

**Meeting Minutes**  
**CFASPP STATEWIDE STEERING**  
**COMMITTEE MEETING**  
**July 25, 2015, 1:00 PM**  
**Boca Raton Resort & Club**

1. **Call To Order/Introductions** – Vice-chair George Stokus called the meeting to order at 1:04 PM and asked everyone in attendance to introduce themselves.

<b>Name</b>	<b>Region</b>	<b>Representing</b>
George Stokus	Statewide Vice-chair	Witham Field
Allan Penksa	North Central Chair	Gainesville Regional Airport
Tracy Stage	Northwest Chair	Okaloosa County Airports
Terry Lloyd	East Central Vice-chair	Kissimmee Gateway Airport
Todd Lindner	Northeast Chair	Jacksonville Aviation Authority
Lloyd Tillmann	West Central Chair	Hillsborough County Aviation Authority
Ellen Lindblad	Southwest Chair	Lee County Port Authority
Chris McArthur	Southeast Chair	Miami-Dade Aviation Department
Cindy Barrow	Central Vice-chair	Bartow Municipal Airport
<i>Other Airports Represented</i>		
Chris Curry	Northwest	Tallahassee Regional Airport
David Pollard	Northwest	Tallahassee Regional Airport
Dan Flynn	Northwest	Pensacola Regional Airport
Parker McClellan	Northwest	Northwest Florida Beaches Intl. Airport
Matt Grow	North Central	Ocala International-Jim Taylor Field
Michael Stewart	Northeast	Jacksonville Aviation Authority
David Dunkley	Northeast	Jacksonville Aviation Authority
Luis Olivero	East Central	Greater Orlando Aviation Authority
Diane Crews	East Central	Orlando Sanford International Airport
Carl Schweizer	East Central	Daytona Beach International Airport
Debbie Marino	East Central	Titusville-Cocoa Airport Authority
Steve Borowski	East Central	Valkaria Airport
Adam Hied	East Central	Valkaria Airport
Leo Treggi	Central	Winter Haven's Gilbert Field
Nan Walsh	Central	Lakeland Linder Regional Airport
Ted Soliday	Southwest	Naples Municipal Airport
Kerry Keith	Southwest	Naples Municipal Airport
James Parish	Southwest	Punta Gorda Airport
Mark Fisher	Southwest	Lee County Port Authority
Gary Duncan	Southwest	Lee County Port Authority
Peter Modys	Southwest	Lee County Port Authority
Scott Sheets	Southwest	Lee County Port Authority
James Furiosi	Southwest	Lee County Port Authority
John Wiatrak	Treasure Coast	St. Lucie County International Airport
Jose Ramos	Southeast	Miami-Dade Aviation Department
Rufus James	Southeast	Fort Lauderdale Executive Airport
Florence Straugh	Southeast	Fort Lauderdale Executive Airport
Nina MacPherson	Southeast	North Perry Airport
Scarlet Hammons	Southeast	Broward County Aviation Department

In addition, the following people were in attendance:

<b>Name</b>	<b>Representing</b>
Aaron Smith	FDOT State Aviation Manager
Andy Keith	FDOT Aviation Development Administrator
David Roberts	FDOT Aviation Operations Administrator
Jim Halley	FDOT Aviation System Manager
Wendy Sands	FDOT District 1
Barbara Cloud	FDOT District 2
Laurie McDermott	FDOT District 4
Rebecca Henry	FAA Orlando ADO - Assistant Manager
Roland Luster	Passero & Associates
Sandeep Singh	AVCON, Inc.
Tim Shea	AVCON, Inc.
Mary Soderstrum	AVCON, Inc.
Robert Palm	AVCON, Inc.
Jack Mayfield	Pond & Associates
Michael Moon	Hanson Professional Services
Jerry Roberts	PTI, Inc.
Bob Ori	PTI, Inc.
Mark Jansen	AID, Inc.
Doug Fuller	Quantum Spatial, Inc.
Mike Arnold	ESA Airports, Inc.
Kelly Rubino	EG Solutions, Inc.
Scott Brady	EG Solutions, Inc.
Doug Norman	HTA, Inc.
Wilbur Mathurin	HTA, Inc.
Mark Kistler	Michael Baker Intl.
Paul Piro	Kimley-Horn & Associates
Ben Siwinski	VHB, Inc.
John Mafera	McFarland & Johnson
Jack Thompson	C&S, Inc.
Heath Jenkins	Hatch Mott & McDonald
Tricia Fantinato	TKDA, Inc.
Harry Downing	CDM Smith, Inc.
Doug Hambrecht	ICE, Inc.
Dave Goode	ICE, Inc.
Dan Afghani	CFASPP Administrator

2. **Approve Last Minutes** – Vice-chair Stokus asked for a motion to approve the minutes from the last meeting. Mr. Allan Penksa made a motion to approve that was seconded by Mr. Terry Lloyd and passed by a unanimous vote of the members present.

