

**Boca Raton Airport Authority
Meeting Minutes
February 15, 2017
Boca Raton City Hall – Council Chambers**

Chair Gene Folden called the meeting to order at 6:00 P.M.

BOARD MEMBERS

Gene Folden	Chair
Cheryl Budd	Vice-Chair
Mitchell Fogel	Secretary/Treasurer
David Milledge	Board Member – participated telephonically
Melvin Pollock	Board Member
Thomas Thayer	Board Member

COUNSEL

Robert Diffenderfer, Esquire – Lewis Longman & Walker
Amy Petrick, Esquire – Lewis Longman & Walker

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Ariadna Camilo, Finance and Administration Manager
Jose Blanco, Operations Coordinator
Christine Landers, Business Manager
Robert Abbott, 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.bocaairport.com and aired on the radio at 1650 AM.

APPROVAL OF MINUTES

A MOTION to approve the minutes of the January 18, 2017 Regular Meeting was made by Mr. Pollack and seconded by Mr. Fogel. The Motion was carried unanimously.

A MOTION to approve the minutes of the January 24, 2017 BRAA Board Workshop was made by Ms. Budd and seconded by Mr. Pollack. The Motion was carried unanimously.

AGENDA CHANGES

Mr. Thayer requested to add an item to the agenda regarding the expiration of two CD's due to the urgency of the item.

Mr. Folden recommended the item be added under Financial Report.

Ms. Budd asked Legal Counsel as to whether this item would be allowed to be added to the agenda under Sunshine Law requirements.

Legal Counsel advised that since the item was not noticed for the required seven days in advance, and it could only be added if it was of an urgent nature and relevant to the safety and operation of the Airport. Legal Counsel stated that the procedures for handling the maturing CD's are outlined in existing policy, and as such would be handled accordingly. Legal Counsel advised that items to be added to the agenda should be added by the Wednesday prior to the meeting.

A discussion ensued.

Ms. Budd suggested that the topic be considered during the Financial Report as a discussion item.

Mr. Thayer reminded the Board that they have two main functions of hiring and firing the Executive Director and providing direction. Mr. Thayer withdrew his request for the Agenda Change.

CONSENT AGENDA

There was no Consent Agenda.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no Federal, State or Municipal Input.

PUBLIC REQUESTS

There were no Public Requests.

FINANCIAL REPORT

Ms. Camilo presented the Financial Report for January 2017.

Mr. Pollack requested that monthly legal expenses be published as part of the Financial Report monthly.

At approximately 6:41 p.m. telephonic connection with Mr. Milledge was lost.

A MOTION to approve the Financial Report for January 2017 was made by Mr. Pollack and seconded by Mr. Fogel. The Motion carried unanimously.

Mr. Thayer requested a discussion on the CD's that are maturing in February, along with the banks that are being utilized and FDIC insurance. He added that a CD had matured recently and that the Board had no knowledge of how that had been handled.

Ms. Camilo gave an overview of State requirements for public funds, along with the Authority's accounting and investment policies. Ms. Camilo also gave a detailed outline of how the Authority's funds are invested based on the need for funds to cover capital projects.

A discussion ensued.

Mr. Thayer stated his concern with "the overall process on the under the cover of darkness, if you will of the way the financial management has been happening". He asked if the Board can be apprised a month prior to a CD expiring, so that it can be open to discussion.

Ms. Bennett stated that the Authority's investments were handled in accordance with Florida Statutes and the Authority's policies and procedures and she objected to any reference that they were handled in any other way.

Additional discussion ensued.

TENANT REPORTS AND REQUESTS

There were no Tenant Reports or Requests.

EXECUTIVE DIRECTOR AND STAFF REPORTS

Mr. Folden reported the Noise Abatement/Operations Summary for the month of January was included in the meeting package.

Mr. Kohut requested approval to award a contract to West Construction, Inc., for the Runway 23 Departure End Engineered Materials Arresting System (EMAS) construction.

