

Minutes
December 15, 2016
Regular Meeting

A. ROLL CALL

Meeting was called to order by Chair Messer at 8:30 a.m. in the Council Chambers at City Hall. Also present were Commissioner Evans, Commissioner Stricklen, Commissioner Brousseau and Commissioner Rideoutte.

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Ms. Dugan, Ms. Etelamaki, Mr. Keith, Mr. Frost, Ms. Terrill, Mr. Jefferson, and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

C. AGENDA

There were no changes to the agenda.

D. MINUTES

1. November 17, 2016 Regular Meeting

Commissioner Stricklen moved approval of the 17 November 2016 Regular Meeting minutes. Commissioner Evans seconded. Motion passed 5-0.

2. December 6, 2016 Workshop Meeting

Commissioner Stricklen moved approval of the 6 December 2016 Workshop Meeting minutes. Commissioner Rideoutte seconded. Motion passed 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

There were no presentations.

F. PUBLIC COMMENTS

There were no public comments.

G. ACTION ITEMS (Public comments accepted for each item; 5 minute limit)

1. Authorize the Executive Director to submit a Grant Application to the FAA to prepare a Master Plan Update in the amount of \$1,000,000

Mr. Keith requested Board authorization for the Executive Director to submit a grant application to the FAA to prepare a Master Plan Update. As discussed at the Workshop Meeting of December 6th, Mr. Keith stated that the pre-application was filed with the FAA on their required deadline of November 18th with the understanding that it would require Board approval or denial by the middle of December. Mr. Keith described the elements of a Master Plan and reported that the last Master Plan was completed in 1997. The grant request would be for \$1,000,000 with 90% FAA funding, 5% FDOT, and 5% NAA funding, and any award would be brought back to the Board for approval.

A question and answer period followed pertaining to the amount of the grant request and the Board's request for providing input on the scope of work.

Commissioner Evans moved approval for the Executive Director to submit a grant application to the FAA to prepare a Master Plan Update in the amount of \$1,000,000. Commissioner Rideoutte seconded. Motion passed 5-0.

2. Authorize the Executive Director to execute a Task Order with Softrim, LLC to replace network security devices in an amount not to exceed \$88,000

Ms. Etelamaki requested Board authorization for the Executive Director to execute a Task Order with Softrim, LLC to replace network security devices in an amount not to exceed \$88,000. The task order includes the purchase, installation and support of four network security firewall devices to be located in the server room in the General Aviation Terminal as well as in the co-location site in Atlanta, Georgia. The proposed network security devices will replace the existing firewall devices that have been in place for a number of years. This item is included in the capital budget for FY 2017.

Ms. Etelamaki and Mr. Aaron Gruber, President of Softrim, LLC responded to questions pertaining to susceptibility of cyber security threats with current equipment in place; protection of personal data, operational data, and other confidential data; and filtering of email spam.

Commissioner Rideoutte moved Board authorization for the Executive Director to execute a Task Order with Softrim, LLC to replace network security devices in an amount not to exceed \$88,000. Commissioner Evans seconded. Motion passed 5-0.

3. Authorize the Executive Director to execute a Task Order with Softrim, LLC to implement Citrix virtual application delivery platform and a private cloud environment in an amount not to exceed \$111,000

Ms. Etelamaki requested Board authorization for the Executive Director to execute a Task Order with Softrim, LLC to implement Citrix virtual application delivery platform and a private cloud environment in an amount not to exceed \$111,000.

Ms. Etelamaki provided a brief summary of the private cloud concept as well as the implementation of a Citrix platform at the Softrim facility located in Atlanta, Georgia. She reviewed the hardware/software necessary to support the new architecture and noted several efficiencies and benefits that will be achieved as a result of this purchase. Ms. Etelamaki stated that the implementation of this platform was included in the Authority's long term IT strategic plan and is included in the FY 2017 budget.

Mr. Gruber responded to questions pertaining to the security management protocols administered at the Atlanta, Georgia location.

Commissioner Rideoutte moved Board authorization for the Executive Director to execute a Task Order with Softrim, LLC to implement Citrix virtual application delivery platform and a private cloud environment in an amount not to exceed \$111,000. Commissioner Evans seconded. Motion passed 5-0.

4. Adopt the Noise Compatibility Committee 2016 Annual Report

Ms. Terrill requested Board acceptance of the FY 2016 Noise Compatibility Committee Annual Report. She provided a brief summary of the Annual Report which highlights the NCC's initiatives and accomplishments over the last year. In response to Commissioner Evans, Ms. Terrill responded that the Annual Report is available to pilots. Commissioner Brousseau recommended that it would be more effective to provide the Annual Report to the pilots on their way in to the airport vs. on their way out.

Chair Messer acknowledged the efforts of Ms. Terrill and Ms. Jennifer Hamilton of Gravina, Smith, Matte and Arnold in creating an effective new look and branding of the Annual Report.

Commissioner Brousseau moved Board acceptance of the FY 2016 Noise Compatibility Committee Annual Report. Commissioner Rideoutte seconded. Motion passed 5-0.

