

BOCA RATON AIRPORT AUTHORITY MEETING AGENDA

Wednesday, October 17, 2018
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, October 17, 2018 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 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

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

II. APPROVAL OF MINUTES

Consider approval of Minutes for the Regular Meeting of September 26, 2018.

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 5 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 September 2018 Financial Report.

Consider a Motion for approval of the Financial Report for September 2018.

VIII. TENANT REPORTS AND REQUESTS

IX. EXECUTIVE DIRECTOR AND STAFF REPORTS

A. Noise Abatement/Operations Summary for the month of September 2018.

B. Community Outreach Program Update.

C. Boca Raton Airport Scholarship Fund Annual Contribution.

D. Airport Projects Update.

X. AUTHORITY BOARD MEMBER REQUESTS AND REPORTS

A. Status report on the Boca Raton Airport Authority's 2019 meeting schedule.

XI. PUBLIC COMMENT

XII. OTHER BUSINESS

XIII. MISCELLANEOUS

The next meeting is scheduled for November 16, 2018 at 1:00 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
September 26, 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 August 15, 2018 Regular Meeting was made by Mr. Nobles 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

There were no public requests.

FINANCIAL REPORT

Ms. Camilo presented the Financial Report for August 2018.

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

TENANT REPORTS AND REQUESTS

Mr. Bryan presented a request from Atlantic Aviation for a special event to be held on their leasehold premises for Sky One Holdings, LLC d/b/a Privaira.

A MOTION to approve Resolution No. 09-24-18 of the Boca Raton Airport Authority granting approval to Atlantic Aviation for their request to host a Special Event on their leasehold premises for Sky One Holdings, LLC d/b/a Privaira to be held on October 5, 2018 was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

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

Mr. Urbanek provided an update on the Wildlife Hazard Management Plan Project.

A discussion ensued.

Ms. Camilo recommended certain proposed amendments to the Boca Raton Airport Authority Procurement Code.

A MOTION to approve Resolution No. 09-25-18 of the Boca Raton Airport Authority amending the Boca Raton Airport Authority Procurement Code was made by Mr. Nau and seconded by Ms. Budd. 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 Airfield Pavement Rejuvenator and Taxiway Connector work at the Boca Raton Airport.

A MOTION to approve Resolution No. 09-26-18 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 at the Boca Raton Airport was made by Mr. Pollock and seconded by Mr. Nobles. The Motion carried unanimously.

Ms. Bennett presented a Public Transportation Grant Agreement for Financial Project No. 437968-1-94-1 with the State of Florida Department of Transportation for Geographic Information System Implementation at the Boca Raton Airport.

A MOTION to approve Resolution No. 09-27-18 of the Boca Raton Airport Authority accepting the Public Transportation Grant Agreement with the State of Florida Department of Transportation for Geographic Information System Implementation at the Boca Raton Airport 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. 441606-1-94-01 with the State of Florida Department of Transportation for the Air Traffic Control Tower Rehabilitation Phase 2 at the Boca Raton Airport.

A MOTION to approve Resolution No. 09-28-18 of the Boca Raton Airport Authority accepting the Supplemental Joint Participation Agreement with the State of Florida Department of Transportation for Air Traffic Control Tower Rehabilitation Phase 2 at the Boca Raton Airport was made by Mr. Folden and seconded by Mr. Pollack. The Motion carried unanimously.

Ms. Bennet presented a request for approval from the Board to accept Federal Aviation Administration AIP Supplemental Appropriations Grants, should it be offered, for the Taxiway Improvements project.

Ms. Budd asked if giving the Airport Authority Director authority to do this has been done in the past. Ms. Bennett confirmed it has.

A MOTION to grant Ms. Bennett authority to accept Federal Aviation Administration AIP Supplemental Grants on behalf of the Boca Raton Airport Authority Board was made by Ms. Budd and seconded by Mr. Nobles. The Motion carried unanimously.

Ms. Bennett provided a status report on the FAA grant offer for the Taxiway Widening Project. Ms. Bennett explained that the grant offer was received at the beginning of the month and the deadline for acceptance occurred prior to the September Board meeting.

Ms. Petrick recommended a vote to ratify the decision to accept the grant.

A MOTION to ratify the FAA Grant acceptance for additional funds for design costs associated with the Taxiway Project was made by Ms. Budd and seconded by Mr. Tucker. The Motion carried unanimously.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Ms. Budd reminded the Board that the Airport is celebrating its 70th Anniversary and the Management team is working on a coffee table book to commemorate the event.

Mr. Tucker applauded the decision to approve the special event being held at Privaira and the Mammovan event hosted by the Airport as positive community outreach opportunities.

Ms. Bennett added that the visit of the Boca Raton Regional Hospital Mammovan to the Airport will take place on October 13, 2018 and encouraged anyone needing screening to make an appointment.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday, October 17, 2018 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 6:55 p.m.

Mitchell Fogel, Chair

Date



Memo

To: Mitchell Fogel, Chair and Board Members
From: Ariadna Camilo, Finance and Administration Manager
Date: October 17, 2018
RE: **Financial Report –September 2018**

AGENDA ITEM – VII – A

Airport Management and the Secretary/Treasurer will provide an overview of the Financial Report for the twelve months ending September 30, 2018.

