

# BOCA RATON AIRPORT AUTHORITY MEETING AGENDA

Wednesday, July 17, 2019  
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, July 17, 2019 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**

|                |                     |
|----------------|---------------------|
| MELVIN POLLACK | CHAIR               |
| RANDY NOBLES   | VICE-CHAIR          |
| JAMES R. NAU   | SECRETARY/TREASURER |
| CHERYL BUDD    | BOARD MEMBER        |
| MITCHELL FOGEL | BOARD MEMBER        |
| GENE FOLDEN    | BOARD MEMBER        |
| BOB TUCKER     | BOARD MEMBER        |

## **II. APPROVAL OF MINUTES**

Consider approval of Minutes for the Regular Meeting of June 19, 2019.

## **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 June 2019 Financial Report.

Consider a Motion for approval of the Financial Report for June 2019.

**VIII. TENANT REPORTS AND REQUESTS**

A. Premier Aviation of Boca Raton, LLC – Seventh Amendment to Lease Agreement.

Consider Resolution No. 07-11-19 of the Boca Raton Airport Authority approving a Seventh Amendment to the Premier Aviation of Boca Raton, LLC Lease.

**IX. EXECUTIVE DIRECTOR AND STAFF REPORTS**

A. Noise Abatement/Operations Summary for the month of June 2019.

B. License Agreement – AT&T 5G Telecommunications Equipment Installation.

Consider Resolution No. 07-12-19 of the Boca Raton Airport Authority approving an Access License Agreement with AT&T.

C. Airport Projects Update.

D. Air Traffic Control Tower Renovations Project Update.

E. Boca Raton Airport Authority Fee Schedule.

Consider Resolution No. 07-13-19 of the Boca Raton Airport authority adopting the annual Airport Fee Schedule in accordance with the Accounting Policy.

F. Corporate Identify and Community Engagement Program Update.

**X. AUTHORITY BOARD MEMBER REQUESTS AND REPORTS**

A. Board Member Assignments to Various Projects.

**XI. PUBLIC COMMENT**

**XII. OTHER BUSINESS**

**XIII. MISCELLANEOUS**

The next meeting is scheduled for August 21, 2019 at 6:00 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  
June 19, 2019  
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 - ABSENT |
| 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 May 15, 2019 Regular Meeting was made by Mr. Tucker and seconded by Mr. Pollack. The Motion carried unanimously.**

**A MOTION to approve the minutes of the June 4, 2019 Board Workshop was made by Mr. Tucker and seconded by Mr. Pollack. The Motion carried unanimously.**

**AGENDA CHANGES**

There were no agenda changes.

**ELECTION OF OFFICERS**

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



Mr. Nobles nominated Mr. Pollack for Chair and Mr. Nau seconded the nomination. Mr. Pollack was unanimously elected Chair.

Mr. Tucker nominated Mr. Nobles for Vice-Chair and Mr. Folden seconded the nomination. Mr. Nobles was unanimously elected Vice -Chair.

Mr. Nobles nominated Mr. Nau for Secretary/Treasurer and Mr. Folden seconded the nomination. Mr. Nau 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**

Mr. Neil Haynie provided input on the June 4, 2019 Board Workshop.

### **FINANCIAL REPORT**

Ms. Camilo presented the Financial Report for May 2019.

**A MOTION to approve the Financial Report for May 2019 was made by Mr. Folden and seconded by Mr. Nobles. The Motion carried unanimously.**

### **TENANT REPORTS AND REQUESTS**

There were no tenant reports or requests.

### **EXECUTIVE DIRECTOR AND STAFF REPORTS**

Mr. Urbanek presented the Noise Abatement/Operations Summary for the month of May 2019.

Ms. Bennett presented the Atlantic Aviation Lease – Memorandum of Agreement.

Mr. Richard Thacker, Regional Manager, Atlantic Aviation spoke regarding the Memorandum of Agreement and answered questions.

Mr. Fogel provided insight into the process and thanked Airport Management for their work on this Agreement.

**A MOTION to approve Resolution No. 06-06-19 of the Boca Raton Airport Authority authorizing a Memorandum of Agreement for Building Rent Pursuant to the November 28, 1984 Lease and Operating Agreement between the Boca Raton Airport Authority, Lessor, and Atlantic Aviation - Boca Raton, LLC as Successor to Boca Airport, Inc., D/B/A Boca Aviation, Lessee was made by Mr. Nobles and seconded by Mr. Tucker. The Motion carried unanimously.**

Ms. Bennett presented a Public Transportation Grant Agreement for Financial Project No. 443871-1-94-01 with the State of Florida Department of Transportation for Landside Lighting and Signage Replacement at the Boca Raton Airport.

**A MOTION to approve Resolution No. 06-07-19 of the Boca Raton Airport Authority accepting the Public Transportation Grant Agreement with the State of Florida Department of Transportation for Landside Lighting and Signage Replacement at the Boca Raton Airport was made by Mr. Nau and seconded by Mr. Nobles. The Motion carried unanimously.**

Ms. Bennett presented a Public Transportation Grant Agreement for Financial Project No. 441604-1-94-01 with the State of Florida Department of Transportation for Strategic Business Plan Update at the Boca Raton Airport.

**A MOTION to approve Resolution No. 06-08-19 of the Boca Raton Airport Authority accepting the Public Transportation Grant Agreement with the State of Florida Department of Transportation for Strategic Business Plan Update at the Boca Raton Airport was made by Mr. Tucker and seconded by Mr. Nobles. The Motion carried unanimously.**

Ms. Bennett presented a Public Transportation Grant Agreement for Financial Project No. 445678-1-94-01 with the State of Florida Department of Transportation for Taxiways P5, C, P9, and P10 Widening – Design at the Boca Raton Airport.

**A MOTION to approve Resolution No. 06-09-19 of the Boca Raton Airport Authority accepting the Public Transportation Grant Agreement with the State of Florida Department of Transportation for Taxiways P5, C, P9, and P10 Widening – Design at the Boca Raton Airport was made Mr. Fogel and seconded by Mr. Nau. The Motion carried unanimously.**

Mr. Kohut presented the Minimum Standards update.

A discussion ensued.

Mr. Tucker inquired as to the number of flying clubs currently operating at the Airport. Mr. Kohut advised the Board that currently there are no flying clubs at the Airport.

Mr. Folden asked whether the definitions included in the revised section would be included in the general definitions section of the Minimum Standards. Mr. Kohut replied that they can be included.

**A MOTION to approve Resolution No. 06-10-19 of the Boca Raton Airport Authority updating the requirements for Aircraft Rental/Flying Club Operator in the Minimum Operating Standards was made by Mr. Nau and seconded by Mr. Tucker. The Motion carried unanimously.**

Ms. Bennett presented the Third Quarter Operating and Financial Performance Report.

Mr. Tucker stated that he would like to see more funds made available for sponsorships in the 2020 budget.

### **AUTHORITY MEMBERS REQUESTS AND REPORTS**

Mr. Nau thanked the past Board Officers for their service.

Mr. Folden congratulated Mr. Pollack on being elected Chair.

### **PUBLIC INPUT**

Mr. Neil Haynie provided comments on the Board meeting.

### **OTHER BUSINESS**

There was no other business.

### **MISCELLANEOUS**

The next regularly scheduled meeting is Wednesday, July 17, 2019 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

### **ADJOURNMENT**

Meeting adjourned at 7:06 p.m.

\_\_\_\_\_  
Melvin Pollack, Chair

\_\_\_\_\_  
Date



# Memo

To: Melvin Pollack, Chair and Board Members  
From: Ariadna Camilo, Finance and Administration Manager  
Date: July 17, 2019  
RE: **Financial Report – June 2019**

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## **AGENDA ITEM – VII – A**

Airport Management and the Secretary/Treasurer will provide an overview of the Financial Report for the nine months ending June 30, 2019.

Total Operating Revenues as of June 30, 2019 were \$3,651,424 an increase of \$558,105 or 18.0% to budget. This increase in revenue year to date is attributable to an increase in Customs Facility and Fuel Flowage Revenue.

Total Non-Operating Revenues and Capital Contributions as of June 30, 2019 were \$988,691.

Total Operating Expenses as of June 30, 2019 were \$1,951,778 a decrease of \$437,690 or 18.3% compared to budget. Significant variances in expenses compared to budget for the nine months ending June 30, 2019 are as follows:

- Customs Facility expenditures are down \$44,512 or 18.7% to budget, primarily due to onetime expenses anticipated later in the year and officer overtime expenditures incurred year to date not yet invoiced.
- Project expenditures are down \$329,637 or 86.6% to budget, primarily due to the ATCT rehabilitation project.
- Professional Services are down \$69,328 or 51.8% to budget, primarily due to Legal Service expenditures being lower than anticipated. Year to date expenditures 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 | \$ 2,517 | \$ 1,196 | \$ 650 | \$ 858 | \$ 5,642 | \$ 5,675 | \$ 6,809 | \$ 4,498 | \$ 3,538 | .    | \$ - | \$ - | \$ 31,383 |
| BOARD   | \$ -     | \$ -     | \$ -   | \$ -   | \$ -     | \$ 156   | \$ -     | \$ 578   | \$ -     | \$ - | \$ - | \$ - | \$ 734    |
| CUSTOMS | \$ 1,300 | \$ 1,555 | \$ -   | \$ -   | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ - | \$ - | \$ - | \$ 2,855  |

Total Capital Expenditures as of June 30, 2019 were \$1,380,688. The majority of Capital Expenditures were attributable to Task 41 – Security Enhancements, Task 47 – Access Road Improvements, and Task 56 – Airfield Pavement Rejuvenator of the Capital Improvement Program. Of the total \$1,380,688 in Capital Expenditures, \$2,855 were attributable to project-related legal fees, while \$17,121 were attributable to Capital Outlay.



**Boca Raton Airport Authority**  
**Income Statement: Budget Variance Summary**  
**For the Nine Months Ending June 30, 2019**  
(unaudited)

**Summary Results**

|  | FY 2019<br>Annual<br>Budget | FY 2019<br>June<br>Actual | FY 2019<br>June<br>Budget | Variance<br>FY 2019 Actual vs. Budget |                |
|--|-----------------------------|---------------------------|---------------------------|---------------------------------------|----------------|
|  |                             |                           |                           | Dollars                               | Percent        |
| Operating Revenues                                     | \$ 4,124,425                | \$ 3,651,424              | \$ 3,093,319              | \$ 558,105                            | 18.0%          |
| Operating Expenses                                     | \$ 3,185,957                | \$ 1,951,778              | \$ 2,389,468              | \$ (437,690)                          | -18.3%         |
| <b>Operating Income/(Loss)<br/>before Depreciation</b> | <b>\$ 938,468</b>           | <b>\$ 1,699,646</b>       | <b>\$ 703,851</b>         | <b>\$ 995,795</b>                     | <b>141.5%</b>  |
| Depreciation   | \$ 1,641,650                | \$ 1,231,238              | \$ 1,231,238              | \$ -                                  | 0.0%           |
| <b>Net Operating Income/(Loss)</b>                     | <b>\$ (703,182)</b>         | <b>\$ 468,409</b>         | <b>\$ (527,386)</b>       | <b>\$ 995,795</b>                     | <b>-188.8%</b> |
| Non-Operating Revenues                                 | \$ 405,932                  | \$ 24,480                 |                           |                                       |                |
| <b>Income/(Loss)<br/>before Capital Contributions</b>  | <b>\$ (297,250)</b>         | <b>\$ 492,888</b>         |                           |                                       |                |
| Capital Contributions<br>from State and Federal Grants | \$ 1,060,000                | \$ 964,211                |                           |                                       |                |
| <b>Change in Net Position</b>                          | <b>\$ 762,750</b>           | <b>\$ 1,457,100</b>       |                           |                                       |                |



