March 18, 2021
Regular Meeting

Meeting was called to order by Chair Lenhard at 8:36 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, Ms. Bendle, Mr. Burch and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

Chair Lenhard led the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky stated that the briefing paper for Action 4, General Aviation Terminal and Airport Office Building Improvements Project, was revised to include the bid results that were received on March 16th. He noted that the updated briefing paper was distributed to the Board in advance of this meeting.

D. MINUTES

1. February 18, 2021 Regular Meeting Minutes

Vice Chair Dustin moved approval of the February 18th Regular Meeting minutes. Commissioner Messer seconded. Motion passed unanimously 5-0.

2. February 18, 2021 Audit Committee Meeting Minutes

Commissioner Rideoutte moved approval of the February 18th Audit Committee Meeting minutes. Vice Chair Dustin seconded. Motion passed unanimously 5-0.

3. March 8, 2021 Workshop Meeting Minutes

Commissioner Ruppert moved approval of the March 8th Workshop Meeting minutes. Commissioner Messer seconded. Motion passed unanimously 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Noise Compatibility Committee (NCC) Member Interviews

Chair Lenhard announced that there were six applicants interviewed for the three upcoming NCC vacancies at a Board Workshop meeting held on March 8th and that there were three additional candidates to be interviewed this morning.

He invited Mr. Jamie Dobson, a candidate for the Northeast Quadrant, to the podium. Mr. Dobson, 171 Edgemere Way South, Naples, provided brief remarks on his background and experience. He noted that he was a resident of the Wyndemere community and would like to better understand the issues to find solutions that would address the concerns of residents in Wyndemere and Grey Oaks. A question and answer period followed.

Chair Lenhard introduced Ms. Julie Schmelzle, a candidate for the Northeast Quadrant, to the podium. Ms. Schmelzle, 4811 Sycamore Drive, Naples, provided brief remarks on her background and experience. She noted that she was a resident of the Logan Woods community and lives directly under the flight path. A question and answer period followed.

Chair Lenhard welcomed Mr. Ernest Linneman, current NCC member representing the Southwest Quadrant, to the podium. Mr. Linneman, 980 Galleon Drive, Naples, stated that he has been a member of the NCC for several years and has served in the past as a Board member. He shared his belief that many new homeowners are not aware of the airport's existence and suggested that a big effort be made to communicate flight patterns so that new and potential residents have a better understanding of where overflights are likely. He said that he would look forward to continuing as a member of the NCC, if reappointed. A question and answer period followed.

F. PUBLIC COMMENTS

There were no public comments.

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

1. Noise Compatibility Committee Member Selection

Chair Lenhard read the procedure for making appointments to the NCC. He said that there were three positions to fill.

Chair Lenhard nominated Mr. John Kuntz for the Northeast Quadrant position. Commissioner Ruppert nominated Ms. Julie Schmelzle for the Northeast Quadrant position. There were no other nominations.

A roll call vote was taken to appoint Mr. John Kuntz. Vice Chair Dustin – no. Commissioner Messer – no. Commissioner Rideoutte – yes. Commissioner Ruppert – no. Chair Lenhard – yes. The vote to appoint Mr. Kuntz was 2 votes in favor and 3 opposed.

A roll call vote was taken to appoint Ms. Julie Schmelzle. Vice Chair Dustin – yes. Commissioner Messer – yes. Commissioner Rideoutte – no. Commissioner Ruppert – yes. Chair Lenhard – no. The vote to appoint Ms. Schmelzle was 3 votes in favor and 2 opposed. Ms. Schmelzle was appointed to serve on the Noise Compatibility Committee for the Northeast Quadrant for a four-year term through March 31, 2025.

Chair Lenhard nominated Mr. James Gilligan for the Southwest Quadrant position. There were no other nominations.

A roll call vote was taken to appoint Mr. James Gilligan. Vice Chair Dustin – yes. Commissioner Messer – yes. Commissioner Rideoutte -- yes. Commissioner Ruppert – yes. Chair Lenhard – yes. The vote to appoint Mr. Gilligan was 5 votes in favor and 0 opposed. Mr. Gilligan was appointed to serve on the Noise Compatibility Committee for the Southwest Quadrant for a four-year term through March 31, 2025.

Chair Lenhard nominated Mr. Bruce Byerly for the Active Pilot position. Commissioner Ruppert nominated Mr. Richard Mellon for the Active Pilot position.

There was discussion regarding the number of experienced candidates for the Active Pilot position and the amount of interest from the Wyndemere community.

Commissioner Messer nominated Mr. John Kuntz for the Active Pilot position. There were no other nominations.

