

ST. AUGUSTINE - ST. JOHNS COUNTY AIRPORT AUTHORITY
 Regular Meeting
 held in The Conference Center, Meeting Room A
 4730 Casa Cola Way
 St. Augustine, Florida
 on Monday, September 6, 2017
 from 4:00 p.m. to 4:45 p.m.

BOARD MEMBERS PRESENT:

SUZANNE GREEN, Chairman
 BRUCE MAGUIRE
 STEVE KIRA

BOARD MEMBERS ABSENT:

RANDY BRUNSON

ALSO PRESENT:

DOUGLAS N. BURNETT, Esquire, St. Johns Law Group,
 104 Sea Grove Main St., St. Augustine, FL, 32080,
 Attorney for Airport Authority.

EDWARD WUELLNER, A.A.E., Executive Director.

JANET M. BEASON, RPR, RMR, CRR
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1 P R O C E E D I N G S
 2 CHAIRMAN GREEN: It's 4:00. Call to order the
 3 St. Augustine Airport board meeting. Pledge to the
 4 flag, please.
 5 (Pledge of Allegiance.)
 6 MEETING MINUTES & FINANCIAL REPORT ACCEPTANCE
 7 CHAIRMAN GREEN: Okay. Our first order of
 8 business is the approval of the minutes and
 9 financial report. Mr. Secretary/Treasurer, have
 10 you had a chance to go over them?
 11 MR. MAGUIRE: I have.
 12 CHAIRMAN GREEN: Mr. Kira? These are our
 13 minutes from the August 14th meeting.
 14 MR. KIRA: I read the minutes. I saw nothing
 15 wrong with them.
 16 CHAIRMAN GREEN: Okay. And the financial
 17 report?
 18 MR. KIRA: Therefore --
 19 CHAIRMAN GREEN: And the financial report?
 20 MR. KIRA: And I read the financial report.
 21 CHAIRMAN GREEN: Okay. So we'll accept them
 22 as presented?
 23 MR. KIRA: Yes, accepted as presented.
 24 AGENDA APPROVAL
 25 CHAIRMAN GREEN: Okay. Our agenda today, any

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1 exceptions to those? We have our budget meeting at
 2 5:00.
 3 MR. KIRA: No.
 4 CHAIRMAN GREEN: Okay. We'll accept the
 5 agenda as presented. Mr. Wuellner?
 6 EXECUTIVE DIRECTOR'S REPORT
 7 MR. WUELLNER: Yes, ma'am. Nothing to update.
 8 We're still on hold with Frontier. Hoping to
 9 hear -- was hoping to hear this week still, but --
 10 whether it's this week or next week or the week
 11 after what they plan to do after -- of this spring.
 12 Via continues to fly Thursday/Saturday --
 13 Thursday/Sunday. That's -- that's still doing
 14 well. As far as operation, I know you've got
 15 the -- Tammy's here or was here.
 16 MR. HARVEY: She left.
 17 MR. WUELLNER: She left already.
 18 CHAIRMAN GREEN: You're Tammy.
 19 MR. WUELLNER: Left it in my capable hands.
 20 All right. So is 13,041 operations bringing
 21 the year-to-date total to 91,112 with about a
 22 quarter or so to -- to go. That's through August.
 23 Enplanements, I'm happy to report we had 1,158
 24 enplanements through the month of August. That
 25 brings us unofficially now exceeding 10,000

1 enplanements for the year, which now will entitle
2 you to a minimum of \$1 million in federal grant
3 money for approximately 18 months from now.

4 MR. MAGUIRE: Good.

5 MR. WUELLNER: But that's good news. That
6 continues a multiyear streak of -- of that.

7 Self-serve, we did about 20 -- a little over
8 20,000 gallons of avgas. Atlantic reports a little
9 over 8,000 gallons in avgas and about 100 and -- a
10 little over 102,000 gallons in jet fuel for the
11 month of August.

12 You may have seen a press release or something
13 in the paper in the last -- I think it was last
14 week regarding some equipment upgrades -- or
15 equipment upgrade for TSA at the terminal. That's
16 a part of a nationwide effort to upgrade some
17 equipment. But we were a recipient of some new
18 technology that was installed in the airline
19 terminal last week, and they did a little media
20 release letting the world know of their security,
21 which I can argue both sides about, but here nor
22 there.

23 We, "we" meaning Kevin in this case, escorted
24 the insurance adjustor out on the TVOR today again.
25 So -- and I didn't -- we didn't get any real

1 its way up.

2 Other than that, pretty straightforward month
3 and I think everything's on track, revenues as you
4 saw, and look forward to getting into the audit
5 process here as we get into October, too.

6 CHAIRMAN GREEN: Mr. Kira?

7 MR. KIRA: Would you update us on that
8 airplane accident?

9 MR. WUELLNER: Airplane -- oh, yeah. And I
10 probably need to make sure we don't have any
11 objection to a direction we're -- we were planning
12 to head. It doesn't change anything related to
13 budget because it's already in there.

14 But anyway, we had a flight school aircraft
15 who, this is unofficially but what we believe has
16 occurred, was practicing touch-and-goes with an
17 instructor. They are routinely instructed that
18 every 30 minutes they are to change the fuel tank,
19 change sides on the fuel tank in a single engine
20 airplane. It appeared they decided to do that at
21 about 400 feet.

22 We're a little unclear as to whether there was
23 an off position or didn't get it all the way
24 switched over or what the deal was, but in any
25 case, engine failed, instructor took over piloting

1 push-back from the adjustor. Seems to be pretty
2 straightforward relative to the claim, so hopefully
3 we'll hear something in the next ten days, two
4 weeks, and get that one resolved and get the
5 balance of the issue with FEMA moving forward.

6 Balance of our claims with FEMA we were told
7 are in process, but basically now just in line with
8 everything going on in Houston and soon to be
9 Florida in front of that one, so it's -- they
10 basically said it will be a while. Not to anyone's
11 major surprise there.

12 Otherwise, it's going to be a busy week
13 obviously with hurricane unknown heading this way.
14 So we'll probably be more functional in getting the
15 place shored up for the next few days versus normal
16 routine business. We will in the next day or so be
17 notifying tenants of the need to do a new lease and
18 doing that.

