

BOCA RATON AIRPORT AUTHORITY MEETING AGENDA

Wednesday, March 15, 2017
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, March 15, 2017 at 6 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.

This meeting will be televised on Comcast channel 20 in the City of Boca Raton, and on AT&T U-Verse channel 99 throughout Palm Beach County and will also be videotaped for broadcast at a later date. The meeting will also be streamed live to the Boca Raton Airport Authority Website, www.bocairport.com and may also be heard on the radio on 1650 AM.

I. ROLL CALL

GENE FOLDEN	CHAIR
CHERYL BUDD	VICE-CHAIR
MITCHELL FOGEL	SECRETARY/TREASURER
DAVID MILLEDGE	BOARD MEMBER
RANDY NOBLES	BOARD MEMBER
MELVIN POLLACK	BOARD MEMBER
TOM THAYER	BOARD MEMBER

II. APPROVAL OF MINUTES

Consider approval of Minutes for the Regular Meeting of February 15, 2017.

III. AGENDA CHANGES

IV. PUBLIC REQUESTS

If any member of the public wishes to provide comment on any item, the time to do so is now. Please complete a public comment card identifying the item upon which you wish to be heard and provide it to Ms. Landers. The public comment

cards are located in the lobby. Each member of the public wishing to comment will be provided with 3 minutes to do so. The Chair reserves the right to move the public comment opportunity on a specific agenda item to the point in the agenda when that item is to be considered and /or to extend the allotted time per speaker.

V. CONSENT AGENDA

VI. FEDERAL, STATE AND MUNICIPAL INPUT

VII. FINANCIAL REPORT

A. Presentation of the February 2017 Financial Report.

Consider a Motion for approval of the Financial Report for February 2017.

VIII. TENANT REPORTS AND REQUESTS

A. Request from Signature Flight Support to host a special event for Delta Private Jets on April 5, 2017.

Consider Resolution No. 03-05-17 of the Boca Raton Airport Authority conditionally approving the request of Signature Flight Support to hold a private invitation only Special Event on April 5, 2017 for Delta Private Jets.

IX. EXECUTIVE DIRECTOR AND STAFF REPORTS

A. Noise Abatement/Operations Summary for the month of February 2017.

B. Proposed Bylaws Amendment.

Consider Resolution No. 03-06-17 of the Boca Raton Airport Authority adopting amended Boca Raton Airport Authority Bylaws.

C. Status Report – Community Engagement & Corporate Identity Program.

X. AUTHORITY BOARD MEMBER REQUESTS AND REPORTS

A. Discussion to provide staff direction on BRAA Investment Policy requested by Mr. Thayer.

B. Discussion on date and agenda for upcoming BRAA Workshop requested by Mr. Thayer.

C. Discussion on the Airport Authority's Drug and Alcohol Free Workplace Policy as requested by Mr. Folden.

XI. PUBLIC COMMENT

XII. OTHER BUSINESS

XIII. MISCELLANEOUS

The next meeting is scheduled for April 19, 2017 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

XIV. ADJOURNMENT

Respectfully Submitted,
Clara Bennett
Executive Director

**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.bocairport.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

Date



Memo

To: Gene Folden, Chair and Board Members
From: Ariadna Camilo, Finance and Administration Manager
Date: March 15, 2017
RE: **Financial Report – February 2017**

AGENDA ITEM – VII – A

Airport Management will provide an overview of the Financial Report for the five months ending February 28, 2017.

Total Operating Revenues as of February 28, 2017 were \$1,492,754, an increase of \$55,618 or 3.9% to budget.

Total Non-Operating Revenues as of February 28, 2017 were \$0. This is to be expected, as Non-Operating Revenues are received on a quarterly basis.

Total Operating Expenses as of February 28, 2017 were \$881,589, a decrease of \$189,864 or 17.7% compared to budget. Significant variances in expenses compared to budget for the five months ending February 28, 2017 are as follows:

- Personnel Expenses are down \$57,327 or 13.1% to budget.
- Professional Services expenditures are down \$72,011 or 49.1% to budget, primarily due to expenses being lower than anticipated. Expenditures related to legal services for the months of January and February were \$24,835 and \$10,155 respectively.

Total Non-Operating Expenses as of February 28, 2017 were \$616,966. The majority of non-operating expenses were attributable to Task 40 – Customs Facility and Task 42 – EMAS of the Capital Improvement Program. Of the total \$616,966 in Non-Operating Expenses, \$3,733 were attributable to project-related legal fees.



Boca Raton Airport Authority
Income Statement: Budget Variance Summary
For the Five Months Ending February 28, 2017
(unaudited)

Summary Results

	FY 2017 Annual Budget	FY 2017 February Actual	FY 2017 February Budget	Variance FY 2017 Actual vs. Budget	
				Dollars	Percent
Operating Revenues	\$ 3,449,127	\$ 1,492,754	\$ 1,437,136	\$ 55,618	3.9%
Operating Expenses	\$ 2,571,487	\$ 881,589	\$ 1,071,453	\$ (189,864)	-17.7%
Operating Income/(Loss) before depreciation	\$ 877,640	\$ 611,166	\$ 365,683	\$ 245,482	67.1%
Depreciation	\$ 1,327,849	\$ 553,270	\$ 553,270	\$ -	0.0%
Net Income/(Loss)	\$ (450,209)	\$ 57,895	\$ (187,587)	\$ 245,482	-130.9%
Non-Operating Revenues	\$ 9,207,633	\$ -			
Change in Net Assets	\$ 10,085,273	\$ 611,166			



Boca Raton Airport Authority
Actual Revenue Results Versus Budget
For the Five Months Ending February 28, 2017
 (unaudited)

Revenue Summary

	FY 2017 Annual Budget	FY 2017 February Actual	FY 2017 February Budget	Variance FY 2017 Actual vs. Budget	
				Dollars	Percent
Rent Revenues	\$ 2,840,927	\$ 1,175,989	\$ 1,183,720	\$ (7,730)	-0.7%
Fuel Flowage Fees	\$ 425,000	\$ 259,105	\$ 177,083	\$ 82,021	46.3%
Interest Income	\$ 58,500	\$ 24,169	\$ 24,375	\$ (206)	-0.8%
Customs Facility Revenue	\$ 36,000	\$ -	\$ 15,000	\$ (15,000)	-100.0%
Other Revenues	\$ 88,700	\$ 33,492	\$ 36,958	\$ (3,467)	-9.4%
Total Operating Revenues	\$ 3,449,127	\$ 1,492,754	\$ 1,437,136	\$ 55,618	3.9%
FDOT Grants	\$ 2,487,633	\$ -			
FAA Grants	\$ 6,720,000	\$ -			
Total Non-Operating Revenues	\$ 9,207,633	\$ -			



Boca Raton Airport Authority
Actual Expense Results Versus Budget
For the Five Months Ending February 28, 2017
(unaudited)

Expense Summary

	FY 2017 Annual Budget	FY 2017 February Actual	FY 2017 February Budget	Variance FY 2017 Actual vs. Budget	
				Dollars	Percent
Personnel Expenses	\$ 1,046,654	\$ 378,779	\$ 436,106	\$ (57,327)	-13.1%
Professional Services	\$ 352,000	\$ 74,656	\$ 146,667	\$ (72,011)	-49.1%
Operating Expenses	\$ 239,339	\$ 103,297	\$ 99,725	\$ 3,572	3.6%
Airport Operations	\$ 461,691	\$ 170,065	\$ 192,371	\$ (22,306)	-11.6%
Insurance Expense	\$ 181,711	\$ 55,872	\$ 75,713	\$ (19,841)	-26.2%
ATCT Facility	\$ 51,432	\$ 26,840	\$ 21,430	\$ 5,410	25.2%
Customs Facility	\$ 77,808	\$ -	\$ 32,420	\$ (32,420)	-100.0%
Marketing & Special Events	\$ 160,852	\$ 72,080	\$ 67,022	\$ 5,059	7.5%
Total Operating Expenses	\$ 2,571,487	\$ 881,589	\$ 1,071,453	\$ (189,864)	-17.7%
Capital Outlay	\$ 200,500	\$ -			
Capital Improvement Program	\$ 10,109,541	\$ 616,966			
Total Non-Operating Expenses	\$ 10,310,041	\$ 616,966			



Boca Raton Airport Authority
Balance Sheet Summary
February 28, 2017
(unaudited)

