



MINUTES

**Board of Directors Meeting
JAA Administration Bldg.
3rd Floor Ed Austin Board Room
January 27, 2025/8:30am**

Chair of the Board Michelle Barnett called the January 27, 2025 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

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

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 Council President Randy White, JAA Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant to CEO/Recording Secretary

Welcome, Announcements, Pledge

Board Chair Barnett welcomed everyone, announced that a voting quorum was present, then called upon board member Andy Hofheimer to lead the group in reciting the Pledge of Allegiance. She then called upon CEO VanLoh for his report

Chief Executive Officer Report

CEO VanLoh discussed our employee recruitment process and shared a few of our new department recruiting videos.

Mr. VanLoh next provided an update on the Concourse B project.

CEO VanLoh then gave a presentation on the state of the airline industry.

Lastly, Mr. VanLoh advised that we had a special guest at JIA – a child with cancer whose wish was for him and his family to tour the airport. Staff who made it happen reported it was a wonderful experience both for the family and them.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

Board Chair Barnett reminded the board that further discussion would be held at this January meeting regarding the aviation maintenance training center proposal presented at the November meeting by Councilman Nick Howland. She referenced the recent FAA opinion given on the matter and advised that JAA will not be participating in the proposed training center. Chair Barnett discussed all that JAA does to support aviation in the community through education facilities and programs at our airports as well as our on-going scholarship program.

Public Comment

Board Chair Barnett advised that two speaker cards had been submitted, both requesting to speak regarding disabled veterans parking – she then called upon Mr. Andrew Cross and Mr. Nick Howland to speak. At the conclusion, Chair Barnett advised that it is the board's goal to ensure that a safe and efficient environment is provided for all passengers parking at the airport. Chair Barnett then moved to the next item on the agenda.

New Business Submissions

BD2025-01-01

**Steven Schultz, Director
Information Technology**

Board Chair Barnett called upon Mr. Schultz to present the submission and, upon motion made by Dr. Brotman and seconded by Mr. Gulliford, the board members voted unanimously to approve Submission BD2025-01-01, Designated Aviation Channeling Service (DAC).

BD2025-01-02

**Jason Knox, Vice President
Regulatory Compliance**

Board Chair Barnett called upon Mr. Knox to present the submission, and discussion ensued. She then called for a motion not once but twice and hearing no second at either motion call, she declared the matter closed with no action taken.

New Business Award Ratification Submissions

Board Chair Barnett called upon Procurement Director LeNedda Edwards to recap the two awards above \$1,000,000 needing board ratification, and she called for individual approval of both.

BD2025-1-03AR

Ratification of Award to Johnson Controls, Inc. for the Network Video Recorder Upgrade

Upon motion made by Mr. Hodges and seconded by Dr. Brotman, the board members voted unanimously to approve Award Ratification Submission BD2025-01-03AR to Johnson Controls, Inc. for the Network Video Recorder Upgrade.

BD2025-01-04AR

Ratification of Award to Balfour Beatty Construction, LLC for Jacksonville International Airport Third Parking Garage Guaranteed Maximum Price (GMP) No. 2

Upon motion made by Dr. Brotman and seconded by Mr. Hodges, the board members voted unanimously to approve Award Ratification Submission BD2025-01-04AR to Balfour Beatty Construction, LLC for JIA Third Parking Garage Guaranteed Maximum Price (GMP) No. 2.

Approval of Meeting Minutes

Board Chair Barnett called for approval of minutes from the November 20, 2024 Board of Directors meeting and upon motion made by Dr. Brotman and seconded by Mr. Gulliford, the board members voted unanimously to approve the meeting minutes.

Reports/Updates

Financial Update

Ross Jones, Chief Financial Officer

Board Chair Barnett called upon Mr. Jones to present the unaudited financial report for the three months ended December 31, 2024, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the two months ended November 30, 2024). Hearing no further comments/questions about the December 31, 2024 unaudited financial report, Board Chair Barnett moved on.

City Council Update

Council President Randy White, JAA Council Liaison

City Council President White advised that regarding the board not moving forward to request a legal opinion from the Attorney General regarding parking at JAX, he would like the board to know that he believes someone on the council will ask for the opinion. Board member Gulliford stated he thinks that might be the best approach since council asked for the parking change. Lengthy discussion ensued, with Chief Compliance Officer Reed advising it is a state statute so that is the reason we were requesting the State Attorney General opinion. Hearing that there was further interest in the matter, Chair Barnett advised she would reopen closed Submission #2 with the appropriate motion – again hearing no motion made, she advised the matter remains closed.

Chair Committee and Miscellaneous Appointments

Board Chair Barnett advised she has made the following appointments, and further advised that all have agreed to serve in their appointed position:

Finance and Audit Committee

Dr. Solomon Brotman/Chair (as Treasurer)
William Gulliford
Matt Connell

Nominating Committee

Matt Connell/Chair
David Hodges, Jr.
Fernando Acosta-Rua

CEO Evaluation Committee

Fernando Acosta-Rua/Chair
David Hodges, Jr.
Andy Hofheimer

JAA's Seat on the No. FL Transportation Planning Organization (TPO) Board

Dr. Solomon Brotman

Board Communication

Chair Barnett advised that the next bi-monthly board meeting will be on March 24, 2025 at 8:30am in the Ed Austin Board Room at the JAA administration building.

Adjournment

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



MINUTES

Finance and Audit Committee Meeting JAA Administration Bldg./3rd Floor Ed Austin Board Room Wednesday March 12, 2025/8:30am

Committee Chair Dr. Solomon Brotman called the March 12, 2025 Finance and Audit Committee meeting to order at 8:30am. The following committee members were in attendance at the call to order:

Dr. Solomon Brotman, Chair
Mr. William Gulliford, Member
(Mr. Matt Connell, Member, attended via phone)

JAA staff also attending were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Mr. Jose Lopez, Director of Accounting
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

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

Chair Brotman welcomed everyone to the meeting, and advised a voting quorum was present.

