



Venice of America

CITY OF FORT LAUDERDALE

**AVIATION ADVISORY BOARD
FORT LAUDERDALE EXECUTIVE AIRPORT
ADMINISTRATIVE OFFICE - MULTIPURPOSE ROOM
6000 NW 21 AVENUE, FORT LAUDERDALE, FL
THURSDAY, January 24, 2013, 1:30 P.M.**

Board Members	Attendance	Cumulative Attendance 7/12 through 6/13	
		Present	Absent
Bunney Brenneman, Chair	P	5	0
Bruce Larkin, Vice Chair	P	3	2
Kevin Borwick	P	4	0
Ron Carlson	P	4	1
Avery A. Dial	P	3	2
Linda Iversen	P	5	0
Patrick Kerney	A	2	3
Stephen Stella	P	5	0
Mark Volchek	P	2	3
Pamela Bushnell, Commissioner	P	4	1
City of Tamarac [non-voting]			
Jeff Helyer, City of Oakland Park [non-voting]	P	5	0

Airport Staff

- Clara Bennett, Airport Manager
- Mark J. Cervasio, Assistant Airport Manager
- Rufus James, Assistant Airport Manager
- Florence Straugh, Noise Abatement Officer
- Fernando Blanco, Airport Engineer
- Scott Kohut, Airport Operations Supervisor
- Diana McDowell, Administrative Assistant II
- Angela Brewton, Acting Business Outreach Coordinator
- Shannon Graham, Administrative Aide
- Jim Halley, Airport Operations Aide
- Travis Bryan, Airport Operations Aide
- Melissa Grabiec, Airport Intern

Call to Order

Chair Brenneman called the meeting to order at 1:35 p.m.

Roll was called and it was determined a quorum was present.



Mr. Dial arrived at 1:40 p.m. Chair Brenneman welcomed Mr. Dial.

Chair Brenneman asked Mr. Kohut to introduce two new Airport Operations Aides who recently joined the Executive Airport staff, Mr. Jim Halley and Mr. Travis Bryan.

Chair Brenneman welcomed the new Airport employees on behalf of the Board.

Ms. Bennett introduced Dr. Angela Brewton, the Acting Business Outreach Coordinator with the Executive Airport. Dr. Brewton will be focusing on the Foreign-Trade Zone Program and getting it organized and then shifting responsibilities to include business outreach to Executive Airport current and prospective tenants.

Chair Brenneman noted that Ms. Bennett had received a special and memorable aviation photo from Mr. Carlson.

Ms. Bennett shared with the Board the photo of a Boeing airplane with the Golden Gate Bridge in the background that Mr. Carlson gifted to the Airport. The Airport will be framing the photo and hanging it in a prominent area for everyone to enjoy.

Chair Brenneman stated the photo was taken in San Francisco in the 1930's.

VOTING ITEMS

1. Approve Minutes of December 6, 2012 Meeting

Chair Brenneman noted minor changes and corrections to the December 6, 2012 meeting minutes.

Motion made by Mr. Larkin, seconded by Ms. Iversen to approve the December 6, 2012 meeting minutes per the changes/corrections.

2. Parcel 2 – Zeley Aviation – Second Amendment to Lease Agreement

Ms. Bennett explained to the Board that Zeley Aviation, Inc. (Zeley Aviation) leases Parcel 2 consisting of 13.18 acres at Executive Airport under terms of a lease expiring on October 1, 2041. The annual lease payments for this Parcel are \$110,463.83.

Improvements on the property total 121,620 square feet. Sublessees on the Parcel are Banyan Air Services, Inc. (Banyan) and Sheltair Aviation Facilities, Inc. (Sheltair).

The Amended and Restated Lease required Zeley Aviation, and its development partners, Banyan and Sheltair, to demolish the older section of the Parcel and construct three new aircraft storage hangars totaling 52,800 square feet with 7,440 square feet of office space. The new construction would net an additional 3,558 square feet of hangar space and required a minimum capital investment of \$7.5 million by October 1, 2014.