Summary Results

ASSETS		LIABILITIES AND CAPITAL	
Current Assets		Current Liabilities	
Cash and Cash Equivalents	\$ 2,919,912	Accounts Payable	\$ 171,540
Receivables	\$ 145,561	Due to Other Governments	\$ 18,418
Due From Other Governments	\$ 3,083,444	Compensated Absences, short-term	\$ -
Money Markets	\$ 1,102	Deferred Rent Income	\$ 144,891
Certificates of Deposit	\$ 1,030,415		
Certificates of Deposit, Restricted	\$ 182,432	Total Current Liabilities	\$ 334,849
Other Assets	<u>\$ 86,440</u>		
Total Current Assets	\$ 7,449,306	Non-Current Liabilities	
Non-Current Assets		Security Deposits	\$ 167,879
Rent Receivable	\$ 521,345	Compensated Absences, long-term	<u>\$ 3,680</u>
Capital Assets		Total Non-Current Liabilities	\$ 171,559
Land	\$ 1,791,886	Total Liabilities	<u>\$ 506,408</u>
Avigation Easements	\$ 4,835,961	Capital	
Project in Progress	\$ 13,227,276	Florida Operations Trust Fund	\$ 267,950
Buildings	\$ 2,854,224	Retained Earnings	\$ 31,218,268
Land Procurement	\$ 955,070	Contributed Capital - Federal	\$ 317,029
Leasehold Improvements	\$ 8,220,981	Contributed Capital - State	\$ 6,430,281
Furniture, Fixtures, and Equipment	\$ 2,645,225	Net Income	<u>\$ 57,895</u>
Infrastructure	\$ 13,646,351		
Less Accumulated Depreciation	<u>\$ (17,349,795)</u>	Total Capital	\$ 38,291,423
Total Non-Current Assets	\$ 31,348,525	Total Liabilities & Capital	<u>\$ 38,797,830</u>
Total Assets	<u>\$ 38,797,830</u>		



Memo

To: Gene Folden, Chair and Board Members
From: Jose Blanco, Operations Coordinator
Date: March 15, 2017
RE: **Signature Flight Support Special Event – Delta Private Jets**

AGENDA ITEM – VIII - A

Airport Management has received a request from Signature Flight Support to hold a private invitation only Special Event on April 5, 2017 on their leasehold.

Signature Flight Support is seeking Authority approval to host a private invitation only event for Delta Private Jets, one of their largest customers, on Wednesday, April 5, 2017.

The event will feature two static display aircraft and two static display high value automobiles. Signature Flight Support estimates approximately 100 - 125 guests will attend the event, which will be limited to the FBO building and Hangar 1.

Airport Management recommends approval of Resolution No. 03-05-17 authorizing the Authority's issuance of "Conditional Approval" to Signature Flight Support to hold this event on Wednesday, April 5, 2017. This approval is contingent upon receipt of a Certificate of Insurance naming the Authority as additional insured in accordance with the Authority's Insurance Standards and submission of applicable safety, security and barricade plans.

BOCA RATON AIRPORT AUTHORITY

RESOLUTION 03-05-17

A Resolution of the Boca Raton Airport Authority conditionally approving the request of Signature Flight Support Corporation to hold a private invitation only Special Event on April 5, 2017 for Delta Private Jets.

WHEREAS, The Boca Raton Airport Authority Act, Laws of Florida, provides that the Boca Raton Airport Authority (the "Authority") shall have jurisdiction over the operation, maintenance of, and improvements to the Boca Raton Airport (the "Airport");

WHEREAS, Signature Flight Support Corporation ("Signature"), is a fixed base operator at the Airport pursuant to a Sublease with Premier Aviation of Boca Raton, LLC;

WHEREAS, the Authority received a letter from Signature (the "Request") requesting permission of the Authority to hold a private invitation only Special Event on April 5, 2017 for Delta Private Jets;

WHEREAS, the Authority desires to conditionally approve the Request, subject to and contingent upon receipt of insurance policies or endorsements consistent with the Minimum Standards and Rules and Regulations of the Boca Raton Airport, and submission of applicable safety, security and barricade plans (collectively, the "Conditions").

NOW THEREFORE BE IT RESOLVED BY THE BOCA RATON AIRPORT AUTHORITY, BOCA RATON, FLORIDA, IN PUBLIC MEETING DULY ASSEMBLED, THIS 15th DAY OF MARCH 2017, AS FOLLOWS:

- 1. The foregoing recitals are hereby incorporated as the legislative intent of the Authority.**
- 2. The Authority hereby conditionally approves the Request, subject to satisfaction of the Conditions.**
- 3. The Authority hereby authorizes the Executive Director to issue a letter of authorization for the Event upon satisfaction of the Conditions.**
- 4. The Authority hereby authorizes the Executive Director and Airport Legal Counsel to do all things necessary or prudent to effectuate the intent of this Resolution Number 03-05-17.**
- 5. The Authority hereby authorizes the Chair or Vice-Chair to execute Resolution Number 03-05-17.**

ADOPTED by the Boca Raton Airport Authority, this 15th day of March 2017.

ATTEST:

BOCA RATON AIRPORT AUTHORITY:

**Mitchell Fogel
Secretary & Treasurer**

**Gene Folden
Chair**



Signature Flight Support - BCT
3300 Airport Road
Boca Raton Airport
Boca Raton, FL 33431
T +1 561 955 9556

27 February 2017

Mrs. Clara Bennett
Executive Director
Boca Raton Airport Authority
903 N.W. 35th Street
Boca Raton, FL 33431

Dear Clara,

Signature Flight Support on behalf of Delta Private Jets would like to host a special event on 5 April 2017 in Hangar 1. As you may or may not be aware, Delta Private Jets is one of Signature Flight Support's largest customers and by supporting Delta Private Jets this will serve to further enhance our relationship for future growth.

The event will be private and by invitation only for clientele of Delta Private Jets. Delta Private Jets anticipates approximately 100 – 125 guests in attendance and will have access to 2 static display aircraft, 2 static display high value vehicles and company branding and signage. Additional details of the event are hereto attached.

The Certificate of Insurance naming both Signature Flight Support and the Boca Raton Airport Authority as additional insured is also attached while Signature Flight Support will provide BRAA a Security & Safety Plan in advance of the planned date of the event.

Should you require additional information, please feel free to contact me at 561 226 3714.

Sincerely,

A handwritten signature in black ink, appearing to read "Garry Madolid".

Garry Madolid
Station Manager
Signature Flight Support



SignatureFlight.com

PROPOSED EVENT OVERVIEW

Event Objective:

Enable luxury brands, Delta Private Jets, SunTrust, and Porsche North America, the opportunity to have brand clients or members intermix and be introduced to the other brands in a space representative of high touch and luxurious customer care. Static displays of a private jet and a Porsche vehicle will enable hands on tours for those in attendance who are qualified but have not utilized the services or purchased the vehicles.

Event Attendees:

1. Delta Private Jets card members and those who have expressed interest
2. SunTrust clients
3. Porsche clients

Target Geo of the above mentioned: southern Florida

Event Details:

Proposed Location:

Boca Raton Airport
Signature Flight Support
3300 Airport Road
Boca Raton, FL 33431

Hanger at the FBO

Proposed Date:

Wednesday, March 29, 2017
5:00 – 8:00 p.m. estimated
Cocktail event in the hangar at

Target # of Attendees:

Approximately 100 – 125 attendees:
Invitation Only – Guests of Delta Private Jets, SunTrust, Porsche

Visual Branding Elements:

- 2 – static aircraft from Delta Private Jets
- 1-2 – static Porsche vehicles
- Banners, signage from brands

Food and Beverage: Tasting stations and full bar
Speaker/Entertainment: Speakers from brands / Musical entertainment
Audio/Visual: Riser/Stage, Podium & Mic
Photographer would be on site.



Décor

Table seating, high boys, carpeting, pipe & drape
Static displays of jets and vehicles
signage

Directions/Valet/Parking –

Directional signage upon entering road to FBO
Valet located at entry to Hangar

Contact for Delta Private Jets:

Suzanne Deatherage
Marketing Manager
859-534-4265
859-206-5901

About Delta Private Jets:

Delta Private Jets, Inc., a wholly owned subsidiary of Delta Air Lines (NYSE: DAL), provides aircraft charter services, aircraft management and its distinctive Delta Private Jets Card. The company also operates an FBO (Fixed Base Operation), the Delta Jet Center, at the Cincinnati/Northern Kentucky International Airport (CVG), as well as the Tech Service Center, a comprehensive Maintenance, Repair and Overhaul facility (MRO). Delta Private Jets combines more than 30 years of experience serving the needs of luxury travelers for business and pleasure with the resources of one of the world's largest airlines to provide a truly innovative travel solution. With more than 70 WI-FI equipped aircraft in the fleet (light, mid-size, super-midsize and large), Delta Private Jets consistently receives awards for outstanding customer service and has continuously held the coveted ARGUS Platinum safety rating longer than any other operator in the world. Flights are operated by Delta Private Jets, Inc., an FAA-certificated Part 135 air carrier, or by another FAA-certificated Part 135 or Part 121 air carrier. Additional information is available at deltaprivatejets.com.