19 SAAPA's events were canceled for the weekend.
20 That changes one of the first times we were going
21 to speak and talk about the new -- the new
22 T-hangars and the like. That's been pushed out to
23 October. I don't know whether I'll still be the
24 speaker at that or whether they have somebody else
25 lined up or whatever, but I'm sure that will work

1 the airplane, made the second cardinal sin besides
2 playing with fuel at that altitude, which is to
3 turn back to the runway, which of course resulted
4 in a tremendous amount of altitude loss and them
5 basically doing a water/marsh landing about a
6 thousand feet -- well, it was probably closer to
7 2,000 feet off the end of the south runway.

8 Everybody was fine. Aircraft survived the
9 crash. No fuel spills. Nothing really ugly. But
10 brought to bear again -- this is the third, since
11 I've been here, third time where we've had this
12 kind of accident and no one in the county from an
13 emergency rescue kind of point of view is able to
14 access that kind of property.

15 As a result, they were almost two hours
16 getting an airboat here to be able to even get to
17 the spot. It happened to be on an outgoing tide,
18 so you're -- you know, you're really in a miserable
19 state. By the time an hour rolled around, you were
20 basically dry ground all over, however, you can't
21 really walk across that -- that kind of situation.
22 Anyway, illustrated the need for more emergency
23 rescue kind of airboard -- airboat support in the
24 county.

25 One of the things we have at our disposal

1 currently is an equipment 50/50 grant with
2 Florida DOT. We have always had budgeted the
3 equipment grant for this year.

4 Our thoughts are we may want to -- we're going
5 to investigate the -- the ability to purchase that.
6 I don't think DOT's going to have any issue with
7 using that as part of the match, and then use a
8 mutual aid agreement with fire rescue and the other
9 entities to be able to access that airboat as they
10 need to to respond to emergencies in this part of
11 the county, which seems right now one's located way
12 up in Ponte Vedra basically over the Duval County
13 line at someplace. I don't know whose -- it's
14 Department of Natural Resources. And then there's
15 one on the extreme south end of the county down
16 there at Faver-Dykes.

17 So seems a natural fit. And we'll -- we'd
18 talk about it before we, you know, get to the point
19 of purchasing it because of the dollar values
20 involved, but it certainly fits within the grant
21 constraints we have and I'm pretty sure we'll get
22 not push-back.

23 We'd like to build the specifications --
24 Miami-Dade County bought a similar -- bought six of
25 these things in the last 12 months. We'd like to

1 protection and all that for airline service and the
2 like, so these guys are very, very, very vested in
3 what we've got going here. And, you know, money
4 notwithstanding, I think it makes a whole lot of
5 sense to finally have something that can access the
6 perimeter of the airport, particularly on the south
7 side.

8 MR. KIRA: They'd be happy to have one
9 available to them, too.

10 MR. WUELLNER: Yeah. Apparently there's a
11 somewhat frequent need depending on the tide. They
12 have a boat, they have some other stuff I guess on
13 the east side of -- I guess it's not Vilano, but
14 it's north of there a little bit.

15 There is some kind of regular boat that they
16 have, but it -- it grounded out within about 15
17 minutes of the event and they were unable to even
18 reach the people in the airplane. It was a solid
19 two hours till the first person got off the
20 airplane -- or I should say got away from the
21 airplane, so illustrate the need. It was a nice
22 hot day, too, standing there and you can't get to
23 them. So anyway, enough of that, but --

24 MR. KIRA: Thank you.

25 CHAIRMAN GREEN: Did you have anything from I

1 piggyback on their contract and the like so we
2 won't have to necessarily competitive bid because
3 they've already done it, tweak the specs, get some
4 fire rescue guys -- there's an assistant chief or
5 district chief or somebody that's available to help
6 us look over the product to make sure it would suit
7 the needs and make sure it's properly equipped
8 under the grant so that -- so we get something
9 that's useful at the end of the day. So --

10 MR. KIRA: Good.

11 MR. WUELLNER: -- we're going to kind of move
12 that forward if there's no real objections. And,
13 you know, as I said it's already a budget item in
14 terms of equipment. We didn't have specific items
15 to --

16 CHAIRMAN GREEN: If we share it with fire
17 rescue or whatever, will they help contribute to
18 our percentage of purchase?

19 MR. WUELLNER: I don't think they have the
20 capital budget for it, so it would be -- you know,
21 the Authority would still own the boat, do the --
22 or I say boat, but the, yeah, I guess airboat.

23 And, you know, we use -- just for
24 clarification, remind y'all we do use the
25 St. Johns County fire rescue guys to do our ARFF

1 think it was Silver Airways announced that they're
2 putting out 125 more --

3 MR. WUELLNER: I have nothing new from them.
4 Not to be disparaging, but Silver has had their
5 problems --

6 CHAIRMAN GREEN: Oh, they have, I know.

7 MR. WUELLNER: -- so -- and we were very close
8 to some arrangements with them a few years back you
9 may recall.

10 They've had a number of leadership changes at
11 that company, I think even an ownership change.
12 We'll continue to beat them up, but I think, you --
13 you know, we'll see what happens.

14 CHAIRMAN GREEN: I just know they announced
15 125 new routes or whatever.

16 MR. WUELLNER: Yeah. I think they're one of
17 the carriers that JetBlue is hoping to get some
18 reliability out of feeding their Fort Lauderdale
19 operation, which is great but doesn't mean you're
20 going to --

21 CHAIRMAN GREEN: Okay.

22 MR. WUELLNER: You know, we do meet with those
23 carriers time to time.

24 They haven't even been at many of what I refer
25 to as those speed dating events. They haven't been

1 to the last few, Silver hasn't, so... Hopefully
 2 now they're with some reorganization and new
 3 announcements and some new airplanes.
 4 MR. MAGUIRE: What type of things are you
 5 going to do to prepare for the hurricane?
 6 MR. WUELLNER: Oh. We do our normal property
 7 pickup all around. We have Hangars B and C I think
 8 in particular that we will -- probably over the
 9 weekend will begin the latch-down where we have to
 10 cable the building to the ground to keep it from
 11 the roof lifting and the doors collapsing inward on
 12 the aircraft.
 13 We'll of course do perimeter -- perimeter
 14 inspections and security throughout the event.
 15 It's -- clearing the place out is generally the
 16 biggest issue we have between now and then.
 17 We top off all our generators, generator
 18 equipment, fuels, all of those -- you know, a lot
 19 of it's positioning equipment, making sure we have
 20 access to the resources we need in response. The
 21 guys are pretty reasonably good at it at this
 22 point.
 23 MR. MAGUIRE: What responsibilities do the
 24 aircraft owners have?
 25 MR. WUELLNER: Well, we advise them -- in

