

Minutes
March 15, 2018
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 Brousseau, Commissioner Dustin, Vice Chair Lenhard and Commissioner Rideoutte.

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Ms. Terrill, Mr. Keith, Mr. Frost, Mr. Langley, Ms. Jackson, Mr. Jefferson, Ms Kidd, Ms. Hajderlli and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

C. AGENDA

Mr. Rozansky stated that under Action Items, Item G1, Rebranding Presentation, would be deleted from the agenda and brought back to the Board at a future meeting.

D. MINUTES

1. February 15, 2018 Regular Meeting

Commissioner Rideoutte moved approval of the February 15, 2018 Regular Meeting minutes. Vice Chair Lenhard seconded. Motion passed unanimously 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. Utilization Plan Update

Mr. Keith requested Board approval of the draft 2018 Utilization Plan update and upon approval, to submit it to the City of Naples for consideration. In accordance with the Authority's Bylaws, Mr. Keith stated that staff provided a presentation of the Airport Master Plan at the December 2017 Regular Meeting followed by a Joint NAA Board and Noise Compatibility Committee Workshop Meeting in January to discuss the master plan. He said that an update to the approved 2016 Utilization Plan was necessary due to projects that are coming up in the near future but before the master plan would be completed. He reviewed the 2016 Utilization Plan and the draft 2018 Utilization Plan. The draft 2018 Utilization Plan included the following three new projects: 1) Taxiway D Realignment in the North Quad, creating additional space for new hangar sites; 2) The replacement Aircraft, Rescue, Fire Fighting station located by the Tower; and 3) The expansion of the fuel farm.

Vice Chair Lenhard moved Board approval of the draft 2018 Utilization Plan update for submittal to the City of Naples for consideration. Commissioner Dustin seconded. Motion passed unanimously 5-0.

2. Authorize the Executive Director to execute a contract with Quality Enterprises USA, Inc. for the Construction of the Realignment of Taxiway D in the North Quadrant for an amount not to exceed \$3,675,999.29

Mr. Keith requested Board authorization for the Executive Director to execute a contract with Quality Enterprises USA, Inc. (QE) for the construction of the realignment of Taxiway D in the North Quadrant for an amount not to exceed \$3,675,999.29. Mr. Keith reported that on March 6th there was a bid opening for this project, four proposals were submitted, and QE was the lowest compliant bidder. He reported that the initial conceptual estimate of the project was \$1,937,895.05. He presented a brief history of the project and reviewed several design changes that occurred since the initial estimate was received which increased the cost of the project construction to approximately \$3.7 million. He stated that the changes are necessary to comply with FAA design criteria and City of Naples requirements.

Mr. Keith reviewed the communications plan and the funding arrangements which includes a Florida Department of Transportation (FDOT) Joint Participation Agreement in the amount of \$485,473 for design with future FDOT funding programmed in the amount of \$1,434,507 for construction. The remaining \$2,241,492.29 will be NAA funded. He spoke to our representative at FDOT, and when the gaming cycles begin in 2019, she will review the project again to see if more funds could be added.

There was a question and answer period following Mr. Keith's presentation.

Commissioner Rideoutte moved Board approval for the Executive Director to execute a contract with Quality Enterprises USA, Inc. (QE) for the construction of the realignment of Taxiway D in the North Quadrant for an amount not to exceed \$3,675,999.29. Commissioner Dustin seconded. Motion passed unanimously 5-0.

H. NEW BUSINESS

1. FY 2019 Budget Schedule

Mr. Langley requested Board review and discussion of the Fiscal Year 2019 operating and capital budget schedule that has been established in accordance with the City of Naples Airport Authority Bylaws, Article V, Section 2. Chair Messer commented that the budget schedule provides the Board an idea of what to expect in the coming months. There were no other questions.

I. OLD BUSINESS

1. Noise Compatibility Committee (NCC) Update

Chair Messer stated that the NCC last met on January 25, 2018, and an overview of that meeting was provided at the Authority's February 15th Regular Board Meeting. She announced that staff is currently advertising for a volunteer to fill a vacancy on the NCC, to represent the Airport's Northwest Quadrant area and serve through March 2019, effective upon appointment by the Authority's Board of Commissioners. She said that applications must be received no later than 12 noon on March 31, 2018,

and she provided information on how to apply. Chair Messer announced that the next regular meeting of the NCC is scheduled for 9 a.m. on Thursday, April 26th at the Airport Office Building, 200 Aviation Drive and encouraged the public to attend.

