Naples Airport Authority: Regular Meeting Minutes

Thursday, March 19, 2026

The meeting was called to order by Vice Chair Cavanaugh at 8:30 a.m. in the City Chambers at City Hall, 735 8th Street South, Naples, Florida.

Chair Terrence W. Cavanaugh called the Regular Meeting of the City of Naples Airport Authority Board of Commissioners to order at approximately 8:30 a.m. Chair Cavanaugh presided and reviewed standard meeting announcements regarding public comment procedures, Sunshine Law requirements, live streaming and recording of the meeting, and the public-record nature of all materials distributed.

A. ROLL CALL

Roll call was conducted.

Commissioners present were Terrence W. Cavanaugh (Chair), John Crees (Vice Chair), Michelle Arnold, Ralph Alberto, and Robert P. Burns. A quorum was established.

Also present were Christopher A. Rozansky, Executive Director; William L. Owens, Esq., Authority Attorney; consultants and staff; and members of the public. Mr. Lobb, Mr. Warriner, Mr. Gray, Mr. Fagan, Ms. Zadorecky, Mr. Brown, Ms. Wiggins, and Ms. Acosta.

B. PLEDGE OF ALLEGIANCE

Chair Cavanaugh led the Board in the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky advised the Board of revisions provided in advance of the meeting, including scrivener's corrections and updates to prior minutes and selected presentation materials. Revisions include:

- **Agenda** – the word ~~formally~~ was corrected to formerly in section F: Presentation and Time Certain Items.

  F. PRESENTATIONS AND TIME CERTAIN ITEMS
  1. Conservancy of Southwest Florida
  2. Permanent Noise Monitors – Ideagen (formerly Envirosuite)
  3. FY 27 Budget Timeline, Rates and Charges
- **D. Minutes: AI Minutes for the Board Meeting on February 19, 2026** - the following sections were updated:
  - **A. ROLL CALL** - We added the staff members present at the meeting.

- Roll call was conducted. Commissioners present included Terrence W. Cavanaugh (Chair), John Crees (Vice Chair), Michelle Arnold, and Ralph Alberto. Commissioner Robert P. Burns was absent due to a reported health matter. A quorum was established. Also present were Christopher A. Rozansky, Executive Director; William L. Owens, Esq., Authority Attorney; consultants and ~~staff; and members of the public.~~ Mr. Lobb, Mr. Warriner, Mr. Gray, Mr. Fagan, Ms. Zadorecky, Ms. Acosta, Ms. Sarcona, Mr. Gamboa and Ms. Jaramillo. Counsel Peter Kirsch joined remotely.

- **February Board Report** – On page 10 in the Capital Improvements Summary, there was a scrivener's error under the North Quad Environmental Assessment in the comments section. It was corrected to read "A presentation will be provided."
- **F: Presentation and Time Certain Items - Presentation 2** – Permanent Noise Monitors – Ideagen (formerly Envirosuite) – the word formally was corrected to formerly in 2 places.
- **I Action 2 - Hanson Task Order Amendments** – On slide 4, two amounts were revised. They are highlighted in the Final Packet.
- **Hanson Task Order Project Report** was added. The report is included in the Final Packet.
- **I Action 3 - Agreement for Future of Aviation Proposal from Kimley Horn -** The revised Kimley Horn Agreement has been amended from lump sum billing to being billed on a time and materials basis. The revised agreement is included in the Final Packet.

D. MINUTES

Approval of Prior Meeting Minutes

The Board considered minutes from the following meetings:

- February 19, 2026, Regular Board Meeting (AI-assisted and traditional formats)
- February 19, 2026, Audit Committee Meeting
- March 5, 2026, Board Workshop

A motion was made by Vice Chair Crees and seconded by Commissioner Arnold to approve the prior meeting minutes as amended. The motion passed by unanimous voice vote. Commissioner Burns distributed a copy of an email from Mr. Rozansky coordinating his attendance at a Plane Talk session in question during the Board of Commissioners meeting on February 19, 2026.

