



BOCA RATON AIRPORT AUTHORITY WORKSHOP

June 4, 2019

1:00 P.M. – 4:00 P.M.

**BOCA RATON AIRPORT ADMINISTRATION BUILDING
903 NW 35TH STREET
BOCA RATON, FL 33431**

AGENDA

1. Presentation on the 75th Anniversary of the May 12, 1944 B-34 Crash by Chief Tom Wood, Boca Raton Fire Rescue.
2. Update on FAA requirements for drone operations.
3. Overview of the Noise Abatement Program.
4. Recap of the first year of operation of the Customs and Border Protection Facility.
5. Update on staff training and certifications.
6. Overview of the Strategic Plan Update process.
7. Board Member comments.
8. Public comment.



Memo

To: Mitchell Fogel, Chair and Authority Members

From: Scott Kohut, Deputy Director

Date: June 4, 2019

RE: **Unmanned Aerial System**

AGENDA ITEM - 2

Airport Management will provide an update on federal requirements for Unmanned Aerial Systems (UASs)/drones.



Unmanned Aerial Systems/Drones

Background

- First used in the mid 1800's
- Extensive military use began in the early 1900's
- 1981 – FAA AC 91-57 “Model Aircraft Operating Standards”
- 2000's Consumer demand grows
- 2006 – Federal Register Notice – Unmanned Aircraft Operations in the National Airspace System




Background

- 2012 FAA Re-Authorization Bill – Requires that the FAA develop regulations to integrate UAS into the NAS
- Requirements implemented:
 - Registration
 - Commercial – COA's, Airmen Certificates, Airspace Restrictions
 - Recreational – Notification Requirements

2

Past BCT Procedures

- Posted on website
- Tower notification via phone call
- Airport notification via:
 - Phone call to office
 - Phone call to security
 - Web based portal

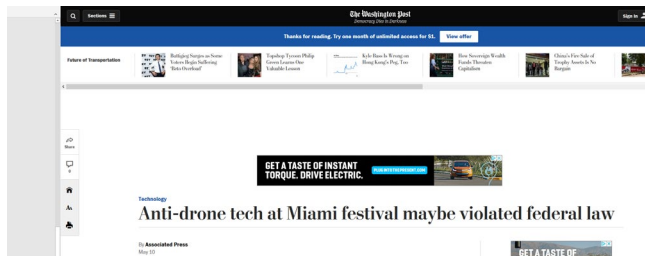


May 2019

- Only FAA authorized flights in controlled airspace
- Authorization obtained through LAANC
- LAANC Available at approximately 500 Airports
- Exceptions for designated AMA sites

UAS Detection/Countermeasures

- UAS are considered aircraft
- Federal regulations prohibit interference with an aircraft in flight
- Airports are not authorized to deploy UAS detection/countermeasure systems
- Limited detection study performed from February 2016-December 2017
 - Atlantic City, New York City, Denver, Dallas-Fort Worth





Memo

To: Mitchell Fogel, Chair and Authority Members

From: Robert Abbott, Operations Coordinator

Date: June 4, 2019

RE: **Noise Abatement Program**

AGENDA ITEM - 3

Airport Management will present an overview of the Airport's the Noise Abatement Program and community outreach activities related to the Program.



Noise Program

1990

- Part 150 Study.
- Noise Contour Map.
- Noise Abatement Program is Established.

2001

- Part 150 Study.
- Noise Contour Map Created.

2002

- Noise Abatement Program Updated.
- Voluntary Noise Procedures Enacted.

2006

- Residential Sound Insulation Project Commences.

2007

- Pilot Phase of Sound Insulation Project.
- Installation of the Noise and Operations Monitoring System.

2008

- Phase 1 of Sound Insulation Project.
- Update to NEM Required to Keep Federal Funding of the Project Beyond Phase 1.

2010

- NEM Update Complete.
- FAA Rejects NEM Update.

2017

- Noise Contour Map Updated.
- Installation of New Noise Monitor in Wimbledon Villas.

2018

- New Noise Monitoring System Installed.
- Revamped Noise Abatement Section of the Airport's Website.

2019

- New Noise Concern Collection Process Implemented.

1990 Part 150 Study

FAA Approved

- **Voluntary** runway 5 departure turn to 360 degrees to an altitude of 1,500 ft.
- **Voluntary** runway 23 departure turn to 255 degrees to an altitude of 1,500 ft.
- Left traffic for runway 5
- Right traffic for runway 23
- Recommending pilots follow NBAA close-in noise abatement departure procedures
- PAPI's turned on at all times
- On-airfield noise abatement signage

FAA Denied

- Extending the runway 500 feet
- Establish a localizer approach
- Establish a circling approach

2001 Part 150 Study

FAA Approved (when air traffic, safety, and efficiency permits)

- **Voluntary** runway 5 departure turn to 360 degrees to an altitude of 1,500 ft.
- **Voluntary** runway 23 departure turn to 255 degrees to an altitude of 1,500 ft.
- Recommending pilots follow NBAA close-in noise abatement departure procedures
- Right traffic for runway 23
- Left traffic for runway 5
- North flow preferential runway use
- Residential Sound Installation
- Noise and Operations Monitoring System
- Easement Acquisition

FAA Denied

- Making all noise abatement procedures and headings mandatory

Sound Insulation

- Pilot Phase (2007)
 - 10 homes insulated
- Phase one (2008)
 - 34 homes insulated
- Average cost per home \$84,000
- Project canceled after phase one due to lack of FAA funding
- Noise contours had decreased, causing the FAA to cease further funding

Airport Noise Contours

- Since 2001, the Airport's noise contours have decreased dramatically
 - Decreased by about 10dB
- This is caused by:
 - Fewer overall operations
 - Significantly fewer night flights
 - Quieter aircraft



BASE MAP NOTES
SOURCE MATERIAL:
UNITED STATES
GEOLOGICAL SURVEY
7.5 MINUTE QUAD SHEETS
- STATE OF FLORIDA -

LAND USE NOTES
SOURCE MATERIAL: PALM BEACH COUNTY
GIS DEPARTMENT: NOVEMBER, 1987

Legend:

- Primary highway, hard surface
- Light-duty road, hard or improved surface
- Secondary highway, hard surface
- Unimproved road
- Railway
- Displaced Lending Threshold
- Interstate Route
- U.S. Route
- State Route
- County Route

GENERAL LAND USE CODE

- NON COMPATIBLE LAND USE
- COMMERCIAL
- COMMERCIAL RECREATION
- CONSERVATION
- INDUSTRIAL
- INSTITUTIONAL
- MULTI-FAMILY
- SINGLE FAMILY
- TRANSPORTATION
- UNDESIRABLE LAND USE

SENSITIVE RECEPTOR KEY


- 6 BOCA RATON HIGH SCHOOL
- 9 FLORIDA ATLANTIC UNIVERSITY
- 26 SUNSHINE CHRISTIAN SCHOOL
- 34 BOCA RATON CHURCH OF CHRIST
- 50 LIVING WORD CHRISTIAN CHURCH
- 71 MANORCARE HEALTH SERVICES

LEGEND

OTHER NOTES

- Airport Property
- DNL Contour
- Distance from Airport in
- Jurisdictional Boundary



