ST. AUGUSTINE - ST. JOHNS COUNTY AIRPORT AUTHORITY

Regular Meeting held in The Conference Center, Meeting Room B 4730 Casa Cola Way St. Augustine, Florida on Monday, December 16, 2019
from 4:00 p.m. to 4:51 p.m.

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BOARD MEMBERS PRESENT:
    SUZANNE GREEN, Chairman
    STEVE KIRA
    JUSTIN MIRGEAUX
BOARD MEMBERS ABSENT:
    RANDY BRUNSON
    BRUCE MAGUIRE
ALSO PRESENT:
    DOUGLAS N. BURNETT, 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.
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        JANET M. BEASON, RPR, RMR, CRR
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    I N D E X

PLEDGE OF ALLEGIANCE 2020 OFFICER \& COMMITTEE SELECTION MEETING MINUTES \& FINANCIAL REPORT AGENDA APPROVAL

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        P R O C E E D I N G S
    CHAIRMAN GREEN: Call the meeting to order.
    Please stand for the Pledge.
    (Pledge of Allegiance.)
            MEETING MINUTES
        CHAIRMAN GREEN: Okay. I'm going to kind of
    skip that for a second just to see if we -- if
    people have reviewed the minutes of the last
    meeting. Are there any objections or --
    MR. MIRGEAUX: No objection.
    MR. KIRA: No objections.
    CHAIRMAN GREEN: So they'll be accepted as
    presented?
    MR. KIRA: Sure.
    CHAIRMAN GREEN: And then the financial
    reports?
    MR. KIRA: I have some comments, but that's
    the third part, isn't it?
    CHAIRMAN GREEN: Okay. Well, I've had -- so I
    went to agenda.
    MR. KIRA: Oh.
    CHAIRMAN GREEN: The thing is we've -- I've
    been asked by -- we are missing two board
    members -- to delay the officer and committee
    selections until it might be our February meeting,
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which would change our agenda today.
MS. LUDLOW: We can't hear you, Suzanne.
CHAIRMAN GREEN: Since we're missing two board members --

MS. LUDLOW: Thank you.
CHAIRMAN GREEN: -- they had asked that we delay our officer/committee selections. I'm open to whatever the board wants to do, but that's what's up there right now and that would be a change to our agenda, and that's fine.

MR. WUELLNER: Your next regular meeting is scheduled for January 27.

CHAIRMAN GREEN: So it's the end of January.
MR. MIRGEAUX: That's fine. Do we need to
make a motion for that or --
CHAIRMAN GREEN: That's why I was -- if we're okay with our --

MR. WUELLNER: If this is by consensus, I think you're fine.

MR. BURNETT: Yeah, you can -- you can revise your agenda by consensus if there's no objection and then --

MR. KIRA: I just want to let you know that January meeting, I will not be here, so...

CHAIRMAN GREEN: Hmm.

MR. KIRA: I'll -- so that's just for
information.

CHAIRMAN GREEN: Okay.

MR. KIRA: I'll be out of the country.

CHAIRMAN GREEN: Maybe we can change the date.

MR. WUELLNER: We can work on that, too.

CHAIRMAN GREEN: Because I'd prefer to have, you know, who can be here, and then if we know you're not going to be here, I'd like to have everybody here, you know. So...

MR. WUELLNER: Well, we've got plenty of time between here and there to get it worked out.

CHAIRMAN GREEN: Are you going to be gone for a long period of time?

MR. KIRA: Two weeks.

CHAIRMAN GREEN: Okay. Well, hopefully we can work around that to make sure that everyone's -MR. KIRA: We could do it either before or after.

CHAIRMAN GREEN: Well, it's --

MR. KIRA: After is by default.

CHAIRMAN GREEN: Anyway, it's a consensus
motion. If we want to have our elections now, we can, or we can wait until -- and the officers/committee selections are up to comment.

MR. KIRA: If you ask me, I have no problem having the election today.

CHAIRMAN GREEN: Mr. Mirgeaux?
MR. MIRGEAUX: Yeah, I don't -- I don't have a problem.

CHAIRMAN GREEN: Doing it today?
MR. MIRGEAUX: I don't have a problem doing it today.

CHAIRMAN GREEN: Okay.
MR. MIRGEAUX: That's fine. If you want to do it today, that's fine.

CHAIRMAN GREEN: It's fine with me. I'm fine
with that, too, because I'd rather, you know --
MR. KIRA: Let's get it over with.
OFFICER \& COMMITTEE SELECTION
CHAIRMAN GREEN: It's been on our agenda.
Okay. Then we'll not amend the agenda and let's go
to our officer/committee selections.
We have two that have put in for chairman.
That would be myself and Mr. Maguire. Secretary
would be Mr. Kira and myself. And then our
academies, you can see Mr. Mirgeaux has been on the Aerospace and there's an alternate. I put my name on that. And then the EDC, which we have Mr. Brunson and myself as a -- I should have been
backup, but that's okay. And then the TPO is Mr. Kira and Mr. Mirgeaux.

So those are the things we need to take care of. So I guess we'll just start at the top for chairman and we'll take a vote for --

MR. KIRA: Well, I nominate you for chairman.
CHAIRMAN GREEN: Okay.
MR. MIRGEAUX: Second.
CHAIRMAN GREEN: Okay. I will nominate myself, too. Okay. All in favor?

MR. KIRA: Aye.
MR. MIRGEAUX: Aye.
CHAIRMAN GREEN: Aye. All opposed?
(None.)
CHAIRMAN GREEN: Okay. Next would be secretary-treasurer. Then I withdraw. So that would be Mr. Kira, and Mr. Kira's unopposed, so I nominate Mr. Kira.

MR. MIRGEAUX: By consensus --
CHAIRMAN GREEN: Yes.
MR. MIRGEAUX: -- I can move --
CHAIRMAN GREEN: Okay. Mr. Kira --
MR. BURNETT: Let's just get a vote on that
one --
CHAIRMAN GREEN: Okay.

MR. MIRGEAUX: Okay. MR. BURNETT: -- because it's charter. CHAIRMAN GREEN: It is. MR. MIRGEAUX: Oh. CHAIRMAN GREEN: So I nominate Mr. Kira. MR. KIRA: Aye. MR. MIRGEAUX: Second. CHAIRMAN GREEN: Okay. All in favor? MR. KIRA: Aye. MR. MIRGEAUX: Aye. CHAIRMAN GREEN: Aye. Any opposed? (None.)

