



CITY OF FORT LAUDERDALE

DRAFT
IN-PERSON AND VIRTUAL
AVIATION ADVISORY BOARD MEETING MINUTES
FORT LAUDERDALE EXECUTIVE AIRPORT

RED TAILS CONFERENCE ROOM
6000 NW 21 AVENUE, FORT LAUDERDALE, FLORIDA
THURSDAY, MARCH 25, 2021 – 1:30 P.M.

	Attendance	Cumulative Attendance 7/2020 – 6/2021	
		Present	Absent
Edward Rebholz, Chair	P	6	0
Louis Gavin, Vice Chair	P	6	0
Jeff Johnson	P	6	0
Robert Laughlin	P	4	1
Wes Szymonik	P	5	1
Pierre Taschereau	P	6	0
Valerie Vitale	P	6	0
Mark Volchek	P	5	1
John Watt	P	6	0
Vice Mayor Marlon Bolton, City of Tamarac [non-voting]	P	4	2
Jeff Helyer, City of Oakland Park [non-voting]	P	5	1

Airport Staff

Rufus A. James, Airport Manager
Carlton M. Harrison, Assistant Airport Manager
Khant Myat, Airport Engineer
Jeri Pryor, Airport Programs Manager
William Ward, Operations Supervisor
Miguel Laca, Senior Administrative Assistant
Linda Blanco, Senior Administrative Assistant

Others

Mauricio Baquero, Virtual Meeting Technician
Crysta Parkinson, Recording Secretary, Prototype, Inc.

CALL TO ORDER

Chair Rebholz called the virtual meeting to order at 1:35 p.m.

Roll Call

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

Mr. James read into the record the protocol guidelines for Zoom video conferencing for this Board before proceeding to Voting Items.

APPROVAL OF MINUTES

- **January 28, 2021**

Motion made by Mr. Watt, seconded by Mr. Johnson, to approve the minutes of the January 28, 2021, meeting as presented. In a voice vote, the motion passed unanimously (9-0).

Chair Rebholz stated there has been a Walk-On voting item about a grant added to the Agenda.

ELECTIONS

Mr. James stated this is the last meeting for Chair Rebholz who has served on the Board for six years, and in the capacity of Chair for the last year. The selections for Chair and Vice Chair will be effective at the next meeting.

- **Election of Chair**

Mr. Watt nominated Louis Gavin as Chair, who in turn accepted the nomination.

Motion made by Mr. Watt, seconded by Mr. Johnson, to elect Louis Gavin as Chair of the Board. In a voice vote, the motion passed unanimously (9-0).

- **Election of Vice Chair**

Mr. Watt nominated Jeff Johnson as Vice Chair; Mr. Gavin nominated Mark Volchek. Each candidate gave a brief background of their time on this Board and in this industry.

Chair Rebholz asked for a show of hands for Mr. Johnson (one person) and Mr. Volchek (four people); congratulations were given to Mr. Volchek as the new Vice Chair.

VOTING ITEMS

1. Second Amendment to Lease Agreement - Parcel 8G

Mr. James stated this item is for Terminal Ventures, LLC, who leases Parcel 8G which is 1.97 acres of aviation property. This is a fixed base operation which provides a variety of services to piston and jet aircraft. The property has been improved with a two-story office building (approximately 20,000 square feet total), however, renovations were delayed by the Covid-19 pandemic.

A twelve-month extension has been requested with a new completion date projected for April 2022.

Staff recommends approval of the Second Amendment to the Terminal Ventures, LLC lease for Parcel 8G, extending the deadline for renovations of approximately 20,000 square feet of office space, parking spaces, and site improvements totaling \$1.5 million to April 1, 2022.

Motion made by Vice Chair Gavin, seconded by Mr. Johnson, to accept the proposal as submitted. In a voice vote, the motion passed unanimously (9-0).

