



CITY OF FORT LAUDERDALE

**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