

**Boca Raton Airport Authority  
Meeting Minutes  
February 15, 2023  
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
Gene Folden	Board Member
Melvin Pollack	Board Member

**COUNSEL**

Amy Petrick, Esquire – Lewis Longman Walker

**STAFF**

Clara Bennett, Executive Director  
Christine Landers, Office Manager  
Robert Abbott, Finance and Administration Manager  
Hannah Oakland, Operations Coordinator  
Erin Spiropoulos, Finance and Administration Intern

Ms. Bennett introduced Mr. Joseph Therrien, Atlantic Aviation. Mr. Therrien informed the Board that he has accepted a new position with Atlantic Aviation and thanked them for their support. Mr. Therrien introduced the new General Manager for Atlantic Aviation in Boca Raton, Mr. John Gerety III. Mr. Gerety introduced himself and provided information on his background.

Ms. Budd arrived at 5:03 p.m.

**APPROVAL OF MINUTES**

**A MOTION to approve the minutes of the January 18, 2023 Board Workshop was made by Mr. Tucker and seconded by Ms. Budd. The Motion carried unanimously.**

**A MOTION to approve the minutes of the January 18, 2023 Regular Meeting was made by Mr. Pollack and seconded by Mr. Nobles. The Motion carried unanimously.**

**AGENDA CHANGES**

Ms. Bennett advised the Board that Mr. Duffell was unable to attend the meeting and Item IX-B was removed from the agenda.

**PUBLIC REQUESTS**

There were no public requests.

## **CONSENT AGENDA**

There was no consent agenda.

## **FEDERAL, STATE AND MUNICIPAL INPUT**

Ms. Bennett reported that Mr. Nau and she had met with Commissioner Woodward that day and provided a tour of the Airport.

## **FINANCIAL REPORT**

Mr. Nobles advised the Board that the Financial Report had been updated with the current numbers and Board members were provided with a new copy of the report.

Mr. Abbott presented the Financial Report for January 2023.

Mr. Pollack asked for an update on the status of the litigation with Premier. Ms. Petrick provided an update.

**A MOTION to approve the Financial Report for January 2023 was made by Mr. Fogel and seconded by Mr. Pollack. The Motion carried unanimously.**

## **TENANT REPORTS AND REQUESTS**

Mr. Pratt presented the special event request from Atlantic Aviation.

**A MOTION to approve Resolution No. 02-05-23 of the Boca Raton Airport Authority granting conditional approval to Atlantic Aviation to host a Special Event on leasehold premises for Sky One Holdings, LLC dba Privaira on March 8, 2023 was made by Mr. Folden and seconded by Ms. Budd. The Motion carried unanimously.**

## **EXECUTIVE DIRECTOR AND STAFF REPORT**

Ms. Oakland presented the Noise Abatement/Operations Summary for the month of January.

Ms. Bennett presented the Contract Award to Kimley-Horn and Associates, Inc and Garver Engineers, LLC for Architectural/Engineering Consultant

**A MOTION to approve Resolution No. 02-06-23 of the Boca Raton Airport Authority authorizing an Agreement with Kimley-Horn and Associates, Inc. for Architectural/Engineering Consultant Contract for a period of three (3) years with two one (1) year renewal options at the Authority's option was made by Mr. Pollack and seconded by Mr. Fogel. The Motion carried unanimously.**

**A MOTION to approve Resolution No. 02-07-23 of the Boca Raton Airport Authority authorizing an Agreement with Garver Engineers, LLC for Architectural/Engineering Consultant Contract for a period of three (3) years with**

**two one (1) year renewal options at the Authority's option was made by Mr. Tucker and seconded by Mr. Nobles. The Motion carried unanimously.**

Ms. Bennett presented the Information Technology Service Contract Amendment.

**A MOTION to approve Resolution No. 02-08-23 of the Boca Raton Airport Authority to renew the contract for information technology services with Simplitfy, LLC to allow for additional equipment and services based on cost plus ten percent and exercising the first one-year extension was made by Mr. Tucker and seconded by Mr. Nobles. The Motion carried unanimously.**

Mr. Abbott presented the proposed amendments to the Accounting Policy and Procedures Manual.

**A MOTION to approve Resolution No. 02-09-23 of the Boca Raton Airport Authority amending the Accounting Policy and Procedures Manual was made by Mr. Fogel and seconded by Ms. Budd. The Motion carried unanimously.**

Mr. Abbott presented the request to approve an Amendment to Public Transportation Grant Agreement for the BCT Observation Area at the Boca Raton Airport.

Mr. Nobles congratulated Ms. Bennett on her ability to obtain additional funds for the project.

Mr. Pollack asked when the anticipated completion date will be. Ms. Bennett advised the Board the goal is to have it completed by the end of the year.

**A MOTION to approve Resolution No. 02-10-23 of the Boca Raton Airport Authority accepting the amendment to the Public Transportation Grant Agreement with the State of Florida Department of Transportation for BCT Observation Area at the Boca Raton Airport was made by Mr. Fogel and seconded by Mr. Pollack. The Motion carried unanimously.**

Ms. Bennett provided an update on the Boca Raton Airport Authority Enabling Act.

#### **AUTHORITY MEMBERS REQUESTS AND REPORTS**

Mr. Tucker congratulated Ms. Bennett on her efforts as co-chair of the Women Build with Habitat for Humanity.

Ms. Bennett showed the Board the Community Service Award presented to the Airport by the George Snow Scholarship Foundation.

#### **PUBLIC INPUT**

There was no public input.



### **OTHER BUSINESS**

There was no other business.

### **MISCELLANEOUS**

The next regular meeting is scheduled for March 15, 2023 at 5:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

### **ADJOURNMENT**

Meeting adjourned at 5:39 p.m.

 3/15/2023  
James R. Nau, Chair                      Date