About SunTrust

SunTrust offers private banking and wealth management services to high net worth and ultra-high net worth clientele. Private Wealth RESERVE is available for those clients with a minimum of \$5 million in assets with SunTrust. More information on the Private Wealth Management RESERVE Program can be found here: <http://pwm.suntrust.com/solutions/reserve/Pages/default.aspx>

About Porsche Cars North America Inc.

Established in 1984, Porsche Cars North America, Inc. (PCNA) is the exclusive U.S. importer of Porsche 918 Spyder, 911, Boxster and Cayman sports cars, the Macan and Cayenne SUVs, and Panamera sports sedans. Headquartered in Atlanta, Georgia since 1998, PCNA is also home to the first Porsche Experience Center in North America featuring a module-based 1.6 mile driver development track, business center, human performance center, and fine dining restaurant. PCNA employs approximately 300 people who provide parts, service, marketing, and training for 188 dealers. They, in turn, work to provide Porsche customers with a best-in-class experience that is in keeping with the brand's 65-plus year history and leadership in the advancement of vehicle performance, safety and efficiency. PCNA is a wholly-owned subsidiary of Porsche AG, which is headquartered in Stuttgart, Germany.

82 Comair Blvd., Erlanger, KY 41018
859-534-4300



Memo

To: Gene Folden, Chair and Authority Members

From: Jose Blanco, Operations Coordinator

Date: March 15, 2017

RE: **Operations and Noise Abatement Report, February 2017**

AGENDA ITEM – IX - A

Airport Management provides an overview of the Noise Abatement/Operations Summary for the month of February. This report is derived from the Air Traffic Control Tower operations report. These operations do not include night time flights, due to the tower being closed from 11:00 pm - 7:00 am.

During the month of February there were 6,156 operations reported by the Tower, which is zero-point four percent (0.4%) more than the operations reported in February 2016.

There were twenty-nine (29) noise related calls received on the Airport Authority Noise Hotline during the month of February.

Fuel numbers for the month of February 2017 are preliminary estimated figures. Deliveries of Jet A fuel to the airport during the month of February were eighty one percent (81%) more than February of the previous year. Av Gas deliveries during the month of February were one percent (1%) less than February of the previous year.

There were no aviation incidents at the Airport during the month of February.

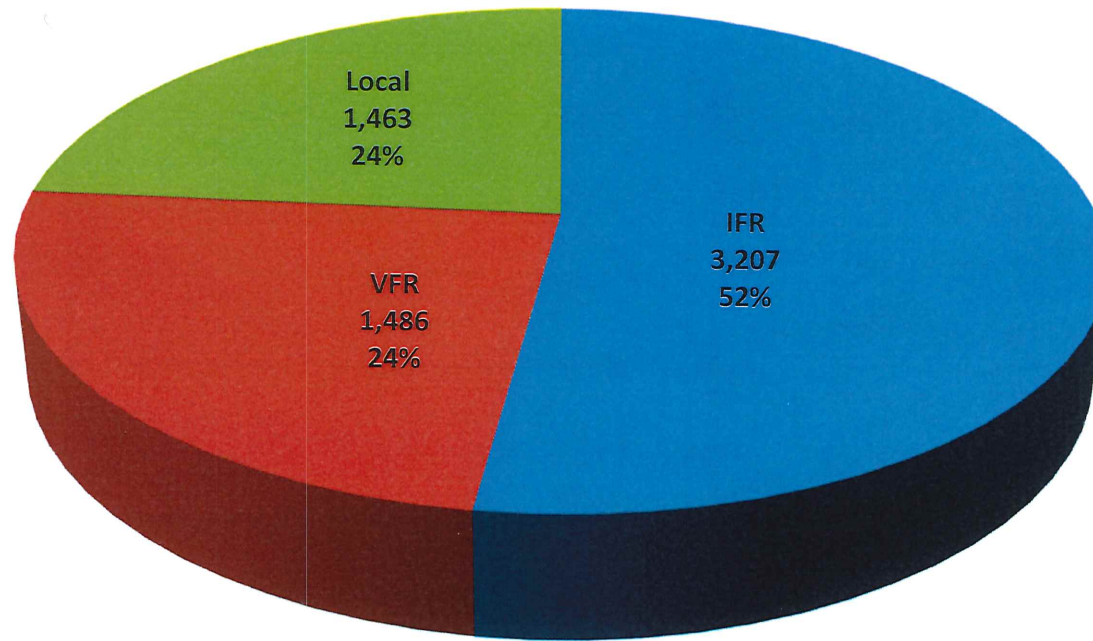
Boca Raton Airport Authority
Operations / Noise Abatement Report

February 2017



**TOWER Operations Report - Arrivals/Departures
at BCT only - Over Flights are excluded**

February 2017 Operations

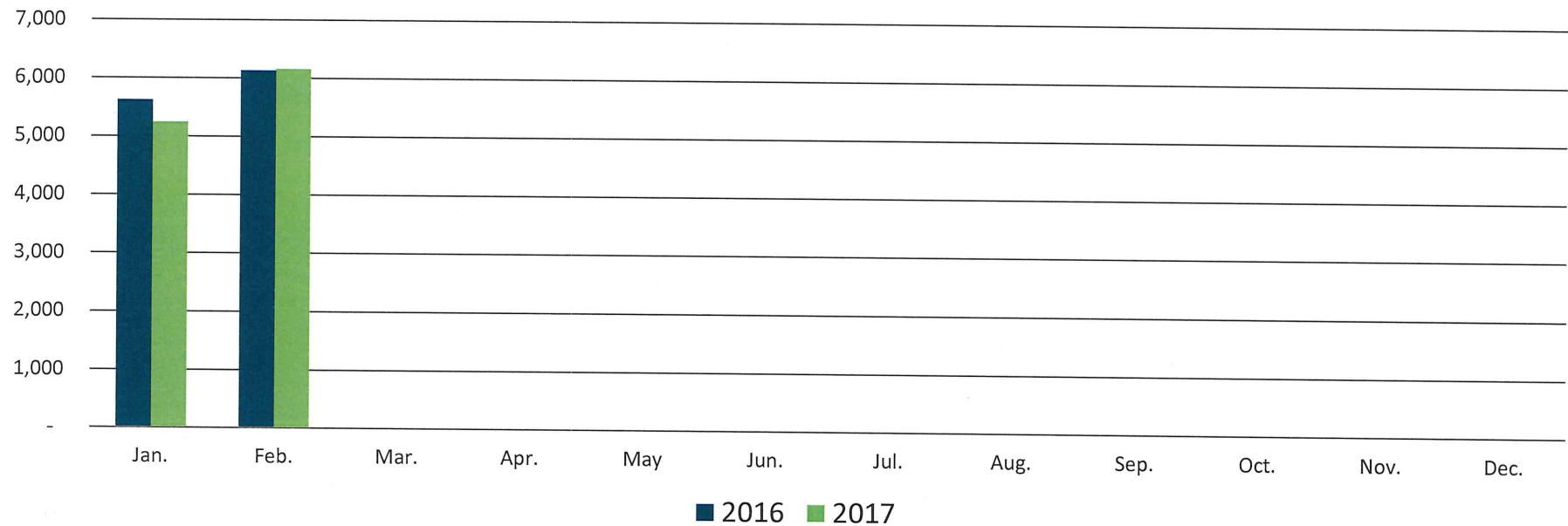


IFR - Instrument Flight Rules (Primarily Jets)
VFR - Visual Flight Rules (Primarily props/helicopters)
Local - Primarily training or prop traffic within the local flight pattern