**Boca Raton Airport Authority**  
**Income Statement: Budget Variance Summary**  
**For the Nine Months Ending June 30, 2019**  
(unaudited)

**Revenue Summary**

|  | FY 2019<br>Annual<br>Budget | FY 2019<br>June<br>Actual | FY 2019<br>June<br>Budget | Variance<br>FY 2019 Actual vs. Budget |              |
|--|-----------------------------|---------------------------|---------------------------|---------------------------------------|--------------|
|  |                             |                           |                           | Dollars                               | Percent      |
| Rent Revenue   | \$ 3,063,351                | \$ 2,381,544              | \$ 2,297,513              | \$ 84,031                             | 3.7%         |
| Fuel Flowage Fees  | \$ 700,000                  | \$ 684,368                | \$ 525,000                | \$ 159,368                            | 30.4%        |
| Customs Facility Revenue                                       | \$ 165,000                  | \$ 409,490                | \$ 123,750                | \$ 285,740                            | 230.9%       |
| Interest Income  | \$ 120,000                  | \$ 120,463                | \$ 90,000                 | \$ 30,463                             | 33.8%        |
| Other Revenue  | \$ 76,074                   | \$ 55,558                 | \$ 57,055                 | \$ (1,497)                            | -2.6%        |
| <b>Total Operating Revenues</b>                                | <b>\$ 4,124,425</b>         | <b>\$ 3,651,424</b>       | <b>\$ 3,093,319</b>       | <b>\$ 558,105</b>                     | <b>18.0%</b> |
| FDOT Grants  | \$ 405,932                  | \$ 24,480                 |                           |                                       |              |
| <b>Non-Operating Revenues</b>                                  | <b>\$ 405,932</b>           | <b>\$ 24,480</b>          |                           |                                       |              |
| FDOT Grants  | \$ 910,000                  | \$ 955,958                |                           |                                       |              |
| FAA Grants   | \$ 150,000                  | \$ 8,253                  |                           |                                       |              |
| <b>Capital Contributions<br/>from State and Federal Grants</b> | <b>\$ 1,060,000</b>         | <b>\$ 964,211</b>         |                           |                                       |              |



**Boca Raton Airport Authority**  
**Income Statement: Budget Variance Summary**  
**For the Nine Months Ending June 30, 2019**  
(unaudited)

**Expense Summary**

|                                   | FY 2019<br>Annual<br>Budget | FY 2019<br>June<br>Actual | FY 2019<br>June<br>Budget | Variance<br>FY 2019 Actual vs. Budget |               |
|-----------------------------------|-----------------------------|---------------------------|---------------------------|---------------------------------------|---------------|
|                                   |                             |                           |                           | Dollars                               | Percent       |
| Personnel Expenses                | \$ 1,104,721                | \$ 809,092                | \$ 828,541                | \$ (19,448)                           | -2.3%         |
| Professional Services             | \$ 178,500                  | \$ 64,547                 | \$ 133,875                | \$ (69,328)                           | -51.8%        |
| Office Operating Expenses         | \$ 248,985                  | \$ 209,068                | \$ 186,738                | \$ 22,330                             | 12.0%         |
| Airport Operations                | \$ 446,211                  | \$ 322,306                | \$ 334,658                | \$ (12,352)                           | -3.7%         |
| Insurance Expense                 | \$ 153,147                  | \$ 120,000                | \$ 114,860                | \$ 5,139                              | 4.5%          |
| ATCT Facility                     | \$ 46,800                   | \$ 34,800                 | \$ 35,100                 | \$ (300)                              | -0.9%         |
| Customs Facility                  | \$ 317,576                  | \$ 193,671                | \$ 238,182                | \$ (44,512)                           | -18.7%        |
| Marketing & Special Events        | \$ 182,602                  | \$ 147,370                | \$ 136,951                | \$ 10,418                             | 7.6%          |
| Projects                          | \$ 507,415                  | \$ 50,925                 | \$ 380,561                | \$ (329,637)                          | -86.6%        |
| <b>Total Operating Expenses</b>   | <b>\$ 3,185,957</b>         | <b>\$ 1,951,778</b>       | <b>\$ 2,389,468</b>       | <b>\$ (437,690)</b>                   | <b>-18.3%</b> |
| Capital Outlay                    | \$ 62,500                   | \$ 17,121                 |                           |                                       |               |
| Capital Improvement Program       | \$ 1,300,000                | \$ 1,363,568              |                           |                                       |               |
| <b>Total Capital Expenditures</b> | <b>\$ 1,362,500</b>         | <b>\$ 1,380,688</b>       |                           |                                       |               |





**Boca Raton Airport Authority**  
**Balance Sheet Summary**  
**June 30, 2019**  
(unaudited)

**Summary Results**

| ASSETS                              |                      | LIABILITIES AND CAPITAL                |                      |
|-------------------------------------|----------------------|--|----------------------|
| Current Assets                      |                      | Current Liabilities                    |                      |
| Cash and Cash Equivalents           | \$ 858,429           | Accounts Payable                       | \$ 105,188           |
| Receivables                         | \$ 97,577            | Due to Other Governments               | \$ 27,623            |
| Due From Other Governments          | \$ 14,605            | Compensated Absences, short-term       | \$ 39,264            |
| Money Markets                       | \$ 1,763,728         | Deferred Rent Income                   | \$ 122,960           |
| Certificates of Deposit             | \$ 7,325,982         |  |                      |
| Certificates of Deposit, Restricted | \$ 181,803           | <b>Total Current Liabilities</b>       | <b>\$ 295,035</b>    |
| Other Assets                        | \$ 152,151           |  |                      |
| <b>Total Current Assets</b>         | <b>\$ 10,394,274</b> | Non-Current Liabilities                |                      |
|                                     |                      | Security Deposits                      | \$ 167,879           |
| Non-Current Assets                  |                      | Compensated Absences, long-term        | \$ -                 |
| Rent Receivable                     | \$ 441,242           | <b>Total Non-Current Liabilities</b>   | <b>\$ 167,879</b>    |
| Capital Assets                      |                      |  |                      |
| Land                                | \$ 1,791,886         | <b>Total Liabilities</b>               | <b>\$ 462,914</b>    |
| Avigation Easements                 | \$ 4,835,961         |  |                      |
| Project in Progress                 | \$ 3,459,445         | Capital                                |                      |
| Buildings                           | \$ 11,526,229        | Florida Operations Trust Fund          | \$ 267,950           |
| Land Procurement                    | \$ 955,070           | Retained Earnings                      | \$ 39,087,563        |
| Leasehold Improvements              | \$ 8,253,726         | Contributed Capital - Federal          | \$ 317,029           |
| Furniture, Fixtures, and Equipment  | \$ 2,759,366         | Contributed Capital - State            | \$ 6,430,281         |
| Infrastructure                      | \$ 24,809,710        | Net Income                             | \$ 1,457,100         |
| Less Accumulated Depreciation       | \$ (21,204,071)      | <b>Total Capital</b>                   | <b>\$ 47,559,923</b> |
| <b>Total Non-Current Assets</b>     | <b>\$ 37,628,564</b> | <b>Total Liabilities &amp; Capital</b> | <b>\$ 48,022,837</b> |
| <b>Total Assets</b>                 | <b>\$ 48,022,837</b> |  |                      |



# Memo

To: Melvin Pollack, Chair and Board Members

From: Clara Bennett, Executive Director

Date: July 17, 2019

RE: **Premier Aviation of Boca Raton, LLC – Seventh Amendment to Lease Agreement**

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## **AGENDA ITEM – VIII – A**

Premier Aviation of Boca Raton, LLC (Premier Aviation) is requesting an amendment to its Lease Agreement extending the time tables for Phase III development by an additional year. This extension will allow Premier Aviation to explore options related to the remaining undeveloped portion of the Lease Parcel, now that negotiations with Tesla for an automobile service center have ended unsuccessfully.

Under the terms of the extension, Premier will be required to present Preliminary Plans by July 17, 2020 and complete construction by July 17, 2022. The one-year extension is subject to FAA approval. The request has been submitted to the FAA for their review.

Airport Management recommends approval of Resolution No. 07-11-19 approving a Seventh Amendment to the Premier Aviation of Boca Raton, LLC Lease, subject to FAA approval. Legal Counsel has reviewed the Amendment and concurs with the recommendation.

## **BOCA RATON AIRPORT AUTHORITY**

### **RESOLUTION 07-11-19**

#### **A Resolution of the Boca Raton Airport Authority approving the Seventh Amendment to that certain Lease Agreement Between the Boca Raton Airport Authority and Premier Aviation of Boca Raton, LLC, dated September 27, 2000**

**WHEREAS**, The Boca Raton Airport Authority Act, Laws of Florida, provides that the Boca Raton Airport Authority (the "Authority") shall have jurisdiction over the operation, maintenance of, and improvements to the Boca Raton Airport (the "Airport");

**WHEREAS**, on September 27, 2000, the Authority entered into a Lease Agreement with Premier Aviation of Boca Raton, LLC ("Premier"), on November 29, 2000, the Authority and Premier entered into the First Amendment to the September 27, 2000, Lease Agreement, on July 17, 2013, the parties entered into the Second Amendment to the September 27, 2000, Lease Agreement, on January 27, 2015, the parties entered into the Third Amendment to the September 27, 2000, Lease Agreement, on June 26, 2018, the parties entered into the Fourth Amendment to the September 27, 2000, Lease Agreement, on August 15, 2018, the parties entered into a Fifth Amendment to the September 27, 2000, Lease, and on January 16, 2019, the parties entered into a Sixth Amendment to the September 27, 2000, Lease (collectively, the "Premier Lease Agreement"); and

**WHEREAS**, the September 27, 2000, Lease Agreement allows Premier to sublease portions of the leased premises, subject to the consent of the Authority, and provides for three separate phases of the leased premises to be developed, but did not provide for certain development and construction timelines;

**WHEREAS**, on August 15, 2012, pursuant to Resolution No. 08-24-12, the Authority conditionally approved a Second Amendment to the September 27, 2000 Lease Agreement (the "Previous Second Amendment") to provide for construction timelines for the Phase II and Phase III Projects, add any use as permitted pursuant to the Amended and Restated Memorandum of Agreement between the City of Boca Raton and the Boca Raton Airport Authority dated January 30, 2008, and permit, upon Authority approval, multiple/uses, buildings or stories to the Phase II and Phase III Projects, but the Previous Second Amendment was rejected by the Federal Aviation Administration (FAA);

**WHEREAS**, on July 17, 2013, pursuant to Resolution No. 07-32-13, the Authority approved a revised Second Amendment to the September 27, 2000, Lease Agreement to address the comments made by the FAA in rejecting the Previous Second Amendment;

**WHEREAS**, on January 28, 2015, pursuant to Resolution 01-04-15, the Authority approved a Third Amendment changing the approved uses for Phase II, and the FAA approved the uses contained in the Third Amendment;

**WHEREAS**, on June 20, 2018, pursuant to Resolution 06-13-18, the Authority approved a Fourth Amendment relating to the submission of Preliminary Plans and the issuance of a certificate of occupancy related to Phase III;

**WHEREAS**, on August 15, 2018, pursuant to Resolution 08-21-18, the Authority approved a Fifth Amendment providing for additional uses for the Phase III project, to accommodate a Car Sales Agency, non-aviation use, as proposed by Premier, and the FAA approved the additional uses;

**WHEREAS**, on January 16, 2019, pursuant to Resolution 01-01-19, the Authority approved a Sixth Amendment to the Premier Lease Agreement authorizing an additional six-month extension of the

deadlines provided for by the Lease Agreement, as amended, relating to the submission of Preliminary Plans and the issuance of a certificate of occupancy, related to Phase III;

**WHEREAS**, Premier has requested a Seventh Amendment to the Premier Lease Agreement authorizing an additional one-year extension of the deadlines provided for by the Lease Agreement, as amended, relating to the submission of Preliminary Plans and the issuance of a certificate of occupancy, which would provide the parties time to consider whether new agreements governing the Leased Premises would be mutually beneficial (the "Seventh Amendment") attached as Exhibit A; and

**WHEREAS**, this Seventh Amendment is subject to FAA review and approval.

**NOW THEREFORE BE IT RESOLVED BY THE BOCA RATON AIRPORT AUTHORITY, BOCA RATON, FLORIDA, IN PUBLIC MEETING DULY ASSEMBLED, THIS 17<sup>th</sup> DAY OF JULY 2019, AS FOLLOWS:**

1. The foregoing recitals are hereby incorporated as the legislative intent of the Authority.
2. The Authority hereby conditionally approves the Seventh Amendment, subject to FAA review and approval.
3. The Authority hereby authorizes the Chair or Vice-Chair to execute the Seventh Amendment.
4. The Authority hereby authorizes the Executive Director and Airport Legal Counsel to do all things necessary or prudent to effectuate the intent of this Resolution Number 07-11-19.
5. The Authority hereby authorizes the Chair or Vice-Chair to execute Resolution Number 07-11-19.

