

Minutes
August 18, 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 and Commissioner Stricklen. Vice Chair Nocera was present via telephone. Commissioner Rideoutte had an excused absence.

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Ms. Dugan, Ms. Etelamaki, Mr. Frost, Ms. Terrill, Mr. Jefferson, Ms. Monville, Ms. Hart, and Ms. Menard. Also present was Ms. Jennifer Hamilton of Gravina Smith Matte & Arnold.

B. PLEDGE OF ALLEGIANCE

C. AGENDA

There were no changes to the agenda.

D. MINUTES

1. 16 June 2016 Regular Meeting

Commissioner Stricklen moved approval of the 16 June 2016 Regular Meeting minutes. Commissioner Evans seconded. Motion passed 4-0 with Commissioner Rideoutte absent.

2. 11 July 2016 Consultant Selection Committee Meeting

Commissioner Evans moved approval of the 11 July 2016 Consultant Selection Committee Meeting minutes. Commissioner Stricklen seconded. Motion passed 4-0 with Commissioner Rideoutte absent.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

There were no presentations and time certain items.

F. PUBLIC COMMENTS

There were no public comments.

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

1. Consent to Encumbrance with Lender – The Northern Trust Company

Ms. Dugan requested Board approval for the Chair to sign the Consent to Encumbrance and Agreement with Lender between City of Naples Airport Authority and The Northern Trust Company. She advised that the tenant, Industrial Equities of Florida, LLC, leased property from the Airport to

construct hangar facilities, and at this time they would like to obtain a loan for their construction. She reviewed two of the tenant's requirements as set forth in the land lease.

Mr. Owens confirmed that the Consent to Encumbrance and Agreement with Lender is the Authority's standard form document that has previously been accepted by the Board.

Commissioner Stricklen moved approval for the Chair to sign the Consent to Encumbrance and Agreement with Lender. Vice Chairman Nocera seconded. Motion passed 4-0 with Commissioner Rideoutte absent.

2. Retirement Plan Recordkeeper and Service Provider Consultant Selection Ranking

Ms. Dugan requested Board approval of the Consultant Selection Committee's ranking of the two firms that were interviewed on July 11, 2016, for a retirement plan recordkeeper and service provider as follows:

- (1) ICMA-RC
- (2) Empower Retirement

Ms. Dugan gave an overview of the Authority's retirement plans offered to employees and the services provided by Montgomery Pension Providers who have been engaged by the Authority to assist in retirement plan oversight and employer best management practices. She reviewed the Request for Proposal process and reported the rankings of the Consultant Selection Committee Meeting on July 11th. She added that ICMA-RC's proposal will result in employee plan fees to be reduced by 59 basis points.

Vice Chairman Nocera moved Board approval of the Consultant Selection Committee's ranking as presented by Ms. Dugan. Commissioner Stricklen seconded. Motion passed 4-0 with Commissioner Rideoutte absent.

Mr. Rozansky publicly thanked Ms. Dugan for her efforts in taking the lead on this project and stated that the results of her work will be beneficial to all employees.

H. NEW BUSINESS

There was no new business.

I. OLD BUSINESS

1. Noise Compatibility Committee (NCC) Update

Chair Messer provided an update of the NCC's meeting on June 30th and on the ongoing discussion with the FAA regarding the Metroplex initiative. She announced that the next NCC meeting will be held on Thursday, August 28th, at 9 a.m. in the Airport Office Building, 200 Aviation Drive North and encouraged the public to attend.

There was Board and staff discussion regarding the goal of ensuring that the community will have the opportunity to share its concerns and preferences with the FAA during the Metroplex Redesign Project, and prior to implementation. Mr. Rozansky reported that the FAA will begin their

community outreach in Tampa in September, followed by Orlando, Fort Lauderdale, Miami and then Naples in the late fall. Mr. Rozansky said that the FAA will be at the October Specialty Conference, and he will get an update regarding the Project at that time.

There was Board and staff discussion regarding Commissioner Stricklen's recommendation to task the Noise Compatibility Committee with establishing a set of guidelines to help guide the community discussions with the FAA. There was consensus to add this item to the NCC's meeting agenda of August 28th.

2. Air Service Update

In the absence of Commissioner Rideoutte, Mr. Rozansky advised that he would be giving the air service update. Mr. Rozansky said that he distributed the update to Board members in advance of the Board meeting and reported that Elite's activity has pulled back for the summer months. He reviewed the expenses/revenues from the airline operation and Elite's current schedule. When Mr. Rozansky last spoke with Mr. John Pearsall of Elite Airways, Mr. Pearsall stated that his firm is still working to announce the fall schedule and that should be forthcoming within the next two or three weeks. Ms. Etelamaki clarified the expense discrepancy that differed from the report that the Board received vs. what Mr. Rozansky referenced.

