

# Regular Meeting Agenda

February 28, 2022

Call to Order – 4:00pm

- **Call to Order – Chairman**
- **Pledge of Allegiance**
- **Meeting Minutes**
- **Financial Report** (December 2021 & January 2022)
- **Agenda Approval**
- **Staff Reports**
- **Business Partner Updates**
- **Business Items –**
  - Annual Audit Presentation
  - Resolution 2022-01 - Election Delegation to Supervisor of Elections
  - Hong Kong Café – Future Plans
  - Strategic Business Plan Presentation
- **Public Comment – General**
- **Member Comments and Reports**
- **Adjournment**

## Staff Reports – Upcoming Items of Interest & Update of Projects

### Terminal Entrance Road –

- Phase I – Under Contract
- Phase II – Design Continues

### Airport Classification in NPIAS Updated –

- From “Basic” to “National”

### Project Development Schedule –

- Taxiway “B” (Center Section) – Bid in April; FAA Award “Summer”
- Fencing & Gates Replace and Upgrade – Bid in April; Maybe Summer
- Runway 13/31 Threshold Lights Replacement – Bid in April; FAA Award “Summer”


### Additional Air Service Announced –

- Elite Airways – (End of March) - Adding 3<sup>rd</sup> Weekly Departure to ERW; 1x to PWM

### Legislative & Operational Update – (Carol Saviak)

- Review of Local, State and National Items of Interest

## BUSINESS PARTNER UPDATES –

- Mr. Henry Dean, St. Johns County Commissioner
  - Mr. Vinny Beyers, Atlantic Aviation
  - Mr. Mike Thompson / Jaime Topp, SAAPA Liaison
  - Mr. Nate McKendrick , NGC
  - ATCT
  - Mr. Doug Burnett, Airport Attorney
- 

# BUSINESS ITEMS – ANNUAL AUDIT PRESENTATION

## Meeting Details

### Cherry Bekaert CPAs & Advisors

Presentation By - Ron Conrad & Brandi Grovac

Board Discussion

Public Comment

Motion and Discussion Action



# BUSINESS ITEM – RESOLUTION 2022-01

## Authority Election Process Delegation

**Provides for Supervisor of Elections Assistance  
Assures Authority Election Conducted In  
Accordance With Florida Statues.**

Board Discussion

Public Comment

Motion and Discussion

Action

## BUSINESS ITEM – HONG KONG CAFÉ

Current Tenant Terminated Lease Agreement

Demo or Re-lease?

Board Discussion

Public Comment

Motion and Discussion

Action

# Meeting Details

## BUSINESS ITEM – STRATEGIC BUSINESS PLAN

**Presentation by: Robert Olson & Andrew Holesko**

A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

# Ricondo Overview

**32+** YEARS IN BUSINESS  
Since 1989

ONE INDUSTRY:  
  
AVIATION

ONE CLIENT BASE:  
  
AIRPORTS

**100+**  
AIRPORTS SERVED  
WORLDWIDE  
(Includes all 30 US large-hub airports)

**90%**  
REPEAT CLIENTS

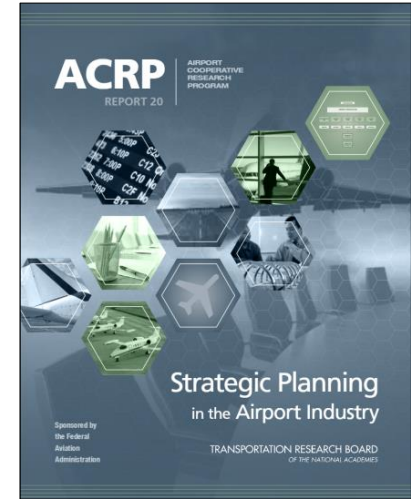
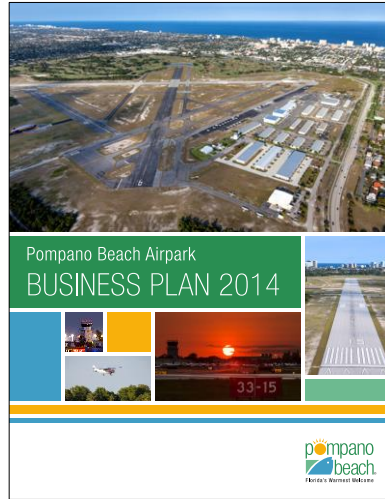
 INNOVATIVE  
SOLUTIONS  
FOR COMPLEX  
ISSUES

