



MINUTES
Board of Directors Meeting
Jacksonville International Airport
International Conference Room
November 21, 2022/8:30am

Chair of the Board Jay Demetree called the November 21, 2022 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mr. Jay Demetree, Chair
Mrs. Michelle Barnett, Vice Chair
Mr. Fernando Acosta-Rua, Treasurer
Mr. Ray Alfred, Member
Mr. William Gulliford, Member
Mr. David Hodges, Jr., Member
(Mr. Matt Connell, Secretary, attended via phone)

Also present at the call to order were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary
A listing of all attendees is on file in the office of the Recording Secretary

Welcome, Announcements, Pledge

Chair Demetree welcomed everyone and announced that a voting quorum was present, he then called upon Mr. Alfred to lead the group in reciting the Pledge of Allegiance.

Special Presentation

Chair Demetree asked Mr. Alfred to step to the front of the room, where he and CEO Mark VanLoh then presented Mr. Alfred with a gift for his two years as Chair of the Board – a runway light mounted on a display board with a logo message plate thanking him for his service as chair in the years 2015-16 and 2021-22. Mr. Alfred was very appreciative of the airport-unique gift and said he thoroughly enjoyed leading the board and working directly with staff during his two chair years.

Chief Executive Officer Report

Chair Demetree called upon Mr. Mark VanLoh to present his CEO report. Mr. VanLoh started by advising that after the recent hurricane several employees volunteered to deploy to the Punta Gorda Airport to help with the reopening process – on behalf of the board and the entire JAA staff, he thanked them all and introduced each one, and all stood as a group for a round of applause.

Next, CEO VanLoh advised that our recent 1st annual JAA charity golf tournament was a wonderful success, many comments were received about how well it was presented and the fun that was had! – we plan to do the tournament annually to benefit various aviation-related educational organizations.

Mr. VanLoh then showed a new production video for Cecil Airport and Spaceport.

He next discussed a ground study of property around JIA.

Lastly, he called upon Jennifer Murray, JAA's Arts and Cultural Program Manager, who shared a powerpoint presentation on art and culture here at JAA.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

Chair Demetree asked the board if there was any old business to be discussed - hearing none he moved to the next agenda item.

Public Comment

Chair Demetree advised that no speaker cards had been submitted and moved to the next item on the agenda.

New Business - Submissions

Chair Demetree advised that there are no general submissions for approval.

New Business – Award Ratification Submissions

Chair Demetree called upon Procurement Director LeNedda Edwards to recap the seven awards needing board ratification and he then called for individual approval of each.

BD2022-11-01AR

Ratification of Award to Brock Solutions for JIA's Hold Baggage System Software Support and Related Services

Upon motion made by Mr. Hodges and seconded by Mr. Alfred, the six board members present voted unanimously to approve Award Ratification Submission BD2022-11-01AR, Ratification of Award to Brock Solutions for JIA's Hold Baggage System Software Support and Related Services.

BD2022-11-02AR

Ratification of Award to Gate Fuel Services for the Purchase of Fuel & Related Services

Upon motion made by Mrs. Barnett and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2022-11-02AR, Ratification of Award to Gate Fuel Services for the Purchase of Fuel & Related Services.

BD2022-11-03AR

Ratification of Award to Truist Bank for JAA Subordinate Lien Variable Rate Line of Credit in an Amount up to \$200,000,000.00 for the Concourse B Planned Development

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2022-11-03AR, Ratification of Award to Truist Bank for JAA Subordinate Lien Variable Rate Line of Credit in an Amount up to \$200,000,000.00 for the Concourse B Planned Development.

BD2022-11-04AR

Ratification of Award to Ring Power Corporation to Purchase One New 2023 Caterpillar D5 Track Type Dozer

Upon motion made by Mr. Acosta-Rua and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2022-11-04AR, Ratification of Award to Ring Power Corporation to Purchase One New 2023 Caterpillar D5 Track Type Dozer.

BD2022-11-05AR

Ratification of Award to CDW-G for Miscellaneous Accessories, Hardware, Software and Professional Services for IT Infrastructure Maintenance

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2022-11-05AR, Ratification of Award to Ratification of Award to Ratification of Award to CDW-G for Miscellaneous Accessories, Hardware, Software and Professional Services for IT Infrastructure Maintenance.

BD2022-11-06AR

***Ratification of Award to SITA Information Computing USA, Inc. for a
Public Address System and Related Services at JIA***

Upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve Award Ratification Submission BD2022-11-06AR, Ratification of Award to Ratification of Award to SITA Information Computing USA, Inc. for a Public Address System and Related Services at JIA.

BD2022-11-07AR

***Ratification of Award to Balfour Beatty Construction, LLC for Construction
Management at Risk Services for the JIA Concourse B Terminal
Expansion Program***

Upon motion made by Mr. Acosta-Rua and seconded by Mr. Hodges, the six board members present voted unanimously to approve Award Ratification Submission BD2022-11-07AR, Ratification of Award to Ratification of Award to Balfour Beatty Construction, LLC for Construction Management at Risk Services for the JIA Concourse B Terminal Expansion Program.

Approval of Minutes

Chair Demetree called for approval of the September 26, 2022 Board of Directors meeting minutes and upon motion made by Mrs. Barnett and seconded by Mr. Hodges, the six board members present voted unanimously to approve the minutes.

Updates/Other Reports

Financial Update

***Ross Jones, Chief Financial
Officer***

Chair Demetree called upon Mr. Jones to present the financial report for the one month ended October 31, 2022, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the twelve months ended September 30, 2022). Hearing no further comments/questions about the October 31, 2022 financial report, Chair Demetree moved on to the next item.

City Council Update

***Councilman Randy White,
City Council Liaison***

Councilman White did not attend the meeting.

Chair's Committee & Miscellaneous Appointments

Chair Demetree advised that the following members were appointed to the indicated position, and all have agreed to serve:

Finance & Audit Committee

Fernando Acosta-Rua/Chair (as Board Treasurer)
Bill Gulliford
David Hodges, Jr.

Nominating Committee

Ray Alfred/Chair (as Immediate Past Board Chair)
Matt Connell
Michelle Barnett

CEO Evaluation Committee

Michelle Barnett/Chair
Fernando Acosta-Rua
David Hodges, Jr.

Transportation Planning Organization (TPO) Board/JAA Seat

Fernando Acosta-Rua

Board Communication

Chair Demetree advised that the next bi-monthly board meeting will be on January 23, 2023 in the Ed Austin Board Room at the JAA Administration Building. He then asked if there was any other business for discussion and hearing nothing, he proceeded to adjourn.

Adjournment

There being no further business to come before the Board of Directors, Chair Demetree adjourned the meeting at 9:15am. Ms. Murray then conducted a brief airport art tour.