## Regular Meeting

 held in The Conference Center, Meeting Room B 4730 Casa Cola WaySt. Augustine, Florida
on Monday, November 15, 2021
from 4:00 p.m. to 6:13 p.m.

BOARD MEMBERS PRESENT:

BRUCE MAGUIRE, Chairman SUZANNE GREEN
JUSTIN MIRGEAUX
REBA LUDLOW
ROBERT OLSON

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
> St. Augustine Court Reporters
> 17 Pacific Street, Suite B
> St. Augustine, FL 32084
> $(904) 825-0570$

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I N D E X

PLEDGE OF ALLEGIANCE

MEETING MINUTES
OCTOBER 2021 FINANCIAL REPORT ACCEPTANCE
AgEndA APPROVAL

STAFF REPORTS

BUSINESS PARTNER UPDATES
BUSINESS ITEMS
A. Conditional Release of Retainage TW "D"
B. Board Committees - Robert Olson

PAGE PROCEEDINGS

CHAIRMAN MAGUIRE: Okay. It's 4:00. Let's start. Okay.

MS. LUDLOW: 4:00.
CHAIRMAN MAGUIRE: Okay. Suzanne, will you call the --

MS. GREEN: Sure.
CHAIRMAN MAGUIRE: -- Pledge of Allegiance?
(Pledge of Allegiance.)
CHAIRMAN MAGUIRE: Okay. I was just handed a package, which I assume we all got one put in front of us. It's four pages long and it pretty well -the way I quickly read over it, it pretty well attacks our executive director.

MS. LUDLOW: Well, we have plenty of others that don't.

CHAIRMAN MAGUIRE: Pardon?
MS. LUDLOW: We all got plenty of others that don't attack him. Did you get other e-mails today?

CHAIRMAN MAGUIRE: No, I'm just talking about this one, okay?

What concerns -- well, two things concern me. Several years ago, we had a letter come in when Suzanne was chairman that attacked our legal attorney at that time.

MS. GREEN: Uh-huh.

CHAIRMAN MAGUIRE: It was a personal attack. He had a grievance against our attorney that was not part of this airport at all, and it was very personal and degrading, and $I$ took exception to that and I said $I$ hope $I$ never see that again. If somebody has an attack on the airport, come forward. That's -- that's the first thing because this is a personal -- a lot of personal issues in here.

Secondly, it's signed by a concerned citizen.
I don't respond to concerned citizens unless I know who that concerned citizen is. I'm not discounting what's in here. Maybe some is facts, but a lot of it is very personal. But $I$ will look at it -MS. LUDLOW: I haven't looked at it. CHAIRMAN MAGUIRE: But it bothers me that somebody would submit a personal statement against anybody at this airport and not sign it, okay? Now, having said that, if anybody has a comment on that, go ahead and speak up now. MS. LUDLOW: Is that a good time to say something good to -CHAIRMAN MAGUIRE: Yes. MS. LUDLOW: -- to offset it?

CHAIRMAN MAGUIRE: Please. Please.
MS. LUDLOW: Okay. Well, I received a --
CHAIRMAN MAGUIRE: A little bit closer.
MS. LUDLOW: I thought you were going to tell
me to stop it in a minute.
CHAIRMAN MAGUIRE: Yes, I will.

MS. LUDLOW: I received -- I don't know if they sent them to everybody or not, but I received about a dozen letters, you know, just expressing general concern about things going on, but nothing ugly.

THE COURT: Good.
MS. LUDLOW: So
CHAIRMAN MAGUIRE: I'm glad to hear that.
MS. LUDLOW: -- nothing ugly. It was just talk.

CHAIRMAN MAGUIRE: Okay. All right.
MEETING MINUTES
CHAIRMAN MAGUIRE: Minutes, do we have any comments on the minutes at all?

MR. OLSON: NO.
MS. GREEN: No.
CHAIRMAN MAGUIRE: Changes, modifications?
(None.)
CHAIRMAN MAGUIRE: Seeing none, the minutes
will stand as submitted.
FINANCIAL REPORT ACCEPTANCE
CHAIRMAN MAGUIRE: All right. Financial report acceptance, any comments on the financial report? Yes, Reba.

MS. LUDLOW: We did not vote -- we did not ratify September's reports because we had the workshop next --

CHAIRMAN MAGUIRE: Correct.
MS. LUDLOW: -- and we had -- the profit and loss, we had just gotten it so we postponed it. So September hasn't been ratified nor October. CHAIRMAN MAGUIRE: Okay. Is that correct? MR. WUELLNER: That's correct. It's correct every year. We don't do -- or approve September financials. Theyre a part of the approval of the audit when it occurs.

CHAIRMAN MAGUIRE: So when we approve the audit, it --

MR. WUELLNER: That -- which will probably be February or March by the time you approve. You're respectively adopting the entirety of the fiscal year at that point, the previous fiscal year. CHAIRMAN MAGUIRE: So it's melded into that? MR. WUELLNER: Correct. And our fiscal year
is an October 1st fiscal year, so they wouldn't be included in this --

CHAIRMAN MAGUIRE: Right. Does that make sense, Reba?

MS. LUDLOW: Yes, it does. But the only thing wrong with the last one, we could have approved it then, was that we didn't have the profit and loss. So they didn't hold it out waiting on the audit, right?

MR. WUELLNER: No, they did. It's -- you -you can adopt financially, but ultimately they're not -- they're -- they're not really approved until they're a part of the audit for the annual audit cycle which occurs in February or March.

MS. LUDLOW: Okay. We get these financial statements and we go over them and we see how much comes out of this and this and our operating expenses and our grant money, and you're saying we're not supposed to approve those on a monthly basis; we're supposed to wait till the audit?

MR. WUELLNER: No. We're simply saying you approve it monthly up till the end of September. The end of September is rolled into the annual audit report because that's inclusive of the entire fiscal year.

MS. LUDLOW: Okay. End of September. So even though we have October financials, we don't vote on them or accept them?

MR. WUELLNER: Well, October is a new fiscal
year.
CHAIRMAN MAGUIRE: October 1 st starts the new year.

MS. LUDLOW: Oh, okay. Okay.
MR. WUELLNER: Yes.
MS. LUDLOW: So we save these until -- right. Because September is the end of the fiscal year.

MR. WUELLNER: Correct.
MS. LUDLOW: I got it.
CHAIRMAN MAGUIRE: All right. Thank you.
MS. LUDLOW: Thank you.
CHAIRMAN MAGUIRE: Any other comments on the financials?
(None.)
CHAIRMAN MAGUIRE: Okay. Having seen none, so they will stand as submitted. AGENDA APPROVAL

CHAIRMAN MAGUIRE: Agenda.
MR. MIRGEAUX: I'd like to make a motion --
CHAIRMAN MAGUIRE: Okay.
MR. MIRGEAUX: -- to amend the agenda.

CHAIRMAN MAGUIRE: Okay. What's your -MR. MIRGEAUX: I received a lot of interest, public interest, about the -- about today's agenda. More so than any other agenda item that I've addressed during my very brief period time here on the -- on the board.

But due to the -- the amount and the interest in the lease policy and the policy amendment related to our lease policy and the policy amendment related to the minimum commercial operating standards and the changes that are before the board today, I'd like to make a motion that we drop those from today's agenda.

MS. LUDLOW: I second.
CHAIRMAN MAGUIRE: Okay. Who --
MR. WUELLNER: What are we dropping?
CHAIRMAN MAGUIRE: What are we dropping? I
don't know if $I$ understand.
MR. MIRGEAUX: The two items --
CHAIRMAN MAGUIRE: I'm not opposing, I just -(Mr. Burnett joins the meeting.)

MR. MIRGEAUX: The two business items, the policy amendments for the lease policy and the policy amendment under the minimum commercial operating standards, I'd like those dropped from
today's agenda.
CHAIRMAN MAGUIRE: Okay. And discussion, why would you want those dropped?

MR. MIRGEAUX: If there's a lot of public interest about the changes that we're considering --

CHAIRMAN MAGUIRE: Okay.
MR. MIRGEAUX: -- and there's a lot of concern that it really raises more questions than answers, and I -- listening to the stakeholders here at the airport and hearing them out and I agree with a lot of what they're saying, and I just don't want to enter into something hastily, and I think that we should drop these from the business items.

CHAIRMAN MAGUIRE: When you say "drop," you mean postpone them?

MR. MIRGEAUX: I strike them from today's agenda.

CHAIRMAN MAGUIRE: Okay. Are we postponing them or are we wiping them off forever? What do you mean?

MR. MIRGEAUX: Well, $I$ mean drop them from today's business items. That's what I mean.

CHAIRMAN MAGUIRE: Okay. So they will be brought next meeting or the meeting after that.

MR. MIRGEAUX: Well, that's -- obviously I don't make the agenda, so --

CHAIRMAN MAGUIRE: But you're part of the group that does make the agenda -MR. MIRGEAUX: Right.

CHAIRMAN MAGUIRE: -- okay? So -- well, let's start off with you. So you have -- you made a motion to drop the items off of today's agenda. MR. MIRGEAUX: Yes.

CHAIRMAN MAGUIRE: Is that what you're seconding?

MS. LUDLOW: Yes. But he could have added more to that, in that if we're not going to -- but, number one, we only got them Friday at noon again. That's one good reason not to vote and adopt this today. I have -- all I've done is go over this stuff.

But also we could add to the agenda a statement from the board directing staff to finalize the lease. I mean, why can't we add that to the agenda in place of dropping it? We're dropping the policy and then --

CHAIRMAN MAGUIRE: Well, we're not looking at the lease today; we're looking at the policy today. So don't get confused between the two issues.

MS. LUDLOW: It says right here lease policy. CHAIRMAN MAGUIRE: The lease policy -MS. LUDLOW: Right.

CHAIRMAN MAGUIRE: -- not the lease itself. MS. LUDLOW: Okay. Well, that was just a suggestion.

CHAIRMAN MAGUIRE: I'm just clarifying. The only thing we're going to talk about today that's on the agenda is the policy itself --

MS. LUDLOW: But --
CHAIRMAN MAGUIRE: -- okay?
MS. LUDLOW: No
CHAIRMAN MAGUIRE: We're not talking anything about any lease at all.

MS. LUDLOW: I -- I thought I just seconded to take that off the agenda for today.

CHAIRMAN MAGUIRE: Yeah, that's what it is.

I'm asking is that what you thought he said?

MS. LUDLOW: Yes.
CHAIRMAN MAGUIRE: Okay. All right.
MS. LUDLOW: I'll just do that --

CHAIRMAN MAGUIRE: Did I interpret that
correctly?
MR. MIRGEAUX: Yes.

CHAIRMAN MAGUIRE: Okay. Any discussion on
that motion?
MR. OLSON: Just to clarify. We would consider this postponing it till a future date, this discussion and this adoption.

CHAIRMAN MAGUIRE: Well, and that's the question I asked: Is this a postponement or a drop forever? Because if you say drop forever, I wouldn't support it. If it's a postponement, if everybody wants to, then I'll support a postponement.

MR. OLSON: Right.
CHAIRMAN MAGUIRE: So I need to know exactly what your intentions are.

MR. MIRGEAUX: Yeah, my intentions are to drop it from today's agenda. I'm open to consideration at a future date, but it -- that's not my decision.

CHAIRMAN MAGUIRE: Okay.
MR. MIRGEAUX: The motion is just to drop it from today's agenda.

CHAIRMAN MAGUIRE: Just to drop it from today's agenda. Okay. Any other discussion before I take it to a vote?

MS. LUDLOW: It's really in good faith, because hopefully that gives the parties more time to negotiate.

CHAIRMAN MAGUIRE: Okay. And your concern is because you didn't get the material early enough to read it and figure it out.

MS. LUDLOW: Well, I'm from DeLand.
CHAIRMAN MAGUIRE: No, no. That's a
legitimate concern.
MS. LUDLOW: Friday at noon?
CHAIRMAN MAGUIRE: I'm going back to the board.

Suzanne, on the issue of policy - of changing the agenda only, is that something we go to public comment or is that we don't do public comment --

MS. GREEN: Not to my knowledge, we do not.
CHAIRMAN MAGUIRE: -- to change the agenda?
Okay. There will be no public comment.
So the question on the table is to drop it from this meeting only and there is no reference to future agenda items, okay?

MS. GREEN: I just have a question. Does it
inhibit staff of anything going forward? Does something need to be -- I mean, postponement is kind of -- I just don't want to inhibit anything that staff is doing if we need the lease to be evaluated, done, whatever.

I don't think the minimum commercial operating
standards are going to be inhibited by that at all, a postponement. I just don't want to jeopardize any kind of lease that staff may or may not be working on.

CHAIRMAN MAGUIRE: Okay.
MR. WUELLNER: We've said all along, until
there's clarity within the minimum commercial operating standards in the lease policy related to this --

AUDIENCE MEMBER: We can't hear him.
MR. WUELLNER: -- then -
MS. LUDLOW: They can't hear you.
MR. WUELLNER: Can we turn it up, please?
It's on.
MS. LUDLOW: That was my biggest problem back there because I couldn't tell what y'all were talking about.

MR. WUELLNER: Is that better? Is that better?

MS. GREEN: Yeah, it is.
CHAIRMAN MAGUIRE: Is that better in the back?
MS. LUDLOW: Can you hear him now?
MR. WUELLNER: Is that better?
AUDIENCE MEMBER: Yes, yes.
MR. WUELLNER: Okay. We've -- we've said all

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along that until clarity is provided by this board
relative to policy, the lease policy as well as
minimum commercial operating standards, there is no
basis for us -- there's no clarity for us to
negotiate a lease in good faith relative to what's
been --
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CHAIRMAN MAGUIRE: Okay.
MS. LUDLOW: What is that -- what is that noise?

