Thursday, November 16, 2023
Naples Airport Authority: Regular Meeting Minutes

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

A. ROLL CALL

1. Determine Board of Commissioners Quorum

a. In-person attendance

Chair Dustin asked Ms. Menard to take a roll call of the in-person attendees. Present were Chair Dustin, Vice Chair Ruppert, Commissioner Cuddihy and Commissioner Cavanaugh.

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

Chair Dustin asked Mr. Owens to introduce the procedure that allows a commissioner to participate virtually. Mr. Owens stated that an in-person quorum was present and that the four in-person Commissioners could now determine if extraordinary circumstances existed to allow the additional Board member attending via video teleconference to participate and vote in this meeting.

Vice Chair Ruppert moved to approve Commissioner Burns to participate and vote via Zoom videoconference. Commissioner Cuddihy seconded the motion, which was approved by a unanimous vote of 4-0.

Present via Zoom was Commissioner Burns.

Staff and Authority Counsel present were Mr. Owens, Mr. Rozansky, Mr. Lobb, Mr. Keith, Mr. Warriner, Mr. Brown, Ms. Wiggins, Mr. Burch, Ms. Acosta, Mr. Kuperus, and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

Chair Dustin led the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky stated the following revisions:

- On page 11 of the October 19, 2023, minutes, the second paragraph under Item P.1., December 21, 2023, Regular Meeting, was revised to add further clarification.

- Under Action Item 3, Naples Airport Authority 2023 Annual Report -- A minor edit was made at the top of page 5, changing the heading from "Noise Study Completed" to "Noise Study Submitted."

The changes were highlighted on the revised pages that were distributed to Commissioners in advance.

D. MINUTES

1. October 19, 2023, Regular Meeting Minutes

Commissioner Cuddihy moved to approve the October 19, 2023, Regular Meeting Minutes as amended. Vice Chair Ruppert seconded. The motion passed unanimously, 5-0.

2. October 30, 2023, Consultant Selection Committee Meeting Minutes

Commissioner Cavanaugh moved to approve the October 30, 2023, Consultant Selection Committee Meeting. Vice Chair Ruppert seconded. The motion passed unanimously, 5-0.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Employee of the Quarter

Chair Dustin recognized Mr. Ryan Kuperus, Ramp Assistant, as Employee of the Quarter for the fourth quarter. Mr. Kuperus was selected as Employee of the Quarter because he consistently operates in the best interest of the NAA by working with passion and integrity and pays the utmost attention to safety and customer service. Mr. Kuperus is encouraging and does everything he can to exemplify the values of the NAA and ensure a first and lasting impression of excellence.

On behalf of the NAA, Chair Dustin congratulated Mr. Kuperus.

2. Fiscal Year 2022 GFOA Certificate of Excellence in Financial Reporting

Chair Dustin announced that for the 18th year in a row, the Certificate of Achievement for Excellence in Financial Reporting has been awarded to the Naples Airport Authority by the Government Finance Officers Association of the United States and Canada (GFOA) for its Fiscal year 2022 Annual Comprehensive Financial Report. This achievement is the highest form of recognition in governmental accounting and financial reporting. The award is a testament to the quality of the organization's financial reporting, an objective under Goal 3 of the NAA Strategic Plan – to ensure the highest degree of integrity in financial reporting.

Chair Dustin announced that an Award of Financial Reporting Achievement has also been given to the Finance Department, led by Mr. Ken Warriner, Senior Director of Finance and Administration, and Ms. Christina Sarcona, Senior Manager of Finance and Administration.

Chair Dustin congratulated the Finance Department and everyone who played a role in preparing this year's Annual Comprehensive Financial Report.

3. Investment Update

Mr. Warriner introduced John Grady, Managing Director of Public Trust Advisors, to present an economic overview and a review of the Authority's investments.

