

**Boca Raton Airport Authority
Meeting Minutes
June 16, 2021
Boca Raton Airport Authority Administration Building**

Mr. Pollack called the meeting to order at 6:00 p.m.

BOARD MEMBERS

James R. Nau	Chair
Bob Tucker	Vice-Chair
Randy Nobles	Secretary/Treasurer
Cheryl Budd	Board Member
Mitchell Fogel	Board Member
Gene Folden	Board Member
Melvin Pollack	Board Member

COUNSEL

Janice Rustin, Esquire – Lewis Longman Walker

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Christine Landers, Business Manager
Jada Stewart, Accounting Coordinator
Robert Abbott, Operations and Finance Analyst
William Urbanek, Operations Coordinator
Robert Pratt, Operations and Administration Coordinator
Vanessa Chen, Community Engagement Specialist

APPROVAL OF MINUTES

A MOTION to approve the minutes of the May 19, 2021 Regular Meeting was made by Mr. Tucker and seconded by Mr. Folden. The Motion carried unanimously.

A MOTION to approve the minutes of the May 26, 2021 Airport Master Plan Workshop was made by Ms. Budd and seconded by Mr. Fogel. The Motion carried unanimously.

AGENDA CHANGES

There were no agenda changes.

ELECTION OF OFFICERS

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

Mr. Folden nominated Mr. Nobles for Chair. Mr. Nobles thanked Mr. Folden for the nomination but declined. Mr. Nobles nominated Mr. Nau for Chair. There were no additional nominations. Mr. Nau was unanimously elected Chair.

Mr. Pollack thanked the Board members and Airport Management for their support. Ms. Bennett presented Mr. Pollack with a plaque and thanked him for his service to the Board as Chair for the past two years.

Mr. Pollack nominated Mr. Folden for Vice Chair. Ms. Budd nominated Mr. Fogel for Vice Chair. Mr. Fogel declined the nomination and nominated Mr. Tucker for Vice Chair. Mr. Folden declined the nomination. Mr. Tucker was unanimously elected Vice-Chair.

Ms. Bennett presented Mr. Nobles with a plaque and thanked him for his service to the Board as Vice-Chair for the past two years.

Ms. Budd nominated Mr. Nobles for Secretary/Treasurer. There were no additional nominations. Mr. Nobles was unanimously elected Secretary/Treasurer.

Ms. Bennett presented Mr. Nau with a plaque and thanked him for his service to the Board as Secretary/Treasurer for the past two years.

PUBLIC REQUESTS

There were no public requests.

CONSENT AGENDA

There were no items on the consent agenda.

Ms. Bennett introduced Mr. Marcus Joseph and Ms. Arielle Valiente, two of this year's Boca Raton Airport Scholarship recipients, and advised the Board that Mr. Matthew Thompson was the third recipient and was unable to attend the meeting.

Mr. Joseph shared with the Board that he always wanted to become an aerospace engineer and would be attending the University of Central Florida. He thanked the Board for their generosity.

Ms. Valiente advised the Board that her dream is to work for NASA and is very thankful for the scholarship and will be attending the University of Central Florida studying aerospace engineering in the fall.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no Federal, State or Municipal Input.

FINANCIAL REPORT

Mr. Nau advised that he had reviewed the May Financial Report and found it satisfactory.

Ms. Stewart presented the Financial Report for May 2021.

A MOTION to approve the Financial Report for May 2021 was made by Mr. Pollack and seconded by Mr. Folden. 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 May 2021.

Mr. Bryan presented a Public Transportation Grant Agreement for Financial Project 445968-1-94-01 with the State of Florida Department of Transportation for BCT Tower Radio, Communication and Electronics Upgrade Design at the Boca Raton Airport.

A MOTION to approve Resolution No. 06-13-21 of the Boca Raton Airport Authority accepting the Public Transportation Grant Agreement with the State of Florida Department of Transport for BCT Tower Radio, Communication and Electronics Upgrade Design at the Boca Raton Airport was made by Mr. Fogel and seconded by Mr. Pollack. The Motion carried unanimously.

Mr. Tucker provided an overview of the past discussions regarding shade structures for the Flight Observation Area. Mr. Tucker outlined the presentations being given and advised the Board Members that they should consider materials based on the following categories: price per square foot, durability, weight, water and sun resistance and warranty. Mr. Tucker introduced Ms. Sharon Hauber, ASLA, PLA Hauber Design Associates, LLC, to present the various options for the shade structure and requested direction from the Board on the preferred option following the presentations.

Mr. Kohut introduced Ms. Mary Langley, Rep Services, representing Poligon.

Ms. Langley provided details on metal structure options from Poligon including materials, installation, pricing and warranty. Ms. Langley advised the Board that since her first conversation with Ms. Hauber, the price has increased by 50% due to the shortage of materials and the increasing price of steel.

Ms. Budd inquired about the average lifespan of the powder coating that was used. Ms. Langley stated that, with proper maintenance, it could last over 20 years and provided information on maintenance requirements.

A discussion ensued.

Mr. Kohut introduced Mr. Shay Rose, Advanced Recreational Concepts, representing ICON Shelters.

Mr. Rose provided details on two shade options ICON Shelters offers along with information on materials, installation, pricing and warranty.

Ms. Budd asked about the powder coating and how long before fading would occur. Mr. Rose stated that fading could begin to occur after 5 years and that the structure could be recoated when that happens.

Mr. Folden inquired about the ten-year warranty and if it covered the entire structure. Mr. Rose confirmed it would cover the entire structure.

A discussion ensued.

Mr. Kohut introduced Mr. Ernesto De Oliveira, Director of Engineering and Product Development, Apollo Sunguard.

Mr. De Oliveira provided information on fabric shade options available to the Airport including materials, installation, pricing and warranty.

Mr. Folden asked Mr. De Oliveira to describe the process for removing the canopy in case of a weather event. Mr. De Oliveira explained the process stating it would take two people approximately five minutes to remove each section of canopy and twenty minutes to reinstall the canopy.

A discussion ensued.

Mr. Kohut introduced Mr. Andrew Kolozvary, President Span Systems, Inc.

Mr. Kolozvary provided information on both PVC tensile and PTFE fabric options available to the Airport including materials, installation, pricing and warranty.

Mr. Folden asked Mr. Kolozvary how the fabric was attached and what the cost of the fabric would be should it need to be replaced. Mr. Kolozvary explained how the fabric was attached and advised the Board replacement cost would be approximately 25% of the total cost.

Mr. Folden stated he liked the fabric option but realized the negative aspect of having to remove the canopy during weather events and the additional work it would be on Airport Management.

Mr. Folden stated that he was impressed with the tensile options. Ms. Hauber reminded the Board that the material can be formed in a custom shape and has more flexibility than the metal options.

Ms. Budd asked if there were enough manufacturers of the PTFE tensile to get a competitive bid. Ms. Hauber confirmed there were enough manufacturers.

A discussion ensued.

The Board selected the PTFE tensile option by unanimous vote and instructed Airport Management to include this material in the design criteria for the Invitation to Bid.

Ms. Chen provided an update on the Corporate Identity and Community Engagement Program.

AUTHORITY MEMBERS REQUESTS AND REPORTS

There were no requests or reports.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

There was no other business.

MISCELLANEOUS

The next regular meeting is scheduled for July 21, 2021 at 6:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

ADJOURNMENT

Meeting adjourned at 8:06 p.m.

 James R. Nau 7/21/2021
James R. Nau, Chair Date