

**Boca Raton Airport Authority
Meeting Minutes
September 21, 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
Cheryl Budd	Board Member
Mitchell Fogel	Board Member – ABSENT
Gene Folden	Board Member
Melvin Pollack	Board Member – Attended Telephonically

COUNSEL

Amy Petrick, Esquire – Lewis Longman Walker

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Christine Landers, Office Manager
Robert Abbott, Finance and Administration Manager
Robert Pratt, Operations Coordinator
Vanessa Chen, Community Engagement Specialist
Juan Amaya, Operations Intern

Mr. Nau introduced Juan Amaya, Operations Intern from Lynn University.

APPROVAL OF MINUTES

A MOTION to approve the minutes of the August 17, 2022 Regular Meeting was made by Mr. Tucker and seconded by Mr. Folden. 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 reminded the Board that the current fiscal year ends on the 30th of September.

Mr. Abbott presented the Financial Report for August 2022.

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

TENANT REPORTS AND REQUESTS

Mr. Pratt presented a request from the Civil Air Patrol (CAP) for a donation of \$28,100 for hangar rent and utilities.

Col. Joseph J. Martin, CAP Commander spoke on behalf of the Boca Raton Composite Squadron and provided an update on their program.

Mr. Folden asked how many hours a month they use their aircraft. Col. Martin stated that they put approximately 50 hours a month on their aircraft.

Mr. Tucker asked if there was an increase in interest in the Civil Air Patrol due to the demand for pilots. Col. Martin advised the Board that they have seen an increase in their membership, especially among adults.

Col. Martin advised the Board that, in the future, Civil Air Patrol would like to invite the Board to attend one of their meetings and see firsthand what they are doing for the community.

A MOTION to approve a \$28,100 donation to the Civil Air Patrol was made by Ms. Budd and seconded by Mr. Nobles. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORT

Mr. Pratt presented the Noise Abatement/Operations Summary for the Month of August.

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 an update on the Airport's current scholars and those that had graduated.

Mr. Snow shared with the Board a new career development program that is being offered to the scholars.

Ms. Budd inquired as to who developed the curriculum for the new program. Mr. Snow stated it was a community effort with local businesses and provided additional details as to what the program will include and its goals.

A discussion ensued.

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

Mr. Kohut presented the ATCT Radio, Communications and Electronic Upgrades contract award.

A MOTION to approve Resolution No. 09-23-22 of the Boca Raton Airport Authority awarding ATCT Radio, Communications and Electronic Upgrades contract to Robinson Aviation (RVA), Inc. was made by Mr. Folden and seconded by Mr. Tucker. The Motion carried unanimously.

Mr. Abbott presented a request to extend the Public Transportation Grant Agreement with the Florida Department of Transportation for Master Plan and eALP at the Boca Raton Airport.

A MOTION to approve Resolution No. 09-24-22 of the Boca Raton Airport Authority approving the extension of the Public Transportation Grant Agreement with the State of Florida Department of Transportation (FDOT) for Master Plan and eALP at the Boca Raton Airport was made by Ms. Budd and seconded by Mr. Nobles. The Motion carried unanimously.

Mr. Kohut presented an overview of the Disadvantaged Business Enterprise (DBE) Program.

A MOTION to approve the DBE Program and authorize the Executive Director to sign and submit the program to the Federal Aviation Administration was made by Mr. Tucker and seconded by Mr. Nobles. The Motion carried unanimously.

Ms. Chen presented the Corporate Identity and Community Engagement Program update.

Mr. Kohut advised the Board that Ms. Bennett would be attending the Hispanic Business Impact Symposium on September 22, 2022 and would be accepting the "Empowering el Sueño Americano" award on behalf of the Airport.

AUTHORITY MEMBERS REQUESTS AND REPORTS

There were no requests or reports.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

Mr. Nau reminded the Board of a previous discussion regarding changing the time of the Board meeting. It was agreed by the members present to wait until the full Board was available before having that conversation.

MISCELLANEOUS

The next regular meeting is scheduled for October 19, 2022 at 5:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

ADJOURNMENT

Meeting adjourned at 5:48 p.m.

 10/19/2022
James R. Nau, Chair Date