

**Meeting Minutes
CFASPP STATEWIDE
STEERING COMMITTEE MEETING
JULY 23, 2005, 1:00 PM
Tampa Marriott Waterside**

1. **Call To Order / Introductions** – Chair Jim Sheppard called the meeting to order at 1:05 p.m. He welcomed everyone and thanked them for attending. He offered the floor to Vice Chair Ed Cooley for welcoming comments from the Hillsborough County Aviation Authority regarding the FAC and the CFASPP meeting. He then asked all in attendance to introduce themselves.

Name	Region	Representing
Jim Sheppard, Chair	East Central Chair	Greater Orlando Aviation Authority
Ed Cooley, Vice Chair	West Central Chair	Hillsborough County Aviation Authority
Richard Crider	North Central Chair	Gainesville Regional Airport
Alex Erskine	Southeast Chair	City of Fort Lauderdale
Mark R. Fisher	Southwest Chair	Lee County Port Authority
Mike Moon	Treasure Coast Chair	Witham Field
Jerry L. Sealy	Northwest Chair	Okaloosa County Airports
Chip Seymour	Northeast Chair	Jacksonville Airport Authority
C. B. Shirey	Central Chair	Avon Park Executive Airport

Other Airports Represented

Cynthia Barrow	Central	Bartow Municipal Airport Development Authority
Clara Bennett	Southeast	Fort Lauderdale Executive Airport
Jeff Bunting	Southeast	Miami Dade Aviation Department
Scott Carr	East Central	Titusville-Cocoa Airport Authority
Barbara Churchill	Treasure Coast	St. Lucie County International Airport
J. Bryan Cooper	Northeast	Saint Augustine Airport
Nina Demeo	Southeast	North Perry Airport
Ryan Denner	Treasure Coast	Sebastian Municipal Airport
Greg Donovan	Northwest	Pensacola Regional Airport
John DuBose	Central	Lakeland Linder Regional Airport
Gary E. Duncan	Southwest	Lee County Port Authority
Bryan W. Garrett	East Central	Sanford Airport Authority
Marilyn Gauthier	West Central	Hillsborough County Aviation Authority
C. W. Jennings	East Central	Greater Orlando Aviation Authority
Thomas Jewsbury	West Central	St. Petersburg-Clearwater International Airport
Nadine S. Jones	West Central	Tampa International Airport
Richard Lesniak	West Central	Albert Whitted Airport
Ronald F. Mathieu	Southeast	Broward County Aviation Department
Robert J. Mattingly	West Central	Sarasota Manatee Airport Authority
Ericson W. Menger	Treasure Coast	Vero Beach Municipal Airport
Jason Milewski	Treasure Coast	Sebastian Municipal Airport
Paul Phillips	West Central	Hillsborough County Aviation Authority
Elisa Rohr	East Central	Greater Orlando Aviation Authority
Garth Saalfield	East Central	Daytona Beach International Airport
Ana Sotorrio	Southeast	Miami-Dade Aviation Department
Fred Watts	Southwest	Venice Municipal Airport

In addition, the following people were in attendance:

Name	Representing
Todd Anderson	Sheltair Aviation Facilities
Bill Ashbaker	Florida Department of Transportation, Aviation Office
Scott Brady	MEA Group, Inc.
Marisol Casablanca	Integrado Technology Solutions
Donnie H. Duce	Florida Department of Transportation, District 3
Tom Duncan	Florida Department of Transportation, Aviation Office
Barb Fritsche	Wilbur Smith Associates
Jeff Gilley	NBAA
Dave Goode	LPA Group, Inc.
Matthew Gower	Florida Institute of Technology
Bill Johnson	Florida Airports Council
Marycatherine Johnson	Florida Airports Council
Gloria Loungeway	AVCON, Inc
Jared J. Mitchell	Florida Institute of Technology
Peter B. Modys	Lee County Port Authority
Doug Norman	Hoyle Tanner & Associates
Richard Null	Florida Department of Transportation, Aviation Office
Tim Parker	King Engineering
Paula Raeburn	Florida Aviation Trades Association
Nelson Rhodes	Aircraft Owners & Pilots Association (AOPA)
Jerry E. Roberts	Planning Technology, Inc.
Don Silvernell	Hernando County Airport
Jim Speckmann	Florida Department Of Transportation, District 7
Chase C. Stockon	Panther International, LLC
Matthew J. Thys	FAA Orlando Airports District Office
Brenda Tillmann	R.W. Armstrong & Associates, Inc.
Brent Weber	Florida Institute of Technology
Jim Wikstrom	Florida Department of Transportation, District 5
Andy Keith	Florida Department of Transportation, Aviation Office
Dan Afghani	CFASPP Administrator
Harry Downing	Wilbur Smith Associates

After introductions, Mr. Sheppard offered opening comments and commended the State for the products produced under the FASP.

2. **Approve Last Minutes** – Chairman Sheppard moved to approve the minutes from the April Statewide Meeting. Mr. Shirey seconded the motion to approve the minutes as presented; the motion passed by acclamation.

3. **Florida Aviation System Plan**
 - **Airport Profiles** - Mr. Keith reviewed the Airport Profiles and briefly detailed their content. He stated that each airport would receive fifteen (15) copies of their individual profile from the FDOT Aviation Office.