1 mobilization on Tuesday.
 2 MR. WUELLNER: Okay. That's assuming no major
 3 change in hurricane path at this point.
 4 MR. HARVEY: Correct.
 5 MR. WUELLNER: But they're expecting to be
 6 here and -- for up to two weeks, I believe --
 7 MR. HARVEY: Correct.
 8 MR. WUELLNER: -- was the expectation. We'll
 9 see what -- what actually transpires relative to
 10 the storm. It may not be that big a deal, it may
 11 be worse than we think. Who knows at this point?
 12 So, that's the kind of generalized stuff we're
 13 doing.
 14 MR. MAGUIRE: Okay. And we do not have any
 15 liability for someone if they do not tie down their
 16 airplane correctly or whatever?
 17 MR. WUELLNER: We do not. And, you know, our
 18 leases specifically make notice of that to the --
 19 to the owner and suggest that they take care of
 20 that themselves. We -- we cover the buildings.
 21 That's not to say that we don't have some sort of
 22 background coverage if something happens.
 23 MR. MAGUIRE: Uh-huh.
 24 MR. WUELLNER: But our position historically
 25 has been, you know, your airplane is your problem.

1 fact, tomorrow will be the first notification that
 2 goes out. We'll advise them -- especially if the
 3 forecast supports it, we'll advise them of their
 4 basic responsibilities, remind them of when the
 5 airport typically closes, which is about 48 hours
 6 before expected landfall.
 7 We -- we ask them to get their stuff secured
 8 whatever they intend to do, whether it's fly the
 9 airplane out or ride it out in a hangar, whatever
 10 they -- they want to do with the airplanes. Then
 11 we'll make a last drive-through making sure that
 12 air -- buildings are secured, all of the doors are
 13 latched.
 14 Many of the -- our door systems have hurricane
 15 pins that go -- we go in the walk door, if you
 16 will, and make sure those pins have been secured
 17 into the slab to provide additional structural
 18 support for buildings. Some of our buildings do
 19 not.
 20 But we -- we will keep them advised through
 21 this. We've already had contact from
 22 Florida Power. They're expecting to mobilize and
 23 be here again probably -- what did he say, the
 24 12th?
 25 MR. HARVEY: They'll begin on Sunday and full

1 We -- we've -- unless -- I don't even see a
 2 path to us liability unless the building does
 3 something to the airplane. And even then I'm not
 4 sure how you -- with the lease document, you kind
 5 of are informing them right away.
 6 CHAIRMAN GREEN: Right.
 7 MR. MAGUIRE: Okay.
 8 MR. WUELLNER: So hopefully it will be all
 9 about nothing at the end of the --
 10 MR. MAGUIRE: Hopefully.
 11 MR. WUELLNER: I'd like to see that.
 12 MR. KIRA: You said you had those two -- those
 13 two blocks of buildings, hangars. Do you actually
 14 have tie-downs for strapping down the roof?
 15 MR. WUELLNER: Yeah.
 16 MR. KIRA: There are tie-downs?
 17 MR. WUELLNER: We have positions particularly
 18 on the north end of the building where we anchor
 19 the roof structure, the heavy steel in the roof to
 20 the slab. It's got a thick --
 21 MR. KIRA: Yeah.
 22 MR. WUELLNER: -- kind of cable deal that
 23 we -- we had to kind of invent that.
 24 We learned the hard way on a tropical storm
 25 maybe 15 years ago after we had a very minor -- it

1 was like 30-, 40 mile-an-hour kind of wind
2 situation, but it was enough to lift the door and
3 allow a door to just -- the system to just let it
4 collapse in.

5 Fortunately no one's been hurt in these
6 events, because we don't -- we try to -- one of the
7 last efforts we do is go back and make sure no
8 one's here. We really -- really don't let anybody
9 on property, as you can imagine, and then after --

10 MR. KIRA: Do you have crew on board -- at
11 site -- on-site, any crew on-site in one of our
12 solid buildings?

13 MR. WUELLNER: Last storm, I was here the
14 whole time, and I have access to --

15 MR. KIRA: At our headquarters?

16 MR. WUELLNER: Yes. At the admin building.
17 If it was forecast to be much worse than that, I
18 would have moved operation over to the tower, one
19 of the middle floors. That building's not going
20 anywhere.

21 MR. KIRA: Okay.

22 MR. WUELLNER: That would -- our building did
23 great through it. We really had just a few blow-in
24 window leaks at the top of something. That was it.
25 Otherwise held up very well during the last one,

1 CHAIRMAN GREEN: Okay.

2 MR. MAGUIRE: Okay.

3 BUSINESS PARTNER UPDATES

4 CHAIRMAN GREEN: Mr. Dean, anything from the
5 commissioner -- commission?

6 COMMISSIONER DEAN: I need to speak into the
7 microphone --

8 CHAIRMAN GREEN: Yes, sir --

9 COMMISSIONER DEAN: -- right --

10 CHAIRMAN GREEN: -- you do. Thanks.

11 COMMISSIONER DEAN: -- to get it on the
12 record?

13 CHAIRMAN GREEN: Yes.

14 COMMISSIONER DEAN: Should have sat down here.

15 MR. MAGUIRE: I was wondering why you sat all
16 the way up on the north end.

17 COMMISSIONER DEAN: I don't know. I was dumb.

18 I was -- I'm slightly a little bit hard of
19 hearing now and I didn't pick up all of the
20 comments about the search and rescue vessel that
21 was discussed, and maybe I -- I can revisit that
22 with David Shoar and Carl Shank because we
23 actually -- either the fire chief or the sheriff
24 had a vessel in his budget that was basically
25 submitted by the county administrator when he did

1 so...

2 And it has backup generating. The tower
3 vault, that's all backup. Airline terminal, FBO
4 terminal, those are all backup-generated facilities
5 that are permanent generator facilities with -- on
6 propane.

