

**Boca Raton Airport Authority
Meeting Minutes
December 21, 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
Cheryl Budd	Vice-Chair
Mitchell Fogel	Secretary/Treasurer
William Helwig	Board Member
David Milledge	Board Member
Melvin Pollock	Board Member
Tom Thayer	Board Member

COUNSEL

Dawn Meyers, Esquire – Berger Singerman
Paul Figg, Esquire – Berger Singerman

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Ariadna Camilo, Finance and Administration Manager
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.bocaaairport.com and aired on the radio at 1650 AM.

APPROVAL OF MINUTES

A MOTION to approve the minutes of the November 16, 2016 Regular Meeting was made by Ms. Budd and seconded by Mr. Thayer. The Motion was carried unanimously.

AGENDA CHANGES

There were no agenda changes.

CONSENT AGENDA

A. Noise Abatement/Operations Summary for the month of November 2016.

- B. Request from Signature Flight Support to host a Special Event on their leasehold on January 26-29, 2017 for the Collings Foundation "Wings of Freedom Tour".

Consider Resolution Number 12-35-16 of the Boca Raton Airport Authority authorizing conditional approval to Signature Flight Support to host a Special Event on their leasehold on January 26-29, 2017 for the Collings Foundation "Wings of Freedom Tour" contingent upon receipt of a Certificate of Insurance and Endorsements in accordance with the Authority's Minimum Standards and Requirements, and submission of the applicable safety, security and barricade plans.

- C. Request from Atlantic Aviation to hold a Special Event on their leasehold on February 10, 2017 for Concours d'Elegance/duPont Registry.

Consider Resolution Number 12-36-16 of the Boca Raton Airport Authority conditionally approving Atlantic Aviation's request to host a Special Event on their leasehold on February 10, 2017 for the Concours d'Elegance/duPont Registry contingent upon receipt of a Certificate of Insurance and Endorsements in accordance with the Authority's Minimum Standards and Requirements, and submission of the applicable safety, security and barricade plans.

- D. Request to approve the Supplemental Joint Participation Agreement for Financial Project No. 435626-1-94-01 with the State of Florida Department of Transportation for Security Enhancements (Phase 3) – Design and Construction at the Boca Raton Airport.

Consider Resolution Number 12-37-16 of the Boca Raton Airport Authority approving the Supplemental Joint Participation Agreement (SJPA) for Financial Project No. 435626-1-94-01 with the State of Florida Department of Transportation for Security Enhancements (Phase 3) – Design and Construction at the Boca Raton Airport.

- E. Request to approve FPL License Agreement.

Consider Resolution Number 12-38-16 of the Boca Raton Airport Authority approving a License Agreement between Florida Power and Light and the Boca Raton Airport Authority.

A MOTION to approve the Consent Agenda was made by Mr. Thayer and seconded by Mr. Milledge. The Motion was carried unanimously.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no Federal, State and Municipal Input.

PUBLIC REQUESTS

There were no Public Requests.

FINANCIAL REPORT

A. Ms. Camilo presented the Financial Report for November, 2016.

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

TENANT REPORTS AND REQUESTS

There were no Tenant Reports or Requests.

EXECUTIVE DIRECTOR AND STAFF REPORTS

A. Request to accept and execute an agreement with Lewis, Longman & Walker, P.A. and Kaplan Kirsch & Rockwell, LLP of West Palm Beach, FL for Airport Legal Counsel Services.

Mr. Diffenderfer and Ms. Petrick introduced themselves to the Board.

A MOTION to approve Resolution No. 12-39-16 to accept and execute an agreement with Lewis, Longman & Walker, P.A. and Kaplan Kirsh & Rockwell, LLP for Airport Legal Counsel Services was made by Mr. Milledge and seconded by Mr. Fogel. The Motion carried unanimously.

B. Proposed Bylaws Amendment.

A MOTION to table the proposed Bylaws amendment was made by Ms. Budd and seconded by Mr. Milledge. Mr. Fogel, Ms. Budd and Mr. Milledge voted yes. Mr. Pollack, Mr. Helwig, Mr. Thayer and Mr. Folden voted no. The motion failed to pass with a vote of 3-4.

Mr. Folden proposed a new version of the Bylaws amendment.

A discussion ensued.

A MOTION to approve the proposed Bylaws amendment as presented by Mr. Folden on first reading was made by Mr. Helwig and seconded by Mr. Pollack. Mr. Helwig, Mr. Thayer, Mr. Pollack and Mr. Folden voted yes and

Ms. Budd, Mr. Milledge and Mr. Fogel voted no. The motion passed with a vote of 4-3.

C. Mr. Michael Schneider, Green Advertising, presented an update on the Community Engagement & Corporate Identity Program.

D. Ms. Bennett presented an update on the scholarship program.

Mr. Tim Snow, George Snow Scholarship Fund provided an overview of the organization and the process used in administering the scholarship.

A discussion ensued.

Ms. Bennett proposed that a new scholarship fund be established on behalf of the Boca Raton Airport. The Board directed Ms. Bennett to work with Mr. Snow to facilitate this new scholarship fund.

E. Ms. Budd provided an overview of the performance review process for the Executive Director. Ms. Budd shared her assessment of Ms. Bennett's performance.

A MOTION to award Ms. Bennett a 5% merit increase was made by Ms. Budd and seconded by Mr. Fogel. Ms. Budd, Mr. Milledge, Mr. Thayer, Mr. Fogel, Mr. Pollack and Mr. Folden voted yes. Mr. Helwig voted no. The Motion carried with a vote of 6-1.

A motion to award Ms. Bennett a performance bonus of \$7,000 was made by Mr. Helwig. The motion died for a lack of a second.

Ms. Budd stated that given Ms. Bennett's outstanding performance review, the bonus should reflect the same.

A MOTION to award Ms. Bennett a 15% performance bonus was made by Ms. Budd and seconded by Mr. Fogel.

A discussion ensued.

Mr. Pollack, Ms. Budd, Mr. Milledge, and Mr. Fogel voted yes. Mr. Helwig, Mr. Thayer and Mr. Folden voted no. The Motion passed 4-3.

AUTHORITY MEMBERS REQUESTS AND REPORTS

- A. A discussion ensued regarding the date and proposed agenda items for the January Board Workshop.

The Board agreed to hold the Board Workshop on Tuesday, January 24, 2017 from 1-5 p.m.

Mr. Folden requested that Board Members send agenda item requests to Ms. Bennett. Mr. Folden was designated the board liaison to coordinate the Workshop agenda with Ms. Bennett.

PUBLIC INPUT

Mr. Neil Haynie provided input on the next Board workshop. Mr. Haynie welcomed the new legal team, and congratulated Green Advertising on their outstanding work.

OTHER BUSINESS

A presentation was made to Berger Singerman in recognition of their dedicated work for the Airport Authority for the past 11 years.

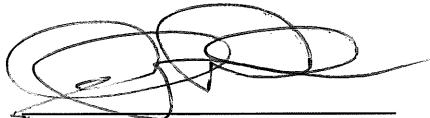
Ms. Meyers thanked the Board and wished the Board and the new legal firm the best in the coming years.

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday, January 18, 2017 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 8:20 p.m.



Gene Folden, Chair

1-18-17
Date