



MINUTES

Finance and Audit Committee Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room May 19, 2022/8:30am

Board of Directors Vice Chair/Acting Committee Chair Jay Demetree (on behalf of Comm. Chair Michelle Barnett) called the May 19, 2022 Finance and Audit Committee meeting to order at 8:30am. The following committee members were in attendance at the call to order:

Mr. Jay Demetree, Member (Acting Chair)
Mr. Ray Alfred, Chair of the Board of Directors
Mr. Matt Connell, Member attended via phone
Mrs. Michelle Barnett, Chair was absent

NOTE: in order to have at least two voting members present at the meeting, Mr. Ray Alfred, the Chair of the Board of Directors, which role, per the By-Laws, is an ex-officio member of all committees and is entitled to vote, attended this meeting

Also attending were board members:

Mr. Fernando Acosta-Rua
Mr. William Gulliford
Mrs. Giselle Carson attended via phone

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

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

Acting Committee Chair Demetree called for any public comment, hearing none he moved to the next agenda item.



Acting Committee Chair Demetree advised that the reason for the meeting was to hear the presentation of the fiscal year 2022-2023 budget, he then called upon Mr. Jones for the budget presentation. Mr. Jones shared some highlights, detailed activity assumptions, operating and non-operating revenues and expenses, and schedule of positions. 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. Acting Committee Chair Demetree thanked Messrs. Jones and Cugno for the presentation, and complimented CEO VanLoh and staff on the work done to prepare the budget. He then called for a motion to recommend the budget to the board for approval and, upon motion made by Mr. Alfred and seconded by Mr. Demetree, the two committee members present voted unanimously to recommend the fiscal year 2022-23 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, Acting Committee Chair Demetree adjourned the committee meeting at 9:30am.

Approved July 25, 2022



MINUTES
Board of Directors Meeting
JAA Administration Bldg.
3rd Floor Ed Austin Board Room
May 19, 2022
(immediately following the Finance and Audit
Committee Meeting)

Chair of the Board Ray Alfred called the May 19, 2022 Jacksonville Aviation Authority Board of Directors meeting to order at 9:30am. The following board members were present at the call to order:

Mr. Ray Alfred, Chair
Mr. Jay Demetree, Vice Chair
Mr. Fernando Acosta-Rua, Member
Mr. William Gulliford, Member
Mrs. Giselle Carson, Secretary and Mr. Matt Connell, Member attended via phone; Mrs. Michelle Barnett, Treasurer was absent

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, including guests Mr. Frank DiBello with Space Florida, Representative Wyman Duggan, and Mr. Kevin Burke and Ms. Annie Russo of Airports Council International (ACI), announced that a voting quorum was present, acknowledged members Carson and Connell were attending via phone, and called upon Councilman White to lead the group in reciting the Pledge of Allegiance.

Report from Finance and Audit Committee Meeting

Chair Alfred called upon Board Vice Chair/Acting Committee Chair Jay Demetree (for absent Comm. Chair Barnett) to present the report from the committee meeting. Acting Committee Chair Demetree advised that the committee met prior to the board meeting, at 8:30am, for the purpose of hearing the FY2022-23 budget presentation and voted to recommend the budget to the full board for approval. Upon motion duly made by Mr. Demetree and seconded by Mr. Gulliford, the four board members present voted unanimously to approve the Finance and Audit Committee recommendation that the FY2022-23 budget be approved. Chair Alfred thanked Mr. Demetree for the committee report.

Chair Alfred then called for a motion to approve Board Submission BD2022-05-00, Approval of Operating and Capital Budget of the Jacksonville Aviation Authority for Fiscal Year Commencing October 1, 2022 and Ending September 30, 2023, and upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the four board members present voted unanimously to approve Submission BD2022-05-00 Approval of Operating and Capital Budget of the Jacksonville Aviation Authority for Fiscal Year Commencing October 1, 2022 and Ending September 30, 2023

Mrs. Carson ended her telephone connection at this point in the meeting.

