



MINUTES

Nominating Committee Meeting

JAA Administration Bldg./3rd FL

Ed Austin Board Room

September 19, 2016/8:15a

Chairman of the Board Ray Alfred, Nominating Committee member/Acting Committee Chair, called the September 19, 2016 Jacksonville Aviation Authority Nominating Committee meeting to order at 8:15am. The following committee members were present at the call:

Mr. Ray Alfred
Mrs. Terri Davlantes
(committee chair Mr. Frank Mackesy was absent)

Also in attendance were Mrs. Debra Braga, Chief Legal Officer and Recording Secretary Mrs. Melissa Marcha-Lee.

Acting Chair Alfred called for any public comment, hearing none he moved to the next agenda item.

Acting Chair Alfred distributed a proposed slate of officers list to be used for nominations for the 2016-17 board term, as follows:

- Mr. Patrick Kilbane, Chair
- Mrs. Giselle Carson, Vice Chair
- Mr. Jay Demetree, Secretary
- Mr. Russ Thomas, Treasurer

Acting Chair Alfred called for discussion. Mrs. Davlantes advised she believes it is an excellent slate of officers, Mr. Alfred agreed.

There being no further comments or changes made regarding the proposed officers, upon motion made by Mrs. Davlantes and seconded by Mr. Alfred, the committee members present voted unanimously to present the proposed slate of officers to the full board at its Sept. 19, 2016 meeting. The proposed slate of officers signed by the Acting Chair Alfred and Recording Secretary Marcha-Lee is attached here to and made a part of these minutes.

There being no further business to come before the committee, the meeting was adjourned at 8:25am.



MINUTES

Board of Directors Meeting JAA Administration Building 3rd FL Ed Austin Board Room September 19, 2016/8:30a

Chair of the Board Ray Alfred called the September 19, 2016 Board of Directors meeting to order at 8:30a. The following board members were present at the call to order:

Mr. Ray Alfred, Chair

Mrs. Terri Davlantes, Secretary

Mr. Russ Thomas, Member

Mrs. Giselle Carson, Member

(Member Mr. Patrick Kilbane attended via telephone; members Mr. Frank Mackesy and Mr. Jay Demetree were absent)

Also present at the call to order were:

Mr. Steve Grossman, Chief Executive Officer (CEO)

Mr. Richard Rossi, Chief Financial Officer (CFO)

Mrs. Debra Braga, Chief Legal Officer (CLO)

Mr. Tony Cugno, Chief Operating Officer (COO)

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

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

Welcome, Announcements, Pledge

Chair Alfred welcomed everyone to the meeting, announced that a quorum was in place and advised that board member Mr. Patrick Kilbane is attending via phone. He then welcomed Dr. Johnny Gaffney, Mayor's Office Boards and Commissions Liaison, and then called upon board member Thomas to lead the group in reciting the Pledge of Allegiance.

Chief Executive Officer Report

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

- (1) Emergency preparedness briefing/hurricane recap
- (2) Recap of City Council Rules Committee appearance

Mr. Grossman discussed the recent Hurricane Hermine and its effect on our airport system, advising that it was an excellent opportunity to exercise our JAA emergency preparedness plans. He then called upon Mr. Terry Dlugos, Operations Director, to provide a briefing on those emergency preparedness plans.



City Councilman Doyle Carter, our JAA Council Liaison arrived at this point in the meeting.

Mr. Grossman then recapped his and Chair Alfred's recent appearance before the City Council's Rules Committee, which convened to hear input from each of the independent authorities regarding their board of directors. Councilman Carter advised that our report was well-received. Dr. Gaffney added that he thought JAA's presentation was excellent. Also, he passed along Mayor Curry's thanks to everyone for their support of the recent "Yes to Jacksonville" campaign.

Mr. Grossman advised that this concluded his CEO report.

Public Comment

Chair Alfred advised that no public comment cards had been submitted so there would be no speakers at this board meeting, he then moved to the next agenda item.

