



MINUTES

Board of Directors Meeting JAA Administration Bldg./3rd Floor Ed Austin Board Room Monday May 19, 2025/8:30am

Chair of the Board Michelle Barnett called the May 29, 2025 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am, after having postponed the 8:30am Finance and Audit Committee meeting that had been planned to review the FY26 budget. The following board members were present at the call to order:

Mrs. Michelle Barnett, Chair
Mr. William Gulliford, Secretary
Dr. Solomon Brotman, Treasurer
Mr. Fernando Acosta-Rua, Member
Mr. Andy Hofheimer, Member
Mr. David Hodges, Jr., Member
(Mr. Matt Connell, Vice Chair, attended via phone)

Also present at the order call were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Devin Reed, Chief Compliance Officer
Mr. Jay Cunio, Chief Development Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Jacksonville City Councilman Nick Howland, JAA Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant to CEO/Recording Secretary

Welcome, Announcements, Pledge

Chair Barnett welcomed everyone, announced that a voting quorum was present and acknowledged Mr. Connell's phone attendance, then called upon JAA Director of Business Development Paul Gerrety to lead the group in reciting the Pledge of Allegiance.

Chair Barnett talked for a moment about the garage fire that occurred on Friday May 16, 2025 advising that safety is our first concern - we will be reaching out to all who are affected and we will be keeping the website updated with recovery information. She further advised that CEO VanLoh will discuss the fire in more detail during his report. Chair Barnett advised that the planned 8:30am Finance and Audit Committee meeting has been postponed and called upon Comm. Chair Dr. Soloman Brotman to report.

Report Regarding Finance and Audit Committee meeting

Dr. Brotman, Treasurer/Chair of the Finance and Audit Committee, advised that after consulting with Chair Barnett, it was determined that the planned 8:30am meeting to review the FY26 budget be postponed as revisions to the budget due to the fire will be needed.

Chair Barnett thanked Dr. Brotman for his report and directed Mrs. Marcha-Lee to work with CFO Ross Jones on the timeline for completion of the revised budget and to then plan the rescheduled Finance and Audit Committee meeting.

Meet Tenured JAA Employees

Chair Barnett continued her initiative this term of meeting and talking with tenured employees. She introduced and chatted with Mr. Matt McBride, a Storeroom Clerk, and Mr. Albert George, a Facilities Technician, who have each been at JAA for 29 years, both of them answering questions about their jobs and the changes they've seen in aviation. The board gave a round of applause to Matt and Albert for their combined JAA service of almost 60 years.

Chief Executive Officer Report

Chair Barnett called upon CEO Mark VanLoh to present his report.

CEO VanLoh gave an update on the May 16, 2025 garage fire incident, advising that JFRD airport firefighters responded causing the airport to close at 12:30p and additional JFRD manpower then responded with several vehicles, closing all roadways to traffic. City Council Liaison Howland requested to comment – Chair Barnett advised him that he can share his comments when called upon for his City Council report. CEO VanLoh further advised the board members that if they have any questions they are welcome to stay in the room after the meeting for a more detailed presentation. He echoed Chair Barnett's comment that safety must be maintained and as soon as a safe exit route is created, we will begin contacting the owners that registered on the website to pick up their retrievable vehicles. CEO VanLoh then called upon Mr. David Jones, Vice President Engineering and Facilities, to present and discuss a slide of the garage showing the affected areas.

Next, Mr. VanLoh provided an air service update as well as an update on various projects.

Lastly, CEO VanLoh shared that one of our finance employees, Ms. Keri Adams, present at the meeting, has been awarded a \$10,000 scholarship managed by the Government Finance Officers Association – the board responded with a round of applause for Keri.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

Chair Barnett called for any old business and hearing none, she moved to the next agenda item.

Public Comment

Chair Barnett advised that no speaker cards were submitted and moved to the next item on the agenda.

New Business
Submissions

BD2025-05-01

**Ross Jones, Chief Financial
Officer**

***Approval of Operating and Capital Budget of the Jacksonville Aviation Authority for
Fiscal Year Commencing October 1, 2025 and Ending September 30, 2026***

Chair Barnett advised that this item will be resubmitted to the board once the Finance and Audit Committee meeting has been rescheduled to hear the revised budget.

BD2025-05-02

**Paul Gerrety, Director Business
Development**

***Approval of First Amendment to Building and Ground Lease Agreement
between Jacksonville Aviation Authority ("JAA") and Embry-Riddle Aeronautical
University, Inc. ("Embry-Riddle")***

Chair Barnett called upon Mr. Gerrety to present the submission and, upon motion made by Mr. Gulliford and seconded by Dr. Brotman, the six board members present voted unanimously to approve Submission BD2025-05-02, Approval of First Amendment to Building and Ground Lease Agreement between Jacksonville Aviation Authority ("JAA") and Embry-Riddle Aeronautical University, Inc. ("Embry-Riddle").

