ADDENDUM #2

TO

REQUEST FOR QUALIFICATIONS 2016-BRAA-001
TO SERVE AS LEGAL COUNSEL TO THE
BOCA RATON AIRPORT AUTHORITY

The Boca Raton Airport Authority ("BRAA") hereby amends and clarifies Request for Qualifications No. 2016-BRAA-001 (the "RFQ") based on requests for clarifications made by interested firms.

1. I am trying to locate the Authority's annual budget or annual financial report on line. It does not appear to be available. Would you be able to email it to me? I am interested specifically in knowing the annual expenditures for legal services and legislative consulting services if any. Thanks.

   Answer: The Authority's annual budget can be accessed through the link below. Legal services expenses for 2016 are estimated at $127,000. The legal services budget for 2017 is $200,000. The Authority does not have expenses related to legislative consulting.

2. Please provide me with copies of the current contract(s) between the Authority and the Berger Singerman law firm, and with copies of the last three months billing statements from the law firm to the Authority.

   Answer: The requested documents are attached.

Proposals must be submitted to Clara Bennett, Executive Director, at clara@bocaairport.com by **5:00 p.m. on Friday, October 28, 2016**.

Dawn M. Meyers
Phone: (954) 627-9915
DMeyers@bergersingerman.com

RECEIVED
AUG 14 2006

August 11, 2006

VIA FACSIMILE AND U.S. MAIL

Janet Eaton Sherr, Esq.
Chairperson
Boca Raton Airport Authority
3700 Airport Road, Suite 304
Boca Raton, FL 33431

Re: Representation of Boca Raton Airport Authority

Dear Mrs. Sherr:

We are pleased to confirm your decision to engage our law firm to act as legal counsel for Boca Raton Airport Authority (the "Client") in connection with its regulatory and transactional matters, as well as consultation on litigation matters.

Our services will be provided on an hourly basis with flat billing rates for our attorneys, law clerks and paralegals regardless of levels of experience. The flat billing rate of our attorneys will be $250 per hour, and time spent by any law clerk or paralegal will be charged at a flat billing rate of $125.00 per hour. However, the prosecution or defense of a litigation matter, including administrative litigation, shall be billed at our standard rates. Periodically, our hourly rates are reviewed and may be adjusted to reflect increases in our basic costs, increased experience of the individuals involved and for other similar reasons; accordingly, we may request no more frequently than annually the approval of the Authority to adjust the billing rates of our attorneys, law clerks and paralegals during our continued representation.

The Client will also be billed for disbursements and charges in connection with our representation, including charges for telephone calls, photocopying, messenger services, travel and lodging expenses, expert fees, costs of investigation, computer assisted research charges, postage, secretarial overtime, word processing, and other incidental expenses. We may pass along to the Client for direct payment to the vendor certain charges such as those for printing, duplicating, local counsel, court reporting and other substantial items.

Notwithstanding that our representation of the Client in this matter will require a substantial commitment of our resources, we are not presently requesting a retainer. We do reserve the right to do so in the future as a condition of our continued representation.

We will bill the Client for services rendered and disbursements and charges posted on our books on a monthly basis, or such other periodic basis as we may determine, and will expect payment within thirty days. Interest may be added at the rate of one per cent per month on bills outstanding more than thirty days. If the Client fails to pay any monthly statements, we may, in our sole discretion, cease to represent the Client.

For your convenience, the Client may pay our invoices using ACH credit or the following credit cards: Visa, MasterCard, American Express or Discover. In the event you elect to pay our invoices via ACH credit or with a credit card, the Client must execute the attached ACH or Credit Card Authorization Agreement, and mail or fax the executed ACH or Credit Card Authorization Agreement to the firm, along with a copy (front and back) of your credit card if paying with a credit card, and an executed copy of this engagement letter.

You understand that, as is the case with any law firm, we may from time to time represent in unrelated matters a client whose interests may conflict with those of another client. Thus, for example, there may be instances in which we may represent the Client in a litigation or other matter and, at the same time, we may represent another party in connection with an unrelated litigation or other matter adverse to the Client. As part of our engagement, the Client consents to such representations so long as they do not involve a direct conflict in a specific matter in which we represent the Client. We will advise you of any representation that we believe may pose such a conflict, and you will determine whether a direct conflict exists. Notwithstanding the foregoing, the Firm represents that it presently has no conflict of interest with any of the parties identified on Exhibits A and B. Further, the Firm will not undertake the representation of any parties identified on Exhibits A and B while representing the Authority.

By executing this agreement the Client acknowledges that it is aware that uncertainty exists concerning the outcome of this matter and that the firm has made no guarantees as to the disposition of any phase of this matter. All representations and expressions relative to the outcome of this matter are only expressions of the law firm's opinion and do not constitute guarantees.

We hope that our representation of the Client in this matter will serve as a platform for our firm to expand its representation of the Client to other matters. If we undertake the representation of the Client in other matters, the Client acknowledges and agrees that the terms of this engagement letter shall apply to such other matters as well.

After you have had an opportunity to review this engagement letter, please do not hesitate to call me with any questions or comments you may have. We do not assume any professional responsibilities to or on behalf of the Client until our receipt of an executed engagement letter. If this engagement letter meets with your approval, please sign in the space provided on behalf of the Client and return the original fully executed letter to me.

We look forward to representing the Client in this matter.

Very truly yours,

BERGER SINGERMAN

Dawn M. Meyers

Enclosure

ACCEPTED AND AGREED TO BY CLIENT:

BOCA RATON AIRPORT AUTHORITY

Janet Eaton Sherr

By: Janet Eaton Sherr, Esq.

Its: Chairperson

Date: 8/14/06

From time to time, we provide our clients with notices and updates about legal issues and our firm. The notices and updates may either be in paper format delivered through the mail or in electronic format emailed to you. By signing this agreement, you consent to our sending you such notices and updates, either in paper or electronically. You also consent to our corresponding electronically via email unless you notify us to the contrary.

We look forward to representing the Client in this matter.

Very truly yours,

BERGER SINGERMAN

Dawn M. Meyers

Enclosure

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BOCA RATON AIRPORT AUTHORITY

_____

By: Janet Eaton Sherr, Esq.