**ADOPTED** by the Boca Raton Airport Authority, this 17<sup>th</sup> day of July 2019.

**ATTEST:**

**BOCA RATON AIRPORT AUTHORITY:**

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**James R. Nau**  
**Secretary & Treasurer**

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**Melvin Pollack**  
**Chair**

**SEVENTH AMENDMENT TO THE SEPTEMBER 27, 2000  
LEASE AGREEMENT BETWEEN  
THE BOCA RATON AIRPORT AUTHORITY, LESSOR  
AND  
PREMIER AVIATION OF BOCA RATON, LLC, LESSEE**

This Seventh Amendment to the Lease Agreement dated September 27, 2000, is made and entered into as of \_\_\_\_\_, 2019, by and between the Boca Raton Airport Authority, a political subdivision of the state of Florida (hereinafter "Authority") and Premier Aviation of Boca Raton, LLC, a limited liability company existing under the laws of the State of Delaware and authorized to do business under the laws of the State of Florida, having its office and principal place of business at 433 Plaza Real, Suite 335, Boca Raton, Florida 33432 (hereinafter "Lessee").

**WITNESSETH**

WHEREAS, the Authority and Lessee executed and delivered a Lease Agreement dated September 27, 2000, authorizing the lease of that certain real property hereinafter referred to as the Leased Premises; and

WHEREAS, the Lease Agreement was previously amended by that certain First Amendment to the September 27, 2000 Lease Agreement, dated November 29, 2000; that certain Second Amendment to the September 27, 2000 Lease Agreement, dated July 17, 2013; that certain Third Amendment to the September 27, 2000 Lease Agreement, dated January 28, 2015; that certain Fourth Amendment to the September 27, 2000 Lease Agreement dated June 26, 2018; that certain Fifth Amendment to the September 27, 2000 Lease Agreement dated August 15, 2018, and that certain Sixth Amendment to the September 27, 2000 Lease Agreement dated January 16, 2019; and

WHEREAS, the September 27, 2000 Lease Agreement, originally called for Lessee to take certain actions regarding the Phase III Project provided for by the Lease Agreement, including but not limited to the following: 1) the Lessee must present Preliminary Plans for any portion of the Phase III Project to the Authority within five (5) years following the execution of the Second Amendment to the September 27, 2000, lease; 2) the Lessee must submit Final Plans to the Authority within ninety (90) days from the approval of the Preliminary Plans by the Authority (or within one hundred eight (180) days from Preliminary Plan approval for plans that require site plan approval by the City of Boca Raton); 3) the Phase III construction period must be no longer than twenty-four (24) months from the date the Final Plans are approved, subject to force majeure; and 4) the Lessee must obtain issuance of a certificate of occupancy for Phase III no later than seven (7) years from the effective date of the Second Amendment to the September 27, 2000 Lease Agreement; and

WHEREAS, the parties agreed in the Fourth Amendment to the Lease Agreement to extend certain deadlines for the Phase III Project, as follows: 1) the Lessee must present Preliminary Plans for any portion of the Phase III Project to the Authority no later than January 17, 2019; and 2) the

Lessee must obtain issuance of a certificate of occupancy for Phase III no later than January 17, 2021; and

WHEREAS, the parties agreed in the Fifth Amendment to the Lease Agreement to amend Article 2.03, Description of Specific Privileges, Uses and Rights, to provide for additional uses for the Phase III project, namely a Car Sales Agency, intended for development as a Tesla automobile facility as proposed by Lessee; and

WHEREAS, the parties further agreed in the Sixth Amendment to the Lease Agreement to extend certain deadlines for the Phase III Project, as follows: 1) the Lessee must present Preliminary Plans for any portion of the Phase III Project to the Authority no later than July 17, 2019; and 2) the Lessee must obtain issuance of a certificate of occupancy for Phase III no later than July 17, 2021; and

WHEREAS, Lessee desires to propose and the Authority is willing to receive and review a proposal relating to alternate proposals for the development of Phase III on the Leased Premises; and

WHEREAS, the parties acknowledge that an additional one-year extension of the deadlines provided for by the Lease Agreement, as amended, relating to the submission of Preliminary Plans and the issuance of a certificate of occupancy would provide the parties time to consider whether new agreements governing the Leased Premises would be mutually beneficial; and

WHEREAS, the parties acknowledge that this Seventh Amendment is subject to FAA review and approval,

NOW THEREFORE, in consideration of the premises and of the mutual covenants herein contained, and other good and valuable consideration, the receipt of which the parties hereby expressly acknowledge, the Authority and Lessee agree to amend the September 27, 2000 Lease Agreement, as amended, as follows:

1. The Construction of Phase III Commencement Dates set forth in Article 6.01(C)(ii), as amended in the Second Amendment to the Lease, are amended so that Lessee shall present the Preliminary Plans for any portion for the Phase III Project to the Authority no later than 6 years from the date of the execution of the Second Amendment to the Lease, to wit July 17, 2020.
2. The Construction of Phase III Commencement Dates set forth in Article 6.01(C)(ii), as amended in the Second Amendment to the Lease, are further amended so that Lessee shall be required to complete construction of the Phase III Project and obtain a final certificate of occupancy, no later than 8 years from the date of the execution of the Second Amendment to the Lease, to wit July 17, 2022.
3. The interim deadlines set forth in Article 6.01(C)(ii), shall remain applicable according to the intervals identified therein. For example, the Final Plans shall be submitted within ninety (90) days from the approval of the Preliminary Plans by the Authority or

within one hundred eight (180) days from Preliminary Plan approval for plans that require site plan approval by the City of Boca Raton, depending on whether the City of Boca Raton requires a site plan approval, and the construction period shall remain a twenty-four (24) month period from the date the Final Plans are approved by the Authority.

4. All other provisions of the September 27, 2000 Lease, as amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the Authority has caused this Seventh Amendment to the Lease Agreement dated September 27, 2000, to be signed by the Chairman of the Boca Raton Airport Authority and the seal of said Authority to be affixed hereto and attested by the Secretary of said Authority, pursuant to the authority granted by said Authority, and the Lessee, Premier Aviation of Boca Raton, LLC, has caused these presents to be signed in its lawful name by its duly authorized office, the Managing Member acting on behalf of said Lessee, and the seal of said Lessee to be affixed hereto, the day and year first written above.

ATTEST:

“AUTHORITY”

BOCA RATON AIRPORT AUTHORITY a body politic and corporate created under Chapter 2004-468, Laws of Florida

BY: \_\_\_\_\_

BY: \_\_\_\_\_

Print Name \_\_\_\_\_  
Secretary

Print Name \_\_\_\_\_  
Chairman

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

BY: \_\_\_\_\_

Print Name \_\_\_\_\_  
General Legal Counsel

“LESSEE”

PREMIER AVIATION OF BOCA RATON, LLC  
A Delaware limited liability company, authorized to do business in the State of Florida, by:

BY: \_\_\_\_\_

Print Name Hamid Hashemi  
Managing Member



# Memo

To: Melvin Pollack, Chair and Authority Members

From: William Urbanek, Operations Coordinator

Date: July 17, 2019

RE: **Operations and Noise Abatement Report, June 2019**

---

## **AGENDA ITEM – IX - A**

Airport Management provides an overview of the Noise Abatement/Operations Summary for the month of June. This report is derived from the Air Traffic Control Tower operations report.

During the month of June 2019 there were 5,922 operations reported by the Tower, which is a 6% decrease from the total operations reported in June 2018.

Deliveries of Jet A fuel to the Airport in June were 6% less than June of the previous year. Avgas deliveries were 90% more than in June 2018.

There were 201 noise calls made by 7 different households received on the Airport Authority Noise Hotline and Online Noise Reporting Form.

During the month, 118 aircraft cleared Customs from 14 different countries. Ten vessels cleared. There were 26 afterhours clearings. Of these flights, nine cleared on Tuesdays and Wednesdays, when the facility is normally closed.



BOCA RATON AIRPORT AUTHORITY

# OPERATIONS AND NOISE ABATEMENT REPORT



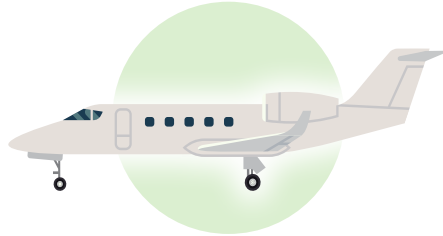
JUNE  
**2019**

# JUNE 2019 OPERATIONS REPORT



**42%**

**TRAINING**



**25%**

**IFR**

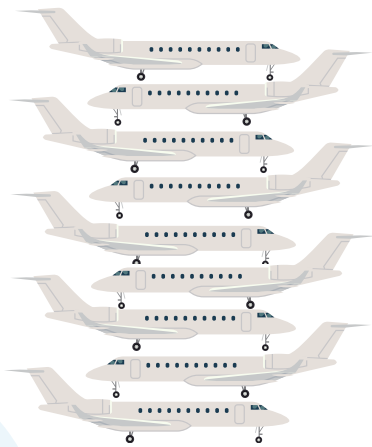


**33%**

**VFR**

## OPERATIONS BREAKDOWN

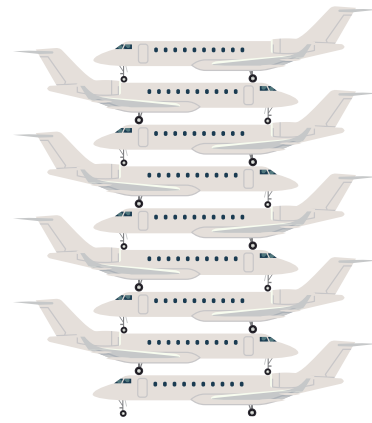
**Chart 1:** Breakdown of last month's operations based on type of operation (ex. Training, Instrument Flight Rules, Visual Flight Rules). An operation is counted as an arrival or a departure, a touch-and-go operation counts as two operations.



