



MINUTES

Board of Directors Meeting JAA Administration Building 3rd FL Ed Austin Board Room February 22, 2016/8:30a

Chairman of the Board Ray Alfred called the February 22, 2016 Board of Directors meeting to order at 8:30a. The following board members were present at the call to order:

Mr. Ray Alfred, Chairman
Mr. Patrick Kilbane, Vice Chairman
Mrs. Terri Davlantes, Secretary
Mrs. Giselle Carson, Treasurer
Mr. Frank Mackesy, Member
Mr. Russ Thomas, Member
Mr. Jay Demetree, Member

Also present at the order call were:

Mr. Steve Grossman, Chief Executive Officer (CEO)
Mr. Richard Rossi, Chief Financial Officer (CFO)
Mr. Tony Cugno, Chief Operating Officer (COO)
Mrs. Debra Braga, Chief Legal Officer (CLO)
Mrs. Rosa Beckett, Chief Administrative Officer (CAO)
Mr. Rusty Chandler, Chief Cecil Airport & General Aviation (CCAGA)
Mrs. Melissa Marcha'-Lee, Sr. Executive Assistant/Recording Secretary
Mr. Doyle Carter, City Council Liaison to JAA

A listing of all attendees is on file in the office of the Recording Secretary

Welcome, Announcements, Pledge

Chairman Alfred welcomed everyone to the meeting and advised that a quorum was in place, he also acknowledged Dr. Johnny Gaffney, the Mayor's Boards and Commissions Liaison, and asked if he had any comments.....Dr. Gaffney advised that he thought the recent board workshop went very well and he briefed Mayor on it, he also advised that he feels JAA is a great city partner and acknowledged our participation as the major sponsor for the 2016 Jazz Festival. Chairman Alfred then called upon Mr. Mackesy to lead the group in reciting the Pledge of Allegiance.

Chief Executive Officer Report

Chairman Alfred called on Mr. Steve Grossman to present his CEO report.

- (1) Recent fire in the Cecil area
- (2) ROSE award winner



- (3) JAA charitable giving campaign
- (4) Recent USO 75th Anniversary celebration
- (5) JJP hangar construction
- (6) New JAA H.R. Director

Mr. Grossman advised that the recent fire in the Cecil Airport area was a controlled burn that got out of control, but is now contained.

Next, Mr. Grossman announced that JAA had a winner in the recent Hotel Lodging Assn. ROSE (Recognition of Service Excellence) Awards ceremony - Mr. Tim Cox, an Airside Operations Duty Officer in the JIA Airport Operations Command Center, who was nominated by a Delta Airlines representative. The board congratulated Tim, and Tim advised that it was an honor to receive the award and that he truly loves the work he does at the airport.

Mr. Grossman next reported that through the recent JAA charitable giving campaign, \$37,993 was raised for our two charities, United Way and Community Health Charities. He thanked Melissa Marcha'-Lee for her hard work during the campaign, advising that as our campaign manager she personally meets with each department to discuss the charities, pledging, etc.

Mr. Grossman then reported on the recent USO 75th Anniversary celebration, advising that it was held at JIA and was well attended.

Next, Mr. Grossman provided an update on the Jacksonville JetPort hangar construction at Cecil Airport, advising that progress is being made on the combined 27,900 sq ft project (both the hangar and maintenance facility complex) and completion is expected in late August 2017.

Lastly, Mr. Grossman introduced JAA's new Human Resources Director, Janice Plucknett. Janice brings over 28 years of professional human resources experience to JAA, with a record of success in complex government organizations, and he advised that we look forward to Janice and the entire human resources team working together to provide quality service to all employees.

Mr. Grossman advised that this concluded his report.

Old Business

Chairman Alfred asked the board if there was any old business to be discussed and hearing none, he proceeded to the next agenda item.

Public Comment

Chairman Alfred advised that he had received three speaker requests from Recording Secretary Marcha'-Lee, and advised he will call upon each person and they will have three minutes to speak. First was Mr. Marshall Wood, representing himself and Crossover Jacksonville, who

spoke about the runway extension at Jacksonville Executive at Craig Airport and made a request of each board member to meet with him, he also provided a package of information for each board member. Next was Mr. William Hay, representing himself, who spoke about the lack of budget allotment at JAXEX. Last was Mr. Erik Jones, representing JAXEX tenant Malone Air Charter, who spoke about the runway extension and tenant perspective of customer service.

