

**Boca Raton Airport Authority
Meeting Minutes
December 16, 2015
Boca Raton City Hall - Council Chambers**

Chair Gene Folden called the meeting to order at 6:00 p.m.

BOARD MEMBERS

Gene Folden	Chair
Frank Feiler	Vice-Chair
George Brown	Secretary & Treasurer
Jack Fox	Board Member
Bill Schwartz*	Board Member
Robert Weinroth	Board Member

*Attended at 6:27 p.m.

COUNSEL

Dawn Meyers, Esquire – Berger Singerman

STAFF

Clara Bennett, Executive Director
Janet Sherr, Deputy Executive Director Business Administration
Mark Cervasio, Operations Director
Scott Kohut, Operations Manager
Audra Vaz, Business and Public Affairs Manager
Ariadna Camilo, Accounting Coordinator
Jose Blanco, Operations and IT 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 November 18, 2015 Regular Meeting was made by Mr. Feiler and seconded by Mr. Fox. The Motion carried unanimously.

AGENDA CHANGES

There were no changes.

CONSENT AGENDA

- A. Noise Abatement / Operations Summary for the month of November 2015;
- B. City Furniture, Inc. Request for Authority Estoppel Certificate and Agreement;

Consider Resolution 12-52-15 of the Boca Raton Airport Authority conditionally approving an Authority's Estoppel Certificate and Agreement with City Furniture, Inc.;

- C. Request from Management to conditionally authorize to amend a contract to ACA Contractors, Inc. for the ATCT Renovations Project;

Consider Resolution 12-53-15 of the Boca Raton Airport Authority authorizing conditional approval to award a contract to ACA Contractors, Inc.; whereby the conditional approval is granted subject to compliance with the requirements of the Invitation to Bid.

- D. Request from Atlantic 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 for February 18, 2016;

Consider Resolution Number 12-54-15 of the Boca Raton Airport Authority authorizing conditional approval to Atlantic Aviation to host a special event on their leasehold for the annual duPont Registry Aircraft & Concours d'Elegance scheduled for February 18, 2016; 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;

- E. Request to approve the Supplemental Joint Participation Agreement for Financial Project No. 436391-1-94-01 with the State of Florida Department of Transportation for Customs and Border Protection Facilities – Design and Construction at Boca Raton Airport; and

Consider Resolution Number 12-55-15 of the Boca Raton Airport Authority approving the Public Transportation Supplemental Joint Participation Agreement (JPA) Joint Participation Agreement for Financial Project No. 436391-1-94-01 with the State of Florida Department of Transportation for Customs and Border Protection Facilities – Design and Construction at Boca Raton Airport.

- F. Request from Boca Aviation Building Company of the Boca Raton Airport Authority to install FPL Fibernet Service at 3700 Airport Road. Building Access Agreement;

Consider Resolution Number 12-56-15 of the Boca Raton Airport Authority to enter into a Building Access Agreement with FPL Fibernet to secure data service for the building located at 3700 Airport Road. Airport staff and legal counsel have reviewed the agreement and Airport staff reviewed the construction plans and have found them to be acceptable. Airport Management recommends approval of Resolution 12-56-15 authorizing execution of the Building Access Agreement.

Ms. Bennett asked to pull Item E from the Consent Agenda.

A MOTION to adopt Items A, B, C, D and F of the Consent Agenda was made by Mr. Weinroth and seconded by Mr. Feiler. The Motion carried unanimously.

Consent Agenda Item IV-E

Ms. Bennett presented Resolution 12-55-15 of the Boca Raton Airport Authority approving the Public Transportation Supplemental Joint Participation Agreement (JPA) for Financial Project No. 436391-1-94-01 with the State of Florida Department of Transportation for Customs and Border Protection Facilities – Design and Construction at Boca Raton Airport.

A MOTION to consider Resolution 12-55-15 was made by Mr. Brown and seconded by Mr. Weinroth.

Mr. Fox filed Form 8B – Conflict of Interest, and read the form prior to discussion and voting on the Resolution.

A discussion ensued.

The Motion carried with four votes and Mr. Fox abstaining.

STATE, FEDERAL, COUNTY AND MUNICIPAL INPUT

There was no input provided.

Public Input

There was no input provided.

Financial Report

Ms. Bennett presented the Financial Report for November 2015.

A MOTION to accept the Financial Report for November 2015 was made by Mr. Feiler and seconded by Mr. Fox. The Motion carried unanimously.

TENANT REPORTS AND REQUESTS

Mr. Cervasio presented Item VIII-A, a request from Atlantic Aviation to make improvements to the FBO lobby area and to consider to Resolution 12-57-15 of the Boca Raton Airport Authority approving the request from Atlantic Aviation.

A MOTION to consider Resolution Number 12-57-15 was made by Mr. Feiler and seconded by Mr. Brown.

A discussion ensued.

Kipp Cyr, General Manager of Atlantic Aviation, gave a presentation on the renovations.

The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

A. Ms. Bennett provided a status update on TASK 40 – Customs.

A discussion ensued.

B. Ms. Vaz gave a report on the Visioning Exercise.

C. Ms. Vaz gave a report on the Voluntary Curfew Program website and the Grand Opening video.

D. Ms. Bennett presented the Executive Director Performance Evaluation.

A MOTION to approve a salary increase of 5% and a bonus of 15% was made by Mr. Brown and seconded by Mr. Schwartz.

A discussion ensued.

The Motion carried unanimously.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Mr. Brown discussed the Authority committee structure. A further discussion is to take place during the January 28, 2016 Visioning Exercise.

Mr. Weinroth announced that he would be leaving the board, effective immediately.

PUBLIC INPUT

There was no input provided.

OTHER BUSINESS

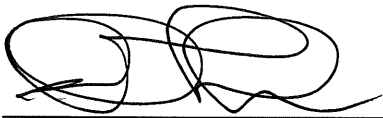
None.

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday, January 20, 2016 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting Adjourned at 6:48 p.m.



Gene Folden, Chair

1.20.16

Date