

**Meeting Minutes
CFASPP STATEWIDE STEERING
COMMITTEE MEETING
April 14, 2021
Lakeland Linder International Airport**

1. **Call to Order/Introductions** – Chair Kerry Keith called the meeting to order at 10:32 a.m. and asked everyone to for the Pledge of Allegiance. He then asked the committee members in attendance and on the phone to introduce themselves.

<u>Name</u>	<u>Region</u>	<u>Representing</u>
Kerry Keith	Statewide Chair	Naples Airport Authority
Roy Sieger	East Central Chair	Flagler Executive Airport
Nate Coyle*	Northeast Chair	Fernandina Beach Municipal Airport
Sam Carver	Treasure Coast Rep.	Witham Field
John Helms	Central Chair	Bartow Executive Airport
Rich Lesniak	West Central Chair	Albert Whitted Airport
Allan Penksa, AAE	North Central Chair	Gainesville Regional Airport
Nina MacPherson*	Southeast Chair	BCAD-North Perry Airport
Richard McConnell*	Northwest Chair	Northwest Florida Beaches Intl. Airport

In addition, the following technical advisors were in attendance to support the committee:

<u>Name</u>	<u>Representing</u>
Mike McClure	FDOT Aviation System Manager
Dan Afghani	CFASPP Administrator

*Via Web Meeting

2. **Approve Last Minutes** – Chair Keith asked for a motion to approve the minutes from the last meeting. Mr. Rich Lesniak made a motion to approve that was seconded by Mr. Allan Penksa and passed by a unanimous vote of the committee members present.
3. **Regional Chairperson’s Roundtable**
 - **TSA Amendment for Employee Screening at Part 139 Airports** – Following an introduction of the topic by the Administrator, Mr. Penksa updated the committee on the current status of this issue. He noted that the TSA is still collecting/reviewing comments on the proposal. He reported that both the Florida Airports Council (FAC) and ACI continue to address the matter with the government officials. Given the potential impact to smaller commercial service airports, he encouraged impacted sponsors to continue to monitor the issue.
 - **Chapter 332.007(6)(c) F.S.- Project Funding Ratios for Commercial Service Airports** – Following an introduction and some background on the topic from the Administrator, the committee briefly revisited this issue. It appears that any changes to the allowable grant funding percentages for commercial service airports were not likely to change as a result of action during the current legislative session.
 - **Ad Valorem Taxes** – Mr. Gene Conrad of the Lakeland Linder International Airport updated the committee on the status of efforts to clarify existing language in Chapter 196 F.S. via legislative action. If approved, the proposed bill would prevent local property appraisers from removing tax exemptions for leasable aviation facilities (aeronautical and non-aeronautical).
4. **FDOT Aviation**
 - **Aviation Office (AO) Update**

