CITY OF NAPLES AIRPORT AUTHORITY (NAA)
Board of Commissioners
Notice of Regular Meeting

REVISED AGENDA

City Hall Council Chambers
735 Eighth Street South
Naples, FL 34102

Thursday, April 18, 2019
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. March 21, 2019 Regular Meeting

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Employee of the Quarter

2. Draft Part 150 Noise Study – Mike Arnold, Environmental Science Associates

F. PUBLIC COMMENTS ON GENERAL TOPICS NOT ON THE CURRENT AGENDA

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

1. Authorize the Executive Director to execute a Second Lease Modification Agreement with Civil Air Patrol, Inc.

2. Authorize the Executive Director to execute an Agreement with the lowest compliant bidder, Owen Ames Kimball Company (OAK), for the Construction of a new Aircraft Rescue and Fire Fighting Facility (ARFF), provide for a contingency budget of 5% and the direct purchase of certain items in an amount Not To Exceed $5,014,676.22

3. Approval for the Executive Director to execute Professional Services Agreements with both Hanson Professional Services and EG Solutions, Inc., for On Call General Engineering Consultant Services

4. Authorize the Executive Director to Renew Employee Benefits and add Group Short Term Disability Coverage in an amount not to exceed $967,851

H. NEW BUSINESS

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

Minutes
March 21, 2019
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.

Present were Chair Messer, Vice Chair Lenhard, Commissioner Brousseau and Commissioner Rideoutte. Commissioner Dustin was present telephonically. Since there was a quorum present, Chair Messer requested Board acceptance to allow Commissioner Dustin to participate via speaker phone. There was Board consensus for Commissioner Dustin to do so.

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Ms. Terrill, Mr. Warriner, Ms. Jackson, Mr. Jefferson and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

Chair Messer led the Pledge of Allegiance.

C. AGENDA

There were no changes to the agenda.

D. MINUTES

1. February 21, 2019 Regular Meeting

Commissioner Rideoutte moved approval of the February 21, 2019 Regular Meeting minutes. Commissioner Brousseau seconded. Motion passed unanimously 5-0.

2. March 5, 2019 Consultant Selection Committee Meeting

Vice Chair Lenhard moved approval of the March 5, 2019 Consultant Selection Committee Meeting minutes. Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Noise Compatibility Committee (NCC) Member Interviews

Ms. Jackson requested Board interviews of the NCC candidates for the three NCC representative members whose terms expire March 31, 2019. She provided a brief summary of the open NCC member positions, the selection process and stated that seven applications were received. She reviewed the candidates eligible to serve the terms for the Northwest Quadrant, City-at-Large and County-at-Large positions. Chair Messer stated that Mr. Buckley, Mr. Walker and Mr. Revall were not present and therefore, the Board was unable to interview them and would need to make decisions based on the application information available.

Chair Messer reviewed the interview procedure. The following candidates were interviewed:

Mr. Chris Auron, 1184 Broad Avenue North, Naples, interviewed for the Northwest Quadrant and City-at-Large position. He provided a brief history of his background and experience. A question and answer period followed.

Mr. Cliff Holland, 3135 Leeward Lane, Naples expressed his appreciation for the opportunity to apply for the Northwest Quadrant or City-at-Large position. As the incumbent City-at-Large NCC member, he provided a brief history of his background and experience on the NCC. A question and answer period followed.

Mr. Harvey Cohen, 4590 Mesgansee Court, Naples expressed his appreciation to the Board for allowing him to interview for the County-at-Large position. He provided a brief history of his background and experience. A question and answer period followed.

Mr. David MacGregor, Jr., 640 21st Street SW, Naples interviewed for the County-at-Large position. He provided a brief summary of his background and experience at the Naples Airport. A question and answer period followed.

F. PUBLIC COMMENTS

There were no public comments.

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

1. Noise Compatibility Committee Member Selection

Commissioner Dustin requested the attendance record for the three incumbent NCC members applying for reappointment. Ms. Jackson stated that Mr. Walker was appointed for a partial term and in the last 12 months, he missed the Joint Workshop Meeting held in January 2019. Mr. Holland commented that he missed the June meeting; however, he had requested to participate via teleconference, but the NCC Bylaws do not allow telephonic conferencing for meetings.

Ms. Jackson requested Board appointments of the Northwest Quadrant, City-at-Large and County–at-Large open NCC positions. She said that the selected applicants will serve a four-year term through March 31, 2023. Chair Messer reviewed the proper procedure for the nominations and appointments to the NCC. She thanked all seven candidates for taking the time to apply and appreciated their interest in serving the NCC.

a. Northwest Quadrant

Chair Messer nominated Mr. Auron for NCC member of the Northwest Quadrant position. There were no other nominations. Chair Messer requested Ms. Menard to take the roll call for a vote for Mr. Auron. There was a unanimous vote of 5-0 for Mr. Auron to serve as the Northwest Quadrant representative.

b. City-at-Large

Chair Messer nominated Mr. Holland for NCC member of the City-at-Large position. There were no other nominations. Chair Messer requested Ms. Menard to take the roll call for a vote for Mr. Holland. There was a unanimous vote of 5-0 for Mr. Holland to serve as the City-at-Large representative.

c. County-at-Large

Chair Messer nominated Mr. Cohen for NCC member of the County-at-Large position. Commissioner Brousseau nominated Mr. MacGregor for NCC member of the County-at-Large position. There were no other nominations. Chair Messer requested Ms. Menard to take the roll call for a vote for Mr. Cohen, since he was nominated first. There was a vote of four for Mr. Cohen (Chair Messer, Vice Chair Lenhard, Commissioner Rideoutte and Commissioner Dustin) with Commissioner Brousseau against. Mr. Cohen was selected to serve as the County-at-Large representative.

2. **Board Approval of the Consultant Selection Committee Ranking of Firms for On Call General Engineering Consultant Services**

Mr. Rozansky requested Board approval of the Consultant Selection Committee ranking of firms for On Call General Engineering Consultant Services. Mr. Rozansky provided a brief summary of the Request for Qualifications process and reported that on March 5th, a Consultant Selection Committee meeting was held to interview and rank the responding firms. Following the interviews, Mr. Rozansky said that there was discussion regarding complementary qualifications of the firms and possibly entering into an agreement with more than one firm with the anticipation of additional projects resulting from the Master Plan. Mr. Rozansky stated that this action was contingent upon Federal Aviation Administration (FAA) approval, which was received prior to this meeting.

Vice Chair Lenhard moved Board approval of the Consultant Selection Committee ranking of firms for On Call General Engineering Consultant Services as follows:

1) Hanson Professional Services; 2) EG Solutions, Inc. and 3) Hole Montes, Inc.

and moved approval for staff to negotiate with the top two ranked firms, Hanson Professional Services and EG Solutions, Inc. Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

3. **Authorization for the Executive Director to Execute a Professional Services Agreement with Environmental Science Associates (ESA) for Noise Consulting Services**

Ms. Jackson requested Board authorization for the Executive Director to execute a Professional Services Agreement with ESA for noise consulting services. She provided a brief summary of the scope of work and terms of the on call services.

Commissioner Rideoutte moved approval for the Executive Director to execute a Professional Services Agreement with ESA for Noise Consulting Services as presented by Ms. Jackson. Commissioner Dustin seconded. Motion passed unanimously 5-0.

4. **Authorize the Executive Director to Execute a Third Amendment to Lease with APF Development III, LLC**

Ms. Jackson requested Board authorization for the Executive Director to execute a Third Amendment to Lease with APF Development III, LLC. She provided a brief summary of APF Development III's Leasehold Agreement dated April 17, 2008, the First Amendment dated August 4, 2011 and the Second Amendment dated March 16, 2017.

Chair Messer moved Board authorization for the Executive Director to execute a Third Amendment to Lease with APF Development III, LLC. Vice Chair Lenhard seconded. Motion passed unanimously 5-0.

H. NEW BUSINESS

There was no new business.

I. OLD BUSINESS

1. **Noise Compatibility Committee Update**

Chair Messer stated that the NCC last met on January 31st and a recap of that meeting was provided at the February 21st Regular Meeting. She reported on the scope and FAA grant status for the Part 150 Noise Study. She announced that the video of the January 31st NCC meeting and presentations are on our website and that the next Regular Meeting of the NCC is scheduled for 9 a.m. on Thursday, April 25th in the Airport Office Building, 200 Aviation Drive North. She added that this will be the first meeting for newly appointed NCC members and encouraged the public to attend.

J. LEADERSHIP TEAM REPORT

1. **Leadership Team Report**

In reference to the fourth paragraph on page 1, Commissioner Rideoutte commented regarding the growing safety concerns of drones and requested an update on what is currently being done to address these issues. Mr. Rozansky responded that the FAA controls the airspace and it is a complex issue. Mr. Rozansky added that the use of drones at special events are a concern and staff has a meeting scheduled with the City's police department and special event permitting staff as well as with the Sheriff's office and other County staff on how best to approach the issue. There was discussion regarding the available systems that identify the operator and location of a drone and the privacy issues associated with these systems. Commissioner Dustin asked if there was a height limitation on geofencing and if there were other security benefits of this application to consider. Mr. Rozansky said that he was uncertain if there was a height limitation and will provide updates as information becomes available. He said that staff is extremely proactive on this issue.

In reference to the first paragraph under the heading, Provide Service Excellence Every Day, Vice Chair Lenhard requested clarification of the software that staff was evaluating. Mr. Rozansky stated that an enterprise resource planning platform was previously implemented for our financial system and that the software referenced in the report was for a point of sale (POS) and asset management software system. He explained why we were looking to replace our current POS software, Total FBO.

In response to Commissioner Dustin's comment regarding the decrease in total aircraft operations for the month of February as reported in the High Level Summary, Mr. Rozansky stated that operations were strong in October, November and December and the negative trend began in January. He added that through March to date, Jet A sales have increased but Avgas has followed the same downward trend. He added that the broader industry has reported the same downward pattern.

Under Jet A Fuel Programs on page 2, Commissioner Rideoutte inquired about the additional $875,000 in increased revenue that we anticipate and what the estimated percentage of that is due to the price structure changes. Mr. Rozansky said 100 percent.

K. FINANCIAL REPORTS

1. Financial Summary

Mr. Warriner provided a review of the financials and reported favorably on actuals against budget for the month of February and for fiscal year to date.

