



CITY OF FORT LAUDERDALE

**DRAFT**

**AVIATION ADVISORY BOARD MEETING MINUTES  
FORT LAUDERDALE EXECUTIVE AIRPORT  
RED TAILS CONFERENCE ROOM  
6000 NW 21 AVENUE, FORT LAUDERDALE, FLORIDA  
THURSDAY, AUGUST 25, 2022 – 1:30 P.M.**

	Attendance	Cumulative Attendance 7/2022-6/2023	
		Present	Absent
<b>Board Members</b>			
Louis Gavin, Chair	P	1	0
Mark Volchek, Vice Chair	P	1	0
David Ash	P	1	0
William Gilbert	P	1	0
Jeff Johnson	P	1	0
Dr. Ed Kwoka	P	1	0
Robert Laughlin	P	1	0
Kevin Macelhaney	A	0	1
Valerie Vitale	P	1	0
John Vratsinas	P	1	0
<b>Non-Voting</b>			
Commissioner Marlon Bolton	P	1	0
Jeff Helyer, City of Oakland Park	P	1	0

**Airport/City Staff**

Rufus A. James, Airport Director  
Carlton Harrison, Assistant Airport Director  
Khant Myat, Project Manager II  
Jeri Pryor, Program Manager I  
Miguel Laca, Financial Administrator  
Linda Blanco, Senior Administrative Assistant  
Shari Wallen, Assistant City Attorney

**Others**

Tom Rowe, Atlantic Aviation  
Steven Wherry, Attorney for KC FXE Aviation Investments, LLC  
Ignacio Martinez, KC FXE Aviation Investments, LLC  
Leonel Leon, KC FXE Aviation Investments, LLC  
John Caccamise, JM Family Enterprises, Inc.  
Mike Worley, JM Family Enterprises, Inc.  
Matt Morrall, Attorney for JM Family Enterprises, Inc.  
Jarrett Kreger, MNREH Florida, LLC  
Don Campion, Banyan Air  
Tom O'Donnell, Kimley-Horn & Associates, Inc.  
J. Oppерlee, 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 determined to be present.

### **APPROVAL OF MINUTES**

- **June 23, 2022**

**Motion** made by Ms. Vitali, seconded by Mr. Gilbert, to approve the minutes of the June 23, 2022 meeting as presented. Motion passed unanimously.

### **VOTING ITEMS**

**1. Amended and Restated Lease Agreement with MNREH Florida, LLC – Parcel 2A**

Mr. James provided the presentation and recommended Board approval.

**Motion** made by Dr. Kwoka, seconded by Mr. Volchek, to approve the Amended and Restated Lease Agreement with MNREH Florida, LLC – Parcel 2A. In a voice vote, the motion passed unanimously.

**2. Amended and Restated Lease Agreement with Southeast Toyota Distributors, LLC – Parcel 8H**

Mr. James provided the presentation and recommended Board approval.

**Motion** made by Mr. Ash, seconded by Mr. Laughlin, to approve the Amended and Restated Lease Agreement with Southeast Toyota Distributors, LLC – Parcel 8H. In a voice vote, the motion passed unanimously.

**3. FDOT Public Transportation Grant Agreement for Design of Runway 13-31 Pavement Rehabilitation Project - \$371,200**

Mr. Myat provided the presentation and recommended Board approval.

**Motion** made by Mr. Gilbert, seconded by Mr. Volchek, to approve the FDOT Public Transportation Grant Agreement for Design of Runway 13-31 Pavement Rehabilitation Project - \$371,200. In a voice vote, the motion passed unanimously.

**4. FDOT Public Transportation Grant Agreement for Design of Runway 9-27 Pavement Rehabilitation Project - \$25,000**

Mr. Myat provided the presentation and recommended Board approval.

**Motion** made by Mr. Vratsinas, seconded by Ms. Vitale, to approve the FDOT Public Transportation Grant Agreement for Design of Runway 9-27 Pavement Rehabilitation Project - \$25,000. In a voice vote, the motion passed unanimously.

**5. Non-Federal Reimbursable Agreement with the Federal Aviation Administration to Provide Air Traffic Control Services at FXE**

Mr. Laca provided the presentation and recommended Board approval.

In response to questions posed by Board members, Mr. James agreed to ask the FAA for a further breakdown of the costs and to update the Board.

**Motion** made by Dr. Kwoka, seconded by Mr. Laughlin, to approve the Non-Federal Reimbursable Agreement with the Federal Aviation Administration to Provide Air Traffic Control Services at FXE. In a voice vote, the motion passed unanimously.

**6. Revised Site Plan for Parcel 8CE, 10, 11– Lynx FBO Fort Lauderdale - Atlantic Aviation**

Mr. Harrison provided the presentation and recommended Board approval.

Tom Rowe, General Manager, Atlantic Aviation, said they already allowed shared hangar space on their other parcel and they would look at that in the new space as well . He said he treated all his customers in a fair, honest way and that is how he is going to run the business.

**Motion** made by Mr. Ash, seconded by Mr. Vratsinas, to approve the Revised Site Plan for Parcel 8CE, 10, 11– Lynx FBO Fort Lauderdale - Atlantic Aviation. In a voice vote, the motion passed unanimously.