The Lease was amended effective April 17, 2012 to modify the redevelopment plan with the replacement of a proposed paint shop with a conventional storage hangar resulting in approximately 55,000 square feet of new facilities and reducing the construction costs to approximately \$5 million.

Additionally, the effective date of the rent increase to \$172,275.44 and the construction completion deadline were extended by six months, amending the dates from April 1, 2013 to October 1, 2013 and from October 1, 2014 to April 1, 2015 respectively. In accordance with the terms of the Lease, the rent would be adjusted commencing on July 31, 2023 to include ten percent (10%) of the appraised value or an assessment of five percent (5%) of the gross rental receipts on improvements constructed prior to the Commencement Date.

Zeley Aviation and the Sublessees experienced issues with the redevelopment plan and presented a revised site plan for City approval. The new plan includes the demolition of the T-hangars and construction of one additional hangar totaling a minimum of 20,000 square feet, construction of a new ramp, and completion of significant drainage improvements totaling approximately \$2.3 million. Zeley Aviation has also requested a six-month extension to the effective date of the rent increase, amending the date from October 1, 2013 to April 1, 2014. The construction completion deadline would remain the same.

Zeley Aviation agreed to modify the Amended and Restated Lease to amend the rent adjustment scheduled for July 31, 2023 to include five percent (5%) of potential gross rental receipts of the leasehold Improvements constructed prior to Commencement Date. The gross rental rate will be based on the prevailing market rate for similar facilities on the Airport to ensure that the Airport is receiving a fair return on the improvements when the current lease would have terminated and the improvements would revert to the Airport.

Mr. Larkin asked for Zeley Aviation to elaborate on the issues they are having.

Mr. Lettman explained that one of the issues was with the larger box hangars on the outside row. Zeley Aviation has long-term leases with their sublessees, Banyan and Sheltair. Sheltair and Banyan were going to combine facilities; however, Sheltair decided to remodel their facilities rather than build a new one, resulting in a reduced development. The proposed hangar building will be built as far back as possible to allow for construction in the future as had originally been intended.

Commissioner Bushnell asked about the change to gross rent.

Ms. Bennett explained that the intent is to base the 5% on potential gross rental receipts based on what similar facilities rent for at the time of the rent escalation. This will ensure that the Airport is getting true market rent when the facilities revert in accordance with the agreement. The Second Amendment to Lease Agreement will reflect this.

Motion made by Mr. Volchek, seconded by Mr. Carlson, to approve the staff recommendation to authorize a Second Amendment to Lease Agreement with Zeley Aviation for Executive Airport Parcel 2. The Amended Agreement reflects; 1) An increase in the rent to \$172,275.44 per year effective April 1, 2014, 2) Termination of the Amended and Restated Lease on April 1, 2015 if the Lessee fails to construct 20,000 square feet of new hangar and office facilities, ramp and drainage improvements, and 3) Amendment to Paragraph 8.2 of the Amended and Restated Lease to reflect an increase in the rent to include five percent (5%) of potential gross rental receipts of the leasehold improvements constructed prior to Commencement Date of the Second Amendment, based on market rent of similar facilities, effective July 31, 2023.

In a voice vote, motion passed unanimously.

3. Parcels B, C, and D – Survey and Earthwork Analysis – Miller Legg & Associates, Inc. – Task Order No. 2

Mr. Blanco explained that the City of Fort Lauderdale is continuing to work with Broward County environmental and legal staff to finalize issues related to the consent order and the Environmental Resource Licenses issued on December 21, 2007, including environmental restoration for Parcels B, C, and D.

Parcel B, totaling 10.01 acres, contains Natural Resource Area (NRA), Parcel C, totaling 10.29 acres, contains wetlands, and Parcel D, totaling 11.68 acres, contains areas identified with both Natural Resource Area (NRA) and wetlands, which required Environmental Resource Permits and Licenses in order to allow for development.

