BRUCE MAGUIRE, Chairman SUZANNE GREEN
REBA LUDLOW
ROBERT OLSON

BOARD MEMBERS ABSENT:
JUSTIN MIRGEAUX

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.

JANET M. BEASON, RPR, RMR, CRR
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BUDGET

PR OCEED I N GS
CHAIRMAN MAGUIRE: There you go.
All right. Let the record show there are four people here. Can you state the Pledge?

MR. OLSON: Will do.
(Pledge of Allegiance.)
CHAIRMAN MAGUIRE: To start off with, I'm an Air Force guy, but kudos to Army for carrying those flags out on the field. Boy, that was great. But Air Force won. That's what's important.

## OPENING REMARKS

CHAIRMAN MAGUIRE: All right. We'll start off with opening remarks and go right into the millage with the discussion by the staff.

MR. WUELLNER: Just a couple of -- let me turn this on. I did.

All right. Just a quick comment. As always as we begin the budget process, it's largely governed by statutes in terms of the order of things and how we present information to you.

At the end of each section -- we'll begin with the millage. At the end of each section, millage and budget, you'll be asked to adopt a resolution that tentatively adopts the previous discussion item. So first want one of course we'll cover
millage; the second one will cover budget.

This is the first of two required public hearings. The advertisement for this, for the record, is done as a part of the TRIM notice as it's sent out by the tax collector's office. I think it was about a month ago when that came out. The next one is legally advertised and will have to be in the $S t$. Augustine Record, and we'll take care of that for next Monday's meeting. And with that, we'll beginning discussion of the millage. So, our --

CHAIRMAN MAGUIRE: Go ahead and introduce it. DISCUSSION OF MILLAGE RATE BY AUTHORITY

MR. WUELLNER: Our expectation relative to the budget, following the guidance we've had here before, is that zero millage is required to perform this year's budget. As such, no millage is included in your budget as we move forward.

So it would be staff's recommendation that you adopt Resolution 2021-01, which provides for a zero millage for the upcoming fiscal year.

CHAIRMAN MAGUIRE: Okay. Public comment?
(None.)
TENTATIVE ADOPTION - RESOLUTION 2021-01

CHAIRMAN MAGUIRE: Seeing none, bring it
become to the board. We've discussed this numerous times. I don't expect any real negative comments. So I'd like to have a motion so we can discuss it. MS. GREEN: I'll make a motion that we adopt Resolution 2021-01, do a zero millage, as we have discussed with our budget.

CHAIRMAN MAGUIRE: Okay. Do I have a second? MR. OLSON: Second.

CHAIRMAN MAGUIRE: Do we have to read it?
MR. BURNETT: Yeah. And --
MR. WUELLNER: And for the record, it's tentatively adopting. Just --

CHAIRMAN MAGUIRE: Yeah.
MS. GREEN: Yeah.
MR. BURNETT: There is some debate on whether we read it or not. The best thing is to do -- is to read it.

This would be Resolution 2021-01. A
resolution of the St. Johns County
Airport Authority of St. Johns County, Florida, adopting the tentative levying of ad valorem taxes for Fiscal Year 2021-2022 providing for an effective date.

Whereas, the St. Johns County
Airport Authority of St. Johns County, Florida, on

September 13th, 2021 adopted for Fiscal Year 2021-2022, a tentative millage rate following a public hearing as required by Florida Statute 200.065; and

Whereas, the St. Johns County
Airport Authority proposed a millage rate of 0.0000 and said rate does not exceed the rolled back rate.

Now, therefore, be it resolved by the St. Johns County Airport Authority of St. Johns County, Florida, that the Fiscal Year 2021-2022 operating tentative millage rate is 0.0000 mills, which does not exceed the rolled back rate.

This resolution shall take effect immediately upon its adoption.

Duly adopted at a public hearing this 13th day of September, 2021. St. Johns County Airport Authority.

CHAIRMAN MAGUIRE: Okay. Discussion by the board?

MS. LUDLOW: Yes. Mr. Chairman, I just want to say, for the budget meeting, we have nothing to do with the regular procedures.

CHAIRMAN MAGUIRE: Well, let's wait till we do the budget. This is the millage.

MS. LUDLOW: Okay. So we didn't correct the minutes or we don't have to --

CHAIRMAN MAGUIRE: This is a special meeting. We don't have to go backwards.