MR. WUELLNER: Thanks
MS. GREEN: That's my concern, if it delays.
MR. OLSON: Yeah, that's also my concern.
I think the -- the whole matter of the lease policy, since it ties back to and adds more specificity to the master plan, I really think, and based on prior discussion of this board, that we really need to look at that lease policy after we -- I believe we need to supplement some of the work on our master plan. We need a business plan component to our master plan.

We need a -- some aspirational vision brought into master planning, and we need to have targets and goals and those kinds of things; what -- what a business plan typically has.

We have I think a very useful master plan as a
capital improvements program. There was a --it included a very detailed assessment of the -- the facilities, the improvements on the airport, which improvements needed to be repaired/replaced over time. The -- and we're making decisions and improvements made to the airport as the airport. But the master plan -- and actually my piece in this agenda was going to talk about some of that -- I'm not sure that we can go back to adding more specificity to the arrangement of uses on the airport without going -- without having that step, that supplemental, is my opinion.

So I'm not sure that it's an immediate thing that can -- actually, I was going to propose that we postpone action on the lease policy until we have that opportunity to supplement the master plan.

I was also going to ask some questions about the $F B O$ statement of intent because $I$ think that's probably something that -- well, actually it fits pretty well into a business plan, also, for our Airport Authority.

That was my -- so I guess the main thing is I'm ready to support a postponement; $I$ just don't see the postponement being something that can
immediately be addressed, these items, at a -- at a follow-on meeting. And as has just been asked, I think it should not hold up our routine -- or our leasing activity for businesses here at the airport. Thank you.

CHAIRMAN MAGUIRE: Okay. I've always been a support -- proponent of a business plan. I feel like we never really had a true business plan to guide us correctly. And -- and as always, recognize that this is more of a physical plan rather than a business plan.

I'm not against postponing this. The fact that you're not saying postpone it bothers me. So I don't know if I'll support this or not as a pure drop. I would support a postponement, but the word "drop" this without any further clarification bothers me.

MS. LUDLOW: When I -- what I think it probably -- he means is that, you know, let's just put it aside for now and if negotiations are not consummated before the next meeting, then it could be brought up again, but the deals could be consummated before that meeting.

MS. GREEN: I'm not hearing that from staff.
MR. MIRGEAUX: I can clarify.

CHAIRMAN MAGUIRE: Okay. Yeah.
MR. MIRGEAUX: Yes. I mean, the -- I don't -I don't set the agenda, but I am making a motion and the motion was seconded to drop the policy amendment items from the business items portion of today's meeting.

Whether they get put in a future meeting or not, again, $I$ don't set the agenda; that's not the call I make. But that's not my mot- -- I mean, generally we're agreeable people and we agree on a lot. So, you know, in the future, if they're put on the agenda, I'll read it, I'll evaluate it. But I think as they're written now, I think they should be dropped from today's business items.

CHAIRMAN MAGUIRE: Well, I -- I foresee that this will have to come up. It will have to. So if we drop it, which doesn't bother me, it's not going to die; it will come back up, because it has to come back up if we're going to move forward. MS. LUDLOW: It -- it will grow and fix itself and --

CHAIRMAN MAGUIRE: And I think my biggest concern, a takeoff from Suzanne's, is another 30 days or 60 days going to impact what's going on between the airport and the company that wants a

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solid lease, is it going to affect that either way,
positively or negatively?
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    One of the reasons that as I understand it
    we're bringing this up is because we want some
substance in the airport side to be able to
negotiate in good faith with not only this tenant,
but any other tenant, okay?

This is not a single-tenant issue, this is an airport issue. And is that going to impact the ability of the airport to move forward on any and all leases? Not just one. And if it is going to impact that, then I'm going to - I would agree for 30 days, but

MS. LUDLOW: One other thing is, as it comes back up, it might not look like the same animal, I mean, a lot of things. That's a good reason for dropping it, because then it can come back as a new animal instead of beating the same horse and having to go through that. Because what if we only have three things to talk about next time?

CHAIRMAN MAGUIRE: And if you want to -- if you support it because you don't have enough time to get into it and you want to provide more input to the administration, that's -- that's suitable with me, okay?

MS. LUDLOW: Okay. Thank you.
CHAIRMAN MAGUIRE: I have no problem -MS. LUDLOW: Okay.

CHAIRMAN MAGUIRE: -- all right? But if
anybody wants to drop it thinking it's going away, it's not going away. We cannot move forward on this airport with future leases across the board until we get this issue resolved. It's that simple.

MS. LUDLOW: Good. We'd like to invite you down to the airport.

CHAIRMAN MAGUIRE: Pardon?

MS. LUDLOW: We'd like to invite you down to the airport in the hangars and things because it's never just a piece of paper. Just like you brought up your lease and you said I had to change my lease because big money and little money and something like that.

You don't know -- you knew what was behind changing the lease. You don't know exactly what's behind changing this lease. So, you might want to --

CHAIRMAN MAGUIRE: You mean the policy --
MS. GREEN: The policy.
CHAIRMAN MAGUIRE: The policy; not the lease.

MS. LUDLOW: The policy.

MS. GREEN: But the same question.

CHAIRMAN MAGUIRE: Not the lease; the policy. MS. LUDLOW: Do not say lease; the policy.

CHAIRMAN MAGUIRE: The policy.

MS. LUDLOW: But it would be good if you came down to the airport and we're -- we're nice down there.

CHAIRMAN MAGUIRE: All right. Any further discussion?

MS. GREEN: Well, I --I'm hearing from staff that if we postpone, it's going to inhibit the lease negotiations with -- that are ongoing right now, and I don't want to do that for either party. I mean

MR. WUELLNER: It's an existing lease and it would continue under its current terms so far.

MS. GREEN: That's the month-to-month one?

MR. WUELLNER: Well, there's two components.

MS. GREEN: Right, right. Yeah. As long as the tenant is, you know, still there, there's an existing lease.

CHAIRMAN MAGUIRE: Yeah. Yeah, we have an existing lease, okay? Excuse me. Doug, do you have any comments?

MR. BURNETT: The only thing I'll comment on -- and I did forward each of you, because I think where I -- I'd seen e-mails going to the different Authority Members with the tenant's version of the lease, the tenant's attorney had also sent a redline copy. So I did send you the redline so you would have the benefit of that.

We are in a situation from a practical standpoint of loosely using the terminate -- the terminology of negotiations of the lease.

Right now, there's not much going on. We have a form lease document that your staff sent, and that form lease document came back with significant revisions. It's not one of those things of a small issue that needs to be resolved in the lease; it was a rewrite in large part of your form document. So, because of that, $I$ can't say that it's really one of those situations where there's much for us to negotiate because the lease document this tenant is proposing has significant revisions that I would say significantly differ from your policy in your lease form that you adopted.

And the form that part of this is always one of those things a consideration of, are we treating all tenants fairly? So that's part of the reason
you have a form lease document, is this is our
lease document, and so we apply it uniformly.
And, sure, every now and then there's
something that needs to be revised because there's
some scenario that you didn't contemplate or
couldn't have contemplated. For example, if a
tenant has blanket insurance for many different
locations that covers the tenant's activity,
something like that.
But right now we have pretty significant
revisions, as you've seen from the redline. And
so, because of that, we're not in a situation
where -- where there's something really for us to
go back through.

I - I think -- not to put words in Mr. Wuellner's mouth, but I think that his mindset was that we would get through the policy issue, understand where that is, and then come back with the lease itself to address the lease.

As far as the lease issue, obviously it's not on the agenda today, but $I$ think ultimately it winds up that potentially it's either the tenant agrees to move forward with the form document and however you-all decide that issue, or -- or we bring it back to you with the redline and say,
these are the revisions and I'm prepared at any time when the board wants to go through those revisions as to why I think a lot of them aren't in the Authority's interest.

They're more than just minor revisions. They are more than just: This is reasonable to change this term from being in favor of the landlord to the tenant. They are a very significant rewrite of the form lease document.

So that's sort of my overview of this issue. CHAIRMAN MAGUIRE: But you're looking at one lease. I'm trying to avoid one lease. MS. GREEN: Uh-huh. MR. BURNETT: Yes, sir.

CHAIRMAN MAGUIRE: I'm talking about the policy.

Every lease that is currently in effect today from the airport is a solid lease, all right? So, if we drop this policy discussion, all the leases will continue as written.

MR. BURNETT: As the --

CHAIRMAN MAGUIRE: Nothing will change.

MR. BURNETT: As the form document.

CHAIRMAN MAGUIRE: As a form document.

So any tenant, and I'm purposely not trying to
focus on one, any tenant that comes to the administration wanting a change or a revision can't do that because we haven't addressed this issue; is that correct?

MR. BURNETT: Correct. Basically we would tell this tenant or any other tenant that those revisions are not approved under the policy, the lease is the lease form --

CHAIRMAN MAGUIRE: Correct.
MR. BURNETT: -- and here's the document --
CHAIRMAN MAGUIRE: That's right.
MR. BURNETT: Other filling in the hangar and who the tenant is and the addresses and those kind of things, it's the form document.

CHAIRMAN MAGUIRE: So -- excuse me. So we have a lease for all the tenants on the airport. If any tenant comes in and says, I want to change it, if it doesn't comply with the existing policy, it can't be changed --

MR. WUELLNER: Correct.

CHAIRMAN MAGUIRE: -- correct?
MR. WUELLNER: Correct.

CHAIRMAN MAGUIRE: Okay.
MS. LUDLOW: You can always appeal.
CHAIRMAN MAGUIRE: I'm not trying to get into
individual. I'm trying to say across the board the reason we focused on a policy is to set the foundation that we can address every lease going forward in the future, okay?

So if we don't have a change in the policy, then the existing policy continues, correct? Robert?

MR. OLSON: Well, as far as I guess my question -- I'm sorry I can't answer your question, but it's -- Doug, based on what you said, it's -there's really sort of two areas coming together on the current lease before the -- that's come to the -- request that's come to the Authority.

That -- those two aspects are one is the fundamental question of the South GA area location compatibility, which is sort of in my view the big thing that welre struggling with or have been struggling with.

The other is whether the -- this tenant -this tenant is requesting nonstandard provisions that are Authority standard provisions. And that's separate from this fundamental question of location of activity in the South GA area; is that correct?

So I guess what I'm thinking is, if the location thing went away for whatever reason,
because of another interpretation of what the master plan says or doesn't say, then you're back with the tenant to simply go through the boilerplate provisions and trying to reach a -- a completed lease; is that correct?

MR. BURNETT: I think -- I think I understand your question, and the answer would be, yes, sir, I think so.

MR. OLSON: Yeah. Okay.

So, I think there's - - based on the discussion, there's been a lot of question about the interpretation of the master plan and how rigidly that applies to the activity that's proposed in this lease.

If that was somehow not in the picture right now because it's still being worked through, you could then be able to go forward and simply try to achieve a completed lease relative to all of the boilerplate language, that the Authority has standard provisions that need to -- that are expected of every tenant on the site. Is that -isn't that correct? So that would be -- that would be -- put you in a different role to complete a lease.

MR. BURNETT: Cor- -- I --

MR. OLSON: Or a different -- that would -that would remove one big impediment for this lease discussion to proceed, right?

MR. BURNETT: Yes. If -- and if we were, for example, just simply trying to take in -- in the context of also when it talks -- when you talk to a specific tenant, they have two leases, granted one is month-to-month, but clearly no one's looking to stop that arrangement.

And so, you do have these two leases there in place right now. And if we were solely trying to take those two leases and put them under the lease form with the similar types of use, then obviously that's not relevant.

MR. OLSON: Yeah. So I guess one path forward is to at this point, given that we don't have a lease policy that adds to the specificity of what can happen in this area and what can't happen in there, given that we don't have that, one track would be to simply proceed -- while we agree to discuss or deal with this proposed lease policy in the future, would be for the efforts to proceed to simply complete a lease based on, I guess, pressing the tenant to accept the Authority's standard lease provisions that ap -- that are -- appear in every

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\begin{aligned}
& \text { lease contract, and there's a reason for that. } \\
& \text { I don't know if I'm -- you know, I'm not in } \\
& \text { your world, so I'm just trying to get a vision of } \\
& \text { how this thing might proceed. } \\
& \text { MS. GREEN: Well, our focus is policy. } \\
& \text { Policy, policy. I've never -- I've been on this } \\
& \text { board since } 2000 \text { on and off. We have never gotten } \\
& \text { involved in the details of a lease. That's up to } \\
& \text { staff. }
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MR. OLSON: Right.
MS. GREEN: So staff has been asking for direction. It just happens it came up at this point in time with this particular tenant. Could be any other tenant. Could be down the road. But they're looking for direction to do anything. That's my concern about postponing. Staff's asking for direction.

CHAIRMAN MAGUIRE: And -- and I had a hard
time following Robert, too, but I think --
MR. OLSON: I did, too.
CHAIRMAN MAGUIRE: -- but $I$ think your last couple of sentences wrapped it up for me.

If we don't do the policy, the only direction that we have given them, like Suzanne, is continue with the existing policy, the existing lease, and
nothing else, period. Is that what you meant?
MR. OLSON: I guess so, yeah.

CHAIRMAN MAGUIRE: That's the way $I--I$ thought when you wrapped it up, that's what you said, that they have to follow what is already in existence.

MR. OLSON: So based on everything I know, that ought to be a path that could -- to pursue now.

CHAIRMAN MAGUIRE:

MR. OLSON: Meetings could proceed to --
CHAIRMAN MAGUIRE: So the direction on the policy, we don't get - and Suzanne's right. Even -- I haven't been around as long as she. I've never heard any specificity on a particular lease, as it is more generalized policy and strategies, so...

