Minutes
May 21, 2020
Regular Meeting

A. ROLL CALL

Meeting was called to order by Chair Lenhard at 8:32 a.m. in the Airport Office Building (AOB), 2nd Floor Conference Room, 200 Aviation Drive North, Naples. Chair Lenhard announced that due to the coronavirus pandemic, today's Board Meeting was being held by a conference call and an audio recording will be available following the meeting.

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

Staff and Authority Counsel present in the AOB were Mr. Rozansky, Ms. Terrill, Mr. Owens, Mr. Warriner, Mr. Keith, Ms. Vandersluis and Ms. Menard. Staff present telephonically were Mr. Estrada, Mr. Hushek and Ms. LeDuc.

B. PLEDGE OF ALLEGIANCE

Chair Lenhard led the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky reported that under H. New Business, Item No. 3, Customs & Border Protection Fee Increase will be added to the agenda. He said that the briefing paper and background information was distributed to Commissioners last night via email.

Mr. Rozansky noted that a map of the routing of the high speed fiber that will be discussed in Action 1 was also sent to Commissioners in the email last night.

Mr. Owens noted that there was one member of the public in the audience today. Mr. Owens made the following disclosure regarding today's conference call:

"The City of Naples Airport Authority hereby advises that everyone listening or participating that this Regular Meeting of its Board of Commissioners is being conducted by means of communications or media technology pursuant to Executive Order 20-69 issued by the Governor of the State of Florida on March 20, 2020, and as extended by Executive Order 20-112 issued on April 29, 2020 and Executive Order 20-123 issued on May 14th, 2020; and this entire Regular Meeting including any and all comments made by the members of the public desiring to be heard will be recorded, become a public record and posted on and available to everyone on the Authority's website. This is a public meeting under Florida's government in the Sunshine Law and as such, there shall be no expectation of privacy. Anyone who speaks or otherwise participates in this Regular Meeting is hereby providing his or her express consent to be recorded."

D. MINUTES

1. April 16, 2020 Regular Meeting Minutes

Vice Chair Dustin moved approval of the April 16th Regular Meeting minutes. Commissioner Messer seconded. Motion passed unanimously 5-0.

2. May 7, 2020 Audit Committee Minutes

Vice Chair Dustin moved approval of the May 7th Audit Committee Meeting minutes. Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Employee of the Quarter

Chair Lenhard thanked the NAA team for doing a great job keeping customers and employees safe and healthy during this COVID-19 pandemic. He added that the custodial staff has maintained a professional attitude while taking on additional responsibilities over the past few months. He recognized and congratulated Ana Navarro and Lorencita Caicedo, both Custodian III's, as Employees of the Quarter for their extraordinary commitment, demonstrated professional and friendly attitudes and their high standards for cleanliness and sanitization around the airport.

F. PUBLIC COMMENTS

There were no public comments.

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

1. Internet Service Providers

Mr. Keith requested Board authorization for the Executive Director to execute two (2) three-year service agreements with two (2) separate Internet Service Providers. He stated that the terms of the agreement will allow for Crown Castle to connect to the airport's fiber network system at the General Aviation Terminal at $1,565 per month and Century Link to connect to our system going to the Aircraft Rescue Fire Fighting Station at $1,467 per month. Both providers will supply connections at 1,000 megabytes per second (mbps), resulting in speeds 10-20 times faster than our current service at 50 mbps at no additional cost for the upgrade.

Mr. Keith provided an overview of the Request for Proposals process that was advertised on February 10th with four bids received on March 19th. He stated that staff and ITVantage reviewed the submittals, and recommend Crown Castle and Century Link as the two highest ranked firms followed by Summit and Comcast. He said that Professional Service Agreements are in process and will be reviewed by Authority Counsel before they are executed. Mr. Keith added that funding of $17,600 for a second provider will be included in the FY 2021 budget. He noted that the graphic map that was emailed to Commissioners last night shows how the connections will enter the airport and provide a more robust network for business continuity.

Vice Chair Dustin moved Board approval for the Executive Director to execute two (2) three-year service agreements with two (2) separate Internet Service Providers, Crown Castle at $1,565 per month and Century Link at $1,467 per month. Commissioner Brousseau seconded. After the roll call vote was taken, the motion passed unanimously 5-0.