## Florida Airport Experience





# Ricondo Overview



Recent experience with developing Strategic Business Plans and Business Plans for general aviation Florida Airports

Principal Investigator for ACRP Report 20, *Strategic Planning in the Airport Industry*

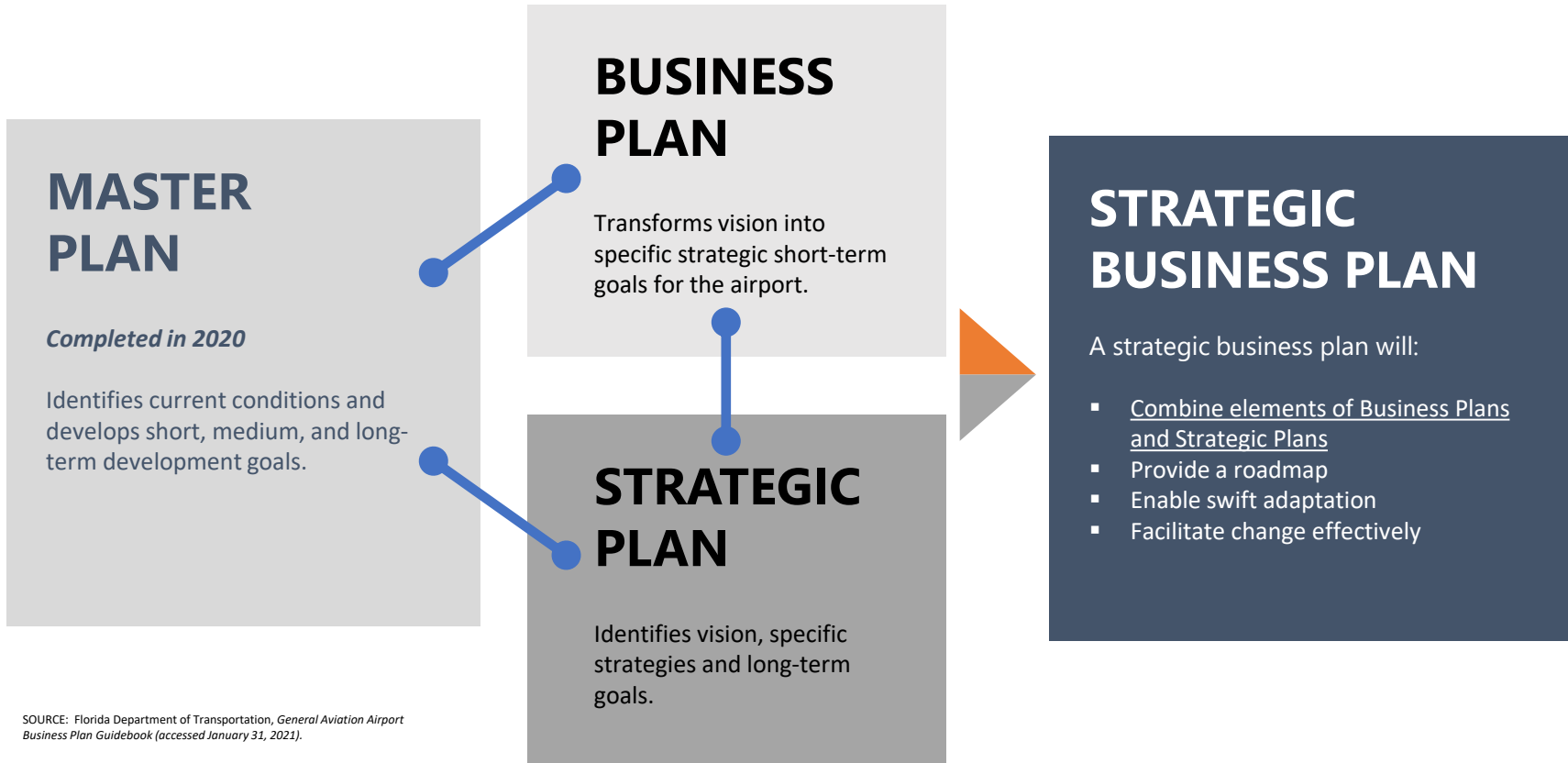
# Strategic Business Planning for Northeast Florida Regional Airport