J. LEADERSHIP TEAM REPORT

1. Leadership Team Report

On page 3, in the paragraph following the AVTRIP Program Gallons Sold table, Commissioner Rideoutte requested clarification of the Hurricane Irma expenses through February 2018 in the amount of \$215,107 and the advance insurance payment of \$500,000 as noted in the last paragraph of that page. Mr. Rozansky stated that the cost of repairs will be in excess of \$500,000 and the amount will be known after bids are received, which would then be presented to the Board likely at the April Board meeting.

Vice Chair Lenhard asked why the reported Hurricane Irma expenses of \$215,107 didn't match the breakdown of expenses by categories in the amount of \$205,159. Mr. Langley stated that the \$205,159 included the top ten accounts and the remaining amounts were in miscellaneous categories.

Regarding the Day and Night Operations Annual & Current Month report, Commissioner Rideoutte commented that the voluntary curfew percentages were generally in the 2.5 percent range. He asked how the Naples Municipal Airport compares to other similar airports nationwide. Mr. Rozansky said that that data is not tracked but staff could try and research it. Commissioner Rideoutte added that the comparison would be interesting but not to go through any expensive research.

Regarding the HVAC upgrade and the available amount of \$443,309.76 left to complete it, Vice Chair Lenhard asked if this project would be completed before the warm weather arrives. Mr. Rozansky stated that the permit for the work was just received and the work is underway.

K. FINANCIAL REPORTS

1. Financial Summary

Mr. Langley reported on actuals against budget for the month of February. Operating revenues, net of cost of goods sold, was favorable to budget by 18.82%. Operating expenses were favorable to budget by 15%. Income from operations was favorable to budget by 27.4%. Net income after other income and expense was favorable to budget by 52.59%. Year-to-date, the Authority's net income was favorable to budget by \$1,436,244. Mr. Langley noted that the Authority had an all-time record of Jet A Fuel pumped during the month of February of 988,737 gallons. A question and answer period followed.

Mr. Rozansky stated that a Workshop meeting will be scheduled soon to review the fuel program study with the Board.

Commissioner Rideoutte moved acceptance of the February Financial Summary. Vice Chair Lenhard seconded. The motion passed unanimously 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.

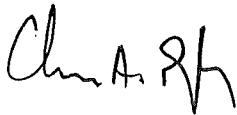
N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Based on the records being set at the Authority as reported by Mr. Langley and other consultants that have appeared before the Board, Commissioner Brousseau requested Board consideration of that issue and why they would want to rebrand.

Commissioner Brousseau asked when the self-fuelers would be repaired. Mr. Rozansky responded that the repairs are in progress and staff believes it will be reopened by the end of March.

O. ADJOURN

With no further business, the meeting adjourned at 9:23 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, March 15, 2018

8:30 a.m.

Commissioner Donna M. Messer – Chair and NCC Liaison

Commissioner Michael Lenhard – Vice Chair and Consultant Selection Committee Chair

Commissioner James Rideoutte – Audit Committee Chair, Consultant Selection Committee Member

Commissioner Ted Brousseau – Legal Liaison

Commissioner Kerry C. Dustin, Audit Committee Member

Executive Director: Christopher A. Rozansky

Authority Attorney: William L. Owens, Esq. of Bond, Schoeneck & King, PLLC

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. February 15, 2018 Regular 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)

1. Utilization Plan Update
2. Authorize the Executive Director to execute a contract with Quality Enterprises USA, Inc. for the Construction of the Realignment of Taxiway D in the North Quadrant for an amount not to exceed \$3,675,999.29

H. NEW BUSINESS

1. FY 2019 Budget Schedule

I. OLD BUSINESS

1. Noise Compatibility Committee Update

J. LEADERSHIP TEAM REPORT

1. Leadership Team Report

K. FINANCIAL REPORTS

1. Financial Summary

L. COUNSEL'S REPORT

1. Counsel's Report

M. PUBLIC COMMENTS (5 minute limit)

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

O. ADJOURN