Old Business

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

New Business **Submissions**

BD2016-09-01

**Richard Rossi/Chief Financial
Officer**

Budget Transfer-Capital Funding To Establish A Capital Project For Rental Car Companies Storage Facility Lease Improvements that Reverted to the Jacksonville Aviation Authority

Chair Alfred called upon Mr. Rossi to present the submission and upon motion made by Mr. Thomas and seconded by Mrs. Davlantes, the board members in attendance voted unanimously to approve Submission BD2016-09-01, Budget Transfer-Capital Funding To Establish A Capital Project For Rental Car Companies Storage Facility Lease Improvements that Reverted to the Jacksonville Aviation Authority.

Mr. Thomas advised at this point that he would like an update periodically on how we are spending to maintain the properties both currently and in the future, to which Mr. Grossman replied that we will further discuss that request with him to ascertain exactly what he would like to see and begin providing that report.



BD2016-09-02

**Debra Braga/Chief Legal
Officer**

Approval of Selection of Bond Counsel

Chair Alfred called upon Ms. Braga to present the submission and upon motion made by Mr. Thomas and seconded by Mrs. Davlantes, the board members in attendance voted unanimously to approve Submission BD2016-09-02, Approval of Selection of Bond Counsel.

BD2016-09-03

**Todd Lindner/Sr. Manager
Aviation & Spaceport Planning**

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

Chair Alfred called upon Mr. Lindner to present the submission and upon motion made by Mrs. Davlantes and seconded by Mr. Thomas, the board members in attendance voted unanimously to approve Submission BD2016-09-03, Accept Florida Department of Transportation Supplemental Joint Participation Agreement for the Eastside Utility Corridor at Cecil Airport.

Mrs. Davlantes advised at this point that she would like to see a report more frequently on the status of the Cecil Spaceport, to which Mr. Grossman replied that we will begin doing that on a regular basis.

BD2016-09-04

**Steven Schultz/Director of
Information Technology**

Approve Transfer of Funds from F2015-02, Design and Construct Hangar to J2012-06 PARCS

Chair Alfred called upon Mr. Schultz to present the submission and upon motion made by Mr. Thomas and seconded by Mrs. Carson, the board members in attendance voted unanimously to approve Submission BD2016-09-04, Approve Transfer of Funds from F2015-02, Design and Construct Hangar, to J2012-06 PARCS.

Approval of Minutes

Chair Alfred called for approval of the minutes from the July 25, 2016 Board of Directors meeting, presented now as there was no meeting in August, and upon motion made by Mrs. Davlantes and seconded by Mrs. Carson, the board members in attendance voted unanimously to approve the minutes.

Updates/Other Reports

Financial Update

Richard Rossi/Chief Financial Officer

Chair Alfred called upon Mr. Rossi to present the Unaudited Financial Report for the eleven months ended August 31, 2016.

City Council Update

Councilman Doyle Carter/City Council Liaison

Chair Alfred called upon Councilman Carter for comments. Councilman Carter again advised that he felt Chair Alfred and CEO Grossman did a great job on the JAA Rules Committee presentation. He further advised he appreciates JAA and the work that we do.

Report from Nominating Committee

Chair Alfred next reported, as Acting Nominating Committee Chair, on the recent committee meeting held for the purpose of establishing a slate of officers to present to the board. He advised that a slate was proposed, discussed, and voted on to present to the full board for approval/election, as follows:

- Chair/Patrick Kilbane
- Vice Chair/Giselle Carson
- Secretary/Jay Demetree
- Treasurer/Russ Thomas

Acting Nominating Committee Chair Alfred advised that this concluded his report.

Election of Officers

Chair Alfred presented the slate of officers as voted on by the Nominating Committee – he then called for any further nominations from the floor. Hearing none, and upon motion made by Mrs. Davlantes and seconded by Mr. Thomas, the board members in attendance voted unanimously to accept the slate of officers as presented, and they were elected to serve for the fiscal year term 2016-17.



Board Communication

Chair Alfred advised that the next board meeting will be on Monday, October 24, 2016 at 8:30am at the JAA Administration Building in the 3rd FL Ed Austin Board Room. Chair Alfred then asked if there was anything further to come before the board and hearing no further comments, he wished everyone good health and proceeded to adjourn.

Adjournment

There being no further business to come before the Board of Directors, Chair Alfred adjourned the meeting at 9:40a.

Approved October 24, 2016