

Meeting Minutes
NORTHWEST FLORIDA REGION
CFASPP STEERING COMMITTEE MEETING
October 4, 2007, 10:00 AM
Panama City – Bay County International Airport

1. **Call To Order / Introductions** – Chair Jerry Sealy called the meeting to order at 10:02 a.m. and asked all in attendance to introduce themselves.

<u>Name</u>	<u>Representing</u>
Jerry Sealy, Chair	Okaloosa County Airports
Randy Curtis, Vice-Chair	Panama City-Bay County International Airport
Kim Kirby	DeFuniak Springs Municipal Airport
Mike Clow	Tallahassee Regional Airport
Greg Donovan	Pensacola Regional Airport
Bob Fleck	Calhoun County Airport
Maxie Waldorff	Calhoun County Airport
Ted Mosteller	Apalachicola Regional Airport
Homer Sims	Marianna Municipal Airport
Tracy Stage	Okaloosa County Airports
Leonard Costin	Costin Airport

In addition, the following people were in attendance:

<u>Name</u>	<u>Representing</u>
Rick Kirby	Eglin AFB
Jim Roncaglione	Tyndall AFB
Scott Walters	FDOT District 3
Philip Deal	FDOT District 3
Donnie Duce	FDOT District 3
Anthony Scaife	AVCON, Inc.
Nick Nesta	CDM, Inc.
Doug Hambrect	LPA Group, Inc.
Betsy Sheldon	Site, Inc.
Paula Weiss	Site, Inc.
Sergey Kireyev	FDOT Aviation Office
Andy Keith	FDOT Aviation Office
Dan Afghani	CFASPP Administrator

Agencies/Organizations Not Represented:

Carrabelle-Thompson Airport	Peter Prince Field
Quincy Municipal Airport	Tri County Airport
Wakulla County Airport	

2. **Approve Last Minutes** – Chair Sealy asked for a motion to accept the minutes as presented. Vice-Chair Curtis made a motion to accept the minutes as presented and it was passed by acclamation.

3. **Airport Updates / Roundtable**

- **Panama City-Bay County International Airport** – Vice-Chair Randy Curtis stated that a parking lot expansion project is underway at the existing airport. Most of the required permits for the new airport have been received and a contract of \$110- \$120 million has been awarded signaling the beginning of the first thirty (30) month construction period. The airport is fixing up some loose ends leading to the ground breaking that should be scheduled in the next couple of months.
- **Marianna Municipal Airport** – Mr. Homer Sims stated that a rehabilitation of the airport apron is underway. He added that new T-hangars and shade hangars are scheduled to begin construction on Friday.
- **Tallahassee Regional Airport** – Mr. Mike Clow stated that terminal renovations are planned along with rehabilitation work on the air carrier apron. He added that expansion of the general aviation area continues near the airport FBO with the construction of additional hangars slated to begin soon.
- **Destin-Ft Walton Beach Airport** – Mr. Tracy Stage stated that the security fence project is now complete and that a Master Plan Update is also on the docket.
- **DeFuniak Springs Airport** – Ms. Kim Kirby stated that they are working on the overlay of the runway as well as a Master Site Development Plan. She added that they are working with the Economic Development Staff to promote the airport as a business site.
- **Bob Sikes Airport** – Mr. Stage stated that development of hangars continues and that the rehabilitation of Runway 17/35 is now scheduled. He added that the county will soon begin a Master Plan Update at Bob Sikes.
- **Okaloosa Regional Airport** – Mr. Stage stated that the east side development project is moving full steam ahead with a ground breaking slated for November. He added that the airport will be adding gates to the terminal and beginning a Master Plan in the near term.
- **Calhoun County Airport** – Mr. Bob Fleck stated that they have been delayed for about a year on paving the runway. He added that a new maintenance hangar and twelve (12) T-hangars are scheduled to be constructed.
- **Apalachicola Regional Airport** – Mr. Ted Mosteller stated that new corporate hangars and office space are underway along with a new airport entrance road. He stated that the Runway 13/31 rehabilitation is complete and that the rehabilitation of Runway 6/24 is scheduled to begin soon. Mr. Mosteller noted that the airport will now be called the “Apalachicola Regional Airport”.
- **Pensacola Regional Airport** – Mr. Greg Donovan stated that paving for the rehabilitation of Runway 17/35 has been completed and final elements such as painting and electrical work are being finalized. The surface is expected to be opened by the end of October. The FAA is making arrangements to flight check the Runway 17 ILS and it should be operational when the surface opens. Terminal expansion plans are continuing with the design development phase now complete. The development of construction documents is now beginning and the \$51 million project is expected to begin in the spring of 2008. Mr. Donovan noted that construction of the parking garage expansion will begin in the fall of 2008. He added that delivery of the first phase of new passenger boarding bridges will begin later this month and continue into late December with 4 of the 12 new bridges being installed at gates 2, 4, 5 and 8.