3. **Regional Chairperson's Roundtable**

- **Unmanned Aircraft Systems (Drone, RC) Operations/Regulation** – The committee conducted a brief discussion on the current status of regulatory guidance on the handling of UAS in the vicinity of airports. The FAA released some baseline regulations related to UAS activities near airports earlier in the year. A state statute regulating the use of UAS for surveillance activities took effect on July 1, 2015. Mr. Halley reported that the impacts of UAS on airports

will be studied as part of the FASP 2035 Update. The committee agreed that the impacts of UAS continues to increase and will warrant continued monitoring for the foreseeable future.

- **Federal Clean Water Act Changes – Impacts on Stormwater Permitting –** Ms. Ellen Lindblad updated the group on a discussion at the Southwest Florida Region meeting on recent changes to the Clean Water Act. She referred interested participants to a recently completed brief by Airports Council International (ACI) that outlines the changes and potential impacts to airports. In general, it appears that the changes are more restrictive and are likely to make the stormwater permitting process in Florida more challenging.
- **Proposed Legislation – “Pilots Bill of Rights – Phase 2” – Impact on GA Airports –** Mr. Penksa reported on a discussion at the North Central Florida Region meeting on a number of issues related to the proposed “Pilots Bill of Rights – Phase 2” and its potential impact on general aviation airports. Some of the highlights of the proposed bill include amendments to the requirements for a 3<sup>rd</sup> class medical and more flexibility to install non-FAA approved avionics for VFR flight. Mr. Penksa explained that the general feeling among the North Central participants was that most of these changes would be positive for business at GA airports at a time when increased revenue sources are really needed.
- **Revenue Diversion – Development/Distribution of Educational Resources –** Vice-chair Stokus reported on this issue noting that it was briefly discussed at the last Treasure Coast Region meeting. He explained the importance of educating stakeholders on best practices for avoiding improper diversion of airport revenues noting that he has asked FDOT to assist with this effort if possible. Mr. Halley mentioned that the ASO will be considering Vice-chair Stokus’ request, but in the interim the *Florida Aviation Project Handbook* contains some guidance on revenue diversion that may be useful to airport sponsors and other interested parties.

#### 4. FDOT Aviation

- **Aviation and Spaceports Office**
  - **Florida Aviation System Plan (FASP) Update –** Mr. Jim Halley introduced Mr. Harry Downing of CDM Smith who made a presentation to the group on the FASP 2035. He noted that it will be completed in 2 phases over the next 18-24 months. Mr. Downing reviewed a preliminary list of goals and performance measures that are expected to be incorporated into the project. He also reviewed a list of issues impacting airports in Florida. These issues will be considered by the Comprehensive Review Team (CRT) at the initial meeting on August 20, 2015. Mr. Downing advised the group that an Airport Inventory Survey would be released to airport sponsors in the near future. The survey is part of a project outreach effort that includes a number of mediums for receiving input from the aviation community. Participants with questions on the project are invited to contact Mr. Halley at the FDOT Aviation and Spaceports Office (ASO).
  - **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. He noted that the next round of regional workshops on development of the plans would be held in August and September. Information on the workshops and other project information is available online at [www.FloridaTransportationPlan.com](http://www.FloridaTransportationPlan.com).

