Thursday, September 21, 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. Roll Call

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

Staff and Authority Counsel present were Mr. Owens, Mr. Rozansky, Mr. Lobb, Mr. Keith, Mr. Warriner, Mr. Gray, Mr. Brown, Ms. Zadorecky, Ms. King, Ms. Wiggins, Mr. Burch, Mr. Gamboa, Ms. Anisz and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

Chair Dustin led the Pledge of Allegiance.

C. AGENDA

Mr. Rozansky stated that there were several revisions to the Board packet as follows:

1. Noise, Item 3, Noise Policy Review Comments – Comments from the City of Naples on the FAA Noise Policy were received late last night. A red-lined version of the letter was provided at the dais for discussion.

2. Noise, Item 4, FY 2023 Noise Abatement Initiatives – There were two changes to the briefing paper as follows: 1) On page 3, under Measures of Success, a correction to one of the label names in the pie charts was made; and 2) Also, on page 3, a new heading, Operator Efforts, which included three pie charts, was added.

3. Action Items, Item 1, Resolution 2023-7, Adoption of Fiscal Year 2024 Operating and Capital Budget – Two formula errors in the Personnel Expense line of the Operating Budget and the Hangar Roof Replacement in the Capital Budget have been corrected. The related corrections are highlighted in yellow on the briefing paper, Resolution, presentation, and the draft September budget.

4. New Business, Item 2, Observation Deck and Playground Concepts – The presentation was updated to include the location of the described area (See Slides 3 and 4).

5. Correspondence/Commissioner Comments & Requests/Meetings, Item 2, NAA Event Sponsorships – Additional attachments were provided for discussion.

Mr. Rozansky stated that the revised materials had been distributed to the Board after publishing the packet. The final Board packet will include the updated information and will be posted on our website.

Concerning Item P. Correspondence Item 1, Potential Airport Site – Picayune Strand State Forest, Chair Dustin expressed that this discussion would be premature and inappropriate. He said that Commissioner Burns is entitled to make a presentation but would like his presentation to be brief. Chair Dustin thought this agenda item would have been more appropriate following the preparatory work of the consultants that were hired. He noted that the scope had not been completed for the consultant's work. Chair Dustin said it is important for potential sites to be communicated to the consultant and staff. However, he did not believe the Board should spend any time looking at or discussing potential sites because it sends the wrong message to tenants and the community.

Chair Dustin invited Ms. Nicole Johnson to make public comments early on Commissioner Burns' potential airport site item since she would not be available to be in attendance for the entire meeting. Ms. Johnson, representing the Conservancy of Southwest Florida and approximately 6,500 members, expressed concerns about Picayune Strand State Forest being discussed as a potential airport location. She indicated the lack of support for having the NAA's consultant spend any time looking into Picayune Strand State Forest as a potential airport site. She stated that Picayune is an Everglades Restoration Project and that airports and Everglades do not mix. In reference to the memo provided on this item, which discussed parallels between the Hamilton Harbor Marina and the concept of airport relocation in the Picayune, she provided relevant background information. The Conservancy is very aware of the Hamilton Harbor Marina and its early iteration, the Villages of Sabal Bay. In the 1980s, Collier Enterprises had proposed building a massive marina along with residential and commercial development. That project did not come to fruition because the Conversancy legally challenged the County's permitting and prevailed. That suit remained in the court system for several years until, ultimately, the State Supreme Court declined to hear Collier's appeal. In 1999, Hamilton Harbor returned and bifurcated from the rest of the Villages of Sabal Bay and came to Naples as a stand-alone marina, albeit smaller than originally proposed. When approved, the Conservancy legally challenged the marina project, and in 2003, the Conservancy settled with Collier Enterprises for a smaller marina, which only impacted a half-acre of mangroves. While there may not be a parallel between Hamilton Harbor and Picayune as a potential airport site, the State of Florida owns Picayune Strand, and it is part of the comprehensive Everglades Restoration Project. She provided some history of Picayune Strand's purchase by the state, to rehydrate the area. This was the first Everglades restoration project to turn dirt, and it is almost complete. It is a collaboration between the water management district and the U.S. Army Corp of Engineers, and tens of millions of dollars have already been expended on the project. Picayune was an altered landscape decades ago, but presently, there are three massive pump stations, canals are almost completely plugged, roadways have been degraded and removed and no public interstate access points exist to this Everglades restoration project. Ms. Johnson said finding an airport site east of Naples would be difficult because of the numerous preserves, state-owned lands or protected areas. She said that having Picayune as an option is inappropriate and would be a waste of funds. She said Picayune runs afoul of a congressionally approved Everglades restoration project and will become a huge distraction if it remains a possibility. She urged the Board to remove Picayune from the table as a potential location.

D. MINUTES

1. August 17, 2023, Regular Meeting Minutes

Commissioner Cuddihy moved approval of the August 17, 2023, Regular Meeting minutes. Vice Chair Ruppert seconded. The motion passed unanimously 4-0 with Commissioner Cavanaugh absent.

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Employee of the Quarter

Chair Dustin recognized and congratulated Ms. Monica Anisz, Customer Service Coordinator, as Employee of the Quarter for Quarter 3. She joined the NAA approximately 18 months ago and because of her impressive work performance, more than one manager nominated her for the recognition this quarter. Ms. Anisz has improved the service and operations on the ramp tremendously with her positive attitude and better use of technology. During the busy spring season, she worked extra hours to cover periods when there was no adequate staffing. She is focused on learning about operations outside of her area and sought professional development to improve her leadership skills.

