



CITY OF FORT LAUDERDALE

DRAFT

**AVIATION ADVISORY BOARD MEETING MINUTES
FORT LAUDERDALE EXECUTIVE AIRPORT
ADMINISTRATIVE OFFICE – MULTIPURPOSE ROOM
6000 NW 21 AVENUE, FORT LAUDERDALE, FLORIDA
THURSDAY, AUGUST 22, 2019 – 1:30 P.M.**

	Attendance	Cumulative Attendance 7/19 through 6/20	
		Present	Absent
Ed Kwoka, Chair	P	1	0
Edward Rebholz, Vice Chair (arr. at 1:40 p.m.)	P	1	0
Louis Gavin	A	0	1
John Dool	P	1	0
Dana Pollitt	P	1	0
Wes Szymonik	P	1	0
Pierre Taschereau	P	1	0
John Watt	P	1	0
Valerie Vitale	P	1	0
Commissioner Marlon Bolton, City of Tamarac [non-voting]	P	1	0
Jeff Helyer, City of Oakland Park [non-voting]	P	1	0

Airport Staff

Rufus A. James, Airport Manager
Carlton Harrison, Assistant Airport Manager
Fernando Blanco, Airport Engineer/Project Manager II
Florence Straugh, Noise Abatement Officer
Mickaelle Bouchereau, Administrative Assistant
Marie Cine, Administrative Assistant
Jeri Pryor, Programs Manager
Taneil Mack, Business Assistance Coordinator
Lisa Tayar, Recording Secretary, Prototype, Inc.

Guests

Don Campion, Banyan Air

CALL TO ORDER

Chair Kwoka called the meeting to order at 1:30 p.m.

1. Roll Call

Roll was called, and a quorum was determined to be present.

Valerie Vitale introduced herself, noting her background is in the nonprofit sector.

ELECTION

- **Election of Chair**

Motion made by Mr. Watt, seconded by Mr. Dool, to nominate Ed Kwoka for Chair. There were no other nominations. In a voice vote, the motion passed unanimously.

- **Election of Vice Chair**

Motion made by Mr. Dool, seconded by Mr. Taschereau, to nominate Edward Rebholz for Vice Chair. There were no other nominations. In a voice vote, the motion passed unanimously.

APPROVAL OF MINUTES

- **June 27, 2019**

Motion made by Mr. Watt, seconded by Mr. Dool, to approve the minutes of the June 27, 2019, meeting as presented. In a voice vote, the motion passed unanimously.

VOTING ITEMS

1. Executive Airport Parcel 3 – Broward Sheriff's Office Lease

Mr. James read the staff report. He said that Buehler Aviation Research Foundation, Inc. has leased the parcel since 1964, but is unable to make the capital investment to further develop the property. Therefore, they will allow the land lease to expire as scheduled on October 19, 2019.

Staff recommends that the City Commission enter into a Lease Agreement with Broward Sheriff's Office to lease the hangar and other improvements on Parcel 3 for a term of five years at a rate of \$300,000 per year with annual CPI adjustments.

[Vice Chair Rebholz arrived at 1:40 p.m.]

In response to a question, Mr. James stated that the five-year lease was acceptable to the Airport since no capital improvement is going into the site.

Chair Kwoka mentioned that a past tenant had been challenged on "other than Airport aircraft" on their site. He asked if there was a provision in the lease to allow BSO to have non-Airport aircraft at their site. Mr. James responded that government law enforcement agencies are allowed to have such aircraft onsite per Airport Rules and Regulations.

Motion made by Mr. Watt, seconded by Mr. Taschereau, to accept staff's recommendation. In a voice vote, the motion passed unanimously.

2. Executive Airport – Termination of Lots 23 & 24 with Cypress Commerce Ltd.

Mr. James provided the staff report, noting Cypress Commerce Ltd. had been noticed for non-payment of sales tax on property tax. They were sent a default letter, but were unresponsive to make the payment of \$9,456.33. The next step is termination of their lease.

Staff recommends that the City Commission authorize termination of the Lease for Lots 23 and 24 with Cypress Commerce Ltd. in accordance with the Lease Agreement.

Chair Kwoka remarked it would cost more than the amount due to fill the space. He did not, however, remember a tenant being unresponsive when in arrears.

Mr. James explained the space was previously set up as a call center (several years ago), but is now used as separate offices within the 60,000 square foot building. The space is sub-leased.

Certified letters, emails, and personal phone calls have been made to the tenant regarding the default. Mr. James said the building is not empty, but they have another address in Palm Beach.

If staff goes forward with termination of the lease, they would follow procedures according to the lease. Cypress may have missed a payment during the transition from CBRE. The payment goes directly to the taxing authority, not a third party such as the Airport.

Mr. James recalled that there was an instance in the past where Cypress had not paid their property tax, but paid them the day of the Board meeting.

