

Meeting Minutes
CFASPP STATEWIDE STEERING
COMMITTEE MEETING
October 25, 2017, 11:00 AM
Omni Orlando ChampionsGate

1. **Call to Order/Introductions** – Chair Roy Sieger called the meeting to order at 11:06 AM and asked everyone in attendance to introduce themselves.

<u>Name</u>	<u>Region</u>	<u>Representing</u>
Roy Sieger	Statewide Chair	Flagler Executive Airport
Allan Penksa, AAE	North Central Chair	Gainesville Regional Airport
Erik Treudt	Treasure Coast Chair	Witham Field
Gene Conrad	Central Chair	Lakeland Linder Regional Airport
Lloyd Tillmann	West Central Chair	Hillsborough County Aviation Authority
Kerry Keith	Southwest Chair	Naples Airport Authority
Steve Rocco	Southeast Chair	Pompano Airpark
<i>Other Airports Represented</i>		
Patsy E. Capps	Northwest	Tallahassee International Airport
Jim Durwin	Northwest	Tallahassee International Airport
Michael Baker	North Central	Ocala International – Jim Taylor Field
Terry Lloyd	East Central	Kissimmee Gateway Airport
Matthew Elia	East Central	Tavares Seaplane Base
John Eiff	East Central	DeLand Municipal – Sidney Taylor Field
John Drury	East Central	Tavares Seaplane Base
Karen Feaster	East Central	Daytona Beach International Airport
David Mathias	East Central	Daytona Beach International Airport
Carl Schweizer	East Central	Daytona Beach International Airport
Kathy Anderson	East Central	Greater Orlando Aviation Authority
Patrick Mac Carthaigh	East Central	Melbourne International Airport
Tom Jewsbury	West Central	St. Pete-Clearwater Intl. Airport
Mike Iguina	West Central	St. Pete-Clearwater Intl. Airport
Rich Lesniak	West Central	Albert Whitted Airport
Kevin Daugherty	West Central	Brooksville-Tampa Bay Regional Airport
Alex Vacha	Central	Lake Wales Municipal Airport
Cody Orlebeke	Central	Lakeland Linder Regional Airport
Adam Lunn	Central	Lakeland Linder Regional Airport
Rookmin Nouth	Southwest	Collier County Airports
Debbie Brueggeman	Southwest	Collier County Airports
Mark Cervasio	Southwest	Venice Municipal Airport
Heather LeDuc	Southwest	Venice Municipal Airport
Ron Ridenour	Southwest	Punta Gorda Airport
Kent Bontrager	Southwest	Sarasota-Bradenton International Airport
Ute Vandersluis	Southwest	Naples Airport Authority
Scott Baker	Treasure Coast	Sebastian Municipal Airport
Kathy Scott	Treasure Coast	Okeechobee County Airport
Nina MacPherson	Southeast	North Perry Airport

In addition, the following people were in attendance:

<u>Name</u>	<u>Representing</u>
Aaron N. Smith	FDOT State Aviation Manager
Andy Keith	FDOT Aviation Development Administrator
Paul Simmons	FDOT District 1

