



MINUTES
Board of Directors Meeting
Jacksonville Administration Building
3rd Floor/Ed Austin Board room
March 27, 2023/8:30am

Chair of the Board Jay Demetree called the March 27, 2023 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mr. Jay Demetree, Chair
Mrs. Michelle Barnett, Vice Chair
Mr. Fernando Acosta-Rua, Treasurer
Mr. William Gulliford, Member
Mr. David Hodges, Jr., Member
(Mr. Ray Alfred, Member, attended via phone; Mr. Matt Connell, Secretary, was absent)

Also present at the call to order were:

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

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

Welcome, Pledge of Allegiance

Chair Demetree welcomed everyone and announced that a voting quorum was present, he then called upon guest Mr. Willard Payne to lead the group in reciting the Pledge of Allegiance.

Report from Finance & Audit Committee Meeting

Chair Demetree called upon Mr. Acosta-Rua, Treasurer/Chair of the Finance & Audit Committee, to provide a report on his recent committee meeting. Comm. Chair Acosta-Rua advised that his committee met on March 23, 2023 to hear the report from the recent external audit, and further advised that the committee voted to move the audit report to the board for approval. Board Chair Demetree thanked Comm. Chair Acosta-Rua for his report and called for a motion to accept the report – upon motion made by Mr. Acosta-Rua and seconded by Mr. Gulliford, the five board members in attendance voted unanimously to accept the committee's report.

Chief Executive Officer Report

Chair Demetree called upon Mr. Mark VanLoh to present his CEO report.

Mr. VanLoh shared a video showing the construction progress of the Boeing hangar at Cecil Airport.

Next, CEO VanLoh advised that we continue to set passenger records – recent spring break and Players Championship travel went very well. Concession operator Paradies again staffed a golf simulator highlighting the 17th hole at Sawgrass, resulting in 648 participants and over \$100,000 in Players' merchandise sales.

Mr. VanLoh shared that Breeze Airways announced two new destinations – Los Angeles and Pittsburgh – that is 10 destinations now from JAX.

CEO VanLoh advised that the TSA checkpoint project is proceeding on schedule but staff is doing a great job working the lines with limited room and congestion from the construction.

Next, Mr. VanLoh advised that we are still awaiting several FAA approvals of our Terminal B project – they have not returned to the office since the beginning of COVID. Staff has formulated several alternative methods as a result of the delays, that will keep the project moving forward. We look forward to approval of the new FAA reauthorization bill and the selection of a new FAA administrator.

Mr. VanLoh shared a photo and advised that we hosted another Boeing facility groundbreaking ceremony at Cecil – this one is located next to their maintenance hangars and will house component storage and allow additional aircraft workspace.

CEO VanLoh next showed a photo of the recent ribbon cutting of the new Firehouse Subs location in the terminal.

Mr. VanLoh then advised that we again hosted the Porsche Driving Experience here at JAX, as part of the Amelia Concours event. The PDE helps us with a donation to our aviation scholarship fund and we have already funded scholarships to 20 area college students.

CEO VanLoh advised that Cecil Airport has indeed been busy – along with all the construction projects and groundbreakings, they recently hosted a large, multi-branch military training exercise named Jaded Thunder that saw 800 military personnel and 35 aircraft set up at Cecil for two weeks. The event was very successful and planners have expressed an interest in returning for future exercises.

Lastly, Mr. VanLoh shared photos of the recent ribbon cutting event for the newly completed ManTech hangar at Cecil – naval aircraft will be maintained and repaired at the facility.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

Chair Demetree asked the board if there was any old business to be discussed - hearing none he moved to the next agenda item.

Public Comment

Chair Demetree advised that no public comments cards had been submitted, and moved to the next agenda item.

New Business

Chair Demetree called upon guest Mr. Ryan Smith, Chief Growth Officer at JAX Executive Jet Center, who shared details of their new operation at Jacksonville Executive at Craig Airport.

New Business - Submissions

BD2023-03-01

**Sally McMMain, Properties
Administrator**

Approval of Building and Ground Lease for Hangar 1845 between the Jacksonville Aviation Authority and Cecil Field Aviation Partners, LLC dba Million Air Jacksonville

Chair Demetree called upon Ms. McMMain to present the submission and, upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the five board members present voted unanimously to approve Submission BD2023-03-01 Approval of Building and Ground Lease for Hangar 1845 between the Jacksonville Aviation Authority and Cecil Field Aviation Partners, LLC dba Million Air Jacksonville.

BD2023-03-02

**Lauren Scott, Senior Manager
Aviation Planning & Development**

Wetland Mitigation Construction Budget Transfer

Chair Demetree called upon Ms. Scott to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the five board members present voted unanimously to approve Submission BD2023-03-02 Wetland Mitigation Construction Budget Transfer.

BD2023-03-03

Jeff Taylor, Properties Manager

Approval of Lease between the United States of America representing Transportation Security Administration and Jacksonville Aviation Authority at Jacksonville International Airport

Chair Demetree called upon Mr. Taylor to present the submission and, upon motion made by Mrs. Barnett and seconded by Mr. Acosta-Rua, the five board members present voted unanimously to approve Submission BD2023-03-03 Approval of Lease between the United

States of America representing Transportation Security Administration and Jacksonville Aviation Authority at Jacksonville International Airport.

New Business – Award Ratification Submissions

Chair Demetree called upon Procurement Director LeNedda Edwards to recap the two awards needing board ratification, and he called for individual approval of each.

BD2023-03-04AR

Ratification of Award to Balfour Beatty Construction, LLC

Upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the five board members present voted unanimously to approve Award Ratification Submission BD2023-03-04AR, Ratification of Award to Balfour Beatty Construction, LLC for GMP 1 Early Steel Package for new Concourse B.

BD2023-03-05AR

Ratification of Award to Balfour Beatty Construction, LLC

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the five board members present voted unanimously to approve Award Ratification Submission BD2023-03-05AR, Ratification of Award to Balfour Beatty Construction, LLC for the JIA Concourse B Terminal Expansion Project.

Approval of Minutes

Chair Demetree called for approval of the January 23, 2023 Board of Directors meeting minutes and upon motion made by Mr. Acosta-Rua and seconded by Mr. Gulliford, the five board members present voted unanimously to approve the minutes.

Updates/Other Reports

Financial Update

Ross Jones, Chief Financial Officer

Chair Demetree called upon Mr. Jones to present the financial report for the five months ended February 28, 2023. Mr. Jones advised it was an all-time high for February in the history of the company, and he answered questions about the report (the board had previously received the unaudited financial report for the four months ended January 31, 2023). Hearing no further comments/questions about the February 28, 2023 financial report, Chair Demetree moved on to the next item.

City Council Update

Councilman Randy White, City Council Liaison

Councilman White did not attend the board meeting.

Board Communication

Chair Demetree advised that the next bi-monthly board meeting will be on May 22, 2023 in the Ed Austin Board Room at the JAA Administration Building. He then asked if there was any other business for discussion - hearing none, he proceeded to adjourn.

Adjournment

There being no further business to come before the Board of Directors, Chair Demetree adjourned the March 27, 2023 meeting at 9:35am.

Approved May 22, 2023