

BOCA RATON AIRPORT AUTHORITY MEETING AGENDA

Wednesday, April 17, 2019
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, April 17, 2019 at 6 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.

This meeting will be televised on Comcast channel 20 in the City of Boca Raton, and on AT&T U-Verse channel 99 throughout Palm Beach County and will be videotaped for broadcast at a later date. The meeting will also be streamed live to the Boca Raton Airport Authority Website, www.bocaairport.com and may also be heard on the radio on 1650 AM.

I. ROLL CALL

MITCHELL FOGEL	CHAIR
MELVIN POLLACK	VICE-CHAIR
RANDY NOBLES	SECRETARY/TREASURER
CHERYL BUDD	BOARD MEMBER
GENE FOLDEN	BOARD MEMBER
JAMES R. NAU	BOARD MEMBER
BOB TUCKER	BOARD MEMBER

II. APPROVAL OF MINUTES

Consider approval of Minutes for the Regular Meeting of March 20, 2019.

III. AGENDA CHANGES

IV. PUBLIC REQUESTS

If any member of the public wishes to provide comment on any item, the time to do so is now. Please complete a public comment card identifying the item upon which you wish to be heard and provide it to Ms. Landers. The public comment

cards are located in the lobby. Each member of the public wishing to comment will be provided with 5 minutes to do so. The Chair reserves the right to move the public comment opportunity on a specific agenda item to the point in the agenda when that item is to be considered and /or to extend the allotted time per speaker.

V. CONSENT AGENDA

VI. FEDERAL, STATE AND MUNICIPAL INPUT

VII. FINANCIAL REPORT

A. Presentation of the March 2019 Financial Report.

Consider a Motion for approval of the Financial Report for March 2019.

VIII. TENANT REPORTS AND REQUESTS

IX. EXECUTIVE DIRECTOR AND STAFF REPORTS

A. Noise Abatement/Operations Summary for the month of March 2019.

B. Airport Projects Update.

C. Federal Aviation Administration Central-South Florida Metroplex Update.

X. AUTHORITY BOARD MEMBER REQUESTS AND REPORTS

A. Boca Raton Airport Authority Board Workshop, June 4, 2019.

XI. PUBLIC COMMENT

XII. OTHER BUSINESS

XIII. MISCELLANEOUS

The next meeting is scheduled for May 15, 2019 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

XIV. ADJOURNMENT

Respectfully Submitted,
Clara Bennett
Executive Director

**Boca Raton Airport Authority
Meeting Minutes
March 20, 2019
Boca Raton City Hall – Council Chambers**

Vice - Chair Melvin Pollack called the meeting to order at 6:00 P.M.

BOARD MEMBERS

Mitchell Fogel	Chair - Absent
Melvin Pollack	Vice-Chair
Randy Nobles	Secretary/Treasurer
Cheryl Budd	Board Member - Absent
Gene Folden	Board Member
James R. Nau	Board Member - Absent
Bob Tucker	Board Member

COUNSEL

Amy Petrick, Esquire – Lewis Longman Walker

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Ariadna Camilo, Finance and Administration Manager
Travis Bryan, Operations Manager
Christine Landers, Business Manager
Robert Abbott, Operations Coordinator
William Urbanek, 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 February 20, 2019 Regular Meeting was made by Mr. Nobles and seconded by Mr. Folden. 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 Federal, State or Municipal Input.

PUBLIC REQUESTS

Lt. Col. Michael Harding, Civil Air Patrol expressed their appreciation to the Board for the support they receive and presented the Board with an appreciation plaque.

FINANCIAL REPORT

Ms. Camilo presented the Financial Report for February 2019.

A MOTION to approve the Financial Report for February 2019 was made by Mr. Folden and seconded by Mr. Tucker. The Motion carried unanimously.

TENANT REPORTS AND REQUESTS

Mr. Bryan presented a request from Signature Flight Support to host a special event on April 27th.

Mr. Garry Madolid, Station Manager at Signature Flight Support and Victor Concepcion provided details about the event.

A MOTION to approve Resolution No. 03-04-19 of the Boca Raton Airport Authority granting conditionally approval for Signature Flight Support to hold a Wings, Wheels and Fashion Special Event benefiting local charities on April 27, 2019 was made by Mr. Nobles and seconded by Mr. Folden. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

Mr. Urbanek presented the Noise Abatement/Operations Summary for the month of February 2019.

Ms. Bennett spoke regarding the community outreach that is being done to address the concerns expressed by the communities in the southwest quadrant.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Mr. Folden inquired about legislation being considered for those airports effected by the Presidential TRFs.

Mr. Nobles inquired about the number of vessels that clear Customs at our facility.