3. Gateway Triangle Update

Mr. Rozansky said that he spoke with Mr. Jerry Starkey from the development firm under contract with Collier County. Mr. Starkey advised that he received a Notice of Presumed Hazard from the FAA, which is an interim determination that provides two options. The first option would be to request the FAA to circulate public notice and receive comments from the Airport Authority, tenants, other members of the community for the FAA to consider those comments and, the second option would be for the developer to reduce the height of his development to 150 feet which coincides with the Authority's policy adopted at its meeting on June 16th, consistent with the county's airport zoning overlay. Mr. Rozansky reported that Mr. Starkey is considering the options but has not yet decided on which option he will choose. Mr. Starkey requested a 30-day extension of the contract with Collier County. Mr. Rozansky said that he would report any new developments at the September Regular Meeting. Commissioner Stricklen praised staff for the great effort in following up on this.

J. MANAGEMENT TEAM REPORT

1. Management Team Report

On page 7 of the Management Team Report, Commissioner Evans commented on the positive activity of the Customs Activity Breakdown report and asked if we were marketing the service to make people more aware of the Customs facility in Naples. Mr. Rozansky advised that the Authority is not actively marketing the availability of Customs services, but that it is likely attributable to increased awareness by word of mouth within the aviation community.

On page 7, third paragraph under Security, Mr. Rozansky responded to Chair Messer's inquiry regarding the public agencies that participate in the Aviation Security Contingency Plan Tabletop Exercise.

On page 5, first paragraph, Obstruction Action Plan, Mr. Rozansky clarified Commissioner Evans' inquiry regarding the heavy demand for drone use causing significant delays within the FAA approval process.

On page 7, second to the last paragraph, Commissioner Evans requested more information regarding Gulf Coast Airways operations. Mr. Rozansky stated that they are a charter operator.

On page 2 Mr. Rozansky provided an update with his meeting with the City's Fire Chief and other public service agencies with respect to 24-hour fire service. Mr. Rozansky said that this is still in the data collection stage and was not prepared to make a presentation yet.

Mr. Rozansky responded to Commission Stricklen's inquiry regarding the wait list tracking report and commented that one of the challenges is space for new hangar development.

Mr. Rozansky provided an update on the strategic planning workshop. Since Vice Chair Nocera's term will expire in November, Mr. Rozansky said that the Workshop would likely be held at the end of the calendar year or beginning of the New Year in order to include the new Commissioner, if Vice Chair Nocera is not reappointed. Mr. Rozansky envisions hiring a facilitator so that staff can be engaged in this process and develop some basic plans to present to the Board. He noted that he would be seeking input from our tenants and the community.

K. FINANCIAL REPORTS

1. Financial Summary

Ms. Etelamaki provided a summary of the financial results through the end of July 2016. Ms. Etelamaki and Mr. Rozansky responded to the Board's questions.

Commissioner Evans moved acceptance of the Financial Summary. Vice Chair Nocera seconded. The motion passed 4-0 with Commissioner Rideoutte absent.

2. FY 2017 Operating and Capital Expenditures Budget Update

Ms. Etelamaki presented an update of the proposed FY 2017 Operating and Capital Expenditures Budget and reviewed changes from the first draft that was presented at the June 2016 Regular Meeting. She said that the draft Budget will be presented to City Council as a courtesy and professional conversation in early September. At the September Regular Meeting, the recommended Budget will be presented to the Authority Board for adoption.

Commissioner Stricklen raised concern regarding the 2 percent increase in operating revenues and a 22 percent increase in operating expenses since 2015 with the majority in overhead expenses. Mr. Rozansky addressed the operating expense increases and added that substantial costs were moved from the capital plan to the operating budget and reviewed line items added to the 2017 budget.

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)

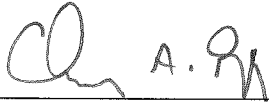
There were no public comments.

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Vice Chair Nocera commented on the correspondence the Commissioners received regarding the increased rate terms for the renewal of the lease with Mr. Matt Hagans. Vice Chair Nocera noted that although these decisions are made by the Executive Director, he recommended that the Authority negotiate better terms since Mr. Hagans has been a good, long term tenant. Chair Messer reported that she responded via e-mail to Mr. Hagans, advising him that negotiations with the Executive Director is standard business practice for the Authority. Mr. Rozansky stated that a meeting was scheduled with Mr. Hagans on August 19th.

O. ADJOURN

With no further business, the meeting adjourned at 10:57 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, AUGUST 18, 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. 16 June 2016 Regular Meeting
2. 11 July 2016 Consultant Selection Committee 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)

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2. Retirement Plan Recordkeeper and Service Provider Consultant Selection Ranking

H. NEW BUSINESS

I. OLD BUSINESS

1. Noise Compatibility Committee Update
2. Air Service Update
3. Gateway Triangle Update

J. MANAGEMENT TEAM REPORT

1. Management Team Report

K. FINANCIAL REPORTS

1. Financial Summary
2. FY 2017 Operating and Capital Expenditures Budget Update

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.
