CITY OF NAPLES AIRPORT AUTHORITY (NAA)
Board of Commissioners
Notice of Regular Meeting

AGENDA

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

Thursday, January 20, 2022
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 Rick Ruppert – Consultant Selection Committee Chair
Commissioner Rita Cuddihy

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 16, 2021 Regular Meeting Minutes

2. January 11, 2022 Consultant Selection Committee Meeting Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. 2020 GFOA Certificate of Excellence in Financial Reporting

2. 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. Election of Chair

2. Election of Vice Chair

3. Committee Appointments (Chair)

4. Resolution 2022-1, Resolution of City of Naples Airport Authority Delegating Certain Administrative and Operational Powers and Duties to the Executive Director; and Repealing Resolution 2021-1

5. Consultant Selection Committee Ranking of Firms for Design – Build Services for a Solar Canopy Installation in the General Aviation Terminal Long Term Parking Area

6. Lease Amendment for Elite Aviation Group of Naples, 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

Thursday, December 16, 2021
Naples Airport Authority: Regular Meeting

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

A. ROLL CALL

1. Swearing In Ceremony for Commissioner Dustin

Ms. Jessica Rosenberg, Deputy City Clerk, administered the Oath of Office to reappointed Authority Commissioner, Mr. Kerry Dustin, to serve a four-year term from December 1, 2021 to November 30, 2025.

2. Roll Call

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

Staff and Authority Counsel present were Mr. Rozansky, Mr. Owens, Ms. Cooper, Mr. Lobb, Mr. Keith, Mr. Warriner, Mr. Burch, and Ms. Menard. Ms. Rita Cuddihy was also in attendance.

B. PLEDGE OF ALLEGIANCE

Chair Lenhard led the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky noted the following corrections to the agenda:

- Under A. Roll Call, the swearing in of Commissioner Dustin was added as Item No. 1 and Roll Call was resequenced to Item No. 2.

- Under D. Minutes, Item 1, November 18, 2021 Regular Meeting Minutes, two changes were made as follows: 1) In the last paragraph on page 1, the minutes will be corrected to read "Chair Lenhard" rather than "Chain Lenhard." and 2) In the first line on page 5, the minutes will be corrected to read "Commissioner Ruppert stated that it is the Board's fiduciary responsibility to review and approve" rather than "renew and approve."

- Under G. Action Items, Item No. 3, Assignment, Assumption and Amendment of City of Naples Airport Authority Leasehold Agreement from AA Aviation Hangar Condominium Association, Inc. to Industrial Equities of Florida, LLC, and Item No. 4, Assignment, Amendment and Restatement of Leasehold Agreement from Joelle Development, LLC to NetJets Services, Inc. were removed from the agenda and will be considered at a later date. Item Nos. 5 – 8 were resequenced to Item Nos. 3 – 6.

- Under Action Item 4 (formerly Action Item 6 in the original Board packet), Noise Compatibility Committee 2021 Annual Report, the wording in the third paragraph and fifth paragraph under the NCC Chair's report, were modified to reflect that the FAA has approved the NEM's and the NCP has begun. The previous report stated that we were awaiting FAA approval.

- Under Action Item 5 (formerly Action Item 7 in the original Board packet), Naples Airport Authority 2021 Annual Report, there was a minor typographical error under the Executive Director's report in the third paragraph, and the word, "remodel" was deleted since it appeared twice in the second sentence.

- The swearing in of Incoming Commissioner Cuddihy was added as Item O, and Adjournment was resequenced to Item P.

D. MINUTES

1. November 18, 2021 Regular Meeting Minutes

Vice Chair Dustin moved approval of the November 18th Regular Meeting minutes as corrected and previously noted by Mr. Rozansky during the Agenda portion of the meeting. Commissioner Ruppert seconded. Motion passed unanimously 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Presentation to Outgoing Commissioner Rideoutte

Chair Lenhard recognized Outgoing Commissioner Rideoutte for his years of service on the Naples Airport Authority Board of Commissioners. Chair Lenhard highlighted Commissioner Rideoutte's educational background, community involvement and noted the countless number of contributions he made to improve the quality of life in this community. Commissioner Rideoutte commented that he enjoyed serving the Authority. Mr. Rozansky sincerely thanked Commissioner Rideoutte for his guidance, wisdom and leadership.

2. Employee of the Year

Chair Lenhard recognized Mr. Jeff Gifford as Employee of the Year. He stated that unfortunately Mr. Gifford was unable to be present at the meeting. Chair Lenhard said that Mr. Gifford joined the NAA as a seasonal Ramp Assistant in 2006 and continued returning every season until 2014 when he joined the team full time. He noted that Mr. Gifford serves as a role model for the rest of the operations team and is ready to assist in any way he can, including learning the job of Line Technician in addition to his own duties as a Ramp Assistant. Chair Lenhard thanked Mr. Gifford for exhibiting the APF values and for his contributions to meeting our customer service vision by providing a first and lasting impression of excellence.

3. Investment Update – John Grady, Public Trust Advisors

Mr. Warriner introduced Mr. John Grady, our investment advisor and Managing Director of Public Trust Advisors. Mr. Warriner explained that to date the NAA has invested a little over half of the $20 million that the Board previously approved. He said that Mr. Grady will provide a general economic update as well as an update of where we are in our investment portfolio and an overview of investment strategy.

Mr. Grady thanked the Board and staff for the opportunity to present. He congratulated Commissioner Rideoutte on his next adventure and said that it has been a pleasure to work with him. Mr. Grady provided the most recent data for U.S. gross domestic product, inflation, labor and housing markets, monetary policy, yield curve on inflation and credit spreads, as well as the maturity structure and cash flow of our portfolio at the end of November 2021. He addressed comments on our investment portfolio and the economic outlook.

F. PUBLIC COMMENTS

Ms. Mary Tatigian, 4360 7th Avenue SW, Naples, 34119, commented that she has lived in Naples for 38 years and in her current home for 21 years. She said that about one year ago, she noticed a significant increase in flight activity, resulting in excessive, intolerable noise. She said that she has two sound meters on her deck that read between 65 and 80 decibels all day long. Ms. Tatigian noted that she formed a group, Quiet Collier, in an attempt to combat the noise pollution that many Naples residents are experiencing. Chair Lenhard stated that the Board of Commissioners are well aware of the situation and that the NAA is undergoing the Part 150 Noise Study to address the community's concerns. Mr. Rozansky added that the FAA controls the flight paths and that the Part 150 Noise Study provides a mechanism that allows us to offer recommendations to the FAA. He encouraged her to stay engaged in the process. He asked Ms. Tatigian if she had any recommendations, and she said that air traffic could be diverted to other nearby airports such as Marco Island, Fort Myers or Immokalee and that flights to/from Naples could use a steeper ascent or descent.

Commissioner Messer thanked Ms. Tatigian for attending the meeting and stated that several Board members live directly beneath the flight path and experience the noise as well. Commissioner Messer said that if there is any opportunity to effect change, it is through the Part 150 Noise Study or through the supplementary analysis and partnering with the FAA. Mr. Rozansky provided a timeline for the second half of the Part 150 Noise Study.

Mr. Fred Harms, 1736 Harbour Lane, Naples, 34104 commented that he lives at the approach end of Runway 5 and expressed concern about the noise and air pollution being emitted by jets that line up in the Runway 5 area. Mr. Harms stated that when his parents owned the home, they called the Fire Department regarding jet exhaust. He said the Fire Department brought meters and advised that the air within their home was unsafe and that they should keep their windows closed.

<u>Please Note</u>: Following this meeting staff contacted the City of Naples Fire Department, Collier County EMS and Greater Naples Fire Rescue District and could not locate a record of the incident.

In addition, Mr. Harms stated that he has since purchased the home and that the noise is very loud during his walks to Baker Park or when he sits outside his home. Mr. Harms asked about a comment made at the Technical Advisory Committee concerning the airport possibly purchasing homes, Mr. Rozansky clarified that the comment was made by our noise consultant who stated that some airports purchase and demolish homes within the noise contour so that it is not occupied again. He added that these types of purchases are not made to extend runways. Mr. Rozansky added that he did not believe that this concept would be part of the Part 150 Noise Study. From a safety standpoint, Chair Lenhard explained that aircraft land and take off into prevailing winds and that most of the winds come from the northeast or the southwest which is why Runway 5-23 is the most heavily used runway. Mr. Rozansky noted that Mr. Harms' home is a little more than a thousand feet from the end of the runway. He stated that jets are queuing on Taxiway A waiting for departure clearance and are sometimes delayed by arrivals. He added that one of the initiatives our noise consultant is working on is improving efficiency to reduce jets waiting on the taxiways. He encouraged Mr. Harms to stay engaged in the Part 150 Noise Study. Mr. Harms commented about the curfew, and Mr. Rozansky said that that is another initiative of the Noise Study.

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

1. Airport Master Plan

Mr. Rozansky requested Board approval of the Master Plan Update. He stated that the final Master Plan Update encompasses about four years' worth of work and two dozen public meetings. He introduced Mr. Doug DiCarlo of Environmental Science Associates to present the final Master Plan Update presentation.

Mr. DiCarlo provided a summary of the Master Plan. He reviewed the overall planning process, timeline of the Airport Layout Plan drawing set approvals, depicted an aerial of the airport, summarized the type of projects that are within the Master Plan and 20-year horizon, as well as the development program costs (calculated before COVID-19).

Commissioner Ruppert moved approval of the Airport Master Plan Update as presented by Mr. DiCarlo. Vice Chair Dustin seconded. Motion passed unanimously 5-0.

2. Sole Source Contract for a Tower Voice Switch Not to Exceed $190,000

Mr. Keith requested Board authorization for the Executive Director to use sole source purchasing to acquire an Air Traffic Control Tower (ATCT) voice switch system in an amount not to exceed $190,000. He said that with the delay of the ATCT cab renovation, Tower personnel recently requested a voice switch system that provides control of multiple communication inputs (radios, telephone, IFR control facility direct access lines) in the ATCT cab from a single controller interface. He said that the existing switch is nearing the end of its useful life and has limited

support from the system manufacturer due to its age. The upgraded voice switch will be compatible with newer air traffic control equipment, will be fully supported by the manufacturer and will also include installation of an additional (fifth) controller position in the cab, which the existing equipment does not allow for. The replacement voice switch will be the latest model from Frequentis which is currently being installed at FAA-owned tower facilities.

A question-and-answer period followed.

Vice Chair Dustin moved approval for the Executive Director to use sole source purchasing to acquire an Air Traffic Control Tower (ATCT) voice switch system in an amount not to exceed $190,000 as presented by Mr. Keith. Commissioner Messer seconded. Motion passed unanimously 5-0.

3. Interlocal Agreement with Collier County

Mr. Lobb requested Board approval for the Chair to execute the Interlocal Agreement between the Collier County Board of County Commissioners and the City of Naples Airport Authority for emergency assistance, consultation and management as needed. He stated that the NAA and Collier County Airport Authority (CCAA) executed a similar agreement in 2015, and although it was never utilized, it was appreciated by the County. Mr. Lobb said that due to recent changes in management of the CCAA and the COVID-19 pandemic, the County has requested the renewal of this agreement which is nearly identical to the previous agreement. Mr. Lobb added that it is entirely voluntary and either party may withdraw from the Agreement with 30 days' notice. Mr. Lobb stated that staff time provided to the CCAA would not be reimbursable but any expenses or other costs incurred would be reimbursable.

A question-and-answer period followed.

Commissioner Ruppert moved approval for the Chair to execute the Interlocal Agreement between the Collier County Board of County Commissioners and the City of Naples Airport Authority for emergency assistance, consultation and management as needed. Commissioner Messer seconded. Motion passed unanimously 5-0.

4. Noise Compatibility Committee 2021 Annual Report

Mr. Burch requested Board approval of the FY 2021 Noise Compatibility Committee Annual Report. He noted that there are two versions of the report – one is in a handout form, and the other is in an interactive electronic form. He summarized each section of the report. Mr. Burch stated that the Noise Compatibility Committee unanimously approved the report at its November 4th Regular Meeting, and upon Board approval, the report will be available to the public in print and on our website, distributed via e-mail to tenants and customers and utilized in presentations.

Commissioner Messer suggested an update to the language in Chair Holland's letter regarding Phase 2 of the Noise Study. Specifically, the last sentence of the second paragraph should be corrected to read, "Phase 2 began in earnest in November and includes several opportunities for

residents, neighbors and stakeholders to participate." Mr. Rozansky noted additional revisions had been made after the Board packet was distributed.

Commissioner Ruppert moved Board approval of the FY 2021 Noise Compatibility Committee Annual Report with the corrections noted above. Vice Chair Dustin seconded. Motion passed unanimously 5-0.

5. Naples Airport Authority 2021 Annual Report

Mr. Burch requested Board approval of the FY 2021 Naples Airport Authority Annual Report. He noted that the report includes a more comprehensive look at the airport in general compared to the NCC report which focuses primarily on noise. He highlighted several of the initiatives and accomplishments over the prior fiscal year. He noted that there will be two versions of the report, one being a printed handout, and the other is an interactive electronic version. Upon approval, the report will be available to the public in print and on our website, distributed via e-mail to tenants and customers and utilized in presentations.

Vice Chair Dustin pointed out that in the third paragraph on the last page under "Our Master Plan Nears Completion", there is a reference in the last sentence that local approval was formalized at a Naples City Council meeting in fall 2021. Mr. Rozansky stated that staff noticed the error and the Annual Report was revised to remove that sentence. In addition, and as noted earlier in the Agenda portion of the meeting, the minor typographical error under the Executive Director's report will be corrected.

Commissioner Messer asked if Aviatrix had any new suggestions that we have not done in the past to utilize the annual report. Mr. Burch stated that we could share it more broadly with the community and to include it at our outreach/open house events as well as share the link with people when we have the opportunity to do so.

Vice Chair Dustin pointed out that he believes that the economic impact is substantially greater than $440 million and suggested that we tell people that it is substantially undervalued. There was discussion about FDOT's 2022 economic impact analysis and their goal to have an updated deliverable by the end of calendar year 2022.

Commissioner Rideoutte moved Board approval of the FY 2021 Naples Airport Authority Annual Report with the corrections noted above. Commissioner Messer seconded. Motion passed unanimously 5-0.

6. Design-Build Agreement for Fuel Farm Expansion with Currier TK in an Amount Not to Exceed $240,000

Mr. Keith requested Board approval and authorization for the Executive Director to execute a contract with Currier TK for design services for fuel farm improvements in an amount not to exceed $240,000. Staff negotiated a scope of work for design, permitting and preconstruction services with Currier TK following Board approval for the selection of Currier TK at the November Board meeting. During design-build process, Currier TK will establish a Guaranteed

Maximum Price (GMP) for the construction phase that will be presented to the Board for approval at a subsequent meeting. This project is included in the FY 2022 budget for $2 million.

A question-and-answer period followed.

Vice Chair Dustin moved Board approval and authorization for the Executive Director to execute a contract with Currier TK for design services for fuel farm improvements in an amount not to exceed $240,000. Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

H. NEW BUSINESS

1. North Road Terminal Feasibility Analysis – SchenkelShultz Architecture

Mr. Lobb requested Board review and discussion regarding the feasibility of additional modifications and proposed future uses of the North Road Terminal (NRT). He stated that a partial renovation of the NRT was completed during 2020 to allow use of the facility as a temporary FBO during the remodel of the General Aviation Terminal but that those renovations only partially addressed the modifications needed to bring the facility up to current standards. He introduced Mr. Craig Hanson of SchenkelShultz Architecture, who presented an overview of the feasibility study to determine possible future uses and improvements.

Mr. Hanson provided three options for consideration with Option 1 being a limited renovation to the NRT to keep the cost under the 50% FEMA threshold, Option 2 being a more extensive renovation that would include required code upgrades and Options 3A and 3B being a demolition and replacement of the Commercial Terminal with 3A including limited site improvements and 3B including maximizing ramp improvements. He reviewed estimated construction costs for each option and stated that his firm recommended Option 2 because it addresses a lot of existing building code deficiencies and best balances terminal improvements and budget. He noted that Option 2 would require the relocation of car rental services.

Mr. Rozansky requested Board feedback on the high-level conceptual feasibility analysis. There was Board and staff discussion regarding the options, the limitations of the existing building, the ability to safely and efficiently manage the traffic we have today and into the future, where the car rental facility could be relocated to and the feasibility of obtaining FAA and FDOT funding.

There was Board consensus for staff to pursue the feasibility of Option 2 as recommended by SchenkelShultz Architecture.

Chair Lenhard called for a short recess.

I. OLD BUSINESS

1. Noise Compatibility Committee Update (NCC)

Commissioner Messer stated that the NCC last met on November 4th, and she reported on that meeting at the November 18th Regular Meeting. She announced that the next NCC meeting is

scheduled for February 3rd and that on December 9th, the NAA held its first Plane Talk community open house to provide the public an opportunity to speak with NAA staff, Board and Committee members about any topics they choose. She noted that Mr. Zac Burch, Communications and Community Engagement Manager, is working with NCC members to schedule community meetings in the areas that they represent and that anyone interested in scheduling a meeting or presentation should contact Mr. Burch at zburch@flynaples.com or at 239-643-0733.

