



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 22, 2026 – 1:30 P.M.**

Board Members	Attendance	Cumulative Attendance	
		7/2025 - 6/2026	
		Present	Absent
William Gilbert, Chair	P	4	0
David Cooper, Vice Chair	P	2	2
Olivia Anderson	A	0	2
David Ash	A	2	2
Louis Gavin	P	3	1
Kelly Gordon	P	3	1
Dr. Jeff Johnson	P	3	1
Robert Laughlin	P	3	1
John Vratsinas	A	2	2
Barry Zimmerman	P	1	0
Non-Voting			
Commissioner Marlon Bolton, City of Tamarac	A	3	1
Narciso Cherson, City of Oakland Park	P	4	0

Airport/City Staff

Rufus A. James, Airport Director
 Carlton M. Harrison, Assistant Airport Director
 Khant Myat, Airport Engineer
 Patrick Donnelly, Division Manager – Airport Operations
 Chelsea Jones Finley, Division Manager – Airport Administration
 Miguel Laca, Financial Administrator
 Linda Blanco, Senior Administrative Assistant
 Katharine Lee, Airport Projects Support

Others

Nicholas Leone, Atkins Réalis
 Jose Blanco, CHA Solutions
 Stephanie Lopez, CHA Solutions
 Cody Parham, Garver
 Anya Grom, Garver
 Jim Halley, HDR
 Dean Koggan, KEITH
 Greg Chavarria KEITH
 Tom O'Donnell, Kimley-Horn and Associates
 Tony Sherbert, Sheltair Aviation
 Nina Perez, Sheltair Aviation
 Ignacio Martinez, W Aviation
 Steven Wherry, Wherry Law
 Rafael Ayala, W Aviation
 Karen Cruitt, Prototype, Inc.

CALL TO ORDER

Chair Gilbert called the meeting to order at 1:33 p.m.

ROLL CALL

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

Barry Zimmerman was welcomed as the newest member of the Board.

APPROVAL OF MINUTES

- **December 4, 2025 Minutes**

Motion made by Mr. Gavin, seconded by Mr. Gordon, to approve the minutes of the December 4, 2025 meeting as presented. In a voice vote, the **Motion** passed unanimously. (7-0)

VOTING ITEMS

1. **Contract Award for FXE Aviation Equipment and Safety Facility Apron Pavement Rehabilitation Project**

Mr. Khant Myat, Airport Engineer, provided the project overview and recommended that the project be awarded to Weekley Asphalt Paving at a cost of \$389,193.

Motion made by Dr. Johnson, seconded by Mr. Gavin, to approve the contract award to Weekley Asphalt Paving for the FXE Aviation Equipment and Safety Facility Apron Pavement Rehabilitation Project. In a voice vote, the **Motion** passed unanimously. (7-0)

2. **Minimum Annual Lease Rates and Real Estate Brokerage Commission**

Mr. Rufus James, Airport Director, presented the proposed rates for aviation land lease, which were determined in consultation with Andrew Magenheimer of Slack Johnston and Magenheimer, a Member of the Appraisal Institute (MAI).

Staff recommended establishing a minimum aviation land lease rate of \$0.70 per square foot for new or amended leases to include annual Consumer Plan Index (CPI) adjustments, periodic fair market adjustments, a maximum term of 30 years, and no brokerage commission.

Additionally, staff recommended establishing a minimum lease rate for non-aviation property consistent with Federal Aviation Administration (FAA) guidelines, annual CPI adjustments, periodic fair market adjustment escalations, and a maximum term of 50 years based on an MAI appraisal completed within six months of the effective date of the lease agreement or within such other timeframe, as approved by the FAA.

Motion made by Vice Chair Cooper, seconded by Mr. Gavin, to approve pricing as presented by Staff regarding the Minimum Annual Lease Rates and Real Estate Brokerage Commission. In a voice vote, the **Motion** passed unanimously. (7-0)

UPDATE ITEMS

A. Noise Compatibility Program

Mr. Patrick Donnelly, Division Manager - Airport Operations, shared the November and December 2025 reports. In November, there were 1,609 jet departures, with 1,333 of those from Runway 9. Three departures were recorded at Noise Monitor 2, of which one, a Cessna Citation Excel, generated a noise submission. There were a total of 34 noise inquiries from nine households.

In December, there were 1,761 jet departures, with 1,099 from Runway 9. Noise Monitor 2 recorded two departures that exceeded the 80-decibel threshold with one, a Falcon 900, resulting in a noise submission. There were a total of 36 noise inquiries from seven households.

B. Development and Construction

Mr. Donnelly reported that the Aviation Equipment & Service (AES) Facility Expansion project is scheduled to begin in February 2026, pending permit approval. He stated that the City Commission approved the award of the contract to Hi-Lite Airfield Services in the amount of \$335,417.50 at their November 14, 2025, meeting for the Runway 13-31 Pavement Sealing Project. The contract execution is anticipated in late January 2026, with construction projected to begin March 2026.

Mr. Donnelly referred the Board to the operations reports. There were five alerts in November with one Alert III and six Alerts in December, of which four were Alert III. No airport property damage occurred, with the exception of the event on November 3, 2025, involving a Cessna Grand Caravan.

C. Arrearages

Mr. James advised there were no arrearages to report.

D. Communications to the City Commission

None

E. Other Items

At the request of Chair Gilbert, Mr. James provided an update on the City Commission meeting that took place January 20, 2026. Mr. James advised that staff presented an overview of FXE financial sustainability, the draft leasing policy and the future of the Airport. He noted that comments from prime tenants had been incorporated into the leasing policy, and that an issue was raised by a tenant who opposed the transaction fee

which was 4% of the sale price of their leasehold. Mr. James informed the Board that a presentation with recommendations would be prepared for review and discussion at the next meeting.