MS. LUDLOW: But you corrected me.

We're talking about lease -- I mean, we are not talking about lease today; we're talking about policy, and the policy is the master plan. And I totally agree that it should be dropped for now and -- and revived --

CHAIRMAN MAGUIRE: Okay.
MS. LUDLOW: -- in a different face, which
will happen.
CHAIRMAN MAGUIRE: Okay. We've talked about it quite a bit. Any further things you want to add, Ed?

MR. WUELLNER: No.
CHAIRMAN MAGUIRE: Doug?
MR. BURNETT: No. The -- the only thing that
I can think of, if I'm sitting in your chair as to this issue of, okay, there's a policy and -- and maybe somewhere, whether it's this lease or another one that comes along three months from now totally unrelated, if -- if there's potential that you want to make changes to the policy or address the master plan the way you're talking about, Mr. Olson, perhaps in the policy there should be language that goes into every lease that says the airport can move tenant - a tenant to a like or better facility.

Then you never have to worry about this issue of, okay, I've decided that the south area isn't for this use, $I$ want to move it to the north area. I've built a new facility or I'm going to build a new facility. I can move the tenant to the new facility.

Normally tenants, you know, jump up and down
to get that opportunity, but you could put it in the lease to say that you have the opportunity to move them from one lease to the other.

MS. LUDLOW: When we get to leases.
MR. BURNETT: We could make that a matter of policy.

MS. LUDLOW: When -- when we get to leases. We're on policy now.

CHAIRMAN MAGUIRE: On policy.
MS. GREEN: Right, but --
CHAIRMAN MAGUIRE: Okay.
MS. GREEN: -- again, normally the board does not go through the leases line-by-line redine -I've read all the redine stuff.

MS. LUDLOW: I -- me, too.
MS. GREEN: It's voluminous, and that's what we don't do. That's what -- so we just have to give policy direction so that staff knows what they're doing.

MS. LUDLOW: Well, I agree -- again, I agree with Justin that it would be a good idea to drop the policy and change it, which means changing the master plan and minimum operating standards.

And when we get to leases, we'll -- you just said we're not doing leases. But when we get to
leases, all of this will come up in leases.

CHAIRMAN MAGUIRE: So -- all right. So we have a motion on the table to drop this item only with no further projection. Any final discussions not repetitious?

MS. GREEN: Other than $I$ would amend it to say it's postponed. I would ask to amend it to say it's postponed, not dropped. CHAIRMAN MAGUIRE: Okay. Is that an amendment motion?

MS. GREEN: Yes, sir.
CHAIRMAN MAGUIRE: I'll second that, because I hate to see something

MS. LUDLOW: I don't understand.
CHAIRMAN MAGUIRE: -- deadlined with a drop. She's amending that we have this as a postponement

MS. GREEN: I don't think $I$ can --
CHAIRMAN MAGUIRE: -- and not a drop.
MS. GREEN: No. You've got a motion and a second, so we have to --

MR. BURNETT: Yes, we have a motion and a second.

MS. LUDLOW: Right.
MR. BURNETT: Ms. Green can ask the maker of
the motion if he'll accept the amendment.
MR. MIRGEAUX: I'll accept --
MR. BURNETT: If he does and the second
accepts it, then you have that as the motion.
CHAIRMAN MAGUIRE: Okay.
MR. MIRGEAUX: I'll accept it from "drop" to "postpone." As -- as the second, will you accept that as well?

MS. LUDLOW: Okay.
CHAIRMAN MAGUIRE: Okay.
MS. LUDLOW: But why can't this -- how is this done, Doug?

Because at the county commission meeting, we had a first and a second on the floor, and I said at our meetings, we ask the person would they like to withdraw their motion. That attorney said you cannot withdraw the motion, it is on the table and that's what has to be voted on now. Rogers Towers. You know them.

MR. BURNETT: Rogers Towers is not the county attorney. The county does have its own board rules, though, too.

MS. LUDLOW: This was Rogers -- this was
Rogers Towers' attorney that made them -- made them vote even though, like I said, we can withdraw a
motion or something and she would not let them withdraw. She said, no, you had a first and a second and you vote.

MR. OLSON: Well, there's nothing being
withdrawn --
MR. BURNETT: Yeah.
MR. OLSON: -- right now.
MR. BURNETT: Yeah. On this one, the maker of the motion --

MS. LUDLOW: We could ask him to change it.
CHAIRMAN MAGUIRE: The maker of the motion --
MR. BURNETT: The maker of the motion amended it and that amendment's been seconded. So it changes the motion. It's not that the motion was withdrawn.

MS. LUDLOW: Okay.
CHAIRMAN MAGUIRE: Okay? So the motion, as I
understand it, now says "postpone," correct?
MR. MIRGEAUX: Correct.
CHAIRMAN MAGUIRE: Correct, Reba?
MS. LUDLOW: Yes.
CHAIRMAN MAGUIRE: Okay. Let's do a count.
MS. LUDLOW: No, no, no.
CHAIRMAN MAGUIRE: Reba, your vote?
MS. LUDLOW: It wasn't postponed. It was --
oh, yeah, it was. I'm sorry.
CHAIRMAN MAGUIRE: Okay.
MS. LUDLOW: It was changed with the
amendment.
CHAIRMAN MAGUIRE: I'm going to do a by-name vote. Reba, yes or no?

MS. LUDLOW: Yes, we will postpone it with the amendment.

CHAIRMAN MAGUIRE: Okay. Robert?
MR. OLSON: Yes.
CHAIRMAN MAGUIRE: Suzanne?
MS. GREEN: Yes, as amended.
CHAIRMAN MAGUIRE: Yes, as amended. Yes, as amended. And I agree, yes, as amended. So it's removed and postponed, okay?

MS. LUDLOW: This should make our meeting shorter.

CHAIRMAN MAGUIRE: So the agenda has been modified. Now let's go to staff reports. STAFF REPORTS

MR. WUELLNER: Okay. Got a number of items just to bring you up to speed on.

You've probably seen these, but Taxiway Delta, we're just making you aware the FAA closeout documents have been submitted. Final billing has
occurred. So we're simply waiting on FAA's release to -- I think we've already got the release to withdraw the last amount of funds. But we're expecting that very shortly, so that should -- will close out that project.

Taxiway Bravo, just a remind that design is underway, and this is for the center section of Taxiway Bravo. That was an FAA grant you accepted last -- last year or earlier this year. And that will lead to a construction grant sometime next year as that project progresses.

We would expect at this point that that would be probably under bid -- out for bid in the -somewhere in the February/March timeline with a grant application to follow shortly thereafter to FAA for that, and award could happen any time between that submittal and the end of the fiscal year, the federal fiscal year, so the end of September at some point. It is programmed, so it's highly probable that a grant will materialize for that.

Terminal entrance road, just to make you aware, phase one, which is largely the reconstruction, if you will, and overlay and -mill and overlay of the existing GA parking lot as
it's in front of the FBO office Building B, that area will -- we open bids on that later this week. That will be on your agenda for next month for contract approval of that based on the -- those bid openings. We have no idea what that is at this moment. Otherwise, design continues for the balance of the project.

Reminder that this Friday marks the return of commercial service. Elite Airways will begin the round trip to Newark. First flight arrives at 12:45 in the afternoon with a departure at 1:15. You're certainly invited to come out and attend the first flight festivities.

I think that's it for me. Carol's got a legislative and operational update real quick for you.

MS. LUDLOW: I have a question on the terminal entrance road.

MR. WUELLNER: Sure. Go ahead.
CHAIRMAN MAGUIRE: Go ahead.
MS. LUDLOW: Oh, I'm sorry. I thought you
wanted to wait on her and then that will be --
CHAIRMAN MAGUIRE: No, you can go ahead.
MS. LUDLOW: Okay. Yes, on the terminal
entrance road, $I$ still don't have the full picture
of it.
So, how much is that road going to cost?
Because we put -- keep putting their cost last month, it cost this much, this cost next month. So what is the total cost?

MR. WUELLNER: I will be happy to share that with you when we open bids on the project, but until that time, we don't know that number.

MS. LUDLOW: So where -- what are you doing with all this money?

MR. WUELLNER: We're opening bids -- we're opening bids. So we'll know the first piece, how much that will cost when we open bids on Thursday. And then you will have that as a contract decision whether you wish to award that at your December meeting.

Design - after that, design will continue till first of the year. Probably January to February, there will be a second phase which will also go out to bid at that point, and then you'll know the final number at that point what the total project is.

MS. LUDLOW: What have we spent on it already?
MR. WUELLNER: So far, it's just engineering. I don't have the number in front of me, but there
was a -- around a $\$ 200,000$ total kind of number, as I recall, that potential in engineering. I don't think it's --

MS. LUDLOW: About $\$ 400,000$ ?

MR. WUELLNER: It's not -- 200 .

MS. LUDLOW: About 200?

MR. WUELLNER: I don't think it's anywhere near expended at this point yet.

MS. LUDLOW: But -- so we have no idea of what the cost is going to be at the end?

MR. WUELLNER: We do not.
MS. LUDLOW: But you can't -- certainly you had to generalize --

MR. WUELLNER: Well, we did --
MS. LUDLOW: -- to bid.
MR. WUELLNER: We did as a part of the grant agreement.

MS. LUDLOW: Right. you did.

MR. WUELLNER: As a part of the grant.

MS. LUDLOW: So what -- what did you
generally --
MR. WUELLNER: I believe it's 2.4 million, is
the total.

MS. LUDLOW: 2.4. Well --

MR. WUELLNER: Don't hold me to the exact
number, but it's in that --
MS. LUDLOW: For the total.

MR. WUELLNER: For the total project, yes.
MS. LUDLOW: Right. I know -- I know it
depends on what the bids come in and things like that.

MR. WUELLNER: For the actual.
MS. LUDLOW: The other thing that nobody's ever told me or ask -- or asked is, what is this costing us? You know, what are the soft costs for this?

We have to pay to tear down the hangars. We have to pay for breaking the lease. You know, we have to pay for all these things. So what are those costs? Do you have an estimate?

MR. WUELLNER: Your MOU with the FBO will be an item on your December agenda. It was scheduled to be on this one, but some folks -- some key folks of Atlantic are out of pocket until the end of the month, so it was unable to be final-finaled. Although general agreement, it seems to exist at this point of the terms. It's roughly about a $\$ 38,000$ reduction in the rent there, round numbers, again.

MR. MIRGEAUX: Is that annual?

MR. WUELLNER: It's an annual number. But once it's adjusted, it's adjusted out of the lease. It's not a recurring number in that sense.

And then the -- what was your other? The hangar -- the teardown is a part of the construction cost for the project, so it's just our $50 / 50$ match with DOT. It's a part of the project.

MS. LUDLOW: So the construction cost is going to be 2.4 million.

MR. WUELLNER: It -- it's included in that number.

MS. LUDLOW: And tearing -- so are there any other soft costs or things like that that we have to pay --

MR. WUELLNER: No.
MS. LUDLOW: -- that are not in that?
MR. WUELLNER: Not at this point.
MS. LUDLOW: No, I mean, in -- I mean, I'm talking about when it's done, not -- I don't mean like right now today.

MR. WUELLNER: I'm not sure what you mean by soft costs in this case.

MS. LUDLOW: Do we have to pay -- we have to pay Grumman -- I mean, Vinny back -- or Atlantic, we have to pay Atlantic back with tearing down
their hangar, right?

MR. WUELLNER: It's a one-time lease adjustment, yes.

MS. LUDLOW: A one-time lease adjustment. And we don't pay anybody else?

MR. WUELLNER: And there -- there's no paying. It's a reduction in rent.

MS. LUDLOW: A reduction in rent, right. Then is Northrop Grumman doing anythíng?

MR. WUELLNER: Well, right now, it's not connecting to Northrop Grumman.

MS. LUDLOW:

MR. WUELLNER: We're waiting on additional decisions on their part related to new business they're looking at.

MS. LUDLOW: Okay.
MR. WUELLNER: That has nothing to do with us.
MS. LUDLOW: When they do that, I mean, you're planning on like four-laning or three-laning that terminal road?

MR. WUELLNER: Correct.

MS. LUDLOW: Right. So are they going to
close their entrance and their light and everybody's coming on this three-lane road to go to Grumman the back way?
MR. WUELLNER: It's -- it's a different
entrance that would close. The light -- the
lighted or signaled intersection that Grumman has,
that remains open. That was never considered as a
closure.

The closure to Grumman entrance is the one that sits about, I don't know, a few hundred feet north of the northern entrance to the GA terminal area right now.

MS. LUDLOW: So --
MR. WUELLNER: That one will close.
MS. LUDLOW: So they're closing up that -taking away that light and closing that up.

MR. WUELLNER: No. The light remains in
perpetuity at this point. That's not -- that's not being discussed by anyone.

MS. LUDLOW: Okay.
MR. WUELLNER: It's the entrance further south on U.S. 1.

MS. LUDLOW: Okay.
MR. WUELLNER: There -- it's -- it's not a
really obvious kind of entrance, but it is there. It's labeled as a delivery or a truck entrance.

MS. LUDLOW: Did -- who did the feasibility or traffic studies and things like that to warrant a
traffic light?
MR. WUELLNER: Actually, it's a -- it's
actually --
MS. LUDLOW: That, too. I mean, the traffic light and everything.

MR. WUELLNER: Yeah. Actually, it's a subconsultant to your engineering consultant, and they have -- working with Florida DOT, we've had a number of meetings with Florida DOT, have worked through the details of that project, what's required to do it. And right now it does not include signaling until next year at least.

MS. LUDLOW: When do you anticipate this being done?

