Thursday, June 20, 2024
Naples Airport Authority: Regular Meeting Minutes - *Amended*

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

A. ROLL CALL

1. Determine Board of Commissioner Quorum

a. In-person attendance

Present were Chair Ruppert, Vice Chair Cuddihy and Commissioner Dustin. Commissioner Cavanaugh had an excused absence.

b. Action required by a majority of in-person members to allow virtual attendance

Mr. Owens stated that an in-person quorum was present and that the three in-person commissioners could determine if extraordinary circumstances existed to allow Commissioner Burns, attending via videoconference, to participate and vote in this meeting.

Commissioner Dustin made a statement regarding commissioners attending Board meetings via Zoom. He noted that prior to COVID, attending virtually was not an option. He expressed how difficult it is for in-person commissioners, staff and members of the public to communicate with the commissioner attending via Zoom, and the additional use of technology also slows down the meetings. Commissioner Dustin suggested that if a commissioner cannot be present, it would be better for that individual to be absent from the meeting. Commissioner Dustin's concern was the frequency of one commissioner requesting to participate in meetings via Zoom, and he urged commissioners to consider the commitment they are making when they accept an appointment to serve on the Board.

Chair Ruppert moved to approve Commissioner Burns to participate and vote via Zoom videoconference. Vice Chair Cuddihy seconded the motion, which was approved by a vote of 2-1 with Commissioner Dustin against and with Commissioner Cavanaugh absent.

Present via Zoom was Commissioner Burns. Commissioner Burns may participate and vote in this meeting.

Staff and Authority Counsel present were Mr. Owens, Mr. Lobb, Mr. Warriner, Mr. Keith, Mr. Brown, Mr. Gray, Ms. Zadorecky, Ms. King, Mr. Carballo, Ms. Wiggins, Mr. Burch, Ms. LeDuc, Ms. Fletcher, Ms. Acosta and Ms. Menard. Our two summer interns were also present. Mr. Rozansky had an excused absence.

B. PLEDGE OF ALLEGIANCE

Chair Ruppert led the Pledge of Allegiance.

C. AGENDA

Chair Ruppert noted that Mr. Rozansky was unable to be present today due to a situation beyond his control and that Mr. Lobb would be sitting in on his behalf as the Executive Director today.

Mr. Lobb provided the following revisions:

- Agenda – Under Roll Call, we have added Item 1, Determine Board of Commissioners Quorum, since the meeting will be held virtually. Under Financial Reports, Item 2. Appraisal of Airport Real Estate by Slack, Johnston and Magenheimer, Inc., was moved to Presentations and Time Certain Items, Item 1. The items under Presentations and Financial Reports were re-sequenced accordingly.

- Minutes – The May 16, 2024, Regular Meeting minutes were revised as follows:

  - Under the Noise Comment Forms summary on pages 9 and 10, the following sentence was added at the end of the paragraph to provide more context to the discussion.

    Mr. Arnold said that every community is very different, and it is challenging to obtain that type of data.

  - Under Other Commissioner Comments on page 13, the paragraph was rewritten for additional clarification and correcting the word, unanimous to anonymous, as follows:

    In reference to ESA's airport exploratory summary of survey results from existing aviation tenants, existing non-aeronautical businesses and individuals on airport waitlist and Commissioner Dustin's request to incorporate the responses from the 300+ surveys conducted by Christel Johnson of the Friends of the Airport, Commissioner Dustin asked Commissioner Burns about his earlier question if the responses from ESA's ~~exploratory study~~ survey were ~~unanimous~~ anonymous. He said he valued Commissioner Burns' thinking and asked if Commissioner Burns could help him understand why he asked that question. Commissioner Burns said that if you had two different surveys, how could you combine them because the individual may have filled out a questionnaire for both surveys.

- Consent Agenda

  - Item 4, Second Amendment to Contract No. 22-5519, North Road Terminal Apron Improvements with Michael Baker International in an Amount Not to Exceed $1,059,623 – Slides 5 and 6 of the presentation were revised.

  - Item 6, North Road Terminal Renovation in an Amount Not to Exceed $5,812,342 – A typographical error was corrected on Slide 3 of the Schenkel Shultz's presentation.

  - Item 12, Strategic Plan Scorecard Revisions – FY 24 – In the briefing paper, the second bullet under Goal 1, Objective 2, "Develop facilities that reflect the character and needs of the community" was deleted from consideration.

- Under Financial Reports, Item 1. Financial Summary - There were two numerical corrections in the monthly and year-to-date budget columns on pages 1, 4, and 5.

Printed copies of the revisions were distributed at the dais and will be included in the final packet.

D. MINUTES

1. May 15, 2024, Audit Committee Meeting Minutes

Vice Chair Cuddihy moved approval of the May 15, 2024, Audit Committee Meeting minutes. Commissioner Dustin seconded the motion. The motion passed unanimously 4-0 with Commissioner Cavanaugh absent.

2. May 16, 2024, Regular Meeting Minutes

Commissioner Dustin moved approval of the May 16, 2024, Regular Meeting minutes, as amended. Vice Chair Cuddihy seconded the motion. The motion passed unanimously 4-0 with Commissioner Cavanaugh absent.

3. May 16, 2024, Workshop Meeting Minutes

Commissioner Dustin moved approval of the May 16, 2024, Workshop Meeting minutes. Vice Chair Cuddihy seconded the motion. The motion passed unanimously 4-0 with Commissioner Cavanaugh absent.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Appraisal of Airport Real Estate by Slack, Johnston & Magenheimer, Inc.

Ms. LeDuc stated that in addition to periodic informal analyses of rental rates charged by other airports compared to Naples, NAA contracts with a professional appraiser to complete a comprehensive appraisal of airport-owned properties and facilities. The results of these appraisals guide staff in developing rental adjustment plans for the upcoming fiscal years. Ms. LeDuc introduced Andy Magenheimer of Slack, Johnston & Magenheimer, Inc., to provide the appraisal results.

Mr. Magenheimer, a Real Estate Appraiser, presented an overview of his firm and noted that the last appraisal his firm did was in 2019. He said the properties appraised in 2024 were in above-average condition based on age and the frequency of storms. He provided a summary of existing land rent, comparable rentals, and fair market value and rent conclusions by major property categories in their 2024 Appraisal Project Report. He recommended increasing T-Hangar rental fees by 30%–35% due to market increases. It was recommended that rate increases be administered in phases. As the market increases, the rates need to be increased to keep pace with the market. It is difficult to add in a CPI factor when phasing in rate increases. The standard T-Hangars were reviewed and bonus areas were similarly increasing. Additionally, storage units were evaluated; they have multiple uses, and the airport has done a good job renting those spaces. The rate for shade hangars is $270, and the consultant recommends $375. Some of the single-tenant hangars were appraised, compared with rentals around the state.

Commissioner Dustin asked how long the phased increases from the 2019 study took to implement. Mr. Lobb responded that those increases were phased in over a few years. Ms. LeDuc said each hangar type had different gaps between what the rates were in 2019 and what the market was. A five-year phasing plan was developed, which included an assumed CPI 3%-5% allowance to get the rentals up to market rate. In 2020, due to COVID, the phasing was paused due to uncertainty

about the economy. As a result, many of the units were lagging. The plan is to prepare a reasonable plan that will provide revenue to the airport for the operation and maintenance of the airfield and facilities. Ms. LeDuc said that rental rates are increased on October 1st of each fiscal year.

Chair Ruppert commented about the long gap between adjustments prior to 2019 and noted there was a period of 10 years before any adjustments were made to the fees. Chair Ruppert thought phasing the increases over a defined period was prudent and fair to tenants. Mr. Magenheimer added that their recommendation is typically a three-to-five-year cycle for phasing rental increases.