TOWER OPERATIONS REPORT- YTD 2016/2017

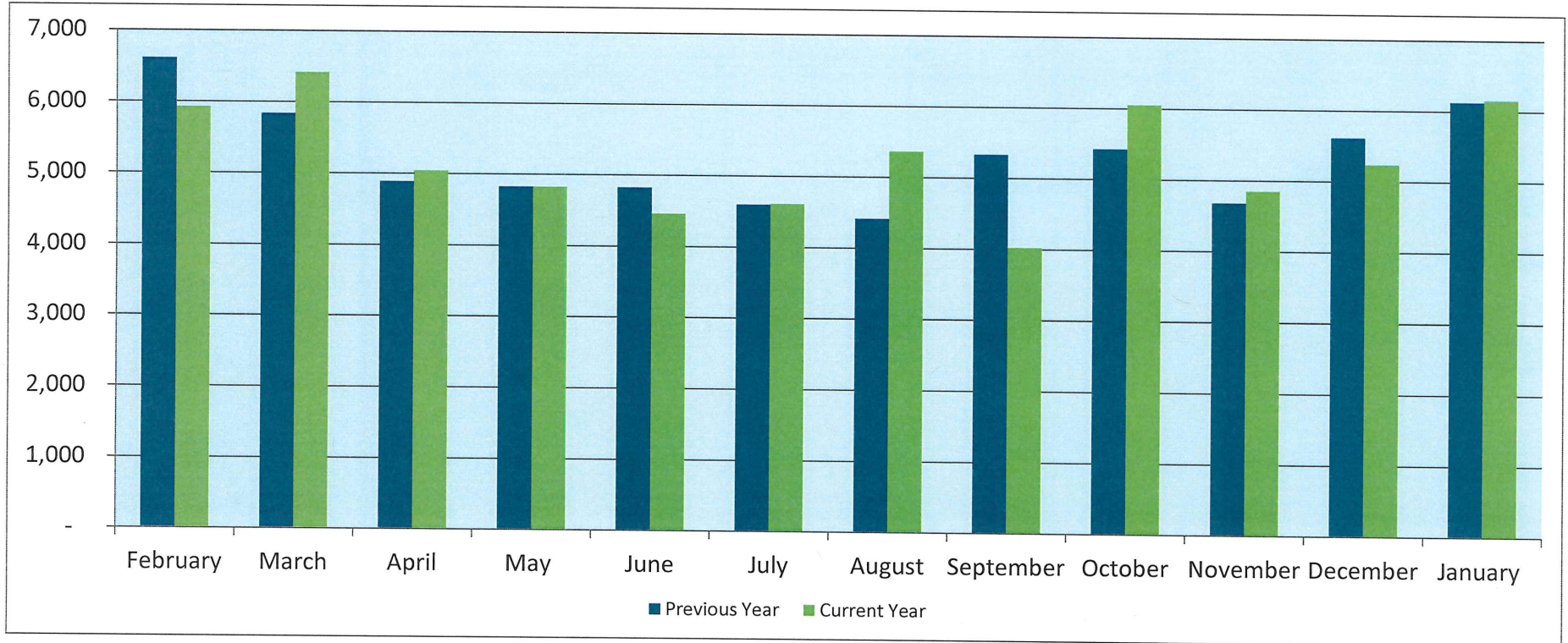
Year	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Total Operations
2016	5,618	6,129											11,747
2017	5,234	6,156											11,390
Change	(384)	27											(357)
% Change	-7%	0.4%											-3%

Tower Operations Report



Monthly Tower Operations March 2015 - February 2016 vs. March 2016 - February 2017

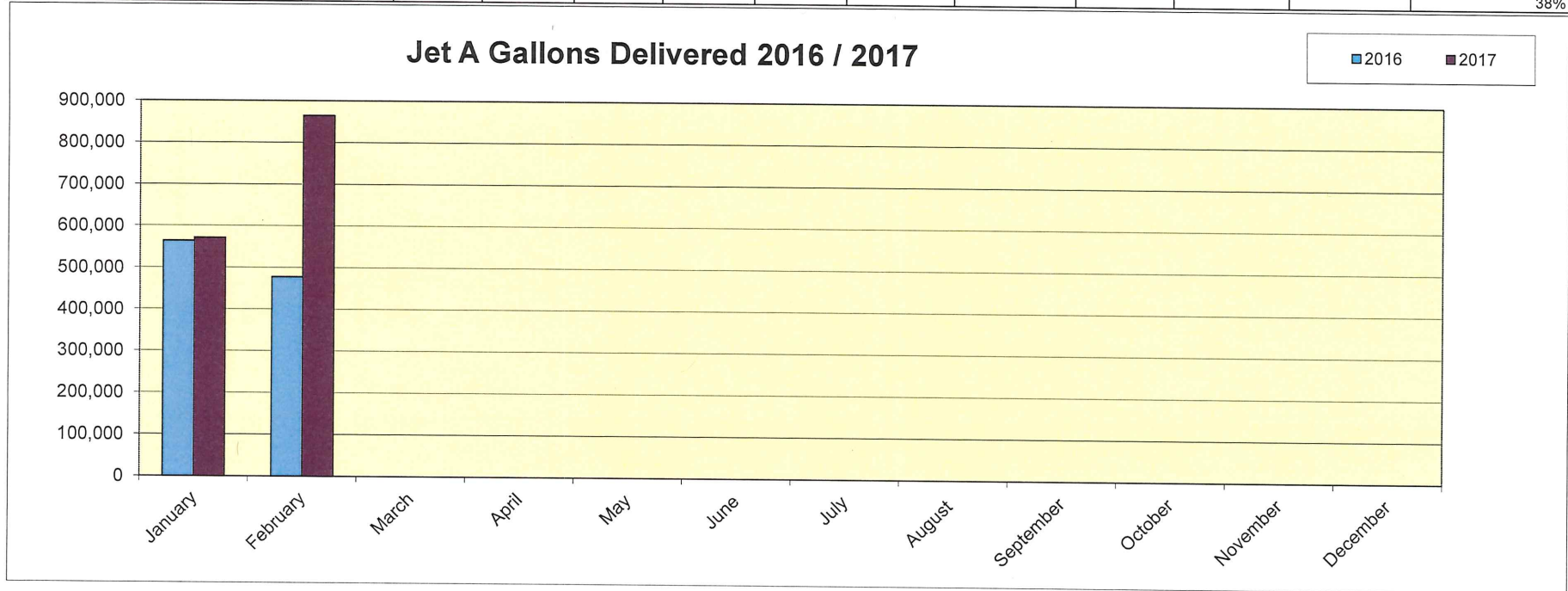
Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Total
6,605	5,836	4,888	4,827	4,828	4,604	4,418	5,334	5,428	4,683	5,618	6,129	63,198
Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Total
5,924	6,410	5,039	4,825	4,469	4,614	5,366	4,031	6,058	4,850	5,234	6,156	62,976



BOCA RATON AIRPORT NOISE ABATEMENT REPORT

JET A MONTHLY FUEL REPORT

Jet A (Gallons) Delivered	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date Totals
2016	563,942	477,333											1,041,275
2017	570,983	864,722											1,435,705
Change	7,041	387,389											394,430
% Change	1%	81%											38%