The St. Johns County Airport Authority is looking to develop a **Strategic Business Plan**

## Key Benefits of Strategic Business Planning

- Provide guiding policies
- Bring a long-term focus for the organization
- Engage stakeholders and provide input
- Maintain financial stability
- Help communicate mission and goals
- Enable management to examine new bold initiatives

# Relationship of Airport Planning Documents



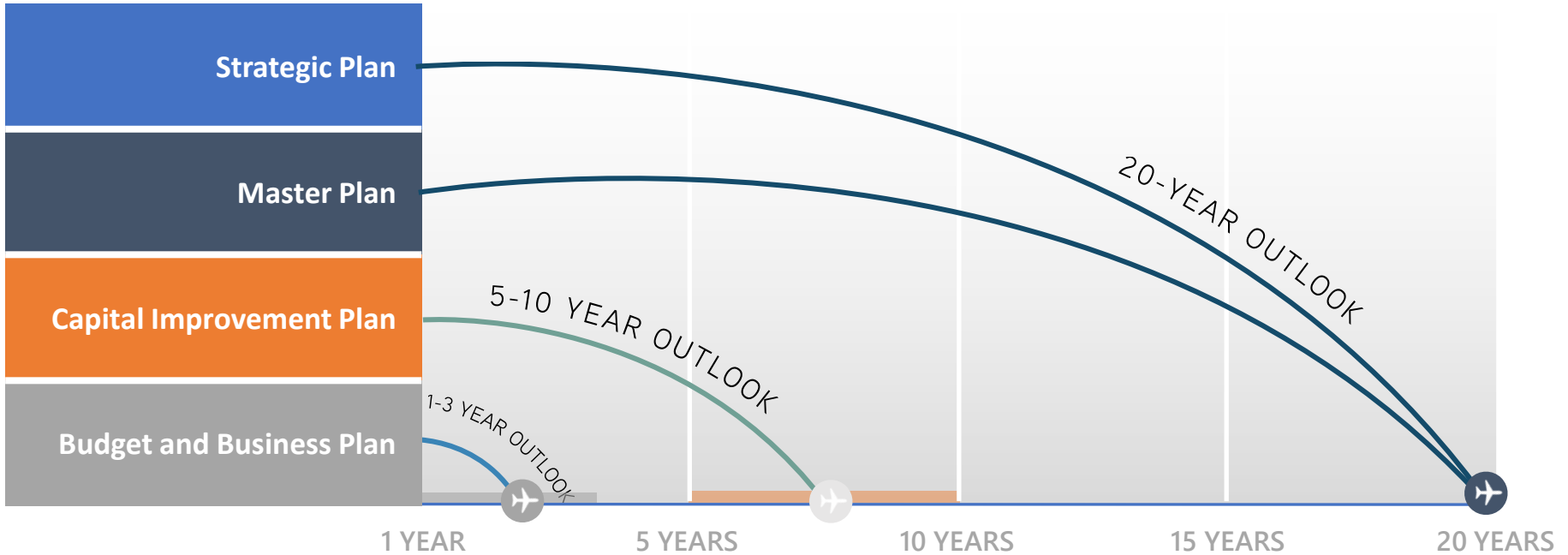
SOURCE: Florida Department of Transportation, *General Aviation Airport Business Plan Guidebook* (accessed January 31, 2021).

