

ST. AUGUSTINE - ST. JOHNS COUNTY AIRPORT AUTHORITY

Budget Meeting

held in The Conference Center, Meeting Room B

4730 Casa Cola Way

St. Augustine, Florida

on Monday, September 3, 2020

from 5:02 p.m. to 5:20 p.m.

\* \* \* \* \*

BOARD MEMBERS PRESENT:

SUZANNE GREEN, Chairman  
STEVE KIRA  
JUSTIN MIRGEAUX

BOARD MEMBERS ABSENT:

RANDY BRUNSON  
BRUCE MAGUIRE

DRAFT

\* \* \* \* \*

ALSO PRESENT:

JAMES WHITEHOUSE, Esquire, St. Johns Law Group,  
104 Sea Grove Main Street, St. Augustine, FL, 32080,  
Attorney for Airport Authority.

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

\* \* \* \* \*

JANET M. BEASON, RPR, RMR, CRR  
St. Augustine Court Reporters  
1510 N. Ponce de Leon Boulevard  
St. Augustine, FL 32084  
(904) 825-0570

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DRAFT

## 1 P R O C E E D I N G S

2 CHAIRMAN GREEN: We'd like to open up the  
3 budget public meeting. It's 5:01. Actually, it's  
4 5:02.

5 All right. Mr. Wuellner, opening remarks?

6 OPENING REMARKS

7 MR. WUELLNER: Just -- just a couple of brief  
8 notes again.

9 The -- the budget has largely remained intact  
10 since the preliminary meeting we had for the TRIM  
11 back in July. A few adjustments have been made.  
12 We'll talk about those as we get for -- get forward  
13 on it.

14 I am excited, you know, to remind you again  
15 that we are entering I believe our tenth year now  
16 being off ad valorem taxes. So a tremendous effort  
17 on everybody's part to -- to move forward on a  
18 pay-as-you-go, if you will, approach to  
19 Airport Authority finances.

20 You know, we -- we budget based on a  
21 combination of things, but one of the more  
22 important aspects is the zero base, especially when  
23 it comes to the capital program, which for most  
24 years averages about 80 percent of the total  
25 budget. This year being not much of an exception,

1           either.

2           So, a lot of differences this year in -- in  
3           some funding sources. FAA has, you know, been able  
4           to come up with a hundred percent funding on at  
5           least one project. That's certainly a positive in  
6           our -- our budget impacts.

7           The -- probably the biggest -- biggest impact  
8           to our budget will be the amount of money that FDOT  
9           was -- has made available for that rework of the  
10          terminal access, you will, over there. That's a  
11          big project and will -- I'll be really curious to  
12          see how that comes out of design and -- after we  
13          get everybody's input on that kind of a project.

14          But with that, we're ready to move forward and  
15          present the budget when -- or the millage at this  
16          point when you are.

17                 CHAIRMAN GREEN: That's fine.

18                 MR. WUELLNER: I did have one -- one final  
19          comment.

20                 Again, just for a reminder, the order of  
21          occurrences today and for the second public hearing  
22          are required by statute. So we have to talk about  
23          millage first before we can talk about budget in --  
24          in that sense.

25                 So while it may feel out of order, that is a

1 statutory requirement of how -- how we do things.  
2 So you have to decide whether the money's available  
3 before you're allowed to talk about how you're  
4 spending it, not the other way around. So, with  
5 that, back to you.

6 DISCUSSION OF MILLAGE BY AUTHORITY

7 CHAIRMAN GREEN: Okay. Then we have  
8 discussion by the board of our millage.

9 I think we're fairly well apprised of where we  
10 are and what we've discussed at our other board  
11 meetings as far as staying at the zero mills. Is  
12 there any further discussion on that?

13 MR. KIRA: I think -- I think it's the  
14 appropriate thing to do. This airport is run  
15 appropriately, it's run fiscally, responsibly, and  
16 because of that, I think we continue with a zero  
17 millage. There's no reason to tax our public.

18 CHAIRMAN GREEN: We have 2.7 in reserves, so  
19 that's -- when I first got on the board in 2000, we  
20 weren't looking at that at all.

