

**Minutes of the**  
**January 11, 2018 Workshop Meeting of the**  
**City of Naples Airport Authority Noise Compatibility Committee**  
Airport Office Building Conference Room

**A. ROLL CALL**

Chair Byerly called the meeting to order at 9:01 a.m.

Other NCC members attending included Mr. Tuff, Mr. Metzler, Mr. Lobb, Mr. Linneman, Mr. Holland, and Councilor Finlay. Vice Chair Mastrocinque and Mr. Revall had an excused absence.

Staff and Authority Counsel present were Ms. Terrill, Mr. Owens, Ms. Snyder and Ms. Menard.

Commissioner Messer and Commissioner Lenhard were present from the beginning of the meeting, and Commissioner Rideoutte arrived shortly thereafter.

**B. PLEDGE OF ALLEGIANCE**

Chair Byerly led the Pledge of Allegiance.

**C. AGENDA (Add, delete or re-sequence items)**

There were no changes to the agenda.

**D. PRESENTATIONS AND TIME CERTAIN ITEMS**

There were no presentations or time certain items.

**E. PUBLIC COMMENTS**

There were no public comments.

**F. DISCUSSION ITEMS**

**1. Strategic Plan Discussion**

Ms. Terrill introduced the strategic plan topic for discussion. She provided background on the NCC Strategic Plan that was adopted on January 28, 2016. She stated that at the Committee meeting of October 26, 2017, NCC members were asked to review the status of initiatives and provide comments and suggested updates to the Strategic Plan for discussion. She reviewed the following documents that were distributed to the Committee at the beginning of this meeting: 1) A compilation of suggestions for the January 11<sup>th</sup> NCC workshop discussion; 2) the NAA Strategic Plan for FY 2017-2021; 3) Draft NCC Strategic Plan FY 2018-2021; 4) NCC Strategic Plan, dated January 2016; 5) NAA Noise Compatibility Policy Statement adopted February 15, 2017; 6) Sample template for setting action items that are measurable; and 7) Quarterly Noise Report for the period of April 2017 – June 2017.

On the list of Workshop suggestions, the Committee reviewed reformatting the NCC Strategic Plan to ensure alignment with the NAA Strategic Plan for FY 2017-2021. For discussion, Ms. Terrill prepared a draft NCC Strategic Plan, FY 2018-2021, taking the existing goals from the

2016 NCC Strategic Plan and putting them in the format of the Authority's strategic plan, and included the objectives and any action items not previously completed. Ms. Terrill said that the process in which to define measures would be discussed at today's regular meeting. There was Committee consensus for staff to move forward with the alignment of the two strategic plans.

There was discussion regarding the draft NCC goals. Under Goal 1, Improve compliance with Voluntary Curfew, it was suggested the following be added to the action plan: 1) Councilor Finlay suggested adding a detailed analysis be conducted due to night operations trending upward since 2005; 2) Mr. Holland recommended that the standard processes and procedures in place to deter aircraft operators from operating during the Voluntary Curfew, such as letters going out to offenders of the curfew, be included while seeking additional methods for improving adherence. Chair Byerly stated that the suggestions dovetail into the last action item in Goal 1, improving accuracy and efficiency in data collection and reporting of aircraft operations.

Commissioner Messer suggested reformatting the NCC Strategic Plan by referencing the NAA goals to align with the NCC goals so that the Authority and NCC are all working under the same umbrella with the same mission in mind.

There was discussion regarding the wording of NCC's Goal No. 4, "FAA Transparency during Metroplex Redesign Process. Since the FAA is a massive organization, Committee members suggested changing the goal to reflect a broader relationship with the NCC and FAA and include Metroplex as an action item along with the master plan update.

Chair Byerly reviewed other suggestions from the January 11<sup>th</sup> workshop. Regarding noise awards for tenants, Ms. Terrill suggested that the criteria for awards be developed and discussed by the NCC. Committee members agreed that awards should be presented annually and awards include not just big operators but anyone on the airport. Chair Byerly suggested Committee members submit any award ideas to Ms. Terrill to compile information for review at a future meeting. Commissioner Messer requested Committee members to apply their previous experience and background in their ideas for the awards program. In her background in human resources, awards were given for "perfect attendance." To take that as an example, perhaps awards could be given for "no curfew offenses."

