

Meeting Minutes
CFASPP STATEWIDE STEERING
COMMITTEE MEETING
April 2, 2025
Lakeland Linder International Airport

1. **Call to Order/Introductions** – Chair John Helms called the meeting to order at 10:30 a.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 110 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
Brandon Dambeck	Statewide Vice-chair	Vero Beach Regional Airport
Ashley Shorter*	Northeast Chair	Jacksonville Aviation Authority
Alicia Dixon	Southwest Chair	Lee County Port Authority
Roy Sieger	East Central Chair	Flagler Executive Airport
Allan Penksa, AAE	North Central Chair	Gainesville Regional 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. Andy Keith	FDOT Aviation Development Administrator
Dan Afghani	CFASPP Administrator

*Via Web Meeting

2. **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.
3. **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 East Central Chair, Mr. Roy Sieger of the Flagler Executive Airport to provide additional details. Mr. Sieger explained that at this point, only the Kissimmee Gateway Airport (ISM) had established landing fees. He then asked Mr. Shaun Germolus of the Kissimmee Gateway Airport to brief the group on the mechanics of the landing fee program at ISM. Mr. Germolus explained that the fee is \$3 per thousand pounds (aircraft) and \$20 per helicopter landing with each type getting 1 free landing.
 - **Hangar Tenant Lease Requirements/ Facility Utilization (NC)** – North Central Chair, Mr. Allan Penksa briefed the group on discussions at the North Central meeting that focused on airport efforts to identify and discourage improper use of leased hangars. It was noted that the Suwannee County Airport was operating under a county memorandum that amplified unacceptable uses for their tenants. This primarily included use of the spaces for personal storage or the storage of permanently non-airworthy aircraft. The Administrator noted that a similar discussion occurred at the Northeast meeting in Jacksonville.
 - **Return of Presidential TFR’s/Related Impacts to Aviation System (SE)** – Southeast Chair Mr. Scott Kohut briefed the group on the current impacts of the

constant VIP TFR's in place over South Florida. He noted that a number of small aircraft have been diverted for violations. At the Boca Raton Airport, jet traffic is up significantly as private jets look to avoid the gateway security stop required to land at the Palm Beach International Airport during TFR's. The FBO's are requesting 24-hour notice for overnight parking and the airport has been working with ATC on a flow control program. Vice-chair Dambeck indicated that some of the impacts are also being felt on the Treasure Coast with increased jet traffic at Witham Field and complications to training flights (avoiding TFR's) that depart toward South Florida.

- **Virtual Air Traffic Control Towers/ATC Training (C)** – Chair Helms briefed the group on the virtual air traffic control program under development in the Central Florida Region. He noted that Bartow has one of the oldest towers in the country and once operational, the new virtual tower will be available to serve both Bartow and the Winter Haven Regional Airports from an indoor facility in Bartow. He mentioned that a tour of the facility is expected to be available for anyone interested following the next Central Florida CFASPP Meeting. Chair Helms also touched on the air traffic controller training program that is now active as part of the Polk Aerospace Center for Excellence.

4. **FDOT Aviation**

- **FDOT Aviation Office (AO) – Vacant Positions Update** – Mr. Keith advised that both the Aviation Operations Administrator and Aviation Planning Administrator positions have been filled. Mr. Jim Durwin is the new Aviation Operations Administrator and Mr. Lewis Hagler is the new Aviation Planning Administrator. Mr. Durwin is now working to fill the open Airspace Protection and Security Manager position. Mr. Hagler started on March 14, 2025, and is working to fill his two (2) open positions in the planning section.
- **Advanced Air Mobility (AAM) Planning** – Mr. Keith reported that the 2024 Advanced Air Mobility Land Use Compatibility and Site Approval Guidebook was completed in September 2024 and is available on the FDOT Aviation Office's Advanced Air Mobility webpage. The Statewide Local Government Training is scheduled to begin March 2025.
- **Florida Aviation Professionals Academy (FAPA)** – Mr. Keith reported that the next FAPA course is scheduled for April 16th and 17th at the FDOT Southwest Area Office (SWAO) in Fort Myers. Registration information is available at airportfapa.com.
- **Statewide Airport Operations Counting Data Collection Contract** – Mr. Keith 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 5 others are not participating in the program.
- **New Florida Aviation Database (FAD)** – The FDOT Aviation Office is continuing work on this project with a Beta site for the IFM module and related tabs now underway. An Airspace Analysis Tool (Airport Compliance Module) is also under development. 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.
- **2025 Florida Statewide Airport Stormwater Training Course** – Mr. Keith advised the attendees to be on the lookout for additional information about this course. There will stakeholder workshops and in-person training sessions as part of this program. Professional Development Hours will be available for attending engineers.
- **FAD Disaster Preparedness Module – Discussions/Training** – Mr. Keith advised that two (2) virtual discussion & training sessions will be conducted via Microsoft Teams. The purpose of the presentations will be to inform and train the staff of Florida public-use airports on the procedures and capabilities of the components of the FAD

