

**Boca Raton Airport Authority  
Meeting Minutes  
August 16, 2017  
Boca Raton City Hall – Council Chambers**

Chair Mitchell Fogel called the meeting to order at 6:00 P.M.

**BOARD MEMBERS**

Mitchell Fogel	Chair
Cheryl Budd	Vice-Chair
Randy Nobles	Secretary/Treasurer
Gene Folden	Board Member
Jack Fox	Board Member - Absent
James R Nau	Board Member
Melvin Pollack	Board Member

**COUNSEL**

Amy Petrick, Esquire – Lewis Longman Walker

**STAFF**

Clara Bennett, Executive Director  
Scott Kohut, Deputy Director  
Ariadna Camilo, Finance and Administration Manager  
Travis Bryan, Operations Manager  
Christine Landers, Business Manager  
Jose Blanco, Operations Coordinator  
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](http://www.bocairport.com) and aired on the radio at 1650 AM.

**APPROVAL OF MINUTES**

**A MOTION to approve the minutes of the July 19, 2017 Regular Meeting was made by Mr. Folden and seconded by Mr. Pollack. The Motion was carried unanimously.**

**AGENDA CHANGES**

There were no agenda changes.

**CONSENT AGENDA**

There were no items on the consent agenda.

## FEDERAL, STATE AND MUNICIPAL INPUT

There was no Federal, State or Municipal Input.

## PUBLIC REQUESTS

Lt. Col. Michael T. Harding, Civil Air Patrol thanked the Boca Raton Airport Authority for its donation and Boca Aircraft Owners for assisting with the lease for their new hangar.

## FINANCIAL REPORT

Ms. Camilo presented the Financial Report for July 2017.

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

## TENANT REPORTS AND REQUESTS

Ms. Bennett presented the outcome of the negotiations between the Boca Raton Airport Authority and Boca Aircraft Owners.

**A MOTION to approve Resolution No. 08-23-17 of the Boca Raton Airport Authority further amending the Lease and Operating Agreement with Boca Aircraft Owners, Inc. was made by Ms. Budd and seconded by Mr. Nobles. The Motion carried unanimously.**

## EXECUTIVE DIRECTOR AND STAFF REPORTS

Mr. Blanco presented the Noise Abatement/Operations Summary for the month of July 2017.

Ms. Bennett recognized Mr. Blanco for his service to the Airport Authority and congratulated him on his new career opportunity. The Board expressed appreciation for his dedicated service over the past six years and wished him luck in his new endeavor.

Mr. Bryan recommended the Specialized Landscaping and Maintenance contract be awarded to Leturmy Landscaping and Power Spraying.

Mr. Jerry Leturmy, President of Leturmy Landscaping and Power Spraying was available to answer questions.

**A MOTION to approve Resolution No. 08-24-17 of the Boca Raton Airport Authority to award a contract to Leturmy Landscaping and Power Spraying to provide Specialized Landscaping and Maintenance Services to the Boca Raton Airport Authority was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.**

Ms. Bennett presented the Annual Operating and Capital Budgets for Fiscal Year 2018 (October 1, 2017 through September 30, 2018).

**A MOTION to approve Resolution No. 08-25-17 of the Boca Raton Airport Authority adopting the Annual Operating and Capital Budgets for Fiscal Year 2018 (October 1, 2017 through September 30, 2018) was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.**

Mr. Kohut presented the Federal Aviation Airport Improvement Program (AIP) Project grant offer for Wildlife Hazard Management Plan, reconstruct runway lighting, and install runway vertical/visual guidance system project.

**A MOTION to approve Resolution No. 08-26-17 of the Boca Raton Airport Authority accepting the Airport Improvement Program (AIP) Project No. 3-12-0006-022-2017 from the Federal Aviation Administration for Wildlife Hazard Management Plan, reconstruct runway lighting, and install runway vertical/visual guidance system was made by Mr. Nobles and seconded by Mr. Pollack. The Motion carried unanimously.**

Mr. Bryan provided an update regarding the Emergency Response Training and Emergency and Airport Familiarization course that was attended by over 200 Boca Raton Fire Rescue personnel over a two-week period.

A discussion ensued.

The Board recommended researching the option of making this a "certificate program" and making this training a regular event at the Airport.

Mr. Bryan provided an update regarding various Airport projects including the Customs Facility, EMAS and the new airport vehicle.

#### **AUTHORITY MEMBERS REQUESTS AND REPORTS**

Mr. Folden asked Mr. Bryce Wagner, Resident Project Engineer for Ricondo and Associates, Inc. to provide an additional update on the Customs Facility.

Ms. Budd recognized an effective budget process and thanked Mr. Nobles and Ms. Bennett for their diligence..

Mr. Pollack requested an update on the status of the Airport Road expansion project. He noted that FXE is advertising on National Public Radio for their Customs Facility and requested an updated on the status of the Customs User Fees and the drug and alcohol policy.

Ms. Bennett stated that the widening of Airport Road and other objectives will be evaluated in conjunction with the Capital Improvement Plan. Ms. Bennett recognized that, per the Board's direction, the Customs User Fees will be discounted at 50% for the first three months and Airport Management is working with Green Integrated Marketing to develop a robust marketing campaign for the new facility.

Mr. Folden stated that the drug and alcohol policy has not been finalized as of yet. Mr. Fogel suggested that the drug and alcohol policy be discussed at the next Board Workshop.

### **PUBLIC INPUT**

Ms. Kathleen Grace, 758 Gloucester St, Boca Raton, spoke regarding concerns with noise and air traffic in the NE Boca area. Ms. Bennett invited Ms. Grace to contact her directly so that she could address her concerns..

Mr. Neil Haynie provided comment on the Board Meeting.

### **OTHER BUSINESS**

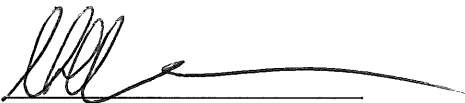
Mr. Fogel requested that staff look into alternative dates for the September and December board meetings.

### **MISCELLANEOUS**

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

### **ADJOURNMENT**

Meeting adjourned at 8:57 p.m.

  
\_\_\_\_\_  
Mitchell Fogel, Chair

9-19-17  
Date