

**Boca Raton Airport Authority
Meeting Minutes
July 20, 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
Bill Schwartz	Vice-Chair
Mitchell Fogel	Secretary/Treasurer
Cheryl Budd	Board Member
William Helwig	Board Member
David Milledge	Board Member
Melvin Pollack	Board Member

COUNSEL

Dawn Meyers, Esquire – Berger Singerman

STAFF

Clara Bennett, Executive Director
Scott Kohut, Operations Manager
Ariadna Camilo, Accounting Coordinator
Jose Blanco, Operations Coordinator
Christine Landers, Business Manager
Robert Abbott, Operations Coordinator

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 and aired on the radio at 1650 AM.

APPROVAL OF MINUTES

A MOTION to approve the minutes of the June 15, 2016 Regular Meeting was made by Mr. Helwig and seconded by Mr. Pollack. The Motion was carried unanimously.

AGENDA CHANGES

There were no Agenda changes.

CONSENT AGENDA

There were no items on the Consent Agenda.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no input provided.

PUBLIC REQUESTS

There were no Public Requests.

FINANCIAL REPORT

A. Ms. Camilo presented the Financial Report for June 2016.

A MOTION to approve the Financial Report for June 2016 was made by Mr. Schwartz and seconded by Ms. Budd. The Motion carried unanimously.

TENANT REPORTS AND REQUESTS

A. Mr. Kohut requested final approval for Resolution 07-17-16 for final approval for Atlantic Aviation sublease for Sky One Holdings, LLC, d/b/a Privaria, exterior signage;

A MOTION to approve Resolution No. 07-17-16 of the Boca Raton Airport Authority authorizing final approval of Atlantic Aviation – Boca Raton, LLC request for signage for Sky One Holdings, LLC d/b/a Privaira.

A Motion to approve Resolution 07-17-16 was made by Mr. Helwig and seconded by Ms. Budd. The Motion carried unanimously.

B. Mr. Kohut requested conditional approval for Resolution 07-18-16 for Premier Aviation of Boca Raton, LLC-Boca Aircraft Maintenance request for Exterior Building Signage.

A MOTION to approve Resolution No. 07-18-16 of the Boca Raton Airport Authority authorizing conditional approval of Premier Aviation of Boca Raton, LLC – Boca Aircraft Maintenance request for Exterior Building Signage.

A Motion to approve Resolution 07-18-16 was made by Mr. Schwartz and seconded by Mr. Helwig. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

A. Mr. Folden reported that the Noise Abatement / Operations Summary for the month of June 2016 was included in the Agenda packet.

B. Ms. Myers requested approval of the Boca Raton Airport Authority Procurement Code.

A discussion ensued.

A MOTION to approve Resolution 07-19-166 of the Boca Raton Airport Authority authorizing amendments to the Boca Raton Airport Authority Procurement Code.

A MOTION to approve was made by Mr. Fogel and was seconded by Mr. Schwartz. Ms. Budd, Mr. Milledge, Mr. Schwartz, Mr. Fogel and Mr. Folden voted yes and Mr. Pollack and Mr. Helwig voted no. The motion carried with a vote of 5 to 2.

- C. Ms. Myers requested approval to amend the Boca Raton Airport Authority Boca Raton Airport Sign Standards.

A Motion to approve Resolution No. 07-20-16 of the Boca Raton Airport Authority authorizing amendments to the Boca Raton Airport Sign Standards.

A MOTION to approve was made by Mr. Schwartz and seconded by Ms. Budd. The Motion carried unanimously.

- D. Ms. Bennett presented a status report on the Community Engagement Program. Courtlandt McQuire and Michael Schneider made a presentation summarizing activities related to the Community Engagement Program coordinated by Green Integrated Marketing to date and plans for the future of the program.

- E. Ms. Bennett provided an update on the Engineered Material Arresting System (EMAS) insurance policy. Mr. Blodgett spoke regarding the availability, cost and coverage of insurance.

A discussion ensued.

The topic was tabled to allow Mr. Blodgett will do further research into insuring the EMAS system and report back to the Board with his findings.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Mr. Milledge spoke regarding the success of the Ground Breaking Ceremony held earlier in the day.

Mr. Helwig spoke regarding job descriptions discussed at the Board Workshop on July 19, 2016. Motion to place a moratorium on hiring was made by Mr. Helwig and seconded by Mr. Pollack. Legal counsel advised that notice of the topic required by the Sunshine Law had not been provided and recommended that direction be given to staff to bring the matter to the Board as an agenda item for the August meeting.

Discussion ensued.

Mr. Helwig also advised he reviewed the legal fees for the past two years and provided a summary.

Ms. Budd spoke regarding both the Workshop and the Ground Breaking event.

PUBLIC INPUT

None.

Other Business

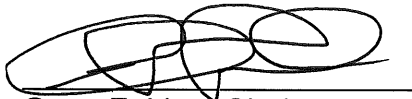
None.

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday, August 17, 2016 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 8:14 p.m.


Gene Folden, Chair

8-17-16
Date