Commissioner Burns asked about the North Road Terminal. He said one tenant uses that terminal under a month-to-month lease. He asked if the NAA could increase charges to the tenant commensurate with the increase in real estate value. Ms. LeDuc said the NAA can increase the rent and intends to do so at the beginning of the fiscal year.

2. Airborne Lead Sampling

Mr. Lobb stated that there had been community concerns over the potential disbursement of lead emissions from piston aircraft. Over the past year, the Authority has completed several assessments, including surface particulate sampling, water quality assessments and airport lead sampling. The NAA entered into a contract with Air Quest Environmental, an independent firm offering environmental consulting and industrial hygiene services, to take air samples at various locations on and off airport property between April 30, 2024, and May 3, 2024, for the presence of lead. The sampling was conducted in accordance with National Institute of Occupational Safety and Health (NIOSH) Method 7082. No lead was detected in any samples.

Mr. Lobb introduced Mr. Andrew Puccetti, Ph.D., CIH (ret), Senior Project Consultant with Air Quest Environmental, who provided an overview of the Authority's recent Airborne Lead Sampling. He explained the equipment used and the air sampling protocol. He spoke about the locations used to collect samples, both on-site at the airport and off-site locations.

In summary, Mr. Puccetti reviewed the seven sites that were sampled over a four-day period (three at the airport and four off-site), with each sampling lasting approximately eight hours. Each sampling period saw an average of 136 piston aircraft operations. The sampling and lab analysis conducted in accordance with industry-standard NIOSH Method 7092 were submitted to an industrial hygiene laboratory accredited by the American Industrial Hygiene Association (AIHA). He reviewed the results table for each location and reported that lead was not detected at any sampling location.

Vice Chair Cuddihy said that the reason this sampling was conducted was because of community concerns that lead was coming from the airport. She wanted to make sure that in addition to today's presentation, that this report will be published on the NAA website. She also thought it was important to think about how else this information can be promoted while also providing information on our UL94 fuel program.

Chair Ruppert commented that the sampling process was well done.

3. Master Drainage Plan – Project Update

Mr. Keith introduced Mr. Scott Brady of EG Solutions, who provided an update on the status of the Master Drainage Plan project.

Mr. Brady provided an overview of Phase 1 – Discovery that established baseline conditions subject to Southwest Florida Water Management Division approval, and an update of Phase 2 that EG Solutions is working on to establish future condition models and alternative water management strategies. He explained the comparison of load data for nitrogen and phosphorus. He reviewed the comparison of flows for maximum stormwater discharge. He also reviewed the water management alternative's key challenges, conventional and advanced strategies, and an overview of future conditions in each quadrant of the airport. Mr. Brady discussed the water quality testing update for surface water and the next steps in the master drainage plan project.

Mr. Lobb requested Board discussion on the water quality monitors. Chair Ruppert asked what the expected useful life was for water quality monitors. Mr. Brady said the useful life was approximately 5-10 years. Chair Ruppert asked what the price of additional necessary resources would be outside the original purchase price. Mr. Brady explained the cost that would be incurred for equipment. Mr. Lobb noted that there would be an initial purchasing price of approximately $500,000 to $600,000. An additional $70,000 would be necessary to establish new pads and move the equipment. Mr. Brady said that movement of the equipment would not be an annual cost once the pads are established for the monitors.

Commissioner Burns said with respect to additional monitoring in the future, he asked why the NAA would want to move forward with the monitor since it is above and beyond the requirements. Chair Ruppert thought that, at the very least, the equipment would create awareness of any occurrences. Such awareness would also allow the NAA to be proactive when there is a problem. Mr. Lobb said the last time a Master Drainage Plan was done with monitors placed, it was part of an FAA project for various other improvements, and there was grant participation. Part of the reason the previously used monitors were unavailable is because they are obsolete and no longer manufacturer-supported. If new monitors are acquired, staff would look to insure them because of their value.

Commissioner Dustin asked what the annual operating cost would be for the entire operation. Mr. Brady responded that testing costs were already included in the contract because it was thought that the equipment previously used could be used again. He said as he recalled, for the continuous sampling/monitoring program, the chemistry testing, and the sample pick-up to and from the lab, the cost was approximately $70,000 to $100,000. Commissioner Dustin said the NAA is doing a very good job of making sure our water is clean and strives to be a good citizen. He thought the landfill was a larger problem and needed to be addressed first. He suggested Mr. Rozansky and Mr. Lobb spend more time on the landfill. Mr. Lobb said the scope of the environmental assessment through the FAA is being finalized for work on the landfill. He also said that additional definitive information can be collected and provided at the August Board meeting.

Vice Chair Cuddihy appreciated the presentation. She said she would like to continue to see testing done on air quality, soil quality and water quality. She would like to see the testing continue in conjunction with the work that is needed on the landfill.

Chair Ruppert agreed with his follow Commissioners who expressed a desire to continue to move forward with the provisions as have been discussed, with additional information about the final cost. He said he would feel better as a citizen and Commissioner in keeping our eyes on the water quality and address the landfill issues on a separate basis.

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

There were no public comments.

G. NOISE

1. Noise Compatibility Committee Update

Vice Chair Cuddihy stated that the Noise Compatibility Committee (NCC) last met on May 2, 2024, at the Airport Office Building and she reported on that meeting at the May 2024 Regular Board Meeting.

The meeting materials and video are available on the airport's website flynaples.com, under "Agendas + Meetings." On June 14, 2024, the Federal Aviation Administration (FAA) notified the NAA that it had commenced its review of the Noise Compatibility Program Update (NCP), submitted in June 2023. The NCP seeks FAA approval for several measures addressing community noise concerns, including new flight procedures. The FAA's formal review period lasts 180 days.

The next meeting of the NCC is scheduled for November 7, 2024, in the Airport Office Building.

Public outreach and engagement are critical to the NAA's efforts to engage with the community. Robin King, Director of Community Relations and Communications, works with the Board, NCC members, and other community leaders to schedule meetings and presentations with stakeholders. If anyone is interested in scheduling a meeting, presentation, or airport tour, they should contact her at (239) 643-0733 or rking@flynaples.com; and visit the website at www.flynaples.com to join the subscriber list for additional updates.

2. Noise Report

Ms. King presented the Noise Report for the month of May. On page 2 under curfew violator outreach, she noted that the new Noise Abatement Specialist was able to directly reach 84% of curfew violators in May. On page 3 under trends, she noted that noise comments had increased over 800% for the month compared to last year. Nearly 80% of those comments are being submitted by four individuals. On page 4, she provided a summary of the curfew violations and communications with those who violated the curfew. She stated that curfew operations lean heavily toward the flight schools and staff will be making personal contact with the schools to discuss the curfew. On pages 14 and 15, Ms. King spoke about the accuracy of data concerning resident comments and the Airnoise application and its ease of use.

Commissioner Dustin asked about proximity of the Old Naples, Willoughby and Briarwood neighborhoods from the airport. Ms. King responded that if you go from the center of the airport, the closest neighborhood of the three mentioned is Old Naples. She added that Willoughby Acres is north of Immokalee Road (about nine miles) and Briarwood is about six or seven miles to the northeast.

Chair Ruppert expressed concern with Rex Air because they had significantly improved their curfew observations but it appears they're slipping. Ms. King stated that staff would be following up with Rex Air to ensure they still have an adequate amount of the curfew collateral that they include in their aircraft to share with pilots.