MR. WUELLNER: It will be at least summer.
MS. LUDLOW: It's going to be done summer, but they won't get a traffic light till --

MR. WUELLNER: Probably quite a bit after that at this point.

MS. LUDLOW: That's going to be a horrible mess.

MR. WUELLNER: Actually it cleans up a horrible mess over there.

MS. LUDLOW: Do you know how many cars are going to go -- have traffic? MR. WUELLNER: I do not know off the top of my head, but the traffic study that was conducted and FDOT has agreed to does include that. MS. LUDLOW: Good. I was going to ask him about that. That's not the local guy, that Phong Wang [sic] or Phong Phong [sic]? MR. WUELLNER: No, he's with -- he is with the county.

MS. LUDLOW: Yes.
MR. WUELLNER: This is Florida DOT, their -MS. LUDLOW: Okay.

MR. WUELLNER: -- their District Two office.
MS. LUDLOW: Okay. So you're still estimating it's going to cost 2.4 and 38,000. I think -- I just needed to know all this. I didn't know. CHAIRMAN MAGUIRE: Doug, did you have a comment?

MR. BURNETT: I was just going to add some of the detail. The engineering consultant is Kimley-Horn \& Associates, I believe, to Passero, and they're pretty well-known traffic engineers in the area.

Since it's a state road, it has to go to DOT, not just Phong Nguyen at the county. If it was development project, obviously it'd go to Phong,
but it not being that, it has to go DOT.
And the bigger thing is the traffic signal requires a warrant study. That's the big issue that has to go to DOT for their review and approval. And I guess they've worked through that particular issue.

Sadly, one of the things that often qualifies for a warrant for a traffic signal is traffic fatality-type accidents, so..

MS. LUDLOW: And related to that, then you're going to close up the entrance in front of Atlantic, right? In front of the restaurant. And have you had any -- any idea of that financial impact on them? Is that going to put them out of business?

MR. WUELLNER: It doesn't -- actually, the entrance related to that moves slightly further south. So there's a northbound entrance into the airport from just further south. It's closer to where the line check, if you want to call it that, it's closer to that, is where the -- it's just an entry-only location. And then --

MS. LUDLOW: But that won't be for the restaurant or the school?

MR. WUELLNER: That's part of it. The main
entrance will be the new entrance at that point and you'll just simply make a right turn into the parking lot instead of --

MS. LUDLOW: They're going to go into the entrance and the school on the south side where the line check is and -- oh, and then they're going to park still in front or whatever?

MR. WUELLNER: Yeah, uh-huh. All of it remains.

MS. LUDLOW: And then -- but they can't come out that entrance road?

MR. WUELLNER: No. They'll use where the signalized intersection will be from that point on. There'll be one entrance -- or, excuse me, one exit out of there.

MS. LUDLOW: So -- but it is going to connect to the highway.

MR. WUELLNER: Oh, yeah, yeah.

MS. LUDLOW: And you're closing the main
entrance but you're going to open another --
MR. WUELLNER: And improve -- improve --
improve the northern one from there.

MS. LUDLOW: Uh-huh. So -- but you don't
think any loss in business?

MR. WUELLNER: Not at all.

CHAIRMAN MAGUIRE: Okay.

MR. OLSON: Okay. I --
MR. WUELLNER: That's part of why we phased it this way -- just for clarification, why we're doing the parking lot work now before we need to close the -- the parking area that's closest to Grumman right now. That would eventually go away. MR. OLSON: Two quick questions. The bid opening is demolition on --

MR. WUELLNER: Two pieces. MR. OLSON: -- is demolition. MR. WUELLNER: It's two pieces. One is the parking lot mill and overlay and the reconstruction that goes in front of the terminal. The other is the demo portion of the hangar -MR. OLSON: Okay. MR. WUELLNER: -- so that it's out of the way. MR. OLSON: Right. Okay. And then -MR. WUELLNER: But there's two contracts. MR. OLSON: -- when do you anticipate the design will be completed for the road, that we can look at the design? MR. WUELLNER: Probably in January -MR. OLSON: Okay. Thank you. MR. WUELLNER: -- at this point. We have
the -- the site drawings, if you want to see those any time, we've had them up on the screen here before, just showing the general layout of the project.

MR. OLSON: Yeah.

MR. WUELLNER: But engineered drawings won't be available till probably January at this point. MR. OLSON: Okay. CHAIRMAN MAGUIRE: Any other questions?
(None.)
CHAIRMAN MAGUIRE: Okay.
MS. LUDLOW: Thank you.
CHAIRMAN MAGUIRE: Carol, you're up.
MS. SAVIAK: Good afternoon. Can you hear me?
Thank you for the opportunity. I will be very
brief in light of the agenda.
On the federal side, the U.S. House of

Representatives has approved a \$1.2 trillion
infrastructure spending bill that may have a
potential $\$ 19$ billion in allocations slated for Florida. Of that, there may be approximately \$1.2 billion for airport improvements in Florida. On the state level, the state legislature has been meeting their interim committee weeks. This week they're actually engaged in Special Session B
for 2021 to address the state vaccine mat -- I'm sorry, mandates.

And they have also been working on a few different committees. The Florida Airports Council is monitoring a number of issues, which I have indicated to you previously. But we kind of gave you a little status update on a few of those, but we'll continue to monitor those key issues. No significant action has taken place on any of those during the interim committee weeks, but we'll see more activity during session.

And with that, the rest of my outreach is there to read and enjoy. If you have any future questions, you can always let me know. Thank you.

MR. OLSON: Yes. The anticipated \$1.2 billion to Florida for airports, is there any idea how that might be allocated? And do we need to now make a more pronounced effort to get our airport classified properly and not be on the bottom category of airports, as far as FAA goes for dolling out grant funds?

MS. SAVIAK: I would speak, but I believe that the -- the bill language that was offered in the infrastructure bill will outline exactly how they would prefer to have it spent to that, whether it's
through the Airport Improvement Program or -- I don't believe $I$ read anything state block grants. But if something were -- typically the monies have flown -- flowed, I'm sorry, through their existing services. So the same grants that we receive for some of the projects that we take on normally is anticipated, at least at this juncture until we know more. Ed, would you like to -MR. WUELLNER: Well, just a couple of add-ons to that.

It looks like a lot of the decision-making relative to where the funding will be going is going to be centralized this time instead of through the regions with today's -- I think it was today's appointment of the project czar, so to speak, out of the New Orleans area.

The bill itself contained language that greatly enhances the use of that money towards the largest commercial service airports again in the country, allowing them to spend whatever they want on terminal upgrades and the like.

So I will be very shocked if a lot of that
makes it down to GA-type airports or even the smallest of commercial service airports. You'll be still in the normal funding classifications.

MR. OLSON: Okay. Well, I guess it's on my mind because as we -- we have -- it's been confirmed we're not properly categorized by FAA. They put us in an airport group that is several notches below where we are, and the -- we had a grant program earlier this year that we missed out on -- significantly on the amount allocated because of our incorrect classification. So, I'm -- I don't know. I think it's something that should have attention by us in case that may be a partial basis for allocating infrastructure money.

MR. WUELLNER: And keeping in mind as of Friday, you'll be back in the commercial service side

MR. OLSON: Yes.
MR. WUELLNER: -- and not the general aviation side.

MR. OLSON: And that puts us in the -- I think the top category in that lower group rather than the bottom category.

MR. WUELLNER: Actually it puts us in a whole different classification --

MR. OLSON: Right.
MR. WUELLNER: -- so you're outside of those
four. Which is even better, actually. MS. GREEN: Uh-huh.

CHAIRMAN MAGUIRE: Any other questions?
MR. MIRGEAUX: It's a federal designation. Who do we have to petition? Correct me if I'm wrong. FAA designation?

MR. WUELLNER: It's a function -- right now, it's a function -- we're still unclear as to where the legal authority comes for any of this, and we're also very perplexed by the fact that FAA has all the information they need to make they decisions, they just don't do it. So, effectively they dump it back on individual airports to literally go into a website and enter the detailed information of every based aircraft on the airport. And until that data is completely upgraded -updated into system and they verify that that aircraft is only listed in one airport across the country, you do not get credit as a based aircraft for that, and as a result, the funding mechanism that you just spoke about, which is for the general aviation side of it, greatly impacts the level of airport, and as a result of this weird circumstance related to COVID, how money was apportioned this time through that particular grant program.

That is a very atypical kind of grant program with $F A A$, but it certainly -- your message isn't lost. We certainly did lose some money on this -or failed to get some money, is a better way to say it.

CHAIRMAN MAGUIRE: Okay. Anything else?

MS. LUDLOW: Are we still talking -- are we talking about Elite yet?

CHAIRMAN MAGUIRE: Say agaín?

MS. LUDLOW: Are we talking about Elite? Are we talking --

CHAIRMAN MAGUIRE: Yeah, I'm going to ask Carol to give us some more information about the event itself. Is there any activities planned that we -- we should attend?

MS. SAVIAK: Sorry about that.
The flight time was confirmed by the airline this afternoon, and so we're issuing an invitation and media photo opportunity that will begin at 12 p.m. on Friday the $19 t h$.

And we have a little welcome planned for the inbound flight and also some additional amenities for the outbound flight. The event will include the traditional water cannons, if you will, over the arriving inbound jet, and then also we'll have
a -- you know, like a little ribbon-cutting for the first passengers as they board to attend. So you will have that information shortly.

CHAIRMAN MAGUIRE: Okay.
MS. SAVIAK: We're just waiting on the time this afternoon.

CHAIRMAN MAGUIRE: And you'll send that out via e-mail to the board?

MS. LUDLOW: And we can put Kevin's in charge of the water balloons. Well, he does it so well. CHAIRMAN MAGUIRE: All right.

MS. LUDLOW: I have-- I have some serious questions, though, if we are down to that. This is all I do. I used to have a life.

So, the -- okay. When Elite comes, how -- how much - what are the concessions that are given to Elite? Again, counting what does the airport give them monetarily, before $I$ get to grant stuff and the rest of it? But how much money do they get to be here?

MR. WUELLNER: We -- we do not pay them directly for anything.

MS. LUDLOW: Directly, who do you pay?
MR. WUELLNER: We -- we assisted an early
effort in marketing.

MS. LUDLOW: You assisted them in marketing?
MR. WUELLNER: Along with our VCB, the
Visitors and Convention Bureau locally.
MS. LUDLOW: You keep -- okay. I have a -you're telling me $I$ can't hear you. So -- and so we're giving them special services, though. MR. WUELLNER: No. It's available to any scheduled carrier here. It's nothing special related to Elite.

MS. LUDLOW: Okay. So what services are we giving them? Because you said before they can't leave and owe us money because we weren't providing that or something.

MR. WUELLNER: The traditional -- without going into a lot of detail, but the traditional commercial service model at most airports assess fees for just about everything including leases and landing fees, ramp fees, counter fees, you name it. All of those fees come down and are distilled into a metric that is referred to as the passenger -- the passenger charge, what they basically -- it's a number that comes -- they benchmark it against the number of outbound passengers.

MS. LUDLOW: Yes.

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    MR. WUELLNER: It's referred to as a cost per
    enplanement. And it can include also the passenger
    facility charge, the PFC, on the federal level.
    All of those fees go in to create a number that's
    just used as a metric. It's not how they actually
assess the fee.
    But in any case, comparable to something like
Jacksonville, just as an example, that number is
somewhere in the $8 to $9 per outbound passenger,
is the revenue that the airport and its associates
generally get from a carrier. We assess zero for
that.
    MS. LUDLOW: Our building --
    MR. WUELLNER: We have none of those -- we
have none of those costs in our metric.
    MS. LUDLOW: And -- and we rent them -- we
give them our building?
    MR. WUELLNER: We give them our building?
    MS. LUDLOW: Yeah.
    MR. WUELLNER: Well, they take no control over
that at all.
    MS. LUDLOW: I know. But, I mean, don't we
    charge them something for using our building?
    MR. WUELLNER: We do not. That's why
    that's -- our model is different than someone like
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Jacksonville.
We do not lease them space. They do not occupy space. This is how we avoid potentially losing them. We have an operating agreement with them.

MS. LUDLOW: We're just giving them the terminal.

MR. WUELLNER: "Giving them" is -- there's no "them" in this.

MS. LUDLOW: But it's a --
MR. WUELLNER: It's -- it's our people that operate it.

MS. LUDLOW: It's the flights coming in and out.

MR. WUELLNER: Correct.
MS. LUDLOW: Right. So we're providing --
MR. WUELLNER: We provide service --
MS. LUDLOW: -- the terminal and the --
MR. WUELLNER: -- service-related and --

MS. LUDLOW: -- personnel for flights --
MR. WUELLNER: -- access to the airport, yes.
MS. LUDLOW: -- coming in and out. Well, that's worth something. You know, we could rent the terminal for big money, couldn't we?

MR. WUELLNER: Could.

MS. LUDLOW: So that's one thing that we're --
we're not charging them for, I guess.

MR. WUELLNER: Uh-huh.

MS. LUDLOW: Okay. What -- looking at one of these form things I had, it said we have 22 military aircraft on our field.

MR. WUELLNER: I don't know what you're referring to.

MR. HARVEY: We did at one time between TAC Air and Northrop Grumman.

MR. WUELLNER: What --what is she even looking at?

MS. GREEN: She's looking at --
MS. LUDLOW: Yeah, it was -- it was one of the form of

MR. HARVEY: It's on based aircraft.

MR. WUELLNER: The based aircraft, the 5010 form, is that what --

MR. HARVEY: Correct.

MS. LUDLOW: Say that again.
MR. WUELLNER: When -- when the data was
provided there, you had that many military aircraft associated with the airport.

