

Meeting Minutes
CENTRAL FLORIDA REGION CFASPP
STEERING COMMITTEE MEETING
February 22, 2012, 10:00 a.m.
Winter Haven Municipal Airport

1. **Call To Order / Introductions** – Vice-chair Cindy Barrow called the meeting to order at 10:02 a.m. and asked everyone to introduce themselves.

<u>Name</u>	<u>Representing</u>
Cindy Barrow, Vice-chair	Bartow Municipal Airport
Vicky Stewart	Sebring Regional Airport
Nan Walsh	Lakeland Linder Regional Airport
Debbie Murphy	Winter Haven Municipal Airport
Judi Jankosky	Arcadia Municipal Airport
Eric Hinshaw	Chalet Suzanne Airport

In addition, the following people were in attendance:

<u>Name</u>	<u>Representing</u>
Hilary Maull	AVCON, Inc.
Michael Moon	Hanson Professional Services
Todd Zimmerman	Amherst Consulting, LLC
Nick Nesta	VHB
Leo Roy	VHB
Brian Clark	C & S Companies
Bruce Clark	C & S Companies
Ed Waters	Hanson Professional Services
Phil Jufko	Michael Baker Jr., Corporation
Paul Piro	RWA, Inc.
Brenda Tillmann	RWA, Inc.
Erik Treudt	FDOT Aviation Office
Dan Afghani	CFASPP Administrator

*Via Teleconference

Agencies/Organizations Not Represented:

Wauchula Municipal Airport	Avon Park Executive Airport
Lake Wales Municipal Airport	

2. **Approve Last Minutes** – Vice-chair Barrow asked for a motion to approve the minutes as presented. Ms. Vicki Stewart made a motion to approve the minutes that was passed by acclamation of the members present.

3. **Airport Updates / Roundtable**

- **Bartow Municipal Airport** – Vice-Chair Barrow stated that they just finished a large taxiway project and today they are advertising a fencing and wildlife project. The Industrial Park has started to rebound and T-hangars are full at the moment. She stated that a new restaurant opened up and they are planning some fun events to increase traffic. Vice-chair Barrow added that they are still operating a limited control tower schedule but hope to have it open full time again by Sun-N-Fun.
- **Arcadia Municipal Airport** – Ms. Judy Jankosky reported that Aviation Day will be held at the airport on March 3, 2012 and that they are starting a perimeter fencing

project on Monday. She added that they are going to complete a Master Plan Update this year along with a pavement conditioning and re-marking project. They are also planning to replace the Runway 05/23 lighting with a grant from FDOT.

- **Lakeland Linder Regional Airport** – Ms. Nan Walsh reported that the Lakeland Linder Regional Airport was awarded the FAA Runway Safety Award for 2011. They have about seventeen departures a week now and commercial service continues to do well with over 90% load factors. They are expecting about 40,000 enplanements in the 1st quarter. She stated that Sun-N-Fun is about 30 days away and they are working closely with TSA on an operational plan. The Black Diamond jet team is now based at the airport and a practice box will be established near the airport to support their training. They are in the design phase for the extension of Taxiway B. The safety area project on Runway 09/27 is approaching completion and a surge basin project on the east side of the airport should be complete prior to Sun-N-Fun. The Solar Farm is now operational and it is already proving to be a profitable endeavor. She mentioned that the ILS relocation from Runway 05 to Runway 09 should be commissioned by January 2013.
- **Sebring Regional Airport** – Ms. Stewart reported that they had a successful Light Sport Expo where they did more operations than Chicago O'Hare International Airport on the Saturday morning. They hosted over 60,000 attendees for the event. She reported that they are now in the second of six phases on the reconstruction of Runway 18/36. The existing pavement has been demolished and the edge lighting work will be completed next. Ms. Stewart mentioned that the Sebring auto races will again be held in March.
- **Chalet Suzanne Airport** – Mr. Eric Hinshaw reported that the airport is currently being sodded and will be closed until March 18, 2012. They are still working with the county trying to relocate some roads near the airport.
- **Winter Haven Municipal Airport**- Ms. Debbie Murphy reported that they are completing some projects including tree clearing. They are putting together an RFQ for general consultants. She added that they are considering an extension to Taxiway F and will be completing the acquisition of some property to relocate the airport entrance. She stated that the Collins Foundation visited in December and had a great turnout of WWII veterans.

4. **Regional Issues / Concerns** – None.

5. **FDOT Aviation**

- **FDOT Leadership Changes**- Mr. Treudt mentioned that Mr. Richard M. Biter has been appointed Assistant Secretary for Intermodal Systems Development. He added that Mr. Juan Flores has been appointed to the position of State Freight and Logistics Administrator.
- **FASP 2025 Strategic Plan Update**- Mr. Treudt stated that this project is now in the final stages. The consultant CDM Smith is compiling a technical report and Executive Summary that will be presented at the CFASPP Statewide Meeting in

Orlando on April 4th. The performance measures that were discussed during the projects workshops are now set to be integrated into the project evaluation process by the FDOT District Offices. It is again important to note that this is an additional tool for the districts to utilize when selecting projects and should not be interpreted as any type of mandate.