Discussion ensued with the following points being addressed:

- Staff will confirm with the Tax Authority to see if there are overlooked circumstances
- Failure to communicate with the Board has become a trend with this entity
- In the case of termination, the Airport would step in as "landlord" and hope someone would be interested in taking over the lease
- The monthly lease payment is \$12,922.27
- They have continued to pay the lease payment, but not the tax
- Sometimes the party comes to the City Commission meeting with a check to avoid lease termination
- The current sub-tenant would have the ability to continue their business and the lease would go out to bid for someone else to take over
- The City Attorney may handle the situation with the sub-tenant if the Airport cannot
- If the lease is terminated, the City will assume the tax burden

Motion made by Mr. Pollitt, seconded by Vice Chair Rebholz, to accept staff's recommendation. In a voice vote, the motion passed unanimously.

3. Taxiway Foxtrot Relocation – Federal Aviation Administration Grant Acceptance – Project 12243

Mr. Blanco displayed Item 3, Exhibit 1, showing the current location of the taxiway and the proposed location as required by the Federal Aviation Administration (FAA). A review of the current Airport Layout Plan by the FAA determined that the portion of Taxiway Foxtrot, east of Runway 13-31, did not meet the runway/taxiway centerline separation requirement. The FAA is requiring that this portion be relocated to the required separation distance in order to comply with current FAA runway/taxiway separation criteria.

Staff recommends that the City be authorized to accept a grant in the amount of \$5,205,625 from the FAA for costs associated with the Taxiway Foxtrot Relocation project and that the City execute the grant when offered.

The proposed apron will be contiguous to the Sheltair development area (shown in gray on the map). Chair Kwoka confirmed that Lynx would still have access through one entrance, and Sheltair would have two entrances.

Mr. Blanco stated if there are additional FAA grant monies in the future, the Airport will pursue that. The Florida Department of Transportation (FDOT) has indicated that they will provide a supplemental grant in the amount of \$177,535, for a total of \$424,785. The Airport will provide the grant match amount for the FDOT grant. The Airport has also agreed to fund the remaining amount of \$2,440,505 through a budget amendment, until such time as additional FAA funding becomes available (perhaps in 2021).

Funding should not have any effect on the timelines, and construction is targeted to begin in January 2020 and be done by 2021.

It was confirmed that the Airport will fund the drainage portion that the FAA will not fund.

Motion made by Mr. Watts, seconded by Mr. Szymonik, to accept staff's recommendation. In a voice vote, the motion passed unanimously.

4. Taxiway Foxtrot Relocation - Project 12243 – Kimley-Horn and Associates, Inc. - Task Order No. 1-Amendment #1

Mr. Blanco read the staff report, noting that the original design schedule for this project was 150 working days. Due to delays in the award of the Task Order, the design schedule was reduced to 86 working days to meet the FAA grant date. The change in the schedule required additional staff hours in the amount of \$44,285. This Task Order

amendment consisted of conducting airport staff review meetings, and preparing construction plans and bid specifications.

Staff recommends approval of Task Order No. 1 - Amendment #1 with Kimley-Horn and Associates, Inc., in the amount of \$44,285.

Mr. Blanco confirmed that the new taxiways will be built to support the increased weight load being solicited for the runways.

Motion made by Vice Chair Rebholz, seconded by Mr. Taschereau, to approve the staff recommendation. In a voice vote, the motion passed unanimously.

5. Walk-on Item: Supplemental Public Transportation Grant Agreement (SPTGA) with FDOT for the Relocation of Taxiway Foxtrot Project 431024-1-94-01

Mr. Harrison reported that FDOT has provided a supplemental grant in the amount of \$177,535, for a total contribution of \$424,785.

Staff recommends that the Supplemental Public Transportation Grant be approved by the City to accept \$177,535 from FDOT for up to 5% of the costs for the Taxiway Foxtrot relocation project.

Motion made by Mr. Szymonik, seconded by Vice Chair Rebholz, to accept staff's recommendation. In a voice vote, the motion passed unanimously.

UPDATE ITEMS

A. Noise Compatibility Program

Ms. Straugh reported that her office has received an increase of calls associated with noise from other airports, particularly Fort Lauderdale-Hollywood International (FLL). Staff provides information to callers about where to report the noise. It was suggested to communicate with Strategic Communications regarding posting information on the NextDoor app to disseminate the multiple ways to report aircraft noise to the County.

Ms. Straugh also mentioned that reports that have been forwarded to be posted on the City's website have been found to have missing data due to an access check that changes the PDF data. The City's Webmaster is aware of the issue and working to resolve the matter.

In response to a question regarding helicopter noise downtown, Ms. Straugh said that none of the complaints have been for helicopter noise at the Downtown Helistop. She also said that the complaints about FLL are not limited to a specific neighborhood, but

originate from Plantation, Hollywood, Dania Beach, and southwestern sections of the City of Fort Lauderdale.

B. Development and Construction

Mr. Harrison reported on the progress related to the renovation and improvements to the FXE airfield electrical vault that houses the lighting and airfield electrical system for the entire Airport and an emergency generator. The 500-foot square foot addition has been constructed, painted, and some materials are being installed. Concrete sidewalks and handrails have been installed.

In response to a question from Chair Kwoka, Mr. Harrison stated the stairwells at the Helistop are done – the next project is the elevator replacement.

C. Arrearages

Mr. James reported the following:

Rent:

Lots 23, 24 – Cypress Commerce, Ltd.