Mr. Tucker thanked the Boca Raton Airport Authority staff for participating in the Boca Chamber Community Cookout.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

There was no other business.

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday, April 17, 2019 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 6:20 p.m.

Mitchell Fogel, Chair

Date



Memo

To: Mitchell Fogel, Chair and Board Members
From: Ariadna Camilo, Finance and Administration Manager
Date: April 17, 2019
RE: **Financial Report – March 2019**

AGENDA ITEM – VII – A

Airport Management and the Secretary/Treasurer will provide an overview of the Financial Report for the six months ending March 31, 2019.

Total Operating Revenues as of March 31, 2019 were \$2,486,663 an increase of \$424,450 or 20.6% to budget. This increase in revenue year to date is attributable to an increase in Customs Facility and Fuel Flowage Revenue.

Total Non-Operating Revenues and Capital Contributions as of March 31, 2019 were \$988,691.

Total Operating Expenses as of March 31, 2019 were \$1,298,109 a decrease of \$294,870 or 18.5% compared to budget. Significant variances in expenses compared to budget for the six months ending March 31, 2019 are as follows:

- Customs Facility expenditures are down \$65,128 or 41.0% to budget, primarily due to onetime expenses anticipated later in the year and officer overtime expenditures incurred year to date not yet invoiced.
- Project expenditures are down \$210,139 or 82.8% to budget, primarily due to the ATCT rehabilitation project.
- Professional Services are down \$63,696 or 71.4% to budget, primarily due to Legal Service expenditures being lower than anticipated. Year to date expenditures are detailed below, including a breakdown of costs for board member related matters and capital projects.

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	TOTAL
GENERAL	\$ 2,517	\$ 1,196	\$ 650	\$ 858	\$ 5,642	\$ 5,675	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,537
BOARD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156
CUSTOMS	\$ 1,300	\$ 1,555	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,855

Total Capital Expenditures as of March 31, 2019 were \$1,333,131. The majority of Capital Expenditures were attributable to Task 41 – Security Enhancements, Task 56 – Airfield Pavement Rejuvenator, and Task 57 – Access Road Improvements of the Capital Improvement Program. Of the total \$1,333,131 in Capital Expenditures, \$2,855 were attributable to project-related legal fees, while \$17,121 were attributable to Capital Outlay.



Boca Raton Airport Authority
Income Statement: Budget Variance Summary
For the Six Months Ending March 31, 2019
(unaudited)

Summary Results

	FY 2019 Annual Budget	FY 2019 March Actual	FY 2019 March Budget	Variance FY 2019 Actual vs. Budget	
				Dollars	Percent
Operating Revenues	\$ 4,124,425	\$ 2,486,663	\$ 2,062,212	\$ 424,450	20.6%
Operating Expenses	\$ 3,185,957	\$ 1,298,109	\$ 1,592,978	\$ (294,870)	-18.5%
Operating Income/(Loss) before Depreciation	\$ 938,468	\$ 1,188,554	\$ 469,234	\$ 719,320	153.3%
Depreciation	\$ 1,641,650	\$ 820,825	\$ 820,825	\$ -	0.0%
Net Operating Income/(Loss)	\$ (703,182)	\$ 367,729	\$ (351,591)	\$ 719,320	-204.6%
Non-Operating Revenues	\$ 405,932	\$ 24,480			
Income/(Loss) before Capital Contributions	\$ (297,250)	\$ 392,209			
Capital Contributions from State and Federal Grants	\$ 1,060,000	\$ 964,211			
Change in Net Position	\$ 762,750	\$ 1,356,420			



Boca Raton Airport Authority
Income Statement: Budget Variance Summary
For the Six Months Ending March 31, 2019
(unaudited)

Revenue Summary

	FY 2019 Annual Budget	FY 2019 March Actual	FY 2019 March Budget	Variance FY 2019 Actual vs. Budget	
				Dollars	Percent
Rent Revenue	\$ 3,063,351	\$ 1,576,423	\$ 1,531,675	\$ 44,747	2.9%
Fuel Flowage Fees	\$ 700,000	\$ 496,183	\$ 350,000	\$ 146,183	41.8%
Customs Facility Revenue	\$ 165,000	\$ 299,460	\$ 82,500	\$ 216,960	263.0%
Interest Income	\$ 120,000	\$ 75,266	\$ 60,000	\$ 15,266	25.4%
Other Revenue	\$ 76,074	\$ 39,332	\$ 38,037	\$ 1,295	3.4%
Total Operating Revenues	\$ 4,124,425	\$ 2,486,663	\$ 2,062,212	\$ 424,450	20.6%
FDOT Grants	\$ 405,932	\$ 24,480			
Non-Operating Revenues	\$ 405,932	\$ 24,480			
FDOT Grants	\$ 910,000	\$ 955,958			
FAA Grants	\$ 150,000	\$ 8,253			
Capital Contributions from State and Federal Grants	\$ 1,060,000	\$ 964,211			



