

Meeting Minutes
CFASPP STATEWIDE STEERING
COMMITTEE MEETING
November 13, 2018, 1:30 PM
Orlando International Airport

1. **Call to Order/Introductions** – Chair Roy Sieger called the meeting to order at 1:35 PM and asked everyone in attendance to introduce themselves.

Name	Region	Representing
Roy Sieger	Statewide Chair	Flagler Executive Airport
Kerry Keith	Statewide V-chair	Naples Airport Authority
Allan Penksa, AAE	North Central Chair	Gainesville Regional Airport
Kimberly Howard	Northeast Chair	Jacksonville Aviation Authority
John Wiatrak	Treasure Coast Chair	Treasure Coast International Airport
Gene Conrad	Central Chair	Lakeland Linder Regional Airport
Richard Lesniak	West Central Chair	Albert Whitted Airport
Steve Rocco*	Southeast Chair	Pompano Airpark
<i>Other Airports Represented</i>		
Ashley Shorter	Northeast	Jacksonville Aviation Authority
Erik Treudt	East Central	Daytona Beach International Airport
Carl Schweizer	East Central	Daytona Beach International Airport
Kathy Anderson	East Central	Greater Orlando Aviation Authority
Cyrus T. Callum*	East Central	Greater Orlando Aviation Authority
Tom Jewsbury	West Central	St. Pete-Clearwater Intl. Airport
Jared DeLong	Central	Lake Wales Municipal Airport
Eric Menger	Treasure Coast	Vero Beach Regional Airport
Will Howard	Treasure Coast	Vero Beach Regional Airport
Sam Carver	Treasure Coast	Witham Field

In addition, the following people were in attendance:

Name	Representing
Aaron N. Smith*	FDOT State Aviation Manager
Andy Keith	FDOT Aviation Development Administrator
Nick Harwell*	FDOT Aviation Development Program Manager
Mike McClure*	FDOT Aviation Environmental & Freight Manager
Jim Wikstrom	FDOT District 5
Lauren Farrell	FDOT District 5
Ray Clark	FDOT District 7
Mike Brown	FDOT District 7
Hugh Harling	East Central Florida Regional Planning Council
Michael Woods	Lake Sumter MPO
Lisa Waters	Florida Airports Council
Yu Zhang	USF
Sierra LePore	VHB, Inc.
Wilbur Mathurin	HTA, Inc.
Sarah Brammell	Blue Wing Environmental
Mike Moon	Hanson Professional Services
Doug Hambrecht	ICE, Inc.
Sandeep Singh	AVCON, Inc.
Tim Shea	AVCON, Inc.
Rob Hambrecht	AVCON, Inc.
Justin Edwards	Gale Associates

Christopher Reynolds
Andrew Ndolo
Jim Halley
Dan Afghani

Gale Associates
AECOM, Inc.
FDOT Aviation System Development Manager
CFASPP Administrator

2. **Approve Last Minutes** – Chair Sieger asked for a motion to approve the minutes from the last meeting. Vice-chair Kerry Keith made a motion to approve that was seconded by Mr. John Wiatrak and passed by a unanimous vote of the members present.

3. **Regional Chairperson’s Roundtable**

- **Statewide Airport Marking Contract (NW, WC)** – Mr. Halley advised the committee that FDOT continues to examine this contract in an effort to make it a useful tool for airports in Florida. There were a number of concerns expressed during the Northwest meeting while performance improvements from the vendor were reported by an airport sponsor in the West Central Metro Area. The committee then discussed the current set-up of the contract. They suggested that FDOT consider procuring additional eligible vendors. The committee reasoned that having at least two (2) qualified vendors would likely result in more competitive pricing and a higher level of customer service.
- **QT POD Self-Serve Fuel Module Replacement (TC, EC)** – Chair Sieger advised the group about required hardware upgrades to the QT POD self-serve fuel control systems. Some of these units are fairly new and the ultimately required (June 2019) upgrades will come at a cost of approximately \$12,000-13,000 – a fairly significant unexpected cost to a number of GA airports around the state.
- **Discoloration of Runway Markings (NC)** – Mr. Allan Penksa advised that Ocala International-Jim Taylor Field and Gainesville Regional Airport had both experienced the return of “yellowing” to the runway edge stripes. This was discussed a few years ago and thought to be the result of bad aggregate from a source in Georgia. The staff at both airports are examining options to permanently solve this issue.
- **Impact on Aviation from Hurricane Michael (NW)** – Mr. Halley advised the committee that a number of GA airports in the panhandle had suffered significant damage in the storm. FDOT is working with airports in the region and the District 3 staff to determine the extent. Tyndall AFB suffered catastrophic damage but the Northwest Florida Beaches International Airport fared much better. A number of airports in the region are serving as staging sites for disaster response teams.
- **Other of Items of Interest from the Regional Meetings** – Ms. Kimberly Howard reported that Mr. Mark Van Loh, AAE, had been appointed as the new CEO of the Jacksonville Aviation Authority (JAA). Mr. Van Loh will replace Mr. Steve Grossman who is retiring.