 - **Final Documents** - Mr. Keith reviewed the statewide summary and regional perspective documents of the FASP. Mr. Keith emphasized that there would be a concerted effort to

make a massive mailout of FASP documents to ensure that the appropriate decision makers get the information.

- **Revised CFASPP Website** - Mr. Keith reviewed the new layout of the CFASPP website highlighting the locations of upcoming meeting agendas and schedules.
- **FASP Implementation**- Mr. Keith discussed the Implementation Plan for FASP 2025 highlighting the goals, approaches and measurements used to evaluate the FASP data. He invited the participants to review the document. Mr. Sheppard provided his insight on the implementation plan and encouraged everyone to review the document and offer their views. He asked the Regional Committee Chairs to plan on a teleconference on August 23 to discuss and approve the final document. Comments on the plan should be forwarded to FDOT or the CFASPP Chairs. Chairman Sheppard commented on the importance of the Implementation Plan as it relates to securing project funds for aviation projects in Florida. General discussion ensued and focused on the fact that additional State funding is necessary to meet the needs of the State's aviation infrastructure. Bill Ashbaker offered an explanation of the funding tables in the FASP 2025.
- **A380 Scope of Work** – Chairman Sheppard offered an overview of the status of the A380 program and explained the need for a cohesive, statewide study of the impact of the NLA on the State system. Bill Ashbaker stated that no budget has been identified or established for the scope of work to study the A380. Peter Modys asked about the pros and cons of the project cost as it relates to Florida airports that are perceived to have no benefit from the A380 such as general aviation facilities. Mr. Sheppard and Vice Chair Ed Cooley offered their comments that it was more appropriate for the State to fund the study because of the impact to the system as a whole. Eric Menger provided two (2) additions to the proposed scope as follows:
 - Identify the impact of the A380 on airport security
 - Evaluate the indirect impact of the A380 on General Aviation and SATS

Mr. Keith noted these additions and stated that the draft scope would be available for review on the CFASPP website and that a teleconference to discuss the scope will be held on August 23, 2005.

4. Aviation Office Projects

- **FDOT Test Center** – Mr. Keith stated that the center is open in Tallahassee at the Tallahassee Regional Airport. Mr. Keith added that a project studying solutions for Integrated GA Airport Security is currently underway and he also noted that the Test Center Conference Room is available to the aviation community for meetings in Tallahassee. Mr. Mike Moon asked about the end product of the test center and studies conducted there. He wants the State to provide a list of "approved" products for airports to pick from. Bill added comments regarding that issue, and stated the State would try to move in that direction. Mr. Keith stated that a final report detailing the results of each test will be developed and distributed to the airport community.
- **Pavement Management** – Mr. Keith noted that this project is underway and that field inspections at Florida airports are scheduled to begin in the fall.
- **Airport Master Planning Guidebook** – Mr. Downing stated that the project is underway and that one of the main goals of the project is to make electronic Airport Layout Plans (ALP) a standard planning element for Florida airports.

5. Regional Chairpersons Roundtable

- **CFASPP Statewide meeting during FAC Conference** – Chairman Sheppard asked for comments on the timing of the Statewide meeting currently held adjacent to the FAC conference.
 - Discussion ensued and C.B. Shirey presented a motion to “**request that the FAC Executive Board consider integrating the summer Statewide CFASPP meeting into the annual FAC conference schedule between Sunday and Wednesday.**” The motion was seconded by Chip Seymour and passed with exception.
- **Increasing Attendance** – Mr. Keith discussed the efforts of the East Central Region to increase attendance through the establishment of a regional “Program Coordinator” position to collect and distribute information on important aviation issues affecting the regions airports. He emphasized that the committees are in control of their agendas.
- **Role of Regional CFASPP Committees** – Bill Ashbaker also emphasized that each region is in control of the issues and topics on their respective agendas and that the FDOT is in place to provide administrative support, not to run the meetings.

6. **FDOT District Announcements** – Ed Cooley recognized the approaching retirements of both Mr. John Roeller and Mr. Jim Speckmann from FDOT District 7 Aviation. Mr. Cooley noted that airports in the West Central Region have benefited greatly from the service provided by Mr. Roeller and Mr. Speckmann during their time at FDOT. He thanked them for their support of airports in the region and wished them well in their future endeavors.

7. **FAA Comments** – Matthew Thys reviewed the new layout of the ADO Organizational Chart and welcomed Rebecca Henry to the ADO, noting that she will handle planning and compliance issues in Florida. The next consultant/airport workshop is scheduled for October.

8. **Old Business/ New Business** - Mr. Keith introduced Mr. Dan Afghani as the new CFASPP Administrator.

9. **Open Forum-** Paula Raeburn of FATA reviewed the revised FATA website and asked the participants to submit historical aviation information to help celebrate their 60th anniversary. She also reviewed their work with the CASA program which is an offshoot of the SATS initiative..

10. **Time & Place Next Meeting** – The next statewide meeting is scheduled for November 17, 2005 and will be held at either Tampa International Airport or Orlando International Airport. It was agreed that the location would be set after further discussion among the Regional Chairpersons.

Adjournment – Hearing no further business for the committee to consider, Chair Sheppard adjourned the meeting at approximately 2:40 PM.