21 MR. KIRA: No.

22 MR. WUELLNER: It was a bit of a pipe dream  
23 back then.

24 CHAIRMAN GREEN: Uh-huh. Okay. Any more  
25 board discussion?

1 (None.)

2 PUBLIC DISCUSSION

3 CHAIRMAN GREEN: Any public comment?

4 (None.)

5 CHAIRMAN GREEN: Seeing none, I guess we have  
6 a tentative adoption, then.

7 TENTATIVE ADOPTION - RESOLUTION 2020-05

8 MR. WUELLNER: We do. And --

9 CHAIRMAN GREEN: Read it?

10 MR. WUELLNER: -- be read the record.

11 MR. WHITEHOUSE: Yes, ma'am.

12 St. Augustine-St. Johns County Airport Authority  
13 Resolution 2020-05.

14 A resolution of St. Augustine-St. Johns County  
15 Airport Authority of St. Johns County, Florida,  
16 adopting the tentative levying of ad valorem taxes  
17 for Fiscal Year 2020-21, providing for an effective  
18 date.

19 Whereas, the St. Augustine-St. Johns County  
20 Airport Authority of St. Johns County, Florida, on  
21 September 3rd, 2020, adopted a Fiscal Year  
22 2020-2021 -- adopted for Fiscal Year 2020-2021 a  
23 tentative millage rate following a public hearing  
24 as required by Florida Statute 200.065; and

25 Whereas, the St. Augustine-St. Johns County

1 Airport Authority proposed a millage rate of 0.0000  
2 and said rate does not exceed the rolled back rate.

3 Now, therefore, be it resolved by the  
4 St. Augustine-St. Johns County Airport Authority of  
5 St. Johns County, Florida, that the Fiscal Year  
6 2020-2021 operating tentative millage rate is  
7 0.0000 mills which does not exceed the rolled back  
8 rate.

9 This resolution shall take effect immediately  
10 upon its adoption.

11 Duly adopted at a public hearing this 3rd day  
12 of September 2020. St. Augustine-St. Johns County  
13 Airport Authority by Suzanne Green, Chairman.  
14 Attest: Steve Kira, Secretary/Treasurer.

15 CHAIRMAN GREEN: Everyone understands the  
16 resolution at presented? Okay. Do we have a  
17 motion?

18 MR. KIRA: Motion to adopt Resolution --  
19 tentative Resolution 2020-05 to give -- have a zero  
20 millage rate. And --

21 MR. WUELLNER: For clarification, the  
22 resolution is not tentative, just the contents.

23 CHAIRMAN GREEN: That's right. The  
24 resolution's the resolution.

25 MR. KIRA: Yes.

1 CHAIRMAN GREEN: Then contents are tentative  
2 until we -- is there a second?

3 MR. MIRGEAUX: Second.

4 CHAIRMAN GREEN: Any further board discussion?

5 MR. WUELLNER: Sorry.

6 (None.)

7 CHAIRMAN GREEN: All in favor?

8 MR. KIRA: Aye.

9 MR. MIRGEAUX: Aye.

10 CHAIRMAN GREEN: Aye. Any opposed?

11 (None.)

12 CHAIRMAN GREEN: The resolution passes.

13 MR. WUELLNER: Thank you.

14 BUDGET

15 CHAIRMAN GREEN: And the --

16 PROPOSED BUDGET - STAFF

17 MR. WUELLNER: All right. I'll walk -- I'll

18 walk through the preliminary budget for tonight.

19 I'm going to focus mostly on the summary sheet.

20 Revenue projected at 95 percent with the  
21 exception of nonoperating revenue. So fuel at  
22 95 percent. Leases, operating agreements, again,  
23 all at 95 percent \$230,356 for fuel. Leases  
24 projected revenue at \$3,581,507. Operating  
25 agreements projected revenue at \$80,536, for a

1 total adjusted operating revenues at 95 percent at  
2 \$3,892,399.

3 Nonoperating revenue next year, forecast  
4 reserves at \$2.5 million -- I'm sorry. Reserves  
5 coming into the year at \$2.5 million. Loans  
6 projected for next year at zero. Grants at  
7 \$4,500,000, for a total nonoperating revenue  
8 projection next year of \$7 million even.

