

**Boca Raton Airport Authority
Meeting Minutes
July 20, 2022
Boca Raton Airport Authority Administration Building**

Mr. Nau called the meeting to order at 1:00 p.m.

BOARD MEMBERS

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

COUNSEL

Amy Petrick, Esquire – Lewis Longman Walker – Attended Telephonically
Janice Ruskin, Esquire – Lewis Longman Walker

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Travis Bryan, Operations Director
Christine Landers, Office Manager
Robert Abbott, Operations and Accounting Coordinator
Robert Pratt, Operations Coordinator
Vanessa Chen, Community Engagement Specialist
Javier Durand – Administrative and Operations Intern

Ms. Bennett introduced Mr. Jonathan Euvin, General Manager, Signature Flight Support. Mr. Euvin stated he has only heard good things about Boca Raton, and he looks forward to a good partnership. Mr. Euvin introduced Mr. Isaac Lee Sr., Director, Signature Flight Support.

Ms. Bennett introduced the Airport's summer intern Mr. Javier Durand.

APPROVAL OF MINUTES

Mr. Nau advised the Board that there were a few amendments to the June 15, 2022 minutes.

A MOTION to approve the amended minutes of the June 15, 2022 Regular Meeting was made by Ms. Budd and seconded by Mr. Nobles. The Motion carried unanimously.

AGENDA CHANGES

Ms. Bennett advised the Board that item V-C was removed from the agenda.

PUBLIC REQUESTS

There were no public requests.

CONSENT AGENDA

- A. Noise Abatement/Operations Summary for the month of June 2022.
- B. Boca Raton Airport Authority Fee Schedule.

Consider Resolution No. 07-17-22 of the Boca Raton Airport Authority adopting the annual Airport Fee Schedule in accordance with the Accounting Policy.

A MOTION to approve the Consent Agenda was made by Mr. Nobles and seconded by Mr. Tucker. The Motion carried unanimously.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no Federal, State or Municipal Input.

FINANCIAL REPORT

Ms. Bennett advised the Board that Ms. Stewart had resigned, and Mr. Abbott would be filling that role at the Authority. Ms. Bennett reminded the Board that Ms. Carolyn Binder, CPA will continue to provide support to the Airport.

Mr. Abbott presented the Financial Report for June 2022.

Ms. Budd stated that Carolyn Binder has been our auditor for eight years and the standard industry practice is five years. Ms. Bennett clarified that Ms. Binder provides support on our accounting policies and procedures as a consultant and is not the Authority's external auditor.

A MOTION to approve the Financial Report for June 2022 was made by Mr. Tucker and seconded by Mr. Nobles. The Motion carried unanimously.

TENANT REPORTS AND REQUESTS

Ms. Bennett summarized the history of the Phase III development for Premier Aviation of Boca Raton, LLC and outlined the details of the Eleventh Amendment to the Board.

Ms. Budd asked if the Eleventh Amendment was fair and equitable for both parties. Ms. Bennett stated that Airport Management and Legal Counsel feel it is equitable and that the change from percent rent to a fixed rent eliminates the issues with the misinterpretation of the lease, along with additional clarifications to lease terms.

Ms. Budd inquired if other tenants might view this amendment as fair to Premier but not fair to them. Ms. Bennett advised the Board that each lease is different, but the approach is the same as what has been negotiated with other tenants.

Ms. Budd asked if the Lease will be interpreted the same by both Airport Management and Premier Aviation.

Ms. Petrick explained the rules of interpretation for an agreement adding that the Amendment was drafted to take out subjectivity where possible and that Ms. Bennett provided a detailed summary in her memo, which serves to preserve the record of items that were discussed during the process.

Mr. Tucker asked how long it will take to get FAA approval for the Amendment. Ms. Bennett advised the Board that it is uncertain and could take days or it could take weeks to get approval.

Mr. Nau asked how the default language was changed in the Amendment. Ms. Petrick advised the Board that the terms related to permit and construction timelines were amended and a hard cure period of 15 days was added. The force majeure clause and unavoidable delays provision was also amended to be more specific.

A MOTION to approve Resolution No. 07-19-22 of the Boca Raton Airport Authority approving the Eleventh Amendment to the Premier Aviation of Boca Raton, LLC Lease was made by Ms. Budd and seconded by Mr. Nobles. The Motion carried unanimously.

Mr. Nobles commended Airport Management and Legal Counsel for getting this completed.

EXECUTIVE DIRECTOR AND STAFF REPORT

There were no Executive Director or Staff Reports.

AUTHORITY MEMBERS REQUESTS AND REPORTS

Ms. Budd asked the Board if they would consider changing the time of the monthly Board meeting to the middle of the day. Ms. Bennett advised the Board that they can change the meeting time but recommended getting input and consensus from the rest of the Board at the August meeting.

Mr. Nau recommended keeping the August meeting at 5:00 p.m. in August and opening the issue up for discussion when the full Board is present.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

There was no other business.

MISCELLANEOUS

The next regular meeting is scheduled for August 17, 2022 at 5:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

ADJOURNMENT

Meeting adjourned at 1:33 p.m.

 8/17/2022
James R. Nau, Chair Date