**7. FPL Utilities Access Agreement for Parcel 8CE - Lynx FBO Fort Lauderdale – Atlantic Aviation**

Mr. Harrison provided the presentation and recommended Board approval.

**Motion** made by Mr. Gilbert, seconded by Ms. Vitale, to approve the FPL Utilities Access Agreement for Parcel 8CE - Lynx FBO Fort Lauderdale – Atlantic Aviation. In a voice vote, the motion passed unanimously.

**UPDATE ITEMS**

**A. Noise Compatibility Program**

Ms. Pryor reported noise calls had lessened, and night calls were very rare. She said the air traffic controllers were helping with that, ensuring planes did not fly over homes at night.

## **B. Development and Construction**

Mr. Harrison said the taxiway intersection improvement project on Hotel and Quebec had resumed once the burrowing owl nesting season ended in July. Phase 1-A work was completed on the northern half of the taxiway and phase 1-B shifted to the south side. He displayed photos of the work and stated that operational statistics were included in the Board's packet.

## **C. Arrearages**

Mr. James reported there were rent arrearages on lots 23 and 24 in the industrial park for June and July. In these cases, the Airport issues a notice of default and the tenant has 30 days to resolve the issue. If the tenant does not resolve the issue, a default letter is sent, allowing 30 more days. The notice of default and the default letter have both been sent out and Mr. James hopes he will not have to come to the Board next month with a termination of lease or default of lease. Mr. James noted that there had been an issue with this non-aeronautical tenant previously for non-payment of property taxes.

Mr. James said there were no fuel flowage arrearages.

## **D. Communication to the City Commission**

None

## **E. Other Items**

Dr. Kwoka referred to the Reports of Incidents this month regarding "loss of directional control" and Mr. Harrison confirmed this was a different airplane from the previous report. Mr. James said they noted how aircraft were operated on landing and takeoff and reported to the Flight Standards District Office [FSDO] if it seemed unsafe. Dr. Kwoka thought it might be time for someone from FSDO to come and address this issue, which he believed related to maintenance. Mr. Harrison stated they had some things (pilot safety workshops) planned for the Fall.

### **i. FXE's Back to School Drive**

Ms. Blanco said the Airport had procured backpacks, calculators, lunch bags and pencil cases while the Greater Fort Lauderdale Alliance had provided a great deal of school supplies. She thanked Mr. Johnson and Mr. Gilbert for contributing supplies as well. The supplies had been delivered to the Boys and Girls Club in Fort Lauderdale.

### **ii. 2022 NBAA-Business Aviation Convention & Exhibition (BACE) October 18-20, 2022**

Mr. James reported this will be held in Orlando. The Airport acquired booth space and invited prime tenants to participate. He said FXE would provide registration tags for any Board member who wished to attend the event.

**iii. Public Comments**

Steven Wherry discussed his client, KC FXE's plans for parcel 8-AB. This is related to their Phase 3 improvement lease obligations for construction of an airport hangar, FBO terminal building and office space. He announced they intended to expand upon the plan.

**ADJOURNMENT**


There being no further business to come before the Board at this time, the meeting was adjourned at 3:13 p.m.

**NEXT SCHEDULED MEETING DATE: Wednesday, September 21, 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.

## VOTING ITEM 1

DATE: September 21, 2022  
TO: Aviation Advisory Board  
FROM: Rufus A. James, Airport Director   
BY: Khant Myat, P.E., Airport Engineer  
SUBJECT: An Amendment to Public Transportation Grant Agreement (PTGA) with Florida Department of Transportation (FDOT) - Design and Construct Taxiway Golf Pavement Rehabilitation 445952-1-94-01

This project is for the design and construction of Taxiway Golf. Construction for the milling and re-surfacing of the asphalt pavement along taxiway Golf between taxiways Charlie and November are based on the current PCI index of 69. New pavement striping will also be applied. The project will also involve the re-design of taxiway Mike to conform to current FAA design standards, including new LED taxiway edge lights and guidance signs. (Exhibit 1)

On August 18, 2020, the City Commission adopted a resolution approving a PTGA and accepted grant funding for the Design and Construction of the Taxiway Golf Pavement Rehabilitation Project at FXE from FDOT and authorized the City Manager to execute the PTGA. FDOT has agreed to provide additional grant funds for the project due to increase in available grant funds for the Taxiway Golf Pavement Rehabilitation Project.

Based on the initial estimated project cost for design and construction of \$580,000, FDOT provided an Amendment to the PTGA in the amount of \$464,000 for up to 80% of the design and construction costs with a local match of \$116,000. The acceptance of the amended grant was approved by the Board at the June 24, 2021, Aviation Advisory Board meeting.

An updated engineer's estimate based on the revised scope reflected an increase in the overall project costs. The revised scope of work now includes new FAA design standards, additional paving, installation of lime rock base, and replacement of taxiway edge lights. In consideration of the updated project cost of \$1,345,440, FDOT has provided an Amendment to the PTGA in the amount of \$612,352 for up to 80% of the construction costs. The amendment brings the total grant contribution to \$1,076,352. The remaining balance of \$153,088 is available in the Airport fund balance.