2. Public Transportation Grant Agreement (PTGA) - Runway 31 By-Pass Taxiway

Mr. Myat stated this project is for design and construction of by-pass taxiway at the approach of Runway 31 to ensure efficient traffic flow to south and east areas of airport. The scope of the project includes survey, design, installation of LED lights, guiding signs, and new asphalt pavement. The estimated design/construction cost is \$625,000. The Florida Department of Transportation (FDOT) provided a PTGA of \$500,000 for project costs; with a grant match from City of \$125,000.

Staff recommends approval for PTGA for City to accept \$500,000 from FDOT for the project.

Motion made by Mr. Johnson, seconded by Vice Chair Gavin, to accept the proposal as submitted. In a voice vote, the motion passed unanimously (9-0).

3. Public Transportation Grant Agreement with Florida Department of Transportation - Helistop Layout Plan and Obstruction Survey - 448966-1-94-01.

Mr. Myat presented the Walk-On item (see attached), which is a PTGA for an agreement with FDOT for an obstruction survey for the helistop which is owned and operated by the City, located above Riverwalk and garage in downtown area. The helistop provides convenient access to City central business district and many Broward County government facilities, financial, educational, and cultural attractions. The helistop layout plan was last

updated in July 1995. It is outdated and needs to be updated to reflect the current surroundings. The scope is to evaluate the project and approach surfaces, lighting, and airspace analysis. Additionally, work includes the development of the Helistop Layout Plan, narrative report, and Notice of Landing Area proposal. FDOT has provided a PTGA in the amount of \$16,228 for project costs; the grant match is in the amount of \$16,228 provided for in the Airport project budget.

Staff recommends the PTGA be approved for the City to accept \$16,228 from the Florida Department of Transportation for Heliport Layout Plan and Obstruction Survey.

Motion was duly made by Mr. Volchek and seconded by Mr. Taschereau to accept the proposal as submitted. In a voice vote, the motion passed unanimously (9-0).

UPDATE ITEMS

A. Noise Compatibility Program

Mr. James reported on the Unified Land Development Regulations stating they have been working on Florida Statute 333 for about a year and a half, finally reaching the stage where the new update can be presented to the State. There was a first reading in January 2021 and second reading in March 2021 at the Commission meeting. The next step is to submit to FDOT for review. Also required is preparation of interlocal agreements with local jurisdictions. Within the City of Fort Lauderdale, as any new structures come online or are about to be developed, the airport would get notification. The next step is with local municipalities, again getting an agreement when there is a new building or antenna tower. This will serve as a trigger to let that building department know that there is an airport nearby and the airport should be notified so they can comment on how it would impact aircraft operations. Of 120 or so airports that have completed this directive, we are one of a handful who have done so.

As to aircraft noise, for the past two months (January and February), there was an increase as compared to December. It was due to multiple cold fronts and a lot of traffic that was arriving from the east, landing on Runway 27. February was not as bad with a decrease of 37%. Noise monitoring information is included in the packet along with the addition of propellers single and multi-engines, as requested by Mr. Laughlin.

Mr. Laughlin offered thanks for breaking down the propeller report as he requested.

Mr. Watt asked if there was any update on noise monitoring Terminal No. 1, and when it it's going to be put back into place. Mr. James said that should be back in by the end of the year. Noise monitor No. 1 was located at a watering tower which is being decommissioned/demolished by the County. So that noise monitor had to be removed. Noise monitor 1 and 2 act as backups to each other; monitor two is still in place.

There were no other questions or comments from the Board.

B. Development and Construction

Mr. Ward, Operations Supervisor, gave a PowerPoint presentation (see attached). Some highlights are as follows:

- In February, the Taxiway Foxtrot moved into Phase 2B, which is the demolition of the old Taxiway Foxtrot.
- In March, the project moved into Phase 2C which is removing the old pavement between Taxiway Delta and Taxiway Romeo.
- The work in this area requires a nightly closure of Foxtrot between 10 p.m. and 6 a.m.
- Taxiway Foxtrot 9 is available during construction hours, so as to never be closed to tenants.
- The old Taxiway Foxtrot area will be graded per FAA specs and standards and become a retention pond for water runoff.
- Total flight numbers for 2019-2020 are only down by 43 total flights, despite Covid restrictions.
- Update on Parcels B, C, and D, some images were provided of the loading docks.
- Attached in the Board Packets were February Customs Operations numbers.

