



CITY OF FORT LAUDERDALE

**AVIATION ADVISORY BOARD MEETING MINUTES
FORT LAUDERDALE EXECUTIVE AIRPORT
RED TAILS CONFERENCE ROOM
6000 NW 21 AVENUE, FORT LAUDERDALE, FLORIDA
THURSDAY, DECEMBER 2, 2021 – 1:30 P.M.**

Board Members	Attendance	Cumulative Attendance 7/2021-6/2022	
		Present	Absent
Louis Gavin, Chair	P	3	0
Mark Volchek, Vice Chair	A	2	1
Jeff Johnson	P	3	0
William Gilbert	A	2	1
Robert Laughlin	A	2	1
Wes Szymonik	A	1	2
Pierre Taschereau [arrived 2:06]	P	3	0
Valerie Vitale	P	3	0
Non-Voting			
Tamarac Vice Mayor Marlon Bolton	A	2	1
Jeff Helyer, City of Oakland Park	P	3	0

Airport Staff

Rufus A. James, Airport Director
Carlton Harrison, Assistant Airport Director
William Ward, Airport Operations Supervisor
Khant Myat, Project Manager II/Airport Engineer
Jeri Pryor, Program Manager I
Miguel Laca, Financial Administrator
Krystal Permanan, Airport Business Development Administrator
Linda Blanco, Senior Administrative Assistant

Others

J. Opperlee, Recording Secretary, Prototype, Inc.

CALL TO ORDER

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

Roll Call

Roll was called and a quorum was not present.

The Board did not have a quorum at 1:30. They first discussed non-voting items and took a break from 1:58 - 2:06, when Mr. Taschereau arrived.

APPROVAL OF MINUTES

- **September 23, 2021**

Motion made by Ms. Vitale, seconded by Mr. Johnson, to approve the minutes of the September 23, 2021 meeting as presented. In a voice vote, the motion passed unanimously.

VOTING ITEMS

1. Second Amendment to Lease Agreement – Sheltair Executive South, Inc. - Parcel 7B

Mr. James described the property improvements and explained that the original lease called for replacing the asphalt ramp with poured concrete, but Sheltair decided to use asphalt, after it was determined that the concrete pour would have a greater impact on the tenants of Parcel 7B. The savings from this amendment would be invested in repair of hangars on Parcel 7B. Staff recommended the unused Phase 1 capital expenditure on Parcel 7B be applied to Parcels 4, 5, 1B and O for asphalt replacement and strengthening.

Motion made by Mr. Taschereau, seconded by Mr. Johnson to approve the Second Amendment to Lease Agreement with Sheltair Executive South, Inc. for Parcel 7B. In a voice vote, the motion passed unanimously.

2. Consent to Assignment of Lease Agreement – Cabot III - FL2W04&W05, LLC to Equus Capital Partners, Ltd. – Lots 4 and 5

Mr. James described the lease terms, explained the request, and said an assignment of this type was permitted under the lease terms. Staff recommended the City consent to the request by Cabot III to assign its lease for lots 4 and 5 to Equus Capital Partners Ltd.

Mr. James confirmed that with this transaction, everything would remain the same as in the existing lease, including the rent adjustments.

Motion made by Ms. Vitale, seconded by Mr. Taschereau to approve the Consent to Assignment of Lease Agreement – Cabot III - FL2W04&W05, LLC to Equus Capital Partners, Ltd. for Lots 4 and 5. In a voice vote, the motion passed unanimously.

UPDATE ITEMS

A. Noise Compatibility Program

Mr. James presented the statistics, noting the typical seasonal increase in traffic. The Airport continued outreach to operators, flight schools and businesses to request they utilize noise abatement measures.

Mr. James noted the 300% increase in landings from the east due to cooler weather, resulting in several residents contacting the Airport. Mr. James said the WebTrack system could be used by residents to identify aircraft in their area and see noise stats. He reported he would visit the Imperial Point HOA meeting in January to provide updates and answer questions on aircraft operations.

Mr. James discussed the noise abatement report for August, September, and October.

B. Development and Construction

Mr. Ward provided an update on the Airport Signage Replacement Project, which was recently completed, and the Runway Incursion Mitigation Project, which is scheduled to be completed in January 2022.

C. Arrearages

Mr. James reported there were no rent or fuel arrearages.

D. Communication to the City Commission

None

E. Other Items

i. Greater Fort Lauderdale Alliance Articles

a. Norse Atlantic Airways Announces FXE as its US Headquarters

Mr. James stated only the Norse Atlantic headquarters would be located at the Airport; operations would still be out of FLL.

b. Alliance Presents its Annual Economic Development Leadership Award to Rufus James

Mr. James had been recognized as part of the Leadership Council and received the Annual Economic Development Leadership Award at the October annual dinner.

ii. 5K On The Runway

Ms. Permanan stated that this was the third annual 5K On The Runway event. It was held on November 20th, there were 700 attendees and it raised \$83,000 in donations for the Trustbridge Hospice Foundation; the most donations ever received.

Ms. Vitale thanked Mr. Johnson for his outreach to student volunteers for the event. Mr. Johnson, Director of Athletics at Pine Crest School, said they had brought 120-150 kids and their families to participate, becoming the largest fundraising team of the event. Mr. James played a video that captured the event.

Mr. James thanked Ms. Vitale and Mr. Johnson for helping make the event a success.

iii. Banyan Aviation Day

Ms. Permanan said the October 23rd event's goal was to promote careers in aviation. FXE, local flight schools, colleges and local businesses had participated.

Mr. James recognized Mr. Champion for opening Banyan's doors for this event.

iv. Challenge Air for Kids and Friends

Ms. Permanan stated the event is scheduled to take place on January 29, 2022, offering free plane rides to physically challenged children and young adults.

Mr. James thanked Mr. Champion for volunteering the use of his facility.

v. Public Comments

None

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 2:25 p.m.

NEXT SCHEDULED MEETING DATE: Thursday, January 27, 2022 at 1:30 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. Opperlee, Prototype, Inc.