D



Miles

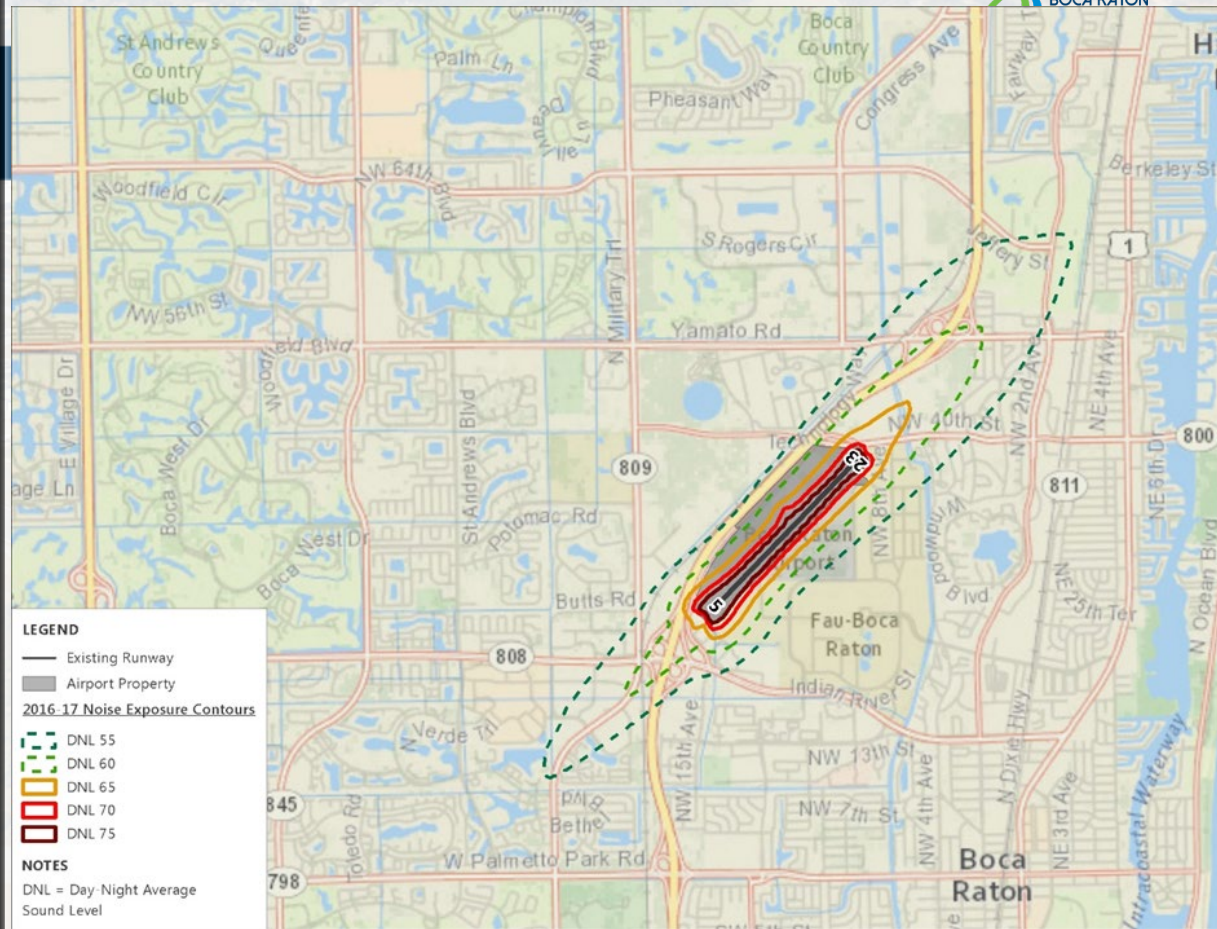
Day-Night Average
Level

Page 7



Rato

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NOISE ABATEMENT PROGRAM

**Night-Time
Voluntary Curfew**
22:00 - 7:00 EST

TOWER HOURS

07:00 to 23:00 EST
"Class D" Airspace during tower operation

NOISE ABATEMENT PROCEDURES

- ATC Instructions **SUPERSEDE** Noise Abatement Procedures
- Limit **TOUCH & GO** activity to Monday - Friday between 09:00 - 17:00 EST
- **STOP & GO** activity **DISCOURAGED** at all times
- Intersection Takeoffs **DISCOURAGED** at all times
- **MINIMIZE REVERSE THRUST** - use FULL runway
- Use **NBAA** Recommended Noise Abatement Procedures
- **Maintenance Run-Ups** permitted 08:00 - 20:00 EST only with authorization as directed by ATC

PILOT INFORMATION

CTAF/Unicom 118.425
GROUND 121.80
ATIS 121.125 (07:00 to 23:00)
AWOS 121.125 (23:00 to 07:00)
Signature 120.9 (561) 955-9356
Atlantic Aviation 131.95 (561) 368-1110

Field Elev. 13 MSL
Traffic Pattern ALT. 1,000' AGL (PISCON) & 1,500' AGL (ET)
Approaches: VOR/DME-A (RWY15) and RNAV (23)



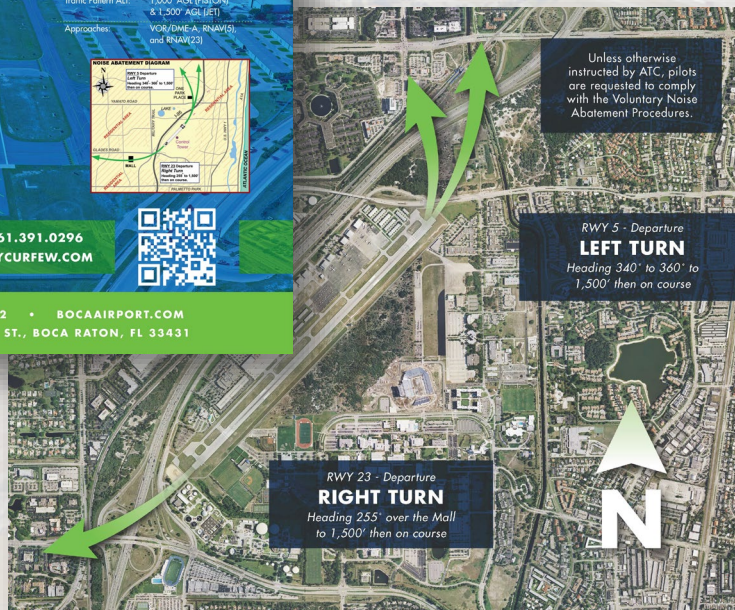
REPORT OPERATION BY CALLING 561.391.0296
OR BY VISITING BCTVOLUNTARYCURFEW.COM



561.391.2202 • BOCAAIRPORT.COM
903 NW 35TH ST., BOCA RATON, FL 33431

Pilot Outreach

- Flyers, brochures, business cards located at FBOs
- Letters and phone call
- Information posted on the website
- Pilot meeting planned for late summer



How Noise Concerns are Submitted

Submit Noise Concerns

While we have gone to great lengths to mitigate the effects of aircraft noise, we understand that noise-related issues and concerns can occur. If you are a resident near the Boca Raton Airport, we encourage you to report all Airport-related noise concerns within your community. You can submit your noise concern over the phone, via our online web portal, or directly from our PublicVue flight tracker by following the links below.



Noise Hotline

You can call our noise hotline at (561) 391-0296 to report your noise issue at any time. Airport staff will review your concern during regular business hours. Please be as specific as possible with your concern, as it helps in the investigation process.



Online Noise Concern Form

You can submit a concern via our online web portal by clicking on the link above.

First time users will have to create an account. For instructions on how to create an account or submit a concern via our online web portal, Click [Here](#).



Click To Open The Noise Concern Form



PublicVue

You can submit a noise concern on specific aircraft directly from our PublicVue flight tracker. To submit your concern click on the link above.

First time users will need to create an account. For instructions on how to create an account, or on how to submit a concern via PublicVue, Click [Here](#).

Airnoise Button

A new way some residents are choosing to submit their concerns is the Airnoise button.



Noise Concern Samples (5/16/19)

Airnoise Submissions

These aircraft come in very low over my driveway on landing approach. The noise is louder than the nearby noise meter indicates by the time they are over my driveway. Flight details: Aircraft type: Cessna 172R Skyhawk, Registration: N103LU, Operator: Lynn University, Callsign: N103LU, Operation Type: unknown, Altitude: 971
Flight details: Aircraft type: Cessna 560XL, Registration: N693QS, Operator: NetJets, Callsign: EJA693, Operation Type: arrival, Altitude: 946
Flight details: Aircraft type: 2007 BOMBARDIER INC BD-700-1A10, Registration: N36MM, Operator: JAGS LEASING LLC - PISCATAWAY, NJ, Callsign: N36MM, Operation Type: arrival, Altitude: 583
Flight details: Aircraft type: Raytheon Aircraft Company 125 800XP, Registration: N42JJ, Operator: Golden Plane LLC, Callsign: N42JJ, Operation Type: unknown, Altitude: 1071
These aircraft come in very low over my driveway on landing approach. The noise is louder than the nearby noise meter indicates by the time they are over my driveway. Flight details: Callsign: CAP822, Operation Type: departure, Altitude: 600
These aircraft come in very low over my driveway on landing approach. The noise is louder than the nearby noise meter indicates by the time they are over my driveway. Flight details: Aircraft type: 1993 LEARJET INC 60, Registration: N479PF, Operator: GENMARK VENTURES LLC - BOCA RATON, FL, Callsign: N479PF, Operation Type: arrival, Altitude: 735

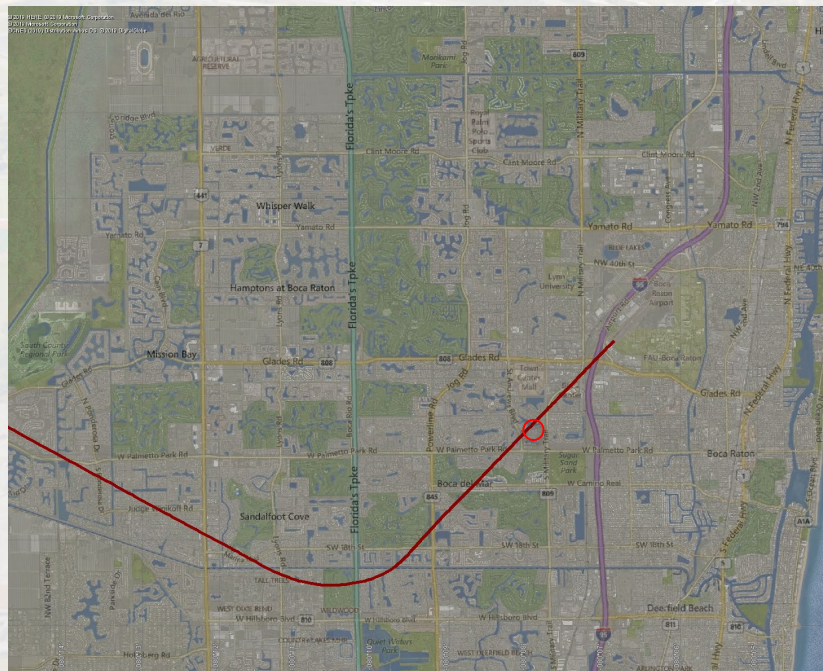
Website Submissions

Curfew Violation
Curfew Violation
Private jet full throttle on take off over Boca Golf and a Tennis community.
Private jet with full throttle on take off over neighborhood.