Mr. Watt noted this looks like a much larger list of incidents than normal on alerts for January and February. Mr. James said people are now flying out more frequently than normal. No injuries reported and nothing of substantial damage to aircraft.

There were no other questions or comments from the Board.

C. Arrearages

Mr. James reported that there are no arrearages to report either for rent or fuel flowage.

There were no other questions or comments from the Board.

D. Communications to the City Commission – None

E. Other Items

i. Women of Aviation Worldwide Week Proclamation

Ms. Pryor spoke regarding Women of Aviation Worldwide Week, observed March 8-14, and read the proclamation from the Mayor (see attached). This proclamation was presented to the Boys and Girls Club. Students received a certificate for an introductory flight and have until September to fly for an hour. The Airport is excited to be partnering with Boys and Girls Club to make this happen.

ii. City Hall Display

Ms. Pryor spoke about celebrating FXE's 74th Anniversary by visiting A Flight Through History in the lobby of City Hall. The commemorative display features the Airport's history, growth, and development from 1947 to present. Recognition to Mrs. Volkert, in-house Visual Communications Designer, for helping to put the exhibit together. Images from the exhibit were shared and discussed. The Board was encouraged to attend through March 31st.

Mr. Watt spoke on behalf of the Imperial Point Association to recognize the service of Ms. Straugh. He would like to do this through Ms. Pryor (presented a certificate) and recognize everyone at FXE: Community Outreach and Noise Abatement, for a job very well done.

Mr. Laughlin noted he had an opportunity to go to City Hall and see the display, and also extends his compliments for all who put the impressive exhibit together.

Ms. Vitale also saw the display, definitely encourages others to see it.

There were no other questions or comments from the Board.

iii. Covid-19 Impacts

Mr. Harrison gave a brief PowerPoint presentation (see attached) on how the pandemic has impacted the aviation industry as well as the Airport, how FXE has bounced back from it, and where we are headed in the future.

Chair Rebholz stated it was good to see these numbers compared to the international airport, where there were days he did not remember seeing single a plane. It is good to see FXE coming back.

Mr. Szymonik had no questions, but noted it is good to see an upward trend.

Mr. Watt congratulated the Airport staff on a job well done.

There were no other questions or comments from the Board.

Mr. James recognized the following outgoing Board Members:

- Mr. Watt - has served a full six-year term and received a taxiway lamp as a token of appreciation.
- Mr. Erlandson - had to step down but will be given a taxiway lamp as well.
- Mr. Rebholz - our current chair, received a model of the PBM Aircraft, like the ones used as a Navy training aircraft at the Airport in the 1940s. Mr. Rebholz held the offices of Vice Chair and Chair and served on the Board for six years. Mr. Rebholz gave a brief speech of gratitude for getting to work with such an efficient board that accomplishes much.

Mr. James acknowledged the certificate presented by Mr. Watt. It was noted that Ms. Straugh retired from the City on March 18. Staff will take over her role, attempting to give the same amount of attention Ms. Straugh gave to the Noise Program.

iv. Public Comment - None

NEXT SCHEDULED MEETING DATE: THURSDAY, APRIL 22, 2021 – 1:30 P.M.

ADJOURNMENT


There being no further business to come before the Board at this time, the meeting was adjourned at 2:41 p.m.

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

Attachments: Exhibit 1: PTGA Helistop Layout Plan and Obstruction Survey
 Exhibit 2: Women of Aviation Worldwide Week Proclamation
 Exhibit 2: City Hall Display - A Flight Through History
 Exhibit 3: PowerPoint -- Covid-19 Impacts

[Minutes prepared by M. Moore, Prototype, Inc.]

