

Meeting Minutes
CFASPP STATEWIDE STEERING
COMMITTEE MEETING
August 3, 2019
Fort Lauderdale Marriott Harbor Beach Hotel

1. **Call to Order/Introductions** – Chair Roy Sieger called the meeting to order at 1:00 p.m. and asked everyone to stand for the Pledge of Allegiance. He then asked the committee members to introduce themselves.

<u>Name</u>	<u>Region</u>	<u>Representing</u>
Roy Sieger	Statewide Chair	Flagler Executive Airport
Kerry Keith	Statewide Vice-chair	Naples Airport Authority
Nate Coyle	Northeast Vice-chair	Fernandina Beach Municipal Airport
John Wiatrak	Treasure Coast Chair	Treasure Coast International Airport
Gene Conrad	Central Chair	Lakeland Linder International Airport
Lloyd Tillmann	West Cent. Chair's Rep.	Hillsborough County Aviation Authority
Allan Penksa, AAE	North Central Chair	Gainesville Regional Airport
Steve Rocco	Southeast Chair	Pompano Beach Airpark
Parker McClellan	Northwest Chair's Rep.	Northwest Florida Beaches Intl. Airport

<u>Name</u>	<u>Representing</u>
Carolyn M. Fennell	Greater Orlando Aviation Authority
Ethan T. Croop	Lee County Port Authority
Diane Terrill	Naples Airport Authority
Roland C. Luster	Lake City Gateway Airport
Ashley Shorter	Jacksonville Aviation Authority
Erik Treudt	Daytona Beach International Airport
Dan Blake	Daytona Beach International Airport
Carl Schweizer	Daytona Beach International Airport
David Pollard	Tallahassee International Airport
Luis Olivero	Greater Orlando Aviation Authority
Florence Straugh	Fort Lauderdale Executive Airport
Ramon Seniorans	Kissimmee Gateway Airport
Steve Santamaria	St. Pete-Clearwater Intl. Airport
Alicia Wetherell	Tallahassee International Airport
Erin M. Johnson	St. Pete-Clearwater Intl. Airport
Marilyn Gauthier	Hillsborough County Aviation Authority
Rob Himler	Melbourne International Airport
Cliff Graham	Melbourne International Airport
Daniel Flynn	Pensacola International Airport
Cyrus T. Callum	Greater Orlando Aviation Authority
Shelley Peacock	Arcadia Municipal Airport
Ashley Udick	Winter Haven Regional Airport
Gary Duncan	Lee County Port Authority
Scott Sheets	Lee County Port Authority
Derek Faulkner	Lee County Port Authority
Kelly Dollarhide	Jacksonville Aviation Authority
Matt Grow	Ocala International – Jim Taylor Field
Alicia Dixon	Lee County Port Authority
James Parish	Punta Gorda Airport
Ron Mallard	Punta Gorda Airport
Ray LaRoche	Punta Gorda Airport
Lionel Guilbert	Sarasota/Bradenton Intl. Airport
Kent Bontrager	Sarasota/Bradenton Intl. Airport

Scott Baker	Sebastian Municipal Airport
Tyrone Smith	MacDill AFB/Avon Park Range
Sam Carver	Witham Field
Eric Menger	Vero Beach Regional Airport
Nathan Coleman	Zephyrhills Municipal Airport
Diane Crews	Orlando Sanford International Airport
Scott Kohut	Boca Raton Airport Authority
Jared Delong	Lake Wales Municipal Airport
Scott Yarley	St. Pete-Clearwater Intl. Airport
George M. Stokus	Witham Field
Ute Vandersluis	Naples Airport Authority
Adam Hied	Okeechobee County Airport
Jerry Crocker	Orlando Sanford International Airport
Thomas Vergo	Tallahassee International Airport
Patrick Mac Carthaigh	Melbourne International Airport

In addition, the following people were in attendance:

Name	Representing
Aaron N. Smith	FDOT State Aviation Manager
Andy Keith	FDOT Aviation Development Administrator
Mike McClure	FDOT Aviation Environmental & Freight Manager
Nick Harwell	FDOT Aviation System Development Manager
Kristi Smith	FDOT District 1
Wendy Sands	FDOT District 1
Donna Whitney	FDOT District 2
Laurie McDermott	FDOT District 4
Jim Wikstrom	FDOT District 5
Ray Clark	FDOT District 7
Bart Vernace	FAA Orlando ADO Manager
Thomas Lanahan	Treasure Coast Regional Planning Council
Alicia Vanderpool	AID, Inc.
Doug Norman	HTA, Inc.
James Howell	Kimley-Horn & Associates
Edwin Tamang	Kimley-Horn & Associates
Fin Bonset	VHB, Inc.
David Schmidgall	Mead & Hunt, Inc.
Kathy Scott	Citizen
Kelly Rubino	EG Solutions, Inc.
Don Ramdass	Passero Associates
Mark Jansen	AID, Inc.
John Majewski	JSM & Associates
Doug DiCarlo	ESA, Inc.
Wilbur Mathurin	HTA, Inc.
Mike Harris	Hanson Professional Services
John Mafera	McFarland Johnson, Inc.
Gene Reindel	HMMH, Inc.
Chris Reynolds	Gale Associates
Brian Garratt	Hi-Lite Airfield Services
Mike Kotlow	ICE, Inc.
John Carrigan	RS&H, Inc.

Sierra LePore	VHB, Inc.
Darin Larson	Atkins, Inc.
Doug Norman	HTA, Inc.
Dan Nickols	GAI, Inc.
Jack Thompson	GAI, Inc.
Rob Hambrecht	AVCON, Inc.
Mike Coppage	AVCON, Inc.
Tim Shea	AVCON, Inc.
Sandeep Singh	AVCON, Inc.
Bill McGrew	Hanson Professional Services
Stephanie Lopez	Kimley-Horn & Associates
Tyler Welene	Polk State College
Timeka Carter	AID, Inc.
Andy Wilson	Leigh Fisher/Jacobs
James A. Kriss	AVCON, Inc.
Doug Saunders	C&S, Inc.
Michael Moon	Hanson Professional Services
Chip Hayward	Michael Baker Intl.
Mark Kistler	Michael Baker Intl.
Tony Ferrante	Planning Technology, Inc.
Cody Parham	HDR, Inc.
Joseph Halisky	ESA, Inc.
Mary Soderstrum	AVCON, Inc.
Paul Reit	Kimley-Horn & Associates
Dan Afghani	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. Parker McClellan and passed by a unanimous vote of the committee members present.
3. **Regional Chairperson’s Roundtable**
 - **Rising Construction Bids/Contractor Availability** – The Administrator advised the committee that this issue was again raised in one form or another at a number of the regional meetings. It appears that this situation continues to be the direct result of a generally healthy economy, yet it has the potential to disrupt the timely completion/delivery of projects funded by the aviation grant program. As highlighted at the Northwest meeting, the situation is much worse in that area due to the massive amount of rebuilding taking place following Hurricane Michael. The Administrator also referenced comments from multiple FDOT district staff members regarding the importance of populating JACIP with accurate project estimates.
 - **UAS Geofence Unlock Requests** – Mr. John Wiatrak advised the committee that he had been receiving requests directly from UAS operators (mostly airport tenants) to provide a letter that would allow the manufacturer to remove geofence technology from the devices. The removal of the pre-installed geofence technology would allow the devices to be operated in the vicinity of airports and other restricted areas. Chair Wiatrak reported that at the direction of upper management and legal counsel, the letters were issued as requested. Mr. Wiatrak noted that additional

coordination with the FAA regarding the future handling of these type of requests is on-going.