During discussion, Commissioners again compared the AI-assisted minutes to the traditional format. Commissioners expressed support for adoption of AI-assisted minutes,

noting their timeliness, clarity, and legal sufficiency, while emphasizing the continued importance of accurately capturing motions, seconds, vote outcomes, and availability of verbatim transcripts and video recordings as part of the public record. Chris Rozansky confirmed that verbatim transcripts are retained and available upon request. There was a consensus among the board to transition to AI-assisted minutes.

E. PUBLIC COMMENTS

No public comments were offered at this time.

F. PRESENTATIONS AND TIME-CERTAIN ITEMS

1. Conservancy of Southwest Florida – Nature-Based Flood Resilience

Mr. Justin Lobb, Deputy Executive Director, introduced Dr. Carrie Schuman from the Conservancy of Southwest Florida, who presented an overview of a regional flood-resilience initiative focused on nature-based solutions. The presentation described shoreline typologies, layered defense strategies, and conceptual applications such as mangrove protection, oyster reef systems, wave attenuation devices, and stormwater management approaches.

Board discussion focused on potential applicability to airport property, including flood protection, erosion control, storm surge mitigation, and compatibility with FAA safety requirements. Commissioners emphasized the importance of resiliency planning, budget integration, and providing a roadmap for future Boards. Justin Lobb noted that a broader airport resiliency study is under development and that collaboration with the Conservancy could inform future pilot projects.

Commissioners asked specific questions regarding (i) whether nature-based features could be implemented without creating wildlife hazards under FAA guidance, (ii) how proposed concepts would be phased and funded, (iii) whether similar projects had been implemented at peer airports, and (iv) how resiliency investments could be incorporated into long-range capital planning. Vice Chair Crees emphasized the need to ensure that "whatever we do here has to work for aviation safety first," while also supporting exploration of environmentally responsible options.

2. Permanent Noise Monitors – Ideagen (formerly Envirosuite)

Greg Brachi, Vice President of Ideagen (formerly Envirosuite), presented a detailed overview of permanent noise monitoring systems, including integration with existing flight-tracking tools, differentiation between aircraft noise and ambient community noise, data transparency, reporting capabilities, and community-facing dashboards.

Commissioners asked questions regarding monitor siting methodology, calibration standards, long-term maintenance responsibilities, data ownership, and how complaints would be validated and communicated to the public. Discussion also addressed ADS-B reliability, the ability to distinguish aircraft noise from other sources, and how permanent monitors compare to mobile or temporary systems used at peer airports. Vice Chair Crees stressed the importance of public confidence, noting that the system must be "credible, accurate, and easy for the community to understand."

Commissioners expressed support for advancing toward a permanent noise monitoring proposal and requested that staff continue refining recommendations, benchmarking peer airports, and return with a formal proposal including cost options and implementation considerations.

3. FY 2027 Budget Timeline, Rates and Charges

Mr. Ken Warriner, Senior Director of Finance and Administration, presented the FY 2027 budget timeline and reviewed airport revenue sources, cost recovery methodology, fuel pricing, airfield cost recovery fees, capital planning, and five-year financial projections.

Board discussion addressed transient aircraft activity, landing fee concepts, revenue neutrality, fairness among user groups, resiliency funding, and long-term capital needs. Commissioners emphasized the importance of maintaining financial sustainability while complying with state and federal requirements.

G. NOISE

The Board discussed ongoing noise-related matters, including community concerns, monitoring tools, and compliance efforts. Noise topics addressed during the meeting included the permanent noise monitoring presentation under Presentations and Time-Certain Items, as well as noise-related operational updates provided in staff and Board reports. Commissioners emphasized the importance of accuracy, transparency, and public confidence in noise data and communication.

H. CONSENT AGENDA

The Board considered the following consent agenda items:

1. Fiscal Year 2025 Audit and Annual Comprehensive Financial Report (ACFR)

Mr. Ken Warriner presented the FY 2025 Audit and ACFR, noting that the independent audit resulted in an unmodified (clean) opinion and reflected the Authority's continued financial stability and compliance with applicable accounting standards.