3. Noise Comment Reporting

Mr. Burch presented an overview of our current system for submitting noise comments and provided upgrades to be made to the new noise comment form system. He said that recent changes in noise comment submissions and patterns have reduced the significance and reliability of comments received. He explained the benefits of the new EnviroSuite system which enables the ability to type in more text about the flight. He said the downside of the Airnoise system is that every comment received gives no other information other than "too loud." The high number of Airnoise comments has resulted in an increased focus on individuals' comments while depressing the significance of other comments. He said one of the problems with Airnoise is that there is no background information on the correlating flights. He cited several examples of invalid complaints submitted in AirNoise and non-Airnoise systems where the flight tracks are sometimes miles away.

Mr. Burch presented ways that comment data reporting could be improved to provide a more accurate depiction of noise concerns throughout the community instead with individual commenters. He explained that NAA is planning to implement a free, updated commenting system using Envirosuite that includes a mobile app and allows users to create accounts and their information that would autofill the comment form.. The new system would be very similar to Airnoise in its ease of use.

Commissioner Dustin noted there are many residents who are not complaining. He observed that the NAA is doing everything possible to reduce aviation-related noise, but it takes time to implement some of the measures, specifically new flight procedures. He said the loudest voices need to realize that the changes are not coming about quickly, but they are being addressed.

Mr. Burch reviewed the trends currently indicated by the data and expressed concern that it has been skewed by a few individuals who file numerous comments. To demonstrate how the data are skewed, it is well known that Old Naples is one of the most impacted communities, but currently the data indicates Old Naples as eighth or ninth on the list of comments received. He presented two monthly reporting options for the Commissioners' review which increase the accuracy of comments and their impact on areas, not individuals.

Commissioner Burns expressed support for both the new mobile app and reporting Airnoise comments in a separate category. He also agreed with reporting the number of households (not individuals) with the highest number of comments reflected first.

Vice Chair Cuddihy was pleased with the suggestions and noted the noise problem is frequently acknowledged. She also expressed support for Option 2, reporting comments by households and comments from the Envirosuite app and Airnoise separately. She added that the NAA Board and staff members recognize noise bothers many residents than is provided in the report since many don't submit comments. Even though the FAA may not use the data, it is still good for the NAA to continue to collect and sort data in terms of proximity to the airport. Vice Chair Cuddihy said the flight procedure work is ongoing, and the focus needs to remain on lobbying efforts to get more

local control of airports. She added the importance of the airport relocation study, regardless of a final decision, noting that a relocation would be a long-term solution.

Commissioner Dustin asked about unintended consequences associated with changing the reporting methods. He agreed with Commissioner Burns and Vice Chair Cuddihy's comments, adding that he doesn't feel optimistic that gaining local control would be the best national policy.

Chair Ruppert also agreed with the proposed reporting options. He thought the Airnoise comments and commentators deserve to be captured and reported, as well as the traditional methods being used. He suggested using the current reporting format of neighborhood households, traditional comments and then Airnoise comments.

The consensus of the NAA Board members then was to support Option 2, reporting data from both Airnoise and traditional methods separately, including households and individuals, first listing total households then individual comments. They also agreed to add the Envirosuite mobile app to the system.

Regarding Commissioner Dustin's comments about local control, Vice Chair Cuddihy clarified that she wasn't referring to safety. She explained that having local control could allow airports to set curfews or number of flights per hour. Commissioner Dustin said he foresees interstate commerce issues.

Chair Ruppert called for a recess at 10:29 a.m. The meeting was called back to order at 10:43 a.m.

H. CONSENT AGENDA

There were 12 Consent Agenda items. Commissioner Burns requested that Item Nos. 3, 4, 5 and 6 be omitted from the Consent Agenda and moved to Action Item Nos. 2, 3, 4, and 5. Consent Item Nos. 7 – 12 were re-sequenced to Consent Item Nos. 3 - 8.

1. 404 Citation Point Roof Replacement in an Amount Not to Exceed $1,000,384

2. Fuel Farm Improvements in an Amount Not to Exceed $6,672,469

~~3. Resolutions 2024-3 and 2024-4 to Accept Federal Aviation Administration (FAA) Grants to Participate in the Airfield Lighting Electrical Vault Replacement and Fuel Farm Improvements~~

~~4. Second Amendment to Contract No. 22-5519, North Road Terminal Apron Improvements with Michael Baker International in an Amount Not to Exceed $1,059,623~~

~~5. Resolutions 2024-5 and 2024-6 for Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT) Grants to Participate in Design of North Road Terminal (NRT) Apron Improvements~~

~~6. North Road Terminal Renovation in an Amount Not to Exceed $5,812,342~~

3. West Quadrant Pond Fill and Asphalt Removal in an Amount Not to Exceed $141,254

4. L3 Harris First Amendment to Lease City Airport Authority ADS-B Radio Station Site SV059-02

5. Renew Professional Services Agreement with Entech Computer Services, LLC for Information Technology Services

6. Audit Firm Engagement Letter - FY 24 Audit

7. Professional Services Agreement with Alchemy Park Consulting, LLC for FEMA Consulting Services

8. Strategic Plan Scorecard Revisions – FY 24

Mr. Owens explained the process to remove items from the Consent Agenda and add the items to Action Items.

Chair Ruppert made a motion to approve the Consent Agenda as amended. Vice Chair Cuddihy seconded the motion. The motion was approved by a unanimous vote, 4-0 with Commissioner Cavanaugh absent.

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

1. Introduction to JSX

Mr. Lobb said the NAA staff had been contacted by JSX, a public air charter operation that has expressed interest in offering fares by the seat and establishing point-to-point service to Naples. He stated that although JSX does not meet the definition of a scheduled air carrier, staff felt it prudent and out of an abundance of transparency to bring this item to the Board for direction on a potential use agreement.

Mr. Lobb clarified a requirement in the published Minimum Leasing and Operating Standards, Section 2.A. which states that before commencing any type of commercial aeronautical activity at APF, a business operator must have a valid written agreement with the NAA and that agreement must expressly provide for the conduct of commercial activities at the specific location, and the type of commercial activities allowed. As a public charter operator operating under Part 135 of Federal Aviation Regulations, he stated that the Board cannot deny JSX access to the airport, but rather, an agreement would ensure that staff could negotiate provisions that would be favorable to the NAA.

Mr. Lobb introduced Mr. David Dabinsky, Chief Commercial Officer, and Mr. Ken Edmonson, Vice President of Airport Affairs and Aviation Security, of JSX.

Chair Ruppert clarified that the purpose of this discussion is whether we want a user agreement with JSX. It does not entail the Board granting or denying permission to operate because by law, JSX have the right to use Naples Airport for both dropping off and picking up passengers. The user agreement would be something that NAA would negotiate with JSX, and it would include items that we feel the airport needs to have or should have and of course, JSX would be asking for certain considerations on items they would like in order to operate.

Mr. Dabinsky provided an overview of his firm and stated that JSX operates 30-seat jets from FBOs and private hangars on E135 and E145 aircraft, which are quieter than 40% of the jets currently flying to Naples and have a smaller footprint than large private jets. He stated that JSX currently services 22 cities across the United States, as the company continues to grow. He stated his company is most interested in bringing flights to Naples from the Northeast and Midwest. The flights being considered for addition would be less than 1% of the monthly flights currently operated out of Naples. He also noted that the service would be seasonal, with focus on the period between November and June.

Mr. Edmonson addressed safety and security concerns. He reviewed JSX's commitment to safety as its foremost guiding principle and shared voluntary programs implemented that exceed the requirements of Part 135. He highlighted JSX's pilot experience. The JSX average pilot experience for Captains is 8,466 of flight hours and for First Officers is 3,747 flight hours. He said as a Part 135 operator, in order to fly a jet it requires an Air Transport Pilot (ATP) license by every single Captain. Additionally, at JSX, their First Officers attend the same certified training that their Captains receive and must successfully pass that training to be a First Officer. He also reviewed advanced, cutting-edge technology and time-tested security programming implemented. He stated that the JSX security plan is TSA-approved.