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

Chair Brotman advised that the reason for the meeting was to hear from our independent external auditor regarding the results of their recent audit. He called upon CFO Jones, who advised that the firm of Plante Moran had been engaged to do the annual independent external audit and provided committee members with a physical copy of the auditor's report, as well as JAA's annual report (both of which had previously been sent electronically). Mr. Jones then called upon Director of Accounting Mr. Jose Lopez, who provided an overview of the audit, which started in July, and introduced Ms. Pamela Hill of Plante Moran who presented the audit report.

Ms. Hill explained the scope of the audit and went through each section of the audit report with the committee, beginning with the required communication section, advising that no instances of material weaknesses, misstatements or non-compliance were found and that an unmodified opinion was issued - she congratulated JAA on attaining the highest level opinion. She advised that the firm stays in touch with JAA all year long, which helps to ensure the audit process goes



smoothly, and she thanked Messrs. Jones and Lopez, and the entire finance staff, for being courteous, professional, and responsive during the audit period – she then answered questions from the committee.

Chair Brotman thanked Ms. Hill for her presentation, and congratulated CEO VanLoh, CFO Jones, Director Lopez, and staff for a job well done. He then called for a motion to recommend the external auditor's report to the board for approval and upon motion made by Mr. Gulliford and seconded by Mr. Connell, the two committee members present both voted to recommend that the external auditor's report be submitted to the Board of Directors for approval at its March 24, 2025 meeting. Mr. Gulliford commended the finance staff on the tremendous amount of work done.

Chair Brotman then asked the committee members if there was any further business to be discussed – hearing nothing further, he moved to adjourn.

There being no further business to come before the Finance and Audit Committee, Chair Brotman adjourned the committee meeting at 9:00am.

Approved May 19, 2025



MINUTES

Board of Directors Meeting JAA Administration Bldg./3rd Floor Ed Austin Board Room Monday March 24, 2025/8:30am

Chair of the Board Michelle Barnett called the March 24, 2025 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

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

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 Council President Randy White
Jacksonville City Councilman Nick Howland, newly appointed 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, then called upon JAA Vice President of Regulatory Compliance Jason Knox to lead the group in reciting the Pledge of Allegiance.

Special Presentation

Chair Barnett asked Council President/JAA Council Liaison White to come forward. She advised that Council President White has appointed a new JAA Council Liaison, and she then presented Council President White a gift on behalf of the JAA board and staff to thank him for his many years as our Council Liaison. Council President White thanked everyone and advised it has been his pleasure to work with us as our Council Liaison. Chair Barnett then introduced and welcomed Councilman Nick Howland as our new JAA Council Liaison.

Report from Finance and Audit Committee meeting

Chair Barnett called upon Dr. Brotman, Treasurer/Chair of the Finance and Audit Committee, to provide a report on his recent committee meeting. Comm. Chair Brotman advised that his committee met on March 12, 2025 to hear the report from our external audit firm Plante Moran on their recent external audit, and further advised that the committee voted to move the audit report to the board for approval. Board Chair Barnett thanked Comm. Chair Brotman for his report and called for a motion to accept the report – upon motion made by Mr. Gulliford and seconded by Mr. Hofheimer, the board voted unanimously to accept the committee's report.

Meet Tenured JAA Employees

Chair Barnett advised that after her initiative last term of getting to know management employees and what their teams do, for this term the board will meet and talk with tenured employees. Chair Barnett introduced and the board talked with Mr. Wayne Lauramore, a Facilities Mechanic, the most tenured employee with 41 years, Mr. Ben Lang, a Facilities Foreman with 33 years, and Mrs. Nancy Coppen, Parking & Ground Transportation Manager with 31 years, each answering questions about their jobs and the changes they've seen in aviation. The board gave a round of applause to the three employees for their combined 105 years of service.

Chief Executive Officer Report

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

CEO VanLoh advised that JIA experienced a smooth month of March with the Amelia Car Show, The Players Championship and spring break – our customers experienced incident-free travel, especially on Monday March 17th at nearly 14,000 enplanements with checkpoint wait-times averaging 10 minutes and zero missing bags; the Paradies Shops set a record for sales during The Players week.

Next, Mr. VanLoh advised that both major construction projects continue on schedule.

CEO VanLoh shared that the 4th quarter Airport Service Quality survey results have been received and Jacksonville again showed an increase, to 4.27 – our highest score since 2022.

Mr. VanLoh advised that our newest airline, Avelo, just announced a new destination after only having been in Jacksonville a couple weeks – Wilmington, Delaware service begins in May.

CEO VanLoh advised that the F-35 aircraft has arrived. The Florida Air National Guard has received four aircraft and will accept a total of around 20 of these state-of-the-art aircraft over the next year.

Mr. VanLoh shared that monitors in employee breakrooms and areas have been programmed to relay airport information, HR updates, and employee information to keep staff updated and aware of new projects, HR news, health and safety programs and new employee hires and retirements.

CEO VanLoh advised that both interest and activity at Cecil have been increasing, as search firms and developers look to locate to Florida with aviation-related industries – several site visits have been hosted that we feel are very encouraging. We hosted government leaders on a tour during which attendees were briefed on the military importance of Cecil and our plans for the facility, and a tour for executives of educational facilities was conducted as they discussed education efforts and expansion at Cecil. Also, the annual Climb event was recently held at Cecil, during which 150 students and their families were exposed to aviation through displays, exhibits and airplane rides. Embry Riddle conducted two successful rocket tests, and both the University of Florida and University of Central Florida signed agreements at Cecil for testing – making it now a total of three Florida universities performing rocket tests.

Mr. VanLoh advised that our newest general aviation facility, at Jacksonville Executive at Craig Airport, will soon hold its grand opening.

