

**Boca Raton Airport Authority
Meeting Minutes
April 19, 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
Gene Folden	Board Member - ABSENT
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 Director
Robert Pratt, Operations Coordinator
Hannah Oakland, Operations Coordinator
Florence Straugh, Operations Coordinator
Erin Spiropoulos, Finance and Administration Intern

APPROVAL OF MINUTES

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

AGENDA CHANGES

There were no agenda changes.

PUBLIC REQUESTS

Mr. Jay Shapp shared his concerns with flights operating during the voluntary curfew.

CONSENT AGENDA

There was no consent agenda.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no federal, state or municipal input.

FINANCIAL REPORT

Mr. Abbott presented the Financial Report for March 2023. Mr. Abbott explained that fuel flowage numbers from Signature Flight Support were not available and, therefore, the report was not complete but a complete report would be presented for Board approval in May.

Mr. Nau recommended the Board table approval until the report is complete.

A MOTION to table the approval of the Financial Report for March 2023 until the May Board meeting was made by Mr. Fogel and seconded by Mr. Pollack. The Motion carried unanimously.

TENANT REPORTS AND REQUESTS

Ms. Oakland presented the special event request from Atlantic Aviation.

Ms. Debbie Levine, Executive Director, Boca Raton Police Foundation provided details on the Call for Backup Event.

Ms. Budd and Mr. Tucker expressed their support for the event and encouraged others to attend.

A MOTION to approve Resolution No. 04-14-23 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 April 28, 2023 was made by Mr. Tucker 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 March.

Mr. Tucker reminded the Board of the recent flood activity at Fort Lauderdale International Airport and asked what kind of mitigation is in place if a similar event were to happen in Boca Raton. Mr. Kohut advised the Board that the Airport has had heavy rains in the past that resulted in some ponding of water but there have not been any issues with the runway. Ms. Bennett reminded the Board that a Stormwater Master Plan is included in the Airport Master Plan project. This element of the Master Plan will evaluate the stormwater system and provide recommendations for improvements.

Mr. Tucker stated that the procurement process for the Observation Area was completed, thanked the committee members for their work, and said he was happy with the results.

Ms. Bennett provided additional details on the Observation Area procurement process and recommended a contract award to Recreational Design & Construction, Inc.

A MOTION to approve Resolution No. 04-15-23 of the Boca Raton Airport Authority approving a contract award to Recreational Design & Construction, Inc. for Observation Area Design and Build was made by Mr. Pollack and seconded by Ms. Budd. The Motion carried unanimously.

Mr. Tucker asked about the environmental aspect of the project. Ms. Bennett shared with the Board that a separate company will take care of the wildlife mitigation.

Ms. Budd provided insight regarding the focus of the 75th Anniversary Campaign and the overall strategy.

Ms. Bennett reminded the Board of what was done for the Airport's 70th Anniversary and the theme of the 75th Anniversary.

Ms. Melissa Barnett Christie, Director, Account Management, Garth Solutions, Inc. provided details of the 75th Anniversary campaign.

Mr. Tucker asked about the timeline for the 75th Anniversary. Ms. Budd provided details of the plans and timing of the events.

Mr. Tucker provided additional suggestions for the Airport Ambassador program and potential opportunities.

Ms. Budd recommended creating a standard presentation around the 75th Anniversary that will have multiple uses.

Mr. Bryan presented an update and answered questions regarding current Airport projects.

Ms. Budd asked how the Airport interacts with the Boca Pilot's Association. Mr. Bryan advised the Board that he is a member and regularly attends the monthly Boca Pilots Association meeting and has had opportunities to speak at the meetings.

Mr. Pollack stated that is also a member of the Boca Pilots Association and commended Mr. Bryan for his participation in the meetings.

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 May 17, 2023 at 5:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

ADJOURNMENT

Meeting adjourned at 5:58 p.m.

 5/17/2023
James R. Nau, Chair Date