2. Technical Advisory Committee Update (TAC)

Commissioner Messer noted that the TAC last met on December 14th related to the ongoing Part 150 Noise Study. She highlighted several topics that were presented by ESA, our noise consultant, as well as the presentation by NetJets. She reported that three new liaisons have been added to the TAC, one representing the Office of Representative Mario Diaz-Balart and two representing the FAA. Commissioner Messer noted that the FAA formally accepted the Noise Exposure Maps in a letter dated December 9th and that the next TAC Meeting is tentatively scheduled for February. She reiterated that public outreach and community engagement are critical to NAA's efforts to engage the community and encouraged the public to contact Mr. Burch at zburch@flynaples.com or at 239-643-0733 to schedule community meetings or presentations.

Commissioner Ruppert commented that at yesterday's TAC meeting, he was encouraged to see more active participation by the FAA. Going forward, he said it gave him increased optimism that the second part of our Noise Study will have more substance, be more realistic and have a more time efficient response to some of the ideas and concerns of the community.

3. Strategic Plan Scorecard – FY 2021 End of Year Report

Ms. Cooper requested Board review and acceptance of the Strategic Plan Scorecard for FY 2021 End of Year Report. She provided the Scorecard summary that details the work that the team accomplished during the fiscal year that ended on September 30th, 2021. She stated that there was one initiative, "Maintain compliance with Part 139 requirements", shown in red, that was not achieved but was fully mitigated soon after the discrepancy was noted. She said that staff achieved an overall score of 96% of completion of the goals and objectives for FY 2021.

Commissioner Messer congratulated staff on an incredible job throughout the past year. Regarding the initiative that was not met, she asked what the measure would be the next time around. Ms. Cooper stated that through this process, staff learned that measures should be a stretch but must be achievable and we now know that this measure was not. Mr. Rozansky added that the measure has been changed to "Zero Unmitigated Discrepancies" in the scorecard for fiscal year 2022. He stated that it still sets a high threshold but is achievable.

Vice Chair Dustin moved Board acceptance of the Strategic Plan Scorecard - Fiscal Year 2021 End of Year Report. Commissioner Messer seconded. Motion passed unanimously 5-0.

4. Strategic Plan Incentive Program

Ms. Cooper requested Board authorization for the Executive Director to distribute incentive pay to employees under the Strategic Plan Incentive Program for FY 2021. She provided an overview of the program which was approved at the December 20, 2018 Regular Meeting. She stated that based upon the achievement of 96% of the measures in our Strategic Plan Scorecard, the total incentive expense is approximately $479,165 and that achievement of 100% of the measures has been accrued in the amount of $499,131.

In response to Commissioner Ruppert's question as to when the incentive would be paid, Ms. Cooper stated that it would be paid in December.

Chair Lenhard said that the two initiatives that staff fell short on were items out of their control. He added that the manner in which the FAA performs Part 139 inspections has changed and staff mitigated the discrepancies. He said that the Certificate in Excellence in Financial Reporting was being delayed due to a timing issue which is also out of staff's control. Vice Chair Dustin commented that the quality of the financial reporting this year has been excellent. Commissioner Ruppert stated that he was not sure staff were penalized on the incentive for that. Ms. Cooper clarified that the score of 96% was based on the Part 139 discrepancy issue only. Chair Lenhard said that since the discrepancy had been mitigated, which is consistent with the way we feel it should be handled going forward, then staff should be incentivized for achieving 100% of the measures on the Scorecard. Commissioner Messer and Commissioner Rideoutte agreed.

Vice Chair Dustin stated that we had an incredible year because this team did an excellent job and went above and beyond to service extraordinary demand levels. He suggested that the incentive be increased to $600,000, rather than the accrued amount of approximately $500,000. On behalf of the entire team, Mr. Rozansky expressed appreciation for such an immense gesture. He deferred to Mr. Owens on any legal issues related to this.

Mr. Owens stated that the Board has the full authority under this incentive program to pay whatever they deem appropriate, although he said the amount was not budgeted for and he would like to confer with Mr. Rozansky and his team to make sure there are no issues with funding the additional amount. Mr. Rozansky stated that expenses were 18% below budget year to date and didn't believe there would be any issues.

There was discussion on how to calculate and distribute the additional incentive. Commissioner Messer expressed that the entire team performed right alongside management and that the added incentive should be shared equally amongst all employees. There was Board consensus that the additional portion should be distributed evenly amongst all employees, prorated to the length of employment over the fiscal year.

Vice Chair Dustin moved Board approval for the Executive Director to distribute incentive pay to employees for achieving 100% of the Scorecard under the Strategic Plan Incentive Program for FY 2021 and to distribute an additional 20% of the $500,000 incentive amount, or $1,000 per employee, to be shared equally with all employees based on a full year of employment or a

prorated amount based upon the length of the employment over the fiscal year. Commissioner Rideoutte seconded. Motion passed unanimously 5-0.

5. NAA Bylaws

Ms. Cooper requested Board review and discussion of the Naples Airport Authority Bylaws dated October 15, 2020. She said that during the October 15, 2020 Board of Commissioners Regular Meeting, sections of the Authority Bylaws were amended as a proactive measure for the health and safety of Board and Committee members, employees, customers and the public. She summarized the changes made to the Bylaws for in-person attendance at Board meetings as well as in-person quorum requirements at Public Committee meetings.

Ms. Cooper said the Board last reviewed these Bylaws in June and at that time voted to maintain the current Bylaws but to review them again at the December meeting.

There was discussion regarding the 25% quorum requirement for Public Committee meetings.

Vice Chair Dustin commented that the NCC and TAC meetings will have more participation due to the Part 150 Study community outreach phase. He asked how many people participated virtually at the December TAC meeting. Ms. Cooper said that she would have to provide that information after the meeting but added that there have been more people attending virtually because it is more convenient. Vice Chair Dustin stated that we are at a critical stage of community outreach and that we need to do everything we can to promote community outreach and communication about the importance of the airport, its value to this community, what we are trying to do and why we want their input. Mr. Rozansky stated that we are mindful of this, and that staff is exploring a different venue for future meetings. He thanked Vice Chair Dustin for his comments.

Commissioner Ruppert asked that if the Bylaws were changed to require greater attendance by Committee members, would it preclude us from giving the public access to the meeting via Zoom video. Mr. Owens clarified that the Bylaws were amended to deal with safety issues and the Attorney General's interpretation of the Sunshine laws which require that a quorum be in person in order to conduct business. With safety in mind, these changes were implemented but clearly, we can go above and beyond to have Zoom access separate and aside from quorum requirements.

Chair Lenhard recommended that the Bylaws be kept in place until the pandemic is past us. He agreed to the comments about public access and also the suggestion to find a larger venue so that more people can attend in person.

Mr. Rozansky stated that staff will provide Board members with the actual number of virtual attendees who participated at the most recent TAC meeting. He also commented that another good reason to find a larger venue for public meetings is because we are about to roll out our social media policy and public meetings will be promoted on those platforms as well.

There was Board consensus to not change the Bylaws at this time.

J. LEADERSHIP TEAM REPORT

1. Leadership Team Report

Commissioner Ruppert commended the entire team for what they have gone through this year in developing the new facilities, relocating from one side of the airfield to another and then back under all the conditions, the growth and supply chain issues.

Commissioner Ruppert asked if we will be letting the public know about the new aircraft rescue firefighting truck that has arrived for the Aircraft Rescue and Fire Fighting (ARFF) station, paid for by the NAA. He stated that it would be a great way to enforce one of our strategic goals to be an engaged partner in the community. Mr. Rozansky stated that the equipment is not in service yet, but there will be a "rollback ceremony" after the holidays to celebrate this truck, and the media will be invited to attend.

K. FINANCIAL REPORTS

1. Financial Summary

Mr. Warriner presented the November financials. He said that November was another record month and that the year-to-date change in net position before capital contributions was favorable to budget by approximately $1.2 million.

As suggested by Commissioner Ruppert at last month's regular meeting, Mr. Warriner said that an additional capital report has been added to the financials on page 7.

A question-and-answer period followed.

Commissioner Ruppert moved acceptance of the November financials. Vice Chair Dustin seconded. Motion passed unanimously 5-0.

L. COUNSEL'S REPORT

1. Counsel's Report

Mr. Owens reported that there was no significant change with respect to the lawsuit filed by a former employee against the Authority and that there were no other legal matters to discuss.

M. PUBLIC COMMENTS (5-minute limit)

There were none.

N. CORREPONDENCE/COMMISIONER COMMENTS & REQUESTS/MEETINGS

There were none.

O. SWEARING IN CEREMONY FOR INCOMING COMMISSIONER CUDDIHY

Ms. Jessica Rosenberg, Deputy City Clerk, administered the Oath of Office to Incoming Commissioner, Ms. Rita Cuddihy, to serve the four-year term of December 21, 2021 to December 20, 2025.

On behalf of the Board of Commissioners, Chair Lenhard welcomed Ms. Cuddihy and said he looked forward to seeing her next month. He wished Commissioner Rideoutte all the best and said that he will be missed.

P. ADJOURNMENT

With no further business, the meeting adjourned at 12:01 p.m.

Christopher A. Rozansky
Secretary

NOTE: Printed copies of all visual presentations and handouts are on file in the Executive Assistant's Office.

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Board of Commissioners
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FINAL AGENDA

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735 Eighth Street South
Naples, FL 34102

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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

1. Swearing In Ceremony for Authority Commissioner Dustin
2. Roll Call

B. PLEDGE OF ALLEGIANCE

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

D. MINUTES

1. November 18, 2021 Regular Meeting Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Presentation to Outgoing Commissioner Rideoutte
2. Employee of the Year
3. Investment Update – John Grady, Public Trust Advisors

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

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

1. Airport Master Plan
2. Sole Source Contract for a Tower Voice Switch not to exceed $190,000
3. Interlocal Agreement with Collier County
4. Noise Compatibility Committee 2021 Annual Report
5. Naples Airport Authority 2021 Annual Report
6. Design-Build Agreement for Fuel Farm Expansion with Currier TK in an amount not to exceed $240,000

H. NEW BUSINESS

1. North Road Terminal Feasibility Analysis – SchenkelShultz Architecture

I. OLD BUSINESS

1. Noise Compatibility Committee Update
2. Technical Advisory Committee Update
3. Strategic Plan Scorecard – FY 2021 End of Year Report
4. Strategic Plan Incentive Program
5. NAA Bylaws

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. SWEARING IN CEREMONY FOR INCOMING COMMISSIONER CUDDIHY

P. ADJOURN

Minutes
January 11, 2022
Consultant Selection Committee

A. ROLL CALL

Meeting was called to order by Consultant Selection Committee Chair Ruppert at 2:07 p.m. in the Airport Office Building, 2nd Floor Conference Room. Chair Ruppert announced that due to the COVID-19 pandemic, today's meeting was being conducted as a hybrid meeting whereby participation is in person and via videoconference. Commissioner Lenhard, Committee Member, was present in person. Commissioner Cuddihy was present virtually and opted in to vote and participate. Staff present in person were Mr. Lobb, Mr. Keith, Ms. Vandersluis, and Ms. Menard. Authority Counsel and Staff present virtually were Mr. Owens, Mr. Rozansky, Ms. Cooper, and Mr. Burch.

B. PLEDGE OF ALLEGIANCE

Chair Ruppert led the Pledge of Allegiance.

C. AGENDA

Mr. Lobb stated that there were no changes to the agenda.

D. DISCUSSION ITEMS

1. Interviews and Rankings of Responses to Design – Build Services for Solar Canopy Installation in the Long-Term Parking Area - Request for Proposals (RFP)

Introductory Comments

Mr. Keith provided introductory comments about the RFP process for the design – build services for the solar canopy installation in the long-term parking area that was advertised on November 1, 2021. Mr. Keith stated that the Committee will be interviewing three selected firms and will make a rank-order recommendation to the Board of Commissioners at their meeting on January 20th.

Mr. Keith said that the project scope includes the design, bid and construction of a parking canopy system in the General Aviation Terminal (GAT) long-term parking lot, including a solar panel system designed to supply a maximum of 110% of the power demand of the GAT terminal. He noted that the five submittals received were carefully evaluated by staff at a public meeting held on December 13, 2021. The three firms selected were especially well-suited for the project and have been shortlisted for further consideration and interviews in the following order:

- Advanced Roofing Technologies dba Advanced Green Technologies
- Burke Energy Solutions, LLC
- Veregy

Mr. Keith responded to the Committee's questions regarding the project scope and future use of the parking area.

Interviews

- Advanced Roofing Technologies dba Advanced Green Technologies (AGT)

Mr. Matt Jeffries, Director of Sales and Strategic Accounts for AGT introduced himself, Mr. Mark Peugh, Construction Manager, and Mr. Russell Morris, Project Manager, P.E. He said that both Mr. Peugh and Mr. Morris would be managing the day-to-day operations. Mr. Jeffries provided a summary of his firm and their experience. He presented a virtual tour and site walk renderings of the project, a summary of two case studies of similar projects they have completed and reviewed their approach to the project in the preconstruction, construction and closeout phases. At the close of the project, Mr. Jeffries stated that training would be provided to NAA staff in how to inspect and maintain the system. He said that his firm could provide an ongoing preventative maintenance program, if desired.

A question-and-answer period followed throughout the presentation.

- Burke Energy Solutions, LLC

Mr. Greg Galmin, Partner/Chief Operating Officer, of Burke Energy Solutions, introduced himself and Mr. Noah Christie, Project Manager/Superintendent. In addition, he introduced Mr. Fillippo Blengini, one of Burke's senior engineers in Italy, who was participating via Zoom due to the COVID-19 pandemic travel restrictions. Mr. Galmin presented an overview of his firm and provided an example of a similar project that was completed in Key West as well as Burkina Faso, Africa. Mr. Blengini introduced his company, Dimensione Ingenierie, who are dedicated to engineering that supports the environment. He provided proposed custom designs for a gantry or cantilever configuration, reviewed the exposures, the energetic analysis from an electric bill that we provided, the glaring test to be performed and approach to the project from design through construction completion. He shared additional ideas for showcasing/promoting our solar project for educational purposes and said that the use of our lakes could be utilized for solar to exploit unused space. Mr. Blengini stated that they can provide support of the operation and maintenance of the system. As a result of the 20-minute time limit for presentation, Mr. Galmin stated that there is more extensive information in the remaining part of the presentation but wanted to save the remaining time for questions.

A question-and-answer period followed the presentation.

- Veregy

Mr. Corey Harper, Sales Account Manager of Aviation for Veregy, introduced himself and his team of Mr. Bobby Palm, Senior Civil Engineer of Avcon, and Mr. Mike Harris, Construction Project Manager of Hanson Professional Services. Mr. Harper provided a summary of his firm and the team's experience. He noted that Veregy is an industry leader in providing airports with energy solutions nationwide. He explained aspects of airport canopies vs. residential canopies. He presented examples of similar projects they have completed and noted that his firm uses Tier 1 solar panels, which are warrantied for 30 years. Mr. Harper reviewed project scope, options for design, phasing and their approach to the process.

Mr. Palm introduced his firm, Avcon, a full-service engineering company established in 1988. He provided a summary of their experience at the Naples Airport and reviewed canopy structure design elements.

Mr. Harris introduced his firm, Hanson Professional Services, and stated that his firm would be responsible for electrical design and working with Veregy on the construction management portion of the project. He provided a summary of his firm's experience at the Naples Airport and provided examples of other solar projects completed.

A question-and-answer period followed the presentation.

Initial Rankings

Following the presentations, Chair Ruppert opened the discussion for Committee members to evaluate the three firms. He asked Commissioner Lenhard for his input.

Commissioner Lenhard commented that he was impressed with AGT because of the local presence of their team. He said that AGT would be his first choice, followed by Veregy and then Burke Energy Solutions, LLC. He added, however, that in the last discussion with Veregy, a couple of issues with the FAA came up that he wasn't able to ask AGT about. From a capabilities standpoint, he said that AGT was the best contractor but would want to make sure that they can handle the glare issues and the FAA. Mr. Keith clarified that AGT did have airport experience. Commissioner Lenhard stated that AGT was the most informative and knowledgeable of the three. He said Veregy was very good as well but liked that AGT has so much all under one roof and could service the whole project. He added that although Burke could probably do the job, they were his last choice.

Commissioner Ruppert commented that after AGT finished their presentation, he thought that they would be hard to beat. He said Burke was very qualified, but they didn't move ahead of AGT. While AGT had the experience with Florida airports and the FAA, he said that Veregy seemed to have a deeper depth of experience in dealing with FAA issues and the ability to provide us with a return on investment. He said, however, that he struggled with Veregy because we would be dealing with three different companies and AGT made it clear that they are vertically integrated.

Mr. Keith clarified that the FAA approval in this process is not significant.

Commissioner Lenhard added that he had a better feeling from AGT about their ability to provide us with a sound return on investment calculation guarantee.

Mr. Keith noted that long term service is a critical part of this project, and AGT has representation all over the state. Veregy staff would be coming from Indiana, and it would be difficult to get here in 24 hours.

Commissioner Cuddihy commented that in her experience after having done many construction projects in her career, if the FAA approval process is not significant, having three parties to deal with is an accident waiting to happen over time. She added that AGT is incredibly well put together, their

presentation was fantastic and their proposal was the best of the three. She said that she would rank AGT as her first choice.

