

**Meeting Minutes
CFASPP STATEWIDE
STEERING COMMITTEE MEETING
April 3, 2013, 1:00 PM
Orlando International Airport**

1. **Call To Order / Introductions** --Chair Todd Lindner called the meeting to order at 1:05 p.m. and asked all in attendance to introduce themselves.

Name	Region	Representing
Todd Lindner, Chair	Statewide Chair	Jacksonville Aviation Authority
Gene Conrad, V-Chair*	Central Chair	Lakeland Linder Regional Airport
Todd Cox	West Central V-Chair	Hillsborough County Aviation Authority
Kevin McNamara	East Central Chair	Greater Orlando Aviation Authority
Tracy Stage*	Northwest Chair	Pensacola Gulf Coast Regional Airport
Chris McArthur	Southeast Chair	Miami-Dade Aviation Department
George Stokus	Treasure Coast Chair	Witham Field
Gary Duncan*	Southwest Chair	Lee County Port Authority
Allan Penksa	North Central Chair	Gainesville Regional Airport
<i>Other Airports Represented</i>		
Mike Handrahan	West Central	Zephyrhills Municipal Airport
Tom Jewsbury	West Central	St. Petersburg-Clearwater Intl. Airport
John Schussler*	Southwest	Sarasota-Manatee Airport Authority
Eric Menger	Treasure Coast	Vero Beach Municipal Airport
Terry Lloyd	East Central	Kissimmee Gateway Airport
Luis Olivero	East Central	Greater Orlando Aviation Authority
Kathy Anderson	East Central	Greater Orlando Aviation Authority
David Dunkley*	Northeast	Jacksonville Aviation Authority
Jose Ramos	Southeast	Miami-Dade Aviation Department
Ammad Riaz	Southeast	Miami-Dade Aviation Department
Andrea Kvech	Northwest	Pensacola Gulf Coast Regional Airport
Mikko Huttunen	East Central	Greater Orlando Aviation Authority
Josh Philpott*	Southwest	Lee County Port Authority
Mark Stuckey*	Southwest	Sarasota-Manatee Airport Authority
Tyrone Small	Central	MacDill AFB – Avon Park Range
Christina Hummel*	West Central	MacDill AFB

In addition, the following people were in attendance:

Name	Representing
Aaron Smith	FDOT State Aviation Manager
Andy Keith	FDOT Aviation Development Administrator
Ray Clark	FDOT District 7
Jim Wikstrom	FDOT District 5
Allison Delizia	FDOT District 5
Bart Vernace	FAA Orlando ADO - Manager
Jennifer Ganley	FAA Orlando ADO – Program Manager
Prateek Sharma	Montgomery Consulting Group, Inc.
Michael Moon	Hanson Professional Services
Neil Cosentino*	Global Airports International
Doug Hambrecht	Michael Baker Corporation
Michael Audino	CUTR- USF
Alex Kolpakov	CUTR-USF
Bonnie Temple	AVCON, Inc.

Tim Shea	AVCON, Inc.
Sandeep Singh	AVCON, Inc.
Jack Thompson	C&S Companies
Andy Kazer	AECOM
William Blazak	Culpepper & Terpening, Inc.
Richard Ranck	CFRPC
Paula Raeburn	FATA
Al Michejda	MCS, Inc.
Michael Thompson*	URS, Inc.
Mike Arnold	ESA, Inc.
Tricia Fantinato	TKDA, Inc.
Julie Sullivan	ESA, Inc.
Justin Edwards	HTA, Inc.
Erik Treudt	FDOT Aviation System Manager
Dan Afghani	CFASPP Administrator

*Via Teleconference

2. **Approve Last Minutes** – Chair Lindner asked for a motion to approve the last minutes. A motion to approve the minutes was made by Mr. Kevin McNamara, seconded by Mr. George Stokus and passed by a unanimous vote of the members present.