- Disaster Preparedness Module (DPM). Each virtual discussion session will include a live demonstration of the utilization of the various components of the DPM, including examples of the actual operation of the components. Meeting invitations will be sent to the “Disaster” contact(s) of each Florida public-use airport as reflected in the Contacts module in the FAD. The invitation will notify each contact person of the date and time for both sessions. Each virtual discussion session will be approximately 1.5 hours in length, which includes time for a question-and-answer session at the end.
- **USDA Statewide Wildlife Hazard Management Training** – Mr. Keith advised that the AO has partnered with the US Department of Agriculture’s Wildlife Services program to provide basic wildlife hazard management training at no cost to airport staff. The intended audience is airport staff, and the training will not necessarily serve as a replacement for wildlife hazard training to satisfy the Federal Aviation Administration (FAA) requirements pursuant to 14 CFR Part 139. Dates and locations for 2025 are still TBD, but planning is underway for sessions in Southwest Florida (Tampa/Punta Gorda) and South Florida (Palm Beach County).
 - **Aviation Office 411 Guide** – Mr. Keith advised that the January 2025 edition of the Aviation Office 411 Guide was just completed. A link to the 411 Guide is here: <https://www.fdot.gov/aviation>
 - **2025 Florida Aviation Project Handbook** – The 2025 edition of handbook was recently released. It describes various state grant funding categories including the Florida Aviation Grant Program, Strategic Intermodal System (SIS) Grant Program and other funding sources. A link to the document is available via the FDOT Aviation Office website: <https://www.fdot.gov/aviation>
 - **2025 Florida Airport Directory & Aeronautical Chart** – The 2025 versions are now available for mailout. They will also be distributed at the FDOT booth during Sun’n Fun 2025. Please contact Mr. Michael McDougall at the Aviation Office to request copies of either publication – Michael.McDougall@dot.state.fl.us
 - **2025 FDOT Annual Aviation Awards** – Mr. Keith advised that nominations for the annual FDOT Annual Aviation Awards are due by May 31, 2025. A link to the Awards Program Nomination Forms is here: <https://www.fdot.gov/aviation/flpub.shtm/awards-program>. Award Winners will be announced following the CFASPP Statewide Meeting in Tampa on Saturday, August 2, 2025. For additional information please contact: Mr. Michael McDougall, Aviation Program Manager (850) 414-4512 / Michael.McDougall@dot.state.fl.us
5. **FAA Comments / Announcements** – There were no federal updates shared at this meeting.
6. **Old Business**
- **Potential Statewide Contract for Pavement Maintenance** – Mr. David Pollard of the Tallahassee International Airport advised the committee that he continues to work with FDOT on a framework for the establishment of this contract. He noted that a positive meeting was recently held with Aviation Office staff. The next step would be to develop a criteria package to support a solicitation. He asked the committee to consider keeping this item under Old Business as he continues to work with FDOT. There were no objections to this request from the committee.
7. **New Business**
- **Legislative Items of Interest/FAC Update** – The Administrator read a prepared statement from the Florida Airports Council highlighting the upcoming Education &

Training Summit. The event will take place in Orlando from May 7-9, 2025, and registration is open on the Florida Airports Council website. Mr. Chad Rosenstein of the Punta Gorda Airport (Florida Airports Council Executive Committee) reviewed a few of the current legislative priorities that the council is monitoring including HB1397 (Transportation Bill).

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 August 2, 2025. The committee determined that the meeting would be held at the Tampa J.W. Marriott Water Street (just prior to 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 Helms adjourned the meeting at approximately 11:34 a.m.