2. 2023 Government Experience Project Award Recognition

Chair Dustin announced that the Center for Digital Government, a national research and advisory institute on information technology policies and best practices in state and local government, named Anthony Gamboa, NAA's Senior Information Systems Manager, the 2023 Government Experience Project Award winner. Mr. Gamboa was awarded for developing the Digital Automated Paging System implemented in the GA and North Road Terminals. The custom-designed system utilizes cloud computing, dictionary conversion of the phonetic alphabet, a human speech synthesizer, and a string completion engine to enable staff to connect passengers and pilots seamlessly. The paging system has improved efficiency and led to monthly savings of $10,000 when compared to other non-customized solutions currently available. Chair Dustin congratulated Mr. Gamboa for this well-deserved award.

3. Advanced Air Mobility and Drone Overview

Mr. Barry Brown, Director of Operations and Maintenance, stated there are many promising advantages, as well as many challenges, to advanced air mobility (AAM). There is much involvement from the federal government, operators, manufacturers and local governments. Nationally, the use of unmanned aerial systems (UAS/drones) is becoming increasingly common, especially in industries involving recreation, photography, inspection, monitoring, rescue and delivery. Capacity is a concern with drone deliveries led by UPS, Amazon and Walmart; and tracking methods and flight procedures will play a major role in collision avoidance. Mr. Brown provided some examples of detection and countermeasures, stating the control aspects and Artificial Intelligence (AI) will be major factors in these operations.

Mr. Brown presented some innovative airport applications for how drones can improve airport operations and monitor facilities at the airport. He also presented some examples of AAM. AAM startups are looking at 2024-25 to begin operating in focus cities including Paris, New York, Los Angeles and Miami. He shared a few hurdles that will be important to the airport, including electrical overhaul and safety elements.

Vice Chair Ruppert mentioned the commercialization of this. He thought it would take billions of dollars to move this along and some financial casualties already realized in this industry. He asked if more money was coming from the public or private equity. Mr. Brown said it depends upon which aspect is being considered. Flight procedures will be funded in part by the government. There is a lot of private investment in these aircrafts' manufacturing and implementation.

Commissioner Burns recalled that the Florida Department of Transportation asked the Naples Airport Authority to be part of a study. Mr. Brown said the state came out with its initial study last year, which looks at traffic patterns, the expected ranges of altitude and travel for AAM. It then looks at potential sites for additional capacity, such as vertiports. Mr. Brown will share a copy of the report with the Commissioners. The report, which includes several airports in Florida, will indicate what the state looks at as part of how the airports meet demands.

4. Co-Pilot Program

Ms. Robin King, Director of Community Relations, addressed the previously known Ambassador Program, which has been renamed the Co-Pilot Program. This "beta" program's goal has been clarified to expand the reach of two-way communication between the NAA and the community. Its members will serve as a conduit between NAA staff and community members, and participants must agree to the guidelines in the program.

This program is intended to identify and recruit Naples/Collier County residents who are active in the community and demonstrate the ability to be both objective and open-minded to the varying perspectives about the NAA and Naples Airport. Guidelines have been defined for anyone who wishes to participate in the Co-Pilot Program.

Commissioner Cuddihy requested a summary of what will be accomplished with this program. Ms. King stated this would increase the amount of two-way communication in the community. Individuals who are well-connected and interested in the airport would be tasked with providing factual information and would not be acting on behalf of the airport. The program's participants would assist in expanding the reach of the NAA into the community.

Commissioner Cuddihy brought up the second paragraph of the Agreement, which indicates the program would be identifying active residents and demonstrating the ability to be objective. She suggested it might indicate looking for residents who wish to provide factual information but are open-minded to hearing other perspectives. She thought the term "objective" was subjective and open-ended. She thought it would also be important to have people who understand aviation, the language and regulations. She suggested starting with former members of the NCC and TAC as well as former Board members. Mr. Rozansky said those changes could be made. Ms. King said for the basic success of the program, it will be important to identify candidates who understand aviation.

Vice Chair Ruppert commended Ms. King on the program and was pleased with the changes as well as Commissioner Cuddihy's' suggestions. He thought that in addition to the qualities of the candidates mentioned, there may be potential candidates who want to weigh in on how things are done. He did not think it would be a good idea to limit the program to quasi-subject matter experts who talk to and only hear from each other. He believes the program should also include residents who are either interested and/or residents who have a strong base in the community on this topic. His main concern is the recruitment pool. He said it is not uncommon for the best listeners to have limited knowledge of the subject; they are often also some of the best performers. He thought general marketing or recruitment of the public and homeowner association members may be ideal, targeted candidates. He welcomes including the bifurcated community on both levels. He also suggested that there be one-, two- and three-year terms to change-up the membership.

Commissioner Burns expressed opposition to the program. He did not see how the Board would be able to monitor the communications of the individuals. There is a system in place to receive input from the community. He believes that this program could become a source of controversy. He said the Commissioners must be the Co-Pilots and the solution to meeting folks in the community.

Mr. Rozansky appreciated Commissioner Burns's concern. However, he believed this program responded to the Board's request to staff during the strategic planning focus group regarding a desire for creative community engagement. Staff does not intend to have these Co-Pilots conduct or facilitate community meetings, nor act as a spokesperson. He said it is common knowledge that noise is a problem in the community, yet few residents attend public meetings. With the demands on people's time, it is increasingly more difficult to get citizens to attend public meetings. The premise behind this program is to find active people in the community who will assist staff and Commissioners through their communications with their respective spheres of influence.

