Minutes of the
January 30, 2020 Regular Meeting of the
City of Naples Airport Authority (NAA) Technical Advisory Committee (TAC)
Airport Office Building Conference Room

ROLL CALL

The meeting was called to order by Michael Arnold at 1 p.m. in the Airport Office Building Conference Room.

Committee members present were Danielle Hudson, Steve Kingston, David Norgard, Daniel O'Brien, Andy Reed, Jamie Robinson and Craig Westbay. Bruce Barone, Jerry Brown and Jamie French had excused absences.

Liaisons present were Commissioner Messer, Vice Mayor Gary Price, Peter Green, Robin Singer and Joe Molsen.

NAA Staff and Authority Counsel present were: Chris Rozansky, Diane Terrill, Bill Owens, Robin Menard, Kerry Keith and Heather LeDuc.

AGENDA (Add, delete or re-sequence items)

There were no changes to the agenda.

MINUTES

There were no previous minutes, as this was the first NAA Part 150 Study TAC meeting.

PRESENTATIONS AND TIME CERTAIN ITEMS

1. Purpose and Objectives of the Technical Advisory Committee – ESA

Michael Arnold of ESA introduced the Part 150 Study team and asked members of the TAC to introduce themselves. After TAC members introduced themselves, Mr. Arnold outlined rules and expectations for the TAC. He asked that members bring information back to their communities and encourage involvement within their groups. Mr. Arnold then introduced the meeting facilitator, Yvonne Garth, and her role for the meeting.

2. Government in the Sunshine – Bond, Schoeneck and King, PLLC

Thomas Rinaldi of Bond, Schoeneck and King, PLLC introduced the Sunshine Law and how it relates to the Part 150 Study TAC members. TAC members were informed that they are subject to the Sunshine Law and public records requests. The Sunshine Law prioritizes transparency, meaning that all meetings must be open to the public and have reasonable notice. Meeting minutes are also necessary in order to remain in compliance with the Sunshine Law. Meeting minutes do not need to be written verbatim, but all votes must be recorded. It is possible for meetings to occur over social media platforms, so TAC members were asked to refrain from commenting or messaging on social media platforms about committee business.

Craig Westbay asked whether TAC members would need to remove other TAC members from meetings or presentations that they host in which committee business may come up. Thomas Rinaldi said there is only an issue if a dialogue or discussion between the TAC members occur. To be safe, it is advised that TAC members not attend presentations by another TAC member.

Craig Westbay also inquired if TAC members are expected to remain impartial in public settings. Thomas Rinaldi stated that it is a TAC member's responsibility to disseminate information to the community, so it is reasonable to express opinion. TAC members are asked to come back to TAC meetings with all community opinions represented.

It was noted that public records requests are all encompassing and anything that has been shared is subject to public records requests. This excludes verbal conversations with community members, which are not considered public record. The requests can be made to the TAC member but need to be forwarded to NAA immediately. TAC members are encouraged to discuss committee business through specially designated NAA email accounts, which will be set up by airport staff. It is strongly encouraged that all TAC – community communications are directed through this email account. The designated NAA email will ensure that private emails are not subject to public records requests and allows NAA staff to keep records for TAC members.

3. Part 150 Noise Study Overview – ESA

Michael Arnold began the overview with the history and background of the airport. He followed by introducing key entities of the study (the FAA, NAA and pilots) and their roles. The Part 150 Noise Study was described as a federal process that regulates airport noise and its compatibility with the community.

David Norgard asked if there is a place where TAC members can see existing complaints and comments in order to get a better understanding of current community perspective. Chris Rozansky stated that there are extensive records, which can be provided moving forward. He also included that there are monthly board packets that would have summaries of this information.

David O'Brien asked if two TAC members can attend the same community meeting. The answer is yes, but they must refrain from discussing committee business together.

The first phase of the Part 150 Study process will focus on data collection and presenting findings to TAC members. During this time period, the NEM process is initiated and the team works on understanding how all the information fits together. The second phase focuses on recommendations made based on findings from the first phase.

Collier County and the City of Naples have 60 DNL as the threshold of significance, rather than the standard 65 DNL established by the federal government. This threshold is in context of the annual average day.

Chris Rozansky restated that this study is only about noise. The NAA has done other studies about other airport related impacts, such as exhaust and emissions, previously. For any questions about related issues, please reach out to the NAA.

There are upcoming NAA Part 150 Study public workshops on February 11th and February 12th.