Boca Raton Airport Authority
Income Statement: Budget Variance Summary
For the Six Months Ending March 31, 2019
(unaudited)

Expense Summary

	FY 2019 Annual Budget	FY 2019 March Actual	FY 2019 March Budget	Variance FY 2019 Actual vs. Budget	
				Dollars	Percent
Personnel Expenses	\$ 1,104,721	\$ 542,078	\$ 552,360	\$ (10,282)	-1.9%
Professional Services	\$ 178,500	\$ 25,554	\$ 89,250	\$ (63,696)	-71.4%
Office Operating Expenses	\$ 248,985	\$ 146,828	\$ 124,492	\$ 22,335	17.9%
Airport Operations	\$ 446,211	\$ 226,657	\$ 223,105	\$ 3,551	1.6%
Insurance Expense	\$ 153,147	\$ 80,339	\$ 76,573	\$ 3,766	4.9%
ATCT Facility	\$ 46,800	\$ 21,660	\$ 23,400	\$ (1,740)	-7.4%
Customs Facility	\$ 317,576	\$ 93,660	\$ 158,788	\$ (65,128)	-41.0%
Marketing & Special Events	\$ 182,602	\$ 117,765	\$ 91,301	\$ 26,464	29.0%
Projects	\$ 507,415	\$ 43,568	\$ 253,707	\$ (210,139)	-82.8%
Total Operating Expenses	\$ 3,185,957	\$ 1,298,109	\$ 1,592,978	\$ (294,870)	-18.5%
Capital Outlay	\$ 62,500	\$ 17,121			
Capital Improvement Program	\$ 1,300,000	\$ 1,316,011			
Total Capital Expenditures	\$ 1,362,500	\$ 1,333,131			



Boca Raton Airport Authority
Balance Sheet Summary
March 31, 2019
(unaudited)

Summary Results

ASSETS		LIABILITIES AND CAPITAL	
Current Assets		Current Liabilities	March
Cash and Cash Equivalents	\$ 835,833	Accounts Payable	\$ 118,937
Receivables	\$ 218,940	Due to Other Governments	\$ 1,167
Due From Other Governments	\$ 1,182,640	Compensated Absences, short-term	\$ 39,264
Money Markets	\$ 3,745,732	Deferred Rent Income	<u>\$ 21,965</u>
Certificates of Deposit	\$ 3,566,040	Total Current Liabilities	\$ 181,333
Certificates of Deposit, Restricted	\$ 181,040	Non-Current Liabilities	
Other Assets	<u>\$ 86,774</u>	Security Deposits	\$ 167,879
Total Current Assets	\$ 9,816,999	Compensated Absences, long-term	<u>\$ -</u>
Non-Current Assets		Total Non-Current Liabilities	\$ 167,879
Rent Receivable	\$ 441,242	Total Liabilities	<u>\$ 349,212</u>
Capital Assets		Capital	
Land	\$ 1,791,886	Florida Operations Trust Fund	\$ 267,950
Avigation Easements	\$ 4,835,961	Retained Earnings	\$ 39,087,526
Project in Progress	\$ 3,411,888	Contributed Capital - Federal	\$ 317,029
Buildings	\$ 11,526,229	Contributed Capital - State	\$ 6,430,281
Land Procurement	\$ 955,070	Net Income	<u>\$ 1,356,420</u>
Leasehold Improvements	\$ 8,253,726	Total Capital	\$ 47,459,206
Furniture, Fixtures, and Equipment	\$ 2,759,366	Total Liabilities & Capital	<u>\$ 47,808,418</u>
Infrastructure	\$ 24,809,710		
Less Accumulated Depreciation	<u>\$ (20,793,658)</u>		
Total Non-Current Assets	\$ 37,991,419		
Total Assets	<u>\$ 47,808,418</u>		



Memo

To: Mitchell Fogel, Chair and Authority Members

From: William Urbanek, Operations Coordinator

Date: April 17, 2019

RE: **Operations and Noise Abatement Report, March 2019**

AGENDA ITEM – IX - A

Airport Management provides an overview of the Noise Abatement/Operations Summary for the month of March. This report is derived from the Air Traffic Control Tower operations report.

During the month of March 2019 there were 7,914 operations reported by the Tower, which is a 14% increase over the operations reported in March 2018.