With Commissioner Burns dissenting and Commissioner Cavanaugh absent, there was a majority consensus (Commissioner Cuddihy, Vice Chair Ruppert, Chair Dustin) to allow staff the flexibility to proceed with the development of the Co-Pilot Program in line with comments made by the Commissioners on both sides of the consensus. This will also allow staff time to talk to Commissioner Cavanaugh to solicit his input on the program.

F. PUBLIC COMMENTS

There were no public comments.

G. NOISE

1. Noise Compatibility Committee Update

Commissioner Cuddihy reported that the Noise Compatibility Committee (NCC) last met on May 4th at the Airport Office Building (AOB). She reported on that meeting at the May Regular Board Meeting. She said the next NCC meeting is scheduled for October 26th in the Airport Office Building (AOB). She said public outreach and engagement are critical for the NAA's efforts to engage with the community. She noted that Ms. King will be working with the Board, NCC members and other community leaders to schedule meetings and presentations with key stakeholders. She encouraged anyone who was interested in scheduling a meeting, presentation, or airport tour to contact Ms. King at 239-643-0733 or rking@flynaples.com and visit our website, www.flynaples.com, to join the subscriber list for airport updates.

Commissioner Burns suggested that the NCC should meet more frequently and have a more formal process similar to the Co-Pilot Program. He thought the NCC members were already engaged in the community, and he would like to hear from them. Commissioner Cuddihy stated the NCC is a formal committee and each member signed up to meet three times per year. She said the Joint TAC/NCC meetings were later added. She said the Board does hear from the NCC. She recounted that during the Board's last meeting following submission of the Part 150 Noise Study, there were comments by one of the NCC members inquiring why the Board voted the way they did on the measures. She also noted that the NCC members are doing a very good job. It is a robust group, and they are engaged in the process. Ms. Cuddihy stated that she will speak to the NCC about Commissioner Burns' suggestions. She added that getting nine people, staff and liaisons together for meetings can be challenging. Mr. Rozansky clarified that the City and the County also are

voting members on the NCC. Commissioner Burns clarified that three meetings may be enough, and it may be working well as it is. He said the NCC members are representatives speaking from different areas of the community already, and he didn't feel we needed a co-Pilot Program.

2. Noise Report

Ms. King reported that this past month had been fairly quiet. The Noise Abatement Specialist is continuing his efforts, and it makes a difference. The promotional messaging and advertising of the Fly Safe, Fly Quiet voluntary curfew in both industry and travelers' channels is successfully reaching those audiences. She stated that two noise monitors have been set up on the airport grounds to begin collecting data as adjustments are made. There was an issue with the monitors' SIM cards upon their arrival, which caused a delay in the project's forward movement. Once corrected, the monitors were set in place and began collecting data. When reviewing the noise reports, Ms. King said most of the reasons for curfew violations come from pilot or passenger schedules. She noted that staff is continuing to communicate with those two audiences.

To improve community outreach, Commissioner Burns suggested that the Board agendas and all the accompanying exhibits be placed on the City's website (Naplesgov.com) as well as the NAA website. There was discussion about the public's accessibility of the NAA's Board packet on the City's electronic online Granicus system as well as on the NAA's website.

> ***Note**: Following the meeting, staff found that an anomaly occurred because historically, NAA's documents are normally available on the City's website during our Board meetings. Because our email contained attachments too large for the City's server limitations, the City Clerk's office did not receive them; while simultaneously, NAA staff did not receive a transmission failure notice and were unaware that this occurred. Staff has since re-sent the September Board meeting documents to the City Clerk's office, and they have been added to the City's online system. Our Board documents have remained on the City's website, https://www.naplesgov.com/citymanager/page/public-meetings-agendas, since 2006 and are always available at any time for viewing. Please note that the documents, they are also available at https://www.flynaples.com/agendas-minutes-videos/ website.*

On page 4 and 5 of the Noise Report, Chair Dustin requested that the color-coding system used on the pie charts be consistent on both pages.

Chair Dustin asked whether all of the noise commenters had been contacted. Ms. King said on the webform, there is an option for people who submit a complaint whether they wish to be contacted. She said the staff is working with the web developer to insert a blank space for recommendations/comments on the form. This will allow increased communication between residents and staff.

Commissioner Cuddihy commented that the noise issues have been greatly reduced. She highlighted the three operators on page 3 of the report who have dramatically reduced curfew violations. She thanked all who have worked with NetJets, Elite Jets and FlexJet for getting the word out to their pilots, customers, schedulers and salespeople.

Vice Chair Ruppert reinforced Commissioner Cuddihy's comments. He also spoke about the positive trend of curfew violations year to date being reduced by 45 percent. However, one operator, RexAir, remains on the list every month, and Vice Chair Ruppert does not believe they

are taking the program seriously. He recommended a face-to-face meeting with RexAir that he would like to participate in. Mr. Rozansky will schedule a meeting with RexAir.

3. Noise Policy Review Comments

Mr. Rozansky stated that on April 28, 2023, the FAA released a request for public comments on several different topics related to aviation noise including the use of DNL or possible alternatives. The FAA originally set July 31, 2023, as the due date for comments before extending the deadline to September 30, 2023. Staff was seeking Board consensus on the final draft of the NAA comments on the FAA's Noise Policy review before submitting it to the FAA. Additionally, Mr. Rozansky stated that during the September 5th City Council meeting, he invited the City to review and submit comments as well. Based on the Board's feedback, staff and Environmental Science Associates (ESA) prepared an updated draft letter. During last night's City Council meeting, there was discussion about that draft letter. The City's aviation counsel, Andrew Barr, offered comments. This morning, NAA staff provided a red-lined copy of the letter to our Board. Mr. Rozansky stated that there were some grammatical edits that are fine in his view; but the substance of their comments is worth discussion by the Board. He said there are two questions: 1) Would the Board like to jointly submit these comments with the City; and 2) Would the Board like to have a discussion on the substance of their additions and/or on edits we drafted?