- **House Bill 905 – Independent CEI Requirement** – The Administrator advised the committee that this issue was discussed in great detail at a number of the regional meetings. During those meetings, FDOT updated the group on language contained in the bill that would prohibit the same engineering firm from conducting design and CEI services on the same FDOT funded project. House Bill 905 contained an exemption from the separate CEI requirement for seaports and became law on July 1, 2019. *FDOT advised that they were not planning to change any processes/procedures as a result of the new law. Interpretations and determinations regarding compliance with this statute would rest with the airport sponsor and their general counsel.* Mr. McClellan commented on the new law noting that Florida Airports Council (FAC) is already working with legislators to secure an exemption from the requirement beginning next year. He also clarified a previous media release – noting that at no time did FAC support the implementation of the separate CEI requirement for airport projects.

4. FDOT Aviation

- **FASP Implementation**
 - **Annual Performance Report** – Work continues on the first annual FASP performance monitoring report. During the FASP 2035 update, we collectively identified 13 performance measures and 31 performance indicators. The next phase of this effort will be to identify projects and priorities to make additional progress on these metrics.
 - **NPIAS/ASSET Assessment** - As a result of the FASP 2035 update and the most recent NPIAS including numerous classification downgrades to Florida's GA airports, an exploratory project has been initiated to identify relevant data and possible approaches to ensuring Florida's airports are accurately considered in federal documents. The project scope includes coordination with the ADO and FAA HQ to identify what data is needed, who should provide it (airports, FDOT, ADO, etc.), and when it is needed to feed into the NPIAS.
 - **FDOT Airport Business Suitability & Statewide Geodatabase Concept** – Mr. Harwell updated the group on this project noting that Phase 1 is now underway with project completion expected by the end of the year. The intent of this project is to assess our aviation system's suitability to meet the needs of and attract businesses that may locate themselves on or near an airport and to do the same for participating individual airports. Ultimately, we want to provide participating airports, business development partners, and local, regional, and statewide decision makers with the tools and information needed to make informed decisions and to maximize our collective ability to attract businesses on or near airports to increase Florida's airports' roles as leaders of local and statewide economic development. The goal of this phase is to identify and validate the assessment methodology.
- **Training Opportunities**
 - **Florida Aviation Professional Academy (FAPA)** - The inaugural FAPA class was held on April 9-10, 2019, at the Turnpike Headquarters in Ocoee. The next session is scheduled for October 16-17, 2019 in Orlando. To facilitate participation by airport personnel in the northern part of the state, FDOT will conduct a class in Lake City in March 2020. Class size is limited to 50 people. The course covers an array of topics to educate attendees on the business

processes, statutory requirements, and policies and procedures of FDOT Aviation. This includes grant and project management, relevant statutes, the FDOT work program, airport licensing inspections, planning and coordination, the Florida Aviation Database and the Joint Automated Capital Improvement Program, and a general overview of Central Office and District aviation staff, functions, roles, and responsibilities.

- **Pavement Inspection and Distress Repair Training** - The purpose of the SAPMP is to provide the necessary data to prioritize maintenance and rehabilitation, determine maintenance scheduling, perform material evaluations and support design considerations. Phase 2 was recently initiated and will involve the inspection of 45 airports. The training includes providing pavement inspection/evaluation training using PCI methodology regarding daily, monthly, and annual pavement inspections and to assist airports in conducting basic repairs on the pavement at their airports. Training this year will be held in Orlando on September 30-October 3 and again on November 4-7. Please visit <http://www.dot.state.fl.us/aviation/pavementManagement.shtm> for additional information.
- **FDOT Disaster Preparedness Training** – Mr. Harwell advised that Aviation Operations Administrator, Mr. David Roberts and his group would again be conducting disaster preparedness training in each of the districts. The training sessions will be held at each district office throughout the month of August.
- **Other Items of Interest**
 - **FTP/SIS Updates** - The Florida Transportation Plan (FTP) is the single overarching statewide plan guiding Florida’s transportation future. It is a plan for all of Florida created by, and providing direction to, the Florida Department of Transportation and all organizations that are involved in planning and managing Florida’s transportation system, including statewide, regional, and local partners. The Strategic Intermodal System (SIS) comprises the state’s largest and most strategic transportation facilities, including major air, space, water, rail, transit, and highway facilities. Both the FTP and SIS Policy Plan updates started in May of this year. We encourage safety organizations, metropolitan organizations, regional planning councils, local government planning officials, transportation mode representatives, environmental groups, economic interests, and anyone else interested in the future of Florida to attend. The FTP-SIS Steering Committee will participate as well. For more information about the FTP and SIS Policy Plan, please visit www.floridatransportationplan.com.
 - **Statewide Aviation Economic Impact Study** - An update to the Economic Impact Study was recently completed. It provides the latest available information on the impact of Florida’s aviation industry in relation to the state’s economy. This information is available for the individual public use airports, as well as by FDOT Districts. Aviation in Florida was determined to have an overall economic impact of more than \$175 billion. That is more than 10 times the economic impact that Walt Disney World has on the state each year.
 - **Aviation Program Development Manager Position** – Mr. Andy Keith advised the committee that multiple postings for this position did not yield a qualified candidate. FDOT is currently evaluating options for filling the position.
- **FDOT District Announcements** – Chair Sieger advised the committee that Mr. Jim Wikstrom had announced that he would be retiring from FDOT District 5 on