MS. LUDLOW: Thank you.
MR. WUELLNER: It's a public hearing.
Technically you'll do it next week.
MS. LUDLOW: Thank you. Yes.
CHAIRMAN MAGUIRE: Okay. Further discussion?
(None.)
CHAIRMAN MAGUIRE: Are you sure? Okay.
All right. All in favor?
MR. BURNETT: And there was no public comment, I assume?

CHAIRMAN MAGUIRE: We already asked public comment.

MR. BURNETT: Just wanted to make sure.
CHAIRMAN MAGUIRE: All in favor?
MS. GREEN: Aye.
MS. LUDLOW: Aye.
MR. OLSON: Aye.
CHAIRMAN MAGUIRE: Aye. Opposed?
(None.)
CHAIRMAN MAGUIRE: None. Okay. I do have a question I'll ask. Justin, the secretary-treasurer
is not here. How do we sign this?
MR. WUELLNER: I think since it's adopted formally, the resolution can be signed at any time thereafter.

MR. BURNETT: Yeah.
CHAIRMAN MAGUIRE: Even though he's not here?
MR. WUELLNER: Yeah.
MR. BURNETT: Yeah.
CHAIRMAN MAGUIRE: Okay. All right. The second issue is the budget, proposed budget by the staff.

PROPOSED BUDGET - STAFF
MR. WUELLNER: Yes. As has kind of become our custom for this meeting, I typically work through the second and third sheets that you've been provided, which would be the pages titled operating revenues and expenses followed by the nonoperating revenues or nonoperating sheet, in an effort to cover the budget. If you wish more detail as we go through, please let me know. Then next week we'll really work off the first sheet, more of a summary, so we get whatever issues are on the table.

CHAIRMAN MAGUIRE: And this is tentative, also.

MR. WUELLNER: This is tentative, yes. It
certainly can be changed.
Okay. Walking through it, fuel service, net fuel -- I'll be reading from the yellow highlighted column -- but net fuel sales are estimated at 125 -- \$125,891, FBO fuel at $\$ 247,500$, for a subtotal of $\$ 373,391$ for the fuel service next year.

Commercial leases at $\$ 586,073$, corporate leases at $\$ 187,951$ next year, major leases at $\$ 1,979,163$, other leases and -- or rather fees at $\$ 171,439$, and the title of rental which is largely T-hangars at $\$ 887,040$, for a total leases subtotal of $\$ 3,811,666$.

Under the heading of agreement and revenues, airline operations has been bolstered based on information we know is coming to $\$ 163,674$ as estimated, operating revenues -- excuse me, operating expenditure -- or, excuse me, operating revenues of $\$ 4,821$, and use fees are estimated at $\$ 80,001$ for next year. So the agreements total would be $\$ 248,496$.

Total revenue estimated at $\$ 4,433,552$. That's at 100 percent. The adjustment statute to four -to 95 percent gives us $\$ 4,211,875$. That is a $\$ 221,678$ reduction in that 5 percent, in case you
were wondering.
Personnel benefits at $\$ 1,331$ and eight -\$1,331,898, airline operations expenditures at $\$ 36,400$, professional services at $\$ 146,000$, travel and per diem at $\$ 12,000$, technology expenditures at $\$ 60,000$, utility services at $\$ 160,000$, leases -these are outgoing leases, things we lease -- at $\$ 500$, insurance at $\$ 382,000$, repairs and maintenance at $\$ 280,000$, outside communications at $\$ 230,000, \$ 135,000$ under government obligations, office expenditures of $\$ 15,000$, operating expenses at $\$ 130,000$, publications and memberships at $\$ 15,000$, professional development at $\$ 8,000$, for a total estimated expenditure budget next year of $\$ 1,600$-- $\$ 1,609,900$. Total expenditures including personnel and benefits of $\$ 2,941,798$. Represents about an 8.4 percent increase over last year.

When you do the exercise of total revenues less total expenditures estimated for next year, we have a net operating income or call it a profit of \$1,270,077 estimated for next year.

If you turn the page with me, you'll see that we have no debt service forecast and no nonoperating expenditures expected for next year, leaving us still \$1,270,077.

On the capital side, we have FAA contribution of $\$ 300,000$, $\operatorname{FDOT}$ at $\$ 1,085,000$, proposed economic development agency grant of $\$ 240,000$. The Airport Authority's match to all of those would equal $\$ 1,120,000$ even, giving us a total grant proceeds of $\$ 2,745,000$.

Expenditures along that line include construction and planning projects and grants at \$2,745,000, equipment and noncapital grant items of $\$ 142,000$, or $\$ 288,000$-- $\$ 200$-- $\$ 2,887,000$.