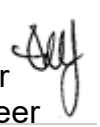
### **Staff Recommendation**

Staff recommends a second Amendment to the Public Transportation Grant Agreement be approved for the City to accept an additional \$612,352 from the Florida Department of Transportation, for up to 80% of the costs for the Design and Construction of Taxiway Golf Pavement Rehabilitation project.

**VOTING ITEM 1  
EXHIBIT 1**



## VOTING ITEM 2

DATE: September 21, 2022  
TO: Aviation Advisory Board  
FROM: Rufus A. James, Airport Director  
BY: Khant Myat, P.E., Airport Engineer   
SUBJECT: An Amendment to Public Transportation Grant Agreement (PTGA) with Florida Department of Transportation (FDOT) – John Fuhrer Downtown Helistop - Layout Plan and Obstruction Survey - 448966-1-94-01.

The John Fuhrer Downtown Helistop (DT1) is owned and operated by the City and is situated above the Riverwalk Center Garage in the heart of Fort Lauderdale's dynamic downtown (Exhibit 1). The Helistop offers convenient access to the City's Central Business District and many of Broward County's government, financial, educational, and cultural attractions located in Fort Lauderdale.

The Helistop Layout Plan (HLP) was last updated in July 1995. The current HLP is outdated and needs to be updated to reflect the current developments that have been constructed over the last 25 years. As part of the layout plan design and obstruction survey, the scope of work will include the following:

- Design of the Helistop Layout Plan
- Airspace Analysis
- Helicopter Touchdown and Lift-Off
- Helicopter Final Approach and Take-Off
- Heliport Planimetric Data
- Heliport Lighting and Marking

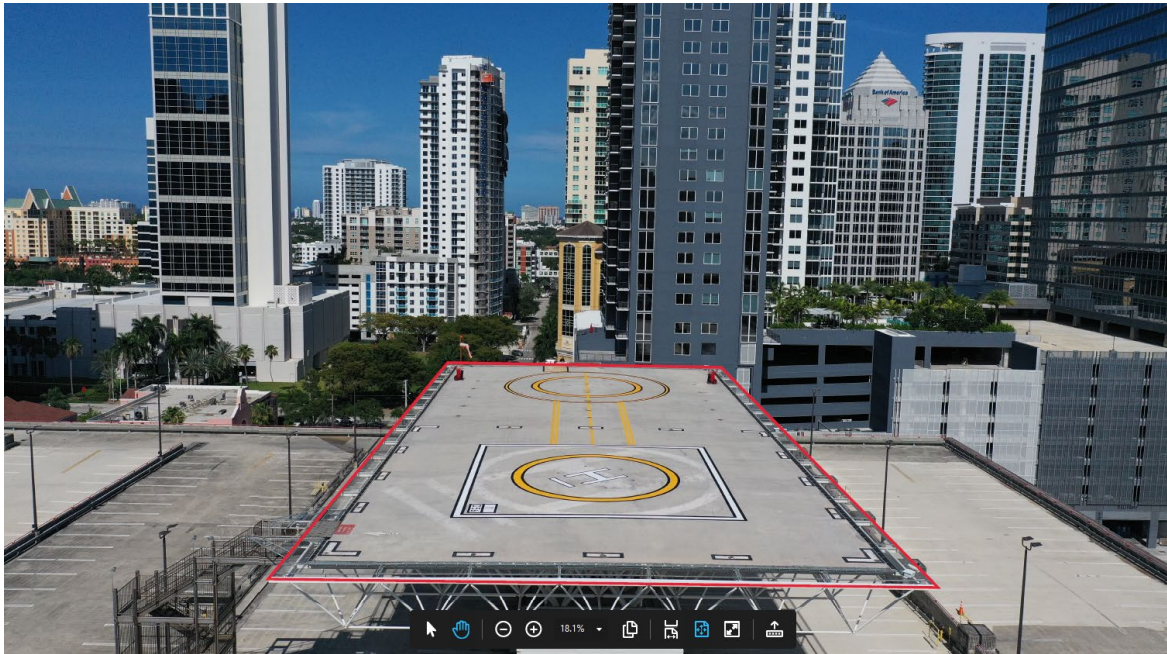
On April 20, 2021, the City Commission adopted a resolution approving a PTGA and accepted grant funding for the Helistop Layout Plan and Obstruction Survey at DT1 from FDOT and authorized the City Manager to execute the PTGA.

Based on the initial estimated project cost of \$32,576, FDOT provided a PTGA in the amount of \$16,288 for up to 50% of the estimated project costs. The acceptance of the grant was approved at the March 27, 2021, Aviation Advisory Board meeting. An updated engineer's estimate reflected an increase in scope and the overall project costs. In consideration of the updated project cost of \$202,456, FDOT has provided an Amendment to the PTGA in the amount of \$84,940 for up to 50% of the project costs. The Amendment brings the total grant contribution to \$101,228. The remaining balance of \$84,940 is available in the Airport fund balance.