A roll call vote was taken to appoint Mr. Bruce Byerly. Vice Chair Dustin – no. Commissioner Messer – no. Commissioner Rideoutte – no. Commissioner Ruppert -- no. Chair Lenhard -- yes. The vote to appoint Mr. Byerly was 1 vote in favor and 4 opposed.

A roll call vote was taken to appoint Mr. Richard Mellon. Vice Chair Dustin – no. Commissioner Messer – no. Commissioner Rideoutte – no. Commissioner Ruppert – yes. Chair Lenhard – no. The vote to appoint Mr. Mellon was 1 vote in favor and 4 opposed.

A roll call vote was taken to appoint Mr. John Kuntz. Vice Chair Dustin – yes. Commissioner Messer – yes. Commissioner Rideoutte – yes. Commissioner Ruppert – no. Chair Lenhard – yes. The vote to appoint Mr. Kuntz was 4 votes in favor and 1 opposed. Mr. Kuntz was appointed to serve on the Noise Compatibility Committee for the Active Pilot position for a four-year term through March 31, 2025.

Chair Lenhard thanked all of the candidates who applied. He said the number of qualified candidates made the choices difficult. Vice Chair Dustin asked the candidates to remain engaged. Mr. Rozansky said that we would follow up with everyone particularly because of the Noise Study and ask them to remain engaged in that process.

2. FY 2020 Annual Audit and Comprehensive Annual Financial Report (CAFR)

Mr. Warriner requested Board approval of the recommendation by the Audit Committee to accept the FY 2020 Annual Audit and Comprehensive Annual Financial Report (CAFR). He said that on February 18th the Audit Committee met with staff and Mr. Jeff Wolf, senior audit manager of MSL, PA, to review the results of the Authority's annual audit and to answer any questions concerning the draft FY 2020 CAFR. Mr. Warriner invited Mr. Wolf to the podium.

Mr. Wolf presented an overview of the required audit communications, the service and deliverables. He reported that the auditors issued an unmodified opinion, the highest opinion that can be received.

A question and answer period followed.

Vice Chair Dustin moved Board approval of the FY 2020 Annual Audit and Comprehensive Annual Financial Report (CAFR). Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

3. Renew employee benefits in an amount not to exceed $1,017,622

Ms. Bendle requested authorization for the Executive Director to renew employee benefits effective May 1, 2021 in an amount not to exceed $1,017,622. She stated that the Executive Director has responsibility and authority over employee benefits under the Delegation of Powers.

Ms. Bendle stated that she worked with BKS, the Authority's benefits broker, to negotiate the benefits renewal and solicit proposals from insurers to bring the best options for consideration. She provided a summary of the recommendations based on the proposals received. She noted the 2021 renewal premiums with Blue Cross Blue Shield of Florida (BCBS) health insurance were negotiated to an overall increase of 1.7%. The Guardian dental renewal was negotiated to a 0% increase for the fifth year and that Guardian did not increase the premiums for vision, life, accidental death and dismemberment (AD&D), long term disability (LTD) and short term disability (STD) insurance. She said that BKS recommended that the Authority replace the current Medical Advocacy Program and Teladoc with HealthJoy which offers the same benefit and level of service with additional technology and coverage. In order to remain a competitive employer and compete for top talent, Ms. Bendle provided an overview of the Lifestyle Benefit Programs that are increasing in popularity but stated that this program may align better with a wellness program when established by the Authority.

A question and answer period followed.

Board members expressed appreciation to Ms. Bendle, for working with BKS, to receive favorable insurance renewal rates.

Vice Chair Dustin moved Board approval for the Executive Director to renew employee benefits effective May 1, 2021 in an amount not to exceed $1,017,622. Commissioner Messer seconded. The motion passed unanimously 5-0.

4. General Aviation Terminal and Airport Office Building Improvements Project

Mr. Keith provided an update on the bids received on March 16th. He said that the results were for $8,833,625; $7,572,764 and $6,591,991 compared to the original engineer's estimate of $5,276,000. Mr. Keith requested additional time to review the bid results, proposed schedule, budget, and regulatory constraints and stated that a recommendation will be provided at the April Regular Meeting.

Mr. Rozansky added that we are still in the due diligence process since the low bidder is not a contractor we have worked with in the past. The Board agreed that additional time was warranted.

H. NEW BUSINESS

1. Banking Update

Mr. Warriner presented an overview of the 2020 annual financial results from Valley National Bank and Northern Trust Bank, the Authority's banks. He stated that the overall performance of both banks was strong even against the COVID-19 backdrop. Regarding the investment policy, Mr. Warriner reported that we will be diversifying our portfolio by moving into longer term investments that yield a higher rate of return. He said that in January, the rates were below 1% and today they are at 1.6% to 1.7%.