BD2025-05-03

**Ashley Shorter, Senior
Manager Aviation Planning**

JEA Easements at Jacksonville International Airport

Chair Barnett called upon Ms. Shorter to present the submission and, upon motion made by Dr. Brotman and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Submission BD2025-05-03, JEA Easements at Jacksonville International Airport.

BD2025-05-04

**Jay Cunio, Chief
Development Officer**

***Approval of Building and Ground Lease Agreement between the Jacksonville
Aviation Authority ("JAA") and Project Bluebird ("Bluebird") for Hangar 825
at Cecil Airport ("Cecil") and a Ground Lease Agreement for a future
development site at Cecil***

Chair Barnett called upon Mr. Cunio to present the submission and a video, and he announced the company name associated with the project (Otto Aviation), after which Council Liaison Howland requested to comment – Chair Barnett advised him that he can share his comments when called upon for his City Council report. Upon motion then made by Mr. Gulliford and seconded by Dr. Brotman, the six board members present voted unanimously to

approve Submission BD2025-05-04, Approval of Building and Ground Lease Agreement between the Jacksonville Aviation Authority (“JAA”) and Project Bluebird (“Bluebird”) for Hangar 825 at Cecil Airport (“Cecil”) and a Ground Lease Agreement for a future development site at Cecil.

New Business
Award Ratification Submissions

Chair Barnett called upon Procurement Director LeNedda Esquivel to recap the award items above \$1,000,000 needing board ratification, and she called for approval of each item individually.

BD2025-05-05AR

Ratification of Award to Allen Enterprises, Inc. for ADB Airfield Lighting System Parts

Upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve Award Ratification Submission BD2025-05-05AR to Allen Enterprises, Inc. for ADB Airfield Lighting System Parts.

BD2025-05-06AR

Ratification of Award to JSM Airport Services, LLC for Jetway Passenger Boarding Bridge Preventative Maintenance and Repair Services

Upon motion made by Dr. Brotman and seconded by Mr. Hodges, the six board members present voted unanimously to approve Award Ratification Submission BD2025-05-06AR to JSM Airport Services, LLC for Jetway Passenger Boarding Bridge Preventative Maintenance and Repair Services.

BD2025-05-07AR

Ratification of Award to Superior Construction Company for JIA Air Cargo 3 Apron Expansion

Upon motion made by Mr. Hodges and seconded by Dr. Brotman, the six board members present voted unanimously to approve Award Ratification Submission BD2025-05-07AR to Superior Construction Company for JIA Air Cargo 3 Apron Expansion.

Approval of Meeting Minutes

Chair Barnett called for approval of minutes from both the March 12, 2025 Finance and Audit Committee and the March 24, 2025 Board of Directors meetings and, upon motion made by Dr. Brotman and seconded by Mr. Acosta-Rua, the six board members present voted unanimously to approve all meeting minutes.

Reports/Updates

Financial Update

Ross Jones, Chief Financial Officer

Chair Barnett called upon Mr. Jones to present the unaudited financial report for the seven months ending April 30, 2025, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the six months ending March 31, 2025). Hearing no further comments/questions about the April 30, 2025 unaudited financial report, Chair Barnett moved on.

City Council Update

***Councilman Nick Howland,
JAA City Council Liaison***

Chair Barnett called upon Councilman Howland for his City Council update. Councilman Howland stated that any Council member serving JAA in a Liaison capacity is to be allowed to speak on each topic that relates to the city, at the time each topic is discussed, which is why he requested to comment on the two city-related items earlier in the meeting. He then shared his comments – first, advising that he had spoken with the JFRD regarding the fire and that JFRD will always provide support to JAA, and second, that Project Bluebird is a great development, with our contribution and the mix of city and state incentives. Regarding City Council matters, Councilman Howland shared that the 2025-26 leadership change will be happening soon. Further, he advised that the Council Finance Committee will be conducting the budget meetings with the authorities differently now, and all authority CEOs will be required to attend their budget meeting; JAA's session will be 2 hours. Councilman Howland's assistant then handed out a memorandum regarding JAA, dated October 8, 2024, from the City's General Counsel to himself as a council member, which addresses, among other items, council oversight of our budget.

Board Communication

Chair Barnett advised that the next scheduled bi-monthly board meeting is July 28, 2025, at 8:30am, in the Ed Austin Board Room at the JAA administration building. She further advised the board that as the postponed Finance and Audit Committee meeting is being rescheduled, it is quite possible that the July board meeting date will change as well such that the revised budget can be approved for timely presentation to the City – she directed Mrs. Marcha-Lee to look at scheduling both meetings to occur the same day.

Adjournment

There being no further business to come before the Board of Directors, Chair Barnett adjourned the meeting at 9:50am.