

**Boca Raton Airport Authority
Meeting Minutes
June 20, 2018
Boca Raton City Hall – Council Chambers**

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

BOARD MEMBERS

Mitchell Fogel	Chair
Melvin Pollack	Vice-Chair
Randy Nobles	Secretary/Treasurer
Cheryl Budd	Board Member
Gene Folden	Board Member
James R. Nau	Board Member
Bob Tucker	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 May 16, 2018 Regular Meeting was made by Ms. Budd and seconded by Mr. Pollack. The Motion was carried unanimously.

AGENDA CHANGES

There were no agenda changes.

ELECTION OF OFFICERS

Ms. Petrick gave an overview of the Bylaws in relationship to the Election of Officers.

Ms. Budd nominated Mr. Fogel for Chair and Mr. Pollack seconded the nomination. Mr. Fogel was unanimously elected Chair.

Mr. Folden nominated Mr. Pollack for Vice-Chair, Mr. Nau seconded the nomination. Mr. Pollack was unanimously elected Vice-Chair.

Mr. Folden nominated Mr. Nobles for Secretary/Treasurer, Ms. Budd seconded the nomination. Mr. Nobles was unanimously elected Secretary/Treasurer.

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

There were no public requests.

FINANCIAL REPORT

Mr. Nobles and Ms. Camilo presented the Financial Report for May 2018.

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

Mr. Tony Grau, Founding Partner, Grau & Associates presented the Audit Report for the fiscal year ending September 30, 2017.

A discussion ensued.

A MOTION to approve Resolution 06-11-18 of the Boca Raton Airport Authority adopting the Boca Raton Airport Authority's Financial Statements, Schedule of Expenditures of Federal Awards and State Financial Assistance Projects and the Independent Auditor's Reports for the fiscal year ending September 30, 2017 was made by Mr. Pollack and seconded by Mr. Tucker. The Motion carried unanimously.

Mr. Nobles provided an overview of the Boca Raton Airport Authority's Investment Report.

Ms. Camilo presented the 2018 Investment Report.

TENANT REPORTS AND REQUESTS

Mr. Kohut provided an update on the Lynn University Sign that was recently installed.

Mr. Matthew Chalous, Director of Auxiliary Services, from Lynn University spoke regarding the newly installed monument sign.

A MOTION to approve Resolution No. 06-12-18 of the Boca Raton Airport Authority authorizing final approval to Atlantic Aviation – Boca Raton, LLC for permanent, exterior roadway and building signage improvements for Lynn University as constructed was made by Mr. Nau and seconded by Mr. Pollack. The Motion carried unanimously.

Ms. Bennett presented the proposed Fourth Amendment to the Premier Aviation of Boca Raton, LLC Lease.

Mr. Hamid Hashemi, CEO Premier Aviation of Boca Raton, LLC answered questions regarding the plans for their leasehold.

A discussion ensued.

A MOTION to approve Resolution No. 06-13-18 of the Boca Raton Airport Authority approving a Fourth Amendment to the Premier Aviation of Boca Raton, LLC Lease was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.

Ms. Bennett provided an updated on the completed renovations at Cinemark.

EXECUTIVE DIRECTOR AND STAFF REPORTS

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

Ms. Budd outlined the process followed to select a firm for the Airport Marketing and Advertising Consulting Services RFP.

Ms. Landers presented the findings and recommended approval of Resolution No. 06-14-18.

A discussion ensued.

A MOTION to approve Resolution No. 06-14-18 of the Boca Raton Airport Authority authorizing an Agreement with Pace Communications Group, Inc. for Marketing and Advertising Consulting Services for a period of three (3) years with two one (1) year renewal options at the Authority's option was made by Mr. Nobles and seconded by Mr. Pollack. The Motion carried unanimously.

Ms. Bennett presented a Joint Participation Agreement for Financial Project No. 423957-2-94-01 with the State of Florida Department of Transportation to Expand Airport Road and Utility Corridor – Design and Construction at the Boca Raton Airport.

A discussion ensued.

A MOTION to approve Resolution No. 06-15-18 of the Boca Raton Airport Authority accepting the Joint Participation Agreement with the State of Florida Department of Transportation for Expansion of Airport Road and Utility Corridor – Design and Construction at the Boca Raton Airport was made by Mr. Folden and seconded by Mr. Nobles. The Motion carried unanimously.

Ms. Bennett presented a Joint Participation agreement for Financial Project No. 437967-1-94-01 with the State of Florida Department of Transportation for Storm Drainage System Upgrades at Boca Raton Airport.

A MOTION to approve Resolution No. 06-16-18 of the Boca Raton Airport Authority accepting the Joint Participation Agreement with the State of Florida Department of Transportation for Storm Drainage System Upgrades at the Boca Raton Airport Authority was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.

Ms. Bennett presented the Statewide Mutual Aid Agreement.

A MOTION to approve Resolution No. 06-17-18 of the Boca Raton Airport Authority approving a Statewide Mutual Aid Agreement between the Boca Raton Airport Authority and the State of Florida Division of Emergency Management was made by Mr. Folden and seconded by Mr. Pollack. The Motion carried unanimously.

Ms. Bennett provided an update on the new Customs and Border Protection facility.

Mr. Folden inquired about how after-hours flights are handled.

Ms. Bennett presented a Year-to-Date 2018 Business Objectives Update.

Mr. Folden asked for an update on the EMAS system.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Mr. Nobles welcomed Bob Tucker to the Airport Authority Board.

Mr. Tucker thanked the City Council for his appointment, and said he is looking forward to being a part of this Board.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

There was no other business.

MISCELLANEOUS

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

ADJOURNMENT

Meeting adjourned at 8:00 p.m.



Mitchell Fogel, Chair

7-18-18
Date