- **FDOT Training**
  - a. **Airport Leadership Development Course (ALDC) 101** – Mr. Halley that the next ALDC 101 course is scheduled for September 27-30, 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. Space is limited - interested participants may register for the course by visiting the web page linked below.  
<https://www.regonline.com/builder/site/Default.aspx?EventID=1729342>
  - b. **Pavement Inspection and Repair Training** – Mr. Halley reported that the ASO would again be conducting Pavement Inspection and Repair Training courses this fall. There will be two (2) offerings of the course with the first being held on September 28-October 1, 2015. The 2<sup>nd</sup> session is scheduled for October 19-22, 2015. Both courses will be held in Orlando at the FDOT District 5 Urban Office (classroom portion) and Executive Airport (field work). Registration is now open and participants with questions on pavement training courses are invited to contact Dr. Abdul Hatim, Aviation Engineering Manager, at the ASO.
- **Aviation Program Funding** – State Aviation Manager Mr. Aaron Smith updated the group on Aviation Program Funding for the coming fiscal years. He noted that the FDOT Work Program contains more than \$360 million to support projects at Florida airports and spaceports in FY 2015-16. This total is inclusive of SIS, Spaceport, and AIP funding sources. Mr. Smith reviewed a slide showing that planned funding in the FDOT Work Program for aviation and spaceport projects from 2016-2020 totals more than \$1.24 billion.
- **FDOT Publications Updates**
  - a. **Florida Aviation Project Handbook** – Mr. Halley reported that the latest version of the handbook has been completed. He advised the group that copies of the document were available on the back table and would also be distributed at the FDOT booth throughout the FAC Annual Conference.
  - b. **FDOT Standard Specifications for Construction of GA Airports** – Mr. Halley stated that this document has been completed and is now available for download/viewing by visiting the FDOT ASO Documents and Publications web page at the link below:  
<http://www.dot.state.fl.us/aviation/flpub.shtm>
  - c. **Guidebook for Airport Master Planning** - Mr. Halley stated that the FDOT ASO is currently working on an update to the *Guidebook for Airport Master Planning*. The project is expected to be complete in May 2016. Aviation Program Development Manager, Mr. Todd Cox, is leading this effort.

Participants with questions on these projects are invited to contact Mr. Cox at the ASO.

- **FDOT District Announcements – No comments.**
5. **FAA Comment / Announcements –** FAA Orlando ADO Assistant Manager Ms. Rebecca Henry updated the group on activities at the FAA noting that ADO Manager Mr. Bart Vernace is not attending FAC this year. She stated that a number of FAA personnel would be attending the conference including Program Managers from the ADO and management personnel from the Southern Region in Atlanta. On the regulatory side, Ms. Henry stated that 14 CFR Part 18 of the Federal Procurement Regulations has been replaced with CFR 200. She invited the participants with specific questions on this change to contact their Program Managers. She mentioned that the FAA is continuing efforts to reduce runway incursions through pilot education programs and, when appropriate, via capital improvement projects. Ms. Henry advised the group that the FAA has seen an increase in involvement/comments on Environmental Assessments (EA) that require a review by the Seminole Tribe of Florida. As a result, environmental consultants and airport sponsors should anticipate a longer review period when developing schedules for environmental work. Ms. Henry reported that the FAA Orlando ADO is expected to have a new planner on board in the next couple of months. She added that they are also planning to hire an entry-level engineer from a local university to support the ADO staff. These staff additions are part of a “Model ADO” plan within the FAA that will consist of both planners and engineers. Ms. Henry reported that as of this date, a transportation bill to fund the FAA beyond September 30, 2015 has not been passed by Congress. In conclusion, Ms. Henry advised the group that the annual FAA-Sponsor Workshop will be held on October 27, 2015 at the FDOT District 5 Office in Orlando.
6. **Old Business**
- **Airfield Electrical Training for Airport Maintenance Personnel –** Vice-chair Stokus acknowledged that the training is likely to occur later this year and opted to defer further discussion on the matter until additional details are available.
7. **New Business**
- **Federal Funding for Exit Lane Technology –** Mr. Stage and the Administrator provided a brief background on this issue, which was raised at the Northwest Florida Region CFASPP meeting. Mr. Parker McClellan continued the discussion noting that there appears to be some gaps in the funding eligibility of Exit Lane Technology infrastructure at the federal level. He explained that while the Transportation Security Administration (TSA) will fund the required components, there is currently no TSA funding available. Based on current policy, the FAA will only fund certain parts of the infrastructure required to complete an Exit Lane project. The committee conducted a brief discussion on the eligible/ineligible components of these projects and the available funding sources for implementation. Noting that these projects are an important component of airport security, the committee agreed that working with funding agencies to streamline the eligibility of these projects would be beneficial to airports. The committee determined that this type of effort would need to be

handled legislatively or via the Florida Airports Council (FAC) and opted to take no official action on the matter.

8. **Open Forum** – No comments.
9. **Time & Place of Next Meeting** – The Administrator stated that the next meeting of the CFASPP Statewide Steering Committee is scheduled for October 28, 2015 at Disney's Grand Floridian Resort beginning at 10 AM. He reminded the group that the CFASPP Round 2015-3 Regional Meetings begin on September 15, 2015 noting that the full schedule is posted at CFASPP.com.
10. **Adjournment** – Hearing no further business for the committee to consider, Vice-chair Stokus adjourned the meeting at approximately 1:56 PM.