

BOCA RATON AIRPORT AUTHORITY MEETING AGENDA

Wednesday, May 21, 2025

Boca Raton Airport Authority
903 N.W. 35th Street, Boca Raton FL 33431

The Boca Raton Airport Authority Agenda will be considered by the Chair and Authority Board Members on Wednesday, May 21, 2025 at 5:00 p.m. All requests to be placed on the agenda by the public must be submitted to the Executive Director, in writing, via the Agenda Request Form, at least twenty (20) days before the Authority meeting. Such written requests must be in sufficient detail to identify the subject matter as well as the contact person who will represent the matter before the Authority. The Boca Raton Airport Authority reserves the right to not consider matters over which the Authority has no jurisdiction.

This meeting can be viewed live through YouTube at the following link:
<https://www.youtube.com/live/ZeXJD5KoZ4U?feature=shared>

ROLL CALL

ROBERT TUCKER	CHAIR
RANDY NOBLES	VICE-CHAIR- telephonically
MITCHELL FOGEL	SECRETARY/TREASURER
CHERYL BUDD	BOARD MEMBER
GENE FOLDEN	BOARD MEMBER
JAMES R. NAU	BOARD MEMBER
MELVIN POLLACK	BOARD MEMBER

COUNSEL Amy Petrick, Esquire – Lewis Longman Walker
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
Florence Straugh, Business Manager
Richard Gurzo, Accounting Coordinator
Hannah Naveda, Operations Coordinator
Leonel Romero, Operations Coordinator
Benedetta Brambilla, Administration Intern

APPROVAL OF MINUTES

A MOTION to approve the minutes of the April 16, 2025 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

There were no items on the consent agenda.

FEDERAL, STATE AND MUNICIPAL INPUT

There was no federal, state or municipal input.

FINANCIAL REPORT

Mr. Abbott presented the Financial Report for April 2025.

A MOTION to approve the Financial Report for April 2025 was made by Mr. Fogel and seconded by Mr. Folden. 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 and Associates provided an overview of the 2024 Audit Report.

A MOTION to approve Resolution No. 05-11-25 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, 2024 was made by Mr. Folden and seconded by Mr. Nau. The Motion carried unanimously.

Mr. Abbott presented the 2024 Investment Report.

Mr. Nau requested an explanation of the receivables from the unrestricted asset balance. Mr. Abbott stated that the receivables were comprised mostly of fuel receivables for the month.

TENANT REPORTS AND REQUESTS

There was no public input.

EXECUTIVE DIRECTOR AND STAFF REPORTS

Mr. Romero presented the Operations and Noise Abatement Report for the month of April 2025.

Mr. Bryan presented the Automated Weather Observing System (AWOS) Contract Award.

Mr. Pollack asked if we had worked with Trinity Electrical Services, LLC before. Mr. Bryan stated that we had not.

Ms. Budd inquired if cost was the differentiator in the selection of Trinity Electrical Services, LLC. Mr. Bryan stated that the cost was a differentiator as Trinity Electrical Services, LLC had a significantly lower bid than Hypower Inc.

Mr. Fogel asked what the Authority's expense will be for this project, and why this project cost would be lower than the cost of the installation of the current AWOS System. Ms. Bennett stated that the current system had additional features that were not included in the specifications for the new system, thus lowering the cost.

A MOTION to approve Resolution No. 05-12-25 of the Boca Raton Airport Authority awarding the Automated Weather Observing System (AWOS) contract to Trinity Electrical Services LLC. was made by Mr. Folden and seconded by Mr. Nau.

Mr. Gurzo presented the Boca Raton Airport Authority Property Insurance Renewal.

Ms. Budd asked Mr. Blodgett why insurance costs for the Airport Authority have decreased this year. Mr. Blodgett stated that this is the second time rates have decreased, and this year, rates decreased by 10%, while insurance coverage increased, due to a stabilization of the market.

Ms. Budd inquired what the Airport Authority's deductible is. Mr. Blodgett stated it is 5% of the coverage.

A MOTION to approve Resolution No. 05-13-25 of the Boca Raton Airport Authority adopting the Boca Raton Airport Authority Property Insurance Renewal was made by Mr. Nau and seconded by Mr. Pollack.

Ms. Bennett introduced the Boca Raton Airport Authority Leasing Policy Update.

Ms. Rustin presented the Boca Raton Airport Authority Leasing Policy.

Mr. Nau asked if rent calculation and terms had been included. Ms. Rustin said that that they were included in the policy.

A discussion ensued regarding aeronautical lease terms.

A MOTION to approve Resolution No. 05-13-25 of the Boca Raton Airport Authority adopting the Boca Raton Airport Authority Leasing Policy was made by Mr. Folden and seconded by Mr. Pollack.

Ms. Naveda presented the Public Transportation Grant Agreement with the State of Florida Department of Transportation Runway 5 Aircraft Holding Bay Rehabilitation Design.

A MOTION to approve Resolution No. 05-14-25 of the Boca Raton Airport Authority accepting the Public Transportation Grant Agreement with the State of Florida Department of Transportation Runway 5 Aircraft Holding Bay Rehabilitation Design at the Boca Raton Airport.

AUTHORITY BOARD MEMBER REQUESTS AND REPORTS

Mr. Nau thanked Airport Management for holding the FAU Research Park Observation Area Open House.

Mr. Nobles complimented the new audio/visual equipment and commented that there is a slight issue with the audio from the podium.

Mr. Folden inquired about the status of relocating the Eagle Scout, WWII Memorial. Ms. Bennett replied that this would be prioritized.

PUBLIC COMMENT

There were no public requests.

OTHER BUSINESS


There was no other business.

MISCELLANEOUS

The next meeting is scheduled for June 18, 2025 at 5:00 p.m.

ADJOURNMENT

The meeting adjourned at 5:50 p.m.


Chair _____ Date 6/18/2025