2. **Professional Services Agreement and Task Order for the North Quadrant Landfill Redevelopment – Design, Bidding and Construction Phase Services in an amount not to exceed $1,220,840**

Following approval at the January regular meeting for the selection of EG Solutions, Inc., the first ranked engineer for the North Quad landfill redevelopment project, Mr. Keith noted that the scope and fee were negotiated. He added that an independent fee estimate (IFE) was obtained from another firm to confirm EG Solution's proposal was within industry standards. He said that the IFE will also allow us to submit for FAA funding should additional funds become available. The actual notice to proceed will be for $600,000 which will be for the design portion only and is included in the FY 2021 budget. The bidding and construction phase services will be an additional notice to proceed should we get funding or decide to move forward on our own after receiving a contractor bid.

Commissioner Rideoutte moved Board approval for the Executive Director to execute a Professional Services Agreement and Task Order with EG Solutions, Inc. for the North Quadrant landfill – design, bidding and construction phase services in an amount not to exceed $1,220,840. Vice Chair Dustin seconded. After a roll call vote, the motion passed unanimously 5-0.

3. **Renew Workers' Compensation Insurance in an Amount Not To Exceed $133,788**

Mr. Warriner requested Board authorization for the Executive Director to renew Workers Compensation (WC) insurance with Preferred Governmental Insurance Trust (PGIT), our current carrier for WC, in an amount not to exceed $133,788 for the June 1, 2020 to May 31, 2021 policy year. He noted that Ms. Michelle Martin of Public Risk Insurance Agency (PRIA), the Authority's insurance broker, was on the conference call today to answer any questions.

Mr. Warriner stated that we only received one qualified bid and that the premium is a 31% increase over the previous year. He said the main reason for the increase is due to our payroll increase as well as an increase in our Experience Modification Factor (Mod) from 1.05 to 1.15. He added that the premium will be adjusted after the policy year ends and it could go up or down based on our payroll.

Vice Chair Dustin expressed concern regarding the rate increase when his clients are experiencing decreases. Ms. Martin stated that her firm does bid this out, and there is a standard WC calculation for the premium. She said that the incumbent is in a governmental pool and we enjoy an upfront credit on a standard WC calculation of about $20,000. She explained that based on our loss history in 2017 and 2018, our losses were double the premium paid and hence, the market wasn't interested in quoting.

Mr. Warriner provided a summary of 2017 and 2018 claims and noted that staff has met with our carrier to assist in the implementation of new safety and loss control policies and programs.

Commissioner Dustin moved Board approval for the Executive Director to renew workers compensation insurance with PGIT through PRIA for the 2020-2021 policy year, in an amount not to exceed $133,788. Commissioner Rideoutte seconded. After a roll call vote, the motion passed unanimously 5-0.

4. Audit Firm Engagement Letter – FY 2020 Audit

Mr. Warriner reported that the Audit Committee met on May 7th to conduct a performance review of MSL, the Authority's audit firm, for fiscal year 2019 as required by the Bylaws and to review the proposed audit firm engagement letter for the FY 2020 audit. He said that the performance review is summarized in the Audit Committee minutes from May 7th. He reiterated that MSL did a great job and got the audit done in record time.

In the initial five-year agreement with MSL, Mr. Warriner noted that the fees were fixed and are as follows: 1) $40,500 for the Audit fee, 2) $2,000 for the Federal Single Audit Fee (if applicable) and 3) $ 1,500 for the State Single Audit Fee (if applicable).

Mr. Owens clarified that the Board would be voting on 1) the approval of the Audit Firm Engagement Letter for the FY 2020 Audit and 2) in the third year of our agreement with MSL, approval of the engagement and not commence a competitive selection process for retention of auditors for the next year. He added that both approvals can be combined into one motion.

Vice Chair Dustin moved Board approval of the Audit Firm Engagement Letter for the FY 2020 Audit and moved Board approval for the renewal of the engagement with MSL in its third year and not seek a competitive selection process for retention of auditors for the next year. Commissioner Messer seconded. After a roll call vote, the motion passed unanimously 5-0.

5. Resolution 2020-4, FAA Grant Offer for $157,000 in Relief Funds from the CARES Act

Ms. Terrill requested Board authorization for the Chair to execute Resolution 2020-4, authorizing the Executive Director to execute CARES Act Airport Grant Agreement No. 3-12-0053-039-2020 with the Federal Aviation Administration (FAA) to provide funding in the amount of $157,000. She said that this would help offset a decline in revenues at the Naples Airport as a result of the COVID-19 public health emergency. She summarized expenses that the funds may be used for and stated that the grant must be executed by June 1st.