- Sales Tax on 2017 Property Taxes \$9,456.33

Fuel Flowage:

There are no arrearages to report

Other

Chair Kwoka invited Don Campion with Banyan Air Service to speak. Mr. Campion invited the Board to an Anniversary Celebration on September 14, 2019, marking Banyan's 40th year at FXE. Twenty exhibitors will be present, and there will be a section for children. A tram will be providing tours at the complex from 10:00 a.m. to 3:00 p.m.

Chair Kwoka encouraged all Board members to attend and get to know the Airport partners at the facility.

Mr. James introduced two new employees: Jeri Pryor, Programs Manager; and Taneil Mack, Business Assistant Coordinator. Both provided information on their backgrounds and their job duties.

Mr. James announced that Fernando Blanco will be retiring from the City of Fort Lauderdale after 24 years and will be accepting a new position at the Broward County Aviation Department.

D. Communications to the City Commission - None

NEXT SCHEDULED MEETING DATE: THURSDAY, SEPTEMBER 26, 2019 – 1:30 P.M.

There being no further business to come before the Board at this time, the meeting was adjourned at 2:20 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by J. Rubin, Prototype, Inc.]

Attachments:

Item 3, Exhibit 1 in the backup – Fernando Blanco

ITEM 1

DATE: September 26, 2019
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Manager
BY: Carlton M. Harrison, Assistant Airport Manager
SUBJECT: Taxiway Foxtrot Relocation – Contract Award – General Asphalt Co., Inc. - Project 12243

Kimley-Horn and Associates, Inc. (KHA) prepared plans and specifications to relocate the eastern section of Taxiway Foxtrot from Taxiway Sierra to Taxiway F5 under a previous design services task order. The project was advertised on April 26, 2019 and bids were opened on June 20, 2019 with four (4) bids being submitted.

<u>Bidders</u>	<u>Bid amount</u>
General Asphalt Co. Inc.	\$7,700,000.97
Condotte America, Inc.	\$9,621,331.28
Community Asphalt Corp.	\$9,676,503.87
Weekley Asphalt Paving, Inc.	\$9,981,571.97

The low responsive bidder was General Asphalt Co. Inc., of Miami, FL, with a bid in the amount of \$7,700,000.97. This amount is within 10% of the engineer's independent estimate of \$7,878,147.50. The bid tabulation was reviewed and a recommendation to award was issued by KHA.

The Federal Aviation Administration and Florida Department of Transportation have agreed to provide grant funding for reimbursement of eligible construction costs for this project. The remaining funds are available from within the project budget.

Staff Recommendation

Staff recommends award of the contract to the low responsive bidder, General Asphalt Co. Inc., in the amount of \$7,700,000.97 for the Taxiway Foxtrot relocation project.

ITEM 2

DATE: September 26, 2019
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Manager
BY: Carlton M. Harrison, Assistant Airport Manager
SUBJECT: Taxiway Foxtrot Relocation – Project 12243 – Kimley-Horn and Associates, Inc. - Task Order No. 2


Staff has negotiated Task Order No. 2, in the amount not to exceed \$786,829, with Kimley-Horn and Associates, Inc. to provide construction inspection and administrative support services for the relocation of the eastern section of Taxiway Foxtrot. The Task Order will consist of attending construction meetings, shop drawing review and approval, site visits, providing a resident project representative to provide daily inspection, asphalt and materials testing, review of electrical submittals, preparing and approving as-built survey plans, and DBE monitoring services. Staff has reviewed the task order and proposed fees and found both to be acceptable.

Funds for this task order are available from the Airport's approved CIP, as well as from a Joint Participation Agreement from the Florida Department of Transportation and from an anticipated grant from the Federal Aviation Administration (FAA) for reimbursement of eligible project costs. The FAA has also reviewed and approved of the task order and fees.

Staff Recommendation

Staff recommends approval of Task Order No. 2 with Kimley-Horn and Associates, Inc., in an amount not to exceed \$786,829 for providing construction inspection and administrative support services on the Taxiway Foxtrot relocation project.

UPDATE ITEM A

DATE: September 26, 2019
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Manager
BY: Florence Straugh, Noise Abatement Officer
SUBJECT: Noise Compatibility Program Update

Aircraft Humanitarian Relief Flights

Over the past few weeks, the Airport and other South Florida airports have experienced an increase in aircraft operations to and from the east. Many of these operations may be associated with humanitarian relief flights to the Bahamas. We expect that these flights will continue for several weeks.

Monthly Noise and Operations Tables

The table below summarizes the monthly noise statistics for August 2019 and attached are the corresponding noise tables and graphs.

	Aug-19
Total Jet Departures	824
Runway 27 Jet Departures	287
Runway 9 Jet Departures	536
Runway 13-31 Jet Departures	1
Total I-95 Turns - Rwy 9 Jet Deps	332
% I-95 Turns - Rwy 9 Jet Deps	62%
Jet Events over 80 dB at Monitor #1	17
Jet Events over 80 dB at Monitor #2	4
No. of Households Reporting	8
No. of Noise Reports	23