Jamie Robinson asked why there was a workshop in every quadrant except the northeast quadrant. Chris Rozansky responded that there were venues considered in every quadrant, however, it was a question of availability. There originally was a workshop located in the northeast quadrant, however, the scope was cut back. Mr. Rozansky stated that they will look at venues in the northeast quadrant for future workshops.

Craig Westbay asked if there are best practices for performing the TAC member role. Chris Rozansky responded that the NAA provides a 5x7 inch card that TAC members can distribute to their communities. He added that email distribution lists are also helpful for disseminating information into the community. Mr. Westbay noted that it would be helpful for TAC members if the project team provided materials with information discussed during the meetings that could be distributed to the community. Mr. Arnold stated that there will be a number of materials provided during the meetings that can be shared.

In April, the TAC can expect to review land use information, updates to the aircraft forecast and identify holes in land use information.

PUBLIC COMMENTS

There were no public comments.

ACTION ITEMS

1. 2020 Meeting Schedule

Future meetings are tentatively scheduled for April 23, 2020 (TAC #2) and November 5, 2020 (TAC #3) at 9:30 AM. The TAC unanimously approved this schedule.

OLD BUSINESS

There was no old business, as this was the first NAA Part 150 Study TAC meeting.

NEW BUSINESS

1. Next Meeting Date

Future meetings are scheduled for April 23, 2020 (TAC #2) and November 5, 2020 (TAC #3) at 9:30 AM.

PUBLIC COMMENTS

There were no public comments.

CORRESPONDENCE/COMMITTEE MEMBER COMMENTS

There were no additional comments.

ADJOURNMENT

With no further business, the meeting adjourned at 3 p.m.

Diane J. Terrill
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)
Part 150 Noise Study Technical Advisory Committee (TAC)
Notice of Regular Meeting

FINAL AGENDA

Airport Office Building
200 Aviation Drive North, 2nd Floor
Naples, FL 34102

Thursday, January 30, 2020
1:00 p.m.

Committee Members

Bruce Barone – Fifth Avenue South Business Improvement District Representative
Phil Boyer – Piston Representative
Jerry Brown – City at Large Representative
Michael Dalby – Greater Naples Chamber Representative
Danielle Hudson – Naples Area Board of Realtors Representative
Steve Kingston – Jet Representative
David Norgard – Southeast Representative
Daniel O'Brien – Northwest Representative
Andy Reed – County at Large Representative
Jamie Robinson – Northeast Representative
Craig Westbay – Southwest Representative

Liaisons/Participants

Commissioner Donna M. Messer – Naples Airport Authority Liaison
Vice Mayor Gary Price – Noise Compatibility Committee Liaison
Peter Green – Federal Aviation Administration Liaison
Joe Molsen – TRACON/RSW Liaison
Stacey Nichols – Naples Air Traffic Control Tower Liaison
Robin Singer – City of Naples Planning Department Liaison
Jamie French – Collier County Growth Management Division Liaison
Executive Director – Christopher A. Rozansky
Authority Attorney – William L. Owens, Esq. of Bond, Schoeneck & King, PLLC

Welcome. If you wish to address the Technical Advisory 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 ESA Representative 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 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 recommendation made by the Technical Advisory Committee with respect to any matter considered at this meeting may do so at the next Regular City of Naples Airport Authority Board Meeting.

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 Committee approval, usually at the next Regular Meeting.

Actions of this committee are subject to the Florida Sunshine Law. Florida Statute 286.011 states, "any gathering, whether formal or casual, of two or more members of the same Board or commission to discuss some matter on which foreseeable action will be taken by the public Board or Commission must be conducted in accordance with the Sunshine Law."

A. **ROLL CALL – ENVIRONMENTAL SCIENCE ASSOCIATES (ESA)**

B. **PLEDGE OF ALLEGIANCE**

C. **AGENDA (Add, delete or re-sequence items)**

D. **MINUTES**

E. **PRESENTATIONS AND TIME CERTAIN ITEMS**

1. Purpose and Objectives of the Technical Advisory Committee – ESA
2. Government in the Sunshine – Bond, Schoeneck and King, PLLC
3. Part 150 Noise Study Overview - ESA

F. **PUBLIC COMMENTS**

G. **ACTION ITEMS**

1. 2020 Meeting Schedule

H. **OLD BUSINESS**

I. **NEW BUSINESS**

1. Next Meeting Date

J. **PUBLIC COMMENTS**

K. **CORRESPONDENCE/COMMITTEE MEMBER COMMENTS - Committee Members**

L. **ADJOURNMENT**