MS. LUDLOW: So --

MR. WUELLNER: You had a tenant, a private
sector tenant, with military aircraft. You had -MS. LUDLOW: So that was 10 years ago -MR. WUELLNER: You had several, actually. They're all --

MS. LUDLOW: -- 20 years ago. They're still saying we have 22 aircraft?

MR. HARVEY: That was a couple of years ago.
MR. WUELLNER: No, it's less
MS. LUDLOW: But they're still saying we have --

MR. HARVEY: FAA has not removed that.
MS. LUDLOW: Okay. I'm trying to
understand --
MR. WUELLNER: That's a part of what we are unable to update currently.

MS. LUDLOW: Okay. And I have to do my fiduciary responsibility or they'll take back all their votes.

Let's see. We're a public agency, so -- and everything we do should be -- is everything we do part of the public record?

CHAIRMAN MAGUIRE: Was that a question?

MS. LUDLOW: Uh-huh.
CHAIRMAN MAGUIRE: Say it again.
MS. LUDLOW: Okay. So since we're a public
agency, then everything we do is still part of the public records.

MR. WUELLNER: Of course, yeah.

MS. LUDLOW: So how do we advertise that?
MR. WUELLNER: Advertise what? Advertise
what?

MS. LUDLOW: The -- the -- the cost of having the airline here.

MR. WUELLNER: What do you mean advertise it?
I'm not sure what --

MS. LUDLOW: Well, I mean, we don't have it --
I mean, nobody has it, so it has to be in public records. It has to be in our papers.

MR. WUELLNER: It's in your financial
reporting. It's in an agreement in our office. I mean...

MS. LUDLOW: Okay. So it -- it's going to show in here?

MR. WUELLNER: It should, yes. I don't know how you show a cost you don't have or revenue you don't get on your financial statements.

MS. LUDLOW: Yeah, but, you know, if we're giving away the terminal, $I$ think that and the setting up for the --

CHAIRMAN MAGUIRE: And, Reba, careful on the
words. We're not giving away anything.
MS. LUDLOW: Yes, we are.
CHAIRMAN MAGUIRE: We are bringing people into the community that we serve and they will hopefully spend money.

The $V C B$ is spending a lot of money on marketing, but they're not giving away their services. They expect a return to the county, okay?

We have a facility and airlines, how many, whoever, whichever are eligible to use that facility, okay? It just so happens we only have one right now. But we could end up with three or four.

MS. LUDLOW: Okay. So what is the value of that? It has to have a monetary value.

MR. MIRGEAUX: Well, based on Ed's guidance, the value for, say, you know, Jacksonville International is about $\$ 9$ per --

MS. LUDLOW: Well, eight to nine --
MR. MIRGEAUX: -- outbound enplanement.
MS. LUDLOW: And that includes the rental of the facility?

MR. MIRGEAUX: But we operate under a different model.

MS. LUDLOW: Okay. Thank you.
CHAIRMAN MAGUIRE: Okay. All right. Are we ready to proceed?

MR. WUELLNER: I'd be -- I'd be happy to walk you through the numbers, but you're catching me quite unprepared to show you --

MS. LUDLOW: Well, a lot of people ask me. They say, That building is so beautiful and it's not used enough, and why can't we use it for other things?

MR. WUELLNER: And then -- okay.
MS. LUDLOW: I mean, that's revenue -- that was the name on the table to know what produces revenue.

CHAIRMAN MAGUIRE: And, Reba, you brought up a potential policy issue that if we lose an airline and the building goes unused, we might look at an alternative revenue source, yes.

MS. LUDLOW: And how long has it been empty?
CHAIRMAN MAGUIRE: Let's don't get into the past history, okay? Let's go forward, all right?

MS. LUDLOW: Okay. Go ahead. BUSINESS PARTNER UPDATES

CHAIRMAN MAGUIRE: All right. Okay. Now, are we ready for our partners? Is Henry Dean
available? There he is right there.
COMMISSIONER DEAN: Yeah, I'm available.
CHAIRMAN MAGUIRE: All right.
St. Johns County commissioner.
COMMISSIONER DEAN: Pretty briefly for today and then of course available for any questions. First of all, at our November 2nd meeting, our fellow commission, Jeb Smith, you may have read about in the paper, offered his resignation -tendered his resignation because he accepted the position of president of the Florida Farm Bureau, and that position is, number one, located in Gainesville and, number two, a very -- very responsible position, and he did not think he could do both commission work and that position. So he tendered his resignation.

He served for, most of you probably know, for the past seven years as the District 2 commissioner. So it's well past the midpoint, so there's no special election for that seat, but there could be a gubernatorial appointment. It's not required, but the governor historically usually fills a county commission position to fill out the one-year remaining on that term. It was already scheduled for an election in

November of 2022. District 2 and District 4 are up for election this coming year. So that's where we are on that.

Not this past weekend, yesterday or the day before, but the previous weekend, those of you who were here in the county along with many of us experienced the nor'easter that created quite a bit of havoc particularly along the coastline.

Several areas of our coastine -- we have 42 miles of beaches, and there were a couple of areas that were decimated, one being the Summer Haven spot where we had -- recently the contractor had completed a berm enhancement program with FEMA funding probably a month ago more or less, and unfortunately that berm took a direct hit and was pretty well wiped out. I mean, I think it was almost like a sacrificial lamb. It helped protect some of the homes, but the berm itself was wiped out.

We had pretty significant damage in the area north of Mickler's Landing and in spots up and down the entire coastline, but some areas there are better than others. The area on either side of Crescent Beach, really all of Anastasia Island did very well except for the very southern end and
crossing over the Summer Haven River.

So that we -- we're doing some assessments about where we need to do some reinforcement restoration work on the beaches that were impacted and working with the FEMA to see if there are funds available.

The other thing $I$ would mention, what is coming up in the not-too-distant future is the county commission and the school board will be finalizing our new districts.

On December 9th, we're having a joint meeting, a workshop, again with the school board and we will be finalizing -- not surprisingly, everybody knows, that in the last ten years, we had -- this is in response to the 2020 census. And from 2010 until 2020, St. Johns County added about a hundred thousand residents. And most of that growth was obviously in the northern part of the county, the Ponte Vedra/Nocatee area or the northwest quadrant.

So what you're seeing -- if you go online on the website, either the school district or the county website and look up redistrict, then you can see the maps, the alternate maps that are drawn.

And they, the maps, regardless of the alternate, we now have $I$ believe five alternates
we're looking at, but they're all about the same, but they shrink the geographic size of Districts 1 and 4, which is the northwest quadrant and the Nocatee/Ponte Vedra quadrant, because of the increased population. Because it has to be -under one man one vote, it has to be fairly consistent. Each district of the five districts have to have the same -- roughly within 5 percent, the same population. So you're going to see Districts 1 and 4 shrink a little bit and 2, 3, and 5 expand to some extent when the maps are finalized, which will be prior to the summer election cycle, the primary. The 2022 primary, it's not that far away. It's in August, so it's less than a year away, obviously. Those were the only things I wanted to highlight today and I'll be happy to try to answer any questions, Mr. Chairman. CHAIRMAN MAGUIRE: Questions? MR. MIRGEAUX: Not to put you on the spot, but I do have a question about commission tax receipts or county tax receipts. What is the current split between residential tax receipts and business tax receipts? And -- and what's our --

COMMISSIONER DEAN: Are you talking about ad valorem?

MR. MIRGEAUX: Yes, sir.
COMMISSIONER DEAN: It's about 80/20 right now.

When I came into office in 2016, the question is what -- what percent of ad valorem taxes are for residence rooftops versus business and commercial. Six -- five years ago, it was 90 -- it was 90/10, 90 percent residential, 10 percent commercial. That has load shifted slightly and it's now 80 percent residential, 20 percent business.

I'm hopeful that will continue to grow -commercial taxes will continue to grow and that -and the state average, by the way, is about 65 percent residential, 35 percent commercial business. So we're -- we're moving in the right direction, in my opinion, but we have a ways to go to be at what is the state average.

MR. MIRGEAUX: Thank you.
CHAIRMAN MAGUIRE: I'll make a comment on that.

When I was a commissioner back in 2000, the -it was about seemed like 94 or 95 percent, it was really offset a lot heavy towards the residential
side.
We started pushing then to improve the commercial base because the commercial base requires less county expenditures on the tax side than does the residential base. Therefore, the more commercial activity, the more efficient your tax bases, tax revenues are. However, it's taken this long to go to that 80/20. It's a long-term process.

One of the problems -- and not to point fingers, but a reality of life -- we have one of the best school systems in the county. Therefore, the residential base wants to expand because these people want to come to our county for our school system. And that push is a constant issue of increasing the commercial base, because there's so much residential growth in the county based on our school system and it makes it harder for the commissioners to push the commercial side.

COMMISSIONER DEAN: And we certainly don't want to dumb down our school system -CHAIRMAN MAGUIRE: No. COMMISSIONER DEAN: -- in order to. But I'll close with this. When $I$ ran five years ago for the first time, I did some

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campaigning with then Sheriff David Shoar and I
remember we were at one event, probably about the
same number of people that are here this afternoon,
and David said there are two kinds of people in
America, those who live in St. Johns County and
those who want to live in St. Johns County. So
that's what we're dealing with with the added
growth and how to deal with schools, roads,
libraries, fire and police protection. So, yeah.
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    CHAIRMAN MAGUIRE: Okay. Thank you.
    COMMISSIONER DEAN: I'm out of here. I've got
    another one quick to goto, but it's good to see
everybody.
CHAIRMAN MAGUIRE: Okay. Vinny Beyers,
Atlantic Aviation.
MR. BEYERS: No comment.
CHAIRMAN MAGUIRE: No comment?
MR. BEYERS: No, sir.
CHAIRMAN MAGUIRE: Okay. Len Tucker?
MR. TUCKER: Thank you. I'll have a quick
update.
We had a -- our latest meeting on Saturday
turned out very well. We had an excellent program
by Patty Wagstaff, who went through all that she's
doing with her facility in training people and how
that works, and $I$ can tell you it was quite a -- an eye-opener. A lot of us didn't realize the extent that she goes to. She's a great advocate and great person to have here on this airport.

One of the other sidelines was we had about ten women aviators show up from a group called The Ninety-Nines, which is a big national organization. And they came specifically to see Patty. So it turned out to be a very good meeting with a lot of attendance and a lot of -- I'm sorry?

MS. LUDLOW: (Inaudible.)
MR. TUCKER: Oh, and we have one of The Ninety-Nines right here, I guess.

We had also a lot of discussion regarding the subject that was dropped from the agenda. So we didn't have access to the updated thing that came out on Friday, so there a lot of discussion which now has been made moot by that, but now that we have that, we can sort of distribute that to the people and hopefully get some fresh insights from them that we can relay back to the board.

Thank you.

CHAIRMAN MAGUIRE: Thank you. Okay. Nate
McKendrick? Northrop-Grumman not here?
(Not present.)

CHAIRMAN MAGUIRE: All right. Tammy? Is Tammy around?

MS. GREEN: Huh-uh.

AUDIENCE MEMBER: Is it (inaudible) --

CHAIRMAN MAGUIRE: Are you supposed to --

AUDIENCE MEMBER: -- Tammy.
CHAIRMAN MAGUIRE: Are you supposed to meet for the tower?

MS. HOLLINGSWORTH:

CHAIRMAN MAGUIRE: Okay. Doug Burnett?

MR. BURNETT: Nothing to report this month, sir.

CHAIRMAN MAGUIRE: Okay. Nothing going on. CONDITIONAL RELEASE OF RETAINAGE - TW "D"

CHAIRMAN MAGUIRE: Okay. On the agenda, the formal agenda, we have Taxiway D reconstruction project.

MR. WUELLNER: Correct. This is just release of retainage. The project's complete, as I mentioned earlier in the project updates.

The closeout documents have been sent to FAA. This authorizes, once that closeout process is complete, the release of retainage to CGC Construction, who is the contractor, in the amount
of $\$ 285,168.22$.
CHAIRMAN MAGUIRE: Okay. And we have to vote on that?

MR. WUELLNER: Yes, you do.
CHAIRMAN MAGUIRE: Okay. A motion, discussion? Anybody want to make a motion so we can discuss?

MR. OLSON: So move.
CHAIRMAN MAGUIRE: So moved. Second?
MS. GREEN: Second.
CHAIRMAN MAGUIRE: Okay. Discussion?
MS. LUDLOW: Well, yes. I didn't start
listening in time, so what did $I$ miss?
MR. WUELLNER: Just the -- this is the release
of final retainage to the contractor for Taxiway Delta.

MS. LUDLOW: Okay. Thank you.
CHAIRMAN MAGUIRE: Public comment?
(None.)
CHAIRMAN MAGUIRE: Seeing none, bring it back to the board. All in favor?

MS. GREEN: Aye.
MR. MIRGEAUX: Aye.
MS. LUDLOW: Aye.
MR. OLSON: Aye.

CHAIRMAN MAGUIRE: Aye. Opposed?
(None.)
CHAIRMAN MAGUIRE: Five to zero.

MR. WUELLNER: Thank you.
CHAIRMAN MAGUIRE: Okay. Agenda item policy amendment has been postponed. Lease policy suggested revisions, that's been postponed.

MR. WUELLNER: Yeah.
CHAIRMAN MAGUIRE: Flip through all of these pages here. I guess we go straight to -- I'm out of pages. Okay. Discussion item board committees. I think what we're going to. Robert Olson. BOARD COMMITTEES - ROBERT OLSON

MR. OLSON: Okay. This is a discussion item around the question of should our Airport Authority establish standing board committees. And I provided a bunch of slides in advance, so I won't -- assuming people have looked at them, so I won't read them, but $I$ will talk through them a bit.

