

**Meeting Minutes
CFASPP STATEWIDE STEERING
COMMITTEE MEETING
December 12, 2024
Tampa International Airport**

- Call to Order/Introductions** – Chair John Helms 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 introduce themselves. In addition to the Chairperson’s and Technical Advisors, more than 90 other aviation professionals attended the meeting in person and via the online platform.

<u>Name</u>	<u>Region</u>	<u>Representing</u>
John Helms	Statewide Chair	Bartow Executive Airport
Alicia Dixon	Southwest Chair	Lee County Port Authority
Ashley Shorter*	Northeast Vice-Chair	Fernandina Beach Municipal Airport
Brandon Dambeck	Statewide Vice-chair	Vero Beach Regional Airport
Roy Sieger*	East Central Chair	Flagler Executive Airport
Matt Grow	North Central V-Chair	Ocala International Airport
Rich Lesniak	West Central Chair	Albert Whitted Airport
Scott Kohut*	Southeast Chair	Boca Raton Airport
Matt Coughlin*	Northwest Chair	Pensacola International Airport

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

<u>Name</u>	<u>Representing</u>
Mr. Juan Brown*	FAA Orlando ADO Manager
Mike McClure	FDOT Aviation System Manager
Dan Afghani	CFASPP Administrator

*Via Web Meeting

- Approve Last Minutes** – Chair Helms asked for a motion to approve the minutes from the last meeting. Vice-chair Brandon Dambeck made a motion to approve that was seconded by Mr. Rich Lesniak and passed by a unanimous vote of the committee members present.
- Regional Chairperson’s Roundtable**
 - Landing Fee Discussion (EC)** – Citing continued discussion at the East Central meeting and in other regions, the Administrator introduced the issue and then asked Mr. Roy Sieger of the Flagler Executive Airport to provide additional details. Mr. Sieger explained that at this point, no airports have implemented landing fees in the East Central Metro Area. He noted that two (2) airports are moving closer following discussions/decisions at recent city governance meetings. The Administrator noted that based on discussions at other regional meetings, the appetite for the implantation of landing fees in other parts of the state was not strong. The majority of airport sponsors outside of East Central Florida either expressed no interest in the fees, or a “wait and see what happens in East Central” position.
 - Return of Presidential TFR’s/Related Impacts to Aviation System (SE)** – Citing the results of the recent election it is expected that TFR’s will be returning to the Southeast Metro Area. The TFR’s were in place from 2017-2020 and caused significant impacts to the airports in the region with flight restrictions and gateway system for private aircraft arrivals. Mr. Scott Kohut reported that they have asked the FAA about the possibility of flow control for the Boca Raton Airport at peak times in anticipation of increased jet traffic from PBI. Additional impacts to GA airports, flight

- training and other aviation operations are expected, but the extent of these impacts are not yet known.
- **Tenant Insurance Requirements (Wind Damage) (TC)** – Vice-chair Dambeck introduced this issue noting that tenants at Vero Beach Regional Airport have resisted lease requirements for wind insurance due to cost and difficulty in obtaining the coverage. The committee briefly discussed the matter with each member providing some background on tenant insurance requirements at their airports. The requirements varied widely by region. With some ideas to consider, Vice-chair Dambeck thanked the other committee members for their input.
 - **Hurricane Impacts from Helene/Milton (WC, SW, NC, TC)** – The Administrator noted that the state had been hit by two (2) major hurricanes in October. The damage to the West Central and Southwest parts of the state was significant but committee members indicated that recovery efforts are well underway. Flooding rain in the Tampa Bay region was the primary concern with Helene, while Milton brought significant wind only two (2) weeks later. Vice-chair Dambeck reported that the Treasure Coast Region was impacted with severe weather prior to the arrival of Milton, including several tornadoes.
4. **FDOT Aviation**
- **FDOT Aviation Office (AO) – Vacant Positions Update** – Mr. McClure advised that the open Aviation Operations Administrator position is set to be advertised along with the Aviation Planning Administrator position. The open Airport Planning Manager position will be readvertised. Mr. McClure advised that he would be leaving FDOT as of 1/31/25, and that would create an opening for a new Aviation System Manager.
 - **Work Program/STTF Summary** – Mr. McClure briefly reviewed slides that depict the path of aviation grant funding from the State Transportation Trust Fund to the FDOT Work Program. He then reviewed the tentative allocations for aviation currently programmed in the Work Program for the next 5 fiscal years.
 - **Florida Aviation System Plan (FASP) Update** — Mr. McClure reported that the FASP 2043 Update has been completed. The Executive Summary, final reports and updated airport profiles may be viewed online at www.fdot.gov/aviation/FASP2043.
 - **NPIAS 2025-2029 Quick Look** – Mr. McClure highlighted a few changes in airport classifications based on the recently released NPIAS update. He noted that AIP development estimate for Florida airports has increased to \$5.5 billion for the 2025-2029 period.
 - **Advanced Air Mobility (AAM) Planning** – Mr. McClure reported that the final AAM Advisory Committee Meeting was held in November and that a statewide education campaign is expected to start in January 2025.
 - **CFASPP Website Update** – Mr. McClure reported that he was conducting an update to the CFASPP website that includes the removal of unused links and updating regional/metro area summaries for each of the 9 regions. These updated summaries will be sent to each CFASPP chairperson for approval prior to publication on the website.
 - **Florida Aviation Professionals Academy (FAPA)** – Mr. McClure reported that the next FAPA course will be held in Fort Myers on April 16th and 17th. Registration information is available at airportfapa.com.
 - **Statewide Airport Operations Counting Data Collection Contract** – Mr. McClure advised that the selected vendor was Virtower, LLC. The contract has been finalized and installations at 87 participating airports have been completed. 11 additional airports are set for install and 8 others are not participating in the program.