Its: Chairperson

Date: _____

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BOCA RATON AIRPORT AUTHORITY TENANTS

Boca Aircraft Owners, Inc.
Rudy Cusson
3980 Airport Road, #10
Boca Raton, FL 33431
561-995-9633
561-702-0196 Cell
561-995-0932 Fax

Boca Aircraft Owners, Inc.
Harry E. Whittle
1239 NW 16 Street
Boca Raton, FL 33486
561-392-3471
561-445-2376 Cell

Boca Aviation
Brett Greenberg
Martin Greenberg
Paul Steinberg
3700 Airport Road
Boca Raton, FL 33431
561-368-1110
561-394-3299 Fax

Riktor International Inc
Brenda Sawers (Accounting)
P.O. Box 2101
Champlain, NY 12919
514-333-3339 X491
514-333-8435 Fax

Boca Aviation Building Co.
Fairman & Associates, Inc.
4281 NW 1st Ave.
Boca Raton, FL 33431
561-362-7224
561-362-8823 Fax

Runway 5-23 Hangar Condo Assoc.
Ken Davis
3640 Airport Road, #5
Boca Raton, FL 33431
561-368-6686
561-391-1432 Fax
rltyk@bellsouth.net

Boomer's/ Festival Fun Parks, L.L.C.
Vince Hubis
3100 Airport Road
Boca Raton, FL 33431
561-347-1888
561-306-1503 Cell

Boomer's/ Festival Fun Parks, L.L.C.
Stephanie Turner (Accts Payable)
4590 Macarthur Blvd., Suite 400
Newport Beach, CA 92660
949-797-9715
949-797-9815 Fax

Muvico
Michael F. Whalen
3101 N. Federal Hwy, 6th Floor
Fort Lauderdale, FL 33306
954-564-6550
954-745-0660 Fax
954-557-1612 Cell

Premier Aviation
Michael F. Whalen
3101 N. Federal Hwy, 6th Floor
Fort Lauderdale, FL 33306
954-564-6550
954-745-0660 Fax
954-557-1612 Cell

July 19, 2006

EXHIBIT
A

MUVICO'S LIST OF MANAGERS
(November 18, 2006)

Joseph C. Amaturo
c/o The Amaturo Groups
3101 North Federal Highway, Suite 601
Fort Lauderdale, Florida 33306-1042

Michael F. Whalen, Jr.
c/o Muvico Theaters
3101 North Federal Highway, 6th Floor
Fort Lauderdale, Florida 33306-1042

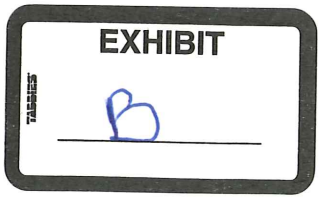
Theodore Horton
c/o BCI Partners
Glenpointe Centre West
Teaneck, New Jersey 07666

Habib Gorgi
Nautic Partners, L.L.C.
50 Kennedy Plaza
Providence, RI 02903

Michael Joe
Nautic Partners, L.L.C.
50 Kennedy Plaza
Providence, RI 02903

Michael W. Melvin
4206 N. W. 22nd Avenue
Fort Lauderdale, Florida 33308

J:\RLR\004661.0000-Boca Raton Airport Authority\BRAA-Muvico (Accordion V)\List of Managers - 07-18-06.doc



BERGER SINGERMAN

PRIVACY POLICY NOTICE

Attorneys, like other professionals who advise on personal financial matters, are now required by a new federal law to inform their clients of their policies regarding privacy of client information. Attorneys have been and continue to be bound by professional standards of confidentiality that are even more stringent than those required by this new law. Therefore, we have always protected your right to privacy.

In the course of providing our clients with income tax, estate tax and gift tax advice, we receive significant personal financial information from our clients. As a client of **Berger Singerman,** we wanted to confirm with you that all information that we receive from you is held in confidence and is not released to people outside the firm, except as agreed to by you and as required under an applicable law.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases, to comply with professional guidelines. In order to guard your nonpublic personal information, we maintain physical, electronic and procedural safeguards that comply with our professional standards.

If you have any questions or would like additional information about our privacy policy, please contact:

Jessica Hollander
Chief Financial Officer
Berger Singerman
350 East Las Olas Boulevard
Suite 1000
Fort Lauderdale, Florida 33301
954.377.0402
jhollander@bergersingerman.com

BERGER SINGERMAN
ATTORNEYS AT LAW
SUITE 1000
350 EAST LAS OLAS BOULEVARD
FORT LAUDERDALE, FLORIDA 33301

Telephone
954.525.9900

Facsimile
954.523.2872

Wire instructions for
Berger Singerman Trust Account

Bank Name:	Gibraltar Bank
ABA Number:	267090455
For Credit to:	Gibraltar Bank 450 E. Las Olas Boulevard, Ste. 180 Fort Lauderdale, FL 33301
Account Name:	Berger Singerman, Trust Account
Account No:	50003933

CONTACT ACCOUNTING DEPARTMENT OF BERGER SINGERMAN (954)525-9900

BERGER SINGERMAN
ATTORNEYS AT LAW
SUITE 1000
350 EAST LAS OLAS BOULEVARD
FORT LAUDERDALE, FLORIDA 33301

Telephone
954.525.9900

Facsimile
954.523.2872

CREDIT CARD AUTHORIZATION AGREEMENT

Initials Required

(____) I hereby authorize Berger Singerman to charge my Credit Card for legal services rendered as described on Invoice No. ____ dated _____.

(____) I agree, in all cases, to pay the Credit Card amount below for the full payment for legal services rendered as described on Invoice No. ____ dated _____.

I HAVE READ AND FULLY UNDERSTAND AND AGREE WITH ALL OF THE ABOVE TERMS.

NAME: _____

PHONE: _____ FAX: _____

ADDRESS: _____

CITY: _____

STATE: _____ ZIP CODE: _____ COUNTY: _____

CREDIT CARD: ( ) VISA ( ) MASTERCARD ( ) AMEX ( ) DISCOVER

CREDIT CARD NUMBER: _____

EXPIRATION DATE: _____

PRINT NAME AS IT APPEARS ON THE CARD: _____

DOLLAR AMOUNT: $ _____

SIGNATURE OF CARD HOLDER: _____

DATE: _____

PLEASE FAX THIS FORM TO JESSICA HOLLANDER, CHIEF FINANCIAL OFFICER, AT 954-233-9269, ALONG WITH COPY OF CREDIT CARD (FRONT AND BACK) AND PICTURE I.D. OF CARD HOLDER SHOWING SIGNATURE

364198-1

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
FORT LAUDERDALE, FLORIDA 33301
T: (954) 525-9900 F: (954) 523-2872
WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

September 2, 2016
Invoice: 178672

Client: 11130-0001

Re: ***GENERAL FILE***

For professional services rendered thru: ***August 31, 2016***

Total Fees	5,112.50
Total Expenses	95.36
Current Balance Due	**5,207.86**
Past Due Balance	**13,463.90**
Total Balance Due	**$18,671.76**

As always, it is our pleasure to work with you! Payment is due upon receipt.
Payments Options:

You may remit payment via check or visit www.bergersingerman.com/client-tools/ to pay with credit card.
If you wish to remit payment via wire transfer, please refer to the instructions below.

Thank you!