Mr. Grady presented an economic update that included historical and current U.S. gross domestic product rates, inflation, impact on the consumer price index, mortgages, job growth and

unemployment levels. He presented GDP and inflation expectations, federal fund rate expectations, manufacturing trends, yield curve and inflation expectations/concerns.

Mr. Grady provided an update on the NAA's investment program strategy which included an overview of the diversified investment program for daily liquidity, the passively managed investment portfolio of $10.5 million with monthly maturities between December 2023 - December 2024 and the actively managed investment portfolio with a three- to five-year investment strategy.

A question-and-answer period followed regarding the number of layoffs beginning to occur around the country that may have an impact on the market, reasoning for not purchasing zeros vs. coupon bonds, and the HB3 legislation passed this year that became effective July 1 which essentially states that Public Trust Advisors and public entities that invest can only use financial factors as a primary financial decision and are not allowed to buy an investment based on ideology (ESG).

F. PUBLIC COMMENTS

There were no public comments.

G. NOISE

1. Consultant Selection Committee Ranking of Firms for Request for Proposals (RFP) #23-5537, Full-Service Airspace Procedure Design Firm

Mr. Rozansky said that the NAA has been working to develop flight procedures that resulted from recommendations that came out of the Part 150 Noise Study. On October 30th a Consultant Selection Committee was held to both interview and rank the three firms who bid to provide full-service airspace procedure designs. He shared the information that was learned about these firms since that meeting. The representative from Hughes Aerospace had indicated that he and his firm hold a Part 97 Certification. However, Mr. Rozansky stated that they may not have provided sufficient detail about it. Mr. Rozansky explained that a firm with a Part 97 Certification has the credentials to work within the FAA's processes and systems. They can design flight procedures, flight check their work and publish said flight procedures in their system, just as if they were working on behalf of the FAA. There is also follow-up maintenance. When Hughes spoke about a 24-month schedule, they were referring to it from concept to publication, where it would be available for pilots to utilize. The other two firms indicated it would take them anywhere from eight to nine months – or even a year – to complete the work. One of the firms was clear that once they finished their work, it would take about three years to get to publication. The FAA confirmed that the non-Part 97 Certified firms would take a period of three years to get to publication after they finish their work. The FAA would essentially have to revalidate all of the work they did.

Mr. Rozansky said he spoke to another airport in Florida that is approaching the publication of new flight procedures. He was informed that they started their process with a non-Part 97 Certified firm, and, approximately one year into the project, had to terminate that relationship and switch to a Part 97 Certified provider. Since that change, it has taken approximately two years to get to the point of publication.

Mr. Rozansky said it was important to share this information he learned and provided the following options for the Board to consider: 1) The Board could proceed with the Consultant Selection

Committee's rankings; 2) If there were further questions, the Board could send it back to the Consultant Selection Committee to have a follow-up interview with the firms via Zoom; or 3) The Board could engage the top two ranked firms since there are about 10-15 flight procedures and will involve a lot of work. There might be a benefit to engage multiple firms.

Chair Dustin thought it might be beneficial to have the Consultant Selection Committee revisit the proposals. He added that Hughes has a particular advantage with the Part 97 Certification. Regarding the procedure to increase the 2,000 foot hold, he said that has the most potential for helping our community the fastest and suggested that it would be beneficial to engage with Hughes to work on that procedure. He recommended that we explore engaging with two firms. Mr. Rozansky stated that DVAC prepared a feasibility study; whereas, the other two firms did not prepare one. Chair Dustin added that DVAC has a clear head start because they participated in the noise study and understand our problems extremely well.

Vice Chair Ruppert said at the Consultant Selection Committee meeting, there was not a strong consensus going into the rankings about how to do this. Given the discussions at the Consultant Selection Committee meeting and information provided by Mr. Rozansky today, he said that as a Board, we want to get as much done as we can to mitigate the noise through our procedures and secondly, we want to do it as quickly as possible. He expressed concern that although one firm may be ahead of the other two in terms of the feasibility study provided, it was important to finish the work as effectively and efficiently as possible. Vice Chair Ruppert made a motion to engage the first- and second-ranked firms, Diverse Vector Aviation Consulting and Hughes Aerospace Corporation, and to direct staff to engage the two firms to determine feasibility, total time required and which procedure should be assigned to each firm, then come back to the Board with a recommendation for a contract with one or both of the firms.