CHAIRMAN GREEN: Okay. Then we have the Aerospace Academy primary, and the only candidate for that would be Mr. Mirgeaux, and I'd be glad to nominate Mr. Mirgeaux for the primary Aerospace Academy. Is there a second? MR. KIRA: Second. CHAIRMAN GREEN: All in favor? MR. KIRA: Aye. CHAIRMAN GREEN: Aye. MR. MIRGEAUX: Do I vote for myself? CHAIRMAN GREEN: You do. MR. KIRA: You do. MR. MIRGEAUX: Then aye.

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            CHAIRMAN GREEN: If you want to. And then for
    alternate Aerospace, the only person is myself, so
    someone else has to nominate.
    MR. KIRA: Nominate you for alternate
    Aerospace.
    CHAIRMAN GREEN: A second?
    MR. MIRGEAUX: Second.
    CHAIRMAN GREEN: All in favor?
    MR. KIRA: Aye.
    MR. MIRGEAUX: Aye.
    CHAIRMAN GREEN: Aye. Any opposed?
        (None.)
    CHAIRMAN GREEN: Okay. Then we have EDC.
    Mr. Brunson as primary and myself as primary. I'll
    be glad to defer to Mr. Brunson. He seems to be
    making -- be able to make more of those than I.
    MR. MIRGEAUX: I nominate Mr. Brunson.
    MR. KIRA: Second.
    CHAIRMAN GREEN: All in favor?
    MR. KIRA: Aye.
    MR. MIRGEAUX: Aye.
    CHAIRMAN GREEN: Aye. Okay. Mr. Brunson will
    be primary. And then alternate, the only person
    there was Mr. Mirgeaux. So is that --
    MR. MIRGEAUX: Nominate myself?
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CHAIRMAN GREEN: Okay. Well, I'll -- I'll nominate Mr. Mirgeaux.

MR. KIRA: I'll second.
CHAIRMAN GREEN: All in favor?
MR. KIRA: Aye.
MR. MIRGEAUX: Aye.
CHAIRMAN GREEN: Aye. Any opposed? (None.)

CHAIRMAN GREEN: Okay. EDC alternate will be Mr. Mirgeaux. And then $T P O$, Mr. Kira primary. Am I reading that right?

MR. KIRA: Yes.
CHAIRMAN GREEN: That's the only one. Okay. So I'll nominate Mr. Kira as primary for TPO.

MR. MIRGEAUX: Second.
CHAIRMAN GREEN: All in favor?
MR. KIRA: Aye.
MR. MIRGEAUX: Aye.
CHAIRMAN GREEN: Aye. Any opposed?
(None.)
CHAIRMAN GREEN: Then the alternate is -Mr. Mirgeaux is the only one listed.

MR. KIRA: I nominate for Mirgeaux for alternate.

CHAIRMAN GREEN: And I'll second for TPO. All
in favor?
MR. KIRA: Aye.
MR. MIRGEAUX: Aye.
CHAIRMAN GREEN: Aye. Any opposed?
(None.)
CHAIRMAN GREEN: Okay. So we have our committee selections and officers for next year. So, I think we did approve the agenda. I know we did the minutes and the financial, but the agenda --

MR. KIRA: The financials $I$ have questions on.
CHAIRMAN GREEN: Okay. But the agenda we did. All right. So let's look at financials. FINANCIAL REPORT

MR. KIRA: On the financials everything was fine, but I do have a question for resolution.

On the operating revenues and expenses, there are three line items. One is an operation -operating agreements, airline operations revenue, 8,700 and change. When did that happen and where are we getting that airline operations revenue from?

MR. WUELLNER: That's rental car, is it not? Rental car agreements.

MR. KIRA: Oh. But it was interesting that
there was no budget for it, so...
MR. WUELLNER: Yeah. It may be being misclassified into that because it should be in other.

MR. KIRA: See it's --
MR. WUELLNER: I'll take a look at it.
MR. KIRA: -- like -- it's right there. You can look -- the first line.

MR. WUELLNER: Yeah, I think it's gotten classed -- it should be in operating agreements. We'll take a look at it.

MR. KIRA: Okay. No problem. Government fees and assessments 46,8-, what is that from?

MR. WUELLNER: Taxes that we owe. And other governmental is also where I think U.S. Customs comes out of. Anything that we're paying another entity. Keep in mind tax-related things all get paid at the first part of the year.

MR. KIRA: I'm mentioning that because it's budgeted $\$ 11,250$ and we're paying $\$ 46,000$.

MR. WUELLNER: It's recovered through lease agreements --

MR. KIRA: Okay.
MR. WUELLNER: -- because you're getting a -what do they call it, prorated.

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    MR. KIRA: And the third one is operating
    expenses are negative. We've got money back from
    operating expenses? It's minus $9,7 -- $1,970.
    Budgeted $11,000. It's minus $1,970.
    MR. WUELLNER: Off the top of my head, I don't
    know. It shouldn't be negative.
        MR. KIRA: That's the last yellow item. I had
        a magnifier.
    MR. WUELLNER: I don't know.
    MR. KIRA: See, it's proof that I read
everything.
    MR. WUELLNER: Yeah.
    CHAIRMAN GREEN: No, I --
    MR. WUELLNER: I'm going to have to get you an
    answer on that. I don't know.
    CHAIRMAN GREEN: Yeah. And I -- I know we've
    talked about it, but the operating difference
    between '18 and '19 is a significant amount. But I
    know we've had a lot of capital improvements and
    I'm assuming that's where it came from.
    MR. WUELLNER: Yes. Well, not capital, but it
    would be normal --
    CHAIRMAN GREEN: Interest?
    MR. WUELLNER: -- operating or going to be
    consumable kinds of items.
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CHAIRMAN GREEN: Okay. Well, with that, then, maybe we should defer on that until we get answers? MR. WUELLNER: If you wish.

CHAIRMAN GREEN: Financial -- I wish.
MR. KIRA: Okay.
CHAIRMAN GREEN: I mean, I would like to have answers to that.

MR. KIRA: Okay. He can mail them to or e-mail them to us.

