



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 24, 2023 – 1:30 P.M.**

	Attendance	Cumulative Attendance 7/2023 - 6/2024	
		Present	Absent
Board Members			
Mark Volchek, Chair	P	1	0
William Gilbert, Vice Chair	P	1	0
David Ash	P	1	0
Kelly Gordon	P	1	0
Jeff Johnson	A	0	1
Dr. Ed Kwoka	P	1	0
Robert Laughlin [arrived at 1:35]	P	1	0
Kevin Macelhaney	P	1	0
Valerie Vitale	P	1	0
John Vratsinas	P	1	0
Non-Voting			
Commissioner Marlon Bolton	P	1	0
Jeff Helyer, City of Oakland Park	P	1	0

Airport/City Staff

Rufus James, Airport Director
Carlton Harrison, Assistant Airport Director
Khant Myat, Project Manager II
Ryan Frost, Airport Operations Supervisor
Krystal Permanan, Airport Business Development Administrator
Angelia Basto, Senior Financial Administrator
Miguel Laca, Financial Administrator
Linda Blanco, Senior Administrative Assistant
Yadsel Ortiz-Rodriguez, Senior Administrative Assistant

Others:

Stephen Martin, AOPA
Thomas Rowe, Atlantic Aviation
Gerard O’Connell, Atlantic Aviation
Lars Struck, Executive Jet Center
Travis Werth, JM Family Enterprises

CALL TO ORDER

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

ROLL CALL

Roll was called and a quorum was determined to be present.

New Board member Kelly Gordon introduced himself.

APPROVAL OF MINUTES

- **June 22, 2023**

Motion made by Mr. Vratsinas, seconded by Dr. Kwoka, to approve the minutes of the June 22, 2023 meeting as presented. Motion passed unanimously.

VOTING ITEMS

1. Federal Aviation Administration (FAA) Grant Agreement for Runway 9-27 Pavement Rehabilitation

Mr. Myat provided the presentation and recommended Board approval. The grant for the design portion of the project was for \$511,874. He anticipated construction would begin in the Fall of 2024.

Motion made by Mr. Vratsinas, seconded by Ms. Vitale, to approve the FAA Grant Agreement for Runway 9-27 Pavement Rehabilitation. Motion passed unanimously.

2. Florida Department of Transportation (FDOT) Amendment to Public Transportation Grant Agreement (PTGA) for Aircraft Rescue and Fire Fighting (ARFF) Truck

Mr. Myat provided the presentation and recommended Board approval. The cost to replace the vehicle was \$1.2 million and FDOT had initially provided a grant of \$475,000. FDOT provided an amendment to add \$175,000, bringing the total grant to \$600,000.

Motion made by Mr. Vratsinas, seconded by Dr. Kwoka, to approve the FDOT Amendment to PTGA for ARFF truck. Motion passed unanimously.

UPDATE ITEMS

A. Noise Compatibility Program

Ms. Permanan stated in July, there had been 116 total noise reports, with 82 from a single household in the northeast quadrant. In the southwest quadrant, 25 of 27 noise complaints were from a single household. Ms. Permanan said staff was continuing outreach and would continue to analyze operations pursuant to residents' concerns.

Dr. Kwoka asked if an FBO or business could find out who made a noise complaint about them. Ms. Permanan stated the reporting was not anonymous and this allowed staff to better respond to residents' concerns. Dr. Kwoka was concerned that the complaints would affect an FBO's business. Mr. James stated that engaging with neighbors, tenants, flight schools, and pilots has proven to help reduce the number of calls. He noted that the complaints received were comparatively mild. Mr. James explained that some pilots preferred to train when the weather was cooler; such as very early in the morning, and this was explained to the residents who complained. Similarly, when someone made several touch-and-go's, staff educated the pilot about the impact this had on the

community. Mr. Harrison stated a pilot/controller forum was planned later next month, providing an opportunity to discuss some of these issues.

Ms. Permanan explained that when staff contacted the resident in the northeast quadrant responsible for 82 complaints, he indicated that his practice was to “hit the button whenever a plane flew by,” not because the plane was too loud or too low. After explaining that was the flight pattern, he was appeased and staff had not heard from that resident, we have since received fewer complaints.

Ms. Permanan reported Noise Monitor 1 was still out of service. She stated the project manager at Broward County who had been overseeing the project had retired and a new project manager had not started yet. She confirmed FXE is prepared to install the noise monitor, but is awaiting Broward County to first install the post, and for FPL to then supply power to the installed post.

B. Development and Construction

Mr. Frost reported that the airfield painting and remarking project was 80% complete and should be completed in two weeks. The run-up project had been delayed two weeks and would begin on September 5, 2023, however, they still expect to be completed on time.

Operational data was included in the Board’s packet. Mr. Frost noted that operations and customs numbers were extremely high, despite the heat.

C. Arrearages

There were currently no rent or fuel flowage arrearages.

D. Communication to the City Commission

None

E. Other Items

I. Banyan News Release RE: Reimbursable Services Program (RSP) Service

Chair Volchek said this would provide after-hours customs service. Mr. James noted that this would save the aircraft an extra cycle on the engine and landing gear and would avoid it needing to have two flight patterns, so residents would not be disturbed. He said this was a testament to the Banyan team’s dedication to client service.

Dr. Kwoka said Banyan was a top-notch, award-winning FBO and he was proud to have them at the Airport.

II. Public Comments

None

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 2:08 p.m.

NEXT SCHEDULED MEETING DATE: Thursday, September 28, 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.

VOTING ITEM 1

DATE: September 28, 2023
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Director
SUBJECT: Florida Jet Center, Inc. – Parcel 7A Lease Agreement

The Board may recall from the April 27, 2023 meeting, Airport staff recommended a long-term Lease for Parcel 7A at Fort Lauderdale Executive Airport (FXE) with Florida Jet Center, Inc. (Florida Jet). Parcel 7A consists of approximately .433 acres (18,876 square feet), which includes one hangar totaling 4,550 square feet (**Exhibit 1**). The current Annual Rent is \$91,385.28, which includes annual rent escalation using the Consumer Price Index (CPI).