Total Operating Revenues as of September 30, 2018 were \$4,064,201.47 an increase of \$364,766 or 9.9% to budget. This increase in revenue year to date is attributable to increased Fuel Flowage revenue during the Presidential visits.

Total Non-Operating Revenues and Capital Contributions as of September 30, 2018 were \$558,719.

Total Operating Expenses as of September 30, 2018 were \$2,322,182 a decrease of \$726,752 or 23.8% compared to budget. Significant variances in expenses compared to budget for the twelve months ending September 30, 2018 are as follows:

- Project expenditures are down \$286,411 or 63.8% to budget, primarily due to the projects anticipated to begin construction in fiscal year 2019.
- Airport Operations expenditures are down \$55,268 or 11.6% to budget, primarily due to expenses being lower than anticipated.
- Customs Facility expenditures are down \$184,747 or 74.4% to budget, primarily due to Customs and Border Protection personnel expenses incurred but not yet invoiced.

- Legal Service expenditures year to date are detailed below, including a breakdown of costs for board member related matters and capital projects.

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	TOTAL
GENERAL	\$ 6,914	\$ 11,408	\$ 2,600	\$ 6,586	\$ 3,878	\$ 5,864	\$ 5,321	\$ 5,599	\$ 3,070	\$ 2,626	\$ 3,988	\$ 1,040	\$58,893
BOARD	\$ 936	\$ 7,854	\$ -	\$ 2,096	\$ 390	\$ -	\$ -	\$ -	\$ 2,298	\$ -	\$ -	\$ -	\$13,573
CUSTOMS	\$ 208	\$ 208	\$ -	\$ 780	\$ 910	\$ 3,588	\$ -	\$ 709	\$ 1,040	\$ 1,352	\$ 52	\$ 858	\$ 9,705
EMAS	\$ -	\$ -	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650
TAXIWAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,860	\$ 676	\$ -	\$ -	\$ 3,536

Total Capital Expenditures as of September 30, 2018 were \$1,158,136. The majority of Capital Expenditures were attributable to Task 40 – Customs Facility, Task 41 – Security Enhancements, Task 42 – EMAS, Task 48 – Electrical Vault, and Task 58 – Airfield Pavement Rejuvenator of the Capital Improvement Program. Of the total \$1,158,136 in Capital Expenditures, \$13,891 were attributable to project-related legal fees, while \$0 were attributable to Capital Outlay.



Boca Raton Airport Authority
Income Statement: Budget Variance Summary
For the Twelve Months Ending September 30, 2018
(unaudited)

Summary Results

	FY 2018 Annual Budget	FY 2018 September Actual	FY 2018 September Budget	Variance	
				FY 2018 Actual vs. Budget	
				Dollars	Percent
Operating Revenues	\$ 3,699,435	\$ 4,064,201	\$ 3,699,435	\$ 364,766	9.9%
Operating Expenses	\$ 3,048,934	\$ 2,322,182	\$ 3,048,934	\$ (726,752)	-23.8%
Operating Income/(Loss) before Depreciation	\$ 650,500	\$ 1,742,019	\$ 650,501	\$ 1,091,519	167.8%
Depreciation	\$ 1,486,832	\$ 1,486,832	\$ 1,486,832	\$ 0	0.0%
Net Operating Income/(Loss)	\$ (836,332)	\$ 255,187	\$ (836,331)	\$ 1,091,519	-130.5%
Non-Operating Revenues	\$ 359,071	\$ 65,451			
Income/(Loss) before Capital Contributions	\$ (477,261)	\$ 320,639			
Capital Contributions from State and Federal Grants	\$ 3,648,160	\$ 493,268			
Change in Net Position	\$ 3,170,899	\$ 813,906			



Boca Raton Airport Authority
Actual Revenue Results Versus Budget
For the Twelve Months Ending September 30, 2018
(unaudited)

Revenue Summary

	FY 2018 Annual Budget	FY 2018 September Actual	FY 2018 September Budget	Variance	
				FY 2018 Actual vs. Budget	
				Dollars	Percent
Rent Revenue	\$ 2,985,111	\$ 3,060,924	\$ 2,985,111	\$ 75,813	2.5%
Fuel Flowage Fees	\$ 475,000	\$ 812,464	\$ 475,000	\$ 337,464	71.0%
Customs Facility Revenue	\$ 108,000	\$ 40,631	\$ 108,000	\$ (67,370)	-62.4%
Interest Income	\$ 58,500	\$ 78,819	\$ 58,500	\$ 20,319	34.7%
Other Revenue	\$ 72,824	\$ 71,364	\$ 72,824	\$ (1,460)	-2.0%
Total Operating Revenues	\$ 3,699,435	\$ 4,064,201	\$ 3,699,435	\$ 364,766	9.9%
FDOT Grants	\$ 359,071	\$ 65,451			
Non-Operating Revenues	\$ 359,071	\$ 65,451			
FDOT Grants	\$ 2,514,615	\$ 364,710			
FAA Grants	\$ 286,480	\$ 128,557			
Capital Contributions	\$ 2,801,095	\$ 493,268			
from State and Federal Grants					



Boca Raton Airport Authority
Actual Expense Results Versus Budget
For the Twelve Months Ending September 30, 2018
(unaudited)