Deliveries of Jet A fuel to the Airport in March were 30% more than March of the previous year. Avgas deliveries were 93% higher in the month of March 2019 than March 2018.

There were 1,817 noise calls by 16 different households received on the Airport Authority Noise Hotline and Online Noise Reporting Form during the month of March 2019.

During the month, 269 aircraft cleared Customs from 22 different countries. No vessels cleared. There were 67 afterhours/overtime clearings during the month. Of these flights, 29 cleared on Tuesdays and Wednesdays, when the facility is normally closed.

BOCA RATON AIRPORT AUTHORITY

OPERATIONS AND NOISE ABATEMENT REPORT



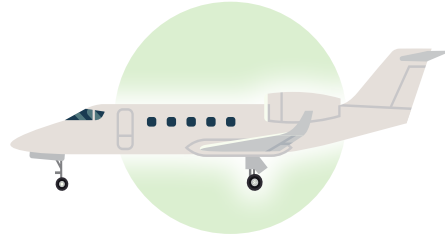
MARCH
2019

MARCH 2019

OPERATIONS REPORT



25%
TRAINING



49%
IFR



26%
VFR

OPERATIONS BREAKDOWN

Chart 1: Breakdown of last month's operations based on type of operation (ex. Training, Instrument Flight Rules, Visual Flight Rules). An operation is counted as an arrival or a departure, a touch-and-go operation counts as two operations.



Chart 2: March 2018 operations compared to March 2019 tower operations.

ABBREVIATIONS:

*IFR (Instrument Flight Rules): Planes flying on an instrument flight plan - Primarily jets. VFR (Visual Flight Rules): - Primarily propeller aircraft.
TFR (Temporary Flight Restriction): Airspace flight restriction imposed by the Federal Aviation Administration (FAA) when there is a government VIP or special event in the area.*

MARCH 2019

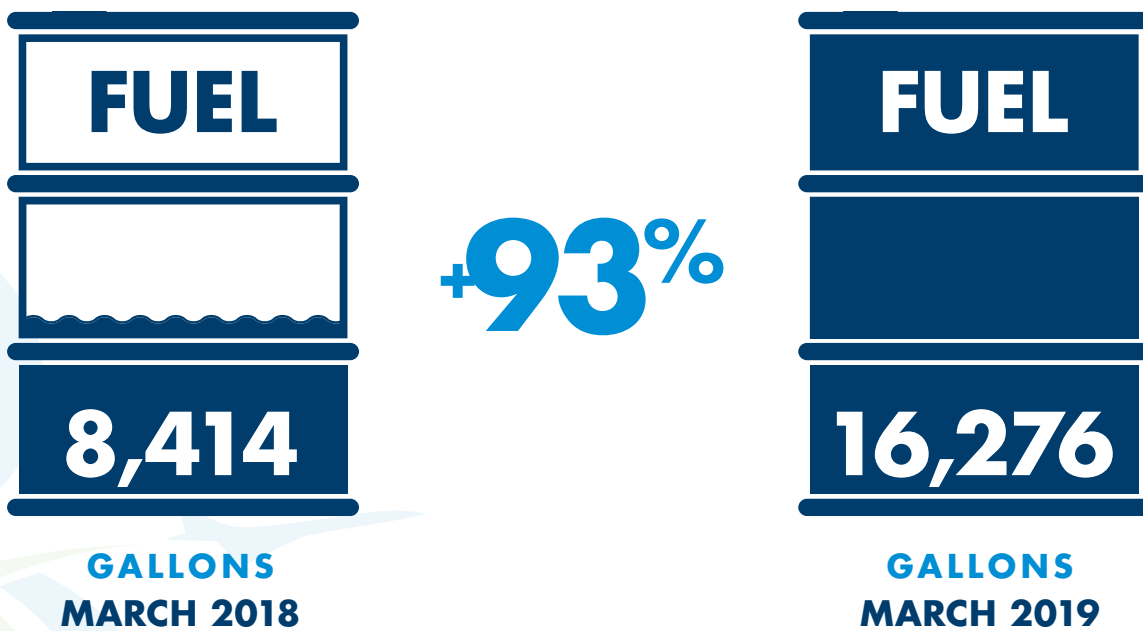
OPERATIONS REPORT



JET A FUEL REPORT

Jet A: Aviation fuel designed for use in aircraft powered by gas-turbine engines (jet aircraft).

Chart 3: Month of March 2018 deliveries of Jet A in gallons compared to March 2019 deliveries of Jet A.



AVGAS FUEL REPORT

Avgas: Aviation gasoline designed for use in piston-engine aircraft.