A question and answer period followed.

I. OLD BUSINESS

1. Noise Compatibility Committee (NCC) Update

Commissioner Messer stated that the NCC last met virtually on January 28th and that we reported on that meeting at the February 18th Regular Meeting of the Board of Commissioners. She provided a recap of the Noise Compatibility Committee applicant process and the Board's selection of new members held earlier in this meeting. 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 and 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 Tuesday, May 4th 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 in advance.

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 said that the next meeting of the TAC is scheduled to coincide with the publication of the draft Noise Exposure Maps (NEMs) in mid-April and that the new meeting date will be announced as we progress. Commissioner Messer reiterated that Mr. Zac Burch, Community Engagement/Communications Manager, is working with TAC members to schedule community meetings in the areas that they represent and that anyone interested in scheduling a meeting should contact him at zburch@flynaples.com.

J. LEADERSHIP TEAM REPORT

1. Leadership Team Report

Commissioner Ruppert congratulated Pam Rinehart on her 35 years of service with the Authority.

Vice Chair Dustin asked if the Authority conducted 360-degree performance reviews. Mr. Rozansky stated that we have a multi-layered approach, and the reviews are conducted by the employee's immediate supervisor as well as the department head. Vice Chair Dustin asked if there are employee assessments of leadership above them, and Mr. Rozansky stated that those evaluations are covered in the pulse surveys.

As noted on page 2, regarding Vice Chair Dustin's question regarding the dollar amount generated from the surplus items auctioned off, Mr. Rozansky reported that the auction was extended until March 23rd.

In response to Vice Chair Dustin's question regarding staff continuing to be assigned to standby duty, Mr. Rozansky stated that we are still doing that as a matter of practice in case there is an outbreak. Mr. Rozansky said that we are encouraging staff to get their vaccinations but have not yet determined what percentage of employees are planning to be vaccinated.

Commissioner Messer noted that the waiting list for hangar storage has gone up significantly. She asked if staff anticipates that the number will continue to increase. Mr. Rozansky stated that it ebbs and flows and seems to increase at this time of year. Mr. Rozansky added that we will be planning for a rate adjustment on October 1st of this year.

Commissioner Messer congratulated staff on 0 work injuries and days away from work as reported on the Human Resources Metrics table.

In reference to the operations and curfew compliance reports on page 5, Mr. Rozansky clarified the voluntary curfew compliance rate increased and how it relates to the voluntary curfew operations that decreased. Mr. Rozansky added that new reports are anticipated to be presented to the Noise Compatibility Committee at their May meeting to seek ways to make these noise and operations reports more relevant and understandable.

Commissioner Rideoutte questioned the necessity to trim some of the palm trees. Mr. Rozansky stated that the sabal and royal palms are 40 to 50 feet high and that the dead brown fonds can sometimes fall into the road or parking lot, and therefore it was necessary for safety reasons to trim the palms.

K. FINANCIAL REPORTS

1. Financial Summary

Mr. Warriner presented the financial results for the month of February and stated that the year-to-date change in net position before capital contributions is favorable to budget by $4,560,613.

A question and answer period followed.

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

L. COUNSEL'S REPORT

1. Counsel's Report

Mr. Owens reported on two matters. The first was regarding the Hertz bankruptcy and their desire to assume their hangar lease and concession agreements and cure any past due amounts that are owed.

Regarding the lawsuit filed against the Authority concerning a minor motor vehicle incident involving an employee, he said that this matter is moving very slowly but procedurally, there are some events that are scheduled to occur, but there is no further update at this time. He said that we have been in close contact with the defense counsel representing the Authority, who is being fully paid by our insurance carrier.

M. PUBLIC COMMENTS (5-minute limit)

There were none.

N. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Commissioner Rideoutte shared a humorous graphic about demographic changes and the potential for culture divide.

O. ADJOURN

With no further business, the meeting adjourned at 11:20 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 18, 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 – Noise Compatibility and Technical Advisory Committee Liaison
Commissioner James Rideoutte – Audit Committee Member
Commissioner Rick Ruppert – Consultant Selection Committee Chair
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 18, 2021 Regular Meeting Minutes
2. February 18, 2021 Audit Committee Meeting Minutes
3. March 8, 2021 Workshop Meeting Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Noise Compatibility Committee Member Interviews

F. PUBLIC COMMENTS (5 minute limit)

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

1. Noise Compatibility Committee Member Selection
2. FY 2020 Annual Audit and Comprehensive Annual Financial Report (CAFR)
3. Renew employee benefits in an amount not to exceed $1,017,622
4. General Aviation Terminal and Airport Office Building Improvements Project

H. NEW BUSINESS

1. Banking Update

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