The meeting was recessed for a short break and reconvened by Chair Dustin.

Mr. Rozansky again asked whether the NAA Board would like to submit changes jointly with the City Council, and the consensus of the Board was to do so. Mr. Rozansky stated that he could work with respective counsel on the wording of the language for the letter.

The red-lined, grammatical edits on page 2 - 5 were deemed acceptable and did not merit additional discussion.

On page 6, the City Council had requested the addition that "airports should also have the authority to implement reasonable capacity limits for certain types of operations (e.g., flight training) that take into account the community's exposure and tolerance for overflights, especially during shoulder hours and the peak season."

Mr. Rozansky stated this was shared with the NAA's Aviation Counsel, and Mr. Kirsch cautioned that if the Board were to agree to this additional language, the Board would be adopting a policy without having a lot of time or discussion and without the benefit of it being appropriately noticed in a public meeting. Mr. Rozansky was unsure why the flight training was highlighted when we know that it is the intense jet activity that is so disruptive. Commissioner Burns asked if a footnote could be added to indicate that this change was by the City Council and not the NAA Board since the NAA has not had a chance to evaluate the language as a policy. Mr. Rozansky clarified Commissioner Burns' suggestion for the letter to be annotated that the City of Naples recommended, as part of this letter, for the airport to have the authority to implement reasonable capacity limits.

Mr. Rozansky said this circles back to the question of submitting comments jointly. He added that during the City Council's meeting last night, they discussed whether they should support the NAA letter or send an additional letter.

Commissioner Cuddihy would like to have only one letter submitted if everyone could agree on the comments. She did not understand what the City's meaning of what an overflight was.

On page 6, under Other Recommendations Include, Mr. Rozansky read that "Consistent with the prior comment, NAA recommends that the FAA provide incentives to operators and airports to usher in newer, quieter and more environmentally friendly aircraft. Such incentives could include granting an airport sponsor the right to introduce reasonable local restrictions on loud and/or environmentally unfriendly aircraft during evening/nighttime and/or peak seasonable periods to encourage the industry to utilize quieter and more environmentally friendly aircraft at those times of increased noise sensitivity."

Chair Dustin said that we would be encouraging the ban of Stage 3 jets. Mr. Rozansky said that is how it has previously been addressed but believes the premise here was for more local control. However, in his brief review, even though he would have to look back at the federal register notice for public comment, he thought that this spoke to the Airport Noise and Capacity Act (ANCA), Part 161, regarding Access Restrictions. This was tailored more to Part 150. He said it did not mean the Board could not comment on it, but they were asking for public input that could eventually lead to a regulatory process. He said it had been recognized during prior discussions and there would need to be a change in federal law by Congress, not a regulatory process. In all of the presentations the Board has heard from Peter Kirsch, the FAA's position has not been to adopt any new access restrictions. He said a comment could be made on other recommendations, making it a broader comment addressing consideration of reviewing Part 161, and giving more consideration to more local control, rather than being so specific. Mr. Rozansky thought it would be most beneficial to have the NAA aviation counsel and the City's special counsel have a chance to review the wording.

City of Naples Council Member Beth Petrunoff, the City's liaison for this project, commented that she met with the City's attorney. She stated the goal here was to help the NAA gain more local control. She said City Council members wish to sign the letter jointly with the NAA. She noted that City Council would be willing to have Attorney Kirsch, along with their special counsel, collaborate to finalize the language. In using the term, overflights, Council Member Petrunoff was referring to touch and go's and suggested the language in the letter be written broadly. She thought this would best serve the interest of the airport and the community.

Chair Dustin said the Board would be willing to work jointly with the City Council. Mr. Rozansky noted that the deadline is September 30, 2023. Council Member Petrunoff thought the deadline could be met without a problem.

Chair Dustin asked Mr. Owens if the counselors could get together and create a new draft if there was a reason the Board could not vote electronically. Mr. Owens said that decision-making would have to occur at a properly noticed public meeting. Mr. Rozansky said if the direction is for staff and the respective attorneys to work together on broader language pertaining to local control, that can be done. If there is consensus on the concept of local control, the end result can be reached without another public meeting. Alternatively, Council Member Petrunoff said someone could be appointed to work with her and the two attorneys, with Mr. Rozansky being the communications facilitator.

Vice Chair Ruppert believed, from a policy viewpoint, the comments were acceptable, and he would support the two attorneys working together. He agreed with the conceptual approach to policy and added that when these changes get into specificity of flight training, it becomes more

granular. From a policy viewpoint, there are going to be pros and cons of doing that and he would prefer to delegate crafting of the document to the two attorneys.

Commissioner Cuddihy said on page 6, rather than "NAA recommends", the language should be "NAA and the City recommends." Mr. Rozansky commented about the benefit of sharing the completed letter with the congressional representatives as well. Council Member Petrunoff said that the letter would also be shared with the homeowners' associations (HOAs), so the community knows that this is one strategy.

Commissioner Burns suggested that language may be added to qualify that Congress should enact legislation to address issues such as overflights to allow local control. Council Member Petrunoff also noted many paths could be taken to reach the same end goal.