Commissioner Cavanaugh thought it was important for the public to recognize that it is a two- to four-year process before publication of flight procedures with the FAA and that the Board is moving as fast it can. He asked Mr. Rozansky if there was a competitor of Hughes that we would be able to interview and get a bid from. Mr. Rozansky said that there are a handful of firms with Part 97 Certification but they are primarily airlines and aircraft manufacturers, who do flight procedure work for their own benefit. Mr. Rozansky said that he would have to research if there was a competitor of Hughes who provides consulting services for other firms. He added that in all of the research to date, we have not identified another firm that could develop public procedures the same way Hughes can. Mr. Rozansky shared that the FAA said it is very difficult and resource intensive because not only are they responsible for developing and publishing the procedures, they have to carry on the maintenance of those flight procedures afterwards for up to five years.

Commissioner Cuddihy clarified it would take two years for Hughes Aerospace to get to a publication date, and three years for the other two firms working with the FAA, plus the advanced lead time the firms would need to develop the plan. She added that at least one of the competitors to Hughes indicated that no other firm had the Part 97 certification and that it was a grandfathered rule. She said during the Consultant Selection Committee interviews, she didn't hear Hughes speak to engagement beyond publication; whereas, DVAC talked about getting the controllers and pilots to use the procedures. Vice Chair Ruppert added that he didn't recall the Committee addressing engagement beyond publication with the other two firms.

Mr. Rozansky advised that the two- to four-year timeframe is the minimum to get procedures published. He said the most important part of the process will be to get the FAA's support and cooperation.

Commissioner Burns seconded Vice Chair Ruppert's motion to simultaneously hire the first- and second-ranked firms.

Commissioner Burns added that it was clear to him that the first-ranked firm knew more about the situation in Naples than the other two consultants. Because the issues are more complex, he did not want to abandon the first-ranked firm. He understood if the Board wanted to also use the firm with the Part 97 Certification (Hughes) and said he was ready to move forward with the two top-ranked firms.

Vice Chair Ruppert said that based on the discussion, he would like to revisit his motion or restate it. Commissioner Cuddihy requested more clarity on what the Board is directing Mr. Rozansky to do before a restated motion is issued. She reiterated the discussion so far included recommendations to hire both firms, or hire two and divide the work. The direction was not clear.

Mr. Rozansky explained that this motion would approve the ranking to engage one or more firms for negotiations. He said there are some outstanding questions about the complexity and feasibility of some of the procedures the NAA would like to develop. He said if the first two firms were approved, he would ask Diverse Vector to provide a more detailed plan from beginning to end and to include an explanation on their timeline of deliverables. Mr. Rozansky would ask Hughes Aerospace to prepare a feasibility analysis and give feedback based on what they know we want to achieve. He felt this additional information would help the Board be in a better position to determine what procedures can be given to one or both firms.

Vice Chair Ruppert stated that it would make sense to engage the top two firms as described by Mr. Rozansky because he left the Consultant Selection Committee meeting questioning which procedure could be accomplished with FAA approval. He proposed that staff sort this out a little bit further and come back with a recommendation.

Mr. Rozansky said he could authorize the work if it is less than $100,000. He added that the FAA asked to have an up-front meeting to better understand what we are trying to do, which was a fantastic idea. He proposed having an FAA meeting with both firms. Mr. Rozansky said that if negotiations were not completed in time for the December meeting, staff could still make a request to the Board at their December meeting to request a "not to exceed" budgetary amount.

