

BOCA RATON AIRPORT AUTHORITY MEETING AGENDA

**Wednesday, August 21, 2013
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, August 21, 2013, at 6:00 p.m. All requests to be placed on the agenda by the public must be submitted to the Airport Manager, 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	MEMBER
FRANK FEILER	MEMBER
MITCHELL C. FOGEL	MEMBER
GENE A. FOLDEN	MEMBER

II. APPROVAL OF MINUTES

Consider approval of minutes for the Regular Meeting of July 17, 2013.

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 July Financial Report including a status report on Keyman Life Insurance proceeds and accounting procedures; chaired by Mr. Carman;

Consider a Motion for approval of the financial report for July 2013; and

- B. Status Report on the Ken A. Day Scholarship Fund.

Consider a Motion for approval to donate funds to the Scholarship Fund; and

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

- D. Status report on the Boca Raton Airport Authority's General Liability Insurance Policy renewal for September 2013 through September 2014; chaired by Mr. Folden;

Consider a Motion of the Boca Raton Airport Authority authorizing approval to renew the Authority's General Liability Insurance Policy for the effective period of September 1, 2013 through September 1, 2014; and

VII. NOISE ABATEMENT PROGRAM

Noise Abatement / Operations Summary and Runway 05 Departures Report for the month of July 2013; Mr. McDermott, Assistant Airport Manager.

VIII. TENANT REPORTS AND REQUEST

- A. Request from Signature Flight Support of the Boca Raton Airport Authority to host a Special Event on their leasehold for the Boca Raton Pilots' Association Veterans Day Event, scheduled for November 9, 2013;

Consider Resolution Number 08-34-13 of the Boca Raton Airport Authority authorizing conditional approval to Signature Flight Support to host a Special Event on their leasehold for the Boca Raton Pilots' Association Veterans Day Event, scheduled for November 9, 2013; whereby, the conditional approval of the Special Event is granted contingent upon receipt of a Certificate of Insurance and Endorsement in accordance with the Authority's Minimum Standards and Requirements for Aeronautical Activities and submission of applicable safety, security and barricade plans;

- B. Request from Signature Flight Support of the Boca Raton Airport Authority to host the NBAA Regional Forum event on January 29-30, 2014;

Consider Resolution Number 08-35-13 of the Boca Raton Airport Authority conditionally approving the request of Signature Flight Support to host the NBAA Regional Forum event on January 29-30, 2014;

- C. Request from Boca Airport, Inc., d/b/a Boca Aviation of the Boca Raton Airport Authority to host a Special Event on their leasehold for the annual duPont Registry Aircraft & Concours d'Elegance, scheduled February 21, 2014 through February 24, 2014;

Consider Resolution Number 08-36-13 of the Boca Raton Airport Authority authorizing conditional approval to Boca Airport, Inc., d/b/a Boca Aviation to host a special event on their leasehold for the annual duPont Registry Aircraft & Concours d'Elegance scheduled for February 21, 2014 through February 24, 2014; whereby the conditional approval of the special event is granted contingent upon receipt of the Certificate of Insurance naming the Authority as an additional insured with the required language as per the Authority's Insurance Standards and the submission of applicable safety, security and barricade plans;

- D. Request from Signature Flight Support of the Boca Raton Airport Authority to change the date of the previously approved Place of Hope at the Haven Special Event;

Consider Resolution Number 08-37-13 of the Boca Raton Airport Authority approving the request of Signature Flight Support to change the date of the Place of Hope at the Haven Special Event to February 27, 2014.

IX. AIRPORT MANAGER AND STAFF REPORTS

- A. Status report by Airport Legal Counsel on the second reading to amend the Boca Raton Airport Authority's Bylaws;

Consider Resolution Number 08-38-13 of the Boca Raton Airport Authority authorizing approval to amend the Boca Raton Airport Authority Bylaws;

- B. Status report by Airport Legal Counsel to appoint Janet Sherr with check signing authority;

Consider Resolution Number 08-39-13 of the Boca Raton Airport Authority authorizing Director of Landside Operations, Janet Sherr, to execute checks on behalf of the Authority, subject to conditions;

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

- D. Status report on TASK 12 - Install Blast Fence; chaired by Mr. Schwartz;

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

F. Status report on TASK 28 - Automated Weather Observing System (AWOS); chaired by Mr. Carman;

G. Status report on TASK 29 - Expand Airport Road and Utility Corridor; chaired by Mr. Folden;

H. Status report on TASK 40 - Customs Feasibility Study; Chaired by Ms. Budd;

I. Status report on the Florida Airports Council (FAC) Conference and Exposition.

X. AUTHORITY MEMBERS REQUESTS AND REPORTS

A. Status report on the Search Committee; chaired by Ms. Budd.

B. Status report on the Governance Committee, chaired by Ms. Budd.
One Contact was filed by Mr. Fogel.

XI. PUBLIC COMMENT

XII. OTHER BUSINESS

XIII. MISCELLANEOUS

The next meeting is scheduled for September 18, 2013 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

XIV. ADJOURNMENT

Respectfully submitted,

Janet Sherr
Director of Landside Operations