COOPERATIVE NOISE ABATEMENT EFFORT

Month of August

September 26, 2019

Operations	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19
Total Jet Departures	911	786	971	1273	1129	1216	1108	1299	1149	983	894	781	824
Runway 27 Jet Departures	27	29	172	368	443	516	202	362	260	111	180	202	287
Runway 9 Jet Departures	883	752	799	899	677	692	905	934	883	871	713	578	536
Runway 13/31 Jet Departures	1	5	0	6	9	8	1	3	6	1	1	1	1
Jet Departures Rwy 9													
Total I-95 Turns	507	459	495	539	403	411	480	492	488	518	408	332	332
% I-95 Turns	57%	61%	62%	60%	60%	59%	53%	53%	55%	59%	57%	57%	62%
Jets over 80 dB at Monitor #2	4	2	3	3	3	0	3	2	2	0	1	4	4
Prop Departures Rwy 9													
Props over 80 dB at Monitor #2	3	6	6	9	9	16	11	8	7	2	4	6	5
Nighttime Jet Deps (10 p.m. - 7 a.m.)													
Total Nighttime Jet Departures	71	65	84	121	100	101	96	87	94	92	67	62	65
Nighttime Rwy 27 Jet Deps.	0	5	14	31	34	40	21	33	19	12	10	24	24
Nighttime Rwy 9 Jet Deps.	71	60	70	90	66	61	75	54	75	79	57	38	41
Nighttime Rwy 13/31 Jet Deps.	0	0	0	0	0	0	0	0	0	1	0	0	0
Nighttime Jet Deps Runway 9													
Nighttime I-95 Turns (11 p.m.-7 a.m.)	52	43	43	55	41	34	47	36	45	48	34	21	20
Nighttime Straight-Out (11 p.m. - 7 a.m.)	13	14	10	17	12	15	16	11	16	19	13	11	11
Nighttime Events Over 80 dB	0	0	1	1	0	0	0	0	0	0	0	0	0
Noise Reports	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19
Noise Reports by Aircraft Category at FXE													
# Noise Reports - Jets	3	8	9	20	28	11	4	12	5	7	3	4	7
# Noise Reports - Propellers	1	5	4	11	14	11	8	10	3	6	6	2	2
# Noise Reports - Helicopters	0	0	0	0	1	2	0	1	1	1	0	1	3
# Noise Reports - Unmatched	0	0	1	0	0	0	0	0	0	0	0	0	1
# Noise Reports - FLL & Other Overflights	0	0	2	7	8	24	3	1	3	9	5	5	10
Total Noise Reports	4	13	16	38	51	48	15	24	12	23	14	12	23
# Households Reporting	3	5	8	14	20	10	12	14	6	4	5	4	8