Mr. Edmonson stated that JSX aircraft are Stage 4 compliant, making them quieter than many other aircraft flying at Naples. He stated that JSX must follow locally established curfews. He also provided information regarding ramp space occupied by JSX aircraft. He discussed the compact nature of the aircraft and stated that they are eco-conscious. In the future, JSX is also planning to use Hybrid-Electric Aviation products.

Mr. Dabinsky stated that JSX is highly diverse and creates inclusive opportunities in the communities they serve. He highlighted the organization's four tenets of social responsibility shared customer testimonials. He also noted that JSX is proud to have earned a Net Promoter Score of 73, the highest of any air carrier in the United States.

Mr. Owens clarified the term "regularly scheduled passenger service," which may be confusing. The Executive Director cannot enter into any agreement with an air carrier that provides regularly scheduled passenger air service without the advice and consent of the Board. That's why this is being presented to the Board, and staff is requesting consent.

Vice Chair Cuddihy asked what the advantages or disadvantages were of having an agreement. Mr. Dabinsky said that an agreement with NAA allows JSX to have a longstanding relationship at Naples and a partnership with the community, adding their commitment to noise abatement procedures including the Fly Safe Fly Quiet curfew.

Commissioner Dustin asked about their reference to reduce jet traffic. Mr. Dabinsky said that when JSX relocated its service from Miami to Opa-Locka Airport, business jet traffic between those two airports decreased by 18%. Commissioner Dustin said he found it compelling that jet traffic would decrease.

Commissioner Burns questioned the security of the operation under a user agreement. He wondered if JSX would pay for the set-up and operation of TSA security at NAA. Mr. Edmonson said the current standard security program is issued by TSA, and JSX are in full compliance with TSA, however JSX does not set up TSA screening. He said JSX pays for and

self-operates ID scanners to verify the validity of identities for its customers. They also do explosive trace detection on every bag that enters the aircraft, and every passenger walks through an advanced weapon detection system as part of the security clearance. He stated that another ID check occurs prior to boarding.

Chair Ruppert asked if JSX requires passengers to provide a TSA number. Mr. Edmonson said not currently, but they are working with the TSA to make that change soon. Chair Ruppert asked for more information regarding JSX pilots and their ATP certified ratings, one of the highest standards and certification a pilot can go through. Mr. Edmonson highlighted again the average hours of experience that their pilots have (see above). He said ATP pilots are the pinnacle of FAA licensing and certification for an aviator. He reiterated that JSX captains and many of their First Officers hold ATP certification and licensing. He said the First Officers and seconds in command go through training for the aircraft-type rating. In addition, Mr. Edmonson said that they have many aviators transitioning from the military, and JSX conducts many military recruitment events.

Chair Ruppert stated that the voluntary noise curfew in Naples is incredibly important to the community. He said that if a use agreement is approved, he expected that JSX would not schedule operations right up against the curfew hour period. He said this would be monitored closely. Mr. Lobb said that we would structure the agreement as a month-to-month agreement.

Commissioner Burns asked about the security screening process for passengers the day of the flight. Mr. Edmonson explained the procedures and later clarified that screening is conducted by dedicated, on-the-ground personnel. He noted that their flight crews are also qualified in accordance with all TSA protocols but screening occurs at check-in in the lounge area by other JSX personnel.

In response to Commissioner Burns' question regarding the minimum number of flight hours to qualify to fly at JSX, Mr. Edmonson said that Captains are required to have at least 1,500 hours because they are required to have ATP certification, and the first officer is required to have at least 750 – 1,000 hours.

Commissioner Dustin made a motion to approve the Executive Director to negotiate and execute a month-to-month use agreement with JSX that complies with all of the terms the Executive Director deems necessary including adherence to the nighttime curfew hours and to follow our noise mitigation flight procedures. Vice Chair Cuddihy seconded the motion. The motion was approved by a vote of 3 – 1 with Commissioner Burns against and Commissioner Cavanaugh absent.

2. **Resolutions 2024-3 and 2024-4 to Accept Federal Aviation Administration (FAA) Grants to Participate in the Airfield Lighting Electrical Vault Replacement and Fuel Farm Improvements**

Mr. Lobb introduced the topic.

Commissioner Burns stated he could not support applying for or accepting federal grant funds. He said that the NAA should be able to pay for it themselves. Vice Chair Cuddihy said that within the last year the Board had discussed grants and determined that they would be accepted for the remainder of the year without discussion. She asked Commissioner Burns if he was going back on that thought, which he said he was. Chair Ruppert stated that in a broader sense, the Board decided

to accept grants relative to projects that were applied for, and a discussion about accepting grants was not happening today.

Vice Chair Cuddihy made a motion to authorize the Chair to execute Resolutions 2024-3 and 2024-4, authorizing the Executive Director to execute FAA Grant Agreements for the Airfield Lighting Electrical Vault Replacement and Fuel Farm improvements, and to accept the grants if offered. Commissioner Dustin seconded the motion. The motion was approved by a vote, 3 – 1 with Commissioner Burns against and Commissioner Cavanaugh absent.

3. **Second Amendment to Contract No. 22-5519, North Road Terminal Apron Improvements with Michael Baker International in an Amount Not to Exceed $1,059,623**

Mr. Keith introduced the topic and asked for questions. Commissioner Burns wanted to learn more about why a second amendment was being considered. Mr. Keith said that the first agreement was for the discovery phase of the North Road Terminal Apron which included preliminary theoretical designs. He said the second amendment is for full design, bidding, and application for FAA funding. Commissioner Burns explained he understood that the request is for design of safety improvements, but it would also include applying for the grant. Mr. Keith clarified that this request is for design, bidding, and permitting phase services. Chair Ruppert reiterated that it is regarding apron improvements and not about applying for grant funding.

Vice Chair Cuddihy made a motion to authorize the Executive Director to execute a Second Amendment with Michael Baker International for Design and Bidding services for the North Road Terminal Apron Improvements in the amount of $963,294 plus 10% contingency for a total not to exceed cost of $1,059,623, subject to the receipt of Federal Aviation Administration and Florida Department of Transportation grants. Commissioner Dustin seconded the motion. The motion was approved by a vote, 3 – 1 with Commissioner Burns against and Commissioner Cavanaugh absent.

4. **Resolutions 2024-5 and 2024-6 for Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT) Grants to Participate in Design of North Road Terminal (NRT) Apron Improvements**

Mr. Keith introduced the topic. Commissioner Burns explained why he pulled this item from the Consent Agenda item. He said it was because he wanted to vote no on the item. He was not supportive of the NAA applying for grant funds.

Vice Chair Cuddihy made a motion to authorize the Chair to execute Resolutions 2024-5 and 2024-6 for FAA and FDOT Public Transportation Grant Agreements for the North Road Terminal Apron Improvements Design and to accept the grants if they are offered. Commissioner Dustin seconded the motion. The motion was approved by a vote, 3 – 1 with Commissioner Burns against and Commissioner Cavanaugh absent.

5. **North Road Terminal Renovation in an Amount Not to Exceed $5,812,342**

Mr. Keith requested Board authorization for the Executive Director to execute an agreement with Manhattan Construction Company for the North Road Terminal Renovation Construction Project in an amount not to exceed $5,812,342 which includes the bid amount of $5,283,946.61, plus a

contingency of 10% or $528,395. He stated that Ms. Natalie White of Schenkel Shultz was available to make a presentation on this NAA funded project, if the Board so chooses.

