



MINUTES

**Board of Directors Meeting
Held via phone (as a Corona virus safety
measure) in accordance
with Governor's Order #20-69
(call originated from JAA Administration Building
3rd FL Ed Austin Board Room)
July 27, 2020/8:30am**

Chair of the Board Russ Thomas called the July 27, 2020 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present via phone at the call to order:

Mr. Russ Thomas, Chair
Mr. Pat Kilbane, Vice Chair
Mr. Ray Alfred, Treasurer
Mrs. Giselle Carson, Secretary
Mr. Jay Demetree, Member
Mrs. Michelle Barnett, Member
Mr. Frank Mackesy, Member

Councilman Randy White/City Council Liaison to JAA attended via phone as well

Also in attendance, at the board room table, were JAA staff members:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Devin Reed, Director of Administration
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 Thomas welcomed everyone to the virtual meeting, announced that a voting quorum was in place, and thanked the board members and staff for doing another phone meeting – he also acknowledged and welcomed Councilman Randy White as the newly appointed City Council Liaison to JAA. He then called upon Mr. Kilbane to lead the group in reciting the Pledge of Allegiance.

Chief Executive Officer Report

Chair Thomas called upon Mr. Mark VanLoh to present his CEO report. Mr. VanLoh provided an update on passenger traffic advising that we had been experiencing growth but due to the recent spike in virus cases the passenger number has dipped a bit however, even at a severe revenue reduction our cost-cutting measures are paying off and we believe we have ample resources to wait out the crisis.

Staff has experienced few disruptions from the virus, we continue to ask everyone to practice healthy options while at work and at home.

The rehabilitation of the main runway at Cecil Airport has been completed, and the ceiling tile project at JIA is beginning.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

Chair Thomas asked if there was any old business to discuss – hearing nothing, he moved to the next agenda item.

Public Comment

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

New Business - Submissions

BD2020-07-01

**Derek Powder/Senior Manager
Engineering & Construction**

Budget Transfer for the Baggage Claim Ceiling Renovation Project at Jacksonville International Airport

Chair Thomas called upon Mr. Powder to present the submission, and upon motion made by Mr. Demetree and seconded by Mr. Mackesy, the board voted unanimously to approve Submission BD2020-07-01, Budget Transfer for the Baggage Claim Ceiling Renovation Project at Jacksonville International Airport.

BD2020-07-02

**Paul Gerrety/Properties
Manager**

Approval of Tower and Ground Space License Agreement at JAX International Airport between the Jacksonville Aviation Authority and T-Mobile South, LLC, d/b/a T-Mobile

Chair Thomas called upon Mr. Gerrety to present the submission, and upon motion made by Mr. Mackesy and seconded by Mrs. Carson, the board voted unanimously to approve Submission BD2020-07-02, Approval of Tower and Ground Space License Agreement at JAX International Airport between the Jacksonville Aviation Authority and T-Mobile South, LLC, d/b/a T-Mobile.

Approval of Minutes

Chair Thomas called for approval of the minutes from the June 1, 2020 Finance and Audit Committee meeting and upon motion made by Mr. Demetree and seconded by Mrs. Carson, the board voted unanimously to approve the minutes. Chair Thomas then called for a motion to approve the minutes from the June 1, 2020 Board of Directors meeting and upon motion made by Mr. Kilbane and seconded by Mr. Demetree, the board voted unanimously to approve the minutes.

Updates/Other Reports

Financial Update

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

Chair Thomas called upon Mr. Jones to present the financial report for the nine months ended June 30, 2020, and he answered questions about the report (the board had previously been provided with the unaudited financial report for May 2020). Hearing no further comments or questions about the June 30th financial report, Chair Thomas moved on to the next agenda item.

City Council Update

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

Chair Thomas called upon Councilman White for any comments - Mr. White advised he had nothing to report. Chair Thomas then asked Councilman White to pass along from the JAA board and staff best wishes for a speedy recovery to Council President Hazouri on his recent transplant procedure.

Board Communication

Chair Thomas advised that the next bi-monthly board meeting will be on Monday, September 28, 2020 at 8:30am. He wished the best to all board members and JAA staff, advising everyone to be safe, and he thanked Mr. VanLoh and staff for doing a great job during the crisis. He then asked if there was any other business to come before the board.

Adjournment

There being no further business to come before the Board of Directors, Chair Thomas adjourned the meeting at 9:30am.