

**Boca Raton Airport Authority  
Special Meeting Minutes  
August 4, 2026  
Boca Raton Airport Authority Administration Building**

Ms. Budd called the meeting to order at 1:30 p.m. A quorum was present.

**BOARD MEMBERS**

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

**COUNSEL**

Amy Petrick – Lewis Longman Walker

**STAFF**

Clara Bennett, Executive Director  
Scott Kohut, Deputy Director  
Travis Bryan, Operations Director  
Florence Straugh, Business Manager  
Richard Gurzo, Accounting Manager  
Robert Pratt, Operations and Program Manager  
Hannah Naveda, Operations and Program Manager  
Leonel Romero, Operations Coordinator

**EXECUTIVE DIRECTOR AND STAFF REPORTS**

Mr. Kohut announced the contract award for the Air Traffic Control Tower Repairs Project.

Ms. Budd asked whether Alen Construction had been determined to be a responsible and responsive bidder. Mr. Kohut confirmed that the bid had been reviewed and met all requirements.

Mr. Tucker asked where Alen Construction was headquartered and whether they had previously worked at the Airport. Mr. Kohut responded that the company is headquartered in Davie, Florida and that they had not previously worked at the Airport but had completed successful projects at Palm Beach International Airport and received positive references.

Mr. Pollack asked about the availability of specialized window glazing. Ms. Bennett introduced Mr. John Carrigan, Aviation Region Leader with Garver, who provided an overview of the design process.

Mr. Folden asked how soon we anticipate getting the grant funding needed for the project. Ms. Bennett explained that the special meeting was necessary due to the Federal Aviation Administration's (FAA) grant application deadlines, that the FAA anticipated issuing grant offers by the end of September.

Mr. Folden asked if we would be receiving the FDOT grant as in September as well. Ms. Bennett stated that she is not certain of the timing of the FDOT grant as discussions with FDOT had recently begun but that there appeared to be a favorable opportunity to secure at least a portion of the requested funding.

Ms. Budd asked how long the project would take from notice to proceed to final completion. Mr. Carrigan estimated a total duration of approximately 300 days, including mobilization and closeout activities.

Mr. Folden asked whether the project would disrupt air traffic control operations. Mr. Carrigan explained that the construction sequence was specifically designed to minimize operational impacts. He stated that work affecting the tower cab would be performed at night when controllers were not occupying the cab and that glazing replacement would occur in a manner that minimize visibility disruptions.

**A MOTION to approve Resolution No. 07-19-26 of the Boca Raton Airport Authority awarding the contract for the Air Traffic Control Tower Repairs Project to Alen Construction Group for the base bid amount of \$1,025,000 pending receipt of Federal Aviation Administration (FAA) grant funds and bid alternatives one through five in the amount of \$512,000 pending receipt of Florida Department of Transportation (FDOT) grant funds was made by Mr. Tucker and seconded by Mr. Pollack. The Motion carried unanimously.**

Mr. Kohut presented the Air Traffic Control Tower Repairs Project, FAA Grant Request.

**A MOTION to authorize Airport Management to accept FAA Grand funding for the Air Traffic Control Tower Repairs Project when offered was made by Mr. Pollack and seconded by Mr. Tucker. The Motion carried unanimously.**

### **PUBLIC COMMENT**

Mr. Len Knight stated that tower window replacement projects often encounter unforeseen challenges. He recommended that the airport consider a temporary control tower as a contingency measure. Mr. Knight noted that Robinson Aviation frequently provides temporary tower facilities for FAA projects and stated that such a solution could serve as a useful backup if operational disruptions occur during construction.

### **ADJOURNMENT**

The meeting adjourned at 1:43 p.m.

 Chair

 Date