Commissioner Burns stated that he pulled this item from the Consent Agenda because he wanted to discuss this project individually. He expressed concern about the policy of putting items on the Consent Agenda. He thought the project was costing too much for a building used by a single tenant.

Chair Ruppert asked if Commissioner Burns sees a reduction in scope more palpable or if he just didn't like the amount of money. Commissioner Burns did not like the amount of money, and he wanted to know what was wrong with the status quo. Chair Ruppert stated that this project was previously discussed based on the flood impact, the interior, as well as the exterior of the building and did not wish to revisit the need for the project. He noted Commissioner Burns' objections to the amount of money and stated he had questions himself.

Commissioner Dustin commented that the North Road Terminal (NRT) does not represent the NAA positively compared to the current General Aviation Terminal, and it needs to be updated. He noted that the City's Design Review Board unanimously approved the renovation project.

Mr. Lobb stated that the project was two-fold. The first includes aesthetic improvements. Mr. Lobb noted that the Naples Airport is a designated gateway to the City of Naples, as stated in the City's Comprehensive Plan. He said the second aspect of the project addresses necessary hardening of the NRT structure. There are significant challenges with the wind capabilities of the windows and doors, and all are being replaced with impact-rated storefronts. He also noted there is more than one tenant in the building. He added that the flow is beneficial for the safe operation of the airport on the ground and that staff intends to put JSX into this facility. The rental car operators, which are a service to the community, the Military Museum, and about 12 critical airport staff members also work out of this building.

Chair Ruppert asked about the proposed options for flood barriers. Mr. Keith confirmed that none of the four options presented had been chosen at this point in the process. He added that staff is continuing to identify additional options. The issue with the proposed options is that a level surface is needed circling the building. Chair Ruppert said he would like to see a barrier to protect the structure from flooding. He said he was concerned about spending a large amount of money on a facility without protecting it against a flood. Mr. Keith said that additional information is needed on potential other options.

Chair Ruppert asked about the Military Museum relocation. Mr. Lobb said the museum has outgrown the space and they are actively looking for a larger location to display all the artifacts they currently have in storage.

Chair Ruppert said Commissioner Burns had a valid concern about the proposed costs. Comparatively, Chair Ruppert said that in the Consent Agenda today, there was an item for a $1 million roof replacement that benefits one tenant in a corporate hangar. He added that the airport has an obligation to keep facilities up-to-date and are aesthetically pleasing.

Vice Chair Cuddihy made a motion to authorize the Executive Director to execute an agreement with Manhattan Construction Company for the North Road Terminal Renovation Construction Project in an amount not to exceed $5,812,342, which includes the bid amount of $5,283,946.61,

plus a contingency of 10% or $528,395. Commissioner Dustin seconded the motion. The motion was approved by a vote of 3 – 1, with Commissioner Burns against it and Commissioner Cavanaugh absent.

Chair Ruppert called for a 30-minute lunch recess at 12:01 p.m. He called the meeting back to order at 12:38 p.m.

J. NEW BUSINESS

1. Executive Director's Annual Review Process

Mr. Lobb stated that in accordance with the Employment Agreement between NAA and the Executive Director, the Executive Director's annual performance review will be conducted at the August Regular Meeting. He said that in a few weeks, a summary of accomplishments that align with evaluation criteria and a performance review form will be distributed to Board members for completion. Mr. Lobb said that the individual responses and scores from each Commissioner would be included in the August Board packet. He said the ratings will correlate to a merit-based increase effective October 1st as per the Employment Agreement and will be reflected in the final adopted Budget. Mr. Lobb stated that Mr. Rozansky greatly appreciates the Board's constructive comments and added that their feedback helps to make NAA stronger.

Chair Ruppert said it's helpful to see the prior year's review so that fresh information is included. Ms. Menard assured him it will be included in this year's review packet.

Commissioner Dustin said he finds each Commissioner's relationship with the Executive Director as very important. He noted that he has met in-person recently with Mr. Rozansky as an opportunity to have two-way feedback, and he asked the Executive Director to comment on his performance as a Commissioner. He encouraged fellow Commissioners to consider one-on-one meetings with Mr. Rozansky. Chair Ruppert echoed Commissioner Dustin's comments. He said he viewed this as a best practice process and encouraged all Commissioners to do the same. Regarding Commissioner Dustin's and Chair Ruppert's comments, Commissioner Burns said he meets face-to-face by Zoom with Mr. Rozansky on a regular basis. Chair Ruppert stated an in-person meeting is his goal but a Zoom meeting is Commissioner Burns' prerogative. Chair Ruppert said Zoom is another approach which is a much better benefit rather than only submitting a written document.

2. Authority Counsel's Annual Review Process

Mr. Lobb introduced the topic. He said in accordance with NAA Bylaws, Commissioners are to review the performance of Authority Counsel each year in August. Mr. Lobb said that although Mr. Owens serves as our Lead Counsel, the review is for the entire firm's performance (i.e., BSK) as there are many attorneys working with NAA. Additionally, Mr. Lobb said that last year, staff was asked to look at the review form and any other public agencies' forms for best practices. He said Ms. Zadorecky did look at this and found some examples for in-house counsel but not anything different for outside or contracted counsel.

Mr. Owens said he is happy to follow any process that is beneficial to the Board. To provide additional constructive comments, he encouraged one-on-one meetings with Board members, via

Zoom or in person. He said the form tops out at a satisfactory rating, and he would appreciate any comments above and beyond the form.

Chair Ruppert said that in the past the rate that is charged by BSK has been considered and noted that Board members will have an opportunity to comment on that or address it at the August meeting.

3. Collier County Invitation to Negotiate

Mr. Lobb said this item was for Board members to discuss and provide direction regarding participation in an Invitation to Negotiate (ITN) that was issued by Collier County regarding development opportunities at the Immokalee Regional Airport (IMM). He said that during the May strategic plan focus group meeting, there was Board discussion about a more regionalized approach amongst all airports in Collier County. Shortly after that discussion, staff was made aware of the ITN being posted. The due date for response was initially published as June 18th but was extended at our request to allow discussion with our Board. The new deadline for response is July 2nd. The potential opportunities may include the development of facilities by the NAA to incentivize greater use of IMM, Management Agreement of IMM and potentially other Collier County Airports.

Chair Ruppert said that this item is for Board discussion on whether the NAA should pursue the ITN and if so, determine what option we are interested in. Option 1 would be to negotiate the proposal in the ITN for 500 acres that hasn't been developed. Option 2 would be to issue a management proposal for the entire IMM airport. Option 3 would be to issue a management proposal for all of the airports in Collier County.

Vice Chair Cuddihy thought negotiating with Collier County on Option 3 was a good idea. She was not interested in the development of facilities by the NAA to incentivize greater use of IMM.

Commissioner Dustin agreed with Vice Chair Cuddihy. He thought that working with the County for IMM could benefit NAA. He mentioned learning during today's recess that Collier County recently hired a new Executive Airports Manager to manage the three County airports. Mr. Lobb said that this gentleman is the County's representative on the Noise Compatibility Committee as well. Commissioner Dustin commented that staff should evaluate aircraft noise over the City of Naples that might be coming from the Marco Island Airport. Commissioner Dustin said that he did not wish to pursue Option 1 on the undeveloped acreage but he would like to pursue Option 2 to manage the IMM airport and was hesitant on Option 3.

Commissioner Burns favored submitting a proposal to manage all the County airports. He was not interested in the NAA's development of the 500 acres.

Chair Ruppert asked if the NAA was allowed to submit a formal proposal that included topics outside of what they had asked. Mr. Lobb said yes, and a proposal is a non-binding submittal to open discussions for negotiations.

