

**Boca Raton Airport Authority
Meeting Minutes
March 21, 2018
Boca Raton City Hall – Council Chambers**

Vice-Chair Cheryl Budd called the meeting to order at 6:00 P.M.

BOARD MEMBERS

Mitchell Fogel	Chair - ABSENT
Cheryl Budd	Vice-Chair
Randy Nobles	Secretary/Treasurer - ABSENT
Gene Folden	Board Member
Jack Fox	Board Member
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
Robert Abbott, Operations Coordinator
William Urbanek, 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 February 21, 2018 Regular Meeting was made by Mr. Fox 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

Mr. Neil Haynie suggested discussion items for the April Boca Raton Airport Authority Board Workshop.

FINANCIAL REPORT

Ms. Camilo presented the Financial Report for February 2018.

A MOTION to approve the Financial Report for February 2018 was made by Mr. Pollack and seconded by Mr. Folden. The Motion carried unanimously.

Mr. Fox inquired as to how the Airport Authority plans to use the surplus revenues as a result of the presidential visits.

Ms. Bennett stated that all surplus funds are reinvested into the operation and improvement of Airport facilities by method of the Airport Authority's five-year Capital Improvement Plan.

TENANT REPORTS AND REQUESTS

Mr. Kohut presented the request from Atlantic Aviation to extend the approved term of the temporary office space for Privaira.

A MOTION to approve Resolution No. 03-05-18 of the Boca Raton Airport Authority approving the request of Atlantic Aviation to extend the approved term of temporary office space in use by Sky One Holdings LLC d/b/a Privaira for a period not to exceed 18 months was made by Mr. Fox and seconded by Mr. Pollack. The Motion carried unanimously.

Mr. Kohut presented the request from Signature Flight Support to host a Wings, Wheels and Fashion special event on April 21, 2018.

Mr. Nick Castellino, Luxotica, provided details regarding the special event.

A MOTION to approve Resolution No. 03-06-18 of the Boca Raton Airport Authority granting conditional approval to Signature Flight Support to hold a Wings, Wheels and Fashion Special Event benefiting several charities on April 21, 2018 was made by Mr. Pollack and seconded by Mr. Folden. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

Mr. Abbott presented the Noise Abatement/Operations Summary for the month of February 2018.

Mr. Abbott provided an overview of the Safety Management System Gap Analysis Project and answered questions regarding the recommendations and next steps.

Mr. Bryan presented the Security Guard Services contract renewal with Platinum Group Security.

A MOTION to approve Resolution No. 03-07-18 of the Boca Raton Airport Authority renewing the agreement between the Authority and P.G. Security Inc. d/b/a Platinum Group Security for security guard services at the Boca Raton Airport for the period beginning on May 1, 2018 and ending at midnight on April 30, 2019 was made by Mr. Folden and seconded by Mr. Pollack. The Motion carried unanimously.

Ms. Bennett presented a Supplemental Joint Participation Agreement for Financial Project No. 437956-1-94-01 with the State of Florida Department of Transportation for Airfield Pavement Rejuvenator and Taxiway Connector Work.

A MOTION to approve Resolution No. 03-08-18 of the Boca Raton Airport Authority accepting the Supplemental Joint Participation Agreement with the State of Florida Department of Transportation for Airfield Pavement Rejuvenator and Taxiway Connector Work was made by Mr. Nau and seconded by Mr. Pollack. The Motion carried unanimously.

Ms. Bennett presented a lease agreement for the Customs and Border Protection Facility.

A MOTION to approve Resolution No. 03-09-18 of the Boca Raton Airport Authority authorizing the Executive Director to execute a lease between the Boca Raton Airport Authority and the U.S. Government for the Boca Raton Airport U.S. Customs and Border Protection Facility, Lease Number HSBP-7117-1-IN0376 was made by Mr. Fox and seconded by Mr. Pollack. The Motion carried unanimously.

A discussion ensued.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Mr. Folden requested an update on the Customs Facility.

Ms. Bennett provided an update on final completion of the Customs Facility, next-steps for Airport Management, and the Customs Facility walk through events held the first week in March.

Mr. Fox inquired about access to the Customs ramp area when the Customs Facility is closed, and suggested that Airport Management explore marketing opportunities for the boating community.

Ms. Bennett stated that the Customs ramp area is a secure area controlled by U.S. Customs and Border Protection, and Airport Management will further discuss access to the ramp area with CBP once the facility is operational. Ms. Bennett also relayed that Airport Management is open to all suggestions for marketing to the boating community.

Mr. Folden inquired as to when the Authority began insurance coverage for the Customs Facility.

Ms. Bennett stated that Airport Authority insurance coverage of the Customs Facility began at substantial completion.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

Ms. Budd requested that a summary outlining the steps the Airport has taken to explore land opportunities be included in the Board package for the workshop.

Mr. Folden reminded the public that the Board Workshop will be held at the Boca Raton Airport Authority office on April 5, 2018 at 2:00 p.m.

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday, April 18, 2018 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 7:03 p.m.



Mitchell Fogel, Chair



Date