

# **BOCA RATON AIRPORT AUTHORITY MEETING AGENDA**

**Wednesday, December 18, 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, December 18, 2013, at 6:00 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.

## **I. ROLL CALL**

CHERYL BUDD	CHAIR
BILL SCHWARTZ	VICE CHAIR
PAUL CARMAN	SECRETARY & TREASURER
BRUCE BENEFIELD	BOARD MEMBER
FRANK FEILER	BOARD MEMBER
MITCHELL C. FOGEL	BOARD MEMBER
GENE A. FOLDEN	BOARD MEMBER

## **II. APPROVAL OF MINUTES**

Consider approval of minutes for the Regular Meeting of November 20, 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 the November Financial Report; chaired by Mr. Carman, Secretary & Treasurer;

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

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

**VII. NOISE ABATEMENT PROGRAM**

Noise Abatement / Operations Summary and Runway 05 Departures Report for the month of November 2013; Mr. McDermott, Deputy Executive Director for Airside Operations and Airport Construction Projects.

**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 February 12-16, 2014 for the Collings Foundation "Wings of Freedom Tour";

Consider Resolution Number 12-61-13 of the Boca Raton Airport Authority authorizing "Conditional Approval" to Signature Flight Support to host a Special Event on their leasehold for February 12-16, 2014 for the Collings Foundation "Wings of Freedom Tour" whereby, the conditional approval of the Special Event is granted contingent upon receipt of a Certificate of Insurance and Endorsements in accordance with the Authority's Minimum Standards and Requirements and submission of applicable safety, security and barricade plans;

- B. Request from Premier Aviation of Boca Raton, LLC of the Boca Raton Airport Authority requesting the Authority's consent to its Master Plan and approval of the plans for the left turn lane into the Premier Aviation leasehold;

Consider Resolution Number 12-62-13 of the Boca Raton Airport Authority consenting to Premier Aviation of Boca Raton, LLC's Master Plan for Premier Park;

Consider Resolution Number 12-63-13 of the Boca Raton Airport Authority conditionally approving the plans for the left turn lane into the Premier Aviation leasehold;

C. Status report on the conditional approval of Beach Aviation and the consideration of rescinding such approval;

D. Request from Fairman & Associates, Inc. of the Boca Raton Airport Authority authorizing approval of the Application for Exemption from the Authority's Airport Surcharge for approved aviation activity within the Boca Aviation Building for Suite 405;

Consider a Motion of the Boca Raton Airport Authority authorizing approval of the application for an exemption of the Authority's surcharge to Beach Aviation for Suite 405 of the Boca Aviation ;  
and

E. Request from Festival Fun Parks, d/b/a Boomers! of the Boca Raton Airport Authority to have a Gourmet Food Truck Event as a Special Event on their leasehold, scheduled for December 20, 2013 from 4:00 pm - 8:00 pm;

Consider Resolution Number 12-64-13 of the Boca Raton Airport Authority authorizing conditional approval to Festival Fun Parks, d/b/a Boomers! to have a Gourmet Food Truck Event as a Special Event on their leasehold, scheduled for December 20, 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.

**IX. AIRPORT MANAGER AND STAFF REPORTS**

- A. Status report on Tower funding; chaired by Mr. Benefield;
  
- B. Status report on the Website Design and Development Committee, chaired by Ms. Budd;
  
- C. Status report on TASK 27 - Design/Construct Airport Administration Building; chaired by Mr. Feiler;
  
- D. Status report on Task 40 - Customs Feasibility Study; chaired by Ms. Budd;
  
- E. Status report by the Security Committee regarding an amendment to the Boca Raton Airport Authority's Airport Regulations and Minimum Standards to include an amendment to the Security ID Badge Policies and Procedures; chaired by Mr. Folden;

Consider Resolution Number 12-65-13 of the Boca Raton Airport Authority authorizing approval to amend the Security ID Badge Policies and Procedures.

**X. AUTHORITY MEMBERS REQUESTS AND REPORTS**

- A. Status report on the Governance Committee; chaired by Ms. Budd; and

B. The selection of Executive Director;

Consider Resolution Number 12-66-13 of the Boca Raton Airport Authority selecting the new Executive Director of the Boca Raton Airport, and authorizing Airport Legal Counsel to commence negotiations of an Employment Agreement with the new Executive Director; and

Discussion of contractual terms.

XI. **PUBLIC COMMENT**

XII. **OTHER BUSINESS**

XIII. **MISCELLANEOUS**

The next meeting is scheduled for January 15, 2014 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

XIV. **ADJOURNMENT**

Respectfully submitted,

Janet Eaton Sherr  
Deputy Executive Director  
Landside Operations/Facilities,  
Business Development and Communication