Commissioner Cuddihy moved Board approval to delegate authority to Mr. Rozansky to work collectively with the NAA attorney, City staff and the City's attorney to wordsmith the letter to reflect the desire of the NAA Board to stay within the current policies without any changes, but to allow them to work together with the City to draft correspondence that expresses the needs and desires of the community concerning this subject. Commissioner Burns seconded. The motion passed unanimously 4-0 with Commissioner Cavanaugh absent.

The Board thanked the City Council for working together with the NAA Board on this initiative.

Mr. Rozansky clarified the motion that the policy-making authority was not being delegated to him as Executive Director. The authority being delegated to him was wordsmithing authority, based on the content of a letter provided by the City and per discussion, which generally favors the concept of more local control and phasing out of older, more noisy aircraft. He will work jointly and collectively with the City Manager and attorneys. No specificity or particular recommendations will be used.

4. FY 2023 Noise Abatement Initiatives

Ms. King summarized the noise abatement efforts made during the past year. She highlighted some items in the report provided to the Board. From a statistical perspective, a 98.7% curfew compliance rate has been achieved. She pointed out the NAA has its own Noise Abatement Specialist, who is doing an outstanding job communicating with those who need to know more about the curfew initiatives. Ms. King spoke about advocacy and stated the NAA's Executive Director, representing more than 3,000 general aviation airports on behalf of an industry trade association, provided testimony to the House Subcommittee on Transportation and highlighted the need to develop a new federal policy for noise abatement. Ms. King discussed initiatives that are under development and measures of success.

Commissioner Cuddihy said this was the type of snapshot of information that would be useful if distributed widely. Ms. King stated this information will be heavily distributed through social media. Commissioner Cuddihy said that for those who do not want to read through the 20-page Noise Report, putting together an infographic with the numbers to distribute widely to the HOAs, City, co-pilots and on the NAA website would be beneficial.

Mr. Rozansky stated the NCC and the NAA each prepare an annual report that will also be widely distributed. There will be a variety of mediums through which communications will be dispensed.

Chair Dustin suggested more frequent communications and redundant communications is more important on this type of news.

5. Draft Enhanced Fly Quiet Program Update

Ms. King presented the Enhanced Fly Safe, Fly Quiet Program to recognize the best and most courteous operators at Naples Airport. She provided the background, stating that the NAA is committed to mitigating the adverse impacts of aircraft noise to the extent feasible. The NAA's current noise initiatives are being expanded, and staff are nearing completion of an Enhanced Fly Safe, Fly Quiet Program to encourage pilots and passengers to meet certain benchmarks in different categories. Ms. King reviewed the steps staff has taken to date. She stated that data is being used from previous flight patterns at the airport to test the program. Several categories have been developed for the various operators. She also shared the communication program will include a vigorous outreach and education program to ensure that the public, operators, and passengers are aware of the program. This will include the following: social media posts, tenant newsletters, face-to-face conversations, public outreach and more.

Vice Chair Ruppert recommended a top 10 good citizens list. Also, he had requested a letter be drafted to recognize those who have taken the most improved and significant actions and those people who are never on the top 10 violator list. Ms. King said staff is working on the request made by Vice Chair Ruppert, and an update will be provided once criteria are identified so that the letter can be solidified. Mr. Rozansky added that staff was waiting for the conclusion of the fiscal year for comparison purposes.

H. CONSENT AGENDA

Chair Dustin read aloud the Consent Agenda items as follows:

1. Board Ratification of the Executive Director's Declaration of an Emergency

Vice Chair Ruppert moved Board approval of the Consent Agenda, to ratify the Executive Director's Declaration of Emergency. Commissioner Burns seconded. The motion passed unanimously 4-0 with Commissioner Cavanaugh absent.

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

1. Resolution 2023-7, Adoption of Fiscal Year 2024 Operating and Capital Budget

Mr. Warriner presented the final draft for the fiscal year 2024 operating and capital budget. He said a presentation was provided to City Council on September 5th. He reviewed some details of the budget, which he stated had been previously reviewed with the Board.

For the public's benefit, Chair Dustin asked if it could be explained why fuel gallons are budgeted to decline. Mr. Rozansky said staff predicts that the economy is softening; and as inflation has persisted, we have seen a broad decline in private air travel, even beyond the United States. Another factor is tourism. Chair Dustin said during 2021 and 2022, we had a bubble due to COVID-19 impacting travel and tourism, which is now slowly diminishing. Mr. Rozansky said that we are slightly below 2021 numbers in terms of jet operations.

Mr. Warriner stated 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 2024 are $54,774,000.

Vice Chair Ruppert was pleased to see the front cover of the operating budget highlighting NAA's award as one of the 2023 Best Places to Work. He congratulated staff for earning this award. He said we should be highlighting our achievement of that award as much as possible. He questioned the solar canopy being deleted from the Capital Improvement Plan. Mr. Warriner said it was in the FY 2023 budget and was deferred right after Hurricane Ian to evaluate damage on the airfield and reprioritize as necessary. Mr. Rozansky said an airport exploratory study is being embarked upon, and staff thought it would be more prudent to get through that study prior to bringing that solar canopy project back to the Board for discussion.

Commissioner Burns moved Board approval to adopt Resolution No. 2023-7, Adoption of the Fiscal Year 2024 Operating and Capital Budget. Vice Chair Ruppert seconded. The motion passed unanimously 4-0, with Commissioner Cavanaugh absent.

2. Adopt FY 2024 Strategic Plan Scorecard

Mr. Justin Lobb, Deputy Director of Aviation, introduced the final draft of the FY 2024 Scorecard developed throughout the summer.