Staff Feedback

Mr. Rozansky stated that AGT and Veregy are both very well qualified and Burke could do the job as well. He agreed that long term support is going to be very important since solar is outside our expertise. He liked having a clear understanding of AGT's project team. He was unsure why Veregy had two different civil engineering firms as a part of this project.

Ms. Cuddihy commented that Veregy said that they would be buying pre-manufactured panels whereas the other two firms talked about making their own panels. She believed it is probably better if we are not buying pre-manufactured panels. Mr. Rozansky said that glare concerns with these solar panels is a nonissue since they absorb light.

Final Rankings

Commissioner Lenhard made a motion to rank the firms in order of preference to present to the full Board of Commissioners for approval on January 20, 2022 as follows: 1) Advanced Roofing Technologies dba Advanced Green Technologies; 2) Veregy and 3) Burke Energy Solutions, LLC. Chair Ruppert seconded. Motion passed 3-0 unanimously.

E. PUBLIC COMMENTS

There were no public comments.

F. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/ MEETINGS

There were no additional comments or requests/meetings.

G. ADJOURN

The meeting adjourned at 4:45 p.m.

_____
Christopher A. Rozansky
Secretary

CITY OF NAPLES AIRPORT AUTHORITY (NAA)
Board of Commissioners
Notice of Consultant Selection Committee Meeting

FINAL AGENDA

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

Tuesday, January 11, 2022
2 p.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 and TAC Liaison
Commissioner Rick Ruppert – Consultant Selection Committee Chair
Commissioner Rita Cuddihy
Executive Director: Christopher A. Rozansky
Authority Attorney: William L. Owens, Esq. of Bond, Schoeneck & King, PLLC

Welcome. If you wish to address the Consultant Selection Committee regarding an item listed on the Agenda, please complete a Speaker Registration form 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 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 decision of this Committee 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.

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A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

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

D. DISCUSSION ITEM

1. **Interviews and Ranking of Responses for Design – Build Services for Solar Canopy Installation in the Long Term Parking Area – Request for Proposals (RFP)**

   a. Advanced Roofing, Inc. dba Advanced Green Technologies

   b. Burke Energy Solutions, LLC

   c. Veregy

E. PUBLIC COMMENTS (Public comments accepted for items not otherwise listed on the Agenda; 5 minute limit)

F. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

G. ADJOURN

Information on Discussion 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.

NOTE: The Consultant Selection Committee is comprised of Committee Chair Ruppert and NAA Chair Lenhard. All NAA Commissioners are welcome to attend and can "opt in" to participate and vote.

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director

By: Robin Menard, Executive Assistant

Meeting Date: January 20, 2022

Re: **ACTION ITEM**

1. Election of Chair

SUMMARY: The Board shall elect a Commissioner to serve as Chair of City of Naples Airport Authority for a term of one (1) year.

BACKGROUND: In accordance with City of Naples Airport Authority Bylaws, Article IV, Section 1, second paragraph:

"The officers of the Board shall be a Chairman, Vice Chairman and such other officers as the Board may determine. The Chairman and Vice Chairman shall be elected by the Board at the Regular Meeting in January for a term of one (1) year. The Chairman is not eligible to serve more than two (2) consecutive terms in that office."

Chair Lenhard has served two consecutive years and per NAA bylaws is not eligible to serve as Chair in 2022.

COMMUNICATIONS PLAN: A press release will be prepared regarding the Chair, Vice Chair and Committee appointments. This information will also be posted on the Authority's website and included in the next tenant newsletter.

FINANCIAL IMPACT: None.

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director

By: Robin Menard, Executive Assistant

Meeting Date: January 20, 2022

Re: **ACTION ITEM**

2. Election of Vice Chair

SUMMARY: The Board shall elect a Commissioner to serve as Vice Chair of City of Naples Airport Authority for a term of one (1) year.

BACKGROUND: In accordance with City of Naples Airport Authority Bylaws, Article IV, Section 1, fourth paragraph:

"The Vice Chairman shall be a Commissioner and shall assume the powers and duties of the Chairman in the event of the temporary absence or disability of the Chairman ("the Vice Chairman"). In the event of the resignation or death of the Chairman, the Vice Chairman shall become Acting Chairman and perform the duties of the Chairman until such time as the Board shall elect a new Chairman."

COMMUNICATIONS PLAN: A press release will be prepared regarding the Chair, Vice Chair and Committee appointments. This information will also be posted on the Authority's website and included in the next tenant newsletter.

FINANCIAL IMPACT: None.

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director

By: Robin Menard, Executive Assistant

Meeting Date: January 20, 2022

Re: **ACTION ITEM**

3. Committee Appointments

SUMMARY: At the discretion of the Chair, appoint Commissioners to the Audit Committee, Consultant Selection Committee and to liaison responsibilities.

BACKGROUND: In accordance with City of Naples Airport Authority Bylaws, Article VI, Section 9, states in part:

"The Board may create committees of the Board consisting of Commissioners and assign duties and responsibilities to each committee as the Board deems necessary or advisable. The Chairman shall appoint members of all committees of the Board who shall serve at the pleasure of the Chairman. The Executive Director or his/her designee, neither of whom shall be members of the Committee, shall act as Secretary to each Committee of the Board and shall keep proper Minutes of all Committee meetings and recommendations."

Committee appointments for calendar year 2021 were 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

COMMUNICATIONS PLAN: A media release will be prepared regarding the Committee appointments. This information will also be posted on the Authority's website and included in the next tenant newsletter.

FINANCIAL IMPACT: None.

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director

Meeting Date: January 20, 2022

Re: **ACTION ITEM**

4. Resolution 2022-1, Resolution of City of Naples Airport Authority Delegating Certain Administrative and Operational Powers and Duties to the Executive Director; and Repealing Resolution No. 2021-1

SUMMARY: Board authorization for the Chair to execute Resolution 2022-1, Resolution of City of Naples Airport Authority Delegating Certain Administrative and Operational Powers and Duties to the Executive Director; and Repealing Resolution No. 2021-1.

BACKGROUND: Article XII (titled "Continuing Resolution") of the existing Executive Director's Delegation of Powers, Resolution 2021-1, provides:

> "This Resolution 2021-1 shall remain in full force and effect until repealed or amended by the Board. The Executive Director is instructed to include on the Board's regular meeting agenda each year an item for the review of this Resolution and for the consideration of amendments."

Attached to this Action Item is a redline comparison of the recommended Resolution 2022-1 to the existing Resolution 2021-1 highlighting the following revisions:

1. The terminology in the title of Article III and Sections A – C is updated from "Public Works" to "Construction", which more accurately defines the type of projects undertaken by the Authority.

2. Section D has been added to Article III to allow the Executive Director to execute grant applications and agreements, so long as the project is included in the budget or capital improvement plan, has been previously approved by the Board and the terms and conditions of the grant agreement do not differ materially from those previously approved by the Board.

COMMUNICATIONS PLAN: Not applicable.

FINANCIAL IMPACT: None.

RESOLUTION 2022~~1~~-1

RESOLUTION OF CITY OF NAPLES AIRPORT AUTHORITY DELEGATING CERTAIN ADMINISTRATIVE AND OPERATIONAL POWERS AND DUTIES TO THE EXECUTIVE DIRECTOR; AND REPEALING RESOLUTION NO. 2021~~0~~-1.

WHEREAS, City of Naples Airport Authority created by the City of Naples Airport Authority Act, Laws of Fla. Ch. 69-1326, as amended ("the Enabling Act"), is governed by a Board of Commissioners appointed by the Council of the City of Naples; and

WHEREAS, Sec. 4. [Powers.] (m) of the Enabling Act authorized the City of Naples Airport Authority ("the Authority") through the Board of Commissioners to do all acts and things necessary or convenient to carry out the powers granted by the Enabling Act; and

WHEREAS, the Authority has in prior years adopted policy directives delegating administrative and operational powers and duties to the Executive Director for the purpose of carrying out the powers granted by the Enabling Act; and

WHEREAS, the Bylaws for the Governance and Operation of City of Naples Airport Authority adopted on October 15, 2020 (the "Bylaws"), at Article IV, Section 2, state that the Executive Director shall act as the chief operating officer, chief financial officer, and Secretary to the Board of Commissioners; and

WHEREAS, the Board of Commissioners of the City of Naples Airport Authority (the "Board") has, from time to time, found it prudent to review and revise the powers and duties delegated to the Executive Director, and

WHEREAS, the Board now intends to restate and confirm the powers and duties delegated by it to the Executive Director and to repeal Resolution No. 2021~~0~~-1:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. Resolution No. 2021~~0~~-1 is hereby repealed.

2. The following Resolution on the delegation of administrative and operational powers and duties to the Executive Director is hereby adopted:

I. GENERAL PROVISIONS

A. This Resolution is adopted by the Board of Commissioners of the City of Naples Airport Authority for the purpose of defining the administrative and operational powers and duties of the Executive Director and authorizing the Executive Director to employ personnel and to delegate to them such administrative or operational control as is necessary and advisable for the efficient exercise of the Executive Director's responsibilities.

B. This Resolution delegates specific powers and duties to the Executive Director. The Executive Director may appoint Authority employees to act in the place of the Executive Director with regard to the powers and duties delegated herein. Nonetheless, the

responsibility for all Authority administration and operations rests with the Executive Director, subject to and consistent with the delegation of powers set forth herein.

C. This Resolution requires that the Executive Director promulgate policies and establish procedures controlling the administration, finance, operations, human resources, airport facilities, communications, information technology, engineering, and planning for airport facilities of the Authority.

D. This Resolution directs the Executive Director to consult with Authority Counsel and with the Board at all times that such consultation will further the intent of the Enabling Act.

E. This Resolution delegates to the Executive Director such decision-making authority as is consistent with his roles as chief operating officer, chief financial officer, and Secretary to the Board obtaining, when necessary or appropriate, the advice and consent of the Board. These titles shall incorporate the duties and responsibilities of chief executive officer of the Authority.

F. This Resolution directs the Executive Director to manage the operations of the Authority in strict compliance with all applicable federal, state and local laws, statutes or ordinances and to consult with the Authority's Counsel at any time in order to effectuate the general intent of this Resolution that the Authority be in compliance with the law.

II. NAPLES MUNICIPAL AIRPORT FACILITIES

The Authority leases approximately one square mile of land from the City of Naples and has legal title to additional land along the eastern bank of the Gordon River. Upon this land the Authority has constructed airport facilities as defined in Section 2 of the Enabling Act and has been charged, in Section 3 of the Enabling Act, with the duty of operating and maintaining the airport facilities thereon.

A portion of the land and airport facilities are leased or licensed by the Authority to public and private entities who, upon the prior written consent of the Authority, may further lease their interest to additional airport users. The administration of all land and airport facilities is herein delegated to the Executive Director under the following terms and conditions:

A. The leasing of land and airport facilities by the Authority shall be administered by the Executive Director as follows:

1. All leases of land and airport facilities shall be in writing, in a form approved by Authority Counsel, executed by the tenant and guaranteed as required by the Executive Director.

2. The Executive Director is authorized to execute, consent to and amend all leases which have initial and/or renewal/extension terms in the aggregate not exceeding five (5) years (each individually a "Short Term Lease"). All leases for (and all amendments to leases with) terms in excess of a Short Term Lease shall be approved by the Board.

3. The Executive Director is authorized to renew or extend all leases when such renewals or extensions are provided for in the lease; the material terms of the lease remain unchanged; rent adjustments provided for in the lease are made; and, neither the lease nor any other agreement between the Authority and the tenant is in material default.

4. The Executive Director may authorize a change in the name of a tenant or guarantor of a lease provided that the majority ownership and control of the actual leasing entity remains unchanged.

5. The Executive Director may approve and consent to (i) transfers of title to and (ii) mortgages and other encumbrances on all leasehold condominiums located on the airport facilities.

6. The Executive Director shall enforce the terms and conditions of all lease agreements. The Executive Director may issue appropriate notices of default and notices of termination with regard to all lease agreements. The Executive Director will, in his discretion, keep the Board advised with respect to lease default and termination notices. The Executive Director may default or terminate all lease agreements pursuant to the terms and conditions contained therein. Upon default or termination of any Short Term Lease, the Executive Director may take all action necessary, including commencing and/or settling litigation, notwithstanding anything to the contrary in Article IX hereof, to enforce the lease agreement governing the Short Term Lease, to take possession of the leasehold property demised under the Short Term Lease and/or to recover for the Authority all remedies and damages, including obligations and sums due pursuant to the lease agreement governing the Short Term Lease.

7. The Executive Director shall from time to time establish and promulgate comprehensive leasing standards and procedures, including form leases, for the leasing of all land and airport facilities.

8. The Executive Director shall from time to time establish and promulgate lease and rental rates for all land and airport facilities.

On May 21, 2020, the Board approved the 2020-2021 Lease Term Buy-Back Program (the "LTBB Program"). The Executive Director is hereby authorized to discharge on behalf of the Authority all acts necessary or prudent to implement and administer the LTBB Program, including, without limitation, the power to (i) direct Authority Counsel to prepare all documentation required under the LTBB Program and (ii) execute, on behalf of the Authority, all agreements, leases, closing documents and miscellaneous instruments necessary or prudent to effect any lease or other transaction under the LTBB Program.

B. The Executive Director may execute and consent to on behalf of the Authority such other agreements, contracts, instruments and documents, after consultation with Authority Counsel, he deems necessary or appropriate to do all acts and things necessary or convenient for the efficient and prudent operation of the Authority; provided, however, except as authorized under Article II, Section A hereof, the Executive Director shall not without the advice and consent of the Board at a regular or special meeting:

1. Enter into or consent to any agreement, contract, instrument or document affecting the land or airport facilities having initial and/or renewal/extension terms in the aggregate exceeding five (5) years;

2. Take any actions, or permit any restrictions, liens, encumbrances, subordinations or easements, which unreasonably limit or constrain the future use or development of the land or airport facilities for initial and/or renewal/extension terms in the aggregate exceeding five (5) years; or

3. Enter into any agreement with an air carrier to provide regularly scheduled passenger air service to Naples Municipal Airport.

III. AGREEMENTS FOR PERFORMANCE OF CONSTRUCTION~~PUBLIC WORKS~~ PROJECTS

A. The Executive Director is designated the administrator for all of the Authority's construction~~public works~~ projects, which includes projects to construct, improve or modify the airport's buildings, structures or facilities and the acquisition of any professional architectural, engineering, landscape architectural, or surveying and mapping services relating to such projects (individually "Construction Project" and collectively "Construction Projects"). ~~and~~ The Executive Director may designate a manager for each specific Construction P~~p~~roject. The Executive Director is authorized to prepare and advertise solicitations (when required by law and/or the Authority's policies and procedures) and to make recommendations to the Board on all procurement methods and agreements for Construction~~public works~~ P~~p~~rojects.

B. The Executive Director is authorized to execute contracts and agreements for Construction~~public works~~ ~~p~~Projects on or relating to the airport's buildings, structures or facilities in amounts not in excess of $50,000, provided that the expenditure does not cause the Authority's total operating or capital budget for the current fiscal year to be exceeded.

C. In instances where ~~public works~~ contracts for Construction Projects have been awarded and under which the work is in progress and changes in the plans or specifications are deemed necessary in order to accomplish the work, the Executive Director is authorized to execute written change orders ~~to the contract,~~ when the ~~public works~~ contract permits change orders~~,~~ and the total change orders authorized will not cause the Construction P~~p~~roject cost to exceed the Construction P~~p~~roject budget.

D. The Executive Director is authorized to apply for, file, accept, enter into, execute and deliver on behalf of the Authority any grant application or grant agreement from or with the Federal Aviation Administration or Florida Department of Transportation which offers to pay all or a portion of the allowable costs of any Construction Project, including, without limitation, any such grant agreement that imposes a monetary obligation on the Authority to participate in the costs of such Construction Project, under the following conditions:

1. The Construction Project is listed in the Authority's current capital project budget or joint automated capital improvements plan and the Construction Project has been previously approved by the Board; and

2. The form and standard terms and conditions of the grant agreement do not differ materially from those previously approved by the Board.

IV. CONTRACTS FOR PROCUREMENT OF COMMODITIES AND CONTRACTUAL SERVICES

A. The Executive Director is designated the administrator for the procurement of all the Authority's commodities and contractual services, and he may designate a manager for each direct purchase or contract. The Executive Director is authorized to prepare and advertise solicitations (when required by law and/or the Authority's policies and procedures) and to make recommendations to the Board on all direct purchases or contracts for commodities and contractual services.

B. The Executive Director is authorized to directly purchase or execute contracts or agreements for the procurement of commodities or contractual services in amounts not in excess of $50,000, provided that: (i) the expenditure does not cause the Authority's total operating or capital budget for the current fiscal year to be exceeded; and (ii) the initial and/or renewal/extension terms of such direct purchase, contract or agreement in the aggregate does not exceed five (5) years.

C. The Executive Director is authorized to declare an emergency (an "Emergency") which may require expedited expenditure, approval and implementation authority, and the Executive Director thereafter shall have the authority to acquire, approve and implement, either directly or through the execution of contracts, resolutions and certifications, such materials, equipment, supplies, grants, services and actions necessary to respond to the Emergency. The Executive Director shall, at the next meeting of the Board following the Executive Director's declaration of an Emergency, request that the Board ratify his declaration of an Emergency and any actions taken by the Executive Director in response thereto. Following the declaration of an Emergency, the Executive Director shall conscientiously advise each Commissioner of developments relating to the Emergency and the status of any actions taken by the Executive Director in response thereto. Every contract executed pursuant to the power granted herein upon the declaration of an Emergency by the Executive Director shall contain a clause which states that the contract is subject to ratification by the Board and that, if ratification is not forthcoming, the contract shall terminate. Notwithstanding the foregoing, the contract vendor shall be compensated for services and materials provided to the Authority up to and including the date the Board declined to ratify the contract.

