

**Boca Raton Airport Authority
Meeting Minutes
November 16, 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 - ABSENT
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

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 and aired on the radio at 1650 AM.

APPROVAL OF MINUTES

A MOTION to approve the minutes of the October 17, 2018 Regular Meeting was made by Mr. Tucker and seconded by Ms. Budd. 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 October 2018.

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

TENANT REPORTS AND REQUESTS

Mr. Kohut presented the special event request from Signature Flight Support. Mr. Kohut did advise the Board that there was a change of date from the 15th of January to the 23rd of January.

A MOTION to approve Resolution No. 11-29-18 of the Boca Raton Airport Authority conditionally approving the request of Signature Flight Support Corporation to host the Boca Chamber Professionals Under Forty (Pulse) Meets the Boca Chamber Board of Directors Event on January 23, 2019 was made by Mr. Nau and seconded by Mr. Nobles. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

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

Mr. Michael Schneider, Pace Communications Group, Inc. presented a quarterly update on the Corporate Identity and Community Engagement Program at the Boca Raton Airport.

Mr. Bryan provided an update on the Runway Rejuvenator Project.

Ms. Bennett presented the proposed settlement agreement with West Construction, Inc. resolving all outstanding claims related to delays incurred during the US Customs and Border Protection Facility construction project.

A discussed ensued.

A MOTION to approve Resolution No. 11-30-18 of the Boca Raton Airport Authority approving a Settlement Agreement with West Construction, Inc. relating to construction of the Customs and Border Protection Facility was made by Mr. Nobles and seconded by Ms. Budd. The Motion carried unanimously.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Ms. Budd provided a history of the Executive Director annual performance evaluation process and the steps undertaken to update the evaluation form in response to the Board's request for a more quantitative analysis.

Mr. Nobles provided input in how the new performance evaluation form was developed, including referencing industry best practices and correlating the metrics to the budget and annual business goals.

A discussion ensued.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

Mr. Folden mentioned there will be a Presidential TFR over the Thanksgiving Holiday.

Mr. Tucker wished everyone a Happy Thanksgiving.

MISCELLANEOUS

The next regularly scheduled meeting is Friday, December 7, 2018 at 2:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 1:48 p.m.



Mitchell Fogel, Chair

12-7-18
Date