Commissioner Burns moved Board approval to remove, under Goal 2, "Train 10 communication Co-Pilots" from the Scorecard. Commissioner Cuddihy seconded. The motion passed unanimously 4-0 with Commissioner Cavanaugh absent.

Ms. Cuddihy suggested adding the word "Capital" at the beginning of the fourth measure under Goal 1, "Project phase on schedule…" Mr. Lobb said each item being tracked on the scorecard will be listed each month in the financials.

Chair Dustin asked about the measure under Goal 1, Commence Airport Exploratory Study, to include possible relocation and lease-end considerations. He did not want anyone to think that a decision had been made to move the airport because there are numerous elements to address before any options are explored. He urged that the wording used should clearly indicate no decision had been made. Mr. Rozansky suggested "Commence Airport Exploratory Study, to include the feasibility of relocation, alternatives for the current airport site, and other lease-end considerations." There were no objections to this language.

Vice Chair Ruppert moved Board approval to adopt the FY 2024 Strategic Scorecard with revisions discussed and agreed upon. Commissioner Cuddihy seconded. The motion passed unanimously 4-0 with Commissioner Cavanaugh absent.

J. NEW BUSINESS

1. South Quadrant Hangar Development - Discovery Update

Mr. Kerry Keith, Senior Director of Airport Development, introduced this item. He stated that Greg Helton with Hanson Professional Services (Hanson) would present an overview of the findings

from the South Quadrant (SQ) Hangar Discovery Phase. He said the current SQ T-Hangars were built in 2007 with room for additional units as identified in the Airport Master Plan and current Utilization Plan. With a current hangar waiting list of over 100 individuals, staff requested approval from the Board at their May 2022 Regular Meeting to accept a Public Transportation Grant Agreement (PTGA) from the Florida Department of Transportation (FDOT) for the design and construction of additional hangars in the SQ. At their June 2022 regular meeting, the Board authorized a contract with Hanson for a Discovery Phase to finalize the project scope, layout and selection of materials. This presentation will review the proposed layout and the additional infrastructure to support based aircraft. The project is included in the Airport Utilization Plan, approved by the Naples City Council in 2018 and 2021.

Mr. Helton presented the project description and scope. He showed the conceptual site plan as well as the aesthetics of the hangars once completed. The engineer's opinion of probable construction cost was $22.8 million, which included contingency. This was an increase from the 2019 estimate of $12-$15 million, based on adding a pilot's lounge, public parking, aircraft ash rack, self-fueler, corrections to Taxiway C and market volatility.

The FDOT grant funding timeline would be July 2025 for $2.5 million, July 2026 for $2.5 million, and July 2027 for $2.5 million.

Mr. Helton stated the next step would be for staff to evaluate the estimate and scope, which could be reduced, phased and/or value engineered, before presenting a design scope and fee for approval.

Vice Chair Ruppert was pleased with the presentation. He challenged Mr. Helton on the practicality of this proposed project and urged him to stick to the need for hangars rather than focus on enhancements.

Chair Dustin did not understand the pilot's lounge because he thought most pilots spent time in their individual hangars. Mr. Rozansky said the lounge would include restrooms and a small kitchenette. There are aviation-related clubs and organizations based at the airport that congregate from time to time in that facility. The current pilot's lounge was flooded due to Hurricane Ian's storm surge. The conceptual layout was comprised of many considerations, which included the self-fueler, as it would be best to have tenants in a certain area self-contained rather than having them cross active runways for the items they may need. Mr. Rozansky said the analysis can be further evaluated to phase and scale back the project. Mr. Keith added that along with being able to phase the project, there is a large contingency for unknowns. As the project and materials analysis progress, a lot of value engineering will bring down the long-term cost.

The consensus of the Board was to move the project forward for design only.

2. Observation Deck and Playground Concepts

Mr. Keith stated that Mr. Steve Iovanna of Michael Baker International will be presenting an overview of the plan for the Observation Deck and Playground area improvements.

Mr. Keith stated that under a task order authorized by the Executive Director, Michael Baker International commenced a preliminary discovery phase of a new conceptual design for the Observation Deck and Playground area to better reflect the character and needs of the community. Following Board discussion, the conceptual plans would be posted on the NAA website, shared in survey format through the tenant newsletter, on social media and on signs at the observation deck.

Airport users and community members will be encouraged to submit comments on the design, which will aid in developing final plans.

Mr. Rozansky was asked to discuss the popularity of the observation event and playground. He said the amenity is used by families, individuals, groups and tours. It is another aspect of community engagement and provides additional parking for those using the Greenway. He said Naples is one of several airports that have similar areas.

Mr. Iovanna presented some photos of the existing playground and a conceptual design presentation of the observation deck and playground as proposed. He provided the estimated project budget, which totaled $1,585,800.

Vice Chair Ruppert supported this project but was taken aback by the concept's scope. He thought the area would need to be promoted as a destination, given the cost. He said this will require maintenance and we should consider liability and security.

Chair Dustin thought the restrooms needed to be updated with the project. Mr. Rozansky said the restrooms would be evaluated for updates. Staff would consult with the City's Park and Recreation Department for best practices. He said there would also be security cameras and a routine presence at the park. From a maintenance perspective, Mr. Rozansky thought this updated park would be less of a liability. In response to Vice Chair Ruppert's concern regarding the restroom, Mr. Keith said our existing restrooms are closed at sunset each night and staff also attended a seminar on best practices on maintenance of playground areas.

The consensus of the Board was to move forward with the design of the project.

