



MINUTES

Finance and Audit Committee Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room March 28, 2022/8:30am

Committee Chair Michelle Barnett called the March 28, 2022 Finance and Audit Committee meeting to order at 8:30am. The following committee members were in attendance at the call to order:

Mrs. Michelle Barnett, Chair
Mr. Jay Demetree, Member
Mr. Matt Connell, Member

Also attending were board members:
Mr. Fernando Acosta-Rua
Mrs. Giselle Carson
Mr. Ray Alfred
Mr. William Gulliford

Also in attendance 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
Councilman Randy White, JAA City Council Liaison
Mrs. Melissa Marcha'-Lee, Sr. Executive Assistant/Recording Secretary

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

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

Chair Barnett called for any public comment, hearing none she moved to the next agenda item.

Chair Barnett advised that the reason for the meeting was to hear from our independent auditor regarding the results of their recent audit. She then called upon JAA Chief Financial Officer Ross Jones, who advised that the firm of Plante Moran had been engaged to do the annual independent audit, and Mr. Jones then called upon Mr. Blake Roe and Mr. Daniel Hart to present the audit report.



Mr. Roe 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 - he and Mr. Hart both congratulated JAA on attaining the best possible opinion. Messrs. Roe and Hart thanked Mr. Jones and the entire finance staff for being courteous, professional and responsive during the audit period, and then answered questions from the committee and board members.

Chair Barnett thanked Messrs. Roe and Hart for their presentation, and congratulated CEO VanLoh and CFO Jones, and staff, for a job well done - she then called for a motion to recommend the auditor's report to the board for approval. Upon motion made by Mr. Demetree and seconded by Mr. Connell, the committee voted to recommend the auditor's report 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, Chair Barnett adjourned the committee meeting at 8:50am.

Approved May 19, 2022



MINUTES
Board of Directors Meeting
JAA Administration Bldg.
3rd Floor Ed Austin Board Room
March 28, 2022
(immediately following the Finance and Audit
Committee Meeting)

Chair of the Board Ray Alfred called the March 28, 2022 Jacksonville Aviation Authority Board of Directors meeting to order at 8:50am. The following board members were present at the call to order:

Mr. Ray Alfred, Chair
Mr. Jay Demetree, Vice Chair
Mrs. Michelle Barnett, Treasurer
Mrs. Giselle Carson, Secretary
Mr. Matt Connell, Member
Mr. Fernando Acosta-Rua, Member
Mr. William Gulliford, Member

Also present at the call to order 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
Councilman Randy White, JAA City 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

Welcome, Announcements, Pledge

Chair Alfred welcomed everyone, announced that a voting quorum was present, and called upon Mr. Acosta-Rua to lead the group in reciting the Pledge of Allegiance. Chair Alfred then introduced guest Mr. Willy Gonzalez, Retired District Director of the Small Business Administration, who shared comments about his time with the administration and his work with the First Coast Hispanic Chamber of Commerce.

Report from Finance and Audit Committee Meeting

Chair Alfred called upon Board Treasurer/Committee Chair Michelle Barnett to present the report from her committee meeting. Committee Chair Barnett advised that the committee met prior to the board meeting, at 8:30am, for the purpose of hearing the independent auditor's report, and voted to recommend the report to the full board for approval. Upon motion duly made by Mrs. Barnett and seconded by Mr. Gulliford, the board voted unanimously to approve the Finance and Audit Committee recommendation that the independent auditor's report be approved. Chair Alfred thanked Mrs. Barnett for her committee report.

Chief Executive Officer Report

Chair Alfred called upon Mr. Mark VanLoh to present his CEO report. Mr. VanLoh began by introducing JAA's new Director of Accounting, Jose Lopez, who joins us with extensive experience managing multi-million-dollar budgets. CEO VanLoh then discussed the following items:

- recent Breeze Airways press conference
- Airport Service Quality survey results
- recent Southern Grounds grand opening
- projected spring break travel
- new Sun Country service
- newspaper article on pet care facilities naming board member Acosta-Rua's Pet Paradise as number one
- Paradies Shops golf simulator during The Players Championship
- Parking lot construction
- Water tower repainting
- Boeing construction at Cecil Airport
- recent Tuskegee event at Cecil Airport for underprivileged students
- recent job fair

Mr. VanLoh then called upon Mr. Michael Stewart, Vice President External Affairs, for a legislative update, then called upon Ms. Sarah Matson, Manager of First Coast Flight Center at Herlong Recreational Airport for an update on the airport.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

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

Public Comment

Chair Alfred advised that no speaker cards had been submitted, and moved to the next item on the agenda.

New Business - Submissions

As a courtesy of the Chair, Chair Alfred called upon Mr. Clayton Levins, Executive Director of Smart North Florida, who gave a presentation about their efforts to improve the region's quality of life through collaboration, data coordination and smart technologies.

Chair Alfred then asked for the submissions to be presented, and called upon Mrs. LeNedda Edwards, Procurement Director.

New Business – Award Ratification Submissions

Mrs. Edwards recapped each of the four awards needing board ratification and Chair Alfred then called for individual approval of each.

BD2022-03-01AR

Ratification of Award to Otis Elevator Company d/b/a Coastal Elevator Company

Upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the board voted unanimously to approve Award Ratification Submission BD2022-03-01AR, Ratification of Award to Otis Elevator Company d/b/a Coastal Elevator Company.

BD2022-03-02AR

Ratification of Award to Jacobs Engineering Group, Inc.

Upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the board voted unanimously to approve Award Ratification Submission BD2022-03-02AR, Ratification of Award to Jacobs Engineering Group, Inc.

BD2022-03-03AR

Ratification of Award to Sunshine Cleaning Systems, Inc.

Upon motion made by Mrs. Barnett and seconded by Mr. Demetree, the board members voted unanimously to approve Award Ratification Submission BD2022-03-03AR, Ratification of Award to Sunshine Cleaning Systems, Inc.

BD2022-03-04AR

Ratification of Award to SP Plus Corporation

Upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the board members voted unanimously to approve Award Ratification Submission BD2022-03-04AR, Ratification of Award to SP Plus Corporation.

Approval of Minutes

Chair Alfred called for approval of the minutes from the January 24, 2022 Board of Directors meeting and, upon motion made by Mr. Demetree and seconded by Mrs. Barnett, the board members voted unanimously to approve the minutes.

Updates/Other Reports

Financial Update

***Ross Jones/Chief
Financial Officer***

Chair Alfred called upon Mr. Jones to present the financial report for the five months ended February 28, 2022, and he answered questions about the report (the board had previously received the unaudited financial report for the four months ended January 31, 2022). Hearing no further comments or questions about the February 28, 2022 financial report, Chair Alfred moved on.

City Council Update

***Councilman Randy White/
City Council Liaison***

Councilman White left earlier in the meeting to attend an event.

Chair Appointment

Chair Alfred announced that he appointed Mr. Fernando Acosta-Rua to our JAA seat on the North Florida Transportation Planning Organization Board of Directors, and he thanked Mr. Acosta-Rua for serving on that board.

Board Communication

Chair Alfred advised that the next bi-monthly board meeting will be on Thursday, May 19, 2022 in the Ed Austin Board Room. He then asked if there was any other business for discussion and hearing nothing, he proceeded to adjourn.

Adjournment

There being no further business to come before the Board of Directors, Chair Alfred adjourned the meeting at 10:05am.