

Minutes
21 April 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. She welcomed the Authority's new Executive Director, Chris Rozansky, to his first Board Meeting. Present were Commissioner Evans, Commissioner Stricklen, Vice Chair Nocera, and Commissioner Rideoutte.

Staff present were Mr. Rozansky, Mr. Owens, Ms. Dugan, Mr. Keith, Ms. Etelamaki, Mr. Frost, Ms. Terrill, Mr. Jefferson, and Ms. Menard. Also present were Ms. Laurel Smith and Ms. Jennifer Hamilton of Gravina-Smith Matte & Arnold.

B. PLEDGE OF ALLEGIANCE

C. AGENDA

There were no changes to the agenda.

D. MINUTES

1. 17 March 2016 Regular Meeting

Vice Chair Nocera moved approval of the 17 March 2016 Regular Meeting minutes. Commissioner Stricklen seconded. Motion passed 5-0.

2. 7 April 2016 Workshop Meeting

Commissioner Evans moved approval of the 7 April 2016 Workshop Meeting minutes. Vice Chair Nocera seconded. Motion passed 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

There were no presentations and time certain items.

F. PUBLIC COMMENTS

Mr. Larry Schultz, Aqualane Shores, 408 16th Avenue South, Naples, spoke on behalf of the Naples Airport Watch and himself and Mr. Alan Parker, co-Founders, of the organization. He welcomed Mr. Rozansky to the Naples Airport Authority and stated the importance of Mr. Rozansky's role to the airport, the Authority, and the community. He said he looks forward to the new opportunity to work with the Authority and anticipates a good relationship in the future.

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

1. Sublease Between PrimePlanes Aircraft Services, Inc. and Gulf Coast Training Solutions, LLC

Ms. Dugan requested Board consideration of allowing Level Three leasing arrangements and if allowed, authorizing Authority legal counsel to prepare the proper legal instrument to formalize the Level Three subleasing arrangement, and authorizing the Chair to execute the agreement, when finalized, on behalf of the Authority. She clarified that a Level Three lease is when the tenant's lessee is the lessor. Ms. Dugan advised that all of the Authority's current leasing arrangements are Level One or Level Two leases; and although the master lease, sublease, and consent to sublease allow for a Level Three arrangement, Resolution 2016-1, the Delegation of Powers, specifies that it is the Board's policy to not permit Level Three Leases. Ms. Dugan advised that Mr. Carsten Sturm was in the audience and available to answer any questions. There was Board, staff, and legal counsel discussion regarding the Delegation of Powers and the policy statement specified to not permit Level Three Leases. Ms. Dugan will provide a follow-up action of this item for the January Regular Meeting at which time the Delegation of Powers is expected to be reviewed.

After consideration of allowing Level Three leasing arrangements, Commissioner Stricklen moved Board authorization for the Authority legal counsel to prepare the proper legal instrument to formalize the Level Three subleasing arrangement between PrimePlanes Aircraft Services, Inc. and Gulf Coast Training Solutions, LLC, and moved Board authorization for the Chair to execute the agreement, when finalized, on behalf of the Authority. Vice Chair Nocera seconded. Motion passed 5-0.

2. First Amendment to Leasehold Agreement North Quadrant Landfill Site with Collier County

Ms. Dugan requested Board approval of the First Amendment to the City of Naples Airport Authority North Quadrant Landfill Site between Collier County and City of Naples Airport Authority. She noted that the approval will be contingent upon the Collier County Board of County Commissioners' approval anticipated on May 24, 2016. The existing five-year land lease expires on October 19, 2016, and the County would like to continue to lease the site for an additional five years.

Vice Chair Nocera moved Board approval of the First Amendment to the City of Naples Airport Authority North Quadrant Landfill Site as requested by Ms. Dugan. Commissioner Evans seconded. Motion passed 5-0.

3. Authorize Chairman to Execute Aviation Appreciation Month Proclamation

Mr. Rozansky announced that Governor Scott proclaimed April 2016 as Aviation Appreciation Month in recognition of commercial and general aviation's substantial impact on Florida and local economies. Mr. Rozansky believed it was appropriate to recognize the Governor's Proclamation and combine it with fine points of the contributions of the facilities and operations at the Naples Municipal Airport. Mr. Rozansky requested Board authorization for the Chair to sign the Aviation Appreciation Month Proclamation. The Chair read aloud the Authority's Proclamation.