Lastly, CEO VanLoh shared that Dr. Brotman, as the Board Treasurer, requested a session with JAA’s finance team to learn more about the function, department responsibilities and positions and to get to know the staff - the team hosted him at the administration office recently for a gathering that was beneficial for everyone.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

Chair Barnett discussed the closed FL Attorney General Opinion submission pertaining to JAX parking, and called upon Vice President of Regulatory Compliance Jason Knox, who presented Submission BD2025-03-00, Resolution Authorizing Request for a Legal Opinion from the Office of the Attorney General for the State of Florida regarding Parking at JAX. Upon motion duly made by Dr. Brotman and seconded by Mr. Acosta-Rua, the board voted unanimously to approve the submission.

Public Comment

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

New Business **Submissions**

BD2025-03-01

Jay Cunio, Chief Development Officer

Approval of First Amendment to Ground Lease Agreement between the Jacksonville Aviation Authority (“JAA”) and RP Perimeter West, LLC (“RPPW”)

Chair Barnett called upon Mr. Cunio to present the submission and, upon motion made by Dr. Brotman and seconded by Mr. Hodges, the board voted unanimously to approve Submission BD2025-03-01, Approval of First Amendment to Ground Lease Agreement between the Jacksonville Aviation Authority (“JAA”) and RP Perimeter West, LLC (“RPPW”).

BD2025-03-02

**Jonathan Stich, Properties
Administrator**

**Approval of Tower and Ground Space License Agreement at Jax International
Airport between the JAA and New Cingular Wireless PCS, LLC, d/b/a AT&T
Mobility Corporation**

Chair Barnett called upon Mr. Stich to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the board voted unanimously to approve Submission BD2025-03-02, Approval of Tower and Ground Space License Agreement at Jax International Airport between the JAA and New Cingular Wireless PCS, LLC, d/b/a AT&T Mobility Corporation.

BD2025-03-03

**Ashley Shorter, Senior
Manager Aviation Planning**

**Budget Transfer for Air Cargo 3 Apron Expansion at Jacksonville
International Airport**

Chair Barnett called upon Ms. Shorter to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Acosta-Rua, the board voted unanimously to approve Submission BD2025-03-03, Budget Transfer for Air Cargo 3 Apron Expansion at Jacksonville International Airport.

**New Business
Award Ratification Submissions**

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

BD2025-03-04AR

**Ratification of Award to Balfour Beatty Construction, LLC for Jacksonville International
Airport Third Parking Garage Guaranteed Maximum Price (GMP) No. 3**

Upon motion made by Mr. Connell and seconded by Dr. Brotman, the board voted unanimously to approve Award Ratification Submission BD2025-03-04AR to Balfour Beatty Construction, LLC for Jacksonville International Airport Third Parking Garage Guaranteed Maximum Price (GMP) No. 3.

Approval of Meeting Minutes

Chair Barnett called for approval of minutes from the January 27, 2025 Board of Directors meeting and upon motion made by Dr. Brotman and seconded by Mr. Hodges, the board voted unanimously to approve the 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 five months ending February 28, 2025, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the four months ending January 31, 2025). Hearing no further comments/questions about the February 28, 2025 unaudited financial report, Board Chair Barnett moved on.

City Council Update

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

Councilman Howland thanked the board for the recent announcement that JAA reinstated DV parking. He reported that topics being discussed at City Hall are immigration, powerline raising, the UF campus and the upcoming July budget.

Board Communication

Barnett advised that the next bi-monthly board meeting will be on May 19, 2025 (changed from May 26 due to the Memorial Day holiday), at 8:30am, in the Ed Austin Board Room at the JAA administration building.

Adjournment

There being no further business to come before the Board of Directors, Chair Barnett adjourned the meeting at 9:45am.



JAA

Jacksonville
Aviation
Authority

POSTPONED

**Finance and Audit Committee Meeting
JAA Administration Bldg./3rd Floor
Ed Austin Board Room
Monday May 19, 2025/8:30am**

MEETING NOT CALLED TO ORDER

Presentation of the FY2026 budget was postponed on May 19, 2025 by Chair of the Board Michelle Barnett and Committee Chair Dr. Solomon Brotman as a result of the May 16, 2025 garage fire, to allow time for the budget to be revised with updated information that will need to be gathered.

The meeting will be rescheduled upon completion of the revised budget.



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.



MINUTES

**Finance and Audit Committee Meeting
JAA Administration Bldg.
3rd Floor/Ed Austin Board Room
Wednesday June 18, 2025/8:30a
(changed from May 19, 2025)**

Chair of the Finance and Audit Committee, Board Treasurer Dr. Solomon Brotman called the June 18, 2025 Finance and Audit Committee meeting to order at 8:30am. The following committee members were in attendance at the call to order:

Dr. Solomon Brotman, Committee Chair/Board Treasurer
Mr. William Gulliford, Board Secretary
Mr. Matt Connell, Board Vice Chair

Also attending were board members:
Mrs. Michelle Barnett, Board Chair
Mr. David Hodges, Jr.
Mr. Fernando Acosta-Rua

Also in attendance at the order call were:
Mr. Tony Cugno, Chief Operating Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Council Vice President-Elect Nick Howland/JAA Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

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

Committee Chair Brotman welcomed everyone to the meeting, and advised a voting quorum was present.

Committee Chair Brotman called for any public comment, Mrs. Marcha-Lee advised that Council Vice President-Elect/JAA Council Liaison Howland submitted a request to speak about the budget. Committee Chair Brotman called upon Council Vice President-Elect/JAA Council Liaison Howland to begin his three minute allowed speaking time, and thanked him at the conclusion.

Committee Chair Brotman advised that the reason for the meeting was to hear the presentation of the fiscal year 2025-2026 budget, he then called upon CFO Jones for the budget presentation. Mr. Jones advised that the budget process started in February, with finance staff and cost center managers putting in over 100 hours in the process - he thanked everyone for



their time commitment. Next, Mr. Jones shared some budget highlights, activity assumptions, and operating and non-operating revenues and expenses. Mr. Jones then called upon Mr. Cugno who briefly detailed the capital projects that will be happening during the budget year.