### **Staff Recommendation**

Staff recommends an Amendment to the Public Transportation Grant Agreement be approved for the City to accept an additional \$84,940 from the Florida Department of Transportation, for up to 50% of the cost for the Heliport Layout Plan and Obstruction Survey.

**VOTING ITEM 2  
EXHIBIT 1**



Downtown Helistop



## COOPERATIVE NOISE ABATEMENT EFFORT

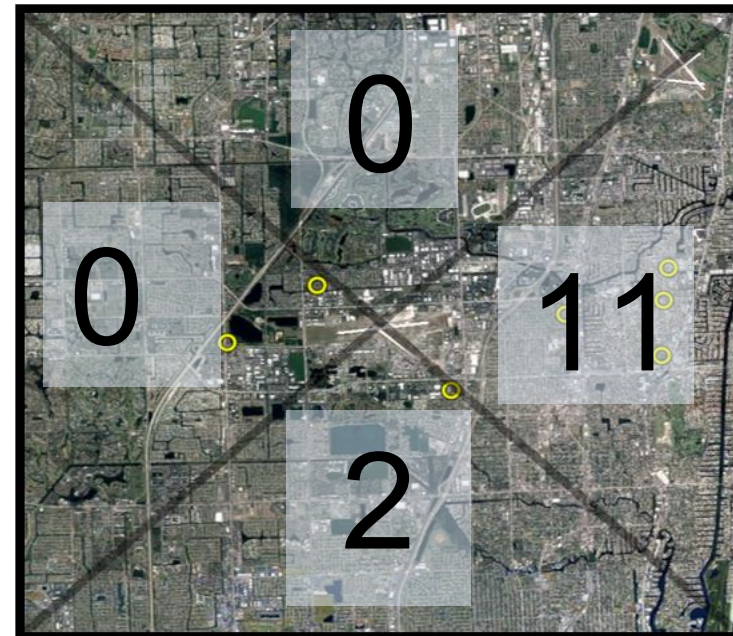
Month of August, 2022

September 21, 2022

### Noise Reports By Quadrant

Jet Departures and Noise	Jul-22	Aug-22
Total Jet Departures	1090	1030
Runway 27 Jet Departures	15	140
Runway 9 Jet Departures	1073	888
Runway 13/31 Jet Departures	2	2
Runway 9 Jet Departure, I-95 Turns	637	535
Runway 9 Jet Departure, % I-95 Turns	59%	60%
Jets over 80 dB at Monitor #1	*	*
Jets over 80 dB at Monitor #2	4	2

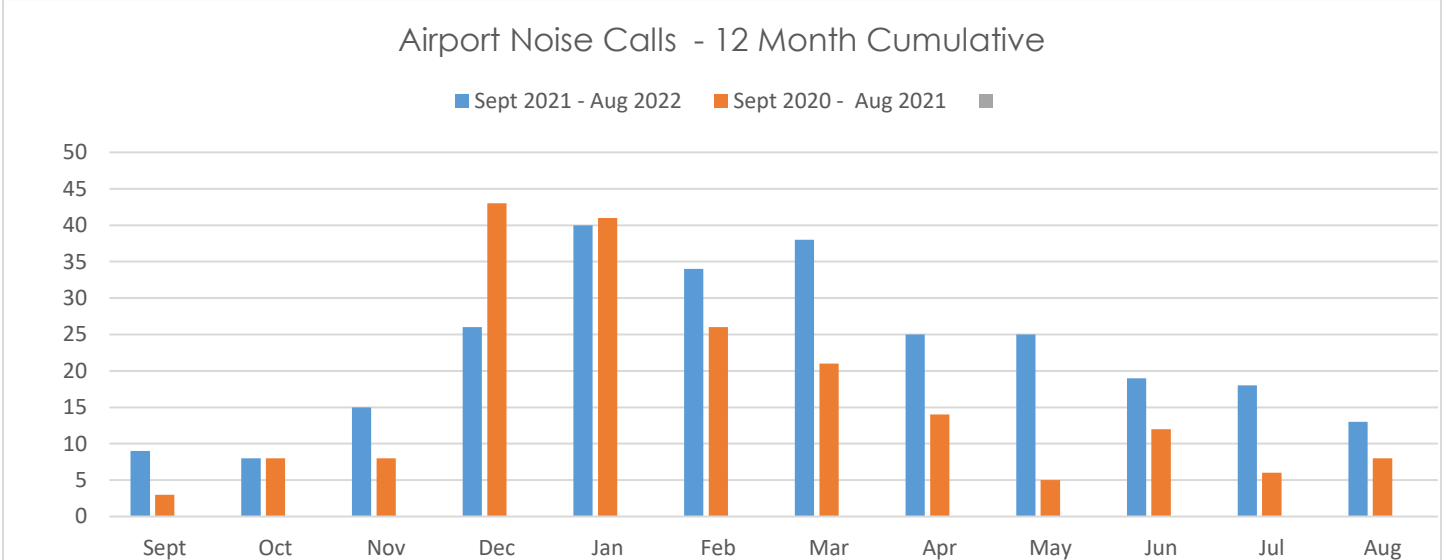
Noise Reports	Jul-22	Aug -22
Number of Households - FXE Noise Only	6	4
Number of Noise Reports - Jets	15	9
Number of Noise Reports - Propellers Single-Engine	3	4
Number of Noise Reports - Propellers Multi-Engine	0	0
Number of Noise Reports - Helicopters	0	0
Number of Noise Reports - Unmatched	0	0
Number of Noise Reports - DT1	0	0
Total Number of Noise Reports for FXE	18	13




Note: The equipment for Noise Monitoring Terminal (NMT) # 1 was removed on 12/12/2020 for deconstruction of Broward County's water tank tower. Broward County to reinstall noise monitor upon coordination with FXE, FPL and Envirosuite.

