

**Meeting Minutes
CFASPP STATEWIDE
STEERING COMMITTEE MEETING
November 15, 2005, 1:00 PM
Tampa International Airport**

1. **Call To Order / Introductions** – Chair Jim Sheppard called the meeting to order at 1:03 p.m. and 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
Jerry L. Sealy	Northwest Chair	Okaloosa County Airports
Chip Seymour	Northeast Chair	Jacksonville Airport Authority
Mark R. Fisher	Southwest Chair	Lee County Port Authority
Jason Milewski	Treasure Coast	Sebastian Municipal Airport
Chris McArthur	Southeast Chair	Miami-Dade Aviation Department
<i>Other Airports Represented</i>		
Nickolis Landgraff	East Central	DeLand Municipal-Sidney H Taylor Field
Jack Thompson	East Central	Flagler County Airport
Andrew Van Gaale	East Central	Sanford Airport Authority
Louis E. Miller	West Central	Hillsborough County Aviation Authority
Nadine S. Jones	West Central	Hillsborough County Aviation Authority
Paul Phillips	West Central	Hillsborough County Aviation Authority
Tony Mantegna	West Central	Hillsborough County Aviation Authority
Richard Lesniak	West Central	Albert Whitted Airport
Don Silvernell	West Central	Hernando County Airport
Jim Werme	West Central	Zephyrhills Municipal Airport
Robert J. Mattingly	Southwest	Sarasota Manatee Airport Authority
Fred Watts	Southwest	Venice Municipal Airport

In addition, the following people were in attendance:

Name	Representing
David Hensley	Regional Airline Academy
Matthew J. Thys	FAA Orlando Airports District Office
Paula Raeburn	Florida Aviation Trades Association
Neil Cosentino	FASTA
Bill Ashbaker	Florida Department of Transportation, Aviation Office
Chuck Arnold	Florida Department of Transportation, Aviation Office
Jim Wikstrom	Florida Department of Transportation, District 5
Clipper Tefft	Florida Department of Transportation, District 5
Andrea Chao	Florida Department of Transportation, District 6
George Boyle	Florida Department of Transportation, District 7
Mike Arnold	ESA Airports
Patrick Bienvenu	Airports USA
Harry Downing	Wilbur Smith Associates
Jerry Harmon	Gripflex Systems
Don Harris	Gripflex Systems
Phil Jufko	LPA Group, Inc.
Jim Kriss	AVCON, Inc
Ura Quoniou	Ricondo & Associates
Jack Reynolds	Consultant

Jerry E. Roberts	Planning Technology, Inc.
Chase C. Stockon	Panther International, LLC
Mike Thompson	URS Corporation
Brenda Tillmann	R.W. Armstrong & Associates, Inc.
Andy Keith	Florida Department of Transportation, Aviation Office
Dan Afghani	CFASPP Administrator

2. **Approve Last Minutes** – Chair Sheppard asked for a motion to approve the last minutes. Mr. Cooley suggested a change to the minutes reflecting his comments recognizing John Roeller for his service to FDOT District 7. The amendment was accepted and a motion to accept the minutes was presented by Mr. Sealy. Mr. Seymour seconded the motion and it passed by a 7-0 vote.

3. **Statewide Resolutions**
 - **FASP Implementation-** Mr. Keith stated that a conference call was held on August 23rd to discuss the guidelines and important points for implementation of the FASP. He noted that an updated scope has been developed and released for review by the CFASPP Committees. **Mr. Cooley made a motion to accept the FASP Implementation Scope as presented. The motion was seconded by Mr. Seymour and passed by a 7-0 vote.**
 - **A380 Study-** Chair Sheppard discussed the proposed A380 study reminding the group that this was only a study and has no project development attached. Mr. Seymour stated that the scope should have a cost attached to it prior to the committee making a recommendation on the project. Mr. Keith agreed and stated that he would have the consultant formulate a price and then schedule a teleconference with the Statewide Committee to review the final scope and price.

4. **FASP 2025**

Chair Sheppard updated the group on the value of the FASP presentation made to the GOAA Board by Mr. Bill Ashbaker and noted the importance of getting the word out on the needs of aviation to the decision makers throughout the State.

 - Mr. Bill Ashbaker briefly ran through the slide presentation he gave at GOAA. He answered questions from the group on the future of the Aviation Grant Program and related funding. Mr. Cooley asked about the response to the FASP 2025 within the FDOT. Mr. Ashbaker stated that initial reaction has been positive and that he is still slated to give the presentation to the Secretary of Transportation and each of the District Secretary's. Mr. Ashbaker added that he or members of his staff would be happy to give the presentation to Advisory Boards and Airport Authorities around the State on a case by case basis as travel funds permit.

Mailout Status- Mr. Keith updated the group on the status of the FASP 2025 mailouts to various airports throughout the State. He advised that mailouts were already sent to each airport or would arrive shortly. The information was also being sent to various Commissioners and Representatives in an effort to promote the economic importance of Florida Airports and the need to pursue additional project funding for our airports.