3. **Regional Chairpersons Roundtable**

- **FAA Sequestration Impacts** – Chair Lindner began the discussion by noting that the Northeast Florida Metro Area has seen less of an impact than most regions. Mr. McNamara stated that the East Central Florida Metro Area could see a number of tower closures including the federally staffed facility at Executive Airport. Mr. Chris McArthur reported that the Opa-locka tower will remain open and that it appears Broward County is planning to fund continued tower operations at North Perry. Mr. Penksa stated that the tower at Ocala International Airport – Jim Taylor Field is expected to close in the North Central Florida Region. West Central Vice-chair Mr. Todd Cox asked Vice-chair Gene Conrad to speak about the tower situation at Lakeland and any potential impacts to Sun-N-Fun. Vice-chair Conrad stated that Lakeland has been fighting the tower battle on two fronts. They have entered into a reimbursable agreement with the FAA to fund controllers for Sun-N-Fun and are expecting normal operations during the event. He reported that if contract tower program funds are ultimately discontinued the City of Lakeland is prepared to fund year round operation of the tower from local revenues. Mr. Stokus reported that they petitioned the FAA to keep the tower open at Witham Field and were denied. As a result they are considering the implementation of user fees and fuel flowage fees to generate revenue for operation of the tower. Mr. Gary Duncan reported that they are being hit hard in the Southwest Florida Region with three towers marked for closure. He noted that Punta Gorda and Naples have both joined a lawsuit to extend tower operations until the impact of the closures can be studied. Mr. Erik Treudt stated that he has reached out to the “Florida 14” airports in an effort to collect information and thoughts on the State’s role in this matter. Mr. Tom Jewsbury stated that FAC is planning to deliver a letter to the Governor explaining the situation and the need to keep the towers operational. He added that a FAC delegation has traveled to Washington D.C. to meet with legislators regarding this issue.
- **Parasailing Near Airports** – Mr. Mark Stuckey reported that Senate Bill 64 was passed by the Florida Legislature yesterday but the final version did not contain the language to restrict parasailing activity near airports. Mr. Stuckey added that efforts

to get the restrictions adopted during the next legislative session were likely to continue.

- **Unmanned Aircraft Impacting Flight Operations (Chinese Lanterns)** – Mr. McNamara updated the committee on this issue noting that these objects have been impacting airports in the East Central Florida Metro Area. He stated that a number of airports have reported these objects to the local FAA FSDO. Mr. Terry Lloyd stated that these objects have been spotted in the Kissimmee area. They have been deemed a fire hazard and the local fire department has been tasked with enforcement where applicable. Mr. Allan Penksa stated that it might be appropriate to contact the State Fire Marshal to see if they have a broader jurisdiction. Mr. Stuckey stated that these objects have also been found at the Sarasota/Bradenton International Airport. The objects are both a fire and FOD hazard and as a result they worked with the County to adopt an ordinance prohibiting the use of these items.

4. **FDOT Aviation**

- **General Items**

- **Statewide Pavement Management Inspection / Distress Repair Training** – Mr. Treudt reported that FDOT is conducting pavement training sessions again this year in Orlando. The FDOT will also be offering a distress repair course along with the regular pavement management training. The next session is scheduled for June 3rd and 4th. The distress repair course will follow the pavement management training on June 5th and 6th. At this point there are still open spots in the class. Mr. Treudt stated that an information sheet is available on the handout table and those with additional questions may contact Mr. Trinh at the FDOT Aviation Office.
- **Statewide Airport Runway & Taxiway Painting Contract** – Mr. Treudt reported that there was a bid protest regarding the presentation of one bid item and the contract is still under review. They hope to resolve the contract selection in the next 30 days. The existing FDOT contract is available for use by airports until the end of April.

- **Project Updates**

- **Stormwater General Permit 62-330.449** - Mr. Treudt stated that the updated permit resulted in some minor changes to the Best Management Practices “BMP” manual and that the formal rule making process is expected to conclude in June. Questions on this project may be directed to Mr. Abdul Hatim at the FDOT Aviation Office.
- **Rates & Charges Analysis** - Mr. Alex Kolpakov from CUTR stated that response to the survey has been positive so far. He noted that a few airports have had some questions on how to complete the survey. Mr. Penksa stated that his staff experienced some difficulty “going backwards” on the survey. Mr. Kolpakov stated that the survey is designed to be saved after each page but going backwards is not an option once a page has been completed. Mr. Penksa stated that it would be helpful if they could print the survey out ahead of time to determine the type of information needed to complete it. Mr. Kolpakov assured Mr. Penksa that he could accommodate his request. Mr. Treudt mentioned that the project is being extended due to unforeseen issues with the hosting site for the online survey and will be completed by November 30th, 2013.

