

**Boca Raton Airport Authority  
Meeting Minutes  
May 15, 2024  
Boca Raton Airport Authority Administration Building**

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

**BOARD MEMBERS**

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

**COUNSEL**

Amy Petrick, Esquire – Lewis Longman Walker

**STAFF**

Clara Bennett, Executive Director  
Scott Kohut, Deputy Director  
Robert Abbott, Finance and Administration Director  
Christine Landers, Office Manager  
Robert Pratt, Operations Coordinator  
Florence Straugh, Operations Coordinator  
Richard Gurzo, Accounting Coordinator  
Katy Guerra, Accounting and Administrative Intern  
Leonel Romero, Operations Intern

Mr. Abbott introduced Ms. Katy Guerra the new Accounting and Administrative Intern.

Ms. Straugh introduced Mr. Leonel Romero the new Operations Intern.

**APPROVAL OF MINUTES**

**A MOTION to approve the minutes of the April 17, 2024 Regular Meeting was made by Ms. Budd and seconded by Mr. Folden. The Motion carried unanimously.**

Mr. Fogel arrived at 5:02 p.m.

**AGENDA CHANGES**

Ms. Bennett stated that Representative Peggy Gossett-Seidman was unable to attend the May Board Meeting but will be available to attend the June meeting. Item IV-A was removed from the agenda.

## **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. Fogel said he reviewed the April Financial Report and found it satisfactory.

Mr. Abbott presented the Financial Report for April 2024.

**A MOTION to approve the Financial Report for April 2024 was made by Ms. Budd and seconded by Mr. Nau. The Motion carried unanimously.**

Mr. Fogel stated that he had met with Grau and Associates to review the details of the Audit report and was happy to report there were no findings again this year. Based on his review, Mr. Fogel recommended approval of the audit report.

Mr. David Caplivski, Audit Partner, Grau & Associates provided an overview of the 2023 Audit Report.

**A MOTION to approve Resolution No. 05-16-24 of the Boca Raton Airport Authority adopting the Boca Raton Airport Authority's Financial Statements, Schedule of Expenditures of Federal Awards and State Financial Assistance Projects and the Independent Auditor's Reports for the fiscal year ending September 30, 2023 was made by Mr. Nau and seconded by Mr. Fogel. The Motion carried unanimously.**

Mr. Fogel thanked Airport Management for a job well done with this year's audit.

Ms. Budd asked about the current contract with Grau and Associates. Ms. Bennett provided details on the current engagement with Grau and Associates.

Mr. Fogel said that he had met with Airport Management to discuss the current Airport investments and found them satisfactory.

Mr. Abbott presented the 2024 Investment Report.

## **TENANT REPORTS AND REQUESTS**

Mr. Bryan presented the request by Boca Aircraft Owners on behalf of Lynn University for an Access License Agreement with Crown Castle Fiber.

**A MOTION to approve Resolution No. 05-17-24 of the Boca Raton Airport Authority approving an Access License Agreement with Crown Castle Fiber was made by Mr. Fogel and seconded by Mr. Nau. The Motion carried unanimously.**

## **EXECUTIVE DIRECTOR AND STAFF REPORT**

Ms. Straugh presented the Noise Abatement/Operations Summary for the month of April.

Ms. Landers presented the Boca Raton Airport Authority Property Insurance renewal.

Mr. Alex Blodgett, Blodgett and Associates provided an overview of the insurance market and the efforts made to obtain the best rates possible for the Airport.

**A MOTION to approve the Boca Raton Airport Authority Property Insurance Renewal was made by Ms. Budd and seconded by Mr. Folden. The Motion carried unanimously.**

Mr. Chris Lyon, Lewis Longman and Walker provided an update on the Appropriations Request, and provided input as to possible reasons why it was not included in the final State budget request.

Ms. Bennett added that the Airport has been offered funding for the project through the Florida Department of Transportation and that the agreement will be brought to the Board at a later date.

A discussion ensued.

## **AUTHORITY MEMBERS REQUESTS AND REPORTS**

Mr. Tucker thanked the Mayor of Boca Raton and City Council for the reappointment of the current Board.

Mr. Nau thanked Mr. Pratt for his dedicated service to the Airport and wished him the best of luck. The remainder of the Board echoed those sentiments.

Mr. Folden asked for an update on the Airport Observation Area. Mr. Kohut provided an update on the status of the permits and shared what has been done in anticipation of the project beginning.

**PUBLIC INPUT**

There was no public input.

**OTHER BUSINESS**

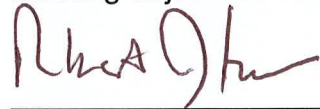
Mr. Pratt expressed his gratitude to the Board and Airport Management for their support during his time at the Boca Raton Airport.

**MISCELLANEOUS**

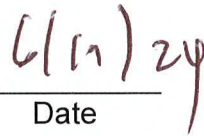
The next regular meeting is scheduled for June 19, 2024 at 5:00 p.m. in the main conference room at the Boca Raton Airport Authority Administration Building.

**ADJOURNMENT**

Meeting adjourned at 5:43 p.m.



Chair



Date