9 Total revenue expected next year equals now  
10 \$10,892,399.

11 On the expense side of the budget, personnel  
12 expenditures, all items would be at \$1,156,735.  
13 Operating expenses, all items at \$1,536,485. For a  
14 total operating and personnel expenditures of  
15 \$2,693,220.

16 Nonoperating expenditures to include debt  
17 service at zero. Reserves at the end of next  
18 fiscal year estimated to be \$2,737,179. And  
19 capital expenditures next year estimated to be  
20 \$5,462,000. For a nonoperating expenditures of  
21 \$8,199,179. Both revenues and spend expenses are  
22 equal at \$10,892,399, which represents a balanced  
23 budget.

24 Happy to go into additional detail as you  
25 might desire or answers to specific questions.

1           I do want to point out a couple of changes  
2 only because they were different from the original.  
3 We had final insurance-related numbers. Those are  
4 included now in the insurance and liability  
5 property under expenses, operating expenses.

6           That number is now solidified at \$344,985. It  
7 does represent about a 17.4 percent increase.  
8 That's a combination of items there. The primary,  
9 it's -- almost all of it is in property insurance  
10 coverage.

11           Some of it is a rate escalation due to  
12 hurricanes and other natural disasters that have  
13 occurred. Some of it is because we have added  
14 insurable property value to the airport. So,  
15 Hangars B, C, D, and E replaced largely no-value  
16 buildings that were removed. So it's a significant  
17 uptick in the amount of capital that we're  
18 insuring.

19           Other items I kind of want to point out and  
20 give additional explanation to. Under capital, we  
21 had originally expected that there are a couple of  
22 changes here.

23           One, we added a line item for T-hangar  
24 access -- excuse me, T-hangar electrical and  
25 Internet upgrades to Rows G through M. We had been

1 sort of led to believe by Florida DOT that they  
2 were going to fund the additional -- or split that  
3 with us at a 50/50 and do it in this current fiscal  
4 year.

5 They have since -- because of the state  
6 shortfall of revenues, have no -- they're no longer  
7 going to be able to fund additional projects in  
8 this fiscal year, which will leave a discussion to  
9 the Authority at some point as to whether you wish  
10 to do part of those improvements at a hundred  
11 percent Authority funds or wait until those funds  
12 become available at some point.

13 But you're at least a year away from FDOT  
14 participating in that participating. These were,  
15 as the title kind of suggests, some wholesale  
16 upgrades in electrical service and outlets and  
17 lighting and the like from Hangars Rows G all the  
18 way through M row.

19 We can still do part of those. The estimate  
20 right now is it's \$190,000 worth of work of which  
21 the Authority would be allocating 125 in the  
22 current fiscal year if -- through this budget  
23 action. We can talk later about whether we want to  
24 approve that as an expenditure or actually spend  
25 the money as a -- at a hundred percent or not.

1           The worst-case scenario here is that the  
2           \$125,000 the Airport Authority has allocated would  
3           just go back in -- would just end up in reserves,  
4           so it's not -- if you choose not to do the project  
5           at some point during the year.

6           Other than that, it's largely intact. We do  
7           have a balance of T-hangar money at about \$250,000.  
8           That will make some additional improvements in and  
9           around the new T-hangar areas to include we'll be  
10          overlaying and making some adjust -- overlaying the  
11          access road on Estrella Avenue basically from the  
12          gate down to about Hangar Row G -- or, excuse me,  
13          H.

14          Will also adding some small parking areas in  
15          and around the Hangar Rows B through E. So that  
16          that money will effectively be used up in that  
17          work. That will max the grant out at that point  
18          and -- and we'll be able to close the grant. So  
19          that's kind of the earmark for those funds.

20          We had tried -- I think I briefed you on this  
21          last month, but we had tried to get FDOT to agree  
22          to do those electrical and -- and Internet  
23          improvement upgrades under that grant, but they  
24          have kind of dug in and said that's not included in  
25          the original grant description, meaning it's not

1 for the new buildings, it's for other buildings.  
2 So they're not allowing that as a -- an expense  
3 under the existing T-hangar grant.