Expense Summary

	FY 2018 Annual Budget	FY 2018 September Actual	FY 2018 September Budget	Variance FY 2018 Actual vs. Budget	
				Dollars	Percent
Personnel Expenses	\$ 996,778	\$ 950,880	\$ 996,779	\$ (45,898)	-4.6%
Professional Services	\$ 219,800	\$ 118,480	\$ 219,800	\$ (101,320)	-46.1%
Office Operating Expenses	\$ 241,679	\$ 235,087	\$ 241,679	\$ (6,592)	-2.7%
Airport Operations	\$ 474,820	\$ 419,552	\$ 474,820	\$ (55,268)	-11.6%
Insurance Expense	\$ 183,128	\$ 142,563	\$ 183,128	\$ (40,565)	-22.2%
ATCT Facility	\$ 54,432	\$ 33,640	\$ 54,432	\$ (20,792)	-38.2%
Customs Facility	\$ 248,478	\$ 63,731	\$ 248,478	\$ (184,747)	-74.4%
Marketing & Special Events	\$ 180,980	\$ 195,819	\$ 180,980	\$ 14,839	8.2%
Projects	\$ 448,839	\$ 162,428	\$ 448,839	\$ (286,411)	-63.8%
Total Operating Expenses	\$ 3,048,934	\$ 2,322,182	\$ 3,048,934	\$ (726,752)	-23.8%
Capital Outlay	\$ 35,000	\$ -			
Capital Improvement Program	\$ 3,661,644	\$ 1,158,136			
Total Capital Expenditures	\$ 3,696,644	\$ 1,158,136			



Boca Raton Airport Authority
Balance Sheet Summary
September 30, 2018
(unaudited)

Summary Results

ASSETS		LIABILITIES AND CAPITAL	
Current Assets		Current Liabilities	
Cash and Cash Equivalents	\$ 471,190	Accounts Payable	\$ 538,418
Receivables	\$ 115,411	Due to Other Governments	\$ 1,225
Due From Other Governments	\$ 497,041	Compensated Absences, short-term	\$ 29,306
Money Markets	\$ 361,311	Deferred Rent Income	<u>\$ 74,464</u>
Certificates of Deposit	\$ 7,476,281	Total Current Liabilities	\$ 643,413
Certificates of Deposit, Restricted	\$ 182,390	Non-Current Liabilities	
Other Assets	<u>\$ 134,666</u>	Security Deposits	\$ 167,879
Total Current Assets	\$ 9,238,289	Compensated Absences, long-term	<u>\$ -</u>
Non-Current Assets		Total Non-Current Liabilities	\$ 167,879
Rent Receivable	\$ 467,943	Total Liabilities	<u>\$ 811,293</u>
Capital Assets		Capital	
Land	\$ 1,791,886	Florida Operations Trust Fund	\$ 267,950
Avigation Easements	\$ 4,835,961	Retained Earnings	\$ 38,047,882
Project in Progress	\$ 21,893,425	Contributed Capital - Federal	\$ 317,029
Buildings	\$ 2,854,224	Contributed Capital - State	\$ 6,430,281
Land Procurement	\$ 955,070	Net Income	<u>\$ 813,906</u>
Leasehold Improvements	\$ 8,220,981	Total Capital	\$ 45,877,048
Furniture, Fixtures, and Equipment	\$ 2,742,245	Total Liabilities & Capital	<u>\$ 46,688,341</u>
Infrastructure	\$ 13,646,351		
Less Accumulated Depreciation	<u>\$ (19,958,034)</u>		
Total Non-Current Assets	\$ 37,450,052		
Total Assets	<u>\$ 46,688,341</u>		



Memo

To: Mitchell Fogel, Chair and Authority Members

From: Robert Abbott, Operations Coordinator

Date: October 17, 2018

RE: **Operations and Noise Abatement Report, September 2018**

AGENDA ITEM – IX- A

Airport Management provides an overview of the Noise Abatement/Operations Summary for the month of September. This report is derived from the Air Traffic Control Tower operations report. These operations do not include nighttime flights, as the Air Traffic Control Tower is closed from 11:00 pm - 7:00 am.

During the month of September 2018 there were 5,680 operations reported by the Tower, which is thirty-three percent (33%) more than the operations reported in September 2017.

Deliveries of Jet A fuel to the Airport in September were three percent (3%) less than September of the previous year. Avgas deliveries had little change from September of the previous year.

There were forty-two (42) noise calls by nine (9) different households received on the Airport Authority Noise Hotline during the month of September 2018.

During the month of September 2018, forty-five (45) aircraft cleared Customs from six (6) different countries. There were no vessel clearings in the month of September.