Florida Jet occupies the leasehold and makes use of the facility for overflow storage of aircraft and parts for their adjacent business located on Airport property. Mr. Terry Robertson is the owner of Florida Jet, which has been in business since 1976 and commenced renting hangar space at FXE in 1986. Mr. Robertson started his business with a small team of aircraft mechanics and now employs a team of 38 employees. The company is a Federal Aviation Administration (FAA) approved repair station, providing services to the flying public, ranging from routine aircraft maintenance inspections to major repairs, and operates several aircraft under their air charter certificate.

Florida Jet presented a redevelopment plan for Parcel 7A to expand the leasehold to 1.16 acres (50,530 square feet) and intended to demolish the existing structure. The redevelopment included construction of a 14,500 square foot hangar, roadway access improvements, automobile parking, ramp space and site improvements.

Florida Jet has worked with their architect engineer and identified the following issues that will have a significant impact on the redevelopment of Parcel 7A:

- Relocation of the Runway 9 Run-up Area
- Installation of a Run-up Area Blast Fence
- Relocation of the City's Underground Water Main
- Demolition of the City's Lift Station

The Runway 9 Runup Area relocation project is scheduled to commence in December 2023 and will be completed in January 2025. The Run-up Area will also include the installation of a blast fence, which will be positioned between the proposed hangar and the new Run-up Area. Based on the location of the blast fence in relation to the hangar door opening, the aircraft ramp will not provide a direct path to the hangar.

After reviewing the utilities atlas, the actual location of City potable water and raw water main was found to be located near and within the hangar project area. To relocate the water mains would add several hundred thousand dollars to the cost of the project and possibly jeopardize Florida Jet's financing and ability to complete the project. Airport staff will engage with the Public Works Department to achieve a feasible remedy to the water main situation to determine the the best course of action.

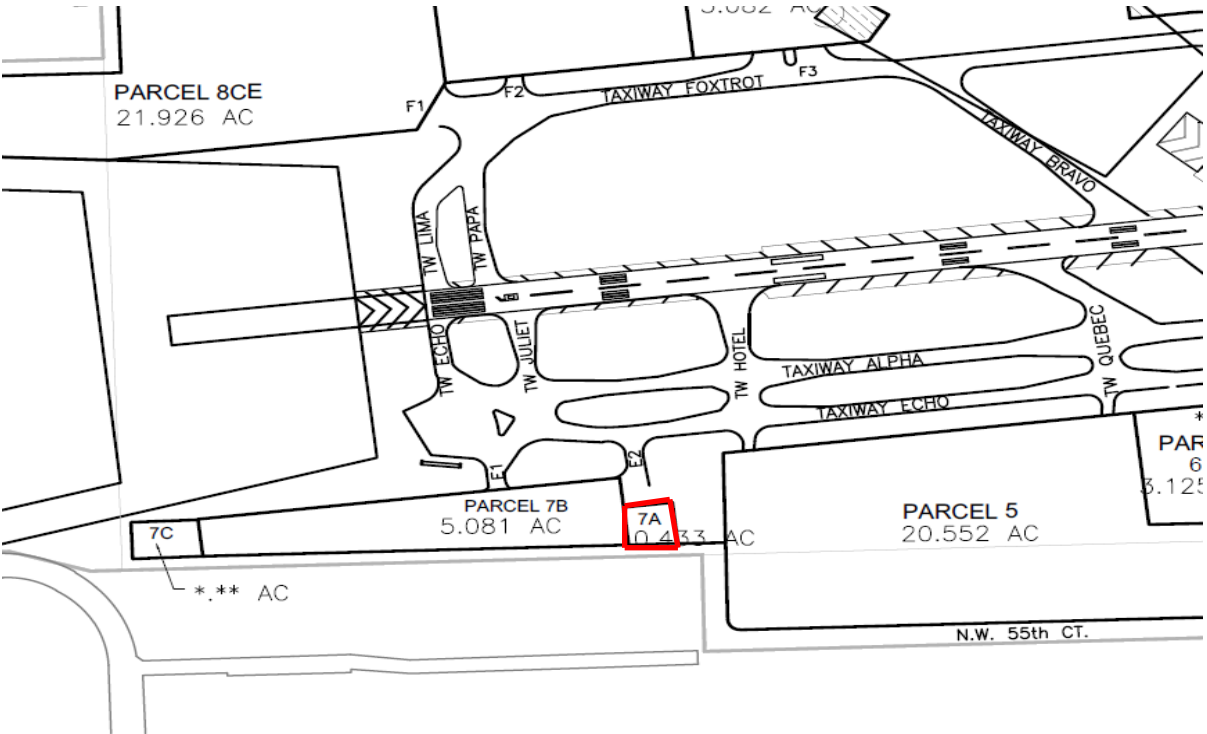
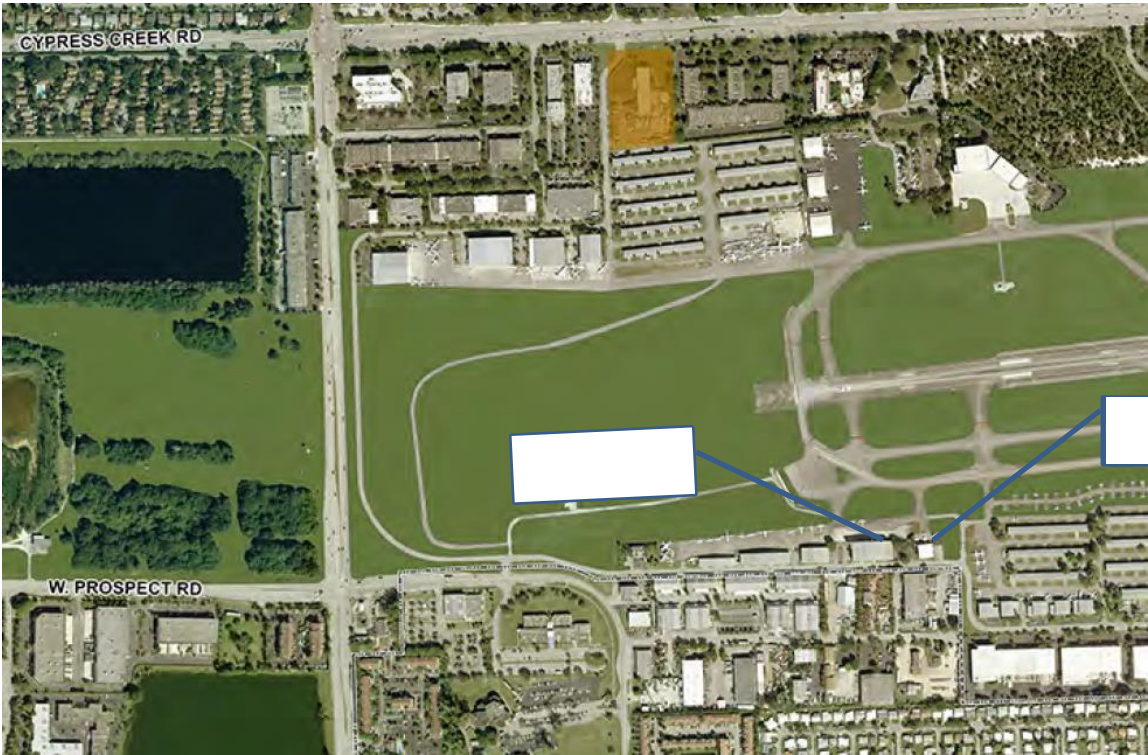
Florida Jet is requesting a 5-year short-term Lease, which will provide ample time to observe the impacts of the Runway 9 Run-up Area relocation, ensure the most feasible option for the City water utilities, and reorient the hangar door location or reducing the hangar square footage.