Kristi Smith	FDOT District 1
Wendy Sands	FDOT District 1
Quinton Williams	FDOT District 3
Laurie McDermott	FDOT District 4
Jim Wikstrom	FDOT District 5
Allison McCuddy	FDOT District 5
Sunshine Cayubit	FDOT District 6
Ray Clark	FDOT District 7
Bart Vernace	FAA Orlando ADO Manager
Rebecca Henry	FAA Orlando ADO Asst. Manager
Krystal Richey	FAA Orlando ADO
Vernon Rupinta	FAA Orlando ADO
Stephen Wilson	FAA Orlando ADO
Marisol Elliott	FAA Orlando ADO
Jennifer Ganley	FAA Orlando ADO
Jenny Iglesias-Hamann	FAA Orlando ADO
Bill Prange	AECOM, Inc.
Maranda Holley	AID, Inc.
Craig Sucich	Atkins, Inc.
Prince Carende	Maes Awyr, LLC
Sierra LePore	VHB, Inc.
Joseph Halisky	ESA, Inc.
Jim Rose	CCI, Inc.
Mary Soderstrum	AVCON, Inc.
Mike Handrahan	Airport Management Consultant
Carolyn Malphurs	DRMP, Inc.
Sandeep Singh	AVCON, Inc.
Tim Shea	AVCON, Inc.
John Collins	AVCON, Inc.
Hilary Maull	AVCON, Inc.
Kelli Piercy	AECOM, Inc.
Kristie Anderson	TKDA
Danielle Gernert	TKDA
Michelle Stromberg	TKDA
Wilbur Mathurin	HTA, Inc.
Timeka Carter	AID, Inc.
Tim Parker	Hole Montes, Inc.
Wes Teel	Amherst Consulting, Inc.
Kelly Rubino	EG Solutions, Inc.
Scott Brady	EG Solutions, Inc.
Dave Byers	Quadrex Aviation, Inc.
Mital Hall	Eco Preserve, Inc.
Joe Glowacki	AECOM, Inc.
Chris Miller	Hi Lite Airfield Services, LLC
Justin Edwards	Gale Associates
Matt Caron	Gale Associates
Christopher Reynolds	Gale Associates
Mike Harris	Hanson Professional Services
Zach DeVeau	Kimley-Horn & Associates
Edwin Tamang	Kimley-Horn & Associates
Jim Halley	FDOT Aviation System Manager

Dan Afghani

CFASPP Administrator

2. **Approve Last Minutes** – Chair Sieger asked for a motion to approve the minutes from the last meeting. Mr. Kerry Keith made a motion to approve that was seconded by Mr. Lloyd Tillmann and passed by a unanimous vote of the members present.
3. **Regional Chairperson’s Roundtable**
 - **Synchronization of Disaster Response Reporting (All)** – Chair Sieger and Mr. Halley lead discussion on this issue noting that a number of airport members had expressed concern with the amount information reporting that was requested/required by multiple agencies during the hurricane that impacted the state in September. Mr. Halley noted that FDOT had already begun meeting internally to discuss the streamlining of the information reporting/data collection process. Additional information on this effort is expected to be communicated at the 2018-1 regional meetings in February.
 - **Consideration of Support for Modification to Chapter 332 F.S.** – Mr. Treudt introduced the issue which was discussed at the Treasure Coast meeting. Mr. Eric Menger of the Vero Beach Regional Airport has expressed support for a change to the statute that would make smaller commercial service airports eligible for up to 80% state funding on capital projects. Commercial Service airports are currently only eligible for up to 50% participation, regardless of size. Following the committee discussion, State Aviation Manager, Mr. Aaron Smith advised that any successful legislative changes to the statute would not increase the amount of available state funds for airports projects.
 - **Consultants Competitive Negotiations Act (CCNA) – Chapter 287 F.S.** – Mr. Treudt and Mr. Penksa lead a brief discussion on the project cost limits currently associated with procuring services via the CCNA statute. Noting that the limits had been in place for a long time, the committee discussed the merits of pursuing action to increase them through legislative action to more accurately reflect the cost of completing large scale projects in today’s market. The committee took no action and opted to leave the issue for discussion/input from stakeholders at the 2018-1 regional meetings.
 - **Personnel Resource Sharing (During Disasters)** – Mr. Treudt and Mr. Keith led a brief discussion to gauge interest in the possibility of sharing personnel resources among airports in emergency (disaster) situations. If a system to track personnel resource availability could be developed, it would augment the already established procedures for the sharing of equipment during emergency situations. The committee took no action regarding this proposal opting to leave it for additional offline discussion among the members.
4. **FDOT Aviation**
 - **Aviation and Spaceports Office (ASO)** – Mr. Jim Halley briefed the committee on the following statewide projects/initiatives underway at ASO:
 1. **Florida Aviation System Plan (FASP)**
ASO Contact Person: Mr. Jim Halley, Aviation System Manager, (850) 414-4505, Jim.Halley@dot.state.fl.us

The FASP is undergoing a comprehensive update that is anticipated to be completed in October/November. The project team is currently finalizing numerous deliverables, including an alternatives analysis, demand/capacity, accessibility analysis, and a future needs assessment. CFASPP members were recently asked to review the CFASPP regional brochures. Thank you to everyone who provided input. ASO will soon be emailing CFASPP members four audience-specific primers and asks that you review and provide comments on each.