Wiring instructions for Berger Singerman:

Bank:	City National Bank of Florida
Bank Address:	450 East Las Olas Blvd, Ft. Lauderdale, FL 33301
ABA No.:	066004367
Account Name:	Berger Singerman, LLP Merchant Account
Account No.:	1954835535
Reference Number:	11130-0001

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
FORT LAUDERDALE, FLORIDA 33301
T: (954) 525-9900 F: (954) 523-2872
WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

INVOICE DATE:September 2, 2016
INVOICE NO. 178672

GENERAL FILE

MATTER ID: 11130-0001

PROFESSIONAL LEGAL SERVICES RENDERED THROUGH: August 31, 2016

F E E S

Date	Attorney	Description	Hours
08/08/16	PSF	REVIEW AND ANALYZE COMMENTS REGARDING AMENDMENTS TO PROCUREMENT CODE; CONSIDER POTENTIAL ISSUES REGARDING SUGGESTED DEFINITION OF UNSOLICITED PROPOSAL; PREPARE REDLINE WITH REQUESTED CHANGES; PREPARE EMAIL TO EXECUTIVE DIRECTOR	4.10
08/17/16	PSF	MEET WITH EXECUTIVE DIRECTOR; REVIEW AGENDA AND BACKUP DOCUMENTS; PREPARE FOR AND ATTEND BOARD MEETING	4.70
08/22/16	DMM	FOLLOW-UP ON ISSUES FROM AUGUST BRAA MEETING INCLUDING AUTHORITY TO ARREST FOREIGN AIRCRAFT, BUDGET/EXPENDITURE QUESTIONS, FINALIZE PROCUREMENT CODE AND RELATED MATTERS	2.30
08/23/16	DMM	REVIEW W. HELWIG'S HANDOUT REGARDING PROPOSED CHANGES TO THE BYLAWS AND COMPARE TO PRIOR VERSIONS OF BYLAWS AND ENABLING LEGISLATION	2.00
08/25/16	DMM	ADDRESS LEGAL REQUIREMENTS OF AND PROCESS/TIMING OF APPOINTMENT ISSUE	1.30
08/26/16	DMM	REVIEW STATE AND FEDERAL RETENTION REQUIREMENTS FOR AIR TRAFFIC CONTROL TAPES	1.00
08/30/16	DMM	LOCATE BOUNDARIES OF RESERVE AREA; DRAFT MEMO RE RETENTION SCHEDULE ISSUE; REVIEW BOOMER'S GUARANTY RELEASE REQUEST INCLUDING RESEARCHING TERMS OF ASSIGNMENT/RESOLUTION AND TIME LIMITATIONS	3.20

F E E S

Date	Attorney	Description	Hours	
08/30/16	SF	PHONE CALL WITH D. MYERS; RESEARCH STATE ARCHIVES WEBSITE; PHONE CALL TO STATUTORY REVISIONS	0.30	
08/30/16	JBI	RESEARCH RE: DEFINITION OF "GREATER BOCA RATON RESERVE AREA FOR PURPOSES OF CONSTRUING CH 2004-468 (.4 NO CHARGE)	0.00	N/C
08/31/16	DMM	MISC. COMMUNICATION WITH C. BENNETT RE BOOMER'S RELEASE OF GUARANTY; RESEARCH APEX CLOSING DATE; RESEARCH "ARRESTING" OF AIRCRAFT ISSUE RAISED BY BOARD AT AUGUST MEETING	1.70	
	Total Hours:			**20.60**
	Total Fees:			**5,112.50**

F E E S U M M A R Y

Attorney	Hours	Rate	Total
Paul Figg	8.80	250.00	2,200.00
Sara Fulghum	0.30	125.00	37.50
Jordan B. Isrow	0.00	0.00	0.00
Dawn M. Meyers	11.50	250.00	2,875.00
Total	**20.60**		**$5,112.50**

E X P E N S E S

Date	Description	Amount
	LONG DISTANCE CHARGES	1.30
	REPRODUCTION	13.65
	WESTLAW CHARGES	80.41
	Total Expenses	**$95.36**

CURRENT BALANCE DUE **$5,207.86**

PRIOR BALANCE	13,463.90
LESS PAYMENTS:	-0
PRIOR BALANCE DUE	13,463.90
PLUS CURRENT BALANCE:	5,207.86
TOTAL NOW DUE:	**18,671.76**

PAST DUE BALANCE - LIST OF UNPAID INVOICE(S)

INVOICE NUMBER	INVOICE DATE	TOTAL	LAST PAYMENT DATE	LAST PAYMENT AMOUNT	BALANCE
177634	08/02/16	13,463.90	NONE	0.00	13,463.90
				Past Due Balance:	**13,463.90**

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
FORT LAUDERDALE, FLORIDA 33301
T: (954) 525-9900 F: (954) 523-2872
WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

August 2, 2016
Invoice: 177634

Client: 11130-0001

Re: ***GENERAL FILE***

For professional services rendered thru: ***July 31, 2016***

Total Fees	13,425.00
Total Expenses	38.90
Total Balance Due	**$13,463.90**

As always, it is our pleasure to work with you! Payment is due upon receipt.
Payments Options:

You may remit payment via check or visit www.bergersingerman.com/client-tools/ to pay with credit card.
If you wish to remit payment via wire transfer, please refer to the instructions below.

Thank you!

Wiring instructions for Berger Singerman:

Bank:	City National Bank of Florida
Bank Address:	450 East Las Olas Blvd, Ft. Lauderdale, FL 33301
ABA No.:	066004367
Account Name:	Berger Singerman, LLP Merchant Account
Account No.:	1954835535
Reference Number:	11130-0001

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
FORT LAUDERDALE, FLORIDA 33301
T: (954) 525-9900 F: (954) 523-2872
WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

INVOICE DATE:August 2, 2016
INVOICE NO. 177634

GENERAL FILE

MATTER ID: 11130-0001

PROFESSIONAL LEGAL SERVICES RENDERED THROUGH: July 31, 2016

F E E S

Date	Attorney	Description	Hours
07/11/16	DMM	MEETING WITH C. BENNETT TO DISCUSS WORKSHOP AND REGULAR MEETING AGENDA; MEETING WITH C. BENNETT AND STAFF RE SAME AND RELATED MATTERS; FOLLOW-UP TO AGENDA PREPARATION	3.70
07/12/16	DMM	ADDITIONAL PREPARATION FOR WORKSHOP AND MONTHLY MEETING	1.50
07/13/16	DMM	MISC. DRAFTING, REVIEW AND COMMUNICATION RE REVISIONS TO PROCUREMENT CODE	1.50
07/14/16	DMM	MISC. COMMUNICATION RE AND REVISIONS TO PROCUREMENT CODE; MISC. AGENDA/RESOLUTION/MEMO PREPARATION/REVISION	2.60
07/14/16	PSF	REVIEW AND REVISE PROCUREMENT CODE	6.20
07/15/16	DMM	PREPARE FOR WORKSHOP	1.50
07/18/16	PSF	PREPARE FOR WORKSHOP	1.50
07/19/16	DMM	PREPARE FOR, ATTEND, AND FOLLOW-UP TO (INCLUDING REDRAFTING) BOARD WORKSHOP	6.20
07/19/16	PSF	PREPARE FOR AND ATTEND WORKSHOP	4.20
07/20/16	DMM	PREPARE FOR, ATTEND AND FOLLOW-UP TO BRAA MEETING	5.70
07/20/16	PSF	REVIEW AND ANALYZE PROPOSED CHANGES TO SIGN STANDARDS AND PROCUREMENT CODE; REVISE	4.30
07/21/16	DMM	NUMEROUS CALLS AND EMAILS AS FOLLOW-UP TO BOARD MEETING; FINALIZE SIGN AND	5.80