2. License Agreement with Comcast Cable Communications Management, LLC

Mr. Justin Lobb presented and the Board reviewed a license agreement authorizing Comcast Cable Communications Management, LLC to install and provide service to tenant locations, consistent with existing airport infrastructure and operational requirements.

3. Agreement with The Gordian Group, Inc. – Facilities Asset Management Plan - Not to Exceed $123,289

Justin Lobb presented an agreement with The Gordian Group, Inc. for professional services related to development of a comprehensive facilities asset management plan, with costs not to exceed the authorized amount. The plan is intended to support long-term capital planning and lifecycle management of airport facilities.

4. Interconnection Agreement with Florida Power and Light – Facilities Solar Installation

The Board considered an interconnection agreement with Florida Power and Light necessary to support the Authority's facilities solar installation project and ensure compliance with utility requirements.

Following discussion, a motion to approve the Consent Agenda items was made by Vice-Chair Crees and seconded by Commissioner Alberto to approve the consent agenda as presented. The motion passed unanimously.

I. ACTION ITEMS

1. Health Insurance Renewal not to exceed $2,242,161

Ms. Larisa Zadorecky, Senior Director of Human Resources and Leasing, presented the proposed health insurance renewal for FY 2026–2027. The Board also heard from the Authority's benefits agent, Garrett Gardi with The Baldwin Group, regarding market conditions, claims experience, and cost drivers.

Following discussion, a motion was made by Commissioner Alberto and seconded by Vice Chair Crees to approve the health insurance renewal as presented. The motion passed unanimously.

2. Task Order Amendments with Hanson Professional Services - Not to Exceed $315,484.74

Justin Lobb presented amendments related to multiple Hanson Professional Services task orders, including completed and ongoing projects. Commissioners expressed concern regarding after-the-fact amendment requests and emphasized expectations for improved controls and communication.

Following discussion and assurances from staff and consultant representatives regarding corrective measures, a motion was made by Commissioner Arnold and seconded by Commissioner Burns to approve the amendments. The motion passed unanimously.

3. Agreement with Kimley Horn for Future of Aviation in Southwest Florida White Paper not to exceed $246,950.00

Justin Lobb presented a proposal from Kimley-Horn to prepare a comprehensive white paper addressing regional aviation systems, governance models, emerging technologies, sustainability, resiliency, and future trends.

Commissioners discussed scope, timing, cost, prioritization of topics, and value to future Boards and the broader community. Following discussion, a motion was made by Commissioner Burns and seconded by Commissioner Arnold to approve the proposal. The motion passed unanimously.

J. NEW BUSINESS

Draft Interlocal Agreement – Collier County Airport Authority

Justin Lobb presented a draft interlocal agreement addressing mutual aid and revised arrival procedures at Marco Island Airport, which could help advance noise abatement initiatives at the Naples Airport. Commissioners expressed support and directed staff to return with the agreement for formal approval.

K. OLD BUSINESS

Lease Negotiations with NetJets Services, Inc.

Justin Lobb provided an update on lease negotiations with NetJets regarding space in the North Road Terminal and associated capital improvements. Commissioners discussed financial terms, tenant contributions, and lease structure. Direction was provided to continue negotiations and return with updated information.

L. BOARD REPORT

Commissioners reviewed the written Board Report, including aircraft activity trends, staffing levels, noise compliance efforts, and operational highlights. Discussion included seasonal staffing pressures, outreach to operators, and the importance of maintaining safety and customer service.

M. EXECUTIVE DIRECTOR'S REPORT

Mr. Rozansky provided updates on governance workshop follow-up, Airport Utilization Plan development, City Council discussions related to House Bill 4005, and coordination with City staff. The Board discussed the importance of clarifying authority roles, communication protocols, and next steps.

N. COUNSEL'S REPORT

Mr. Owens reported that there were no pending litigation matters requiring Board action.