5. Adopt the 2016 Naples Airport Authority Annual Report

Ms. Terrill requested Board approval of the FY 2016 Naples Airport Authority Annual Report. She noted that the report layout has been updated in keeping with the new look of the Authority's published materials and highlights the NAA's initiatives and accomplishments over the past year. She added that the NCC and the Authority Annual Report have been designed not only as two standalone pieces but can also be incorporated into one report.

Commissioner Evans moved Board approval of the FY 2016 Naples Airport Authority Annual Report. Commissioner Rideoutte seconded. Motion passed 5-0.

6. 3550 Westview Drive, LLC Option to Lease Agreement

Ms. Dugan requested Board approval of the Option to Lease Agreement between 3550 Westview Drive, LLC and City of Naples Airport Authority, and authorization for the Executive Director to execute the City of Naples Airport Authority Leasehold Agreement on behalf of the Authority when the option is exercised. She presented a map of the property's location and reviewed the term of the Option, the Option price; and the annual lease rate, if exercised. She reported that the Option revenue

was not anticipated in the FY 2017 Operating Budget. Ms. Dugan stated that 3550 Westview Drive, LLC is obligated to reimburse the Authority for legal fees incurred in this matter; and upon exercising the Option, they will be required to provide payment to the Authority of almost \$48,000 for past site improvements. A question and answer period followed.

Commissioner Stricklen moved Board approval of the Option to Lease Agreement between 3550 Westview Drive, LLC and City of Naples Airport Authority and moved Board authorization for the Executive Director to execute the City of Naples Airport Authority Leasehold Agreement on behalf of the Authority when the Option is exercised. Commissioner Brousseau seconded. Motion passed 5-0.

H. NEW BUSINESS

There was no new business.

I. OLD BUSINESS

1. Noise Compatibility Committee (NCC) Update

Chair Messer reported that there was an NCC meeting on December 8th which was attended by all Board members. Chair Messer reiterated that the Authority has advertised for applicants to serve on the NCC. She acknowledged the efforts of Mr. Bruce Bickelmann who resigned from the NCC, and on behalf of the Board, she thanked him for his contributions and service to the community. She stated that the applicant chosen will serve the remainder of Mr. Bickelmann's term, which runs through March 2019. The seat is for a City-at-Large position, and applicants must be residents and registered voters of the City of Naples. Applications were being accepted until 12 noon on December 21st. Candidates will be interviewed for appointment by the Authority Board at its Regular Meeting on January 19th. She directed the public to the Authority's website for more information.

Chair Messer announced that the next regular meeting of the NCC is scheduled for Thursday, January 26th, at 9 a.m. in the Airport Office Building, 200 Aviation Drive North, and encouraged the public to attend.

2. Air Service Update

Commissioner Rideoutte reported that Board members received a financial summary of air service for FY 2017 through November 2016. Commissioner Rideoutte commented that the Board is most interested in what Elite Airways' plans are for future service. He had nothing else to report.

3. Elite Airways

Mr. Rozansky reported that he spoke with Mr. Pearsall, President of Elite Airways, about two weeks ago and attended a meeting with him and the TSA. He stated that the TSA meeting was a courtesy to discuss the adequacy level of staffing and service delivered for the level of air service being provided. During this meeting, Mr. Pearsall reaffirmed his commitment to the Naples market and said that Elite Airways was looking at alternative routes. However, these routes were not to hubs, and Elite Airways has made no announcements to date. There was staff, Legal Counsel and Board

discussion regarding the incentive issue regarding qualifying air service, the challenges that Elite faces, the community's feelings with respect to commercial service, and noncompliance with the Agreements.

In an attempt to put the Board members' comments into perspective, Chair Messer read the following statement that was made by an individual who was in the airline business for 15 years and has been a consultant for 30 years: "As one outcome, the potential for a small, unserved U.S. airport attracting branded network air service, in the absence of strong political or financial considerations, is essentially zero – and falling." She stated that it may serve the Authority's best interest to attempt to give Elite Airways the benefit of the doubt, given that they started late and it wasn't their fault.

Commissioner Stricklen requested Mr. Owens' legal opinion regarding the agreements. Mr. Owens offered several strategies that the Authority could employ as a result of Elite Airways' nonconformance. After discussion, there was Board consensus to continue to provide incentives through season and re-evaluate the situation in April. In addition, there was consensus for Mr. Rozansky to work with Mr. Owens to prepare and deliver a general reservation of rights letter to Elite Airways, making it clear that they are currently in default and that the Authority is reserving its rights under the Agreements. Mr. Rideoutte added that the tone of the letter should be written in a manner that the Authority wants Elite Airways to succeed.

J. MANAGEMENT TEAM REPORT

1. Management Team Report

In reference to the FAA-mandated Triennial Mass Casualty Incident noted on page 5, Chair Messer advised that she had the pleasure of observing the remarkable event. She thanked Mr. Ryan Frost, Mr. Raul Estrada and the entire Operations team as well as Ms. Diane Terrill for their efforts. She also thanked the Lorenzo Walker students and the 22 agencies who participated.