BOCA RATON AIRPORT AUTHORITY

OPERATIONS AND NOISE ABATEMENT REPORT



**SEPTEMBER
2018**

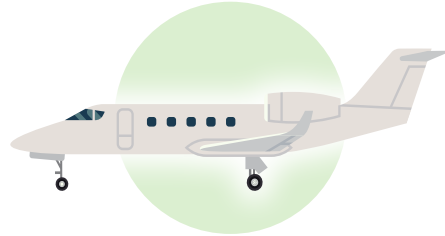
SEPTEMBER 2018

OPERATIONS REPORT



42%

TRAINING



23%

IFR

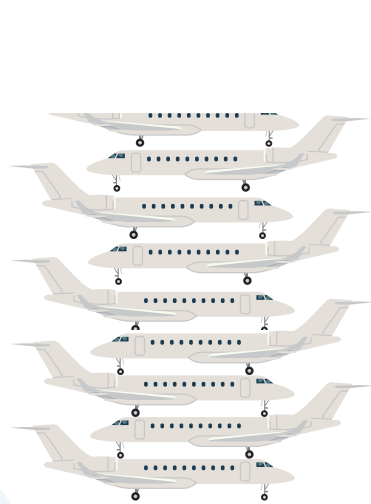


35%

VFR

OPERATIONS BREAKDOWN

Chart 1: Breakdown of last month's operations based on type of operation (ex. Training, Instrument Flight Rules, Visual Flight Rules). An operation is counted as an arrival or a departure, a touch-and-go operation counts as two operations.



4,279
SEPTEMBER 2017

+33%



5,680
SEPTEMBER 2018

TOWER OPERATIONS

1 PLANE = 500 OPERATIONS

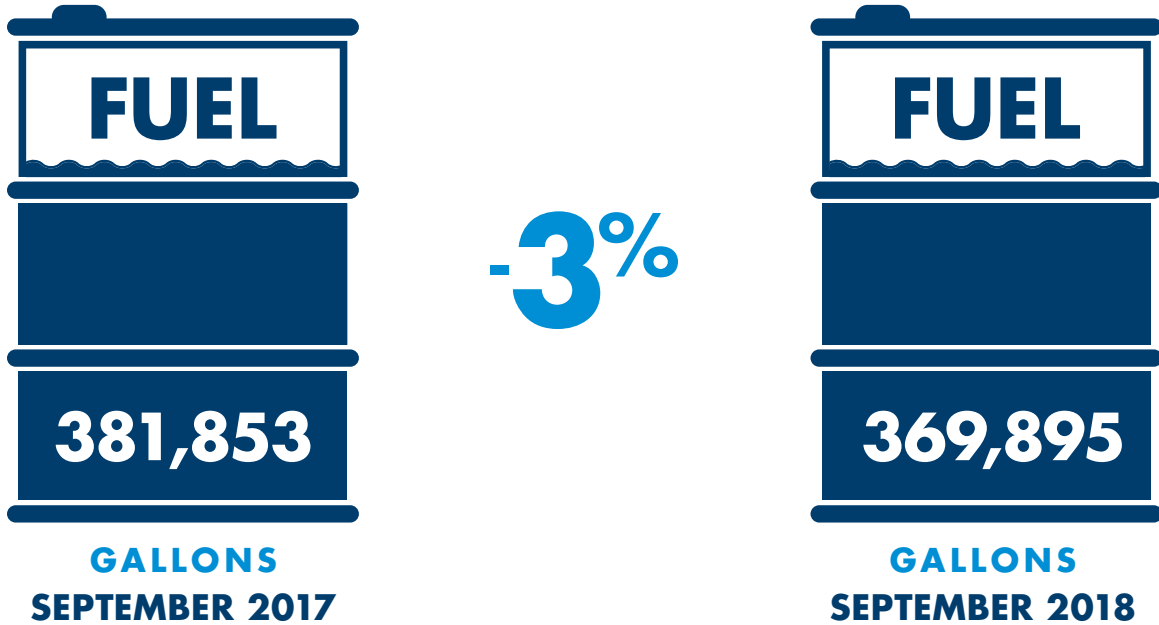
Chart 2: September 2018 operations compared to September 2017 tower operations.

ABBREVIATIONS:

IFR (Instrument Flight Rules): Planes flying on an instrument flight plan - Primarily jets. VFR (Visual Flight Rules): - Primarily propeller aircraft.
TFR (Temporary Flight Restriction): Airspace flight restriction imposed by the Federal Aviation Administration (FAA) when there is a government VIP or special event in the area.

