

**Boca Raton Airport Authority
Meeting Minutes
September 8, 2021
Boca Raton Airport Authority Administration Building**

Mr. Nau 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 – Participated Telephonically
Gene Folden	Board Member – Participated Telephonically
Melvin Pollack	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
Jada Stewart, Accounting Coordinator
Robert Abbott, Operations and Finance Analyst
Robert Pratt, Operations Coordinator
Vanessa Chen, Community Engagement Specialist

APPROVAL OF MINUTES

A MOTION to approve the minutes of the August 18, 2021 Regular Meeting was made by Mr. Pollack and seconded by Mr. Tucker. The Motion 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

Mr. Nobles advised the Board that due to the timing of the September meeting, the Financial Report being presented was a draft report, and the final report would be presented at the October Board meeting.

Ms. Stewart presented the draft Financial Report for August 2021.

A MOTION to approve the draft Financial Report for August 2021 was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.

TENANT REPORTS AND REQUESTS

Mr. Abbott presented a request from the Civil Air Patrol for a donation of \$19,883 for hangar rent and utilities.

A MOTION to approve a \$19,883 donation to the Civil Air Patrol was made by Mr. Pollack and seconded by Mr. Tucker. The Motion carried unanimously.

Ms. Bennett presented a request by Premier Aviation of Boca Raton, LLC for a Landlord Consent and Estoppel Agreement and advised the Board that Airport Management recommended approval of the request.

Mr. Pollack asked for clarification as to what Premier requested. Ms. Bennett provided a more detailed explanation of the request.

A MOTION to approve Resolution No. 09-19-21 of the Boca Raton Airport Authority consenting to the Leasehold Mortgage executed by Premier Aviation of Boca Raton, LLC in favor of BankUnited, N.A. encumbering Premier Aviation of Boca Raton, LLC's interest in the Lease of the property and authorizing the Estoppel was made by Mr. Nobles and seconded by Ms. Budd. The Motion carried unanimously.

Ms. Bennett advised the Board that Airport Management received the Phase III 100% plans from Premier Aviation of Boca Raton, LLC and they were reviewed by the Airport Authority's Engineer of Record. Airport Management recommended accepting the plans as meeting the requirements of the Ninth Amendment to the Premier Aviation of Boca Raton, LLC Lease.

A MOTION to acknowledge receipt of the Phase III 100% plans as meeting the requirements of the Ninth Amendment to the Premier Aviation of Boca Raton, LLC Lease was made by Mr. Pollack and seconded by Mr. Nobles. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORTS

Mr. Gene Folden joined the meeting telephonically at 6:13 p.m.

Mr. Abbott presented the Noise Abatement/Operations Summary for the month of August 2021.

Ms. Bennett presented a request to distribute \$25,000 for the Boca Raton Airport Scholarship to the George Snow Scholarship Fund.

Mr. Tim Snow, President, George Snow Scholarship Fund, thanked the Boca Raton Airport Authority for their continued support. Mr. Snow provided details on the scholars who have received the Boca Raton Airport Scholarship and the Ken A. Day Scholarship.

A MOTION to approve the distribution of \$25,000 for the Boca Raton Airport Scholarship to the George Snow Scholarship Fund was made by Cheryl Budd and seconded by Randy Nobles. The Motion carried unanimously.

Mr. Bryan advised the Board that Airport Management advertised a Request for Proposals (RFP) for Landscape Services, and they are in the process of evaluating the submitted bids. However, due to the timing of the September meeting Airport Management cannot make a recommendation for the contract award.

Mr. Bryan requested approval of a three-month extension to the landscaping contract with Leturmy Landscaping and Power Spraying, Inc.

Mr. Tucker inquired about the additional cost for landscaping once the Airport Road Improvement project was completed. Mr. Bryan advised the Board that the increase would be approximately 25%.

Mr. Folden asked if the landscaping services would be separated between airside and landside, and who would be responsible for the retention areas along Airport Road. Mr. Bryan advised the Board that in the RFP, bidders were requested to bid on landside and airside separately and whoever is responsible for landside would maintain those retention areas.

A MOTION to approve Resolution No. 09-20-21 of the Boca Raton Airport Authority granting a three-month extension of the agreement with Leturmy Landscaping and Power Spraying, Inc. for Landscaping Maintenance Services at the Boca Raton Airport was made by Mr. Tucker and seconded by Mr. Pollack. The Motion carried unanimously.

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 October 20, 2021 at 6:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

ADJOURNMENT

Meeting adjourned at 6:38 p.m.


James R. Nau, Chair

10/20/21
Date