MR. MIRGEAUX: Can you add this to the list of questions? For --

CHAIRMAN GREEN: Sure.
MR. MIRGEAUX: -- the balance sheet, the
second asset from the top, First Atlantic credit cards, normally you see credit card balance as a liability, but you have it as an asset. Is it like an overpayment or is it a --

MR. WUELLNER: Oh, it's the holding account for the -- for credit card transactions.

MR. MIRGEAUX: So essentially it's a debit account.

MR. WUELLNER: Correct.
MR. MIRGEAUX: Okay.
MR. KIRA: You don't have to take notes. Just take that.

MR. WUELLNER: Thank you.
MR. KIRA: I asked that one two months ago.
MR. MIRGEAUX: All right.
CHAIRMAN GREEN: Any other questions right now?

MR. KIRA: None.
CHAIRMAN GREEN: All right. Then we'll hold off on that.

MR. WUELLNER: Thank you.
CHAIRMAN GREEN: Okay. Director's report. EXECUTIVE DIRECTOR'S REPORT

MR. WUELLNER: Now I'm all kerfunkled.
All right. Update on $T$-hangar project, the first two units are completed, COs received, tenants have moved into the new units. At this point they're basically all vacant.

I can tell you that demolition is underway on the phase two. Former T -hangar Row C is basically gone at this point. The building's gone. They look to be about 50 percent done with the slab removal. As driving over here, I could see that -I could see that the site contractor's shown up this afternoon. They're beginning to stage equipment to do the site -- begin the site prep for that site, for the first $T$-hangars. So they're
moving quickly into that. Buildings are due in about the first of the year. Hangar doors about February. And we're still on a -- hopefully a March to early April kind of timeline to get finished here.

Restaurant update, I'm expecting to be open on February. Making great progress up there. They've completely gutted a great deal of the inside up there. There's new tile in place. New -- and it's really really shaping up to be very nice.

I think his equipment is due in week after next or it might be the week before -- might be next week, actually -- and they'll begin that hookup. And I think he's hoping to do some softer trial runs in January already, so --

CHAIRMAN GREEN: I'll volunteer.
MR. WUELLNER: -- it's moving along very
quickly. It looks nice.
Let you know that we did complete the real estate transaction with 181 Indian Bend, so the Jones, that was the one that was in an estate, but that has completed, so we now -- we now own that. And I believe that's scheduled for demo here very -- pretty quickly as soon as the permit shows up for it.

And that concludes --
CHAIRMAN GREEN: The air service conference, that's going to be in April?

MR. WUELLNER: I'm sorry. I skipped right over it. Yeah, just confirm the dates with you. That is April 15th through the 17th. Host hotel is the Casa Monica downtown.

Of course you'll be included in all of those activities. We'll make you aware of all that as it goes. I know as of Friday -- Thursday last week there are at least two confirmed airlines already. It's just now being pushed out to those airports and the airlines.

So I expect January and early February to --
they're trying to wrap this up in terms of registration by mid February. So it's on track to -- they're actually way ahead of where they normally are, so it looks like it's going to be an attractive conference for attendees, so -- which it should be, I would think, in this location. So that's it.

CHAIRMAN GREEN: Okay. Okay. Thank you. BUSINESS PARTNERS UPDATE

CHAIRMAN GREEN: Next we have the business partner updates.

I did speak with Mr. Dean Friday, and he said he had -- his office had scheduled another -- the commission had scheduled some meetings and he could not be here. So he sends his condolences but he just couldn't be here today. Atlantic?

MR. BEYERS: No comment.
CHAIRMAN GREEN: I don't see Galin, but someone with SAAPA?

MR. TUCKER: No comment.
CHAIRMAN GREEN: Northrop? No? Okay. Tower.
Tammy?
MS. ALBIN: Tammy Albin, St. Augustine Control Tower.

> To date as of about 3:00 today, 141,000
operations plus about a few. We're expecting probably the end of the year right around 145-, 146-. That's down from 156- last year.

We're also down one controller at the moment, but we do have one starting to train on Monday and we're hoping to check out -- he's currently a controller down at Flagler Airport, so he's just transferring within the company. So hopefully that will kick off. That is all.

CHAIRMAN GREEN: Thank you.
MS. ALBIN: Uh-huh.

CHAIRMAN GREEN: Mr. Burnett?

MR. BURNETT: Nothing to report as that item's obviously already on the agenda today. CHAIRMAN GREEN: Do we have anything with our court case?

MR. BURNETT: The update on the case with Boomerang is we did have a hearing with the magistrate judge -- in fact as you know, in federal court they said deadlines for discovery.

Those -- there would really be no effective way to keep up with those deadlines through the discovery process that was set by Judge Howard because there hasn't been a ruling yet on this issue of the jurisdiction and whether or not federal court's going to take jurisdiction.

So we did have a brief telephone hearing to reset the discovery deadlines, essentially suspend them for right now until they make a ruling. We anticipate we'd get -- we'll get a ruling some time between now and mid-January and then we'll know whether we're proceeding in state or federal court. So that's where it's at right now.

CHAIRMAN GREEN: And is it a one-time mediation, it's one and done so no more?

MR. BURNETT: There's always a potential that
there could be another mediation, but it may be unlikely at this stage until we get a ruling from the Court.

CHAIRMAN GREEN: Okay. Thank you. Okay. Our first agenda item, the lease policy. Mr. Burnett? LEASE POLICY AMENDMENT

MR. BURNETT: I guess I'll jump in with part of that and continued discussion.

I did meet with Mr. Tucker and then also had a follow-up discussion with him today related to the lease policy, and I'm not sure that I understood one of the concerns that he had when we met and then followed up and talked about it, but I think I've got it now.

And the one thing that we would suggest changing, and $I$ support this, is in Section 4.a. in the red line that we would strike the language that was suggested to be put in there, "provided that if an entity, the tenant is the owner of the entity."

So let me explain what that does. Effectively the way it's written without this change, we wanted to be able to -- you would have, for example, the lessee tenant renting the hangar as ABC, LLC, for example, or ABC, Inc., and then you'd have an aircraft being owned by XYZ, LLC. If you have at
the end of the day one individual owning both entities, then it's not a problem.