Annual Rent will increase by 10% to \$100,523.80 with annual CPI adjustments. Additionally, Florida Jet will be required to bring the hangar structure in compliance with the forty (40) year building inspection.

Staff Recommendation

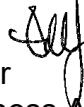
Staff recommends that the City Commission enter into a Lease Agreement with Florida Jet Center, Inc. to lease the hangar and other improvements on Parcel 7A for a term of five (5) years at an annual rate of \$100,523.80 with annual CPI adjustments.

VOTING ITEM 1
EXHIBIT 1



UPDATE ITEM A

DATE: September 28, 2023
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Director
BY: Krystal Permanan, Airport Business Assistance Administrator
SUBJECT: Executive Airport – Noise Compatibility Program

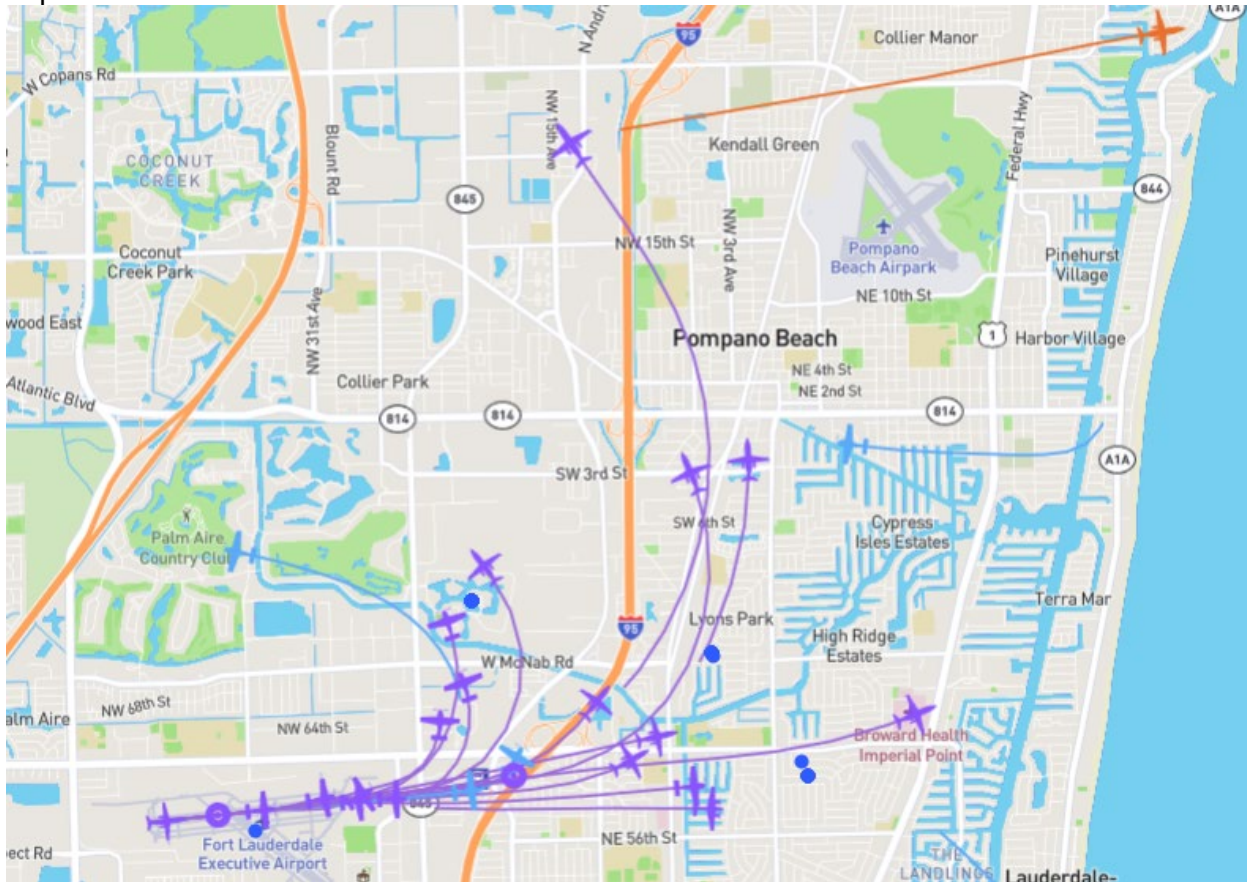


In August 2023, Fort Lauderdale Executive Airport (FXE) generated a total of 824 jet departures from Runway 9. Noise Monitor #2 registered one aircraft that exceeded the recommended limit of 80 decibels, however, this event did not generate a noise report from the community. A total of 45 noise reports from residents were generated for August 2023 (Exhibit 1).

