Minutes
October 17, 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.

Also present were Vice Chair Lenhard, Commissioner Brousseau, Commissioner Dustin and Commissioner Rideoutte.

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

B. PLEDGE OF ALLEGIANCE

Chair Messer led the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky stated that under I. Old Business, Item No. 2, Updated Development Concept by Naples Jet Center for North Quadrant Parcel 1, would be postponed until next month due to personal reasons of one of the presenters.

D. MINUTES

1. September 19, 2019 Regular Meeting

Chair Messer noted a change to the minutes under Item K.1., Financial Summary, on page 7, in the last two sentences of the second paragraph to clarify the discussion regarding the miscellaneous expense of $24,000 in the August period. Staff provided revised language at the suggestion of Commissioner Dustin to explain the discussion regarding bad debt and the delineation between the Executive Director's authority and what must be presented to the Board for consideration.

Commissioner Rideoutte moved approval of the September 19, 2019, Regular Meeting minutes as corrected in the revised handout to the Board. Vice Chair Lenhard seconded. Motion passed unanimously 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. EAA Presentation

Ms. Joan Zeleski, President of the Naples Chapter of the Experimental Aircraft Association, presented an overview of their organization and their focus on introducing young people to aviation. She highlighted the Young Eagles Program that provides free flights to youth ages 8-17, the Lorenzo Walker Scholarship Program and the Naples Youth Aviation Project that provides opportunities for youth ages 10-17 to participate in the building and flying of an experimental kit aircraft under the guidance of the EAA Chapter volunteers. She thanked the Authority as their first sponsor to support the youth build project.

Ms. Zeleski introduced three young students accompanying her: Mr. Luis Jimenez, Ms. Eden Leone and Ms. Samantha Jackson. Each student expressed their appreciation for the opportunity to participate in the build project.

Ms. Zeleski invited the Board to come out and see the students build the aircraft on Saturdays from 9 a.m. to 3 p.m. and on Tuesdays after school from 3 to 8 p.m. at the Naples Pilot Lounge.

Chair Messer congratulated the EAA for choosing the Naples Airport and recognized the students for their hard work.

Commissioner Rideoutte referenced a recent article in The Economist magazine, which listed aviation as a future employment opportunity for young folks.

F. PUBLIC COMMENTS

There were no public comments.

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

1. Task Order with Environmental Science Associates for Part 150 Noise Study – Phase I in an Amount Not to Exceed $700,758

Ms. Terrill requested Board authorization for the Executive Director to execute a Task Order with Environmental Science Associates (ESA) for Phase I of the Part 150 Noise and Land Compatibility Study in an amount not to exceed $700,758. She said the request is conditional upon receipt and acceptance of a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation. She reported that the request was submitted for funding and that staff was anticipating a Resolution for acceptance of the PTGA to be presented at the November Regular Board Meeting. She provided an overview of Phase I services which was included in the Board packet.

A question and answer period followed.

Commissioner Rideoutte moved Board approval of the Task Order with ESA for the Part 150 Noise Study – Phase I in an amount not to exceed $700,758, as presented by Ms. Terrill. Commissioner Dustin seconded. The motion passed unanimously 5-0.

2. Resolution 2019-4, Adopting an Investment Policy; Authorizing certain investments; and providing an effective date

Mr. Warriner requested Board authorization for the Chair to execute Resolution 2019-4 to adopt the City of Naples Airport Authority's Investment Policy as a framework for future investment decisions. He stated that at the September 19th Regular meeting, a draft Investment Policy was presented with several comments from the Commissioners regarding limiting the investment choices to more conservative options. He said that the comments and additional Commissioners' feedback following the meeting were reviewed and incorporated into the policy. Mr. Warriner said that upon approval, staff would conduct a Request for Proposal for investment advisor services and conduct an internal analysis on the cash flow needs to the Authority in order to determine the investment strategy.

Mr. Rozansky said that there was one edit and one revision to the Policy based on discussions after the Board packet was published. He said that on page 7, in the Table of Investments Authorized, the maximum allocation for the sector type, Intergovernmental Investment Pools, will be corrected to be 40% from 50%. He said that the maximum allocation for the Registered Investment Companies (Money Market Mutual Funds) will be revised from 50% to 25% as suggested by Commissioner Dustin.

Commissioner Dustin moved Board approval for the Chair to execute Resolution 2019-4 to adopt the City of Naples Airport Authority's Investment Policy as presented by Mr. Warriner, and as modified by Mr. Rozansky. Vice Chair Lenhard seconded. Motion passed unanimously 5-0.

H. NEW BUSINESS

There was no new business.

I. OLD BUSINESS

1. Noise Compatibility Committee (NCC) Update

Chair Messer announced that the next regular meeting of the NCC is scheduled for Thursday, October 31st, at City Chambers, at 8:30 a.m., and that a Joint Workshop Meeting with the Authority Board and NCC would be held immediately following to discuss the Master Plan Update. In addition, she announced that Master Plan public outreach events will be held on November 18th from 3 to 5 p.m. at the Naples Regional Library and on November 19th from 9 to 11 a.m. at the airport's commercial terminal. She encouraged the public to attend.

J. LEADERSHIP TEAM REPORT

1. Leadership Team Report

In response to Commissioner Dustin's question regarding voluntary curfew operations being down 25.8%, Mr. Rozansky explained that it was a direct result of staff's efforts in working with the east coast flight school to remove our airport as a designated nighttime, cross-country destination in their curriculum.

Vice Chair Lenhard noted that he liked the national average voluntary turnover rates being added to the Human Resources Metrics Report.

Chair Messer congratulated Mr. Mike Hushek for being recognized as a recipient of the 40 Under 40 Award from Gulfshore Business Magazine.

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 September and for the end of fiscal year 2019. He said that the auditors would be in next Monday to begin their work on the year-end comprehensive annual financial report.

A question and answer period followed.

Commissioner Rideoutte moved acceptance of the September Financial Summary. Commissioner Dustin 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.

PUBLIC COMMENTS (5-minute limit)

There were no public comments.

M. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

In response to Vice Chair Lenhard's question regarding the transition to ITVantage, Mr. Rozansky said that it has been a smooth transition and stated that they quickly implemented a customer support ticketing system. Ms. Terrill reported that ITVantage provided a high level initial audit where the highest risk items in terms of threat protection, anti-virus and artificial intelligence-based programs were explored. She commented that there are some infrastructure needs in terms of replacing old servers and adding a new storage server that will help us more efficiently utilize the data we do have within the next five years. She added that ITVantage has been a great partner thus far and quite responsive to our needs.

N. ADJOURN

With no further business, the meeting adjourned at 9:07 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

Naples AIRPORT AUTHORITY
Celebrating 50 YEARS | 1969-2019

FINAL AGENDA

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

Thursday, October 17, 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. September 19, 2019 Regular Meeting

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. EAA Presentation

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

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

1. Task Order with Environmental Science Associates for Part 150 Noise Study – Phase I in an Amount Not to Exceed $700,758

2. Resolution 2019-4, adopting an investment policy; authorizing certain investments; and providing an effective date

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