SEPTEMBER 2018

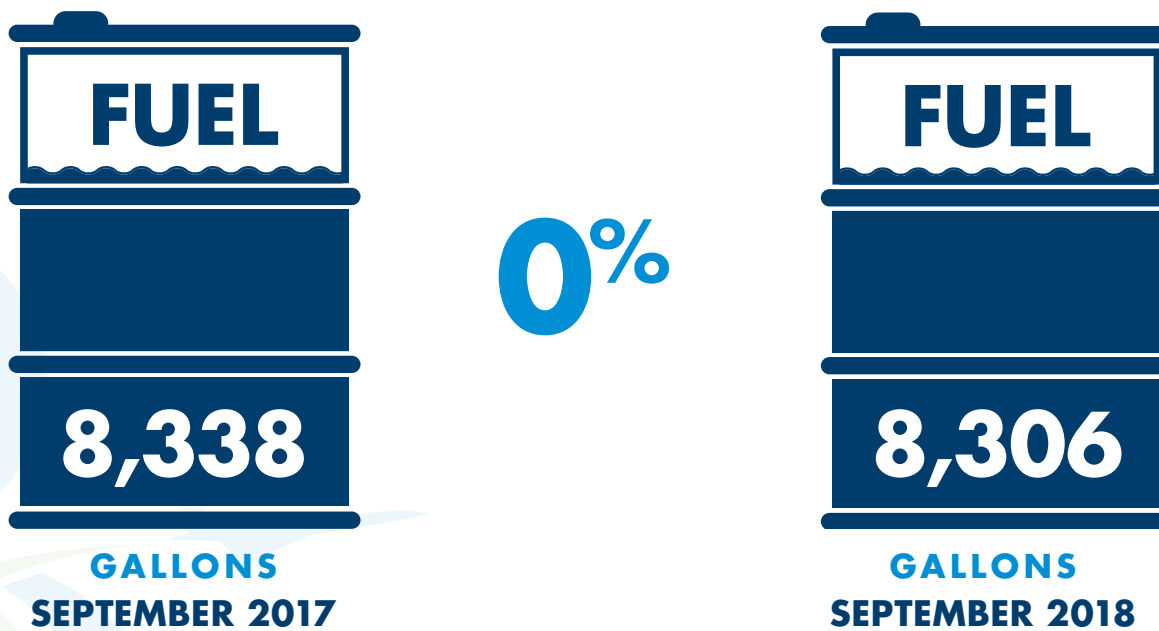
OPERATIONS REPORT



JET A FUEL REPORT

Jet A: Aviation fuel designed for use in aircraft powered by gas-turbine engines (jet aircraft).

Chart 3: Month of September 2018 deliveries of Jet A in gallons compared to September 2017 deliveries of Jet A.



AVGAS FUEL REPORT

Avgas: Aviation gasoline designed for use in piston-engine aircraft.

Chart 4: Month of September 2018 deliveries of Avgas in gallons compared to September 2017 deliveries of Avgas.

SEPTEMBER 2018

NOISE ABATEMENT REPORT

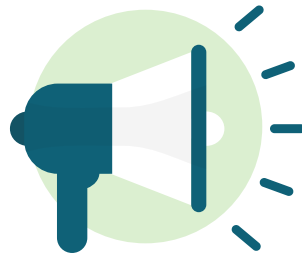
NOISE CONCERNS PER QUADRANT



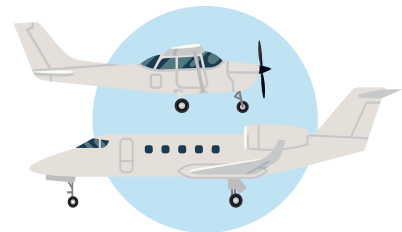
Chart 5: Noise concerns submitted via telephone, email, or on our website are tracked by quadrant where the noise concern occurred in relation to the airport.



0%
TFR



100%
NOISE



10%
TRAFFIC

TYPE OF CONCERN

Chart 6: Type of noise concern and/or if it occurred during a Temporary Flight Restriction (TFR).

SEPTEMBER 2018

NOISE ABATEMENT REPORT

NOT FOLLOWING **VOLUNTARY**
CURFEW PROCEDURES

43

OPERATIONS



0%

DURING **TFR**

0 OUT OF 43

Chart 7: A voluntary curfew violation is an operation that occurred during our voluntary night curfew from 22:00 – 07:00 without prior notification to the airport. Voluntary curfew violators are notified of their violation via letter, email, or phone to inform them of the noise sensitivity of our community and to encourage them to operate outside our voluntary night curfew hours. Voluntary curfew operations that occurred during a TFR is also tracked.