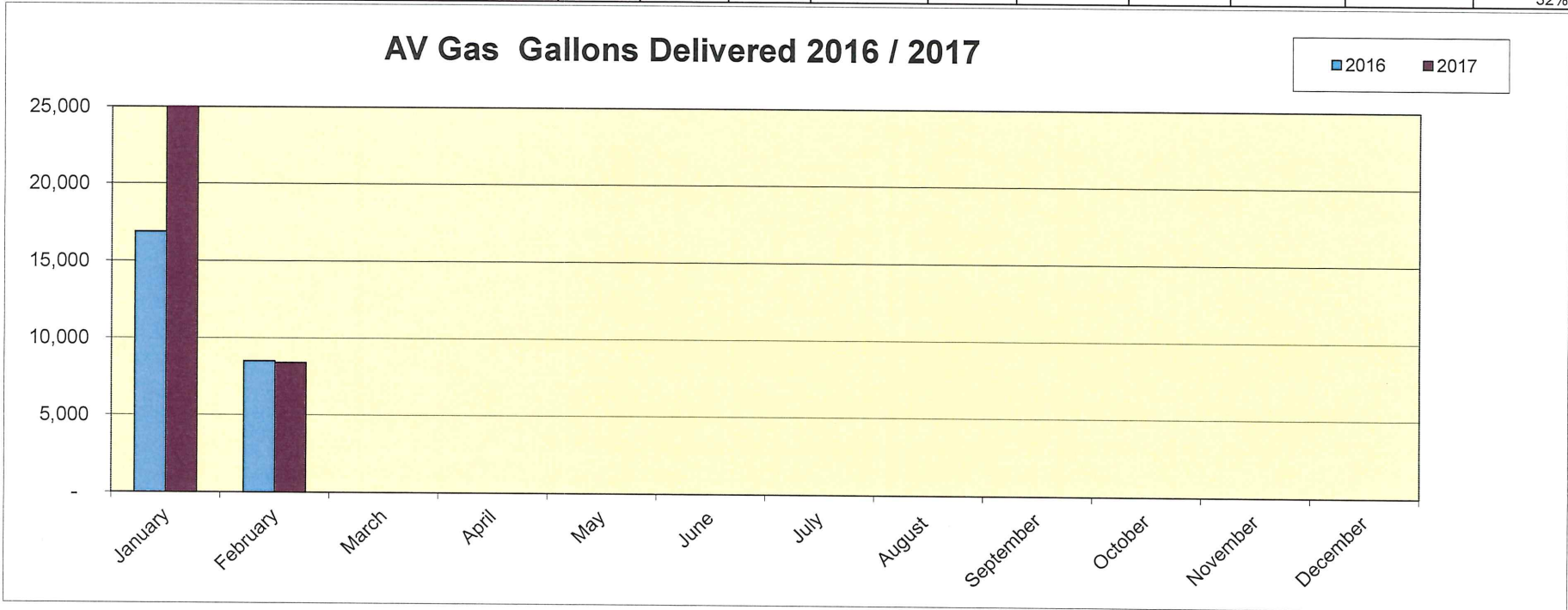


* Preliminary figures used for February 2017

BOCA RATON AIRPORT NOISE ABATEMENT REPORT

AV GAS MONTHLY FUEL REPORT

AV Gas (Gallons) Delivered	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date Totals
2016	16,899	8,498											25,397
2017	25,169	8,398											33,567
Change	8,270	(100)											8,170
% Change	49%	-1%											32%



* Preliminary figures used for February 2017

BOCA RATON AIRPORT NOISE ABATEMENT REPORT											
February 2017 - NOISE REPORT											
First Name	Last Name	Community	Quadrant	A/D/O/T	Runway	Aircraft Category	Tail/Flight Number	Aircraft Type	Concern	TFR Related?	Calls Received
Jim	N/A	N/A	B	A	23	J	N908TF	Falcon 10	Noise	No	1
Jessika	Kellogg	Wimbledon Villas	C	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	No	1
Jessika	Kellogg	Wimbledon Villas	C	A	5	J	N/A	N/A	Noise, VC	No	1
Michelle	Anger	N/A	C	A	5	J	N50GJ	LearJet 60	Noise, VC	No	1
Gary	Brown	Trends	C	A	5	J	N44EL	LearJet 60	Noise, VC	No	1
Dorota	Trojan	Coach Houses of Town Place	C	A	5	N/A	N/A	N/A	Noise, Traffic	No	1
Matt	Schandler	N/A	C	A	5	J	N535FX	Challenger 300	Noise, VC	No	1
Fredrick	Foot	N/A	B	D	5	J	N78XL	C56X	Noise, VC	No	1
Lynn	Bowden	N/A	B	D	5	J	N300JZ	GLF3	Noise, VC	No	1
Debra	Fashawn	N/A	B	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Jay	Shapp	N/A	B	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	No	1
Phil	Liberty	N/A	B	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Edward	Jensen	N/A	B	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Sarah	Barrington	N/A	B	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Barry	Helfanbein	Wimbledon Villas	C	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	No	1
Kristin	Ronne	N/A	A	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
David	Goldberg	Boca Point	A	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Sarah	Barrington	N/A	B	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Trudy	Moore	N/A	C	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Gary	Brown	The Trends	C	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Gall	Neer	N/A	A	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
David	Goldberg	Boca Point	C	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Roger	Peterson	Boca Isles North	A	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Michael	Simoff	Carlton House	B	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	Yes	1
Chuck	N/A	Wimbledon Villas	C	A	5	J	N36MM	Global	Noise	No	1
Chuck	N/A	Wimbledon Villas	C	A	5	J	N704JW	G-IV	Noise	No	1
Tom	Auer	N/A	A	N/A	N/A	N/A	N/A	N/A	Noise, Traffic	No	1
Arnold	Sevell	Boca Bath & Tennis	A	D	23	J	N9906W		Noise	No	1
Jim	Warner	N/A	B	N/A	N/A	N/A	N/A	N/A	Noise, VC	No	1

BOCA RATON NOISE ABATEMENT REPORT						
NOISE REPORTS Per Quadrant- YTD 2017						
Year	Unknown	Quadrant A	Quadrant B	Quadrant C	Quadrant D	Total
2017	0	8	13	14	0	35

February 2017 - Voluntary Curfew Operations 10:00 PM - 7:00 AM - Not Following Noise Abatement Procedures