Well, the way this was worded, if you have ABC that completely owned XYZ that owns the aircraft, it was okay, but the reverse wouldn't be okay if you read this literally. So if we strike that language, it makes it where it could go either direction. The aircraft entity could be 100 percent own the tenant entity or vice versa. So that's -- we're just looking for some direct connection between the entity that owns the aircraft and the entity that's the tenant.

For what it's worth and since our last
meeting, $I$ did go and survey a number of airports to say, okay, what are they -- what do the leases specify? And without exception, the leases that $I$ found on tenant hangars -- and you can look at, you know, any number of ones -- Sarasota-Bradenton, Punta Gorda, Gainesville, Naples, Flagler, Ocala, Craig -- you get usually an unity of the tenant is the same as the aircraft.

Now, whether they enforce this or not, I couldn't tell you. It's not obviously on the airport property. But the lease forms that they have say that the tenant name matches the name of
the aircraft owner. We're actually here for our
airport talking about this policy that would make
it more flexible than the other airports have.
They do have, for example, list the aircraft.
Many of them have not only list the aircraft, but
list the make and model of it. List the FAA
registration. I think the $N$-Number is probably
good enough for most anything like that. They do
require the aircraft, some match of the tenant must
own the aircraft.

But here we're talking about, again, understanding and recognizing that many people do have separate LLCs for separate aircraft and, for example, in box hangars we have multiple aircrafts that could go in there, multiple entities that could be owning aircraft, and it's really just, is there a connection between the two. And so this policy as proposed addresses that, and I think we've now addressed the -- the concern hopefully, the big one that Mr. Tucker had.

And so with that, I'm happy to go through it in detail. We did get rid of the language regarding -- related to payments and where the payments would come from. But's otherwise it's now been circulated, it's been out there since our last
obviously -- I guess -- largely I guess we'll hear what the public has to say and be happy to answer any questions you have.

CHAIRMAN GREEN: Board questions?
MR. KIRA: None.
MR. MIRGEAUX: Do we currently have in the -I guess, the list of hangar tenants more than -- a single aircraft that's registered in more than one hangar? Like is there one $N$-Number that's in multiple hangars?

MR. WUELLNER: Do we? That's more of a question for you. I don't look at that. I'm sorry to dump on you there, but I don't...

MS. HOLLINGSWORTH: There is on occasion an airplane in a hangar that it's not on the lease agreement. Is that what you're asking?

MR. MIRGEAUX: No. What I'm asking is, is on the lease agreement, do we have tail numbers assigned to those lease agreements through their owners, whether it's an LLC or an individual?

Do we have hangars that are assigned to -- do we have multiple aircraft that are assigned -- or do we have a single aircraft that's assigned to multiple hangars? Like there's --

MS. HOLLINGSWORTH: Yes.

MR. MIRGEAUX: -- one N-Number that's -MS. HOLLINGSWORTH: Yes. MR. MIRGEAUX: So is that -MS. HOLLINGSWORTH: But they're the same owner. In other words, I'll have a tenant that has three hangars and he has three airplanes, so he's listed all three airplanes on all three lease agreements -MR. MIRGEAUX: Well, if he's got three airplanes, he's three tail numbers.

MR. WUELLNER: Right. And three hangars.
MR. MIRGEAUX: So that's -- and three hangars.
MS. HOLLINGSWORTH: And three hangars.
MR. MIRGEAUX: So -- but do we have --
MR. WUELLNER: Unrelated?
MR. MIRGEAUX: -- a single N-Number that's in multiple hangars?

MR. KIRA: I think that she just said that, is
that --
CHAIRMAN GREEN: That they could move around like from hangar one to hangar -MR. MIRGEAUX: Yeah, is there -- like if we took the list of $N$-Numbers that we have hangared on an airplane right now and we just ran a D duplicate, would we -- would we -- if we highlight

> the duplicates on an Excel spreadsheet, would we see duplicates? Like indicating that there's a single N-Number that's in multiple hangars? At least one -- more than one hangar.
> MR. WUELLNER: Yes, but it would be the same lessee.

MR. MIRGEAUX: That's fine. Okay. But then that -MR. WUELLNER: It would show up that way. MR. MIRGEAUX: So the problem is in that instance, is that you've got double the hangar space for one aircraft because --

MR. WUELLNER: No. In this case they have, for instance, three hangars, three aircraft, and they're simply listing they can put it in each -in any one of the three hangars. MR. KIRA: At any time. MR. MIRGEAUX: Okay. But then you've got three aircraft and three hangars -MR. WUELLNER: Exactly. MR. MIRGEAUX: -- so, you know -MR. WUELLNER: It's still technically single each. I mean, it just provides that particular tenant the flexibility to move it between their own hangars.

MR. MIRGEAUX: So, I mean, correct me if I'm wrong, but the problem that we're trying to solve here with the changes to the lease is, number one, to make sure that we're not having sublease problems, which would be an issue. We don't want that.

MR. WUELLNER: Correct.
MR. MIRGEAUX: And, number two, to make sure that -- because hangar space is at a premium, we have a limited amount, we have -- the demand is outstripping the supply --

MR. WUELLNER: Correct.
MR. MIRGEAUX: -- even though we're building hangars, that we've got -- on the books right now, we've got two hangar bays, $T$-hangars or box hangars or a combination thereof, that had a single aircraft in them, whether there is -- whatever the lessee relationship is with those aircraft or not, but there is N123456 is in multiple hangars.

And I don't mean like, oh, no, it's owned by a group or a consortium and they own three aircraft and they have three hangars and it rotates. No, I don't mean that. I mean that aircraft is on the -on paper exists simultaneously in more than one hangar.

MR. BURNETT: It was presented to us to do
that --

MR. MIRGEAUX: Right.
MR. BURNETT: -- and that's what started this, and so let me jump in on that. I guess we got a spreadsheet -- not really a spreadsheet, a list --

MR. MIRGEAUX: Uh-huh.
MR. BURNETT: -- where the aircraft would go in potentially four different hangars, and that's what kind of started it.

This -- and the example of -- and I think I recall Mr. Tucker saying this, that one hangar has sufficient electric to run the compressor, one hangar doesn't, so you take an aircraft and put it in the other hangar so that you can do the maintenance that you need to do and run the compressor and you put the other aircraft in the other and you do that temporarily. That's not the situation we're trying to prevent.