The Airport is continuing the process of clearing and mitigating these parcels for potential development through a contract with DGC Environmental, Inc. In order to determine the proper course of action to continue to prepare the property for development, the Airport needs to determine the site elevations and suitability of the soils within all three parcels. This information will be used to prepare bid specifications to assist with obtaining a contractor to address the condition of the parcels.

Staff has negotiated Task Order No. 2, in an amount not to exceed \$64,195, with the City's General Environmental Engineering Consultant, Miller Legg and Associates, Inc. The services provided under this task order will include topographic survey, earthwork analysis, and bid specifications for the parcels.

Motion made by Mr. Larkin, seconded by Ms. Iversen, to approve the staff recommendation to approve Task Order No. 2 with Miller Legg and Associates, Inc., for Parcels B, C, and D Survey and Earthwork Analysis in the not to exceed amount \$64,195.

In a voice vote, motion passed unanimously.

4. Parcels D – Mitigation Monitoring – Miller Legg & Associates, Inc. – Task Order No. 13

Mr. Blanco explained that Parcel D in the Airport Industrial Park contains areas identified with both Natural Resource Area (NRA) and wetlands. Due to these designations Environmental Resource Permits and Licenses from Broward County Environmental Protection and Growth Management Department and the South Florida Water Management District were required to allow for development. These permits and licenses were obtained on December 21, 2007. Clearing and mitigation work began in October 2011 and was completed in December 2011.

As part of the permit requirements, a time-zero report and quarterly monitoring reports were provided to the permitting agencies during the first year. These reports were reviewed and accepted by the agencies. The permits also require quarterly monitoring reports for years two through five.

Staff has negotiated Task Order No. 13, in an amount not to exceed \$43,420, with the City's General Environmental Engineering Consultant, Miller Legg and Associates, Inc., to provide mitigation monitoring services for Parcel D for an additional four years in order to comply with permit requirements.

Mr. Stella asked for a description of the time zero report.

Mr. Blanco explained the time-zero report is a monitoring report that establishes when the mitigation ended and when the monitoring begins.

Commissioner Bushnell asked if the \$43,420 included all four years of monitoring.

Mr. Blanco stated that was correct.

Mr. Stella asked if the monitoring was for the removal of the invasive species.

Mr. Blanco responded the monitoring was to make sure the removed invasive species do not return.

Ms. Iversen asked whether the purpose is to watch the progress of the work for four years.

Mr. Blanco stated this is part of the permit. Mr. Larson added that the monitoring serves to make sure the removal of invasive species was successful.

Motion made by Ms. Iversen, seconded by Mr. Stella, to approve the staff recommendation to authorize the City Commission to approve Task Order No. 13 with Miller Legg and Associates, Inc., for Parcel D Mitigation Monitoring in the not to exceed amount \$43,420.

In a voice vote, motion passed unanimously.

5. Executive Airport Access Control System Upgrade

Mr. Blanco explained that this purchase is for a new video security access control system that will be used to monitor the closed circuit television cameras located at various locations around the Airport and at the Downtown Helistop. The existing system software is no longer supported by the manufacturer and is not compatible with the City's current system. The new system, Pro Watch, will combine both access control and video surveillance.

The contractor, Security 101, will provide software to enable the Airport's system to be compatible with a new standard approved by several City departments. This standard is based on the Honeywell Access Control and Video Management solution currently used by the Fire Rescue Department for video security and other investigative features. This new software is the final stage required to integrate the Airport's system with the larger City system that currently uses the Pro Watch software.

The City's IT staff is of the opinion that there would be a cost savings and increased compatibility between the Airport and other departments by using the same video management software solution.

Chair Brenneman asked for clarification of the staff recommendations on savings to the Airport.

Mr. Blanco stated that the costs saving to the Airport is that the video management will be serviced by the City's contract, at current contract prices and there will be increased efficiency of having one vendor service all City departments.