Vice Chair Nocera moved Board authorization for the Chair to execute the Aviation Appreciation Month Proclamation. Commissioner Evans seconded. Motion passed 5-0.

4. Acceptance of FY 2016 – 2017 Goals and Objectives

Mr. Rozansky reviewed the goals and objectives discussed at the April 7, 2016 Workshop Meeting and noted that recommendations from that meeting were added in *italics* to the draft FY 2016 – 2017 Goals and Objectives document distributed to the Board at this morning's meeting. Mr. Rozansky requested acceptance and prioritization of the interim FY 2016 - 2017 standing goals and objectives for the remainder of this year. There was Board, staff, and legal counsel discussion regarding the priorities and other goals and objectives to be included.

Vice Chair Nocera moved approval of the Standing Goals and Objectives as distributed at this morning's meeting with the following changes:

Set the following three items as initial priorities: 1.) Operate the airport in a safe and fiscally responsible manner, 2.) CAFR and clean financial audit, and 3.) Continue to improve communications with the community;

Add the following items to Standing Goals and Objectives: 1.) Assess and determine continued support and improvement of commercial air service and 2.) Commence a strategic planning initiative; and

Move "Continued support for the Museum of Military Memorabilia in their development and fundraising of a permanent museum" from Standing Goals and Objectives to Long Term objectives.

Commissioner Stricklen seconded. Motion passed 5-0.

5. Approval of FY 2016 Utilization Plan

Mr. Keith requested Board approval of the 2016 Five-Year Utilization Plan. He displayed and reviewed a graphic of the draft 2016 Utilization Plan, discussed at the Workshop Meeting on April 7, 2016. With approval, Mr. Keith said that a presentation will be scheduled for the City Planning Advisory Board and then the City Council.

A question and answer period followed.

Commissioner Rideoutte moved Board approval of the 2016 Five-Year Utilization Plan. Vice Chair Nocera seconded. Motion passed 5-0.

6. Approval to Issue a Request for Qualifications for the Design of a Replacement Aircraft Rescue and Firefighting Station

Mr. Keith requested Board authorization for the Executive Director to proceed with a Request for Qualification (RFQ) for the design of a replacement of the Aircraft Rescue and Firefighting (ARFF) Station. There is no financial impact for the RFQ.

A question and answer period followed.

Vice Chair Nocera moved Board authorization for the Executive Director to proceed with a Request for Qualification for the design of a replacement aircraft rescue and firefighting station. Commissioner Evans seconded. Motion passed 5-0.

7. Authorization to Proceed with 30% Design Drawings and a Cost Estimate to Add Displaced Thresholds to Runway 14-32

Mr. Keith requested Board authorization for the Executive Director to proceed with a 30% design and cost estimate for the addition of displaced thresholds to Runway 14-32. The Authority's Noise Compatibility Committee suggested adding displaced thresholds to Runway 14-32 as a method to reduce the noise effect from departing aircraft. This project is included in the current CIP and will be limited to a total not to exceed cost of \$175,000.

Vice Chair Nocera moved Board authorization for the Executive Director to proceed with a 30% design and cost estimate for the addition of displaced thresholds to Runway 14-32. Commissioner Stricklen seconded. Motion passed 5-0.

H. NEW BUSINESS

There was no new business.

I. OLD BUSINESS

1. Noise Compatibility Committee (NCC) Update

Chair Messer provided a summary of the NCC's January 28th meeting and announced that the next NCC Meeting would be held on Thursday, April 28th at 9 a.m. in the Airport Office Building and encouraged the public to attend. She noted that for those unable to attend, video of the meetings can be found on the Authority's website.

2. Air Service Update

Commissioner Rideoutte provided an air service report of Elite Airways enplanements and deplanements, recent load factor percentages, and the airline schedule to Newark, New Jersey and Portland, Maine.

