

**Boca Raton Airport Authority
Meeting Minutes
September 18, 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 - ABSENT
James R. Nau	Secretary/Treasurer
Cheryl Budd	Board Member
Mitchell Fogel	Board Member - ABSENT
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.bocairport.com and aired on the radio at 1650 AM.

APPROVAL OF MINUTES

A MOTION to approve the minutes of the August 2019 Regular Meeting was made by Mr. Tucker and seconded by Mr. Folden. The Motion was carried unanimously.

AGENDA CHANGES

There were no agenda changes.

CONSENT AGENDA

There were no items on the consent agenda.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no Federal, State or Municipal Input.

PUBLIC REQUESTS

There were no public requests.

FINANCIAL REPORT

Ms. Camilo presented the Financial Report for August 2019.

Mr. Pollack inquired about the vacant position at the Airport and when it would be filled. Ms. Bennett explained that it would be filled once the revised Employee Handbook is completed.

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

TENANT REPORTS AND REQUESTS

Ms. Bennett presented a request from Premier Aviation to amend the sublease agreement with Samkin TK, LLC for Phase II of the Premier parcel to allow for a new restaurant concept.

Mr. Samir Changela, Samkin TK, LLC provided additional information and answered questions regarding the concept of the new restaurant and menu.

A MOTION to approve Resolution No. 09-16-19 of the Boca Raton Airport Authority consenting to Premier Aviation of Boca Raton, LLC's First Amendment to Agreement to Sublease and Build with Samkin TK, LLC approving the change of designated use from the operation of a restaurant known as "Tilted Kilt Pub and Eatery" to the operation of a restaurant known as "Sammy J's Kitchen and Cocktails" was made by Mr. Tucker and seconded by Ms. Budd. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

Mr. Abbott presented the Noise Abatement/Operations Summary for the month of August 2019.

Mr. Tucker inquired about possible decline in Customs revenue in September due to Hurricane Dorian.

Ms. Bennett advised that Airport Management is monitoring activity levels to determine impacts.

Mr. Folden suggested extending the waiver of fees for Customs in support of continued Hurricane Relief.

A discussion ensued.

A MOTION to investigate and, if possible, suspend Customs fees for arrivals from the Bahamas for an additional 60 days was made by Mr. Folden and seconded by Mr. Pollack. The Motion carried unanimously.

Mr. Nau inquired about the financial impact of the two weeks of fee waiver. Ms. Bennett responded.

Mr. Kohut presented the Public Transportation Grant Agreement for Taxiways P5, C, P9 and P10 Widening - Construction at the Boca Raton Airport.

A MOTION to approve Resolution 09-17-10 of the Boca Raton Airport Authority to accept the Public Transportation Grant Agreement with the State of Florida Department of Transportation for Taxiways P5, C, P9 and P10 Widening – Construction at the Boca Raton Airport was made by Mr. Tucker and seconded by Mr. Folden. The Motion carried unanimously.

Mr. Bryan provided an update on the Airport's Hurricane Plan. Mr. Bryan explained what is done prior to a storm and what occurred during Hurricane Dorian.

Ms. Budd inquired as to who the Airport coordinated with regarding Hurricane Relief. Ms. Bennett advised that supplies were collected in coordination with Privaira and Odyssey Aviation in Nassau and the supplies were delivered to the island by Privaira and tenants of the Airport.

Ms. Budd recommended that the Airport speak with the Red Cross with regards to coordinating collection efforts for future needs.

Mr. Tucker inquired about media outreach related to Hurricane Relief.

Ms. Landers explained that most of the coverage was done through local media, Facebook and notification to tenants.

Mr. Bryan provided an update on the Customs and Border Protection Facility improvements.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Ms. Petrick, Lewis Longman and Walker provided an overview of the proposed Wireless Facility Design Standards.

A discussion ensued.

The Board requested that Airport Management and Legal Counsel amend the standards to include: frequencies that are being utilized in the cell towers; whether trenching or boring will be involved; camouflaging of cables, wires and cords; and any interference of radio signals on the field and around the Airport.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

Mr. Tucker inquired about the aircraft incident at the Airport. He believes the situation was handled quite well in coordination with the City and County.

Ms. Bennett complimented the City of Boca Raton, Police, Fire Rescue, TSA and the Palm Beach County EOC for their offer of help.

Mr. Tucker then asked about the media reach regarding the incident and how this was portrayed to the public.

Ms. Landers stated the story was picked up by more than 13 known media outlets along with social media.

MISCELLANEOUS

The next regularly scheduled meeting is Wednesday, October 16, 2019 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

ADJOURNMENT

Meeting adjourned at 7:02 p.m.



Melvin Pollack, Chair



Date