

**Boca Raton Airport Authority
Meeting Minutes
September 20, 2023
Boca Raton Airport Authority Administration Building**

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

BOARD MEMBERS

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

COUNSEL

Janice Rustin, Esquire – Lewis Longman Walker

STAFF

Clara Bennett, Executive Director
Scott Kohut, Deputy Director
Travis Bryan, Operations Director
Robert Abbott, Finance and Administration Director
Christine Landers, Office Manager
Hannah Oakland, Operations Coordinator
Robert Pratt, Operations Coordinator
Richard Gurzo, Accounting and Administration Intern

APPROVAL OF MINUTES

A MOTION to approve the minutes of the August 16, 2023 Regular Meeting was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.

AGENDA CHANGES

There were no agenda changes.

PUBLIC REQUESTS

There were no public requests.

CONSENT AGENDA

- A. Atlantic Aviation Redevelopment – Utility Easement/License Abandonment and Utility License Modification and Establishment.

Consider Resolution No. 09-23-23 of the Boca Raton Airport Authority delegating authority to the Executive Director to execute necessary documents to abandon certain utility easements, to terminate or modify existing utility license agreements, and to negotiate and execute new utility license agreements related to the Authority's lease with Atlantic Aviation.

B. Noise Abatement/Operations Summary for the month of August 2023.

C. Airfield and ATCT Generator Replacement and Upgrades Contract Award.

Consider Resolution No. 09-25-23 of the Boca Raton Airport Authority awarding Airfield and ATCT Generator Replacement and Upgrades contract to All Florida Contracting Inc.

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

FEDERAL, STATE AND MUNICIPAL INPUT

There was no federal, state or municipal input.

FINANCIAL REPORT

Ms. Budd stated that she reviewed the Financial Report for August and found it in order.

Mr. Abbott presented the Financial Report for August 2023.

A MOTION to approve the Financial Report for August 2023 was made by Mr. Nobles and seconded by Mr. Pollack. 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 and their current activities.

Mr. Tucker asked how CAP was preparing for the pilot shortage that is expected in the near future. Col. Martin provided information on the Wings Scholarship program and the opportunity that it provides Cadets who are working to obtain their pilot's certificate.

Ms. Budd invited the Cadets to share what they enjoy about Civil Air Patrol. The Cadets shared their experiences participating in the encampments and the Florida Leadership Academy,

Mr. Folden asked how long ground school is and how that coincides with their school year. Col. Martin explained that within 60 days of joining the Civil Air Patrol, the Cadet will have an orientation flight. After this is completed and they have received their first rank, the Cadet can begin ground school.

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

Mr. Bryan presented the Atlantic Aviation Special Event request.

Mr. Cary Reichback, CEO Grey Team, provided some additional details regarding the event.

Mr. Tucker asked how many people would be attending. Mr. Reichback said that they expect between 30 and 35 guests, and it will be by invitation only. He went on to share some current statistics regarding veteran suicide rates and their outreach efforts.

A MOTION to approve Resolution No. 09-24-23 of the Boca Raton Airport Authority granting conditional approval to Atlantic Aviation to host a Special Event on their Leasehold premises on November 4, 2023 was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.

EXECUTIVE DIRECTOR AND STAFF REPORT

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 highlighted the careers of those who had graduated.

Mr. Tucker suggested the Airport add a link on their website highlighting the Boca Raton Airport Scholarship recipients and their achievements.

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. Pollack. The Motion carried unanimously.

Mr. Kohut provided details on the status of the Observation Area Project. He explained that the Observation Area First Amendment to the Contract with Recreational Design & Construction Inc. would lock in pricing for the project and provide a proposed schedule.

A MOTION to approve Contract Amendment No. 1 (the Guaranteed Maximum Price Amendment), subject to the requirements that the Firm specify its assumptions and allowance amounts, and to give the Executive Director the authority to negotiate reductions in the Construction costs to ensure the Contract Price is

reasonable and consistent with the Project budget was made by Mr. Pollack and seconded by Ms. Budd. The Motion carried unanimously.

Mr. Nobles stated that a groundbreaking event for the observation area would be an excellent way to get the public excited about the project. Mr. Tucker agreed, noting the importance of giving back to the community during the Airport's 75th Anniversary celebration.

Mr. Ryan Sherwin, Account Manager, Garth Solutions, Inc., provided an update on the current Community Engagement activity for the Airport and the 75th Anniversary activities.

Mr. Tucker asked if the ad in the presentation would be in the program for the Mayor's Ball and if the Airport would be participating in the video for the event. Ms. Bennett confirmed the ad was for the program and that the Airport is participating in the video.

Mr. Nobles asked about the timing of the upcoming Tenant Tailgate event. Mr. Tucker explained that the time for the game had not yet been determined. Ms. Bennett added that the non-profit being highlighted during this year's event is the Boca Raton Firefighter and Paramedic Benevolent.

AUTHORITY MEMBERS REQUESTS AND REPORTS

No Authority members requests or reports.

PUBLIC INPUT

There was no public input.

OTHER BUSINESS

Mr. Pollack pointed out that the Airport only had four actual noise concern calls during the month of August. Ms. Bennett explained that between the warm weather and the nightly Airport closures due to the current construction project, there has been a reduction in noise concerns.

Mr. Tucker reminded the Board that on November 15th there would be a Board Workshop. Ms. Bennett shared that this will be the last Master Plan Workshop and it will be held at 3:00 p.m. on the 15th of November before the regular Board Meeting. She also shared some of the elements of the Master Plan that will be presented.

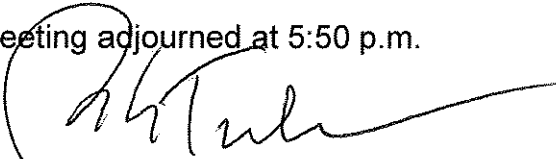
Mr. Pollack asked if invitations would be sent out for the Workshop to the tenants. Ms. Bennett stated that the Airport will post the meeting notice on the website and social media. Mr. Kohut added that various members of the community and tenants who have been involved in the project will be notified.

MISCELLANEOUS

The next regular meeting is scheduled for October 25, 2023 at 5:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

ADJOURNMENT

Meeting adjourned at 5:50 p.m.



Chair

Date