F E E S

Date	Attorney	Description	Hours
		PROCUREMENT CODE; RESEARCH SPECIAL/EMERGENCY MEETING REQUIREMENTS; RESEARCH BYLAWS/NONINTERFERENCE ISSUES; REVIEW C. BENNETT CONTRACT RIGHTS/RESPONSIBILITIES; ASSIST C. LANDERS WITH MINUTES	
07/22/16	PSF	FINALIZE SIGN STANDARDS AND PROCUREMENT CODE	1.20
07/27/16	PSF	REVIEW AND ANALYZE PREMIER PERCENTAGE RENT ISSUE	2.50
07/28/16	PSF	REVIEW AND ANALYZE THE ABILITY OF THE BOCA RATON AIRPORT AUTHORITY TO LEVY A TRANSFER FEE ON TRANSACTIONS RELATED TO AIRPORT PROPERTY	3.00
07/29/16	PSF	BOGARTS LEASE ANALYSIS TO DETERMINE WHETHER A RESTAURANT IS REQUIRED IN CINEMARK	2.30
	Total Hours:		**53.70**
	Total Fees:		**13,425.00**

F E E S U M M A R Y

Attorney	Hours	Rate	Total
Paul Figg	25.20	250.00	6,300.00
Dawn M. Meyers	28.50	250.00	7,125.00
Total	**53.70**		**$13,425.00**

E X P E N S E S

Date	Description	Amount
	LONG DISTANCE CHARGES	0.80
	REPRODUCTION	38.10
	Total Expenses	**$38.90**

CURRENT BALANCE DUE **$13,463.90**

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
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WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

August 2, 2016
Invoice: 177636

Client: 11130-0029

Re: ***TASK 40 – CUSTOMS AND BORDER PROTECTION FACILITY***

For professional services rendered thru: ***July 31, 2016***

Total Fees	475.00
Total Expenses	0.00
Total Balance Due	**$475.00**

As always, it is our pleasure to work with you! Payment is due upon receipt.
Payments Options:

You may remit payment via check or visit www.bergersingerman.com/client-tools/ to pay with credit card.
If you wish to remit payment via wire transfer, please refer to the instructions below.

Thank you!

Wiring instructions for Berger Singerman:

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Bank Address:	450 East Las Olas Blvd, Ft. Lauderdale, FL 33301
ABA No.:	066004367
Account Name:	Berger Singerman, LLP Merchant Account
Account No.:	1954835535
Reference Number:	11130-0029

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
FORT LAUDERDALE, FLORIDA 33301
T: (954) 525-9900 F: (954) 523-2872
WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

INVOICE DATE:August 2, 2016
INVOICE NO. 177636

TASK 40 – CUSTOMS AND BORDER PROTECTION FACILITY MATTER ID: 11130-0029

PROFESSIONAL LEGAL SERVICES RENDERED THROUGH: July 31, 2016

F E E S

Date	Attorney	Description	Hours
07/01/16	DMM	REVIEW CITY RESPONSE TO INSPECTION REQUEST; DISCUSS WITH C. BENNETT	1.20
07/11/16	DMM	REVIEW CITY RESPONSE TO PERMITTING/INSPECTION REQUEST AND DISCUSS WITH C. BENNETT	0.70
	Total Hours:		**1.90**
	Total Fees:		**475.00**

F E E S U M M A R Y

Attorney		Hours	Rate	Total
Dawn M. Meyers		1.90	250.00	475.00
	Total	**1.90**		**$475.00**

CURRENT BALANCE DUE **$475.00**

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
FORT LAUDERDALE, FLORIDA 33301
T: (954) 525-9900 F: (954) 523-2872
WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

August 2, 2016
Invoice: 177635

Client: 11130-0026

Re: ***Task 42 – EMAS***

For professional services rendered thru: ***July 31, 2016***

Total Fees	650.00
Total Expenses	0.00
Total Balance Due	**$650.00**

As always, it is our pleasure to work with you! Payment is due upon receipt.
Payments Options:

You may remit payment via check or visit www.bergersingerman.com/client-tools/ to pay with credit card.
If you wish to remit payment via wire transfer, please refer to the instructions below.

Thank you!

Wiring instructions for Berger Singerman:

Bank:	City National Bank of Florida
Bank Address:	450 East Las Olas Blvd, Ft. Lauderdale, FL 33301
ABA No.:	066004367
Account Name:	Berger Singerman, LLP Merchant Account
Account No.:	1954835535
Reference Number:	11130-0026

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
FORT LAUDERDALE, FLORIDA 33301
T: (954) 525-9900 F: (954) 523-2872
WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

INVOICE DATE:August 2, 2016
INVOICE NO. 177635

TASK 42 – EMAS

MATTER ID: 11130-0026

PROFESSIONAL LEGAL SERVICES RENDERED THROUGH: July 31, 2016

F E E S

Date	Attorney	Description	Hours
07/18/16	PSF	CONTRACT DOCUMENTS - REVIEW AND PUT IN FINAL	2.60
	Total Hours:		**2.60**
	Total Fees:		**650.00**

F E E S U M M A R Y

Attorney		Hours	Rate	Total
Paul Figg		2.60	250.00	650.00
	Total	**2.60**		**$650.00**

CURRENT BALANCE DUE **$650.00**

BERGER SINGERMAN
350 E. LAS OLAS BLVD. SUITE 1000
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T: (954) 525-9900 F: (954) 523-2872
WWW.BERGERSINGERMAN.COM
EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

July 5, 2016
Invoice: 176565

Client: 11130-0001

Re: ***GENERAL FILE***

For professional services rendered thru: ***June 30, 2016***

Total Fees	8,200.00
Total Expenses	325.13
Current Balance Due	**8,525.13**
Past Due Balance	**14,281.80**
Total Balance Due	**$22,806.93**

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Payments Options:

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Thank you!

