



MINUTES
Board of Directors Meeting
JAA Administration Bldg.
3rd Floor Ed Austin Board Room
January 24, 2022/8:30am

Chair of the Board Ray Alfred called the January 24, 2022 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mr. Ray Alfred, Chair
Mr. Jay Demetree, Vice Chair
Mrs. Michelle Barnett, Treasurer
Mr. Matt Connell, Member
Mr. Fernando Acosta-Rua, Member
Mr. William Gulliford, Member
(Mrs. Giselle Carson, Secretary, was absent at the call to order)

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 & Communication Officer
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, welcomed new board member William Gulliford, and called upon Mrs. Barnett to lead the group in reciting the Pledge of Allegiance.

Chief Executive Officer Report

Chair Alfred called upon Mr. Mark VanLoh to present his CEO report. Mr. VanLoh advised that his report this time was a bit different than the usual – he presented a slide show titled “What’s Happening at JAA in 2022.” At this point in the meeting, board member Giselle Carson connected via phone. Mr. VanLoh discussed at length upcoming projects and events at each of the four airports and answered questions from the board members – he advised that the year 2022 does indeed look promising for JAA.

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

BD2022-01-01

Jeff Taylor, Properties Manager

Food & Beverage Lease and Concession Agreement between Jacksonville Aviation Authority and Host International, Inc. at Jacksonville International Airport

Chair Alfred called upon Mr. Taylor to present the submission and, upon motion made by Mrs. Barnett and seconded by Mr. Demetree, the six board members present voted unanimously to approve Submission BD2022-01-01 Food & Beverage Lease and Concession Agreement between Jacksonville Aviation Authority and Host International, Inc. at Jacksonville International Airport.

BD2022-01-02

Ashley Shorter, Planning & Grants Administrator

Accept Space Florida Grant for Approach Road Utilities at Cecil Spaceport

Chair Alfred called upon Mrs. Shorter to present the submission and, upon motion made by Mrs. Barnett and seconded by Mr. Acosta-Rua, the six board members present voted unanimously to approve Submission BD2022-01-02, Accept Space Florida Grant for Approach Road Utilities at Cecil Spaceport.

BD2022-01-03

Tony Cugno, Chief Operating Officer

FY2022 Budget Amendment

Chair Alfred called upon Mr. Cugno to present the submission and, upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Submission BD2022-01-03, FY2022 Budget Amendment.

New Business – Award Ratification Submissions

BD2022-01-04AR

**LeNedda Edwards, Procurement
Manager**

Ratification of Award to Various Entities Involved in the Recent Bond Closing

Chair Alfred called upon Mrs. Edwards to present the submission and, upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD202-01-04AR, Ratification of Award to Various Entities Involved in the Recent Bond Closing.

BD2022-01-05AR

**LeNedda Edwards, Procurement
Manager**

Ratification of Award to Superior Construction Company Southeast

Chair Alfred called upon Mrs. Edwards to present the submission and, upon motion made by Mr. Acosta-Rua and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2022-01-05AR, Ratification of Award to Superior Construction Company Southeast.

BD2022-01-06AR

**LeNedda Edwards, Procurement
Manager**

Ratification of Award to Superior Construction Company Southeast

Chair Alfred called upon Mrs. Edwards to present the submission and, upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the six board members present voted unanimously to approve Award Ratification Submission BD202-01-06AR, Ratification of Award to Superior Construction Company Southeast.

BD2022-01-07AR

**LeNedda Edwards, Procurement
Manager**

Ratification of Award to The Haskell Company

Chair Alfred called upon Mrs. Edwards to present the submission and, upon motion made by Mr. Gulliford and seconded by Mrs. Barnett, the six board members present voted unanimously to approve Award Ratification Submission BD2022-01-07AR, Ratification of Award to The Haskell Company.

Ratification of Award to Robert Half International

Chair Alfred called upon Mrs. Edwards to present the submission and, upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2022-01-08AR, Ratification of Award to Robert Half International.

Approval of Minutes

Chair Alfred called for approval of the minutes from the November 22, 2021 Board of Directors meeting and, upon motion made by Mr. Demetree and seconded by Mr. Gulliford, the six board members present 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 three months ended December 31, 2021, and he answered questions about the report (the board had previously received the unaudited financial report for the two months ended November 30, 2021). Hearing no further comments or questions about the December 31, 2021 financial report, Chair Alfred moved on.

City Council Update

**Councilman Randy White/
City Council Liaison**

Councilman White did not attend the meeting.

Board Communication

Chair Alfred advised that the next bi-monthly board meeting will be on Monday, March 28, 2022 at 8:30am here 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 9:45am.