

# 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.bocaairport.com](http://www.bocaairport.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.

E. Status Report – Airport Road Improvements Project.

**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](http://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 70<sup>th</sup> 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**

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## **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%
<b>Operating Income/(Loss) before Depreciation</b>	<b>\$ 650,500</b>	<b>\$ 1,742,019</b>	<b>\$ 650,501</b>	<b>\$ 1,091,519</b>	<b>167.8%</b>
Depreciation	\$ 1,486,832	\$ 1,486,832	\$ 1,486,832	\$ 0	0.0%
<b>Net Operating Income/(Loss)</b>	<b>\$ (836,332)</b>	<b>\$ 255,187</b>	<b>\$ (836,331)</b>	<b>\$ 1,091,519</b>	<b>-130.5%</b>
Non-Operating Revenues	\$ 359,071	\$ 65,451			
<b>Income/(Loss) before Capital Contributions</b>	<b>\$ (477,261)</b>	<b>\$ 320,639</b>			
Capital Contributions from State and Federal Grants	\$ 3,648,160	\$ 493,268			
<b>Change in Net Position</b>	<b>\$ 3,170,899</b>	<b>\$ 813,906</b>			



**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%
<b>Total Operating Revenues</b>	<b>\$ 3,699,435</b>	<b>\$ 4,064,201</b>	<b>\$ 3,699,435</b>	<b>\$ 364,766</b>	<b>9.9%</b>
FDOT Grants	\$ 359,071	\$ 65,451			
<b>Non-Operating Revenues</b>	<b>\$ 359,071</b>	<b>\$ 65,451</b>			
FDOT Grants	\$ 2,514,615	\$ 364,710			
FAA Grants	\$ 286,480	\$ 128,557			
<b>Capital Contributions from State and Federal Grants</b>	<b>\$ 2,801,095</b>	<b>\$ 493,268</b>			



**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%
<b>Total Operating Expenses</b>	<b>\$ 3,048,934</b>	<b>\$ 2,322,182</b>	<b>\$ 3,048,934</b>	<b>\$ (726,752)</b>	<b>-23.8%</b>
Capital Outlay	\$ 35,000	\$ -			
Capital Improvement Program	\$ 3,661,644	\$ 1,158,136			
<b>Total Capital Expenditures</b>	<b>\$ 3,696,644</b>	<b>\$ 1,158,136</b>			



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

**Summary Results**

ASSETS	
Current Assets	
Cash and Cash Equivalents	\$ 471,190
Receivables	\$ 115,411
Due From Other Governments	\$ 497,041
Money Markets	\$ 361,311
Certificates of Deposit	\$ 7,476,281
Certificates of Deposit, Restricted	\$ 182,390
Other Assets	\$ 134,666
<b>Total Current Assets</b>	<b>\$ 9,238,289</b>
Non-Current Assets	
Rent Receivable	\$ 467,943
Capital Assets	
Land	\$ 1,791,886
Avigation Easements	\$ 4,835,961
Project in Progress	\$ 21,893,425
Buildings	\$ 2,854,224
Land Procurement	\$ 955,070
Leasehold Improvements	\$ 8,220,981
Furniture, Fixtures, and Equipment	\$ 2,742,245
Infrastructure	\$ 13,646,351
Less Accumulated Depreciation	\$ (19,958,034)
<b>Total Non-Current Assets</b>	<b>\$ 37,450,052</b>
<b>Total Assets</b>	<b>\$ 46,688,341</b>

LIABILITIES AND CAPITAL	
Current Liabilities	
Accounts Payable	\$ 538,418
Due to Other Governments	\$ 1,225
Compensated Absences, short-term	\$ 29,306
Deferred Rent Income	\$ 74,464
<b>Total Current Liabilities</b>	<b>\$ 643,413</b>
Non-Current Liabilities	
Security Deposits	\$ 167,879
Compensated Absences, long-term	\$ -
<b>Total Non-Current Liabilities</b>	<b>\$ 167,879</b>
<b>Total Liabilities</b>	<b>\$ 811,293</b>
Capital	
Florida Operations Trust Fund	\$ 267,950
Retained Earnings	\$ 38,047,882
Contributed Capital - Federal	\$ 317,029
Contributed Capital - State	\$ 6,430,281
Net Income	\$ 813,906
<b>Total Capital</b>	<b>\$ 45,877,048</b>
<b>Total Liabilities &amp; Capital</b>	<b>\$ 46,688,341</b>