Wiring instructions for Berger Singerman:

Bank:	City National Bank of Florida
Bank Address:	450 East Las Olas Blvd, Ft. Lauderdale, FL 33301
ABA No.:	066004367
Account Name:	Berger Singerman, LLP Merchant Account
Account No.:	1954835535
Reference Number:	11130-0001

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EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

INVOICE DATE:July 5, 2016
INVOICE NO. 176565

GENERAL FILE

MATTER ID: 11130-0001

PROFESSIONAL LEGAL SERVICES RENDERED THROUGH: June 30, 2016

F E E S

Date	Attorney	Description	Hours
06/06/16	DMM	REVIEW AND REVISE MINUTES AND AGENDA	1.00
06/09/16	DMM	REVIEW AGENDA PACKAGE AND PREPARE FOR MEETING INCLUDING GUIDANCE ON ELECTION OF OFFICERS AND RELATED MATTERS	3.50
06/10/16	DMM	DISCUSS AGENDA AND RELATED ISSUES WITH C. BENNETT AND FOLLOW-UP THERETO	1.40
06/15/16	DMM	PREPARE FOR, ATTEND AND FOLLOW-UP TO MONTHLY BRAA MEETING	5.40
06/16/16	DMM	RESEARCH RE PERMITTED SCOPE OF WORKSHOP ITEMS AND RELATED MATTERS	3.30
06/16/16	JBI	INTEROFFICE CONFERENCE WITH PAUL FIGG RE: PERSONNEL ISSUES; REVIEW AND ANALYSIS OF CHARTER AND BYLAWS; RESEARCH RE: STATUTORY AUTHORITY AND RESTRICTIONS RE: SAME	1.40
06/17/16	DMM	CONTINUE RESEARCH; MISC. COMMUNICATION RE SCHEDULING AND RELATED ISSUES	2.30
06/17/16	JBI	REVIEW AND ANALYSIS RE: EMPLOYEE HANDBOOK	1.10
06/20/16	DMM	MISC. COMMUNICATION RE WORKSHOP, BUDGET ISSUES AND RELATED ISSUES; COMPLETE RESEARCH IN PREPARATION FOR WORKSHOP	3.30
06/20/16	JBI	ADDITIONAL RESEARCH RE: PERSONNEL ISSUES	2.10
06/21/16	DMM	MISC. COMMUNICATION RE WORKSHOP AND RELATED MATTERS; PREPARE PRESENTATION FOR WORKSHOP	4.80

F E E S

Date	Attorney	Description	Hours
06/23/16	DMM	MISC. COORDINATION RE COBRA ISSUE	0.50
06/29/16	DMM	PREPARE SIGN CODE AND PROCUREMENT CODE PORTIONS OF WORKSHOP PRESENTATION	2.70
	Total Hours:		**32.80**
	Total Fees:		**8,200.00**

F E E S U M M A R Y

Attorney		Hours	Rate	Total
Jordan B. Isrow		4.60	250.00	1,150.00
Dawn M. Meyers		28.20	250.00	7,050.00
	Total	**32.80**		**$8,200.00**

E X P E N S E S

Date	Description	Amount
	LONG DISTANCE CHARGES	3.65
	REPRODUCTION	14.10
	WESTLAW CHARGES	307.38
	Total Expenses	**$325.13**

CURRENT BALANCE DUE	**$8,525.13**
PRIOR BALANCE	14,281.80
LESS PAYMENTS:	-0
PRIOR BALANCE DUE	14,281.80
PLUS CURRENT BALANCE:	8,525.13
TOTAL NOW DUE:	**22,806.93**

PAST DUE BALANCE - LIST OF UNPAID INVOICE(S)

INVOICE NUMBER	INVOICE DATE	TOTAL	LAST PAYMENT DATE	LAST PAYMENT AMOUNT	BALANCE
175404	06/02/16	14,281.80	NONE	0.00	14,281.80
				Past Due Balance:	**14,281.80**

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BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

July 5, 2016
Invoice: 176566

Client: 11130-0029

Re: ***TASK 40 – CUSTOMS AND BORDER PROTECTION FACILITY***

For professional services rendered thru: ***June 30, 2016***

Total Fees	125.00
Total Expenses	0.00
Current Balance Due	**125.00**
Past Due Balance	**5,725.00**
Total Balance Due	**$5,850.00**

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Thank you!

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ABA No.:	066004367
Account Name:	Berger Singerman, LLP Merchant Account
Account No.:	1954835535
Reference Number:	11130-0029

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EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

INVOICE DATE:July 5, 2016
INVOICE NO. 176566

TASK 40 – CUSTOMS AND BORDER PROTECTION FACILITY MATTER ID: 11130-0029

PROFESSIONAL LEGAL SERVICES RENDERED THROUGH: June 30, 2016

F E E S

Date	Attorney	Description	Hours
06/17/16	DMM	REVIEW INSPECTION REQUIREMENTS	0.50
	Total Hours:		**0.50**
	Total Fees:		**125.00**

F E E S U M M A R Y

Attorney	Hours	Rate	Total
Dawn M. Meyers	0.50	250.00	125.00
Total	**0.50**		**$125.00**

CURRENT BALANCE DUE	**$125.00**
PRIOR BALANCE	5,725.00
LESS PAYMENTS:	-0
PRIOR BALANCE DUE	5,725.00
PLUS CURRENT BALANCE:	125.00
TOTAL NOW DUE:	**5,850.00**

PAST DUE BALANCE - LIST OF UNPAID INVOICE(S)

INVOICE NUMBER	INVOICE DATE	TOTAL	LAST PAYMENT DATE	LAST PAYMENT AMOUNT	BALANCE
175406	06/02/16	5,725.00	NONE	0.00	5,725.00
				Past Due Balance:	**5,725.00**

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EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

July 6, 2016
Invoice: 176571

Client: 11130-0026

Re: ***Task 42 – EMAS***

For professional services rendered thru: ***June 30, 2016***

Total Fees	2,000.00
Total Expenses	0.00
Current Balance Due	**2,000.00**
Past Due Balance	**9,625.00**
Total Balance Due	**$11,625.00**

As always, it is our pleasure to work with you! Payment is due upon receipt.
Payments Options:

You may remit payment via check or visit www.bergersingerman.com/client-tools/ to pay with credit card.
If you wish to remit payment via wire transfer, please refer to the instructions below.

Thank you!