- **Freight Mobility and Trade Plan Update** – Mr. Treudt reported that regional listening forums and CEO Level Forums have now been completed. The public comment period will be open from April to June and Phase 1 is expected to be complete prior to the next CFASPP Statewide Meeting in July. He covered the project objectives that were developed during the stakeholder sessions. Mr. Treudt then reviewed the Policy Element Outline. Additional information on this project can be found on the web at www.freightmovesflorida.com.
 - **Airport Leadership Development Training** - Mr. Treudt reported that the first class was held in Tampa back in February. The course was very well received by the attendees and as a result the task order has been extended to include two additional sessions. The next session is scheduled for June 2nd to 5th in Tampa and the cost of attendance is \$200 per person. Mr. Treudt introduced Mr. Michael Audino from CUTR who congratulated those that completed the first session and extended his appreciation to FDOT and FAC for their support of the program.
 - **FDOT District Announcements** – None
5. **FAA ADO Comments / Presentations** – Mr. Bart Vernace reported that the FAA has received a continuing resolution to fund projects until September 30th. As a result they expect to begin writing grants in May. Mr. Vernace advised the airport sponsors that funds for which no grant application has been received by July 26, 2013 may be carried over to next year. He then updated the group on the Airport External Portal (AEP), a new automated program that will host CIP information. He added that they are working to integrate the AEP system with JACIP. Mr. Vernace reported on the new System for Award Management (SAM) noting that airport sponsors will be required to complete registration to secure future grant funding. Mr. Vernace stated that he plans to send an e-mail to sponsors with program registration information. Mr. Vernace asked that airports provide the FAA with at least 60 days notice to allow evaluation of non-aviation related airport events. He stated that in most cases an FAA Form 7460-1 must be completed for these events. In conclusion, Mr. Vernace reminded the airport sponsors that FY 2009 grants must be closed this year.
6. **Old Business/New Business**
- **Enterprise Florida Presentation** – Chair Lindner introduced Mr. Joel Gunter from Enterprise Florida. Mr. Gunter briefed the committee on the history of Enterprise Florida, incentive programs and current partnering efforts. He mentioned the successful on-going partnership with FDOT on the EDTF “Road Fund” program. Mr. Gunter informed the committee that a database to streamline the project opportunity delivery process is now under development. Following his presentation, Mr. Gunter entertained a number of questions from the group. Mr. Penksa noted that international flight training is an interest in the North Central Florida Region and the airports have plenty of capacity. He added that airport sponsors in the region would appreciate the assistance from Enterprise Florida in getting the word out on this when representing the state at conferences and other events. Mr. Lloyd encouraged Enterprise Florida to consider allowing additional flexibility in the distribution of incentives as they relate to aviation projects. Mr. Gunter stated that they are open to ideas from sponsors on any changes to the way incentives are distributed. Chair Lindner and Mr. Treudt both thanked Mr. Gunter for taking the time to speak to the committee.

7. Open Forum

- **Tony Jannus Society - Flight 2014 Celebration** – Mr. Al Michejda briefly addressed the group regarding Flight 2014 Centennial Celebration that will take place on Jan. 1, 2014 in the Tampa Bay area. The celebration will commemorate the first commercial flight, which departed from Tampa almost 100 years ago with Tony Jannus at the helm. Mr. Michejda stated that additional information on the celebration can be found online at www.stpete.com/flight2014.
- **FATA** – Ms. Paula Raeburn stated that the next FATA newsletter would have an article encouraging airport businesses to join the effort to keep air traffic control towers open. Ms. Raeburn also reminded the group about the FATA Annual Conference that will be held in Naples later this summer.

8. **Time & Place Next Meeting** – Chair Lindner noted that the next scheduled meeting of the CFASPP Statewide Steering Committee is scheduled for July 27, 2013 at the Walt Disney World Contemporary Resort just prior to the FAC Annual Conference in Orlando. The meeting will begin at 1 PM and the location will be posted on the CFASPP website once it has been finalized.

9. **Adjournment** – Hearing no further business for the committee to consider, Chair Lindner adjourned the meeting at approximately 2:33 p.m.