O. PUBLIC COMMENTS

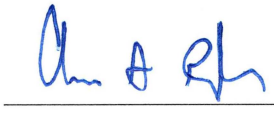
No additional public comments were received.

P. CORRESPONDENCE / COMMISSIONER COMMENTS & REQUESTS / MEETINGS

Commissioners provided updates on community outreach, tours, and public engagement activities, and discussed meeting decorum and governance practices.

Q. ADJOURNMENT

With no further business, the meeting adjourned at approximately 1:03 p.m.



Christopher A. Rozansky
Secretary

NOTE: These minutes were prepared by Microsoft Copilot using a verbatim transcript. Printed copies of all visual presentations, transcripts and handouts are on file at the NAA's offices. The video of all meetings can be found online at www.naplesgov.com.

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

AGENDA

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

Thursday, March 19, 2026
8:30 a.m.

Commissioner Terrence W. Cavanaugh: Chair,
Consultant Selection Committee Member
Commissioner John Crees: Vice Chair, Audit Committee Member,
Noise Compatibility Committee Liaison
Commissioner Robert P. Burns: Audit Committee Member
Commissioner Michelle Arnold: Audit Committee Chair
Commissioner Ralph Alberto, Consultant Selection Committee Chair

Executive Director: Christopher A. Rozansky
Authority Attorney: William L. Owens, Esq. of Bond, Schoeneck & King, PLLC

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. Public comments will be heard during Item E and during specific agenda items. Another opportunity for public comments will be provided at the end of the meeting. 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.

Guidelines for accurate minutes and a strong public record: Speakers must be recognized by the Chair and are asked to introduce their name and title the first time they speak. Motions must be stated clearly and seconded prior to voting. The Chair will announce the results of each vote. All remarks should be made directly into the microphone, one speaker at a time. Speakers are asked to use clear, concise and factual language. Clearly identify any documents, slides, or handouts being referenced. Avoid use of acronyms. Public speakers must introduce themselves by stating their name, address and the topic they intend to speak about. Clear and concise speech leads to accurate minutes and a strong public record.

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.

Pledge of Civility

It is the desire of the City of Naples Airport Authority to encourage the open exchange of ideas, fair discussion of the issues, and the participation of all persons in government, therefore, we pledge to be respectful of each other even when we disagree, to direct all comments to the issues, and to avoid personal attacks during all meetings and workshops.

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

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

D. MINUTES

1. February 19, 2026, Regular Meeting Minutes (two sets of minutes in different formats)
2. February 19, 2026, Audit Committee Meeting Minutes (two sets of minutes in different formats)
3. March 5, 2026, Workshop Minutes (AI prepared minutes)

E. PUBLIC COMMENTS (5-minute limit)

F. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Conservancy of Southwest Florida
2. Permanent Noise Monitors – Ideagen (~~formally~~ formerly Envirosuite)
3. FY 27 Budget Timeline, Rates and Charges

G. NOISE

H. CONSENT AGENDA

1. Fiscal Year 2025 Audit and Annual Comprehensive Financial Report
2. License Agreement with Comcast Cable Communications Management LLC for Service Installation to Tenant Locations
3. Agreement with The Gordian Group, Inc. for Facilities Asset Management Plan - Not to Exceed $123,289
4. Interconnection Agreement with Florida Power and Light for the Facilities Solar Installation

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

1. Health Insurance Renewal not to exceed $2,242,161
2. Task Order Amendments with Hanson Professional Services - Not to Exceed $315,484.74
3. Agreement with Kimley Horn for Future of Aviation in Southwest Florida White Paper not to exceed $246,950.00

J. NEW BUSINESS

1. Draft Interlocal Agreement with Collier County Airport Authority for Mutual Aid and Arrival Procedures at Marco Island Airport

K. OLD BUSINESS

1. Lease Negotiations with NetJets Services, Inc.

L. BOARD REPORT

M. EXECUTIVE DIRECTOR'S REPORT

N. COUNSEL'S REPORT

O. PUBLIC COMMENTS (5-minute limit)

P. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

Q. ADJOURN