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Reference Number:	11130-0026

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EIN# 45-3121429

BOCA RATON AIRPORT AUTHORITY
ATTN: CLARA BENNETT
3701 FAU BLVD., SUITE 205
BOCA RATON, FL 33431

INVOICE DATE:July 6, 2016
INVOICE NO. 176571

TASK 42 – EMAS

MATTER ID: 11130-0026

PROFESSIONAL LEGAL SERVICES RENDERED THROUGH: June 30, 2016

FEES

Date	Attorney	Description	Hours
06/01/16	PSF	REVISE EMAS CONTRACT WITH ZODIAC	4.20
06/07/16	PSF	FINALIZE REVISED CONTRACT; PREPARE EMAIL; SEND TO ZODIAC	3.10
06/08/16	DMM	REVIEW, RESEARCH AND RESPOND TO INQUIRY RE CHANGE ORDER	0.70
	Total Hours:		**8.00**
	Total Fees:		**2,000.00**

FEE SUMMARY

Attorney		Hours	Rate	Total
Paul Figg		7.30	250.00	1,825.00
Dawn M. Meyers		0.70	250.00	175.00
	Total	**8.00**		**$2,000.00**

CURRENT BALANCE DUE **$2,000.00**

PRIOR BALANCE	9,625.00
LESS PAYMENTS:	-0
PRIOR BALANCE DUE	9,625.00
PLUS CURRENT BALANCE:	2,000.00
TOTAL NOW DUE:	**11,625.00**

PAST DUE BALANCE - LIST OF UNPAID INVOICE(S)

INVOICE NUMBER	INVOICE DATE	TOTAL	LAST PAYMENT DATE	LAST PAYMENT AMOUNT	BALANCE
175405	06/02/16	9,625.00	NONE	0.00	9,625.00
				Past Due Balance:	**9,625.00**

BOCA RATON AIRPORT AUTHORITY

OPERATING AND CAPITAL BUDGETS

Fiscal Year 2017

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Boca Raton Airport Authority

About the Boca Raton Airport Authority

The Boca Raton Airport is publicly-owned by the State of Florida and is designated as a general aviation transport facility, serving the corporate, recreational, and flight training needs of the region. It is located on 220 acres in Boca Raton off of I-95 between Spanish River Boulevard and Glades Road. The Airport's one runway 5/23 is 6,276 feet long and 150 feet wide.

The Airport is operated by the Boca Raton Airport Authority, a seven member Board established by the Florida Legislature as an Independent Special District of the State of Florida. Five members are appointed by the Boca Raton City Council and two are appointed by the Palm Beach County Commission. Each Board member serves a term of two years.

The Airport Authority Board was established in order to operate, maintain, and develop the Boca Raton Airport in a safe, professional manner; enhance services and facilities available to the Airport's tenants and users; improve the Airport's relationship with the surrounding community; eliminate financial subsidies by local taxpayers and the Board of Trustees; and limit the potential for operational liability by the State of Florida and the local community.

In October 2011, the Airport Authority developed a Strategic Business Plan that identified the Airport's mission to be a world class Public Use General Aviation facility that benefits our growing business and regional communities.

The Airport's Strategic Goals are to:

1. Strengthen Community Relations
2. Mitigate Noise Impacts
3. Enhance Financial Performance
4. Effectively Operate in a Changing Government Environment
5. Explore Land Opportunities

In 2016 the Airport Authority Board held a Visioning Workshop that affirmed these goals and outlined a number of objectives to meet current needs.

The Airport Authority sustains the Airport's operations by generating revenue from land leases and fuel fees. Operating surpluses are reinvested in infrastructure improvements included in the Airport Capital Improvement Program and used to match FAA Airport Improvement Program and Florida Department of Transportation Aviation Work Program grants.

2016 Budget Highlights

Significant 2016 Accomplishments

This year has been eventful and productive for the Boca Raton Airport Authority and the Airport staff. A number of key business and operating objectives designed to meet the needs of the Airport, tenants and users, and the community were initiated and completed. Some significant accomplishments include:

- Continued to operate the Airport in a safe, secure, efficient and fiscally responsible manner
- Completed design and initiated construction of the US Customs and Border Protection Facility
- Held Customs groundbreaking event
- Developed and implemented a Corporate Identity and Community Engagement Program
- Successfully completed the external audit with no findings
- Completed construction of the Airport Administration Building and held a ribbon cutting event
- Installed the Runway 23 End Engineered Materials Arresting System with 95% grant funding
- Initiated design of the Runway 5 End Engineered Materials Arresting System
- Rehabilitated the Air Traffic Control Tower including all major systems
- Updated the Airport Capital Improvement Program to maximize grant funding and reinvest in airfield facilities to benefit tenants and users
- Completed several safety projects including:
    - Safety Area Drop Off Corrections
    - Obstruction Evaluation Analysis
    - Pavement Conditions Evaluation
- Completed an Obstruction Assessment Study and Obstruction Atlas to help evaluate airspace impacts of on and off-airport construction
- Completed several enhancements to the Security Program including:
    - Replaced access control and video management system
    - Issued updated security badges to all airfield tenants and users
    - Conducted quarterly meetings and training with the security provider
- Continued to enhance emergency preparedness and response including:
    - Revised Letters of Agreement with the Fire Department and Air Traffic Control

    - Updated the Hurricane Preparedness Plan
    - Coordinated with Boca Raton Fire and Police Departments for appropriate emergency response
- Developed an electronic Facilities Inspection and Maintenance Program
- Completed the Wildlife Hazard Assessment
- Facilitated tenant improvements including:
    - Mattress Firm and Boca Aircraft Maintenance office/retail facilities
    - Interior improvements and temporary office structure for Atlantic/Privaira
    - Lobby renovations at Atlantic FBO
- Executed an Amendment to the Atlantic Aviation Lease to accommodate the Customs project
- Held Quarterly Tenant Workshops
- Held a First Annual Tenant Appreciation Event
- Conducted two Airport Authority Board Workshops
- Implemented enhancements to the Noise Abatement Program including:
    - Enhanced pilot outreach through increased contacts, enhanced graphics and improved educational materials
    - Analyzed changes in flight training patters and worked with ATCT to reduce flights over residential areas
- Requested evaluation of a precision instrument approach
- Initiated partnership with the Palm Beach County School District and the Boynton Beach Aerospace Academy
- Continued dialogue with City of Boca Raton, City Council Members and County Commissioners on Airport matters
- Continued to advocate for Air Traffic Control Tower funding and participate in the US Contract Tower Program Policy Board
- Strengthened relationships with FAU and the FAU Research Park
- Completed rewrites and updates to the Procurement Code and Sign Standards

2016 Financial Highlights

Current Year Operating Revenues:

Total Operating Revenues for the 2016 Fiscal Year (the current year) are projected to total $3.38 million. This is a slight decrease (approximately 1%) in overall revenues compared with the 2016 budget and a 2.3% decrease compared with 2015 audited actual revenues. Revenues are down primarily due to a decrease in fuel flow revenue as a result of declining fuel prices. Fuel flow revenues are projected to decrease by 23.5% compared with the current year budget. However, these lower revenues have been offset by increases in rent revenue, interest revenue and other revenues.

Land revenues are projected to increase by approximately 1% compared with budget for a total increase of $22,079.

Interest income is projected to increase by $21,876 or 68.5% compared with budget due to continuous monitoring and regular adjustments to investments in order to take advantage of higher interest rates.

Other revenues, comprised of rental car fees, non-aviation sublease surcharges and other miscellaneous fees, are projected to increase by $50,506 or 142.3% compared with current year budget due to additional car rental receipts.

