

**MINUTES  
REGULAR BOARD MEETING  
JACKSONVILLE TRANSPORTATION AUTHORITY  
THURSDAY, OCTOBER 31, 2024**

The regular Board meeting of the Jacksonville Transportation Authority (JTA) was held on Thursday, October 31, 2024.

**BOARD MEMBERS**

Deborah Buckland, Chair  
Patricia Sams, Treasurer  
Megan Hayward, Board Member  
Arezou Jolly, Immediate Past Chair

**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**

G. Ray Driver, Vice Chair  
Greg Evans, FDOT  
Aundra Wallace, Secretary

**OTHERS PRESENT**

Katie Smith, Board Administrator  
Richard Milian, General Counsel

**A. CALL TO ORDER** – Chair Buckland called the meeting to order at 2:00 p.m. and thanked the Board for attending the meeting and the work session held before the meeting.

Chair Buckland led the Pledge of Allegiance.

Mrs. Smith completed roll call.

Chair Buckland then provided the safety message for the month of October. “Start each day with safety on your mind.”

She then acknowledged Doreen Myers from Florida Department of Transportation (FDOT).

**B. APPROVAL OF MINUTES FROM SEPTEMBER 19, 2024 WORK SESSION AND BOARD MEETING**

**MOTION** (Sams/Hayward) 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**

**June Employees of the Month:**

Bus Operator: Trac Bui  
Maintenance: Paul Frazier  
Administration: Lorrin Leonard

**August Employees of the Month:**

Bus Operator: Tonin Gjergji  
Maintenance: Allen Herndon  
Administration: Mimoza Papa

**July Employees of the Month:**

Bus Operator: Troy Whyte  
Maintenance: Dallas Fisher  
Administration: Julie Bonsall

**September Employees of the Month:**

Bus Operator: Carlos Brown  
Maintenance: Henry Williams  
Administration: Michale Baker

**E. COMMENTS FROM THE PUBLIC:** There were three public comments.

1. Ann Shaffer – Ms. Shaffer congratulated the employees that were recognized. She then requested staff look for the bus that she rides on Route 14, as it does not arrive at stops. Ms. Shaffer shared that riders are being left at destinations. This is concerning customer service for all. She also requested that a back-up option be provided as well as updates on the JTA app be provided to show where the bus is and when it is coming.

2. Phyllis Geyer – Ms. Geyer inquired about a shuttle to St. Augustine. She then shared her concerns about not having seating at all the bus stops. In addition, she has had some issues with a specific trainer that was rude; however, other operators have always been good.

3. Horace Gordon – Mr. Gordon stated he was a bus operator in Savannah, Georgia for decades. He shared his concerns about conditions at some bus stops where elderly and pregnant women are waiting for their bus. Mr. Gordon added that there needs to be an adjustment to some of the routes as there are busses driving by people waiting when the bus is not even full.

Mr. Ford stated that staff will meet with those that made comment and will report back to the Board with how the concerns were addressed.

**F. CHIEF EXECUTIVE OFFICER'S REPORT:** Mr. Ford stated that October was another successful month, with lots to share, but being mindful of the Board's time considering that a work session was held before the meeting, and will share just a few important items that have occurred since the last time we met.

First was a congratulations to JTA Board Secretary Aundra Wallace, as he was recognized as the 2024 Visionary Leader by the Urban Land Institute North Florida Chapter.

The JTA attended American Public Transportation Association's (APTA) Annual meeting, where JTA Director Pat Sams was confirmed as a new APTA board member, and JTA's Immediate Past Chair, Ari Jolly, was presented with her award as APTA's 2024 Transit Board Member of the Year.

Mr. Ford shared his honor to oversee the final day of the Annual meeting, dubbed innovation day. This meeting was just a few weeks removed from the grand announcement of Holon choosing Jacksonville as the home of their first Autonomous Vehicles (AV) manufacturing plant in the US. Holon was at the conference, bringing their AV demo vehicle.

He then stated that the Authority is grateful that the impacts of Hurricane Helene and Milton were minimal for the Jacksonville area. An overview of actions taken by the JTA staff and the assistance provided to the City and JEA for transportation.

In October, Mr. Ford joined the JAXUSA Economic Development London Mission, and Director Jolly, as the Incoming Chair of the JAX Chamber was also present, and of course, Director

Wallace was in attendance as the President of JAXUSA. He shared that the trip is important, the delegation attended multiple meetings and events that place Jacksonville and Northeast Florida in the eyes of potential investors, as well as these meetings offer an opportunity for information sharing. The delegation showed a unified front with government, business and community leaders present. Mr. Ford provided details on other opportunities he and Director Jolly had to advance JTA's priorities.