Chair Ruppert said he was not in favor of bidding on the development of the property (500 acres). He was also not in favor of Option 2, focusing on one airport. He thought customers should be drawing their own conclusions about whether they want to operate their aircraft out of IMM. He asked if a proposal should be made to operate all Collier County airports. However, Chair Ruppert

acknowledged the management team's current workload. He was in favor of having a discussion but was not interested in negotiating any of the three options discussed. However, outside of this ITN, he was interested in approaching Collier County about management of all of their airports.

Vice Chair Cuddihy said if Collier County starts working with someone else on the intent to take over the 500 acres, it might make it more difficult for NAA to get into discussions about managing the airports altogether. Mr. Lobb affirmed Vice Chair Cuddihy's comments, and the impetus of this ITN was regarding an unsolicited proposal that Collier County received from a private party regarding the operation of the entire IMM airport. Since there was no mechanism in the County to allow for negotiations, the ITN was created.

Chair Ruppert stated he was slightly interested in using this ITN process to talk about all the airports. However, he was not interested in only the Immokalee Airport or the 500 acres. He said his basic strategic concern as a matter of policy, and as a Commissioner, is not to dilute the NAA's ability to address other issues that Naples Airport is facing. He wanted the attention to Naples Airport to continue to be the priority of staff and the Board. Commissioner Dustin agreed with Chair Ruppert. He wondered if a consultation with the City would be in order to ensure this does not take them by surprise. Chair Ruppert said that that would be fair.

Chair Ruppert recommended providing direction to the airport staff about how to proceed and let them delegate the execution of that direction, then reporting in August for any further action.

Commissioner Burns did not want to eliminate any possibility of managing all County airports by saying there was not interest in IMM. He thought the NAA could explain why the NAA would be a good entity to manage what they are asking for today and in the meantime, we can talk to the City but keep the door open.

Chair Ruppert broke down the request into three questions to gain consensus:

1. Chair Ruppert asked who would be interested in using the Invitation to Negotiate issued by Collier County to pursue developing a 500-acre parcel at Immokalee Regional Airport. Commissioner Burns was in favor of managing the 500-acre property if it meant keeping the door open with regard to acquiring management responsibilities for the Immokalee Airport and the other County airports; Chair Ruppert was not interested in pursuing the 500 acres; Vice Chair Cuddihy was not interested, and Commissioner Dustin was not interested. By a consensus vote of 3 – 1, there was no interest in pursuing the 500 acres with Commissioner Burns dissenting and Commissioner Cavanaugh absent.

2. Chair Ruppert asked if the NAA Board wanted to pursue managing the Immokalee Airport through the use of this Invitation to Negotiate. Commissioner Dustin – yes; Vice Chair Cuddihy – yes; Commissioner Burns – yes; Chair Ruppert – no. By a consensus vote of 3 – 1, there was interest in pursuing management of the entire Immokalee Regional Airport with Chair Ruppert dissenting and Commissioner Cavanaugh absent.

3. Chair Ruppert asked whether the NAA wanted to use the Invitation to Negotiate as a formal process to communicate with the County regarding the management of all three County airports. Commissioner Burns – yes; Commissioner Dustin – yes; Vice Chair Cuddihy – yes; Chair Ruppert – yes. By a consensus vote of 4 – 0, there was interest in pursuing the ITN as a

formal process to communicate with the County regarding the management of all three County airports, with Commissioner Cavanaugh absent.

Mr. Lobb clarified that the consensus was delegated to the Executive Director to respond accordingly, whether through the Invitation to Negotiate or through more direct discussions with County leadership. Chair Ruppert affirmed, and also suggested the Executive Director contact the City to advise them of the NAA's plan, in advance of Council's recess.

Regarding the July 2nd deadline for the ITN, Vice Chair Cuddihy wanted to make sure she understood the consensus to be that the Executive Director should move forward with the ITN and get comments back from the City after the July 2nd deadline is met. Chair Ruppert said his delegation was for the Executive Director to complete the ITN by July 2nd and let the City know in advance of July 2nd that we intended to submit a proposal on the ITN, but it was not necessarily to get feedback.

Mr. Lobb said this item could be added to a Joint Workshop between the NAA and the City Council in the fall. If the NAA is not interested in the 500 acres, there may be no need to respond to the Invitation to Negotiate. Staff will have that dialog with County leadership on the best way to open the discussion.

K. OLD BUSINESS

There were no Old Business items.

L. LEADERSHIP TEAM REPORT

1. Leadership Team Report

On page 9, on the noise-related analysis, Commissioner Burns shared that he had observed an increase in the number of views of the NAA's website.

On page 7, Vice Chair Cuddihy congratulated the NAA staff for being voted as one of the best places to work in Southwest Florida by Gulfshore Business Magazine for the second year in a row. In her discussion with Mr. Rozansky, he shared with her that we moved up to No. 10.

Chair Ruppert thanked Mr. Gray, Mr. Garces and Mr. Wright for helping Punta Gorda with a recent fuel incident.

M. FINANCIAL REPORTS

1. Financial Summary

Mr. Warriner presented the May 2024 financial results. The year-to-date change in net position was $14,913,016 and favorable to budget by $2,513,594.

Vice Chair Cuddihy moved Board approval of the financial report for May 2024, as amended. Commissioner Dustin seconded. The motion was approved by a unanimous vote, 4-0 with Commissioner Cavanaugh absent.

2. First Draft - FY 2025 Operating and Capital Expenditures Budget

Mr. Warriner presented the first draft of the Fiscal Year 2025 Operating and Capital Expenditures Budget. He stated that the Operating Budget includes projected FY 2024 revenues and expenses as well as FY 2025 budgeted revenues and expenses based on operating assumptions discussed in the narrative. The expenses were determined using the zero-based budgeting methodology. He stated that another draft budget would be presented in August and the final budget in September for approval. Mr. Warriner reviewed the first draft budget.

Mr. Warriner then provided an overview of the budget process and the operating revenue and expense assumptions.

Chair Ruppert expressed concern about personnel costs related to an increased head count, specifically three full-time employees for the Pilot Shop. He cited the possibility of market fluctuations, saying he understood the retail amenity but thought it should financially justify itself. Secondly, Chair Ruppert did not want to eliminate employees if the Pilot Shop was not self-sufficient. He was not opposed, but expressing caution. Regarding part-time positions going to full-time positions, he was not in favor unless there was a business reason, such as operational efficiency, recruitment savings, or training savings.

Commissioner Dustin echoed Chair Ruppert's comments regarding the Pilot Shop. He thought that the retail operation was something that the NAA may not want to take on. He suggested finding a way to make the retail operation as temporary as possible or consider scaling it down. Mr. Warriner noted that the NAA took over the retail component two months ago and that we would be prudent about staffing. He said the part-time to full-time positions are in the FBO, where it is difficult to hire and train seasonal people. He said this also helps to cover seasonal employee turnover.

He reviewed the budget summary and capital budget. He stated that the FY 2025 Capital Improvement Plan (CIP) anticipates $37.6 million in projects with $6.3 million in assistance from Federal (FAA) and State (FDOT) agencies and $31.3 million funded by the Authority. The FAA and FDOT funding are not guaranteed. He said the CIP for the next five years (FY 2025-FY 2029) is estimated to cost approximately $133.7 million.

Mr. Warriner stated that Florida Statute 189.016(3) requires that the governing body of a special district adopt a budget by resolution each fiscal year. The total amount available from revenues and other sources, including amounts carried forward from prior fiscal years, must equal the total of appropriations for expenditures and reserves. The total budgeted expenses and expenditures for FY 2025 is $64,700,000.

Chair Ruppert thought that if we intend to increase the use of services with the City for police-related activities, it should be included in the budget to reflect this.

