

BOCA RATON AIRPORT AUTHORITY MEETING AGENDA

**Wednesday, February 19, 2014
Council Chambers – City Hall
201 W. Palmetto Park Road, Boca Raton, Florida**

The Boca Raton Airport Authority Agenda will be considered by the Chair and Authority Members, Wednesday, February 19, 2014, at 6:00 p.m. All requests to be placed on the agenda by the public must be submitted to the Executive Director, in writing, via the Agenda Request Form, at least twenty (20) days before the Authority meeting. Such written requests must be in sufficient detail to identify the subject matter, as well as, the contact person who will represent the matter before the Authority. The Boca Raton Airport Authority reserves the right to not consider matters over which the Authority has no jurisdiction.

I. ROLL CALL

CHERYL BUDD	CHAIR
BILL SCHWARTZ	VICE CHAIR
PAUL CARMAN	SECRETARY & TREASURER
BRUCE BENEFIELD	BOARD MEMBER
FRANK FEILER	BOARD MEMBER
MITCHELL C. FOGEL	BOARD MEMBER
GENE A. FOLDEN	BOARD MEMBER

II. APPROVAL OF MINUTES

Consider approval of minutes for the Regular Meeting of January 15, 2014; and

Consider approval of minutes for the Workshop of January 24, 2014.

III. AGENDA CHANGES

IV. CONSENT AGENDA

There are no items to be considered.

V. FEDERAL, STATE, COUNTY, AND MUNICIPAL INPUT

VI. FINANCIAL REPORT

- A. Presentation of the January Financial Report; chaired by Mr. Carman, Secretary & Treasurer;

Consider a Motion for approval of the financial report for January 2014;

- B. Status report on the Boca Raton Airport Authority's Quarterly Audit Report performed by Carolyn Binder, CPA; and

- C. Status report on the Boca Raton Airport Authority's Commercial Automobile Insurance Policy; chaired by Mr. Folden;

Consider a Motion of the Boca Raton Airport Authority authorizing approval to renew the Commercial Automobile Insurance Policy from March 13, 2013 through March 13, 2014.

VII. NOISE ABATEMENT PROGRAM

Noise Abatement / Operations Summary and Runway 05 Departures Report for the month of January 2014; Mr. McDermott, Deputy Executive Director for Airside Operations and Airport Construction Projects.

- A. Incident Report - January 16, 2014; and

- B. Incident Report - January 30, 2014.

VIII. TENANT REPORTS AND REQUEST

- A. Request from Boca Airport, Inc., d/b/a Boca Aviation for approval of a sublease agreement by and between Boca Airport, Inc., d/b/a Boca Aviation and Aura Jets;

Consider Resolution Number 02-03-14 of the Boca Raton Airport Authority authorizing "Conditional Approval" of the sublease agreement by and between Boca Airport, Inc., d/b/a Boca Aviation and Aura Jets in accordance with the Authority's Minimum Standards and Requirements for Aeronautical Activities, dated March 19, 1996 [as amended, (the "Standards")] at the Boca Raton Airport;

- B. Request from Premier Aviation of Boca Raton, LLC of the Boca Raton Airport Authority requesting the Authority's consent to a Cross Access Agreement between Premier Aviation of Boca Raton, LLC and City Furniture.

Consider Resolution Number 02-04-14 of the Boca Raton Airport Authority providing consent to a Cross Access Agreement between Premier Aviation of Boca Raton, LLC and City Furniture.

IX. AIRPORT MANAGER AND STAFF REPORTS

- A. Status report on Tower funding; chaired by Mr. Benefield;

- B. Status report by Airport Management regarding an amendment to the Boca Raton Airport Authority's Accounting Policies and Procedures Manual to include a credit card policy;

Consider Resolution Number 12-05-14 of the Boca Raton Airport Authority authorizing approval to amend the Boca Raton Airport Authority's Accounting Policies and Procedures Manual to include a credit card policy;

- C. Status report on the renewal of an agreement between the Boca Raton Airport Authority and Audio Video Services, Inc. for electronics repair and maintenance of security system at the airport;

Consider Resolution Number 02-06-14 of the Boca Raton Airport Authority authorizing approval to execute an agreement between the Boca Raton Airport Authority and Audio Video Services, Inc. for electronics repair and maintenance of security system at the airport;

- D. Status report by Airport Management on the Tenant Estoppel Certificate and Subordination Non-Disturbance and Attornment Agreement for the Boca Raton Airport Authority Administrative Office Lease;

Consider Resolution Number 02-07-14 of the Boca Raton Airport Authority approving the request of Boca R&D Project 7, LLC for issuance of Tenant Estoppel Certificate and entry into a Subordination, Non-disturbance and Attornment Agreement with Boca R&D Finance 7 Parcel 1, LLC, Boca R&D Finance 7 Parcel 2, LLC, Boca R&D Finance 7 Parcel 3, LLC, Boca R&D Finance 7 Parcel 7, LLC, Boca R&D Finance 7 Parcel 8, LLC and ING Real Estate Finance (USA) LLC to the Suite 205 Sublease Agreement between Florida Atlantic Research and Development Authority and Boca R&D Project 7, LLC;

- E. Status report by Airport Management on the execution of the annual Hangar Lease Renewals for Building Number 5, Hangar 1A and Building Number 4, Hangar 2 with Boca Aircraft Owners, Inc.;

Consider Resolution Number 02-08-14 of the Boca Raton Airport Authority authorizing approval to execute the annual Hangar Lease Renewal for Building Number 5, Hangar 1A by and between the Boca Raton Airport Authority and Boca Aircraft Owners, Inc.; and authorizing approval for Civil Air Patrol to use Building Number 5, Hangar 1A for their operation and storage of equipment for the effective date of February 1, 2014 thru January 31, 2015 at the Boca Raton Airport;

Consider Resolution Number 02-09-14 of the Boca Raton Airport Authority authorizing approval to execute the annual Hangar Lease Renewal for Building Number 4, Hangar 2 by and between the Boca Raton Airport Authority and Boca Aircraft Owners, Inc.; and authorizing approval for Airport Management to use Building Number 4, Hangar 2 to store materials and equipment for the effective date of February 1, 2014 thru January 31, 2015 at the Boca Raton Airport; and

F. Status report on TASK 12 - Install Blast Fence; chaired by Mr. Schwartz; Vice Chair;

G. Status report on TASK 27 - Design/Construct Airport Administration Building; chaired by Mr. Feiler;

Consider Resolution Number 02-10-14 of the Boca Raton Airport Authority approving the building plans for the Boca Raton Airport Authority Administration Building; and

Consider Resolution Number 02-11-14 of the Boca Raton Airport Authority approving an Invitation to Bid for construction of the Boca Raton Airport Authority Administration Building; and

Consider Resolution Number 02-12-14 of the Boca Raton Airport Authority approving Joint Participation Agreement for Financial Project No. 435626-1-94-01, TASK 27 - Design/Construct Security Enhancements Phase 3 with the State of Florida Department of Transportation (FDOT); and

H. Final Draft on TASK 40 - Customs Feasibility Study; chaired by Ms. Budd; and

I. Status report by the Security Committee; chaired by Mr. Folden.

X. AUTHORITY MEMBERS REQUESTS AND REPORTS

Status report on the Governance Committee; chaired by Ms. Budd, Chair.

XI. PUBLIC COMMENT

XII. OTHER BUSINESS

XIII. MISCELLANEOUS

The next meeting is scheduled for March 19, 2014 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

XIV. ADJOURNMENT

Respectfully submitted,

Clara Bennett
Executive Director