VOTING ITEM #1

DATE: April 22, 2021
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Manager 
BY: Khant Myat, P.E., Airport Engineer
SUBJECT: Acceptance of Grant Funds for the Coronavirus Response and Relief Supplemental Appropriations Act Airport Coronavirus Response Grant Program for Fort Lauderdale Executive Airport - \$57,000

This Grant is provided by the Federal Aviation Administration and it is in accordance with the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act Airport Coronavirus Response Grant Program (ACRGP) to provide funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. CRRSA Act ACRGP amounts are derived by a legislative formula. The purpose of this Grant is to prevent, prepare for, and respond to the coronavirus.

Funds provided under this Grant Agreement must only be used for purposes directly related to the Airport. Such purposes can include the reimbursement of an airport's operational and maintenance expenses incurred no earlier than January 20, 2020 or to reimburse debt service payments where such payments that occur on or after December 27, 2020.

Funds provided under the Grant will be governed by the same principles that govern "airport revenue." New airport development projects may not be funded with this Grant, unless and until the Grant Agreement is amended or superseded by a subsequent agreement that addresses and authorizes the use of funds for the airport development project.

Staff Recommendation

Staff recommends the Acceptance of Grant Funds for the Coronavirus Response and Relief Supplemental Appropriations Act Airport Coronavirus Response Grant Program for Fort Lauderdale Executive Airport for \$57,000.



COOPERATIVE NOISE ABATEMENT EFFORT

Month of March 2021

April 22, 2021

The March noise reports were primarily due to Runway 27 arrivals as several cold fronts occurred. Westerly operations were active during several days.

In March 2021, the number of aircraft noise reports dropped 19% from the previous month.

Noise Reports By Quadrant

Jet Departures and Noise	Feb-21	Mar-21
Total Jet Departures	1136	1358
Runway 27 Jet Departures	221	311
Runway 9 Jet Departures	897	1030
Runway 13/31 Jet Departures	18	17
Runway 9 Jet Departure, I-95 Turns	509	588
Runway 9 Jet Departure, % I-95 Turns	57%	57%
Jets over 80 dB at Monitor #1	*	*
Jets over 80 dB at Monitor #2	2	2

Noise Reports	Feb-21	Mar-21
Number of Households - FXE Noise Only	14	16
Number of Noise Reports - Jets	16	4
Number of Noise Reports - Propellers Single-Engine	6	12
Number of Noise Reports - Propellers Multi-Engine	4	4
Number of Noise Reports - Helicopters	0	0
Number of Noise Reports - Unmatched	0	1
Number of Noise Reports - DT1	0	0
Total Number of Noise Reports for FXE	26	21

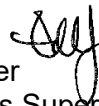


*Note: As of January 2021, as requested by AAB member, Noise Reports categories were changed from Propellers to two separate categories: Propeller Single-Engine and Propeller Multi-Engine

Note: The equipment for Noise Monitoring Terminal (NMT) # 1 was removed on 12/12/2020 for deconstruction of Broward County's water tank tower, which is expected to be completed by the end of March 2021. NMT # 1 will be reinstalled after the water tank removal.

