



CITY OF FORT LAUDERDALE

**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.**

	<b>Attendance</b>	<b>Cumulative Attendance 7/2020 – 6/2021</b>	
		<b>Present</b>	<b>Absent</b>
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 74<sup>th</sup> 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 31<sup>st</sup>.

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.]