August 22, 2019. Chair Sieger thanked Mr. Wikstrom for his support of the airports in District 5 over the past 20 years. Mr. Wikstrom then spoke to the group briefly, noting that he was going to enjoy retirement and it was goodbye for now – but hopefully not forever.

5. **FAA Comment / Announcements** – FAA Orlando ADO Manager, Mr. Bart Vernace updated the group on activities at the FAA Orlando ADO. The majority of Mr. Vernace's remarks centered on project eligibility and the application process for the current round of supplemental funding for airports. He noted that while there is great interest in this program, Florida airports have not yet received any of the supplemental funding. He conceded that this may be disappointing, but reasoned that based on the amount of applications received by the FAA, the odds of receiving funding from that pot are very small. He encouraged the airport sponsors to work with their program managers to funds projects through the AIP noting that it has a much higher success rate. Mr. Vernace covered a few FAA policy changes of note including the relaxing of the review requirement for non-aviation related project development.
6. **Old Business** – No items held over for discussion.
7. **New Business**
 - **Statewide Bylaws Review/Ratification** – The Administrator advised that it was time to conduct a review/ratification of the committee bylaws. Chair Sieger asked the committee for thoughts on the bylaws. He asked the Administrator if anyone had expressed any concern with the content of the bylaws in current form. The Administrator advised that he had not received any comments. Chair Sieger asked for a motion to approve the bylaws in the current form for another two-year period. Mr. McClellan made a motion to approve that was seconded by Vice-chair Kerry Keith and passed by a unanimous vote of the committee.
 - **Property Appraiser Assessment of Cargo Facilities** – Mr. Gene Conrad advised the committee that a new cargo facility was being constructed at the Lakeland International Airport. He mentioned that the city is in discussions with the local property appraiser regarding potential property tax assessments on the facility. He noted that on airport municipally owned facilities of this type are typically exempt from property taxes. Continued interpretation of state statute in this manner is important for airports as it can ultimately have an impact on development opportunities.
8. **Open Forum**
 - **Military Airspace/Training in Central Florida** – Mr. Tyrone Small of the USAF advised the committee that training in the center part of the state near the Avon Park Range has increased significantly in recent months. He implored members of the aviation community to spread the word to civilian pilots about the need for extremely vigilant aviating in this area. High speed, low level training is very common in this area and failure to check NOTAMS and monitor airspace boundaries is extremely dangerous.
9. **Time & Place of Next Meeting** – The CFASPP Administrator stated that the next meeting of the CFASPP Statewide Steering Committee is scheduled for November 13, 2019 at a location to be determined. He reminded the group that the CFASPP Round 2019-3 Regional Meetings begin on September 24, 2019.

10. **Adjournment** – Hearing no further business for the committee to consider, Chair Sieger adjourned the meeting at approximately 2:05 PM.