra Wallace, in his capacity as President of JAXUSA, they visited Holon and ZF. Both companies unveiled their new prototypes earlier this year at the Consumer and Electronic Show in Las Vegas, and then brought their prototypes to JTA's AV Test-n-Learn center at Armsdale. He explained that both companies are actively working on their plans to set-up a manufacturing plant here in the US, with one of them expressing they plan to select a site in the next 90-days. Both companies expressed that they see the Ultimate Urban Circulator (U²C) as the catalyst project that will serve to lead the nation in the introduction of autonomous shuttles to the transportation industry. In addition, these companies have been paying close attention to the U²C project and the "golden-20", which are the set of specifications JTA staff created that an autonomous shuttle must have to even be considered by JTA for the U²C project is something that they have taken as a standard for their production. Apart from the collaborative meetings and visit to the respective manufacturing facilities, the JTA supported JAXUSA's efforts to have Jacksonville be the home of these manufacturing plants.

Director Wallace stated that this trip allowed for the Northeast Florida region to have an opportunity to bring large manufacturing to the area. Jacksonville provides several opportunities for work force with the university and colleges that have programs related to Autonomy. Also, these types of manufacturing are not automotive as one would think, it is more in line with aviation as it relates to technology, and again Florida provides opportunity for that work force. He added that no one in the country is as far along in conversations with this type of manufacturing as the JTA, and the City of Jacksonville.

Mr. Ford concluded by sharing that he will be traveling to Washington, DC at the conclusion of the meeting to meet with the Federal Transit Authority and other agencies to move the conversation forward on autonomy.

Director Jolly shared that she visited one of the manufacturing facilities and she found it interesting that the number of staff onsite for the shifts. It is very limited as operations are more robotic.

G. DIVISION REPORTS

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

2. **SYSTEM DEVELOPMENT REPORT** – Ms. Gillis shared details of the System Development Report for May 2023.

3. **OPERATIONS MONTHLY REPORT** – Mr. Frazier provided the Board with a summary of Operations report through May 2023.

H. CONSENT AGENDA

1. **APPROVAL OF CONTRACT AMENDMENT FOR FIRE SUPPRESSION SYSTEM INSPECTION**

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

MOTION (Harding/Driver) Approval of Consent Agenda items H.1 and H.2, as recommended by Staff. Motion Approved (6-0).

I. ADOPTION AGENDA

1. **RESOLUTION 2023-09: AUTHORIZATION TO FILE FISCAL YEAR 2024 TRIP AND EQUIPMENT GRANT – CLAY COUNTY**

2. **RESOLUTION 2023-10: AUTHORIZATION TO FILE FISCAL YEAR 2024 TRIP AND EQUIPMENT GRANT – DUVAL COUNTY**

Mr. Ferguson stated that Staff recommends the Board adopt Resolution 2023-09 authorizing the CEO Executive Officer to file and execute the application documents required by the Florida Commission for the Transportation Disadvantaged (FCTD) for the Fiscal Year 2024 Trip and Equipment Grant Transportation Disadvantaged (TD) Program in the amount of \$513,542 for services in Clay County. He added that staff also recommends the Board adopt Resolution 2023-10 authorizing the CEO to file and execute the application documents required by the FCTD for the Fiscal Year 2024 Trip and Equipment Grant TD Program in the amount of \$1,492,131 for services in Duval County.

MOTION (Jolly/Wallace) to Adopt Resolutions for Authorizations to File Fiscal Year 2024 Trip and Equipment Grant for Clay County 2023-09 and Duval County 2023-10. Motion approved (6-0).

Chair Buckland shared that she would like to state for the record, that back in February 2023 the Board adopted Resolution 2023-02: Authorization to File Fiscal Year 2023 Public Transportation Agreement – Transit Corridor Development Program. However, it was learned that there was a scrivener’s error on the resolution related to the project number that needed to be corrected. Director Harding, as Board Secretary and her, as Chair of the Board approved the updated version of Resolution 2023-02 for it to be submitted to the Florida Department of Transportation.

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

No items.

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

ACTION ITEMS

1. APPROVAL OF CONTRACT AMENDMENT FOR TRANSIT SHELTER AND ADVERTISEMENT MARKETING CONTRACT – Item was deferred.

L. SERVICE DELIVERY (Burch, Committee Chair)

No items.

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

ACTION ITEMS

1. APPROVAL OF ENVIRONMENTAL REMEDIATION – MONTANA AVENUE SITE - Item was deferred.

2. AUTHORIZATION TO EXECUTE OPTION FOR GROUND LEASE FOR TRANSIT SUPPORTIVE URBANISM – ROSA PARKS STATION - Item was deferred.

3. APPROVAL OF SUPPLEMENTAL FUNDING AGREEMENT 2 AND ADDITIONAL FUNDING APPROPRIATION FOR THE BAY STREET INNOVATION CORRIDOR – PHASE 2 - Item was deferred.

Director Driver shared that he thought that Clyde Higgs, the keynote for the SOTA was very impressive. And, that it would be beneficial for the entire community to hear his presentation as it relates to the Emerald Trail.

N. OLD BUSINESS

1. APPROVAL OF CONTRACT AMENDMENT FOR FIXED ROUTE SCHEDULING AND DISPATCHING SYSTEM – Mr. Ferguson stated that Staff recommends the Board authorize the CEO to ratify the current contract with Giro to add \$262,395 through a third amendment for an Adjusted Total Contract Value of \$900,000 for software support and maintenance of the Authority's fixed route scheduling and dispatching system over the existing five-year contract.

He added that this contract was extended during the pandemic while the emergency orders

were in place and the cost was under the CEO spending authority. However, now that the emergency orders have been lifted staff asked the Board to approve this item to ensure it is in the correct posture. Additionally, all similar type contracts that were moved forward during the emergency order are being reviewed and will be presented to the Board for ratification at the August Retreat and Board meeting.

MOTION (Wallace/Driver) to approve contract amendment for fixed route scheduling and dispatching system. Motion Approved (6-0).

O. NEW BUSINESS: There was no new business.

Mr. Ford asked that the Board provide him with any topics or items they would like on the Retreat Agenda.

Chair Buckland thanked the Board and staff for attending the Board Meeting and announced that the next Board meeting will be held offsite at Neptune Beach City Hall on August 31, 2023.

There being no further business, the meeting adjourned at 2:57 p.m.



Abel Harding, Secretary



Debbie Buckland, Chair