- **Powers, Duties and Restrictions of FDOT Aviation Office** – Mr. McClure highlighted the duties of the FDOT Aviation Office noting that statutory authority for the office lies in Florida Statutes, Sections 330 / 332 / 333. Key functions include the following:
 - Approval of airport sites; registration and licensure of airports (330.30)
 - Florida Airport Development and Assistance Act (332.003 – 332.007)
 - Restrictions on Authority (332.005) “...from participating in or exercising control in the management and operation of a sponsor’s airport...”
 - Airport zoning (333)
 - Compliance with PTGA Aviation Program Assurances
 - **New Florida Aviation Database (FAD)** – The FDOT Aviation Office is continuing work on this project with updates to the IFM module and related tabs now underway. A new design of the document management module is also underway. FDOT will be seeking input from airports on proposed changes/enhancements. The goal is to complete a transition to the new FAD by the end of 2026.
 - **Pavement PCN-PCR Conversion** – Mr. McClure advised that PCR’s were distributed to Part 139 airports in September. Airport should update their 5010’s and FDOT will be adding the PCR information to the Florida Aviation Database. They are still awaiting direction from the FAA on PCN to PCR conversion for non-Part 139 airports.
 - **2024 Airport Land Use Compatibility Guidebook** – Mr. McClure reported that the guidebook provides information for airports on adopting and enhancing airport zoning regulations. A link to the 2024 *Guidebook* and *Executive Summary* can be found here: <https://www.fdot.gov/aviation/flpub.shtm/airspace-protection-and-zoning>
5. **FAA Comments / Announcements** – FAA Orlando ADO Manager, Mr. Juan Brown reviewed a slide presentation highlighting current activities/programs at the FAA Orlando ADO. Mr. Brown reviewed several active funding programs and the application deadlines related to them. Mr. Brown stated that it was very important that airport sponsors begin projects and spend grant money that has been allocated in a timely manner. Failure to do so by published deadlines could result in the loss/expiration of project funds.
6. **Old Business**
- **Potential Statewide Contract for Pavement Maintenance** – The Administrator reported that Mr. David Pollard continues to work with FDOT on a framework for the establishment of this contract, but nothing has been finalized.
7. **New Business**
- **Legislative Items of Interest/FAC Update** – The Administrator read a report from Florida Airports Council highlighting current activities and upcoming events. Mr. Scott Kohut provided some additional insight on council executive actions noting that a streamlining of processes was still ongoing under the new director.
8. **Open Forum** – No comments.
9. **Time & Place of Next Meeting** – The Administrator advised the committee that the next meeting of the CFASPP Statewide Steering Committee is scheduled for April 2, 2025. The committee determined that the meeting would be held at the Lakeland International Airport on that date beginning at 10:30 a.m.

10. **Adjournment** – Hearing no further business for the committee to consider, Chair Helms adjourned the meeting at approximately 2:09 p.m.