Chart 4: Month of March 2018 deliveries of Avgas in gallons compared to March 2019 deliveries of Avgas.

MARCH 2019

NOISE ABATEMENT REPORT

NOISE CONCERNS PER QUADRANT

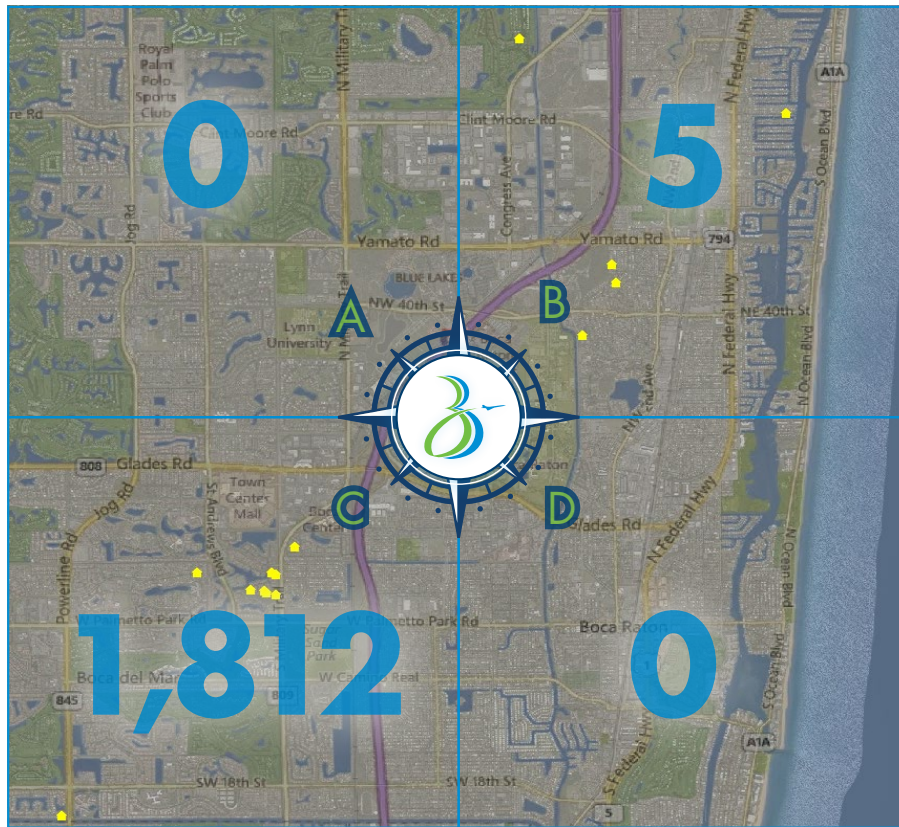
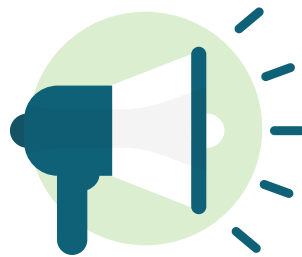


Chart 5: Noise concerns submitted via telephone, email, or on our website are tracked by quadrant where the noise concern occurred in relation to the airport.



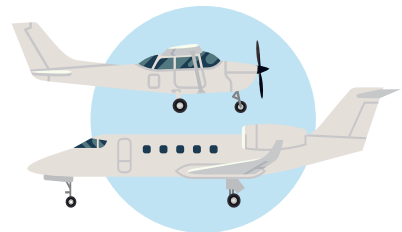
69%

TFR



1%

NOISE



99%

TRAFFIC

TYPE OF CONCERN

Chart 6: Type of noise concern and/or if it occurred during a Temporary Flight Restriction (TFR).

MARCH 2019

NOISE ABATEMENT REPORT

NOT FOLLOWING **VOLUNTARY**
CURFEW PROCEDURES

142
OPERATIONS



51%

DURING TFR
72 OUT OF 142

Chart 7: A voluntary curfew violation is an operation that occurred during our voluntary night curfew from 22:00 – 07:00 without prior notification to the airport. Voluntary curfew violators are notified of their violation via letter, email, or phone to inform them of the noise sensitivity of our community and to encourage them to operate outside our voluntary night curfew hours. Voluntary curfew operations that occurred during a TFR is also tracked.

MARCH 2019

NOISE ABATEMENT REPORT

NIGHT OPERATIONS BY HOUR



Chart 8: A voluntary curfew operation is an operation that occurred during our voluntary night curfew from 22:00 – 07:00. Chart breaks down the number of operations per hour during the voluntary curfew period in March 2019.