Mr. Ford stated that on October 1, 2024, the JTA assumed responsibility as the Community Transportation Coordinator for the Transportation Disadvantaged (TD) residents of Nassau County. In the beginning, the focus will be on life sustaining and medical trips based on the priorities of the TD Local Coordinating Board.

On October 24, 2024, the JTA held another Community Conversation meeting to share with the public updates on the progress of the Bay Street Innovation Corridor and Thursday, October 24, 2024 the JTA held a topping off ceremony of the Automation Innovation Center further highlighting the progress being made with this project. This time-honored tradition is the official observance celebrating the completion of the building's framing and signifies the safe framing of the structure, and a wish for continued good luck for the future of the building project— and its eventual occupants.

Mr. Ford announced that the fiscal year ended on September 30, 2024, and he was happy to report that through JTA's portfolio of services it served over 7.6 million customers, surpassing the goal by more than one million. He then shared the statistics from the customer satisfaction surveys. It has been another successful year for the JTA, probably one of the greatest. From continued performance as fiscally responsible to bringing home more funding, from reliability and safety of JTA services, to enhancement and expansion of mobility options. Also, from increasing ridership and achieving zero operator shortage to delivering on capital projects, on time and on budget, this team delivers through a culture of success and innovation. He then thanked the Board of Directors for their support and leadership as they have led to these successes.

The CEO Report concluded by sharing a video providing highlights of JTA activities.

Director Jolly shared her take-aways from the JAXUSA Economic Development trip and hearing the positive impacts there will be by having an AV manufacturer in Jacksonville.

## **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 and the Procurement Report through September 2024.

2. **FINANCE MONTHLY REPORTS** – Mr. Srinath provided the financial report to the Board through September 2024, as well as the quarterly investment report. He provided a few highlights.

3. **OPERATIONS MONTHLY REPORT** – Mr. Smith provided the Board the Operations Report through September 2024. He also provided an overview of on time performance and ensuring safety comes first.

4. **SYSTEM DEVELOPMENT MONTHLY REPORT** – Ms. Gillis provided the System Development Report through September 2024, and shared a few details.

Director Hayward inquired about the completion date for the Bay Street Innovation Corridor and Mrs. Gillis responded it is May 2025. Director Hayward also inquired about how the weather delays impacted the timeline for the project. Mrs. Gillis replied that any disruption due to weather would put the completion to the June 2025 date.

Chair Buckland acknowledged that Councilman Johnson had arrived. He deferred his opportunity to speak to later in the meeting.

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

1. **APPROVAL OF CONTRACT AWARD FOR FALL PREVENTION HANDRAIL – ACOSTA BRIDGE**

2. **APPROVAL OF CONTRACT AWARD FOR BUDGETING AND PLANNING SOFTWARE**

**MOTION** (Jolly/Sams) to approve Consent Agenda items H.1 – H.2 as staff recommends. Motion Approved (4-0).

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

1. **RESOLUTION 2024-16: APPROVAL OF COORDINATED MOBILITY PLAN:**

Mrs. Gillis stated that staff recommends the Board approve the 2024 Northeast Florida Coordinated Mobility Plan. The Coordinated Mobility Plan update is required by Federal law every five years to be eligible for funding under the Enhanced Mobility for Individuals and Individuals with Disabilities Program (Section 5310), Job Access and Reverse Commute Program (5316), and New Freedom Program (Section 5317). Approval of the Resolution allows the JTA to continue its efforts for improving mobility for all residents in Northeast Florida. The Regional working group supports the goals outlined in the Plan, and the Plan aligns with the MOVE 2027 goals.

**MOTION** (Hayward/Sams) to adopt Resolution 2024-16 approving of the Coordinated Mobility Plan. Motion Approved (4-0).

2. **RESOLUTION 2024-17: AUTHORIZATION TO FILE FISCAL YEAR 2025 PUBLIC TRANSPORTATION GRANT – NASSAU EXPRESS SELECT:** Mr. Srinath stated

that staff recommends the Board adopt Resolution 2024-17 authorizing the CEO to enter into a Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) for the Fiscal Year 2025 Nassau Express Select route with funds totaling \$160,000. The purpose of the Nassau Express Select service is to provide a premium bus service to downtown Jacksonville and offers regional mobility by expanding JTA services beyond Duval County.

Funding for this project will total \$160,000. FDOT will fund 100 percent.

**MOTION** (Jolly/Hayward) to adopt Resolution 2024-17 Authorizing the filing of Fiscal Year 2025 Public Transportation Grant for Nassau Express Select. Motion Approved (4-0).

