



*NORTHEAST FLORIDA*  
**REGIONAL  
TRANSPORTATION  
COMMISSION**

July 27, 2016  
9:00 AM

980 North Jefferson Street, Jacksonville, Florida 32209

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### Agenda

9:00 – 9:30: RTC Commissioners Meet and Greet with Regional Transit Partners

1. Welcome and Introductions
2. Public Comment
3. Regional Transit Action Plan Implementation
4. Regional Transit Partners Presentations

Break (10 minutes)

5. Approval of the June 22, 2016 Meeting Summary\*
6. Treasurer's Report: June, 2016\*
7. Budget:
  - a. Cash Flow Overview
  - b. FY 2016 Budget Amendment\*
  - c. FY 2017 Preliminary Budget
8. Regional Transit Action Plan Implementation: Contract Proposal
9. Executive Director's Report
  - a. Meeting Schedule\*
10. Public Comment
11. Adjourn

\*Action Items



**NORTHWEST FLORIDA REGIONAL TRANSPORTATION**  
**COMMISSION (NEFRTC)**  
**MEETING SUMMARY**

Wednesday, July 27, 2016 - 9:30 AM  
NFTPO Office  
TPO Board Room  
980 North Jefferson Street  
Jacksonville FL 32209

**MEMBERS PRESENT:**

Commissioner James Bennett, Baker County, Vice Chairman  
Commissioner Chip Laibl, Putnam County, Treasurer  
Commissioner Bill Bishop, Duval County  
Commissioner Ennis Davis, Duval County  
Commissioner Scott Wilson, Duval County  
Jim Knight, FDOT, Board Advisor

**MEMBERS ABSENT:**

Commissioner Doug Conkey, Clay County, Chairman  
Commissioner Rachael Bennett, St. Johns County, Secretary  
Commissioner Danny Leeper, Nassau County  
Commissioner Lindsey Brock, Duval County

**OTHERS PRESENT:**

Richard Milian, Broad and Cassel (via phone)  
Carolyn Morgan, Clay County Planning Dept.  
Liz Peak, JTA  
Brad Thoburn, JTA  
Cheryl Freeman, RS&H  
Denise Bunnewith, North Florida TPO  
Elizabeth De Jesus, North Florida TPO

Brian Teeple, Northeast Florida Regional Council  
Drew DeCandis, Clay Transit  
Boyd Thompson, Ride Solutions  
Doreen Joyner-Howard, FDOT  
Jackie Wright, Baker County COA  
Tiffany Shrull, Baker County COA  
Mike Hays, Nassau Transit  
Ed Clark, St. Johns County COA  
Allan Iosue, Pond & Company  
Janell Damato, FDOT  
Theodis Perry, FDOT  
Phong Nguyen, St. Johns County  
Gary Mackey, St. Johns County  
James Taylor, UNF

**STAFF PRESENT:**

Joe Stephenson, Executive Director  
Ginny Montgomery, North Florida TPO Staff

**CALL TO ORDER**

Vice Chairman James Bennett called the meeting to order at 9:30 am. He then led the Pledge of Allegiance and Invocation. Introductions were made around the room.

**2. PUBLIC COMMENT**

None at this time.

**3. REGIONAL TRANSIT ACTION PLAN IMPLEMENTATION**

RTC Director, Joe Stephenson stated that regional transit coordination is the first and best opportunity to improve mobility in our region. He gave examples of short and mid-term, low action steps and of mid-term, moderate mid-cost action steps included in the plan.

He reported that a committee of the RTC (Regional Transit Coordinating Committee, acronym "RTCC") will be created to provide open discussion and information exchange among the members. He stated that Regional Transit Operators will be that committee's foundation.

#### **4. REGIONAL TRANSIT PARTNERS PRESENTATIONS**

The following gave presentations of their counties transit organizations:

- Baker County – Jackie Wright
- Clay County – Drew DeCandis
- Duval County – Brad Thoburn
- Nassau County – Mike Hayes
- Putnam County – Boyd Thompson
- St. Johns County – Ed Clark

Vice Chair Bennett stated the regional transit operators will be invited to submit a candidate for appointment to the RTCC. Also invited to submit a candidate are the Northeast Florida Regional Council and the North Florida TPO. The RTC chair will appoint a Liaison from the Board. He said future appointments will include Veterans, Elders, Disabled and other transit users.

Mr. Stephenson said appointments will be made at the August 24<sup>th</sup> meeting of the RTC Board, and the first RTCC meeting will be held in September. The RTCC will elect a chair and set a meeting schedule at that time.

***At this time, a 10 minute break was taken.***

Mr. Stephenson announced there is no quorum present, due in part to a conflict of this meeting time with Chairman Doug Conkey's schedule. He asked the board to review their schedules to identify another meeting date and/or time. He will coordinate input to help with this decision.

#### **▶ 5. APPROVAL OF THE JUNE 22, 2016 MEETING SUMMARY**

This item was tabled to the next meeting due to a lack of quorum.

#### **▶ 6. TREASURER'S REPORT**

Treasurer Chip Laibl reported the bank balance is \$358,467.01. This item was also tabled to the next meeting due to a lack of quorum.

#### **▶ 7. BUDGET**

Mr. Stephenson reviewed the Carry Forward Analysis, the Recommended Budget Amendment and the first draft Budget for 2017. This item was also tabled to the next meeting due to a lack of quorum.

**8. REGIONAL TRANSIT ACTION PLAN (RTAP) IMPLEMENTATION:  
CONTRACT PROPOSAL**

Mr. Stephenson brought attention to the need for prompt RTAP implementation and recommended Liz Peak of the Regional Mobility Group as the consultant for this task. Because this approval will have to be tabled until the next meeting, he asked the Board members present if they would support him if he used his authority to spend not more than \$5000 to obtain Liz Peak's services to help get RTAP implementation started before the next RTC Board meeting. With support from our legal counsel and consensus among the board members present, Mr. Stephenson will use his spending authority. He will report to other members not present today.

**9. EXECUTIVE DIRECTOR'S REPORT**

Mr. Stephenson reported that, upon on the establishment of an approved meeting time by the members he will do the required advertisement.

He reported attending the Floridians for Better Transportation and provided a presentation to the annual Florida Transportation Commission meeting.

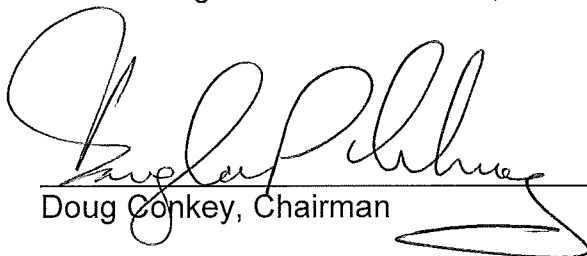
Mr. Scott Wilson announced this was his last meeting and Samuel Newby will be replacing him.

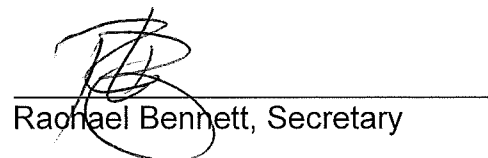
**10. PUBLIC COMMENT**

None at this time.

**11. ADJOURN**

There being no further business, the meeting was adjourned at 11:40 a.m.

  
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Doug Conkey, Chairman

  
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Raohael Bennett, Secretary