**6,313**

**JUNE 2018**

**-6%**



**5,922**

**JUNE 2019**

## TOWER OPERATIONS

**1 PLANE = 650 OPERATIONS**

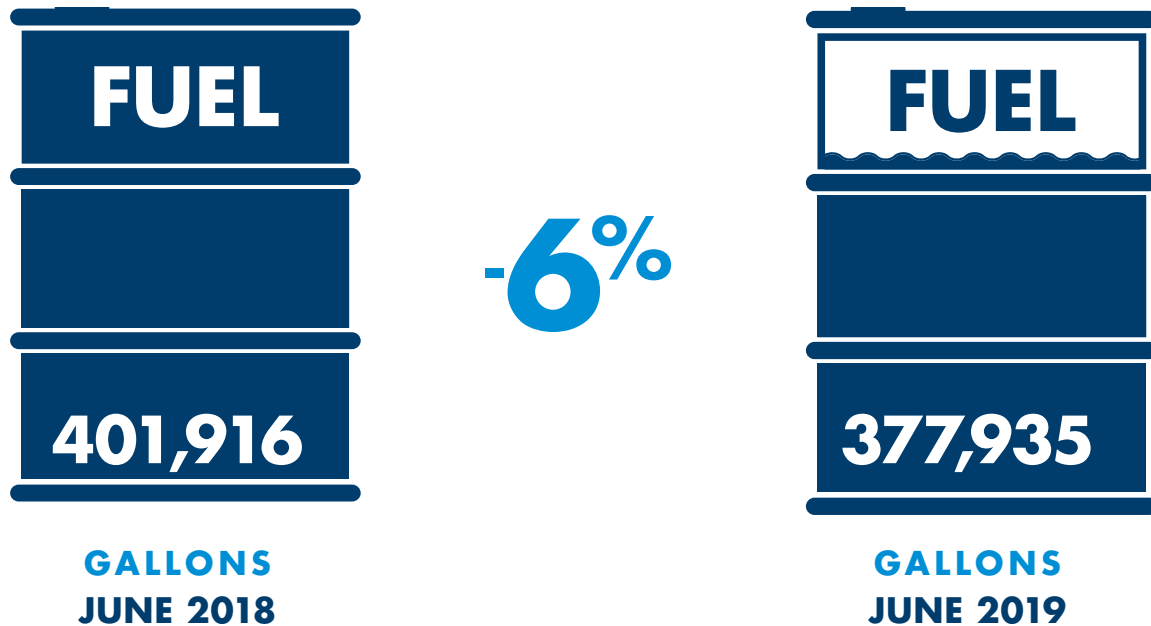
**Chart 2:** June 2018 operations compared to June 2019 tower operations.

### 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.*

JUNE 2019

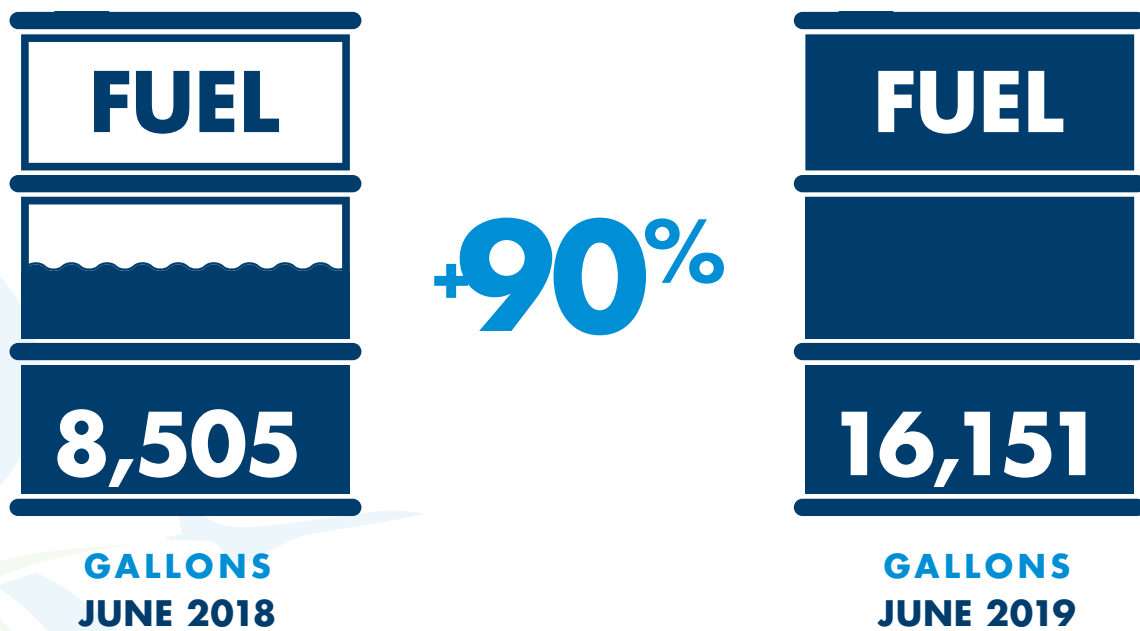
# OPERATIONS REPORT



## JET A FUEL REPORT

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

**Chart 3:** Month of June 2018 deliveries of Jet A in gallons compared to June 2019 deliveries of Jet A.



## AVGAS FUEL REPORT

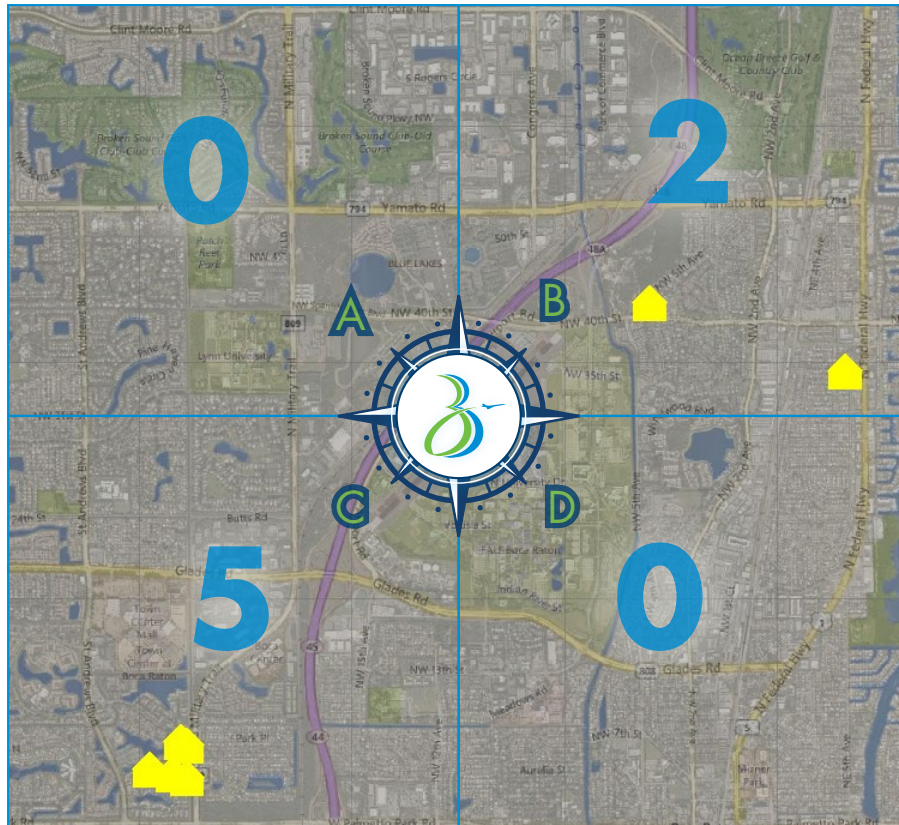
**Avgas:** Aviation gasoline designed for use in piston-engine aircraft.

**Chart 4:** Month of June 2018 deliveries of Avgas in gallons compared to June 2019 deliveries of Avgas.

JUNE 2019

# NOISE ABATEMENT REPORT

## NOISE CONCERNS BY HOUSEHOLD 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.

| NAME             | COMMUNITY         | QUADRANT | A/D/O/T | RUNWAY | CONCERN         | # CALLS |
|------------------|-------------------|----------|---------|--------|-----------------|---------|
| Ross Rosenberg   | Wimbledon Villias | C        | N/A     | N/A    | Low and Loud    | 118     |
| Wolf Lehmkuhl    | Wimbledon Villias | C        | N/A     | N/A    | Low and Loud    | 40      |
| Arash Rahi       | Wimbledon Villias | C        | N/A     | N/A    | Low and Loud    | 21      |
| Adam Cogly       | Wimbledon Villias | C        | N/A     | N/A    | Low and Loud    | 12      |
| Donna Lennon     | N/A               | B        | N/A     | N/A    | Low and Loud    | 8       |
| Barry Helfanbein | Wimbledon Villias | C        | D       | 23     | Loud            | 1       |
| Bill Trinka      | N/A               | B        | T       | 5      | Flight Training | 1       |

**Chart 6:** List of callers who submitted noise concerns via telephone, email, or on our website during the month of June.