4 So that's the majority of the change that  
5 occurred -- in fact, that really is the change that  
6 occurred.

7 The only other small change that -- I say  
8 small change, but item we did change is up under  
9 the last item under nongrant-related expenditures  
10 on the capital budget, the last line is air traffic  
11 control tower and T-hangar rows G, H, and I roof  
12 replacements.

13 Those are looking like they'll be funded --  
14 would be funded by Airport Authority alone. We'll  
15 be -- of course get those documents prepared and  
16 those would be bid and would represent a market  
17 value at some point whenever that -- that occurs.  
18 But that would be a nongrant-related project.

19 That's work that needs to be done, especially  
20 G row, this year. But the others are approaching  
21 25 years. Believe it or not, the metal roofs on  
22 H -- the newer part of G, H, and I are all at 25.  
23 The original G is I'm going to guess probably  
24 closer to 40 years old. So work needs to be done  
25 there.

1           The bottom line there is the reserve number,  
2           the contribution to reserve this year, goes down  
3           from what was presented in October -- or, excuse  
4           me, October -- in July.

5           At this point, the contributions to reserve  
6           would be 237,000, plus there would be the 5 percent  
7           difference between the actual revenues and budget  
8           reduced revenues. And potentially there's the  
9           match on the one -- 125 or --

10           CHAIRMAN GREEN: 125.

11           MR. WUELLNER: -- or whatever it is on the  
12           electrical that DOT is not matching. So the  
13           number's probably closer to 500 in terms of  
14           contribution back to the reserves at this point or  
15           expected back to reserves.

16           Any -- I'm not sure I made it clear, but  
17           hopefully that's -- clarifies this -- the changes  
18           that were made.

19           I am happy to report things like health  
20           insurance employment -- health employment --  
21           employee health insurance, we saw a net increase of  
22           only 1.1 percent this year, believe it or not. So  
23           we've been typically closer to 20. So we're quite  
24           pleased with -- with that, that change this year.

25           CHAIRMAN GREEN: On the operating revenue

1 lease, is that including, I'm assuming, our new  
2 hangars?

3 MR. WUELLNER: Yes. Those are -- all relevant  
4 lease revenues are in there right now.

5 DISCUSSION OF MILLAGE RATE BY AUTHORITY

6 CHAIRMAN GREEN: Any board comment?

7 MR. KIRA: The only variable that we have here  
8 really in the area of revenues is fuel.

9 MR. WUELLNER: Yeah.

10 MR. KIRA: That's -- since the amount of  
11 traffic we have is down like 30, 40 percent, is  
12 our -- you know, was the fuel revenue calculated  
13 downwards on this one?

14 MR. WUELLNER: It's relatively flat. If you  
15 look across, we did not make any increases in  
16 projections this year for fuel.

17 I -- I think you're going to see significant  
18 recovery in this. I'm comfortable with the  
19 numbers, but they're also within the margin. We --  
20 we put a very conservative budget together. I'm  
21 not terribly concerned about it.

22 MR. KIRA: I know next year, I mean, I do  
23 believe January on, we're just -- we're going to go  
24 gangbusters. I understand that. We'll have a lot  
25 more flying and everything, unless the weather hits

1 us. This is COVID-related decrease this year.

2 MR. WUELLNER: Yeah.

3 MR. KIRA: Okay. So next year should be much  
4 better.

5 MR. WUELLNER: Yeah, this is like 1 1/2, 2  
6 percent of the revenue projection. So it's -- you  
7 know, the budget's the same.

8 MR. KIRA: Yeah, that's the only one that's  
9 variable.

10 MR. WUELLNER: And that's if they went to  
11 zero.

12 MR. KIRA: Right. That's true. You're right.  
13 Foolish.

14 CHAIRMAN GREEN: Any further board discussion?

15 (None.)

16 PUBLIC DISCUSSION

17 CHAIRMAN GREEN: Any public?

18 (None.)