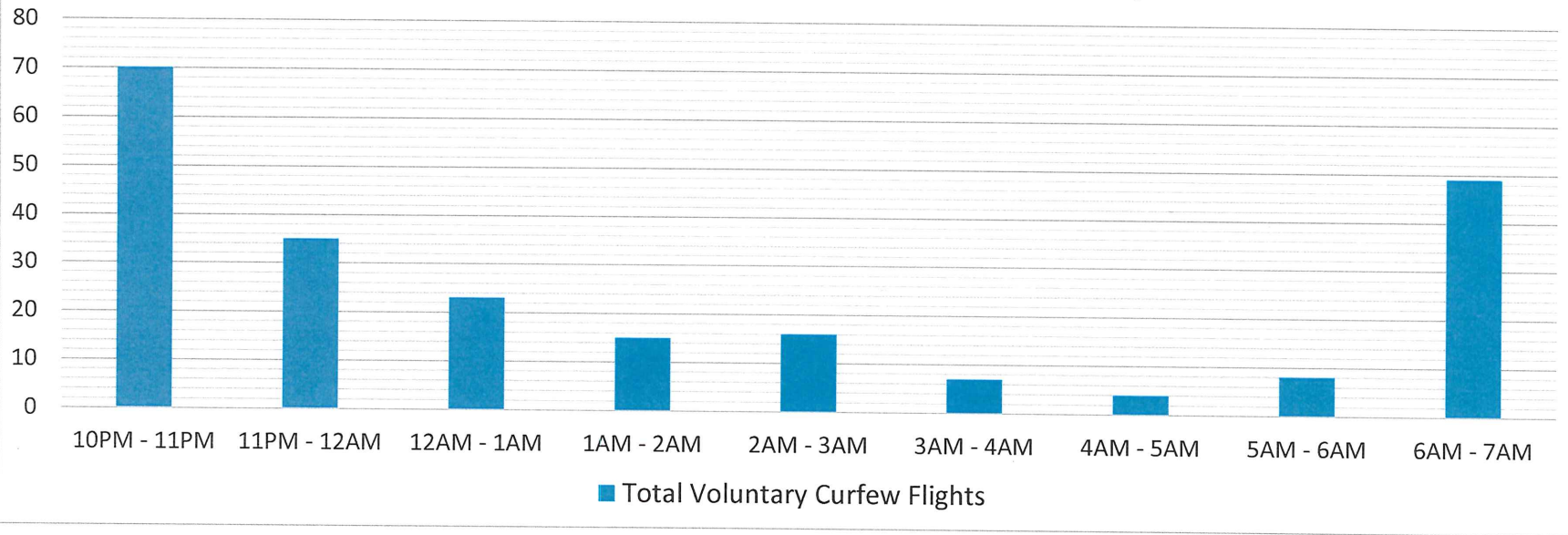
	Date	Time	N#	Type	A	D	T&G*	S&G**	RWY	Owner	Address	City	State	Zip	FBO
1	2/2/2017	2:39	N111KJ	Citation C/J3	A				23	NLW, Inc.	3760 Guion Road	Indianapolis	IN	46222	Signature
2	2/2/2017	4:15	N868RB	Citation XLS+	A				5	Aplux, LLC	5050 Kemper Avenue	St. Louis	MO	63139	N/A
3	2/2/2017	10:09	N914Y	Challenger 601-3R	A				5	Absolutely Aviation, LLC	4406 S. Bay Drive	Orchard Lake	MI	48323	Atlantic
4	2/2/2017	10:47	VPBPM	Falcon 900XL	D				5	Air Fleet Leasing & Mgmt. Co., Inc.	1209 Ward Avenue, Suite 100	West Chester	PA	19380	Atlantic
5	2/2/2017	10:57	N5090M	BECH 76	D				5	ARI BEN AVIATOR INC	3800 SAINT LUCIE BLVD	FORT PIERCE	FL	34946	Atlantic
6	2/3/2017	0:05	N818SS	Gulfstream-IV	A				5	Englehart Aircraft Leasing, LLC	1201 Louisiana Street, Suite 1400	Houston	TX	77208	Signature
7	2/3/2017	1:30	N888LG	Falcon 900C	A				5	GVG Capital Group International, Inc.	433 Plaza Real, Suite 275	Boca Raton	FL	33432	Atlantic
8	2/3/2017	10:13	N945EJ	Learjet 40XR	D				5	R.H. Bluestein & Co.	260 East Brown Street, Suite 100	Birmingham	MI	48009	Signature
9	2/3/2017	11:52	N78XL	Citation XLS	A				5	6-1 LLC	1422 Central Avenue	Fl. Dodae	IA	50501	Atlantic
10	2/4/2017	0:36	N101PV	Falcon 2000EX	A				5	Vegso Aviation, Inc.	3201 Southwest 15th Street	Deerfield Beach	FL	33442	N/A
11	2/4/2017	1:11/ 2:18	N821LC	Learjet 45XR	A	D			23	Rectrix Aviation, Inc.	777 Virginia Road	Concord	MA	01742	N/A
12	2/4/2017	6:18	N539AF	Pilatus PC-12	D				5	Rigi, Inc.	115 Flightline Road	Portsmouth	NH	3801	Signature
13	2/4/2017	6:41	N23759	Cessna 172R	D				5	Christiansen Aviation Inc.	2207 CONCORD PIKE	Wilmington	DE	19803	Rw 5/23 Condo
14	2/4/2017	22:12	N2977R	Piper PA-28R-200	A				5	Beach Aviation LLC	4800 Bavview Dr. PH 5	Fort Lauderdale	FL	33308	Tie-Down
15	2/4/2017	22:27	N2DF	Gulfstream G-IV	A				5	Suburban Properties 3, LLC	1795 MacLellan Drive	Troy	MI	48094	Atlantic
16	2/4/2017	22:47	N876UP	King Air 350I	A				5	WU Leasing I, LLC	220 West 42nd Street, 9th Floor	New York	NY	10036	Signature
17	2/5/2017	1:22	N810SC	Hawker 800XP	A				23	JMD Leasing, Inc.	544 Iron Ridge Road	Hanover	PA	17331	N/A
18	2/5/2017	22:04	N46CK	Premier IA	D				5	Park Place Aviation, LLC	7143 East Kemper Road	Cincinnati	OH	45249	Atlantic
19	2/5/2017	22:39	N203RC	Gulfstream-6450	A				5	Minaco Air, LLC	201 North Elm Street, Suite 201	Greensboro	NC	27429	Atlantic
20	2/6/2017	1:10	N718FG	Learjet 75	A				5	N718FG, LLC	1308 East University Avenue	Urbana	IL	61802	N/A
21	2/6/2017	2:22 /3:10	N78XL	Citation XLS	A	D			5	6-1 LLC	1422 Central Avenue	Fl. Dodae	IA	50501	N/A
22	2/6/2017	5:59	N831VP	Citation III	D				5	Stark Airways, LLC	3951 Convergence Cr., Mail Ste. 301	Minnetonka	MN	55305	Atlantic
23	2/6/2017	6:13	N649DR	King Air 200	A				5	Wilderness Aircraft Company, LLC	1800 Hill Ridge Drive	Whiteville	NC	28472	Signature
24	2/6/2017	6:21	N256DC	Citation Sovereign	D				5	DCGT, LLC	32/W611 Tower Road	West Chicago	IL	60785	Signature
25	2/6/2017	6:55	N3398M	Hawker 400XP	A				5	McNeill's Pharmacy	612-4 Jefferson Street	Whiteville	NC	28472	Signature
26	2/6/2017	22:09	N896JC	Challenger 300	A				5	Johnson Controls Properties, LLC	5757 N. North Green Bay Avenue	Milwaukee	WI	53209	Atlantic
27	2/9/2017	0:20	N31JE	Hawker 4000	A				23	N450JE, LLC	1400 Broadway, 15th Floor	New York	NY	10018	Signature
28	2/9/2017	22:12/ 22:33	N4087C	Piper PA-31-350	A	D			5	A & M Aero LLC	3020 S FLORIDA AVE STE 101	Lakeland	FL	33803	Atlantic
29	2/9/2017	22:49	N192JK	Mooney M20R	A				5	HOGAN CARL G	115 SLEEPY HOLLOW DR	Columbus	MS	39705	N/A
30	2/9/2017	22:53	N774GE	Citation C/J1	D				5	TX OK Air, LLC	1601 Lancaster Drive, Suite 170	Grapevine	TX	76051	Signature
31	2/10/2017	5:57	N59PA	Premier IA	A				5	Premier Air Transport, LLC	3853 Gillette Drive	Wilmington	NC	28403	Signature
32	2/10/2017	22:03	N1XH	Premier I	D				5	Ford Air Services, LLC	210 North State Line Ave., Ste. 100	Texarkana	AR	71854	Atlantic
33	2/10/2017	22:15	N322K	Gulfstream G-550	A				5	N173PL Leasing, LLC	1 American Road, 12th Floor	Dearborn	MI	48126	Atlantic
34	2/10/2017	22:27	N810SC	Hawker 800XP	A				5	3G Aviation, LLC	544 Iron Ridge Road	Hanover	PA	17331	Signature
35	2/10/2017	22:30	N188TW	Citation C/J1	D				5	JMD Leasing, Inc.	8520 Business Park Drive	Shreveport	LA	71105	Signature
36	2/11/2017	0:42	N508UP	Citation XLS	A				5	Textron Financial Corporation	Two Cessna Boulevard, Suite 100	Wichita	KY	67215	Signature
37	2/11/2017	0:52	N898LM	Gulfstream G-550	A				5	Henry Air, LLC	1030 Meadow Lane	Southampton	NY	11968	Signature
38	2/11/2017	1:05 / 2:45	N443WA	Aero Commander 500-B	A	D			5 / 23	Towner John D	4002 West 57th Street	Shawnee Mission	KS	66205	Atlantic
39	2/11/2017	22:38	N178BH	Hawker 800XP	A				5	6 Fara, LLC	25 1st Avenue	Atlantic Highlands	NJ	7716	Signature
40	2/11/2017	23:16	N950CM	Gulfstream G-V	D				5	Wells Fargo Equipment Finance, Inc.	608 Second Avenue South, MAC N9303-116	Minneapolis	MN	55402	Atlantic
