

**Boca Raton Airport Authority  
Meeting Minutes  
March 15, 2023  
Boca Raton Airport Authority Administration Building**

Mr. Nau called the meeting to order at 5:00 p.m. A quorum was present.

**BOARD MEMBERS**

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

**COUNSEL**

Janice Rustin, Esquire – Lewis Longman Walker

**STAFF**

Clara Bennett, Executive Director  
Scott Kohut, Deputy Director  
Christine Landers, Office Manager  
Robert Abbott, Finance and Administration Manager  
Hannah Oakland, Operations Coordinator  
Florence Straugh, Operations Coordinator  
Erin Spiropoulos, Finance and Administration Intern  
Lorrel Haffenden, Operations Intern

Ms. Bennett introduced Ms. Florence Straugh, the new Airport Operations Coordinator.

**APPROVAL OF MINUTES**

**A MOTION to approve the minutes of the February 15, 2023 Regular Meeting was made by Mr. Tucker and seconded by Mr. Pollack. The Motion carried unanimously.**

**AGENDA CHANGES**

Ms. Bennett advised the Board that Mr. Duffell had a previous appointment and requested to have item IX-B presented next on the agenda.

**A Motion to approve the agenda change was made by Mr. Folden and seconded by Ms. Budd. The Motion carried unanimously.**

Ms. Bennett introduced Mr. Andrew Duffell, President, Florida Atlantic Research and Development Authority. Mr. Duffell provided an overview and status of the Research Park and the current tenants.

Mr. Tucker asked if they were aware of the Observation Area project. Mr. Duffell advised the Board that they are aware of the project and that the Research Park looked forward to the project being completed.

### **PUBLIC REQUESTS**

There were no public requests.

### **CONSENT AGENDA**

There was no consent agenda.

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

There was no federal, state or municipal input.

### **FINANCIAL REPORT**

Ms. Bennett advised the Board that Mr. Nobles was unable to attend the meeting due to a flight cancellation, however, he had reviewed the detailed financial report and had no comments. Ms. Bennett added that an updated financial report was provided to all Board members.

Mr. Abbott presented the Financial Report for February 2023.

**A MOTION to approve the Financial Report for February 2023 was made by Mr. Folden and seconded by Mr. Tucker. The Motion carried unanimously.**

### **TENANT REPORTS AND REQUESTS**

Mr. Kohut presented the request from Premier Aviation of Boca Raton, LLC for approval of exterior signage for La Condesa Mexican Restaurant.

**A MOTION to approve Resolution No. 03-12-23 of the Boca Raton Airport Authority granting final approval to Premier Aviation of Boca Raton, LLC for permanent, exterior signage to La Condesa Mexican Restaurant was made by Mr. Pollack 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 February.

Mr. Tucker pointed out that Customs will celebrate its fifth year of operations in May, and this may be a good time to provide an update on the facility. Ms. Bennett reported that

Airport Management is compiling data and will be presenting it at the end of May in conjunction with the anniversary of the opening date of the facility.

Mr. Kohut presented the Security Guard Services Contract Amendment and Renewal.

**A MOTION to approve Resolution No. 03-13-23 of the Boca Raton Airport Authority authorizing a contract amendment and exercising a one-year renewal option with Allied Universal Security was made by Mr. Pollack and seconded by Ms. Budd. The Motion carried unanimously.**

Mr. Kohut presented the Airfield Lighting and Signage Upgrades Contract Award.

**A MOTION to approve Resolution No. 03-13-23 of the Boca Raton Airport Authority approving a contract with Hypower, LLC for Airfield Lighting and Signage upgrades at the Boca Raton Airport was made by Ms. Budd and seconded by Mr. Tucker. The Motion carried unanimously.**

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

Mr. Kohut provided an update on the Boca Raton Airport Authority Enabling Act.

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

There were no Authority Member 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 April 19, 2023 at 5:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

#### **ADJOURNMENT**

Meeting adjourned at 5:51 p.m.

 5/19/2023  
James R. Nau, Chair                      Date