



MINUTES

Special Board of Directors Meeting JAA Administration Bldg. 3rd Floor/Ed Austin Board Room Thursday August 7, 2025/8:30am

Chair of the Board Michelle Barnett called the August 7, 2025 Jacksonville Aviation Authority Special 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. William Gulliford, Secretary
Dr. Solomon Brotman, Treasurer
Mr. Fernando Acosta-Rua, Member
Mr. Andy Hofheimer, Member
Mr. David Hodges, Jr., Member
(Mr. Matt Connell, Vice Chair, attended via phone)

Also present at the order call were:
Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Mr. Jay Cunio, Chief Development Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

Welcome, Announcements, Pledge

Chair Barnett welcomed everyone, announced that a voting quorum was present and acknowledged Mr. Connell's phone attendance. She then called upon her special guest Ms. Lily Gillam, a local child performer, to lead the group in reciting the Pledge of Allegiance. Following the Pledge, Ms. Gillam performed a song which was enjoyed by everyone.

Chair Barnett advised that this Special Board of Directors Meeting was called only for the purpose of approving New Business Resolution and Submission items that will be presented - usual agenda items presented at a Regular Board of Directors meeting (CEO, Financial, and Council Liaison reporting, Old Business recap, and Award Ratifications) will not be a part of this meeting.

Public Comment

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

New Business - Resolution

2025-02S

**William Gulliford, Board
Secretary**

Resolution Supporting a Reentry License for Cecil Spaceport and Development of a Space Vehicle Facility

Chair Barnett called upon Mr. Gulliford to present the resolution. He briefed the board on meetings that have been held with JAA/Cecil staff, employees from space reentry system companies and elected officials, including State Representative Kim Kendall, whom he advised is in the audience and will be conducting a press conference after the meeting which the board members are welcome to attend. Mr. Gulliford advised that he believes this matter is very important to explore and emphasized that the sole purpose of the Resolution is for the board to show its support of the initiative. After much discussion, the board requested that the paragraph describing the return of cell cultures from space be removed from the document. Upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve Resolution 2025-02S, Resolution Supporting a Reentry License for Cecil Spaceport and Development of a Space Vehicle Facility, as amended.

New Business - Submissions

BD2025-08-01S

**Paul Gerrety, Director Business
Development**

Approval of First Amendment to Building and Ground Lease Agreement between Jacksonville Aviation Authority ("JAA") and United States Coast Guard – Helicopter Interdiction Tactical Squadron (HITRON) ("Coast Guard")

Chair Barnett called upon Mr. Gerrety to present the submission and, upon motion made by Mr. Hofheimer and seconded by Mr. Hodges, the six board members present voted unanimously to approve Submission BD2025-08-01S, Approval of First Amendment to Building and Ground Lease Agreement between Jacksonville Aviation Authority ("JAA") and United States Coast Guard – Helicopter Interdiction Tactical Squadron (HITRON) ("Coast Guard").

BD2025-08-02S

**Ashley Shorter, Senior
Manager Aviation Planning**

Budget Transfer for Airfield Tractor Replacement at Jacksonville International Airport

Chair Barnett called upon Ms. Shorter to present the submission and, upon motion made by Mr. Hodges and seconded by Dr. Brotman, the six board members present voted unanimously to approve Submission BD2025-08-02S, Budget Transfer for Airfield Tractor Replacement at Jacksonville International Airport.

BD2025-08-03S

**Ashley Shorter, Senior
Manager Aviation Planning**

***Accept Public Transportation Grant Agreement for the Design and
Rehabilitation of Taxiway F at Jacksonville International Airport***

Chair Barnett called upon Ms. Shorter to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Submission BD2025-08-03S, Accept Public Transportation Grant Agreement for the Design and Rehabilitation of Taxiway F at Jacksonville International Airport.

BD2025-08-04S

**Ashley Shorter, Senior
Manager Aviation Planning**

***Airport Commerce Center dba Subema, LLC Non-Exclusive Grant
of Easement at Jacksonville International Airport***

Chair Barnett called upon Ms. Shorter 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 BD2025-08-04S, Airport Commerce Center dba Subema, LLC Non-Exclusive Grant of Easement at Jacksonville International Airport.

BD2025-08-05S

**Ross Jones, Chief
Financial Officer**

***Hourly Parking Garage Reconstruction Budget Authority Request; Formal
Budget Amendment before the Jacksonville City Council***

Chair Barnett called upon Mr. Jones to present the submission and, upon motion made by Mr. Hodges and seconded by Dr. Gulliford, the six board members present voted unanimously to approve Submission BD2025-08-05S, Hourly Parking Garage Reconstruction Budget Authority Request; Formal Budget Amendment before the Jacksonville City Council.

Board member Dr. Brotman stepped out of the room at this point to assist with an issue and did not return until after the meeting concluded.

BD2025-08-06S

**Jay Cunio, Chief
Development Officer**

***Approval of Ground Lease between the Jacksonville Aviation Authority ("JAA")
and VTRE Development, LLC ("VTRE")***

Chair Barnett called upon Mr. Cunio 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 BD2025-08-06S, Approval of Ground Lease between the Jacksonville Aviation Authority ("JAA") and VTRE Development, LLC ("VTRE").

Adjournment

There being no further business to come before the Board of Directors, Chair Barnett adjourned the meeting at 9:15am and reminded the board about the previously mentioned press conference, that began shortly thereafter.

Approved Sept. 29, 2025

*Recording Secretary note: the **S** designation at the end of the item numbers relates to them being presented/approved at a **Special Board of Directors** meeting.*