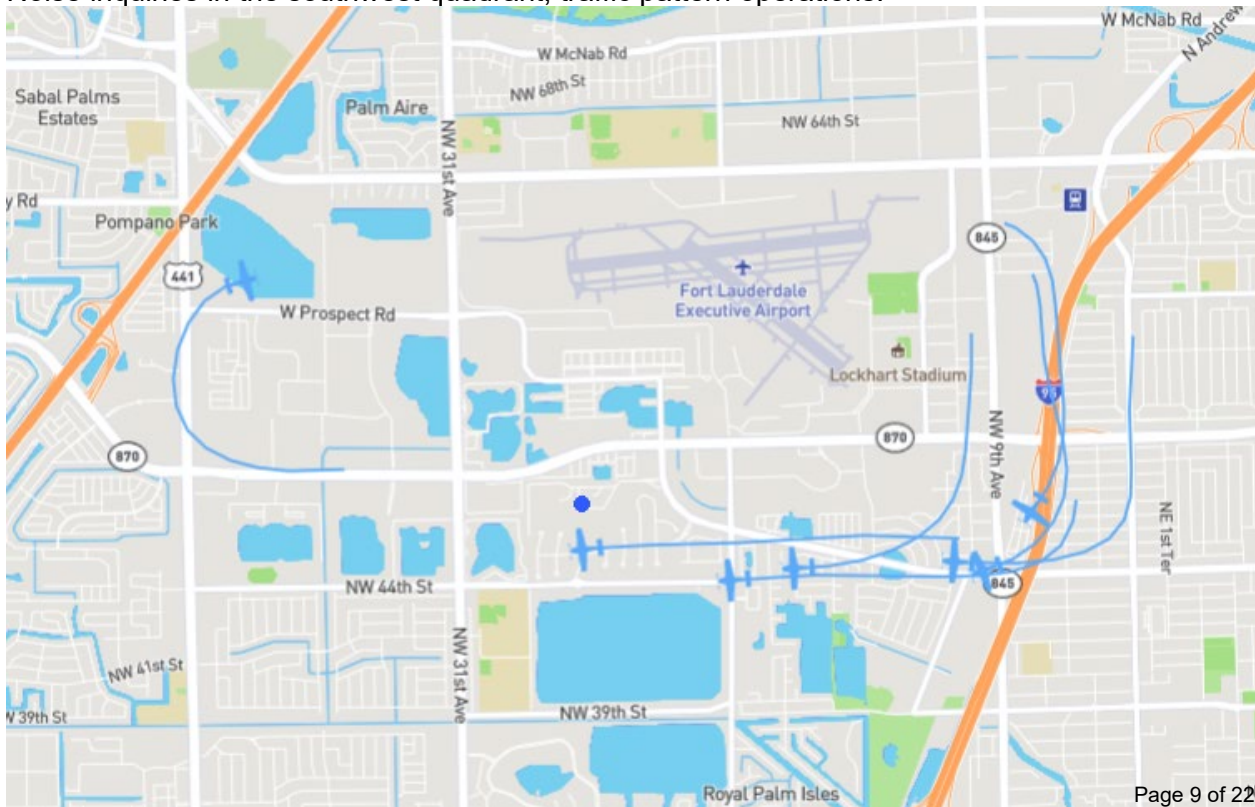
Staff will continue to respond to resident concerns and analyze aircraft operations to ensure the safe and efficient operations of aircraft at FXE.

UPDATE ITEM A EXHIBIT 1

Noise inquiries in the northeast quadrant; traffic pattern operations, and northwest and east departures.



Noise inquiries in the southwest quadrant; traffic pattern operations.





COOPERATIVE NOISE ABATEMENT EFFORT

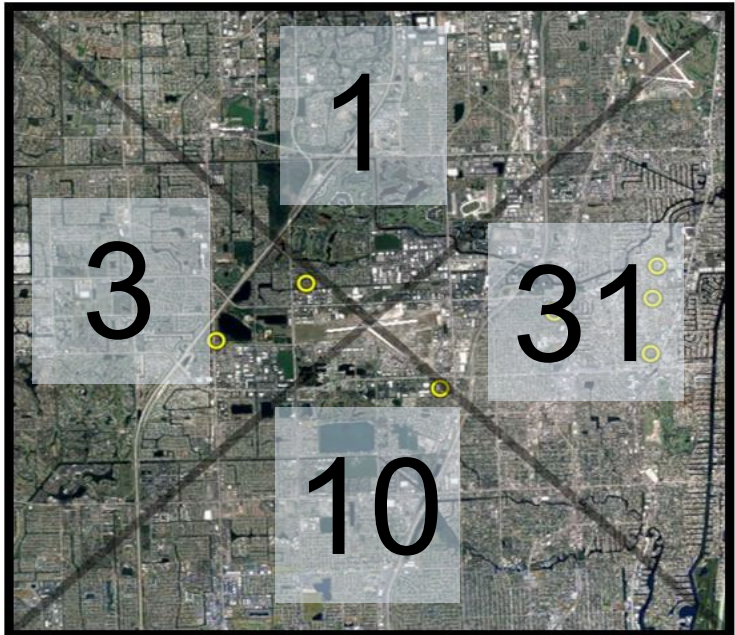
Month of August, 2023

September 28, 2023

Jet Departures and Noise	Jul-23	Aug-23
Total Departures	920	942
Runway 27 Jet Departures	156	114
Runway 9 Jet Departures	758	824
Runway 13/31 Jet Departures	6	4
Runway 9 Jet Departures, I-95 Turns	461	480
Runway 9 Jet Departures %, I-95 Turns	61%	58%
Jet over 80dB at Monitor #1	*	*
Jet over 80dB at Monitor #2	4	1

Noise Reports	Jul-23	Aug-23
Number of Households - FXE Noise Only	9	8
Number of Reports - Jets	18	13
Number of Reports - Propellers Single-Engine	81	25
Number of Reports - Propellers Multi-Engine	9	3
Number of Reports - Helicopters	1	0
Number of Reports - Unknown	2	4
Number of Reports - Unmatched	5	0
Number of Reports - DT1	0	0
Total Number of Noise Reports for FXE	116	45

