Minutes
March 19, 2020
Regular Meeting

A. ROLL CALL

Meeting was called to order by Chair Lenhard at 8:30 a.m. in the Airport Office Building, 2nd Floor Conference Room, 200 Aviation Drive North, Naples.

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

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Ms. Conner and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

Chair Lenhard led the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky reported the following three changes to the agenda:

Under Presentation and Time Certain Items, Item No. 1, Collier Mosquito Control District Redevelopment Plan and Lease, and Item No. 2, Noise Compatibility Committee Member Interviews were removed from the agenda and will be rescheduled for the April Regular Meeting.

Under Action Items, Item No. 1, Noise Compatibility Committee Member Selection, was removed and will also be rescheduled for the April Regular Meeting. Item Nos. 2 and 3 were resequenced to Item Nos. 1 and 2.

D. MINUTES

1. February 20, 2020 Regular Meeting Minutes

Vice Chair Dustin moved approval of the February 20th Regular Meeting minutes. Commissioner Brousseau seconded. Motion passed unanimously 5-0.

2. March 9, 2020 Consultant Selection Committee Meeting Minutes

Commissioner Rideoutte moved approval of the March 9th Consultant Selection Committee Meeting minutes. Commissioner Messer seconded. Motion passed unanimously 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

There were no presentations.

F. PUBLIC COMMENTS

There were no public comments.

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

1. **Consultant Selection Committee Meeting Ranking of Firms for the North Quadrant Site Preparation – Design, Permitting, and Construction Management Services**

Mr. Rozansky stated that in accordance with Florida Statutes, staff advertised for Professional Services – Design, Permitting and Construction Management Services for the North Quadrant Site Preparation. He said the Consultant Selection Committee interviewed three firms on March 9th, and following discussion, the firms were ranked with EG Solutions, Inc. as the No. 1 ranked firm.

Mr. Rozansky said that following Board approval, staff will initiate negotiations with the top ranked firm with the intention of presenting a contract for Board approval at a later date.

Vice Chair Dustin moved Board approval of the Consultant Selection Committee ranking of the three firms as follows: 1) EG Solutions, Inc.; 2) Hanson Professional Services Inc.; and 3) AECOM Technical Services, Inc. to provide design, permitting and construction management services. Commissioner Rideoutte seconded. The motion passed unanimously 5-0.

2. **License Agreement with Summit Broadband, Inc.**

Mr. Rozansky said that a tenant, Elite Aviation, would like Summit Broadband to install fiber optic cabling to serve their leasehold. He displayed a graphic of the proposed layout and stated that the Agreement would provide Summit the right to install and maintain the equipment for an initial term of 10 years with two five-year renewals. A question and answer period followed.

Vice Chair Dustin moved Board approval for the Executive Director to execute a License Agreement between Summit Broadband and the Authority. Commissioner Messer seconded. The motion passed unanimously 5-0.

H. NEW BUSINESS

1. **Greenway Branding and Wayfinding**

Mr. Rozansky said that he has had the pleasure of working with a number of stakeholders connected to the Gordon River Greenway. With the opening of Baker Park, he reported that there has been a greater sense of urgency for improved signage. Mr. Rozansky presented a myriad of different types of signage that exists currently and displayed conceptual sign design options for more consistent wayfinding and branding of the Greenway, the amenity itself and recognizing all the unique entities connected to it. Mr. Rozansky requested Board consensus to support moving forward with this initiative. He added that the cost impact to the NAA would be for signage on our property only and that it will provide an opportunity to include historical and education information about the Naples Airport. Additional details would be presented to the Board at a later date.

A question and answer period followed regarding the four parking spots by the Greenway that are on airport property and promoting the use of the NAA's restroom by the observation deck.

Vice Chair Dustin expressed concern of having too many signs and added that this is a problem with Baker Park right now. He suggested that Mr. Rozansky be a voice to encourage the stakeholders to be cautious of erecting too many signs. Mr. Rozansky duly noted Vice Chair Dustin's recommendation and said that the City is working with a wayfinding consultant for more consistency and consolidation. He said that the existing signs would be taken down as part of this initiative.

There was Board consensus for supporting the initiative as presented by Mr. Rozansky.

I. OLD BUSINESS

1. Noise Compatibility Committee (NCC) Update

Commissioner Messer stated that the NCC last met on January 30th, and highlights of that meeting were provided at the February 20th Regular Meeting. She announced that the next Regular Meeting of the NCC will be on Thursday, April 30th, at 9 a.m. in the Airport Office Building and encouraged the public to attend.

2. Technical Advisory Committee (TAC) Update

Commissioner Messer stated that the TAC last met on January 30th, and a summary of that meeting was provided at the February 20th Regular Meeting. She said that the Part 150 Noise Study section of the flynaples.com website has been updated to include a link to submit comments related to the Noise Study, and a list of frequently asked questions were added to address some of the questions heard at the Open Houses. She reported that the project scope includes up to three small community meetings of groups of plus or minus 10 for the purposes of conducting targeted community outreach and encouraged members of the public to contact their TAC representative to participate.