UPDATE ITEM B

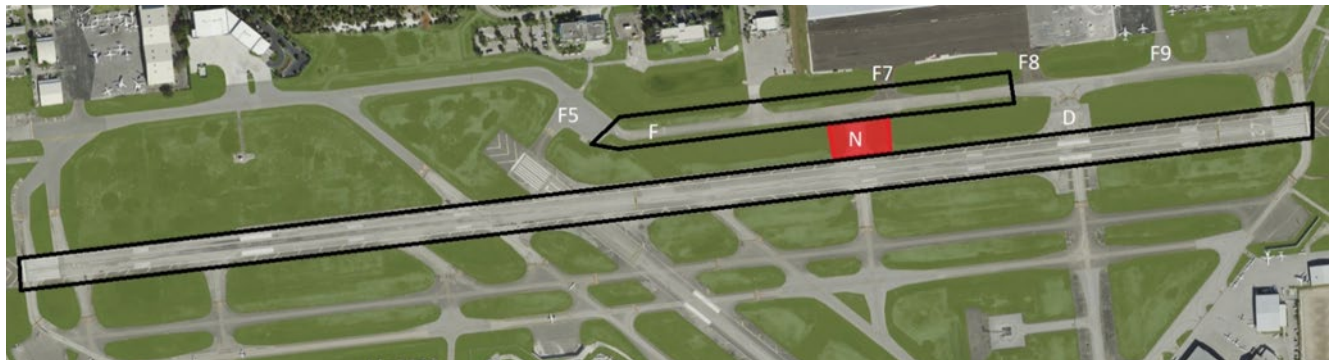
DATE: April 22, 2021
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Manager
BY: William Ward, Airport Operations Supervisor
SUBJECT: Development and Construction



12243 – Taxiway Foxtrot Relocation Project

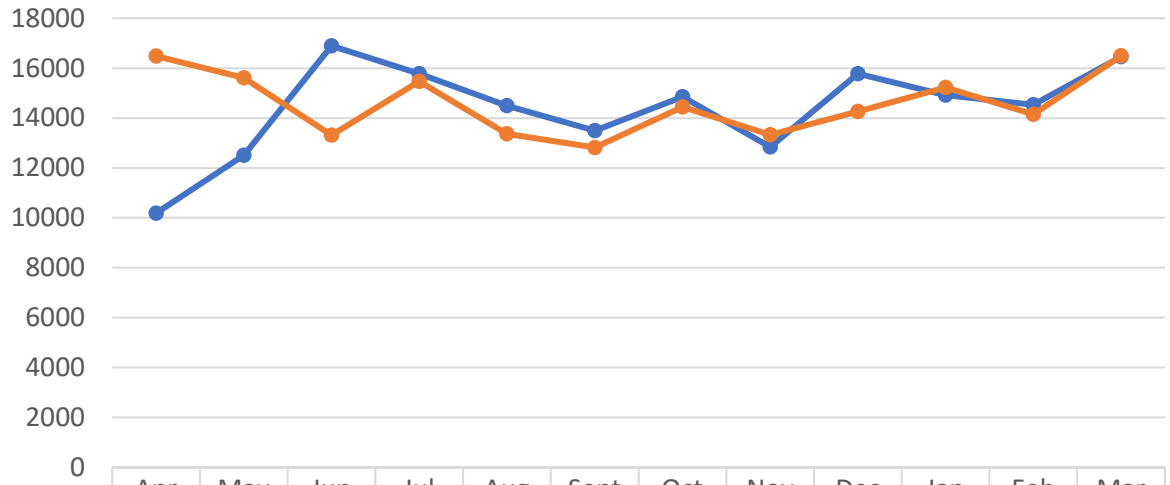
Phase 2 of the Taxiway Foxtrot Relocation Project will move into Phase 3A beginning April 27th and is scheduled to last 30 days. Phase 3A includes subgrade work with a mill and overlay of Taxiway November between Taxiway Foxtrot and Runway 9-27.

To accommodate the work during Phase 3A, a nightly closure of Runway 9-27 and Taxiway Foxtrot between Taxiways F5 and F8, Sunday thru Friday 10 PM – 6AM is required. Taxiway November north of Runway 9-27 will remain closed for the duration of Phase 3A.