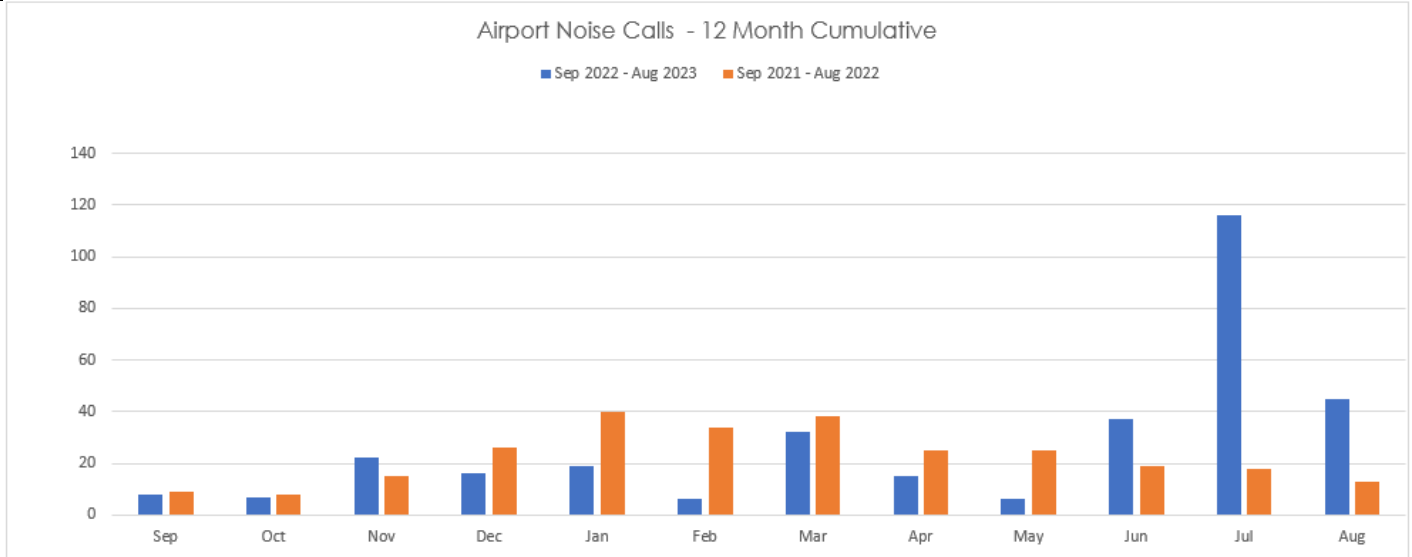
Noise Reports By Quadrant




* 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 completion with FXE, FPL and Envirosuite.

Airport Noise Calls - 12 Month Cumulative

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Totals
Sep 2022 - Aug 2023	8	7	22	16	19	6	32	15	6	37	116	45	329
Sep 2021 - Aug 2022	9	8	15	26	40	34	38	25	25	19	18	13	270



DATE: September 28th, 2023
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Director
BY: Ryan D. Frost, Airport Operations Supervisor
SUBJECT: Development and Construction

Airfield Painting and Markings Project

The Airfield Painting and Marking project involved cleaning and repainting of nearly 416,211 square feet of airfield markings; this represents approximately 90% of all movement area markings. These are required maintenance items to ensure FAA and Florida Department of Transportation standards for airports because over time, the markings fade, get obscured from rubber deposits and experience mold build-up.

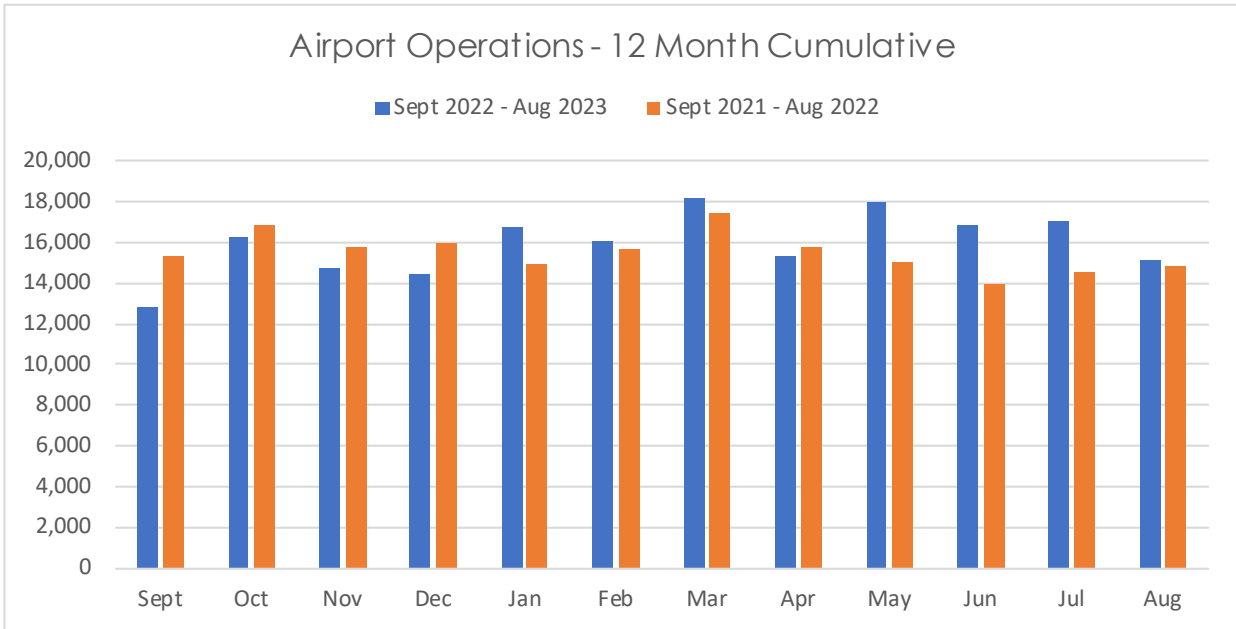
This project was included in the Fiscal Year 2023 budget in the amount of \$500,000. The total final project cost was \$459,120. Project mobilization began in late June and reached final completion on September 13, 2023.

12474 – FXE Mid-field Run-up Area Project

The Mid-field Run-up Area Project involves the expansion of the mid-field run-up area and the installation of jet blast deflectors. Project mobilization began on Monday, September 4, 2023, with Phase 1 construction activities starting on Wednesday September 6th, 2023. Phase 1 of the two-phase project consists of installation of silt fencing and jet blast deflectors, pavement demolition, earth work, run-up pad expansion and paving. During this phase, there will be minimal impact to airfield operations outside of the project area. The duration for this project is approximately six months.