When you run the exercise there, you'll -you'll find that operating income after debt service is $\$ 1,270,077$. Capital grants all sources equal $\$ 1,625,000$. Proposed capital expenditures reduction there leaves us $\$ 1,262,000$ as the subtotal as a negative. Operating income, meaning our proposed profit for next year against that, is $\$ 1,262,000$, leaving a total balance going to reserves of $\$ 8,077$ estimated for next year.

Last thing I would point out is the reserves in -- in a summary. We've gone from $\$ 2.5$ million last year to approximately $\$ 3.5$ million in reserves. Net operating income to reserves adding that $\$ 8,077$ leaves us $\$ 3,508,077$ estimated in reserves at the conclusion of next fiscal year.

And we would recommend the Authority adopt the budget. Budget revenue and expenditure is balanced, and the total budget proposed for next year is $\$ 9,336,875$. And that would be the focus of Resolution 2021-02. And of course staff would recommend approval of that.

CHAIRMAN MAGUIRE: All right. Public comment, if any?
(None.)
DISCUSSION
CHAIRMAN MAGUIRE: Discussion? Yes, ma'am.
MS. LUDLOW: Board comment. Mr. Chairman, may I address a question to staff?

CHAIRMAN MAGUIRE: Yes.
MS. LUDLOW: Thank you. The -- wait.
Okay. On the airline operations operating revenues and expenses --

MR. WUELLNER: Yes.
MS. LUDLOW: -- with airlines operations of $\$ 163,000$, and -- how do you calculate that? Do you decide it might be 50 percent or 80 percent or 30 percent? How do you calculate? That's an estimate.

MR. WUELLNER: Yeah, we -- we literally can -we have a worksheet that we developed many years
ago back when we've had previous air service.
Basically it calculates the number of employees required, it calculates the hours required to turn a particular aircraft, the manhours required per flight as a result of that. We use a load factor of 70 percent on the aircraft, meaning in this case we know it's a 90-seat aircraft that we're dealing with.

MS. LUDLOW: Okay.
MR. WUELLNER: We use an -- what's called an EPAX rate, which is the earnings per passenger on that flight. That is set at -- our history shows it to be about $\$ 10$ per passenger.

The average number of enplanements, meaning there'd be 63 per flight, meaning there'd be $\$ 630$ revenue per flight. When you do that three times a week for 52 weeks, you come out with a revenue projection of $\$ 163,674$.

MS. LUDLOW: Thank you.
MR. WUELLNER: Uh-huh.

MS. LUDLOW: That was very well broken down.
The other thing is the airline operations, how did you estimate the calculation of $\$ 36,400$ ?

MR. WUELLNER: It's a very similar exercise. It's the number of law enforcement and/or ARFF
personnel that are required to be in place during those operations, and it's simply multiplied by the number of flights per year.

MS. LUDLOW: I see. Thank you. No other questions.

CHAIRMAN MAGUIRE: Okay. Good questions. Good discussion. Thank you, very much.

MR. OLSON: Mr. Chairman --
CHAIRMAN MAGUIRE: Any other comments?
MR. OLSON: -- I had a couple I guess just minor questions -- or one observation. I guess there's not a good place other than under construction and project planning to put EDA.

MR. WUELLNER: It is.
MR. OLSON: Just as an observation. Of course we all know it's a strategy grant.

MR. WUELLNER: Right.
MR. OLSON: And it's not necessarily a capital project.

MR. WUELLNER: Correct. But it's treated like one for purposes of our budget.

MR. OLSON: So the other thing is, I'm -- I guess we're hoping during this budget period that we'll be -- that FAA will properly categorize our airport as to what kind of airport we are and if
so, they owe us about $\$ 60,000$ or more from the American Rescue Plan.

MR. WUELLNER: Yeah. It turns out the first grant we got, we were properly classified. The second one that was proposed, we are not properly classified. However, they are not going to be able to fix that. It would be at least 18 months till they can fix that again.

However, the stopgap is we actually end up in a much better place. With the addition of commercial service, we'll be considered commercial service, we'll be able to enter the data and we'll also be in a much higher return classification from that point forward.

MR. OLSON: Is there any chance of us receiving more under the American Rescue Plan or do we lose on the technicality that they miscategorized us during -- in doling out the funds?

MR. WUELLNER: We -- yes, we lose, basically.
MR. OLSON: Okay. Okay.
CHAIRMAN MAGUIRE: Is that it?
MR. OLSON: Yep, thank you.
CHAIRMAN MAGUIRE: Your turn.
MS. GREEN: I do. I have a question. I've --
the airlines operations that we're looking at for 163- as revenue --

MR. WUELLNER: Uh-huh.