# 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**

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## **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



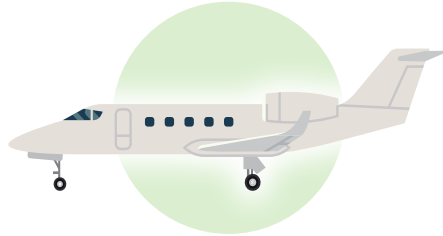
**SEPTEMBER  
2018**

# SEPTEMBER 2018 OPERATIONS REPORT



**42%**

**TRAINING**



**23%**

**IFR**

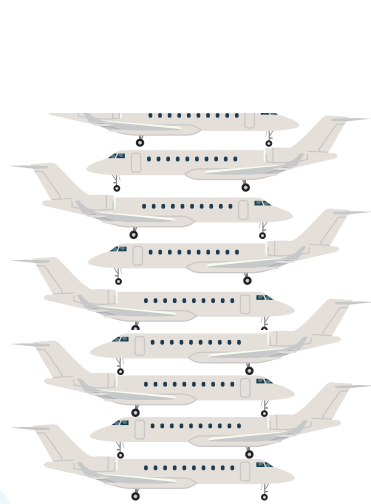


**35%**

**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

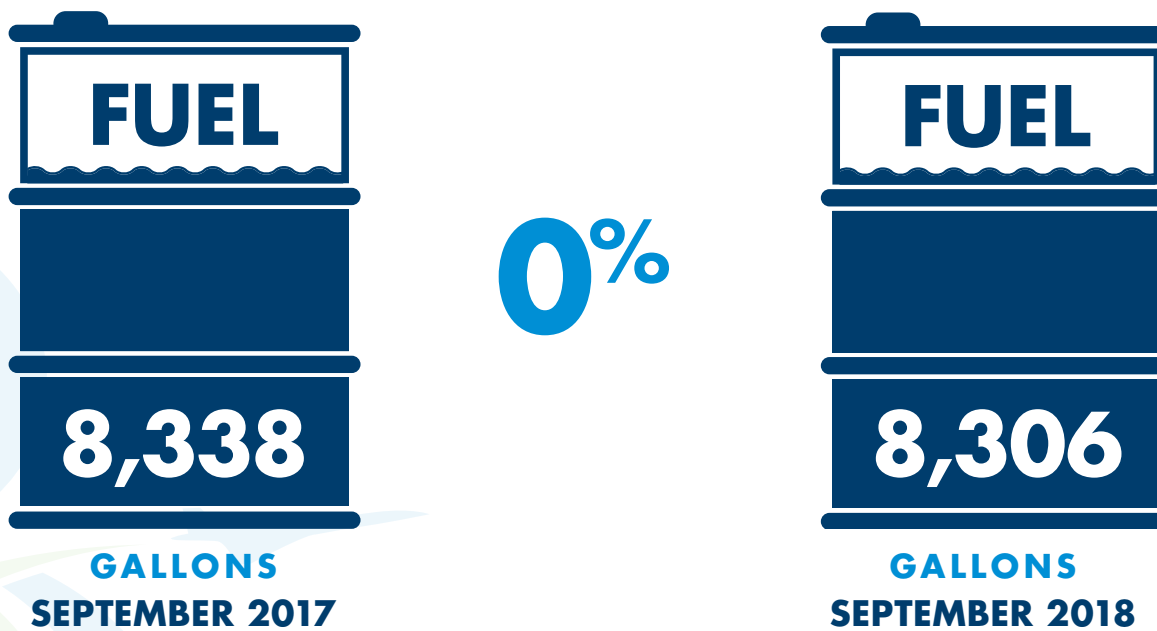
# OPERATIONS REPORT



## 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.



# NOISE ABATEMENT REPORT



## TYPE OF CONCERN

BOCA RATON AIRPORT - NOISE ABATEMENT REPORT

SEPTEMBER 2018

# NOISE ABATEMENT REPORT

NOT FOLLOWING **VOLUNTARY**

CURFEW PROCEDURES

# 43

## OPERATIONS



# 0%

DURING **TFR**