**3. RESOLUTION 2024-18: AUTHORIZATION TO FILE FISCAL YEAR 2025 PUBLIC TRANSPORTATION AGREEMENT GRANT – CLAY COUNTY MEGENTA LINE:** Mr. Srinath stated that staff recommends the Board adopt Resolution 2024-18 authorizing the CEO to enter into a PTGA with the FDOT for the Clay County Magenta Line route with funds totaling \$100,000.

FDOT will provide 100 percent funding in the amount of \$100,000. No costs are expected to be incurred by JTA.

**MOTION** (Sams/Hayward) to adopt Resolution 2024-18 Authorizing the Fiscal Year 2025 Public Transportation Agreement Grant for Clay County Magenta Line. Motion Approved (4-0).

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

**ACTION ITEMS**

Director Sams shared details of the after-action report on Hurricane Milton.

**1. APPROVAL OF PROPOSED CHANGES TO RULE 002 – JTA PROCUREMENT:** Mr. Ferguson stated that Safety, Audit and Compliance (SAC) Committee and staff recommends the Board approve the revisions to Rule 002, Procurement of the Jacksonville Transportation Authority (JTA) to reflect the updates to titles, as well as Section 3.6 Sole Source Procurement and Section 4: Procurement Approval Threshold. The SAC Committee reviews its Administrative Rules from time to time. During a recent review of organizational policies, it was determined Procurement Rule 002 required changes to accurately reflect the current posture of the Authority.

The Procurement Rule is identified in Administrative Rule 002. As required, a public hearing was held on Monday, October 28, 2024. The Federal Transit Administration issued a “Dear Colleague” letter on September 27, 2024. After a thorough review of that letter and its impact on the Authority, the Chief Procurement Officer recommended to the Executive Leadership Team to include those modifications in addition to the above-mentioned title changes and thresholds.

**MOTION** (Jolly/Sams) to approve the proposed changes to Rule 002 – JTA Procurement.  
Motion Approved (4-0).

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

There were no items.

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

There were no items.

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

**ACTION ITEMS**

**1. AUTHORIZATION TO ENTER INTO A LEASE AGREEMENT – 910 WEST 44<sup>TH</sup> STREET:** Mr. Ferguson stated that staff recommends that the Board authorize the CEO to enter into a lease agreement with Global Building, LLC (Global) for the lease of the property located at 910 West 44<sup>th</sup> Street, Jacksonville, FL 32208 up to an amount of \$2,107,500 million. 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.

JTA is currently training new bus operators at the Cecil Field Complex, which is owned by the City of Jacksonville; however, there are currently negotiations for the sale or lease of the property. This facility is located roughly 19 miles from JTA's Myrtle Avenue Operations Campus.

Based on the Transit Oriented Development (TOD) Study of the Green line, JTA was able to identify several parcels in the Northwest Jacksonville area. The owners of the Gateway Town Center sold half of the Town Center to Global earlier this year. JTA's broker convened a meeting with Global and JTA staff to review the Study.

Mr. Ferguson clarified for the Board that JTA would have the entire building, as well as the parking lot, the other portion of the property that Global owns is the old JC Penny's building which will become a storage facility so there will be no issues with JTA's plan for the property to be used for training.

**MOTION** (Jolly/Sams) to authorize the execution of the lease agreements for real property located at 910 West 44<sup>th</sup> Street. Motion Approved (4 - 0)

**2. APPROVAL TO SUBMIT LETTER OF INTENT FOR PROPERTY ACQUISITION – OCEAN STREET:** Mr. Ferguson stated that staff recommends that the Board authorize the CEO, or his designee, to execute a Letter of Intent with Singleton Harriett Ann Trust for potential purchase of the property in the amount of \$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.

JTA will be purchasing a second ferry in the near future and this property will provide space to dock the second boat. After review of properties in the area, this parcel fits JTA's economical needs due to the close proximity and it being located along the river. Along with space to dock a second ferry, this property would also provide space to build a permanent office and storage facility next to the Ferry.

**MOTION** (Hayward/Sams) to approve submission of Letter of Intent for Property Acquisition on Ocean Street. Motion Approved (4-0).