Commissioner Messer noted a spike in noise complaints that occurred concurrent with the initiation of the project.

She announced that the next Regular Meeting of the TAC is scheduled for Thursday, April 23rd at 9:30 a.m. in the Commercial Airline Terminal located at 200 Terminal Drive, Naples.

Mr. Rozansky said that staff will be monitoring the COVID-19 pandemic and stated that the NCC and TAC meetings may need to be canceled. He noted that at the present time, our Noise Study consultant, Environmental Science Associates, has restricted their personnel's travel; and although the meetings have not yet been canceled, a decision will likely be made by the first week of April.

J. LEADERSHIP TEAM REPORT

1. Leadership Team Report

Under the first heading on page 5 of the High Level Summary Report, Vice Chair Dustin suggested that in the future staff provide a short comment next to each type of activity explaining the reduction or increase in operations.

In response to Chair Lenhard's question on page 3 concerning the type of fuel used in the Aircraft Rescue Fire Fighting Station's backup generator, Mr. Rozansky stated that diesel fuel is used.

K. FINANCIAL REPORTS

1. Financial Summary

Mr. Rozansky provided a review of the financials and reported that the change in net position was favorable to budget for the month of February and year to date. He added that we have averaged nearly 43,000 gallons of Jet A per day, reminiscent of the week and a half spanning Christmas and New Year's and is in part due to people leaving early for the end of season, particularly Canadians due to the COVID-19 situation. He noted that there is a heightened amount of traffic due to spring breakers or those who have homes here wishing to quarantine themselves in Naples. Mr. Rozansky reported that this is a common trend in Florida but everywhere else in the nation, significant declines in activity are being experienced. He noted that he would continue to monitor and adjust to this rapidly changing set of circumstances.

Vice Chair Dustin suggested that staff provide a waiting list comparison against the prior year. Mr. Rozansky said that staff should be able to provide that information.

Vice Chair Dustin suggested that Mr. Warriner provide a comparative balance sheet for the same time, prior year or prior year, year-end.

Regarding the participatory capital projects on page 8, Vice Chair Dustin asked if the Aircraft Rescue Fire Fighting project was in good shape since the report shows that 35 percent of the project is completed but the cost to complete is 49 percent. Mr. Rozansky stated that the project is ahead of schedule and confirmed that we are in good shape and within the total budget. Mr. Rozansky said that he would follow up with Mr. Keith and provide more information following the meeting. He added that sometimes materials are paid for upon delivery and that could have effect on the cost completed percentage.

Commissioner Rideoutte moved acceptance of the February Financial Summary. Commissioner Messer 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

Concerning the Florida qualified public depository overview that was sent to the Board, Vice Chair Dustin commented that Valley National Bank and Northern Trust both meet the lowest collateral

requirements as determined by the State which is 25 percent. He noted that we are in perilous banking times right now. He suggested that the Board and staff look into their sources and make inquiries about the strength of these two banks. There was discussion regarding the lower 25 percent threshold and its strength as a metric as well as the security of our current fixed income assets. Mr. Rozansky stated that staff would take a fresh look at this information.

Vice Chair Dustin commented that he had three or four other questions and said he would give those to Mr. Rozansky for follow up.

Commissioner Messer asked what the NAA's interim plan was with the NCC vacancy as a result of Mr. Mastrocinque's term expiring on March 31, 2020. Mr. Rozansky stated that even though we are uncertain about having a meeting in April, the NCC still has good participation amongst the other eight members and it was not a terrible concern.

Commissioner Messer thanked the airport staff for their loyalty to the NAA in these difficult times and wished the employees and their families good health. Board members echoed her comments.

O. 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

FINAL AGENDA

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

Thursday, March 19, 2020
8:30 a.m.

Commissioner Michael Lenhard – Chair and Consultant Selection Committee Member
Commissioner Kerry C. Dustin – Vice Chair and Audit Committee Chair
Commissioner Donna M. Messer – NCC Liaison
Commissioner James Rideoutte – Consultant Selection Committee Chair and Audit Committee Member
Commissioner Ted Brousseau – Legal Liaison
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 20, 2020 Regular Meeting Minutes

2. March 9, 2020 Consultant Selection Committee Meeting Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEMS

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

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

1. Consultant Selection Committee Meeting Ranking of Firms for the North Quadrant Site Preparation - Design, Permitting, Bidding and Construction Management Services

2. License Agreement with Summit Broadband, Inc.

H. NEW BUSINESS

1. Greenway Branding and Wayfinding

I. OLD BUSINESS

1. Noise Compatibility Committee Update

2. Technical Advisory 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