- **Airport Emergency Response Guidebook** – Mr. Treudt reported that this project is complete with the exception of the airport manager's guidebook, which is being finalized now. All other documents have been posted on the FDOT Aviation Office website. He noted that training sessions for first responders have been completed as part of this program and response to date has been positive. If you have questions on this project you may direct them to Mr. David Roberts, Aviation Operations Administrator at the FDOT Aviation Office.
- **Web Based Security Training** – Mr. Treudt reported that the modules that were received from the consultant did not completely address the needs of Florida airports so some updates were required. At this point two of the final twelve modules are ready for use. He added that approximately 35 aviation staff members at airports around the state have received training on the modules so far. These staff members are expected to serve as training coordinators for their respective facilities.
- **Statewide Aviation Pavement Management Program** – Mr. Treudt stated that at this point approximately 62% of participating airports have been inspected. The remaining inspections are expected to be completed by June 2012. Mr. Vu Trinh has advised that 2 training sessions will be held this year at 2 different locations. The first session will be held in Orlando from April 16-19th. The second session is scheduled to be held in Marianna from April 30- May 3rd. Each session will feature 2 days in the classroom and 2 days in the field. Attendees are welcome to attend all or part of any session that suits their educational needs regarding pavement management. Mr. Treudt reminded everyone that these sessions fill up quickly so it's imperative to register early. Attendees may register for the sessions by contacting Mr. Trinh at the FDOT Aviation Office at (850) 414-4510.
- **Fair Market Value Study** – Mr. Treudt reported that a rough draft has been completed and comments are now being received from the FDOT District Offices. He noted that the final product is expected to be completed in April and will consist of a guidebook and reference manual that will be available for download on the CFASPP website. Participants with questions on this project are welcome to contact Mr. Treudt at the FDOT Aviation Office for additional information.
- **Air Service Study**- Mr. Treudt reported that the first draft is now under review with the final product expected to be complete in April. The consultant will be making a presentation on this project to the CFASPP Statewide Committee at the next meeting on April 4th. If you have questions on this project you may contact Mr. Abdul Hatim, Aviation Program Development Manager at the FDOT Aviation Office.
- **Demand Capacity Study** – Mr. Treudt reported that this is a new project and the consultant is now in the data collection phase. Upon completion the Demand Capacity Study will provide an estimate of the long range capacity of Florida's system of airports. This type of information is a valuable tool in determining the infrastructure needs and budgeting requirements necessary to ensure that our

aviation system can handle increasing demand. The project is expected to be completed in the May/June timeframe. Participants with questions on this project are invited to contact Dr. Abdul Hatim at the FDOT Aviation Office.

- **FDOT District Announcements** – No comments.
6. **FAA Announcements** – Ms. Jennifer Ganley stated that they are now working with a new four (4) year authorization and expect to be writing grants on a yearly schedule once again. She advised the airport members that project plans and specifications may be impacted by several recent advisory circular changes. She noted that the *Construction Safety on Airports* circular contains a number of pertinent changes. Ms. Ganley reported that certain taxiway geometry has been changed in the airport design circular. Ms. Ganley updated the group on the latest information regarding FAA participation in the installation of LED lighting and signage. She stated that the Southern Region policy remains in place while they await the release of national policy from headquarters. The current policy still requires the sponsor to bid both items and pay the difference (if any) for the LED fixtures. Certain exceptions may apply to the bidding requirements where interspersed lighting fixtures on a section of pavement would occur. Contact your program manager for more details on this. She added that JACIP should be updated by now and system is currently locked. Ms. Ganley advised the airport members to advise their program managers if they intend to carry over entitlements this year.
7. **MPO Comments** – None.
8. **DoD Comments** – None.
9. **Old Business**
- **Polk County Aviation Alliance** – Ms. Murphy reported that City Commissioner Jamie Beckett has formed this group with local stakeholders to maximize the benefits of aviation and economic interests for the people of Polk County. Airports, Colleges and Economic Development stakeholders are “at the table” for quarterly discussions on issues impacting local aviation interests.
 - **Republican National Convention (RNC)** - Ms. Walsh stated that Lakeland Linder Regional Airport has been designated as a diversion airport for aircraft in violation of the Temporary Flight Restriction (TFR) areas during the convention.
10. **New Business** –
- **Sun-N-Fun** – Airport closed at night and dates are 3/27 to 4/1. 2200 to 0600 local will be the airport closure without PP. TFR for the Black Diamond Airshow on Sunday and daily airshow TFR from 1230-1730. New Sun-N-Fun director has brought a lot of new events. They have a great working relationship between Sun-N-Fun and the airport management. Working well to coordinate airline service.
 - **FDOT 100% Security Funding Discussion** – Mr. Treudt reported that Florida Airports Council (FAC) is leading an effort to make this a permanent part of the FDOT Work Program.

11. **Time & Place Next Meeting** – The next scheduled meeting of the Central Florida Region Steering Committee is May 31, 2012. The committee determined that Lakeland Linder Regional Airport would host the meeting on that date beginning at 10:00 a.m.
12. **Adjournment** – Hearing no further business for the committee to consider, Vice-chair Barrow adjourned the meeting at approximately 11:16 a.m.