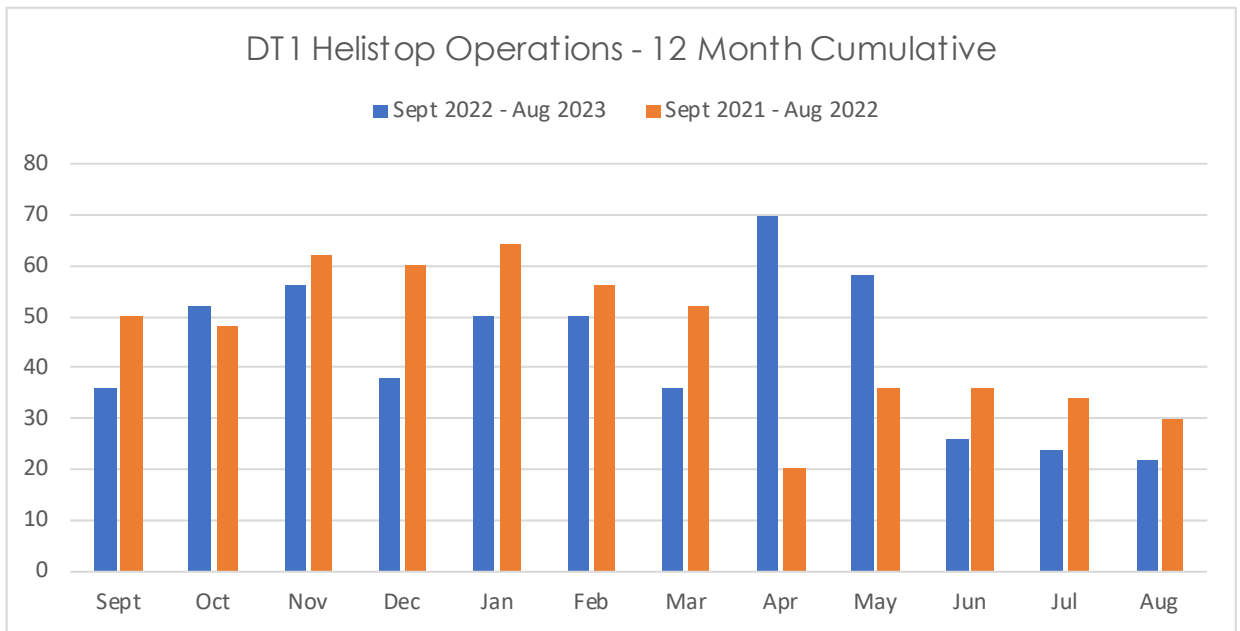
Airport Operations - 12 Month Cumulative

Sept 2022 - Aug 2023	12,822	16,286	14,738	14,451	16,790	16,037	18,158	15,321	17,980	16,802	17,016	15,145	191,546
Sept 2021 - Aug 2022	15,310	16,806	15,775	15,935	14,980	15,680	17,474	15,760	15,044	13,895	14,505	14,870	186,034



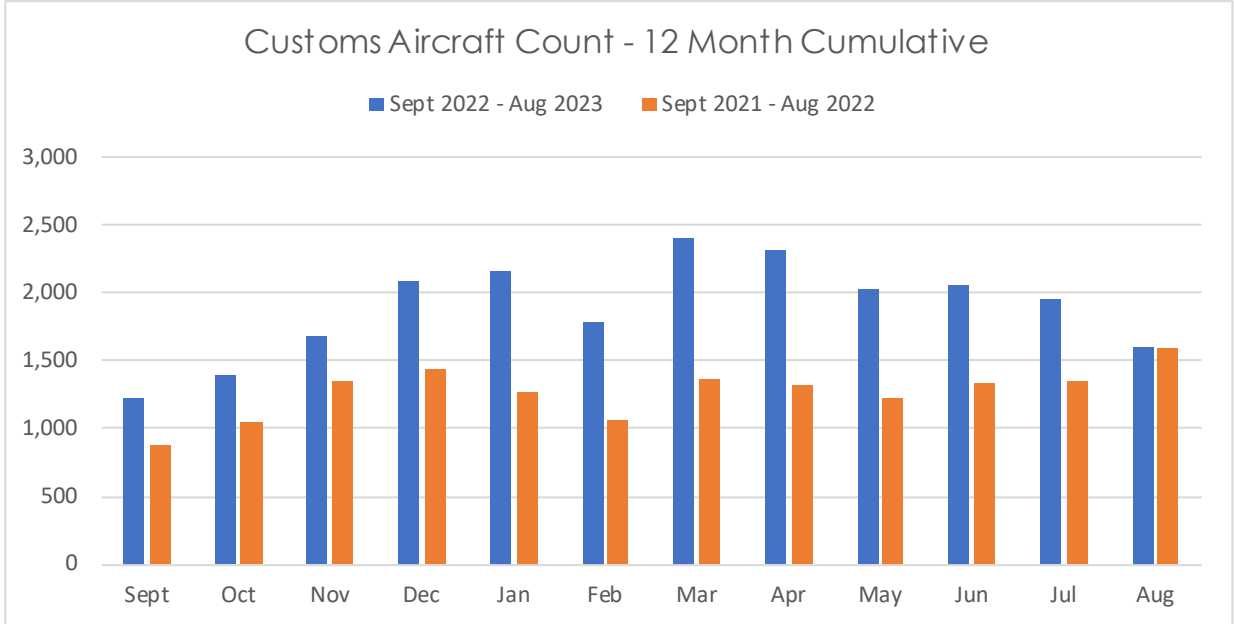
DT1 Helistop Operations - 12 Month Cumulative

Sept 2022 - Aug 2023	36	52	56	38	50	50	36	70	58	26	24	22	518
Sept 2021 - Aug 2022	50	48	62	60	64	56	52	20	36	36	34	30	548