A MOTION to approve Resolution No. 02-4-17 of the Boca Raton Airport Authority authorizing approval to award a contract to West Construction, Inc., for Runway 23 Departure End Engineered Materials Arresting System (EMAS) construction was made by Mr. Pollack and seconded by Mr. Fogel. The Motion carried unanimously.

Mr. Folden advised that at the January Meeting there was a motion to table the previously proposed changes to the Bylaws. Mr. Folden stated that the Motion could be amended, voted up or voted down, and asked for Legal to comment.

Mr. Diffenderfer stated the Board can vote it up or down. He recommended it to be voted down or moved for indefinite postponement so that the Board can consider the new version.

Mr. Pollack asked if the BRAA rules and regulations differ from what the City of Boca Raton does. Mr. Diffenderfer confirmed that the notice requirements for the Authority are different than those for local general purpose governments.

A MOTION that the previously proposed amendments to the Bylaws be postponed indefinitely was made by Ms. Budd and seconded by Mr. Fogel. Mr. Pollack, Mr. Thayer, Mr. Folden voted no and Ms. Budd and Mr. Fogel voted yes. The motion failed with a vote of 2-3.

A discussion ensued.

Mr. Thayer made a MOTION to reconsider the previous motion, which was seconded by Mr. Pollack. After discussion, Ms. Budd restated the motion at the request of Mr. Folden, explaining that the motion was for the Board to indefinitely postpone the proposed amendment to the Bylaws presented in January. Mr. Fogel offered a second to the restated motion. Mr. Fogel, Ms. Budd, Mr. Thayer, Mr. Pollack and Mr. Folden voted yes. The Motion carried with a vote of 5-0.

Mr. Milledge rejoined the meeting in person at 7:09 p.m.

Mr. Folden asked for clarification as to who may add emergency items to the agenda. Legal Counsel provided their opinion.

A discussion ensued.

Ms. Petrick read the proposed changes to the Bylaws.

Further discussion ensued.

A MOTION to approve the changes to the Bylaws as a first reading was made by Mr. Thayer and seconded by Mr. Pollack. Ms. Budd, Mr. Milledge, Mr. Thayer, Mr. Pollack, Mr. Fogel, and Mr. Folden all voted yes. The Motion carried 6-0.

Mr. Folden also questioned Section 4.03 item (g). Mr. Diffenderfer stated that this paragraph specifies when the Board receives a copy of the meeting package and does not interfere with the State posting requirements.

A MOTION to approve an amendment to Section 4.03(g) of the Bylaws to reflect the State posting requirements as a first reading was made by Mr. Thayer and seconded by Mr. Pollack. Mr. Pollack, Mr. Fogel, Ms. Budd, Mr. Milledge, Mr. Thayer and Mr. Folden voted yes. The Motion carried 6-0.

Ms. Landers provided an update on the Wings of Freedom Tour Student Event.

Mr. Michael Schneider, Green Advertising provided an update on the new Airport Authority website.

A discussion ensued.

Mr. Pollack suggested that the TFR notice be more prominent on the home page.

Mr. Abbott provided an update regarding the recent TFR's and how they effected the Boca Raton Airport.

Ms. Bennett brought forth a suggestion from a Member to move the December 2017 meeting from the 20th to the 13th due to possible travel plans of the Board Members.

A MOTION to move the meeting from the 13th of December to the 20th, was made by Mr. Milledge and seconded by Mr. Pollack. The Motion carried unanimously.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Mr. Pollack mentioned that we did not get to cover all topics at the last Board Workshop. Mr. Folden advised these topics would be addressed at the next workshop.

Mr. Thayer requested an update from Ms. Bennett regarding the recent Contract Tower Policy Board Meeting. Ms. Bennett provided an update.

PUBLIC INPUT

There was no Public Input.

OTHER BUSINESS

There was no Other Business.

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday March 15, 2017 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 8:10 p.m.



Gene Folden, Chair

3-15-17
Date