UPDATE ITEM B

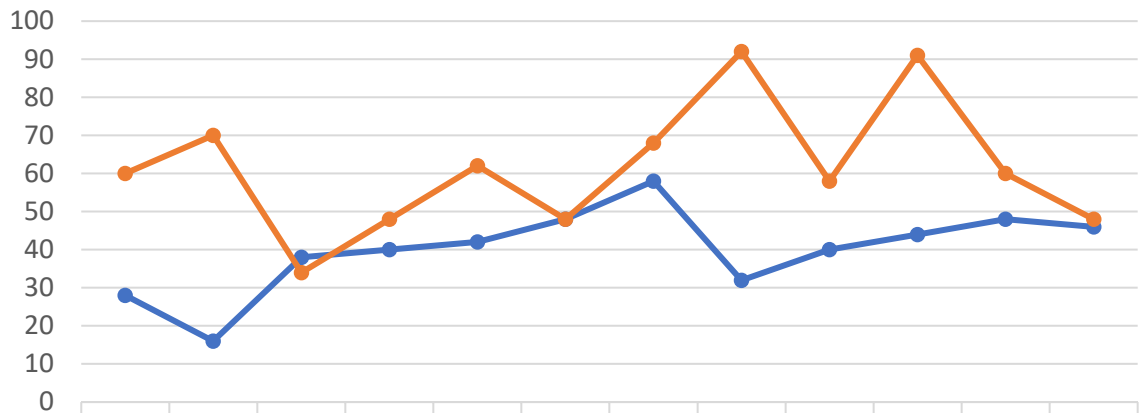
March 2021 - Airport Operations - 12 Month Cumulative



	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Apr 20 - Mar 21	10190	12509	16893	15774	14495	13489	14854	12843	15773	14915	14538	16460
Apr 19 - Mar 20	16479	15611	13318	15466	13369	12821	14445	13333	14261	15225	14147	16490

Apr 20 - Mar 21 Apr 19 - Mar 20

March 2021 - DT1 Helistop Operations - 12 Month Cumulative

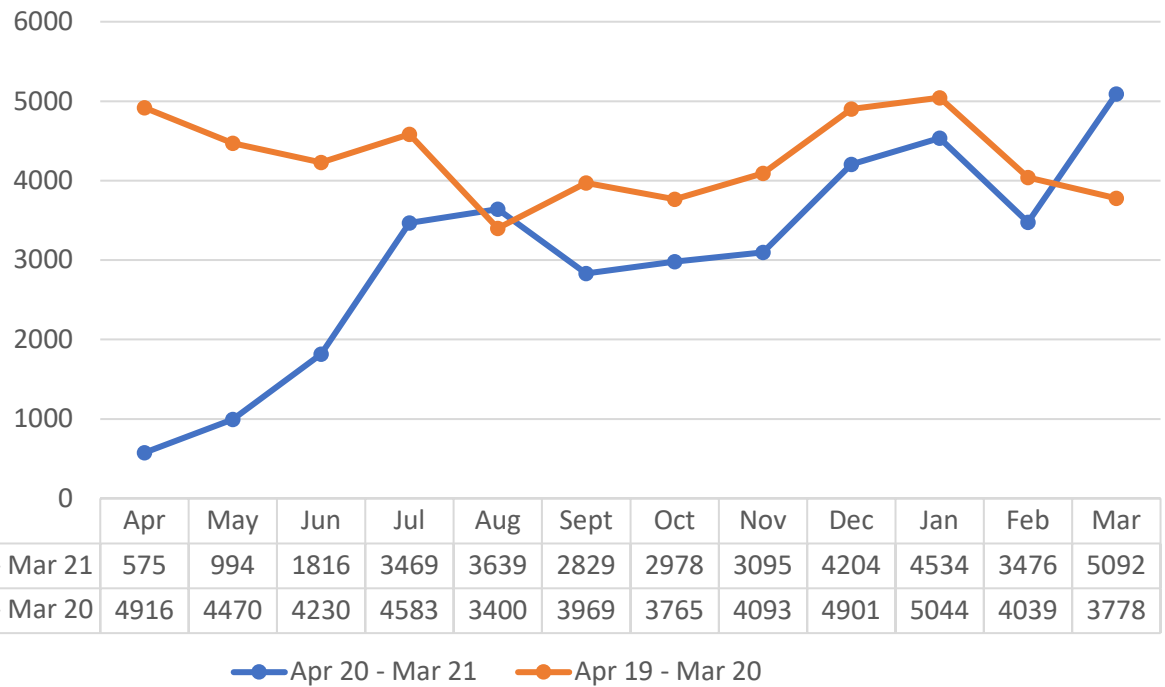


	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Apr 20 - Mar 21	28	16	38	40	42	48	58	32	40	44	48	46
Apr 19 - Mar 20	60	70	34	48	62	48	68	92	58	91	60	48