V. SURPLUS PROPERTY

The Executive Director is designated as the custodian of surplus property. Surplus property shall be disposed of by the Executive Director in accordance with applicable law.

VI. AVIATION FUELS

The Executive Director shall have the authority to (i) effectuate aviation fuel sales to the Authority's customers, (ii) determine and publish aviation fuel rates and charges and (iii)

administer the licensing of private self-fueling activities in accordance with the Authority's Rules and Regulations. The Executive Director shall advise the Board of any material changes to the Authority's Aviation Fuel Program before it is promulgated by the Executive Director.

VII. HUMAN RESOURCES

The Executive Director shall be responsible for all employees and all personnel matters at the Authority. The Executive Director shall prepare, maintain and distribute an employee handbook which shall contain rules, procedures and guidelines for the employment, retention, training, grievance procedures, benefits, salaries and termination of Authority employees. The Executive Director shall implement the rules, procedures and guidelines set forth in the employee handbook.

VIII. DISPOSITION OF UNCOLLECTIBLE ACCOUNTS

The Executive Director is authorized to perfect and enforce lien rights, including, but not limited to, prop locking aircraft, to secure payment of accounts receivable and other fees and charges as may accrue to the Authority. The Executive Director shall consult with Authority Counsel prior to taking enforcement action.

The Executive Director shall establish accounting procedures to report uncollectible accounts receivable incurred in normal Authority operations. Prior to designating an account receivable as uncollectible, the Executive Director shall make a reasonable effort to cause the collection of the account and shall report any uncollectible account receivable in an amount in excess of $10,000 to the Board for consideration.

IX. LITIGATION

A. Unless otherwise provided herein, the Executive Director is instructed to recommend to the Board, at a regular or special meeting, the commencement of any litigation or administrative proceeding that, in the judgment of the Executive Director, is prudent or necessary to protect the interests of the Authority. Except as authorized under Article II, Section A, Subsection 3 hereof, no litigation shall be commenced or terminated without the direction of the Board at a regular or special meeting.

B. The Executive Director shall make a reasonable effort to notify each Commissioner of the Authority and the Authority Counsel of any suit or administrative proceedings brought against the Authority, and shall instruct Authority Counsel to represent the Authority.

C. When any action is brought against any Commissioner, the Executive Director or any employee in their official capacity, the Executive Director shall instruct Authority Counsel to defend such person as permitted by Florida law and The Florida Bar Code of Professional Responsibility, unless otherwise directed by the Board.

D. Unless otherwise provided herein, in any suit or proceeding where the Executive Director and Authority Counsel agree that settlement is in the best interest of the Authority, the Executive Director shall advise and consult with the Board at the next regular or special

meeting of the Board. Except as authorized under Article II, Section A, Subsection 3 hereof, the power to settle any claim, suit or administrative proceeding is reserved to the Board.

X. AUTHORITY FUNDS

The Executive Director shall ensure all funds received from sales, services and rents are deposited in accounts of the Authority in compliance with applicable law. Withdrawal of funds from any accounts of the Authority shall be made only upon authorized signature(s) or other approval(s). Funds as determined by the Executive Director to be in excess of those required to meet current expenses shall be invested in accordance with the Authority's investment policy and section 218.415, Florida Statutes, as amended.

XI. RULES AND REGULATIONS

The Executive Director is responsible for the implementation, publication and enforcement of the Authority's Rules and Regulations. The Executive Director shall recommend to the Board for approval any revisions to the Authority's Rules and Regulations as he deems necessary or appropriate.

XII. CONTINUING RESOLUTION

This Resolution 2022~~1~~-1 shall remain in full force and effect until repealed or amended by the Board. The Executive Director is instructed to include on the Board's regular meeting agenda each year an item for the review of this Resolution and for the consideration of amendments.

DULY PASSED AND ADOPTED IN OPEN AND REGULAR MEETING OF THE BOARD this 20th~~1st~~ day of January, 2022~~1~~.

CITY OF NAPLES AIRPORT AUTHORITY,
a political subdivision of the State of Florida

Attest: _____
Christopher A. Rozansky
Executive Director

By: _____
Name:
Title: Chair

Approved as to form and legal sufficiency by:

_____
William L. Owens, Esq.
Counsel to the Authority

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director

By: Kerry Keith, Senior Director of Airport Development and Facilities

Meeting Date: January 20, 2022

Re: **ACTION ITEM**

5. Consultant Selection Committee Ranking of Firms for Design – Build Services for a Solar Canopy Installation in the General Aviation Terminal (GAT) Long Term Parking Lot

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SUMMARY: Board approval of the rankings and authorization for the Executive Director to negotiate a contract with the highest ranked firm for Design – Build Services for a Solar Canopy Installation in the GAT Long Term Parking Lot. The contract for initial design phase services will be presented to the Board for approval at a future meeting.

BACKGROUND: On November 1, 2021, a Request for Proposals (RFP) was issued for Design-Build Services for a solar canopy installation in the GAT long term parking lot. The RFP was advertised and posted to our website at www.flynaples.com.

Responses to the RFP were due on December 7, 2021. Five (5) proposals were received and determined to be responsive to the RFP requirements. The staff review was held on December 13, 2021, narrowing the list to three firms for the Consultant Selection Committee. On January 11, 2022, the Consultant Selection Committee viewed presentations and interviewed the Respondents. Based on the criteria set forth in the RFP, the Committee recommended the following ranking:

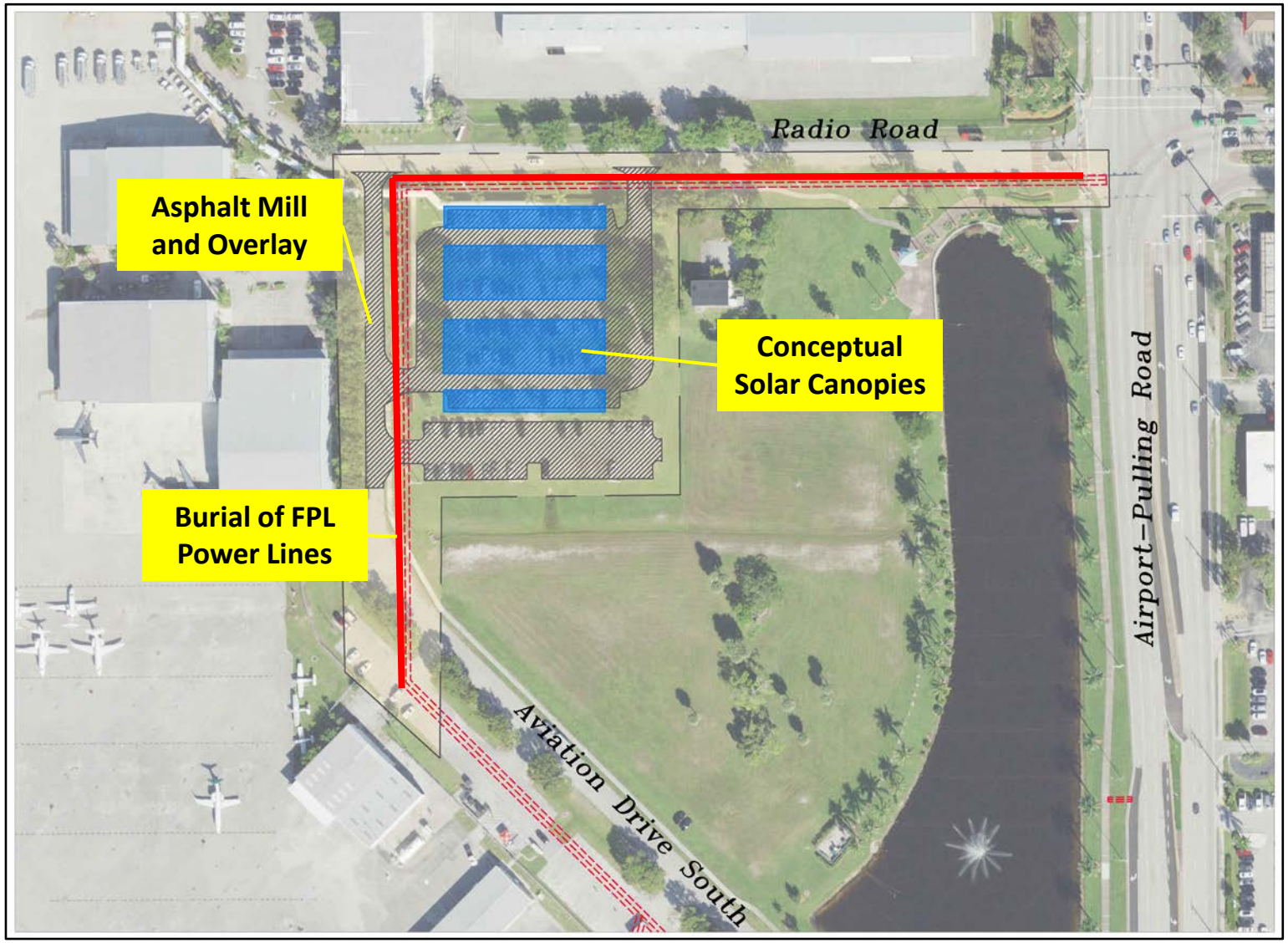
1. Advanced Roofing, Inc. dba Advanced Green Technologies (AGT)
2. Veregy
3. Burke Energy Solutions, Inc.

Upon approval of the ranking, staff will negotiate an agreement with AGT.

COMMUNICATIONS PLAN: Not applicable to this item.

FINANCIAL IMPACT: This project is included in the FY 2022 budget for $2,500,000.

DESIGN-BUILD SERVICES FOR SOLAR CANOPY INSTALLATION
GENERAL AVIATION TERMINAL LONG TERM PARKING



Legend

- Project Area
- Solar Canopies
- Mill and Overlay
- Relocation of FPL lines to Below-Ground
- Existing FPL Easement

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director

By: Heather LeDuc, Senior Business Manager

Meeting Date: January 20, 2022

Re: **ACTION ITEM**

6. Lease Amendment for Elite Aviation Group of Naples LLC

SUMMARY: Authorize the Executive Director to execute an amendment to the land lease between Elite Aviation Group of Naples LLC ("Tenant") and the Authority.

BACKGROUND: The Tenant is the current holder of a land lease in the east quadrant of the airfield for the premises located at 100, 125 and 150 Aviation Drive South. The proposed amendment will amend the legal description of the leased premises as described below:

1. Remove a small section of land currently encumbered by a walkway between the General Aviation Terminal and the long-term parking lot that was installed by the Authority for use by the general public;

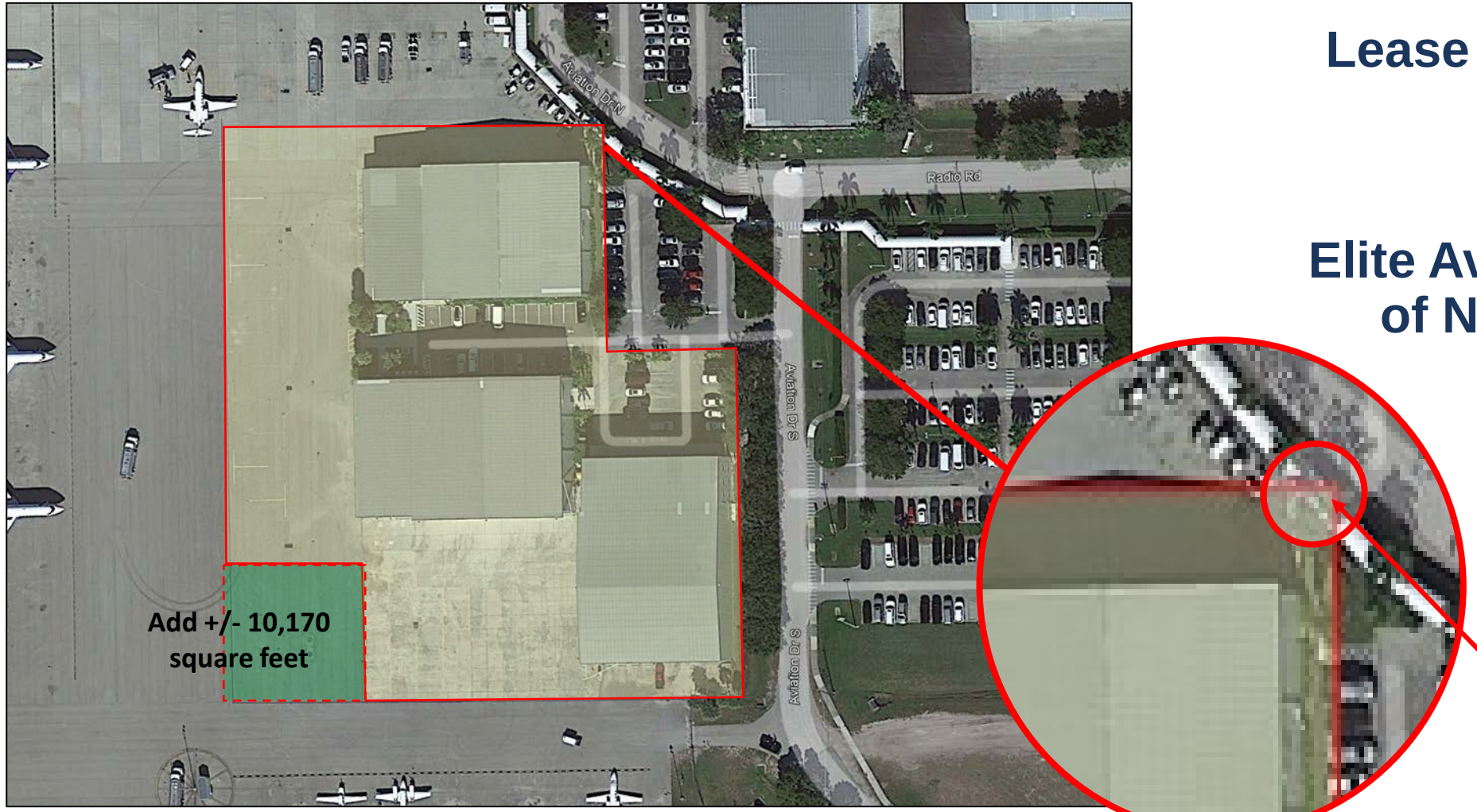
2. Add additional aircraft parking apron, which will be maintained by the Tenant; and

3. Add an easement for the Authority to operate and maintain an oil water separator located under the Tenant's parking apron.

COMMUNICATIONS PLAN: Not applicable to this item.

FINANCIAL IMPACT: The existing leasehold parcel is 139,851.41 square feet at an annual rental rate of $0.5535 per square foot ($77,408.64). The amended parcel will be 149,821 square feet applying the same annual rental rate per square foot for an amended annual rent ($82,925.88).

100, 125 & 150 AVIATION DRIVE SOUTH



Lease Amendment

with

Elite Aviation Group of Naples LLC

Remove +/- 200 Square feet

Leadership Team Report

DECEMBER 2021 – JANUARY 2022

Provide a Safe, Modern and Efficient Airport

Develop facilities that reflect the character of the community

A tenant sent an email commenting on the improvements he has noticed since the East Quad paving project was completed. Lab analysis of his oil showed a remarkable decrease in silicon content. He also commented on the noticeable decrease in small dings to his propellers.

Foster a proactive safety culture

Annual filter changes were completed on all aircraft fueling equipment. This includes all fuel trucks, fuel farm and self-fueling dispensers.

There were (2) alerts during the month of December 2021.

Alerts				
Date	Alert	Type A/C	Problem	Result
12/19/2021	1	C425	Landing Gear Issues	Landed safely without incident
12/25/2021	2	CJ3	Landing Gear Issues	Landed safely without incident

Surpass FBO customer and tenant expectations from arrival to departure

Naples Aviation safely and efficiently surpassed the previous record for fuel sales in a single month. The previous record of 1,425,754 gallons was set in April 2021; a new record of 1,456,928 gallons sold was set in December.

Be an Engaged Community Partner

Mitigate adverse impacts of aircraft noise to the extent feasible

The NAA is hosting a series of Open House meetings in January to promote the Noise Compatibility Program (NCP) phase of the Part 150 study. The meetings will be held at Collier Capital Club on January 18th and Baker Park on January 19th. A virtual option will also be hosted on January 26th. The NCP is expected to be completed in early 2023.

On December 21st the Executive Director published a letter to the editor in the Naples Daily News about the airport, its economic impact, the Part 150 Study and the upcoming open houses.

Cultivate relationships

On December 21st the Executive Director and Communications Manager presented to the board of the Royal Harbor Association to talk about the airport, public services and the Part 150 Noise Study.

On December 17th the Executive Director, Deputy Executive Director and Deputy Director of Aviation held a virtual meeting with FAA Air Traffic Control representatives from Fort Myers (RSW) TRACON and Miami (MIA) Air Route Traffic Control Center (ARTCC) to coordinate peak season operations. Additional attendees included ESA, Diverse Vector Solutions, RVA and the APF Air Traffic Manager, Stacey Nichols. Topics discussed included arrivals, parking and departure constraints. A post-holiday review meeting will be scheduled with the FAA in January.