7 MR. MAGUIRE: That's a good point. Are our
8 buildings rated for a Category 5, 180 mile an hour?

9 MR. WUELLNER: No, no, no, no. The best
10 building we have would have been the new airline
11 terminal in terms of rating because they keep
12 creeping it up and it's rated at 140 or 142 or
13 something, some number like that, whatever the
14 latest -- latest must-have number is.

15 MR. KIRA: That's fantastic.

16 MR. WUELLNER: So, but some of our -- we have
17 some buildings out there including T-hangars we
18 have no idea. My guess is they're somewhere around
19 60.

20 MR. KIRA: Uh-huh.

21 MR. WUELLNER: The newer T-hangars like K, L,
22 M down here, these are all at least 120s. Doesn't
23 mean something can't happen, but they're at least
24 better than -- that's another good reason to take
25 on the project we've got. So...

1 his proposed budget -- Bruce, I'm sure you know
2 that drill, the county administrator submits a
3 recommended budget -- then going through the budget
4 process we as a commission reduced the budget by
5 about \$5 million overall, and that was one of the
6 items that was taken out. And we might want to
7 revisit that now after several incidents. And that
8 sort of leads into the budget discussion.

9 Yesterday we did have the tentative budget
10 hearing for the county, and I will tell you that
11 the -- the real discussion this year centered
12 around -- we had a very, pretty substantial
13 increase in property valuations county wide.

14 I'm sure y'all remember the dip after the deep
15 recession. I think revenues dropped, property
16 values dropped around 30 percent in the two-year
17 period. But this year we had an increase of about
18 \$12 and a half million, and the board made the
19 decision to take all of those funds and put them in
20 reserves.

21 Our reserves had -- we'd been using reserves
22 since the great recession a little bit at a time,
23 sort of eating your -- eating your seed corn as it
24 were. And so, we yesterday made a decision to take
25 that entire \$12-, \$12 and a half million and put it

1 in reserves and two different funds.

2 But in the general -- general fund reserves
3 now, they had gotten down to \$38 million and now
4 they're up to \$49 million, and that's pretty -- a
5 pretty healthy -- a good -- a good reserve. We --
6 the governmental accounting tells you you need
7 about two months of operating expenses in your
8 reserves, and that's a little bit above that. So
9 we're in pretty good shape there.

10 We are now also -- at the end of the meeting
11 yesterday after we adopted the budget, the
12 tentative hearing -- we have the final hearing, by
13 the way, September 19th -- and we also at the end
14 of the meeting yesterday adopted a declaration of
15 emergency, an emergency order in preparation for
16 the hurricane.

17 That really wasn't to send out any real dire
18 messages to the public as much as it was -- it's
19 sort of a way if you do that as the Governor did
20 when he issued a statewide emergency, it puts us in
21 position to proactively apply for FEMA
22 reimbursement if we have adopted an emergency order
23 of that nature. So we did that.

24 And speaking of the Governor, I will tell you
25 that the Governor's been very proactive and a real

1 leader in hurricane preparation. He initiated last
2 evening a conference call with any of us, any
3 county commissioners from the entire state to
4 participate in, and we're doing that every -- every
5 evening now, we'll be doing that again tonight at
6 7:45 -- to give us, you know, right from the
7 horse's mouth what he knows and what to expect.

8 So, unless there are any questions, those are
9 the major issues I wanted to highlight.

10 CHAIRMAN GREEN: Thank you.

11 COMMISSIONER DEAN: And I'll get -- we might
12 want to talk to David and Carl --

13 MR. WUELLNER: Yeah, absolutely.

14 COMMISSIONER DEAN: -- about the vessel and
15 bring that back.

16 CHAIRMAN GREEN: Okay.

17 MR. WUELLNER: Very good. Thank you.

18 CHAIRMAN GREEN: Atlantic?

19 MR. BEYERS: Nothing.

20 CHAIRMAN GREEN: I don't see Mr. Hernandez
21 from SAAPA. Okay. And Tammy's already done and I
22 don't see Grumman, so Mr. Burnett?

23 MR. BURNETT: Nothing to report. I'm going to
24 speak on an item today.

25

1 FDOT - RESOLUTION 2017-06

2 CHAIRMAN GREEN: Okay. Then we have our first
3 agenda item, which is the design construction
4 resolution.

5 MR. WUELLNER: Yeah. This is simply a
6 Florida DOT JPA. As we've been telling you for
7 really a couple of years, it's finally the new
8 fiscal year for the state and we have the first
9 piece of two expected grants related to T-hangars.

10 This current -- this grant for a total project
11 cost of \$2,372,350, if you recall from previous
12 presentations, this will approx -- approximate the
13 construction costs or expected construction costs
14 of the two new T-hangar units. The second grant we
15 expect next year would facilitate the
16 rehabilitation of the other two hangar units later.
17 But effectively becomes one big project for our
18 purposes.

19 It's a 50/50 grant with Florida DOT, and
20 essentially you adopt it by res -- you accept the
21 funds by resolution. And by that resolution, I
22 am -- I am also authorized to go ahead and sign the
23 grant documents when they materialize. And of
24 course staff recommends accepting the -- the
25 state's money in this case.

1 CHAIRMAN GREEN: Okay. Board discussion?

2 MR. MAGUIRE: No.

3 MR. KIRA: Totally approve.

4 CHAIRMAN GREEN: Okay. Any public?

5 (None.)

6 CHAIRMAN GREEN: Okay. I think we discussed
7 this last meeting, too, all through what we needed
8 and that's why we went over our lease agreements
9 and how we're adjusting those prices, and I think
10 we kind of went through all the dollars and cents.

11 MR. WUELLNER: This should be the easy part --

12 CHAIRMAN GREEN: Uh-huh.

13 MR. WUELLNER: -- taking somebody else's
14 money.

15 CHAIRMAN GREEN: Okay. Do I have a motion
16 from the board?

17 MR. KIRA: Motion to approve.

18 MR. MAGUIRE: Second.

19 CHAIRMAN GREEN: Any further discussion?

20 (None.)

