

Meeting Minutes
EAST CENTRAL FLORIDA METROPOLITAN AREA
CFASPP STEERING COMMITTEE MEETING
March 1, 2007, 10:00 AM
Orlando International Airport

1. **Call To Order / Introductions** – Chair Kevin McNamara called the meeting to order at 10:08 a.m. and asked all in attendance to introduce themselves.

<u>Name</u>	<u>Representing</u>
Kevin McNamara, Chair	GOAA - Orlando Executive Airport
Garth Saalfield, Vice-Chair	Daytona Beach International Airport
Jim Sheppard	GOAA - Orlando International Airport
Ramsey Agarie	Valkaria Airport
Terry Lloyd	Kissimmee Gateway Airport
Steve Borowski	Valkaria Airport
Jack Thompson	Flagler County Airport
Nickolis Landgraff	DeLand Municipal-Sidney H Taylor Field
Frank Wichowski	GOAA - Orlando International Airport
Michael Powell	Titusville-Cocoa Airport Authority

In addition, the following people were in attendance:

<u>Name</u>	<u>Representing</u>
Keith Caskey	MetroPlan Orlando
Richard Owen	FAA
Paula Raeburn	FATA
Jim Wikstrom	FDOT District 5
Brian Fallon	FDOT District 5
Sandeep Singh	Avcon, Inc.
Dave Goode	LPA Group, Inc.
Andy Keith	FDOT Aviation Office
Dan Afghani	CFASPP Administrator

Agencies/Organizations Not Represented:

Leesburg International Airport	Melbourne International Airport
New Smyrna Beach Municipal Airport	Orlando Sanford International Airport
Ormond Beach Municipal Airport	Pierson Municipal Airport
Umatilla Municipal Airport	

2. **Approve Last Minutes** – Chair McNamara asked for a motion to accept the minutes as presented. Mr. Saalfield asked to amend the minutes regarding the DAB ILS project and Property Development Plan. Mr. Saalfield then made a motion to accept the minutes in the amended form. His motion was seconded by Mr. Lloyd and passed by acclamation.

3. **Airport Updates/Issues/Concerns**

- **Executive Airport** – Chair McNamara stated that the first phase of an airport security project has been completed with the installation of cameras at selected entrance points. The new administration building is still under construction with an anticipated completion date in late spring or early summer. He added that the airport continues to work on drainage issues and is in the process of an airfield signage upgrade. Hangars damaged by Hurricane Charlie are still being repaired and the Expressway

Authority is expanding SR 408 near the airport. Crystal Lake Drive is being widened on the west side of the airport and he added that the FAA is working on an ILS for Runway 25.

- **Orlando International Airport** – Mr. Jim Sheppard stated that a big issue is the user fees proposed by the airlines and that PFC increases are needed to keep revenue streams constant. He commented on the eligibility of certain projects for AIP funds. He also noted that connecting passengers pay ticket taxes while Origin and Destination (O and D) passengers do not. This reduces GOAA revenue as Orlando International Airport is one of the top O and D airports in the country.
- **Kissimmee Gateway Airport** – Mr. Terry Lloyd stated that a small hangar and fuel farm project are underway. He added that the airport hopes to begin a taxiway extension this year and that an ILS was commissioned last month. He commented on the impact that a new property tax proposal might have on airports.
- **Daytona Beach International Airport** – Mr. Saalfeld stated that they hope to complete the new ILS installation in 14-15 months. The Property Development Plan is in progress. They have acquired 140 acres south of the airport for development. He added that leases in the terminal support areas are being considered for consolidation to allow for more available lease space.
- **Flagler County Airport** – Mr. Jack Thompson stated the ERAU planes damaged by the tornadoes were moved to the airport junkyard. In any case, the junkyard is moving and will be gone by year's end. The new ATC Tower is under design with an expected completion date of about 18 months from now. The airport received a FONSI for the Taxiway E expansion that will allow for additional aviation development. He added that a security camera project is getting underway next week and that the Ginn Senior Golf Championship will be held in Palm Coast. The tournament will likely bring a lot of corporate traffic to the airport during the week and he is anxious to see how the airport handles the increased activity.
- **Valkaria Airport** – Mr. Borowski stated that the fencing project has been completed and that new gates and card readers have been installed as part of the project. The Master Plan Update continues to progress with work underway on the Financial volume at present. The ALP set has been completed. The Master Plan has identified \$10 million worth of projects during the coming 20 year period. He added that plans are underway for a new parallel taxiway, new beacon and PAPI's. The airport recently hosted 4,400 people at a festival to showcase the airport. Mr. Borowski stated that the airport is committing 30 acres of property to environmental mitigation.
- **DeLand Municipal-Sidney H Taylor Field** – Mr. Landgraff stated that the ATC Tower is still under consideration and that the Benefit Cost Analysis is being revisited. A new northwest hangar complex will be underway later this month and the airport is planning to install new HIRLS, new airfield signs and an additional lighting vault. The north access road is in the works but the cost to construct is still out of the budget range without a certain tenant in place.
- **Titusville-Cocoa Airport Authority** – Mr. Powell stated that Master Plans are winding down at Arthur Dunn and Space Coast Regional Airport (TIX). A new rotating beacon is in place at Arthur Dunn and the new terminal building is moving forward at TIX now that permitting issues have been resolved. The ground breaking ceremony is planned soon with a design build by the Haskell Company. He added that new lighting and signage are in at Merritt Island Airport and a new frequency to

reduce congestion on the UNICOM has been implemented. The annual air show will once again be held at TIX March 16-18. Mr. Powell added that security assessments for all three airports have been completed and that the Authority is studying plans for future hangar development at the airports to meet the needs of general aviation in the area.

