

Meeting Minutes
CENTRAL FLORIDA REGION CFASPP
STEERING COMMITTEE MEETING
February 20, 2008, 10:00 a.m.
Lakeland Linder Regional Airport

1. **Call To Order / Introductions** – Chair C.B. Shirey called the meeting to order at 10:06 a.m. and asked everyone to introduce themselves.

<u>Name</u>	<u>Representing</u>
C.B. Shirey, Chair	Avon Park Executive Airport
John DuBose, Vice-Chair	Lakeland Linder Regional Airport
Nan Walsh	Lakeland Linder Regional Airport
Cheryl Connor	Winter Haven's Gilbert Airport

In addition, the following people were in attendance:

<u>Name</u>	<u>Representing</u>
Adrian Wilson	FIT/ Lakeland Linder Regional Airport Intern
Obie Young	FAA
Terry Beacham	FDOT District One
Jeff Leopold	FDOT District One
Kristi Smith	FDOT District One
Todd Zimmerman	Aviation Consultant
Don Harris	Grip-Flex Surfacing
Mark Kistler	LPA Group, Inc.
Dave Goode	LPA Group, Inc.
Jeff Middlebrook	LPA Group, Inc.
Andy Keith	FDOT Aviation Office
Dan Afghani	CFASPP Administrator

Agencies/Organizations Not Represented:

Arcadia Municipal Airport	Avon Park Air Force Range
Bartow Municipal Airport	Lake Wales Municipal Airport
Sebring Regional Airport	Wauchula Municipal Airport

2. **Approve Last Minutes** – Chair Shirey asked for a motion to approve the minutes as presented. Vice-chair John DuBose made a motion to approve the minutes and it was seconded by Ms. Cheryl Connor. The motion passed by acclamation.
3. **Airport Updates / Roundtable**
 - **Lakeland Linder Regional Airport** – Vice-chair DuBose stated that Lakeland Linder Regional Airport is a finalist for Project Lynx – a part of Enterprise Florida that may bring a manufacturing facility to the airport. He stated that the City is currently considering twenty-four (24) business proposals ranging from flight schools to other aviation businesses. He mentioned that the helicopter flight school has ceased operations and that the airport has been selected to be a site for an ADS-B tower by the FAA. The airport is also seeking a new restaurant tenant to replace Tony's. Ms. Nan Walsh proceeded to brief the group on the proposed Central Florida Aerospace

Academy that will be part of Kathleen High School. The specialized academy is set to open on the Sun-N-Fun campus later this year with a goal of providing special training to allow students to advance in the aviation field.

- **Winter Haven's Gilbert Airport** – Ms. Cheryl Connor stated that the terminal project remains on schedule with a forecasted completion date of June 2008. She added that a T-hangar project is also scheduled to be complete in May.
- **Avon Park Executive Airport** – Chair Shirey stated he has moved from the position of City Manager to that of full time Airport Manager. He explained that a contractor has been selected to complete a design/build of the new airport administration building. He stated that a Runway Safety Area (RSA) Study is underway with funding from the FAA and that an Airport Master Plan rewrite is also about to begin, subject to release of FAA funding. He added that there are still T-hangars available for rent and the FBO has changed hands in recent months resulting in service improvements.

4. Regional Issues / Concerns

- **House Bill 683** – At the request of Southwest Chair Bob Mattingly, the Administrator updated the group on this proposed legislation that would limit an airport sponsor's ability to perform in-house design and construction projects.

5. FDOT Aviation

- **Aviation Office**
 - **General Information** – Mr. Andy Keith asked everyone to check their e-mail address and other information on the sign-in sheet as meeting material is now being sent electronically to all participants except for regional chairs and vice-chairs. He stated that Ms. Debbie Hunt has been appointed as the new Assistant Secretary for Intermodal Systems Development. Mr. Keith noted that State Aviation Manager Bill Ashbaker has asked that airports make an effort to keep JACIP up to date so that data reported to decision makers by the Aviation Office throughout the year is always accurate.
 - **Next Generation Aircraft Project Update** – Mr. Keith stated funding for this study has now become available and the Aviation Office plans to move forward with this project in the next month. Mr. Keith added that there will be some preliminary information available for Committee review by the CFASPP Statewide Meeting in July.
 - **Airport Land Use Compatibility Project** – Mr. Keith stated that this project is still on hold until Ms. Debbie Hunt is able to fill some of the key vacant positions on her staff (*At later meetings in the round, Mr. Keith was able to inform attendees that the FDOT Aviation Office has received authority to resume work on the project.*).
 - **Pavement Management Program** – Mr. Keith stated that the inspection phase of the project is complete. He noted that final reports are currently being sent to airports sponsors, FDOT District Offices and the FAA. He mentioned the project website (www.floridaairportpavement.com) where sponsors can view and update information on the pavement condition at their airports. Mr. Keith added that the FDOT Aviation Office still plans to conduct another sponsor training course later in the year at a location yet to be determined.

- o **UNICOM Frequency Expansion Project** – Mr. Keith updated the group on this project via a PowerPoint presentation depicting approximately seventeen (17) airports that have agreed to change their UNICOM frequencies. Mr. Keith stated that now that a preliminary plan for changing the frequencies has been developed, he plans to speak to the FCC to see if a streamlined process for implementing the switches might be possible.
 - o **FASP 2025 - Update of Regional Overviews** – Mr. Keith explained that this process is complete and that additional copies of the documents are available from the Aviation Office for distribution to decision makers.
 - **FDOT District Announcements** – Mr. Jeff Leopold stated that they have received a draft report from CUTR on the Revenue Use Study that was conducted at District One airports. Mr. Leopold stated that they are currently reviewing the draft and beginning to develop processes to implement the study recommendations. He stated that one of the ideas being contemplated would involve certification of proper revenue use by the airport sponsor.
- 6. **FAA Announcements** – Mr. Obie Young stated that he is now in the National Resource Center that has a total of twelve (12) soon to be twenty (20) employees. He continues to work at the Safety Center and on emergency preparedness issues. He stated that they are looking to expand their office space as a result of the increase in staff. The Safety Center will soon broadcast in HD to thirty-one (31) countries.
- 7. **MPO Comments** – None.
- 8. **DoD Comments**
 - **Avon Park Air Force Range** – Chair Shirey stated that the Air Force and Navy are trying to clean up a former ordinance area. The runway at the base is currently closed so the Avon Park Executive Airport is taking infrequent arrivals to support the base. Chair Shirey mentioned that urban village warfare training is still being conducted in the Avon Park area.
 - **Civil Air Patrol** – No Update.
- 9. **Old Business** – None.
- 10. **New Business**
 - **Regional Bylaws Review** – Mr. Keith reviewed the bylaws with the committee suggesting multiple changes to the text to bring them into line with current procedures. The committee determined that the best way to adopt updated bylaws was to receive Mr. Keith's proposed changes via e-mail after the round. After reviewing the proposed updates in the coming months, the committee will vote on final approval of the changes at the next regional meeting.
- 11. **Time & Place Next Meeting** – Mr. Keith stated that the next scheduled meeting of the Central Florida Region Steering Committee is May 21, 2008. The committee determined that Sebring Regional Airport would host the meeting (tentatively) on that date beginning at 10:00 a.m.

12. **Adjournment** – Hearing no further business for the committee to consider, Chair Shirey adjourned the meeting at approximately 11:34 a.m.