Discussion of the entire budget then ensued, with Messrs. Jones and Cugno answering questions from the committee and board members. Chair of the Board Barnett and Comm. member Hodges both commented that we must continue to have sufficient cash on hand, and Council Vice President-Elect/JAA Council Liaison Howland stated that he feels we should look for ways to help the community with our excessive cash. Chair Brotman thanked Messrs. Jones and Cugno for the presentation, and complimented all staff on the work done. He then called for a motion to recommend the budget to the board for approval and, upon motion made by Mr. Gulliford and seconded by Mr. Connell, the committee voted unanimously to recommend the fiscal year 2025-26 budget to the full board at its meeting which immediately followed this committee meeting.

There being no further business to come before the Finance and Audit Committee, Committee Chair Brotman adjourned the committee meeting at 9:20am.

Approved Sept. 29, 2025



MINUTES

**Board of Directors Meeting
JAA Administration Bldg.
3rd Floor/Ed Austin Board Room
Wednesday June 18, 2025 (immediately following
Finance & Audit Comm. mtg.)
(*changed from July 28, 2025*)**

Chair of the Board Michelle Barnett called the June 18, 2025 Jacksonville Aviation Authority Board of Directors meeting to order at 9:30am. The following board members were present at the call to order:

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

Also present at the order call were:

Mr. Tony Cugno, Chief Operating Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Council Vice President-Elect Nick Howland, JAA Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

Welcome, Announcements, Pledge

Chair Barnett welcomed everyone, announced that a voting quorum was present, then called upon Ms. Hannah Outcalt, JAA 2025 Intern, to lead the group in reciting the Pledge of Allegiance.

Report from Finance and Audit Committee meeting

Board Chair Barnett called upon Dr. Brotman, Treasurer/Chair of the Finance and Audit Committee, to provide a report on his recent committee meeting. Committee Chair Brotman advised that his committee met prior to this board meeting, at 8:30am, for the purpose of hearing the FY2025-26 budget presentation and voted to recommend the budget to the full board for approval. Board Chair Barnett thanked Dr. Brotman for the committee report and

called for a motion to accept the report - upon motion duly made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve the Finance and Audit Committee meeting report.

Meet Tenured JAA Employees

Chair Barnett continued her initiative this term of meeting and talking with tenured JAA employees. She introduced and chatted with Mr. Chuck Bolden, Facilities Leadsman, and Ms. Marilyn Fryar, Contracts Administrator, who have been at JAA for 29 and 26.5 years, respectively, both of them answering questions about working at JAA and the changes they've seen in aviation. The board gave a round of applause to Chuck and Marilyn for their combined JAA service of over 55 years.

Chief Executive Officer Report

Chair Barnett called upon Mr. Cugno, Chief Operating Officer, reporting for CEO Mark VanLoh, who is representing JAA, along with Chief Development Officer Jay Cunio, at the international airshow.

Mr. Cugno read a list of the current 2025 JAA Intern Class (which includes Ms. Outcalt who lead the Pledge of Allegiance today), sharing their educational background and with which department they are working here with us this intern season.

Mr. Cugno provided a very detailed report of the on-going recovery efforts from the May garage fire and answered numerous questions from the board members. Member Gulliford advised that he had been out of town during the event and when he returned shortly after he observed the response – he commended everyone for the job that is being done, and the board members gave a round of applause for the on-going recovery efforts. Chair Barnett stated how thankful she is that no one was hurt.

Mr. Cugno advised that this concluded his report being made on behalf of CEO VanLoh.

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

BD2025-06-01

**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 called upon Mr. Jones to present the submission and, upon motion made by Mr. Acosta-Rua and seconded by Mr. Hodges, the six board members present voted unanimously to approve Submission BD2025-06-01, Approval of Operating and Capital Budget of the Jacksonville Aviation Authority for Fiscal Year Commencing October 1, 2025 and Ending September 30, 2026.

BD2025-06-02

**Ashley Shorter, Senior Manager
Aviation Planning**

Hourly Parking Garage Reconstruction Budget Authority Request

Chair Barnett called upon Mrs. Shorter to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Submission BD2025-06-02, Hourly Parking Garage Reconstruction Budget Authority Request.

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

BD2025-06-03AR

***Ratification of Award to OshKosh Aerotech, LLC for Jacksonville International
Airport Concourse B Passenger Boarding Bridges and Related Services***

Upon motion made by Dr. Brotman and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2025-06-03AR to OshKosh Aerotech, LLC.

Approval of Meeting Minutes

Chair Barnett called for approval of minutes from both the May 19, 2025 Board of Directors meeting and, upon motion made by Dr. Brotman and seconded by Mr. Gulliford, the six board members present voted unanimously to approve the 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

***Council Vice President-Elect
Nick Howland, JAA Council
Liaison***

Chair Barnett called upon Council Vice President-Elect/JAA Council Liaison Howland for his City Council update. He advised that he feels the fire incident was handled very well by JAA, with assistance from JFRD and JSO. The Otto Aviation incentives were approved, as well as the UF Grad Campus. He reminded everyone that new council leadership takes over July 1st.

Board Communication

Chair Barnett reminded everyone that this meeting took the place of the July 28, 2025 meeting and the next regular meeting of the board will be September 22, 2025, at 8:30am, in the Ed Austin Board Room at the JAA administration building. She asked if there were any further comments. Mr. Gulliford referenced CEO VanLoh and CDO Cunio being at the airshow and stated that he thinks a board member should always attend the airshow whenever possible – the business contacts made are very beneficial.

Adjournment

There being no further business to come before the Board of Directors, Chair Barnett adjourned the meeting at 10:10am.



MINUTES

Special Board of Directors Meeting JAA Administration Bldg. 3rd Floor/Ed Austin Board Room Thursday August 7, 2025/8:30am

Chair of the Board Michelle Barnett called the August 7, 2025 Jacksonville Aviation Authority Special Board of Directors meeting to order at 8:30am. 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. Devin Reed, Chief Compliance Officer
Mr. Jay Cunio, Chief Development Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

Welcome, Announcements, Pledge

Chair Barnett welcomed everyone, announced that a voting quorum was present and acknowledged Mr. Connell's phone attendance. She then called upon her special guest Ms. Lily Gillam, a local child performer, to lead the group in reciting the Pledge of Allegiance. Following the Pledge, Ms. Gillam performed a song which was enjoyed by everyone.