3. Five-Year Financial Projection

Mr. Warriner stated that as part of the FY 2024 Strategic Plan, Goal 3, staff developed a five-year financial plan to assist with future capital planning and strategic goals. The plan includes a projection of activity, revenues and expenses, and it identifies reserves, investments, capital needs, and potential risks. He stated that in projecting out five years, there are many assumptions, most

of which are increases in revenue and expenses, approximately 3% - 6% per year, except for depreciation. On the risk side, he explained the factors used for forecasting.

Mr. Warriner provided a forecasted statement of the revenues, expenses, net position changes and cash position changes.

Commissioner Dustin mentioned that gallons represent the real volume and did not understand how we could project significant growth in aviation fuel sales. He thought that the forecasted annual growth may be unrealistic. Mr. Lobb said another look could be taken at that but the previous 5 to 6 years presented a steady incline with the exception of the post-COVID bump in 2022. Commissioner Dustin noted that the airport is constrained, and we will not have any new runways. Instead of looking at historical sales, he suggested staff talk to the operators and ask them what they anticipate their future activity of the airport is. He added that if you believe JSX, we may see some reduction.

Vice Chair Cuddihy noted the report is a projection, subject to change, and is difficult to predict. She said the important numbers are the balance between the expenses and revenues, and we are required by law to live within the numbers. She agreed it would be positive to speak to airport users about future use of the airport. Mr. Lobb said that the five-year plan is our first exercise and that it was presented for Board feedback.

Mr. Warriner explained the NAA's cash position and reviewed its capital needs over the next five years. He said cost estimates for these needs were updated a few months ago. He said the total project cost extends beyond FY 2029.

Commissioner Dustin questioned the beginning FY 2025 cash balance of approximately $60 million when $80 million was on the balance sheet at the end of May. He asked if we were going to spend $20 million through the end of the year. Mr. Warriner said he would look at that analysis.

Chair Ruppert stated that the information presented could be fine-tuned. Page 6 of the report shows approximately $52 million in grants. He noted that if the NAA were to stop accepting grants, adjustments would be necessary. On page 5, our cash balance is $34 million at the end of five years. He said that the airport is currently operating at an $18 million deficit in cash if we stop taking grants, but that number will fluctuate. The NAA's ability to fund the airport in the manner that it needs to be funded would be compromised without the acceptance of grants. Chair Ruppert stated that he is a strong advocate for the use of cash flow analysis. He said it is important to have cash on hand for operations and capital needs as opposed to looking at debt.

Commissioner Dustin added to Chair Ruppert's comments. He said that the NAA was created because the City was losing money supporting the airport. To that end, he thought that perhaps Mr. Owens should review and consider whether the NAA would violate its fiduciary duties by refusing to accept grant funding.

Chair Ruppert thanked Mr. Warriner and his team for creating the five-year financial projection. He said it was an important tool, and it should be an annual exercise.

N. COUNSEL'S REPORT

Mr. Owens reported no pending litigation or other material legal matters to discuss.

O. PUBLIC COMMENTS (5-minute limit)

There were no public comments.

P. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

1. Chair Presentation to City Council

On June 5th Chair Ruppert reported that he and the Executive Director were invited to meet with the Mayor and City Council and present an update on the airport as well as respond to several questions. Chair Ruppert extended his appreciation to the Mayor and City Council for allowing them to present the update. During the presentation, the following items were discussed:

- Master drainage plan update and the preliminary results of 50 samples of soil and groundwater showing no lead.

- Airport Master Plan 2021 and how that resulted in the Utilization Plan which was approved in November, 2021 by the City Council.

- The Noise Study and Flight Procedure Design Initiative – A progress update was provided on increasing the angle of approach to improve the noise ceiling by 400 feet thereby putting a little more cushion between the airplane and the ground, enhanced runway usage arrival procedures on 14-32 and a higher, faster jet departure discussions with RSW Air Traffic Control.

- Exploratory Study – Provided an update where we identified four potential sites that were 10 to 31 miles from the Naples Airport. He noted that Picayune Strand was not one of the sites. He said that the final report is forthcoming in July with Board discussion at its August Regular Meeting. He said the NAA will share the report with Council and get their input after the Board's August meeting.

- NAA's Lease with the City – Chair Ruppert made clear that the NAA needs to have term revisions in order to open discussion around lease payments. Without term revisions, it is known as revenue diversion which is a violation of federal law as policed by the Federal Aviation Administration. He stressed with Council that there would have to be lease term discussions and revisions before any discussion about lease payments.

  Chair Ruppert noted that there was a request by one of the Council members to simply write the City a check and Chair Ruppert's response was no. He said he was interested in the City providing additional services to the airport and our paying for those services primarily to help the NAA in areas that it needs.

- Police Services – Discussed the need for NAA to increase police coverage to 24/7. There has been specific instances as well as general concerns at Page Field where there has been more and more encroachment. The Executive Director could negotiate services with the City Manager.

- Local Control of APF – Chair Ruppert said this topic was discussed and received some support to work together with Congress. He expressed that the public needs to step up their efforts to help. If some of that energy which has been duly noted is about the noise from the planes that come from the airport, of which the NAA does not have any control of on takeoffs and landings by law, he expressed the necessity for the public as well as the Mayor and City Council to work with the NAA, to make changes where the change needs to be made which is with the FAA. He advised that that can only do that through our Congressional members.

- Grants – Chair Ruppert said he initiated a discussion as an individual Commissioner regarding grants. He advised them that the Board voted to accept grants and told them that as a Commissioner, he would be open to discussing grants if two conditions are satisfied. The first condition is to get clarity around whether stopping the acceptance of grants works. The only recent example he has is East Hampton Airport who stopped taking grants for 20 years and the only thing that has resulted in their local control is that they have been involved in four years of litigation while activity has not changed at all at that airport. He noted that East Hampton is spending millions of dollars on legal fees. The Town owns the airport and made the financial decision but there is no clear road that this is going to work. He said he asked City Council if our attorney in conjunction with the City's aviation attorney could at least get together and communicate to us that there is a path and explain how it could be done. If that path is identified, then as an individual Commissioner, he would be open to a grant discussion but not until then. He would also need to be satisfied that the airport has financial support after they burn through their cash reserves, which in his estimation could be 5-10 years. He said he was not interested in turning the airport into a cash deficient airport until he knew there was a financial safety net.

- Joint Meeting – Discussed the need for a Joint meeting and there was an agreement to conduct a meeting in the fall. Chair Ruppert said that Mr. Rozansky will be working to find a mutually agreeable date.

2. Chair Meeting with the Mayor

On June 12th Chair Ruppert reported that he and Mr. Rozansky met with Mayor Heitmann and City Manager Boodheshwar, and the meeting lasted approximately 1 ½ hours. The following actions were discussed:

- Bring City together with the NAA in order to create a common message as the City of Naples in asking for support from our political leaders in Washington. He said this entails Congressional lobbying, unified messaging and includes getting all the residents involved from all different communities not just the ones who are adversely effected.

- Discussed increasing the use of City's services like Police as mentioned previously.

- As an individual Commissioner, Chair Ruppert expressed his openness to Lease negotiations but made clear his need for lease term changes in order to facilitate it. He said he would not take any measures that could be considered revenue diversion. He said the Board would need to discuss their views prior to taking any steps.

- Discussed Relocation Study and the public comments against it during the recent Council and Mayoral election. He cited the fact that the Conservancy of Southwest Florida also had

concerns about us relocating the airport to the sites that were selected. If the County Commissioners need to be brought in once the exploratory phase is published, the NAA needs to receive the Mayor's and City Council's input. If we want to proceed, then we need to get input from County Commissioners as well. After all those steps are taken, if we are still considering a relocation, we will need to get public comment.