# Planning Framework

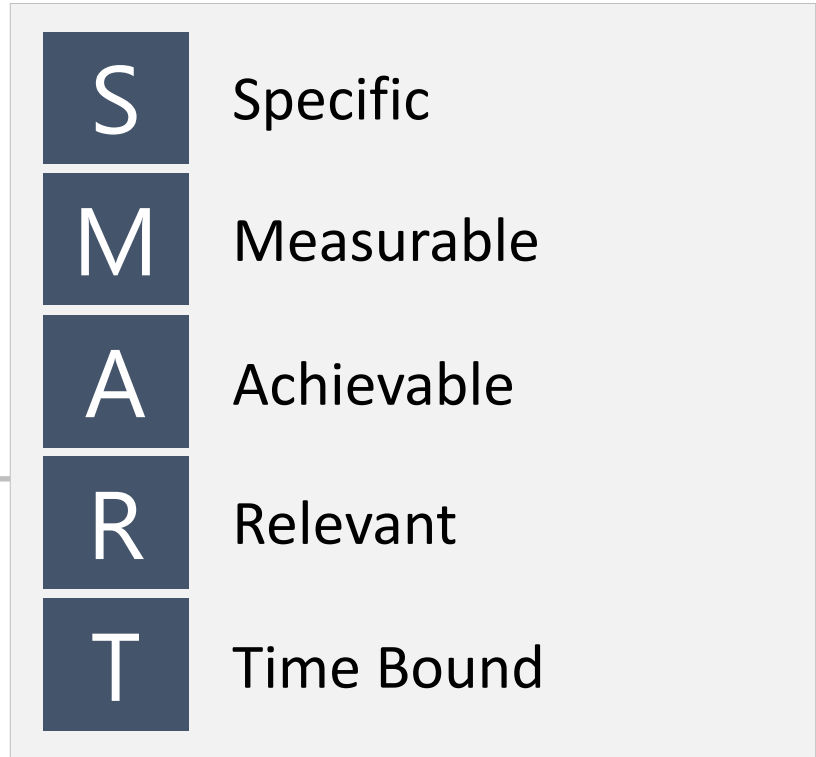
- A Strategic Plan provides a framework that guides and links other organization plans.

**Project Approach:**

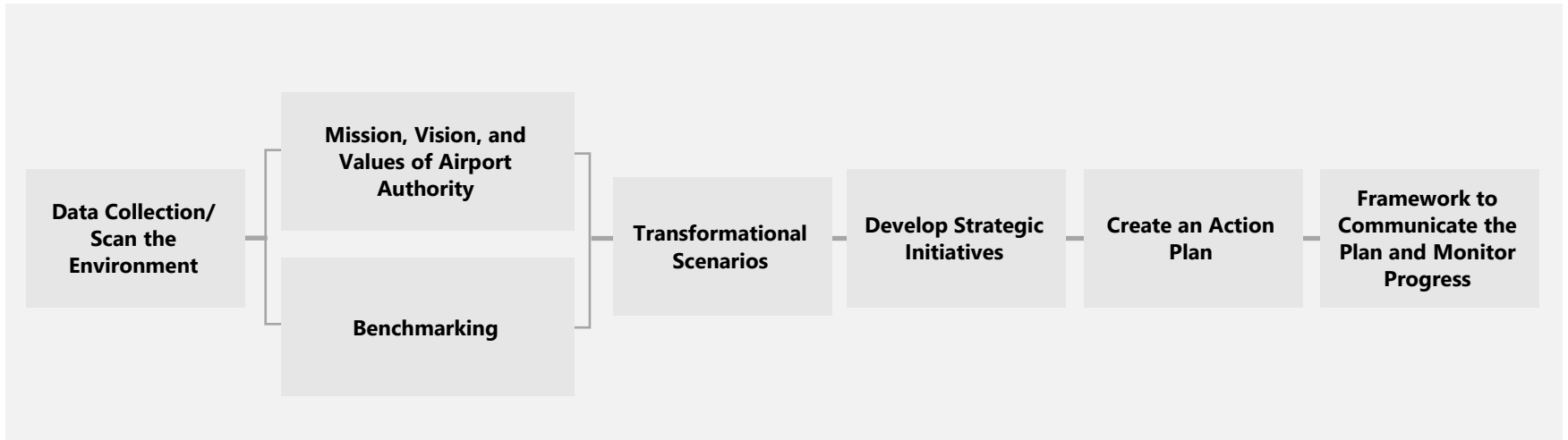
*The NFRA Strategic Business Plan will include elements of a Strategic Plan and Business Plan*