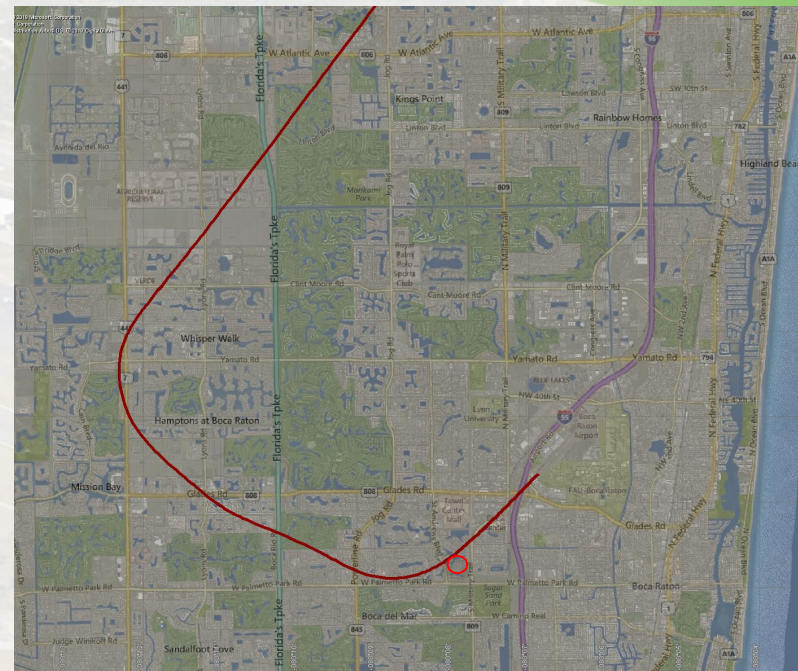
Common Concerns

- Higher altitudes
 - Want the glide slope raised
 - Half a degree would be about 80 feet higher
 - Airport requested in 2019
 - FAA rejected
- Slower airspeeds
 - Could impact safety
- More northern approaches

