

Regular Meeting Agenda

March 4, 2019

Call to Order – 4:00pm

- Call to Order – Chairman
- Pledge of Allegiance
- Meeting Minutes & Financial Report Acceptance
- Agenda Approval
- Executive Director’s Report
- Business Partner Updates
- Business Items –
 - Annual Audit Presentation
 - Airport Authority Meetings & Conduct Policy
 - Hangar & Flight School Design Contract
 - T-Hangar Project Update
 - Restaurant Patio Rehabilitation
 - Restaurant Lease Proposal
 - FDOT Resolution 2019-02
 - Proposed Property Acquisition
- Public Comment – General
- Member Comments and Reports
- Adjournment



Meeting Agenda Approval –

Executive Director’s Report –

Operational Update – Calendar Year Results

- Air Traffic Volume – (2018)
February – 10,643 (11,693) YTD – 23,162 (22,108)
- Fuel Volumes – Gallons - (2018)
Self Serve – 17,399 (16,118) YTD – 17,399 16,118
FBO -
Jet A - 101,582 (94,759) YTD - 101,582 (94,759)
100LL - 8,146 (8,212) YTD - 8,146 (8,212)

Upcoming Items of Interest & Update of Projects

- FBO Apron



FAA AIP Program Project Forecast –

- 2019 – Taxiway “D” – *Design Only*
- 2020 – Taxiway “D” – *Reconstruction/Improvements*
- 2021 – Taxiway “B” (center) – *Design Only*
- 2022 – Taxiway “B” – *Reconstruction*
- 2023 – East Access Road – *Design Only*
- 2024 – East Access Road – *Construction*
- 2024 – Taxiway “F & G” - *Design Only*
- 2025 – Taxiway “F & G” - *Reconstruction*

Meeting Details

Business Partner Updates –

- Mr. Henry Dean, St. Johns County Commissioner
- Mr. Vinny Beyers, Atlantic Aviation
- Mr. Galin Hernandez, SAAPA Liaison
- Mr. Dan Nehring , NGC
- Ms. Tammy Albin, ATCT
- Mr. Doug Burnett, Airport Attorney

Agenda – Annual Audit Presentation

Carr, Riggs & Ingram

Kyle Gammon

Michelle Hamm



Board Discussion

Public Comment

Motion and Discussion

Action



Agenda – Airport Authority Meetings & Conduct Policy

POLICY
UNPACKED

Revisions Requested by Members

- Eliminate Chairman 2-Term Limit Language as Irrelevant and Unenforceable
- Provide Language for Secret Vote for Officer Elections

Board Discussion

Public Comment

Motion and Discussion

Action



Agenda – Hangar “A” & Flight School Design



Design Only Contract

- Existing & Budgeted Project
- FDOT Grant Project (50/50)
- Passero Associates - NTE of \$177,324

Board Discussion

Public Comment

Motion and Discussion

Action

Agenda – T-Hangar Project Update

Hangars D & E –

- Buildings On-Site
- 1 Building Slab Complete; 2nd Complete by Thursday
- Doors On-Site by End-of-Month
- Estimating Occupancy Beginning June

Hangars B & C –

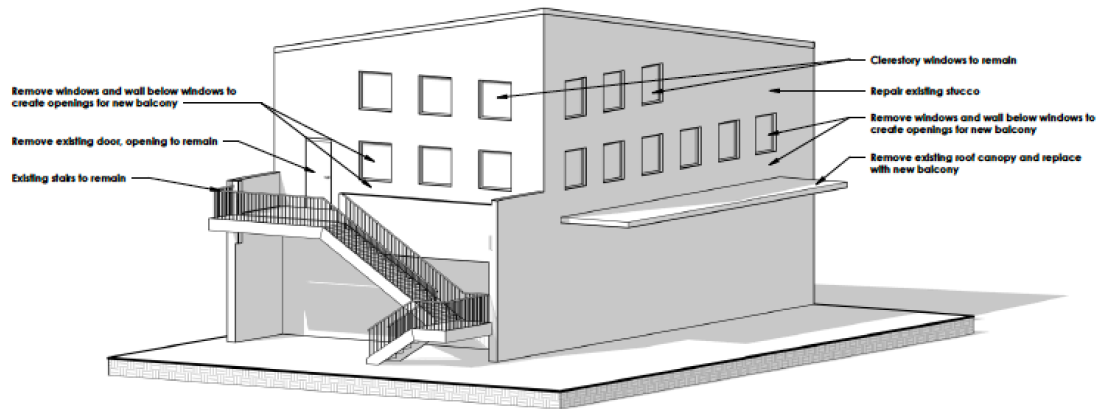
- Change Orders Approved for Additional Buildings & Doors
- Change Order to be Executed this Week for Contractor Services