4. **FDOT Aviation**

1. **Aviation and Spaceports Office Projects**

a. **Florida Aviation Data Management**

Jim Halley, (850) 414-4505, Jim.Halley@dot.state.fl.us

The Aviation and Spaceports Office will soon be initiating an exploratory project to identify the best option for statewide aviation data management, tracking, and reporting, to include an assessment of the Joint Automated Capital Improvement

Program (JACIP). This project will examine the current Florida Aviation Database (FAD), statewide aviation data needs, system users and stakeholders, and other FDOT, federal, and local systems and software that FDOT's data management system must be able to communicate with. A project technical advisory committee will be convened for this exploratory phase and will include representatives from the FDOT Aviation and Spaceports Office, district aviation offices, airports, FAA, and other FDOT offices. The result of this exploratory phase will be a roadmap for the future development and implementation of a data management platform. It is anticipated that this project will be initiated in early 2019 and will take about 9 months. After that, options for a new data management platform will be evaluated and the Aviation and Spaceports Office will move forward with the preferred alternative.

b. FASP Implementation

Jim Halley, (850) 414-4505, Jim.Halley@dot.state.fl.us

The FASP update (FASP 2035, <http://fdot.gov/aviation/FASP2035.shtm>) was completed in November of 2017. The ASO is moving forward with implementing the FASP, including many follow-on projects identified in the FASP 2035, including, among others:

- FASP Performance Measures and Indicators Monitoring Report
During the FASP 2035 update, 13 performance measures (PMs, which can be influenced by FDOT) and 31 performance indicators (PIs, which cannot be directly influenced by FDOT but are important to assessing the performance of Florida's aviation system) were identified. Historically, FASP PMs and PIs have not been tracked and reported. The ASO is developing an annual report that will reassess and report key PMs and PIs as well as provide a look back at the last year and a look ahead of what can be expected over the next year. This report will be completed in early 2019 and will be updated on an annual basis.
- Airport Business Suitability/Economic Development Assessment
Airports, more so than other modes, serve as key economic development engines at the local, regional, and statewide levels. The intent of this project is to assess the business suitability and economic development of participating airports and Florida's aviation system to aid in local, regional, and statewide economic development and business recruitment efforts. Items to be assessed include airport land available for development, zoning, a demographics analysis, user/business desires, current and future opportunities, case studies on past successes (such as Embraer at Melbourne International, VT MAE and Pensacola International, and HAECO at Lake City Gateway), and the development of industry- and business-specific roadmaps and recommended development guidelines for reference by airports wishing to increase their marketing attractiveness for certain business types and airport tenants. More information on this project can be found at <http://cfaspp.com/Projects/ProjectList.aspx?index=78>.

c. Aviation and Spaceports Office (ASO) Awards (nomination window is open again, July 2019 awards ceremony)

Jim Halley, (850) 414-4505, Jim.Halley@dot.state.fl.us

The nomination window for the 2019 ASO Awards is now open and will remain so until May 31, 2019. Nominations for GA and Commercial Service Airports of the

year, GA and Commercial Service Projects of the Year, Airport Professional of the Year, and Distinguished Aviation Service will be considered in Central Office and awards will be given out immediately following the Statewide CFASPP meeting in Ft. Lauderdale on August 3, 2019, immediately preceding the FAC Annual Conference. More information on the awards, including nomination forms, can be found at <http://fdot.gov/Aviation/aviationawards.shtm>. As a reminder, nomination narratives must be limited to 500 words or less to be considered valid.

d. **Training**

i. **Florida Aviation Professionals Academy (FAPA)***

Nick Harwell, (850) 414-4501, Nick.Harwell@dot.state.fl.us

Due to unforeseen circumstances, the course scheduled for this week was cancelled. The next offering will be April 9-10, 2019, at the Florida Turnpike Enterprise Headquarters at the Turkey Lake Service Center in Ocoee. Students scheduled to attend the November, 2018, course will be given the first opportunity to register for the April, 2019, course.

