

Meeting Minutes
CFASPP STATEWIDE STEERING
COMMITTEE MEETING
July 17, 2021
Hyatt Regency Jacksonville Riverfront

1. **Call to Order/Introductions** – Chair Kerry Keith 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 in attendance and on the phone to introduce themselves. In addition to the Chairperson’s and Technical Advisors, more than 100 other aviation professionals were in attendance at the meeting and via the online platform.

<u>Name</u>	<u>Region</u>	<u>Representing</u>
Kerry Keith	Statewide Chair	Naples Airport Authority
John Helms	Statewide Vice-chair	Bartow Executive Airport
Nate Coyle	Northeast Chair	Fernandina Beach Municipal Airport
Sam Carver	Treasure Coast V-chair	Witham Field
Roy Sieger	East Central Chair	Flagler 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
David Pollard	Northwest Vice-chair	Tallahassee International Airport

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

<u>Name</u>	<u>Representing</u>
Bart Vernace*	FAA Orlando ADO Manager
Aaron N. Smith	State Aviation Manager
Andy Keith	FDOT Aviation Development Administrator
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. Vice-chair John Helms made a motion to approve that was seconded by Mr. Roy Sieger 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. Allan Penksa and Mr. David Pollard both provided input to the committee on the current status of this issue noting that essentially nothing has changed since the last meeting. Given the potential impact to smaller commercial service airports, Mr. Penksa encouraged impacted sponsors to continue to monitor the issue.
 - **Section 163 of the FAA Reauthorization Act of 2018** – Mr. Roy Sieger introduced this issue noting that airports are now required to go through a complicated process on almost all projects to validate the status of airport property and any FAA control over it that might exist. FAA Orlando ADO Manager, Mr. Bart Vernace addressed the issue from the FAA point of view. He noted that monitoring airport sponsor compliance with this requirement is taking a lot of FAA resources but at this point the guidance is out there and the ADO must follow it.
 - **Ad Valorem Taxes on Leasable Aviation Facilities (Chapter 196 F.S.)** – The Administrator introduced this item noting that discussion at the regional meetings indicated that the Florida Airports Council (FAC) had filed a “friend of the court” brief

in support of the Hillsborough County Aviation Authority in its ongoing litigation with the Hillsborough County Property Appraiser. FAC Executive Director, Ms. Lisa Waters had previously advised that FAC is following this issue closely and changes to the language in Chapter 196 F.S. continues to be a top legislative priority.

4. **FDOT Aviation**

- **Aviation Office (AO) Update**
- **FY 2021 Grant Funding** - Mr. Mike McClure updated the committee on the aviation grant budget for the coming fiscal year. The FY2021-2022 state budget signed by Governor DeSantis includes \$325.9M for the Aviation Development Grants program funded from the STTF. Approximately \$224.6M of this amount is for airport projects and the remaining is for Spaceports projects and other categories. He reported that there have not been any updates on possible reductions. The AO will be watching for the next report from the Revenue Estimating Conference.
- **FDOT Statewide Airfield Pavement Management Program** - Mr. Mike McClure followed on his presentation from the regional meetings with an update on the SAPMP Interactive Web Application tool. He mentioned that he had sent an email out to the CFASPP community last week with information on the tool and how to access it. The email included a link to a recorded training webinar on how to use the tool, a link to the Interactive Web Application's website and a listing of the 49 airports that are currently included in the program.
- **Implementation Planning for New Changes to Statutes** – Mr. McClure advised the committee that the FDOT Aviation Office was working to identify and plan for its role in recently enacted/changed statutes. He spoke about Chapter 330.401 F.S. – Diesel exhaust fluid safety mitigation and exclusion plan which takes effect on October 1, 2021. The FDOT will convene a workgroup of public airport representatives to develop DEF uniform industry standards, by November 1, 2021. The workgroup may consider adopting the Florida Airports Council's DEF BMP's already in use and available at <https://www.floridaairports.org/>. (NATA Operational Best Practice No. 36, DEF Handling and Contamination). Airports should anticipate making the DEF safety mitigation and exclusion plan for each fixed-based operator available for review during inspections after January 1, 2022, to avoid potential delays with issuance of the airport license. A process for uploading these plans to the Florida Aviation Database is being developed. Mr. McClure also updated the committee on changes to Chapter 337.14(7) F.S. which now exempts airports from the separate CEI requirement identified in the law. The FDOT will be amending the boilerplate PTGA to reflect this change.
- **Use of the Florida Aviation Database (FAD) during EOC activation** – Mr. McClure reminded the group that the 6-month hurricane season runs from June to November. He showed the group the location of the Disaster Tab in the Integrated Facility Module in FAD. He noted that airports may use the Disaster Tab to report the status of fuel availability and other current airport conditions during periods of EOC activation. Mr. McClure noted that there is also Disaster Preparedness Training video within the module to assist airports with emergency planning. Airports may reach a member of the FDOT Aviation Operations staff during a declared emergency via email at FDOT.Aviation.EM@dot.state.fl.us.
- **Update on Chapter 332.0075 F.S. – Commercial Service Airports: Transparency and Accountability** – Mr. McClure updated the group on this statute noting that it was adopted in 2020 and airports must be in compliance by November 1, 2021. As of that date, all large, medium and small hub airports must comply with the reporting and posting requirements outlined in the law. Ms. Alice Lammert is the FDOT Project

