

Meeting Minutes
CFASPP STATEWIDE STEERING COMMITTEE MEETING
April 8, 2015, 1:00 PM
Orlando International Airport

1. **Call To Order/Introductions** – Vice-chair George Stokus called the meeting to order at 1:10 PM and asked everyone in attendance to introduce themselves.

Name	Region	Representing
Gene Conrad	Statewide Chair	Lakeland Linder Regional Airport
George Stokus	Statewide Vice-chair	Witham Field
Allan Penksa	North Central Chair	Gainesville Regional Airport
Tracy Stage*	Northwest Chair	Okaloosa County Airports
Kevin McNamara	East Central Chair	Greater Orlando Aviation Authority
Todd Lindner	Northeast Chair	Jacksonville Aviation Authority
Lloyd Tillmann*	West Central Chair	Hillsborough County Aviation Authority
Ellen Lindblad	Southwest Chair	Lee County Port Authority
<i>Other Airports Represented</i>		
Erik Treudt*	Northwest	Tallahassee Regional Airport
Andrea Kvech*	Northwest	Pensacola International Airport
David Dunkley*	Northeast	Jacksonville Aviation Authority
Luis Olivero	East Central	Greater Orlando Aviation Authority
Kathy Anderson	East Central	Greater Orlando Aviation Authority
Carl Schweizer*	East Central	Daytona Beach International Airport
Lisa Dawson*	East Central	New Smyrna Beach Municipal Airport
Rich Lesniak*	West Central	Albert Whitted Airport
Teresa Allen*	Central	Lake Wales Municipal Airport
Kerry Keith*	Southwest	Naples Airport Authority
Ian McKay	Southwest	Lee County Port Authority
John Wiatrak	Treasure Coast	St. Lucie County International Airport
Scarlet Hammons*	Southeast	Broward County Aviation Department

In addition, the following people were in attendance:

Name	Representing
Aaron Smith	FDOT State Aviation Manager
Andy Keith	FDOT Aviation Development Administrator
Jim Halley	FDOT Aviation System Manager
Wendy Sands	FDOT District 1
Laurie McDermott*	FDOT District 4
Jim Wikstrom	FDOT District 5
Allison McCuddy	FDOT District 5
Ray Clark	FDOT District 7
James Litchfield	FDOT District 7
Rebecca Henry	FAA Orlando ADO - Assistant Manager
Jennifer Ganley	FAA Orlando ADO
Jenny Iglesias-Hamann	FAA Orlando ADO
Hugh Harling	East Central Florida Regional Planning Council
Greg Kesler*	United States Air Force
Lisa Waters	Florida Airports Council
Don Ramdass	Passero & Associates
Roland Luster	Passero & Associates
Sandeep Singh	AVCON, Inc.
Tim Shea	AVCON, Inc.

Mary Soderstrum	AVCON, Inc.
Randal Wiedermann	Randal C. Wiedermann & Associates
Jay Scalise	Kutchins & Groh, Inc.
Bill McGrew	Atkins North America, Inc.
Craig Sucich	Atkins North America, Inc.
Mike Arnold	ESA Airports, Inc.
Monica Newhouse	Newhouse & Associates
George Groh	Newhouse & Associates
Doug Norman	HTA, Inc.
Wilbur Mathurin	HTA, Inc.
Mark Kistler	Michael Baker Intl.
Paul Piro	Kimley-Horn & Associates
Jon Sewell	Kimley-Horn & Associates
John Mafera	McFarland & Johnson
Prateek Sharma*	Montgomery Consulting Group, Inc.
Michael Moon	Hanson Professional Services
Tricia Fantinato	TKDA, Inc.
Harry Downing	CDM Smith, Inc.
Richard Osborne	CDM Smith, Inc.
Dave Goode	ICE, Inc.
Dan Afghani	CFASPP Administrator

*Via Teleconference

2. **Approve Last Minutes** – Vice-chair Stokus asked for a motion to approve the minutes from the last meeting. Mr. Kevin McNamara made a motion to approve that was seconded by Mr. Todd Lindner and passed by a unanimous vote of the members present.
3. **Regional Chairperson’s Roundtable**
 - **Unmanned Aircraft Systems (Drone, RC) Operations/Regulation** – Mr. Jim Halley updated the group on this issue which was a topic of interest at a number of regional meetings during the round. He referenced the recently released FAA guidance on UAS operations noting that the NRPM is open for comment until April 24, 2015. Vice-chair Stokus referenced the FAA guidance for law enforcement that was released earlier in the year and suggested that it might be useful to send this out to the appropriate agencies. Mr. Halley stated that he would send the document out to the CFASPP members again for further dissemination to appropriate law enforcement agencies.
 - **Aviation Fuel Tax Reduction – Proposed Legislation – SB722, HB595** – Ms. Ellen Lindblad updated the group on this issue noting that the original proposal identified a 1.5-cent per gallon reduction in the aviation fuel tax. Any reduction in the fuel tax would likely result in a reduction of available project funds in the State Transportation Trust Fund. Mr. Allan Penksa reported that the legislative process has resulted in some changes to the original proposal that would eliminate some exemptions for low cost carriers and launch a study to assess the viability of intrastate air service. Chair Conrad and the committee agreed to continue to monitor this issue as it moves through the legislative process.
 - **Public Records Request Process – Proposed Legislation – SB224** – Mr. Penksa updated the group on this issue noting that the proposed Senate Bill 224 would result in a few minor improvements to the process. If adopted, the most

notable change would be a requirement for plaintiffs to give a three (3) day notice prior to serving an agency/organization with a summons for breach of the public records statute. Chair Conrad and the committee decided to continue to follow this proposed bill as it moves through the legislative process.

