Meeting Minutes
CFASPP STATEWIDE
STEERING COMMITTEE MEETING
November 8, 2007, 1:00 PM
Tampa International Airport

1. **Call To Order / Introductions** –-Chair Ed Cooley called the meeting to order at 1:05 p.m. and asked all in attendance to introduce themselves.

Name	Region	Representing
Ed Cooley, Chair	Statewide Chair	Hillsborough County Aviation Authority
Greg Donovan	Northwest Chair	Pensacola Regional Airport
Tom Jewsbury	West Central Chair	St Petersburg-Clearwater Int'l Airport
Chip Seymour	Northeast Chair	Jacksonville Aviation Authority
Kevin McNamara	East Central Chair	Greater Orlando Aviation Authority
John DuBose	Central V-Chair	Lakeland Linder Regional Airport
Bob Mattingly	Southwest Chair	Sarasota-Manatee Airport Authority
Diana Lewis	Treasure Coast V-Chair	St. Lucie County International Airport
Chris McArthur	Southeast Chair	Miami Dade Aviation Department
	Other Airports Represented	
Richard Lesniak	West Central	Albert Whitted Municipal Airport
Paul Phillips	West Central	Hillsborough County Aviation Authority
Don Silvernell	West Central	Hernando County Airport
Eric Menger	Treasure Coast	Vero Beach Municipal Airport
Jack Thompson	East Central	Flagler County Airport
Jim Sheppard	East Central	Greater Orlando Aviation Authority
Jose Ramos	Southeast	Miami-Dade Aviation Department

In addition, the following people were in attendance:

Name	Representing
Christina Hummel	MacDill Air Force Base
Bill Ashbaker	Florida Department of Transportation, Aviation Office
Sergey Kireyev	Florida Department of Transportation, Aviation Office
Jim Wikstrom	Florida Department of Transportation, District Five
Brian Fallon	Florida Department of Transportation, District Five
Jeff Leopold	Florida Department of Transportation, District One
Roxann Lake	Florida Department of Transportation, District One
Kristi Smith	Florida Department of Transportation, District One
Ray Clark	Florida Department of Transportation, District Seven
George Boyle	Florida Department of Transportation, District Seven
Juan Brown	FAA Orlando ADO
Paula Raeburn	FATA
Patrick Adesso	DMJM, Inc.
Dave Goode	LPA Group, Inc.
Phil Jufko	LPA Group, Inc.
Joe Sawmiller	PBS&J
Bill McGrew	PBS&J
Chase Stockon	Panther International, LLC.
Brenda Tillmann	R.W. Armstrong, Inc.
Mike Thompson	URS, Inc.
Gloria Loungeway	WSA, Inc.
Andy Keith	Florida Department of Transportation, Aviation Office
Dan Afghani	CFASPP Administrator

2. **Approve Last Minutes** – Chair Cooley asked for a motion to approve the last minutes. A motion to approve the minutes was made by Mr. Mattingly, seconded by Mr. McNamara and passed by a unanimous vote.