On January 13th the Executive Director, Deputy Director of Aviation and the Deputy Chief of the Naples Fire Department spoke to the current class of Leadership Collier at the Aircraft Rescue and Fire Fighting (ARFF) station. The event was part of their Government Day program.

On January 18th the Board Chair, TAC member Jerry Brown, the Executive Director and Communications Manager presented to the Aqualane Shores Association about the airport, Part 150 Noise Study and community benefits of the Naples Airport.

Upcoming community outreach includes presentations to the Gulfshore Association of Condos (GSAC), Naples President's Council, Palmetto Ridge High Scholl Tourism Program, NCP Kickoff Open Houses and the Naples Pathways Coalition Paradise Trail Community Celebration.

The Executive Director and Communications Manager represented the airport at the Greater Naples Chamber's Wake Up Naples event on January 12th. The guest speaker was Paul Berines, Executive Director of the Naples, Marco Island, Everglades Convention & Visitors Bureau who spoke about the future of tourism.

Informational ads were placed in the Business Observer Hospitality and Tourism Issue, Naples on the Gulf and Southwest Florida Relocation Guide.

Beginning in January, airport information will be featured in the Greater Naples Chamber's Relocation Packets. These packets are targeted to businesses and individuals relocating to Naples and will provide them information about the airport and its location within the community.

City of Naples Fire Department personnel at Station #3 respectfully retired approximately 200 American flags in December.

Inspire the next generation of aviation professionals

On December 13th and 15th, the Executive Director and Recruiter participated in mock job interviews with Golden Gate High School students.

Jose Lotero, Maintenance Technician, and Damien Neff, Duty Officer, were both selected to participate in the Associate Leadership Collier program for 2022.

Tour Information			
Number of Tours Current Month	Number of Attendees Current Month	Number of Tours YTD	Number of Attendees YTD
0	0	7	7

Strengthen the Airport's Economic Vitality

Maintain financial self-sustainability

As of the end of December, the Authority was at capacity for aircraft hangar storage with a wait list of 126 prospective new tenants (not including transfers of current tenants), which is an increase of 4 over the previous month. With 28 reservations, 18% of the total number, the Cirrus SR22 is the most common aircraft on the wait list. Year over year total reservations for prospective new tenants have increased by 32 (34%).

There were no incidents resulting in damage greater than $5,000 during the month of December.

Ensure the highest degree of integrity in financial reporting

The NAA received the Certificate of Achievement for Excellence in Financial Reporting for FY 2020 on January 4, 2022. This is the 16th consecutive year we have received the award. We are reviewing the final draft of the FY 2021 comprehensive annual financial report and will present to the Audit Committee and Board of Commissioners in February.

Increase efficiency, prevent fraud and protect data

The IT penetration test that is part of our IT Roadmap is being conducted by an IT partner of our audit firm. Our CIO and account manager from Entech (formerly ITVantage) are also involved in the project. The review includes both onsite and offsite testing.

Several new projects from the IT Roadmap have begun, including upgrading the existing servers and training on cyber security. We are also in the final stage of selecting a financial software package and implementation partner.

Equip Employees to Excel Today and in the Future

Promote a culture that reflects NAA Values

The Executive Director was nominated for the East Naples Community Association's Citizen of the Year Award. The award will be given out at their banquet on January 20th.

Recruit, develop and retain highly qualified employees

Following a several months-long recruitment effort through ADK Executive Search and Consulting, which received applications from qualified candidates from around the country, the NAA has selected and welcomed Barry Brown to the position of Director of Operations and Maintenance. Barry joins the NAA after serving as Deputy Director of Operations and Maintenance at the Portland International Jetport in Maine. Barry started his position with the NAA the week of January 17th.

Cole Wright, a Line Technician since 2013, was promoted to the position of Line Service Supervisor in the FBO Services Department.

The Senior Director of Finance and Administration attended the Airports Council International 2022 Risk Management Conference January 12th – 15th, meeting with representatives of our insurance broker (Alliant) and our airport liability carrier (Chubb).

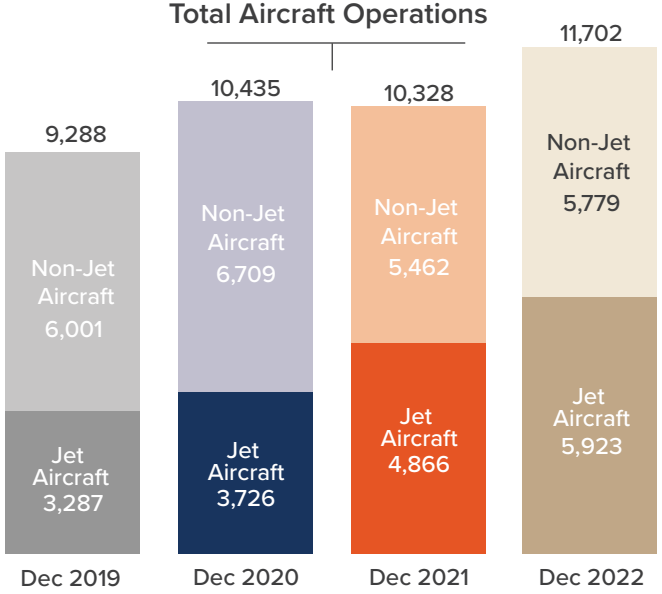
The FBO team has been filling and onboarding several positions. Some recent additions to the team have included the FBO Services Director, Line Technicians and a Customer Service Assistant. An additional Custodian was also brought onboard in the Facilities Department to support the Authority's increasing facility utilization.

Please FLY SAFE FLY QUIET
NAPLES AIRPORT AUTHORITY

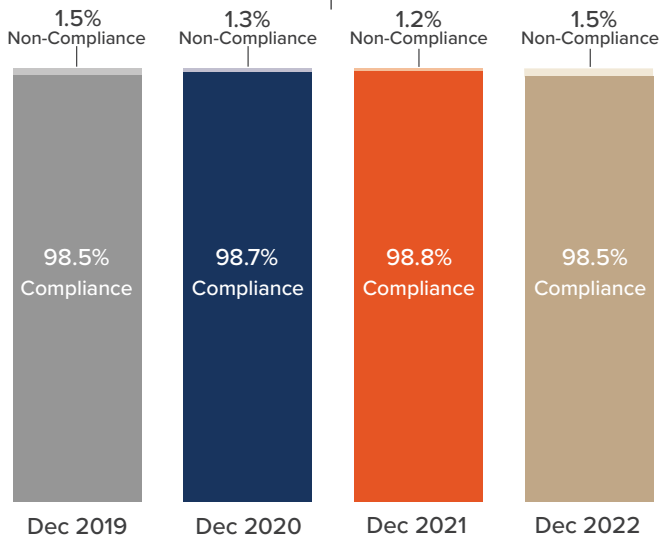
Aircraft Operations and Curfew Compliance Summary

DECEMBER – YEAR OVER YEAR COMPARISON

Total Aircraft Operations

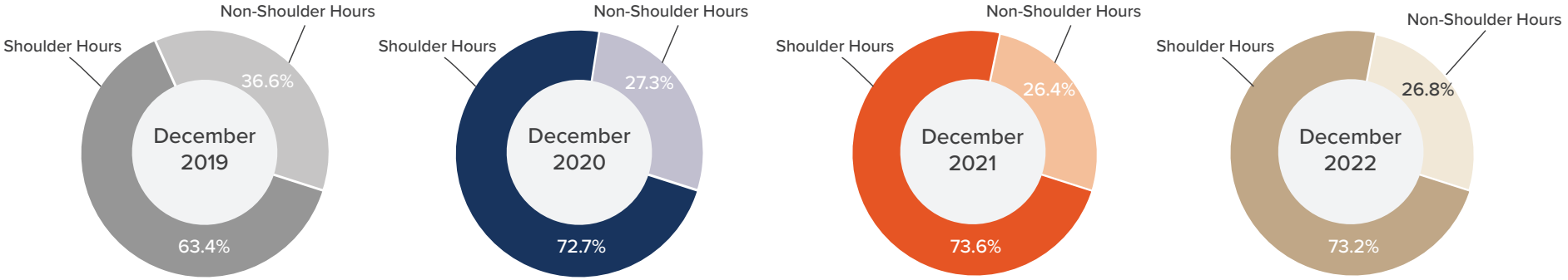


Voluntary Curfew Compliance Rate



Curfew Hours: 10 p.m. – 7 a.m.

Percentage of Curfew Operations During "Shoulder Hours"



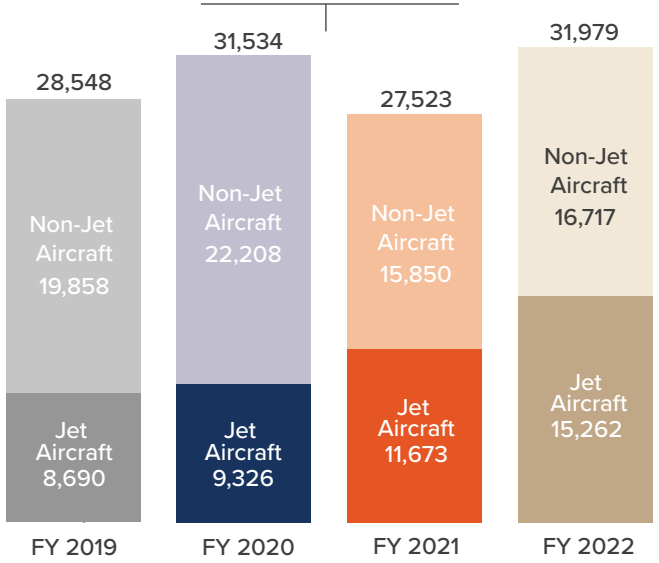
Shoulder Hours: 6 a.m. – 7 a.m. & 10 p.m. – midnight

Please FLY SAFE FLY QUIET
NAPLES AIRPORT AUTHORITY

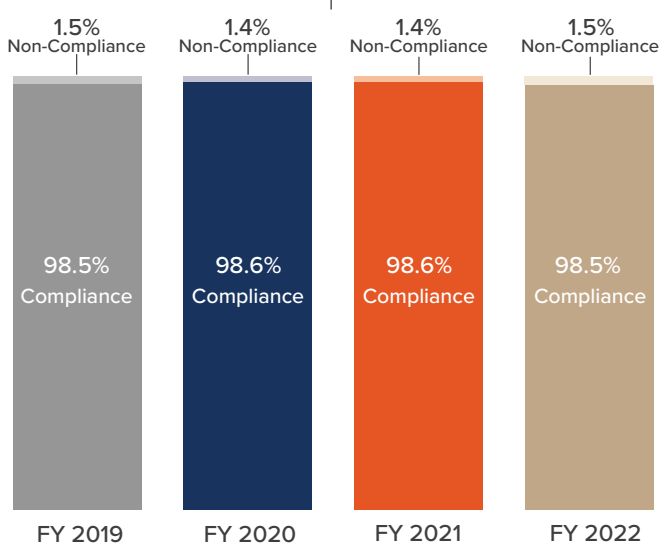
Aircraft Operations and Curfew Compliance Summary

FISCAL YEAR-TO-DATE COMPARISON

Total Aircraft Operations

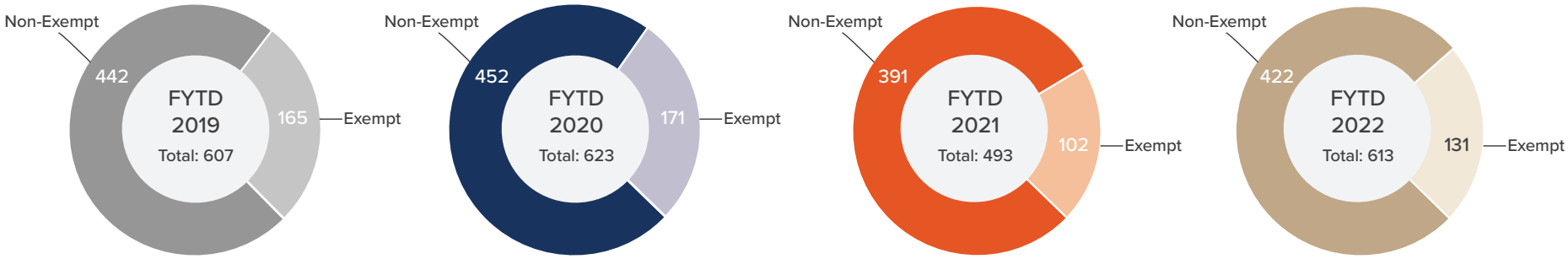


Voluntary Curfew Compliance Rate



Curfew Hours: 10 p.m. – 7 a.m.

Curfew Operations



Through December 2021

Public service flights including EMS MedFlight, Collier Sheriff's Office, Mosquito Control and military flights are exempt from curfew regulations and not included in this graphic.

Please FLY SAFE FLY QUIET
NAPLES AIRPORT AUTHORITY

Aircraft Operations and Curfew Compliance Summary

TOP CURFEW OPERATORS – DECEMBER

December 2018

NAME	TAIL NUMBER	NUMBER OF OPERATIONS
Ari Ben Aviator Inc.	MULTIPLE	24
NetJets Sales, Inc.	MULTIPLE	15
Flight Options LLC / FlexJet LLC	MULTIPLE	9
Elite Jets Charter LLC	1Y, 4B, 5A, 6A, 7DR	8
James Allen	94JJ	4
A1 Aviation LLC	CHKCP	3
TFF Inc.	940JF	2
CXLH2 LLC	9306Y	2
Canadian Pacific Railway Company	92TH	2
Nucor Corp	517CF, 920TX, 978TX	2

December 2019

NAME	TAIL NUMBER	NUMBER OF OPERATIONS
NetJets Sales, Inc.	MULTIPLE	15
Elite Jets Charter LLC	4B, 5A, 6A, 7DR	10
Naples Air Center	971AC, 975AC, 978AC	6
Crown Aviation Inc.	532JK	5
Aerotrust Services Corp.	154RR	4
Central Aviation LLC / John Bowman	425JB, 700WJ	4
Planesense	125AF, 882AF	3
PWCM Charter LLC	125CH, 88KE	3
N9731F LLC	9731F	2
AirSprint Inc.	CFASF, CGAAS	2

December 2020

NAME	TAIL NUMBER	NUMBER OF OPERATIONS
NetJets Sales, Inc.	MULTIPLE	16
Elite Jets Charter LLC	1Y, 4B, 5A, 6A, 7DR	14
Flight Options LLC / FlexJet LLC	433FX, 434FX, 451FX, 520FX, 594FX,	5
Naples Air Center	976AC	3
Ultra Lux Jets Inc.	700DS	2
United Wings Intl. LLC	800UW	2
Exclusive Jets LLC	803JS, 836JS	2
Badger Liquor Co. Inc.	80BL	2
Excel 5202 LLC	83SP	2
Corporate Eagle Mgmt. Services Inc.	982CE	2

December 2021

NAME	TAIL NUMBER	NUMBER OF OPERATIONS
NetJets Sales, Inc. / EJM	MULTIPLE	31
Flight Options LLC / FlexJet LLC	MULTIPLE	14
Elite Jets Charter LLC	1Y, 4B, 5A, 6A, 7DR	10
Hampton Airways	83ML	4
Blue Grass Capital Holdings LLC	500DG	3
RexAir Flight School	416CE	3
Wheels Up Private Jets LLC	482TM, 501UP, 503UP	3
Alexander Ivanchenkov	8678J	3
Exclusive Jets LLC	761JS, 830JS, 869JS	3
Mountain Aviation Inc.	517CF, 920TX, 978TX	3

"Multiple" is shown when more than 5 different tail numbers would be included for an operator.

