



## MINUTES

### **Special Board of Directors Meeting JAA Administration Bldg. 2<sup>nd</sup> FL Training Room December 17, 2020/11:00am**

Chair of the Board Pat Kilbane called the December 17, 2020 Jacksonville Aviation Authority Special Board of Directors meeting to order at 11:00am. The following board members were present at the call to order:

Mr. Pat Kilbane, Chair  
Mr. Ray Alfred, Vice Chair  
Mrs. Michelle Barnett, Secretary  
Mr. Jay Demetree, Treasurer  
Mrs. Giselle Carson, Member  
Mr. Matt Connell, Member  
*(Mr. Russ Thomas was absent at the order call)*

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, 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 Kilbane welcomed everyone, advising that the reason for the special meeting was to hear presentations regarding Cecil Air and Spaceport. Further, he welcomed JAA's new board member Matt Connell, and thanked the members for attending. Chair Kilbane then called upon Mr. Connell to lead the group in reciting the Pledge of Allegiance.

### **Old Business**

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

### **Public Comment**

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

## **New Business – Submission**

Chair Kilbane called upon CEO Mark VanLoh for comments. Mr. VanLoh advised that JAA was pleased to present a lease approval submission that has been a long time in the making, advising that several people have been involved over the years - he recognized JAXUSA Senior Vice President Aaron Bowman in the audience, thanking him for his support. CEO VanLoh referred to photo posters depicting the proposed building size and development location at Cecil Airport.

**BD2020-12-01**

**Jay Cunio, Director of  
Business Development**

### ***Approval of Building and Land Lease between the Jacksonville Aviation Authority (“JAA”) and The Boeing Company (“Boeing”)***

Chair Kilbane called upon Mr. Cunio to present the submission and, upon motion made by Mrs. Carson and seconded by Mr. Demetree, the six board members present voted unanimously to approve Submission BD2020-12-01, Approval of Building and Land Lease between the Jacksonville Aviation Authority (“JAA”) and The Boeing Company (“Boeing”).

Chair Kilbane then invited everyone to enjoy lunch, advising the presentations would now begin.

### **Cecil Air and Spaceport Presentations**

Chair Kilbane called upon CEO VanLoh to provide an overview of Cecil Air and Spaceport and of the presentations. Mr. VanLoh advised that the Cecil complex has been a bright spot throughout the pandemic

Chair Kilbane then called upon Mrs. Kelly Dollarhide, Cecil Airport Director, who provided an in-depth presentation about the core mission of the very busy 24 hours-a-day airport with its military requests for training, corporate and general aviation activity, and a commercial spaceport.

Board member Russ Thomas arrived at this point in the meeting.

Next, Chair Kilbane called upon Mrs. Lauren Scott, Senior Manager Aviation Planning, who discussed her role in communicating with all state and federal agencies to request capital funding, assuring our projects at all airports meet federal guidelines for our future airport plans.

Chair Kilbane next called upon Mr. Todd Lindner, Cecil Spaceport Director, who provided an informational overview of the operations of a spaceport in an industry that is still in its infancy.

Next, Chair Kilbane called upon Mr. Rusty Chandler, retired long-time JAA Chief of Cecil Air and Spaceport and General Aviation, who presented a history of the air and spaceport, as well as his thoughts about the future.

Chair Kilbane next called upon Mr. Tom Bryan, Partner Terra Capital Holdings, who presented his ideas for future growth at Cecil Air and Spaceport.

Lastly, Chair Kilbane called upon Mr. Chuck Lawson, President Jacksonville Jetport, Cecil Airport's Fixed Base Operator tenant, who provided an overview of the jetport. Further, from a tenant perspective, Mr. Lawson advised that he would like to be more involved in the marketing of the airport and discussions of its future direction. Also, he shared that while the jetport has a wonderful relationship with Cecil Airport management, he feels that more interaction with JAA management would be beneficial, especially when discussing future growth plans, with the hope of more funding be allocated to the airport.

### **Board Discussion and Q & A**

At the conclusion of the presentations, Chair Kilbane advised that because it was close to the planned ending time of the meeting he would defer the board discussion, asking the board members to please think about what we can do with the wonderful asset that is Cecil Air and Spaceport. Mrs. Barnett suggested that it would be nice to have a board meeting at Cecil and Chair Kilbane advised he will definitely consider that suggestion.

Chair Kilbane 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 this Special Board of Directors meeting, Chair Kilbane advised that the next regular board meeting will be held on January 25, 2021, in the same meeting room. Chair Kilbane wished everyone a happy holiday season, then adjourned the meeting at 1:45pm.

Approved January 25, 2021