Commissioner Rideoutte moved Board approval for the Chair to execute Resolution 2020-4 as presented by Ms. Terrill.

Vice Chair Dustin commented that he was concerned about accepting $157,000 when the Authority has a large cash position. There was discussion regarding the substantial losses that occurred in April and that May, June and subsequent months could also be negatively impacted. Vice Chair Dustin and Commissioner Messer agreed that it was appropriate to accept the grant funds. Commissioner Messer added that the FAA initiated the program. Mr. Rozansky explained that Congress through the CARES Act appropriated $10 billion to airports and out of that, the vast majority was offered to commercial service airports and $100 million was allocated to general aviation airports. He said that we were given the option to decline it and that it is at the Board's discretion. He clarified that if we were to decline the money, it is not necessarily going to result in a savings to the federal government. They are simply going to apply the funds elsewhere. Vice Chair Dustin reiterated that he was comfortable when he saw the magnitude of the losses and recognized that we are going into a tough period.

Following the discussion, Commissioner Rideoutte withdrew his motion to approve in order for Board members to consider the discussion on whether it was appropriate to accept the grant funds.

Vice Chair Dustin moved Board approval for the Chair to execute Resolution 2020-4 as presented by Ms. Terrill, accepting the grant offer of $157,000. Commissioner Messer seconded. After a roll call vote, the motion passed unanimously 5-0.

6. Lease Term Buy-Back Program

Ms. LeDuc requested Board authorization for the Executive Director to offer a Lease Term Buy-Back Program to eligible tenants with long term land leases for aeronautical uses and to execute the associated Program agreements, closing document and miscellaneous instruments necessary or prudent to effect the transactions.

Ms. Leduc stated that the program provides tenants with a one-time opportunity to extend their long term land leases through the purchase of additional years based on the present value of the rental income that the Authority could have expected to have earned during the extension term if the lease had been allowed to naturally expire, as determined by an independent appraiser. She said that the proposed Program would be offered to eligible tenants based on lease anniversary date between October 1, 2020 and September 30, 2021 as well as to all tenants who have not previously participated in the Program if they experience limited qualifying events. She reviewed the eligibility and ineligibility guidelines for participation. She said that staff estimates 17 leases will be eligible for lease extensions under the currently proposed program.

A question and answer period followed regarding the eligible tenants' interest if the program should be offered.

Commissioner Rideoutte moved Board approval for the Executive Director to offer a Lease Term Buy-Back Program to eligible tenants with long term land leases and to execute the associated program documents and instruments necessary to effect the transactions as presented by Ms. LeDuc. Vice Chair Dustin seconded. After a roll call vote, the motion passed unanimously 5-0.

7. Lease with Marco Hangars, LLC

Ms. LeDuc stated that on December 20, 2018, Marco Hangars, LLC was selected as the top-ranked respondent to a Request for Proposals for the development of a new lease parcel in the north quadrant of the airport, and the Executive Director was given the authorization to enter into lease negotiations. The proposed 30-year lease is for a parcel of land containing 53,471 square feet at an initial rental rate of $.55 per square foot per year resulting in an initial revenue of $29,409 to the Authority. Under the terms and conditions of the proposed lease, it requires the tenant to complete construction of a commercial aeronautical facility within 30 months.

There was discussion regarding the length of time it took to negotiate the lease, the estimated value of improvements and ownership of the improvements reverting to the Authority at the end of the lease term.

Commissioner Rideoutte moved Board approval for the Executive Director to execute a Leasehold Agreement with Marco Hangars, LLC for a term of 30 years for development of a commercial

aeronautical facility. Vice Chair Dustin seconded. After a roll call vote, the motion passed unanimously 5-0.

H. NEW BUSINESS

1. Special Items for Audit Firm Review

Mr. Warriner stated that during the Audit Committee meeting of May 7th, the Committee discussed special items for the audit firm's review and suggested that MSL conduct an information technology review of ITVantage's recommendations to improve the airport's IT infrastructure. Mr. Warriner estimated that the review would take a couple of days at the standard fees outlined in the engagement letter. He said that Mr. Jeff Wolf of MSL was on the phone to answer any questions.

There was Board discussion regarding the review and their support of it. Chair Lenhard added that a second opinion would be beneficial for staff to have a confidence level in moving forward with any changes.

After taking a roll call of the Board to support MSL's review of ITVantage's recommendations, there was unanimous consensus to proceed.