Normal Approach for Jets

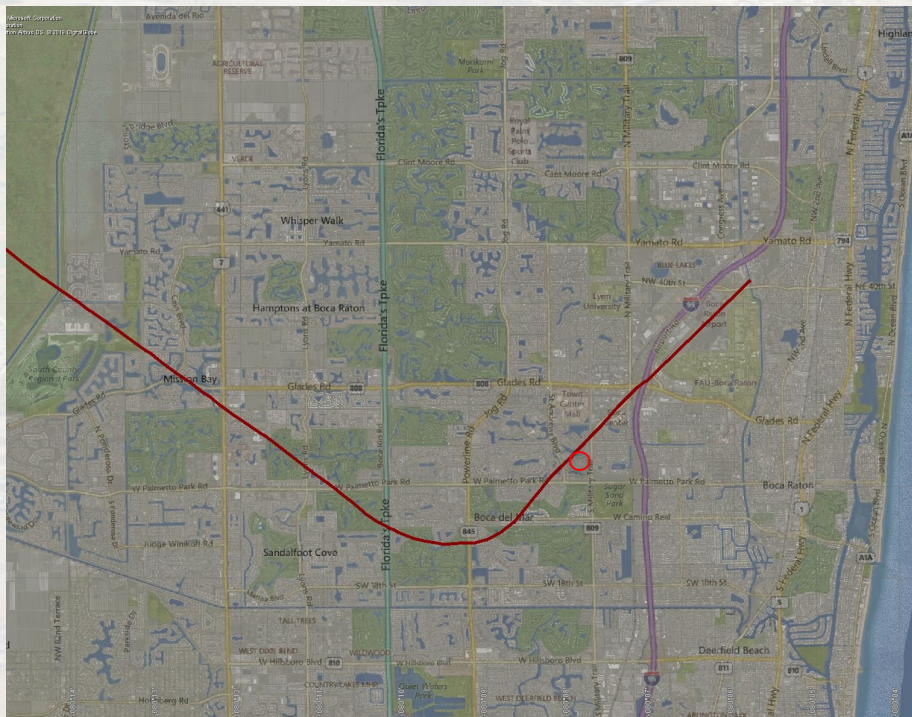


Aircraft was a Falcon 900

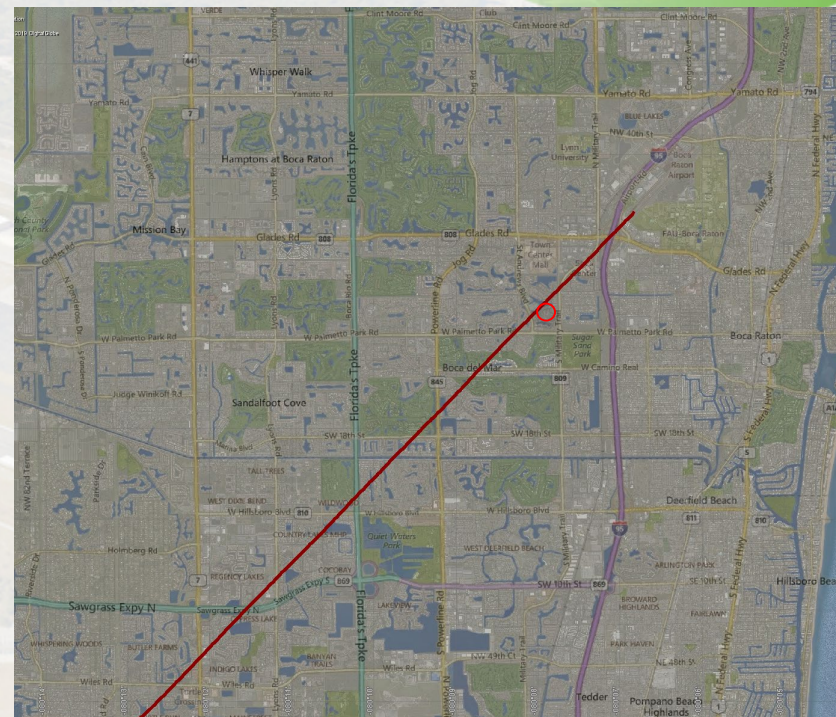


Aircraft was a Gulfstream V

Normal Approach for Jets

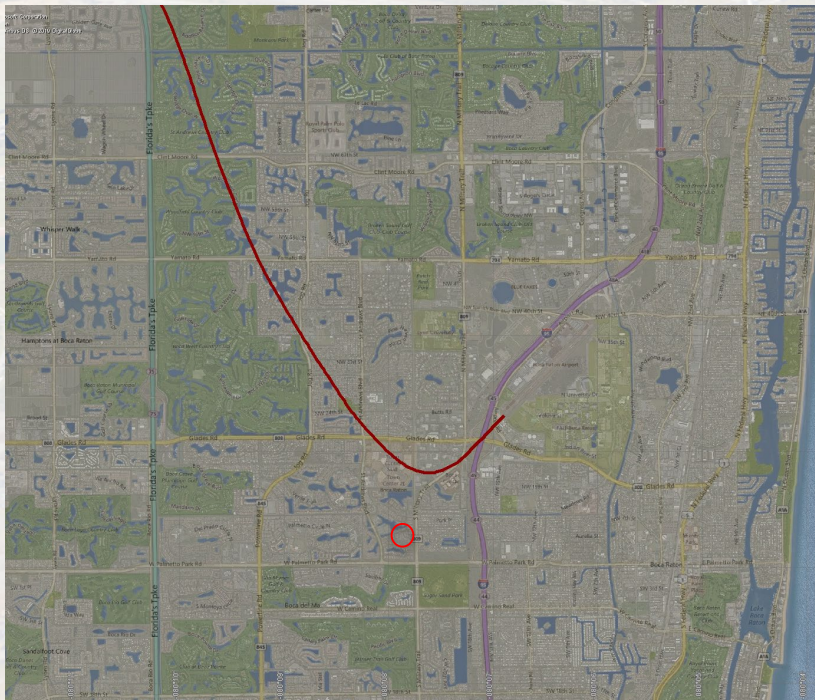


Aircraft was a Citation CJ1

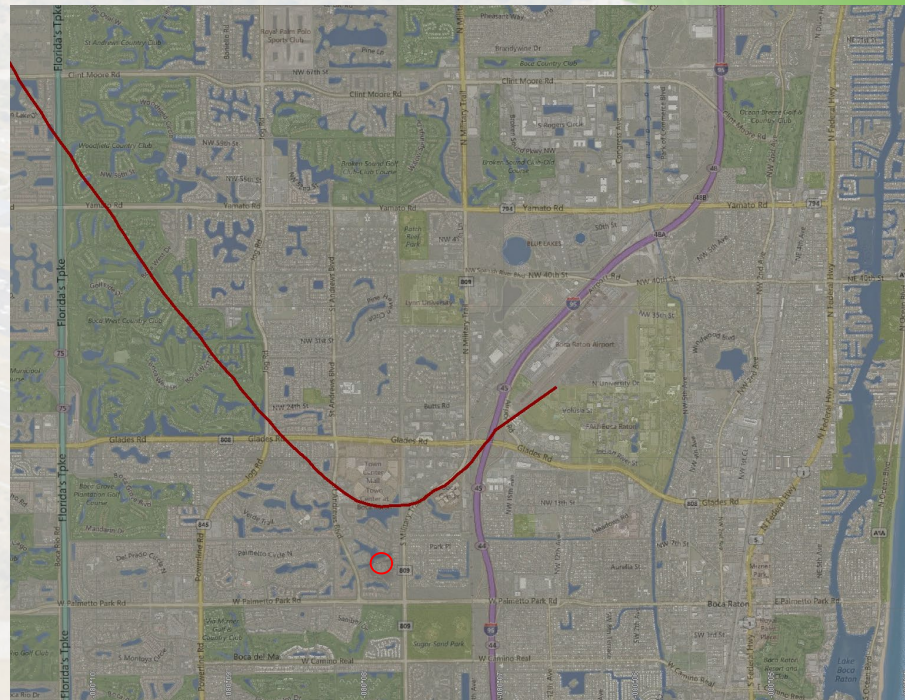


Aircraft was a Phenom 300

Desired Mandatory Approaches



Aircraft was a Cirrus SR22



Aircraft was a C-172



Memo

To: Mitchell Fogel, Chair and Board Members

From: Clara Bennett, Executive Director

Date: June 4, 2019

RE: **Customs Facility Year 1 Update**

AGENDA ITEM – 4

Airport Management will provide an update on the first year of operations of the U.S. Customs and Border Protection Facility.



Customs: Year in Review

June 2019

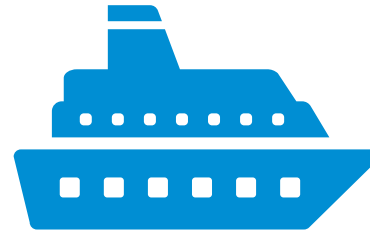


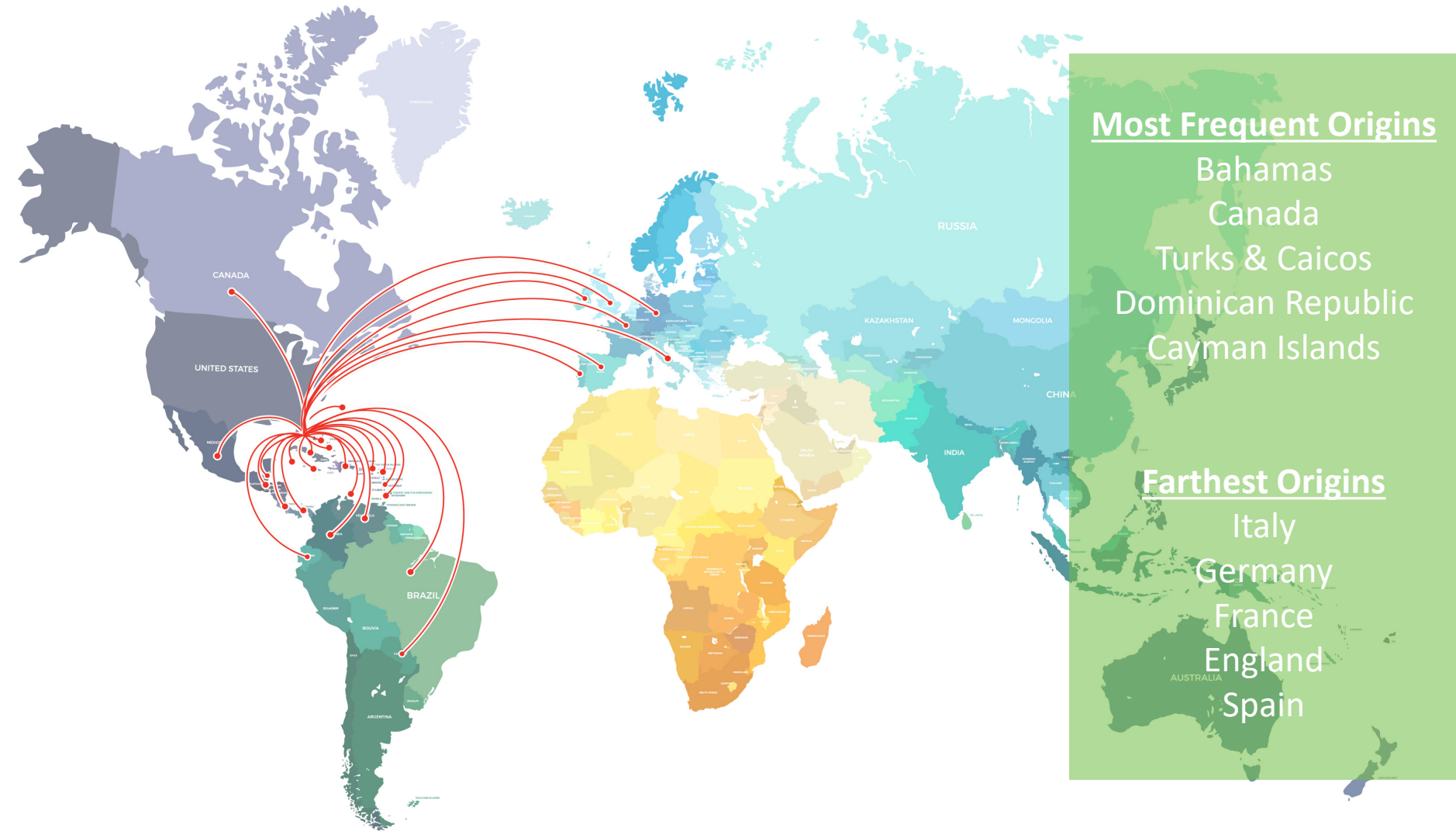
OPERATIONAL HIGHLIGHTS

Operational Highlights

The 1st year of the Customs facility has been successful, with overall operations exceeding 2014 Feasibility Study projections.

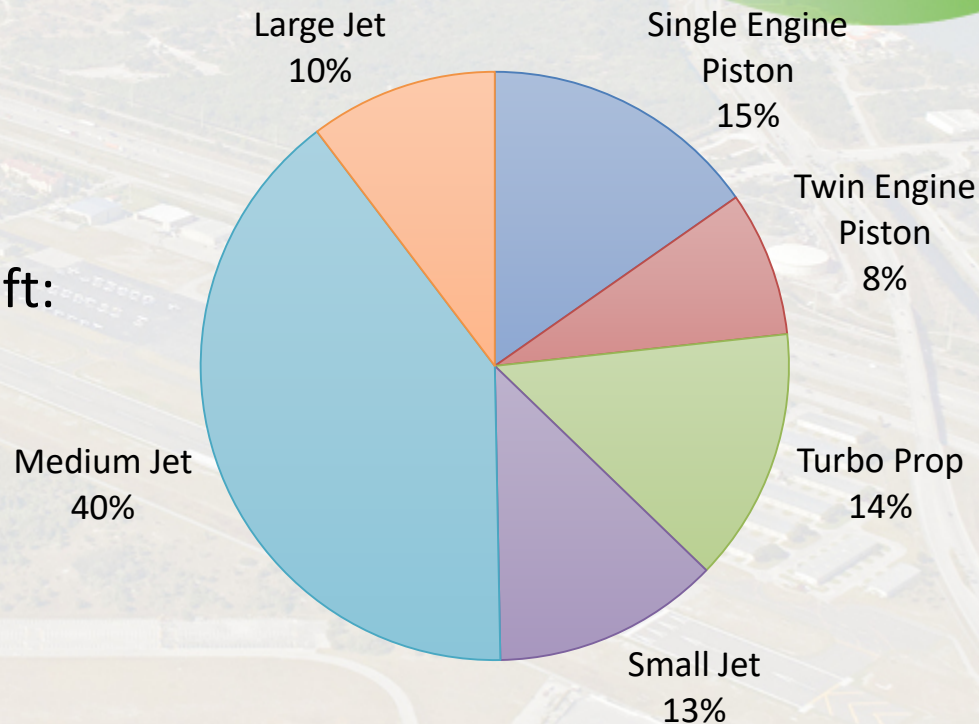
- 1491 Aircraft
- 34 Vessels
- Serving 6899 Passengers
- 24% of Aircraft Cleared Afterhours



