

**Boca Raton Airport Authority
Meeting Minutes
August 21, 2019
Boca Raton City Hall – Council Chambers**

Chair Melvin Pollack called the meeting to order at 6:00 P.M.

BOARD MEMBERS

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

COUNSEL

Amy Petrick, Esquire – Lewis Longman Walker

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Ariadna Camilo, Finance and Administration Manager
Travis Bryan, Operations Manager
Christine Landers, Business Manager
Robert Abbott, Operations Coordinator
William Urbanek, Operations Coordinator

The meeting was televised live and videotaped for broadcast at a later date. The meeting was also streamed live to the Boca Raton Airport Authority Website, www.bocaairport.com and aired on the radio at 1650 AM.

Mr. Pollack presented Mr. Nobles a plaque in appreciation for serving the Board as Secretary Treasurer for the past two years.

APPROVAL OF MINUTES

A MOTION to approve the minutes of the July 19, 2019 Regular Meeting was made by Mr. Tucker and seconded by Ms. Budd. The Motion was carried unanimously.

AGENDA CHANGES

There were no agenda changes.

PUBLIC REQUESTS

There were no public requests.

CONSENT AGENDA

There were no items on the consent agenda.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no Federal, State or Municipal Input.

FINANCIAL REPORT

Ms. Camilo presented the Financial Report for July 2019.

A MOTION to approve the Financial Report for July 2019 was made by Mr. Folden and seconded by Ms. Budd. The Motion carried unanimously.

TENANT REPORTS AND REQUESTS

Mr. Kohut presented a request from Atlantic Aviation to extend the approved term of the temporary office space in use by Sky One Holdings LLC d/b/a Privaira for a period not to exceed 18 months.

Mr. Devin Lawrence, General Manager Atlantic Aviation provided details regarding the request.

A discussion ensued.

A MOTION to approve Resolution No. 08-14-19 of the Boca Raton Airport Authority approving a request from Atlantic Aviation to extend the approved term of the temporary office space in use by Sky One Holdings LLC d/b/a Privaira for a period not to exceed 18 months was made by Mr. Nau and seconded by Ms. Budd. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

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

Ms. Bennett presented the Boca Raton Airport Authority's proposed Annual Operating and Capital Budgets for Fiscal Year 2020 (October 1, 2019 through September 30, 2020).

A discussion ensued.

Mr. Folden inquired about the new piece of equipment the Airport would like to purchase, where it would be stored and what it will be used for.

Mr. Kohut explained the use and where the equipment will be stored.

Mr. Nobles inquired about the increase in personnel expenses. Mr. Nobles asked if the proposed budget included new staff positions. Ms. Bennett replied that no new positions are included in the budget request. Ms. Bennett explained the increase is mainly related to increases in health insurance premiums.

Ms. Budd asked for additional details on the planned observation area. Ms. Bennett showed the location on the map, adjacent to the Administration building, and gave a brief overview of the proposed concept.

Mr. Tucker inquired about what effect a recession may have on the Airport and the plans for the coming year. Ms. Bennett advised that a recession would potentially have an impact on the Airport's fuel revenue and Customs. However, since the majority of the Airport's revenue comes from real estate and these are contractual obligations, the Airport should be able to weather a downturn in the market and meet its expense requirements.

A MOTION to approve Resolution No. 08-15-19 of the Boca Raton Airport Authority adopting the Annual Operating and Capital Budgets for Fiscal Year 2020 (October 1, 2019 through September 30, 2020) was made by Mr. Nobles and seconded by Ms. Budd. The Motion carried unanimously.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Ms. Amy Petrick, Esquire, Lewis Longman Walker presented information on state and federal laws related to wireless communication equipment.

A discussion ensued.

The Board requested that Airport Management work with Legal Counsel to develop a policy regarding wireless communication equipment requests and requirements for co-location at the Boca Raton Airport.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS


There was no other business.

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday, September 18, 2019 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 7:25 p.m.



Melvin Pollack, Chair

18 Sept 19

Date