As a follow up to Commissioner Dustin's request regarding the impact of the fuel changes made, Mr. Warriner said that the fuel trends and projections of the new program are outlined in the Leadership Team Report as well as in the Aircraft Fuel Analysis handout that was distributed to Board members ahead of the meeting.

A question and answer period followed.

Commissioner Rideoutte moved acceptance of the February Financial Summary. Vice Chair Lenhard seconded. Motion passed unanimously 5-0.

L. COUNSEL'S REPORT

1. Counsel's Report

Mr. Owens reported that there were no pending legal matters or material issues to discuss.

M. PUBLIC COMMENTS (5 minute limit)

There were no public comments.

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Commissioner Rideoutte commented regarding the number of high caliber Noise Compatibility Committee applicants and their positive feedback regarding the Naples Airport.

Commissioner Dustin commented that he believes the State of Florida's annual economic impact report for the Naples Airport is substantially low and inadequately reflects the real value of the airport to the community. He requested that staff find out how that amount is calculated. Mr. Rozansky stated that the State of Florida is in the process of finalizing an update to that economic impact study for every airport across the State of Florida and that for the Naples Airport, our economic impact was calculated

at $400 million a year. He added that once the study is completed, staff will present it to the Board and will provide detail on how it was calculated.

O. ADJOURN

With no further business, the meeting adjourned at 10:13 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 21, 2019
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 21, 2019 Regular Meeting

2. March 5, 2019 Consultant Selection Committee Meeting

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Noise Compatibility Committee Member Interviews

F. PUBLIC COMMENTS ON GENERAL TOPICS NOT ON THE CURRENT AGENDA

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

1. Noise Compatibility Committee Member Selection

2. Board Approval of the Consultant Selection Committee Ranking of Firms for On Call General Engineering Consultant Services

3. Authorization for the Executive Director to Execute a Professional Services Agreement with Environmental Science Associates (ESA) for Noise Consulting Services

4. Authorize the Executive Director to Execute a Third Amendment to Lease with APF Development III, LLC

H. NEW BUSINESS

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

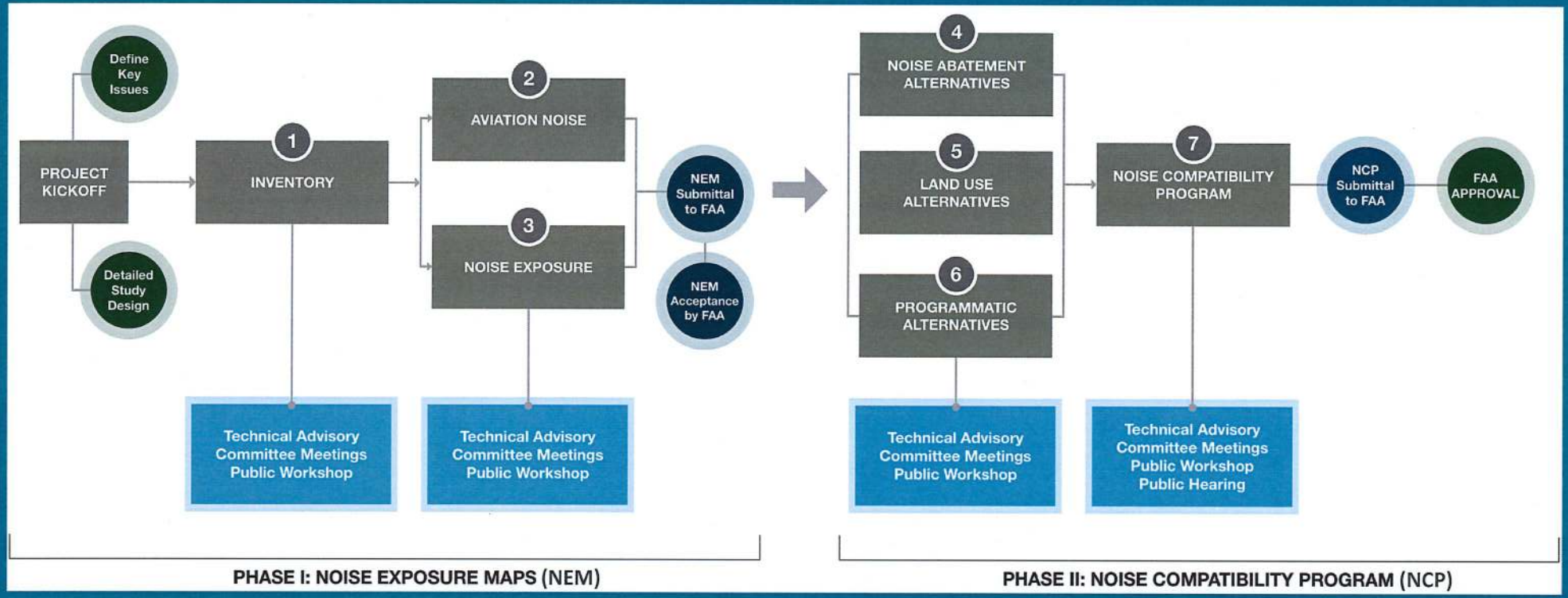
Naples AIRPORT

Naples Airport 14 CFR Part 150

Draft Scope of Work – April 2019

ESA

14 CFR Part 150 Process



Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Key Elements – Task 1

- Project Initiation
- Community Engagement and Communication Plan
- Naples Airport Authority (NAA) Coordination
- Federal Aviation Administration (FAA) Orlando Airports District Office (ADO) Coordination (4)
- FAA Air Traffic Organization (ATO) Coordination (6)
- NAA/Noise Compatibility Committee (NCC)/City of Naples/Collier County Briefings (16)
- Other Agency (City and County Planning, etc.) Coordination (4)

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Public Workshops – Task 2

- Project Kickoff Workshops (4 – one in each quadrant)
- Noise Exposure Map (NEM) Workshops (2)
- Noise Compatibility Program (NCP) Workshops (2)
- NCP Workshop/Hearing

Additional Outreach – Task 2

- Small Community Meetings (up to 8)
- Community Retail Style Outreach (up to 8)
- Electronic Newsletters (8)
- Website

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Technical Advisory Committee (Up to 12 meetings)

- City of Naples
- Collier County
- Community Representatives (from each quadrant)
- NCC Liaison
- NAA Liaison
- Aircraft Operators
- Tenants
- FAA
- Florida Department of Transportation (FDOT)
- Chamber
- Others

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Key Elements – Task 3

- Comprehensive Land Use and Operational Database
- Forecast Update (to reflect recent conditions)
- Population Analysis
  - Detailed residential parcel data analysis (based on Property Appraiser database)
  - Review and potential use of third party vendor population growth projections

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Key Elements – Task 4

- Runway Use, Flight Track and Fleet Mix Analysis
- Noise Modeling to DNL 55 dBA Contour
- Formal Noise Exposure Map (NEM) Development
- Noise Sensitive Use and Population Impacts
- Supplemental Metrics/Contour Development (up to 4)

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Key Elements – Task 5

- Draft and Final NEM Report Documentation
- Public Circulation of Draft (30 days prior to NEM workshop)
- Certification of NEMs
- FAA Determination of Consistency
- Notice of NEM Availability

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Key Elements – Tasks 6 - 8

- Identify and Evaluate Various NCP Measures
- Model up to ten (10) Noise Abatement Alternatives
- Screen Alternatives and Develop Recommendations
- Develop Implementation Plan

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. **Prepare and Submit NCP Documentation**
10. Project Management and Coordination

Key Elements – Task 9

- Finalize Recommendations
- Prepare Draft and Final NCP Report Documentation
- Public Circulation of Draft (30 days prior to public hearing)
- Response to Comments
- FAA Administrative Review
- FAA 180 Day Formal Review Period
- FAA Record of Approval

Naples AIRPORT

ESA

14 CFR Part 150 Draft Scope of Work

1. Project Team, Agency and Sponsor Coordination
2. Community Outreach Program
3. Develop a Comprehensive Database of Current Conditions
4. Noise Contour Development & Impact Analysis
5. Prepare and Submit NEM Report
6. Identify and Evaluate Noise Abatement Alternatives
7. Identify and Evaluate Compatible Land Use Alternatives
8. Identify and Evaluate Administrative Measures
9. Prepare and Submit NCP Documentation
10. Project Management and Coordination

Key Elements – Task 10

- Project Management and Administration
- Project Closeout

Naples AIRPORT

ESA

Next Steps

- NCC Review
- FAA Review
- Finalize Scope
- Independent Fee Estimate (IFE)
- ESA Cost Estimate
- Grant Application

Naples AIRPORT

Questions ?

ESA

Naples AIRPORT AUTHORITY

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director CR

By: Heather LeDuc, Business Manager

Meeting Date: April 18, 2019

Re: **ACTION ITEM**

1. **Authorize the Executive Director to Execute a Second Lease Modification Agreement with Civil Air Patrol, Inc.**

ACTION REQUESTED: Board authorization for the Executive Director to execute a Second Lease Modification Agreement with Civil Air Patrol, Inc. ("CAP").

BACKGROUND: On August 26, 1981, the City of Naples Airport Authority (the "Authority") executed a twenty (20) year land lease between the Authority and CAP for a parcel of land for the construction of an aircraft hangar and associated facilities to serve as a permanent headquarters for Florida Wing Civil Air Patrol.

On November 1, 2006, a First Lease Modification Agreement was executed to extend the lease term to forty (40) years and update various terms and conditions of the original lease agreement.

Presently, CAP has requested that a Second Lease Modification Agreement be executed in order to add an additional ten (10) years to the current lease term. As conditions of the extension, CAP will replace the existing hangar roof, paint the exterior of the hangar and agree to updated terms and conditions that are consistent with other recent land leases.

In consideration of the ongoing master plan seeking to identify the ultimate highest and best use of the current location of the CAP hangar, the Authority will agree to refund a pro-rated portion of the cost of the aforementioned improvements in the event that the Authority terminates the lease in order to implement any phase or portion of any airport master or strategic plan.

COMMUNICATIONS PLAN: Not applicable.

FINANCIAL IMPACT: Not applicable.