Please FLY SAFE FLY QUIET
NAPLES AIRPORT AUTHORITY

Aircraft Operations and Curfew Compliance Summary

TOP CURFEW OPERATORS YEAR-TO-DATE

FYTD 2018

NAME	TAIL NUMBER	NUMBER OF OPERATIONS
Ari Ben Aviator Inc.	MULTIPLE	329
NetJets Sales, Inc.	MULTIPLE	143
Naples Air Center	MULTIPLE	137
Elite Jets Charter LLC	MULTIPLE	88
Flight Options LLC / FlexJet LLC	MULTIPLE	65
Airline Transport Professionals Corp of USA (ATP)	MULTIPLE	41
RexAir Sales and Leasing LLC	MULTIPLE	41
Blue Grass Capital Holdings LLC	83CM	36
Sun Coast Aviation	MULTIPLE	30
Pilot Training Center LLC	MULTIPLE	27

FYTD 2019

NAME	TAIL NUMBER	NUMBER OF OPERATIONS
Naples Air Center	Multiple	158
NetJets Sales, Inc.	Multiple	103
Elite Jets Charter LLC	1Y, 4B, 5A, 6A, 7DR	83
Cirrus Aviation Inc.	316ND, 4491F, 393SP, 17409	52
RexAir Sales and Leasing LLC	Multiple	46
Flight Options LLC / FlexJet LLC	Multiple	44
Central Aviation LLC	425JB, 700WJ	27
Blue Grass Capital Holdings LLC	500DG, 83CM	25
Crown Aviation Inc.	532JK	24
PWCM Charter LLC / Vermantha Aviation LLC	125CH, 454GQ, 88KE, 38VS	24

FYTD 2020

NAME	TAIL NUMBER	NUMBER OF OPERATIONS
NetJets Sales, Inc.	MULTIPLE	142
Naples Air Center / including 1419F	MULTIPLE	124
Elite Jets Charter LLC	1Y, 4B, 5A, 6A, 7DR, 746SF	111
Flight Options LLC/FlexJet LLC	MULTIPLE	78
RexAir Flight School LLC	MULTIPLE	46
Blue Grass Capital Holdings LLC	500DG	32
Chris Allen Aviation LLC	276JB	24
Columbia Collier Properties LLC	188MR, 472AR	24
Jet 1 Charter Inc.	MULTIPLE	21
Wheels Up Private Jets LLC	MULTIPLE	19

FYTD 2021

NAME	TAIL NUMBER	NUMBER OF OPERATIONS
NetJets Sales, Inc.	MULTIPLE	71
Elite Jets Charter LLC	MULTIPLE	31
Flight Options LLC/FlexJet LLC	MULTIPLE	29
Blue Grass Capital Holdings LLC	500DG	8
Oakes Farms Food & Dist. Svcs LLC /	325FP, 368FD	7
RexAir Flight School /RexAir Maintenance	204ND, 416CE, 828EX	7
Chris Allen Aviation LLC	276JB	6
Jet 1 Charter, Inc.	188B, 579MH, 755AP	6
Exclusive Jets LLC	761JS, 830JS, 853JS, 865JS, 869JS	5
10 Operators	MULTIPLE	4

“Multiple” is shown when more than 5 different tail numbers would be included for an operator.

Please FLY SAFE FLY QUIET
NAPLES AIRPORT AUTHORITY

Aircraft Operations and Curfew Compliance Summary

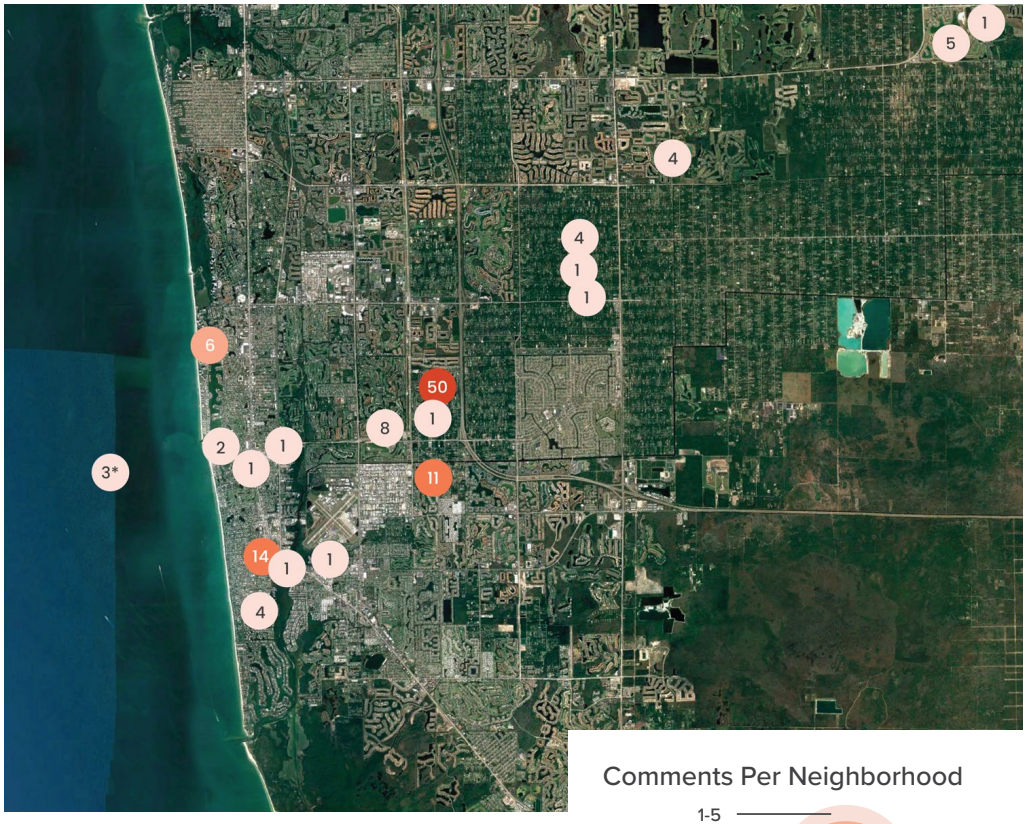
DECEMBER 2021 COMMENTS

Comments by Neighborhood in December 2021

NEIGHBORHOOD	NUMBER OF NOISE COMMENTS	HOUSEHOLDS	COMMENTS / HOUSEHOLD
Wyndemere	50	15	3.3
Old Naples	14	7	2
Briarwood	11	1	11
Grey Oaks	8	2	4
Park Shore	6	3	2
Valencia Lakes	5	1	5
Urban Estates	4	1	4
Aqualane Shores	4	3	1.3
Golden Gate Estates	4	3	1.3
Unknown	3	3	1
Moorings	2	1	2
Cocquina Sands	1	1	1
Collier Woods	1	1	1
Golden Gate City	1	1	1
Logan Woods	1	1	1
Marina Manor	1	1	1
Orange Blossom	1	1	1
Rock Harbor	1	1	1
Sun Terrace	1	1	1
TOTALS	119	48	2.5

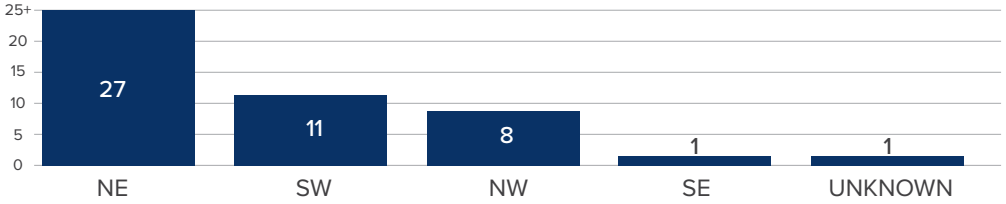
*12 of 119 comments related to a public service flight

Comment Map – December 2021



*Unknown location

Unique Households by Quadrant in December 2021*



*Number of distinct households that filed aircraft noise comments.

Please FLY SAFE FLY QUIET
NAPLES AIRPORT AUTHORITY

Aircraft Operations and Curfew Compliance Summary

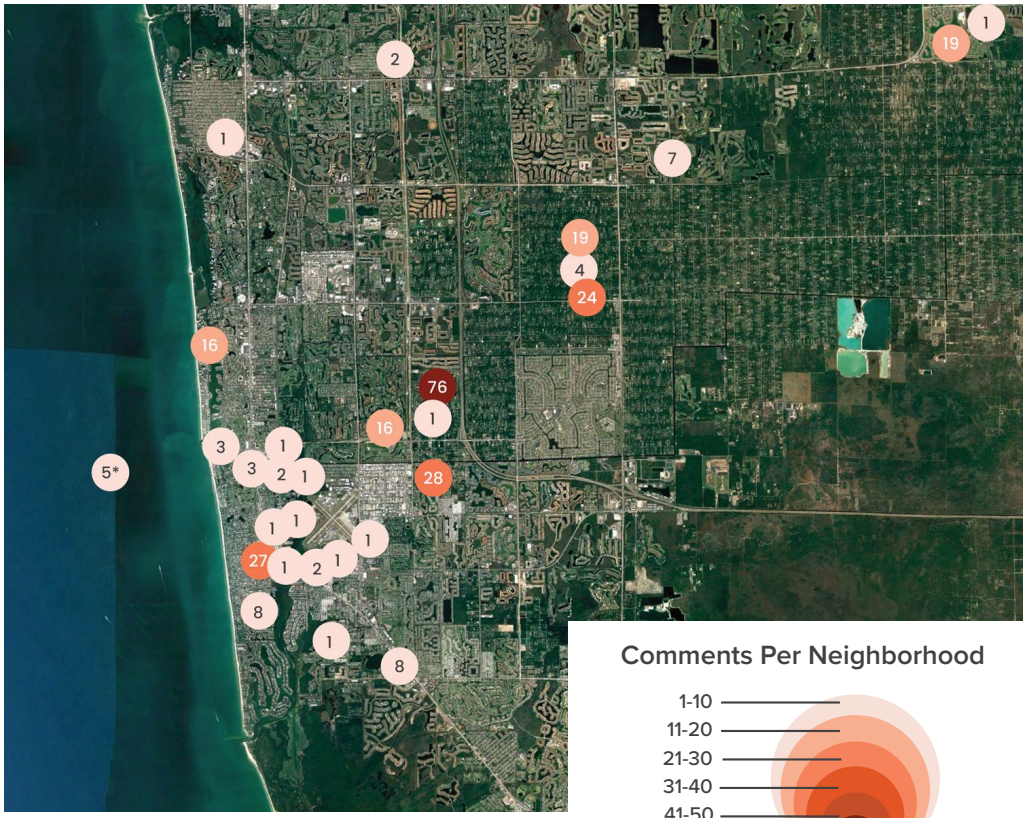
FYTD 2022 COMMENTS

Comments by Neighborhood FYTD 2022

NEIGHBORHOOD	NUMBER OF NOISE COMMENTS	HOUSEHOLDS	COMMENTS / HOUSEHOLD
Wyndemere	76	20	3.8
Briarwood	28	1	28
Old Naples	27	12	2.3
Collier Woods	24	2	12
Valencia Lakes	19	1	19
Golden Gate Estates	19	5	3.8
Grey Oaks	16	2	8
Park Shore	16	3	5.3
Neighborhoods w/ 1 Comment	11	11	1
Lakewood	8	1	8
Aqualane Shores	8	4	2
Urban Estates	7	3	2.3
UNKNOWN	5	5	1
Logan Woods	4	2	2
Cocquina Sands	3	1	3
Moorings	3	2	1.5
Brookside	2	1	2
Lake Park	2	1	2
Willoughby Acres	2	1	2
TOTALS	280	78	3.6

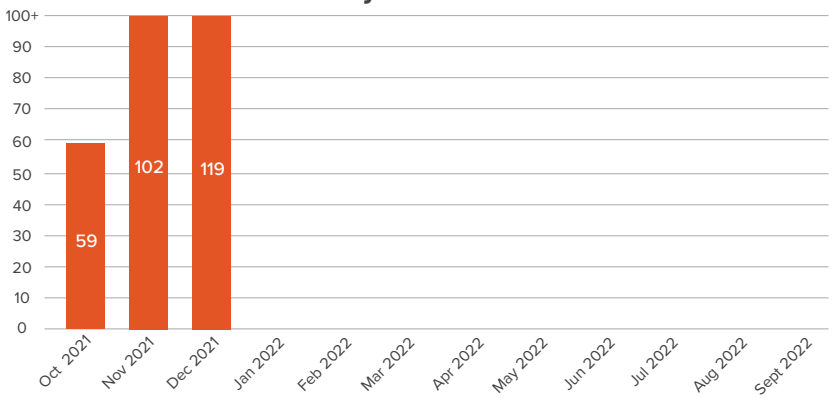
*18 of 280 comments related to a public service flight.

Comment Map – FYTD 2022

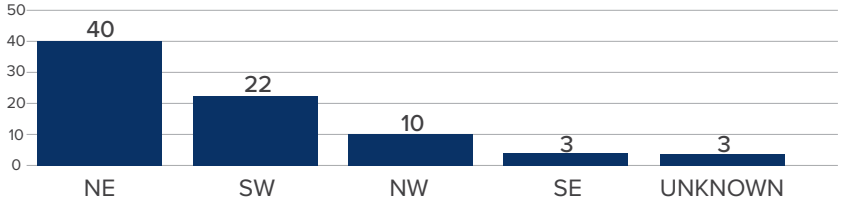


*Unknown location

Year-to-Date Comments By Month



Unique Households by Quadrant FYTD 2022*

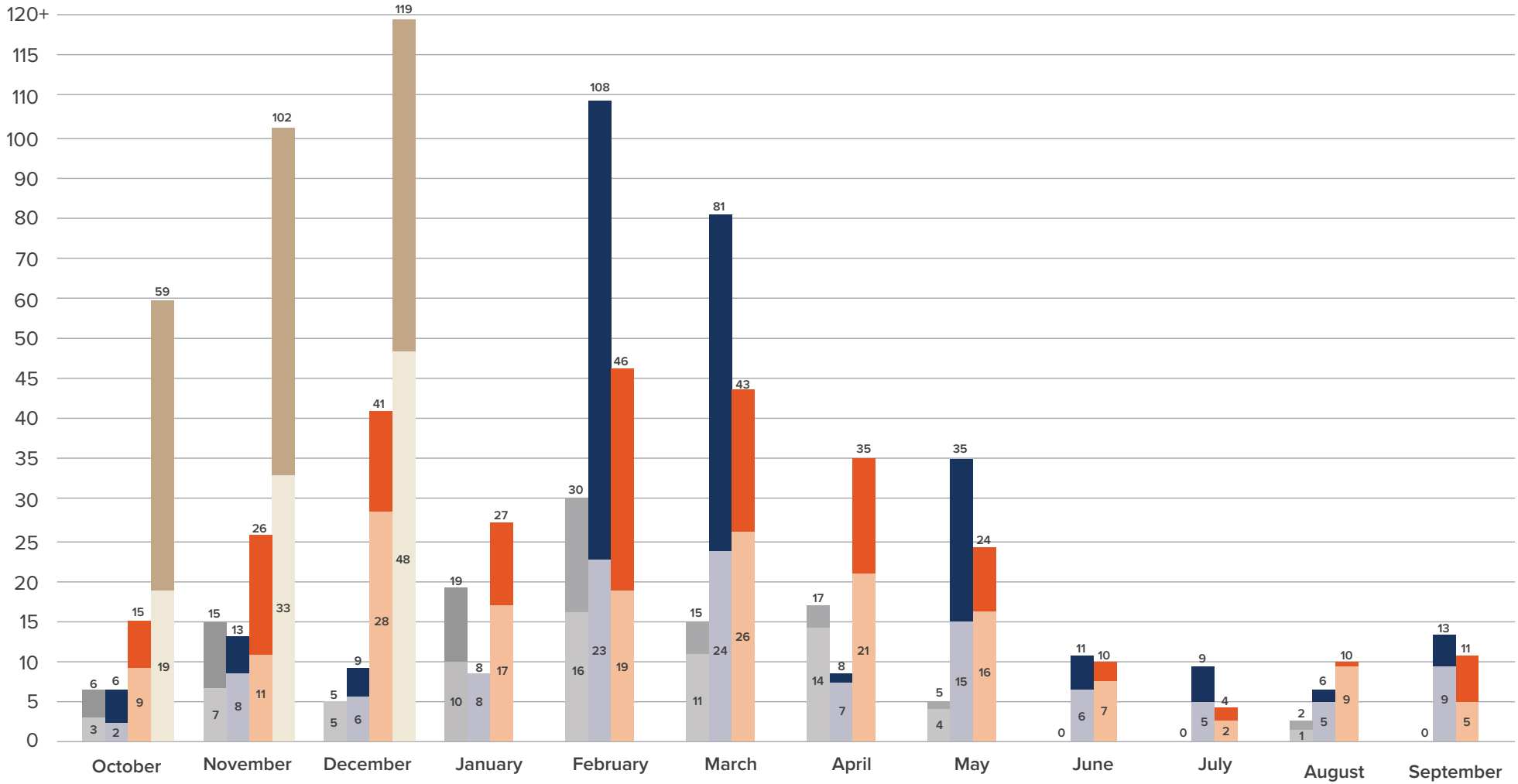


*Number of distinct households that filed aircraft noise comments.

Please FLY SAFE FLY QUIET
NAPLES AIRPORT AUTHORITY

Aircraft Operations and Curfew Compliance Summary

COMMENTS BY MONTH



Legend

Total number of comments

2019 2020 2021 2022

Total number of households

2019 2020 2021 2022

Please FLY SAFE FLY QUIET
NAPLES AIRPORT AUTHORITY

Aircraft Operations and Curfew Compliance Summary

2019 FYTD Noise Comments

12
Distinct households filed aircraft noise comments in FYTD 2019.

26
Noise comments received from those households.

2020 FYTD Noise Comments

11
Distinct households filed aircraft noise comments in FYTD 2020.

28
Noise comments received from those households.

2021 FYTD Noise Comments

45
Distinct households filed aircraft noise comments in FYTD 2021.*

82
Noise comments received from those households.

2022 FYTD Noise Comments

78
Distinct households filed aircraft noise comments in FYTD 2022.*

280
Noise comments received from those households.

Upcoming Events / Information

Noise Compatibility Committee Regular Meeting
Thursday, February 3, 2022 at 9:00 a.m.

Due to the uncertainty of the COVID-19 pandemic, the venues for these meetings will be announced at a later date.

This meeting will be recorded and posted to www.flynaples.com.

Videos of NCC and TAC Meetings are available at www.flynaples.com/agendas-minutes-videos/.

NCC and NAA Annual Reports are posted to the Authority's website at www.flynaples.com/annual-reports/.