Board member Russ Thomas, through Chair Alfred, thanked them for their comments and advised that JAXEX is near to his heart; board member Frank Mackesy, also through Chair Alfred, advised that to his knowledge the board members have never been asked for a meeting and he feels that it would be a much better use of a speaker's time than just a three minute speech; and Chair Alfred thanked them for their time and assured each speaker that JAA takes all of its airports very seriously. A copy of each speaker card is attached hereto and made a part of these minutes.

New Business
Submission

BD2016-02-01

Todd Lindner, Sr. Manager
Aviation/Spaceport Planning

**Accept Florida Department of Transportation Joint Participation Agreement
for the Eastside Utility Corridor at Cecil Airport**

Chairman Alfred called upon Mr. Lindner to present the submission and upon motion made by Mr. Mackesy and seconded by Mr. Demetree, the board voted unanimously to approve Submission BD2016-02-01, Accept Florida Department of Transportation Joint Participation Agreement for the Eastside Utility Corridor at Cecil Airport.

BD2016-02-02

Todd Lindner, Sr. Manager
Aviation/Spaceport Planning

**Accept Florida Department of Transportation Supplemental Joint Participation
Agreement for the Terminal and Hangar 4 Roof Rehabilitation at Herlong
Recreational Airport**

Chairman Alfred called upon Mr. Lindner to present the submission and upon motion made by Mr. Mackesy and seconded by Mr. Thomas, the board voted unanimously to approve Submission BD2016-02-02, Accept Florida Department of Transportation Supplemental Joint



Participation Agreement for the Terminal and Hangar 4 Roof Rehabilitation at Herlong Recreational Airport.

Mr. Mackesy stated he is very appreciative of the wonderful relationship JAA has with FDOT.

Approval of Minutes

Chairman Alfred called for approval of the minutes from the January 14, 2016 Special Board of Directors meeting and the January 25, 2016 Board of Directors meeting and upon motion made by Mr. Kilbane and seconded by Mrs. Davlantes, the board members voted unanimously to approve the minutes of both meetings.

Updates/Other Reports

Financial Update

***Richard Rossi,
Chief Financial Officer***

Chairman Alfred called upon Mr. Rossi, who provided an overview of the Unaudited Financial Report for the four months ended January 31, 2016.

City Council Update

***Councilman Doyle Carter,
City Council Liaison***

Councilman Carter echoed Mr. Mackesy's previous comment about the relationship with FDOT, further stating that there is good cooperation between the two entities. He agreed with Dr. Gaffney's comment about our participation in city events and will make sure we are appropriately acknowledged in further Tourist Development Council meetings. Further, he asked Mr. Grossman about possible JIA flights to Cuba, to which Mr. Grossman replied that if there is enough local demand we will certainly try and find an airline to fly the route. Lastly, Councilman Carter stated the recent visit by Congressman Yoho went very well. Mr. Grossman added his thanks to Councilman Carter for everything he does on behalf of JAA.

Board Communication

Chairman Alfred advised that the next board meeting will be on Monday, March 28, 2016 at 8:30a at the JAA Administration Building in the 3rd FL Ed Austin Board Room. He then asked if there was anything further to come before the board. Mr. Mackesy asked Mrs. Marcha'-Lee if there was a specific reason why the board packages cannot be delivered electronically rather than being physically delivered, to which she advised it is done that way with the thought being that the board members will not have to use their supplies and time to print and assemble their



own package. Mr. Mackesy advised he appreciates that thought but asked Chairman Alfred if it can be delivered electronically from now on. Upon Chairman Alfred polling the board and each member agreeing with that delivery method, he instructed Mrs. Marcha'-Lee, effective with the March board meeting package, to begin sending it electronically. Hearing no other comments, Chairman Alfred proceeded to adjourn.

Adjournment

There being no further business to come before the Board of Directors, Chairman Alfred adjourned the meeting at 9:30a.

Approved March 28, 2016