2. Banking Services

At the Audit Committee meeting on May 7th, Mr. Warriner said that there was discussion about the prudency of keeping the approximately $35 million in NAA's two bank accounts, given the recent economic downturn and COVID-19 potential impacts on the banking systems. He said that the Audit Committee requested staff to reach out to Mr. John Grady who is the managing director for Public Trust Advisors and the investment advisor for the City of Naples. He added that Mr. Grady graciously helped us with our investment policy last year and that his firm manages $50 billion in assets for government entities across the country. Mr. Grady said that both of our banks, Valley National and Northern Trust, are part of the Florida Qualified Public Depository (QPD) Program where they are regulated by the state and are required to collateralize a percentage of each dollar of public funds deposits into a state public funds insurance pool designed to provide protection in the event of a bank default. Mr. Warriner said that since the inception of the program, there have been no failures of a QPD where an assessment on other QPDs have been made. In light of this, Mr. Warriner said that there is a significant amount of assets in our two accounts and we do not have any experts in house to determine the best approach. He said that it was suggested to engage Mr. Grady's firm to advise us with a cash and investment strategy.

Vice Chair Dustin commented that he has had a number of conversations about the concentration of NAA's deposits in two institutions and although his comfort level is reasonably high, he believes the Board members are stewards of these assets and said it was best to make certain that we are doing the best job possible.

Mr. Rozansky added that engaging with an outside advisor would be a positive step. After more due diligence, it may be possible to engage Mr. Grady's firm since they are under contract with the City of Naples and we could likely piggyback onto that contract without having to advertise.

Regarding Commissioner Messer's question regarding the consensus to be taken, Mr. Rozansky stated that it is to give support for staff to pursue and engage with an outside investment advisor.

Mr. Warriner said both of the banks are publicly traded and staff does track of all of their FCC filings and alerts that come out.

After taking a roll call of the Board to support staff in pursuing and engaging consulting services with an outside investment advisor, there was unanimous consensus to proceed.

3. **Customs & Border Protection Fee Increase**

For the benefit of the public listening or participating, Mr. Rozansky summarized the topic and the Memorandum of Agreement (MOA) with Customs & Border Protection (CBP) since 2010 to provide international inspection and clearing services. He said that the program has been a valuable and successful program for the airport and customers. Prior to 2010, customers would have to clear at other airports and then fly to Naples Airport.

He said that in FY 2019, CBP cleared 1,365 aircraft and 6,292 persons (passengers and flight crew) at the Naples Airport. Naples, FL was the final destination for nearly 99% of those aircraft. The Authority incurred $369,100 in expenses, but recovered those expenses through fees charged to customers for CBP services. Through February 2020, clearings maintained a similar trajectory, but have plummeted 92% since the COVID19 pandemic began.

Mr. Rozansky reported that on May 13, 2020, we received notice that CBP was transitioning from a flat fee to full cost recovery model beginning in July 2020 and we were given the choice to either 1) Temporarily eliminate service in the 4th quarter FY 20; or 2) Continue with an approximately 40% increase in the fee per inspector. CBP did not know the exact increase and has not been able to specify the exact amount.

Mr. Rozansky stated that he is working with Customs to retain our service in some form and is in discussion on a third option that would allow us to temporarily reduce to one inspector at the higher fee in July but beginning in October, return to two inspectors at the higher rate. He said that he is bringing this to the Board's attention because in the next invoicing cycle, we will be billed for the increased costs and there will be a revision to our MOA required in the short and long term.

There was Board and staff discussion regarding the continuation of services and potential, gradual changes to the fee structure when there is a better understanding of trends in air travel.

After taking a roll call of the Board to support staff in working with CBP to continue to provide the service, there was unanimous consensus to proceed.

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 reported at the February 20th Regular Meeting. She announced that due to the COVID-19 pandemic, interviews for NCC candidates have been rescheduled to the June 18th Regular Board Meeting and that the next Regular Meeting of the NCC scheduled for April 30th, has been rescheduled to June 25th.

2. **Technical Advisory Committee (TAC) Update**

Commissioner Messer stated that the TAC last met on January 30th, and a summary of that meeting was reported at the February 20th Regular Meeting. She reported that there was an unanticipated resignation of a TAC member and the NAA is seeking a volunteer to fill the Southwest Quadrant seat. She said that applications will be accepted through June 5th and information on how to apply could be found on our website. Due to the COVID-19 pandemic, she announced that the next Regular Meeting of the TAC scheduled for Thursday, April 23rd was being rescheduled to the latter part of June.