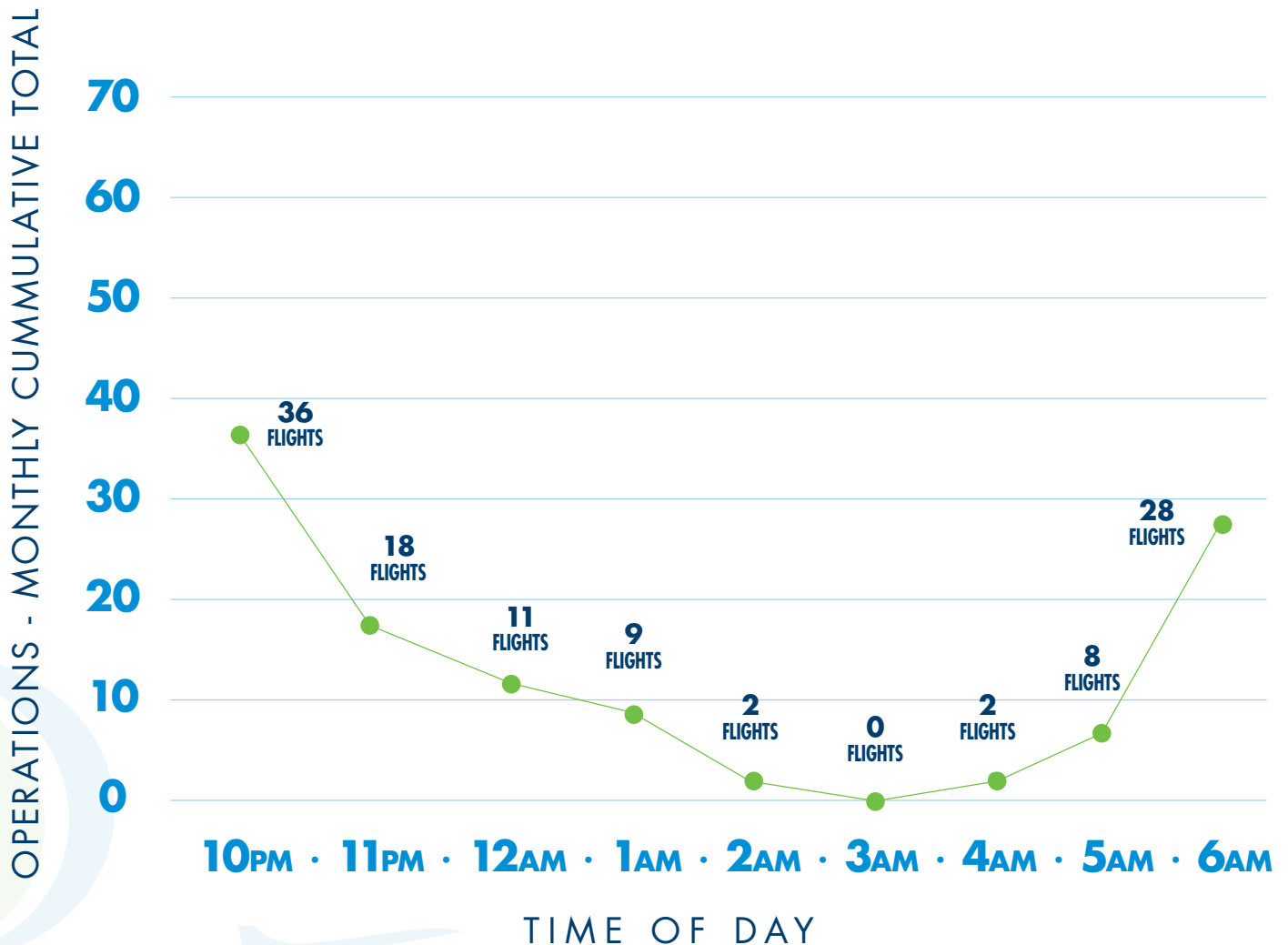
## 0 OUT OF 43

**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

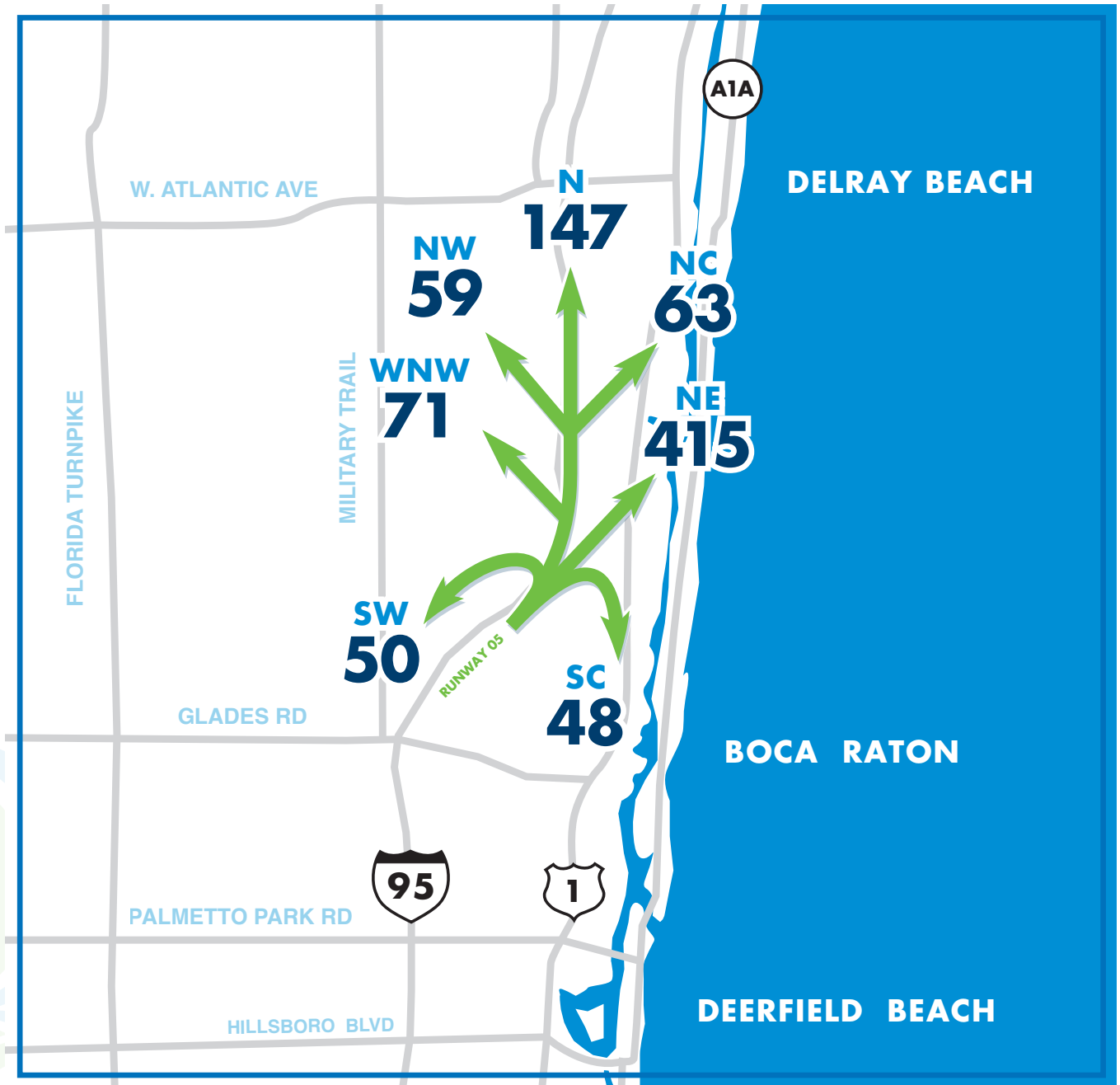


**Chart 8:** A voluntary curfew operation is an operation that occurred during our voluntary night curfew from 22:00 – 07:00. Chart breaks down the number of operations per hour during the voluntary curfew period in September 2018.