2. Statewide Aviation Economic Impact Study Update

ASO Project Manager: Mr. Todd Cox, Aviation Program Development Manager, (850) 414-4510, Todd.Cox@dot.state.fl.us

Phase II has kicked off. An official letter is in the process of being sent to all airports over the next couple of weeks. It will be important that when you receive the letter that you be available for the data collection component of the study. Airports who have been selected as part of the case studies will also be contacted. The study is scheduled to be complete by the end of 2018.

There was a significant discussion about this project among the committee members. Mr. Gene Conrad expressed a number of concerns with the methodology and data presentation noting that the current formula excludes non-aviation businesses that provide significant amounts of revenue to airports. Mr. Andy Keith addressed Mr. Conrad's concerns noting that FDOT had typically opted for a more conservative model so as not to inadvertently overstate the impact of airports on the state economy. Mr. Keith stated that in light of the discussion by the committee, he would meet with the project manager to evaluate/discuss the data collection methodology.

3. Operations Counts at Non-Towered Airports

ASO Project Manager: Mr. Todd Cox, Aviation Program Development Manager, (850) 414-4510, Todd.Cox@dot.state.fl.us

Phase 2 of this project has kicked off. This is a follow on project related to ACRP Report 129 and ACRP Synthesis 4. The volunteer airports will receive an official letter in a couple of weeks to coordinate their participation. The project will be complete by July 2018.

4. Statewide Aviation Pavement Management Training

Dr. Abdul Hatim, Aviation Engineering Manager, (850) 414-4504, Abdul.Hatim@dot.state.fl.us

The first session for the Airfield Pavement Inspection and Distress Repair Training Course will be conducted January 8-11, 2018. The second session will take place January 29-February 1, 2018.

5. Florida Aviation Professionals Academy

ASO Project Manager: Mr. Todd Cox, Aviation Program Development Manager, (850) 414-4510, Todd.Cox@dot.state.fl.us

This project is progressing. The curriculum is currently under SME review at the moment with comments due back by the end of September. Once the comments have been addressed, there will be one final review. Once the final review is complete, then FDOT will be ready for the pilot course in which we will be looking for volunteers from airports and consultants. The actual call for volunteers will take place after the current CFASPP rounds. However, if you are interested, please email Todd Cox at todd.cox@dot.state.fl.us with the subject line FAPA Volunteer. We will be looking for approximately 10 volunteers to start. The location for the pilot will either be in Tallahassee or Orlando.

6. **ASO Annual Awards**

ASO Contact Person: Mr. Jim Halley, Aviation System Manager, (850) 414-4505, Jim.Halley@dot.state.fl.us

The nomination window for the 2018 ASO Awards is now open and will remain so until May 31, 2018. Nominations will be considered in Central Office and awards will be given out immediately following the Statewide CFASPP meeting in Tampa on July 14, 2018, immediately preceding the FAC Annual Conference.

7. **FDOT CEI Policy**

A determination has been made by FDOT that the Department's CEI policy will not be applied to projects conducted under the Florida Aviation Grant Program.

- **FDOT District Announcements** – No comments.

5. **FAA Comment / Announcements** – FAA Orlando ADO Manager, Mr. Bart Vernace spoke to the attendees about activities at the FAA. Mr. Vernace touched on a number of points but emphasized the need for airport sponsors to work closely with their project managers, and to keep JACIP updated with the most accurate information on project requests.

6. **Old Business** – None.

7. **New Business**

- **Election of a new Vice-chairperson** – Following a brief discussion among the committee, Mr. Kerry D. Keith of the Naples Airport Authority was selected to serve as the Vice-chairperson of the CFASPP Statewide Committee.

8. **Open Forum**

- **Statewide Airfield Painting Contract** – Mr. Chris Miller of Hi-Lite Airfield Services, LLC invited the airport sponsors in attendance to contact him directly with any issues or concerns related to his company's performance/pricing on the statewide contract.

9. **Time & Place of Next Meeting** – The CFASPP Administrator stated that the next meeting of the CFASPP Statewide Steering Committee is scheduled for April 11, 2018 at the

Lakeland Linder Regional Airport. He reminded the group that the CFASPP Round 2018-1 Regional Meetings begin on February 6, 2018.

10. **Adjournment** – Hearing no further business for the committee to consider, Chair Sieger adjourned the meeting at approximately 12:11 PM.