MR. MIRGEAUX: And that -- I don't -- in my mind, $I$ don't think that that's a problem.

MR. BURNETT: No, I don't we care -- we don't --

MR. MIRGEAUX: It's just the day-to-day operation of, you know, somebody that's got access
to multiple hangars.
Even if it's a, you know, a friend or a fellow SAAPA member, hey, your electric is stronger than mine or you've got shade in the afternoon and I don't, let's -- you know, it's easier for me to work over there for the time being or whatever, you know.

MR. BURNETT: Yeah. And I don't think any part of this prevents that.

What it does -- what it does require is if you take your aircraft from one hangar and move it to another hangar ten -- within ten days of making that move, then you need to notify us that that's where you're going to start housing the aircraft.

MR. MIRGEAUX: Right. So when you say like housing the aircraft, where the aircraft are housed is what we want to keep on the paperwork.

MR. WUELLNER: Correct.
MR. MIRGEAUX: So we shouldn't have a single aircraft that's in multiple hangars simultaneously according to our paperwork. Every hangar -- so is that the problem that we're trying to solve -MR. WUELLNER: Yes.

MR. MIRGEAUX: -- with the changes?
MR. WUELLNER: Yes.

MR. MIRGEAUX: And do you feel that the verbiage changes, including the latest addendum based on your conversation with Len today, that it will accomplish that?

MR. BURNETT: I think this is a reasonable thing. Obviously if there's something we need to address in the future, we'll bring it back to you. There's some -- some language that was in here before that could have been interpreted to one extreme or the other extreme, and this kind of tries to strike a balance between those two extremes of how you could interpret the existing policy.

MR. MIRGEAUX: There was some discussion last time -- and I'm sorry to change the subject, I hear what you're saying -- about hangar queens and, you know, essentially aircraft is being stored. Does that have any impact on that at all or -MR. BURNETT: No, because our hangars and the use of the hangars, someone could build an aircraft, someone could have a hangar queen. We're not going to prevent that.

The -- you know, we have -- it's problematic to even try and begin to prevent someone from being having an aircraft. How often are you required to

> minimally operate the aircraft? You know, you obviously could maintenance an aircraft for -- how long are you allowed to maintenance an aircraft now --

MR. MIRGEAUX: Right.
MR. BURNETT: -- or do a repair? So, we can't really easily regulate those kinds of functions. And I don't think the FAA would actually allow it. From the -- the language that we used for what the uses of the hangars are comes from the FAA circular. So that's where we get the language.

So, you know, the -- the use is aeronautical
related. And obviously people do other things. You know, you have bikes in there, cars in there, maybe a camper every now and then, but overall it's been aircraft. When you put other things in there, the airport kind of lets it happen sometimes, but overall it's an airport use.

CHAIRMAN GREEN: Any more board discussion?
(None.)
CHAIRMAN GREEN: Okay. Open it up to public. Mr. Tucker?

MR. TUCKER: Yeah. Len Tucker.
I'm a long-time resident or a long-time tenant at the airport and a member of the

Pilots Association, so I get nominated by some people to come up and speak on their behalf.

I think Doug and I worked out a very workable arrangement which satisfies the needs for restrictions on subleasing and the concerns there as well as being able to deal with situations where people may own more than one aircraft and have them under different LLCs and not be too restrictive in those arrangements.

The only remaining issues which we needed to address, and I discussed this briefly with Suzanne Green, is concerning this very -- the verification of the ownership arrangements.

And my concern is of course $I$ think it's been well-established from previous board members here that we didn't really want to bring shareholder agreements, partnership arrangements and agreements down for public inspection or for even airport inspection since these are not public record documents.

A compromise $I$ think that was suggested was that there could be a certification of ownership which would involve a couple of witness signatures and a notary public and the parties involved to certify that that's the ownership arrangement, and

I think that would be fine to implement that as a policy or a requirement to satisfy that verification need.

You know, I know Doug and I had discussed the possibility of bringing the shareholder agreement down and redacting all the parts except for this part and that part and, you know, I just think that that's getting a little too cumbersome.

My own corporation, the shareholder agreement hasn't changed very much since it was initially created, but I have had shareholders change and we'd have to go to the stock records and go through that and I just don't think that's something I want to bring out and start having to go through. It would be much easier to deal with it in the certification process. So if we can agree on that being an acceptable alternative to bringing books and records to the corporation down here, I think that would be a benefit.

The other thing which I wanted to address here was the issue which has been brought up and hadn't previously been discussed but $I$ think $I$ sent it out in an e-mail, the last paragraph where there was a restriction to placing one airplane in a T-hangar.

And I don't think that the reality -- because
as I discovered, there's probably more than one or two $T$-hangars here that have more than one aircraft in it, there are aircrafts small enough to fit multiple aircraft in a T-hangar, and in these instances the same owner owns both of these aircraft.

I don't think you need to have that restriction there. The physical restriction of the size of the aircraft and the size of the hangar is going to satisfy that need. Nobody's going to squeeze in airplanes to the point that they're going to damage each other getting them out of there. That's more an issue than any of the other arrangements.

So the physical limitations of the size of the aircraft just because you've got one small enough where even if you had a glider that breaks down and wheels in in a very narrow constraint doesn't preclude the fact that you could have another airplane in there. And so I think you need to probably review that limitation, particularly in light of the fact that we know that there are some that have those aircraft that size that can be hangared. Thank you.

CHAIRMAN GREEN: Thank you. Ms. Ludlow, Reba?

MS. LUDLOW: Yeah. Thank you. Can you hear me? Reba Ludlow, SAAPA, Ponte Vedra Beach.

I just -- I agree with everything Len said of course, but one thing I do want to bring up so that it is in the minutes is that I'm so happy to see the last line intended to preserve lease administration integrity and the waiting list.

You know, we tried for years to get attention to the waiting list, and now that we're getting it, I would presume the reason is if you get a new person in, the -- they would automatically go in at a higher rent than the ones that are in there stay and we get raised by increments. Is that -- does that have any bearing on it?

CHAIRMAN GREEN: Do you -- I mean, that's in our new lease agreements.

MR. WUELLNER: I mean, that's -- that's a true statement. I'm not sure what you mean by have any bearing on it. Bearing on what? I'm not following the question.