Naples AIRPORT AUTHORITY

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director CR

By: Kerry Keith, Sr. Director of Airport Development and Facilities KDK

Meeting Date: April 18, 2019

Re: **ACTION ITEM**

2. **Authorize the Executive Director to execute an Agreement with the lowest compliant bidder, Owen Ames Kimball Company (OAK), for the Construction of a new Aircraft Rescue and Fire Fighting Facility (ARFF), provide for a contingency budget of 5% and the direct purchase of certain items in an amount Not To Exceed $5,014,676.22**

ACTION REQUESTED: Authorize the Executive Director to execute an Agreement with Owen Ames Kimball (OAK) for the construction of a new ARFF Facility, provide for a contingency budget of 5% and the direct purchase of certain items in an amount not to exceed $ 5,014,676.22.

BACKGROUND: The construction of an ARFF Facility was advertised on February 10th with a bid date of March 29, 2019. Two bids were received.

Bid Results – Company	Total Bid Amount
West Construction, Inc.	$ 4,868,558.30
Owen Ames Kimball	**$ 4,775,882.11**

The requested budget amount includes the construction of the ARFF facility, relocation of utilities, all site work including paving associated with the construction plus a contingency of 5%, or $238,794.11, for possible unanticipated conditions or additional permit requirements and $100,000 for Authority supplied furniture and accessories. Staff also requests approval for possible NAA direct purchase of major items within the contract, such as the generator and garage doors. Direct purchase will allow a cost savings of the associated 6% tax.

COMMUNICATIONS PLAN: The bidders have been notified of the final ranking and the results were posted on our web site.

FINANCIAL IMPACT: The project has a not to exceed budget of $5,014,676.22. Florida Department of Transportation (FDOT) will fund $2,240,000, which includes a current agreement for $800,000 plus a commitment for an additional $1,440,000. The remaining $2,774,676.22 will be funded by the NAA, and the required funds are anticipated in the FY19 capital budget. FDOT has committed to reviewing the project costs with the possibility of adding additional funds.

Naples AIRPORT AUTHORITY

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director CR

By: Kerry Keith, Sr. Director of Airport Development and Facilities KDK

Meeting Date: April 18, 2019

Re: **ACTION ITEM**

3. Approval for the Executive Director to execute Professional Services Agreements with both Hanson Professional Services and EG Solutions, Inc., for On Call General Engineering Consultant Services

---

SUMMARY: Board approval for the Executive Director to execute Professional Services Agreements with the two (2) top ranked firms, Hanson Professional Services and EG Solutions, Inc. for On Call General Engineering Consultant Services.

BACKGROUND: Following Board approval of the Consultant Selection Committee rankings for on call general engineering consultant services: 1) Hanson Professional Services 2) EG Solutions, Inc. 3) Hole Montes, Inc. at the March Regular Meeting and Federal Aviation Administration (FAA) approval of multiple firms for similar services, staff negotiated with the top two ranked firms for a variety of on call general engineering consulting services. Assignment of individual tasks will be determined on a number of factors, including but not limited to qualifications relevant to each project, the firms availability and successful negotiation of a scope and fee for their services.

COMMUNICATION PLAN: Not applicable at this time.

FINANCIAL IMPACT: There is no financial impact involved with this approval. Task Orders that exceed the Executive Director's authority, will be presented to the Board for approval.

Naples AIRPORT AUTHORITY

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director CR

By: Virginia Bendle, Sr. Manager of Human Resources VB

Meeting Date: April 18, 2019

Re: **ACTION ITEM**

4. Authorize the Executive Director to Renew Employee Benefits and add Group Short Term Disability Coverage in an amount not to exceed $967,851

ACTION REQUESTED: Board authorization for the following:

1. Approval of the renewal of employee benefits effective May 1, 2019
2. Approval to add a group Short Term Disability benefit effective May 1, 2019

BACKGROUND: The Executive Director has responsibility and authority for employee benefits under the Delegation of Powers, Section VII, Human Resources. The benefits package is a dominant factor in attracting and retaining talent at the Authority.

Virginia Bendle worked with Baldwin Krystyn Sherman Partners (BKS), the Authority's benefits broker, to negotiate the benefits renewal and solicit proposals from insurers in the marketplace to bring the best options for consideration. Based on recommendations by BKS as a result of the proposals received, we bring forward the following:

Health Insurance

The Authority offers three (3) types of medical plans which have varying deductibles, co-insurance, co-pays, prescription coverage, and maximum out-of-pocket limits. The Authority contributes toward the employee's coverage in all of the plans ($0 cost to the employee for the higher deductible PPO and H.S.A. plans) plus a portion of the additional cost of spouse or family coverage. Each employee may choose the plan that best suits his/her individual need and budget.

The broker received the renewal proposal and a proposal from one other insurance company. Other carriers declined to quote. **The 2019 renewal rates with Blue Cross Blue Shield (BCBS) of Florida have been negotiated to an overall increase of 0% and the broker recommends**

staying with BCBS. We recommend renewing the three plans with the same coverage as in past years.

Dental

The Authority contributes toward dental insurance for employees and dependents. With approval we will again offer two (2) dental plans: Gold and Silver. The Gold Plan provides richer benefits for those employees who wish to pay the additional premium. **The Guardian dental renewal was negotiated to a 0% increase, and the benefits and rates are competitive with other carriers. BKS recommends staying with the Guardian plans. We agree with this recommendation.**

Vision, Life, AD&D and LTD

The Authority provides and fully pays for Life and Accidental Death and Dismemberment (AD&D) and Long-Term Disability (LTD) insurance. The Vision coverage is voluntary (the Authority does not contribute to the cost for coverage). **Guardian did not increase the premium rates for these plans. We recommend that we stay with Guardian as insurer for Life, AD&D, LTD and Vision insurances.**

Other Benefits

The Authority will, with approval, continue to participate in and fund the cost of ancillary benefits that prove to enhance the Authority's retention and recruitment efforts and benefit cost-savings strategies. These benefits include the Medical Advocacy Program (MAP), a service that assists employees in finding the best qualified and least costly doctors and other providers within our BCBS network. Likewise, the Authority will continue to offer the Flexible Spending Account (FSA) program administered by TASC. The Health Savings Account is offered to employees in the H.S.A. health plan, and is administered by Health Equity. Teladoc will also continue as a benefit and cost-savings strategy as telemedicine saves employees the cost of a doctor's copay and time, while saving the health plan the cost of office visit fees.

In addition to the renewal of the current benefits, this year **we recommend adding a group Short Term Disability plan to the benefits** provided by the Authority. Currently, coverage is available as a voluntary benefit; however, only 33 employees have elected this coverage. According to the Job Accommodation Network, an injured worker is less likely to return to work the longer he or she is on leave. A group benefit more closely aligns with the Authority's procedures encouraging a return to work. BKS was able to obtain two quotes for this coverage. One carrier was not competitive offering a rate 80% higher than the other. Guardian is offering the lowest premium rate. **BKS recommends Guardian, and we agree. The annual cost of this benefit to the Authority is $26,091.00.**

COMMUNICATIONS PLAN: Employees will make benefit selections through the ADP Workforce Now program. All benefit information is distributed through e-mail and the ADP system with a paper option offered to those who have a specific request.

FINANCIAL IMPACT: The FY2019 Operating Budget anticipated a ten percent (10%) increase in the employer's cost of employee health and benefit plans for the May 1st renewal. Because of the 0% overall renewal rate, the budget impact will be minimal and only for plan premiums based on salary and age, such as Life, LTD and AD&D, and changes in enrollment choices. The total annual cost of the benefits is $967,851.00 (not including retirement plan costs). This is a 5.9% increase over the prior year, including the addition of the Short Term Disability benefit.

For the remainder of fiscal year 2019 and beyond, the health care industry is expected to continue trending at average premium increases of 8-10%. The Authority has completed four (4) annual ACA reporting cycles of health care participation. The plans we offer and the employee costs are well within the definitions found in the law. We will continue to monitor the implications of potential ACA repeal and its replacement laws very closely through our broker.

LEADERSHIP TEAM REPORT

March 2019 – April 2019

FOSTER A VALUED, ENGAGED AND EMPOWERED WORKFORCE

Directors and managers completed a leadership development workshop with executive coaching consultant, Mina Merkel, of M2 on April 5th. The workshop focused on delegation as a final outcome of situational leadership, and accountability as a leader, which is a core value within NAA.

The Human Resources team attended the HR Law & Solutions Seminar on March 29th joining over 300 HR professionals from the area to hear updates in legislative and case law. They also attended a presentation on responding during an active shooter situation and HR's role in the aftermath. Guest speaker, Andy Masters, CSP, M.A., concluded the all-day seminar with a presentation, HR Leadership Lessons.

The Senior Director of Development attended the Statewide Continuing Florida Aviation System Planning Process (CFASPP) meeting in Lakeland, FL on April 3rd. Florida Department of Transportation (FDOT) provided an update of ongoing projects, and a representative with the Federal Aviation Administration (FAA) provided an agency update that included information on some of the concerns surrounding drone activity, including their tracking and the tools that may be utilized once a drone operator has been identified.

The Senior Director of Development attended the inaugural FDOT Florida Airports Professional Academy (FAPA) on April 8th. The two-day course included a presentation explaining the functions and resources offered by FDOT, a presentation on the Joint Automated Capital Improvement Program (JACIP) followed by a demonstration of the use and requirements of the JACIP. Future courses will be held in different parts of the state, allowing staff to attend without a major travel commitment.

A post-season employee appreciation event will be held on April 26th to thank staff for providing service excellence during our busiest time of year. The event will include a catered lunch and staff photo.

PROVIDE SERVICE EXCELLENCE EVERY DAY

NAA welcomed Vice President Pence on March 28th, which was coordinated with Secret Service and military personnel. The Vice President's visit included operations with a military C-17 Globemaster and a Boeing C-32 using the call sign Air Force Two.

The Leasing and Badging office is now located on the first floor of the Airport Office Building. All leasing and most badging activities will be handled in the new location to provide an increased level of customer service for our customers and employees.

The Operations Department coordinated with the Airport Development Specialist to complete revisions to the Airport Emergency Plan (AEP) and Airport Certification Manual (ACM), which included the recently completed construction project (Taxiway Delta D) and submitted them to the Federal Aviation Administration (FAA) for approval.

The electrical transfer switch was replaced in the Airfield Electrical Vault. This switch engages the generator when there is a loss of utility power. The original switch gear was installed in 1994 shortly after the air traffic control tower was constructed.

Annual preventative maintenance on the stationary generators has commenced in preparation for Hurricane season. NAA currently has eight stationary diesel-powered generators serving key facilities around the airport.