Mr. Larkin asked who will do the product support and maintenance.

Mr. Blanco responded that the support and maintenance will be done by the City's contractor and added that warranty and installation will take place at the same time.

Mr. Stella asked if the gate card codes will change and Mr. Blanco stated that they will stay the same.

Mr. Stella asked if the cameras around the airfield will be upgraded.

Mr. Blanco responded that the chips will be upgraded on the cameras.

Motion made by Mr. Volchek, seconded by Mr. Carlson, to approve the staff recommendation to authorize the City to purchase proprietary services with Security 101 to provide software for the access control system upgrade at a cost of \$28,538.49.

In a voice vote, motion passed unanimously.

UPDATE ITEMS

A. Noise Compatibility Program

Ms. Straugh stated that over the past six years, the Airport has partnered with Aircraft Owners & Pilots Association (AOPA) in hosting Pilot Safety Seminars. On Wednesday, February 20, 2013 from 7:00 p.m. to 9:00 p.m., AOPA and Air Safety Institute will host a Pilot Safety Seminar, titled "Chart Challenge". The seminar will be held at the Sheraton Suites Cypress Creek, located at 555 NW 62nd Street, Fort Lauderdale, Florida 33309.

Ms. Straugh informed the Board about the Airport's Safety Expo Event, which will take place on Saturday, March 2, 2013 at the Airport. Ms. Straugh shared the event poster and details of the event.

Ms. Bennett thanked Ms. Straugh and Ms. Grabiec for all their hard work on organizing the event.

B. Development and Construction

Mr. Kohut provided information on the Challenge Air for Kids and Friends event that would take place on Saturday, January 26, 2012, from 9:00 a.m. until 4:00 p.m. at Banyan Air Service. The event offers free airplane rides to any physically challenged child or young adult who is registered prior to the event. Highlights of the day include an educational ground school, a 30 minute flight, face painting, clowns, static aircraft and service animals. As of the date of the Board meeting, 16 pilots had donated their aircraft, fuel and time and over 100 special needs children had registered to participate in the event.

Ms. Iversen stated this is a great event to participate in.

Chair Brenneman commented on the generosity of these pilots to the children and their families.

C. Arrearages

Ms. McDowell reported that there were arrearages by Aero Toy Store for Parcel 9AB for November and December 2012 and arrearages by World Jet for Parcels 8CE, 10, 11ABC, and 11D (Temporary Parking) for November 2012, December 2012, and January 2013.

Aero Toy Store is also in arrears for fuel flowage for October, November, and December 2012. World Jet is also in arrears for fuel flowage for December 2012.

D. Communication to City Commission

None

E. FLL Update

Ms. Straugh stated there is no FLL Update. There will be an FLL Airport Noise Abatement Committee (ANAC) meeting in March.

Ms. Bennett informed the Board about the Transportation and Mobility Department's new shuttle service from the Fort Lauderdale International Airport to Downtown Fort Lauderdale. The new service stores travelers' luggage while they have lay overs going from the airport to cruises and can discover the City's historic district. The new service already has 100 pre-paid tickets for the weekend. This is a great revenue generator for the City.

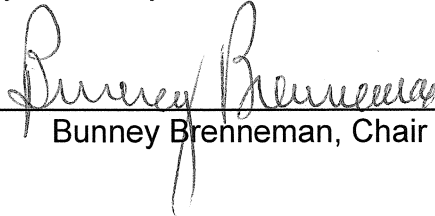
Chair Brenneman asked how City staff is reaching the public in promoting this service.

Ms. Bennett stated that promotion will be conducted through the Broward Convention and Visitors Bureau, articles in local newspapers, and through the cruise lines.

Other Items and Information

Ms. McDowell informed the Board that new binders for 2013 will be available after the meeting.

➤ Next scheduled meeting: Thursday, February 28, 2013 – 1:30 PM



Bunney Brenneman, Chair

PLEASE NOTE:

If any persons decide to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need a record of the proceedings and, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.