



MINUTES

Board of Directors Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room January 22, 2024/8:30am

Chair of the Board Michelle Barnett called the January 22, 2024 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. Fernando Acosta-Rua, Secretary
Mr. David Hodges, Jr., Treasurer
Mr. Bill Gulliford, Member
Dr. Solomon Brotman, Member
Mr. Andy Hofheimer, Member
(Mr. Matt Connell, Vice Chair, was absent)

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
Mr. Randy White, City Council Vice President/JAA City Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant to CEO/Recording Secretary
A listing of all attendees is on file in the office of the Recording Secretary

Welcome, Announcements, Pledge

Board Chair Barnett welcomed everyone, announced that a voting quorum was present, then called upon Mr. Willard Payne, a JAA Disadvantaged Business Enterprise partner, to lead the group in reciting the Pledge of Allegiance.

Get to Know Management Employees

Board Chair Barnett advised that at each board meeting she will call upon members of the management team to introduce themselves and advise what they and their team do so the board can learn more about the teams here at JAA. At this meeting, Chief Compliance Officer Devin Reed, Chief Development Officer Jay Cunio and Vice President External Affairs Michael Stewart shared their information with the board. Chair Barnett thanked them, then called upon CEO Mark VanLoh for his report.

Chief Executive Officer Report

CEO VanLoh reported that holiday travel was very smooth with all nine new checkpoint lanes operating and a minimal 30-minute wait time on the busiest day, December 22nd, and 8,700 bags were processed. He advised that parking was at capacity at peak times and on Dec. 22nd all available parking, both on and off airport property, was full.

Mr. VanLoh advised that staff continues to work with the FAA on environmental work for Concourse B, and the terminal team of Jacobs, RS&H Balfour Beatty and our staff are planning a start date in July.

Mr. VanLoh shared that design work for the new parking garage is being finalized.

CEO VanLoh advised that JAA just received the 2023 Regional Award for Excellence in Public Safety for our recent triennial airport disaster and he called upon Ms. Meaghan Smalley, JAA's Emergency Preparedness Manager, to accept the award from Chair Barnett.

CEO VanLoh shared that on January 8th we received notice of substantial completion for the Boeing project at Cecil.

Mr. VanLoh advised that Breeze Airways recently announced non-stop service to San Diego beginning May 1st.

Lastly, CEO VanLoh shared that there is an unusual clause in our long-term lease agreements called Reversion, which is required by the FAA to ensure airport property is owned and controlled by the airport in perpetuity. In November a 1998 25-year lease for an air cargo building, with the annual rent at approximately \$50,000 expired and its building and tenants reverted to the Authority. The new annual rent from the property will be approximately \$435,000 and it is our strategy to keep year to year leases to position the campus for future aeronautical development.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

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

Public Comment

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

**New Business
Submissions**

BD2024-01-01

**Paul Gerrety, Director
Business Development**

***Approval of Third Amendment to Fixed Base Operation Lease Agreement
between Jacksonville Aviation Authority (“JAA”) and Signature Flight
Support, LLC (“Signature”)***

Board Chair Barnett called upon Mr. Gerrety 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 BD2024-01-01 Approval of Third Amendment to Fixed Base Operation Lease Agreement between Jacksonville Aviation Authority (“JAA”) and Signature Flight Support, LLC (“Signature”).

BD2024-01-02

**Paul Gerrety, Director
Business Development**

***Approval of License Agreement Involving Telecommunication Access at JAX
International Airport between the Jacksonville Aviation Authority (JAA) and
BellSouth Telecommunication, LLC d/b/a AT&T Florida (AT&T)***

Board Chair Barnett called upon Mr. Gerrety 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 BD2024-01-02 Approval of License Agreement Involving Telecommunication Access at JAX International Airport between the Jacksonville Aviation Authority (JAA) and BellSouth Telecommunication, LLC d/b/a AT&T Florida (AT&T).

BD2024-01-03

**Derek Powder, Senior
Manager Engineering and
Construction**

Budget Transfer for Taxiway M1 Widening at Jacksonville International Airport

Board Chair Barnett called upon Mr. Powder 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 BD2024-01-03 Budget Transfer for Taxiway M1 Widening at Jacksonville International Airport.

Award Ratification Submissions

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

BD2024-01-04AR

Ratification of Award to Baker Constructors, Inc. for expansion of Economy Parking Lot 1

Upon motion made by Mr. Hodges and seconded by Dr. Brotman, the six board members present voted unanimously to approve Award Ratification Submission BD2024-01-04AR to Baker Constructors, Inc. for expansion of Economy Parking Lot 1.

BD2024-01-05AR

Ratification of Award to CDW-G for information technology infrastructure accessories, hardware, software and professional services

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2024-01-05AR to CDW-G for information technology infrastructure accessories, hardware, software and professional services.

BD2024-01-06AR

Ratification of Award to Siemens Industry, Inc. for fire protection system maintenance and repair services

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2024-01-06AR to Siemens Industry, Inc. for fire protection system maintenance and repair services.

Approval of Minutes

Board Chair Barnett called for approval of minutes from the November 15, 2023 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.

Financial Update

Ross Jones, Chief Financial Officer

Board Chair Barnett called upon Mr. Jones to present the financial report for the three months ended December 31, 2023, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the two months ended November 30, 2023). Hearing no further comments/questions about the December 31, 2023 financial report, Board Chair Barnett moved on.

City Council Update

Council Vice President Randy White, JAA Council Liaison

Council Vice President White advised that he had nothing to report.

Board Communication

Board Chair Barnett advised that the next bi-monthly board meeting will be on March 25, 2024 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 9:30am.

Approved March 25, 2024