Minutes
October 18, 2018
Workshop Meeting

A. ROLL CALL

Meeting was called to order by Chair Messer at 9:53 a.m. in the Council Chambers at City Hall.

Present were Chair Messer, Commissioner Brousseau, Commissioner Dustin, Vice Chair Lenhard and Commissioner Rideoutte.

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Ms. Terrill, Mr. Keith, Mr. Frost, Ms. Jackson, Ms. Sarcona and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

Chair Messer led the Pledge of Allegiance.

C. AGENDA

There were no changes to the agenda.

D. PUBLIC COMMENTS

There were no public comments.

E. DISCUSSION ITEMS (Public comments accepted for each item; 5 minute limit)

1. Fuel Program

Mr. Rozansky provided a summary of the fuel program study that staff has been working on over the past year. He stated that various elements of the study tie back to the Strategic Plan in providing excellent customer service and enhancing the economic vitality of the airport. In order to develop a forward-looking fuel strategy and program, Mr. Rozansky said that staff reviewed data including historical operations, trends, data from peer airports, service levels, volumes, labor and operational and capital costs associated with providing FBO services separately from the rest of the airport. In addition to gathering data, he said that staff spent time meeting with customers individually and that he presented the Authority's findings at the Experimental Aircraft Association meeting in October.

Mr. Rozansky stated that per the Delegation of Powers, the Executive Director has the authority to effectuate and change fuel programs but must keep the Board informed. He said that staff would like to begin implementing some of the proposed changes on November 1st with a transition period throughout the remainder of this fiscal year. Mr. Rozansky introduced the Authority's fuel program consultant, Dr. Dave Byers of Quadrex Aviation to present the Aviation Fuel Program Study.

Dr. Byers provided a project overview of the Study and reviewed fundamental concepts to operate an FBO as a retail enterprise. He presented the current fuel programs for Jet A and AvGas fuel, historical Jet A and AvGas fuel sales for FY2017, fuel pricing policy philosophy, fuel sales and volume analysis for offsetting FBO expenses for FY2017, proposed fuel pricing policy update, the proposed contract fuel

program and volume discount program. There was discussion regarding the frequency of monitoring volume levels to obtain discounts. Commissioner Dustin suggested using volume data on a rolling 12-month period.

There was discussion regarding the risks and inefficiencies associated with the Prepaid fuel program and phasing it out by the end of May, 2019.

Two handouts were distributed to Board members. The first was the proposed recommendations for the updated fuel pricing strategy and policy for the Naples Airport, and the second handout the net difference between the existing and proposed fuel pricing policy.

Commissioner Dustin requested Mr. Rozansky to provide to Board members the fuel pricing comparison of the regional airports located within 30 miles of the Naples Airport.

Mr. Rozansky stated that staff will be scheduling follow-up phone calls with fuel customers to discuss the pending changes and will apprise the Board of any additional changes during the implementation.

Chair Messer requested a copy of Dr. Byers' presentation be sent to Board members. Mr. Rozansky said that he would provide that along with the October fuel pricing comparison.

A question and answer period followed throughout the presentation.

F. PUBLIC COMMENTS (5 minute limit)

There were no public comments.

G. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

The Board of Commissioners thanked Dr. Byers for his presentation and commended staff on a job well done.

H. ADJOURN

With no further business, the meeting adjourned at 11:11 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 Workshop Meeting

Naples AIRPORT AUTHORITY

FINAL AGENDA

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

Thursday, October 18, 2018
9:30 a.m. or Immediately Following Regular Meeting

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. PUBLIC COMMENTS ON GENERAL TOPICS NOT ON THE CURRENT AGENDA

E. DISCUSSION ITEMS (Public comments accepted for each item; 5 minute limit)

1. Fuel Program

F. PUBLIC COMMENTS (5 minute limit)

G. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

H. ADJOURN