J. MANAGEMENT TEAM REPORT

1. Management Team Report

Ms. Terrill provided a status report of the ADS-B antenna and the difficulties of a projected completion date regarding correction of the data integrity.

There was discussion regarding the accuracy of data being received from FlightAware.

Mr. Rozansky responded to Commissioner Rideoutte's inquiry regarding Europe American's static display of the new DA-62 aircraft and the DA-40 diesel driven aircraft that burn Jet A fuel, instead of 100LL fuel and its implications on the Authority's fuel sales.

K. FINANCIAL REPORTS

1. Financial Summary

Ms. Etelamaki provided a summary of the financial results through the end of March 2016.

Commissioner Evans moved acceptance of the Financial Summary. Vice Chair Nocera 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 to report.

M. PUBLIC COMMENTS (5 minute limit)

There were no public comments.

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

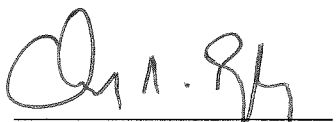
The next Regular meetings will be on Thursday, May 19th, Thursday, June 16th, and Thursday, August 18th. There will be no July Regular meeting.

Chair Messer reported that she and Mr. Rozansky attended the 2016 ACI-NA/AAAE Airport Board and Commissioners Conference on April 10th – April 12th in Indianapolis, Indiana. Both Chair Messer and Mr. Rozansky thought the conference was extremely beneficial. There was discussion regarding the meeting content, incorporating some of the things learned into Authority practices, and the networking opportunity for Commissioners. Chair Messer encouraged fellow Commissioners to consider attending the same conference in the future. Mr. Rozansky commented that the presentations from the conference were sent to the Commissioners, and he will provide the FAA presentation, which Commissioners were unable to open or was not included in the email.

Chair Messer discussed the value of an onboarding program for Mr. Rozansky and stated that the process is meant to be proactive in ensuring Mr. Rozansky's and the team's success in the transition to new leadership after 22 years. The Board and Mr. Rozansky expressed support of the initiative.

O. ADJOURN

With no further business, the meeting adjourned at 10:07 a.m.



Christopher A. Rozansky
Secretary

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

**BOARD OF COMMISSIONERS OF
CITY OF NAPLES AIRPORT AUTHORITY**

Chair: Donna M. Messer

Commissioners: John Nocera, Dick Evans, James Rideoutte, Raymond Stricklen

Executive Director: Christopher A. Rozansky

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

**NOTICE OF REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
CITY OF NAPLES AIRPORT AUTHORITY
THURSDAY, APRIL 21, 2016 8:30 A.M.
CITY HALL COUNCIL CHAMBERS
735 EIGHTH STREET SOUTH
NAPLES, FLORIDA**

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 made by the Board of Commissioners 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 proceeding is made, which record includes the testimony and evidence upon which the appeal is to be heard.

NOTICE: Any person with a disability requiring auxiliary aids or services 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.

SPEAKERS: 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.

- A. ROLL CALL**
- B. PLEDGE OF ALLEGIANCE**
- C. AGENDA (Add, delete or re-sequence items)**
- D. MINUTES**
 - 1. 17 March 2016 Regular Meeting
 - 2. 7 April 2016 Workshop Meeting

E. PRESENTATIONS AND TIME CERTAIN ITEMS

F. PUBLIC COMMENTS (Public comments accepted for items not otherwise listed on the Agenda; 5 minute limit)

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

1. Sublease Between PrimePlanes Aircraft Services, Inc. and Gulf Coast Training Solutions, LLC
2. First Amendment to Leasehold Agreement North Quadrant Landfill Site with Collier County
3. Authorize Chairman to Execute Aviation Appreciation Month Proclamation
4. Acceptance of FY 2016 – 2017 Goals and Objectives
5. Approval of FY 2016 Utilization Plan
6. Approval to Issue a Request for Qualifications for the Design of a Replacement Aircraft Rescue and Firefighting Station
7. Authorization to Proceed with 30% Design Drawings and a Cost Estimate to Add Displaced Thresholds to Runway 14-32

H. NEW BUSINESS

I. OLD BUSINESS

1. Noise Compatibility Committee Update
2. Air Service Update

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)

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

O. ADJOURN

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.