MS. LUDLOW: If a new tenant is in a -- gets a hangar, then they go in at a different rate than the -- another tenant that's been there for ten years that you're raising by increments.

MR. WUELLNER: That's correct.

MS. LUDLOW: So you would automatically get more money from the waiting list than you would from the tenants that have been there for ten years.

MR. WUELLNER: That's true. Yes. MS. LUDLOW: Right. MR. WUELLNER: Yeah. CHAIRMAN GREEN: Bob? MR. MELEHAN: Yeah. I have to be this tall. MS. LUDLOW: I'm sorry. MR. MELEHAN: That's okay. My name's Bob Melehan. I've been on the airport for about 19 years or so. In addition to being a private pilot, I'm a commercial pilot as well and I have a small airplane management business from time to time as demand dictates.

Before I ask my question of the board, I'd like to thank Ms. Hollingsworth and Kevin and the rest of the folks here for their professionalism. Everybody has been just terrific. So I think the board is well served by the folks that are here in the field.

Having said that, the first question that $I$ have, and I have to refer to my notes because I have to, I need -- I'd like to know how many
different classifications there are for waiting
list for commercial hangar space.

MR. WUELLNER: How many different waiting?
CHAIRMAN GREEN: Classifications.
MR. MIRGEAUX: Classifications.
MR. WUELLNER: For commercial hangar space?
Is that what you're --
MR. MELEHAN: Yeah. The wait -- and I've been on a list now for about eight years. I've been number one on that list for about eight years and other hangars have come and gone that meet the criteria of 60 feet wide and 50 feet deep with a 12-foot-high hangar.

MR. WUELLNER: Okay.
MR. MELEHAN: But it seems like I never fell into the classification of the hangar that became available. So I'm wondering are the lists published and how do I get on the waiting list for the right hangar? I mean, $I$ just don't know. It just seems like it's a moving fuzzy target.

MR. WUELLNER: It's not really, but I tell you what. Check in with us tomorrow or whenever it's convenient and let us go through it with you in detail. It's -- it's very easy to -- I don't have the list in front of me, so --

MR. MELEHAN: I guess when I -MR. WUELLNER: -- I'm kind of flying blindly --

MR. MELEHAN: -- first went on the list, I wanted to be on the list for commercial use as an airplane manager. And so as things came up, it seemed like, well, that fell under that category or that -- that one that became available went to someone else who fell in that category. Okay. How many categories are there? I mean, that's what I'd like to know. Whoop. And that's my question. Thanks.

MR. TUCKER: Can $I$ have 30 seconds for a moment?

CHAIRMAN GREEN: Yeah, sure. I don't know what Len wants, though.

MR. TUCKER: Len Tucker. There was one follow-up item that $I$ wanted to bring up. Since it appears that we're going to be more in the stance of trying to make this work and get everything in line with the new process, I would request that we might be a little lenient, like a 60-day or 90 -day period, where if somebody has to change some paperwork such as the lessee on the lease --

MR. WUELLNER: Sure.
MR. TUCKER: -- in order to bring it in line with these new guidelines, that they be allowed to do that in that time period just because, you know, we can put it out there, you know, you need to get all of this paperwork straight and have it in proper order before it goes on. Does that seem like a reasonable request?

CHAIRMAN GREEN: Yeah, to me it does. I'm not speaking for the board.

Okay. I have no more public comment, so we're back to the board. We have a motion. There's a suggested staff motion to approve the amendments to that section which has been presented to you. 6.3.1.4.a. and j.

MR. KIRA: I move we accept the recommendation of the -- of staff to accept -- to approve amendments to Section 6.3.1.4.a --

MR. WUELLNER: J.
MR. KIRA: -- and j.
CHAIRMAN GREEN: And then there's a second portion of that to incorporate the new standard form leases that we have.

MR. KIRA: Yes. To incorporate the revised standard form leases for $T$-hangar and box hangar
units into the policy Section 9.3.
MR. BURNETT: And include the change where I made where we'd strike the language "provided that if an entity, the tenant, is --"

MR. WUELLNER: Right.
MR. BURNETT: "-- the owner of the entity."
MR. KIRA: So struck.
MR. MIRGEAUX: Second.
CHAIRMAN GREEN: Any further board discussion?
I don't think we need to -- this is
discussion. I don't think we need to do anything here other than just Mr . Tucker's we'll incorporate this so people have some time to move around if that's an issue.

MR. WUELLNER: No problem.
CHAIRMAN GREEN: Then all in favor?
MR. KIRA: Aye.
MR. MIRGEAUX: Aye.
CHAIRMAN GREEN: Aye. Any opposed?
(None.)
CHAIRMAN GREEN: Okay. Staff's recommendation passes. Next agenda item is our grant. FAA SUPPLEMENTAL GRANT

MR. WUELLNER: Yes, ma'am. I've got three of them for you today.

Forgive us for having so many agenda modifications at the last minute, but that's just kind of how they hit our desk, and given the lateness of the time to this meeting and how long it would be till the next meeting, we felt like it made sense to go ahead and try and get it on this month's agenda. So I'll start with the largest of the three grants.

We got notification late Friday that the announcement has been made through the congressional offices, which means there's been a -- I forget what it is, a three- or four-day suspense where they have the ability to get out ahead of it and issue media releases, which Representative Rutherford did on Friday.

So we're expecting grant documents from the FAA this week still for that. And the grant award is for the terminal apron rehab. The amount is $\$ 3,266,493$, which represents 90 percent of the project cost. That would leave approximately \$181,500 of Airport Authority and an additional amount like that for FDOT to fully fund the project.

We'll advise when we have the FDOT grant documents for you for -- to do a resolution also.

I do not have that as of today, given how that happened on Friday. This would accept that grant in advance of getting it and authorize executive director's signature and acceptance of the grant documents back to FAA to tie up the money. Our preliminary meetings with the contractor on this very tentatively would have a construction start date approximately February 1st on this. It's a fairly short suspense project, and they tell you 90 to 120 days max for the project.

CHAIRMAN GREEN: Okay. Board discussion?
MR. WUELLNER: This is that supplemental --
CHAIRMAN GREEN: Right.
MR. WUELLNER: -- grant we've been looking for for a while.