41	2/11/2017	23:36	N4141R	Piper PA-32-300	A				5	Cherokee N4141R Inc.	15425 SW 74th Ct	Palmetto Bay	FL	33157	Signature
42	2/12/2017	1:07 / 1:49	N259DV	Sukorsky S-76C	D				H	RDV Leasing LLC	126 Ottawa Ave NW	Grand Rapids	MI	49503	Signature
43	2/12/2017	1:12 / 2:28	N743LG	Learjet 60	A	D			5 / 23	GP CAM Aviation Partners I, LLC	5360 Northwood 20th Terrace	Fl. Lauderdale	FL	33309	Signature
44	2/12/2017	3:11	N4981M	Hawker 400XP	A				23	Aircraft Holdings Company One, LLC	2101 County Road 6 Unit 15	Elkhart	IN	46516	Signature
45	2/12/2017	4:44	N950CM	Gulfstream G-V	A				5	Wells Fargo Equipment Finance, Inc.	608 Second Avenue South, MAC N9303-116	Minneapolis	MN	55402	Atlantic
46	2/13/2017	6:35	N813PD	Gulfstream G-IV	D				5	Quoque Aviation II, LLC	101 Central Park West, Lobby 1	White Plains	NY	10601	Signature
47	2/13/2017	6:44	N845PM	Gulfstream G-200	D				5	PAG Management, LLC	50 Bank Street	White Plains	NY	10601	Signature
48	2/14/2017	22:35	N23988	Cessna 172R	A				23	Christiansen Aviation Inc.	2207 CONCORD PIKE	Wilmington	DE	19803	Stop & Go
49	2/17/2017	3:45	N524XA	Citation Bravo	A				5	FXC Nation Leasing LLC	701 South Swinton Avenue	Delray Beach	FL	33444	Atlantic
50	2/17/2017	22:04	N287RA	King Air B200	D				5	Delta Investment Group, LLC	2353 Brook Hollow Cove	Memphis	TN	38119	N/A
51	2/17/2017	22:05	N90BA	Learjet 31	A				5	Venture Jets Assets, LLC	500 Airport Road, Suite S	Lititz	PA	17543	Atlantic
52	2/17/2017	22:24/23:34	N613PJ	Challenger 601-3A	A	D			5	Parason Transport Management, LLC	2 Medical Plaza	Glen Cove	NY	11542	Signature
53	2/17/2017	22:26	N501CV	Gulfstream G-V	D				5	Global Jet Capital	2500 North Military Trail, Suite 475	Boca Raton	FL	33431	Signature
54	2/17/2017	22:38	N502UP	Citation Excel	A				5	Textron Financial Corporation	Two Cessna Boulevard, Suite 100	Wichita	KY	67215	Signature
55	2/17/2017	22:44	N479PF	Learjet 60	A				5	Genmark Ventures, LLC	1515 North Federal Hwy., Suite 306	Boca Raton	FL	33432	Signature
56	2/17/2017	22:46	N794RC	Challenger 300	A				5	SGMJ, LLC	1234 Airport Road, Suite 105	Destin	FL	32541	Signature
57	2/17/2017	22:49	N115TL	Citation Excel	A				5	Global Jet Capital	2500 North Military Trail, Suite 475	Boca Raton	FL	33431	Signature
58	2/17/2017	22:59	N596DC	Gulfstream G-450	A				5	EBS, LLC	Six East 43rd Street, 29th Floor	New York	NY	10017	Atlantic
59	2/17/2017	23:14/23:55	N164RX	Learjet 45	A	D			5	Rectrix Aviation, Inc.	777 Virginia Road	Concord	MA	01742	Atlantic
60	2/18/2017	2:09	N443WA	Aero Commander 500-B	A	D			5 / 23	Towner John D	4002 West 57th Street	Shawnee Mission	KS	66205	Atlantic
61	2/18/2017	6:16	N57HA	Challenger 300	A				23	U.S. Bank Equipment Finance	13010 SW 68th Parkway, Suite 100	Portland	OR	97223	Atlantic
62	2/19/2017	22:30	N898LB	Learjet 75	A				23	Speedbird, Inc	8534 East Kemper Road	Cincinnati	OH	45249	N/A
63	2/19/2017	23:10	N888LG	Falcon 900C	A				5	GVG Capital Group International, Inc.	433 Plaza Real, Suite 275	Boca Raton	FL	33432	Tie-Down
64	2/19/2017	23:58	N770XJ	Citation X	A				5	A & C Business Services, Inc.	4121 Southwest 34th Street	Boca Raton	FL	33811	Signature
65	2/20/2017	6:53	N278BG	Learjet 60	D				5	Guacamole Management, LLC	3840 Airfield Court East	Lakeland	FL	33811	Signature
66	2/20/2017	22:41	N888WU	Challenger 850	A				5	888WU, LLC	104 Grafton Drive	Portsmouth	NH	3801	Signature
67	2/21/2017	6:03	N116M	Citation C/J3	A				5	Hagedorn Aviation, Inc.	14111 Scottslawn Road	Marysville	OH	43040	Signature
68	2/23/2017	22:48	N8642M	Mooney M20F	A				23	N8642M, LLC	257 SE MONTEREY RD	Stuart	FL	34994	N/A
69	2/24/2017	6:36	N44EL	Learjet 60	D				5	258007 Operations, LLC	525 Okeechobee Boulevard, Suite 1050	West Palm Beach	FL	33401	Signature
70	2/24/2017	22:28	N675AB	Citation C/J2	D				5	SBD Sierra, LLC	2871 US Highway 19 N	Cleanwater	FL	33763	Signature
71	2/24/2017	22:33/22:56	N925JS	Gulfstream G-IV SP	A	D			5	Longevity Air, LLC	P.O. Box 366, 196 Route 202 North	Far Hills	NJ	7931	Signature
72	2/24/2017	22:58	N5124N	Cessna 182Q	D				5	PANAIR FLYING CLUB INC	14300 SW 129TH ST STE 108	Miami	FL	33186	Atlantic
73	2/25/2017	0:44	N111RM	Beech F33A	D				5	BARRIX INVESTMENTS LLC	6633 LAKE CANE DR	Orlando	FL	32819	N/A
74	2/25/2017	6:30	N599A	Premier IA	A				5	Premier Air Transport, LLC	P.O. Box 4232, 3853 Gillette Drive	Wilmington	NC	28403	N/A
75	2/26/2017	22:51	N906JC	Gulfstream G-350	A				5	Hudson Air, LLC	One Meadowlark Plaza, Suite 902	East Rutherford	NJ	7073	Signature
76	2/26/2017	23:19	N953JB	Eclipse EA500	A				5	953JB, LLC	17341 Fieldbrook Circle South	Boca Raton	FL	33498	N/A
77	2/27/2017	22:12/22:56	N2446Z	Cessna 172S	A	D			5	EPIC AVIATION	600 Skivina Dr	New Smyrna Beach	FL	32188	Signature
78	2/27/2017	23:05	N316EP	Cessna 172S	D				5	LYNN VENTURES LLC	PO BOX 90336	Raleigh	NC	27675	Atlantic
79	2/27/2017	23:19	N172RA	Cessna 172S	D				5	Lynn Ventures LLC	2600 Hilltop Farms Rd	Apex	NC	27502	Atlantic

