January 21, 2021
Regular Meeting

Meeting was called to order by Chair Lenhard at 8:34 a.m. in the Council Chambers at City Hall.

A. ROLL CALL

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

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Ms. Cooper, Mr. Lobb, Mr. Warriner, Mr. Keith, Mr. Frost, Mr. Jefferson, Ms. Bendle, Ms. LeDuc, Mr. Burch and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

Chair Lenhard led the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky stated that there were no additions or deletions to the agenda; however, he noted the following revisions to the Board packet:

1) On page 3 of the December 17, 2020 Regular Meeting Minutes, the name of the gentleman who made a public comment was misspelled. His name was corrected to read "Burns." Also on page 3 in the third paragraph from the bottom, Vice Chair Dustin's comment in the last sentence was corrected to read, "Vice Chair Dustin commented that his business recently used private charter for safety of his team and given COVID, they may do so again."

2) Under Action Item 4, Proclamation, the proclamation was revised to remove the names of the air traffic controllers at the request of Robinson Aviation, Inc.

3) On page 7 of K1, Financial Summary, under the Project, Runway 5-23 Drainage Improvements, a formula error was discovered in the column, Project Amount Remaining. The sum of the two amounts should be $3,536,479 instead of $1,072,178. This affected the same column in the last item on page 8, Total Major Projects, which was updated to $8,231,688 from $5,767,387.

Mr. Rozansky stated that the corrected items were provided to the Board before the meeting.

D. MINUTES

1. December 17, 2020 Regular Meeting Minutes

Vice Chair Dustin moved approval of the December 17th Regular Meeting minutes as corrected in Agenda Item C above. Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Employees of the Year

Chair Lenhard recognized the Custodial team of Ana Navarro, Maria Perez, Lorencita Caicedo and Marianela Farrada as Employees of the Year for their outstanding contributions over the past 12 months. After COVID hit, he said that the Custodial staff were one of the first groups to realign their priorities, take on extra duties, focusing on high touch surfaces while maintaining a full cleaning schedule without adding additional staff. In order to limit the Custodial team's potential exposure to the virus in this public setting, Mr. Jefferson, Assistant Director of Facilities, accepted the recognition on their behalf.

F. PUBLIC COMMENTS

There were no public comments.

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

1. Election of Chair

Chair Lenhard reviewed the instructions for the election of officers.

Chair Messer nominated Chair Lenhard for re-election as Chair for a period of one year, and he accepted the nomination to serve as Chair. There were no other nominations. After a roll call vote, motion passed unanimously 5-0 to re-elect Commissioner Lenhard to be the Chair of the Board for a term of one year.

2. Election of Vice Chair

Chair Lenhard nominated Vice Chair Dustin to serve as Vice Chair. Vice Chair Dustin accepted the nomination. There were no other nominations. After a roll call vote, motion passed unanimously 5-0 to re-elect Commissioner Dustin to be the Vice Chair of the Board for a period of one year.

3. Committee Appointments (Chair)

Chair Lenhard appointed Commissioners to serve as follows:

Audit Committee:	Mr. Dustin, Chair Mr. Rideoutte, Member
Consultant Selection Committee:	Mr. Ruppert, Chair Mr. Lenhard, Member
Noise Compatibility Committee Liaison:	Ms. Messer
Technical Advisory Committee Liaison:	Ms. Messer
Legal Liaison:	Mr. Owens commented that there is usually more interaction between the Chair and himself when legal matters arise. He clarified that Authority Counsel usually

directly contacts the Chair on nonmaterial matters. Mr. Owens added that if there was material litigation, not only would he discuss these matters with each of the Board members individually but if it got to a certain level, it would be brought to the Board in a public meeting or a closed session if deemed necessary. As such, there was Board consensus to discontinue the Legal Liaison position.