**Airport Noise Calls - 12 Month Cumulative**

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Totals
<b>Sept 2021 - Aug 2022</b>	9	8	15	26	40	34	38	25	25	19	18	13	270
<b>Sept 2020 - Aug 2021</b>	3	8	8	43	41	26	21	14	5	12	6	8	195



## UPDATE ITEM B

DATE: September 21, 2022  
TO: Aviation Advisory Board  
FROM: Rufus A. James, Airport Director   
BY: Benjamin J. Gatti, Airport Operations Specialist  
VIA: Carlton M. Harrison, Assistant Airport Director  
SUBJECT: Development and Construction

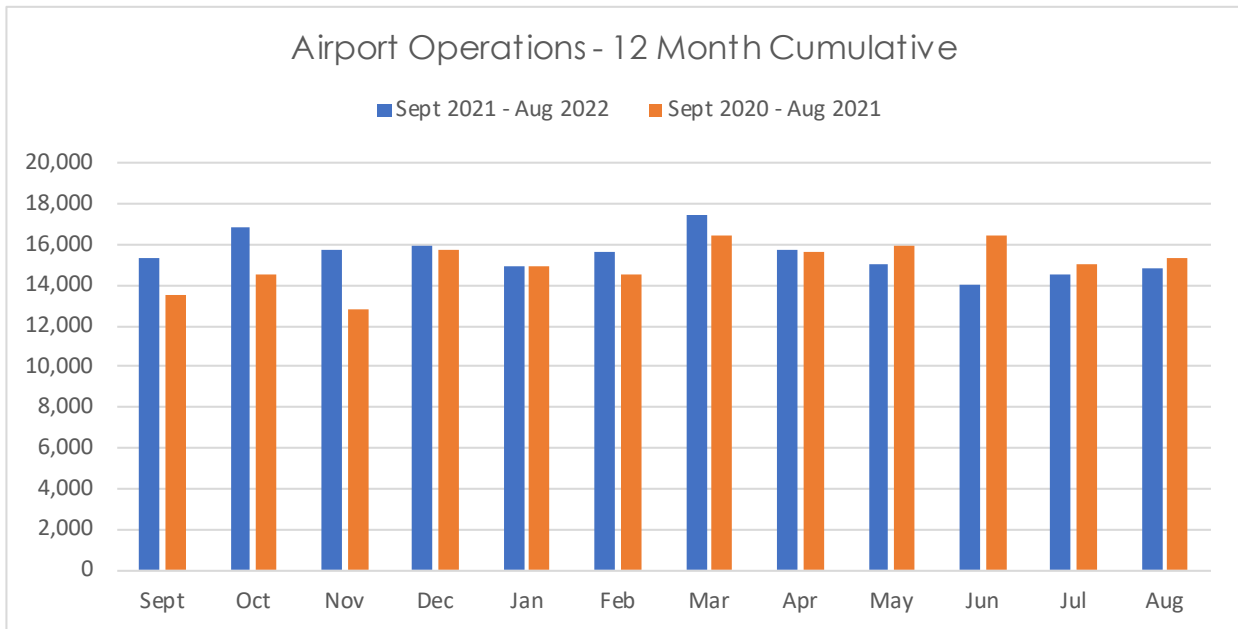
### **12455 – Taxiway Intersection Improvements Project**

This project involves demolition of taxiways Hotel and Quebec between taxiways Alpha and Echo with the construction of a new centralized taxiway. Included in the project is paving of the new connector taxiway as well as portions of taxiways Echo, Alpha, Hotel and Quebec. Additionally, new LED taxiway edge lights, guidance signs, pavement striping, and sodding will be completed as part of the project.

The project entered Phase 1B on August 15<sup>th</sup> focusing on the clearing and grubbing of turf areas, installation of light cans and lime-rock base installation for the southern half of the new connector taxiway. Phase 1C will begin on September 25<sup>th</sup> which will require the nighttime closures of Taxiways Alpha and Echo within the project limits to facilitate paving operations on both taxiways and the new connector.