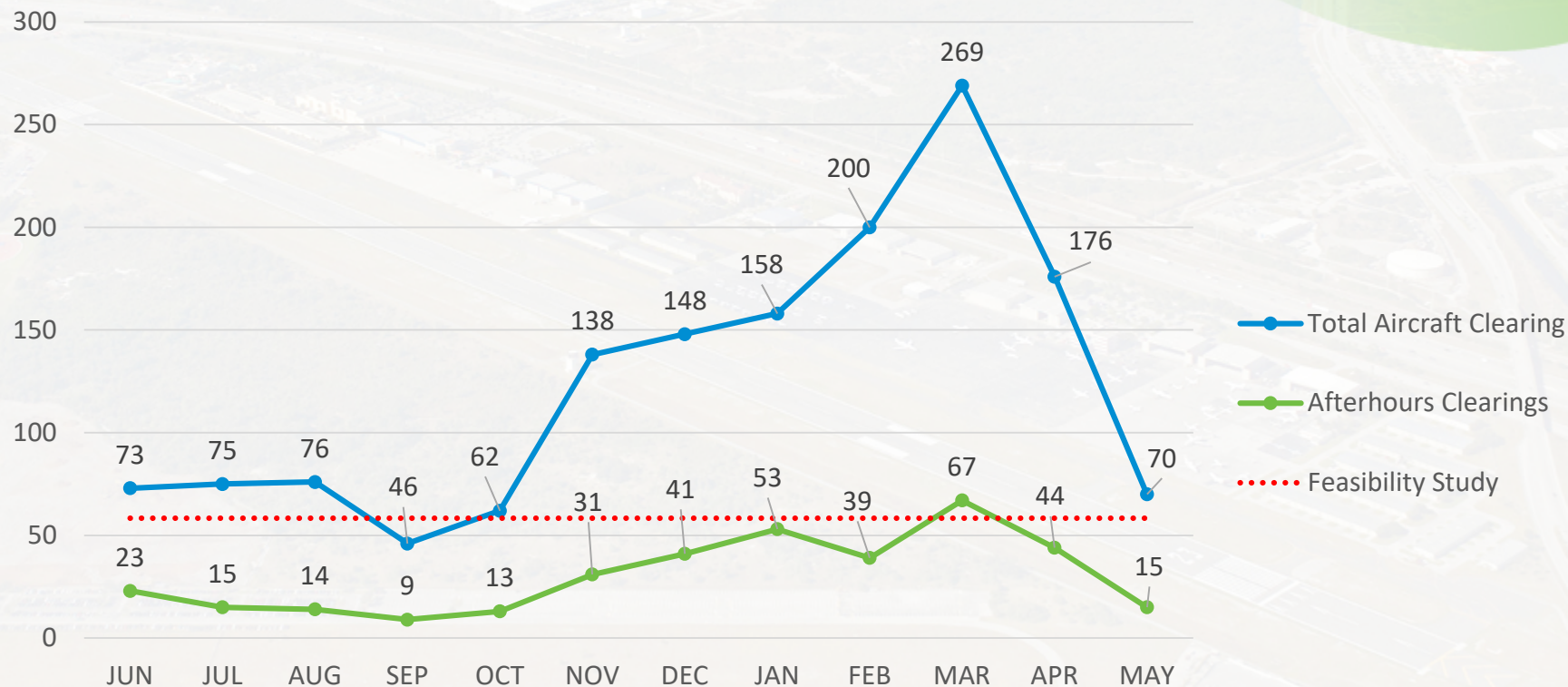


Operational Highlights

- Most Frequent Users:
Medium Jets - 596 aircraft
- Most Frequently Cleared Aircraft:
Turbo Prop Cessna
based charter company
cleared 42 times
154 Passengers



Operational Highlights



Operational Highlights

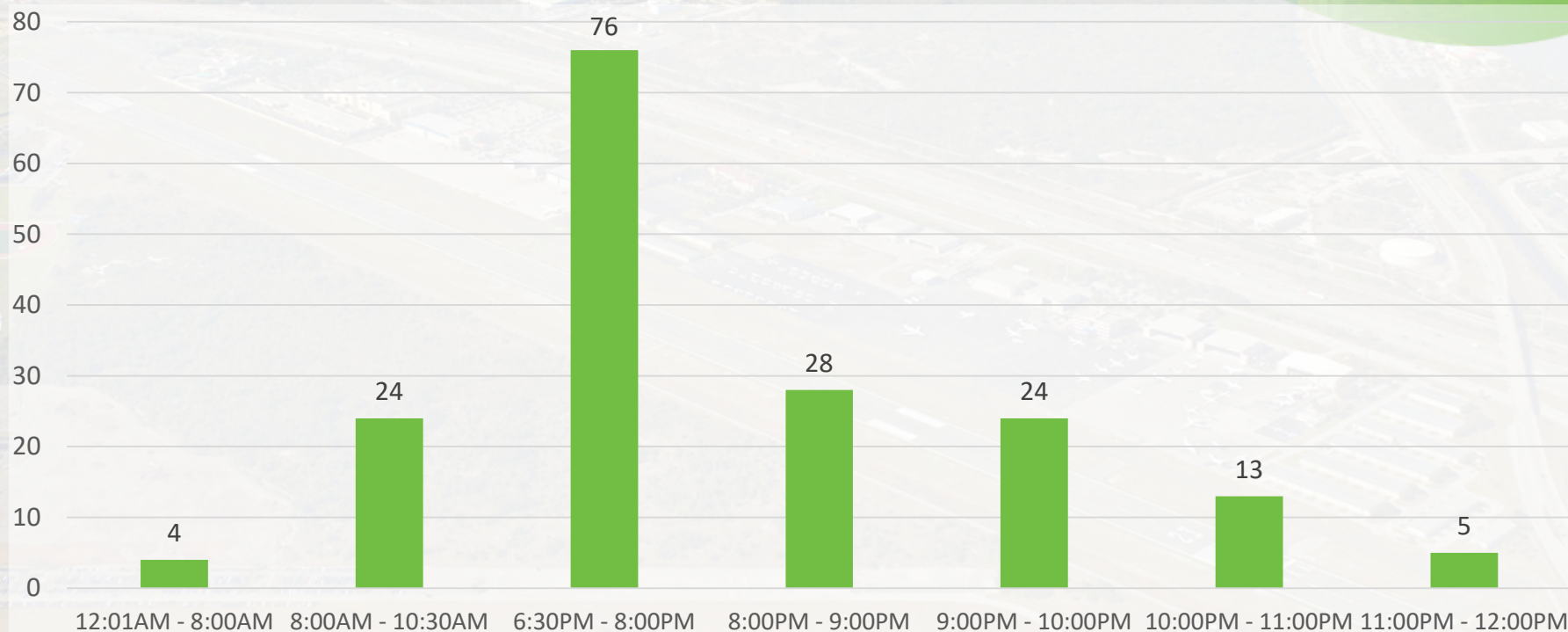
Standard Operating Hours:

- Average 5 aircraft per day
- Busiest day of the year:
 - Friday, 2/15
- Busiest day of the week:
 - Sunday
- Only 7 days with zero aircraft

Afterhours:

- Aircraft cleared on 63% of days scheduled to be closed
- Tuesdays & Wednesdays
 - 52% of all afterhours clearings
 - Average 1.8 aircraft per day
 - 91% are between the hours of 10AM - 7PM
- Busiest day of the week:
 - Wednesdays

Afterhours Operations: Thurs. – Mon.



International Waste



The Customs Facility has an on-site incinerator for proper disposal of international waste, as regulated by USDA.

- 4700 lbs. of garbage processed
- A total of 200 burns have been completed
- 1 burn = 23 lbs. of garbage

Pet Relief Area



An airside pet relief area was added to the Customs Facility in February 2019.




COMMUNITY ENGAGEMENT

PR Efforts & Outreach



Public relations in the first year of the Customs Facility focused on promoting and creating awareness in the community.

- 
- Pilots, fixed based operators, local business partners & general aviation community
 - Boca Raton residents and neighboring communities

PR Efforts & Outreach



TELEVISION

CBS 12



ONLINE

MYPALMBEACH POST, SUN SENTINEL,
BOCA RATON TRIBUNE, BOCA MAG,
THE BOCA VOICE, AVIATION PROS,
BOCA JET CHARTER, AVIATION
INTERNATIONAL NEWS,
TRANSPORTATION TODAY



NEWSPAPER

**SUN SENTINEL,
PALM BEACH
POST**



NEWSLETTERS

**BOCA RATON
ECONOMIC
DEVELOPMENT**



MAGAZINES

**BOCA LIFE,
BOCA NEWS**

Special Events

Various promotional events held through-out the year, including:

- Exclusive preview tour & media day
- Grand opening event
- First jet to clear media event & video
- LEED certification dedication ceremony
- Tours for educational outreach & business community
- St. Andrew's High School airplane installation
- 1 year anniversary open house



Collateral Materials



Collateral materials produced, aimed at promoting the facility and educating both the user and the community:

- Dedicated webpage with step by step instructions
- Tri-fold Brochure
- Postcards – Air & Sea
- User Fee Rate Cards
- Kiosk How-to Video