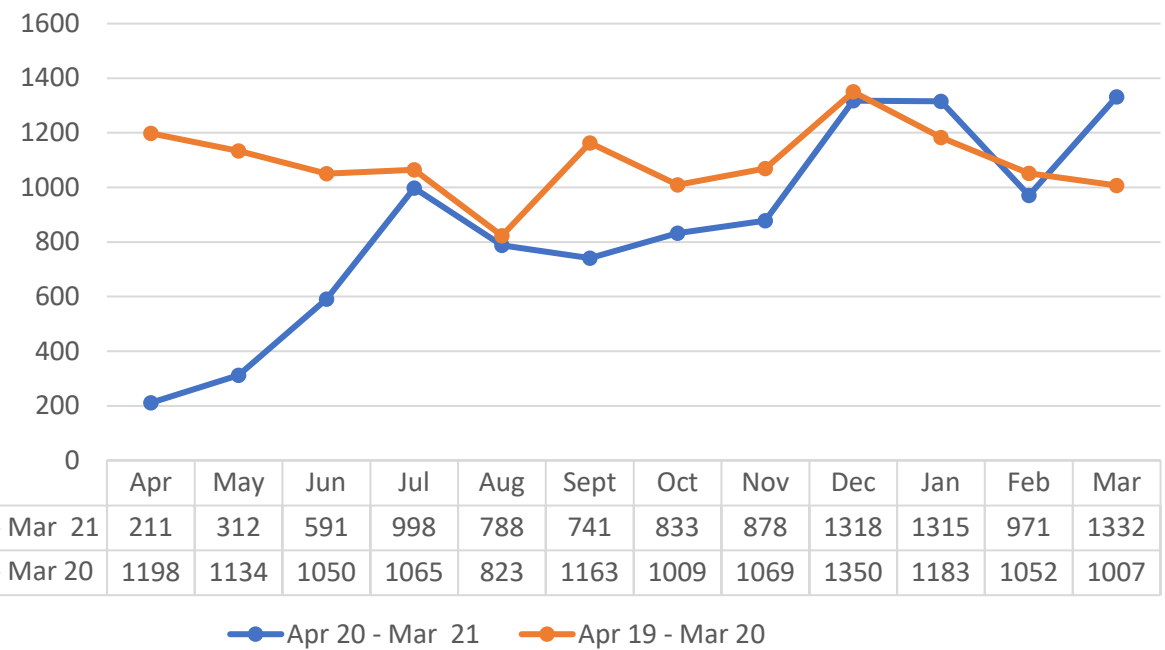
Apr 20 - Mar 21 Apr 19 - Mar 20

UPDATE ITEM B

March 2021 - Customs Passenger Operations - 12 Month Cumulative



March 2021 - Customs Aircraft Operations - 12 Month Cumulative

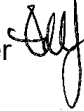


UPDATE ITEM B**Alerts**

Date	Alert Level	Aircraft Type	Description
3/1/21	II	Piper Cheyenne	Unsafe Gear Indication
3/4/21	II	British Aerospace 125	Electronic Equipment Failure
3/5/21	I	Citation X	Steering Failure
3/5/21	I	Cessna 172	Brake Failure
3/11/21	III	Piper Aerostar	Gear Up Landing
3/12/21	I	Cessna 172	Radio Failure
3/14/21	II	Piper Seminole	Unsafe Gear Indication
3/22/21	II	Cessna 172	Rough Running Engine
3/24/21	I	Cessna 201 SS	Brake Failure

UPDATE ITEM C

DATE: April 22, 2021
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Manager
SUBJECT: Arrearages



Rent

There are no arrearages to report.