In discussing each of the action items on the draft NCC Strategic Plan, staff will work with the NCC over the next several months to develop a revised Strategic Plan for presentation at the April 27, 2018 NCC Regular Meeting. Ms. Holland recommended that NAA staff complete the measures for each goal since they have data that Committee members would not be aware of.

Chair Byerly expressed an interest for all Committee members to receive the tenant newsletter.

The NCC discussed Goal No. 2, Strengthen Naples Airport Authority's position as a good corporate citizen and neighbor, and how it should be measured. There was discussion pertaining to the NCC assisting with the effort monthly or annually. Mr. Holland proposed that regular updates be given to the Committee on presentations to the community. He said that it is a great way for the Committee to hear what staff is hearing. Mr. Holland and Commissioner Messer provided an update of Mr. Rozansky's and Ms. Terrill's recent presentations to the Moorings Property Association and Old Naples Association. Ms. Terrill announced that staff's next

presentation will be at Aqualane Shores Homeowners Association. Mr. Linneman requested that the presentations staff made to the local homeowners associations be provided to NCC members.

As Committee members look at other actionable items under each of the goals and objectives, Ms. Terrill explained the decision tree handout as a guide for them to use in recommending other ideas.

There was discussion regarding benchmarking and sharing the action plan with NCC members as well as a section on the Authority's website of who controls what airspace for the benefit of the citizens' understanding. Chair Byerly said this would help with the communication objectives under Goal No. 2.

Mr. Holland proposed that the top three things to manage noise from the airport in Naples be clarified so that the Committee is clear on their focus.

NCC committee members will continue to send Ms. Terrill other ideas.

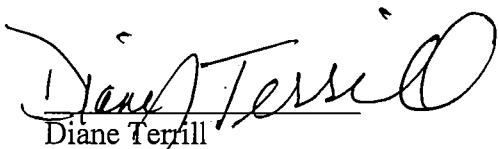
Ms. Terrill reminded NCC members regarding the Joint NAA and NCC Workshop to discuss the Master Plan Update on January 18<sup>th</sup> at 1:30 p.m. as well as the next NCC Regular Meeting on January 25<sup>th</sup> at 9 a.m. She announced that on January 31<sup>st</sup>, the Master Plan Update kick-off will be held for the community and encouraged NCC members to attend. She said she will post this as a public meeting.

#### **G. PUBLIC COMMENTS**

There were no public comments.

#### **H. ADJOURNMENT**

With no further business, the meeting adjourned at 10:30 a.m.



Diane Terrill  
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)  
Noise Compatibility Committee (NCC)  
Notice of Workshop Meeting**



**FINAL AGENDA**

Airport Office Building, 2<sup>nd</sup> Floor Conference Room  
200 Aviation Drive North  
Naples, Florida

**Thursday, January 11, 2018**

**9 a.m.**

**Commissioner Donna M. Messer – Chair and NCC Liaison**

**Commissioner Michael Lenhard – Vice Chair and Consultant Selection Committee Member**

**Commissioner James Rideoutte – Audit Committee Chair**

**Commissioner Ted Brousseau – Legal Liaison and Audit Committee Member**

**Commissioner Kerry C. Dustin**

**Executive Director: Christopher A. Rozansky**

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

**Welcome.** If you wish to address the Noise Compatibility Committee 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 Committee members 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**

No formal action may be taken on any item listed on the Agenda below, or added to the Agenda before or during the Workshop meeting. Also, the sequence of items may be changed as the meeting progresses. Any person who decides to appeal a recommendation made by the NCC with respect to any matter considered at this meeting may do so at the next NCC or the City of Naples Airport Authority Regular Meeting.

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 Committee approval, usually at the next Regular Meeting.

Two or more Airport Authority Commissioners may be in attendance. Florida Statute 286.011 states, "any gathering, whether formal or casual, of two or more members of the same Board or commission to discuss some matter on which foreseeable action will be taken by the public Board or Commission must be conducted in accordance with the Sunshine Law."

A. **ROLL CALL**

B. **PLEDGE OF ALLEGIANCE**

C. **AGENDA (Add, delete or re-sequence items)**

D. **PRESENTATIONS AND TIME CERTAIN ITEMS**

E. **PUBLIC COMMENTS**

F. **DISCUSSION ITEMS**

1. Strategic Plan Discussion

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H. **ADJOURNMENT**