MS. GREEN: -- is based on what we know now.
MR. WUELLNER: Correct.
MS. GREEN: And I know after --
MR. WUELLNER: Only.
MS. GREEN: Correct. And after what we've had over the wonderful airline commercial people that came over here, and I'm anticipating everything was positive and this as actually being low.

MR. WUELLNER: It's going to be I hope extremely low.

MS. GREEN: Okay. That's what I figured.
CHAIRMAN MAGUIRE: Yes.
MS. GREEN: I just wanted to make sure. I mean, that's a very good low conservative number to --

CHAIRMAN MAGUIRE: Correct.
MR. WUELLNER: And while it's slightly off topic, I did want to make you just generally aware we did receive this morning our feedback from TSA indicating we will be re-federalized. So we've got to go through some --

MS. GREEN: Training?

MR. WUELLNER: Yeah. We've got some hurdles to get over between now and first flight, which are perfectly normal; we are used to that. But the permission to be federalized is -- was the huge first step. So now we're going to be legally allowed to advertise and make that announcement. So I would really expect over the next not more than a week or so, that will be out and the first -- first part of the commercial service will be -- everybody will be aware of that.

CHAIRMAN MAGUIRE: Okay.
MR. WUELLNER: And we still have a follow-on
meeting, as I mentioned I think at the last
meeting. We have a video call with -- with our
SCASD partner first week of October. And that grant, by the way, has been executed and returned to FD- -- or to federal DOT. So we're all -- we're all good to go there at this point. CHAIRMAN MAGUIRE: Okay. MR. WUELLNER: And we'll keep you informed on that as we know. CHAIRMAN MAGUIRE: Further discussion? (None.)

PUBLIC COMMENT
CHAIRMAN MAGUIRE: All right. Still no public
comment?
MR. BUFFINGTON: I have one question because it kind of went kind of quick.

MR. BURNETT: Need a microphone.
CHAIRMAN MAGUIRE: You have to come to a microphone.

MR. HARVEY: Pass him one.
MS. GREEN: Yeah, I was going to say pass him one.

MR. BUFFINGTON: I don't need a microphone; I have a loud voice.

MS. GREEN: But we can't hear -- she can't transcribe you.

MR. BUFFINGTON: Oh, I'm sorry.
MR. WUELLNER: That's all. It's not -- we can hear you okay.

MR. BUFFINGTON: I've got the drill sergeant voice. But I --

CHAIRMAN MAGUIRE: Your name?
MR. BUFFINGTON: My name is Henry Buffington. I've been here four years in St. Augustine. I'm a Yankee, so don't shoot me.

I'm not sure $I$ picked up on some of it, but when I noticed military aircraft flying into the airport, how does that affect your operating
budget?
MR. WUELLNER: It does not.
MR. BUFFINGTON: I don't know. That's why I'm asking.

MR. WUELLNER: It does not directly. The -most of the military aircraft that you see in and out of here are related to Grumman activity. So -Northrop Grumman.

So, in many cases, yes, we get a -- we have revenue associated with their presence on the airport, but not directly because of military.

MR. BUFFINGTON: Oh, I'm talking specifically
like Black Hawks that come in, military aircraft other than $\mathrm{E}-2 \mathrm{~s}$.

MR. WUELLNER: All -- all we get is fuel revenues off of those.

MR. BUFFINGTON: That's what you get?
MR. WUELLNER: Yes, sir.
MR. BUFFINGTON: Okay. Live and learn time.
MS. GREEN: Thanks.
MR. WUELLNER: All good. Good question.
MS. LUDLOW: Thank you.
CHAIRMAN MAGUIRE: That was a good question.
Any further comment from the public?
(None.)

CHAIRMAN MAGUIRE: Seeing none, bring it back to the board for further discussion if any.
(None.)

TENTATIVE ADOPTION - RESOLUTION 2021-02

CHAIRMAN MAGUIRE: All right. Need a motion so we can read it.

MS. GREEN: I make a motion to accept Resolution 2021-02.

MR. WUELLNER: 2.

CHAIRMAN MAGUIRE: Okay.

MS. LUDLOW: I second.

CHAIRMAN MAGUIRE: Second. Go ahead and read it, please.

MR. BURNETT: Thank you. And, Mr. Chairman, real quick to answer that question earlier about Mr. Mirgeaux signing.