**3. AUTHORIZATION TO ENTER INTO A LEASE AGREEMENT – WEST BAY STREET:** This item was deferred.

**4. APPROVAL OF CONTRACT AMENDMENT FOR TEST ENVIRONMENT:**  
Mrs. Gillis stated that staff recommends the Board authorize the CEO to negotiate and execute a contract amendment in the amount of \$1,000,000 to continue with the testing of Autonomous Vehicles (AV) and planning for additional AV Testing Environments which are under development, so that the JTA can demonstrate, test, and evaluate multiple vehicles from the AV shuttle industry. The base period of performance was one year with two, one-year options to renew in which the contract commenced on April 1, 2022 and expires on April 1, 2025. Staff recommends extending the contract period of performance for six additional months with the contract expiring on September 30, 2025. The original contract value is \$1,250,000. The total amended contract value shall not exceed \$2,250,000.

This contract amendment is to add funds and extend the contract to support services as requested through the issuance of task orders with Perrone Robotics, Inc., Beep, Inc., Guident Corp., and Quanta Technology, LLC, the four awarded firms.

Funding for this procurement is 100 percent local funds. The DBE participation goal set for this project is 15 percent and the vendors have agreed to meet this goal.

Director Hayward inquired about the amount of the additional funds for only six months. Mrs. Gillis responded that staff wants as much flexibility as possible due to not having particular proposals in hand and to avoid coming back to the Board for additional funding once task orders are issued to the firms.

**MOTION** (Jolly/Sams) to Approve Contract Amendment for Test Environment. Motion Approved (4-0).

**5. APPROVAL OF CONTRACT AWARD FOR JANITORIAL SERVICES (P-24-026):** Mrs. Gillis stated that staff recommends the Board authorize the CEO to enter into a contract with the highest-ranked proposer, D&A Building Services, Inc. for Janitorial Services. This is an

Indefinite Delivery/Indefinite Quantity (IDIQ) Requirements contract. The Base Contract term is five years with an additional five-year option to renew. The annual contract cost is not-to-exceed \$750,000 with a total five-year contract value of \$3,750,000.

The general scope of service under this contract requires janitorial service at all JTA facilities. The current contract was awarded in November 2019 and provides janitorial services to various JTA locations, including Armsdale and Avenues Walk locations. The current Janitorial Services contract is on its final extension, expiring in November 2024. Funding for this contract will come from Fiscal Year 2025 operating funds and future operating funds. The DBE participation goal set for this project is 30 percent and the vendor has agreed to meet this goal.

**MOTION** (Hayward/Sams) to Approve Contract Award for Janitorial Services (P-24-026). Motion Approved (4-0).

**N. OLD BUSINESS**

**1. APPROVAL OF CONTRACT AMENDMENT FOR TRANSIT ALTERNATIVE SERVICE PROGRAM CONNEXION PLUS:** Mr. Smith stated that staff recommends the Board to authorize the CEO to amend the contract with UZURV Holdings, Inc. for Connexion Plus services to add \$507,485.30. The current total contract value is \$12,800,000 and the amended total contract value is \$13,307,485.30.

Approval of this item will facilitate payment of the August and September 2024 invoices to close out contract P-18-011. The new paratransit alternative service delivery contract with UZURV Holdings, Inc. P-24-021, began on October 1, 2024.

The Board first approved the contract between the JTA and UZURV on August 30, 2018 and Connexion Plus services began on April 1, 2019 for the contract value of \$200,000.

Connexion Plus was created to offer Connexion customers an additional option that provides private, same-day, door-to-door service in Duval. This alternative is also an overall lower cost to the JTA versus regular Connexion service. UZURV continues to be a valued and reliable partner who averages 98 percent on-time performance.

Due to the increased flexibility this service provided to Jacksonville's disabled community, it grew in popularity and use almost immediately.

**MOTION** (Sams/Hayward) to Approve Contract Amendment for Connexion Plus as recommended. Motion Approved (4-0).

**O. NEW BUSINESS**

No New Business.

Councilman Johnson stated that he is honored to be in attendance and shared the importance



of Council being aware of all of the great things happening at the JTA. He stated that on behalf of Council President, Randy White and all council members, that they recognize the work of the JTA during the hurricanes.

Councilman Johnson shared his thoughts on the City and JTA being one and he has directed the City and JEA planning department to work with JTA planning so all the entities are working together to coordinate on all projects. He stated that he saw the recent media story and thanked the Board and the Executive Team for not running from it, or being defensive, but were transparent about the work that is being done and continuing to work to get people to where they need to be.

He concluded by congratulating the JTA on all of the good work, specifically the work on placemaking with local art.

Director Jolly announced that Mr. Ford failed to share his recent award from the Cultural Council. The Board congratulated Mr. Ford.

There being no further business, the meeting adjourned at 3:46 p.m.

  
Aundra Wallace, Secretary

  
Debbie Buckland, Chair