Chair Barnett advised that this Special Board of Directors Meeting was called only for the purpose of approving New Business Resolution and Submission items that will be presented - usual agenda items presented at a Regular Board of Directors meeting (CEO, Financial, and Council Liaison reporting, Old Business recap, and Award Ratifications) will not be a part of this meeting.

Public Comment

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

New Business - Resolution

2025-02S

**William Gulliford, Board
Secretary**

Resolution Supporting a Reentry License for Cecil Spaceport and Development of a Space Vehicle Facility

Chair Barnett called upon Mr. Gulliford to present the resolution. He briefed the board on meetings that have been held with JAA/Cecil staff, employees from space reentry system companies and elected officials, including State Representative Kim Kendall, whom he advised is in the audience and will be conducting a press conference after the meeting which the board members are welcome to attend. Mr. Gulliford advised that he believes this matter is very important to explore and emphasized that the sole purpose of the Resolution is for the board to show its support of the initiative. After much discussion, the board requested that the paragraph describing the return of cell cultures from space be removed from the document. Upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve Resolution 2025-02S, Resolution Supporting a Reentry License for Cecil Spaceport and Development of a Space Vehicle Facility, as amended.

New Business - Submissions

BD2025-08-01S

**Paul Gerrety, Director Business
Development**

Approval of First Amendment to Building and Ground Lease Agreement between Jacksonville Aviation Authority ("JAA") and United States Coast Guard – Helicopter Interdiction Tactical Squadron (HITRON) ("Coast Guard")

Chair Barnett called upon Mr. Gerrety to present the submission and, upon motion made by Mr. Hofheimer and seconded by Mr. Hodges, the six board members present voted unanimously to approve Submission BD2025-08-01S, Approval of First Amendment to Building and Ground Lease Agreement between Jacksonville Aviation Authority ("JAA") and United States Coast Guard – Helicopter Interdiction Tactical Squadron (HITRON) ("Coast Guard").

BD2025-08-02S

**Ashley Shorter, Senior
Manager Aviation Planning**

Budget Transfer for Airfield Tractor Replacement at Jacksonville International Airport

Chair Barnett called upon Ms. Shorter to present the submission and, upon motion made by Mr. Hodges and seconded by Dr. Brotman, the six board members present voted unanimously to approve Submission BD2025-08-02S, Budget Transfer for Airfield Tractor Replacement at Jacksonville International Airport.

BD2025-08-03S

**Ashley Shorter, Senior
Manager Aviation Planning**

***Accept Public Transportation Grant Agreement for the Design and
Rehabilitation of Taxiway F at Jacksonville International Airport***

Chair Barnett called upon Ms. Shorter to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Submission BD2025-08-03S, Accept Public Transportation Grant Agreement for the Design and Rehabilitation of Taxiway F at Jacksonville International Airport.

BD2025-08-04S

**Ashley Shorter, Senior
Manager Aviation Planning**

***Airport Commerce Center dba Subema, LLC Non-Exclusive Grant
of Easement at Jacksonville International Airport***

Chair Barnett called upon Ms. Shorter to present the submission and, upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve Submission BD2025-08-04S, Airport Commerce Center dba Subema, LLC Non-Exclusive Grant of Easement at Jacksonville International Airport.

BD2025-08-05S

**Ross Jones, Chief
Financial Officer**

***Hourly Parking Garage Reconstruction Budget Authority Request; Formal
Budget Amendment before the Jacksonville City Council***

Chair Barnett called upon Mr. Jones to present the submission and, upon motion made by Mr. Hodges and seconded by Dr. Gulliford, the six board members present voted unanimously to approve Submission BD2025-08-05S, Hourly Parking Garage Reconstruction Budget Authority Request; Formal Budget Amendment before the Jacksonville City Council.

Board member Dr. Brotman stepped out of the room at this point to assist with an issue and did not return until after the meeting concluded.

BD2025-08-06S

**Jay Cunio, Chief
Development Officer**

***Approval of Ground Lease between the Jacksonville Aviation Authority ("JAA")
and VTRE Development, LLC ("VTRE")***

Chair Barnett called upon Mr. Cunio to present the submission and, upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve Submission BD2025-08-06S, Approval of Ground Lease between the Jacksonville Aviation Authority ("JAA") and VTRE Development, LLC ("VTRE").

Adjournment

There being no further business to come before the Board of Directors, Chair Barnett adjourned the meeting at 9:15am and reminded the board about the previously mentioned press conference, that began shortly thereafter.

Approved Sept. 29, 2025

Recording Secretary note: the S designation at the end of the item numbers relates to them being presented/approved at a Special Board of Directors meeting.



MINUTES

Board of Directors Meeting JAA Administration Bldg. 3rd Floor/Ed Austin Board Room Monday September 29, 2025/8:30am

Chair of the Board Michelle Barnett called the September 29, 2025 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present in-person at the call to order:

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

Also present at the order call were:

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

Welcome, Announcements, Pledge

Board Chair Barnett welcomed everyone, acknowledged Mr. Connell on the telephone, announced that a voting quorum was present, and then called upon Lt. Cindy Leavens, JAA Director Public Safety & Security, to lead the group in reciting the Pledge of Allegiance.

Report from CEO Evaluation Committee Meeting

Board Chair Barnett called upon Mr. Fernando Acosta-Rua, Chair of the CEO Evaluation Committee, to provide a report on his recent committee meeting. Committee Chair Acosta-Rua advised that his committee met on Wed. Sept. 17, 2025 for the purpose of reviewing the performance of CEO Mark VanLoh during the past fiscal year as measured against the goals that were put in place in January 2025. The committee voted that Mr. VanLoh's performance was rated at 93.75% of having met the goals and voted to award a bonus of \$90,528 based on that percentage of the 25% maximum allowed bonus of salary under the terms of his contract. The committee voted to move the bonus amount to the Board of Directors for approval. Board

Chair Barnett thanked Mr. Acosta-Rua for the committee report and called for a motion to accept the report - upon motion duly made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve the CEO Evaluation Committee meeting report.