21 CHAIRMAN GREEN: All right. All in favor of
22 the resolution as presented, say aye.

23 MR. MAGUIRE: Aye.

24 MR. KIRA: Aye.

25 CHAIRMAN GREEN: Aye. Any opposed?

1 (None.)
 2 CHAIRMAN GREEN: Okay. The resolution is
 3 adopted.
 4 MINIMUM COMMERCIAL AVIATION OPERATING STANDARDS
 5 MR. WUELLNER: As much as guys you love
 6 hearing from me, the next agenda item is Doug's.
 7 MR. BURNETT: I thought I was going to have my
 8 clicker, but I couldn't get it to work on the
 9 laptop, so I'm going to stand over here for a
 10 minute and put my grubby fingers on Ms. Cindy's
 11 laptop.
 12 Let's go through the minimal operating
 13 standards. We've had them here in place a long
 14 time. They need updating. We've pointed out some
 15 things even in the leases that needed to be
 16 updated.
 17 And I know Mr. Kira went through and found a
 18 number of things that didn't make any sense, and --
 19 including that the airport's under the control of
 20 the county, which we know is not accurate. But
 21 anyways, some interesting things in there.
 22 So why an update? Well, let's reflect the
 23 airport's experience over the last several years.
 24 Part of the reason for an update, recognize new
 25 opportunities, comply with FAA advisory circular --

1 And then to add a definition for self-service
 2 commercial fueling facility. Historically this has
 3 been an exclusive right of the Authority's,
 4 currently operated as an exclusive right of the
 5 Authority's, and so the definition's that way. Not
 6 to say it may not change later for some reason.
 7 But if somebody wants to change it, they need to
 8 come, let y'all review what that request is and how
 9 it's going to function and operate. Yes, sir?
 10 MR. MAGUIRE: Under -- I like the definitions,
 11 but under self-fueling, you say "Self-fueling and
 12 other self-services cannot be contracted to another
 13 party." Give me an example --
 14 MR. BURNETT: This is --
 15 MR. MAGUIRE: -- of that.
 16 MR. BURNETT: It's self-fueling,
 17 self-lubrication of the aircraft, those kinds of
 18 things. If you're going to have somebody come do
 19 it, then the problem we get into is the
 20 through-the-fence type user that's going to provide
 21 services that --
 22 MR. MAGUIRE: So when you say "other party,"
 23 you mean like a professional commercial
 24 operation --
 25 MR. BURNETT: Yes.

1 and really what this says is airports need to have
 2 minimum operating standards and they need to
 3 updated from time to time.
 4 And then the proposed changes. Really what
 5 the minimum standards do is not just regulate
 6 commercial activity on the airport, but also make
 7 sure that we have a level playing field and there's
 8 not discrimination of one user versus another.
 9 Revise the definitions. We needed to revise
 10 some of the terms because they were never defined.
 11 For example, airport security and self-fueling,
 12 I've just cut and paste some of the issues in
 13 here --
 14 CHAIRMAN GREEN: Uh-huh.
 15 MR. BURNETT: -- we never had a definition for
 16 airport security, so if you went there to look, you
 17 wouldn't have anything, you wouldn't know what to
 18 comply with. Basically it's whatever rules the
 19 Authority's adopted, its executive director.
 20 Self-fueling. We didn't really have a
 21 definition in there for self-fueling. This is
 22 self-fueling to really carefully define it to say
 23 this is the individual owner of an aircraft's
 24 self-fueling of his aircraft or her aircraft. It's
 25 not using a self-fueling type facility.

1 MR. MAGUIRE: -- cannot come onto the base --
 2 MR. BURNETT: Right.
 3 MR. MAGUIRE: -- and do that.
 4 MR. BURNETT: Yeah.
 5 MR. WUELLNER: Right.
 6 MR. BURNETT: Yeah, because FAA --
 7 MR. WUELLNER: Pulling a trailer and fueling
 8 airplanes.
 9 MR. MAGUIRE: I just wanted -- was making sure
 10 I understood that.
 11 MR. BURNETT: Yeah, the FAA really discourages
 12 have the through-the-fence type operators --
 13 MR. MAGUIRE: Yeah.
 14 MR. BURNETT: -- and they want the Authority
 15 to discourage it.
 16 Revised some of the definitions. Some of the
 17 terms needed clarifying such as a based aircraft
 18 and a -- believe it or not just our definition of
 19 what a building is.
 20 It's kind of funny. Based aircraft, you see a
 21 lot of the times if the aircraft's here more than
 22 180 days, then it's presumed to be based here. You
 23 may have some other way of claiming where it's
 24 based, but heck, a building -- instead of following
 25 like a standard building code definition of a

1 structure, ours says a T-hangar. Well, you know,
2 what's that really mean in the modern world versus
3 just plain old structure? So simple things, kind
4 of a no-brainer.

5 And Special Aviation Service Operation or
6 SASO, our definition of what was there actually
7 missed some of the uses that we historically always
8 had. I mean, obviously we had air ambulance here
9 for years and years. It wasn't even in the
10 definition of a SASO. Or specialized commercial
11 flight support business, just kind of a catchall to
12 include that in there.

13 This really comes in and you'll see where I've
14 added language, SASOs are not allowed to have fuel
15 sales because we limit fuel sales. Either the
16 airport sells fuel or the FBO sells fuel. Now, we
17 may have some fuel farms that individual
18 corporate-type uses may have, but they're not
19 selling that fuel to other users.

20 Revised definitions. Some terms needed to be
21 updated. The biggest thing here that we're going
22 to talk about is FBO. We're going to define fixed
23 base operators as a new definition.

24 We've got FBOs with fuel sales, which is your
25 Atlantic Aviation, which would be your full-blown,

1 this. The FAA gives you guidance to say an FBO is
2 this, but it doesn't tell you how to define it.
3 Even in their circular related to minimum operating
4 standards it doesn't define how -- it doesn't tell
5 you how to define an FBO. It gives you some
6 guidance. It says, you know, a full-blown FBO does
7 all of these things or can do all of these things,
8 and then it says the SASO's bundled service can be
9 special FBOs.

10 So we've gone through the process now, is to
11 define an FBO in a way that we have two different
12 FBOs and either definition we believe will help the
13 users be able to be exempt under Florida Statutes
14 from ad valorem taxation.

15 So -- and we're not talking about a lot of
16 money from a county budget perspective and how it
17 will impact the different services of the county
18 that are levying ad valorem taxations. But on the
19 individual users, that \$8000 a year, one's paying
20 it, one's not paying it, it adds up to really
21 create a difference there.