The standing board committees are very common with airport authorities, airport governing boards. And I've been very interested in the issue, and I'll explain a little later why, but I've looked at other -- tried to find other airport authorities
and airports that are -- are more similar to what we are here, and actually there aren't that many. Most airports and airport governing boards for airports in Florida, which is what I've been looking at, they have a parent organization. They're either under the county, the city, or -- or actually part of the transportation division of a city.

So I've found two airports that I think are interesting to look at and learn from relative to this question. One is Naples. Naples' airport authority has five commissioners appointed by the city, but they have two standing committees, an audit committee, which I think is probably the most important thing we should consider here, and a consultant selection committee.

The audit committee does a couple of really important things. One is -- or probably the most important is to -- is to look at the audit assignment. When we receive our annual audit, what you see is a bunch -- at the beginning is a bunch of qualifiers: We absolutely are confident in saying this, but we did not look at this and this and this.

An audit committee sits down with the
accounting firm prior to the beginning of the audit and discusses what should be in that audit committee.

And one of the reasons that $I$ think is most important for us to consider an audit committee is what we found in the last year, that one of our major contracts, the financial provisions of one of our major contracts, the escalation clause on the -- in the FBO contract for fuel flowage was not being implemented. And that happened -- and that was -- that contract dates to 2005. The escalation would have kicked in three years later.

So we went for ten years with a confident clean audit, but what the assignment didn't do was look at to determine whether the -- the FBO contract provisions were reflected in our financials -- our Authority finances.

So, to me, that was a big thing. And it's something that we discovered this year, and I feel it makes us accountable for -- to our -- to our county, to our citizens of our county to answer the question, well, okay, this happened. What are you going to do about making sure it doesn't happen again? And $I$ think perhaps this is probably the best answer for that.

The other more very common standing committee is consultant selection committee. And I can talk later about why I think that could be important for your Authority.

Then I showed the Gainesville-Alachua Airport Authority. That's a nine-member authority, five appointed by the county -- by the city, one by the county, and three by the governor. So it's more strongly under the City of Gainesville. They have four standing committees.

And of course these -- under Florida law, these board committees are all -- they meet in a public session. It's an open meeting. So that is a requirement that would have you could say a bit of a burden that would have to -- and a bit of a cost that would have to come in if we went to these committee structures.

Contract procurement committee, I'm jumping around a bit, but I think there's -- if we look at again, and I don't want to beat up on it, but the FBO contract, it's real interesting that the contract that was struck in 2005 committed us to the contract for 30 years.

I -- I assume and I hope that got board discussion that term because the -- the contractor
can actually leave us by that contract provision in 45 days. It seems lopsided.
Sometimes there's a -- when there's a
long-term commitment, there's a sizeable capital investment that needs to be amortized by the contractor. Maybe that was the case here, but to me, these kinds of issues really deserve kind of a specific attention that a standing committee would give.

But what I thought was -- would be a good example of having or why a contract procurement committee is -- is important would be just simply look at our contracting for the last three master plan updates.

We, I guess, have a pattern of doing a master plan update every ten years. But the actual firm that was selected, the scope of the contract -- of the work are very very -- were very different for the last three master plans.

And I looked back at the -- the '95
master plan's very very expansive, very out there from a -- I'm looking for the exact words, but this is the plan that involved greatly expanding the primary airport land area, shifting/relocating U.S. 1 FEC rails, and having a cost of nearly
$\$ 200$ million in those years, 1995 years, and a lot of attention to financing all of that expansion, using the Authority's bond funding capacity through its mill levy powers.

And a lot of that master plan obviously has not been pursued. So one can question was that too out there, something beyond the desire and the capacity of the airport to actually want to do and maybe not the market to do it, also.

But it was a plan and it was the master plan that we had until 2005 when to me that probably was -- from a scope and contractor standpoint, probably a plan that we can look back on that was very appropriate and was -- the most important things in that plan were implemented. And that was the plan that was produced in 2005 and resulted in the airport making a series of improvements to be certified for commercial air travel.

And the Part 139 certification had just been completely updated in 2004 and the -- I guess you could credit that master plan and the follow-on that this Authority did from that to be the reason that we can have again airline, scheduled airline service here this month.

The 2020 master plan we talked about earlier
in the meeting. That scope must have been directed towards creating a capital improvements program, having that as a focus. There were other things that were looked at. But I think, as we have observed, as -- it may need to be supplemented by -- in order for us to have a really useful plan to rely on to make our decisions. But one of the things that $I$ was -- as a member of the master plan advisory committee was frustrated with was something else that probably could be really focused on in a consultant selection committee, and that was the plan got underway in early 2018; it was not completed until mid 2020. So it was 30 months between inception and completion. And the frustrating thing was when our -- our plan was completed in 2020, mid 2020, it had 2017 data on it -- in it to describe our airport. So I really think that there are needs and opportunities in consultant selection to look from a policy level standpoint on scope being very important, what is it we want to do, what do we want to look at in the master plan, and even things like schedule.

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        That's about it. Again, I -- those two
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& \text { standing committees seem to be the most } \\
& \text { important -- to me, the most important things we } \\
& \text { can -- we should consider, and I really believe the } \\
& \text { audit committee is something that we absolutely } \\
& \text { need to do. And I guess we need -- I mean, this is } \\
& \text { a discussion, but we're -- we're initiating the } \\
& \text { audit for the coming year or for the last year } \\
& \text { right now. Probably an important thing for us to } \\
& \text { do. } \\
& \text { CHAIRMAN MAGUIRE: Okay. } \\
& \text { MR. OLSON: That's it. } \\
& \text { CHAIRMAN MAGUIRE: Comments? } \\
& \text { MS. LUDLOW: Yes. } \\
& \text { CHAIRMAN MAGUIRE: I have one -- } \\
& \text { MS. LUDLOW: I'm sorry. } \\
& \text { CHAIRMAN MAGUIRE: -- okay? I like the idea } \\
& \text { of an audit committee, whether it's the city, the } \\
& \text { county, because I've had numerous arguments with } \\
& \text { the city exactly over this issue. When } I \text { was a } \\
& \text { commissioner, same thing. } \\
& \text { And if you look at the audit done by the } \\
& \text { professionals, what they really focus on is, did } \\
& \text { you do things correctly? It doesn't audit how you } \\
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and the guidelines, did you follow the format, okay? And I though anybody can do that. I don't agree with it. But -- and the City of St. Augustine is horrible. Far worse than -- than any other I've seen.

So I like the idea of an audit committee. And your idea of bringing it up -- your example. And to me another example is, as Ed knows, I've been -and Suzanne, I've been disappointed in our insurance program for years. And I think an audit committee would go through and rip that thing apart and say, you don't need this, you don't need that, you're paying too much or whatever. An audit committee could do that.

My biggest concern -- and this is not a
negative, but my thought -- but my biggest concern is the time factor. I mean, if it's a cost, we'll pay the cost. It's a time factor. How many of us have the time to be on a committee?

So my -- my next question is, does the committee have to be -- I'm assuming it has to have the committee chair being one of our members, but the committee itself could it be made up of outside members, outside people?

MR. OLSON: I -- maybe so. The two examples I
have, the committee members are made up of the actual authority members of the -- in one case, the chair of the authority is a member of both -- or those committees.

CHAIRMAN MAGUIRE: Yes.
MR. OLSON: But these committees, while their role may be important, it's not a lot more board time per year.

You can see in -- in the slides how often -just looking at Naples, the audit committee meets twice. One is the assignment meeting, the other one is the review of the audit. So that's two meetings.

I looked at the video of the -- the second meeting and it was like an hour. And in those cases, the -- in Naples, the CFO -- to partially answer your question, the chief financial officer of the City of Naples sits with that committee, but it's members of the authority. The consultant selection committee, it's major consultants contracting. We may not even have a -have that kind of activity that would require more than a couple of meetings necessarily. In Naples, again, that committee met three times.
And -- and it could be -- as far as board
time, it could be a committee meeting that happens immediately before an Authority meeting. So it's twice a year someone coming in an hour early to -CHAIRMAN MAGUIRE: I understand that. I was on the committee with the Salvation Army and the time spent at my office going over financials far exceeded any time that $I$ spent in committee meetings over the course of the year. So it's not the meeting time that keeps us up --

MR. OLSON: It's the outside.

CHAIRMAN MAGUIRE: -- it's the outside time where you do your homework, do your research, and come to a conclusion. But I like the idea of an audit.

The other one is your comment on -- on a business plan. When this -- 2020 plan was put together, that was one of my biggest issues. I don't know on some issues when $I$ vote to approve this building construction how that fits into the overall scheme of how we're designed to grow because we didn't have a business plan. We need a business plan, and I totally agree with that and I'd love to see a business plan put together.

So pass it on for comments. Any other comments?

MS. LUDLOW: Yes. I was wondering the same thing. I mean, what do we do about the Sunshine Law? So, in my mind I'm trying to think of everything.

The idea of the members, committee members meeting, I had -- of the meeting is a good one, because that way we already have things recorded, it could be advertised at the same time.

But -- but the other thought was to have one committee member and then outside executives, outside people in the field, a CPA or something. CHAIRMAN MAGUIRE: To your comment, they're still subject to the Sunshine Law. So if you have a committee that in some way manipulates, handles, controls, discusses --

MS. LUDLOW: Even one.
CHAIRMAN MAGUIRE: -- if you have a committee that's involved with government funding of an operation, you're subject to Sunshine.

MS. LUDLOW: That just answered my question. CHAIRMAN MAGUIRE: Yes, and that's a problem -- or it's not a problem depending on which fence you're on.

MS. LUDLOW: But -- but I do like the idea of the audit committee because, I mean, there's
still -- obviously because $I$ go over these things over and over. But like poor Justin, you know, he signs checks and we never know what he signs checks for or anything. It'd be good to have some kind of a report. Don't you go to the office and sign checks?

MR. WUELLNER: We don't do checks.
MR. MIRGEAUX: No.
MS. LUDLOW: Well, what do you do as
treasurer?
MR. WUELLNER: All of --
MR. MIRGEAUX: Everything here is -- any type of -- any type of transaction that would rise to the level of the board's attention is debated here and signed here.

MS. LUDLOW: I see. Bruce, do you go -- you don't go by the office and sign checks or anything? Same thing?

CHAIRMAN MAGUIRE: Me?

MS. LUDLOW: Uh-huh.

MR. WUELLNER: We don't issue checks.
MS. LUDLOW: Oh, okay.
CHAIRMAN MAGUIRE: Yeah.
MS. LUDLOW: Well, I thought remembered that
when Kelly was here.

MR. WUELLNER: Years ago, we did.
MS. LUDLOW: Oh, okay. Thank you.
MS. GREEN: I signed them years ago.
MS. LUDLOW: That's right. Thank you.
All right. So I didn't know --
CHAIRMAN MAGUIRE: Okay.
MS. LUDLOW: -- that that had been changed, because that's interesting with the financial part of it.

But if we do have an audit committee, they have to be chartered, I guess, which defines -which validates the whole thing,

MR. OLSON: Wouldn't it be part of the bylaws, likely? I'm not sure.

CHAIRMAN MAGUIRE: Both of you to me are presenting a lot of good questions. We don't have an audit committee. We have to design one. Do we want it to go in detail, excruciating detail, into the bowels of the system or just to superficial or medium level? You know --

MR. OLSON: Again, you've got examples out there to look at.

CHAIRMAN MAGUIRE: Yes. So -- so my point is you brought up two good points, I believe, or three, about committees.

Where do we go from here, okay? Who do we -as a board, who are we going to say develop an audit committee, put together the plan for an audit committee? Is it going to be one of us or are we going to point to the staff and -- and I guess that staff may not have time to do everything we want. So --

MS. LUDLOW: I'd like to throw another monkey wrench in that. Thank you. Because is it -- this is usually the month where the members decide on what committees, you know, they want to be on and like who's going to be chairman,

And as I remember, these things, I think Ed asks for them and we send our selections to Ed. So I mean, that's another thing to think about when we're doing a committee.

CHAIRMAN MAGUIRE: So my suggestion would be that we ask staff to keep -- if possible, talk to Naples, talk to Gainesville and the others, see if they can send us some of their documents on their -- how their audit committees work, and he can pass those out and that will be a starting point.

MS. LUDLOW: I don't think staff should have to do that. I don't because I think the audit
committee is something that the board should do, and so they should be the ones to do it.

CHAIRMAN MAGUIRE: That's what I said.
MS. GREEN: I think that's what he's saying. So we can make a decision on how we want to do it.

CHAIRMAN MAGUIRE: They get --
MS. LUDLOW: Yeah, but they're getting the information --

CHAIRMAN MAGUIRE: And distributing it --
MS. LUDLOW: -- and I think up some of us should get the information.

CHAIRMAN MAGUIRE: And distributing it to us.
MS. LUDLOW: I'm saying it might be a good member if a board member got the information.

CHAIRMAN MAGUIRE: If you -- if you want to -and the problem is if you get the information, you can't distribute it to us. You have to send it to the staff.

MS. LUDLOW: I mean, tell me, can I -- if I
send something to the whole five members, isn't that -- isn't that, because you send it to all five members, isn't that okay --

CHAIRMAN MAGUIRE: No.
MS. LUDLOW: -- you just cannot send it to one?

CHAIRMAN MAGUIRE: No.
MS. LUDLOW: You cannot send it.
CHAIRMAN MAGUIRE: You cannot --

MS. LUDLOW: If it has nothing to do with a voting thing like this committee?

CHAIRMAN MAGUIRE: If you send information -now the way I've always understood it, if I send information out to the other five -- other four board members, I am subject to being scrutinized for violating the Sunshine Law, okay?