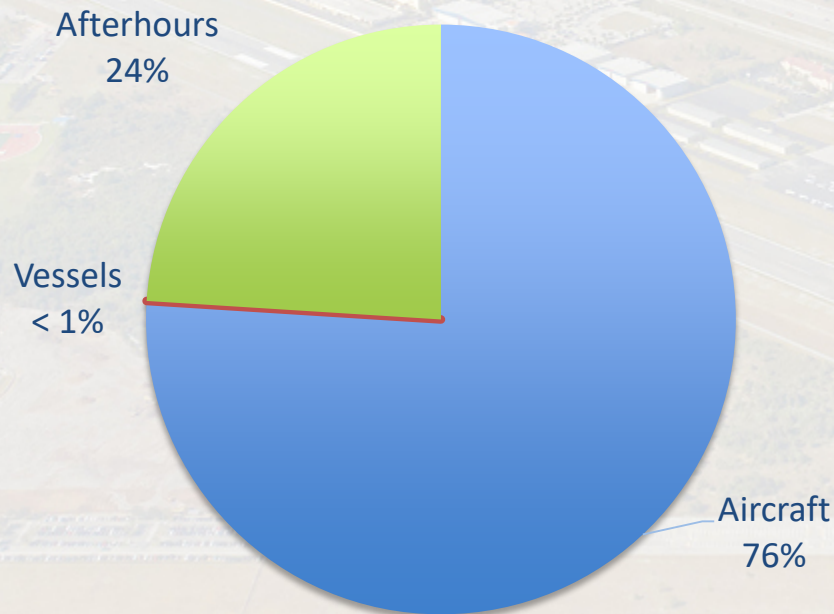
FINANCIAL HIGHLIGHTS

Financial Highlights

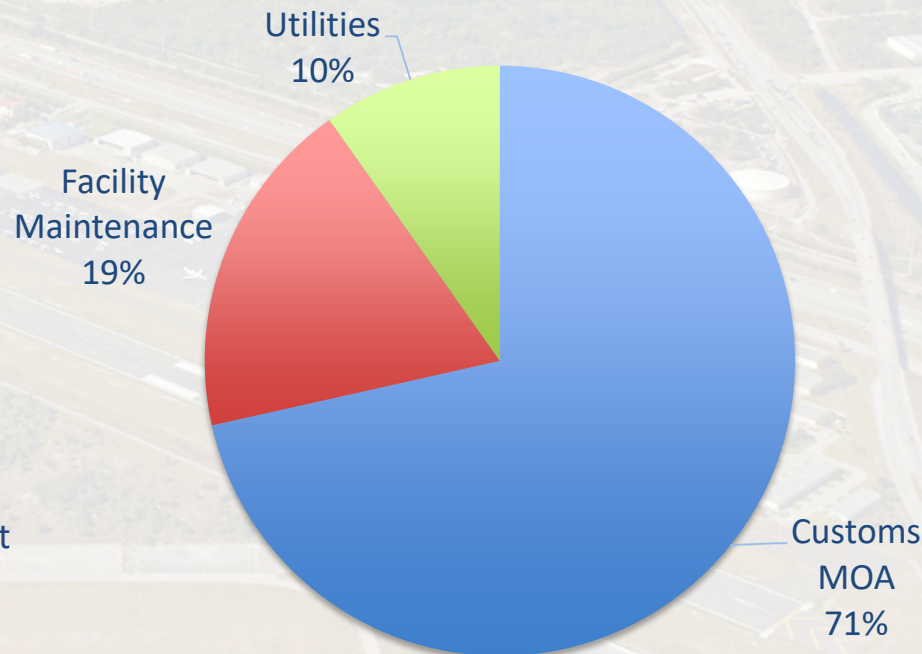
	Feasibility Study	Year 1 Projected	Year 1 Actuals
Revenues	\$219,000	\$180,976	\$434,795
Expenses	\$219,000	\$245,474	\$316,567
Customs Operating Income (Loss)	\$0	(\$63,698)	\$118,228