J. LEADERSHIP TEAM REPORT

1. **Leadership Team Report**

Commissioner Messer echoed Chair Lenhard's words shared at the beginning of the meeting regarding the team's incredible job with their hard work and customer-facing activities during a stressful time and difficult environment. Vice Chair Dustin echoed her comments. He suggested that leadership think through the new paradigm of people working remotely and to take that into consideration when working on the new facility plans. Mr. Rozansky stated that was discussed in a call earlier this week with the architects designing the GAT improvements.

K. FINANCIAL REPORTS

1. **Financial Summary**

Mr. Warriner provided a review of the financials and reported that the change in net position was unfavorable to budget for the month of April but favorable to budget year to date. He noted that adjustments were being made as needed and that the biggest decline has been in Jet A sales.

Commissioner Brousseau complimented staff for revising the financials to make them easier to understand.

As a follow up to Chair Lenhard's suggestion at the May Regular meeting to look back at the period of time during the Great Recession, Mr. Warriner reported on revenues and number of full time employees during that time vs. during the COVID-19 time frame.

Vice Chair Dustin moved acceptance of the April Financial Summary. Commissioner Messer seconded. After a roll call vote, the motion passed unanimously 5-0.

L. COUNSEL'S REPORT

1. **Counsel's Report**

Mr. Owens reported that there was one matter to report regarding a tenant in default. He stated that Hertz currently has one hangar lease and two concession agreements with the Authority and as of May 14, 2020, Hertz failed to make certain payments under those agreements in an amount of approximately $57,770.00. On May 18th a notice of nonpayment and breach of those agreements was sent to Hertz and pursuant to those notices, Hertz has until May 28th to make the delinquent payments. He said that we did hear recently that Hertz intends to make those payments; and although we remain cautiously optimistic,

no further action may be necessary at this time. He added that pursuant to the Executive Director's delegation of powers, Mr. Rozansky does have limited authority to proceed with termination and litigation for short term leases, but because the hangar lease with Hertz contains renewal options in excess of five years and because this matter also involves concession agreements, pursuant to Article 9 of the Delegation of Powers, we are to advise the Board. He requested a consensus roll call to authorize the Executive Director to commence litigation against Hertz if it becomes necessary to protect the interests of the Authority.

After a roll call vote, there was unanimous consensus for the Executive Director to commence litigation against Hertz if it becomes necessary.

Although not insensitive to what has happened in the rental car industry, Mr. Rozansky stated that Hertz has been a fantastic tenant since they came to the Naples Airport and that he will do everything possible to work with them. Unfortunately, he said it was important to request the action today since we do not know what their next steps will be.

There was discussion regarding the other businesses at the airport and the impacts from COVID-19.

M. PUBLIC COMMENTS (5-minute limit)

There were no public comments.

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Commissioner Messer commended the Chair for leading the meeting in a tough environment.

Vice Chair Dustin understands the difficulty of operating in this environment and appreciated the job staff was doing. Chair Lenhard echoed Vice Chair Dustin's comments.

Mr. Rozansky commented that staff is exploring video conferencing capability for the next meeting and will follow up with the City to see what their timeline is to resume holding meetings in Council Chambers.

After a suggestion by Commissioner Rideoutte to postpone the June Board meeting to July, there was discussion and most thought that it was best to keep the next Regular Meeting as scheduled in June.

O. ADJOURN

With no further business, the meeting adjourned at 10:40 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

Airport Office Building – 2nd Floor Conference Room
200 Aviation Drive North
Naples, FL 34104

Thursday, May 21, 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. April 16, 2020 Regular Meeting Minutes
2. May 7, 2020 Audit Committee Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Employee of the Quarter

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

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

1. Internet Service Providers
2. Professional Services Agreement and Task Order for the North Quadrant Landfill Redevelopment – Design, Bidding and Construction Phase Services in an amount not to exceed $1,220,840
3. Renew Workers' Compensation Insurance in an Amount Not To Exceed $133,788
4. Audit Firm Engagement Letter – FY 2020 Audit
5. Resolution 2020-4, FAA Grant Offer for $157,000 in Relief Funds from the CARES Act
6. Lease Term Buy-Back Program
7. Lease with Marco Hangars, LLC

H. NEW BUSINESS

1. Special Items for Audit Firm Review
2. Banking Services
3. Customs & Border Protection Fee Increase

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