22 MR. MAGUIRE: Yeah.

23 MR. BURNETT: Going back to the fixed base
24 operators just as a basic definition to set forth
25 why we have all of these additional regulations if

1 full-service FBO; and then we have what I would say
2 is your SASO type of FBO that doesn't have fuel
3 services but provides two of the -- a combination
4 of two of the other services. And I'll come back
5 to that and talk about it here in a minute. So two
6 types --

7 MR. WUELLNER: You want to go over -- I'm
8 sorry, Doug. Do you want to go over -- I didn't
9 remember it being in here, but do you want to go
10 over or remind why we wanted to do that?

11 MR. BURNETT: Yeah, sure. Absolutely.

12 The issue there is we can actually help our
13 tenants. Because right now, the property appraiser
14 is subjecting them to ad valorem taxation if
15 they're not an FBO.

16 If you're an FBO, by Florida law, it says
17 you're an FBO, you don't have to pay ad valorem
18 taxes. And you can get into some situations here
19 on the airport where two almost identical services
20 being offered to the airport, one's having to pay
21 ad valorem taxes, one's not. And it creates an
22 unfair playing field, is what we've heard from
23 those users.

24 And so the Florida Statutes do not define what
25 an FBO is. Florida Statute doesn't say an FBO is

1 you're an FBO with fuel sales, really because you
2 need to have a significant investment into the
3 airport to be selling fuel on the airport as an FBO
4 and operating as an FBO.

5 And again, going back to my earlier point, the
6 FAA advisory circular actually has the distinction
7 and tells you that you can distinguish between the
8 two users.

9 FBO with fuel, not much is changed here in our
10 minimum operating standards. Got a little bit of
11 buttoning-up on the language. Not more than two of
12 the services can be by subcontractor. We don't
13 have anything specifically that addresses an FBO
14 and whether or not the FBO is actually performing
15 the services or just subcontracting them all out.
16 And then another thing on fuel sales, a requirement
17 to have both jet fuel and avgas with an FBO that's
18 selling fuel.

19 On the standards for dispensing aircraft fuel,
20 there's a couple of things that we did to sort of
21 modernize this section. The first one is to say
22 any FBO that's going to sell fuel is going to abide
23 by the FAA advisory circulars on this.

24 One relates to proper standards for dispensing
25 the fuel and one relates to proper standards for

1 education of personnel and continuing education of
2 personnel who are dispensing fuel.

3 The second part here that's been added is no
4 part of the FBO -- FBO fueling is to be
5 subcontracted. It's a direct responsibility of the
6 FBO if they're going to undertake it. Another
7 requirement in here is that they have a manager on
8 it -- on-site that has experience related to fuel
9 and knows what they're doing so that there's some
10 oversight, someone with responsibility that knows
11 what's going on.

12 And then finally our Number 12 is that they
13 comply with our additional insurance requirements.
14 Kind of an under -- unwritten implicit thing, but
15 it's stated in there. There's additional
16 requirements if you're going to sell fuel and we
17 want you to comply with those insurance
18 requirements.

19 MR. MAGUIRE: Go back. It says that --

20 MR. BURNETT: Yes, sir.

21 MR. MAGUIRE: You said it cannot be
22 subcontracted to another person. Is that --

23 MR. BURNETT: Good -- good point. We've
24 defined person in the very beginning to mean an
25 individual, a corporation, an entity --

1 And again, it -- FAA allows authorities to
2 define FBOs. Florida Statutes does not define an
3 FBO, so we've really done the best we can to come
4 up with a definition there that sort of fits and
5 again accomplishes this task of trying to recognize
6 Florida Statutes in its balance of ad valorem
7 taxation versus non-ad valorem taxation.

8 And that's it. I would be happy to answer any
9 questions. It's not a complete rewrite; it's just
10 addressing the main concerns of what needed to be
11 addressed at this point in time.

12 CHAIRMAN GREEN: One of the main concerns was
13 the definition of the FBO. We had a lot of comment
14 on that in the past.

15 MR. WUELLNER: You've done a nice job with it,
16 Doug, thanks.

17 CHAIRMAN GREEN: Okay. So, then we'll have I
18 guess a resolution to adopt these changes. So any
19 board discussion?

20 MR. KIRA: No.

21 MR. MAGUIRE: I read the -- I read the
22 document, but I didn't read what was not changed, I
23 only read what was changed, and I think you did a
24 great job on that. So I -- I assume that you
25 caught all of the other stuff, that it was

1 MR. MAGUIRE: Good.

2 MR. BURNETT: -- anything on those -- along
3 those lines.

4 Going back to FBO without fuel, again, this is
5 where we can help some of our users that provide
6 more than one service and recognize them as an FBO.
7 We have taken the FBO language that you would have
8 for the standard minimum requirements and reduced
9 them to recognize these non-fuel sales, non-full
10 service FBOs.

11 Smaller square footage. Not necessarily ramp
12 space required if there's not available to them,
13 because we may not have built the ramp space yet at
14 that point in time when they're -- when we
15 recognize them as an FBO. And obviously when ramp
16 space becomes available, they would meet that
17 requirement. And they're not going to subcontract
18 any of the services. They're going to provide
19 directly at least two of these services in order to
20 be recognized.

21 And then again it goes back to this definition
22 of a SASO, a Specialized Aviation Service
23 Operation. They need to have two of these things
24 to be able to qualify for an FBO without fuel
25 sales.

1 satisfactory.

2 MR. BURNETT: I wish I could have took credit
3 for all of it, but Mr. Kira actually caught a
4 number of typos that were --

5 MR. WUELLNER: Old --

6 MR. BURNETT: -- existing from the --

7 MR. WUELLNER: -- scrivener kind of errors in
8 there.

9 CHAIRMAN GREEN: Always helps to have another
10 set of eyes.

11 MR. WUELLNER: But honestly some of that's
12 been going on for 15-plus years, some of those,
13 like the county reference.