19 TENTATIVE ADOPTION - RESOLUTION 2020-06

20 CHAIRMAN GREEN: Okay. Then we are back to  
21 reading the resolution.

22 MR. WHITEHOUSE: Yes, ma'am.

23 St. Augustine-St. Johns County

24 Airport Authority Resolution 2020-06.

25 A resolution of the St. Augustine-St. Johns

1 County, Florida, adopting the tentative budget for  
2 Fiscal Year 2020-2021 providing for an effective  
3 date.

4 Whereas, the St. Augustine-St. Johns County  
5 Airport Authority of St. Johns County, Florida, on  
6 September 3rd, 2020, adopted for Fiscal Year  
7 2020-2021 a tentative budget following a public  
8 hearing as required by Florida Statute 200.065; and

9 Whereas, the St. Augustine-St. Johns County  
10 Airport Authority has prepared a budget for the  
11 Fiscal Year 2020-2021; and

12 Whereas, the St. Augustine-St. Johns County  
13 Airport Authority adopted a tentative millage rate  
14 prior to adopting this resolution.

15 Now, therefore be it resolved by the  
16 St. Augustine-St. Johns County Airport Authority of  
17 St Johns County, Florida, that:

18 1. The annual budget estimates of revenues and  
19 expenditures of the St. Augustine-St. Johns County  
20 Airport Authority for the Fiscal Year 2020-2021, as  
21 considered and acted upon, under and by the  
22 authority of the Laws of Florida, are hereby  
23 ratified, approved and tentatively adopted, and the  
24 amounts of money set forth therein are hereby  
25 appropriated.

1           2. The annual budget of revenues and  
2           expenditures tentatively adopted for the ensuing  
3           Fiscal Year 2020-2021 shall be attached to the  
4           minutes of this meeting.

5           This resolution shall take effect immediately  
6           upon its adoption.

7           Duly adopted at a public hearing this 3rd day  
8           of September 2020.

9           St. Augustine-St. Johns County Airport  
10          Authority by Suzanne Green, Chairman. Attest:  
11          Steve Kira, Secretary/Treasurer.

12          CHAIRMAN GREEN: Okay. Do we have a motion  
13          from the board?

14          MR. MIRGEAUX: Move to accept the budget.

15          MR. KIRA: Second.

16          MR. WUELLNER: Hold --

17          MR. WHITEHOUSE: To pass the resolution.

18          MR. MIRGEAUX: Move to pass the resolution.

19          MR. WUELLNER: 2020-06.

20          MR. MIRGEAUX: That's right.

21          MR. KIRA: 2020-06. Second it.

22          CHAIRMAN GREEN: To adopt the  
23          Resolution 2020-06?

24          MR. KIRA: To adopt the Resolution 2020-06.

25          CHAIRMAN GREEN: As presented. All in favor?

1 MR. KIRA: Aye.

2 MR. MIRGEAUX: Aye.

3 CHAIRMAN GREEN: Aye. Any opposed?

4 (None.)

5 CHAIRMAN GREEN: No.

6 COMMENTS

7 CHAIRMAN GREEN: All right. Are there any  
8 other comments with regards to the -- our public  
9 meeting, board?

10 (None.)

11 CHAIRMAN GREEN: Okay. Thank you. And don't  
12 forget the 14th, and that will be our final budget.

13 MR. WUELLNER: At 5:01.

14 CHAIRMAN GREEN: That's correct.

15 Okay. We're adjourned. Thank you, everybody.

16 (Hearing concluded at 5:20 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 I  
7 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 8th day of September, 2020.

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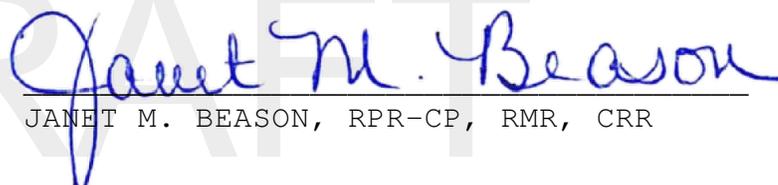
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JANET M. BEASON, RPR-CP, RMR, CRR



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