3. **FDOT Aviation**

- **Aviation Office**
  - **Land Use Compatibility Project –** Mr. Andy Keith introduced Mr. Sergey Kireyev who proceeded to brief the group on the status of the project. Mr. Kireyev explained the basis for the project and the project stakeholders as they stand today. He stated that the study would be comprised of two parts – a higher level study for upper management and a secondary study at the staff level. Members and participants are invited to contact Mr. Kireyev with any questions on the project as it progresses. He added that invitation letters for the project from the Secretary of Transportation are scheduled to be sent but have not yet been released.
  - **FASP 2025 - Update of Regional Overviews –** Mr. Keith explained that this process is basically complete and he thanked everyone for their efforts in updating the documents. He showed the group images of the covers of the final documents for the Regional and Statewide Overviews stating that the FDOT Aviation Office will be conducting a limited print of the new documents for distribution. He added that the version of the documents posted on the CFASPP website will be formatted in a manner suitable for printing as a booklet like document to benefit those agencies that require additional copies.
  - **UNICOM Frequency Expansion Project –** Mr. Keith updated the group on this project noting that several airports have agreed to change UNICOM frequencies. Mr. Keith stated that these shifts are just proposals at this point and that the actual process of changing frequencies will be handled by the individual airport sponsors. He noted that the FDOT Aviation Office will be available to advise and assist airport sponsors with completion of the process whenever possible.
  - **NGA Project Update –** Mr. Keith explained that a project scope was completed in early September with the receipt of comments from the CFASPP Subcommittee. He stated that certain aspects of the comments were not going to be pursued by the FDOT. In particular he referenced the economic impact recommendation noting that such a study would require a great deal of subjective analysis. The total price of the project as scoped is approximately $190,000 and Mr. Keith noted that funds to complete this project are still not currently available. The next opportunity to begin the project would be July 1, 2008 at the beginning of the next fiscal year. Chair Cooley explained the progress of the project development to its current state and scope. He noted that the project is a priority for the CFASPP committees as soon as funds are available to complete the project. Chair Cooley covered the issue of preparing forecasts of economic impact in the absence of historical data. Mr. Chip Seymour referenced a GAO study that has established a baseline forecast for NGA traffic in the coming years. He explained that the level of forecasting accuracy expected may not be as high as the FDOT believes….implying that a general level forecast would please the committee. Mr. Jim Sheppard mentioned the current A380 tour underway in the United States and the planned appearance of the plane at Orlando International Airport. Mr. Kevin McNamara asked about the cost of the project and clarification of the timeline for beginning the project. Mr. Bill

Ashbaker explained the factors effecting available funds to complete the project noting that unless project funds are reduced, he plans to fund the project in FY 2009. Chair Cooley mentioned the Economic Impact Study that was put forth as a priority by FAC. He noted that this project remains a priority and the committee hopes that FDOT will fund it at the earliest opportunity. ***After significant discussion a Motion was unanimously passed by the Committee. The Motion determined that Mr. Bob Mattingly would write a Resolution for presentation to FDOT on behalf of the Committee expressing their interest in maintaining both the NGA Study and Economic Impact Study at the highest priority for completion even if one or both projects need to be completed in phases.***

- **FDOT District Announcements** – None.

4. **Regional Chairpersons Roundtable**

- **Impact Fees for Hangar Construction –** Mr. Seymour explained this issue that was raised by Mr. Bryan Cooper from St. Augustine. Mr. Cooper feels that hangars should be exempt from impact fees in accordance with the new Growth Management Law. Mr. Seymour explained that the latest sets of hangars constructed at Jacksonville were determined to be exempt from "Fair Share Fees" in accordance with the new law.
- **Public Opposition to the Airport Master Plan Update –** Mr. Kevin McNamara explained the root of this issue that was brought forward by the Valkaria Airport in Brevard County. He noted that the airport faced significant opposition to the Master Plan from opponents that wanted the airport closed rather than improved. Chair Cooley mentioned similar issues at Peter O. Knight airport in downtown Tampa. He noted opposition from citizens that want to see the airport frozen in terms of use and future development.
- **Effect of the Special Legislative Session on the Transportation Trust Fund –** Mr. Ashbaker stated that the trust fund was not compromised as a result of the Special Session. He noted the current issue at hand is the possible reduction of available funds by recall of uncommitted FDOT project funds due to revised estimates of lower trust fund revenue.
- **Property Appraiser Collection of Ad Valorem Tax / Replacement with Fees –** Mr. McNamara mentioned the issue that was raised by Mr. Terry Lloyd of Kissimmee Gateway Airport. Mr. Lloyd referenced a new wrinkle in the tax collection efforts of County officials in the form of new flat fees as opposed to Ad Valorem tax collection methods like those underway in Indian River County. Mr. Seymour noted a similar procedure underway in Jacksonville and he suggested a survey of airport sponsors to determine what types of fees and taxation methods are in use around the State.
- **FAA Study of O/D versus Connecting Passengers –** Mr. Jim Sheppard explained this issue and what he feels is a skewed distribution of FAA funds between airports that are connecting hubs and those like Orlando International Airport that serve as a destination facility. Mr. Sheppard noted that it costs far more to develop and run a destination airport than it does a hub yet FAA funds are currently distributed to airports based on total passengers using the airport in any manner. This method of distribution results in a larger amount of money being sent to the hubs for development. He stated that FAC is working on the issue with the FAA. Mr. Sheppard encouraged the CFASPP Statewide Committee to consider a parallel resolution to that issued by FAC in support of this issue with the U.S. Congress. ***Mr.***