- Manager. FDOT is currently working to create a location in the FAD for airports to post the required information. FDOT will review the posted information from each airport for compliance and provide a report to state lawmakers as required in the statute. Airports that are not in compliance with the law and all posting requirements by December 31st of each year, will become ineligible to receive aviation grant funds until the deficiencies are cured. **Mr. Luis Olivero asked about specific signing requirements for the documents prior to posting. State Aviation Manager, Mr. Aaron Smith advised Mr. Olivero that FDOT would be happy to look into this and get back to him.**
- **Florida Aviation System Plan (FASP) Update (RFI and Upcoming RFP/ITN Advertisement)** – In preparation for an upcoming advertisement for an update to the Florida Aviation System Plan (FASP), FDOT recently advertised a Request for Information to solicit recommendations and suggestions regarding the components of the FASP update. We anticipate advertising the RFP for the FASP update prior to December.
 - **Emergency Response Guidebook & Aircraft Guidebook Updates** – Mr. McClure advised that an update to the Emergency Response Guidebook was recently completed and information on where it can be viewed and downloaded was sent out earlier this week.
 - **Guidebook for Airport Master Planning / Florida Aviation Project Handbook 2021-2022 Updates** – Mr. McClure advised that the annual review and updates to both of these documents is underway with completion expected in the October/November timeframe.
 - **Florida Flyer Spring Edition 2021 and Special Edition 2021** – Mr. McClure advised that the Spring Edition was published on June 28, 2021.
 - **2021 FDOT Annual Aviation Awards** – The annual awards presentation will take place in this room immediately following this meeting.
 - **Air Cargo and Air Service Study – Phase 1** – Mr. McClure advised that the Phase 1 report was recently completed and includes an assessment of stakeholder needs, evaluation of data sources, an overview of data platforms, and initial recommendations for Phase 2. The AO team will review the report in the coming months and decide what approach we will be taking for Phase 2.
 - **Florida Aviation Professionals Academy (FAPA)** – Mr. McClure advised that the Fall 2021 FAPA course will take place at Tampa International Airport on November 15th and 16th.
 - **Airfield Pavement Inspection and Distress Repair Training – Fall 2021 Classes** – The first session will take place in the Orlando area from October 4th to 6th. Session 2 will also be held in the Orlando area from November 1st to 3rd.
 - **Aviation Office 411 Guide** - The first edition of the guide was finalized just this week. The Aviation Office 411 Guide is a reference guide in booklet form that provides information on key publications and trainings produced by the FDOT Aviation Office.
5. **FAA Comments / Announcements** – Mr. Bart Vernace, (Manager, FAA Orlando ADO) briefed the committee on activities at the FAA. He noted that members of his staff are still working remotely. A return to the office date has not been set. Mr. Vernace covered the current pandemic related FAA grant programs in detail noting that while CRESSA has wrapped up, there are still other programs available for Corona virus relief. He invited the airport sponsors to contact their program managers with questions on these programs. The regular AIP grants are still on track. Applications should be finalized in July for grant issuance in the September timeframe.

6. **Old Business** – No items held over for discussion.
7. **New Business**
 - **Legislative Items of Interest** – Chair Keith briefed the committee on the current status of multiple legislative items of interest from the Florida Airports Council (FAC) list of priorities. He noted that a number of the items had already been discussed earlier in the meeting, so his comments were brief.
8. **Open Forum** – None.
9. **Time & Place of Next Meeting** – The Administrator advised the committee that the next meeting of the CFASPP Statewide Steering Committee is scheduled for December 8, 2021. The committee determined that the meeting would take place at the Orlando International Airport on that date beginning at 1:00 p.m.
10. **Adjournment** – Hearing no further business for the committee to consider, Chair Keith adjourned the meeting at approximately 2:00 p.m.