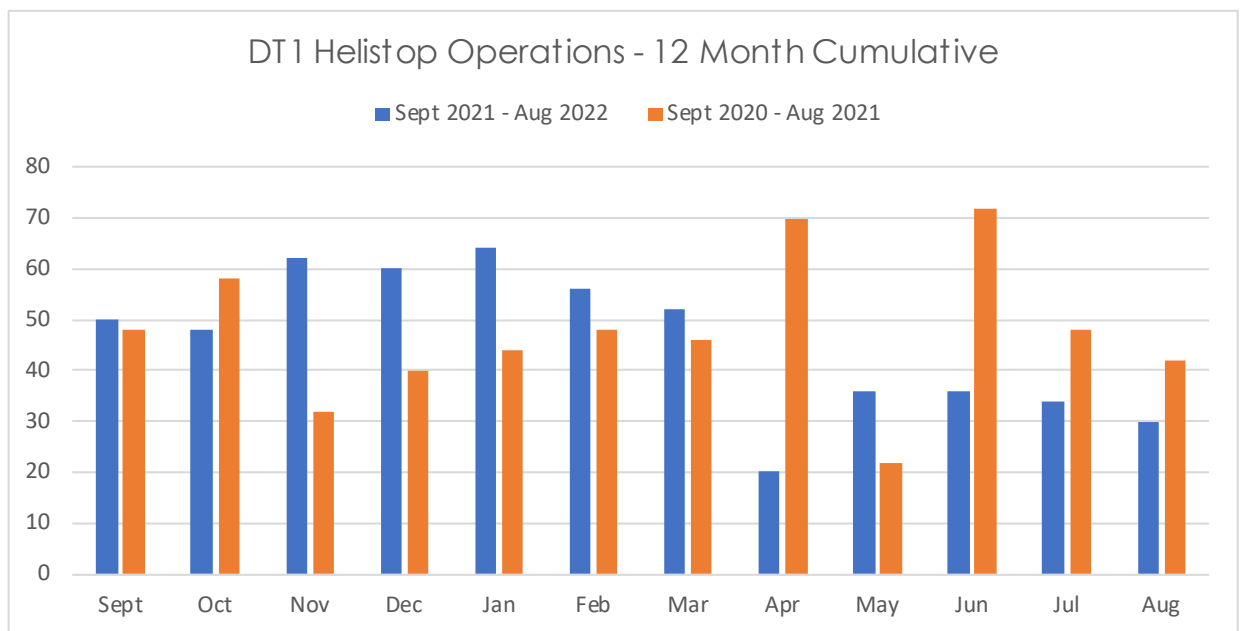
### Airport Operations - 12 Month Cumulative

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Totals
<b>Sept 2021 - Aug 2022</b>	15,310	16,806	15,775	15,935	14,980	15,680	17,474	15,760	15,044	13,985	14,505	14,870	186,124
<b>Sept 2020 - Aug 2021</b>	13,489	14,574	12,843	15,773	14,915	14,538	16,461	15,685	15,896	16,464	15,067	15,292	180,997



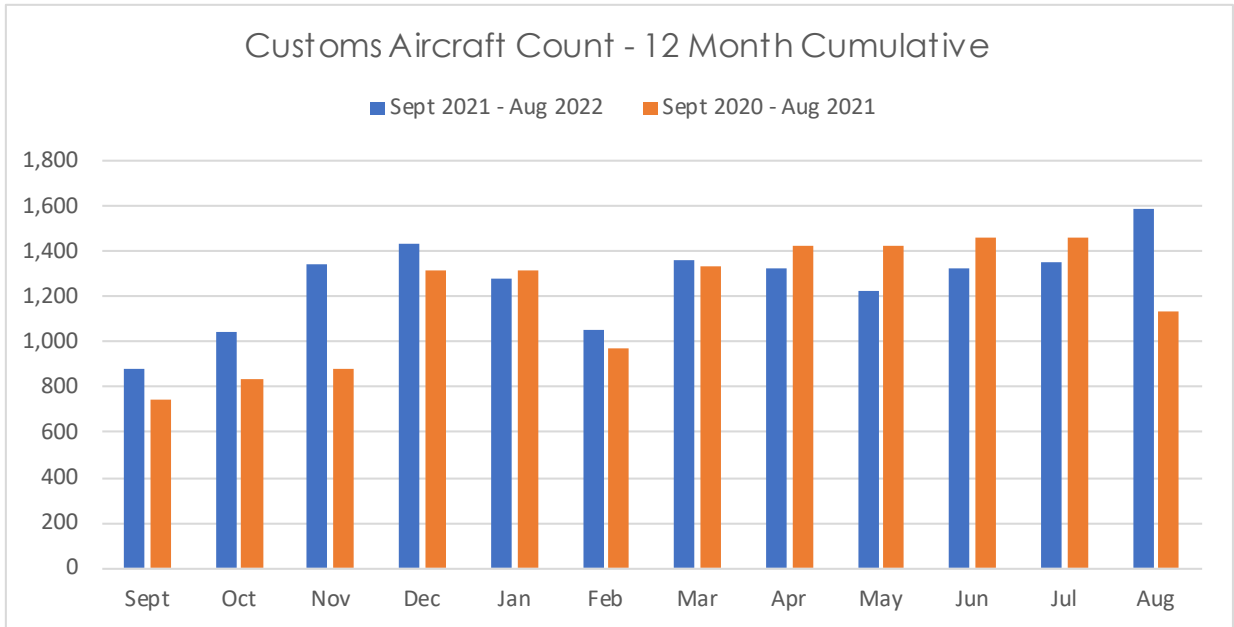
### DT1 Helistop Operations - 12 Month Cumulative

