

**Boca Raton Airport Authority
Meeting Minutes
May 18, 2022
Boca Raton Airport Authority Administration Building**

Mr. Nau called the meeting to order at 5:00 p.m.

BOARD MEMBERS

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

COUNSEL

Amy Petrick, Esquire – Lewis Longman Walker

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Travis Bryan, Operations Director
Christine Landers, Office Manager
Jada Stewart, Accounting Manager
Robert Abbott, Operations and Finance Coordinator
Vanessa Chen, Community Engagement Specialist

Mr. Nau announced that all five Board Members appointed by the City of Boca Raton were reappointed for two years.

APPROVAL OF MINUTES

A MOTION to approve the minutes of the April 20, 2022 Regular Meeting was made by Mr. Tucker and seconded by Mr. Pollack. The Motion carried unanimously.

AGENDA CHANGES

Ms. Bennett advised the Board that item VIII-C 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 the Board that Mr. Nobles was unable to attend, however, he reviewed the details of the financial report and found all in good order.

Ms. Stewart presented the Financial Report for April 2022.

A MOTION to approve the Financial Report for April 2022 was made by Ms. Budd and seconded by Mr. Fogel. The Motion carried unanimously.

Mr. Nau reminded the Board that Mr. Nobles was unable to attend the meeting, however, he reviewed the details of the audit report and met with Grau and Associates the previous week to discuss the Authority's financial position and internal controls. Based on his review he recommended approval of the audit report.

Mr. David Caplivski, Audit Partner, Grau & Associates provided an overview of the 2021 Audit Report.

A MOTION to approve Resolution No. 05-08-22 of the Boca Raton Airport Authority adopting the Boca Raton Airport Authority's Financial Statements, Schedule of Expenditures of Federal Awards and State Financial Assistance Projects and the Independent Auditor's Reports for the fiscal year ending September 30, 2021 was made by Mr. Folden and seconded by Ms. Budd. The Motion carried unanimously.

Ms. Stewart presented the 2022 Investment Report.

Mr. Nau asked if all investments were made in accordance with the Florida State Statutes. Ms. Stewart confirmed that they were.

A MOTION to approve the 2022 Investment Report was made by Mr. Pollack and seconded by Mr. Fogel. The Motion carried unanimously.

TENANT REPORTS AND REQUESTS

Mr. Bryan presented a special event request from Atlantic Aviation.

A MOTION to approve Resolution No. 05-09-22 of the Boca Raton Airport Authority granting conditional approval to Atlantic Aviation to host a Special Event on their Leasehold premises for Sky One Holdings, LLC dba Privaira on October 15, 2022 was made by Mr. Folden and seconded by Mr. Tucker. The Motion carried unanimously.

Ms. Bennett presented the Atlantic Aviation Amended and Restated Lease Agreement proposal.

Mr. Tony Sherbert, Regional Director, Atlantic Aviation, thanked the Board for their consideration of Atlantic Aviation's improvement plan. Mr. Sherbert advised the Board that the capital program is approved and fully funded, and they expect completion within five to seven years.

Mr. Tucker stated that this will be a significant improvement for Atlantic and asked if they expect to see an increase in traffic. Mr. Sherbert advised the Board that they have seen a significant increase in traffic in the Boca Raton market and more year-round traffic than seasonal.

Mr. Nau asked how this would affect the current Atlantic Aviation tenants. Mr. Sherbert reassured the Board that they have already been in communication with their tenants and will continue to work with their tenants throughout the project.

Mr. Nau asked what it means if the hotel lease comes to the Airport. Ms. Petrick stated there would be no change in their lease except that they would be a direct tenant of the Airport and not a sub-tenant of Atlantic Aviation and if they choose to, they have the option to negotiate a new lease.

A MOTION to approve Resolution No. 05-10-22 of the Boca Raton Airport Authority authorizing a new Fixed Base Operating Agreement between the Boca Raton Airport Authority and Atlantic Aviation – Boca Raton LLC d/b/a Atlantic Aviation was made by Mr. Pollack and seconded by Mr. Fogel. The Motion carried unanimously.

Ms. Bennett provided an update on Premier Aviation of Boca Raton, LLC Phase III proposal by Premier. Ms. Bennett advised the Board that Airport Management and Legal Counsel have met with representatives of Premier and expect to bring the Eleventh Amendment to the Board within 30 days. Ms. Bennett requested an additional 30-day extension of the Notice of Breach to allow Airport Management, Legal Counsel and Premier to come to an agreement.

Ms. Petrick advised the Board that Premier has been submitting regular updates, as requested by the Board. Ms. Bennett stated that the City of Boca Raton is being responsive, and the plans approval process is moving along.

Ms. Budd suggested the extension include a request to Premier for a written notice of non-waiver regarding the Notice of Breach.

A MOTION granting an additional 30-day time extension before issuing a Notice of Breach to Premier Aviation of Boca Raton, LLC was made by Mr. Fogel and seconded by Ms. Budd. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORT

Mr. Abbott presented the Noise Abatement/Operations Summary for the Month of April.

Mr. Folden asked if the Board could see a sample of a noise complaint. Mr. Abbott presented samples of noise concern submissions and explained how the submissions are received and reviewed.

A discussion ensued.

Ms. Landers presented the Boca Raton Airport Authority Property Insurance Renewal.

Mr. Alex Blodgett, Blodgett and Associates provided an overview of the insurance market and the efforts made to obtain the best rates possible for the Airport.

A Motion to approve the Boca Raton Airport Authority Property Insurance Renewal was made by Mr. Folden and seconded by Ms. Budd. The Motion carried unanimously.

Ms. Bennett presented a request to renew the agreement between Pace Communications and the Boca Raton Airport Authority for one year.

A MOTION to approve Resolution No. 05-12-22 of the Boca Raton Airport Authority to approve the renewal of the agreement between Pace Communications Group, Inc. and the Authority for Marketing and Advertising Consulting Services for the period beginning on June 28, 2022 and ending on June 27, 2023 was made by Ms. Budd and seconded by Mr. Fogel. The Motion carried unanimously.

Ms. Bennett presented the agreement to host the Florida Airport Council 2023 FAC Annual Conference and Exposition Agreement.

A MOTION to approve Resolution No. 05-13-22 of the Boca Raton Airport Authority authorizing the Agreement to Host the Florida Airport Council 2023 FAC Annual Conference and Exposition amount the Boca Raton Airport Authority, Palm Beach County, Discover the Palm Beaches (DTPD), Martin County and the Florida Airports Council from July 20-26 2023 was made by Mr. Pollack and seconded by Mr. Fogel. The Motion carried unanimously.

AUTHORITY MEMBERS REQUESTS AND REPORTS

There were no requests or reports.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

Ms. Bennett advised the Board that Mr. Jose Cabrera, General Manager, Signature Flight Support was leaving the Boca Raton Airport.

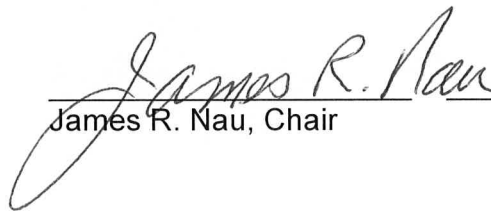
Mr. Cabrera shared his future plans with the Board and thanked them for their support.

MISCELLANEOUS

The next regular meeting is scheduled for June 15, 2022 at 5:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

ADJOURNMENT

Meeting adjourned at 6:01 p.m.

 James R. Nau, Chair 6/15/2022
Date