14 MR. KIRA: Yeah. We'll, I've read the old
15 one. I read the new one. I don't have a problem
16 with it.

17 CHAIRMAN GREEN: Okay. Any public discussion?
18 (None.)

19 CHAIRMAN GREEN: All right. Do we have a
20 motion from the board?

21 MR. KIRA: Motion to approve.

22 MR. MAGUIRE: Second.

23 CHAIRMAN GREEN: To approve the resolution as
24 presented?

25 MR. KIRA: As presented, the minimum operating

1 standards.
 2 CHAIRMAN GREEN: Okay. All in favor?
 3 MR. MAGUIRE: Aye.
 4 MR. KIRA: Aye.
 5 CHAIRMAN GREEN: Aye. Any opposed?
 6 (None.)
 7 CHAIRMAN GREEN: No? Then that resolution
 8 will pass.
 9 MR. WUELLNER: One last note there.
 10 Assuming there is no objection, we would like
 11 to then, since this is passed, go ahead and contact
 12 those handful of commercial operators we have that
 13 might benefit from the redefinition if you will,
 14 and begin that dialogue and see what their interest
 15 is in entering into a revised or a new lease
 16 agreement that allows them to take advantage of the
 17 tax issues.
 18 CHAIRMAN GREEN: You'll make sure they have
 19 their insurance --
 20 MR. WUELLNER: Yeah, yeah, yeah. We will.
 21 And I think, unless you want to see them back if
 22 the leases aren't materially changing other than to
 23 include the FBO language, do you -- would you want
 24 to reapprove them? Otherwise we'll just --
 25 MR. KIRA: No.

1 MR. WUELLNER: Frankly, they went over
 2 enrollment for the year, the continuing
 3 improvement, if you will, in the gender gap in
 4 aviation programs that continues to get better as
 5 more ladies become interested in aviation-related
 6 careers.
 7 MR. MAGUIRE: What's -- what's the specific
 8 goal or purpose of the academy --
 9 MR. WUELLNER: Well --
 10 MR. MAGUIRE: -- with respect to the airport?
 11 MR. WUELLNER: Oh, with the airport? The
 12 air -- a couple of things.
 13 One, the Airport Authority's charter has a
 14 statement in there where the Authority has a vested
 15 interest in aviation education. So, you know, it's
 16 certainly a charter provision kind of thing that we
 17 get into.
 18 The goal here is to develop workforce-type
 19 interest in entities like Grumman aircraft
 20 maintenance, flying, anything that furthers just
 21 generalized aviation interest in -- in the high
 22 schools, because we're -- many of these kids are
 23 looking for career paths and fortunately or
 24 unfortunately they have tools available to start
 25 those career paths all the way back into high

1 MR. WUELLNER: -- re-execute them and put them
 2 in place.
 3 MR. MAGUIRE: They fall in line with the new
 4 one.
 5 MR. WUELLNER: Yeah.
 6 CHAIRMAN GREEN: Okay.
 7 MR. WUELLNER: Thank you.
 8 PUBLIC COMMENT - GENERAL
 9 CHAIRMAN GREEN: And we have -- any public
 10 comment? I did not receive any cards, so I didn't
 11 see any.
 12 (None.)
 13 MEMBER COMMENTS AND REPORTS
 14 CHAIRMAN GREEN: Okay. And member comments.
 15 Mr. Kira?
 16 MR. KIRA: I was gone for two weeks. We had a
 17 meeting two weeks ago. Nothing to report, thank
 18 you.
 19 CHAIRMAN GREEN: Okay. Mr. Maguire?
 20 MR. MAGUIRE: Nothing at all.
 21 CHAIRMAN GREEN: Well, we had a
 22 St. Augustine High School Aerospace Academy meeting
 23 which I could not attend, so I will defer to
 24 Mr. Wuellner. I made sure that one of us could be
 25 there.

1 school now.
 2 So getting their attention and getting them
 3 focused and getting in some cases many college
 4 credit hours done at no cost, direct cost to
 5 them --
 6 MR. MAGUIRE: Uh-huh.
 7 MR. WUELLNER: -- while in high school lets
 8 them get a goal that saves their -- they and their
 9 families in some cases tens of thousands of dollars
 10 in the college side of it.
 11 We don't -- the -- the academy itself doesn't
 12 focus in any one area, meaning we don't try to make
 13 everybody pilots or air traffic controllers or
 14 whatever. Really anywhere we can -- we can find a
 15 place kids can plug in and be interested in
 16 aviation kind of careers, we -- we try to find them
 17 a path forward on --
 18 MR. MAGUIRE: So you actually teach classes?
 19 MR. WUELLNER: We have on occasion. I'll go
 20 over and be talking to an aviation physics-related
 21 class here in about ten days, two weeks.
 22 We have folks from SAAPA that go over there.
 23 Our SAAPA group made -- in a great way a number of
 24 years ago plugged in, got excited about this whole
 25 academy experience, and they actually award

1 scholarships, some scholarships to some deserving
2 graduating seniors to help them further their
3 career paths, I think three or four typically in a
4 year of a thousand dollars or more.

5 So it's -- it's a nice -- you know, that's a
6 nice way they plug in. They open their doors to
7 students who are really interested in learning how
8 to fly or just hanging around pilots and figuring
9 out what career path, just they let them come visit
10 them in hangars and, you know, just kind of plug in
11 wherever they want. They attend SAAPA meetings if
12 they wish. Civil Air Patrol is plugged into the
13 mix. It's really a broad experience for somebody
14 that wants to.

15 The only thing we have not been able to offer
16 them are internship/career shadowing things that
17 relate to air traffic control directly. Because of
18 it being a contract tower, FAA has prohibited those
19 kinds of activities in actually operating towers.
20 So while we can send tours through there as we --
21 as we have, we can't really let them plug in and,
22 you know, spend a few weeks seeing what they really
23 do.

24 CHAIRMAN GREEN: I don't know if Mr. Burnett's
25 gone over there, but I've spoken to the women in

1 now that --

2 MR. WUELLNER: Yeah.

3 MR. KIRA: The question I have, is it part of
4 the curriculum, the air -- avionics or air --

5 MR. WUELLNER: Yes.

6 MR. KIRA: -- part of the curriculum, or is it
7 after school --

8 MR. WUELLNER: No. It is part of the
9 curriculum.

10 CHAIRMAN GREEN: Huh-uh.

11 MR. KIRA: It was built in. So that's
12 basically --

13 MR. WUELLNER: If few select to be in the
14 academy --

15 CHAIRMAN GREEN: It's an academy.

16 MR. KIRA: Right. Okay. I was just
17 wondering.

18 MR. WUELLNER: -- then there's typically two
19 or three courses a day that are geared around
20 specifically aviation. Many of them are -- their
21 goal is to get even things like math and general
22 science with a focus on aviation related for those
23 kids who wish to do that.