Financial Highlights

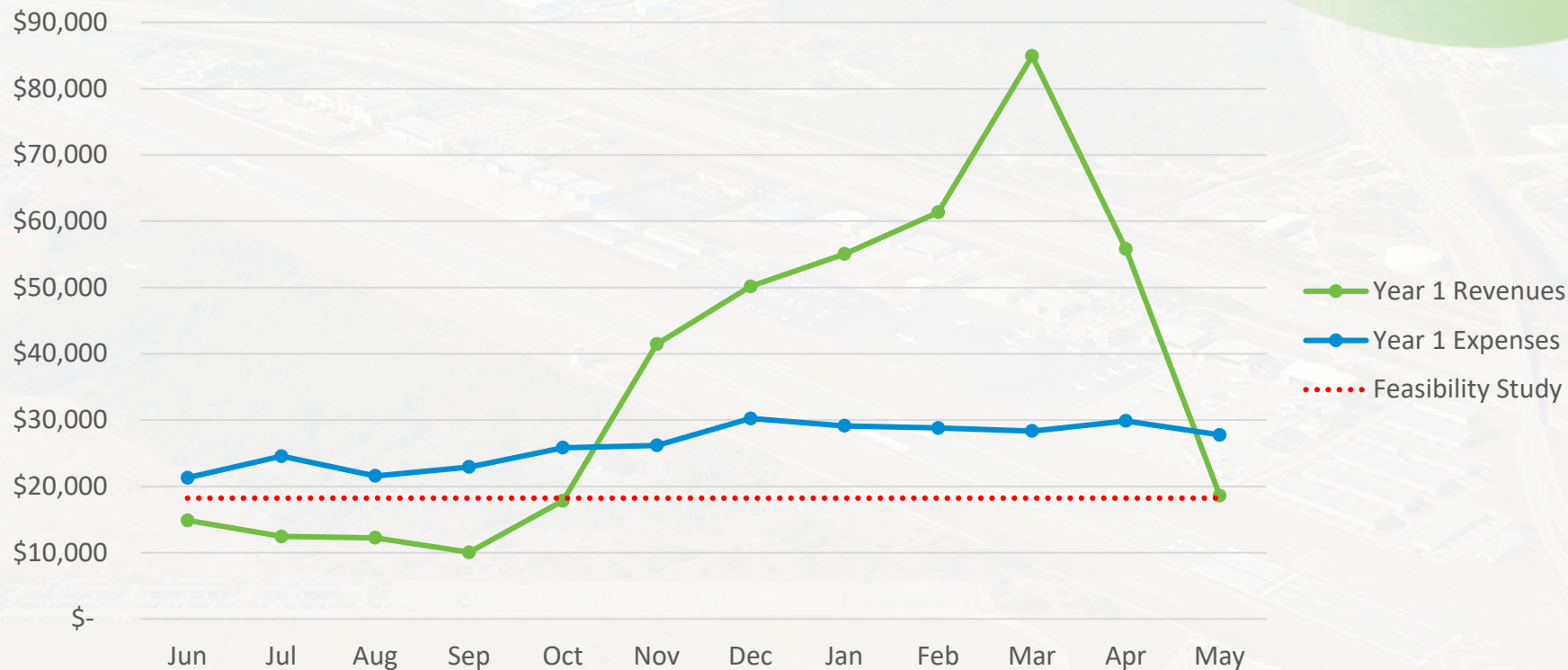
Total Year 1 Revenue



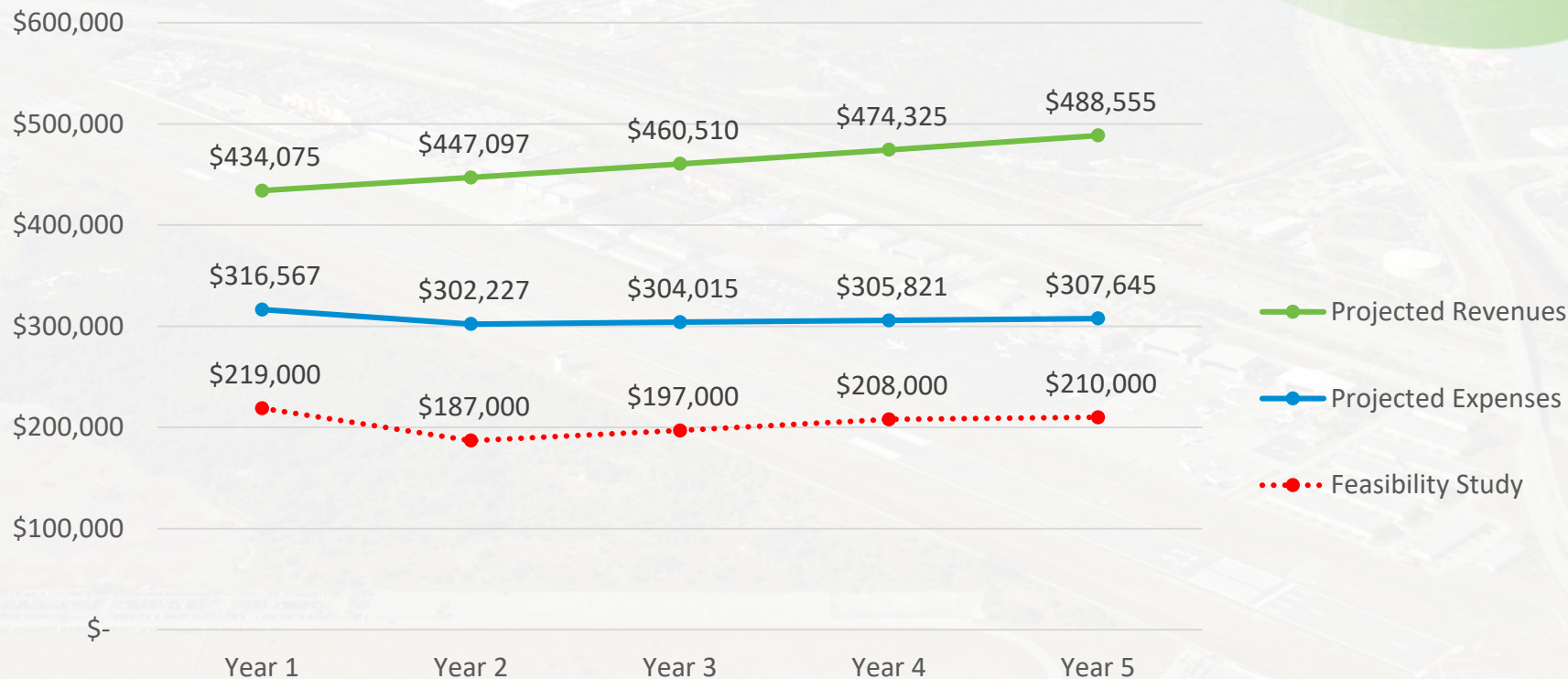
Total Year 1 Expenses



Financial Highlights



5 Year Projection





LOOKING AHEAD

Looking Ahead



Looking Ahead







Memo

To: Mitchell Fogel, Chair and Board Members
From: Clara Bennett, Executive Director
Date: June 4, 2019
RE: **Employee Training and Certifications**

AGENDA ITEM – 5

Airport Management, with the support of the Airport Authority Board, has worked to create a culture of continuous improvement through an employee development program that enhances efficiency, productivity and accountability, reduces costs, and attracts and retains industry leaders.

Training and certification have been conducted through a variety of industry organizations, including the American Association of Airport Executives, Florida Association of Special Districts, National Association of Government Communicators, Florida Airports Council, Florida Government Finance Officers Association, National Grants Management Association, Florida Records Management Association, and the Boca Raton Chamber of Commerce.

Airport Management currently holds or is seeking several educational and industry credentials including the following:

- Master's Degrees in Business Administration (1) and Science in Aeronautics (1)
- American Association of Airport Executives – Certified Member (3)
- American Association of Airport Executives – Airport Certified Employee (2)
- American Association of Airport Executives – Airport Security Coordinator Certification
- Florida Records Management Association – Florida Certified Records Manager
- Florida Association of Special Districts – Certified District Manager
- Boca Raton Chamber of Commerce – Leadership Boca (3)
- FDOT Airfield Pavement Management Program – Distress Repair & Inspection (2)
- Florida Airports Council – Airport Leadership (3)
- American Red Cross CPR/AED Certified (7)
- Private Pilot Certificate or higher (5)



Memo

To: Mitchell Fogel, Chair and Authority Members

From: Clara Bennett, Executive Director

Date: June 4, 2019

RE: **Strategic Plan Update**

AGENDA ITEM - 6

Airport Management will provide an overview of the Strategic Plan and the 2019 plan update.



2019 Strategic Business Plan Preliminary Board Coordination

June 4, 2019



Briefing Overview

- Introduction to Strategic Planning
- Review and Summary of 2011 Strategic Business Plan
- 2019 Review and Update of Strategic Business Plan

Introduction to Strategic Planning

The BRAA is looking to review and update its **Strategic Business Plan**

A STRATEGIC BUSINESS PLAN WILL:

- Provide a roadmap
- Enable swift adaptation
- Facilitate change effectively

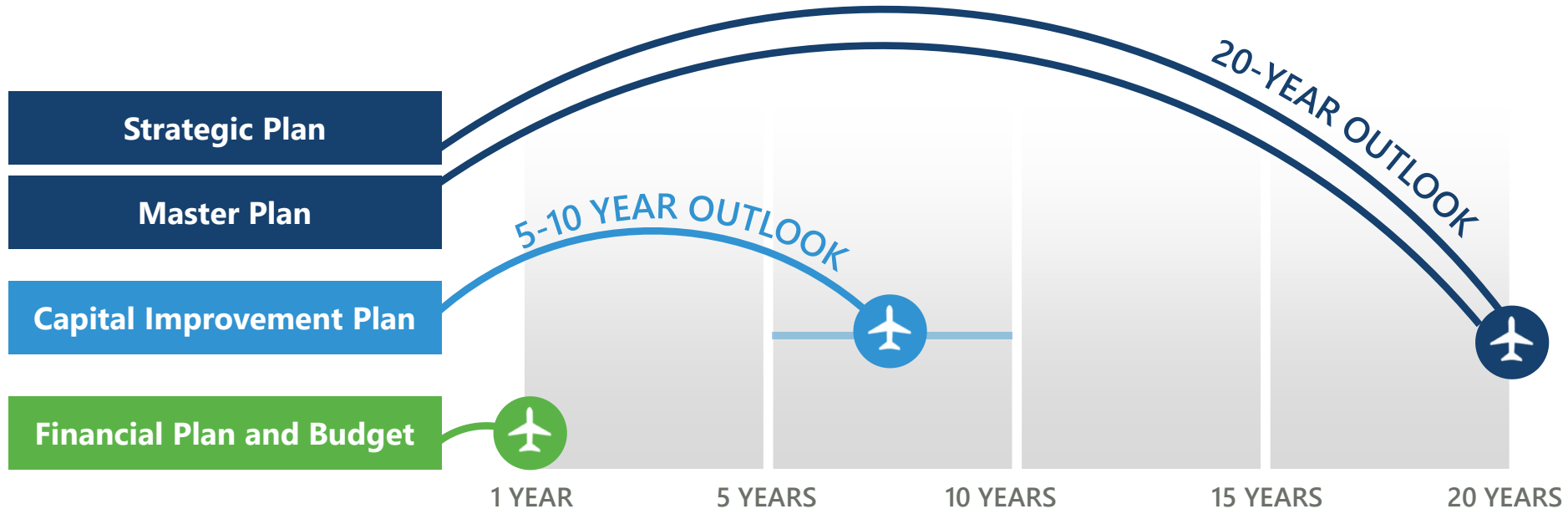
Key Benefits

KEY BENEFITS OF Strategic Planning

- Provide guiding policies
- Bring a long-term focus for the organization
- Engage stakeholders and provide input
- Maintain financial stability
- Help communicate mission and goals
- Enable management to examine new bold initiatives

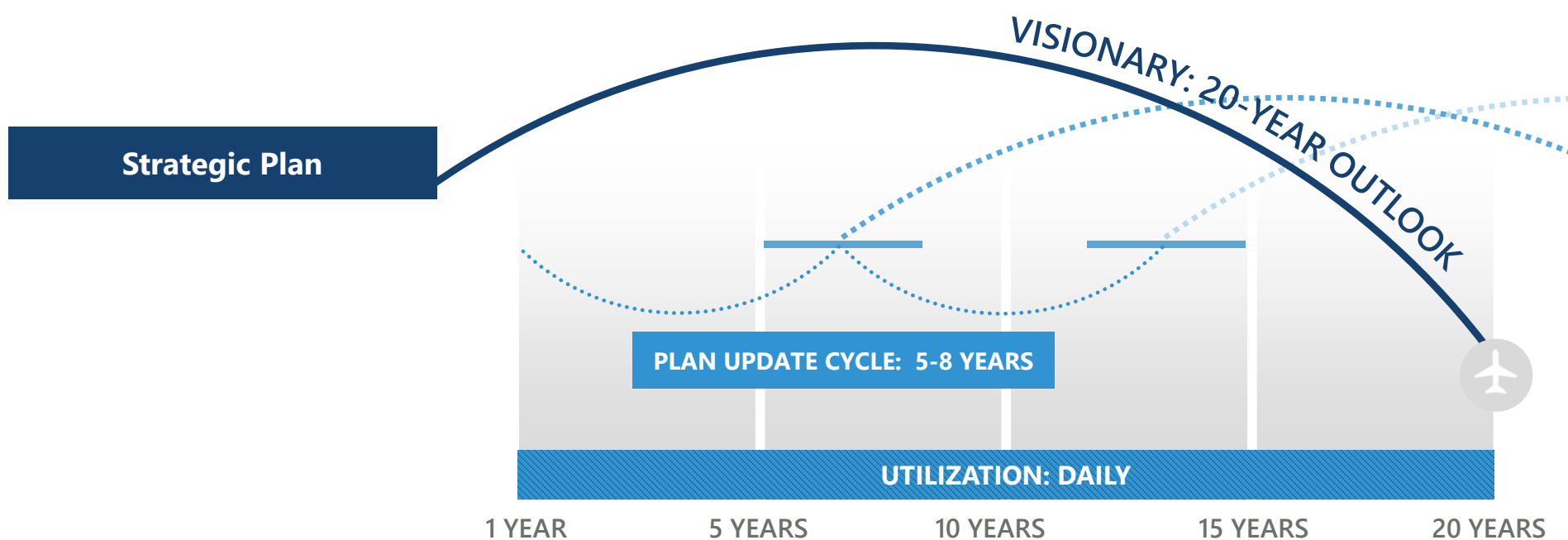
Planning Framework

- Provides a framework that guides and links other organization plans.