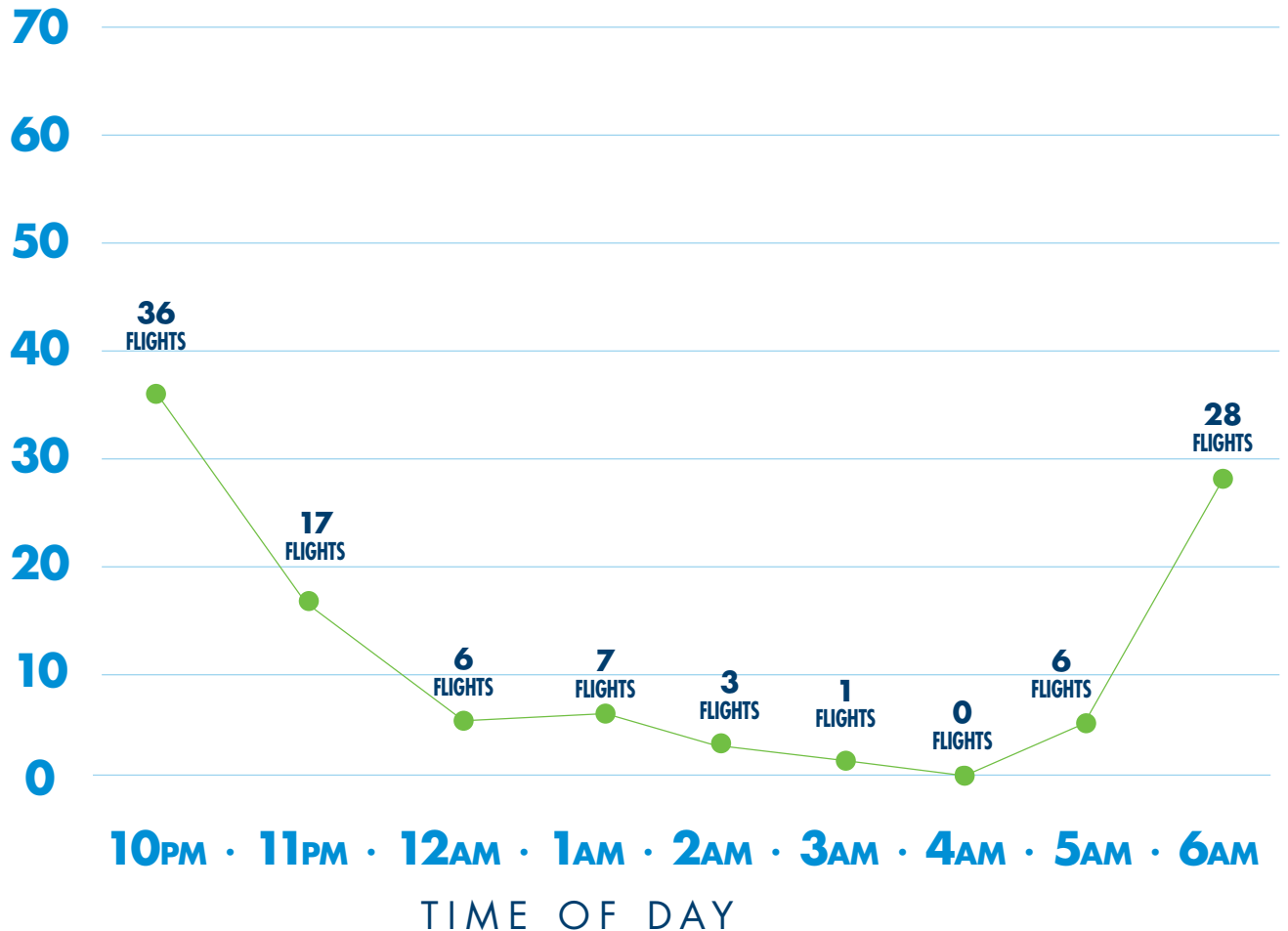
JUNE 2019

# NOISE ABATEMENT REPORT

104

TOTAL NIGHT OPERATIONS

OPERATIONS - MONTHLY CUMMULATIVE TOTAL PER HOUR



NOT FOLLOWING **VOLUNTARY**  
CURFEW PROCEDURES

51

OPERATIONS

**Chart 7:** 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 June 2019.



JUNE 2019

# CUSTOMS OPERATIONS REPORT



**FLIGHTS &  
OPERATIONS**



**PASSENGERS**

**Charts 8 & 9:** Total operations ran and total passengers during the month of June 2019.

JUNE 2019

# CUSTOMS OPERATIONS REPORT



**VESSELS**



**PASSENGERS**

**Charts 10 & 11:** Total operations ran and total passengers during the month of June 2019.

JUNE 2019

# CUSTOMS OPERATIONS REPORT



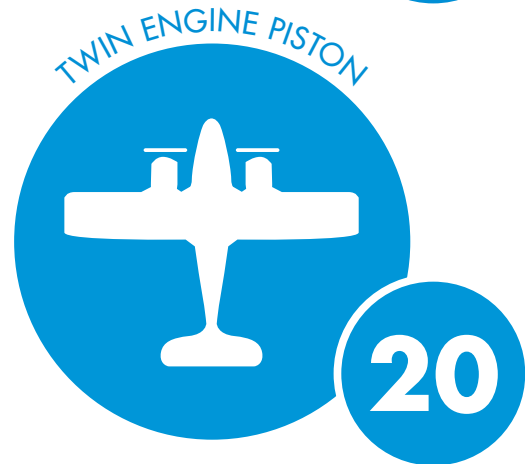
| Country          | No. of Flights |
|------------------|----------------|
| Bahamas          | 89             |
| Canada           | 11             |
| Dominican Rep.   | 1              |
| Cayman Islands   | 1              |
| Turks and Caicos | 5              |
| Antigua          | 1              |
| Costa Rica       | 2              |
| Portugal         | 1              |
| England          | 1              |
| St. Thomas       | 1              |
| St. Lucia        | 1              |
| Bermuda          | 1              |
| St. Kitts        | 1              |
| Mexico           | 3              |

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



JUNE 2019

# CUSTOMS OPERATIONS REPORT



**Charts 15:** Total operations by type of aircraft.

JUNE 2019

# CUSTOMS OPERATIONS REPORT

AFTERHOURS CUSTOMS CLEARINGS

26  
CLEARINGS



1 OUT OF 26  
DURING **VOLUNTARY CURFEW**

**Chart 16:** An afterhours clearing refers to any aircraft who clears Customs outside of their normal hours of operation. These hours are Thursday - Monday from 10:30 - 18:30. This includes all aircraft who clear on Tuesdays and Wednesdays. Voluntary Curfew hours clearings refer to any aircraft who clears customs between the hours of 22:00 – 07:00.

JUNE 2019

# CUSTOMS OPERATIONS REPORT



**Chart 17:** June 2018 total clearings compared to June 2019.

**Monthly - Customs Operations**





# Memo

To: Melvin Pollack, Chair and Board Members

From: Travis Bryan, Operations Manager

Date: July 17, 2019

RE: **License Agreement – AT&T 5G Telecommunications Equipment  
Installation**

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## **AGENDA ITEM – IX - B**

Airport Management has negotiated a license agreement with AT&T allowing installation of three telecommunications equipment poles and associated hardware adjacent to the Airport Road right-of-way. This installation is needed to provide adequate coverage of services to the area for the planned rollout of 5G cellular data.

Legal Counsel has reviewed the License Agreement and provided input. Airport Management recommends approval of Resolution No. 7-12-19 executing the attached license agreement with AT&T.

**BOCA RATON AIRPORT AUTHORITY**

**RESOLUTION 07-12-19**

**A Resolution of the Boca Raton Airport Authority approving an Access License Agreement with AT&T**

**WHEREAS**, the Boca Raton Airport Authority Act, Laws of Florida, provides that the Boca Raton Airport Authority (the "Authority") shall have jurisdiction over the operation, and maintenance of, and improvements to the Boca Raton Airport;

**WHEREAS**, the Authority received a request from Draft Pros Inc. on behalf of AT&T to enter into an Access License Agreement to grant AT&T license to construct three communication poles adjacent to Airport Road Right-of-Way to facilitate installation of AT&T's 5g telecommunications equipment (the "Request");

**WHEREAS**, Airport Legal Counsel has reviewed the Request, including the Access License Agreement submitted by Draft Pros Inc., and made revisions to the Access License Agreement necessary to reflect potential conflict with the planned Airport Road Improvement Project, which revised Access License Agreement (the "License Agreement") is attached as Exhibit A; and

**WHEREAS**, the Authority desires to approve the License Agreement.

**NOW THEREFORE BE IT RESOLVED BY THE BOCA RATON AIRPORT AUTHORITY, BOCA RATON, FLORIDA, IN PUBLIC MEETING DULY ASSEMBLED, THIS 17<sup>th</sup> DAY OF JULY 2019, AS FOLLOWS:**

1. The foregoing recitals are hereby incorporated as the legislative intent of the Authority.
2. The Authority hereby approves the License Agreement.
3. The Authority hereby authorizes the Executive Director and Airport Legal Counsel to do all things necessary or prudent to effectuate the intent of this Resolution Number 07-12-19.
4. The Authority hereby authorizes the Chair or Vice-Chair to execute Resolution Number 07-12-19.

**ADOPTED** by the Boca Raton Airport Authority, this 17<sup>th</sup> day of July 2019.

**ATTEST:**

**BOCA RATON AIRPORT AUTHORITY:**

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**James R. Nau**  
Secretary & Treasurer

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**Melvin Pollack**  
Chair

## RIGHT OF WAY LICENSE/PERMIT FOR WIRELESS COMMUNICATION SYSTEM

**STATE OF FLORIDA  
COUNTY OF PALM BEACH**

### **KNOW ALL MEN BY THESE PRESENTS:**

THAT the BOCA RATON AIRPORT AUTHORITY ("Licensor") a body politic and corporate existing and created under Chapter 2004-468, Laws of Florida, acting by and through its duly authorized Chairman for the consideration stated herein, the receipt and sufficiency of which is hereby acknowledged, does hereby grant unto **AT&T**, a corporation authorized to do business in the State of Florida whose principal mailing address is 3210 Lake Emma Rd, Lake Mary, Florida 32746, the right to enter upon that certain parcel of land located within Boca Raton Airport, Boca Raton, Florida, 33431, ("the Property") as more particularly described in **EXHIBIT A** to this License/Permit, and to construct, operate, repair, maintain, and place thereon, the wireless communication system described in **EXHIBIT B** to this License/Permit, which is expressly incorporated herein and made a part of this License/Permit.

The parties further agree that:

1. **Installation and Modification of Wireless Communication System.** Licensee is hereby granted the right to construct, operate, repair, maintain, and place the wireless communication system described in **Exhibit B** on the Property, in the location specified therein. If Licensee desires to relocate the wireless communication system to another location within the Property, Licensee must request the right to relocate the wireless communication system from Licensor in writing, and present Licensor with all required plans, drawings, and technical specifications necessary to indicate the nature and location of the relocated wireless communication system. If Licensee desires to modify the wireless communication system, Licensee must request the right to modify the wireless communication system in writing and present Licensor with all required plans, drawings, and technical specifications necessary to indicate the nature of the requested modification.
2. **Reservation of Rights.** Licensor reserves the right to use the surface or subsurface or airspace above the land covered by the License/Permit for other public purposes deemed necessary by Licensor and to do, and permit to be done, any work in connection therewith which may be deemed necessary or proper by the Boca Raton Airport Authority on, across, along, under or over said right of way occupied by Licensee. Whenever by reason of said work in connection with said other purposes it shall be deemed necessary by Licensor to alter, change, adapt, conform, or relocate systems of Licensee in any part of said right of way occupied by Licensee, such alteration or changes or relocations shall be made by Licensee when ordered by Airport Executive Director without claim for reimbursement for damages against Licensor. Licensor expressly reserves the full right to grant other licenses crossing the Property, however,

that such licenses shall not conflict or interfere with the Licensee's rights under this License/Permit.

3. **Airport Road Beautification Project.** Licensee specifically acknowledges that it has been made aware of Licensors' Airport Road beautification project and has been advised that any work performed prior to the completion of the Airport Road beautification project may be subject to removal and relocation at Licensee's sole cost.
4. **No Change of Grade/Elevation.** Licensee shall not make changes in grade, elevation, or contour of the Property without prior written consent of Licensee, which consent shall not be unreasonably withheld.
5. **Abandonment of License/Permit.** It is especially provided as an express condition of this License/Permit, and not as a mere covenant, that in the event Licensee abandons the system(s), or the Property covered hereby ceases to be used for the purposes enumerated herein for a period of twelve (12) months, or longer, then and in that event, this license shall automatically terminate and all rights to occupy the premises described herein shall automatically revert to the Licensors, its successor or assigns, free and clear of any right, title, or interest in the Licensee, with the necessity of a notice to Licensee or any reentry by Licensors.
6. **Indemnification.** LICENSEE AGREES TO INDEMNIFY, DEFEND, AND HOLD HARMLESS LICENSOR, BOTH CORPORATELY AND INDIVIDUALLY, ITS OFFICERS AND EMPLOYEES, for, from and against any loss, costs, damages, claims, assessments, fines, and/or penalties (including reasonable attorney's fees) of any kind (together referred to as "Losses") which may be incurred by or levied against any of those herein indemnified by any third party arising from the proposed project described in **Exhibit B** to this License/Permit by Licensee, its employees, agents, or representatives, except to the extent that such Losses are a result of the negligence or willful misconduct of Licensors, its officers, officials and employees, or any of them.
7. **Obligation to Repair.** Licensee represents and warrants that it shall repair any damage at its sole cost, including but not limited to damage to landscaping, to the Property by reason of Licensee's exercise of its rights under this License/Permit. Licensors shall have sole authority to determine whether the Property has been returned to acceptable standards.
8. **Conformity With Other Regulations and Agreements.** Licensee expressly acknowledges and agrees that nothing in this License/Permit shall be construed in a manner that violates Licensors' Airport Layout Plan, as may be amended from time to time. Licensee further acknowledges and agrees that nothing in this License/Permit shall be construed in a manner that violates federal or state Grant Assurances applicable to the Boca Raton Airport Authority. Licensee acknowledges and agrees that nothing in this License/Permit shall be construed as granting the right to engage in activities or operations, or to construct facilities, that interfere with Boca Raton Airport Authority operations.
9. **Government Approvals.** This License/Permit does not constitute a waiver of the necessity by the Licensee to obtain such other necessary and appropriate permits required by other governmental bodies or agencies. Therefore the Licensee, prior to commencement, is required to obtain any and all other applicable federal, state, and local permits required in connection with Licensee's use of the Property and agrees that at all times it will comply with the requirements of all federal, state and local laws,

ordinances, rules and regulations applicable or pertaining to the use of the Property.