And the basics that $I$ was told when $I$ was a commissioner was if $I$ ever do anything with, in this case you four, I'd better make sure that a newspaper or some press person is standing right beside me, and in advance I give notification that I'm going to talk to you. Even if it has nothing to do with it, I have to tell somebody, they have to publicize it, and somebody has to be there to say that we didn't do anything wrong.

MS. LUDLOW: I thought you could still have like social activities, you just could not present an air of impropriety.

CHAIRMAN MAGUIRE: You -- you can have social activities, yes, but they're very delicate. So most people don't have them. Am I wrong, Doug?

MR. BURNETT: Yeah, the one thing I would comment on -- and this is for each one of you to individually think about. If you send something that potentially in any remote fashion could come before the Authority, your challenge is -- and even this audit committee issue, you may find something that's really great from some jurisdiction. If you send an e-mail to the other members, any individual member or all five, if one of them responds back to you, then it's a potential Sunshine Law violation. You can't control how someone else may respond to you. So someone may respond to you, for example, $I$ don't agree or $I$ do agree. Well, instantly there's a problem. The issue's going to come before the Authority.

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        Now there's a lot of ways to rectify it and
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obviously you bring it here, you enter it into the
record during a meeting, you make everyone aware of
the communication. But at the end of the day,
that's the -- that's the real risk in
communicating -- with any one of you communicating
to the others.
If you'll note, for example, when $I$ sent my
e-mail out transmitting to you the redline, one of
the concerns that $I$ had was that any one of you
might respond back to the group.
MS. LUDLOW: Right.
MR. BURNETT: Even harmlessly you hit "reply all," instead of just "reply," you meant to just send the comment to me, you hit to all and now you've got a comment that says I agree with everything but section whatever.

MS. LUDLOW: Oh, yeah. What
MR. BURNETT: Well, there would be a problem.
So the one thing I would say is be very cautious. Just run it through Ed if you need -think something needs to get out to something else. That way, he can be the point of contact that sent it out, put it in the record and make sure that it's covered

MS. LUDLOW: Well, $I$ just think --
MR. BURNETT: -- and we don't get the direct response between any one of you to the other members.

MS. LUDLOW: I just thought he might be overworked.

CHAIRMAN MAGUIRE: But if you want to collect data on an audit committee and send it to Ed, he would probably be happy that he doesn't have to do it because you're doing it.

MS. LUDLOW: Thank you.

CHAIRMAN MAGUIRE: Okay.
MS. LUDLOW: Thank you. I just might fly down
to Naples for ice cream.
MR. WUELLNER: What are you collectively
planning to do with this?

CHAIRMAN MAGUIRE: Well, that's good. Where do we go from this? Because I like the idea.

MR. WUELLNER: Because I have -- I have comments that $I$ hope are helpful.

I think you're in a way creating something that's already in existence in many respects. And I just want to remind you-all of what you currently do and how you go about it. Not to say it can't be tweaked and made better or completely changed and made better. That's obviously a board kind of decision.

But with reference to the audit committee, I'm looking at -- I'm looking at your Naples slide, as an example and, you know, it basically does two things. One, you know, puts -- puts scope together or input into the scope, selects the firm, you know, provides them direction, and then the last piece of it of course is receives the audit and reviews that -- that audit.

You all -- you really have -- you do that already. You selected the current auditor firm. You reviewed those proposals. You decided who our auditor was going to be. That's not a staff-level decision. Never has been. The most we do is put the advertisement out and gather the proposals, for lack of better, as a -- as a central point. But that decision was made by the board.

MR. MIRGEAUX: Not to interrupt, but I'm interrupting. That was a multiyear engagement or was it just single-year?

MR. WUELLNER: Yes, it allows you to do that for I believe three years and add two more. So you have that -- you can change horses any time. That's just as a reminder.

MR. OLSON: So just following up on what you just said, what would -- what would your answer be as to what -- what is our response to the issue of ten years of inconsistency between --

MR. WUELLNER: Well, I --
MR. OLSON: -- a major contract?
MR. WUELLNER: I agree. I think -- I think
you've got two things going on.
I want to make sure everybody's completely
clear that the audit process you've used for 25
years or longer, you know, meets the -- meets the requirements of the state's audit requirements that we have to conduct and send each year to the state. It also meets the requirements of the single audit standards that relate to the -- any federal grants we get over a certain threshold value. So it meets the test, if you will, of just basic audit.

Can it be improved? Can the scope be enlarged even on a year-by-year basis? Absolutely. I will just remind you, I'm not opposed to expanding that scope at any time for any period of time, but just remember scope costs money, and you just need to be aware of that up front, that when you add a task, whatever that is, whether it's deep dive into leases or a deep dive into fuel flowage or whatever -- whatever your issue of the year is, for that matter, or focus, just remember that scope adds money. And that's okay, just as long as you know that up front.

As far as receiving and looking at the audit, you know, I think that's -- you're making judgment calls. You know, it either passes muster as an audit or it does not or it has, you know, things like management comments or other things that might be included in the audit for, you know, staff to
deal with; in other words, directed from the Authority to do and the like.

I think the step, if $I$ were to insert one in the -- in the audit piece now, would be that at the point where we do the annual engagement letter, which is really defining the scope of the audit, which is -- typically doesn't change each year, that's a -- that's an input point for the board now.

I think that would be a great place that as we get that -- that scope letter or whatever you want to call it, that that get agenda'd and that's the perfect time preaudit that you do what you want to do.

You've reserved the rights in at least one lease, if not more than one lease, to do an audit of a private business here. It's -- it's really a different exercise in your annual audit, and in some cases as I've learned, you need to be -notify a year in advance because you need to collect the data for a full year in order to get results, as an example fuel flowage or something like that, in terms of the actual details of what was sold for the transactional side of it.

Those are all good things. So we can -- we
can certainly improve the existing prod- -product, if you will, because if there's interest in expanding the scope or at least reviewing the scope on an annual basis, we can make sure that gets to you at the time -- at the appropriate time of year when that would come in and you can input at that point and do it.

The committees you're talking about largely involve all five of you, anyway. I mean, your -the review of the audit and acceptance of the audit is done at a public meeting in a public presentation. You have that opportunity not only to do it privately if you wish, but you also get the public opportunity to review the scope of the audit. So that's really already on your table.

Now, if you transition over to projects or consultant kind of projects --

MS. LUDLOW: Can I say something about the audit?

MR. WUELLNER: Absolutely.

MS. LUDLOW: I disagree --

MR. WUELLNER: Okay.

MS. LUDLOW: -- because -- because we're
looking at it and, you know, just like all those
questions $I$ have to ask you, then that should
already be in the audit. I mean, that should already be in the financial statements.

Like we could approve the September financial statements. There's no reason why we're not looking over and having questions about the financial statement for September. You know, by the way, we didn't do it for October, either. We didn't ratify that.

MS. GREEN: October's the next fiscal year.
MR. WUELLNER: That's why it's not. They're not -- they're not tied together and then they follow through --

MS. LUDLOW: I thought it was because we didn't have a profit and loss --

MR. MIRGEAUX: We did.
MS. LUDLOW: -- statement. No, we didn't.
MR. WUELLNER: We didn't have a meeting that covered.

MS. LUDLOW: That's right. We had a workshop.
But I think that -- that the audit -- it's not audit; it's our financial statements. What goes in, $I$ think that being on the airport board, we should know -- we should have different categories.

It's like staff maybe made up the categories, but maybe they're different than what we want to
know. Like maybe we want to see the calendar -- a column for a whole grant and then see it being taken off, you know. There's just so much more information that we just don't have. So I think we really need to have an audit.

MR. WUELLNER: Well, that really is unrelated to the audit, first of all. But second of all, that data is available to you as a board member, or anybody for that matter --

MS. LUDLOW: Yeah, but nobody can don't understand it. It's not in the right order.

MR. WUELLNER: It's - no, it's in the correct order.

MS. LUDLOW: It's the order y'all put it in. MR. WUELLNER: But you're mixing -CHAIRMAN MAGUIRE: Excuse me. Let me jump in here.

Reba, the information's there. There are standard formats in which you present information and that's what we're receiving here. If you want additional information, it's there, all we have to do is tell him to redo a page and show -- what you just said, show us all the grants on one page so we'll know. He can do that and it will take time. He can do that. But that's not the traditional
format that you see the financials presented in. And you want more information, that's great, but it doesn't come in this format.

MR. WUELLNER: It's --
CHAIRMAN MAGUIRE: We have to create it.
MR. WUELLNER: It's also -- I think -- my
concern is it's getting characterized as we're holding something back and that's not really what's going on.

MS. LUDLOW: I don't understand it.
MR. WUELLNER: I get that. I do.
MS. LUDLOW: Okay.
MR. WUELLNER: I do.
MS. LUDLOW: Not that I'm accusing you.
MR. WUELLNER: I -- no, no. I don't mean it like personally, $I$ just mean $I$ think what we're doing on balance is his -- I have to look historically, but over 25 years, frankly the board never cared.

You know, we could have provided a ream of paper each month on every transaction, every grant, every -- you know, all of that because it's available every month. It is -- that data exists. It's not a problem to produce.

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    It just -- frankly the board didn't care to
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get into that level of minutia, so producing all that to individual board members every month fell by the wayside. No one wanted it. No one was looking at it. There was never any -- anything coming out of that information because they're not involved at that level of contract administration, for lack of better words.

MS. LUDLOW: Right.

MR. WUELLNER: But they can be.

MS. LUDLOW: It -- it can be so totally
simplified -- simplified
MR. WUELLNER: Unlike the word.

MS. LUDLOW: And yes, I do know what I'm talking about.

CHAIRMAN MAGUIRE: You do know what you're talking about, yes.

MS. LUDLOW: Because I was chief financial officer for Prudential Network Realty, and you know what we had to do? You tell your stories, right? What we had to do, we had to convert Prudential's insurance format to real estate.

CHAIRMAN MAGUIRE: And why did -- why did you
have to do that? Because the board required it --

MS. LUDLOW: No.

CHAIRMAN MAGUIRE: -- right?

MS. LUDLOW: Linda Sherrer and I required it. There -- nothing was set up from Prudential Insurance. We had to make it set up.

All I'm saying is that -- that it could be simplified so that when we look -- it's very vague. Like how did I know -- go back to my first question. We had $\$ 370,000$ in miscellaneous. What? Why do we have $\$ 370,000$ ?

So that could have been changed before it got in he told -- he explained it, right? But he had to explain it. I think that can be clarified, your word clarified.

CHAIRMAN MAGUIRE: Okay.
MR. WUELLNER: But I think part of the problem, we're trying to clarify it at a board level at a board meeting, and that -- that kind of question-and-answer we can do one-on-one and then if you believe there's a board issue in the answer or the -- the way it goes that we go about it or whatever, I mean, that's a board level discussion that, you know, all five of you should be involved in.

So, you know, I would encourage you to come get whatever you want and look it over and make sure you, you know, you're seeing what you want to
see and then tell us what you want to see on a monthly basis. We're happy to produce it for you. It's already produced; it's just bringing it to you.

CHAIRMAN MAGUIRE: Any other comments on the standing committees?

MR. WUELLNER: Well, I have more --

MS. LUDLOW: Well, what are we going to do --

MR. WUELLNER: -- but I can shut up.

MS. LUDLOW: What is the answer?

MR. WUELLNER: Well, I think we covered one of the two areas.

CHAIRMAN MAGUIRE: Okay.

MR. WUELLNER: One is the audit. And I don't -- while I don't disagree with that --

MS. LUDLOW: We don't want to wait till audit, you know. We want every month so I know what's going on.

MR. WUELLNER: Yeah, I -- I understand that.

CHAIRMAN MAGUIRE: Let's talk about the committee.

MR. WUELLNER: The last piece was the consultant selection piece or that -- as it was framed today anyway.

I just want you to understand that, you know,
airports can do this, and which -- whatever way they want to kind of skin this cat, if you will, relative to acquiring consultant services. We're really kind of focused today on a conversation on I'll call it professional consulting engineer kinds of contracts with planners and engineering kind of things.

We have always, because it's an expedient way, a way of moving projects along quickly, we do that consultant selection typically on a five-year basis, or before we award a three-year contract, there's an opportunity time for some additional years, then we go through the full what they call the CCNA process, which is state statute, the Consultants Competitive Negotiation Act is what it stands for, but it lays out in Florida statutes how we acquire professional engineering and planning services for the next -- for each period of time. That process we of course have reduced into our policy, our purchasing policy. We follow that guideline through there.

A part of that is establishing committees to review the consultant submittals and the like. You do that. You do that as a part of the board. You get a stack of those.

You haven't hit the five-year period where you're going to get inundated with two dozen consultant proposals to weed through and eventually short list and select someone. That's one good approach.

The other is, especially for large projects, you can -- you don't have to award all your engineering work, each piece of it, or your planning work to the consultant you've selected even.

If you believe there's merits to going out and looking for a stand-alone firm to do a stand-alone project or to do all of your projects as a stand-alone selection, that right is yours to do any time. Just realize that when you trip the thresholds in CCNA, you go through that entire process every time.

In that case, if you're going to do
project-by-project, which $I$ think is a lot of extra work for everyone involved, you are going to need a standing committee because you're going to be busy frequently.

When you look at the number of projects you guys accomplish in a year, construction, planning, engineering, when you look at what your body of
work is every year, you're going to be doing something almost constantly because the lead time on this is significant. You don't just -- we just don't show up at a meeting and go and award it to Passero and we can move on because that's literally what we can do under that.

MS. LUDLOW: Okay. So I could come to -- not me per se. Could a board member go to your office and maybe sit down with your accountant or whatever and say, you know, we would like this broken down --

MR. WUELLNER: Sure.
MS. LUDLOW: -- and it's broken down and this broken down?