- Discussed Stormwater treatment and the alignment with the City's 2021 Ordinance as well as the process of complying with them.

- After the meeting, Chair Ruppert apprised the Mayor and City Manager (by phone and email) that the JSX proposal was just received. He said it was agreed that the proposal could be shared with the rest of Council.

Overall, Chair Ruppert thought it was an amicable and constructive meeting and it appeared that we were more aligned than anything else.

3. Chair Meeting with the Naples Chief of Police – Security Protocols in Council Chambers

On June 19th Chair Ruppert reported that he and Mr. Lobb met with Chief Dominguez and Lt. O'Reilly of the Naples Police Department (NPD) to discuss the security protocols implemented at Council Chambers. He said the NPD's commitment is to make this City as incident free as possible but it takes time, resources and cooperation. The measures introduced to improve security during Council sessions was triggered by real information based on specific threats made against City Council. Chair Ruppert said that the NPD uses the following three-prong approach to assess threats before implementing any measures: 1) awareness, 2) surveillance of sources and 3) tracking of individuals using various mechanisms. Chair Ruppert said that the NPD would employ the same process if there were any future concerns or threats to NAA staff or Commissioners.

4. Scheduling Meetings – Chair Ruppert

Chair Ruppert discussed the scheduling of Board and Committee meetings and requested fellow Commissioners to consider the time it takes for staff's preparations. He said it's unacceptable to schedule meeting dates around personal convenience. He said in May, the organization was put into overload, preparing for three Board and Committee meetings within a 48-hour period. He said the Executive Director spends about 50 percent of his time currently preparing for Regular Board meetings, not including staff's time. He appreciates the importance of the Board, but one of the responsibilities of the Board is to support the NAA. When another meeting is added to a Regular Board meeting, staff is turned inside out. He said then adding a third meeting into the mix, everything gets exacerbated. He asked fellow Commissioners to be respectful of others and manage expectations. He recognized that there are some situations where virtual attendance via Zoom can be used for medical emergencies or when a flight back to Naples might be canceled. However, he reiterated that he was not in favor of allowing virtual attendance when scheduling around personal convenience. He noted that in his four years on the Commission, he has never missed a meeting and doesn't intend to. He said that in-person attendance is expected and best for everyone. As we all witnessed today, virtual meetings are terrible. He repeated that the Board is here to support the NAA, not the other way around.

Commissioner Dustin said this message is important for not only current Commissioners but for future commissioners as well, and he would like meeting attendance expectations to be clear. He

knows that the meeting he attended via Zoom was horrible for everyone and that when he had another circumstance whereby he could not attend in person, he decided to be absent from the meeting and encouraged others to do the same. There was discussion about the commitment of serving as a Commissioner.

Chair Ruppert said the key part of this discussion is the importance of being an effective Board member and added that he volunteered to meet with prospective Board members to educate them on expectations.

Q. ADJOURNMENT

With no further business, the meeting adjourned at approximately 2:22 p.m.

Christopher A. Rozansky
Secretary

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

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

FINAL AGENDA

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

Thursday, June 20, 2024
8:30 a.m.

Commissioner Rick Ruppert – Chair
Commissioner Rita Cuddihy – Vice Chair and NCC Liaison
Commissioner Kerry C. Dustin – Consultant Selection Committee Chair, Audit Committee Member
Commissioner Robert P. Burns – Consultant Selection Committee Member, Audit Committee Member
Commissioner Terrence W. Cavanaugh – Audit Committee Chair
Executive Director: Christopher A. Rozansky
Authority Attorney: William L. Owens, Esq. of Bond, Schoeneck & King, PLLC

Welcome. If you wish to address the Board of Commissioners regarding an item listed on the Agenda, please complete a Speaker Registration form (available at the rear of the room) and hand it to the Executive Assistant prior to consideration of that item. We ask that speakers limit comments to 5 minutes and that large groups name a spokesperson whenever possible. All written, audio-visual, and other materials distributed to the Board or staff during this meeting will become the property of NAA and will be a public record. Thank you for your interest and participation.

NOTICE

Formal action may be taken on any item listed on the Agenda below, or added to the Agenda before or during the meeting, or discussed during the meeting without being added to the Agenda. Also, the sequence of items may be changed as the meeting progresses.

Any person who decides to appeal a decision of this Board with respect to any matter considered at this meeting (or hearing) will need a record of the proceeding and may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be heard.

Any person with a disability requiring auxiliary aids or services in order to participate in this proceeding for meetings at the City Council Chamber may call the City Clerk's Office at 213-1015, or for meetings at the Airport Office Building, the NAA Executive Assistant's Office at 643-0733, with requests at least two business days before the meeting.

Information on Action Items and other items which has been provided in advance of this meeting may be inspected at the office of the Executive Assistant, General Aviation Terminal Building, 2nd Floor, 160 Aviation Drive North. Minutes of this meeting will be prepared for Board approval, usually at the next Regular Meeting.

A. ROLL CALL

1. Determine Board of Commissioners Quorum

    a. In person attendance

    b. Action required by majority of in-person members to allow virtual attendance.

B. PLEDGE OF ALLEGIANCE

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

D. MINUTES

1. May 15, 2024 Audit Committee Minutes
2. May 16, 2024, Regular Meeting Minutes
3. May 16, 2024 Workshop Meeting Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Appraisal of Airport Real Estate by Slack, Johnston & Magenheimer, Inc.
2. Airborne Lead Sampling
3. Master Drainage Plan – Project Update

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

G. NOISE

1. Noise Compatibility Committee Update
2. Noise Report
3. Noise Comment Reporting

H. CONSENT AGENDA

1. 404 Citation Point Roof Replacement in an Amount Not to Exceed $1,000,384
2. Fuel Farm Improvements in an Amount Not to Exceed $6,672,469

3. West Quadrant Pond Fill and Asphalt Removal in an Amount Not to Exceed $141,254

4. L3 Harris First Amendment to Lease City Airport Authority ADS-B Radio Station Site SV059-02

5. Renew Professional Services Agreement with Entech Computer Services, LLC for Information Technology Services

6. Audit Firm Engagement Letter – FY 24 Audit

7. Professional Services Agreement with Alchemy Park Consulting, LLC for FEMA Consulting Services

8. Strategic Plan Scorecard Revisions – FY 24

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

1. Introduction to JSX

2. Resolutions 2024-3 and 2024-4 to Accept Federal Aviation Administration (FAA) Grants to Participate in the Airfield Lighting Electrical Vault Replacement and Fuel Farm Improvements

3. Second Amendment to Contract No. 22-5519, North Road Terminal Apron Improvements with Michael Baker International in an Amount Not to Exceed $1,059,623

4. Resolutions 2024-5 and 2024-6 for Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT) Grants to Participate in Design of North Road Terminal (NRT) Apron Improvements

5. North Road Terminal Renovation in an Amount Not to Exceed $5,812,342

J. NEW BUSINESS

1. Executive Director's Annual Review Process

2. Authority Counsel's Annual Review Process

3. Collier County Invitation to Negotiate

K. OLD BUSINESS

L. LEADERSHIP TEAM REPORT

1. Leadership Team Report

M. FINANCIAL REPORTS

1. Financial Summary
2. First Draft - FY 2025 Operating and Capital Expenditures Budget
3. Five-Year Financial Projection

N. COUNSEL'S REPORT

1. Counsel's Report

O. PUBLIC COMMENTS (5-minute limit)

P. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

1. Chair Presentation to City Council
2. Chair Meeting with the Mayor
3. Chair Meeting with the Naples Chief of Police – Security Protocols in Council Chambers
4. Scheduling Meetings – Chair Ruppert

Q. ADJOURN