Current Year Operating Expenses:

Total Operating Expenses before depreciation are projected to total $2.48 million which is a 4.8% decrease, or $125,756, compared with the 2016 budgeted expenses. Some key areas comprising the overall decrease in operating expenses in the current year compared to budget are:

- Professional Services are down 50.9% for a total of $173,616 primarily due primarily to reductions in legal and consulting fees
- Personnel Expenses are 4.9% for a total reduction of $53,633
- Airport Operating expenses are down 9.8% for a total reduction of $27,373
- Maintenance expenses are down 19.9% for a total reduction of $104,300 as a result of moving the runway removal and runway markings project to a federal grant project that is eligible for 95% reimbursement

Included in current year operating expenses are expenses totaling $279,699 associated with the Air Traffic Control Tower Rehabilitation Project and the Airport Marketing Plan. These expenses were included in the current year Capital Improvement Plan, but paid out of the operating budget and are eligible for reimbursement through grants from the Florida Department of Transportation.

The overall operating net income (surplus of revenues minus expenses) before depreciation is projected to total $899,738, which is 10.9% higher than the budgeted surplus. Compared with last year, however, the projected net operating net income is 15% less due to the project-related expenses that were budgeted in the CIP as mentioned above.

Removing the project related expenses from operating expenses would result in an overall reduction of 15.6% compared with the 2016 and result in an operating net income $1,179,437.

2016 BUDGET VS. ACTUAL

	2016 Budget	2016 Projected	Inc./Dec. over Budget	
Total Revenues	$ 3,418,030	$ 3,380,491	$ (37,539)	-1.1%
Total Expenses	$ 2,606,509	$ 2,480,754*	$ (125,756)	-4.8%
Net Income Before Depreciation	$ 811,521	$ 899,738	$ 88,217	10.9%

2015 ACTUAL VS. 2016 PROJECTED ACTUAL

	2015 Actual	2016 Projected	Change over Prior Year Actuals	
Total Revenues	$ 3,459,042	$ 3,380,491	$ (78,551)	-2.3%
Total Expenses	$ 2,398,398	$ 2,480,754*	$ 82,355	3.4%
Net Income Before Depreciation	$ 1,060,644	$ 899,738	$ (160,906)	-15.2%

* Includes $279,699 in project related expenses budgeted in the 2016 CIP.

2017 OPERATING BUDGET

Key 2017 Business Objectives

- Continue to operate the Airport in a safe, efficient and fiscally responsible manner
- Complete construction of the US Customs Facility
- Market and promote the US Customs Facility through a coordinated outreach campaign
- Construct Runway 5 End (23 Departure End) Engineered Materials Arresting System
- Issue a Request for Qualifications for a General Consultant/Engineer of Record in accordance with federal and state regulations
- Complete a Landside Pavement Evaluation and construct improvements
- Construct Electrical Vault, Airfield Signage, and Airfield Lighting Improvements
- Complete a Safety Management Systems (SMS) Gap Analysis
- Install Runway 5-23 Guard Lights to enhance safety
- Conduct a clean 2017 audit
- Develop an Asset Management Program including work order tracking, inventory and expense monitoring
- Issue a Request for Proposals for Landscape Maintenance
- Implement enhancements to the Noise Abatement Program including:
    - Complete and update to the Noise Contours
    - Install a new Noise Monitoring Terminal in response to community concerns
    - Develop a noise abatement procedures video
    - Implement a Pilot Outreach Program
    - Request evaluation of a Standard Instrument Departure Procedure to minimize flights over residential areas
- Evaluate Air Traffic Control Tower Rehabilitation – Phase II
- Continue to enhance the Airfield Security Program including
- Implement additional airfield Security Program enhancements
- Develop updated Disadvantage Business Enterprise Program in compliance with federal and state regulations

- Develop an integrated Facilities Management Program
- Develop and implement a Wildlife Hazard Plan
- Conduct an Emergency Response Exercise with Boca Raton Fire and Police Departments
- Develop and Implement a Geographic Information System
- Develop a Business Continuity Plan
- Continue to participate in the Boca Raton Plan Review Board process
- Complete an update to the Airport Layout Plan to reflect current improvements
- Hold two Tenant Appreciation Events
- Continue to develop educational opportunities with Florida Atlantic University, Lynn University and the Palm Beach County Schools including:
    - First Annual Aviation Career Day
    - Job shadowing and mentoring
    - Internship program
    - Scholarship and sponsorship opportunities
- Develop an Airport Tour Program
- Develop an individualized employee development program
- Develop and implement a marketing and business outreach campaign with the City of Boca Raton

Long-Term Business Objectives

- Enhance landside access to Airport facilities including improvements to Airport Road
- Develop and initiate implementation of an airport beautification plan that includes Airport Road and includes enhanced lighting, landscaping and signage
- Work with City of Boca Raton, Palm Beach County and state Economic Development departments to recruit and retain and/or expand airside businesses
- Address lease reversions
- Explore land opportunities
- Develop collaboration effort with FARDA and Tech Runway for Aviation Technology Showcase
- Update the Airport Master Plan

Proposed 2017 Fiscal Year Operating Budget

2017 Operating Revenues:

Revenues for Fiscal Year 2017 are budgeted at $3,449,127. The budget reflects a projected overall increase of 2% in total operating revenues compared with current year projected revenues.

The 2017 revenues reflect the following assumptions:

- Adjustments to rent revenues of 1% based on Consumer Price Index Adjustments in accordance with lease terms
- A decrease in fuel flow revenue of 1% compared with current year projected revenues
- An increase of 9% in interest revenue compared with current year projected interest revenue based on the current investment schedule
- Estimated Customs user fee revenues of $36,000 from June through September 2017

2017 Operating Expenses:

Operating Expenses for 2017 reflect a 3.7% increase compared with 2016 projected expenses primarily due to operating expenses for the planned commissioning of the US Customs and Border Protection Facility in June 2017 and marketing and promotion of the new service.

Budgeted expenses in 2017 reflect the following assumptions:

- Personnel Expenses reflect a decrease of 4.8% compared with current year budget as a result of the reorganization, resulting in a decrease of $52,296
- Legal fees are budgeted at 11% less than current year budget at a reduction of $25,000
- Consulting fees increase by $43,000 compared with current year budget to include funds for a Noise Contour Map Update
- Office Operating Expenses are budgeted at 14% less than current year budget for a total of $38,905 due primarily to reduced utility and IT expenses
- Budgeted Airport Operations expenses are reduced by $63,000 to reflect that the runway rubber removal and markings project will be accomplished during a grant funded project
- Insurance Expense are budgeted at 2.5% less than current year budget based on reduced premiums
- Marketing and Special Events expenses are increased by approximately $29,000 based on the expiration of the FDOT grant and expenses related to promotion of the US Customs Facility.

The proposed budget also includes estimated expenses of $77,808 for the operation US Customs and Border Protection Facility from June through September 2017. These expenses include staffing, data processing and utilities costs.

Overall proposed revenues minus expenses reflect a budgeted net income of $877,640 at the end of Fiscal Year 2017, not including Depreciation Expense. The budgeted net income reflects an 8.1% increase compared with the 2016 budget.