Staff communicated the Everbridge Emergency Communications program to tenants in the March-April 2019 newsletter. The system will provide efficient communications to our airport community during times when the distribution of real-time information is vital, such as the upcoming 2019 hurricane season.

Naples Air Traffic Control Tower Manager, Rich Hitt in partnership with the FAA, hosted the annual Runway Safety Action Team (RSAT) meeting March 26th. This meeting brings together airport management, tenants and airport business personnel to discuss concerns, recommendations and proactive solutions to enhance runway and surface safety, as runway and surface incursions remain a serious concern nationally.

Staff has been proactively researching the technology and regulations surrounding Unmanned Aircraft Systems (UAS)/Drone operations in proximity to airports. As a result of coordination with local agencies, staff created an informational flyer with current regulations and available resources listed. The flyer will be made available to local agencies including the City and County for their use with special events and published on the airport website for local operators.

Aircraft Rescue and Firefighting Facility - Bids were received March 29th. Owen Ames Kimball was the lowest compliant bidder. Board approval for the construction will be requested at the April Regular meeting.

Irma Recovery - A portion of the hurricane damaged hangar doors have been replaced. The remaining doors were manufactured incorrectly and have been reordered, causing a delay in final completion of the door replacement. As approved by the Board, ten additional doors will be replaced as part of our annual maintenance of the NAA T-hangars. These will be replaced at the contract bid price for hurricane repairs but paid for separately from the insurance claim. The first four doors will be delivered in mid-April.

Fuel Farm Expansion – The contractor continues to work with staff on submittals required for the project. Due to the tank manufacturer's lead time of approximately 20 weeks, actual construction is estimated to commence in May or June. A Notice to Proceed for the construction was issued on April 8th.

Conservation Area Exotic Vegetation Removal – A Request for Proposals (RFP) for the 2019 Exotic Vegetation Removal was advertised on March 18th. This project consists of removing exotic vegetation from the conservation area along the Gordon River. As part of the mitigation agreement for the conservation area, the NAA is required to maintain exotic vegetation at less than 5% of the total vegetation. A South Florida Water Management District (SFWMD) Representative periodically inspects the area for compliance.

General Aviation Terminal (GAT) Remodel Evaluation Phase I – A contract has been issued to Schenkel Shultz Architecture for the project's Phase I, Evaluation of the GAT. The initial kick-off meeting for the project with NAA staff will be scheduled for late April.

Alerts

There were five (5) alerts for the month of March 2019.

DATE	ALERT	TYPE A/C	PROBLEM	RESULT
03/3/2019	3	Citation X	Pilot reported smoke in cockpit after take-off.	Returned to APF without incident.
3/9/2019	1	Cirrus SR22	Low Cylinder Head Temp Indication.	Returned to APF without incident.
3/12/2019	6	Sea Ray (Seaplane)	Landed grass strip; tailwheel did not extend.	Aircraft was removed from the movement area. No injuries.
3/11/2019	6	C172	Left main flat tire in the run-up area.	Aircraft was removed from the movement area. No injuries.
3/18/2019	3	PA28	While landing RWY 5, pilot lost control of aircraft during rollout due to too much speed and exited the RWY surface.	Aircraft was removed from the movement area for repairs. No injuries.
3/22/2019	3	PA24	Landing gear only partially extended.	Gear collapsed upon touchdown. Aircraft was removed from the movement area for repairs. No injuries.

Jet A Fuel Programs

Contract fuel program has increased to 59% of the total gallons sold for the month of March 2019. The Prepaid program has decreased from 32% to 21% of the overall total gallons sold since October 2018. We expect this trend to continue until the Prepaid program is discontinued on May 31, 2019.

	Jet A Fuel Program Mix Trend By Gallons					
	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19
Jet A- Retail	32%	24%	20%	22%	24%	21%
Jet A- Prepaid	32%	28%	26%	24%	19%	21%
Jet A- Volume	35%	10%	0%	0%	0%	0%
Jet A- Contract	0%	38%	54%	54%	57%	59%
	100%	100%	100%	100%	100%	100%

AvTrip Program

AVTRIP Program Jet A Gallons Sold by Fuel Program					
	Full Retail	Volume Discount	Contract	Prepaid Program	Total
Gallons Sold by Program	446,156	87,763	1,149,849	331,921	2,015,689
% by Program	**22.1%**	**4.4%**	**57.0%**	**16.5%**	**100.0%**
Cost of AvTrip Points by Fuel Program	$8,923	$1,755	$22,997	$6,638	$40,314

COMMITTED TO SUSTAINABILITY

Outreach

The Operations staff, in association with the Military Museum, held two (2) flag retirement ceremonies on March 8th and 13th, retiring over 1,000 flags.

The FBO Manager and the Human Resources Coordinator attended the Lely High School Career Fair to educate and inspire students about the variety of potential career opportunities with the NAA and the aviation industry.

The Director of Communications and Human Resources Coordinator attended the Gulf Coast High School Career Fair to educate and inspire students about the variety of potential career opportunities with the NAA, and the aviation industry.

Staff attended the monthly Naples Pilot's Association (NPA) meeting on March 27th. The Executive Director gave a presentation on the Master Plan.

The next series of Master Plan public outreach events will be held on April 30th at the Naples Regional Library and on May 1st at the Commercial Terminal. These events have been advertised in the Naples Daily News on March 31st, April 3rd and April 5th. In addition, a press release was distributed and published by Gulfshore Business, it has been posted to the airport website, sent to Home Owners Associations and emailed to the NAA subscriber list.

The Director of Communications attended the Greater Naples Chamber of Commerce monthly Wake Up Naples meeting on April 3rd. The meeting featured a presentation by Dr. Jerry Parrish, Chief Economist with the Florida Chamber Foundation.

Staff and NCC member, Mr. Harvey Cohen, distributed airport information at the annual Collier County Mosquito Control District (CMCD) Open House on April 6th. Approximately 350 local community members attended.

Tours

During the month of March, three (3) tours were conducted. Of these tours, one was a group of 10 students from an Aeronautics class with the Village School of Naples. The tour stops included Collier Mosquito Control District, MedFlight, the Collier County Sheriff's Hangar, the Aircraft Rescue and Firefighting Station and Naples Jet Center. The group concluded its tour at the Experimental Aircraft Association (EAA) hangar where attendees learned about the Naples Aviation Youth Build Program and Young Eagles.

Please
FLY SAFE
FLY QUIET

Naples
AIRPORT AUTHORITY

The following is a high-level summary for March 2019, plus information on upcoming events:

March 2019 compared to March 2018:

- Total Aircraft operations are down 6.1%
- IFR (Instrument Flight Rules) operations are up 1.2%
- VFR (Visual Flight Rules) operations are down 12.4%
- Voluntary curfew (10pm – 7am) operations are down 1.0%
- 72.76% of the operations occurred during the "shoulder hours" in March 2019 as compared to 76.5% during March 2018.
- Voluntary curfew compliance rate is 98.1% in March 2019, as compared to 97.9% in March 2018.

FY 2019 compared to FY 2018 (October- March):

- Total Aircraft operations are up 1.5%
- IFR (Instrument Flight Rules) operations are up 1.3%
- VFR (Visual Flight Rules) operations are up 1.6%
- Voluntary curfew (10pm – 7am) operations are down 1.6%
- Voluntary YTD curfew compliance rate is 98.4% for FY 2019 and 98.3% for FY 2018.

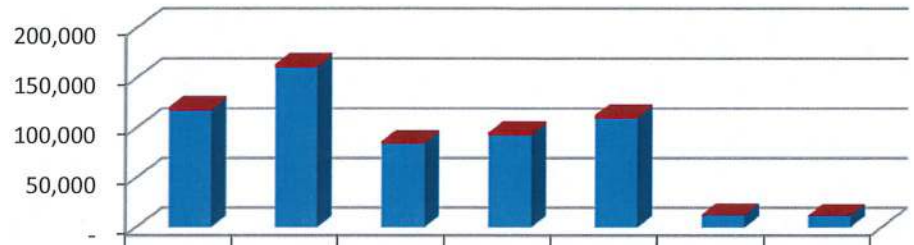
The next **Noise Compatibility Committee Regular Meeting** is scheduled for Thursday, April 25, 2019, at 9 a.m., in Airport Office Building Conference Room located at 200 Aviation Drive North, 2nd floor. The public is encouraged to attend.

Videos of NCC Meetings are available for viewing at:
http://www.flynaples.com/ncc-meetings-minutes/.

NCC and NAA Annual Reports are posted on the Authority's website at:
https://flynaples.com/annual-reports/.

Naples Airport - Operations Summary
Prepared by the Naples Airport Authority
March 2019

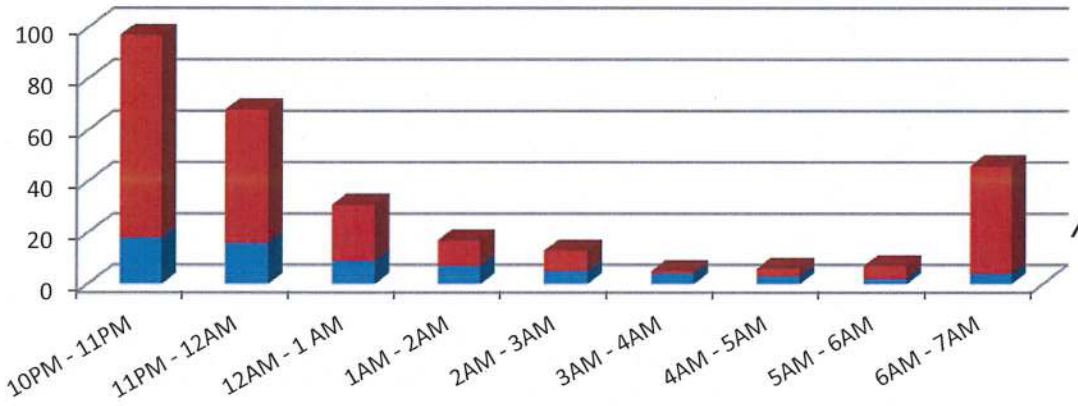
Day and Night Operations Annual & Current Month



	FY 2000	FY 2005	FY 2010	FY 2017	FY 2018	Mar-2018	Mar-2019
Total Operations	120,291	163,434	86,187	95,018	112,262	12,500	11,732
Night Operations	3,282	3,130	1,973	2,758	2,880	293	290
Day Operations	117,009	160,304	84,214	92,260	109,382	12,207	11,442
% Night Operations	2.7%	1.9%	2.3%	2.9%	2.6%	2.3%	2.5%

Voluntary Curfew (10 pm to 7 am) enacted May 1996

Night Operations by Hour - Current Month



Public Service /Exempt Operations include air ambulance, Mosquito Control, EMS, Sheriff, Coast Guard and military

72.76% of night operations took place during the hours of 10 pm - midnight and 6 a.m. - 7 a.m.