CHAIRMAN GREEN: Right.
MR. KIRA: How does that refer to the Elaine Chao announcement of giving us a $\$ 3.51$ million grant?

MR. WUELLNER: This is the actual number based on the bids and the grant, so -MR. KIRA: So that's --

MR. WUELLNER: -- that number's --
MR. KIRA: -- the one and that -- it came out from 3.51 to 3.266 .

MR. WUELLNER: 266, yeah.
MR. KIRA: Okay.
CHAIRMAN GREEN: Any other board questions? (None.)

CHAIRMAN GREEN: Ms. Ludlow, you were the only
one that had --
MS. LUDLOW: No comment.
CHAIRMAN GREEN: Okay. Then we're back to the board and a motion regarding the acceptance of the grant award?

MR. KIRA: I move we accept it. I move it without any adieu.

CHAIRMAN GREEN: Is there a second?
MR. MIRGEAUX: Second.
CHAIRMAN GREEN: All in favor?
MR. KIRA: Aye.
MR. MIRGEAUX: Aye.
CHAIRMAN GREEN: Aye. Any opposed?
(None.)
CHAIRMAN GREEN: This came out in the St. Augustine Record Friday.

MR. WUELLNER: Yeah. RESOLUTION 2019-10

MR. WUELLNER: Next one I have for you is FDOT. It's Resolution 2019-10 -- I hope I didn't
skip over it -- 10, which is the design and construction of the east terminal access road.

This is only the current-year funding, which is a -- effectively a design-only component of $\$ 20,000$ each. It's budgeted. It's 20 -- or 20 each FDOT and the Airport Authority.

This will eventually next year, which would be after July for FDOT, there'll be an additional \$1 million of match grant money, and then the following year another $\$ 500,000$ of match grant money from FDOT.

This is all proposed to do a complete overhaul and modification and modernization of the whole GA parking lot, terminal access, tie in Grumman, get a light there, do the whole -- do this whole thing.

So the first year of funding will probably not really get going on much until after probably March or April. So it's closer and more tied to the next stream of funding as it comes available. Would probably not do construction for at least a year before this comes back in. So you have another budget cycle related to the larger amounts of money. Probably two budget cycles, frankly.

This has been programmed for -- for a couple of years, anyway. This is money that's coming out
of the multimodal office versus the aviation
program. So this is money that we don't have a lot
of flexibility in the descriptions and the like.
And it's coming from a different source than the
aviation money, which is a nice change for a
project here on the airport. And it would be our
recommendation you -- you accept it.
CHAIRMAN GREEN: Board discussion? Mr. Kira?
MR. KIRA: None.
MR. WUELLNER: I tried to give you a little
sketch, I'm going to pull it up, just to give you
an idea.
This is predesigned, so please don't hold us
to any of the -- of the layouts. But it would
allow for a completely different kind of pattern
through there.
Lower left corner, the green, would be the
intersection, the lighted intersection onto U.S. 1.
That would move that left -- left turn going
northbound on U.S. 1 from in front of that very
short intersection that's occurring down closer to
the GA entrance or one entrance south, if you will.
That's a very difficult entrance for people to
maneuver around. It doesn't provide the stacking
and staging required for a light. So it's a way --

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& \text { it's a way of solving all of these issues. } \\
& \text { It also, excuse me, is intended to have } \\
& \text { Grumman close their southernmost entrance, which is } \\
& \text { basically a warehousing kind of entrance there, } \\
& \text { move that down to the signalized entrance, and } \\
& \text { allow their employees the ability to exit at a } \\
& \text { light at that location, too, safely. And enter, } \\
& \text { for that matter. } \\
& \text { CHAIRMAN GREEN: Uh-huh. } \\
& \text { MR. KIRA: This is the road and these are }
\end{aligned}
$$

The one on -- the two lanes on the left, those are the outs.

MR. KIRA: Right. That's the arrows. Good.
MR. WUELLNER: Yeah.
MR. BURNETT: Yes, sir.
MR. KIRA: And that's an in?

MR. BURNETT: Yes, sir.
MR. KIRA: Do we lose the parking?
MR. BURNETT: That's the way that drawing is.
MR. KIRA: So the two lanes coming in up here and going around and --

MR. WUELLNER: Well, that's just part of what we're discussing with Grumman, is the --

MR. KIRA: Okay.
MR. WUELLNER: -- because they have the adjacent --

MR. KIRA: I was wondering how you're going to wind up with no -- with no space out there at all.

MR. WUELLNER: Right.
MR. KIRA: You were going to like do magic or something to make that happen.

MR. WUELLNER: Right.
MR. KIRA: Because this is great if you can make it happen.

MR. WUELLNER: Yeah.

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    CHAIRMAN GREEN: Yeah, I think this is all
    conceptual right now.
    MR. WUELLNER: It is.
    CHAIRMAN GREEN: Right.
    MR. WUELLNER: It is very predesigned.
    MR. KIRA: It's good, because the other one is
    confusing.
    MR. WUELLNER: Yeah.
    CHAIRMAN GREEN: Okay. Any further board
discussion?
    MR. MIRGEAUX: We're voting on --
    CHAIRMAN GREEN: We have to open it to public
    and then we're going to vote on the resolution to
    accept the funding that comes --
    MR. WUELLNER: First-year funding.
    CHAIRMAN GREEN: The first-year funding of the
    $20,000. Reba, you're the only --
    MS. LUDLOW: No comment.
    CHAIRMAN GREEN: Okay. No public comment.
    Then we'll entertain a motion.
    MR. KIRA: Motion to accept $20,000 in funding
    from the federal government to --
    MR. WUELLNER: Well, it's stayed and it's
    technically you're accepting the Resolution --
    MR. KIRA: Okay.
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MR. WUELLNER: -- for 2019-11 (sic).
MR. MIRGEAUX: Second.
CHAIRMAN GREEN: 10.
MR. WUELLNER: I'm sorry, 10.
MR. MIRGEAUX: Second.
CHAIRMAN GREEN: Okay. That's to accept's staff's Resolution 2019-10. All in favor?

MR. KIRA: Aye.
MR. MIRGEAUX: Aye.
CHAIRMAN GREEN: Aye. Any opposed?
(None.)
CHAIRMAN GREEN: The resolution's accepted. RESOLUTION 2019-11

MR. WUELLNER: All right. In a last-minute effort, we were able to get some funds that were left over in the general aviation apron project.