Chief Executive Officer Report

Chair Alfred called upon Mr. Mark VanLoh to present his CEO report. Mr. VanLoh called upon Mr. DiBello who gave a presentation on Space Florida, he then called upon Representative Duggan who provided a legislative update, and lastly he called upon Mr. Burke and Ms. Russo who gave a presentation on the benefits of membership w/ACI and issues facing the industry. Next, Mr. VanLoh advised that JAA will be holding another job fair for the benefit of JAA and our airport terminal tenants. He then updated the board on the Concourse B construction project. Mr. VanLoh ended by reminding the board about the Breeze inaugural flight event taking place later in the afternoon.

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

BD2022-05-01

Jeff Taylor, Properties Manager

Ground Lease Agreement between Jacksonville Aviation Authority and JAOPA, LLC at JAXEX

Chair Alfred called upon Mr. Taylor to present the submission and, upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the four board members present voted unanimously to approve Submission BD2022-05-01 Ground Lease Agreement between Jacksonville Aviation Authority and JAOPA, LLC at JAXEX.

Mr. Connell ended his telephone connection at this point in the meeting.

At 10:50am Chair Alfred called for a ten-minute break and asked everyone to return at 11:00am, at which time he continued with the meeting.

***Accept Public Transportation Grant Amendment for Rehabilitation
of Runway 18R/36L at Cecil Airport***

Chair Alfred called upon Mrs. Shorter to present the submission and, upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the four board members present voted unanimously to approve Submission BD2022-05-02 Accept Public Transportation Grant Amendment for Rehabilitation of Runway 18R/36L at Cecil Airport.

New Business – Award Ratification Submissions

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

BD2022-05-03AR

Ratification of Award to Network Cabling Services, Inc. and Miller Electric Company

Upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the four board members present voted unanimously to approve Award Ratification Submission BD2022-05-03AR, Ratification of Award to Network Cabling Services, Inc. and Miller Electric Company.

BD2022-05-04AR

Ratification of Award to Florida Airfield Maintenance, JV

Upon motion made by Mr. Demetree and seconded by Mr. Acosta-Rua, the four board members present voted unanimously to approve Award Ratification Submission BD2022-05-04AR, Ratification of Award to Florida Airfield Maintenance, JV.

BD2022-05-05AR

Ratification of Award to Balfour Beatty Construction

Upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the four board members present voted unanimously to approve Award Ratification Submission BD2022-05-05AR, Ratification of Award to Balfour Beatty Construction.

BD2022-05-06AR

Ratification of Award to Arthur J. Gallagher

Upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the four board members present voted unanimously to approve Award Ratification Submission BD2022-05-06AR, Ratification of Award to Arthur J. Gallagher.

BD2022-05-07AR

Ratification of Award to Southeast Series of Lockton

Upon motion made by Mr. Gulliford and seconded by Mr. Demetree, the four board members present voted unanimously to approve Award Ratification Submission BD2022-05-07AR, Ratification of Award to Southeast Series of Lockton.

BD2022-05-08AR

Ratification of Award to City of Jacksonville

Upon motion made by Mr. Gulliford and seconded by Mr. Demetree, the four board members present voted unanimously to approve Award Ratification Submission BD2022-05-08AR, Ratification of Award to City of Jacksonville.

BD2022-05-09AR

Ratification of Award to City of Jacksonville

Upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the four board members present voted unanimously to approve Award Ratification Submission BD2022-05-09AR, Ratification of Award to City of Jacksonville.

Approval of Minutes

Chair Alfred called for approval of the minutes from both the March 28, 2022 Finance & Audit Committee and Board of Directors meetings and, upon motion made by Mr. Gulliford and seconded by Mr. Demetree, the four board members present voted unanimously to approve both sets of minutes.

Updates/Other Reports

Financial Update

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

Chair Alfred called upon Mr. Jones to present the financial report for the seven months ended April 30, 2022, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the six months ended March 31, 2022). Hearing no further comments or questions about the April 30, 2022 financial report, Chair Alfred moved on.

City Council Update

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

Councilman White advised he had nothing to report.

Board Communication

Chair Alfred advised that the next bi-monthly board meeting will be on Monday, July 25, 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 11:20am.

Approved July 25, 2022