On page 2 under Stakeholder Outreach, Commissioner Brousseau added that the Experimental Aircraft Association (EAA) is sponsoring the Ford Tri-Motor event at the end of February.

K. FINANCIAL REPORTS

1. Financial Summary

Ms. Etelamaki provided a summary of year-to-date financial reports at the end of November 2016. She commented that the financials for the second month of the fiscal year were favorable to budget.

A question and answer period followed.

Commissioner Evans moved acceptance of the Financial Summary. Commissioner Rideoutte seconded. The motion passed 5-0.

L. COUNSEL'S REPORT

1. Counsel's Report

Mr. Owens reported that there was no pending or new litigation.

M. PUBLIC COMMENTS (5 minute limit)

There were no public comments.

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

1. 2017 ACI-NA/AAAE Airport Board & Commissioners Conference

Chair Messer provided a summary of the 2016 ACI-NA/AAAE Airport Board and Commissioners Conference that she attended with Mr. Rozansky. She said that the conference was well organized and is an opportunity to meet Commissioners of other airports in similar situations. Mr. Rozansky added that the updated NAA Information Books contain information gleaned from that conference. Chair Messer offered an invitation to other Board members to attend this conference, and in order to begin the registration process, Mr. Rozansky requested Board members to express their interest.

O. ADJOURN

With no further business, the meeting adjourned at 9:46 a.m.



Christopher A. Rozansky
Secretary

NOTE: Printed copies of all visual presentations and handouts are on file in the Executive Assistant's Office.

CITY OF NAPLES AIRPORT AUTHORITY (NAA)

Board of Commissioners

Notice of Regular Meeting



FINAL AGENDA

City Hall Council Chambers

735 Eighth Street South

Naples, FL 34102

Thursday, December 15, 2016

8:30 a.m.

Commissioner Donna M. Messer, Board Chair; Noise Compatibility Committee Liaison

Commissioner James Rideoutte – Air Service Liaison

Commissioner Dick Evans – Audit Committee Chair

Commissioner Raymond Stricklen – Consultant Selection Committee Chair

Commissioner Ted Brousseau

Welcome. If you wish to address the Board of Commissioners regarding an item listed on the Agenda, please complete a Speaker Registration form (available at the rear of the room) and hand it to the Executive Assistant prior to consideration of that item. We ask that speakers limit comments to 5 minutes and that large groups name a spokesperson whenever possible. All written, audio-visual, and other materials distributed to the Board or staff during this meeting will become the property of NAA and will be a public record. Thank you for your interest and participation.

NOTICE

Formal action may be taken on any item listed on the Agenda below, or added to the Agenda before or during the meeting, or discussed during the meeting without being added to the Agenda. Also, the sequence of items may be changed as the meeting progresses.

Any person who decides to appeal a decision of this Board with respect to any matter considered at this meeting (or hearing) will need a record of the proceeding and may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be heard.

Any person with a disability requiring auxiliary aids or services in order to participate in this proceeding for meetings at the City Council Chamber may call the City Clerk's Office at 213-1015, or for meetings at the Airport Office Building, the NAA Executive Assistant's Office at 643-0733, with requests at least two business days before the meeting.

Information on Action Items and other items which has been provided in advance of this meeting may be inspected at the office of the Executive Assistant, General Aviation Terminal Building, 2nd Floor, 160 Aviation Drive North. Minutes of this meeting will be prepared for Board approval, usually at the next Regular Meeting.

- A. ROLL CALL**
- B. PLEDGE OF ALLEGIANCE**
- C. AGENDA (Add, delete or re-sequence items)**
- D. MINUTES**
 - 1. November 17, 2016 Regular Meeting
 - 2. December 6, 2016 Workshop Meeting
- E. PRESENTATIONS AND TIME CERTAIN ITEMS**
- F. PUBLIC COMMENTS ON GENERAL TOPICS NOT ON THE CURRENT AGENDA**
- G. ACTION ITEMS (Public comments accepted for each item; 5 minute limit)**
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 - 2. Authorize the Executive Director to execute a Task Order with Softrim, LLC to replace network security devices in an amount not to exceed \$88,000
 - 3. Authorize the Executive Director to execute a Task Order with Softrim, LLC to implement Citrix virtual application delivery platform and a private cloud environment in an amount not to exceed \$111,000
 - 4. Adopt the Noise Compatibility Committee 2016 Annual Report
 - 5. Adopt the 2016 Naples Airport Authority Annual Report
 - 6. 3550 Westview Drive, LLC Option to Lease Agreement

H. NEW BUSINESS

I. OLD BUSINESS

1. Noise Compatibility Committee Update
2. Air Service Update
3. Elite Airways

J. MANAGEMENT TEAM REPORT

1. Management Team Report

K. FINANCIAL REPORTS

1. Financial Summary

L. COUNSEL'S REPORT

1. Counsel's Report

M. PUBLIC COMMENTS (5 minute limit)

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1. 2017 ACI-NA/AAAE Airport Board & Commissioners Conference

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