10. **Title Ownership.** Licensee is aware that the property upon which the Boca Raton Airport Authority is located is owned by the Board of Trustees of the Internal Improvement Fund ("the Fund") and is subject to a long-term lease between the Boca Raton Airport Authority and the Fund, which expires on January 22, 2073, unless extended. In the case of any conflicts between the terms of this License/Permit and the lease between the Boca Raton Airport Authority and the Fund, the parties agree and acknowledge that the terms of the lease control. Licensee understands and agrees that the use of the Property pursuant to this License/Permit is subordinate to the rights and interests of Licensors and that of the fee title owner of the Property. Further, Licensee does hereby stipulate that the Licensee is not relying upon any representations whatsoever by Licensors regarding Licensors' right, title, interest, or ownership as to the Property for which this License/Permit is applicable.
11. **No Easement Rights.** Licensee acknowledges that this License/Permit is not an easement and further acknowledges that this License/Permit does not convey rights of ownership in the Property.
12. **No Licensors Responsibility for Constructed Facilities or Operations.** Licensors assumes no responsibility for the ownership, operation and/or maintenance of Licensee's facilities, as permitted herein. The parties agree that responsibility for operation and maintenance of Licensee's facilities lies solely with Licensee and Licensee agrees that it will not use the Property in a manner that causes a hazardous condition to exist.
13. **Violations of the License/Permit.** If Licensee violates any of the terms or conditions of this License/Permit, and does not commence correction or remediation of same within thirty (30) days of receiving written notice from the Licensors of said violation, then in that event, Licensors may, at its option, revoke, cancel and terminate this License/Permit. Delay in the correction or remediation of an alleged violation of the terms or conditions of this License/Permit will be excused if such delay is due to causes beyond the reasonable control of Licensee.
14. **No Assignment of License/Permit Without Approval.** This License/Permit may not be assigned by the Licensee without prior written approval of Licensee.
15. **Titles for Convenience.** The parties acknowledge that the paragraph titles used herein are for reader convenience and do not alter the meaning of the express provisions herein.
16. **Effective Period.** Unless otherwise modified in writing through agreement of the parties hereto, or terminated as set forth hereinabove, this License/Permit shall continue in full force and effect so long as Licensee complies with the terms of the License/Permit, subject to the Airport Authority's lease term with the Fund.

[THE REMAINDER OF THIS PAGE PURPOSELY LEFT BLANK]



IN WITNESS WHEREOF, the undersigned have set their hand and seal on this \_\_\_\_\_  
day of \_\_\_\_\_, 2019.

Signed, sealed, and delivered:

LICENSOR  
BOCA RATON AIRPORT AUTHORITY  
a body politic and corporate created under  
Chapter 2004-468, Laws of Florida

ATTEST:

By: \_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Chairman

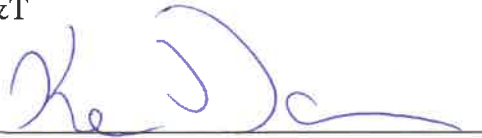
ATTEST:

By:  \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Amy Taylor Petrick  
Boca Raton Airport Authority  
General Counsel

LICENSEE  
AT&T

By:  \_\_\_\_\_  
Kevin Harrison  
Area Manager



# Memo

To: Melvin Pollack, Chair and Board Members  
From: Travis Bryan, Operations Manager  
Date: July 17, 2019  
RE: **Airport Projects Update**

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## **AGENDA ITEM – IX - C**

### **Taxiway Connector Widening Project:**

This project encompasses the widening of Taxiways P5, C, P9, and P10 to current FAA design group standards to alleviate potential issues with larger aircraft utilizing the current narrow taxiways. The Authority approved at the June 2019 meeting the Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) for the design portion of the project with the expectation of receiving additional funding for the construction portion late summer 2019. The project is expected to begin construction over summer 2020.

### **Airport Road Beautification Project:**

This project encompasses the resurfacing and realignment of Airport owned portions of Airport Road with additional landscaping, pedestrian and bicyclist safety enhancements, signage upgrades, and undergrounding of utilities. The sixty percent plans for the project were delivered to Airport Management in June 2019. These plans are currently under review and progress has been made towards advancement to 90% in the coming months. BRAA consultants are working in conjunction with FPL and other utility providers in the undergrounding of existing utility lines and connections.

### **PAPI Replacement:**

This project encompasses the replacement of existing Precision Approach Path Indicator (PAPI) lights with LED technology and other associated electrical upgrades. This will not only enhance safety as the new units are visible from a greater distance but also reduce the electrical demand as they are more efficient. The ninety percent plans were delivered to Airport Management in the last week of June for review. Projected construction start is summer 2020.

**EMAS Inspection and Repair:**

Airport Management is working with the manufacturer of the EMAS beds to facilitate an inspection to determine what damages were incurred as a result of the incident on July 2<sup>nd</sup> involving an overrun of Runway 5.



# Memo

To: Melvin Pollack, Chair and Board Members  
From: Travis Bryan, Operations Manager  
Date: July 17, 2019  
RE: **ATCT Phase II Renovations Project**

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## **AGENDA ITEM – IX - D**

This project, which encompasses the replacement of existing glass in the Air Traffic Control Tower cab with new impact resistant glazing, replacement of various cabinetry and millwork with associated electrical work, was bid for a 30-day period closing on June 5, 2019. One bid was received for the advertised project.

The bid submitted by Republic Construction Corp. is deemed **non-responsive**, as explained below.

Pursuant to Section 1.4 of the Instructions to Bidders, inaccurate statements are a basis for rejection. As noted in the July 8, 2019, letter from Ricondo Associates, Republic Construction's bid included a math error that rendered the bid materially inaccurate.

Additionally, Section 1.5 of the Bid Specifications states the following submittal requirement:

The apparent low Contractor shall submit to the Engineer of Record a list of Contractors, subcontractors, suppliers and manufacturers furnishing, and installing materials and products specified in the Project. ***The list shall be submitted with the bid.*** Republic Construction Corp's bid failed to include such a list and subsequent discussions with the bidder failed to provide the required information to the satisfaction of the Engineer of Record and Airport Management.

Airport Management is recommending rejection of bid for ATCT Phase II Renovations Project submitted by Republic Construction Corp.





July 8, 2019

**VIA EMAIL**

Mrs. Clara Bennett, Executive Director  
Boca Raton Airport Authority  
903 NW 35<sup>th</sup> Street  
Boca Raton, FL 33431

RE: Task 52S.1 – Air Traffic Control Tower Renovations, Phase II  
Bid and Award Services

Dear Mrs. Bennett:

Ricondo and its design subconsultants have completed the review and tabulation of the sole bid submittal received on Thursday, June 13, 2019 for the proposed Air Traffic Control Tower Renovations – Phase II Project. Attached is a Bid Tabulation reflecting the Engineer's estimated costs and the Contractors bid for each bid item.

There are several variances in costs between the Engineer's estimate and the Contractors bid. The most significant differences exist between the following line items:

|            |         |        |                               |
|------------|---------|--------|-------------------------------|
| Schedule A | Item 1  | DIV 1  | Mobilization                  |
|            | Item 4  | DIV 8  | Openings (Glass Curtain Wall) |
| Schedule B | Item 1  | DIV 1  | Mobilization                  |
|            | Item 10 | DIV 27 | Communications                |

Schedule B, Item 10, DIV 27 (\$100,614.00 bid amount vs. \$3,200.00 Engineer's estimate) suggests that the bid is unbalanced or that there may be a significant difference in scope understanding. There is also an arithmetic error, within the Contractor's bid, that alters the total amount bid. The corrected amounts are noted below, and further reflected on the attached adjusted Bid Form.

- Schedule B/Item2/Select Demolition –Bid Total should be \$11,200.00 in lieu of \$1,120.00.
- Sum Total Schedule B is corrected to \$216,567.00 in lieu of \$206,487.00
- Sum Total Schedule A + Schedule B is corrected to \$474,072.00 in lieu of \$463,992.00.

Given the lack of Contractor participation (sole bidder) and significant pricing variance associated with Schedule B, Item 10 (DIV 27), Ricondo recommends that, in accordance with Article 7 of the "Instruction to Bidders", the noted bid be rejected in its entirety.

If you have any questions or you need any additional information, you can contact me at 907.947.5684.



Mrs. Clara Bennett  
Boca Raton Airport Authority  
July 8, 2019  
Page 2

Sincerely,

A handwritten signature in blue ink, appearing to read "Bryce A. Wagner".

Bryce A. Wagner  
Project Manager

cc: Scott Kohut – BCT Deputy Director  
Pete Ricondo – Senior Vice President

# **BID FORM - SCHEDULE A** **Air Traffic Control Tower Renovations - Glass Replacement**

| #   | DIV    | Item                | DESCRIPTION   | Units | QTY             |
|---|--------|---------------------|---|-------|-----------------|
| The following items are part of the Base Bid of the Contract. The Lump Sum price provided for each item shall include all materials and labor required to provide a complete and working system as described in the Contract Documents (Drawings and Written Specifications). The Work shall include, but is not limited to, the items described. The Contractor shall be responsible for understanding the complete Scope of Work prior to submitting a bid. |        |                     |   |       |                 |
| 1   | DIV 1  | Mobilization        | Mobilization of all equipment, materials, and contractor personnel for completion of all direct work for project completion                                 | LS    | 1               |
| 2   | DIV 2  | Existing Conditions | Selective Demolition - Exterior Shutter Removal   | LS    | 1               |
| 3   | DIV 5  | Metals              | Metal Panels Placement at Exterior Shutter Locations. Furnish and Install Metal Panels as Required. Match Existing  | SF    | 280             |
| 4   | DIV 8  | Openings            | Tower Cab Laminated-Insulated Glass - Aluminum Curtain Walls. Replace Existing Glass Complete (includes haul and disposal of existing off-site, install new | LS    | 1               |
| 5   | DIV 26 | Electrical          | Remove electrical for existing motorized shutters, w/terminations   | LS    | 1               |
| 6   | W-103  | Allowance (AAE)     | General Allowance Account (AAE - Allowance Account Expenditures)  | ALL   | 1               |
|   |        |                     |   |       | <b>\$20,000</b> |

Total Schedule A: *Two hundred Thousand Eighty seven five hundred five and 00/100 dollars* **\$257,505.00**

# **BID FORM - SCHEDULE B** **Air Traffic Control Tower Renovations - Control Console Upgrades**

| #   | DIV    | Item                           | DESCRIPTION  | Units | QTY |
|---|--------|--------------------------------|--|-------|-----|
| The following items are part of the Base Bid of the Contract. The Lump Sum price provided for each item shall include all materials and labor required to provide a complete and working system as described in the Contract Documents (Drawings and Written Specifications). The Work shall include, but is not limited to, the items described. The Contractor shall be responsible for understanding the complete Scope of Work prior to submitting a bid. |        |                                |  |       |     |
| 1   | DIV 1  | Mobilization                   | Mobilization of all equipment, materials and contractor personnel for completion of all direct work for project completion | LS    | 1   |
| 2   | DIV 2  | Existing Conditions            | Selective Demolition   | LS    | 1   |
| 3   | DIV 6  | Woods, Plastics and Composites | Architectural Millwork   | LS    | 1   |
| 4   | DIV 9  | Finishes                       | Anti Static Tile Carpeting, Interior Metal Framing, Gypsum, Interior Paints  | LS    | 1   |
| 5   | DIV 11 | Equipment                      | Appliances   | LS    | 1   |
| 6   | DIV 12 | Furnishings                    | ATCT Interior Transparent Plastic Window Shades  | LS    | 1   |
| 7   | DIV 22 | Plumbing                       | Plumbing, Complete in place  | LS    | 1   |
| 8   | DIV 26 | Electrical                     | Trouble Shoot and Repair Existing Stairwell Exhaust Fan  | LS    | 1   |
| 9   | DIV 26 | Electrical                     | Remove and Replace Existing Stairwell Exhaust Fan  | LS    | 1   |
| 10  | DIV 27 | Communications                 | ATC Equipment Relocation (non-FAA)   | LS    | 1   |

Total Schedule B: *Two hundred Thousand Six four hundred eighty seven and 00/100 dollars* **\$216,567.00**

Basis for Award: Perspective bidders must provide comprehensive bids for BOTH SCHEDULES A and B. The award of the project will be based on the sum total of costs for provided below. Perspective Bidders will be considered non-responsive to this bid solicitation if either bid schedule is not complete.