Notes:
Corrections made to "Jets Departures" June 2019

COOPERATIVE NOISE ABATEMENT EFFORT

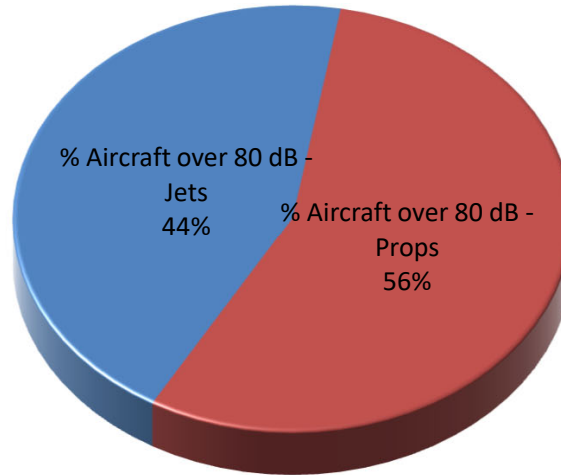
Month of August

September 26, 2019

Monthly Operations over 80dB Per Airplane Type

Percentage of Departures Over 80 dB per Airplane Type: 0.2%

4
 Out of
 824
 0.5% of Jets Departures
 were over 80 dB.

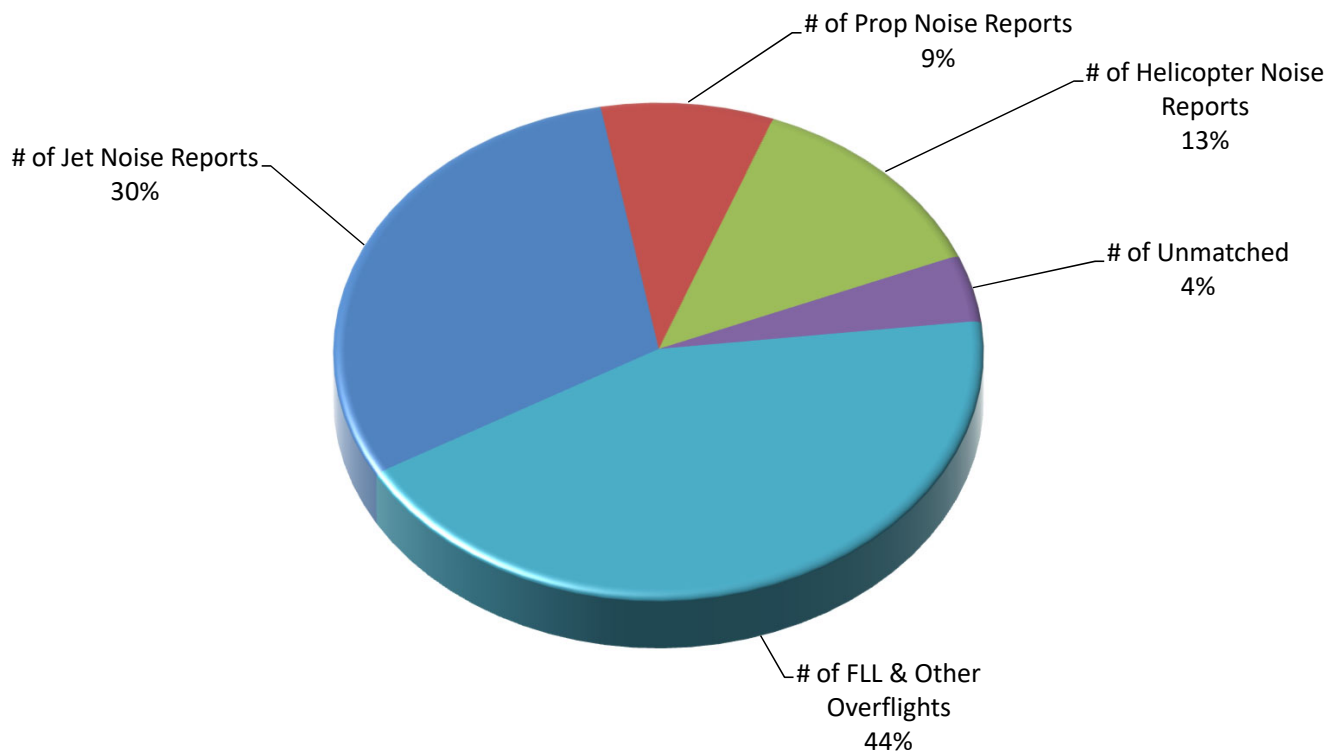


5
 Out of
 3428
 0.1% of Propeller Departures
 were over 80 dB.

■ % Aircraft over 80 dB - Jets

■ % Aircraft over 80 dB - Props

Monthly Noise Reports Per Airplane Type



COOPERATIVE NOISE ABATEMENT EFFORT

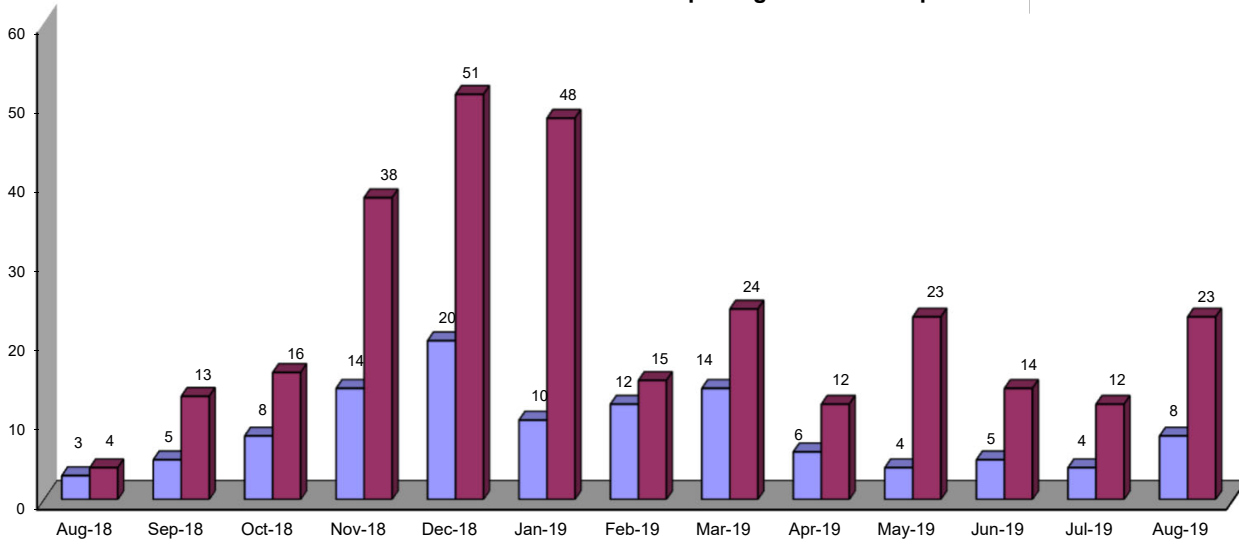
Month of August

September 26, 2019

Number of households that contacted FXE to report aircraft noise this month:

8

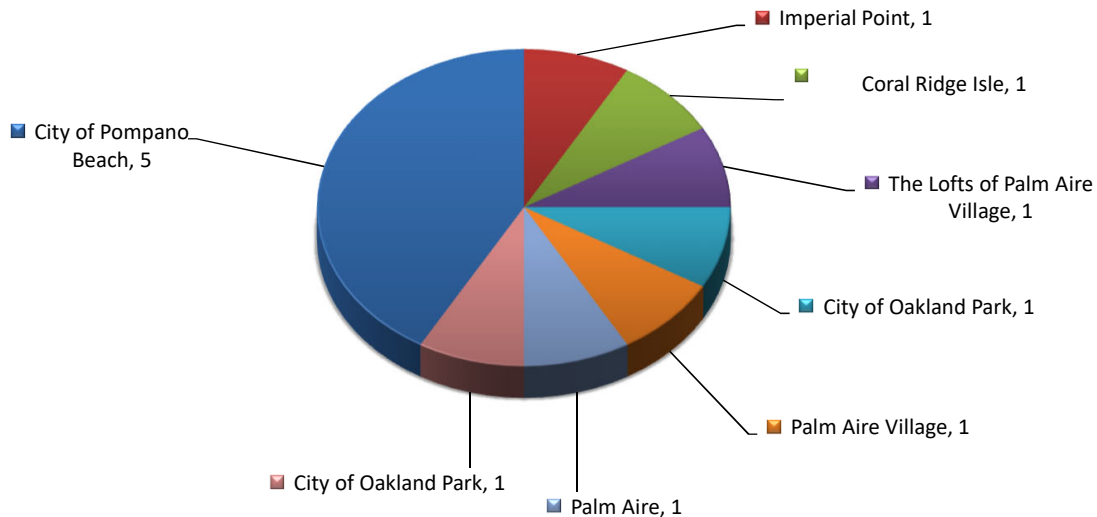
Number of Households Reporting and Noise Reports



Noise Reports by Households

8 Households Made 12 Aircraft Noise Reports or 52% of the 23 Total Noise Reports

Note: 43% of the Noise Reports regarded FLL, overflights, or other airports, and were incorrectly submitted to FXE.
 Note: 8 Households made 100% of the Noise Reports for FXE.





COOPERATIVE NOISE ABATEMENT EFFORT

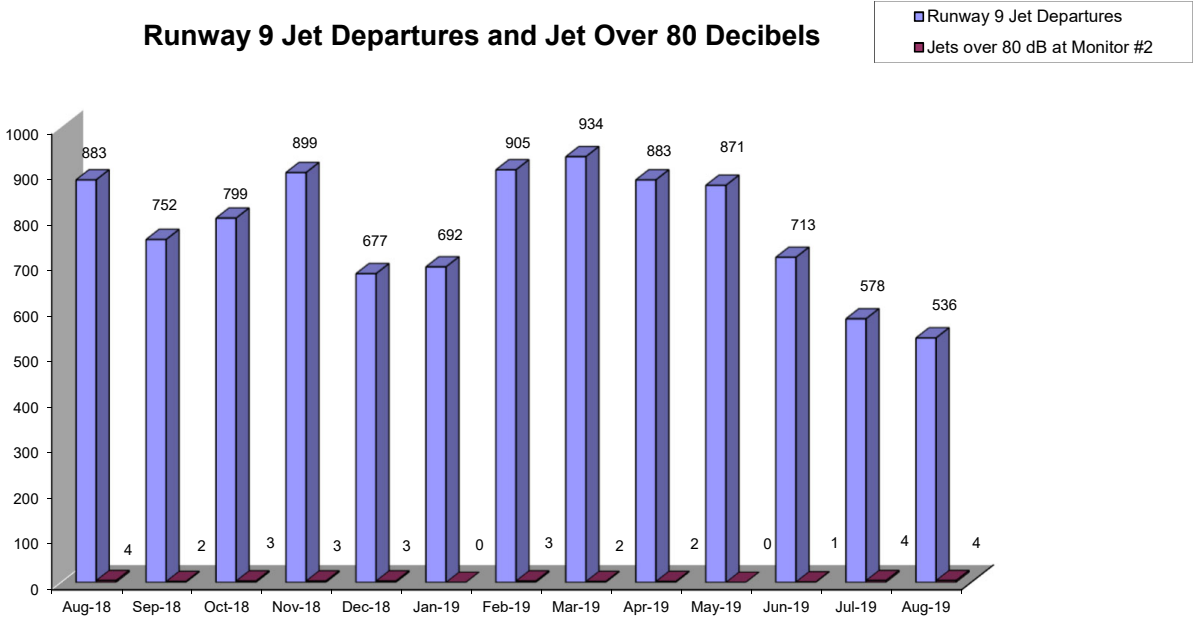
Month of August

September 26, 2019

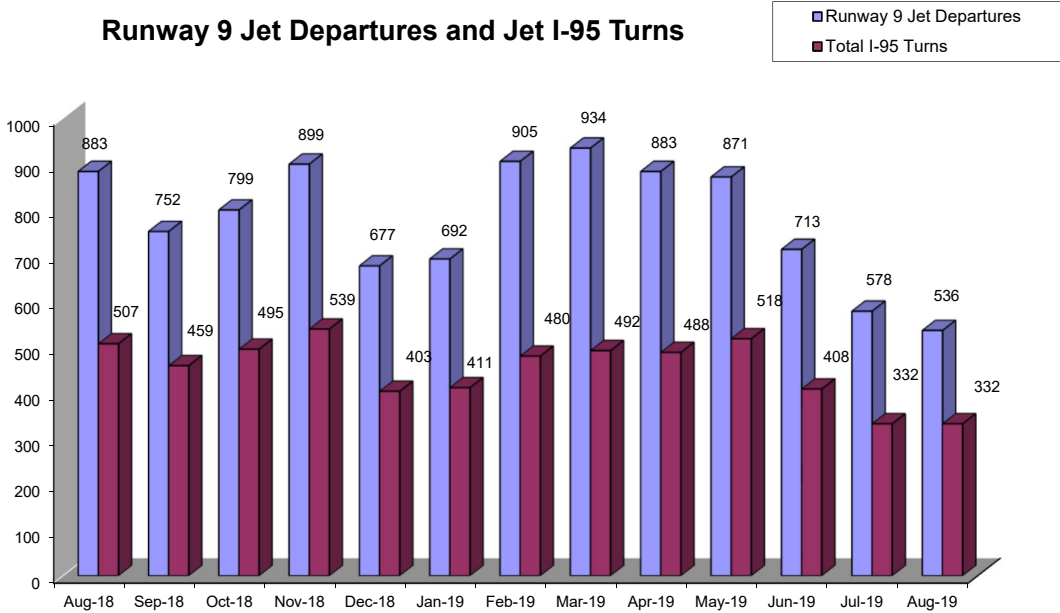
Number of Runway 9 Jet Departures over 80 decibels:

4

Runway 9 Jet Departures and Jet Over 80 Decibels



Runway 9 Jet Departures and Jet I-95 Turns

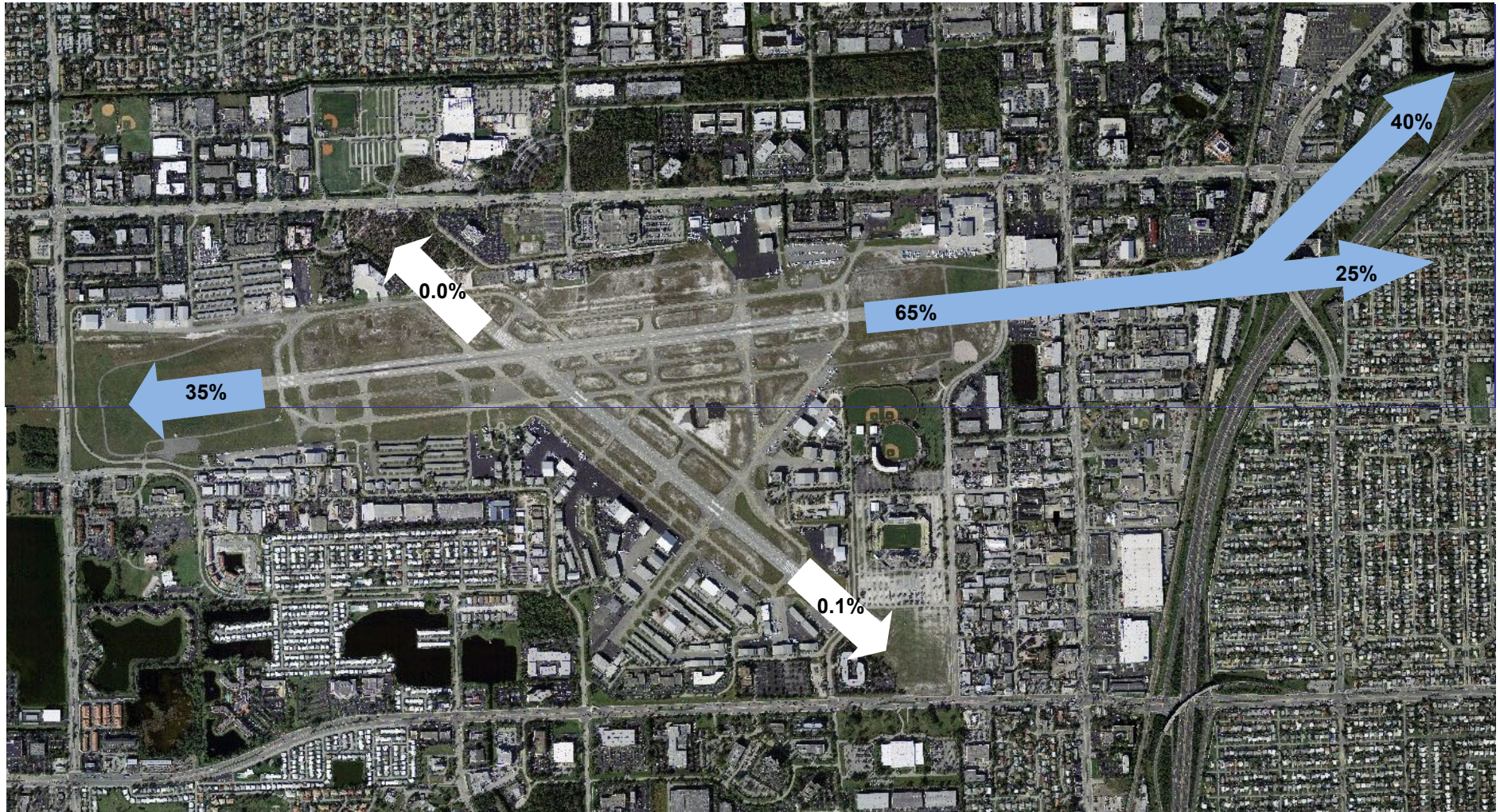


COOPERATIVE NOISE ABATEMENT EFFORT

Month of August

September 26, 2019

Percentage of Jet Departures Per Runway



COOPERATIVE NOISE ABATEMENT EFFORT
Month of August

September 26, 2019

ARRIVAL NOISE REPORTS

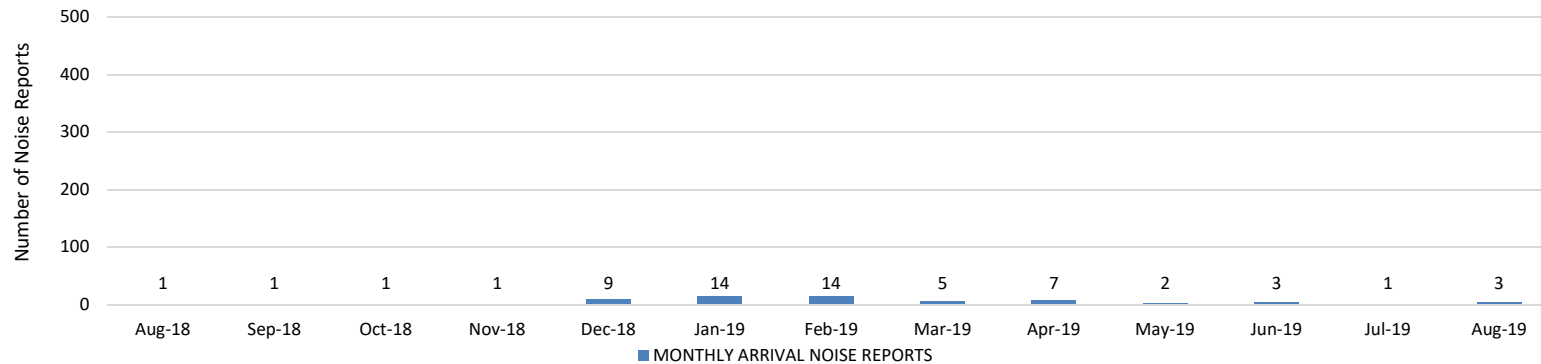
Operations

Aug-18 Sep-18 Oct-18 Nov-18 Dec-18 Jan-19 Feb-19 Mar-19 Apr-19 May-19 Jun-19 Jul-19 Aug-19 TOTALS

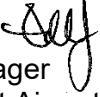
NOISE REPORTS: ARRIVALS

	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	TOTALS
# Noise Reports - Runway 9 Arrivals														
Jet	1	1	0	0	0	0	1	0	1	1	1	1	0	7
Prop	0	0	1	1	0	0	0	0	1	0	0	0	0	3
# Noise Reports - Runway 13 Arrivals														
Jet	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prop	0	0	0	0	0	2	0	0	0	0	0	0	0	2
# Noise Reports - Runway 27 Arrivals														
Jet	0	0	0	0	7	8	2	3	2	0	1	0	2	25
Prop	0	0	0	0	1	3	5	2	0	0	1	0	1	13
# Noise Reports - Runway 31 Arrivals														
Jet	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prop	0	0	0	0	1	0	4	0	2	0	0	0	0	7
# Noise Reports - Helicopters Arrivals														
Helicopters	0	0	0	0	0	1	2	0	1	1	0	0	0	5
MONTHLY ARRIVAL NOISE REPORTS	1	1	1	1	9	14	14	5	7	2	3	1	3	0

Monthly Arrival Noise Reports



UPDATE ITEM B

DATE: September 26, 2019
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Manager
BY: Carlton M. Harrison, Assistant Airport Manager
SUBJECT: Development and Construction

12189 – ELECTRICAL VAULT IMPROVEMENTS

