



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, 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.