2. **Aviation Operations**

a. **Inspection Data and Coordination**

David Smith, (850) 414-4515, DavidP.Smith@dot.state.fl.us

Airports are reminded to be vigilant in updating their information during the pre-inspection process. FDOT refers to airport data in the FAD continuously and the pre-inspection process is a great opportunity for airports to ensure all of their contact information and facility data is correct as FDOT often does not have an opportunity to verify data with individual airports when responding to requests.

3. **Other FDOT Items of Interest**

a. **Florida Transportation Plan (FTP)/Strategic Intermodal System (SIS) Policy Plan Update** coming – kick off at TRANSPLEX (May 7-9, 2019, Jacksonville)

The FTP and SIS Policy Plan are undergoing updates, to be initiated in May of 2019. FDOT's Transportation Planning Exchange (TransPlex, <http://www.fdot.gov/planning/transplex/>) will serve as the kickoff for these updates. Airports are encouraged to attend the free TransPlex event and to remain engaged in the FTP and SIS Policy Plan updates process. FASP 2035 included extensive coordination with, consideration of, and recommendations to the FTP and SIS and these updates represent a tremendous opportunity for aviation to continue to be appropriately considered in the state's long-range transportation planning effort. More information on the FTP can be found at <http://floridatransportationplan.com/>. More information on the SIS Policy Plan can be found at <http://www.fdot.gov/planning/sis/>.

b. **Research Opportunity** – Mr. Halley advised the group that FDOT was accepting ideas for potential research projects in the aviation field. He invited the attendees to submit their study ideas to him via email – Jim.Halley@dot.state.fl.us.

• **FDOT District Announcements** – There were no comments from the District 5 and District 7 representatives in attendance.

5. **FAA Comment / Announcements** – Mr. Halley advised the group that applications for the 2nd round of supplemental funding had to be submitted to the FAA on or before October 31, 2018. He noted that no Florida airports received any funds from the 1st round – we are hoping for better results this time.

6. Old Business

- **CFASPP Logo** – Chair Sieger advised the committee that he was still working to gather submissions from attendees for an official CFASPP logo. Participants with ideas for a CFASPP logo are welcome to submit them directly to Chair Sieger or to the Administrator.

7. New Business

- **Consideration of Modifications to Chapter 332 F.S. (Commercial Service Project Funding Ratios)** – Mr. Eric Menger introduced this topic noting that it had been discussed in years past but had not received a high level of support. He explained the difficulties faced by smaller commercial service airports that are essentially penalized (only eligible for 50/50 FDOT projects vs. 80/20 at GA airports) for having limited airline service. The committee discussed the issue noting that a change to statute would be required to amend the current funding ratios – and this effort would likely be led by the Florida Airports Council (FAC). Mr. Halley advised that FDOT would not take a position on this issue, but would stand ready to provide airports or FAC with any available data related to the grant program, funding etc.

8. Open Forum

- **Florida Airports Council (FAC)** – Ms. Lisa Waters updated the group on a number of upcoming FAC activities noting that the annual Legislative Fly-in would be held in Tallahassee in early February. She also mentioned that an Education Summit would be held in Kissimmee on May 22-24, 2019. The 50th FAC Annual Conference is set for August 4-7 in Fort Lauderdale. Ms. Waters briefly covered a few of the FAC legislative priorities for the upcoming session.

9. **Time & Place of Next Meeting** – The CFASPP Administrator stated that the next meeting of the CFASPP Statewide Steering Committee is scheduled for April 3, 2019 at the Lakeland Linder Regional Airport. He reminded the group that the CFASPP Round 2019-1 Regional Meetings begin on February 12, 2019.

10. **Adjournment** – Hearing no further business for the committee to consider, Chair Sieger adjourned the meeting at approximately 3:08 PM.