# Elements of an Effective Strategic Business Plan



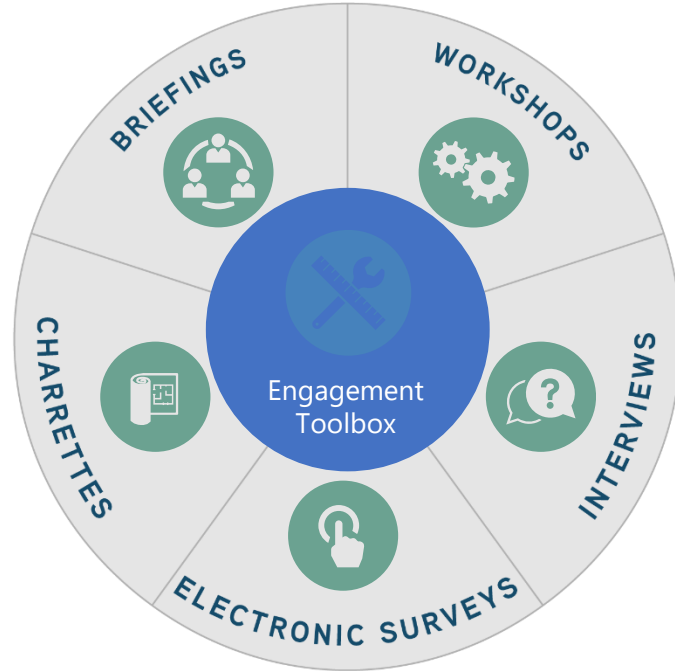
# NFRA Strategic Business Plan Approach



*The strategic business planning team will engage with internal and external stakeholders*

# St. Johns County Airport Authority Board Engagement

- The strategic business planning team will engage with the Board to ensure:
- Alignment of vision and goals
- Transparency of long-term objectives
- Organization's ownership of recommendations



# Preliminary Schedule and Funding for the Strategic Business Plan\*



Anticipated Budget\*:

\$  
**\$200,000**

**Project is eligible for funding from the Florida Department of Transportation up to 80% of the total cost.**

***\*Preliminary schedule and anticipated budget contingent upon the development of a scope of work.***



# Meeting Details

## Agenda – Strategic Business Plan

Board Comments

Public Comments

Board Direction

# Public Comments

## General

- Three (3) Minutes per Speaker
- Address Matters that Reasonably May Need Attention of the Authority

### **RULES OF DECORUM**

- May Not Disrupt the Meeting with Personal, Impertinent or Slanderous Remarks or Boisterous Behavior
- Please Address the Authority as a Whole, Not Any Individual Member
- Please Refrain From Making any Demand for an Immediate Response From the Authority

# Authority Members

## Comments and Reports

### **MS. REBA LUDLOW**

- Aerospace Academy
- TPO

### **Mr. Robert Olson**

- Business Planning

### **Ms. Suzanne Green**

- EDC

### **Mr. Justin Mirgeaux**

### **Mr. Bruce Maguire**



## PROPOSED MEETING DATES

- Regular Meeting – March 28<sup>th</sup>, @ 4pm

Adjournment

A series of four parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.