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Totals
<b>Sept 2021 - Aug 2022</b>	50	48	62	60	64	56	52	20	36	36	34	30	548
<b>Sept 2020 - Aug 2021</b>	48	58	32	40	44	48	46	70	22	72	48	42	570



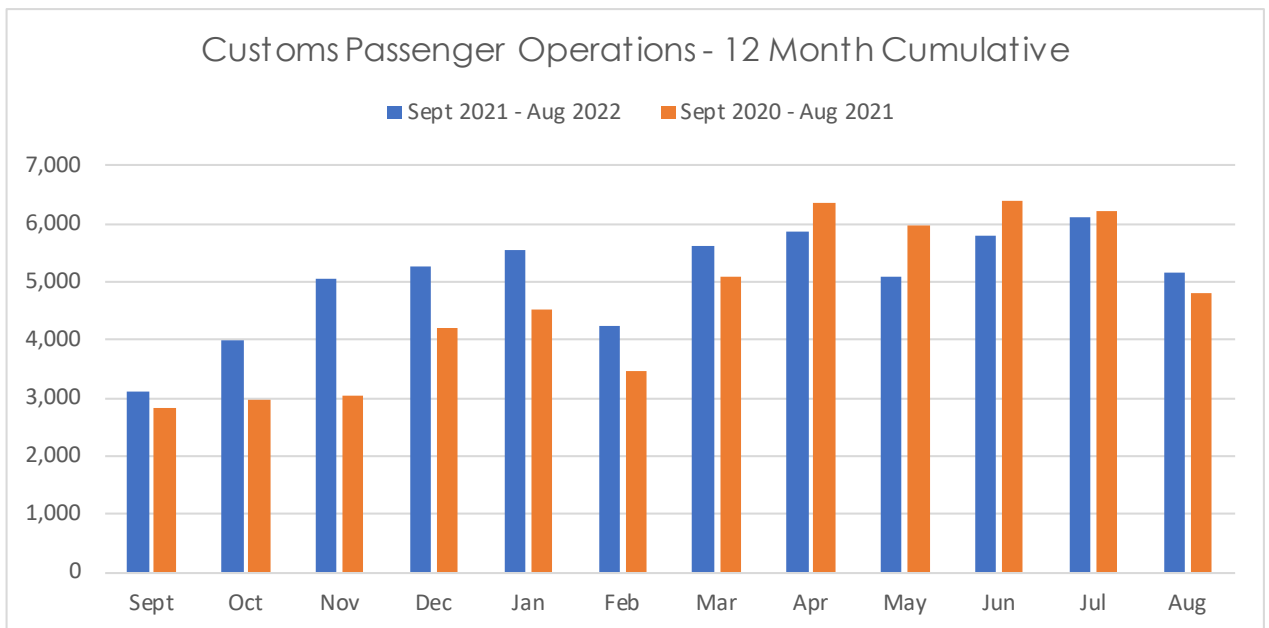
### Customs Aircraft Count - 12 Month Cumulative

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Totals
<b>Sept 2021 - Aug 2022</b>	877	1,045	1,344	1,434	1,278	1,053	1,364	1,324	1,223	1,325	1,354	1,591	15,212
<b>Sept 2020 - Aug 2021</b>	741	833	878	1,318	1,315	971	1,332	1,430	1,425	1,461	1,461	1,134	14,299



### Customs Passenger Operations - 12 Month Cumulative

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Totals
<b>Sept 2021 - Aug 2022</b>	3,123	4,007	5,059	5,260	5,560	4,256	5,623	5,856	5,076	5,787	6,115	5,167	60,889
<b>Sept 2020 - Aug 2021</b>	2,829	2,978	3,035	4,204	4,534	3,476	5,092	6,367	5,958	6,394	6,233	4,789	55,889