General discussion ensued on the possible formation of a tenant group and the anticipated increase in competition for Florida Department of Transportation (FDOT) grant funding for advanced air mobility and vertiport facilities.

In response to a request by Mr. Laughlin, Mr. James provided a brief update on the parking garage at Holiday Park; he highlighted that Vertiports by Atlantic proposed to fully fund construction of the vertiport portion of the project. Discussion ensued on electric vertical take-off and landing (eVTOL) aircraft. Mr. James indicated that he was comfortable with the project which was intended to serve “short” destinations.

Mr. James clarified that the PAPI lighting system was back in service as of the prior Monday.

i. Public Comments

None.

Mr. James shared a video recap of the Uptown 5K on the Runway event which took place in November 2025. He highlighted that there were over 1,800 participants and that more than \$150,000 was raised to benefit the Trustbridge Hospice Foundation. He was commended for a successful event.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 2:05 p.m.

NEXT SCHEDULED MEETING DATE: Thursday, February 26, 2026, at 1:30 p.m.

Any written public comments made 48 hours before the meeting regarding items discussed during the proceedings have been attached.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <p style="text-align: center;">Zimmerman, Barry, Howard</p>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <p style="text-align: center;">Aviation Advisory Board</p>
MAILING ADDRESS <p style="text-align: center;">1616 NE 6th Street</p>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY <p style="text-align: center;">Fort Lauderdale, Broward</p>	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED <p style="text-align: center;">February 26, 2026</p>	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Barry Zimmerman, hereby disclose that on February 26, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I did not feel comfortable voting on this motion.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Feb 26, 2026

Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

PACKAGE CERTIFICATE



FORM 8B.PDF

2 pages

Form 8B.pdf

2 pages

E-SIGN INFO



Status:

SIGNED

Originator:

BARRY ZIMMERMAN
bz777pilot@gmail.com
IP: 76.128.69.212
Domain: bhgfirst.brokermint.com
Date: Feb 26, 2026 04:27 PM

Package ID:

DE30666BD8D540DC6AE195EE7EC0D169

Time zone:

EST (UTC-5)

Signers:

BZ

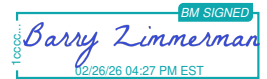
BARRY ZIMMERMAN
BARRY ZIMMERMAN

bz777pilot@gmail.com
IP: 76.128.69.212

Signed

Feb 26, 2026 04:27 PM

id: 1cccc9c630c7aec760d685eaca894180



HISTORY

Feb 26, 2026	04:27 PM	BZ	BARRY ZIMMERMAN	bz777pilot@gmail.com	IP: 76.128.69.212	Viewed
Feb 26, 2026	04:27 PM	BZ	BARRY ZIMMERMAN	bz777pilot@gmail.com	IP: 76.128.69.212	Signed
Feb 26, 2026	04:27 PM		Package has been fully signed and sealed			Completed

February 26, 2026

Honorable Dean J. Trantalis,
Mayor Vice Mayor/Commissioner John C. Herbst (District 1)
Commissioner Steven Glassman (District 2)
Commissioner Pamela Beasley-Pittman (District 3)
Commissioner Ben Sorensen (District 4)

Fort Lauderdale City Commission
City of Fort Lauderdale
1 E. Broward Blvd., Suite 444
Fort Lauderdale, FL 33301

Aviation Advisory Board

Fort Lauderdale Executive Airport
Attn: Airport Manager Rufus James
6000 NW 21st Avenue Fort Lauderdale, FL 33309

Re: Concerns Regarding Proposed Lease Fees at Fort Lauderdale Executive Airport (FXE) and Request for Stakeholder Review Process

Dear Mayor Trantalis, Honorable City Commissioners, Members of the Aviation Advisory Board, and FXE Airport Staff:

I am writing as a sub-tenant operating an aviation related business at Fort Lauderdale Executive Airport (FXE) and as a current member of the Aviation Advisory Board. I respectfully submit these comments for the public record and consideration in relation to the recent presentation on proposed lease fees and related policies at FXE.

In my opinion, this is a significant matter that would impose a substantial financial burden on airport tenants and their subtenants. The airport has been operating in a surplus for years—why is it necessary at this juncture to introduce what amounts to another hidden tax on tenants?

Every business at the airport already pays City of Fort Lauderdale Business Tax license fees (a form of tax). My on-field business pays the equivalent of \$2.95 per square foot to the City in this form every year.

While a new lease fee may be justifiable in principle, several key questions remain unanswered:

- Does a policy such as this proposed lease fee increase affect any FAA funding eligibility or compliance, including obligations under Airport Improvement Program (AIP) Grant Assurances (e.g., economic nondiscrimination, reasonable and not unjustly discriminatory rates/charges, or self-sustainability requirements for federally obligated airports)?
- Has any financial modeling or analysis been conducted to assess the potential impacts on airside tenant finances, including increased rents, additional occupancy costs, effects on subtenant viability, or broader operational sustainability?

I respectfully request that a formal stakeholder group be established to study the matter in detail before any final decisions or policy adoptions are presented to the City Commission.

This group should include:

- Members of the Aviation Advisory Board
- Prime aviation tenants on the field
- Sub-tenants (aviation)
- Prime non-aviation tenants
- FXE staff representatives

Such inclusive collaboration would ensure balanced input, transparency, full consideration of FAA compliance implications, and outcomes that support the long-term vitality of FXE as a premier general aviation facility and economic engine for our community.

Thank you for your attention to this important issue and for your ongoing stewardship of Fort Lauderdale Executive Airport.

Sincerely,



John Vratsinas
Member, Aviation Advisory Board
Fort Lauderdale Executive Airport (FXE)