4. Proclamation – Naples Tower

Mr. Rozansky requested Board authorization for the Chair to execute a Proclamation to recognize the Naples Air Traffic Control Tower staff and Robinson Aviation, (RVA) Inc. for their efforts in 2020. He said that the Tower staff have been nothing short of extraordinary and that their service is a critical aspect of operating a safe and efficient airport. Mr. Rozansky stated that Ms. Stacey Nichols, the Air Traffic Manager, was in the audience today. Mr. Rozansky read the Proclamation into the record.

Chair Lenhard thanked the Tower personnel for an outstanding job.

Commissioner Rideoutte moved Board approval for the Chair to execute a Proclamation to recognize the Naples Air Traffic Control Tower staff and Robinson Aviation, (RVA) Inc. Vice Chair Dustin seconded. Motion passed unanimously 5-0.

5. Resolution No. 2021-1, Resolution of City of Naples Airport Authority Delegating Certain Administrative and Operational Powers and Duties to the Executive Director; and Repealing Resolution 2020-1

Mr. Rozansky requested Board authorization for the Chair to execute Resolution 2021-1, Resolution of City of Naples Airport Authority Delegating Certain Administrative and Operational Powers and Duties to the Executive Director; and Repealing Resolution 2020-1. He stated that there were minor changes which were provided in the red-lined comparison of the two resolutions. He reviewed the revision under Section II A. to incorporate provisions for the 2020-2021 Lease Term Buy-Back Program that was approved by the Board on May 21, 2020. He noted that under Section IX, there was one statement in the prior version of the Resolution that said there must be a meeting of the Board before the Executive Director can report any non-emergency incident to any law enforcement agency. He said that in the recommended Resolution, the provision is removed because otherwise, it would limit staff's ability to respond to pressing issues that may come up with Customs, Federal Aviation Administration or TSA. Mr. Rozansky added that any material matters would be brought to the Board for discussion.

Commissioner Messer moved Board approval for the Chair to execute Resolution 2021-1, Resolution of City of Naples Airport Authority Delegating Certain Administrative and Operational Powers and Duties to the Executive Director; and Repealing Resolution 2020-1. Commissioner Ruppert seconded. Motion passed unanimously 5-0.

6. Proposed Revisions to the Bylaws for the Governance and Operation of City of Naples Airport Authority Noise Compatibility Committee

Ms. Cooper requested Board consideration and adoption of proposed revisions to the Bylaws for the Governance and Operation of City of Naples Airport Authority Noise Compatibility Committee

("Bylaws"). She said that at the October 15, 2020 NAA Regular Meeting, the Board approved revisions to their Bylaws providing for reduced in-person quorum requirements and virtual attendance in response to extraordinary circumstances, such as the COVID-19 pandemic. She stated that at the October 28, 2020 Regular Meeting of the Noise Compatibility Committee, Committee members recommended and unanimously accepted similar provisions to the NCC Bylaws.

In response to Commissioner Ruppert's question regarding in-person attendance, Ms. Cooper explained how staff determines that the in-person quorum requirement will be met in advance of the meeting.

Vice Chair Dustin moved Board approval of proposed revisions to the NCC Bylaws as presented by Ms. Cooper. Commissioner Messer seconded. Motion passed unanimously 5-0.

7. Lease Assignment from Gulf Coast Commercial Corporation to 531 Building, LLC

Ms. LeDuc requested Board authorization for the Executive Director to execute an Assignment and Assumption of Leasehold Agreement ("Lease") from Gulf Coast Commercial Corporation (Gulf Coast) to 531 Building, LLC. She provided a summary of the land lease with Gulf Coast that was approved by the Board on October 15, 2020 for a vacant parcel of land in the North Quad for aeronautical development. She said that Gulf Coast is requesting assignment of this Lease to another entity, 531 Building, LLC. She said that both entities are controlled by the same individual.

There was discussion regarding the financial strength of the new entity, the developer's experience at the airport and Bond or Letter of Credit provisions that are in our standard lease to guarantee performance of the construction.