- **FDOT Aviation Grant Funding Presentation** - Mr. Mike McClure gave the committee a truncated version of his regional meeting brief on the mechanics of the FDOT Aviation Grant Program. This presentation included updated figures on the expenditure of FDOT grant funds by district. He noted that the revenue reductions in 2020 resulting from the impacts of COVID-19 have brought heightened scrutiny and attention to grant fund expenditures, that is, how the spend down of grant funds has been performing for the past several years. He noted that a large backlog of unexpended grant funds, especially balances from more than a few years ago, attracts unwanted and negative attention. When the aviation backlog is added to the backlog from the other modes it adds up to a very large reserve that must be available in the State Transportation Trust Fund to cover these funding commitments. Mr. McClure noted that it is important to remember that allocated grant funds are redeemed only when cash reimbursements are processed. Therefore, it is very important for our airport partners to avoid delays in project startup once the grant agreement is executed, as well as avoiding delays in invoicing and grant reimbursements. Additionally, he encouraged the airport sponsors to keep their respective aviation coordinators informed about any changes to the project timeline or if the project for which grant funds are programmed is cancelled for any reason.
- **Statewide Airport Marking Contract** – the new FDOT Statewide Airport Pavement Marking contract was executed on March 19. The new contractor is Florida Airfield Maintenance, JV. The contract includes a provision for an Independent Quality Assurance review. The IQAs which will be conducted by a separate vendor and will be funded by FDOT under a separate contract. Mr. McClure then introduced Mr. Lisandro Rosales from Florida Airfield Maintenance, JV. Mr. Rosales updated the group on his firm and provided some basic information on available services and contact information for those airport sponsors with questions for him.
- **Florida Aviation Professionals Academy (FAPA)** - the Spring 2021 FAPA course will be conducted in-person at the Tallahassee Int'l Airport in less than two weeks on April 27-28. We are expecting that future FAPA courses will be conducted in mid- or south-Florida, pending the easing of the Aviation Office instructional team's travel restrictions.
- **Florida Aviation System Plan (FASP) Performance Monitoring Report** – Mr. McClure reported that The FASP Performance Monitoring 2021 Annual Report will assess the changes in the 44 FASP performance measures and indicators since last year's report, and since the FASP was last updated in 2017. The 2021 Annual Report is available for download via the link below:
<https://www.fdot.gov/aviation/FASP2035>
- **2021 Florida Airport Directory** - the 2021 Florida Airport Directory is a guide to Florida's public and private airports. The Directory includes airport data obtained from annual public airport inspection and licensing records, private airport registration, and data provided by airport owners and managers. The 2021 Florida Airport Directory can be downloaded via the link below:
<https://www.fdot.gov/aviation/flpub.shtm/electronic-copies>
- **Florida Flyer – Winter 2021 Edition** – Mr. McClure advised that the Florida Flyer Winter Edition 2021 is available for download via the link below:
<https://www.fdot.gov/aviation/flpub.shtm/electronic-copies>

- **FDOT District Announcements** – There were no comments from the district aviation coordinators in attendance.
5. **FAA Comments / Announcements** – Mr. Bart Vernace, (Manager, FAA Orlando ADO) briefed the committee on activities at the FAA. He reported that the FAA Southern Region Conference is now scheduled for May 11-12. The conference will be virtual. Mr. Vernace encouraged the airport sponsors to work with their program managers to close old projects. He mentioned that the ADO is currently working with multiple funding programs that have been released since the onset of the pandemic. Airport sponsors with questions on these programs and/or eligibility requirements should contact their program managers at the ADO. Mr. Vernace mentioned that applications for entitlement funding are due on May 3, 2021.
 6. **Old Business** – No items held over for discussion.
 7. **New Business**
 - **Election of a new Vice-chairperson** – Following a nomination by Mr. Roy Sieger and a unanimous vote of the committee, Mr. John Helms of the Bartow Executive Airport was elected as the new Vice-chairperson of the CFASPP Statewide Committee.
 - **Legislative Items of Interest** – Chair Keith asked Ms. Lisa Waters of the Florida Airports Council (FAC) to brief the group on the current status of legislative items of interest to aviation. She mentioned that a bill to address the handling of Diesel Exhaust Fluid (DEF) was still alive as was the possibility of an exemption from the independent CEI requirement for aviation grants.
 8. **Open Forum** – Ms. Waters reminded everyone about the FAC Annual Conference in Jacksonville. The conference will take place at the Hyatt Regency Jacksonville Riverfront from July 18-20, 2021.
 9. **Time & Place of Next Meeting** – The Administrator advised the committee that the next meeting of the CFASPP Statewide Steering Committee is scheduled for July 17, 2021, just prior to the FAC Annual Conference. The committee determined that the meeting would take place on that date at the Hyatt Regency Jacksonville Riverfront beginning at 1:00 p.m.
 10. **Adjournment** – Prior to adjournment, Chair Keith thanked Mr. Gene Conrad and his staff at the Lakeland Linder International Airport for hosting the meeting. Hearing no further business for the committee to consider, Chair Keith adjourned the meeting at approximately 11:37 a.m.