

Meeting Minutes
CFASPP STATEWIDE STEERING
COMMITTEE MEETING
March 29, 2023
Lakeland Linder International Airport

1. **Call to Order/Introductions** – Chair Kerry Keith called the meeting to order at 10:31 a.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 in person 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
Lauren Scott*	Northeast Vice-chair	Jacksonville Aviation Authority
Brandon Dambeck	Treasure Coast Chair	Vero Beach Regional Airport
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
Scott Kohut*	Southeast Chair	Boca Raton Airport
David Pollard	Northwest Chair	Tallahassee International Airport

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

<u>Name</u>	<u>Representing</u>
Aaron Smith	State Aviation Manager
Rebecca Henry-Harper	FAA Orlando ADO Assistant Manager
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. Roy Sieger made a motion to approve that was seconded by Mr. Rich Lesniak and passed by a unanimous vote of the committee members present.
3. **Regional Chairperson’s Roundtable**
 - **Hangar Fire Protection Requirements – NFPA 409 (EC)** – The Administrator introduced this issue which was discussed at the East Central meeting following a report from Kissimmee Gateway Airport. Mr. Shawn Germolus of the Kissimmee Gateway Airport was in attendance and provided additional background noting that the local fire marshal had originally indicated that T-hangars would need to have fire protection. Mr. Germolus explained that after some coordination, it appears that the matter has been handled. The committee members discussed the issue noting that every few years, a local fire marshal will make a similar determination. Mr. Allan Penksa and Mr. Sieger suggested that FAC and/or FDOT investigate the possible implementation of a statewide standard that would eliminate the subjectivity that is usually involved in these decisions. The committee noted installing sprinklers in T-hangars adds significant cost to the construction to provide protection for a building not typically occupied by people.
 - **T-hangar Availability and Rates (NC)** – The Administrator and Mr. Penksa briefed the group on a discussion at the North Central meeting regarding T-hangar rates, availability, and leasing policies. It was noted that none of the airports in the region reported any T-hangar vacancies. The waitlists at airports have not been significantly

- reduced even following the introduction of a fee to join the list. Significant increases in rent (13% x 2) to maintain market value were brought forward in Ocala and demand has only increased. It was noted that although this is a mostly rural region, the demand for aircraft storage space is very high - as it is in most metro areas in the state.
- **St. Cloud Seaplane Base – FASP Entry Request Finalized (EC)** – Mr. Roy Sieger advised the committee that based on discussion and a final vote at their October meeting, the East Central Metro Area committee had sent a recommendation to include the St. Cloud SPB in the FASP to the State Aviation Manager. He reported that following a review by FDOT, the entry request had been approved. The St. Cloud Seaplane Base was now in the FASP and the process was complete.
 - **Special Appropriations for Projects** – The Administrator noted that this topic was discussed at multiple regional meetings during the round. Mr. Ray Clark of FDOT District 7 then provided the committee with some background on special appropriations and how they are processed at the district level. He noted that even a well-intentioned project can be left with a funding shortfall if the scope isn't properly defined or the cost estimate isn't accurate.

4. **FDOT Aviation**

- **Florida Aviation System Plan (FASP) Update** – Mr. McClure advised that Phase 2 is now underway and will take about a year to complete. Some of the major Phase 2 tasks include the data inventory which will focus on data needed to support FASP goals, objectives, and performance measures & indicators. An analysis of NPIAS eligibility will focus on recent service level and role changes as well as whether the 6 non-NPIAS airports can realistically achieve NPIAS designation. A review of aviation activity forecasts from the FAA's Terminal Area Forecast (TAF) and the FDOT's Florida Aviation Database (FAD). Documenting use cases and digital display options for the PMs and PIs that were established in Phase 1. Pavement maintenance funding will be evaluated and assessed for optimizing the needs identified in tri-annual PCI reports to pavement projects listed in JACIP. Continuing updates and outreach on the progress of the FASP update will be provided at FIT meetings, CFASPP meetings, webinars, etc.
- **Florida Statewide Economic Impact Study** – Mr. McClure advised that this project is approaching completion with all airport deliverables now finalized and distributed. Remaining deliverables to be completed by May 2023 include a technical report, district specific Executive Summaries and Case Studies. Questions on this project may be directed to Mr. Nick Harwell at the FDOT Aviation Office – Email: Nick.Harwell@dot.state.fl.us.
- **Advanced Air Mobility (AAM) Planning** – Mr. McClure reported that Phase 1 was completed earlier this year and established a policy framework and Best Practices to assist Florida municipalities with the integration of AAM into their local transportation networks. Phase 2 of this project began in August with a plan to develop Airport Compatibility documents for 30 airports in Florida. 4 AAM Working Group meetings have now been completed and a draft report summarizing the discussions is being developed. Questions on this project may be directed to Mr. Nick Harwell at the FDOT Aviation Office – Email: Nick.Harwell@dot.state.fl.us.
- **Florida Aviation Professionals Academy (FAPA)** – Mr. McClure advised that the first course for 2023 would be held at the FDOT District 4 – Broward Operations Center on April 18-19, 2023. Questions regarding FAPA can be directed to Mr. Nick Harwell at the FDOT Aviation Office – Email: Nick.Harwell@dot.state.fl.us.

