



## MINUTES

### **Board of Directors Meeting JAA Administration Building 3<sup>rd</sup> FL Ed Austin Board Room April 25, 2016/8:30a**

Chairman of the Board Ray Alfred called the April 25, 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  
Mr. Frank Mackesy, Member  
Mrs. Giselle Carson, Treasurer (via phone)  
*(Members Mr. Jay Demetree and Mr. Russ Thomas were absent at the order call)*

Also present at the call to order 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  
***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 announced that a quorum was in place; he then called upon Lt. Mark Stevens, Director of the JAA Public Safety and Security division, 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) Recap of recent event at JAXEX

Mr. Grossman advised that the recent Wings 'N Wheels event held at JAXEX on Sat. April 23<sup>rd</sup> was a huge success – over 5,000 people enjoyed tower tours, planes rides, static aircraft, raffle prizes, exhibits and vendors.



Board member Russ Thomas joined the meeting at this point.

Also, Mr. Grossman shared that Generation Orbit will begin testing next summer at Cecil Spaceport, and the Navy is preparing for their exit from Cecil Airport.

Mr. Grossman advised that this concluded his CEO 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 no speaker request cards for public comment had been submitted and therefore he moved on to the next agenda item.

### **New Business Submissions**

**BD2016-04-01**

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

#### ***Accept Florida Department of Transportation Joint Participation Agreement for the Airport Drainage Rehabilitation Project at Cecil Airport***

Chairman Alfred called upon Mr. Lindner to present the submission and upon motion duly made by Mrs. Davlantes and seconded by Mr. Mackey, the six participating board members voted unanimously to approve Submission BD2016-04-01, Accept Florida Department of Transportation Joint Participation Agreement for the Airport Drainage Rehabilitation Project at Cecil Airport.

Extensive discussion then ensued about Jacksonville Executive at Craig Airport, led by Mr. Mackesy and Mr. Thomas, specifically regarding maintenance and appearance of the property. Mr. Grossman advised he would be glad to speak with them at length after the board meeting but Mr. Mackesy advised he preferred the entire board be able to participate in the discussion. Mr. Kilbane advised that was the reason he suggested the strategic workshop and was glad the subject was brought up in that recent session. Mr. Grossman advised he understands what the board is requesting and will come back with plans for them to review, now that the board has approved the goals, one of which pertains to maintenance of all airport properties.



**BD2016-04-02**

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

***Budget Transfer for the Steel Truss Rehabilitation at Cecil Airport***

Chairman Alfred called upon Mr. Lindner to present the submission and upon motion duly made by Mrs. Davlantes and seconded by Mr. Thomas, the six participating board members voted unanimously to approve Submission BD2016-04-02, Budget Transfer for the Steel Truss Rehabilitation at Cecil Airport.

**BD2016-04-03**

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

***Accept Florida Department of Transportation Supplemental Joint Participation Agreement for the Purchase of Fabric Hangars & Eastside Utilities at Cecil Airport***

Chairman Alfred called upon Mr. Lindner to present the submission and upon motion duly made by Mr. Kilbane and seconded by Mrs. Davlantes, the six participating board members voted unanimously to approve Submission BD2016-04-03, Accept Florida Department of Transportation Supplemental Joint Participation Agreement for the Purchase of Fabric Hangars & Eastside Utilities at Cecil Airport.

**BD2016-04-04**

**Tiffany Gillem, Manager  
Jacksonville Executive at  
Craig Airport**

***Approval of Declaration of Restrictive Covenant Agreement between the Jacksonville Aviation Authority and Florida Department of Environmental Protection***

Chairman Alfred called upon Ms. Gillem to present the submission and upon motion duly made by Mr. Thomas and seconded by Mr. Mackesy, the six participating board members voted unanimously to approve Submission BD2016-04-04, Approval of Declaration of Restrictive Covenant Agreement between the Jacksonville Aviation Authority and Florida Department of Environmental Protection.

**Approval of Minutes**

Chairman Alfred called for approval of the minutes from the March 28, 2016 Board of Directors meeting and upon motion made by Mr. Mackesy and seconded by Mr. Thomas, the six participating board members voted unanimously to approve the minutes of the meeting.



## **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 six months ended March 31, 2016.

### **City Council Update**

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

Councilman Carter was not able to attend the board meeting due to a schedule conflict.

## **Board Communication**

Chairman Alfred advised that the next board meeting will be on Monday, May 23, 2016 at 8:30a at the JAA Administration Building in the 3<sup>rd</sup> FL Ed Austin Board Room. Chairman Alfred then asked if there was anything further to come before the board. Mr. Mackesy asked for status on the new maintenance facility and CCTV projects – to which Mr. Tony Cugno,, JAA Chief Operating Officer, replied that the facility process is moving along and construction should start shortly after the first of next year; the CCTV plans are also moving along, the project should go to the awards committee in May, we are awaiting deliverables from the contractor and design work should be done in July. Hearing no further comments, Chairman Alfred then proceeded to adjourn.

## **Adjournment**

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