**TOTAL: SCH A + SCH B** *Four hundred Thousand Sixty three nine hundred ninety two and 00/100 dollars* **\$463,992.00**



| BID FORM - SCHEDULE A<br>Air Traffic Control Tower Renovations - Glass Replacement |        |                     |   |       |     |  | Engineer's<br>Estimate | Republic<br>Const. Corp. |
|--|--------|---------------------|---|-------|-----|--|------------------------|--------------------------|
| #  | DIV    | Item                | DESCRIPTION   | Units | QTY |  |                        |                          |
| 1  | DIV 1  | Mobilization        | Mobilization of all equipment, materials, and contractor personnel for completion of all direct work for project completion                                 | LS    | 1   |  | \$112,309.00           | \$54,900.00              |
| 2  | DIV 2  | Existing Conditions | Selective Demolition - Exterior Shutter Removal   | LS    | 1   |  | \$17,414.00            | \$18,189.00              |
| 3  | DIV 5  | Metals              | Metal Panels Placement at Exterior Shutter Locations. Furnish and Install Metal Panels as Required. Match Existing  | SF    | 280 |  | \$1,940.00             | \$10,976.00              |
| 4  | DIV 8  | Openings            | Tower Cab Laminated-Insulated Glass - Aluminum Curtain Walls. Replace Existing Glass Complete (includes haul and disposal of existing off-site, install new | LS    | 1   |  | \$261,779.00           | \$140,000.00             |
| 5  | DIV 26 | Electrical          | Remove electrical for existing motorized shutters, w/terminations   | LS    | 1   |  | \$2,177.00             | \$13,440.00              |
| 6  | W-103  | Allowance (AAE)     | General Allowance Account (AAE - Allowance Account Expenditures)  | ALL   | 1   |  | \$10,000.00            | \$20,000.00              |

Total Schedule A:

\$405,619

\$257,505

| BID FORM - SCHEDULE B<br>Air Traffic Control Tower Renovations - Control Console Upgrades |        |                                |  |       |     |                     | Engineer's<br>Estimate | Republic<br>Const. Corp. |
|---|--------|--------------------------------|--|-------|-----|---------------------|------------------------|--------------------------|
| #   | DIV    | Item                           | DESCRIPTION  | Units | QTY |                     |                        |                          |
| 1   | DIV 1  | Mobilization                   | Mobilization of all equipment, materials and contractor personnel for completion of all direct work for project completion | LS    | 1   |                     | \$15,600.00            | \$51,993.00              |
| 2   | DIV 2  | Existing Conditions            | Selective Demolition   | LS    | 1   | (see Sch A; Item 2) |                        | \$11,200                 |
| 3   | DIV 6  | Woods, Plastics and Composites | Architectural Millwork   | LS    | 1   |                     | \$34,327.00            | \$20,555.00              |
| 4   | DIV 9  | Finishes                       | Anti Static Tile Carpeting, Interior Metal Framing, Gypsum, Interior Paints  | LS    | 1   |                     | \$5,395.00             | \$13,059.00              |
| 5   | DIV 11 | Equipment                      | Appliances   | LS    | 1   |                     | \$900.00               | \$1,500.00               |
| 6   | DIV 12 | Furnishings                    | ATCT Interior Transparent Plastic Window Shades  | LS    | 1   |                     | \$19,572.00            | \$3,546.00               |
| 7   | DIV 22 | Plumbing                       | Plumbing, Complete in place  | LS    | 1   |                     | \$1,770.00             | \$3,360.00               |
| 8   | DIV 26 | Electrical                     | Trouble Shoot and Repair Existing Stairwell Exhaust Fan  | LS    | 1   |                     | \$651.00               | \$1,500.00               |
| 9   | DIV 26 | Electrical                     | Remove and Replace Existing Stairwell Exhaust Fan  | LS    | 1   |                     | NA                     | \$9,240.00               |
| 10  | DIV 27 | Communications                 | ATC Equipment Relocation (non-FAA)   | LS    | 1   |                     | \$3,200.00             | \$100,614.00             |
| 11  | W-103  | Allowance (AAE)                | General Allowance Account (AAE - Allowance Account Expenditures)   | ALL   | 1   |                     | \$10,000.00            | Sch A; Item 6            |

Total Schedule B:

\$91,415.00

\$216,567.00

TOTAL:

\$497,034.00

\$474,072.00



# Memo

To: Melvin Pollack, Chair and Board Members  
From: Scott Kohut, Deputy Director  
Date: July 17, 2019  
RE: **Boca Raton Airport Authority Fee Schedule**

---

## **AGENDA ITEM – IX - E**

The Airport Authority Board approved the Fee Schedule for Security Badges and the US Customs and Border Protection Facility at the July 2018 Board Meeting. As required, the Fee Schedule must be approved annually.

No changes to the current Fee Schedule are proposed for the next fiscal year.

Airport Management recommends approval of Resolution 07-13-19 of the Boca Raton Airport Authority adopting the current Airport Fee Schedule in accordance with the Accounting Policy and Procedure Manual.

**BOCA RATON AIRPORT AUTHORITY**

**RESOLUTION 07-13-19**

**A Resolution of the Boca Raton Airport Authority adopting the Boca Raton Airport Authority's Airport Fee Schedule**

**WHEREAS**, The Boca Raton Airport Authority Act, Laws of Florida, provides that the Boca Raton Airport Authority (the "Authority") shall have jurisdiction over the operation, maintenance of, and improvements to the Boca Raton Airport;

**WHEREAS**, the Boca Raton Airport Authority has prepared a schedule of fees for Airport Access Badges and use of the US Customs and Border Protection User Fee Facility, in accordance to applicable requirements of the State of Florida and the US Government; and

**WHEREAS**, the Boca Raton Airport Authority finds it to be in the public's interest to adopt the schedule of fees.

**NOW THEREFORE BE IT RESOLVED BY THE BOCA RATON AIRPORT AUTHORITY, BOCA RATON, FLORIDA, IN PUBLIC MEETING DULY ASSEMBLED, THIS 17<sup>th</sup> DAY OF JULY 2019, AS FOLLOWS:**

- 1. The foregoing recitals are true and correct and set forth the legislative intent of the Resolution.**
- 2. The Authority hereby adopts the Airport Fee Schedule as attached.**
- 3. The Chair or Vice-Chair of the Authority is hereby authorized to execute Resolution Number 07-13-19.**
- 4. This Resolution Number 07-13-19 shall take effect upon adoption.**

**ADOPTED** by the Boca Raton Airport Authority, this 17<sup>th</sup> day of July 2019.

**ATTEST:**

**BOCA RATON AIRPORT AUTHORITY:**

---

**James R. Nau**  
**Secretary & Treasurer**

---

**Melvin Pollack**  
**Chair**



903 NW 35th Street  
Boca Raton, FL 33431  
561-391-2202  
BocaAirport.com

## Boca Raton Airport Authority Fee Schedule – 2019-2020

### Customs

|                            |  |
|----------------------------|--|
| - Boaters                  | \$15 per person  |
| - Aircraft                 |  |
| Single Engine Piston       | \$50   |
| Multi Engine Piston        | \$75   |
| Turboprop                  | \$150  |
| Small Jet (<20,000 MTOW)   | \$225  |
| Medium Jet (20,001-60,000) | \$325  |
| Large Jet (>60,001)        | \$425  |
| - After Hours/Overtime     | \$140/hr (In addition to normal clearing fee. 2hr minimum) |

### Badge Fees

|   |       |
|---|-------|
| - New Badges -  | \$25  |
| - Replacement Badge – lost or damaged (1st Replacement) | \$25  |
| - Replacement Badge – lost or damaged (2nd Replacement) | \$50  |
| - Replacement Badge – lost or damaged (3rd Replacement) | \$100 |
| - Failure to Return Fee                                 | \$100 |



# Memo

To: Melvin Pollack, Chair and Board Members

From: Christine Landers, Business Manager

Date: July 17, 2019

RE: **Corporate Identity and Community Engagement Program Update**

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## **AGENDA ITEM – IX – F**

Airport Management will present a quarterly update on the Corporate Identity and Community Engagement Program.



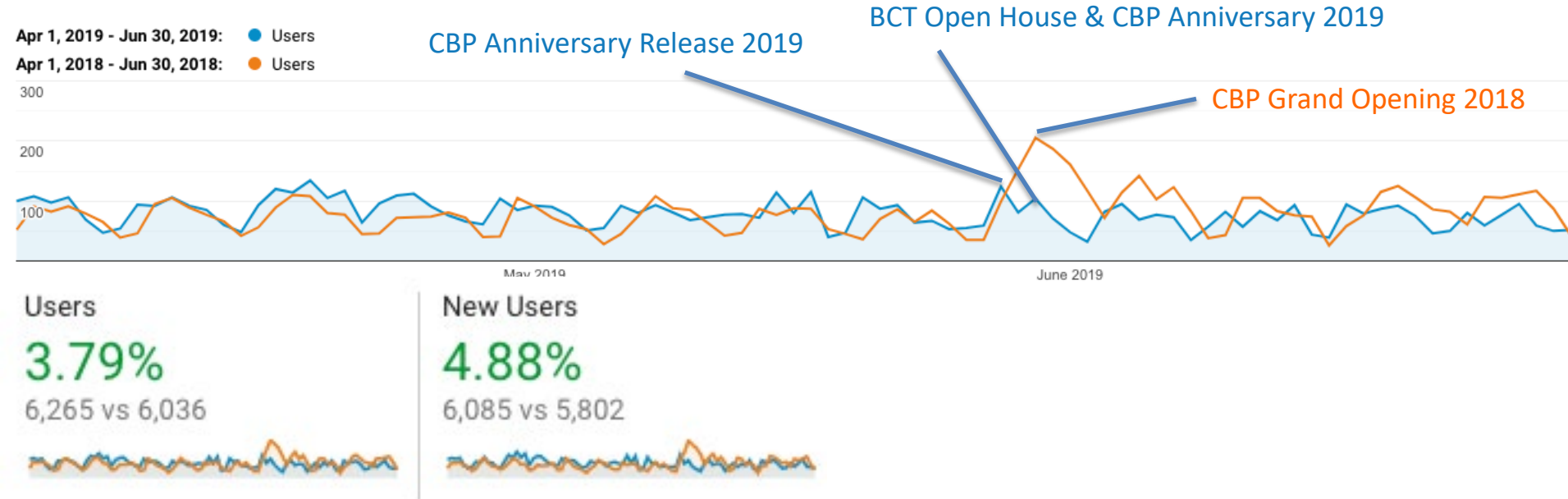
## WEBSITE ANALYTICS

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## COMMUNITY ENGAGEMENT

# Website Analytics – Visitor Traffic

April-June 2019 vs. April-June 2018



Analysis - In comparison to the previous year's period, traffic has remained consistent with a slight increase in users and in NEW users. The major differences in activity are attributed to the Grand Opening of CBP in 2018 versus its anniversary in 2019.





## SOCIAL MEDIA ANALYTICS

---




## COMMUNITY ENGAGEMENT



# Social Media Analytics

April 1, 2019 – June 30, 2019

## Facebook Activity Overview

|   |   |  |
|---|---|--|
| Impressions<br> <b>231k</b> | Engagements<br> <b>1,024</b> | Clicks<br> <b>548</b> |
|---|---|--|

Looking good! Almost a quarter million impressions but less Engagement over similar period. This can be attributed to an increase in Clicks taking the visitor to other websites from our content.