Commissioner Ruppert moved Board approval for the Executive Director to execute an Assignment and Assumption of Leasehold Agreement ("Lease") from Gulf Coast Commercial Corporation to 531 Building, LLC. Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

H. NEW BUSINESS

There was no new business.

I. OLD BUSINESS

1. Noise Compatibility Committee (NCC) Update

Commissioner Messer stated that the NCC last met virtually on October 29th and that she reported on this meeting at the November 19th Board Meeting.

She reported that the NAA is seeking three volunteers to serve on the NCC to fill upcoming expired terms for the active general aviation/commercial pilot, the airport's Northeast quadrant area and the airport's Southwest quadrant area. She said that applications must be received by 12 p.m. on February 5th and that interviews will be conducted at the NAA Regular Meeting on March 18th at 8:30 a.m.

Commissioner Messer stated that Mr. Zac Burch, Community Engagement/Communications Manager, is working with NCC members to schedule community meetings in the areas that they represent. She said that anyone interested in scheduling a meeting should contact him at zburch@flynaples.com.

Commissioner Messer noted that the next Regular Meeting of the NCC is scheduled for Thursday, January 28th, at 9 a.m. and that due to the COVID-19 pandemic, the meeting will be held in a hybrid format where the public is encouraged to participate via Zoom, by registering in advance utilizing a meeting link which will be posted to the flynaples.com website later today.

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

Commissioner Messer stated that the TAC last met virtually on November 5th and that she reported on that meeting at the November 19th Board meeting. She reiterated that Mr. Burch is working with TAC members to schedule community meetings in areas that they represent. She said that the TAC meeting planned for February 11th is being rescheduled, tentatively to mid-March and the new meeting date will be announced as soon as possible.

J. LEADERSHIP TEAM REPORT

1. **Leadership Team Report**

Chair Lenhard commented that Mr. Justin Lobb, newly hired Deputy Director of Aviation, is a great addition to the staff and noted he was formerly on the NCC. Mr. Rozansky stated that at the January 28th NCC meeting, there will be a new County representative, stepping into Mr. Lobb's previous role on the NCC. He clarified that the three NCC vacancies referred to above are in addition to the County seat.

K. FINANCIAL REPORTS

1. **Financial Summary**

Mr. Warriner presented the financial results for the month of December and stated that it was a record fuel sales month for the airport.

A question and answer period followed.

Commissioner Messer moved acceptance of the December Financial Summary. Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

L. COUNSEL'S REPORT

1. **Counsel's Report**

Mr. Owens reiterated that in their bankruptcy action, Hertz indicated that they are willing and would like to assume their existing concession agreements and hangar lease with the airport. He said that negotiations continue and that the terms are primarily focused on the amount of the pre-petition debt that they owed us prior to filing for bankruptcy. Mr. Owens stated that we are in communications with their counsel. He said he will provide another update when we have more information to report.

He said that here is no other material or legal matters to discuss.

M. PUBLIC COMMENTS (5-minute limit)

There were none.

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Commissioner Rideoutte shared that a gentleman in his community noticed on last month's NAA agenda that a new official was appointed to serve on our Board. This gentleman commented that it was a good idea to have a fresh perspective.

O. ADJOURN

With no further business, the meeting adjourned at 9:18 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, January 21, 2021
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 Rick Ruppert
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. December 17, 2020 Regular Meeting Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEM

1. Employees of the Year

F. PUBLIC COMMENTS (5 minute limit)

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

1. Election of Chair
2. Election of Vice Chair
3. Committee Appointments (Chair)
4. Proclamation -- Naples Tower
5. Resolution No. 2021-1, Resolution of City of Naples Airport Authority Delegating Certain Administrative and Operational Powers and Duties to the Executive Director; and Repealing Resolution 2020-1
6. Proposed Revisions to the Bylaws for the Governance and Operation of City of Naples Airport Authority Noise Compatibility Committee
7. Lease Assignment from Gulf Coast Commercial Corporation to 531 Building, LLC

H. NEW BUSINESS

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