Naples AIRPORT AUTHORITY

Activity Report

PERIOD ENDING – DECEMBER 31, 2021

Operations	Current Month					Year to Date				
	FY 2019	FY 2020	FY 2021	FY 2022	Variance %, FYs 21-22	FY 2019	FY 2020	FY 2021	FY 2022	Variance %, FYs 21-22
OPERATIONS - Itinerant										
Air Carrier	0	0	0	0	NMF	0	0	0	0	NMF
Commercial	1,626	1,775	2,369	2,999	26.6	4,199	4,357	5,887	7,589	28.9
General Aviation	5,856	6,016	6,618	7,296	10.2	17,929	18,573	17,109	19,973	16.7
Military	3	12	19	10	(47.4)	14	37	63	70	11.1
Total Itinerant Operations	**7,485**	**7,803**	**9,006**	**10,305**	**14.4**	**22,142**	**22,967**	**23,059**	**27,632**	**19.8**
OPERATIONS - Local										
Commercial	0	0	0	0	NMF	0	0	0	0	NMF
General Aviation	1,617	2,460	1,155	1,161	0.5	5,789	7,939	3,961	3,710	(6.3)
Military	0	0	4	8	100.0	10	5	10	24	140.0
Total Local Operations	**1,617**	**2,460**	**1,159**	**1,169**	0.9	**5,799**	**7,944**	**3,971**	**3,734**	(6.0)
TOTAL NIGHT OPERATIONS	**186**	**172**	**163**	**228**	**39.9**	**607**	**623**	**493**	**613**	**24.3**
Total IFR Operations *	**4,369**	**4,968**	**5,958**	**6,914**	**16.0**	**12,057**	**13,143**	**15,134**	**18,361**	**21.3**
Total VFR Operations	**4,919**	**5,467**	**4,370**	**4,788**	**9.6**	**16,491**	**18,391**	**12,389**	**13,618**	**9.9**
TOTAL OPERATIONS	**9,288**	**10,435**	**10,328**	**11,702**	**13.3**	**28,548**	**31,534**	**27,523**	**31,979**	**16.2**

FINAL

** As reported by ATCT*

NMF = No Meaningful Figure

U.S. CUSTOMS GENERAL AVIATION ACTIVITY

PERIOD ENDING – DECEMBER 31, 2021

Total Aircraft Cleared

	FY 2019	FY 2020	FY 2021	FY 2022
OCTOBER	63	63	52	100
NOVEMBER	143	110	84	177
DECEMBER	137	153	138	232
JANUARY				
FEBRUARY				
MARCH				
APRIL				
MAY				
JUNE				
JULY				
AUGUST				
SEPTEMBER				
YTD TOTALS	343	326	274	509

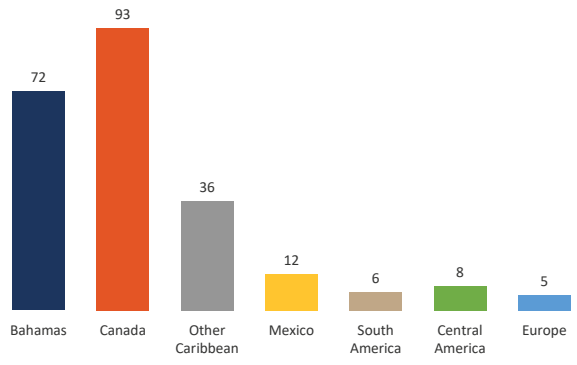
Aircraft Cleared / Stayed in Naples

	FY 2019	FY 2020	FY 2021	FY 2022
	63	62	49	97
	137	109	83	175
	135	153	136	224
	335	324	268	496
% STAYED	98%	99%	98%	97%

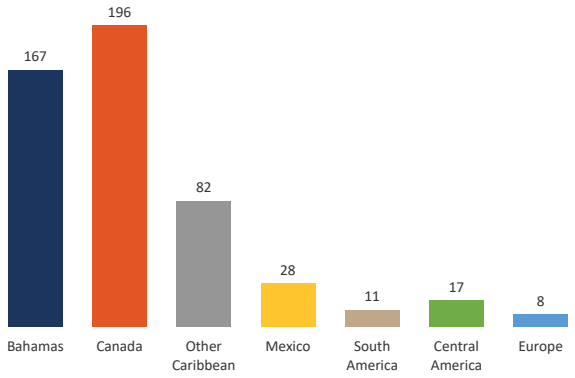
Persons Cleared

	FY 2019	FY 2020	FY 2021	FY 2022
	309	237	220	428
	663	513	385	833
	615	708	560	1127
	1587	1458	1165	2388

International Arrival Origins - Dec 2021



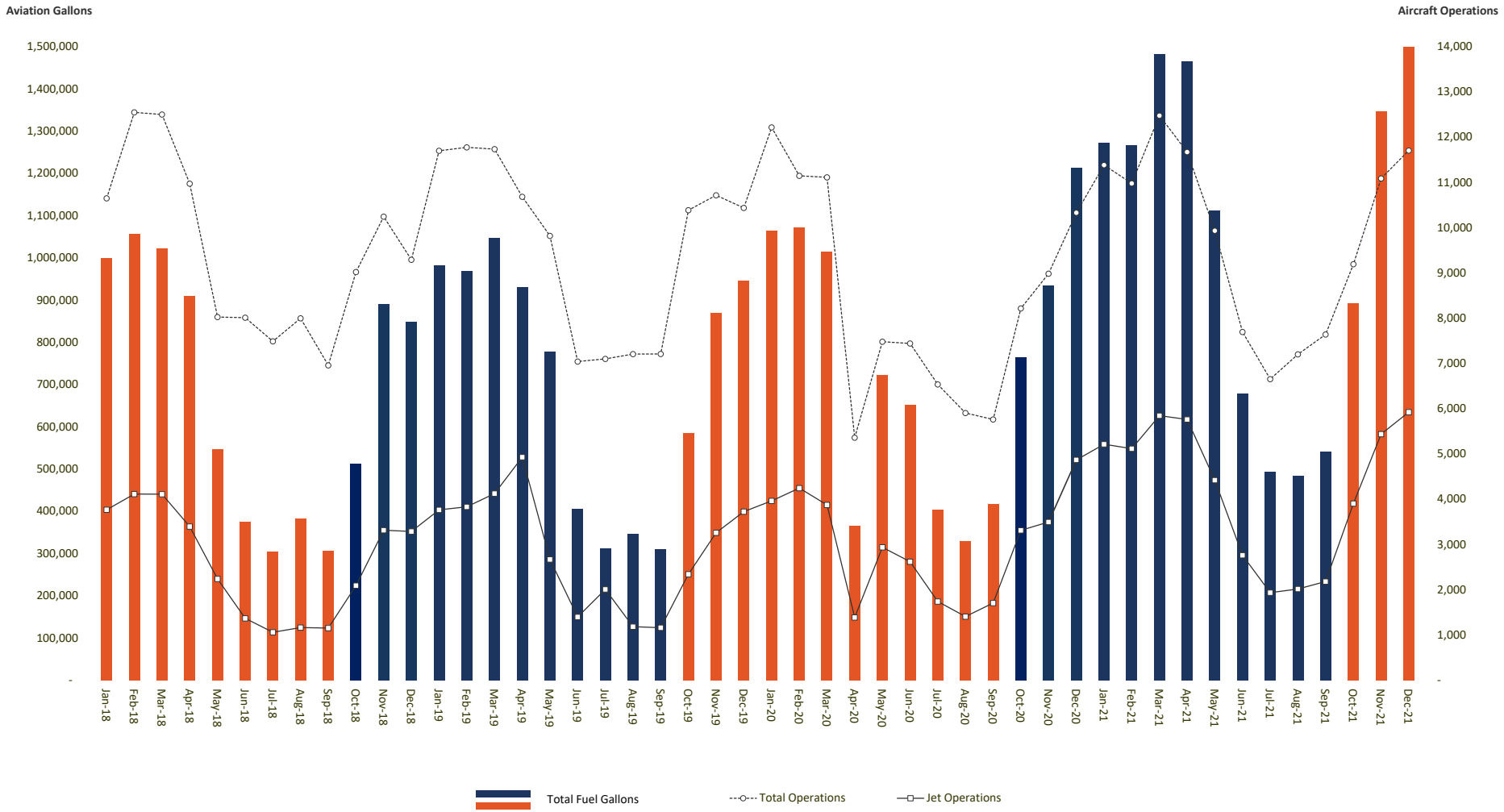
International Arrival Origins - FYTD



Naples AIRPORT AUTHORITY

Aviation Fuel Gallons & Aircraft Operations Historical Comparison

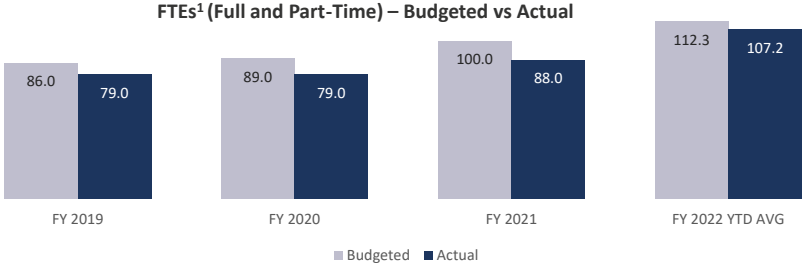
48 MONTHS



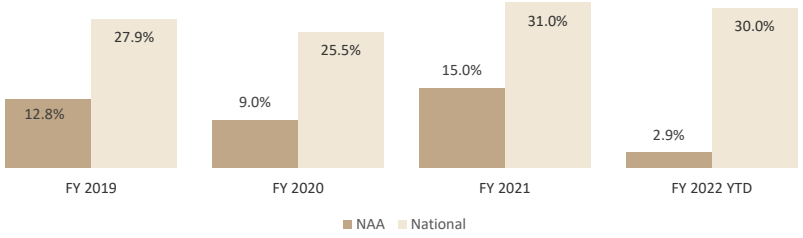
Human Resources Metrics

DECEMBER 2021

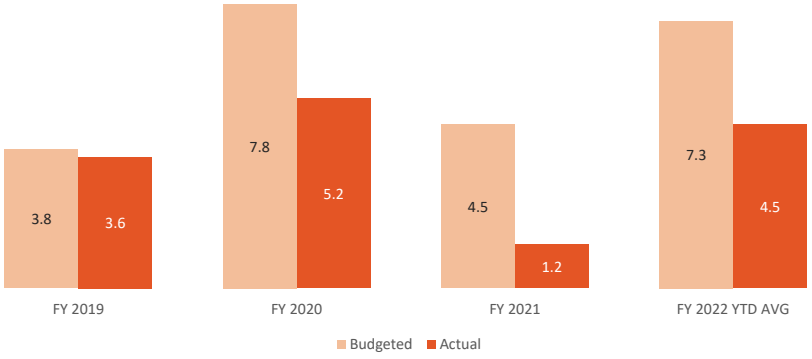
FTEs[1] (Full and Part-Time) – Budgeted vs Actual



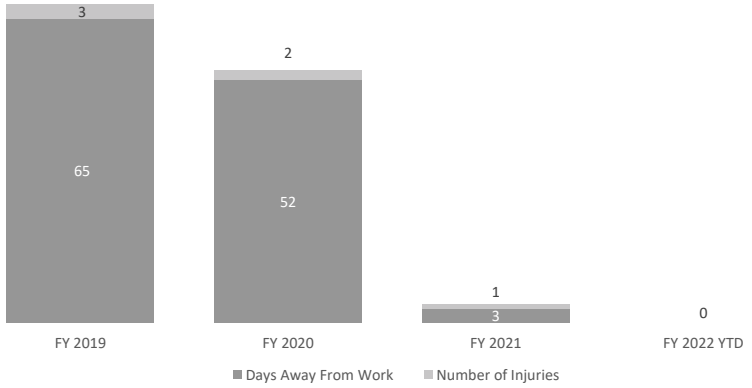
Voluntary Turnover[2] - NAA vs National



FTEs (Seasonal) - Budgeted vs Actual



Work Injuries and Days Away From Work



1. Since July 2021 the National Average has been compared to the BLS JOLTS monthly report as compared to the BLS annual report.
2. Effective May 2021, the report reflects full time equivalent (FTE) employment as compared to headcount in prior years. 2080 hours/year is full time and equals 1.0 FTE

Naples AIRPORT AUTHORITY

APF CARES about you, your family and future

To: Honorable Chair and Commissioners

From: Christopher A. Rozansky, Executive Director

By: Ken Warriner, Sr. Director of Finance and Administration

Meeting Date: January 20, 2022

Re: **December 2021 Financials**

1. Financial Summary

For the month of December 2021, operating revenue (net of cost of goods sold) was $3,560,399 compared to the budget of $3,055,328. This was favorable to budget by $505,071 or 17%. Operating expenses were favorable to budget by $40,248 or 2%. Income from operations was $1,788,648 or $545,320 favorable to the budget. The change in net position before capital contributions was favorable to budget by $1,446,011. For the year-to-date period, the change in net position before capital contributions is favorable to budget by $1,761,383.

Key Financial Measures - Current Month

				Variance - Favorable (Unfavorable)			
	Actual	Budget	Prior Year	Budget		Prior Year	
Aviation fuel - gallons	1,456,928	1,174,477	1,164,408	282,451	24 %	292,520	25 %
Operating revenue	$ 3,560,399	$ 3,055,328	$ 2,990,644	$ 505,071	17 %	$ 569,755	19 %
Operating expenses	$ 1,771,752	$ 1,812,000	$ 1,206,187	$ 40,248	2 %	$ (565,565)	(47) %
Change in net position before capital contributions	$ 1,446,011	$ 873,328	$ 1,465,868	$ 572,683	66 %	$ (19,857)	(1) %

Key Financial Measures - Fiscal Year-to-Date

				Variance - Favorable (Unfavorable)			
	Actual	Budget	Prior Year	Budget		Prior Year	
Aviation fuel - gallons	3,664,202	2,872,524	2,794,238	791,678	28 %	869,964	31 %
Operating revenue	$ 9,036,137	$ 7,674,030	$ 7,317,439	$ 1,362,108	18 %	$ 1,718,698	23 %
Operating expenses	$ 4,961,688	$ 5,334,000	$ 3,381,862	$ 372,312	7 %	$ (1,579,826)	(47) %
Change in net position before capital contributions	$ 3,044,413	$ 1,283,030	$ 2,967,964	$ 1,761,383	137 %	$ 76,449	3 %

City of Naples Airport Authority

Board of Commissioners Financial Reports

Monthly Period Ended

As of December 31, 2021

City of Naples Airport Authority
Financial Reports
As of December 31, 2021

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City of Naples Airport Authority
Statements of Revenues, Expenses and Changes in Net Position - Month
As of December 31, 2021

	Actual Month	Budget Month	Favorable/ (Unfavorable)	%	Unfavorable Variance Explanations (>$10,000 and 10%)
Operating Revenue					
Gallons	1,456,928	1,174,477	282,451	24 %	
Aviation Fuel Sales	$ 6,444,746	$ 4,900,000	$ 1,544,746	32 %	
Cost of Aviation Fuel Sales	(3,856,289)	(2,713,000)	(1,143,289)	(42)	Cost for additional gallons sold.
Net Aviation Fuel Sales	$ 2,588,457	$ 2,187,000	$ 401,457	18 %	
Hangar Rentals	$ 129,775	$ 121,000	$ 8,775	7 %	
Building & Land Rent	148,473	155,000	(6,527)	(4)	
Ramp and Tie Down Fees	410,850	385,328	25,522	7	
Line Services	40,235	40,000	235	1	
Concession Fees	104,903	80,000	24,903	31	
U.S. Customs User Fees	100,195	64,000	36,195	57	
Flowage Fees and Misc. Revenue	37,510	23,000	14,510	63	
Total Operating Revenue	**$ 3,560,399**	**$ 3,055,328**	**$ 505,071**	**17 %**	
Operating Expenses					
Personnel Expenses:					
Salaries and Wages	$ 755,163	$ 753,000	$ (2,163)	(0) %	
Payroll Taxes	49,642	64,000	14,358	22	
Benefits	148,386	191,000	42,614	22	
Total Personnel Expenses	**$ 953,191**	**$ 1,008,000**	**$ 54,809**	**5 %**	
Professional Services	$ 116,156	$ 189,000	$ 72,844	39 %	
Contracted Services	134,207	110,000	(24,207)	(22)	Corrected Customs invoice
Insurance	54,852	73,000	18,148	25	
Airfield and Grounds Maintenance	43,944	58,000	14,056	24	
Building Maintenance	31,657	26,000	(5,657)	(22)	
Vehicle and Equipment Maintenance	42,258	23,000	(19,258)	(84)	Preparation of FBO equipment for season.
Utilities	33,894	21,000	(12,894)	(61)	Two FBO locations.
Credit Card Fees	53,024	38,000	(15,024)	(40)	Increase in sales volume.
Software Licenses and Support	48,700	65,000	16,300	25	
Legal Services	24,939	31,000	6,062	20	
Communications	39,404	43,000	3,596	8	
Conferences and Travel	20,022	5,000	(15,022)	(300)	NBAA Conference
Minor Equipment	43,011	19,000	(24,011)	(126)	New computers and equipment for remodeled GAT not budgeted.
Pilot Services	15,349	36,000	20,651	57	
Training & Education	17,188	2,000	(15,188)	(759)	NATA annual training licenses for FBO.
Operating Supplies	23,254	17,000	(6,254)	(37)	
Leased Equipment	45,840	11,000	(34,840)	(317)	Trailer rental from April - Dec. expensed.
Employee Recognition	10,318	24,000	13,682	57	
Dues & Subscriptions	2,810	3,000	190	6	
Uniforms	17,729	9,000	(8,729)	(97)	
Miscellaneous	3	1,000	997	100	
Total Operating Expenses	**$ 1,771,752**	**$ 1,812,000**	**$ 40,248**	**2 %**	
Income from Operations	**$ 1,788,648**	**$ 1,243,328**	**$ 545,320**	**44 %**	
Non- Operating Revenue/(Expenses)					
Restricted - Customer Facility Charges	$ 19,945	$ 15,000	$ 4,945	33 %	
Depreciation and Amortization	(383,860)	(400,000)	16,140	4	
Investment Income	21,248	15,000	6,248	42	
Other Revenue (Expense)	30	-	30	100	
Total Non-Operating Revenue/(Expenses)	**$ (342,637)**	**$ (370,000)**	**$ 27,363**	**7 %**	
Change in Net Position Before Capital Contributions	**$ 1,446,011**	**$ 873,328**	**$ 572,683**	**66 %**	
Capital Contributions	1,338,974	-	1,338,974	-	
Change in Net Position	**$ 2,784,984**	**$ 873,328**	**$ 1,911,656**	**219 %**	

