

**Boca Raton Airport Authority  
Meeting Minutes  
December 16, 2020  
Renaissance Boca Raton Hotel**

Mr. 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  
Travis Bryan, Operations Manager  
Christine Landers, Business Manager  
Robert Abbott, Operations and Finance Analyst  
William Urbanek, Operations Coordinator  
Robert Pratt, Operations and Administration Coordinator  
Jada Stewart, Accounting Coordinator

**APPROVAL OF MINUTES**

**A MOTION to approve the minutes of the November 18, 2020 Regular Meeting was made by Mr. Tucker and seconded by Mr. Nobles. The Motion carried unanimously.**

**AGENDA CHANGES**

Ms. Bennett advised the Board that Item IX-B Airport Road Improvements Contract Award was removed from the agenda.

**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**

Mr. Nau advised that he reviewed the November Financial Report and found it satisfactory. Mr. Nau also advised the Authority Board that the Airport has received the second insurance settlement check for the EMAS repair.

Ms. Stewart presented the Financial Report for November 2020.

**A MOTION to approve the Financial Report for November 2020 was made by Mr. Nobles and seconded by Mr. Tucker. The Motion carried unanimously.**

## **TENANT REPORTS AND REQUESTS**

There were no tenant reports or requests.

## **EXECUTIVE DIRECTOR AND STAFF REPORTS**

Mr. Abbott presented the Noise Abatement/Operations Summary for the month of November 2020.

Mr. Tucker inquired if the Airport Authority's budget will be affected due to the change in Presidential TFR's. Ms. Bennett stated with Mr. Nau's guidance, Airport Management budgeted more conservatively regarding US Customs clearings and fuel flowage revenue, taking into consideration the possible reduction in Presidential VIP visits.

Ms. Landers presented an update on the Corporate Identity and Community Engagement Program.

## **AUTHORITY MEMBERS REQUESTS AND REPORTS**

Mr. Pollack asked for an update on the Airport Observation Area project.

Ms. Bennett stated Airport Management shared the feedback received at the November meeting with the consulting team. They are defining the Observation Area project's scope and beginning the initial steps of the engineering part of the project.

Mr. Tucker thanked the Authority for the gifts and wished everyone a Happy Holiday.

## **PUBLIC INPUT**

There was no public input.

**OTHER BUSINESS**


There was no additional business.

**MISCELLANEOUS**

The next regular meeting is scheduled for January 20, 2021 at 6:00 p.m. Due to COVID-19, information on the location of the meeting and how to participate will be announced at a later date via the meeting notice.

**ADJOURNMENT**

Meeting adjourned at 6:21 p.m.

  
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Melvin Pollack, Chair

  
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Date