- **New Florida Aviation Database (FAD)** – The FDOT Aviation Office has initiated the first phase to develop a new FAD. Elements of the effort will include evaluating the existing FAD, conducting stakeholder outreach, and documenting current processes, capabilities, and limitations. FDOT will be leading the creation of a vision and recommendations for the replacement system by producing a roadmap for development and implementation. The first phase of this project is expected to be completed in late spring 2023.
 - **Statewide Airfield Pavement Management Program (SAPMP)** – Currently SAPMP Phase 2 is wrapping up. The airfield pavement inspection for all participating airports in this phase has been completed. Additionally, in-house QA and independent QA inspections are in progress. Mr. McClure reviewed the location of SAPMP related documents in the Florida Aviation Database including how to find airport specific PCI reports. He noted that questions on this program may be directed to Dr. Abdul Hatim at the FDOT Aviation Office. Email: Abdul.Hatim@dot.state.fl.us.
 - **Pavement PCN-PCR Conversion** – Mr. McClure noted that the FAA's AC 150/5335-5D (Standardized Method of Reporting Airport Pavement Strength – PCR) was issued in April 2022. This AC requires PCN for the Part 139 airports to be converted into PCR by September 2024. RDM International originally did the PCN project. Currently we are in the process of a contract amendment to include RDM International as sub-consultant. A cost estimate for the PCR project has been submitted and a grant from the FAA is expected to be issued next month.
 - **Operations Counting Technologies at Non-Towered Airports** – Mr. McClure advised that the final White Paper by ERAU for the Operations Counting research project was completed in May 2022. The ERAU research team is in the process of scheduling field testing of new technologies at two (2) airports (Ormond Beach Municipal and Flagler Executive Airport).
 - **2023 Florida Airport Directory and Florida Aeronautical Chart** – Mr. McClure advised that printed copies of the 2023 Florida Aeronautical Chart and Florida Airport Directory are now available. If you need copies for your airport, please let him know.
 - **2023 FDOT Annual Aviation Awards** – Mr. McClure advised award nominations for 2023 are due to FDOT by May 31st. Award winners will be announced following the CFASPP Statewide Meeting in West Palm Beach on July 22, 2023. **Link to Forms:** <https://www.fdot.gov/aviation/flpub.shtm/awards-program>
 - **2022-2023 Aviation Project Handbook** – Mr. McClure updated the group on the recently released Florida Aviation Handbook noting that it addresses various state grant funding categories, such as the Florida Aviation Grant Program, the Strategic Intermodal System (SIS) Grant Program and other funding mechanisms. Link: Florida Aviation Handbook - <https://www.fdot.gov/aviation/flpub.shtm/aviation-grant-program>
 - **Aviation Office 411 Guide** – Mr. McClure advised that the guide provides introductory information about a variety of aviation related resources in one place. Included are links, QR codes, descriptions, and summaries for these key publications and trainings produced by the Aviation Office. The latest version of the guide is available online by visiting www.fdot.gov/aviation.
5. **FAA Comments / Announcements** – Ms. Rebecca Henry-Harper, (Asst. Manager, FAA Orlando ADO) briefed the committee on items of interest from the FAA. She advised airports to keep in close touch with their PM's and asked for patience as the ADO staff is currently working with multiple new funding programs. The AIP deadline is May 5, 2023, although other programs may be available at different times. Title 6 is a requirement and

they are looking for a maximum period of performance of 4 years on all grants. Ms. Henry-Harper noted hearing concerns regarding environmental requirements for projects. These steps are required and the ADO has 3 staff members dedicated to this area that are available to discuss project specific matters. Please advise the ADO of any non-aeronautical events planned at your airport. Ms. Henry-Harper mentioned that an FAA "Safety Standdown" event would be taking place on March 30th to increase awareness regarding aviation operational safety.

6. **Old Business**

- **Draft FAA Policy for Land Use Changes on Federally Acquired/Conveyed Land** – Mr. Brandon Dambeck updated the committee on this draft policy noting that it does not seem to have been finalized. Ms. Henry-Harper confirmed that it is still under review. Mr. Dambeck noted that related to this topic, the FAA had recently advised that flight school dorm rooms are a non-compatible land use at airports. Ms. Henry-Harper confirmed that to be the correct general interpretation. She noted that every situation is a little different and airports are always welcome to contact the ADO to discuss these matters.

7. **New Business**

- **Legislative Items of Interest** – Chair Keith covered several items that FAC is following legislatively. Of particular note are bills related to Vertiports, the collection of sales tax on the sale of aircraft and a proposed increase in the posting limits under Chapter 332.0075 F.S., (Commercial Service Airport Transparency). He reminded the group about the E&T Summit in Melbourne in April as well as the FAC Annual Conference in West Palm Beach in July.

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 July 22, 2023. The committee determined that the meeting would be held at the Hilton West Palm Beach (site of the FAC Annual Conference) 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 11:53 a.m.