3. Facilities Maintenance Improvements Update

Mr. Keith introduced Mr. Helton from Hanson Professional Services (Hanson) who presented an overview of the current progress of the Facilities Maintenance Building Improvements. Mr. Keith stated that during their November 2022 meeting, the Board authorized a Task Order with Hanson to design an additional storage building, site work and upgrades to the existing Facilities building. The design was submitted to the City of Naples Design Review Board (DRB) for preliminary review on June 28, 2023, which was met with a favorable response. A final review is anticipated at the October 28, 2023, DRB meeting.

Mr. Helton presented the project, scope and site plan. The engineer's opinion of probable construction cost was $6.8 million including a 15% contingency. Design is approximately 90% complete. Staff will review the estimate, scope and opportunities for value engineering.

Vice Chair Ruppert questioned the cost of the metal building, which will not house any employees. Mr. Helton responded that the metal building will require site build-up and foundation work. Mr. Keith added the wetland also increases the cost. Mr. Keith said there would be some office space, restrooms, additional climate-controlled storage space and new delivery lane access, all of which contribute to the cost.

Chair Dustin thought the metal building was unspectacular, and the cost seemed high. Mr. Rozansky agreed the building cost seems high, but we'll see how the bids come in.

The consensus of the Board was to move forward with the project, with the understanding that the final numbers will be reviewed.

K. OLD BUSINESS

1. Estates at Rock Creek

Mr. Rozansky stated that in May 2022, staff was notified of an application to rezone property located at 2250 North Road, directly opposite the North Road Terminal. The petition requests a maximum of 15 single family homes, recreational space, and boat docks. The Board opposed the project and gave the Executive Director authority to work with counsel to take necessary steps to oppose the project. Since that time, several meetings have taken place; and ultimately staff opposed the project. Collier County Board of Commissioners will have the final say, and if they approve the project, we will insist that the County require avigation easements in the protection and public interest of those who use the airport and protect the developer and the potential home buyers. On October 5th, the Collier County Planning Commission will consider this item and a final decision is anticipated in November by the Board of County Commissioners. No action is required; this was simply an update to the NAA Board.

Chair Dustin expressed concern about this project, particularly based on all the NAA is doing to address residential density and noise issues. Chair Dustin asked each Commissioner present if their position has changed on this, to which all responded that it has not.

L. LEADERSHIP TEAM REPORT

1. Leadership Team Report

Vice Chair Ruppert congratulated staff on the August Customer Satisfaction Survey reaching 100 percent in August. He also commended Mr. Rozansky and the team selling over 4,500 gallons of UL 94 in the past month and 8,002 gallons year to date. This equated to approximately 24% of the AvGas sold in August. Mr. Rozansky said this also merits some appreciation to our based flight schools, predominantly the Naples Air Center, who has been a major buyer of UL 94. He thanked them for their partnership.

Chair Dustin commended Vice Chair Ruppert for his voice and support for UL 94.

M. FINANCIAL REPORTS

1. Financial Summary

Mr. Warriner presented the financial summary report for the month of August. For the year, NAA is approximately $5 million favorable to budget, in part due to the insurance proceeds received.

Vice Chair Ruppert moved acceptance of the financials for August 2023, as submitted and presented. Commissioner Burns seconded. The motion passed unanimously 4-0, with Commissioner Cavanaugh absent.

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 at this time; however, there was one public comment after the presentation of the next item.

P. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

1. Potential Airport Site - Picayune Strand State Forest - Commissioner Burns

Commissioner Burns believes it is possible to relocate an airport into a state park. He provided some history about Hamilton Harbor, located on the east side of Naples Bay. He stated that Picayune Strand State Forest could be a new site for Naples Airport, and he presented his rationale, which he felt was similar to the rationale used for Hamilton Harbor. He would like it on the table for consideration by our consultants and that is why he brought it up at this time. He welcomed fellow Commissioners' thoughts.

Vice Chair Ruppert stated the exploratory aspect is just being entered, and he did not wish to enter into a potential foregone conclusion at this point.

Commissioner Cuddihy did not believe holding this discussion was necessary at this time before a thorough evaluation process was completed. She voiced her concern about the topic causing angst in the community. She said this community doesn't need any more angst about the airport, that there is enough going on, including the future of the airport. She emphasized that planning is an important step, but it should go through a process. She said trust in the airport is a significant issue in the community and she believes a subject such as this exacerbates that distrust. Commissioner Cuddihy believes transparency is paramount for both the Board and the airport, and the established processes must be followed. She expressed an interest to discuss how items get placed on the agenda later in the meeting during the Correspondence portion of the meeting.

Mr. John Gagliano, Aqualane Shores resident, stated he is an aviator and a tenant at the airport. He expressed opposition to relocating the airport and supported Commissioner Cuddihy's comments. He said the commercial impact and economic value that the airport has in its current location are important to the community. He encouraged the Board not to overthink, over-correct, over-impact or over-change this issue.

Chair Dustin said moving the airport is not a foregone conclusion, and this item should not have been on the agenda. He said this type of thing is why the NAA hired consultants, and they need to be given time to perform the job.

Commissioner Burns stated his respect for the Commissioners' comments. He said this idea originated with a citizen, who would be willing to give background information on why he thought it was a good idea. Commissioner Burns said he asked that it be placed on the agenda because that was the only way he could bring up an idea for discussion. He stated that he was willing to allow the consultants to do their jobs. He thought it was appropriate to get this thought on the table.

2. NAA Event Sponsorships - Commissioner Burns

Commissioner Burns requested a discussion on certain community event sponsorships and an explanation of relevant FAA policy. Commissioner Burns said that this concern was raised by a citizen.