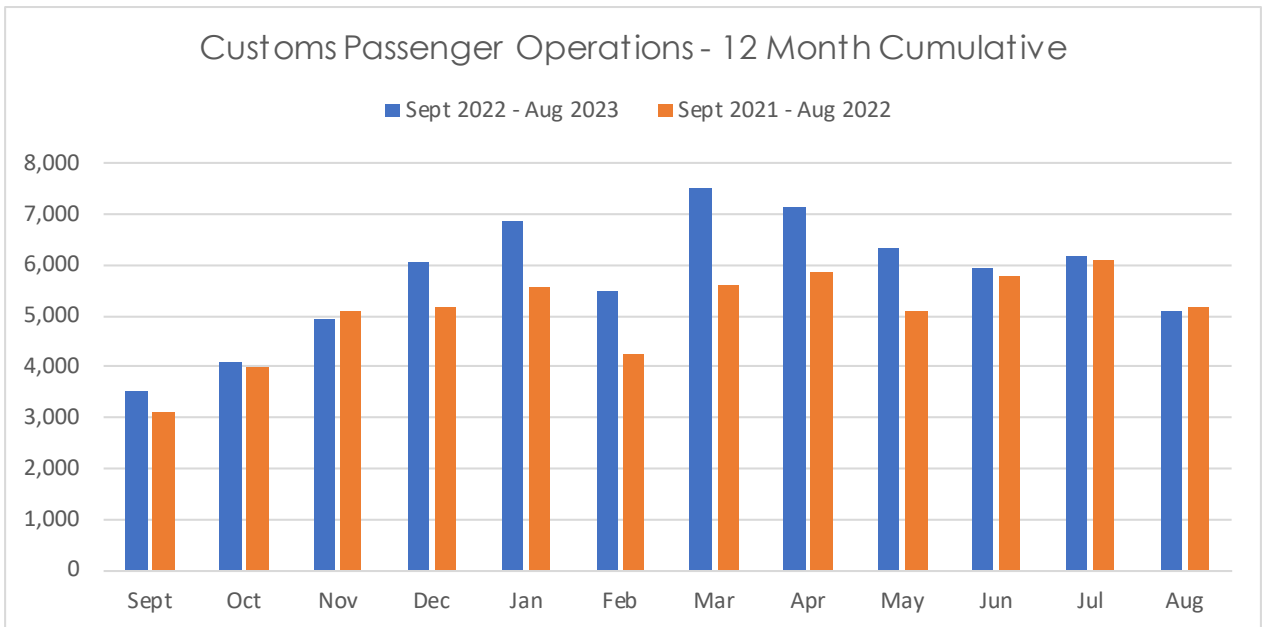
Customs Aircraft Count - 12 Month Cumulative

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Totals
Sept 2022 - Aug 2023	1,226	1,391	1,674	2,090	2,162	1,787	2,410	2,316	2,021	2,055	1,951	1,603	22,686
Sept 2021 - Aug 2022	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



Customs Passenger Operations - 12 Month Cumulative

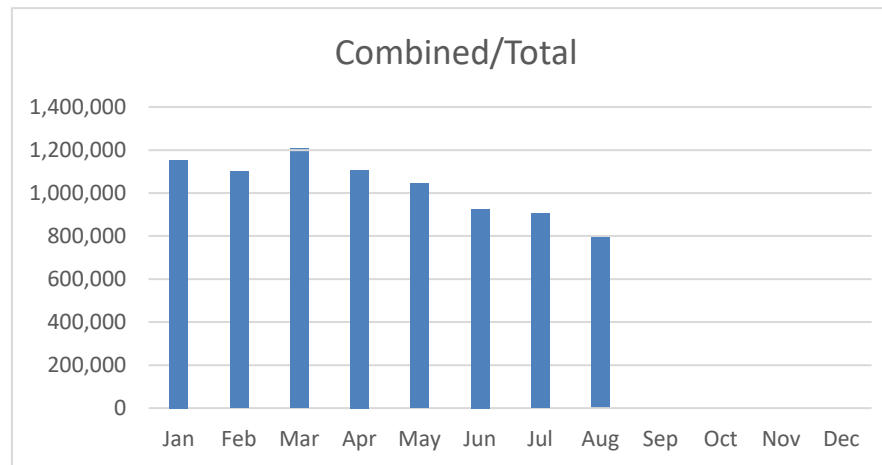
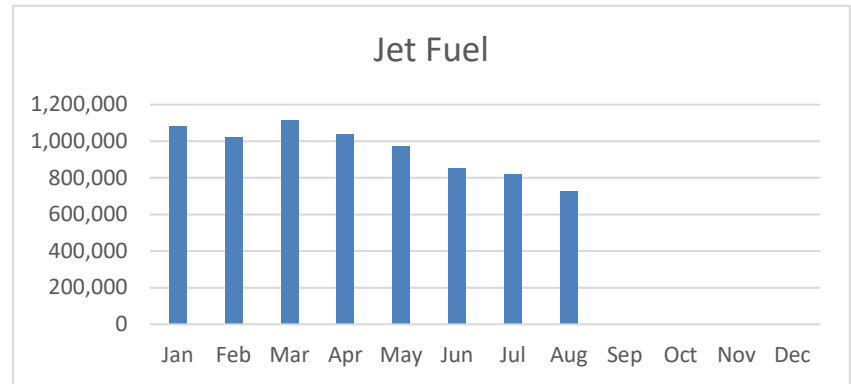
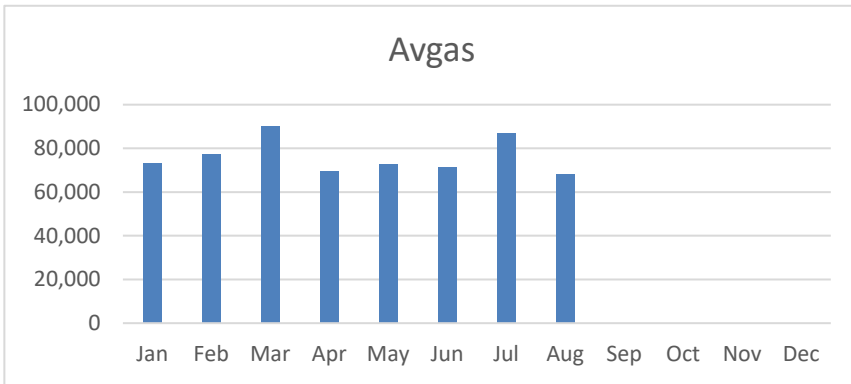
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Totals
Sept 2022 - Aug 2023	3,532	4,081	4,945	6,040	6,850	5,498	7,489	7,158	6,338	5,947	6,169	5,070	69,117
Sept 2021 - Aug 2022	3,123	4,007	5,089	5,160	5,560	4,256	5,623	5,856	5,076	5,787	6,115	5,167	60,819



Date	Alert Level	Aircraft Type	Description
8/11/2023	I	Cessna 172 Skyhawk	Flat Nose Gear
8/16/2023	II	Cessna 402	Unsafe Gear Indicator
8/30/2023	II	Britten-Norman Islander	Rear Control Surfaces Locked

2023 Monthly Fuel Flowage (Gallons)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Avgas	73,336	77,070	90,175	69,322	72,673	71,179	86,936	67,957					848,557
Jet	1,080,235	1,024,544	1,117,812	1,037,514	972,855	853,810	817,910	727,727					12,161,621
Total	1,153,571	1,101,614	1,207,987	1,106,836	1,045,528	924,989	904,846	795,684	0	0	0	0	8,241,055



UPDATE ITEM C

DATE: September 28, 2023
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Director
SUBJECT: 2023 Arrearages



Rent

There is one arrearage for August – Lots 18 and 19.