- **Proposed Elimination of Property Taxes** – The committee engaged in a discussion of the potential effect of the proposed changes to or elimination of property tax collection in Florida. It appears that this proposal could have a profound effect on revenue streams at Florida airports. As a result, the issue was referred to the Statewide Steering Committee for consideration at the next meeting on April 19, 2007.

4. **Statewide Resolutions**

NGA Scope Update – Mr. Keith updated the group on the status of the NGA project noting that as a result of multiple issues, the NGA project will not kick-off prior to the next fiscal year in July. He added that this coincides with several uncertainties in the NGA area including delivery delays of the Airbus A380, one of the focus aircraft in the study. He also noted that representatives of FDOT, FAA and FAC had met with two Air Taxi/On-demand companies that will be operating in Florida (DayJet and SATSAir) to determine infrastructure needs and requirements for service. The information derived from this meeting may replace part of the Very Light Jet portion of the NGA project. Mr. Jim Sheppard then commented on the A380 coming to the USA on March 19th and the future of the aircraft as a commercial service airliner on airport infrastructure in this country.

5. **FASP 2025**

Discussion of Changes to the Regional Perspective/Workshop – Mr. Keith reviewed the basis for FASP 2025, Airport Profiles and the Regional Perspectives. He noted that updates to the profiles were still being collected during the Airport Licensing Process, but that at many of the larger airports they were not being returned. He suggested that this may be a result of the fact that licensing issues at larger facilities are handled by staff/departments that would not be familiar with the Profiles. Mr. Keith asked for any available assistance in getting these updates returned and noted that the FDOT Aviation Office will also be working to get the Profile Update information into the right people's hands at the larger facilities. Regarding the completion of updates to the Regional Perspective document, Mr. Keith stated that multiple options were available to the committee. Chair McNamara and the committee opted to receive the document via e-mail from the CFASPP Administrator and transmit comments to Mr. Keith prior to March 15th. Mr. Keith stated that he hopes to have the perspective updates completed prior to the next Statewide meeting on April 19th.

6. **Aviation Office**

Mr. Keith stated that his goal is to reduce the amount of time spent at the meetings updating folks on continuing projects at the FDOT Aviation Office. As a result, he has revised the "Projects" page for the CFASPP website that now allows interested parties to review the status of these projects on-line. In the future, the plan will be to only provide status updates on projects with recent developments at the regional meetings.

- UNICOM Frequency Expansion – Mr. Keith reviewed on-going developments on this project noting that nearly every airport has been contacted and related UNICOM frequencies have been cataloged. The next step in the process will be the development of proposed sector plans to logically divide use of the available UNICOM frequencies around the State. Once this plan is complete, the FDOT will then leave it to individual airports to institute the proposed changes with the FCC.
7. **FDOT District Announcements** – Mr. Wikstrom stated they will be setting up annual Work Program meetings with airports. He encouraged airports to spend the grants that have been issued and to invoice projects regularly to show consistent activity. He added that airports should highlight eligible items on invoices to simplify processing at FDOT.
 8. **FAA Announcements** – Mr. Owen stated that the ADO staff is currently reviewing JACIP data that was recently submitted by airports. Following FAA review, the data will move to FDOT for completion of their review. The FAA ADO staff is still awaiting information on AIP funding for this year. If you haven't heard from your Project Manager about your pre-application, it is probably in good shape. He reiterated Mr. Wikstrom's comments on the importance of spending the grant funds allocated in a timely manner as this activity is monitored. He noted that lack of activity on a project suggests to upper management that the funds aren't needed and may need to be recalled.
 9. **MPO Comments** – No Comments.
 10. **FATA / CASA Comments** - Ms. Paula Raeburn read a statement regarding the upcoming FATA annual conference scheduled for June 11-13, 2007 in Sarasota. The conference will feature a panel discussion on June 13, 2007 from 9 a.m. to 12 noon. The focus of the panel discussion will be the VLJ market and the type of infrastructure airports will need to support VLJ operations going forward. As discussed at an earlier meeting in Orlando among interested parties, this panel will serve as a venue for airport managers and others to keep up to date with industry plans. She added that CASA will hold a membership meeting immediately following the FATA meeting from 12:30 p.m. until 3 p.m. Additional information on these events can be found by directing your web browser to www.fata.aero.
 11. **Old Business** - None.
 12. **New Business**
Agenda Items for Next Meeting:
 - **User Fee Issues** – Chair McNamara encouraged individual airports to be in touch with representatives on the user fee issue.
 - **Tornadoes** – Mr. Saalfield stated that a video of the tornado damage is available and may be shown at the Statewide meeting on April 19th.
 - **Land Use Compatibility-** Mr. Keith will provide an update on the project being developed to address this issue as it relates to Florida airports.
 13. **Time & Place Next Meeting** – Mr. Keith stated that the next scheduled meeting of the East Central Metro Area Steering Committee is scheduled for May 30, 2007. The

committee has since determined that the meeting will be held at Melbourne International Airport. The meeting will be co-hosted by Melbourne International Airport and Valkaria Airport in the International Room beginning at 10:00 a.m.

14. **Adjournment** – Hearing no further business for the committee to consider, Chair McNamara adjourned the meeting at approximately 11:59 a.m.