Voluntary Curfew Activity by Aircraft Category, Current Month

	Arrivals	Departures	Total	% of Activity
Jets	54	35	89	31%
Turboprops	10	5	15	5%
Piston	58	57	115	40%
Helo	2	1	3	1%
Public Service	40	28	68	23%
Total	164	126	290	
% of Activity	57%	43%		

US Customs and Border Protection Aircraft Clearings

	Cleared and Stayed	Cleared and Departed	Total Cleared	Cleared and Stayed
FY 2011*	304	6	310	98.1%
FY 2012	492	16	508	96.9%
FY 2013	549	12	561	97.9%
FY 2014	762	26	788	96.7%
FY 2015	874	32	906	96.5%
FY 2016	1025	47	1072	95.6%
FY 2017	1204	22	1226	98.2%
FY 2018	1334	28	1362	97.9%
FY 2019 YTD	850	15	865	98.3%

* Facility opened December 30, 2010

General Aviation Terminal - HVAC **All Updates as of 4/8/2019**

Contractor: Advanced Air Systems- Low Bidder
Consultant: Hanson Professional Services, Inc
Funding: NAA

					Costs to Date
1	**Board Approved Budget - Design Phase I**	**$**	**34,410.00**		
2	**Board Approved Budget - Construction**	**$**	**500,000.00**		
3	Hanson Professional Services, Inc.- Design Phase I	$	34,410.00	$	39,000.00
4	Hanson Professional Services, Inc.-Construction Phase II	$	5,930.00		
5	Contractor: Advanced Air Systems	$	441,813.00	$	397,631.67
6	Direct Purchase				
7	**Total Project Budget**	**$**	**534,410.00**		
8	Total Cost to Date			$	436,631.67
9	Total available to Complete	$	97,778.33		
	Work is complete, final payment with permit closeout				

Taxiway D North Quad Realignment Design & Const. Phase

Contractor: Quality Enterprises USA, Inc.
Consultant: EG Solutions
Funding: FDOT-80%, NAA- 20%

					Costs to Date
1	**Board Approved Budget - Design & Construction Phase Serv.**	**$**	**606,841.00**		
2	**Board Approved Budget - Construction**	**$**	**3,675,999.25**		
3	EG Solutions - Design & Const. Phase	$	606,841.00	$	606,779.91
4	Contractor: Quality Enterprises USA, Inc.	$	3,675,999.25	$	3,402,564.52
5	Bid Advertisement				
6	**Total Project Cost - Design & Construction**	**$**	**4,282,840.25**		
7	Total Cost to Date			$	4,009,344.43
8	Total available to Complete	$	273,495.82		
	Work is complete, final payment with permit closeout				

ARFF Replacement Station

Contractor: TBD
Consultant: Atkins North America, Inc.
Funding: FDOT-80%, NAA- 20%

					Costs to Date
1	**Board Approved Budget - Design Phase Services**	**$**	**500,000.00**		
2	Atkins- Design Phase	$	457,761.00	$	432,581.63
3	Contractor: TBD				
4	Bid Advertisement				
5	**Total Project Cost**	**$**	**500,000.00**		
6	Total Cost to Date			$	432,581.63
7	Total available to Complete	$	67,418.37		

Master Plan
Consultant: Environmental Science Associates Corp.

	Funding: Base Fee- FAA 90%, FDOT 5%, NAA 5% Funding: Alternate Fee - NAA 100%			Costs to Date
1	**Board Approved Budget**	**$**	**1,200,000.00**	
2	Base Fee	$	781,995.00	$ 564,263.10
3	Alternate Fee	$	414,410.00	$ 117,436.97
4	**Total Project Cost**	**$**	**1,196,405.00**	
5				
6	Total Cost to Date			$ 681,700.07
7	Total Available to Complete	$	514,704.93	

Irma Repair - T Hangars
Contractor: Alen Construction Group
Consultant: Hanson Professional Services, Inc
Funding: NAA

				Costs to Date
1	**Board Approved Budget -**	**$**	**1,031,707.20**	
2	Contractor: Alen Construction Group	$	1,031,707.20	$ 700,709.85
3	**Total Project Cost**	**$**	**1,031,707.20**	
4	Total Cost to Date			$ 700,709.85
5	Total available to Complete	$	330,997.35	

Irma Repair Design and Construction Services
Consultant: Hanson Professional Services, Inc
Funding: NAA

				Costs to Date
1	**Board Approved Budget - Design and Construction Services**	**$**	**224,263.00**	
2	Hanson Professional Services, Inc.	$	224,263.00	$ 147,349.32
3	**Total Project Cost**	**$**	**224,263.00**	
4	Total Cost to Date			
5	Total available to Complete	$	76,913.68	

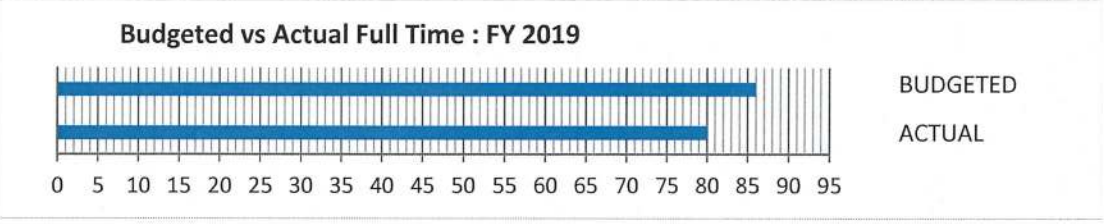
Fuel Farm Expansion Design and Construction
Consultant: Hanson Professional Services, Inc
Contractor: MDM Services, Inc
Funding - NAA

					Costs to Date
1	**Board Approved Budget - Design and Const Services**	**$**	**122,310.00**		
2	**Board Approved Budget -Construction**	**$**	**1,575,000.00**		
3	Hanson Professional Services, Inc. - Design	$	122,310.00	$	91,066.30
4	MDM Services, Inc - Construction	$	1,431,045.35		
5	**Total Project Cost**	**$**	**1,697,310.00**		
6	Total Cost to Date			$	91,066.30
7	Total available to Complete	$	1,606,243.70		

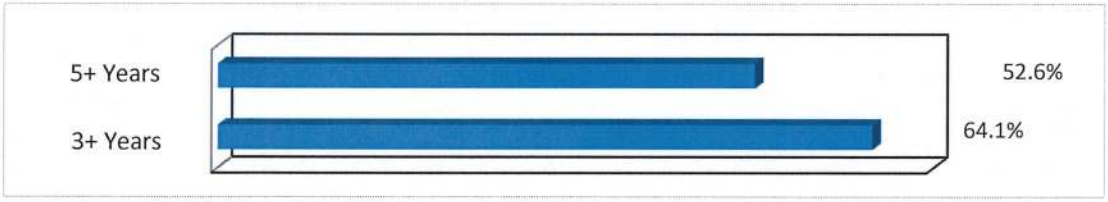
City of Naples Airport Authority
31-Mar-19
HUMAN RESOURCES METRICS

	FY 2015	FY 2016	FY 2017	FY 2018	FY19
Voluntary Turnover History (Annual)	5.9%	4.1%	8.1%	10.0%	3.5%

EMPLOYMENT[1]	FY 2015	FY 2016	FY 2017	FY 2018	FY19
Budgeted Positions (Non Seasonal)	72.5	73.6	74.8	76.0	86.0
Budgeted Positions (Seasonal)	2.5	2.5	2.5	2.5	12.0
Actual Positions (Non Seasonal)	68.7	72.2	73.9	72.0	79.0
Actual Positions (Seasonal)	3.0	2.8	2.6	2.0	12.0 [4]



Years of Service with the Authority	FY 2015	FY 2016	FY 2017	FY 2018	YTD FY19
3+ years	72.1%	65.8%	66.7%	64.9%	64.1%
5+ years	63.2%	58.9%	56.9%	55.4%	52.6%



	FY 2015	FY 2016	FY 2017	FY 2018	FY19
Work Injuries	1	3	5	4	1
Days Away from Work[2]	-	1	5	49	31

	FY 2015	FY 2016	FY 2017	FY 2018	FY19
Damage Incidents[3]	9	7	4	1	0
Per actual positions (FTE)	0.13	0.09	0.05	0.01	-

1. Effective January 2018 a change in the report reflects annual budgeted positions and actual positions year to date. Prior years reflect fiscal year adjusted FTE's.

2. 20 of the missed days is a single incident in the previous fiscal year that resulted in 2 surgeries. Employee returned to work 10/31/2018.

3. Report does not reflect Hurricane Irma damage.

4. The January report reflected 13 Actual Positions (Seasonal) which included two Non-Seasonal Part-Time staff. This report is corrected to reflect those staff in the Non-Seasonal Actuals.

CITY OF NAPLES AIRPORT AUTHORITY

ACTIVITY REPORT
PERIOD ENDING 31 MARCH 2019

OPERATIONS	Current Month			Year to Date		
	FY 18	FY 19	Variance %	FY 18	FY 19	Variance %
OPERATIONS - Itinerant						
Air Carrier	0	0	NMF	1	1	0.0
Commercial	2,046	2,006	(2.0)	9,628	9,827	2.1
General Aviation	8,281	8,002	(3.4)	39,830	40,899	2.7
Military	19	31	63.2	111	87	(21.6)
TOTAL ITINERANT OPERATIONS	10,346	10,039	(3.0)	49,570	50,814	2.5
OPERATIONS - Local						
Commercial	0	0	NMF	0	0	NMF
General Aviation	1,856	1,401	(24.5)	11,823	11,584	(2.0)
Military	5	2	(60.0)	62	12	(80.6)
TOTAL LOCAL OPERATIONS	1,861	1,403	(24.6)	11,885	11,596	(2.4)
TOTAL NIGHT OPERATIONS	293	290	(1.0)	1,362	1,340	(1.6)
TOTAL IFR - Operations *	5,766	5,833	1.2	28,101	28,471	1.3
TOTAL VFR - Operations	6,734	5,899	(12.4)	34,716	35,279	1.6
TOTAL OPERATIONS	12,500	11,732	(6.1)	62,817	63,750	1.5

Beginning 10/01/12, the nighttime operations were combined as one entry.