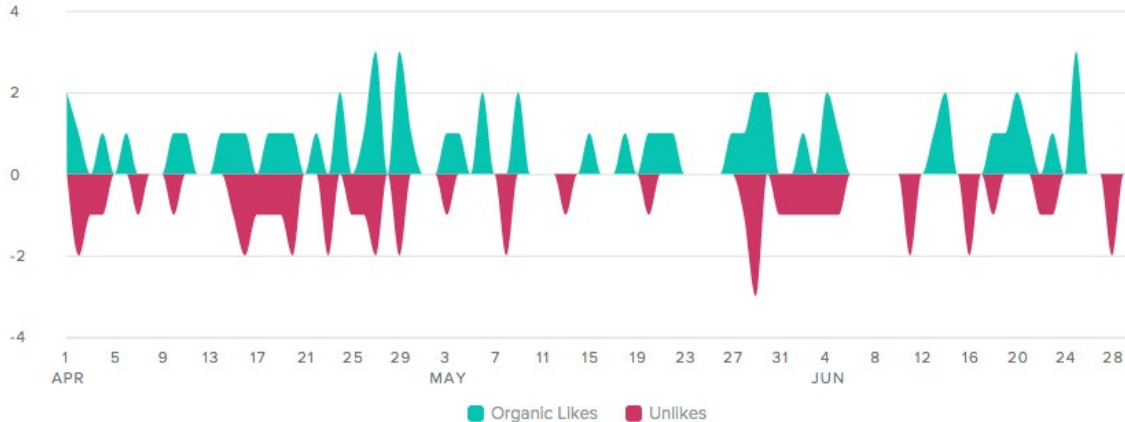


# Social Media Analytics

April 1, 2019 – June 30, 2019

## Facebook Audience Growth

### LIKES BREAKDOWN, BY DAY



### Audience Growth Metrics

|                   | Totals       |
|-------------------|--------------|
| <b>Total Fans</b> | <b>5,605</b> |
| Organic Likes     | 58           |
| Unlikes           | 47           |
| Net Likes         | 11           |

The Facebook page continues to increase and maintain a strong number of social media “fans”, totaling over 5,600 over the 3 the last months. Net likes over this time is +11. (58 new likes - 47 unlikes.)





EARTH DAY | ONLINE COMMUNICATIONS

---

**COMMUNITY ENGAGEMENT**

## SCOPE

- To engage our local Florida community by sharing a special message on how you can travel more environmentally friendly.

## TARGETING

- Primary – Boca Raton Airport Tenants and users.
- Secondary – Boca Raton neighboring communities and environmentally conscious readers.



## PROCESS

- The Airport created original content and messaging specific to our users and community.
- This messaging was posted as a news article on the BCT website.
- Social media (Facebook) was used to tease and then direct readers back to the website.



## RESULTS

- **The messaging was well received and through social media, 56 click-throughs brought web traffic to the airports news section on the website.**
- **Local Reach of Voice.**



Boca Raton Airport

Sponsored · 🌐

Happy Earth Day to all out users, pilots, travelers and tenants. Here are some tips on how you can be a more environmentally friendly traveler. Thank you and safe travels!



5,300  
People Reached

36  
Link Clicks





## HURRICANE AWARENESS ONLINE COMMUNICATIONS

---

## **COMMUNITY ENGAGEMENT**

## SCOPE

- To engage our local Florida community by sharing a special message on what you can do to be better prepared for a hurricane.

## TARGETING

- Primary – Tenants and users of the Airport.
- Secondary – Boca Raton neighboring communities.





## PROCESS

- The Airport created original content and messaging specific to our users and community.
- This messaging was posted as a news article on the BCT website.
- Social media (Facebook) was used to tease and then direct readers back to the website.



## RESULTS

- **The messaging was well received through social media and brought web traffic to the Airport's news section of the website .**
- **Local Reach of Voice.**



**Boca Raton Airport**

Published by Pace Branding



There are endless resources for preparing your home and your family for a hurricane, but do you know how to prepare your aircraft? If you plan on flying or being flown during hurricane season, read our helpful tips below: <http://bocaairport.com/hurricane-season-awareness-2019/>





NJROTC | STUDENT TOUR

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**COMMUNITY ENGAGEMENT**

## SCOPE

- To engage our local student community by providing career focused tours to the Boca Raton High School NJROTC.

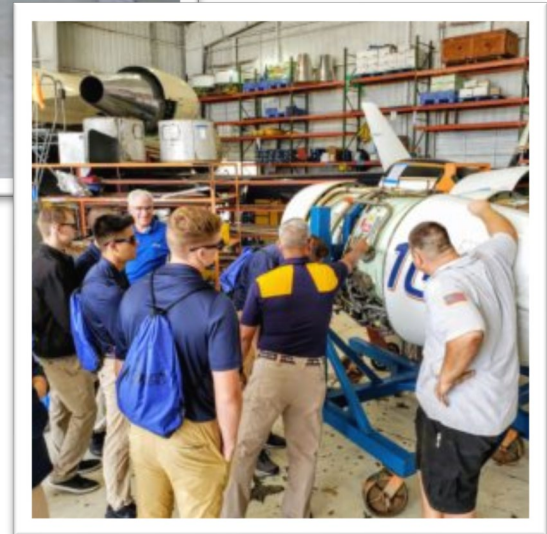
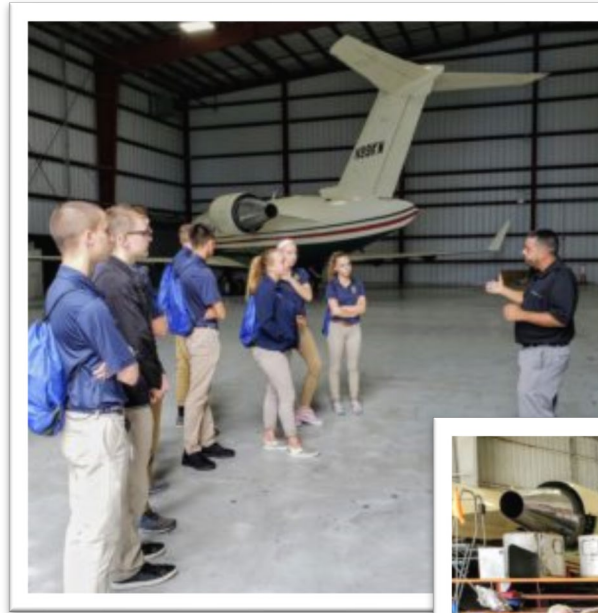
## TARGETING

- Primary – Students with a direct interest in aviation.
- Secondary – Boca Raton's greater student community.



## PROCESS

- A select group of students from Boca Raton High School's Navy JROTC got to see firsthand many of the opportunities available in the aviation industry.
- The idea behind bringing these students in, is to create a culture of passion for aviation.
- The entire day is documented in photo and video to archive the moment for future educational opportunities.





## RESULTS

- The initiative has garnered very positive engagement and a continuation of the program.
- The story was picked up and featured on the front page of the Boca Tribune.
- This program presents an opportunity to further engage with students passionate about aviation.
- Local Reach of Voice.





BCT OPEN HOUSE | CBP ANNIVERSARY

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**COMMUNITY ENGAGEMENT**

## SCOPE

- To engage the Airport's stakeholders in celebration of the anniversary of the Customs and Border Protection facility.

## TARGETING

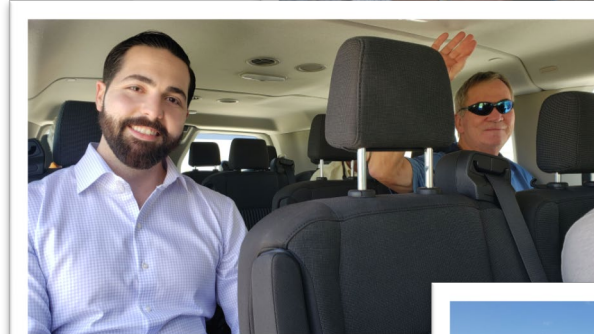
- Primary – Airport stakeholders: Users, travelers, and economic leaders.
- Secondary – Media members in our community.





## PROCESS

- The Airport held a special open house for the stakeholders of the Airport and local media members. Invites were distributed and 4 different tour times arranged. As guests and media arrived, they received a box lunch and a personal update on what's new and exciting at the Airport.
- After lunch, groups received guided tours of the Airport including: FBOs, maintenance shops, features on the airfield and a tour of the Air Traffic Control Tower.



## RESULTS

The initiative has garnered very positive engagement and a strong media presence.

Stakeholders were thrilled with the Air Traffic Control Tower tour, this will have lasting effects on community engagement for years to come.

Media outlets that ran our story include:

- Boca Magazine
- Boca New
- Delray News
- Sun Sentinel/Boca Times
- WPTV was on site, but was called away last minute.

Local Reach of Voice.

**BOCA**  
NEWSPAPER

ART BIZ COMMUNITY DINING HEALTH MUSIC REAL ESTATE

Home » Biz » Boca Airport's Customs And Border Protection Facility Exceeds Expectations After Year One

Biz

## Boca Airport's Customs And Border Protection Facility Exceeds Expectations After Year One

By Staff - June 30, 2019



JUNE 12 - JUNE 18, 2019 • BOCATIMES.COM  
**BOCA TIMES**

SERVING BOCA RATON AND HIGHLAND BEACH

### COMMUNITY Customs turns 1

The Customs and Border Protection facility at the Boca Raton Airport marks its one-year anniversary. Private Air Charter Services aviation maintenance works on a plane at the Boca Raton Airport. "Customs has been a gradual increase there's no much traffic in and out of here," said Private COO Salvatore D'Amico. "It's a nice, quiet, cost-effective and safe." Private Air Charter Services has 15 jets and 80 employees chartering flights to the Caribbean and international.

TERRY ALVAREZ/STAFF PHOTO

VOL. 2 NO. 47

 **DELRAY**  
NEWSPAPER





CELEBRATING 70 YEARS | NATIONAL AWARD

---

**COMMUNITY ENGAGEMENT**

# Boca Raton Airport Authority Wins National Communications Award

Boca Raton Airport Authority has won 2nd place for it's commemorative 70th Anniversary coffee table book .

The award was presented at the National Association of Government Communicator's Blue Pencil & Gold Screen Awards banquet held in Arlington, VA.



“This annual national awards program recognizes superior government communication products and those who produce them. The Blue Pencil & Gold Screen Awards honors the creative excellence of federal, state and local government communicators and demonstrates to those who use our services we produce high quality and effective products.” - NAGC President Chris O’Neil





## UPCOMING EVENTS

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## COMMUNITY ENGAGEMENT



## Back 2 School Drive | 2019



### Drop off locations:

- BRAA Admin Building
- Atlantic Aviation
- Signature Flight Support
- Fairfield Inn
- Reliable Jet Maintenance

### Items of need:

- Socks
- Personal tissues
- Reams of ruled paper
- #2 pencils
- Boxes of colored pens
- Mechanical pencils and highlighters
- Hand sanitizer
- Uniform clothing



# Looking Ahead

- Airport Employee Appreciation Event
- Pilot Outreach Event
- Breast Cancer Awareness
- Veterans Day
- Toys for Tots





# Memo

To: Melvin Pollack, Chair and Board Members  
From: Clara Bennett, Executive Director  
Date: July 17, 2018  
RE: **Board Member Assignments to Various Projects**

---

## **AGENDA ITEM – IX – A**

Mr. Melvin Pollack, Chair will make the attached suggestions for Board Member assignments for July 2019 through June 2020.



**BOCA RATON AIRPORT AUTHORITY**  
**Board Member Liaison**  
**2020**

**Mel Pollack – Chair**

Noise Abatement Program  
Taxiway Widening Project  
Geographic Information System (GIS)

**Randy Nobles – Vice Chair**

Compensation  
Employee Handbook Update

**James Nau – Secretary/Treasurer**

Finance/Audit  
Audit Selection Committee  
Governmental Affairs  
Insurance Program

**Mitch Fogel**

Lease Management  
Legal Services

**Cheryl Budd**

Community Engagement  
Strategic Plan Update  
Governance

**Gene Folden**

Security Program  
Transportation Access Corridors/Airport Road Improvements

**Bob Tucker**

Capital Improvement Program  
Disadvantaged Business Enterprise (DBE) Program  
Observation Area Project