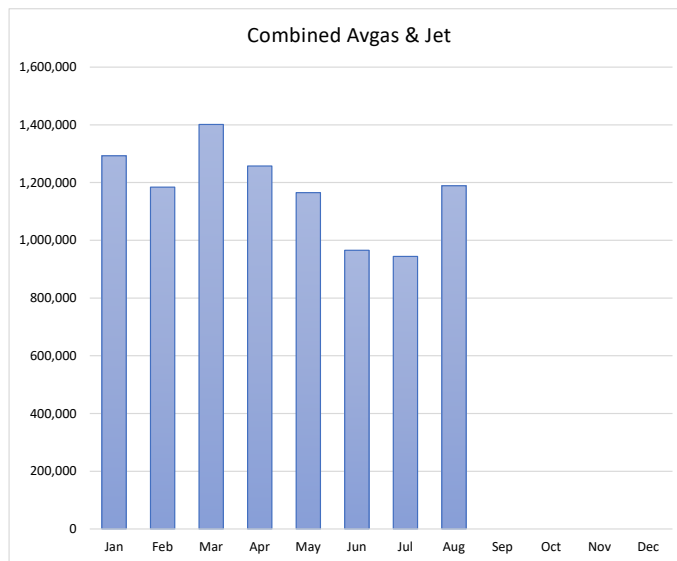
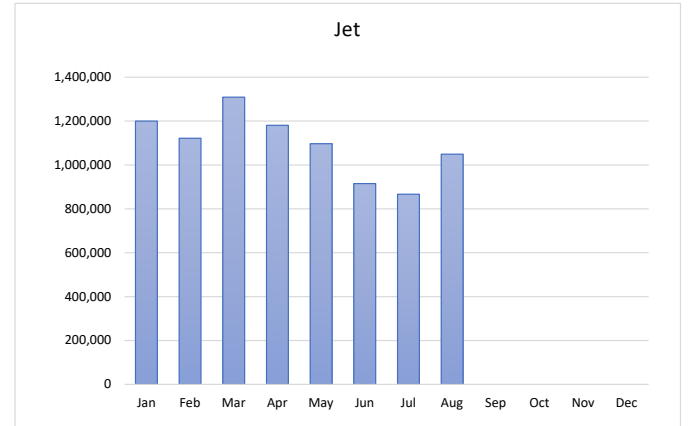
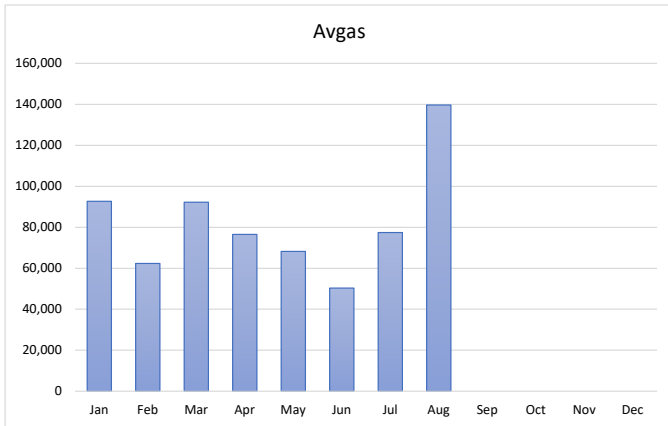


## VOTING ITEM B

<b>Date</b>	<b>Alert Level</b>	<b>Aircraft Type</b>	<b>Description</b>
8/2/2022	I	Cessna 172 Skyhawk	Engine Shutdown After Landing
8/5/2022	I	Piper Navajo	Flat Nose Gear
8/7/2022	I	Cessna 172 Skyhawk	Flat Right Main Gear
8/16/2022	I	Quest Kodiak	Flat Left Main Gear
8/21/2022	II	Cessna 414 Chancellor	Right Engine Out
8/25/2022	III	Piper Cherokee	Struck Runway Light During Landing
8/26/2022	I	Cessna 172 Skyhawk	Flat Nose Gear
8/26/2022	II	Piper Navajo	Unsafe Gear Indication

## 2022 Monthly Fuel Flowage (Gallons)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
<b>Avgas</b>	92,697	62,361	92,249	76,527	68,232	50,338	77,442	139,682	0	0	0	0	659,528
<b>Jet</b>	1,200,097	1,121,889	1,309,144	1,180,925	1,096,895	915,176	866,753	1,049,292	0	0	0	0	8,740,171
<b>Total</b>	1,292,794	1,184,250	1,401,393	1,257,452	1,165,127	965,514	944,195	1,188,974	0	0	0	0	9,399,699



## UPDATE ITEM C

DATE: September 21, 2022  
TO: Aviation Advisory Board  
FROM: Rufus A. James, Airport Director  
SUBJECT: August 2022 Arrearages



### **Rent**

Lots 23 and 24

### **Fuel Flowage**

There are no arrearages to report.

**UPDATE ITEM E.I.**

DATE: September 21, 2022  
TO: Aviation Advisory Board  
FROM: Rufus A. James, Airport Director  
BY: Miguel Laca, Financial Administrator  
SUBJECT: Non-Federal Reimbursable Agreement with the Federal Aviation Administration to Provide Air Traffic Control Services at FXE



At the August 25, 2022 Aviation Advisory Board Meeting, the Board members requested clarification on the Non-Federal Reimbursable Agreement with the Federal Aviation Administration (FAA) to Provide Air Traffic Control Services. Particularly, the Air Traffic Controller Salaries that are to be reimbursed by FXE were questioned as they seemed excessive for the five-year period beginning in 2023.

FXE contacted the FAA to get further explanation of the charges. They were very open about giving greater detail and the below are our findings.

The annual **Average Salary** of **\$220,800.21** is comprised of the *Base Salary* which is an average of the lowest and the highest Controller salaries (\$141,312.13), *Fringe Benefits* (\$51,225.65) and *Leave Rate* (\$28,262.43).

		<b>MEDIAN</b>
<b>Base Salary Estimate</b>		\$ 141,312.13
<b>Fringe Benefits</b>	36.25%	51,225.65
<b>Leave Rate</b>	20.00%	28,262.43
<b>ESTIMATED SALARY</b>		<b>\$ 220,800.21</b>