



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, JANUARY 26, 2023 – 1:30 P.M.**

	Attendance	Cumulative Attendance 7/2022 - 6/2023	
		Present	Absent
Board Members			
Louis Gavin, Chair	P	4	1
Mark Volchek, Vice Chair	P	4	1
David Ash	P	4	1
William Gilbert	P	5	0
Jeff Johnson	A	4	1
Dr. Ed Kwoka	A	3	2
Robert Laughlin	P	5	0
Kevin Macelhaney	A	3	2
Valerie Vitale	P	5	0
John Vratsinas	P	5	0
Non-Voting			
Commissioner Marlon Bolton	P	4	1
Jeff Helyer, City of Oakland Park	P	5	0

Airport/City Staff

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

Others

Judith Stern, JSCI/City Charter Board
Stephen R. Martin, AOPA
Tom O'Donnell, Kimley-Horn and Associates, Inc.
Johanna Carter, Sheltair Aviation Facilities, Inc.
Don Campion, Banyan Air Service
Jamie Opperee, 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 determined to be present.

APPROVAL OF MINUTES

- **December 1, 2022**

Motion made by Mr. Gilbert, seconded by Mr. Volchek, to approve the minutes of the December 1, 2022 meeting as presented. Motion passed unanimously.

VOTING ITEMS

1. FDOT Public Transportation Grant Agreement for FXE Environmental Assessment of Runway 9 Extension - \$400,000

Mr. Myat provided the presentation and recommended Board approval.

Don Campion, Banyan Air Service, said this was extremely important to them as an FBO. It would allow a plane to fly to Europe.

Board members unanimously approved the FDOT Public Transportation Grant Agreement for FXE Environmental Assessment of the Runway 9 Extension for \$400,000.

2. FDOT Public Transportation Grant Agreement for FXE Fire Rescue Vehicle Replacement - \$425,00

Mr. Myat provided the presentation and recommended Board approval.

Board members unanimously approved the FDOT Public Transportation Grant Agreement for FXE Fire Rescue Vehicle Replacement for \$425,000.

UPDATE ITEMS

A. Noise Compatibility Program

Ms. Pryor reported there had been an increase in calls in 2022 compared to 2021, which she believes it to be an anomaly. She noted that one household had made 158 calls [58% of the total noise reports] in 2022. She included a memo on yearly activity in the Board's packet which shows that there were 16 calls in December. Ms. Pryor indicated that the out-of-service noise monitor is still not operational, however, she sent a message to the FPL project manager, who has not yet responded; therefore, she will be following up with FPL on a weekly basis.

Mr. Helyer offered to assist with FPL because he had experience dealing with FPL on the Public Service Commission.

B. Development and Construction

Mr. Harrison reported the Taxiway Intersection Improvement project was progressing; Taxiway Echo was closed east of Hotel and west of the base of the tower. He anticipated the project would be completed in 90 days.

Operational statistics were included in the Board's packet.

Chair Gavin said the incident report indicated a Tri-R-KIS-TR-1 had experienced engine failure and asked about this aircraft. Mr. Harrison explained this was a home-built aircraft.

C. Arrearages

Mr. James said there were currently no rent or fuel flowage arrearages.

D. Communication to the City Commission

None

E. Other Items

I. Examine "Similar to Scope and Scale" Language for Future Airport Construction Solicitations

Mr. James recalled the discussion at the previous meeting regarding the selection of Weekley Asphalt Paving for the Midfield Run-Up Expansion Project. There was concern that Danto Builders, the low bidder, had not been selected because they did not have airport experience or qualifications. On December 7th, Danto Builders requested the minutes from the December meeting and subsequently indicated they would not be pursuing a dispute regarding award of the contract to Weekley. Moreover, they indicated that they look forward to bidding on other airport-related projects in the future. Mr. James acknowledged Board members' wish to provide opportunities to smaller contractors but noted one significant difference on the Danto Builders bid: budgeting for safety and security was approximately \$25,000, compared to approximately \$200,000 from Weekley Asphalt and General Asphalt. Mr. James remarked on the importance of proper security at the Airport.