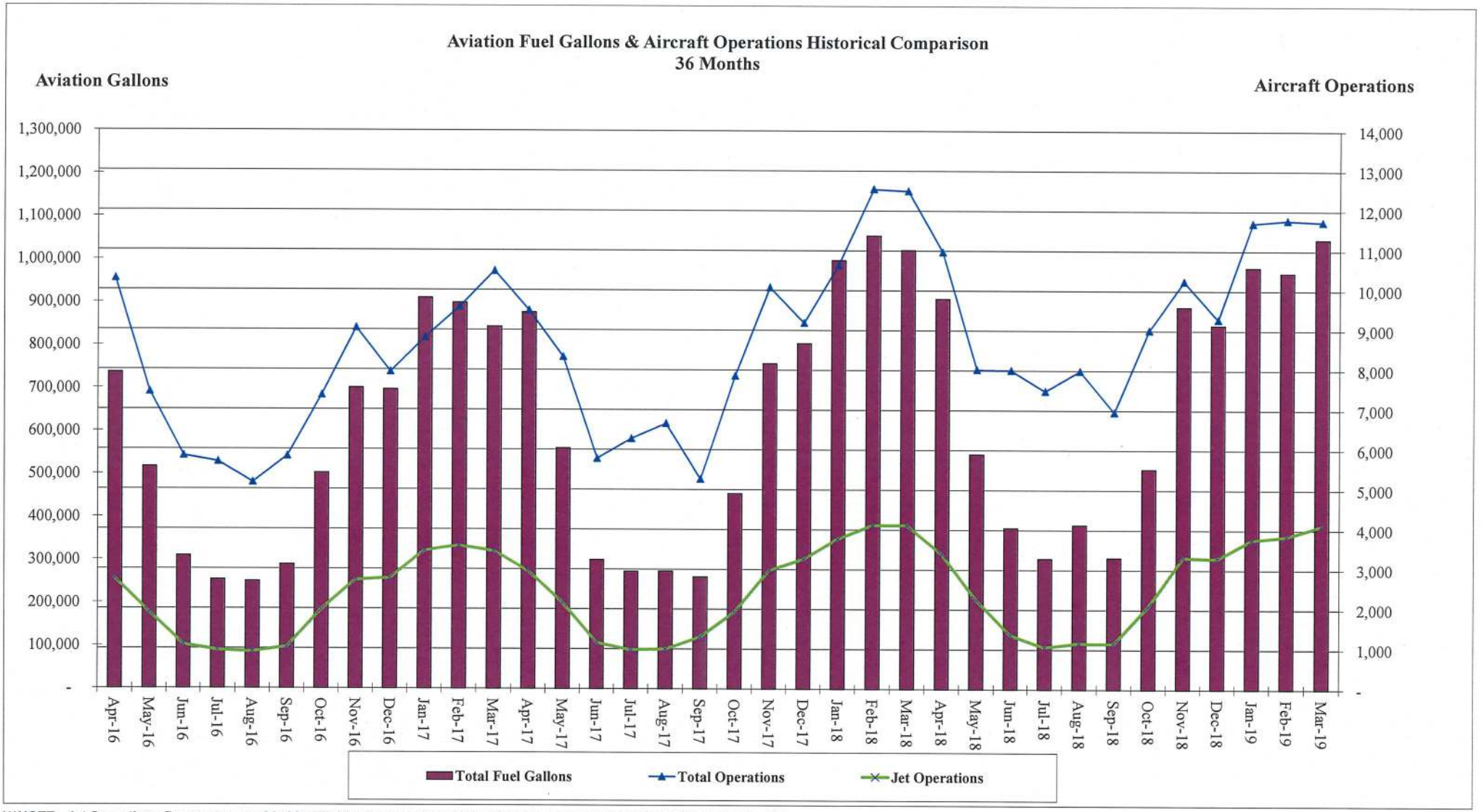
* As reported by ATCT

NMF = No Meaningful Figure

FINAL

CITY OF NAPLES AIRPORT AUTHORITY
U.S. CUSTOMS GENERAL AVIATION ACTIVITY
PERIOD ENDING 31 MARCH 2019

MONTH	TOTAL AIRCRAFT CLEARED			AIRCRAFT CLEARED/STAYED IN NAPLES			CLEARED/DEPARTED FOR DESTINATION			PERSONS CLEARED		
	FY 2018	FY 2019	VARIANCE (%)	FY 2018	FY 2019	VARIANCE (%)	FY 2018	FY 2019	VARIANCE (%)	FY 2018	FY 2019	VARIANCE (%)
OCTOBER	55	63	14.5	55	63	14.5	0	0	NME	218	309	41.7
NOVEMBER	126	143	13.5	123	137	11.4	3	6	100.0	524	663	26.5
DECEMBER	156	137	-12.2	155	135	-12.9	1	2	100.0	700	615	-12.1
JANUARY	162	138	-14.8	158	137	-13.3	4	1	-75.0	722	795	10.1
FEBRUARY	185	173	-6.5	183	172	-6.0	2	1	-50.0	746	830	11.3
MARCH	202	211	4.5	197	206	4.6	5	5	0.0	879	962	9.4
APRIL												
MAY												
JUNE												
JULY												
AUGUST												
SEPTEMBER												
YTD TOTALS	**886**	**865**	**-2.4**	**871**	**850**	**-2.4**	**15**	**15**	**0.0**	**3789**	**4174**	**10.2**



***NOTE: Jet Operations figures are provided by Flight Aware and are subject to change due to their reporting methods. ***

Naples AIRPORT AUTHORITY

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director CR

By: Ken Warriner, Director of Finance and Administration KW

Date: March 8, 2019

Re: **March 2019 Financials**

1. Financial Summary

For the month of March 2019, operating revenue (net of cost of goods sold) was $2,293,529 compared to the budget of $1,955,003. This was favorable to budget by $338,526 or 17%. Operating expenses were favorable to budget by $131,640 or 13%. Income from Operations was $1,417,271 or $470,166 favorable to the budget. The net income was favorable to budget by $498,614. The Authority's net income for the month was budgeted at $699,333 and the actual was $1,197,947.

YTD Budget-to-Actual Comparisons

	FY 18-19 Budget	FY 18-19 Actual	Variance	Percent Variance
Jet A Net Fuel Revenue	$ 6,824,244	$ 7,913,661	$ 1,089,417	16.0%
Jet A Fuel Gallons Sold	4,483,833	5,041,698	557,865	12.4%
Jet A Fuel Gallons Pumped	4,358,239	4,947,456	589,217	13.5%
Ramp Fee Revenue	$ 366,200	$ 426,450	$ 60,250	16.5%
S/T Storage Rentals	$ 725,000	$ 725,932	$ 932	0.1%

YTD Prior Year to Current Year Comparisons

	FY 17-18 Actual	FY 18-19 Actual	Variance	Percent Variance
Aircraft Fuelings	16,150	16,757	607	3.8%
Jet A Fuelings	9,650	9,773	123	1.3%
Jet A Fuel Gallons Pumped	4,771,899	4,947,456	175,557	3.7%
Ramp Fee Transactions	1,584	1,574	(10)	-0.6%

As of the end of March, the Authority was still at capacity for aircraft storage rentals with a waiting list of 82 for various size rental spaces. Of these, 43% are current tenants and 57% are prospective tenants.

City of Naples Airport Authority
Financial Reports
For the Period Ending March 31, 2019

INDEX

	Page
Management Reports	
Statement of Fuel Sales - Month	2
Statement of Fuel Sales - Fiscal Year-to-Date	3
Financial Statements	
Income Statement - Month	4
Income Statement - Fiscal Year-to-Date	5
Operating Expenses by Department - Month	6
Operating Expenses by Department - Fiscal Year-to-Date	7
Statement of Cash Flows	8
Balance Sheet	9

City of Naples Airport Authority
Statement of Fuel Sales
For the Period Ending March 31, 2019

Fuel Sales Revenue		Current Month					
		FY 18 - 19 Budget		FY 18 - 19 Actual		Variance Favorable (Unfavorable)	
		Gallons	Dollars	Gallons	Dollars	Gallons	Dollars
Jet A	Full Service	324,759	$ 1,395,063	205,954	$ 898,643	(118,805)	$ (496,420)
	Contract Fuel	-	-	587,599	$2,270,762	587,599	$2,270,762
	Jet A Prepaid	208,884	718,524	208,129	$826,132	(755)	$107,608
	Volume Discount	281,602	894,052	-	-	(281,602)	(894,052)
	Flowage Fees	16,340	5,092	12,892	3,868	(3,448)	(1,224)
Total Jet A		**831,585**	**$ 3,012,731**	**1,014,574**	**$ 3,999,406**	**182,989**	**$ 986,675**
100LL	Full Service	20,910	$ 85,001	17,302	$ 80,776	(3,608)	$ (4,225)
	Self Fueler	12,546	46,090	10,662	$41,090	(1,884)	($5,000)
	Prepaid Fuel	11,220	43,905	13,023	$56,229	1,803	$ 12,324
Total 100LL		**44,676**	**$ 174,996**	**40,987**	**$ 178,095**	**(3,689)**	**$ 3,099**
Car Wash Facility		4,489	$ 10,100	7,051	$ 16,571	2,562	$ 6,471
Aviation Oil			$900	50	$952	50	$52
Total Fuel Sales		**880,750**	**$ 3,198,727**	**1,062,662**	**$ 4,195,024**	**181,912**	**$ 996,297**
Fuel Cost of Sales							
Jet A	Full Service	324,759	$ 638,925	205,954	$ 487,068	(118,805)	$ (151,857)
	Contract Fuel	-	-	587,599	1,427,233	587,599	1,427,233
	Jet A Prepaid	208,884	411,629	208,129	$509,030	(755)	97,401
	Volume Discount	281,602	559,401	-	-	(281,602)	(559,401)
	Flowage Fees	16,340	-	12,892	-	(3,448)	-
Total Jet A Cost		**831,585**	**$ 1,609,955**	**1,014,574**	**$ 2,423,331**	**182,989**	**$ 813,376**
100LL	Full Service	20,910	$ 66,912	17,302	$ 60,852	(3,608)	$ (6,060)
	Self Fueler	12,546	40,147	10,662	33,350	(1,884)	($6,797)
	Prepaid Fuel	11,220	35,904	13,023	40,373	1,803	$4,469
Total 100LL Cost		**44,676**	**$ 142,963**	**40,987**	**$ 134,576**	**(3,689)**	**$ (8,387)**
Car Wash Facility		4,489	$ 9,100	7,051	$ 28,138	2,562	$ 19,038
Aviation Oil			$ 600	50	$ 3,298	50	$ 2,698
Credit Card Fees			$ 34,500		$ 30,692		**$ (3,808)**
Total Cost of Sales		**880,750**	**$ 1,797,118**	**1,062,662**	**$ 2,620,034**	**181,912**	**$ 822,916**
Total Net Fuel Revenue			**$ 1,401,609**		**$ 1,574,990**		**$ 173,381**