Fuel Flowage

There are no arrearages to report.

2023 FXE Controller / Pilot Workshop

27

Hosted by
FXE & FAA Air
Traffic Control



**September
21, 2023 –
9AM - 11AM**

Breakfast
Raffles
++

A discussion on airport operations and runway safety
with a special focus on flight training activities.

[REGISTER HERE](#)

FXE Admin Building
6000 NW 21st Ave, Fort Lauderdale, FL 33309



UPDATE ITEM E.I.

DATE: September 28, 2023
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Director
BY: Carlton Harrison, Assistant Airport Director
SUBJECT: 2023 FXE Controller/Pilot Workshop



Controller/Pilot Workshop

On September 21, 2023, the Airport, in conjunction with the FXE Air Traffic Control Tower, held a controller/pilot workshop to discuss runway safety, local airport operations and best practices. The workshop was attended by over 30 FXE tenants and stakeholders ranging from student pilots to corporate flight departments. The workshop provided the opportunity for direct interaction between Airport staff, pilots and air traffic controllers in an open and collaborative forum.

The workshop agenda included a discussion on runway safety from both a national and local perspective, pilot preflight planning, situational awareness, radio communications, noise abatement procedures, and a lengthy discussion on expectations and best practices. Pilots were able to ask questions directly to air traffic controllers about local flight procedures. Air traffic control provided a detailed overview of the local airspace environment expressing the importance of communicating intentions and following instructions.

The workshop was very successful and we appreciate the support of the tenants, users, stakeholders, and the FAA for a productive and educational workshop experience.



HAUGHTON
MEDIA MANAGEMENT

OCTOBER 7, 2023
10AM - 2PM @ FXE
2020 EXECUTIVE
AIRPORT WAY
FL 33309

P R E S E N T S

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3

AVIATION DAY



CAREER
EXPO



FLIGHT SIM
COMPETITION

+
MORE

ATTENTION ASPIRING AVIATORS:
Dream of taking to the skies?
Join us and embark on an exhilarating
journey to hone your passion
at Aviation Day 2023.



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UPDATE ITEM E.II.

DATE: September 28, 2023
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Director
BY: Carlton Harrison, Assistant Airport Director
SUBJECT: FXE Aviation Day



FXE Aviation Day

In conjunction with Houghton Media Management and the Civil Air Patrol, the Fort Lauderdale Executive Airport will host the 6th Annual Aviation Career Day on Saturday, October 7, 2023, from 10:00 a.m. to 2:00 p.m. This event is a job fair and educational gathering designed to explore the offerings of South Florida's flight schools, colleges, aviation businesses and aviation career paths.

Last year's event featured over 20 South Florida educational institutions and industry professionals and this year's event will feature several exhibitors including Makers Air, the Banyan Pilot Shop, Next Level Racing, the Civil Air Patrol, Air Force Association, Broward College, Everglades University, Purdue Global University, Embry-Riddle Aeronautical University, and OSM Aviation Academy, amongst others.

The scope of this year's event has been expanded to encompass information on flight simulation, professional pilot and aircraft maintenance technician careers, and various other careers within the aviation sector, including air traffic control, charter services, aviation law enforcement, aircraft management, and drone operations. Featured speakers will deliver presentations on wide a range of topics such as the Civil Air Patrol as the "Great Gateway into the Aviation Industry," pathways into air traffic control, charter service operations, and new drone technology and its integration into the National Airspace System.

For more information and to register for the 2023 FXE Aviation Day, please visit www.flyfxe.com.

UPDATE ITEM E.III.

DATE: September 28, 2023
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Director
SUBJECT: Fort Lauderdale Executive Airport Lead Emissions Study



On October 17, 2022, the Environmental Protection Agency (EPA) issued a proposed determination that lead emissions from aircraft using Aviation Gas (AVGAS-100 Low Lead) cause or contribute to lead air pollution, which may endanger public health and welfare. Most aircraft that use AVGAS are piston-engine, which are typically small aircraft used for flight training and recreational flying.

Recently, a newspaper article revealed that the Fort Lauderdale Executive Airport (FXE) currently ranks 18th in the nation for lead emissions out of over 5,500 airports, according to 2020 calculations from the EPA. The EPA finding is a first step towards addressing lead emissions emitted from piston-engine aircraft and will include further studies to determine if lead emissions from aircraft engines cause or contribute to lead air pollution.

FXE has engaged the services of Harris Miller Miller and Hanson (HMMH), which is the Airport's environmental and noise consulting firm. HMMH also performs services that include air quality analysis, airport and airspace planning, and sustainable energy solutions. Additionally, HMMH has been a long serving vendor of FXE and has been consistently involved with the noise abatement program at the Airport. The scope of work being performed by HMMH will include lead emissions analysis of general aviation aircraft operating at FXE that use AVGAS.

When a final determination is made on piston-engine aircraft lead emissions contribution to lead air pollution, the EPA will establish regulatory standards. This will also trigger the Federal Aviation Administration (FAA) to prescribe standards for the implementation of unleaded fuel for general aviation aircraft. The switch to unleaded aircraft fuel is FXE's goal and will entail transitioning safely from the use of lead fuels in piston engine aircraft. Although the FAA does not have direct regulatory responsibility for aviation fuels, they are working with critical government and industry partners to develop a multi-layered strategy to eliminate lead fuel for piston-engine aircraft by the end of 2030.

The Airport will continue to work with the consulting firm HMMH to develop a report of lead levels generated by piston-engine aircraft that operate at FXE. The report will describe how the EPA developed their information and how the levels reported at airports in South Florida compare to EPA standards and statewide reported levels. We will continue to provide the Board with updates.