MARCH 2019

NOISE ABATEMENT REPORT

NOISE ABATEMENT CALLS

First Name	Last Name	Community	Quadrant	A/D/O/T	Runway	Concern	TFR Related	Calls Received
Ross	Rosenberg	Wimbledon Villas	C	N/A	N/A	Traffic	Yes/No	615
Adam	Cogley	Wimbledon Villas	C	N/A	N/A	Traffic	Yes/No	505
Wolf	Lehmkuhl	Wimbledon Villas	C	N/A	N/A	Traffic	Yes/No	470
Arash	Rahi	Wimbledon Villas	C	N/A	N/A	Traffic	Yes/No	196
Susan	Folger	Wimbledon Villas	C	N/A	N/A	Traffic	Yes/No	20
Shella	Battistello	Bel Marra	B	D	5	Traffic/Noise	Yes	1
Joseph	Gallo	N/A	B	D	5	Noise	No	1
Salvatore	Giorlando	N/A	C	A	5	Noise/Traffic	Yes	1
Barry	Helfanbein	Wimbledon Villas	C	A	5	Noise/Traffic	Yes	1
Edward	Jensen	N/A	B	D	5	Noise	Yes	1
Beatrice	Knight	Fairfield	C	A	5	Noise/Traffic	Yes	1
Melvin	Lerner	N/A	C	O	N/A	Noise	No	1
Chris	Norris	N/A	B	D	5	Noise	Yes	1
Peter	Pinter	N/A	B	D	5	Noise	Yes	1
Guillerm	Rotman	N/A	C	A	5	Noise	Yes	1
Sandra	Thompson	N/A	C	A	5	Noise	Yes	1

MARCH 2019

CUSTOMS OPERATIONS REPORT



269

**FLIGHTS &
OPERATIONS**



1269

PASSENGERS

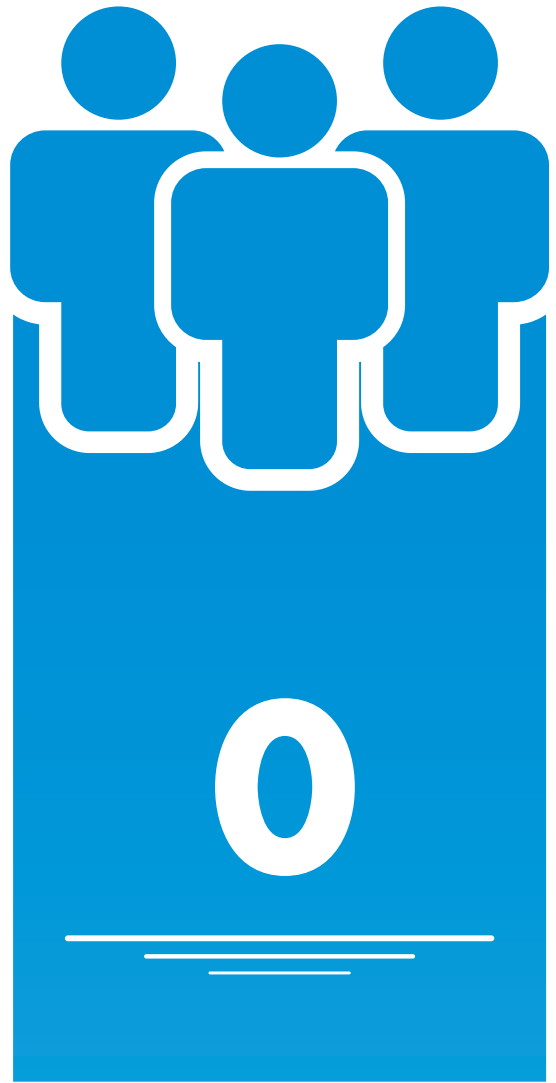
Charts 9 & 10: Total operations ran and total passengers during the month of March 2019.