Fuel Flowage

There are no arrearages to report.

City News

Fort Lauderdale Executive Airport Manager Named 2021 Airport Professional of the Year

Post Date: March 31, 2021 12:11 PM

PRESS RELEASE

March 31, 2021

Contacts: Monique Damiano, Interim Strategic Communications Manager
mdamiano@fortlauderdale.gov | 954-828-5942
Rufus James, Airport Manager
rjames@fortlauderdale.gov | 954-828-4968



FORT LAUDERDALE, FL – The Southeast Chapter of the American Association of Airport Executives (SEC-AAAE) named Rufus A. James, Fort Lauderdale Executive Airport (FXE) Manager, as the 2021 Airport Professional of the Year. The announcement was made during the closing ceremony of the SEC-AAAE's Annual Southeast Chapter Conference held in Savannah, GA on March 28-30, 2021. The SEC-AAAE selects the Airport Professional of the Year based on professional accomplishments and contributions to the aviation industry.

James started his career with City of Fort Lauderdale in 1999 as an Airport Operations Aide. After being promoted to Airport Operations Supervisor and Assistant Airport Manager, James was appointed Acting Airport Manager in November 2014. In October 2015, James was named Airport Manager.

As Airport Manager, James is responsible for the operations and management of the Fort Lauderdale Executive Airport, which has an economic impact of nearly \$2.1 billion and is the fourth busiest general aviation airport in the country for itinerant traffic, the 200-acre Industrial Airpark, John Fuhrer Downtown Helistop, and Foreign Trade Zone #241.

During his tenure as Airport Manager, James has been instrumental in introducing and leading several projects, initiatives, and improvements that elevate safety and enhance marketability of the Airport including:

- Updating and completing the Airport Master Plan that outlines long-term development for the airport and provides a 20-year outlook that considers the needs of airport tenants, aviation professionals, and residents.

- Successfully negotiating several leases resulting in 240,000 square feet of new hangar development at FXE and 400,000 square feet of warehouse/office space in the Airport Industrial Park. These developments represent an investment of more than \$75 million dollars in construction for the Airport.
- Completing construction of the Western Perimeter Loop Road project to enhance safety for the airport by eliminating unnecessary runway crossings by vehicles and equipment.
- Completing upgrades to the Airfield Electrical Vault to reduce operating and maintenance costs and increase energy efficiency, which aligns with the City's sustainability goals.
- Renovating and expanding the Airport Administration Building to improve energy efficiency.

James earned a Master of Business Administration from Florida Atlantic University and a bachelor's in Aviation Management from the University of New Haven. He is member of the Florida Airport Council Board of Directors, the Greater Fort Lauderdale Alliance Board of Directors, and is the Chair of the Alliance's Aviation Sub-Committee.

James is also actively engaged with multiple organizations to mentor and develop the next generation of aviation professionals. He often participates in career day events at Embry-Riddle Aeronautical University, Broward College, Fort Lauderdale High School, and the Nan Knox Boys and Girls Club of Fort Lauderdale. James is also part of a collaborative effort between the City, Broward County Public Schools (BCPS), Atlantic Technical College and High School that introduced an Avionics Technician Training Program to develop a local talent pipeline to advance the area's regional competitiveness for aviation businesses. The program, launched in 2019, received a 2020 School-Based Partner of the Year award from BCPS.

James and his Airport team have also elevated community outreach, aviation career awareness, and education through multiple annual events including the 5K on the Runway, Fly Pink for Breast Cancer Awareness, Aviation Safety Expo, and Flying Classroom, which is an interactive K-8 program that integrates science, technology, engineering, and math through expeditions and aviation.

Fort Lauderdale Air Show



May 8-9, 2021

Flown from Fort Lauderdale Executive Airport

***For info and tickets visit:
LauderdaleAirShow.com***