Ideally we would have him sign within 15 days of today. But the big key is that we have a compliance package to give to the property appraiser within 30 days of the final hearing and it needs to be in that. That's -- that's the real hit.

CHAIRMAN MAGUIRE: Okay.

MR. BURNETT: So within 30 days of our final
hearing. So we've got time to accomplish that.

MR. WUELLNER: The needs are actually for our records, the tentatively adopting. The final ones are the important ones for next week.

MS. GREEN: Yeah, next Monday would be -CHAIRMAN MAGUIRE: Okay. MR. BURNETT: So Resolution 2021-02.

A resolution of the St. Johns County Airport Authority of St. Johns County, Florida adopting the tentative budget for Fiscal Year 2021-2022, providing for an effective date. Whereas, the St. Johns County Airport Authority of St. Johns County, Florida, on September 13th, 2021 adopted for Fiscal Year 2021-2022 a tentative budget following a public hearing, as required by Florida Statute 200.065; and

Whereas, the St. Johns County
Airport Authority has prepared a budget for the Fiscal Year 2021-2022; and

Whereas, the St. Johns County Airport Authority adopted a tentative millage rate prior to adopting this resolution.

Now, therefore, be it resolved by the St. Johns County Airport Authority of St. Johns County, Florida that:

1. The annual budget estimates of revenues and expenditures of the St. Johns County Airport Authority for Fiscal Year 2021-2022, as considered and acted upon, under, and by the authority of the laws of Florida, are hereby ratified, approved and tentatively adopted, and the amounts of money set forth therein are hereby appropriated.
2. The annual budget of revenues and expenditures tentatively adopted for the ensuing Fiscal Year 2021-2022 shall be attached to the minutes of this meeting.

This resolution shall take effect immediately upon its adoption.

Duly adopted at a public hearing this 13th day of September, 2021. St. Johns County Airport Authority.

CHAIRMAN MAGUIRE: Okay. No further discussion, all in favor?

MS. GREEN: Aye.
MS. LUDLOW: Aye.
MR. OLSON: Aye.
CHAIRMAN MAGUIRE: Aye. Opposed?
(None.)
CHAIRMAN MAGUIRE: No? Passes unanimously.

All right. Any further comments from the staff?

MR. WUELLNER: I have none. Look forward to seeing y'all next Monday.

We will begin at 4:00 with the regular meeting, and then we will adjourn at 5:01 to conduct the public hearing because that's time sensitive. And then if there's additional business on the agenda to be accomplished at your regular meeting, we'll reconvene that at that point. So we'll be here a little while next week.

CHAIRMAN MAGUIRE: Okay. Further comments?
MS. GREEN: Just to reiterate that Mr. Martinelli's services are next --

MR. WUELLNER: Thank you.
MS. GREEN: -- Monday prior to our meeting. They're in Ponte Vedra, if anyone would like to attend.

CHAIRMAN MAGUIRE: In Ponte Vedra?
MS. GREEN: Yes, sir. Our Lady Star of the
Sea. It's at 1:00. So if anyone --
CHAIRMAN MAGUIRE: Okay.
MS. GREEN: -- that had known him and all the work he's done for the airport -CHAIRMAN MAGUIRE: All right.

MS. GREEN: -- those are his services. CHAIRMAN MAGUIRE: Any other comments?

MS. LUDLOW: I'm sorry, but did we have anything to give as a family when we give them a -a proclamation, or is it just in our minutes or recorded?

MR. WUELLNER: We usually provide a hard copy to them. Typically we'd frame that and send it. I'm not exactly sure who it would go to at this point.

MS. LUDLOW: Well, there -- there's a son and daughter, yeah. So, I just wondered if we had something to give to them, because how would they know we've made the proclamation?

CHAIRMAN MAGUIRE: Good question. We need to send them something.

MR. WUELLNER: Good point.
CHAIRMAN MAGUIRE: Yeah. Okay. Good point.
MR. WUELLNER: We'll figure out how to get it to them.

CHAIRMAN MAGUIRE: All right. See everybody Monday at 4:00.

MS. GREEN: Yes, sir. Thank you.
MR. WUELLNER: Thank you.
(Hearing concluded at 5:24 p.m.)


## REPORTER'S CERTIFICATE

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STATE OF FLORIDA )
COUNTY OF ST. JOHNS )
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    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 29th day of September, 2021.

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| \$1,262,000 [2] 11/15 |  |  | al | 21/24 22/3 22/5 |
|  |  | A | 12 7/12 7/18 8/9 | Authority's [1] 11/4 |
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