Meet Tenured JAA Employees

Board Chair Barnett's initiative this term was meeting and talking with tenured JAA employees and she brought the initiative to a close by introducing Mr. Bryan Spink, a GA Ramp Service Technician at Herlong, who has been with JAA for 29 years. Mr. Spink told the board a little about himself, described a typical workday and shared what he likes best about being at JAA. Board Chair Barnett thanked Bryan for his years of service and the board gave him a round of applause.

Chief Executive Officer Report

Board Chair Barnett called upon Mr. VanLoh who provided his report.

Mr. VanLoh started by assuring the board that should there be a government shutdown, essential government employees (TSA screeners, air traffic controllers and FAA maintenance being among them) will continue to work.

Next, CEO VanLoh shared the great news that in the recent JD Powers survey, JIA was ranked as the #4 best medium-sized airport in the United States – missing first place by only 18 points.

Mr. VanLoh shared that again in August, we set a record for passenger traffic – that is two months now during a forecasted flat year for the US economy. Positive meetings with airlines continue regarding new routes from JAX.

CEO VanLoh advised that staff will travel to the FAA District Office to discuss a runway safety program for Craig Airport – the FAA is seeking a separation of the two runways at the intersection as Craig is a mixed-use airport with heavy student traffic. We have prepared several solutions with the goal of not reducing useable runway length to either runway.

Mr. VanLoh advised that we are beginning to receive proposals for the concourse B concession program, which staff will review for the ultimate decision what and where we place food and beverage facilities as well as news and gift stores; reallocation of airline gates during the process could require several existing concessionaires to relocate.

CEO VanLoh shared that proposals have been solicited for an aircraft maintenance operator at Herlong as the current operator has expressed that he will not be renewing his lease.

Next, Mr. VanLoh advised that the Cecil Air-Spaceport taxiway alpha design project is at 60%. As we are only able to reconstruct one-third of this runway at a cost of 25 million, we are working with our elected officials to seek Dept. of Defense airport funding for a portion of this multi-year phasing project that will help to accommodate the very large, heavy military tankers that frequent Cecil.

Lastly, CEO VanLoh shared that after JAA's appearance at the City Council Finance Committee meeting in August he received several questions from community leaders regarding the confusion among elected officials surrounding Cecil Air and Spaceport and what is actually occurring at the facility. He called upon Mr. Tony Cugno, Chief Operating Officer, who provided a very detailed presentation on the past, present and future of the Cecil facility.

CEO VanLoh thanked Mr. Cugno for the presentation and advised Chair Barnett that this concluded his report.

Old Business

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

Public Comment

Board Chair Barnett advised that Councilman Nick Howland, Council Vice President/JAA Council Liaison, requested to speak on the two resolutions being discussed in the New Business section, and after his allowed speaking time of three minutes she thanked him for his comments.

New Business Resolutions

2025-03

William Gulliford, Board of Directors Secretary

A Resolution of the Board of Directors of the Jacksonville Aviation Authority in Opposition to the Jacksonville City Council's Amendments to its 2026 Budget

Board Chair Barnett called upon Mr. Gulliford to present the resolution, after which discussion ensued. Board member Dr. Solomon Brotman, in his role as Treasurer, commented that revenue diversion is a major federal government point and if it occurs, JAA FY26 federal grants are at risk. Chair Barnett asked if there was any further comment. Mr. Michael Fackler, General Counsel for the City of Jacksonville was in attendance and asked to comment, Chair Barnett called him to the podium. Mr. Fackler advised the board that per our charter City Council can modify the budget and what was done was allowed by council, and therefore it is his opinion that something allowed cannot be opposed. Board Secretary Gulliford stated that we seem to have a legal opinion conflict between the City and JAA's outside counsel, who advised the board that Council overstepped its authority in altering JAA's budget – to which Mr. Fackler replied that there is indeed a conflict however, only his office can issue an opinion and that opinion is that per the charter council can adjust the budget. Chair Barnett acknowledged all comments and called for a vote. Upon motion made by Mr. Gulliford and seconded by Dr. Brotman, the six board members present voted unanimously to approve Resolution 2025-03.

2025-04

**William Gulliford, Board of
Directors Secretary**

A Resolution of the Jacksonville Aviation Authority's Board of Directors in Opposition to City Council Member Howland's Nonconsensual Introduction of Resolution 2025-693 Seeking Approval by and Support from the Jacksonville City Council for Duval County's Legislative Delegation's Consideration and State Legislature Approval of Local Bill J-2

Board Chair Barnett called upon Mr. Gulliford to present the resolution, discussion ensued and at the conclusion Chair Barnett called for a vote. Upon motion made by Mr. Gulliford and seconded by Dr. Brotman, the six board members present voted unanimously to approve Resolution 2025-04.

**New Business
Submissions**

BD2025-09-01

Jeff Taylor, Properties Manager

Shared-Use Lounge Concession Agreement between Jacksonville Aviation Authority and ALD Development Corporation at Jacksonville International Airport

Board Chair Barnett called upon Mr. Taylor 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 BD2025-09-01, Shared-Use Lounge Concession Agreement between Jacksonville Aviation Authority and ALD Development Corporation at Jacksonville International Airport.

Board Chair Barnett then called upon Procurement Director Kathleen Fisher to recap the award item above \$1,000,000 needing board ratification, and she called for approval of the item.

BD2025-09-02AR

Ratification of Award to Suncoast Industrial Testing Services, Inc. for Electrical Switchgear and Substation Maintenance and Repair Services

Upon motion made by Dr. Brotman and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2025-09-02AR to Suncoast Industrial Testing Services, Inc. for Electrical Switchgear and Substation Maintenance and Repair Services.