Vice Chair Ruppert made a motion for the Executive Director to engage the first- and second-ranked firms, Diverse Vector Aviation Consulting and Hughes Aerospace Corporation, as recommended by the Consultant Selection Committee at their meeting on October 30, 2023, and for the Executive Director to engage the two firms to confirm the feasibility and execution of the flight procedures to be recommended to the FAA for change. Commissioner Cuddihy seconded the motion, which carried by a unanimous vote, 5-0.

The Chair called for a short recess.

2. Noise Compatibility Committee Update

Commissioner Cuddihy reported that the Noise Compatibility Committee (NCC) last met on October 26th, at the Airport Office Building. The meeting materials and video are available on the airport's website, flynaples.com, under "Agendas + Meetings."

On behalf of the Board of Commissioners, Commissioner Cuddihy extended thanks to Mr. Andrew Bennett for serving as the Collier County Commission representative on the NCC. Mr. Bennett is leaving the area to accept a new role as Deputy Airport Director for the Sebring Airport Authority. His seat on the committee is currently vacant.

Committee members elected Mr. Richard Krawczun as the next NCC Chair, and Mr. Andy Reed as the Vice Chair. Mr. Krawczun represents the geographic areas southeast of the airport and has served on the Committee since 2020. Mr. Reed is the NCC's county-at-large representative, serving since 2022.

Commissioner Cuddihy extended her thanks to Mr. Chris Auron, who served as Chair of the NCC for the past two years. He termed out per the NCC bylaws.

The Committee set the 2024 meeting schedule with meetings scheduled for February 29th, May 2nd and November 7th.

Presentations during the meeting included a summary of the FAA's Noise Policy Review comments including those that were jointly submitted by the NAA and City of Naples, the Enhanced Fly Safe, Fly Quiet program and a review of the current Noise Report format. The next meeting of the NCC is scheduled for February 29th, 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, will be working with the Board, NCC members, and other community leaders to schedule meetings and presentations with key stakeholders. Anyone interested in scheduling a meeting, presentation or airport tour should contact her at 239-643-0733 or rking@flynaples.com, or visit the NAA website at www.flynaples.com, to join the subscriber list for airport updates.

Chair Dustin also thanked Mr. Auron for serving as NCC Chair and welcomed Mr. Krawczun as the new NCC Chair.

Mr. Rozansky mentioned a recent discussion about asking the NCC to be more engaged with the NAA's initiatives and the community. With noise monitor beta testing, he said one of the members of the NCC expressed an interest in having the noise monitors in his neighborhood.

3. Noise Report

Ms. King reported on year-to-date curfew violations, noise comments and jet operation trends, compared to the same period in the last fiscal year (at the bottom of page 2). She noted that the data appears skewed as a result of the airport being closed for two weeks last year due to hurricane damage on the field. She advised the Board about communications with RexAir regarding one pilot who flew multiple curfew violations in one night. She added that our Noise Specialist contacted J A Megna Aircraft about their repeated, numerous curfew violations. The owner of the

aircraft, who rents his planes, readily agreed to inform his pilots about our Fly Safe, Fly Quiet program.

Ms. King stated that the Noise Abatement Specialist continues to speak with pilots in the GAT building and on the ramps, regarding the noise sensitivity of the surrounding community. Ms. King drew the Board's attention to neighborhood comments received in October (as noted on page 9). She pointed out that 56 percent of those comments were made by three individuals, one of whom lived in the Moorings and made seven complaints in one week. Six complaints were within the curfew and of the six, two concerned community service flights.

Commissioner Cuddihy commented that the comparisons with 2021 were helpful. She appreciated the level of detail in following up on each of the violations. She congratulated the team for a job well done.

Chair Dustin noted that RexAir does some tracking of wildlife for various conservation groups, which causes them to violate curfew. He asked if those operations would be made exempt in the future. Ms. King acknowledged the NAA staff was aware of their work, and staff would incorporate that change if the Board approved. Mr. Rozansky agreed that the flights for environmental organizations such as Florida Fish and Wildlife should be exempt. However, he did not believe the flight violations in October met those criteria. He said better information would be obtained going forward, and staff would look at categorizing the environmental-related flights.