24 It's been hard to get enough numbers to
25 justify those kind of teaching positions, but they

1 the group one time, just being from a non-aviation
2 background, but you can still even be involved in
3 being on the Airport Authority or being legally
4 involved, something like that. So it -- it gives a
5 wide spectrum.

6 MR. WUELLNER: And one other thing, not
7 that -- one of the things I'd like to continue to
8 explore -- we brought this forward many years ago,
9 I don't even know, but probably working on ten
10 years -- you may have been on the board in fact
11 when it was brought forward.

12 But one of the things we actually wanted to
13 experiment with at one time was earmarking some
14 small percentage or pennies or something related to
15 fuel sales as going toward a financial contribution
16 to the curriculum piece of what goes on over there
17 so that kids can in -- increase their project based
18 learning opportunities at the school.

19 Everything from drones to rockets and -- you
20 know, they do it all over there. It's kind of
21 really -- it's a really cool place. If you ever
22 really want to go tour the place and see what
23 they're all about, let me know. We can make
24 that -- that's easy to happen.

25 CHAIRMAN GREEN: They have a drone space there

1 do like an intro engineering course that they get
2 college credit for from Embry-Riddle. They get
3 aeronautics. They could -- they could walk out
4 their senior year with all the ground school
5 completed for a pilot private license, all they
6 need to do is the flying.

7 Unfortunately, flying's a difficult issue with
8 the school board relating to liability, so they've
9 just continued to push back any time we -- we try
10 to get a flying event for them.

11 But these kids are just -- love, you know,
12 anything that puts them hands-on with -- we've
13 had -- I say we, but the academy, speaking academy,
14 hat on, we've had Northrop Grumman guys come over.
15 They teach them the metal work and aircraft engine
16 mechanics and things of that.

17 They get a chance to get hands-on and get
18 dirty and see what that world's about, if that's
19 your interest in aviation. They teach them, you
20 know, the principles of flying. They teach them
21 aviation history. They teach them -- it's
22 really -- really kind of cool, even down to
23 astronomy and rocketing.

24 CHAIRMAN GREEN: They compete, too, in some --

25 MR. WUELLNER: They do aviation -- security --

1 CHAIRMAN GREEN: Uh-huh.
 2 MR. WUELLNER: -- cyber security kinds of
 3 projects that the Air Force sponsors. It's --
 4 there's a rocket tree. There's a -- it's another
 5 one called TSA. It's a transportation -- it's
 6 not -- technical student something. Anyway, it's
 7 another group that plugs into aviation.
 8 They continue to work with the state making
 9 sure that the aviation curriculum, the courses are
 10 accepted for -- for credit for high school as well
 11 as college credit.
 12 MR. KIRA: Uh-huh.
 13 MR. WUELLNER: So there's a lot to it these
 14 days. And that's just one of the academies the
 15 school system's doing now. You've got banking,
 16 finance, engineering --
 17 CHAIRMAN GREEN: Biotech --
 18 MR. WUELLNER: -- construction. I mean,
 19 it's --
 20 CHAIRMAN GREEN: -- in Ponte Vedra High School
 21 business, journalism.
 22 MR. WUELLNER: And the kids are just plugging
 23 in like crazy to these academies.
 24 MR. KIRA: Sorry I didn't have an opportunity
 25 to do that when I was --

1 MR. WUELLNER: Yeah, me, too.
 2 CHAIRMAN GREEN: Yeah, they didn't exist.
 3 MR. KIRA: -- going through mine. All I did
 4 was learn Latin.
 5 MR. WUELLNER: I'd have been all about it.
 6 I'd have been all about it.
 7 MR. KIRA: I've got four years of Latin behind
 8 me.
 9 CHAIRMAN GREEN: Done very well for you,
 10 right?
 11 MR. KIRA: I can read dollar bills.
 12 CHAIRMAN GREEN: I understand.
 13 Okay. Then our next meeting is scheduled, our
 14 regular proposed meeting is scheduled for
 15 October 16th at 4:00.
 16 We're going to break after this meeting and
 17 open up our budget meeting for the initial
 18 publish -- approval of the budget. We were going
 19 to publish that for next Monday, which might be
 20 difficult to -- for people to attend.
 21 MR. WUELLNER: Yeah.
 22 CHAIRMAN GREEN: And I spoke with Ed, and I
 23 think that we can do it on Thursday and still
 24 with -- be within our time limit of number of days
 25 to publish, not-to-exceed number of days to

1 publish. So, we're going to try and shoot for
 2 Thursday, which would be the 13th -- 14th?
 3 MR. KIRA: 14th.
 4 CHAIRMAN GREEN: 14th.
 5 MR. MAGUIRE: Uh-huh.
 6 MR. KIRA: At 5:00?
 7 MR. WUELLNER: Yes.
 8 CHAIRMAN GREEN: Yes, will be at 5:00.
 9 MR. WUELLNER: Statutorily it has to be after
 10 5:00.
 11 MR. KIRA: Or then 5:01.
 12 MR. WUELLNER: That's why the weird time. It
 13 meets the requirement.
 14 CHAIRMAN GREEN: Okay. All right. Then for
 15 just we're going to adjourn and we'll reopen at
 16 5:01 for our budget meeting. Thank you.
 17 (Meeting adjourned at 4:45 p.m.)
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1 REPORTER'S CERTIFICATE
 2
 3 STATE OF FLORIDA)
 4 COUNTY OF ST. JOHNS)
 5
 6 I, JANET M. BEASON, RPR-CP, RMR, CRR, certify that
 7 I was authorized to and did stenographically report the
 8 foregoing proceedings and that the transcript is a true
 9 record of my stenographic notes.
 10 Dated this 14th day of September, 2017.
 11
 12
 13 JANET M. BEASON, RPR-CP, RMR, CRR
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| MR. KIRA: [39] 3/13 3/17 3/19 3/22 4/2 7/6 10/9 11/7 11/23 16/11 16/15 16/20 17/9 17/14 17/20 18/14 18/19 24/2 24/16 24/23 35/19 36/13 36/20 36/24 37/3 37/24 38/15 43/2 43/5 43/10 43/15 45/11 45/23 46/2 46/6 46/10 47/2 47/5 47/10 | 1 | 5 |
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