City of Naples Airport Authority
Statement of Fuel Sales
For the Period Ending March 31, 2019

Fuel Sales Revenue		Year-To-Date				Variance Favorable (Unfavorable)	
		FY 18 - 19 Budget		FY 18 - 19 Actual			
		Gallons	Dollars	Gallons	Dollars	Gallons	Dollars
Jet A	Full Service	1,772,321	$ 7,301,433	1,116,927	$ 4,918,536	(655,394)	$ (2,382,897)
	Contract Fuel	0	-	2,361,420	9,119,860	2,361,420	$9,119,860
	Jet A Prepaid	1,005,898	3,345,418	1,210,731	4,712,814	204,833	$1,367,397
	Volume Discount	1,580,020	4,745,796	258,378	995,664	(1,321,642)	(3,750,133)
	Flowage Fees	125,594	38,935	94,242	24,117	(31,352)	(14,818)
Total Jet A		**4,483,833**	**$ 15,431,582**	**5,041,698**	**$ 19,770,991**	**557,865**	**$ 4,339,409**
100LL	Full Service	102,714	$ 417,409	99,877	$ 453,590	(2,837)	$ 36,182
	Self Fueler	64,566	239,605	40,401	152,824	(24,165)	($86,781)
	Prepaid Fuel	62,208	240,332	76,834	326,463	14,626	$86,131
Total 100LL		**229,488**	**$ 897,346**	**217,112**	**$ 932,878**	**(12,376)**	**$ 35,532**
Car Wash Facility		17,833	$ 52,100	32,261	$ 81,010	14,428	$ 28,910
Aviation Oil			$ 4,100	315	$9,995	315	$ 5,895
Total Fuel Sales		**4,731,154**	**$ 16,385,128**	**5,291,385**	**$ 20,794,874**	**560,231**	**$ 4,409,746**
Fuel Cost of Sales							
Jet A	Full Service	1,772,321	$ 3,422,928	1,116,927	$ 2,603,878	(655,394)	$ (819,050)
	Contract Fuel	-	-	2,361,420	5,595,996	2,361,420	$5,595,996
	Jet A Prepaid	1,005,898	2,028,865	1,210,731	2,953,575	204,833	$924,709
	Volume Discount	1,580,020	3,155,545	258,378	703,882	(1,321,642)	(2,451,664)
	Flowage Fees	125,594	-	94,242	-	(31,352)	-
Total Jet A Cost		**4,483,833**	**$ 8,607,338**	**5,041,698**	**$ 11,857,331**	**557,865**	**$ 3,249,992**
100LL	Full Service	102,714	$ 328,685	99,877	$ 314,826	(2,837)	$ (13,858)
	Self Fueler	64,566	206,612	40,401	125,064	(24,165)	($81,548)
	Prepaid Fuel	62,208	198,777	76,834	242,751	14,626	$43,974
Total 100LL Cost		**229,488**	**$ 734,074**	**217,112**	**$ 682,642**	**(12,376)**	**$ (51,432)**
Car Wash Facility		17,833	$ 45,900	32,261	$ 73,375	14,428	$ 27,475
Aviation Oil			$ 3,200	315	$ 4,223	315	$ 1,023
Credit Card Fees			$ 186,800		$ 148,755		$ (38,045)
Total Cost of Sales		**4,731,154**	**$ 9,577,312**	**5,291,385**	**$ 12,766,326**	**560,231**	**$ 3,189,013**
Total Net Fuel Revenue			**$ 6,807,816**		**$ 8,028,548**		**$ 1,220,733**

City of Naples Airport Authority
Income Statement
(Budget-to-Actual Comparison)
For the Month Ending March 31, 2019

	Current Period				Variance Explanation for Amounts >$10,000 and 10%
	FY 18-19 Budget	Actual	Favorable/ (Unfavorable)	%	
Operating Revenue					
Fuel Sales	$ 3,198,727	$ 4,195,024	$ 996,297	31 %	Fuel program changes effective November 2018.
Cost of fuel sales	(1,797,118)	(2,620,034)	(822,916)	46	Increase due to higher sales
Net fuel sales	$ 1,401,609	$ 1,574,990	$ 173,381	12	
Concession Fees	83,000	96,102	13,102	16	Higher volume than budgeted
Hangar/T-Shelter/Tiedowns	259,782	296,128	36,346	14	Higher volume than budgeted
Building & Land Rent	110,990	123,401	12,411	11	Higher rents than budgeted
Line Services	62,962	122,210	59,248	94	Increase in fees in February not budgeted
U.S. Customs User Fees	34,954	68,115	33,161	95	More clearings than budgeted
Miscellaneous Revenue	1,706	12,583	10,877	638	Co-op revenue not budgeted
Total Operating Revenue	**$ 1,955,003**	**$ 2,293,529**	**$ 338,526**	**17 %**	
Operating Expenses					
Personnel Expense	$ 493,984	$ 403,162	$ 90,822	18 %	Not all positions budgeted have been filled.
Professional Fees	172,461	131,797	40,665	24	$20K previous months expense reclassed to prepaid fees, fewer consultants than budgeted
Legal Fees	25,590	14,226	11,364	44	Less legal services than budgeted
Communications Expense	8,851	14,653	(5,801)	(66)	
Insurance Expense	44,407	47,040	(2,633)	(6)	
Health, Life and Long Term Dis. Ins.	69,267	74,297	(5,030)	(7)	
Employee Recognition Affairs	750	1,289	(539)	(72)	
Uniforms	1,705	6,240	(4,535)	(266)	
Training & Education / Webinars	12,053	3,560	8,492	70	
Professional Development	2,133	-	2,133	100	
Conferences	10,903	3,757	7,145	66	
Travel / Mileage / Meals / Lodging	5,556	3,324	2,232	40	
Utilities & Environmental Expense	39,350	44,676	(5,326)	(14)	
Office/Supplies/Postage/Printing Expense	17,842	8,668	9,174	51	
Police Services	3,000	2,800	200	7	
Dues/Subscriptions/Fees Expense	5,542	5,969	(427)	(8)	
Auto Gas & Diesel Fuel Expense	7,083	11,785	(4,702)	(66)	
Pilot Services	13,333	9,425	3,908	29	
Building Maintenance	20,642	13,652	6,990	34	
Airfield Maintenance	5,298	16,242	(10,944)	(207)	Replaced signs and lights for 139 inspection
Grounds Maintenance	12,497	5,634	6,863	55	
Vehicle Maintenance	6,250	11,079	(4,830)	(77)	
Equipment Maintenance	22,149	28,710	(6,561)	(30)	
Small Tools, Equipment and Supplies	7,252	14,241	(6,989)	(96)	
Miscellaneous Expense	-	31	(31)	-	
Total Operating Expenses	**$ 1,007,898**	**$ 876,258**	**$ 131,640**	**13 %**	
Income/(Loss) from Operations	**$ 947,105**	**$ 1,417,271**	**$ 470,166**	**50 %**	
Other Income/(Expense)					
Customer Facility Charges	18,092	24,008	5,916	33 %	
Depreciation Exp-Operations	(179,574)	(192,750)	(13,176)	7	
Depreciation Exp-Contributions	(121,965)	(121,184)	781	(1)	
Interest Revenue	35,675	70,602	34,927	98	Higher interest rates than budgeted
Total Other Income (Expense)	**$ (247,772)**	**$ (219,324)**	**$ 28,448**	**(11) %**	
Net Income	**$ 699,333**	**$ 1,197,947**	**$ 498,614**	**71 %**	

City of Naples Airport Authority
Income Statement
(Budget-to-Actual Comparison)
For the Fiscal Year-to-Date Period Ending March 31, 2019