- **5K Races at Airports in the East Central Metro Area** – Mr. McNamara reported that a number of airports in the East Central Metro Area have been sponsoring 5K runs to support various worthy causes. Airport managers in the region have been working on a medal or some other type of special recognition for runners that are able to participate in every race. Mr. McNamara reminded the other airport managers that it is necessary to coordinate with the FAA prior hosting a 5K on their airport.

4. **FDOT Aviation**

- **Aviation and Spaceports Office**
 - **Florida Transportation Plan (FTP) / Strategic Intermodal System (SIS) Plan Updates** – Mr. Halley reviewed an abbreviated presentation on the concurrent updates to the FTP and SIS, which are being directed by the FDOT Office of Policy Planning. The Florida Transportation Plan (FTP) is the state's long-range transportation plan. The Florida Aviation System Plan is incorporated as the aviation component of the FTP. The Strategic Intermodal System (SIS) comprises the state's largest and most strategic transportation facilities, including major air, space, water, rail, and highway facilities. Additional information on the development these plans is available online at www.FloridaTransportationPlan.com.
 - **Florida Aviation System Plan (FASP) Update** – Mr. Halley reported that the FDOT is in the final stages of scope development for a comprehensive update to the FASP. The project will involve an extensive stakeholder outreach effort involving a broad range of aviation professionals to help identify and validate project priorities and industry standards. The project is expected to commence shortly and the update should take approximately eighteen (18) months to complete. Mr. Halley stated that a review team consisting of 2-3 members from each CFASPP region would be formed to participate in the development of the plan. CFASPP committees will continue to receive updates on the project during normally scheduled regional and statewide meetings.
 - **Chapter 333 F.S. Revisions** – Mr. Halley reported that the revised version of Chapter 333 has been presented to the Florida Legislature for consideration during this session. He stated that he would notify the CFASPP membership once the legislature acts to adopt or reject the revised version of the statute.
 - **FDOT Sponsored Training**
 - a. **ALDC 101 and 201** – Mr. Halley reported that the FDOT Aviation and Spaceports Office (ASO) would again be sponsoring Airport Leadership Development Courses (ALDC) in 2015. The courses are conducted by the Center for Urban Transportation Research (CUTR) at the University of South Florida (USF) in Tampa and the cost of attendance is \$200 per person. A registration link for the upcoming ALDC 101 class is posted on the CFASPP website.

7. New Business

- **Airfield Electrical Training for Airport Maintenance Personnel** – Mr. Halley reported that in response to requests from a number of airport sponsors, the FDOT has been working with Florida Airports Council (FAC) on options for delivering this training. One option under consideration is to conduct the training in Orlando just prior to or after the FAC Specialty Conference in October. Mr. Halley stated that additional details would be communicated to the CFASPP group as they become available.
- **Proposed Venue Change – CFASPP Round 2015-3 Statewide Meeting** – The Administrator advised the committee that the proposed date for the CFASPP Round 2015-3 (Fall) Statewide Meeting is October 28, 2015. This date was selected before the dates (October 28-30) for the FAC Specialty Conference were finalized. Noting the date conflict, Mr. Gary Duncan of the Lee County Port Authority suggested that both organizations may realize a benefit if the CFASPP Statewide Meeting was held at the conference site this year. The Administrator explained that a final decision on the meeting venue would customarily be made at the next CFASPP Statewide Meeting in July. He added that a preliminary indication of interest from the committee on moving the meeting would be appropriate at this time given the logistical considerations that would need to be addressed/coordinated with FAC in the coming months. The committee members were in agreement that holding the meeting just prior to the conference was an idea worth pursuing. The Administrator advised that he would continue coordination efforts with FAC with a goal of holding the fall meeting at the FAC Specialty Conference venue in Lake Buena Vista.

8. Open Forum

- **Florida Airports Council (FAC)** – Ms. Lisa Waters reported that the registration link for the FAC Annual Conference in Boca Raton was now available online by visiting www.FloridaAirports.org. She also reported that FAC is updating their website and is interested in receiving photos from airports in Florida for the background. Information on the submission of photos and related requirements will be provided in the next edition of the FAC newsletter.

9. **Time & Place of Next Meeting** – The Administrator stated that the next meeting of the CFASPP Statewide Steering Committee is scheduled for July 25, 2015 at the Boca Raton Resort & Club beginning at 1 PM. He reminded the group that the CFASPP Round 2015-2 Regional Meetings begin on June 2, 2015.

10. **Adjournment** – Hearing no further business for the committee to consider, Chair Conrad adjourned the meeting at approximately 2:11 PM.