Commissioner Burns said the concern is that the NAA is funding/sponsoring activities in the community. Commissioner Burns did not think it was appropriate for the NAA to sponsor special interest organizations, particularly those affiliated with a political party.

Mr. Rozansky said that we have a number of sponsorships/events, typically with staff participation or financial support. He said there is usually a direct airport purpose associated with those where we are given a platform to give a presentation or put a table up where we can interact with the attendees of the events, disseminate information about the airport and have a two-way communication. Through the past three years of Board focus groups for strategic planning, he said this topic came up a number of times as an out-of-the-box idea. Event sponsorships were specifically mentioned on multiple occasions during each of those focus group sessions. In response to that, we have budgeted for them. Mr. Rozansky said that an internal procedure of guidelines could be developed regarding sponsorships, should we continue to do them. The Women's Republican Club sponsorship came up as a luncheon, and we had an opportunity to give a presentation to a large group of citizens as part of the Noise Study when we were trying to solicit feedback. Mr. Rozansky reiterated that this staff effort was undertaken directly in response to Board feedback regarding creatively engaging with the community. Tentatively, staff is anticipating doing more of those events in the coming fiscal year.

Vice Chair Ruppert appreciated Mr. Rozansky's comment about formalizing the process and setting up guidelines about how things are done. He is a full proponent of taking an active position with the public. While he may err on the side of being too liberal, he believes the airport has a place in being part of the community. In general, Vice Chair Ruppert favors continuing to participate in events and activities. He was not opposed to developing guidelines for community events and sponsorships.

Commissioner Cuddihy asked Commissioner Burns if he opposed all of the events in which the NAA participates or sponsors. Commissioner Burns thought it was inappropriate for NAA to sponsor any type of political activity group. He said one of the issues raised to him was that the Naples Pathways Coalition - Bike Brunch had alcohol being served.

Mr. Rozansky said occasionally the NAA is asked to take a specific position or support a specific candidate, which the NAA as an organization would not do. In addition, he stated that the NAA did not sponsor the funding of alcohol at any event. The Naples Pathway Coalition event was a race in the morning at a park.

Commissioner Cuddihy was supportive of creating guidelines with the ad agency for NAA participation in events and sponsorships. She said there needs to be a procedure that anytime we do agree to sponsor an event which is using the NAA logo to include a form stating our logo is for the express use for this particular event only. Additional use of the brandmark or name requires our express written consent.

Chair Dustin supported creating a policy. Mr. Rozansky said his staff would follow up.

3. Other Commissioner Comments

Commissioner Cuddihy brought up the addition of items to the Board agendas. She was concerned about anything being placed on an agenda without considering what the item was, particularly if it was something that would create discomfort in the community. She felt that any item placed on the agenda, no matter the item's merit, needed to be brought to the agenda in a positive, measured way rather than unnecessarily making people nervous. Commissioner Cuddihy felt that as leaders, the Board members needed to step back and think of ways to manage the process to keep the level of anxiety at a minimum.

At the next meeting, Commissioner Cuddihy requested a discussion about how a Board member gets an item placed on the agenda and to include a separate category that revolves around noise and the feasibility of the airport relocation. This will allow each Board member time to think about it and be prepared for a policy discussion.

Mr. Rozansky said an item will be prepared for next month's agenda.

Commissioner Cuddihy asked Mr. Rozansky to explain what will happen at the October meeting concerning the feasibility of relocating the airport. Mr. Rozansky said the consultant's contract to begin the study will be brought to the Board for discussion.

Regarding the earlier discussion about the Noise Policy Review, Vice Chair Ruppert reminded Board members that we had already established a policy on two issues regarding more local control over operations at the airport and the second item had to do with incentives. He said our written policies as well as our request for these two items to become part of the law under the FAA Reauthorization Act were delivered in person to our local Congressional representatives and senators in Washington in May. He said he was very comfortable that we are not establishing new ground here by allowing Mr. Rozansky to finalize the joint letter with the City. He had no hesitation about Mr. Rozansky working with the City Council and attorneys regarding language in Noise Policy Review comments.

Q. ADJOURN

With no further business, the meeting adjourned at approximately 1:02 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, September 21, 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

B. PLEDGE OF ALLEGIANCE

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

D. MINUTES

1. August 17, 2023 Regular Meeting Minutes

E. PRESENTATIONS AND TIME CERTAIN ITEMS

1. Employee of the Quarter
2. 2023 Government Experience Project Award Recognition
3. Advanced Air Mobility and Drone Overview
4. Co-Pilot Program

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

G. NOISE

1. Noise Compatibility Committee Update
2. Noise Report
3. Noise Policy Review Comments
4. FY 2023 Noise Abatement Initiatives
5. Draft Enhanced Fly Quiet Program Update

H. CONSENT AGENDA

1. Board Ratification of the Executive Director's Declaration of an Emergency

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

1. Resolution 2023-7, Adoption of Fiscal Year 2024 Operating and Capital Budget
2. Adopt FY 2024 Strategic Plan Scorecard

J. NEW BUSINESS

1. South Quadrant Hangar Development - Discovery Update
2. Observation Deck and Playground Concepts
3. Facilities Maintenance Improvements Update

K. OLD BUSINESS

1. Estates at Rock Creek

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

1. Potential Airport Site - Picayune Strand State Forest - Commissioner Burns
2. NAA Event Sponsorships - Commissioner Burns
3. Other Commissioner Comments

Q. ADJOURN