Minutes
December 12, 2019
City of Naples Airport Authority
Board of Commissioners and Noise Compatibility Committee
Joint Workshop Meeting

A. ROLL CALL

Meeting was called to order by Naples Airport Authority (NAA) Chair Messer at 8:32 a.m. in the Council Chambers at City Hall. Also present were Commissioner Rideoutte and Commissioner Dustin. Vice Chair Lenhard and Commissioner Brousseau had an excused absence. Noise Compatibility Committee (NCC) members present were NCC Chair Holland, Vice Chair Auron, Mr. Mastrocinque, Mr. Linneman, Mr. Byerly, Mr. Lobb, Mr. Cohen and Mr. Tuff. Vice Mayor Price had an excused absence.

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Mr. Keith, Mr. Warriner 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. PRESENTATIONS

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

Mr. Rozansky introduced Mr. Craig Hanson, principal and architect of SchenkelShultz Architecture.

1. SchenkelShultz Architecture Presentation – General Aviation Terminal (GAT) Improvements

Mr. Hanson provided an update of the scope and cost for the GAT and Airport Office Building (AOB) improvements. He said the total estimated construction cost is approximately $3.5 million with a 15% contingency built in.

Mr. Hanson reviewed the two options for a new GAT facility and noted that the cost overlaps presented in the Environmental Science Associates (ESA) Capital Improvement Plan and SchenkelShultz's presentation on October 31, 2019, have been reconciled for today's discussion.

The first option for the future new GAT would be a two-story, coastal, modern design facility constructed next to the existing GAT. This location would require demolishing the tenant hangar at the end of Radio Road and would allow for increased parking from 124 to 200 spaces. Mr. Hanson reviewed the pros and cons of this option and stated that if built in 2027, the escalated construction cost would be approximately $23,250,000, using a 3% inflation factor per year with a 15% contingency built into the project.

The second option would be the same two-story design, located on Aviation Drive South. He added that this location would provide 264 parking spaces. Since the ramp work and demolition costs were accounted for in the Master Plan, he said that those items were excluded from the estimated costs. He reviewed the pros and cons of this option. There was discussion regarding the traffic flow from Airport-Pulling Road to and from Aviation Drive South.

NCC Chair Holland suggested that both options be presented in a graphical, side-by-side comparison. The comparison would include all estimated costs, pros and cons, lease revenue and any other factors.

There was a question and answer period throughout Mr. Hanson's presentation.

2. Master Plan Update Presentation – ESA and Quadrex Aviation

a. Overview of Study Process to Date

Mr. Douglas DiCarlo, Aviation Program Manager of ESA provided an overview of the Master Plan process to date. He noted that at the last Workshop Meeting, the airport drawings were presented and that final revisions were being made to them as well as to the Capital Improvement Plan. He said that the Master Plan Update will be submitted to the Federal Aviation Administration (FAA) soon.

b. Capital Improvement Plan

i. Short Term Projects (1-5 Years)

Mr. DiCarlo reviewed minor adjustments to the short term planning horizon.

ii. Intermediate Term Projects (6-10 Years)

He said that the conceptual level of Option 2, encompassing a new GAT on the south half of the east quadrant of the airport, was incorporated into the intermediate term projects with an estimated construction date of 2027. Mr. DiCarlo outlined the apron areas for expansion which will be required regardless of whether a new GAT is constructed. He pointed out the locations for two 20,000 square foot hangars as well as the 4,000 square foot area for the Ground Support Equipment (GSE).

iii. Long Term Projects (11-20 Years)

Mr. DiCarlo reviewed the long term planning horizon with no new added projects.

In summary, Mr. DiCarlo stated that the Development Program costs in all three of the planning horizons have decreased to a total of $206.5 million with NAA's share at $94.8 million. NCC Chair Holland suggested that a note be included on the slide entitled, "Summary of Development Program Costs" that Option 2 for the new GAT is included in the estimated costs.

iv. Financial Feasibility

Dr. David Byers of Quadrex Aviation introduced himself and stated that at staff's request, he prepared a financial analysis to evaluate the NAA's ability to fund airport improvement projects in the Master Plan Update. He further explained that the projections help the FAA to better understand future grant requests which are incorporated into their budgeting process and provided to Congress every two years.

Dr. Byers recommended that a capital reserve account be set up so that funds are available for planned projects. He stated that the assumptions in the analysis were based on 1% revenue growth and 3% expense increase.

Dr. Byers reviewed the short- and intermediate-term Capital Improvement Plan projections.

There was discussion regarding the revenue growth forecasts being too conservative. There was consensus to maintain flat net revenues from operations.

c. Next Steps

Mr. DiCarlo said that he will be preparing draft Working Paper #4 and complete the Airport Layout Plan drawing sets, Capital Improvement Program and Financial Feasibility for submittal to the FAA and Florida Department of Transportation (FDOT) in January. Mr. Rozansky stated that it may take up to 6 months to receive their comments. If the comments received from FAA and FDOT are minimal, the final Master Plan will be submitted to the Board at a Regular Meeting. If the comments are extensive, consideration for another Workshop Meeting will be given.

d. Question and Answer Period

There was a question and answer period throughout the presentation.

G. PUBLIC COMMENTS

There were no public comments.

H. CORRESPONDENCE/COMMISSIONER & NCC COMMENTS & REQUESTS/ MEETINGS

There were no other comments or requests for meetings.

I. ADJOURNMENT

With no further business, the meeting adjourned at 10:32 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 and Noise Compatibility Committee
Notice of Workshop Meeting

FINAL AGENDA

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

Thursday, December 12, 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 and Noise Compatibility Committee regarding an item listed on the Agenda, please complete a Speaker Registration form (available at the rear of the room) and hand it to the Executive Assistant prior to consideration of that item. We ask that speakers limit comments to 5 minutes and that large groups name a spokesperson whenever possible. All written, audio-visual, and other materials distributed to the Board, Committee members or staff during this meeting will become the property of NAA and will be a public record. Thank you for your interest and participation.

NOTICE

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. PRESENTATIONS

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

1. SchenkelShultz Architecture Presentation – General Aviation Terminal Improvements
2. Master Plan Update Presentation – Environmental Science Associates (ESA) and Quadrex Aviation
    a. Overview of Study Process to Date
    b. Capital Improvement Plan
        i. Short Term Projects (1-5 Years)
        ii. Intermediate Term Projects (6-10 Years)
        iii. Long Term Projects (11-20 Years)
        iv. Financial Feasibility
    c. Next Steps
    d. Question and Answer Period

G. PUBLIC COMMENTS

H. CORRESPONDENCE/COMMISSIONER COMMENTS AND NCC COMMITTEE COMMENTS & REQUESTS/MEETINGS

I. ADJOURNMENT