SEPTEMBER 2018

NOISE ABATEMENT REPORT

NIGHT OPERATIONS BY HOUR

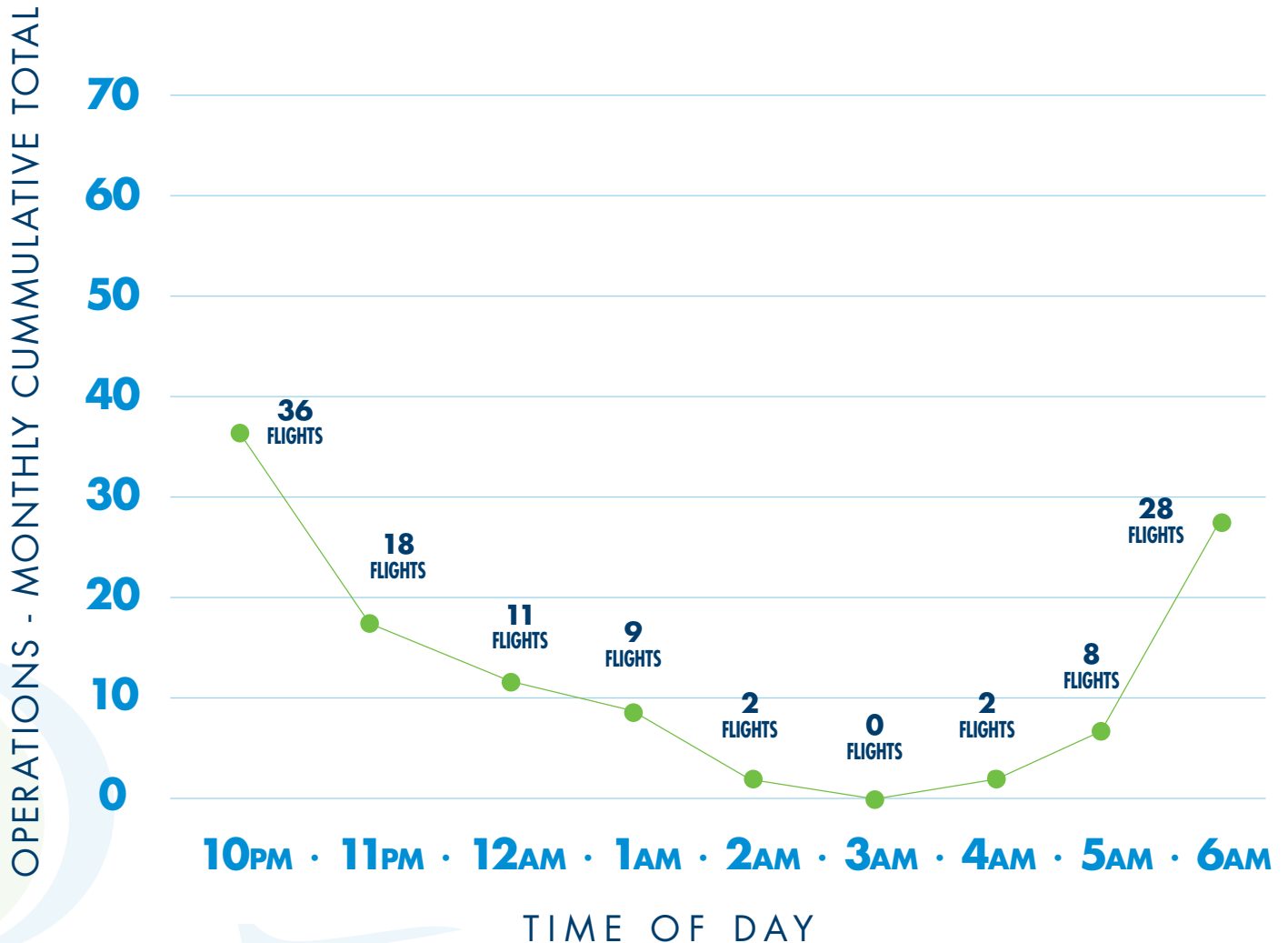


Chart 8: A voluntary curfew operation is an operation that occurred during our voluntary night curfew from 22:00 – 07:00. Chart breaks down the number of operations per hour during the voluntary curfew period in September 2018.