The Fort Lauderdale Executive Airport (FXE) airfield electrical vault houses the lighting and airfield electrical system for the entire Airport, as well as an emergency generator. This project consists of the renovation and improvements to the vault to include replacement of the existing constant current regulator (CCR) units with new CCR Units, approximately 500 square foot addition to the existing vault, separating high voltage and low voltage cabling into separate raceways, and the installation of lightning protection system. Work is near completion with the final phase of regulator installation, lighting controller updates, air handler installation, and landscaping.

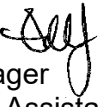
August 2019

Airport Operations	Aug-18	Aug-19
Total Operations	14,797	13,369
12 Month Cumulative	184,045	175,507
Operations 22:00 to 7:00	566	453
Average Operations per Night	18	14
Customs Operations	Aug-18	Aug-19
Total Aircraft Cleared	946	823
12 Month Cumulative	13,195	12,486
Total Passenger/Crew Cleared	4,291	3,400
12 Month Cumulative	53,385	49,876
Helistop Operations	Aug-18	Aug-19
Total Operations	48	62
12 Month Cumulative	912	812

Date	Alert Level	AC Type	Problem
8/6/19	I	Piper Cherokee	Flat main tire
8/8/19	II	Jetstream 32	Right engine failure
8/9/19	I	Beechcraft Duchess	Flat main tire

* Data unavailable

UPDATE ITEM C

DATE: September 20, 2019
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Manager
BY: Angelia Basto, Administrative Assistant I
SUBJECT: Arrearages

Rent

Lots 18, 19 – FF LLC JPTMR Holdings, LLC

- Sales Tax on 2018 Property Taxes \$7,201.10

Lots 23, 24 – Cypress Commerce, Ltd.

- Sales Tax on 2018 Property Taxes \$9,360.58

Fuel Flowage

There are no arrearages to report.