H. CONSENT AGENDA

Chair Dustin read aloud the Consent Agenda items as follows:

1. **Ratification of the Executive Director's Declaration of Emergency and Ratification of Expenditures Not to Exceed $159,500 Authorized by the Executive Director**

2. **Task Order with Hanson Professional Services, Inc. for the Upgrade of the Fuel Farm Improvements Design, Permitting and Bidding Phase Services Not to Exceed $379,500**

3. ~~**Task Order with Michael Baker International Inc. for Observation Deck and Playground Revitalization Design, Permitting and Bidding Phase Services Not to Exceed $221,549**~~ **(Moved to Action Item 1)**

Commissioner Burns requested to remove Item 3 from the Consent Agenda for further discussion. The item will be discussed under Action Item 1. The following two items were renumbered to Item 3 and Item 4.

3. **Purchase a Rapid Intervention Vehicle Fire Truck from Unruh Fire in an Amount Not to Exceed $377,935**

4. **Avigation Easement for the Estates at Rock Creek**

Commissioner Cavanaugh made a motion to approve the Consent Agenda as amended. Commissioner Cuddihy seconded the motion; it carried unanimously 5-0.

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

1. Task Order with Michael Baker International Inc. for Observation Deck and Playground Revitalization Design, Permitting and Bidding Phase Services Not to Exceed $221,549 (Moved from Consent Agenda Item 3)

Commissioner Burns stated that since the last meeting, a citizen had contacted him to object to the observation deck and playground due to its proximity to the taxiway where exhaust fumes from aircraft could affect people.

Commissioner Cavanaugh noted that it was not uncommon for airports to have observation areas at the end of their runways. He thought it was safe and appropriate for those who wish to take advantage of that venue to have fun with their families and see aircraft land and take off. He said that he has spoken with people who enjoy having the observation area. He said he stood in favor of moving forward with upgrading the facility.

Vice Chair Ruppert had visited the observation deck and playground several times during the last three years and noted there were always visitors, children and adults enjoying the area. He viewed this project as a public service and a lovely venue for the community. He said with the area currently in disrepair, it was essential to clean it up and make improvements.

Commissioner Cuddihy expressed her wishes to make the area better. She said using the observation deck is a personal choice, and residents can decide whether they want to enjoy it.

Mr. Rozansky said there was an existing playground and observation deck. This project would significantly enhance the area. He had also met with a resident who was concerned about exhaust, particularly lead. There had been some discussion about soil testing, and the resident recently suggested that some air quality testing would be better. Mr. Rozansky said that staff is developing some operational data for any testing that might be done. He thought some air quality testing could be conducted to either alleviate or substantiate concerns. Pending the testing outcomes, Chair Dustin suggested posting a warning at the observation deck area if necessary.

Commissioner Cavanaugh moved to approve the Task Order with Michael Baker International, Inc. for Observation Deck and Playground Revitalization Design, Permitting, and Bidding Phase Services Not to Exceed $221,549. Vice Chair Ruppert seconded.

Commissioner Burns noted that he supported the motion, but he would like to provide information on exhaust conditions signage on-site if the construction moves forward.

The motion carried unanimously 5-0.

2. Strategic Plan Scorecard - FY23 End-of-Year Report

Mr. Lobb explained the Strategic Plan Scorecard Annual Report for FY23. He reported that in FY23, the organization achieved 99.85 percent of the measures and completed all scorecard measures as reflected in the report provided, except the following:

- Long-Term Parking Lot Improvements: The site plan application was submitted to the City of Naples on October 22, 2022. Upon issuance of all permits on August 21, 2023,

construction immediately commenced and is expected to reach substantial completion by November 13, 2023.

A question-and-answer period followed.

Commissioner Cuddihy and Chair Dustin congratulated all staff on their achievement.