SEPTEMBER 2018

NOISE ABATEMENT REPORT

RUNWAY DEPARTURE HEADING BY DIRECTION

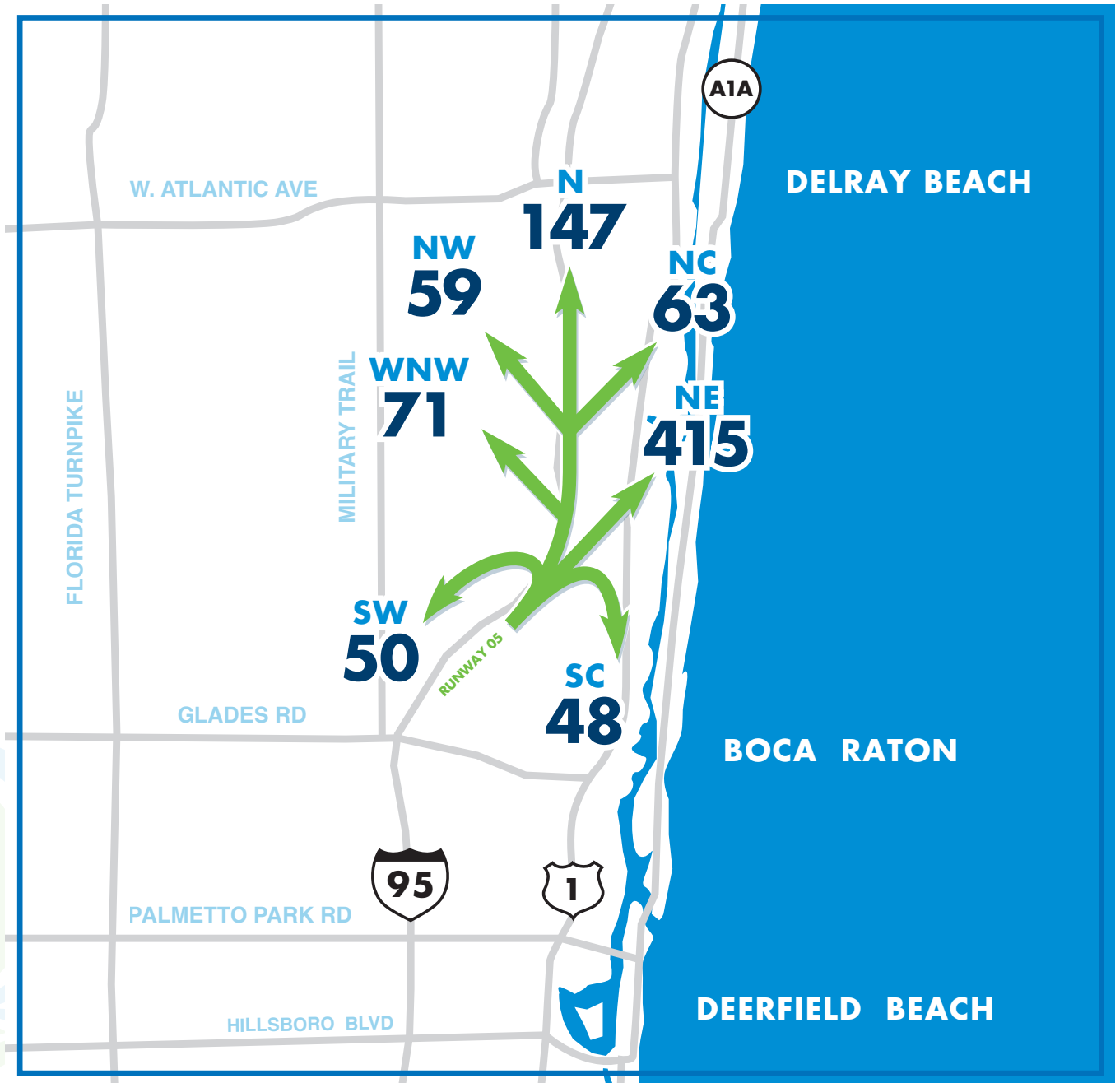


Chart 9: Departure heading is the direction an aircraft flies after taking off. Departure headings are assigned by the Tower to aircraft prior to departure. This chart does not include helicopter operations.

SEPTEMBER 2018

NOISE ABATEMENT REPORT

NOISE ABATEMENT CALLS

First Name	Last Name	Community	Quadrant	A/D/O/T	Runway	Aircraft Category	Tail/Flight Number	Aircraft Type	Concern	TFR Related?	Calls Received
Ross	Rosenburg	Wimbledon Villas	C	N/A	N/A	N/A	N/A	N/A	Noise, Traffic, Voluntary Curfew	No	33
Paul	Korol	N/A	C	A	5	J	N603GR	LJ60	Noise, Voluntary Curfew	No	1
Barbara	Daddario	N/A	C	A	5	J	N603GR, N499SC	LJ60, GLF4	Noise, Voluntary Curfew	No	2
Arnold	Sevell	N/A	C	D	23	P	N408LW	P28A	Noise	No	1
Kathryn	Sauers	Timbercreek	C	A	5	J	N584QS	C68A	Noise	No	1
N/A	Landon	N/A	B	D	5	J	N56LN	FA50	Noise, Voluntary Curfew	No	1
Esther	Morrison	N/A	C	A	5	J	N426ND	CL60	Noise, Voluntary Curfew	No	1
David	Lawrie	N/A	B	D	5	J	N300JZ	GLF3	Noise	No	1
Berry	Helfanbein	Wimbledon Villas	C	A	5	J	N183WW	F900	Noise	No	1

SEPTEMBER 2018

CUSTOMS OPERATIONS REPORT



**FLIGHTS &
OPERATIONS**



PASSENGERS

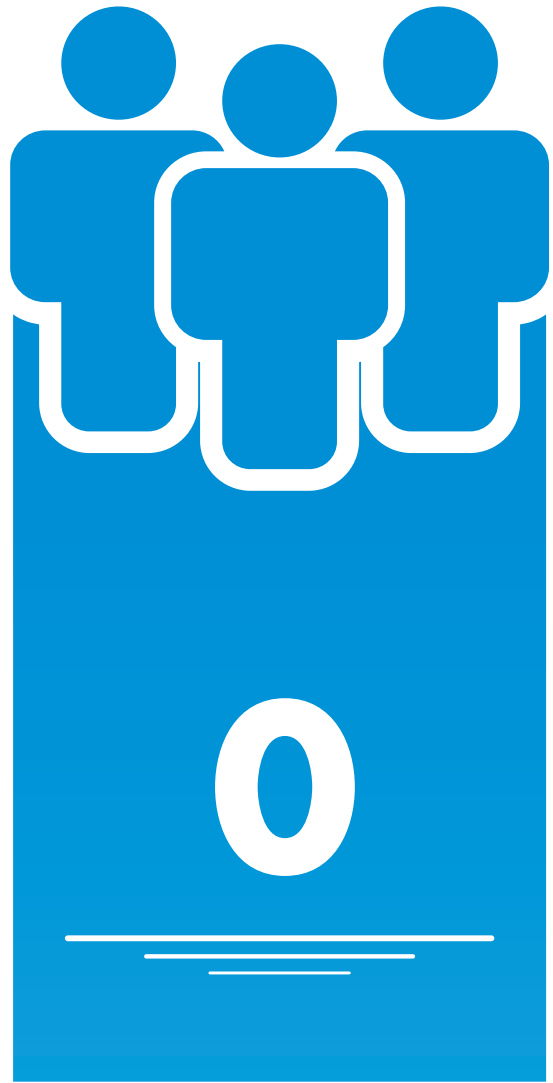
Charts 10 & 11: Total operations ran and total passengers during the month of September 2018.

SEPTEMBER 2018

CUSTOMS OPERATIONS REPORT



VESSELS



PASSENGERS

Charts 12 & 13: Total operations ran and total passengers during the month of September 2018.