Approval of Meeting Minutes

Board Chair Barnett called for approval of minutes from both the June 18, 2025 Finance and Audit Committee and Board of Directors meetings and the August 7, 2025 Special Board of Directors meeting, and upon motion made by Mr. Acosta-Rua and seconded by Mr. Gulliford, the six board members present voted unanimously to approve all meeting minutes.

Reports/Updates

Financial Update

Ross Jones, Chief Financial Officer

Board Chair Barnett called upon Mr. Jones to present the unaudited financial report for the eleven months ending August 31, 2025 and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the eight months ended May 31, 2025, the nine months ended June 30, 2025 and the ten months ended July 31, 2025). Hearing no further comments/questions about the August 31, 2025 unaudited financial report, Chair Barnett moved on.

City Council Update

Council Vice President Nick Howland, JAA Council Liaison

Board Chair Barnett called upon Council Vice President/JAA Council Liaison Howland for his City Council update. He advised that the City's new budget year begins on October 1st.

Report from Nominating Committee Meeting

Board Chair/Committee Chair Barnett reported that her committee met on September 15, 2025 for the purpose of proposing a slate of board officers for the FY25-26 term. The committee proposed the following slate: Mr. David Hodges, Jr./Chair, Mr. Fernando Acosta-Rua/Vice Chair, Mr. William Gulliford/Secretary, and Dr. Solomon Brotman/Treasurer, and voted to move the recommended slate to the Board of Directors for approval. Board Chair Barnett then called for a motion to accept the report and, upon motion duly made by Dr. Brotman and seconded by Mr. Gulliford, the six board members present voted unanimously to approve the Nominating Committee meeting report.

Election of Board Officers for the FY25-26 Term

Board Chair Barnett called for a motion to elect the officers as proposed and upon motion duly made by Dr. Brotman and seconded by Mr. Gulliford, the following slate of officers was elected for the FY25-26 term: Mr. David Hodges, Jr./Chair, Mr. Fernando Acosta-Rua/Vice Chair, Mr. William Gulliford/Secretary, Dr. Solomon Brotman/Treasurer. Board Chair Barnett congratulated the new officers.

Board Communication

Board Chair Barnett advised that the date of the November meeting will be discussed and determined with the new Chair and it will be held in the Ed Austin Board Room at the JAA administration building. She then asked if there were any further comments. Mr. Gulliford stated that this was the last meeting of his first term as he is up for reappointment and he has been honored to serve on the board. Chair Barnett thanked him for his service thus far, and she then

thanked the entire board for the confidence shown in her over her last two terms as Chair of the Board. Mr. Acosta-Rua thanked Mrs. Barnett for her leadership as the first two-term chair of the Authority, and the board gave her a round of applause.

Adjournment

There being no further business to come before the Board of Directors, Board Chair Barnett adjourned the meeting at 10:00am.

Approved November 19, 2025



MINUTES
Finance and Audit Committee Meeting
JAA Administration Bldg.
3rd FL/Ed Austin Board Room
Friday October 24, 2025/9:00am

Committee Chair Dr. Solomon Brotman called the October 24, 2025 Finance and Audit Committee meeting to order at 9:00am. The following committee members were present in person at the call to order:

Dr. Solomon Brotman, Chair
Mr. William Gulliford, Member
Mr. Andy Hofheimer, Member

Also present were non-comm. board members Mr. David Hodges, Jr., Board Chair and Mr. Fernando Acosta-Rua, Board Vice Chair.

Also present was JAA Senior Executive Assistant/Board Recording Secretary Melissa Marcha-Lee.

Chair Brotman welcomed everyone to the informational meeting and acknowledged non-committee board members in attendance.

Chair Brotman advised that no public requests to speak had been submitted and moved to the next agenda item.

Chair Brotman advised that the reason for the meeting was for a representative from JAA's external audit firm Plante Moran to share pre-audit details with the committee members and for the members to ask any questions about the process - he then introduced Ms. Pamela Hill, Partner with Plante Moran, who attended the meeting via phone.

Ms. Hill provided an overview of the external audit process, advising that the primary gathering of information has already been done and that the on-site visit portion will begin soon. Committee member Gulliford asked if they audit/review payment requests/payments made related to revenue diversion, to which Ms. Hill replied "yes." Non-committee member Hodges requested to speak during the meeting and Comm. Chair Brotman called on him. Mr. Hodges stated that perhaps a detailed audit and opinion on the subject can be covered in a separate audit. Ms. Hill advised that she will discuss it with CFO Ross Jones.

Mr. Hofheimer asked if an opinion should be rendered regarding our self-insurance status should we have another major event like the garage fire, to which Mr. Hodges replied that he has been advised by CFO Jones that we are already in a very good position.

Mr. Gulliford asked if an opinion should be rendered on the reserves we hold, to which Ms. Hill replied that it can be specified during our budget process.

Dr. Brotman asked about internal controls, to which Ms. Hill replied that they are reasonable and appropriate.

Chair Brotman thanked Ms. Hill for sharing the information with the committee, then adjourned the Finance and Audit Committee meeting at 10:00am.



MINUTES

Nominating Committee Meeting JAA Administration Bldg. 3rd Floor/Ed Austin Board Room Monday September 15, 2025/4:00pm

Committee Chair Michelle Barnett called the September 15, 2025 Nominating Committee meeting to order at 4:00pm. The following committee members were present in person at the order call:

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

Also in attendance, via phone, was non-committee board member Dr. Solomon Brotman.

Also present in person was JAA Senior Executive Assistant/Board Recording Secretary Ms. Melissa Marcha-Lee.

Comm. Chair Barnett welcomed everyone to the meeting, acknowledged non-committee member telephone attendance, and advised that a voting quorum was present. She then called for any public comment and hearing none, moved to the next agenda item.