Vice Chair Ruppert pointed out that permitting was an issue on the parking lot project due to Hurricane Ian. It was his understanding that the City's permitting department had been backlogged with activity. The City had also prioritized permitting, putting residential before general-purpose projects. He suggested that the Board recognize that the permitting was delayed, but the airport staff had no control over the timing.

Vice Chair Ruppert moved to approve the Strategic Plan Scorecard – FY 23 End of Year Report. Commissioner Cuddihy seconded. The motion carried unanimously 5-0.

3. Strategic Plan Incentive Program

Mr. Lobb explained that this item was the incentive program tied to the FY23 Strategic Plan Scorecard Report. He said that the 99.85 percent achievement score, resulted in a total incentive award of $1,028,500.

Vice Chair Ruppert moved to approve 100 percent payment of the incentive program for FY23 despite the non-accomplished goal as explained in Action Item 2 above. Commissioner Cuddihy seconded. The motion carried unanimously 5-0.

Mr. Rozansky thanked the Board for providing guidance and support to the team.

4. Naples Airport Authority 2023 Annual Report

Mr. Burch presented several initiatives and accomplishments as highlighted in the NAA 2023 Annual Report.

A question-and-answer period followed.

Commissioner Cuddihy recognized Mr. Burch for being selected for the 40-Under-40 by Gulfshore Business Magazine. She also congratulated Ms. King for being the President-Elect of the GulfCoast Chapter of the Public Relations Society of America.

Vice Chair Ruppert commented that this year's Annual Report is a refreshing product of what the airport is doing. He recognized staff and Garth for putting out a great tool.

In response to Chair Dustin's question regarding the dissemination of this report, Mr. Burch stated that the report will appear on our website, be published through social media as well as an email blast to our employees, tenants, customers, members of the Presidents Council and others on our subscriber list. Commissioner Cavanaugh suggested providing hard copies at community events and placing them in airplanes and in the office.

Chair Dustin commented that the report reflects the airport as a jewel for the City of Naples, thanks to the leadership and team that make it such a wonderful place.

Commissioner Cuddihy moved to approve the Naples Airport Authority 2023 Annual Report as submitted. Vice Chair Ruppert seconded. The motion carried unanimously 5-0.

J. NEW BUSINESS

There was no new business.

K. OLD BUSINESS

There was no old business.

L. LEADERSHIP TEAM REPORT

1. Leadership Team Report

Vice Chair Ruppert commended Mr. Rozansky, staff and Barry Brown's team for obtaining a Rapid Intervention Vehicle Fire Truck so quickly by taking innovative steps leading to a quick delivery. He also said seeing 17 employees promoted in the past fiscal year was great. He commended the entire team for this type of development.

Mr. Rozansky said that as the NAA has evolved, a staffing model has been developed to have more permanent employees instead of recruiting seasonal employees. He said this model bears out both in terms of safety and the lack of damage or injury incidents, as well as in the customer service scores that we receive. Vice Chair Ruppert said that turnover relative to the population at large is also a factor.

Commissioner Cavanaugh requested additional information in the engaged community partner section of the report. He explained it would provide more understanding how positive and sometimes constructive feedback is gathered from the community during outreach events. He was also interested in how the community responds to social media and branding outreach. Mr. Rozansky responded that staff is exploring some third-party tools to provide more granular details on social media responses and reactions. With feedback from community events and presentations, a customer service survey has never been contemplated but is a good idea.

Mr. Rozansky provided an update about the Estates for Rock Creek. He and Mr. Owens attended the recent County Commission meeting, where the rezoning was approved unanimously. Thanks to the work of the Authority's Legal Counsel, there was already a signed Avigation Easement. The Authority had the cooperation of the developer and their counsel. No sooner was that issue resolved did staff learn of a new adjacent development in the City that is close to the airport. Mr. Rozansky anticipates this being an agenda item at the December Board meeting.