II. Airport Leasing Policy

Mr. Harrison said it was time to establish a formal leasing policy, now that the Airport was mature. Over the past several months they have been working with the City Attorney's office and the Airport's outside counsel to develop the Airport leasing policy. Primarily, it would be dealing with formalizing things such as the leasing processes, a formal application process, a formalized response time to an inquiry, prescribed time for negotiations, establishing memorandums of understanding and setting forth lease terms in conjunction with rates and capital improvement requirements. They would provide the

draft document to the prime tenants and request their input. Once that was done, they would bring the document to the Board for review and consideration.

Mr. Laughlin recalled “upheaval” at the City, partly related to an audit report, which included criticism of some Airport policies related to leasing. He felt the Board was perhaps not up-to-date on issues such as this. He acknowledged he knew nothing about the financial condition of the Airport but thought this may be beyond the Board’s charter.

Mr. Harrison confirmed this would address the City Auditor’s request for a formal leasing policy. He stated the finances/budget of the Airport were outside the scope of the Board but agreed to make a 2023 budget presentation if the Board wished. Mr. Laughlin said this knowledge would allow Board members to be better Airport ambassadors to the community.

Mr. James noted that in addition to the annual budget the Airport submitted to the City, the City contracted with Stantec, an outside finance company, to review all departmental budgets to determine where each department was financially. Every year, the remarks from Stantec were that the Airport was in good condition. He agreed to provide a review of last year’s budget, or the Board could wait until May, when they had a proposed budget for 2024.

Mr. James stated the Airport retained Kaplan Kirsch & Rockwell LLP to assist developing the leasing policy. Mr. Vratsinas encouraged the Airport to use local resources instead of a national firm such as Kaplan Kirsch & Rockwell LLP.

III. FDOT Aviation Economic Impact Study

Mr. James said FDOT conducted these studies every four years at all 125 State airports. FDOT consultants visited with Airport tenants and this report was from data collected from 2021 and 2022. Since 2019, there was a 92% increase in economic impact from Florida Airports; it went from \$175 billion state-wide to \$336 billion. He said FXE was ranked the #1 General Aviation Airport in Florida with an economic impact of \$3.9 billion, 22,900 jobs and a payroll of \$1.2 billion. Mr. James said none of this would be possible without Airport tenants because they were the ones investing in their businesses at the Airport. He stated they would work with Strategic Communications to create a video that the Board would view at a later date.

Chair Gavin asked about current availability at the Airport and Mr. James said there was no space currently available for new tenants. In the last Airport Master Plan, they came up with several opportunities to create additional developable space, such as the vacant FAU lot, on which Sheltair could build more hangars. A portion of Taxiway Charlie between Delta and Echo can also be decommissioned for additional hangar development. They also wanted to re-acquire other property that was sold in the 1960s and 1970s.

IV. Challenge Air for Kids and Friends' Fly Day

Ms. Pryor invited Board members to attend the event on January 28. The program was designed to allow local kids with special needs to experience flight and realize that they are not limited by their conditions. She said the organization accepted donations and the public could volunteer. Ms. Pryor said Leslie Horkin at Banyan Air Service was the contact person if you wish to donate money or volunteer your time.

V. Public Comments

Mr. Vratsinas asked about a lease issue at the Airport and Mr. James said one tenant failed to meet the deadline in their lease to complete certain work. The lease language indicated if this deadline was not met, the lease was terminated. The tenant filed for bankruptcy to buy some time to discuss alternatives. Mr. James said when there was a default, this was presented to the Board. However, this case was a termination and under the advice of our legal counsel, they advised against informing the Board.

Mr. James reminded everyone of the annual Achievement in Community Excellence Awards on February 22nd from 5:30-8:30 at Jet Runway Café. Several Tenants and community partners would be recognized for their contributions to the Airport.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 2:33 p.m.

NEXT SCHEDULED MEETING DATE: Thursday, February 23, 2023 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.