Planning Framework

- Provides a framework that guides and links other organization plans.





Review and Summary of 2011 Strategic Business Plan

2011 Strategic Business Plan Process

Data Collection/
Inventory

Establish
the Authority's
Business Definition

Identify
Strategic Options
and Initiatives

Scan the Environment
and Predict Business
Development

Documentation

- First strategic plan for BRAA
- Focused on internal stakeholders (Airport Management, Board Members, Tower)
- Quarterly meetings with the Board
- 11-month process from kickoff to final documentation and approval by the Board.

Key Outcomes of 2011 Strategic Business Plan

- Provided framework to review and discuss Authority's Vision, Mission, priorities and values.

VISION	To be a world class Public Use General Aviation facility that benefits our growing business and regional communities.	CORE VALUES <ul style="list-style-type: none">• Integrity• Quality• Leadership• Collaboration• People* <p><i>* People value added as part of 2016 Plan Review</i></p>
MISSION STATEMENT	The Boca Raton Airport Authority operates a first class Public Use General Aviation facility dedicated to embracing our core values; promoting safety, efficiency, and environmental excellence; and advancing aeronautical and economic benefits to our Business and Regional Communities.	

2011 Strategic Business Plan Strategic Initiatives

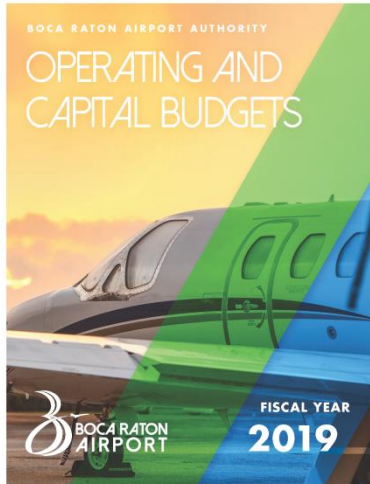
- Five strategic initiatives were adopted for BRAA:



- Key outcomes of plan were reviewed in 2016. Input provided affirmed the strategic initiatives and business objectives.

2011 Strategic Business Plan – Value and Utilization

- The Plan is used as a day-to-day management document, as well as a yearly planning guide.
- 2019 Budget Report Extract:



1

Strengthen
Community
Relations

- **US Customs Service**
- **Tenant Engagement**
- **Educational Partnerships**

5

Enhance
Financial
Performance

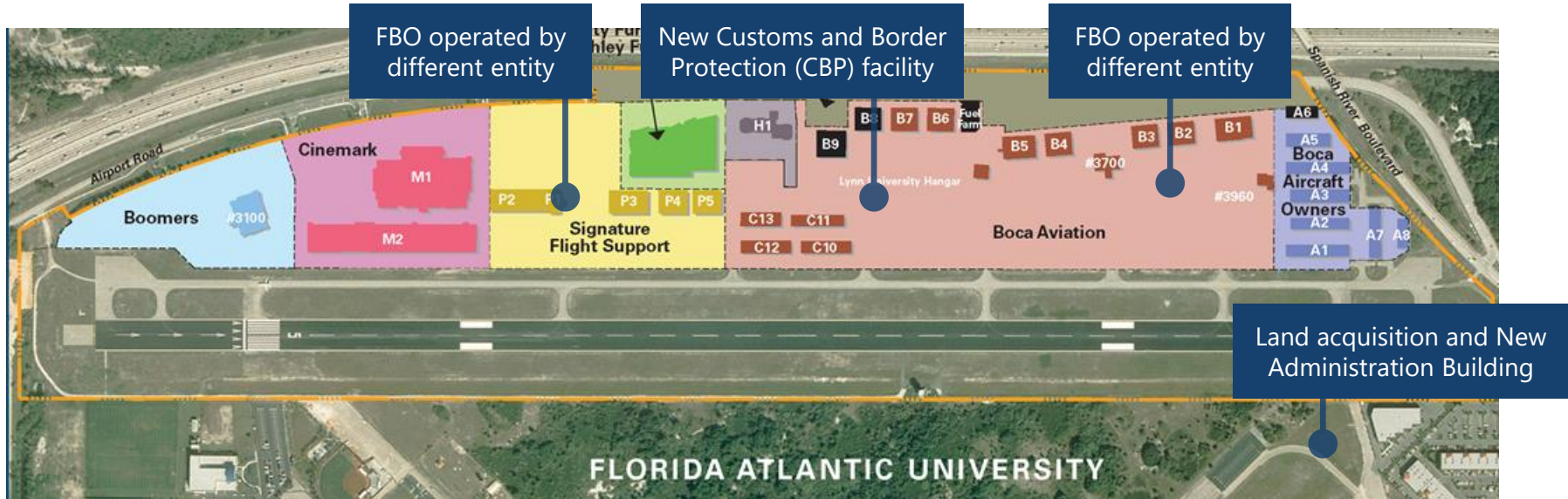
- **Clean Audit**
- **Grant Funding**
- **Inventory Tracking System**
- **Facilities Management Plan**

Why is BRAA Updating its Plan Now?

Organizational change within Authority Board and Airport Management

Last Strategic Business Plan was approved 8 years ago (2011)

Changes in Business and Operating Environment





2019 Strategic Business Plan

Elements of an Effective Plan

Discuss desired outcome of the process at kickoff

Engage broad stakeholders, early in the process

Identify strategic initiatives, objectives and derive a clear action plan

Define responsibilities; annual monitoring and reporting process

S

SPECIFIC

M

MEASURABLE

A

ACHIEVABLE

R

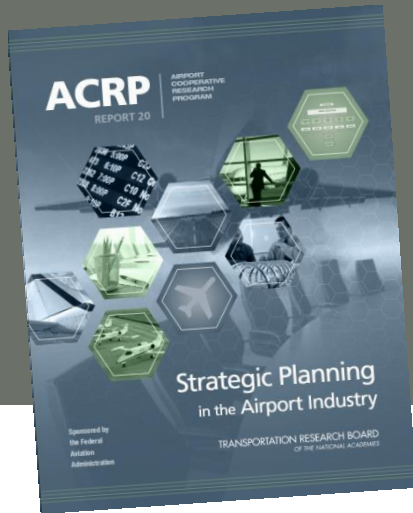
RELEVANT

T

TIME BOUND

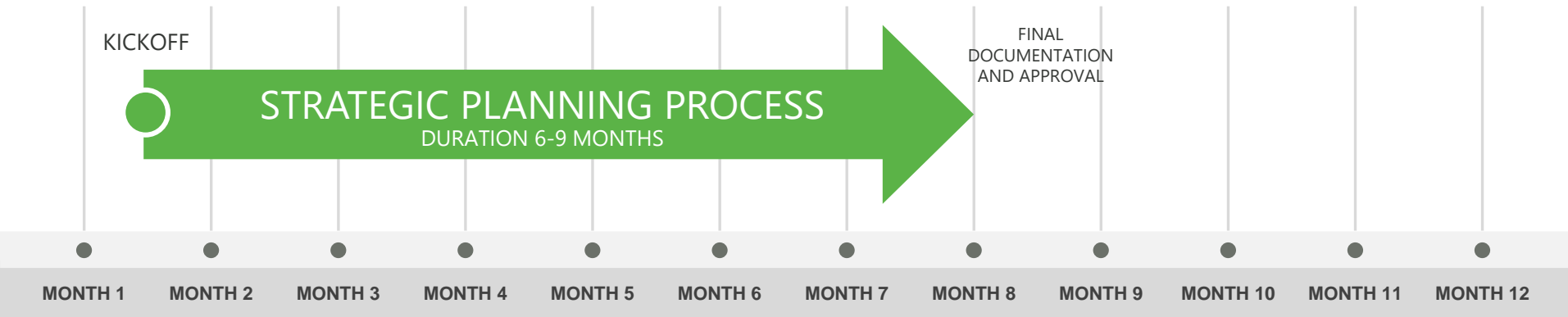
2019 Strategic Business Planning Update Process

Board and Stakeholders to be engaged at key milestones.



- Data Collection/Scan the Environment
- Assess Viability of 2011 Initiatives
- Review and Update Strategic Issues and Objectives
- Create an Action Plan
- Communicate and Execute the Plan

Preliminary Schedule and Funding for 2019 Strategic BP



FUNDING

\$

Anticipated Budget:
\$200,000

80%



Florida Department of Transportation

20%



Boca Raton
Airport Authority

Next Steps

- Incorporate feedback from Board
- Accept grant
- Formulate and approve work plan (scope, budget, schedule)
- Assemble materials and schedule kickoff briefing (Fall 2019)



THANK YOU