Seymour made the motion for a Resolution seconded by Mr. McArthur and it was passed by unanimous vote. The Chairman will draft the resolution explaining the Committee's position on this matter.

- **Hometown Democracy Initiative –** Chair Cooley referenced this issue as it relates to the acceptance of an Airport Master Plan into the Local Comprehensive Plan. If adopted, the HDI may require a public referendum prior to making changes to MP/ALP that have been accepted as part of the Comprehensive Plan. The issue was raised in the Treasure Coast and Chair Cooley and Ms. Diana Lewis asked people not to sign the petition in favor of the HDI.
- **Panama City Airport Development –** Mr. Donovan provided the Administrator with a hard copy update of activities in the Northwest Region and in particular the development of the new airport at Panama City. There was a groundbreaking for the facility on November 1, 2007 that was attended by more than 1,000 people. His notes also mentioned that Phoenix Construction is expected to begin work on the facility immediately and that the airport infrastructure will include an 8,400 foot main runway and a 5,000 foot crosswind and all related terminal facilities. The $331 million project will be funded by state and federal grants as well as from proceeds of the sale of the existing airport property.

5. **FAA ADO Comments / Presentations –** Mr. Juan Brown stated that there has been no reauthorization of the FAA program as of this date. They are expecting another continuing resolution to keep the FAA working and they are planning on having a program. As a result, he reminded the airports to be cognizant of the relevant dates for project application submission for the FY 2008 program. He reminded the airports to continue drawing on existing grants on a quarterly basis to keep them from being de-obligated.

6. **Old Business/New Business**

- **Election of a New Chairperson –** Mr. Chip Seymour of the Jacksonville Aviation Authority was unanimously elected to serve as the new Chair of the CFASPP Statewide Committee after a nomination by Diana Lewis that was seconded by Mr. Bob Mattingly. At this point, Mr. Cooley turned the meeting over to Chair Seymour.
- **Election of a Vice-Chairperson** – Mr. Tom Jewsbury of St. Petersburg-Clearwater International Airport was nominated for the Vice-Chair position by Mr. Greg Donovan. Mr. Donovan's nomination was seconded by Ms. Diana Lewis and passed by a unanimous vote of the members.

7. **Open Forum**

- **FAC –** Mr. Greg Donovan updated the group on activities at FAC noting their priority to have the Economic Impact Study funded by FDOT at the earliest opportunity. He also mentioned the next State Legislative Affairs conference scheduled for February 2008 in Tallahassee.
- **FATA –** Ms. Paula Raeburn stated that they are working with Vero Beach on the Property Appraisers issue, and with the Department of Revenue (DOR) position that taxes new airport owners on aircraft brought into Florida within the first six months of plane ownership. Ms. Raeburn added that FATA is starting a new scholarship program to assist students at ERAU and FIT.

8. **Time & Place Next Meeting** – Chair Seymour stated that the next scheduled meeting of the Statewide Committee is April 3, 2007 at Orlando International Airport. The meeting will begin at 1:00 p.m. in the GOAA Board Room.

9. **Adjournment** – Hearing no further business for the committee to consider, Chair Seymour adjourned the meeting at approximately 2:43 p.m.