

**Boca Raton Airport Authority  
Meeting Minutes  
March 16, 2016  
Boca Raton City Hall - Council Chambers**

Chair Gene Folden called the meeting to order at 6:00 p.m.

**BOARD MEMBERS**

Gene Folden	Chair
Frank Feiler	Vice-Chair
Cheryl Budd	Board Member
Mitch Fogel	Board Member
Jack Fox	Board Member
Bill Schwartz	Board Member

**COUNSEL**

Dawn Meyers, Esquire – Berger Singerman

**STAFF**

Clara Bennett, Executive Director  
Janet Sherr, Deputy Executive Director Business Administration  
Mark Cervasio, Operations Director  
Scott Kohut, Operations Manager  
Audra Vaz, Business and Public Affairs Manager  
Ariadna Camilo, Accounting Coordinator  
Jose Blanco, Operations and IT Coordinator  
Seth Eden, Intern

The meeting was televised live and videotaped for broadcast at a later date. The meeting was also streamed live to the Boca Raton Airport Authority website, [www.bocairport.com](http://www.bocairport.com) and aired on the radio at 1650 AM.

**APPROVAL OF MINUTES**

**A MOTION to approve the minutes of the February 17, 2016 Regular Meeting was made by Mr. Feiler and seconded by Ms. Budd. The Motion carried unanimously.**

**AGENDA CHANGES**

Ms. Bennett asked to add new item IX-A to the Agenda, a request from Premier Aviation of Boca Raton, LLC seeking conditional approval for Exterior Temporary Signage.

**A MOTION to include item IX-A was made by Ms. Budd and seconded by Mr. Feiler. The Motion carried unanimously.**

## **ELECTION OF OFFICERS**

**A MOTION to nominate Mr. Fogel as the Secretary/Treasurer was made by Mr. Feiler and seconded by Ms. Budd. The Motion carried unanimously.**

## **CONSENT AGENDA**

A. Noise Abatement / Operations Summary for the month of February, 2016;

**A MOTION to adopt the Consent Agenda was made by Mr. Feiler and seconded by Mr. Fox. The Motion carried unanimously.**

## **STATE, FEDERAL, COUNTY AND MUNICIPAL INPUT**

There was no input provided.

## **PUBLIC INPUT**

There was no input provided.

## **FINANCIAL REPORT**

Ms. Camilo presented the Financial Report for February, 2016.

**A MOTION to approve the Financial Report for February, 2016 was made by Mr. Fogel and seconded by Ms. Budd. The Motion carried unanimously.**

## **TENANT REPORTS AND REQUESTS**

Mr. Cervasio presented the request from Premier Aviation of Boca Raton, LLC seeking approval of Resolution 03-4-16 requesting conditional approval for Exterior Temporary Signage.

**A MOTION to approve Resolution 03-4-16 was made by Mr. Fox and seconded by Ms. Budd.**

A discussion ensued.

**A MOTION to Table Resolution 03-4-16, with authorization for legal counsel to conduct research for the purpose of presenting recommendations for amended**

**Sign Standards at next month's meeting was made by Mr. Feiler and seconded by Mr. Fogel.**

Ms. Meyers will provide a recommendation on proposed amendments to the Sign Standards to the Board at the next meeting.

**The Motion to Table Resolution 03-4-16, and to authorize legal research for the purpose of presenting recommendations for amended Sign Standards passed unanimously.**

### **EXECUTIVE DIRECTOR AND STAFF REPORTS**

Mr. Kohut gave an update on Task 34 – Air Traffic Control Tower Renovations.

Ms. Vaz gave a report on Public Affairs activities at the Airport. Mr. David Knies from Vital Flight made a presentation on the April 2 Kids Day event.

### **AUTHORITY MEMBERS REQUESTS AND REPORTS**

Mr. Folden gave an update on the Scope of Work for the Drug and Alcohol-Free Workplace Policy research provided by Ms. Meyers.

**A MOTION to proceed with the Scope of Work was made by Ms. Budd and seconded by Mr. Fogel. The Motion carried unanimously.**

Mr. Folden asked for status updates on the beacon and runway lighting. Mr. Kohut provided an update.

Mr. Feiler asked for a status update on Task 40 – Customs. Ms. Bennett provided an update.

Mr. Fox applauded Green and the BRAA staff on the Noise Abatement brochure.

### **PUBLIC INPUT**

Lt. Colonel Michael T. Harding, residing at 3400 NW 71<sup>st</sup> Street in Coconut Creek, Squadron Commander of the Boca Raton Composite Squadron Civil Air Patrol, made a comment to thank the city and Authority for their continued support.

**OTHER BUSINESS**

Ms. Sherr provided a notice about possible increased air traffic March 18-20, 2016 due to the NFL owners meeting March 20-23, 2016.

Ms. Bennett provided an update about HB 4111 and SB 2658, the FAA Reauthorization Bills.


**MISCELLANEOUS**

The next regularly scheduled meeting is Wednesday, April 20, 2016 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

**ADJOURNMENT**

**A MOTION to adjourn the meeting was made by Mr. Fox and seconded by Mr. Felier. The Motion passed unanimously.**

Meeting adjourned at 6:43 p.m.

  
\_\_\_\_\_  
Gene Folden, Chair

4-20-16  
\_\_\_\_\_  
Date