4. **Regional Issues / Concerns**

- **Property Insurance** – Chair Sealy stated that insurance seems to be easier to get these days and that construction prices are coming down.
- **Hangar Rent and Availability** – The group discussed the availability of hangars at airports in the region and they briefly compared rental rates for various types of hangars.
- **Property Appraiser Ad Valorem Tax** – Mr. Donovan informed the group about the efforts of the Property Appraiser in Indian River County to collect taxes from the local FBO. This issue was discussed by the CFASPP Statewide Committee earlier in the year and it is being followed by both FAC and FATA.
- **FAC Legislative Issues Conference** – Mr. Donovan reminded the group about the upcoming conference scheduled for October 11-12 in Orlando. The host hotel is the Royal Caribe and it is located at the south end of International Drive near the Marriott World Center.

5. **FDOT Aviation**

• **Aviation Office**

- **General Information** – Mr. Andy Keith stated that if there are no objections, only the Chair and Vice-Chair will receive mailouts in hard form beginning with the first round in 2008. Mr. Keith also queried the group on a suggestion he received about holding future CFASPP meetings via video conference. He noted that the FDOT Aviation Staff has recently started using this technology for internal group meetings with positive results. He added that CFASPP is certainly a different type of forum, benefiting greatly from the interaction and face to face participation of the members and as a result he was unsure of how useful video conferencing would be to the program. The committee discussed the issue and citing the lack of video conferencing equipment available to airport sponsors and the benefits of face to face meetings, the consensus of the group was to continue meeting in person.
- **Next Generation Aircraft Project Update** – Mr. Keith stated that a scope has been produced and forwarded to Chair Ed Cooley for consideration by the Statewide CFASPP Committee. He also noted that a cost estimate for the project is also being formulated and should be available prior to the next Statewide meeting. Mr. Keith stated that Chair Cooley would be forwarding the scope to members of the project sub-committee for their review and comment. He added that at this point, all of the FDOT Aviation Office Project funds are committed for this fiscal year and as a result, funds for the project have not been allocated.
- **FASP 2025 - Update of Regional Overviews** – Mr. Keith explained that this process is basically complete and he thanked everyone for their efforts in updating the documents. He showed the group images of the covers of the final documents for the Regional and Statewide Overviews stating that the FDOT Aviation Office will be conducting a limited print of the new documents for distribution. He added that the version of the documents posted on the CFASPP website will be formatted in a manner suitable for printing as a booklet like document to benefit those agencies that require additional copies.

- **Airport Land Use Compatibility Project** – Mr. Keith updated the group on the project noting that after a review by the Secretary of Transportation and other agency heads, the project goals and participants are being re-evaluated. He noted that the FDOT Aviation Office understands the high priority of the project from the airport sponsors' perspective and that they hope to get the project moving forward again as soon as possible.
 - **UNICOM Frequency Expansion Project** – Mr. Keith updated the group on this project via a PowerPoint presentation depicting airports that have agreed to change UNICOM frequencies. He noted a reduction in the number of airports on several of the seven available frequencies based on the proposed shifts. He added that the center part of the State is always going to have some level of frequency congestion due to the large number of airports in that region. Mr. Keith stated that these shifts are just proposals at this point and that the actual process of changing frequencies will be handled by the individual airport sponsors. He noted that the FDOT Aviation Office will be available to advise and assist airport sponsors with completion of the process whenever possible.
 - **FDOT District Announcements**
 - **District 3** – Mr. Donnie Duce stated that the Work Program is about 90% complete and he encouraged the airports to re-visit their outer year projects for cost accuracy and schedule. He added that any changes to the 2013 year need to be made as soon as possible.
6. **FAA Announcements** – None.
7. **MPO Comments** – None.
8. **DoD Comments**
- **Eglin AFB** – Mr. Rick Kirby reported that they are working on various environmental issues and that the Joint Strike Fighter (JSF) program is on-going.
 - **Tyndall AFB** – Mr. Jim Roncaglione said that there will be a TFR in place tomorrow and that the "ACOUS" program is still moving along. He added that the Tyndall airspace covers about 4,500 square miles in Northwest Florida and they always appreciate the opportunity to brief pilots on military operational procedures via safety meetings at GA airports. Airport managers that are interested in arranging a safety briefing at their facility may contact Mr. Roncaglione.
9. **Old Business** – None.
10. **New Business** – Chair Sealy explained that he plans to retire at the end of the year and as a result it was time to select a new Chairperson. He then opened the floor for nominations. Vice-Chair Curtis nominated Mr. Greg Donovan from Pensacola for the position of Regional Chairperson. Mr. Donovan accepted the nomination and was confirmed by a unanimous vote of the airport members. The members determined that Vice-Chair Curtis would continue to serve as the Vice-Chair of the committee.
11. **Time & Place Next Meeting** – Mr. Keith stated that the next scheduled meeting of the Northwest Region Steering Committee is March 6, 2008. The committee determined

that the meeting would be held at the Panama City - Bay County International Airport on that date beginning at 10:00 a.m. (C.D.T.)

12. **Adjournment** – Hearing no further business for the committee to consider, Chair Sealy adjourned the meeting at approximately 11:16 a.m.