SEPTEMBER 2018

CUSTOMS OPERATIONS REPORT

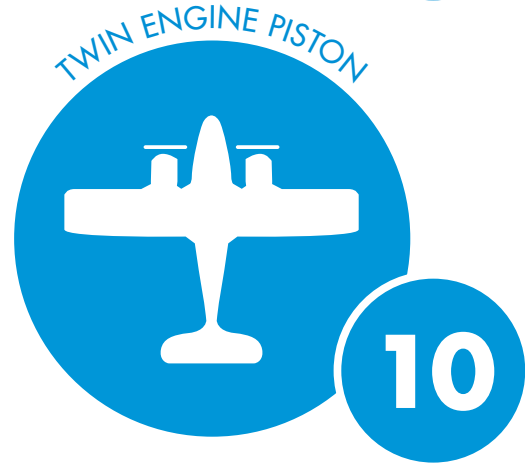
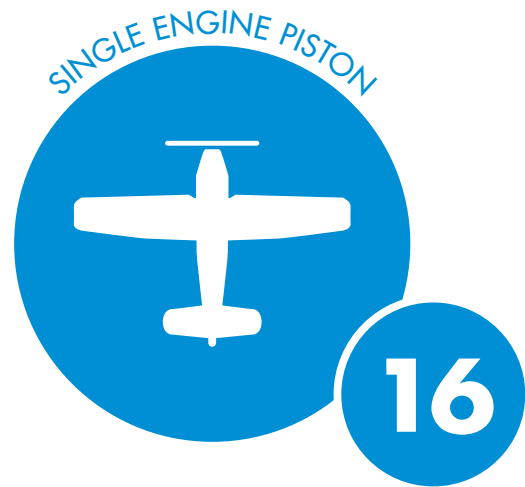


Country	No. of Flights
Bahamas	35
Canada	6
Dominican Republic	1
Turks and Caicos	1
Cayman Islands	1
Aruba	1

Charts 14: Total flights into BCT mapped by country of the flight's origin.

SEPTEMBER 2018

CUSTOMS OPERATIONS REPORT



Charts 15: Total operations by type of aircraft.



Memo

To: Mitchell Fogel, Chair and Board Members
From: Christine Landers, Business Manager
Date: October 17, 2018
RE: **Community Outreach Program Update**

AGENDA ITEM – X – B

Student Artwork from St. Andrews School

On September 27, 2018 students and faculty installed a display of aviation themed artwork in the lobby of Signature Flight Support and Atlantic Aviation. Within the next few weeks, an additional display will be installed in the Customs and Border Protection Building.

Management plans on continuing this educational outreach to include other schools and student groups in the Boca Raton area.

Breast Cancer Awareness Month

The Boca Raton Airport is actively promoting Breast Cancer Awareness through Social Media, website and community outreach.

Veterans Day

The Boca Raton Airport Authority will be a sponsor at the City of Boca Raton Veterans Day event on Sunday, November 11, 2018. Airport Management will host a table at the evening concert and have the opportunity to engage the community.

Toys for Tots

Once again, the Airport Authority will be participating in the Toys for Tots Campaign. Donations can be dropped off beginning November 1st through Thursday, December 6th.



Memo

To: Mitchell Fogel, Chair and Board Members
From: Clara Bennett, Executive Director
Date: October 17, 2018
RE: **Boca Raton Airport Scholarship Fund**

AGENDA ITEM – IX – C

Airport Management requests approval to disburse the budgeted amount of \$25,000 to the Boca Raton Airport Scholarship Fund for the purpose of allowing the Fund to continue awarding scholarships to deserving students.



Memo

To: Mitchell Fogel, Chair and Board Members
From: Travis Bryan, Operations Manager
Date: October 17, 2018
RE: **Airport Projects Update**

AGENDA ITEM – IX – D

Runway Rejuvenator Project:

This project encompasses rubber removal, asphalt pavement rejuvenation, and markings application for Runway 5/23. The Runway was last repaved in 2009 and application of an asphalt rejuvenation product at the midpoint of the expected lifespan is advisable to ensure that Runway pavement reaches its full expected life. Weekley Asphalt Paving Inc. began this work on October 1st and is expected to continue nightly closures for a period of 45 days to complete.

Airport Security Enhancements:

This project includes the replacement of aging hydraulic slide operators and installation of additional safety enhancements at all vehicle gate locations. Tropic Fence Inc. began construction in September with project completion scheduled by the end of November.

ATCT Rehabilitation:

This project encompasses the replacement of existing glass in the Air Traffic Control Tower cab with new impact resistant glazing. Additional funding from the Florida Department of Transportation was recently approved to match revised engineering cost estimates. An Invitation to Bid was advertised on October 9th for solicitation of prospective bidders with an expected project start during the winter months.

Cinemark Theater Wall Enhancements:

BRAA staff identified a potential security concern regarding the wall separating Cinemark property and the Airport's secure area. This decorative wall lacked the additional security feature of barbed wire atop the structure which is recommended by the FAA to ensure

airport security. Installation occurred the week of October 8th. Cinemark has agreed to cover 50% of the installation cost with the Airport providing the other 50%. In addition to the security enhancements, the airside wall structure's paint had reached the end of its useful life. Approximately 1,200 linear feet of the wall structure facing the Airport was repainted during the week of October 1st.



Memo

To: Mitchell Fogel, Chair and Board Members

From: Christine Landers, Business Manager

Date: October 17, 2018

RE: **Boca Raton Airport Authority's 2019 Meeting Schedule**

AGENDA ITEM – X - A

Airport Management will present the 2019 Airport Authority Regular Meeting schedule.