Agenda – Restaurant Patio Rehabilitation



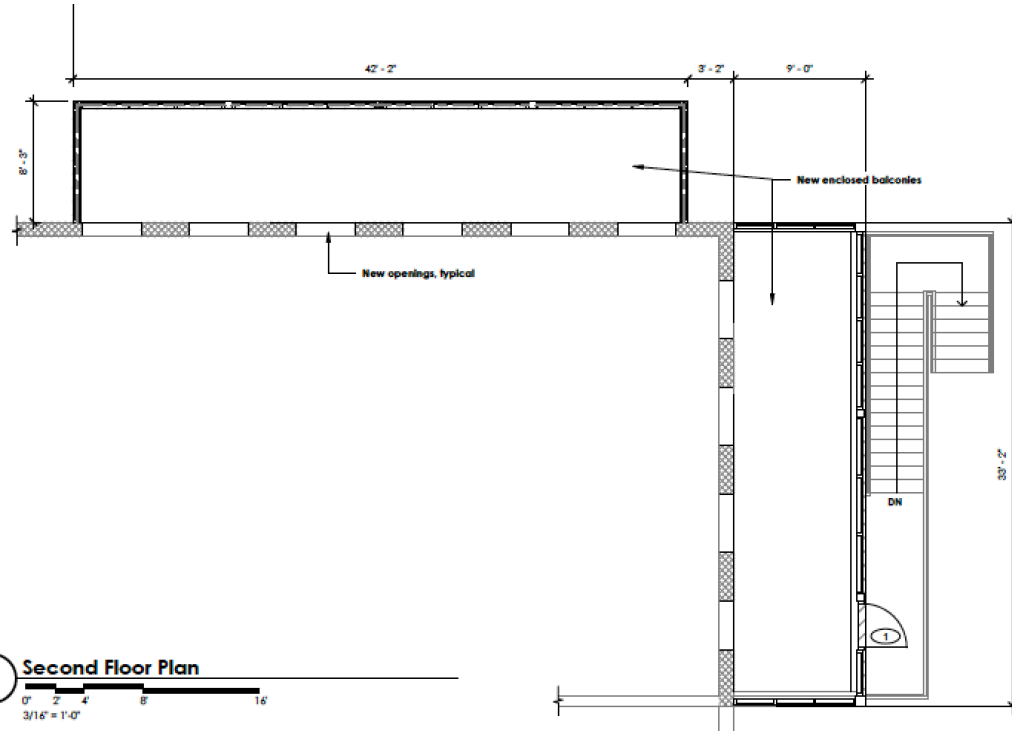
Agenda – Restaurant Patio Rehabilitation



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Agenda – Restaurant Patio Rehabilitation



Agenda – Restaurant Patio Rehabilitation

Project Details

- New Leasable Space (~600sf)
- Climate Controlled
- Vastly Improved Internal View
- Improved Margin Potential to Restaurateur
- Design/Build w/Passero – NTE \$342,000
- 50/50 Grant with FDOT – Budgeted Project
- Completion Date NLT – July 1, 2019

Board Discussion
Public Comment
Motion and Discussion
Action

Agenda – Restaurant Lease

Basic Terms – “Hangar One Bistro”

- Lease is being Drafted by Airport Attorney
- \$50,000 Estimated Investment by Tenant
- 6-Months Free (includes Remodel Time)
- Two, 1-year Terms followed by 3-year Term
- Open Daily for Breakfast, Lunch & Dinner
- Tenant is Known to Authority – Never Any Issues



Board Discussion

Public Comment

Motion and Discussion

Action



Agenda – JPA Resolution 2019-02

FDOT JPA Resolution for Property Acquisition

- 50/50 Match
- \$150,000 FDOT Funding

Board Discussion

Public Comment

Motion and Discussion

Action



Agenda – Property Acquisition

4749 Casa Cola Way

- Appraised at \$145,000
- 50/50 with FDOT (\$72,500 each)
- Owner Agreeable at \$145,000
- Includes Extended “Rent Free” Provision

Board Discussion

Public Comment

Motion and Discussion

Action



Proposed Property Acquisition



4749 Casa Cola Way

Public Comments

General



Authority Members

Comments and Reports

Mr. Bruce Maguire

Mr. Steve Kira

- TPO

Mr. Randy Brunson

Mr. Justin Mirgeaux

- Aerospace Academy

Ms. Suzanne Green

- EDC

Items of Interest

Proposed Meeting Dates

- Proposed Next Regular Meetings – April 15th @ 4:00pm
- May 20th @ 4:00pm
- July 15th @ 4:00pm

Adjournment