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**

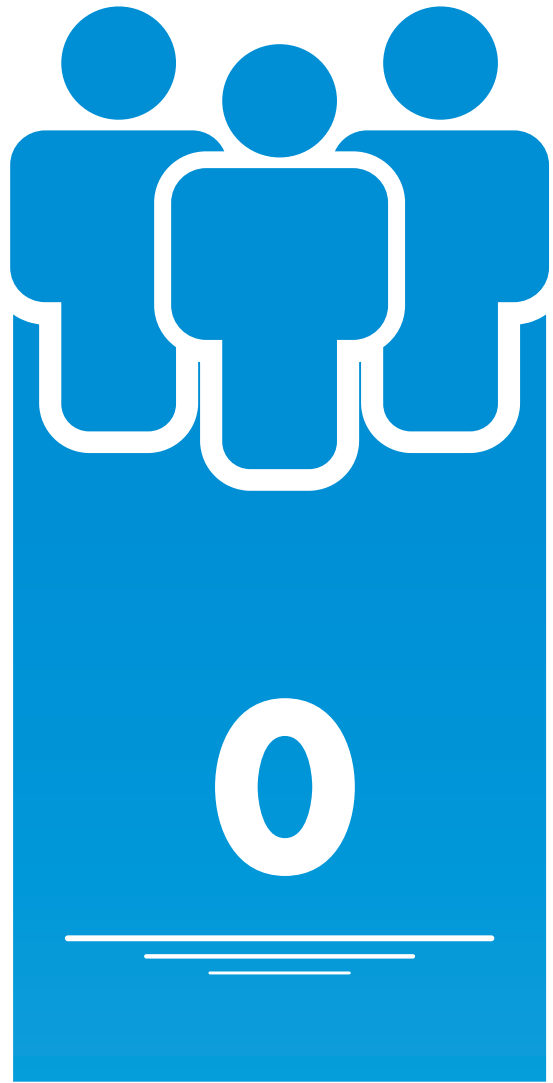
**Charts 10 & 11:** Total operations ran and total passengers during the month of September 2018.

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



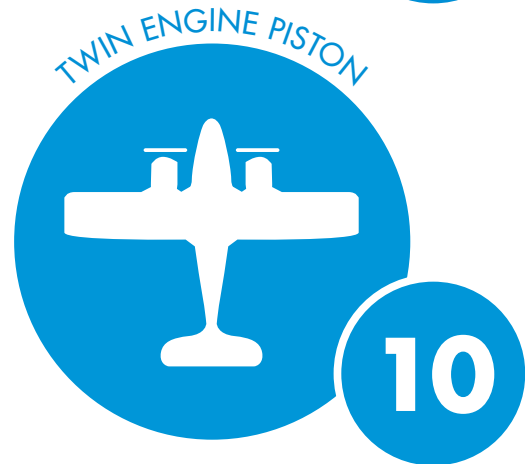
Country	No. of Flights
Bahamas	35
Canada	6
Dominican Republic	1
Turks and Caicos	1
Cayman Islands	1
Aruba	1

**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**

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## **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 1<sup>st</sup> through Thursday, December 6<sup>th</sup>.



# Memo

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

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## **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**

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## **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 1<sup>st</sup> 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 9<sup>th</sup> 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 8<sup>th</sup>. 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 1<sup>st</sup>.



# Memo

To: Mitchell Fogel, Chair and Board Members  
From: Clara Bennett, Executive Director  
Date: October 17, 2018  
RE: **Status Report – Airport Road Improvements Project**

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## **AGENDA ITEM - IX - E**

Airport Management and the Airport's engineering team will present a status report on the Airport Road Improvements Project.



# 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**

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## **AGENDA ITEM – X - A**

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



# CITY OF Boca Raton

CITY HALL  
201 WEST PALMETTO PARK ROAD • BOCA RATON, FL 33432  
PHONE (561) 393-7700  
(FOR HEARING IMPAIRED) TDD (561) 367-7043  
[www.myboca.us](http://www.myboca.us)

To: Clara Bennett, Executive Director  
Boca Raton Airport Authority

From: Beverly Brandon  
City Clerk Division

Date: September 17, 2018

Re: 2019 Schedule – Boca Raton Airport Authority

Meetings of the Boca Raton Airport Authority are scheduled the third Wednesday of the month at 6:00 pm in the City Hall Council Chamber.

JANUARY	16
FEBRUARY	20
MARCH	20
APRIL	17
MAY	15
JUNE	19
JULY	17
AUGUST	21
SEPTEMBER	18
OCTOBER	16
NOVEMBER	20
DECEMBER	18

As the schedule is approved, please forward a signed copy.

Please provide email notification of canceled meetings and changes in scheduled meetings.

Thank you.

 9/17/2018  
Signature Date

STAY CONNECTED   

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