2017 Budgeted Revenue by Category

	FY 2016	FY 2017	Comparison with CY Budget	
Rent Revenue	$2,790,610	$2,840,927	$50,317	1.8%
Fuel Flowage Fees	$560,000	$425,000	$(135,000)	-24.1%
Interest Income	$31,920	$58,500	$26,580	83.3%
Customs Facility Revenue		$36,000	$36,000	100.0%
Other Revenue	$35,500	$88,700	$53,200	149.9%
Total Revenue	**$3,418,030**	**$3,449,127**	**$31,097**	**0.9%**

2017 Budgeted Revenue by Source

	FY 2016	FY 2017	Comparison with CY Budget	
Atlantic Aviation	$966,477	$885,488	$(80,989)	-8.4%
Boca Aircraft Owners	$103,505	$108,396	$4,891	4.7%
Premier/Signature Aviation	$426,023	$403,855	$ (22,168)	-5.2%
Apex Parks Group	$366,428	$370,747	$4,319	1.2%
Cinemark	$728,372	$744,009	$15,637	2.1%
City Furniture	$782,305	$809,132	$26,827	3.4%
Interest Income	$31,920	$58,500	$26,580	83.3%
Boca Aviation Building	$7,000	$9,000	$2,000	28.6%
Customs Facility Revenue		$36,000	$36,000	100.0%
Misc. Income	$6,000	$24,000	$18,000	300.0%
Total Revenue	**$3,418,030**	**$3,449,127**	**$31,097**	**0.9%**

2017 Expenses by Category

	FY 2016	FY 2017	Comparison with CY Budget	
Personnel Expenses	$1,098,950	$1,046,654	$(52,296)	-4.8%
Professional Services	$340,980	$ 352,000	$11,020	3.2%
Office Operating Expenses	$278,244	$ 239,339	$(38,905)	-14.0%
Airport Operations	$524,702	$ 461,691	$ (63,011)	-12.0%
Insurance Expense	$186,355	$ 181,711	$ (4,644)	-2.5%
ATCT Facility	$45,286	$ 51,432	$6,146	13.6%
Customs Facility		$ 77,808	$77,808	100.0%
Marketing & Special Events	$131,992	$ 160,852	$28,860	21.9%
Total Expenses	**$2,606,509**	**$2,571,487**	**$ (35,022)**	**-1.3%**

2017 CAPITAL OUTLAY BUDGET

Fiscal Year 2017 Proposed Capital Outlay

The proposed Fiscal Year 2016 Budget includes capital outlays of $200,500. Included in the Capital Outlay budget are items required for the new Customs and Border Protection Facility including office furniture, two payment kiosks to allow for collection of user fees from pilots and boaters and a vehicle required by Customs.

The Airport is required to properly dispose of USDA-controlled international waste collected at the new Customs Facility. Included in the capital outlay for the new Customs facility is an international waste incinerator at a one-time cost of $40,000. An incinerator operated by Airport staff is proposed as an alternative to a waste disposal contract with a federally authorized provider at an estimated $26,000 per year. Additionally, the incinerator may be eligible for a grant from the Florida Department of Transportation, further reducing Airport costs.

A new Noise Monitoring Terminal is planned in response to a request for additional noise monitoring capabilities in residential areas south of the Airport. Geographic Information System (GIS) software is needed to support planning, design, construction, operations, and maintenance. Uses will include facilities management, utility locating, airfield maintenance and operational inspections.

The capital outlay budget also includes replacement of one of the two airport operations pickups. Replacement of both trucks were budgeted in the 2016 budget, but the purchases were deferred. The 2017 budget includes replacement of the older 2008 pickup with a 4-wheel drive pickup that will facilitate operational needs. The cost of the vehicle replacement will be off-set by proceeds from the disposition of the asset.

Capital Outlays

DESCRIPTION	PROPOSED BUDGET
Furniture & Fixtures	
CBP Furniture	$30,000
Airfield & Office Equipment	
Noise Monitoring Terminal	$40,000
CBP International Waste Incinerator	$40,000
Information Systems Equipment	
Geographic Information Systems Software	$10,500
CBP Payment Kiosk	$25,000
Airport Vehicles	
CBP Vehicle	$20,000
Airport Vehicle	$35,000
Total Capital Outlay	**$200,500**

2017 CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017 Capital Improvement Plan

The Boca Raton Airport Authority (BRAA) is continuously striving to implement programs and develop facilities that enhance the safety and security of aircraft operations, meet the needs of the flying public, and provide economic benefit to the community. As a means of accomplishing these goals, the Fiscal Year 2017 Budget continues the Airport's aggressive Capital Improvement Plan (CIP) developed in concert with the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT), the Airport's two major funding sources for infrastructure improvements.

The Capital Improvement Plan includes construction and installation of an Engineered Materials Arresting System the Runway 5 End. This project is mandated by the FAA as the only practicable means of enhancing the Airport's Runway Safety Areas, given its physical constraints and the proximity of Spanish River Boulevard and the City of Boca Raton Utility Services Facility. The project is eligible for a federal grant for 90% and a FDOT grant for 5% of the project cost.

Also included in the CIP is construction of access improvements and enhancements to the vault, airfield signage and airfield electrical system. A Safety Management Gap analysis in accordance with Federal regulations is also planned.

Proposed Fiscal Year 2017 CIP

Description	FAA	FDOT	Local	Total
Security Enhancements – Customs Facility		$394,300	$98,575	$492,875
EMAS System Construction – Runway 5 End	$6,570,000	$365,000	$365,000	$7,300,000
Access Road Development		$1,200,000	$300,000	$1,500,000
Electrical Vault, Airfield Signage, and Airfield Lighting Improvements		$280,000	$70,000	$350,000
Building 3700 Assessment		$160,000	$40,000	$200,000
Runway 5-23 Guard Lights	$150,000	$8,333	$8,333	$166,666
Safety Management System (SMS) Program		$80,000	$20,000	$100,000
Total	**$6,720,000**	**$2,487,633**	**$901,908**	**$10,109,541**

2017 RESERVE BALANCE

Projected Airport Reserve Balance

Based on the proposed Fiscal Year Operating, Capital Outlay, and Proposed Capital Improvement Plan Budgets, the budgeted Airport Reserve Balance is $5,691,005. This represents a decrease of $1,521,879 compared with Fiscal Year 2016 projected year-end balances. The reduction in the projected Airport Reserve Balance is directly attributable payments of the Airport's non-grant share of the capital projects including construction costs of the US Customs Facility and the Airport's matching share of the federally-mandated EMAS project.

Airport Management Recommendation

On behalf of the Boca Raton Airport staff, I respectfully present the Fiscal Year 2017 Operating, Capital Outlay, and Capital Improvement Plan Budgets for 2017.

Clara Bennett
Executive Director
August 17, 2016