* Touch and Go Operations

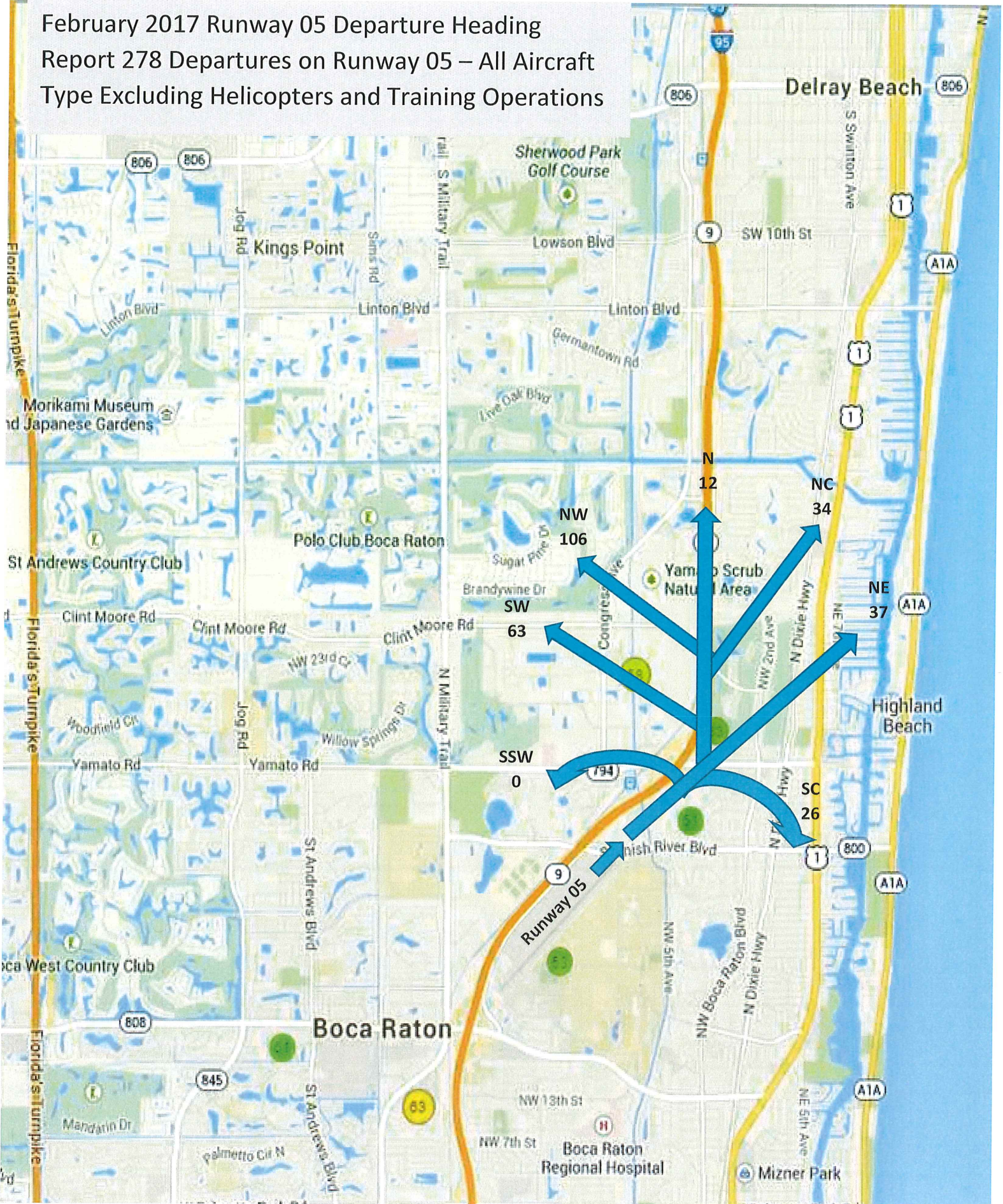
** Stop and Go Operations

Day vs. Night Operations Annual & Current Month							
	2012	2013	2014	2015	2016	2017 YTD	Feb-17
Total Operations	52,097	50,473	62,010	63,716	60,436	11,728	6,383
Night Operations	1,466	1,520	1,728	1,580	1,302	338	227
Day Operations	50,631	48,953	60,282	62,136	59,134	11,390	6,156
Night Ops % of Total Ops	3%	3%	3%	2%	2%	3%	4%

Voluntary Curfew Operations by Hour - February 2017



February 2017 Runway 05 Departure Heading Report
278 Departures on Runway 05 – All Aircraft Type Excluding Helicopters and Training Operations





Memo

To: Gene Folden, Chair and Board Members
From: Clara Bennett, Executive Director
Date: March 15, 2017
RE: **Proposed Amendment to BRAA Bylaws**

AGENDA ITEM – IX - B

An amendment to Section 4.03, (g) Delivery of Agenda, and (h) Emergency Items of the BRAA Bylaws. The proposed change is attached for consideration by the Board on second reading.

Resolution Number 03-06-17 adopting Amended and Restated Boca Raton Airport Authority Bylaws is presented for consideration by the Airport Authority Board.

BOCA RATON AIRPORT AUTHORITY

RESOLUTION 03-06-17

A Resolution of the Boca Raton Airport Authority amending the Boca Raton Airport Authority Bylaws

WHEREAS, on July 20, 2011, pursuant to Resolution No. 07-40-11, the Boca Raton Airport Authority (the "Authority") adopted the Boca Raton Airport Authority Bylaws (the "Bylaws") to govern the conduct of the BRAA and its members in the consideration and disposition of matters involved in the operation of the Airport; and

WHEREAS, on September 21, 2011, pursuant to Resolution No. 09-45-11, on February 15, 2012, pursuant to Resolution No. 09-45-11, and on October 17, 2012, pursuant to Resolution No. 10-32-12, and on November 19, 2012, pursuant to Resolution No. 11-37-12, and on June 19, 2013, pursuant to Resolution No. 06-29-13, on August 21, 2013, pursuant to Resolution No. 08-38-13, on October 16, 2013, pursuant to Resolution No. 10-52-13, on May 21, 2014, pursuant to Resolution No. 05-22-14, on August 19, 2015, pursuant to Resolution No. 08-41-15, on September 16, 2015, pursuant to Resolution 09-44-15, and on October 21, 2015 pursuant to Resolution 10-49-15 the Authority amended the Bylaws;

WHEREAS, on February 15, 2017, at the regularly scheduled Board meeting, the Authority considered and discussed an amendment to the Bylaws (the "Proposed Amended Bylaws"), which are attached as **Exhibit A**; and

WHEREAS, the Authority now desires to adopt the Proposed Amended Bylaws.

NOW THEREFORE BE IT RESOLVED BY THE BOCA RATON AIRPORT AUTHORITY, BOCA RATON, FLORIDA, IN PUBLIC MEETING DULY ASSEMBLED, THIS 15th DAY OF MARCH 2017, AS FOLLOWS:

1. The foregoing recitals are hereby incorporated as the legislative intent of the Authority.
2. The Authority hereby amends the Bylaws, as provided in **Exhibit A**.
3. The Executive Director, in consultation with Airport Legal Counsel, is authorized to do all things necessary to effectuate the intent of this Resolution Number 03-06-17.
4. The Chair or Vice-Chair of the Authority is hereby authorized to execute this Resolution Number 03-06-17.
5. This Resolution No. 03-06-17 shall become effective upon approval by the Board.

ADOPTED by the Boca Raton Airport Authority, this 15TH day of March 2017.

ATTEST:

BOCA RATON AIRPORT AUTHORITY:

Mitchell Fogel
Secretary & Treasurer

Gene Folden
Chair

Original Un-amended Language.
Section 4.03 – Agenda

There shall be an official agenda for every meeting of the Board, which shall determine the order of business conducted at the meeting. The Agenda shall be in the format set forth in **Exhibit C** to these Bylaws. The Board shall take no action upon any matter, proposal, or item of business which is not listed upon the official agenda or included as an amendment to the agenda. The Board may take agenda items out of order upon motion approved by the Board.

....

(g) Delivery of Agenda

The Executive Director shall make every effort to deliver substantially complete agenda packages to the Members no later than 6:00 p.m. on the Friday preceding the Wednesday Meeting. Agenda for Special and Emergency Meetings will be distributed in as timely a manner as possible.

(h) Emergency Items

In the event of an unforeseen/emergency situation (defined as strongly relevant to the safety and/or operation of the Boca Raton Airport), where an agenda item must be presented to the Board without undergoing the normal submittal and review process, the item may be added to the agenda upon approval of the Executive Director or the Board. The Board should be apprised of the issue with as much advance notice as possible preceding a scheduled Board meeting.

Proposed Amended Language.

Section 4.03 – Agenda

There shall be an official agenda for every meeting of the Board, which shall determine the order of business conducted at the meeting. The Agenda shall be in the format set forth in **Exhibit C** to these Bylaws and shall be posted in accordance with law. The Board shall take no action upon any matter, proposal, or item of business which is not listed upon the official agenda or included as an amendment to the agenda. The Board may take agenda items out of order upon motion approved by the Board.

....

(g) Delivery of Agenda

The Executive Director shall make every effort to deliver substantially complete agenda packages to the Members no later than 6:00 p.m. ~~on the Friday preceding the Wednesday Meeting~~ on the day the agenda is posted to the Authority's website. Agenda for Special and Emergency Meetings will be distributed in as timely a manner as possible.

(h) Emergency Items

In the event of an unforeseen/emergency situation affecting public health, welfare, or safety where compliance with the requirements of the agenda rules provided herein would cause an unreasonable delay in the Board's ability to act (defined as strongly relevant to the safety and/or operation of the Boca Raton Airport), where an agenda item must be presented to the Board without undergoing the normal submittal and review process, the item may be placed on added to the agenda upon approval of by the Executive Director or the Board, and approved for consideration by the Board upon a majority vote. The Board should be apprised of the issue with aAs much advance notice as possible should be given for an item added to placed on the agenda under this section and such notice should be posted to the Authority's website preceding a scheduled Board meeting.



Memo

To: Gene Folden, Chair and Board Members

From: Clara Bennett, Executive Director

Date: March 15, 2017

RE: **Corporate Identity and Community Engagement Program**

AGENDA ITEM – IX - C

Representatives from Green Integrated Marketing will provide a status report on the Airport's Corporate Identity and Community Engagement Program.



Memo

To: Gene Folden, Chair and Board Members
From: Clara Bennett, Executive Director
Date: March 15, 2017
RE: **Discussion on BRAA Investment Policy**

AGENDA ITEM – X - A

Discussion on the BRAA Investment Policy as requested by Mr. Thayer



Memo

To: Gene Folden, Chair and Board Members
From: Clara Bennett, Executive Director
Date: March 15, 2017
RE: **Discussion on BRAA Board Workshop**

AGENDA ITEM – X – B

Discussion on a Board workshop as requested by Mr. Thayer



Memo

To: Gene Folden, Chair and Board Members

From: Clara Bennett, Executive Director

Date: March 15, 2017

RE: **Discussion on BRAA Drug and Alcohol Free Workplace Policy**

AGENDA ITEM – X – C

Discussion on the BRAA Drug and Alcohol Free Workplace Policy as requested by Mr. Folden.