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 Ridcoutte 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