MR. WUELLNER: Sure.
MS. LUDLOW: That's a good idea.
MR. WUELLNER: We have -- we have right down to journal entries available.

CHAIRMAN MAGUIRE: Yeah.

MS. LUDLOW: Okay. And what about the committee -- but can one person -- can I meet with the accountant?

MR. WUELLNER: Yeah.
MS. LUDLOW: Okay.
CHAIRMAN MAGUIRE: Uh-huh.

MS. LUDLOW: So that's not something -MR. WUELLNER: They're an extension of staff. MS. LUDLOW: Okay.

CHAIRMAN MAGUIRE: Anything else, Ed? MR. WUELLNER: That's it. I'm good. CHAIRMAN MAGUIRE: You have the floor. MR. WUELLNER: That's fine.

CHAIRMAN MAGUIRE: Okay. Bob, anything else -- Robert?

MR. OLSON: No. Just to say that or observe, maybe I didn't observe it, we are -- unlike these two examples that I've been talking about, we have no parent government overlooking us. We are the last stop, and our fiduciary responsibilities are thereafter even more important.

MR. WUELLNER: Uh-huh.
MR. OLSON: We answer directly to the voters, and so $I$ feel there's a -- the activation of a standing audit committee is a good -- would be a good answer to anyone asking, how did this $\$ 762,000$ ever get overlooked for ten years?

MS. LUDLOW: Perfect example.
MR. OLSON: That we're going to be now doing
this. And so that's -- that's my --
CHAIRMAN MAGUIRE: Suzanne, comment? MS. GREEN: No. CHAIRMAN MAGUIRE: Justin comment?

MR. MIRGEAUX: I agree with Mr. Olson and I agree that it's going to help move the -- the business of the board towards a position of greater transparency and that we take our responsibility seriously, and so I -- I agree with the general thrust of where you're going with this and -- and including the idea of the committees that you mentioned, the audit committee and the contract committee.

I do understand that a lot of this is stuff we're already doing so we would just be formalizing that, but sometimes just the process of formalizing that, documenting it, going through it, making sure that it passes some sort of reasonability test, you're -- this is how the business of good government is done.

And then, Reba, to your point, I would say that the $P \& L$ for September 30 th was sent to all board members on October 21 st and the $P \& L$ for October was -- and the balance sheet was sent to us on Friday.

MS. LUDLOW: Yeah, I have all that. But the P\&L was presented at the table when we arrived for
the board meeting. We did not have time to go over it and that's why we postponed approving it.

MR. WUELLNER: That was -- that was your

August data, but yes.

MS. LUDLOW: We -- but we didn't approve it because we didn't have enough time.

CHAIRMAN MAGUIRE: Okay. Any further
discussion?

PUBLIC COMMENT - GENERAL
CHAIRMAN MAGUIRE: Now we have to go to public comment. So I have one piece of paper, yeah, and that's Len. Anybody else that wants to talk, we'll call you one at a time. So Len, you want to come first?

Len has the piece of paper, but when you get up there, make sure you clearly mention who you are and who you represent and the topic you want to discuss.

MR. TUCKER: Len Tucker, and $I$ just wanted to follow up --

MR. BURNETT: Mr. Tucker, one moment.

Mr. Chair, you may want to allow this public comment to either be solely directed to the last agenda item or to make it where this public comment could be towards the last agenda item and general
public comment, obviously, but you may want to allow public comment as to the last item.

CHAIRMAN MAGUIRE: Oh, the standing committees, you mean?

MR. BURNETT: Yes, sir.
CHAIRMAN MAGUIRE: Okay.
MR. TUCKER: Len Tucker, and under -- I'm just basically representing myself at this point in time. My comment is about the standing committee issue and not the general comments. I don't have any general comments.

So, my experience, the only one I have to draw on, is the hospital and we have lots of committees, including the audit committee and the finance committee and all.

The whole point in having those committee structures from a hospital standpoint is they're manned by less than the full board. So it doesn't occupy the full board's time. If the full board is going to meet as a committee, it really is nothing more than a workshop.

But by taking just a couple of members of the board to be on that committee along with other members that have volunteered or been selected as being good people to input that information, that
committee might have four or five or more members that aren't board members on it. They would go through and do their business.

They have no right at the committee level to actually pass anything. They could only bring it back to the full board for a recommendation where it's presented.

And so, that's a very efficient system. It keeps from having the full board really consume a lot of time over things that can be handled and summarized more conveniently. So I think that's a big advantage. You might want to take that into consideration in the way that you're handling that.

Also, with financial statements, we approve financial statements every month regardless of whether it's the end of the year, beginning of the year, or whatever. That financial statement is given to us, it's approved.

In addition to that, we have lots of other supporting documentation with the financials. And there's almost always an executive summary detailing what some of the major deviations from month-to-month are.

Those things are $I$ consider pretty essential, and I would like to at least recommend that the
board consider doing that kind of thing, at least have some executive summary dialogue to provide a little more input of why there's some deviations. That's a very important issue in my opinion.

Thank you.

CHAIRMAN MAGUIRE: Okay. I see a hand up.
Yes? Go ahead. Okay. I don't have any watch on me, so $I$ can't click off three minutes. But if it feels like it's too long, I'm going to yet you know.

MR. LUDWIG: My name is Jeff Ludwig. My address is 5150 Belfort Road South in Jacksonville. I represent Modern Aero, and I don't know from Mr. Burnett's comment. Are we not to comment on anything but the last item or can we comment in general?

MR. BURNETT: I guess my -- to clarify, my point to Mr. Chairman was that we should have public comment on the previous agenda item and it'd be obviously at the chairman's discretion if he just wanted to have -- allow the speakers to speak on general public comment and on the last agenda item. And I think the chairman went with allowing to speak on any item.

CHAIRMAN MAGUIRE: Yes.

MR. LUDWIG: Is that your wish, Mr. Chairman? CHAIRMAN MAGUIRE: Yes.

MR. LUDWIG: Okay. Thank you.
First of all, board, thank you for your wisdom in postponing the change in the language to the operating agreements and the general master plan and everything that was -- we got our first look on Friday at the new language. And this is basically the . 3 version of what has been proposed.

It keeps changing each meeting. The language keeps changing each meeting. So I think it's something that needs to be maybe fleshed out over time and something that's just not done with 24 hours' notice. So I applaud your withdrawal of that.

I also thank you-all that have listened to us over the last month and our concerns about what has been going on with the language proposal changes, because they're significant. They're not minor; they're significant.

And the changes that were just recently proposed would have a major impact not only on my client, but on some other tenants here potentially. So I'd tread very carefully if you're doing any changes because the existing language in the
existing master plan have served you-all very well.

You can just look at the airport. It's bustling, it's booming. They haven't been a problem up until for some reason recently. We can't really identify what the big change or the reason for the sudden changes in language being proposed are, but there were some.

Now, let me finally comment, since the big elephant in the room is my client with Modern Aero. They do have existing under two leases. One is now month-to-month.

Mr. Burnett has proposed -- proposed a lease which was basically on your standard form to us to look at. I reviewed it. I was the one that made the, quote, massive, end quote changes. They were not really massive; they were really what you see in most commercial negotiations in tenant leases. We're not talking about a little 40-foot T-hangar, trying to deviate in some huge language change. We're talking about a business that is bringing significant revenue -- it's going to bring significant revenue to the airport just like the airline coming. The only difference is we're paying rent. We're paying rent currently. We're not getting anything for free.

And we want to pay rent. We want to be a good -- my client wants to be a good tenant here. We want to be a productive tenant. We're providing -- I think we provided a list of the people who we're providing jobs for.

What I would ask is this, you don't leave us in purgatory here for going forward with the changes that have been postponed. I would ask that you direct staff to negotiate with us.

We only did one volley to your attorney, and then all of a sudden it's massive changes. Well, typically what happens is the attorney comes back with his suggestions. Ihat didn't happen. It hasn't happened --

CHAIRMAN MAGUIRE: Mr. Ludwig, you're getting too far.

MR. LUDWIG: Two minutes?
CHAIRMAN MAGUIRE: No.
MR. LUDWIG: Okay. Can $I$ have 30 seconds?
CHAIRMAN MAGUIRE: No. Your time's up.
MR. LUDWIG: I'd ask you to have him at least negotiate with us and finalize our lease. That's all we ask.

CHAIRMAN MAGUIRE: Thank you. Okay. Next? Yeah.

MR. LIOTTA: Matt Liotta, 93 Lake Mist Court, St. Johns.

So, first of all, since we are aware that sometimes things get overlooked by the board, we still haven't had the board address the fact that the director sent and attempted to do unlawful policymaking regards his no-jet e-mail from July. Again, the board needs to act here and deal with this issue. We would appreciate that you would do that immediately.

Additionally, your own rules, minimum commercial operating standards, give exactly the director exactly 90 days max to respond to an application. Our application for our amended lease went in in May and 90 days has since passed. You need to respond in a timely fashion per your own rules and it needs to be against the existing policy. You can't just make up this idea that you can change the policy any time you want and then just stop entering into leases. That's not how it works.

And to the point about whether we're using a form lease or not, the director's own comments in previous board meetings, he explained to the board members that 135 and 121 carriers are very
different and it's not appropriate, according to his own word, to use a standard lease for them. They need to be special.

Finally, I would point out to you, and I will make this statement clear, your form lease violates the FAA assurances clauses. I would challenge the board to ask for a legal opinion from your attorney that your form lease actually complies with the FAA assurances. I promise you, it does not and you need to know that so that the form lease can be revised to actually be legal and fully enforceable. Thank you.

CHAIRMAN MAGUIRE: Thank you, very much. Anybody else?
(None.)
CHAIRMAN MAGUIRE: Okay. Seeing no further hands, I'll bring it back to the board. Now we'll go to each member and we're going to start off with Reba Ludlow. This is new information that has not been presented before, Reba.

MEMBER COMMENTS AND REPORTS
MS. LUDLOW: Oh, I thought it -- I thought it was our committee reports.

CHAIRMAN MAGUIRE: You can talk about it.
MS. LUDLOW: Is that it? All right. So I'm
on TPC [sic], which is a very very good board and I'd like to pass this around and let everybody look at it.

MR. WUELLNER: TPO.

MS. LUDLOW: And it tells you what they're doing on May Street and where the flood's going to be, and I wish we could do -- incorporate something, you know, like that.

CHAIRMAN MAGUIRE: Okay. That's it? Thank you, very much. Robert?

MR. OLSON: Oh. Yes. Let's see.
On November 9th, I attended another luncheon of the National Space Club down in Cape Canaveral. The speaker, the program was the president, Barry Butler, president of Embry-Riddle Aeronautical University. And everyone knows that they're based at the -- in Daytona. They are launching a research park, an aerospace research park there. So I think that's interesting to us, given our look at aerospace initiative.

And December 3rd, the EDC breakfast is -- the topic is workforce. Workforce training. And just, I guess, as a personal Authority note, I'm happy to say that my wife and $I$ are booked on the first Elate -- Elite Air flight out of here on the 19th. So we'll be going out, and we're hoping that they will serve us really nice treats on that flight -on the way to Newark.

CHAIRMAN MAGUIRE: And you'll come back and give us a report.

MR. OLSON: Yes.
CHAIRMAN MAGUIRE: Sounds good. Suzanne.
MS. GREEN: I just want to thank -- I know all the effort that's going on with the lease agreements and policy changes, and I want to thank Mr. Burnett and Ed and our tenants potentially that all the work that we're trying to do to accomplish this.

I know it's taken a lot of work and I appreciate them calling and coming to my office and spending the time that way. So hopefully we'll rectify this and -- and work it out the right way. So I appreciate it.

CHAIRMAN MAGUIRE: Thank you. Justin?
MR. MIRGEAUX: I'd echo what Suzanne said and kudos to you both, and I appreciate the steps that you're making to accommodate one of our, you know, current tenants and our new tenant.

I would also echo that -- and this is a -it's a lease policy issue and to the extent where
we can finalize and, you know, take our first step forward together with our tenant, I would encourage you to do that.

Just in general, demand for our hangar space in the South GA is only going to increase. I mean, we heard the population numbers, the growth numbers. It's -- there's only more people coming here. And the current master plan posits 70 additional $T$-hangars in the South GA area, 11 additional hangars on top of that -- I'm assuming those are like a box hangars -- and all of that going in expansion west to U.S. 1 .

A couple of other things that jump out at me from the master plan is that St. Johns is actually -- we lag the state average, the Florida state average for the average weekly wage, and Florida lags the U.S. average for the average weekly wage. However, juxtapose that with the St. Johns median household income is number one. We're the number one county in the state of Florida.

So I think that the opportunities exist for businesses to locate here or relocate here and to thrive here. So where -- where we can accommodate as -- as landlords essentially and as a board, I
think we need to do that. And if that means we need to get creative, then $I$ say we get creative.

But the reason why $I$ asked Mr. Dean during his comments about the mix between residential and business tax receipts is because $I$ have heard him say before that, you know, what we're striving for is moving away from the $95 / 5$ that you saw when you were on the commission to, you know, the $80 / 20$ that we have now to something that's more in line with the rest of the state of Florida where we have 65 percent of our receipts are coming from residences and 35 percents of our receipts are coming from businesses. And where we can accommodate a new business, a growing exist, I think we need to make that a priority.

CHAIRMAN MAGUIRE: Okay. I have nothing.

Doug, do you have anything? Ed?

MR. WUELLNER: No.

CHAIRMAN MAGUIRE: Adjourned.

MS. GREEN: December 13th?

CHAIRMAN MAGUIRE: Oh, December 13th.

MS. GREEN: 4:00?

CHAIRMAN MAGUIRE: I even have it right here in front of me. 4:00.
(Meeting adjourned at 6:13 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 6th day of December, 2021 .

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