Comm. Chair Barnett advised that the committee was meeting to discuss and determine a slate of officers for the 2025-2026 board term. Chair Barnett suggested the following slate of officers: David Hodges, Jr./Chair, Fernando Acosta-Rua/Vice-Chair; Dr. Solomon Brotman/Secretary, William Gulliford/Treasurer. Discussion ensued, with both Mr. Hodges, Jr. and Mr. Acosta-Rua advising they will accept their role, but they suggest keeping the Secretary and Treasurer as they currently are: Dr. Solomon Brotman/Treasurer and Mr. William Gulliford/Secretary, as each has good knowledge of their positions. Comm. Chair Barnett agreed with the change to her suggested slate.

Comm. Chair Barnett asked the committee if there was any further discussion regarding officers and hearing none, she called for a vote on the final proposed slate and upon motion made by Chair Barnett and seconded by Mr. Acosta-Rua, the committee members voted unanimously to approve the proposed slate of officers for FY2026: David Hodges, Jr./Chair, Fernando Acosta-Rua/Vice Chair, William Gulliford/Secretary, Dr. Solomon Brotman/Treasurer, and to move the slate to the full board for approval at the September 29, 2025 meeting.

Chair Barnett asked Ms. Marcha-Lee to confirm with the proposed nominees that they will serve if elected.

There being no further business to come before the committee, Chair Barnett adjourned the meeting at 4:15pm.



MINUTES

CEO Evaluation Committee Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room Wednesday September 17, 2025/8:00am

Committee Chair Fernando Acosta-Rua called the September 17, 2025 CEO Evaluation Committee meeting to order at 8:00am. The following committee members attended in person at the call to order:

Mr. Fernando Acosta-Rua, Chair
Mr. David Hodges, Jr., Member
(Mr. Andy Hofheimer, Member, attended via phone)

Non-Committee board member attending in person:
Dr. Solomon Brotman
(Mrs. Michelle Barnett, Non-Committee board member, attended via phone)

Also in attendance at the order call were:
Mr. Mark VanLoh, JAA Chief Executive Officer
Mr. Devin Reed, JAA Chief Compliance Officer
Mr. Michael May, JAA Vice President Human Resources
Ms. Melissa Marcha-Lee, JAA Sr. Executive Assistant to CEO/Board Recording Secretary

Committee Chair Acosta-Rua welcomed everyone to the meeting, acknowledged member Hofheimer attending via phone, acknowledged non-committee board attendance both in person and via phone, and advised that a voting quorum was in place

Comm. Chair Acosta-Rua called for any public comment, hearing none he moved to the next agenda item.

Comm. Chair Acosta-Rua advised that the reason for the meeting was to discuss the FY2025 CEO final goals status report memorandum that had been sent to the committee members/board by CEO VanLoh, and to evaluate his performance. Comm. Chair Acosta-Rua called upon CEO VanLoh to review the memorandum with the committee and he answered all their questions. He stated that he was extremely proud of the team's handling of the fire event as well as their handling of the major construction projects, the tariffs, etc., all while keeping passenger satisfaction at a very high level.

Comm. Chair Acosta-Rua then asked the committee members for their comments on the goals final status report, advising that comments need to be based on the current goals that were put



in place in January 2025. Comm. Chair Acosta-Rua advised that he believes it has been a fantastic year, but recognized there are challenges with City Council that need to be addressed. Comm. Member Hodges concurred about the year, saying passenger, employee satisfaction and financial levels were great and congratulated CEO VanLoh – he agreed that we have issues with City Council that have to be dealt with, advising that relationships matter. Member Hofheimer advised that he wants to work closely with the team on maintenance issues which should be a part of the goals.

Comm. Chair Acosta-Rua thanked Mr. VanLoh for the discussion and excused him from the room.

Comm. Chair Acosta-Rua asked if there were any further comments from committee members regarding CEO VanLoh's performance and hearing none, he proceeded to rating his performance against current goals. Comm. Chair Acosta-Rua discussed the top three goals being financial, passenger satisfaction and community engagement, weighted as 50%, 25% and 25%, respectively, as he recalled. The committee felt that CEO VanLoh hit every metric in the financial goal and the rating was excellent, and he was rated excellent in the passenger satisfaction goal as well, but he missed opportunities in the community engagement goal, he could have been more proactive, and he was rated very good.

The committee determined that based on the performance ratings, CEO VanLoh should be awarded an incentive payment equaling 93.75% of the 25% maximum allowed bonus of salary, calculated as \$90,528. Comm. Chair Acosta-Rua asked the members for any additional comments. Mr. Hofheimer advised that he has a good relationship with the Mayor's office and CEO VanLoh must work on improving his relationship with Mayor as well, and City Council. Non-comm. member Barnett asked to speak and Comm. Chair Acosta-Rua called on her. She shared that in her opinion, City Council doesn't know how we operate and suggested that she feels it would help with community engagement if board members would talk with City Council persons and educate them about who JAA is and what we do.

Hearing no further comments regarding the review and bonus pieces, Comm. Chair Acosta-Rua requested that Ms. Marcha-Lee ask CEO VanLoh to return to the board room.

Comm. Chair Acosta-Rua welcomed CEO VanLoh back to the meeting and shared the committee's discussion on his performance and the decision regarding his bonus. Mr. VanLoh thanked the committee for their actions and their tremendous support of JAA, and further advised he cannot do anything without the fantastic staff here at JAA. He advised he is looking forward to strengthening community relationships and Comm. Chair Acosta-Rua advised him that we will all work together to get there.

Hearing no further comments regarding the performance review and bonus payment determination, Comm. Chair Acosta-Rua called for a motion to approve the bonus payment amount and for it to be submitted to the Board of Directors for approval, and upon motion made by Chair Acosta-Rua and seconded by Mr. Hodges, Jr., the committee voted unanimously to



submit both the performance review and bonus payment recommendation to the Board of Directors for approval.

There being no further business to come before the committee, Committee Chair Acosta-Rua adjourned the meeting at 9:15am.

Approved November 19, 2025