	Year-to-Date				Variance Explanation for Amounts >$25,000 and 10%
	FY 18-19 Budget	Actual	Favorable/ (Unfavorable)	%	
Operating Revenue					
Fuel Sales	$ 16,385,128	$ 20,794,874	$ 4,409,746	27 %	Fuel program changes effective November 2018 and higher volume
Cost of fuel sales	(9,577,312)	(12,766,326)	(3,189,014)	33	Increase due to higher sales
Net fuel sales	$ 6,807,816	$ 8,028,548	$ 1,220,732	18	
Concession Fees	$ 360,500	$ 391,185	$ 30,686	9	
Hangar/T-Shelter/Tiedowns	1,557,126	1,587,182	30,056	2	
Building & Land Rent	673,931	721,143	47,212	7	
Line Services	397,390	562,360	164,970	42	Increase due to higher volume than budgeted and increase in rates
U.S. Customs User Fees	202,010	289,345	87,335	43	More clearings than budgeted
Miscellaneous Revenue	10,460	24,305	13,845	132	
Total Operating Revenue	**$ 10,009,232**	**$ 11,604,068**	**$ 1,594,836**	**16 %**	
Operating Expenses					
Personnel Expense	$ 3,005,840	$ 2,747,078	$ 258,762	9 %	
Professional Fees	1,025,408	949,442	75,966	7	
Legal Fees	165,821	149,005	16,816	10	
Communications Expense	81,664	79,040	2,624	3	
Insurance Expense	266,442	250,298	16,144	6	
Health, Life and Long Term Dis. Ins.	415,602	442,527	(26,925)	(6)	
Employee Recognition Affairs	22,300	23,475	(1,175)	(5)	
Uniforms	48,211	60,448	(12,237)	(25)	
Training & Education / Webinars	70,250	21,054	49,196	70	Budget amounts not yet spent.
Professional Development	12,798	-	12,798	100	
Conferences	55,116	7,587	47,529	86	Budget amounts not yet spent.
Travel / Mileage / Meals / Lodging	31,088	20,559	10,529	34	
Utilities & Environmental Expense	236,064	175,038	61,026	26	Actual is consistant with prior year.
Office/Supplies/Postage/Printing Expense	107,142	52,909	54,233	51	Budget amounts not yet spent.
Police Services	18,000	18,260	(260)	(1)	
Dues/Subscriptions/Fees Expense	33,858	23,072	10,785	32	
Auto Gas & Diesel Fuel Expense	42,498	38,947	3,551	8	
Pilot Services	79,998	66,959	13,039	16	
Building Maintenance	123,836	101,070	22,766	18	
Airfield Maintenance	105,593	47,959	57,634	55	Budget for painting not yet spent.
Grounds Maintenance	74,978	78,587	(3,609)	(5)	
Vehicle Maintenance	37,494	23,631	13,863	37	
Equipment Maintenance	131,100	137,961	(6,860)	(5)	
Small Tools, Equipment and Supplies	43,478	62,521	(19,043)	(44)	
Miscellaneous Expense	-	(3,908)	3,908	-	
Total Operating Expenses	**$ 6,234,580**	**$ 5,573,520**	**$ 661,060**	**11 %**	
Income/(Loss) from Operations	**$ 3,774,653**	**$ 6,030,549**	**$ 2,255,896**	**60 %**	
Other Income/(Expense)					
Customer Facility Charges	$ 108,552	$ 108,080	$ (472)	(0) %	
Depreciation Exp-Operations	(1,068,953)	(1,172,578)	(103,625)	10	Some assets not included on depreciation schedule when the budget was prepared.
Depreciation Exp-Contributions	(747,408)	(727,100)	20,308	(3)	
Interest Revenue	214,050	388,693	174,643	82	Higher interest rates than budgeted
Other Revenue (Expense)	-	136	136	-	
Interest Expense	-	-	-	-	
Total Other Income (Expense)	**$ (1,493,759)**	**$ (1,402,769)**	**$ 90,990**	**(6) %**	
Net Income	**$ 2,280,894**	**$ 4,627,780**	**$ 2,346,886**	**103 %**	

City of Naples Airport Authority
Operating Expenses by Select Departments
Month Ending March 31, 2019

	Air Traffic Control Tower	Airport Rescue Fire Fighting	IT	US Customs & Border Protection	All Other Operating	Monthly Total
Operating Expenses						
Personnel Expense	$ -	$ -	$ -	$ -	$ 403,162	$ 403,162
Professional Fees	-	68,017	(5,038)	27,704	41,114	$ 131,797
Legal Fees	-	-	-	-	14,226	$ 14,226
Communications	-	-	-	-	14,653	$ 14,653
Insurance	-	-	-	-	47,040	$ 47,040
Health, Life and Long Term Dis. Ins.	-	-	-	-	74,297	$ 74,297
Employee Recognition Affairs	-	-	-	-	1,289	$ 1,289
Uniforms	-	-	-	-	6,240	$ 6,240
Training & Education / Webinars	-	-	-	-	3,560	$ 3,560
Professional Development	-	-	-	-	-	$ -
Conferences	-	-	695	-	3,062	$ 3,757
Travel / Mileage / Meals / Lodging	-	-	-	-	3,324	$ 3,324
Utilities & Environmental	2,972	2,711	-	6,626	32,367	$ 44,676
Office/Supplies/Postage/Printing	60	-	358	61	8,189	$ 8,668
Police Services	-	-	-	-	2,800	$ 2,800
Dues/Subscriptions/Fees	-	-	108	-	5,861	$ 5,969
Auto Gas & Diesel Fuel	-	-	-	-	11,785	$ 11,785
Pilot Services	-	-	-	-	9,425	$ 9,425
Building Maintenance	162	(93)	-	1,575	12,008	$ 13,652
Airfield Maintenance	-	-	-	-	16,242	$ 16,242
Grounds Maintenance	-	-	-	-	5,634	$ 5,634
Vehicle Maintenance	-	7,915	-	-	3,164	$ 11,079
Equipment Maintenance	-	207	-	-	28,503	$ 28,710
Small Tools, Equip and Supplies	-	(20)	2	(2,940)	17,199	$ 14,241
Miscellaneous	20	374	-	3	(366)	31
Total Operating Expenses	**$ 3,214**	**$ 79,111**	**$ (3,875)**	**$ 33,029**	**$ 764,779**	**$ 876,258**
Budget	**$ 5,167**	**$ 70,835**	**$ 34,542**	**$ 30,759**	**$ 866,595**	**$ 1,007,898**
Favorable / (Unfavorable)	**$ 1,953**	**$ (8,276)**	**$ 38,417**	**$ (2,270)**	**$ 101,816**	**$ 131,639**

City of Naples Airport Authority
Operating Expenses by Select Departments
Fiscal Year-To-Date as of March 31, 2019

Operating Expenses	Air Traffic Control Tower	Airport Rescue Fire Fighting	IT	US Customs & Border Protection	All Other Operating	YTD Total
Personnel Expense	$ -	$ -	$ -	$ -	$ 2,747,078	$ 2,747,078
Professional Fees	-	413,000	125,016	150,106	261,320	$ 949,442
Legal Fees	-	-	-	-	149,005	$ 149,005
Communications	-	-	-	-	79,040	$ 79,040
Insurance	-	-	-	-	250,298	$ 250,298
Health, Life and Long Term Dis. Ins	-	-	-	-	442,527	$ 442,527
Employee Recognition Affairs	-	-	-	-	23,475	$ 23,475
Uniforms	-	-	-	-	60,448	$ 60,448
Training & Education / Webinars	-	7,551	-	-	13,503	$ 21,054
Professional Development	-	-	-	-	-	$ -
Conferences	-	-	695	-	6,892	$ 7,587
Travel / Mileage / Meals / Lodging	-	222	-	-	20,337	$ 20,559
Utilities & Environmental	11,370	10,269	1,002	11,836	140,561	$ 175,038
Office/Supplies/Postage/Printing	154	20	1,452	98	51,184	$ 52,909
Police Services	-	-	-	-	18,260	$ 18,260
Dues/Subscriptions/Fees	397	-	1,372	-	21,303	$ 23,072
Auto Gas & Diesel Fuel	-	-	-	-	38,947	$ 38,947
Pilot Services	-	-	-	-	66,959	$ 66,959
Building Maintenance	12,823	648	-	2,115	85,484	$ 101,070
Airfield Maintenance	-	-	-	-	47,959	$ 47,959
Grounds Maintenance	-	-	-	-	78,587	$ 78,587
Vehicle Maintenance	-	14,791	-	-	8,840	$ 23,631
Equipment Maintenance	68	207	-	230	137,456	$ 137,961
Small Tools, Equip and Supplies	694	-	120	-	61,707	$ 62,521
Miscellaneous	20	374	-	3	(4,305)	(3,908)
Total Operating Expenses	**$ 25,526**	**$ 447,082**	**$ 129,657**	**$ 164,388**	**$ 4,806,866**	**$ 5,573,520**
Budget	**$ 30,986**	**$ 424,978**	**$ 207,236**	**$ 184,530**	**$ 5,386,850**	**$ 6,234,580**
Favorable / (Unfavorable)	**$ 5,460**	**$ (22,104)**	**$ 77,579**	**$ 20,142**	**$ 579,983**	**$ 661,060**

City of Naples Airport Authority
Statement of Cash Flows
For the Periods Ending
March 31, 2019

	Month	Fiscal Year-to-Date
Cash Flows from Operating Activities:		
Operating Income	$ 1,417,271	$ 6,030,549
Changes in Working Capital:		
(Increase) Decrease in Accounts Receivable	(8,678)	(640,462)
(Increase) Decrease in Inventories	115,353	144,157
(Increase) Decrease in Prepaid Expenses and Other	(50,087)	(303,417)
Increase (Decrease) in Accounts Payable	180,649	(277,357)
Increase (Decrease) in Accrued Expenses and Other Current Liab	21,130	94,585
Increase (Decrease) in Deferred Revenue	-	225,000
Net Cash Provided (Used) by Operating Activities	**$ 1,675,638**	**$ 5,273,054**
Cash Flow from Investing Activities:		
Acquisition, Construction of Capital Assets	$ (339,885)	$ (3,374,987)
(Increase) Decrease in Due From Government (Grants)	558,224	558,224
Capital Contributions (Grants)	1,041,776	1,041,776
Interest and Dividends on Investments	70,602	388,693
Net Cash Provided (Used) in Investing Activities	**$ 1,330,717**	**$ (1,386,293)**
Cash Flow from Financing Activities:		
Customer Facility Charge Revenue	24,008	108,080
Net Cash Provided (Used) by Financing Activities	**$ 24,008**	**$ 108,080**
Increase (Decrease) in Cash and Equivalents	**$ 3,030,363**	**$ 3,994,841**
Cash and Equivalents at Beginning of Period	**$ 34,619,404**	**$ 33,654,927**
Cash and Equivalents at End of Period	**$ 37,649,767**	**$ 37,649,767**

City of Naples Airport Authority
Balance Sheet
As of March 31, 2019

Assets		
Cash	$	37,649,767
Accounts Receivable		1,067,110
Due From Government Agencies		871,962
Inventory		259,104
Prepaid Expenses		451,616
Total Current Assets	$	40,299,559
Land and land improvements	$	9,024,341
Buildings and building improvements		26,146,087
Equipment		8,607,958
Software		534,873
Vehicles		1,161,716
Furniture & Fixtures		970,498
Intangible Assets		1,279,025
Construction in Progress		6,589,134
Infrastructure		60,310,218
	$	114,623,851
Accumulated amortization and depreciation	$	(50,029,434)
Total Net Property, Plant & Equipment	**$**	**64,594,417**
Total Assets	**$**	**104,893,977**
Liabilities		
Accounts Payable	$	2,948,705
Accrued Salaries & Benefits		256,787
Accrued liabilities - other		38,115
Total Current Liabilities	**$**	**3,243,606**
Long Term Liabilities	$	5,249,837
Total Liabilities	**$**	**8,493,443**
Equity		
Contributed Capital	$	36,653,359
Retained Earnings		55,119,395
Current Year Retained Earnings		4,627,780
Total Equity	**$**	**96,400,534**
Total Liabilities and Equity	**$**	**104,893,977**