M. FINANCIAL REPORTS

1. Financial Summary

Mr. Warriner presented the financial summary report for the month of October, the first month of the fiscal year. He noted the flight procedures project was a significant budgetary item, spread out throughout the year. Additionally, Mr. Rozansky said there will likely be a budget amendment presented to the Board for approval.

A question-and-answer period followed.

Vice Chair Ruppert moved Board approval to accept the financials for October 2023, as presented by Mr. Warriner. Commissioner Cuddihy seconded. The motion passed unanimously 5-0.

N. COUNSEL'S REPORT

1. Counsel's Report

There was no report given.

O. PUBLIC COMMENTS (5-minute limit)

There were no public comments.

P. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Commissioner Cavanaugh clarified that during a past meeting concerning the airport relocation study, he thought the City Council had voted to move forward with a relocation study. He was corrected in that there was no formal vote, but the majority of the City Council members were in favor of a study. He also stated that the Mayor had clarified that she was not supportive of a relocation study, especially given the cost. Commissioner Cavanaugh apologized to the Mayor for characterizing her position on the relocation study.

Commissioner Cavanaugh stated that he thinks the study would be favorable to provide facts that would help with decision-making. He also said that a study would provide a factual analysis from an impartial third-party expert, allowing for good information to be provided to other government authorities, the Board and citizens.

Mr. Rozansky noted that the December meeting has been moved up to December 14th and it will be held in the Airport Office Building Conference Room. Chair Dustin said it would be helpful for Ms. Menard to send out a reminder in advance about the meeting date and again the day before to emphasize the meeting location.

Regarding the relocation study, Mr. Rozansky said staff were preliminarily talking about scheduling a meeting in December, but that will be pushed to January due to scheduling challenges.

Chair Dusitn wished fellow Commissioners, staff, and the public a safe and Happy Thanksgiving.

Q. ADJOURN

With no further business, the meeting adjourned at approximately 10:50 a.m.

Christopher A. Rozansky
Secretary

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

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

FINAL AGENDA

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

Thursday, November 16, 2023
8:30 a.m.

Commissioner Kerry C. Dustin – Chair
Commissioner Rick Ruppert – Vice Chair, Consultant Selection Committee Chair, Audit Committee Member
Commissioner Rita Cuddihy – NCC Liaison
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. October 19, 2023, Regular Meeting Minutes

2. October 30, 2023, Consultant Selection Committee Meeting Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Employee of the Quarter

2. Fiscal Year 2022 GFOA Certificate of Excellence in Financial Reporting

3. Investment Update

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

G. NOISE

1. Consultant Selection Committee Ranking of Firms for Request for Proposals (RFP) #23-5537, Full-Service Airspace Procedure Design Firm

2. Noise Compatibility Committee Update

3. Noise Report

H. CONSENT AGENDA

1. Ratification of the Executive Director's Declaration of Emergency and Ratification of Expenditures Not to Exceed $159,500 Authorized by the Executive Director

2. Task Order with Hanson Professional Services, Inc. for the Upgrade of the Fuel Farm Improvements Design, Permitting and Bidding Phase Services Not to Exceed $379,500

3. Purchase a Rapid Intervention Vehicle Fire Truck from Unruh Fire in an Amount Not to Exceed $377,935

4. Avigation Easement for the Estates at Rock Creek

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

1. Task Order with Michael Baker International Inc. for Observation Deck and Playground Revitalization Design, Permitting and Bidding Phase Services Not to Exceed $221,549

2. Strategic Plan Scorecard - FY2023 End of Year Report

3. Strategic Plan Incentive Program

4. Naples Airport Authority 2023 Annual Report

J. NEW BUSINESS

K. OLD BUSINESS

L. LEADERSHIP TEAM REPORT

1. Leadership Team Report

M. FINANCIAL REPORTS

1. Financial Summary

N. COUNSEL'S REPORT

1. Counsel's Report

O. PUBLIC COMMENTS (5-minute limit)

P. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Q. ADJOURN