ST. JOHNS COUNTY AIRPORT AUTHORITY
Board Meeting Minutes
Airport Conference Center
Wednesday, May 13, 2026

1. Call to Order

The regular meeting of the St. Johns County Airport Authority Board was called to order at 9:00 AM.

2. Roll Call

Board Members Present:
Nick Primrose, Chair
Michelle Cash Chapman, Secretary/Treasurer
Jerry Dedge, Board Member

Board Members Absent:
Mario Dipola, Vice Chair
Daniel Bean, Board Member

Staff Present:
Courtney Pittman, Interim Executive Director
Linda Santiago, Senior Executive Assistant and Board Liaison
Connie Worley, Controller
Jeffrey Kempf, Deputy General Counsel
Chad Roberts, Aviation Counsel

3. Minutes Approval

The Board reviewed the April 8, 2026 Regular Board Meeting Minutes. A motion was made to approve the minutes as presented. Moved by Jerry Dedge, seconded by Michelle Cash Chapman. Motion approved.

4. Agenda Approval

A motion was made to approve the meeting agenda as presented. Moved by Michelle Cash Chapman, seconded by Jerry Dedge. Motion approved.

5. Executive Director Search Update

The Board received an update regarding the Executive Director recruitment process. Staff reported that ADK Executive Search received an initial applicant pool of 72 candidates, which was narrowed to 11 qualified applicants and subsequently reduced to eight finalists for Board consideration. Chairman Primrose and Board Member Jerry Dedge completed their review of candidate materials and coordinated with ADK regarding next steps in the selection process. Discussion included scheduling a Special Meeting for finalist interviews and establishing a timeline for final candidate selection during the week of May 18th.

6. Old City Jets LLC & Infinity Aviation, Inc Lease and Hangar Review

Staff presented a briefing regarding the lease and hangar assignments involving Old City Jets LLC and Infinity Aviation Inc. Discussion centered on lease compliance, operational considerations, and long term asset management objectives. The item was presented for Board discussion and possible future action. During discussion, Board Member Dedge asked representatives of Old City Jets several questions, including whether legal counsel was involved at the time the lease was executed and why Sunbiz.org listed Alan Green as Vice President of the company. Representatives responded that Sunbiz records had not been updated. The Board indicated the matter would be brought back for further discussion at later Board Meeting.

7. Airport Governance Discussion

Board Member Jerry Dedge provided remarks regarding the Airport Authority's governance structure and the long term strategic direction of the Airport. Mr. Dedge discussed the importance of organizational stability, continuity, professional leadership, and long range planning in supporting future infrastructure development, economic growth, aviation initiatives, and strategic partnerships. He further emphasized the need for governance structures capable of supporting sustained operational and economic development efforts while maintaining compliance with Florida Sunshine Laws, ethics requirements, audits, and public transparency standards. No formal Board action was taken following the discussion.

8. Financial Report

Staff presented the March 2026 Financial Report. Total operating revenues for March were reported at approximately $522,877, exceeding budget projections by approximately $30,781. Cash and savings balances remained strong at approximately $4.67 million. Staff also discussed the impact of FRS adjustments and ongoing grant reimbursement timing.

9. Interim Executive Director Report

Courtney Pittman provided updates regarding airport operations and ongoing projects, including:

- Airfield maintenance activities
- Pacetti Paint and Body Shop discussion at 121 Estrella Avenue
- General Consultant and Advanced Air Mobility (AAM) Consultant RFQ update
- FAA coordination regarding Congressional appropriation funding Fuel operations activity and operational trends
- Status updates on current airport construction projects, including Taxiway F Extension, Hawkeye View Lane Realignment, and fuel farm improvements

10. Next Meeting

The next Regular Board Meeting is scheduled for Wednesday, June 10, 2026, at 9:00 AM at the Airport Conference Center.

Adjournment

The meeting was adjourned at 11:00 AM.