



MINUTES

**Board of Directors Meeting
JAA Administration Bldg.
3rd FL Ed Austin Board Room
May 21, 2018
(immediately following an 8:30am Finance and Audit
Committee meeting)**

Chair of the Board Giselle Carson called the May 21, 2018 Board of Directors meeting to order at 9:30am. The following board members were present at the call to order:

Mrs. Giselle Carson, Chair
Mr. Jay Demetree, Vice Chair
Mr. Russ Thomas, Secretary
Mrs. Terri Davlantes, Treasurer
Mr. Patrick Kilbane, Member
Mr. Ray Alfred, Member
Mr. Frank Mackesy, Member

Also present at the call to order were:

Mr. Steve Grossman, Chief Executive Officer (CEO)
Mr. Rusty Chandler, Chief General Aviation (CGA)
Mrs. Debra Braga, Chief Legal Officer (CLO)
Mr. Richard Rossi, Chief Financial Officer (CFO)
Mrs. Rosa Beckett, Chief Administrative Officer (CAO)
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 Carson welcomed everyone, including Dr. Johnny Gaffney (the Mayor's Office Boards and Commissions Liaison) and advised that a quorum was in place, she then called upon Dr. Gaffney to lead the Pledge of Allegiance.

Report from Finance and Audit Committee

Chair Carson called upon Committee Chair Terri Davlantes to present the report from her committee meeting. Chair Davlantes advised that the committee met for the purpose of hearing the 2018-19 budget, and voted to recommend the budget to the full board for approval. Upon motion duly made by Mr. Thomas and seconded by Mr. Demetree, the board members voted unanimously to approve the Finance and Audit Committee's recommendation that the Fiscal Year 2018-19 Budget be approved.

Chair Carson thanked Mrs. Davlantes for her committee report. She then called for approval of Submission 2018-05-01, Approval of Operating and Capital Budget of Jacksonville Aviation

Authority for Fiscal Year Commencing October 1, 2018 and ending September 20, 2019 and upon motion made by Mr. Thomas and seconded by Mr. Demetree, the board voted unanimously to approve the submission.

Chief Executive Officer Report

Chair Carson called on Mr. Steve Grossman to present his CEO report.

- (1) "Dazzle and Delight" Moment
- (2) Air service update
- (3) Recent JAA golf outing
- (4) Recent rocket testing

Mr. Grossman advised that the "Dazzle & Delight Moment" at this meeting is two-fold....photos of recent events at JAX including our annual Mother's Day flower giveaway, which "dazzled" the recipients, and the golf simulator that was installed during TPC week, which "delighted" the users. Mr. Grossman thanked both Mr. Bryan Long, Terminal Operations Manager, who lead the flower giveaway, and Mr. Jeff Taylor, Properties Administrator, who lead the simulation installation, for their hard work in making both events happen.

Mr. Grossman then called upon Ms. Barbara Halverstadt, Marketing and Air Service Development Director, who gave a powerpoint update of our air service.

Next, Mr. Grossman reported that our annual JAA Jack Demetree Tenant Golf Outing was held in April, with the theme this year being our JAX 50th Anniversary, and was enjoyed by all participants. He thanked Ms. Halverstadt and her committee for organizing the event.

Lastly, Mr. Grossman called on Mr. Rusty Chandler, Chief General Aviation, who reported on the recent successful rocket testing conducted for two weeks by Generation Orbit at Cecil Spaceport.

Mr. Grossman advised that this concluded his CEO report.

Old Business

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

Public Comment

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

Introduction of Interns

Chair Carson called upon Mr. Grossman to introduce this year's JAA class of interns, each of whom stood when he called their name and school. The board welcomed the group and advised they hope everyone enjoys their time here at JAA.

New Business
Submissions

BD2018-05-01

Ross Jones/Director Finance

***Approval of Operating and Capital Budget of Jacksonville Aviation Authority for
Fiscal Year Commencing October 1, 2018 and ending September 30, 2019***

This item was presented and approved earlier in the meeting.

BD2018-05-02

Paul Gerrety/Properties Manager

***Approval of First Amendment to Amended and Restated Agreement for Cell Tower
Use and Operation at JAXEX Airport between the Jacksonville Aviation Authority
and STC Two, LLC***

Chair Carson called upon Mr. Gerrety to present the submission and after discussion, and upon motion made by Mrs. Davlantes and seconded by Mrs. Carson, the board voted unanimously to approve Submission BD2018-05-02, Approval of First Amendment to Amended and Restated Agreement for Cell Tower Use and Operation at JAXEX Airport between the Jacksonville Aviation Authority and STC Two, LLC.

BD2018-05-03

**Kimberly Howard/Senior Manager
Aviation Planning**

***Accept Florida Department of Transportation Joint Participation Agreement
for the Duct Bank Rehabilitation at Cecil Airport***

Chair Carson called upon Mrs. Howard to present the submission and after discussion, and upon motion made by Mr. Alfred and seconded by Mr. Demetree, the board voted unanimously to approve Submission BD2018-05-03, Accept Florida Department of Transportation Joint Participation Agreement for the Duct Bank Rehabilitation at Cecil Airport.

BD2018-05-04

**Kimberly Howard/Senior Manager
Aviation Planning**

***Accept Supplemental Joint Participation Agreement for the Air Traffic Control
Tower and Space Operations Control Center at Cecil Airport***

Chair Carson called upon Mrs. Howard to present the submission and after discussion, and upon motion made by Mr. Thomas and seconded by Mr. Mackesy, the board voted unanimously to approve Submission BD2018-05-04, Accept Supplemental Joint Participation Agreement for the Air Traffic Control Tower and Space Operations Control Center at Cecil Airport.

Accept Florida Department of Transportation Supplemental Joint Participation Agreement for the Design and Construction of a Bulk Hangar and T-Hangar at Herlong Recreational Airport

Chair Carson called upon Mrs. Howard to present the submission and after discussion, and upon motion made by Mr. Alfred and seconded by Mr. Demetree, the board voted unanimously to approve Submission BD2018-05-05, Accept Florida Department of Transportation Supplemental Joint Participation Agreement for the Design and Construction of a Bulk Hangar and T-Hangar at Herlong Recreational Airport.

Approval of Minutes

Chair Carson called for approval of the minutes from both the March 26, 2018 Finance and Audit Committee and the March 26, 2018 Board of Directors meetings and upon motion made by Mr. Alfred and seconded by Mrs. Davlantes, the board members voted unanimously to approve the minutes of both meetings.

Updates/Other Reports

Financial Update

***Richard Rossi/Chief
Financial Officer***

Chair Carson called upon Mr. Rossi to present the unaudited financial report for the seven months ended April 30, 2018 as contained in their board package, advising that the numbers were extremely solid (in the non-meeting month of April Mr. Rossi provided the board with the unaudited financial report for the six months ended March 31, 2018, together with his written summary in memo form)

City Council Update

***Councilman Doyle Carter/City
Council Liaison***

Councilman Carter did not attend the meeting.

Board Communication

Chair Carson advised that the next bi-monthly board meeting will be on Monday, August 6, 2018 at 8:30am at the JAA administration building (changed from July 23rd due to her and the CEO's travel to the Farnborough Air Show). Chair Carson then asked the board if there were any further comments - hearing none, Chair Carson proceeded to adjourn.

Adjournment

There being no further business to come before the Board of Directors, Chair Carson adjourned the meeting at 10:20 am.