City of Naples Airport Authority
Statements of Revenues, Expenses and Changes in Net Position - Fiscal Year-to-Date
As of December 31, 2021

	Actual YTD	Budget YTD	Favorable/ (Unfavorable)	%	Unfavorable Variance Explanations (>$25,000 and 10%)
Operating Revenue					
Gallons	3,664,502	2,872,524	791,978	28 %	
Aviation Fuel Sales	$ 16,595,401	$ 11,897,000	$ 4,698,401	39 %	
Cost of Aviation Fuel Sales	(10,010,828)	(6,553,000)	(3,457,828)	(53)	Increase in volume and cost of fuel increases.
Net Aviation Fuel Sales	$ 6,584,573	$ 5,344,000	$ 1,240,573	23 %	
Hangar Rentals	$ 347,325	$ 366,000	$ (18,675)	(5)	
Building & Land Rent	442,025	453,000	(10,975)	(2)	
Ramp and Tie Down Fees	1,023,750	995,030	28,720	3	
Line Services	103,735	100,000	3,735	4	
Concession Fees	234,223	203,000	31,223	15	
U.S. Customs User Fees	223,635	135,000	88,635	66	
Flowage Fees and Misc. Revenue	76,871	78,000	(1,129)	(1)	
Total Operating Revenue	**$ 9,036,137**	**$ 7,674,030**	**$ 1,362,108**	**18 %**	
Operating Expenses					
Personnel Expenses:					
Salaries and Wages	$ 2,038,505	$ 2,124,000	$ 85,495	4 %	
Payroll Taxes	136,701	186,000	49,299	27	
Benefits	434,993	573,000	138,007	24	
Total Personnel Expenses	**$ 2,610,200**	**$ 2,883,000**	**$ 272,800**	**9 %**	
Professional Services	$ 439,855	$ 610,000	$ 170,145	28 %	
Contracted Services	361,887	333,000	(28,887)	(9)	
Insurance	207,800	205,000	(2,800)	(1)	
Airfield and Grounds Maintenance	250,411	219,000	(31,411)	(14)	Tree removal project.
Building Maintenance	64,515	89,000	24,485	28	
Vehicle and Equipment Maintenance	91,437	69,000	(22,437)	(33)	
Utilities	94,060	78,000	(16,060)	(21)	
Credit Card Fees	124,299	92,000	(32,299)	(35)	Increase in sales volume.
Software Licenses and Support	106,574	123,000	16,426	13	
Legal Services	99,636	97,000	(2,636)	(3)	
Communications	96,392	110,000	13,608	12	
Conferences and Travel	37,023	20,000	(17,023)	(85)	
Minor Equipment	95,791	64,000	(31,791)	(50)	New computers and equipment for remodeled GAT.
Pilot Services	39,737	100,000	60,263	60	
Training & Education	56,893	48,000	(8,893)	(19)	
Operating Supplies	53,451	57,000	3,549	6	
Leased Equipment	81,721	34,000	(47,721)	(140)	Trailer rental from April - Dec. expensed.
Employee Recognition	17,349	50,000	32,651	65	
Dues & Subscriptions	5,982	10,000	4,018	40	
Uniforms	26,674	40,000	13,326	33	
Miscellaneous	3	3,000	2,997	100	
Total Operating Expenses	**$ 4,961,688**	**$ 5,334,000**	**$ 372,312**	**7 %**	
Income from Operations	**$ 4,074,449**	**$ 2,340,030**	**$ 1,734,419**	**74 %**	
Non- Operating Revenue/(Expenses)					
Restricted - Customer Facility Charges	$ 44,700	$ 45,000	$ (300)	(1) %	
Depreciation and Amortization	(1,125,642)	(1,150,000)	24,358	2	
Investment Income	61,890	48,000	13,890	29	
Other Revenue (Expense)	(9,820)	-	(9,820)	(100)	
Gain (loss) on disposal of capital assets	(1,163)	-	(1,163)	(100)	
Total Non- Operating Revenue/(Expenses)	**$ (1,030,036)**	**$ (1,057,000)**	**$ 26,964**	**3 %**	
Change in Net Position Before Capital Contributions	**$ 3,044,413**	**$ 1,283,030**	**$ 1,761,383**	**137 %**	
Capital Contributions	1,338,974	-	1,338,974	-	
Change in Net Position	**$ 4,383,387**	**$ 1,283,030**	**$ 3,100,357**	**242 %**	

City of Naples Airport Authority
Statements of Net Position
As of December 31, 2021

Assets	**12/31/2021**	**9/30/2021**	**Change**
Cash	$ 45,463,875	$ 51,289,353	$ (5,825,478)
Accounts Receivable	867,367	604,570	262,797
Due From Government Agencies	1,338,974	364,329	974,645
Inventory	590,713	644,286	(53,574)
Prepaid Expenses	394,893	185,040	209,853
Total Current Assets	**$ 48,655,821**	**$ 53,087,578**	**$ (4,431,757)**
Investments	**10,554,361**	**$ 6,518,404**	**$ 4,035,957**
Land and Land Improvements	$ 9,149,847	$ 9,149,847	$ (0)
Buildings and Building Improvements	39,832,967	32,739,564	7,093,403
Equipment	9,710,951	9,529,446	181,505
Software	534,873	534,873	0
Vehicles	1,281,994	1,217,939	64,055
Furniture & Fixtures	1,936,603	1,451,804	484,799
Intangible Assets	2,327,577	2,327,577	(0)
Construction in Progress	7,678,459	8,685,702	(1,007,243)
Infrastructure	68,835,228	68,835,228	0
	$ 141,288,498	$ 134,471,980	$ 6,816,518
Accumulated amortization and depreciation	(60,965,110)	(59,843,136)	(1,121,974)
Total Net Property, Plant & Equipment	**$ 80,323,389**	**$ 74,628,844**	**$ 5,694,545**
Total Assets	**$ 139,533,572**	**$ 134,234,826**	**$ 5,298,746**
Liabilities			
Accounts Payable	$ 4,713,204	$ 5,674,846	$ (961,642)
Accrued Salaries & Benefits	465,145	719,088	(253,943)
Accrued Liabilities - Other	679,024	665,080	13,944
Total Current Liabilities	**$ 5,857,373**	**$ 7,059,014**	**$ (1,201,641)**
Compensated Absences	$ 597,116	$ 597,116	$ 0
Unearned Revenue - Lease Term Buyback	11,736,693	9,619,693	2,117,000
Total Long Term Liabilities	**$ 12,333,809**	**$ 10,216,809**	**$ 2,117,000**
Total Liabilities	**$ 18,191,182**	**$ 17,275,823**	**$ 915,359**
Net Position			
Investment in Capital Assets	$ 79,488,084	70,590,379	$ 8,897,705
Restricted - Customer Facility Charges	2,593,134	2,548,429	44,705
Unrestricted	39,261,172	43,820,195	(4,559,023)
Total Net Position	**$ 121,342,390**	**$ 116,959,003**	**$ 4,383,387**
Total Liabilities and Net Position	**$ 139,533,571**	**$ 134,234,826**	**$ 5,298,745**

City of Naples Airport Authority
Statement of Cash Flows
As of December 31, 2021

	Month	Fiscal Year-to-Date
Cash Flows from Operating Activities:		
Operating Income	$ 1,788,648	$ 4,074,449
Changes in Working Capital:		
(Increase) Decrease in Accounts Receivable	$ 1,259,533	$ (262,797)
(Increase) Decrease in Inventories	52,632	53,574
(Increase) Decrease in Prepaid Expenses and Other	(212,609)	(209,853)
Increase (Decrease) in Accounts Payable	(3,695,052)	(961,641)
Increase (Decrease) in Accrued Expenses and Other	(376,365)	(239,995)
Net Cash Provided (Used) by Operating Activities	**$ (1,183,214)**	**$ 2,453,737**
Cash Flow from Investing Activities:		
Acquisition, Construction of Capital Assets	$ (1,072,566)	$ (6,816,519)
Investment Purchases	(2,008,145)	(4,039,630)
Lease Term Buy-Back	-	2,117,000
(Increase) Decrease in Due From Government (Grants)	(1,338,974)	364,330
Investment Income	21,248	61,890
Capital Contributions (Grants)	1,338,974	-
Other Revenues (Expense)	30	(9,820)
Gain (loss on sale of assets)	-	(1,163)
Net Cash Provided (Used) in Investing Activities	**$ (3,059,434)**	**$ (8,323,913)**
Cash Flow from Financing Activities:		
Customer Facility Charge Revenue	19,945	44,700
Net Cash Provided (Used) by Financing Activities	**$ 19,945**	**$ 44,700**
Increase (Decrease) in Cash and Equivalents	**$ (4,222,703)**	**$ (5,825,476)**
Cash and Equivalents at Beginning of Period	**$ 49,686,580**	**$ 51,289,353**
Cash and Equivalents at End of Period	**$ 45,463,877**	**$ 45,463,877**

City of Naples Airport Authority
Cash and Investments
As of December 31, 2021

Cash Accounts	Balance	Current Interest Rate	Year-to-Date Earnings
Cash - Valley Bank	$ 39,523,836	0.39%	$ 41,484
Cash - Northern Trust	5,937,639	0.20%	4,114
Petty Cash	2,400	n/a	-
Total Cash	**$ 45,463,875**		**$ 45,599**

Description	Balance	Effective Interest Rate	Year-to-Date Earnings
US Bank – Govt. Money Market	$ 803,500	0.00%	$ 106
US Treasury Notes maturing in FY 2023	$ 1,493,652	0.25%	$ 438
US Treasury Notes maturing in FY 2024	$ 2,582,734	0.45%	$ 7,031
US Treasury Notes maturing in FY 2025	$ 2,216,504	0.25% - 1.50%	$ 1,550
US Treasury Notes maturing in FY 2026	$ 2,485,353	0.50% - 0.75%	$ 3,927
US Treasury Notes maturing in FY 2027	$ 479,707	0.50% - 0.75%	$ 1,677
US Treasury Notes maturing in FY 2028	$ 492,910	1.25%	$ 1,564
Total Investments	**$ 10,554,361**		**$ 16,292**
	Total Investment Income		**$ 61,890**

City of Naples Airport Authority
Capital - Over $1,000,000
Fiscal 2022

Goal 1 - Provide a safe, modern and efficient airport.	Budget	Current Year	Prior Year	Total	Board Approved	Amount Remaining	Cost % Complete	Project % Complete	Project Status
North Quad Taxiway B Site Prep - Construction	$ 3,500,000	$ -	$ -	$ -	$ 620,840	$ 620,840	0%	0%	Bid to be advertised January 30, 2022.
GAT, CAT, AOB and Parking Improvements	3,010,000	3,355,783	4,337,747	7,693,530	9,043,925	1,350,395	85%	90%	Substantially all work complete, continue on the punch list and canopies.
North Road Terminal Improvements	3,000,000	-	-	-	-	-	0%	0%	Staff refining scope.
Solar Covered Parking	2,500,000	-	-	-	-	-	0%	0%	Consultant selection meeting held on January 11, 2022.
Fuel Farm Upgrade - Add 60,000 Gallons	2,000,000		-	-	-	-	0%	0%	Finalizing contract.
Runway 5-23 Drainage Improvements	1,884,000	991,049	2,315,701	3,306,750	4,343,850	1,037,100	76%	100%	Project complete. Final invoicing still outstanding.
Airport Security Upgrade	1,800,000	206,474	717,437	923,911	2,771,343	1,847,432	33%	40%	Fiber work currently underway. Estimated summer 2022 completion.
Facilities Shop Improvements (Design & Construction)	1,200,000	2,339	-	2,339	-	(2,339)	0%	0%	Conceptual plans due in mid-January.
Goal 1 - Provide a safe, modern and efficient airport.	**$ 18,894,000**	**$ 4,555,645**	**$ 7,370,885**	**$ 11,926,530**	**$ 16,779,958**	**$ 4,853,428**			
Capital - under $1,000,000 (see page 7 for details)	$ 8,445,000	$ 1,331,495							
Totals	**$ 27,339,000**	**$ 5,887,140**							

City of Naples Airport Authority
Capital - Under $1,000,000
Fiscal 2022

Goal 1 - Provide a safe, modern and efficient airport.	Budget	Current Year	Prior Year	Total
Hangar Door Replacement (20 doors)	$ 900,000	$ 105,556	$ -	$ 105,556
ARFF Fire Truck (CF3)	850,000	837,873	10,417	848,290
South Quad Box and T-Hangars - design	770,000	-	-	-
North Quad Taxiway B Site Prep - design	150,000	16,103	511,310	527,413
North Quad Taxiway B Paving - design	600,000	39,923	-	39,923
Taxiway B and C LED Light Conversion	500,000	-	-	-
Airfield Generator Replacement and Vault Upgrades	500,000	-	-	-
ARFF Fire Truck (CR3)	500,000	16,060	-	16,060
Airport-Pulling Road Landscape Improvements	450,000	-	-	-
Taxiway A & B Safety Improvements (design)	395,000	-	-	-
Tugs (six replacements)	370,000	115,452	-	115,452
Ground Power Units (five replacements)	225,000	21,500	-	21,500
Golf Carts - (10 various sizes)	220,000	107,307	-	107,307
Trucks (Four)	175,000	27,602	-	27,602
Aircraft Air Start Unit	160,000	-	-	-
Interior Perimeter Road	137,000	-	-	-
Airfield Driver Training Simulator	110,000	-	-	-
Crash Phone System Replacement	100,000	-	-	-
Relocate Taxiway A-3 - Design	90,000	-	-	-
Genie Z45 Platform Lift	85,000	-	-	-
Radios - 800 MHZ	75,000	37,834	-	37,834
Tractor - Airfield	58,000	-	-	-
Drivable Lavitory Cart	50,000	-	-	-
Incinerator	50,000	-	-	-
Passenger Shuttle Van	40,000	-	-	-
Airfield Fire Extinguishers	28,000	-	-	-
Bush Hog Mower	22,000	-	-	-
Water Cart	10,000	-	-	-
	$ 7,620,000	$ 1,325,208	$ 521,727	$ 1,846,935
Goal 2 - Be an engaged community partner.				
Greenway Wayfinding	$ 100,000	$ -	$ -	$ -
Observation Deck and Playground Upgrades	50,000	-	-	-
	$ 150,000	$ -	$ -	$ -
Goal 3 - Strengthen the airport's economic vitality.				
Server replacements	$ 200,000	$ -	$ -	$ -
Software implementations	150,000	-	-	-
Various computer hardware	125,000	6,287	-	6,287
	$ 475,000	$ 6,287	$ -	$ 6,287
Totals	**$ 8,245,000**	**$ 1,331,495**	**$ 521,727**	**$ 1,853,222**

City of Naples Airport Authority
Grant Funding and Budgeted Expenses and Expenditures
Fiscal 2022

Grant Funding

Project	FAA	FDOT	NAA	Total Spent	Board Approved Amount	Amount Remaining
Grants - Runway 5-23 Drainage Improvements	$ 2,464,301	$ 107,000	$ 458,603	$ 3,029,904	$ 4,343,850	$ 1,313,946
Amount Reimbursed	668,643	-	-	668,643		
Remaining Amount	$ 1,795,658	$ 107,000	$ 458,603	$ 2,361,261		
Grants - Part 150 Update	$ 600,000	$ 30,000	$ 45,360	$ 675,360	$ 1,501,258	$ 825,898
Amount Reimbursed	376,038	-	-	376,038		
Remaining Amount	$ 223,962	$ 30,000	$ 45,360	$ 299,322		

Budgeted Expenses and Expenditures

	Budget	Actual	Remaining Budget
Operating Expenses	$ 21,340,000	$ 4,961,688	$ 16,378,312
Capital Expenditures - Authority funded	$ 23,877,000	$ 5,887,140	$ 17,989,860
Total Expenses and Expenditures	**$ 45,217,000**	**$ 10,848,829**	**$ 34,368,171**

Percent of year elapsed	**25%**
Percent of budget spent	**24%**