MARCH 2019

CUSTOMS OPERATIONS REPORT



VESSELS

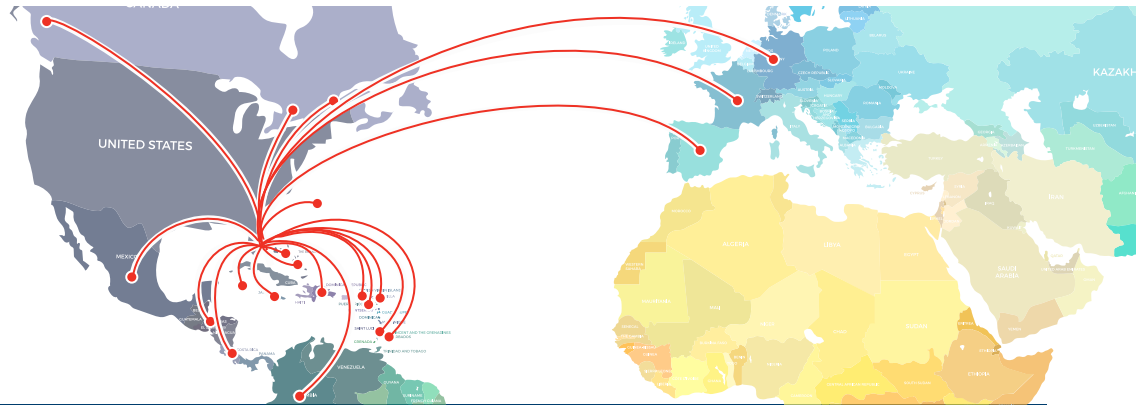


PASSENGERS

Charts 11 & 12: Total operations ran and total passengers during the month of March 2019.

MARCH 2019

CUSTOMS OPERATIONS REPORT

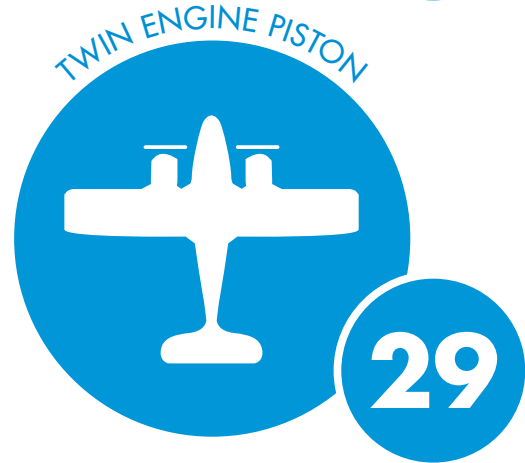
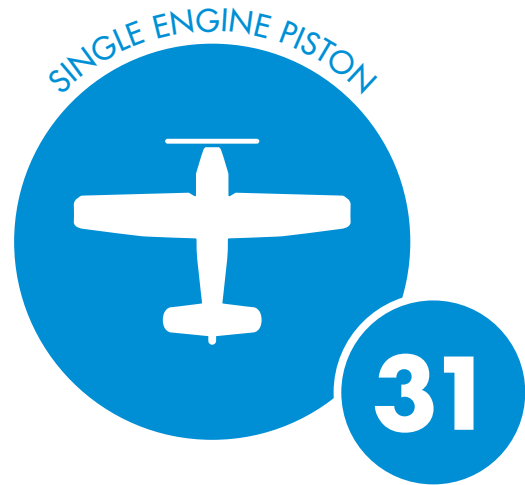


Country	No. of Flights
Bahamas	164
Canada	28
St. Marteen	13
Turks and Caicos	13
Dominican Rep.	10
Costa Rica	6
Cayman Islands	5
St. Vincent	5
Mexico	4
Anguilla	3
Virgin Islands	3
Antigua	2
Columbia	2
Jamaica	2
Barbados	1
Bermuda	1
France	1
Germany	1
Honduras	1
Spain	1
St. Kitts	1
St. Lucia	1

Charts 13: Total Flights into BCT mapped by country of the flight's origin.

MARCH 2019

CUSTOMS OPERATIONS REPORT



Charts 14: Total operations by type of aircraft.

MARCH 2019

CUSTOMS OPERATIONS REPORT

AFTERHOURS CUSTOMS CLEARINGS

67

CLEARINGS



4 OUT OF 67

DURING **VOLUNTARY CURFEW**

Chart 15: An afterhours clearing refers to any aircraft who clears Customs outside of their normal hours of operation. These hours are Thursday - Monday from 10:30 - 18:30. This includes all aircraft who clear on Tuesdays and Wednesdays. Voluntary Curfew hours clearings refer to any aircraft who clears customs between the hours of 22:00 – 07:00.



Memo

To: Mitchell Fogel, Chair and Board Members
From: Scott Kohut, Deputy Director
Date: April 17, 2019
RE: Projects Update

AGENDA ITEM – IX - B

Airport Road Enhancements

This project entails roadway, landscape, lighting, electrical and pedestrian improvements along Airport Road. Thirty percent civil and landscape design has been completed on the full length of road adjacent to the Airport including roadway geometry, planter areas, curbing, and sidewalks. The electrical engineers are working with FPL to complete the thirty percent design on the portions of the road owned by the Airport which will include undergrounding the power lines and establishing a utility corridor. Sixty percent design for the Airport-owned section of the road is expected to be complete in seven weeks with the final design being completed by the end of the year.