There was approximately $\$ 20,000$ of Florida DOT money that was left in this project, and rather than surrender it back to the State of Florida, we went to our district office folks and were able to amend the grant description through a supplemental agreement that allows us to do a complete rehab of a problematic gate between the line shack and the FBO.
It could be matched by DO -- by

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    Airport Authority dollars but you get 50/50 funding
    on this and it would replace the gate and the
    access point, there's a walk-through gate at that
    location, and it would just be a wholesale
    replacement of that. But this facilitates using
    the $20,000 rather than returning it to DOT, and we
    recommend approval. Excuse me.
        CHAIRMAN GREEN: Board discussion?
        (None.)
        CHAIRMAN GREEN: Any discussion?
        MR. MIRGEAUX: Which gate is this? Is this
    Gate 3?
    MR. WUELLNER: Kevin?
    MR. HARVEY: Yes, 3W and 3WA.
    MR. WUELLNER: 3W, thank you.
    MR. MIRGEAUX: Is this the same gate where we
    had the access issue earlier?
    MR. WUELLNER: Uh-huh.
    MR. MIRGEAUX: Is this going to fix that
    problem, hopefully?
    MR. WUELLNER: That's the theory.
    MR. HARVEY: If you could fix the driver
    problem.
        MR. MIRGEAUX: Make the drivers get off their
        cell phones? Okay.
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MR. WUELLNER: One of many problems.
CHAIRMAN GREEN: Any further board discussion?
(None.)
CHAIRMAN GREEN: Public discussion?
Ms. Ludlow?
MS. LUDLOW: (Shakes head.)
CHAIRMAN GREEN: Okay. Back to the board and I'll entertain a motion.

MR. MIRGEAUX: I move to approve Resolution 2019-11.

CHAIRMAN GREEN: Is there a second?
MR. KIRA: Second.
CHAIRMAN GREEN: Any further board discussion?
(None.)
CHAIRMAN GREEN: All in favor?

MR. KIRA: Aye.
MR. MIRGEAUX: Aye.
CHAIRMAN GREEN: Aye. Any opposed?
(None.)
CHAIRMAN GREEN: Resolution passes.
MR. WUELLNER: Thank you.
CHAIRMAN GREEN: Okay.
MR. WUELLNER: Yeah, I'm hoping.
MR. KIRA: You need a cold one.
MR. WUELLNER: No, that's the last thing I
need.

## PUBLIC COMMENT - GENERAL

CHAIRMAN GREEN: The only one I have for public comment is Mr. Tucker. Did you have anything else?

MR. TUCKER: Just general comment? No, not at this time.

CHAIRMAN GREEN: Okay. All right. Then to
board comments. Mr. Kira, TPO?
AUTHORITY MEMBER COMMENTS \& REPORTS
MR. KIRA: Yes. I have to thank Carol for sending out that notification right before my board meeting, and I was able to entertain them for a while.

I mentioned the following to them, the fact that -- that on November 22, Elaine Chao gave money to the state and we're supposed to be in receipt of \$3.51 million. I put -- I gave that to them.

I notified them about the November 23-24 bike multiple sclerosis event that we were able to -that it generated $\$ 912,000$ in monies. I mentioned to them that there is a conference scheduled, Volaire Air Service Forum in St. Augustine on April 15 th to 17 th. And told them that we're -- we had 135,000 year-to-date operations at the airport
and hopefully shooting for 150,000 if the weather holds. And that was it.

CHAIRMAN GREEN: Okay. Thank you.
Mr. Mirgeaux, Aerospace?
MR. MIRGEAUX: Just to -- a shout-out to the board and to the public. There are currently seven opportunities to join the Aerospace Academy speaker series in the spring starting in late January, and they proceed to the end of the school year.

But if anybody that is interested in speaking to enthusiastic high school students about aviation opportunities or your career in aviation or just anything at all that are -- that is aviation-related, you will have an excited and 100 percent encapsulated audience, to reach out to me directly or if you can contact Sherry Gaynor, who is the -- she is the coordinator for the -career program specialist for Dr. Masson who teaches at -- who runs the Aerospace Academy at St. Augustine High School.

CHAIRMAN GREEN: Thank you.
I have just one comment on that. I've done that and I don't know if Mr. Burnett's done that or not, but even from a non-pilot, non-aviation, but there are other areas you can entertain aviation
like being on the board, being an attorney for the board, they're interested in that stuff, too.

So anything anybody has had any kind of tangential like that, tower, anything, that would be great. Or even the SAAPA, I mean, being in promotions for it. It could be a $P R$ person and being involved in aviation. So I just want to put that out there to the public. The kids like the speakers. They do. Mr. Kira?

MR. KIRA: I want to add one more thing to my TPO tran -- TPO event. I had the honor of nominating for TPO board chairman Jimmy Johns and he was elected as TPO chairman for the following year.

CHAIRMAN GREEN: Super. Okay.
As far as EDC, I did attend the breakfast. We had a -- Mr. Mark Vickers from Wells Fargo who was there who's an economist.

But what was interesting about his comments as he was talking about the nature of our economy and how the markets are -- in the U.S. is doing, but he mentioned aviation specifically and how he felt it was growing and how St. Johns -- and he compared St. Johns to different areas across the country, and it was all positive. But it was very
interesting information.

And I was -- if anyone's interested, I have his stack of things, but it's being utilized by somebody else at my house because they were very interested in it. But if anyone wants to see his numbers, I'd be glad to send it over.

Okay. Then we've done our agenda, so our proposed meeting, January $27 t h$.

MR. KIRA: Is --
MR. WUELLNER: We're going to work on.
CHAIRMAN GREEN: Okay. So that's proposed. So send out e-mails for that. And then the next one is proposed for March 2.

All right. Not having any more business, thank you all for coming. We're adjourned. (Meeting adjourned at 4:51 p.m.)

## REPORTER'S CERTIFICATE

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STATE OF FLORIDA )
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COUNTY OF ST. JOHNS )

I, JANET M. BEASON, RPR-CP, RMR, CRR, certify that I was authorized to and did stenographically report the foregoing proceedings and that the transcript is a true record of my stenographic notes.

Dated this 6th day of January, 2020.


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