Storm Drainage System Upgrades

This project consists of design and construction of improvements to the storm water drainage system at the Airport. The first phase of this project will involve inspection and analysis of the existing system and control structures to determine what improvements or upgrades are necessary.

The project will also evaluate the feasibility of installing stormwater vaults in place of the retention ponds along Airport road allowing for limited development above them.

A grant pre-application has been submitted and accepted by the FAA and a grant offer is expected in August or September.

Air Traffic Control Tower Rehabilitation Phase II

This project includes replacing the windows and cabinetry in the Air Traffic Control Tower. The window portion of the work was put out to bid in the Fall of 2018 but received no responses. The project has been repackaged to include the cabinetry work which Airport Management hopes will attract bidders. The new invitation to bid will be released by the end of April with contract award in June.



Memo

To: Mitchell Fogel, Chair and Board Members

From: Clara Bennett, Executive Director

Date: April 17, 2019

RE: **Federal Aviation Administration Central-South Florida Metroplex**

AGENDA ITEM – IX - C

The FAA is holding a public workshop to present information on the proposed redesign of air traffic procedures for airports in Palm Beach County. The meeting will be held at the Hilton Palm Beach on April 18th from 6:00 p.m. to 9:00 p.m.

Airport Management will attend the meeting and will keep the Board apprised of any proposed changes impacting Boca Raton Airport and the surrounding communities.

FAA Facts



Federal Aviation Administration, Atlanta, GA

March 2019

Federal Aviation Administration to Host Public Workshops on Proposed Air Traffic Improvements for Palm Beach Airports

The Federal Aviation Administration (FAA) will host a public workshop on April 18 to gather residents' input on proposed improvements to air traffic procedures for Palm Beach International Airport and local general aviation airports. The [South-Central Florida Metroplex](#) will allow the FAA to improve regional traffic flow using the precision of satellite-based navigation. The Metroplex project will benefit passengers by creating more direct routes, decrease congestion at airports and in the air and improve air traffic flows. It also will enhance safety and efficiency and offer environmental benefits by reducing fuel burn and carbon emissions.

The workshop will be from 6 to 9 p.m., Thursday April 18, 2019, at the Hilton Palm Beach Airport, 150 Australian Ave., West Palm Beach, FL 33406.

The workshop will be in an open house format where FAA experts will share preliminary designs of the air traffic procedures and answer questions. The agency will accept written comments at the workshops and for 30 days after at this email address: ATO-PBI-FLMetroplexComments@faa.gov.

The South-Central Florida Metroplex is part of the Next Generation Air Transportation System, NextGen: www.faa.gov/nextgen/nextgen_near_you/community_involvement/florida/

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U.S. Department
of Transportation
**Federal Aviation
Administration**

1701 Columbia Avenue
College Park, Georgia 30337

March 18, 2019

The Federal Aviation Administration (FAA) is launching an initiative to improve air traffic flows over South-Central Florida including the West Palm Beach area. This initiative, called the South-Central Florida Metroplex, will include several airports in addition to Palm Beach International. The initiative will also examine airspace flows across the state, at areas in and around Ft. Lauderdale, Tampa, Orlando, and Miami.

Before the official start of the environmental review process, the FAA is inviting the public to a workshop to gain input into the proposed designs. Professional air traffic and environmental staff will be available to explain the environmental process, procedural design, and next steps. Resident comments will then be used to review, and potentially refine, these proposals. The agency will consider all of these comments, but we will not be responding to these individual comments at this juncture.

The FAA will conduct additional meetings to gather further community input once a draft environmental assessment (EA) is completed. Responses to public comments submitted on the draft EA will be included in the final EA document, which will be made available for public review.

As always, Congressional staff is welcome to attend this workshop. The meeting date and location is listed below:

WHEN: April 18th, 2019, 6 PM to 9 PM
WHERE: Hilton Palm Beach Airport
150 Australian Ave,
West Palm Beach, FL 33406

Please do not hesitate to contact my office at 404-305-5000 or ASO-RegionalAdministrator@faa.gov with any questions or concerns. In the meantime, additional project details may be found on the FAA's website at https://www.faa.gov/news/fact_sheets/news_story.cfm?newsId=23274.

We look forward to working with you and your constituents to improve the safety and efficiency of airspace over South-Central Florida.

Sincerely,

Michael C. O'Hara
FAA Southern Regional Administrator



Memo

To: Mitchell Fogel, Chair and Board Members

From: Clara Bennett, Executive Director

Date: April 17, 2019

RE: Board Workshop

AGENDA ITEM – X – A

A Board Workshop has been scheduled for Tuesday, June 4, 2019 at 1:00pm. The workshop will be held at the Boca Raton Airport Authority Administration Building.