FASP Analysis Finding – Operational Capacity- Mr. Keith reviewed historical and forecast slides developed from FASP 2025 data detailing operational trends and capacity issues in regions throughout the State.

5. **Aviation Office**

Aviation Test Center- Mr. Keith stated that the Center is now open and operational. Former FDOT Aviation Office Employee Richard Duley is the Test Center Director. The Center will be used to evaluate new products, processes, and/or systems in an operational environment. The first project underway at the Test Center is the Integrated GA Security project. The purpose of the project is to evaluate various products for use in the enhancement of GA security at Florida's Airports. Mr. Keith also indicated that the Center could be used as a clearinghouse for information on research projects conducted Statewide.

Pavement Management – Mr. Keith noted that discussions are underway for Phase II of the project and that Miami and Orlando along with 4 other airports had opted out of the program. He emphasized that the prime purpose of the project was to provide the airports with a tool to easily justify pavement enhancement projects with the FAA and FDOT and encouraged participation in the project.

Master Planning Process – Mr. Keith indicated that the project was underway and that the first technical team meeting was scheduled for tomorrow. He added that an integral element of the project was the development of an "Interactive Airport Layout Plan" that would highlight a wealth of airport information in an on-line format and reduce dependency on hard copies. Mr. Keith indicated that an electronic ALP will be much easier to update and will require less expense and effort to keep current. CFASPP Committees have been identified in the Scope of Work as one of the groups to be involved in the review of products from this project.

6. **Regional Chairpersons Roundtable**

- Chair Sheppard discussed the matter of attendance at Regional meetings. He noted that the Statewide meetings are usually well attended but that certain Regional meetings could use more participation from member airports. He reiterated the importance of the CFASPP Committees and the voice to decision makers that they provide on behalf of Florida Aviation.
- Chair Sheppard began a discussion on the role of CFASPP Committees noting Mr. Bill Ashbaker's comments from the previous Statewide meeting that encouraged each region to "take control of their agendas". Mr. Seymour noted that in the Northeast region the members are giving presentations (rotating basis) on topics of interest to the group.

7. **FDOT Comments** – None

8. **FAA Comments**- Mr. Matthew Thys thanked everyone that had attended the annual Airport and Consultant Workshop held in Orlando in October.

9. **Old Business/New Business**

- **Action Items** – None
- **New Chairperson** – Chair Sheppard announced that his term as Chair of the Statewide Committee would come to an end after this meeting. As a matter of policy, the Vice-Chair would succeed him as Chair. He expressed that it was his pleasure to

announce that the new Statewide Chair would be Mr. Ed Cooley of the Hillsborough County Aviation Authority.

- **New Vice-Chairperson-** The appointment of Mr. Cooley as Chair left a vacated Vice-Chair position. Chair Sheppard asked the group for nominations to fill the Vice-Chair position. Although not able to attend, Mr. Rick Crider of the Gainesville Regional Airport had expressed his interest in the position via the Statewide Committee. **Mr. Seymour made a motion that Rick Crider be appointed as the Vice-Chair of the Statewide Committee. The motion was seconded by Mr. Fisher and it passed by a vote of 7-0.**
 - **ATC Site Selection Presentation-** Mr. Tony Mantegna of the Hillsborough County Aviation Authority gave a presentation on the process of selecting a site for the new ATC Tower at Tampa International Airport. Mr. McArthur commented on a similar process and result at Opalocka Airport in Miami.
 - **Recognition of Chair Sheppard-** **Mr. Seymour made a motion to recognize Chair Sheppard for his service to the CFASPP Statewide Committee. The motion was seconded by Mr. Sealy and passed by acclamation.**
10. **Open Forum**
- **FAC-** Mr. Cooley updated the group on FAC issues and priorities. This included that the FAC Board had discussed, as requested, moving the CFASPP Statewide meeting held in conjunction with the FAC Annual Conference. Taking other Conference meetings into account, the Board decided that Saturday afternoon was the best time for the meeting. Mr. Cooley also stated that the FAC Board would be meeting with FDOT Secretary Stutler on December 16 in Tampa.
 - **FATA-** Ms. Paula Raeburn updated the group on FATA and CASA activities including next generation VLJ's and SATS air charters. Information on the group can be found on the web at info@casa.aero.
 - **Florida Aviation Hall of Fame-** Mr. Neil Cosentino spoke about the Hall of Fame and the upcoming inductees.
 - **AOPA and NBAA-** Mr. Cooley commented on the AOPA and NBAA conventions that were recently held in Tampa and Orlando respectively.
 - **Statewide Meeting Location-** The committee noted that a request to move the Statewide meeting to Orlando on a permanent basis was made at the East Central Region meeting. Chair Sheppard explained that some people were of the opinion that Orlando was a more central location for all participants and provided easier access to those airports on the east coast that could not travel to Tampa for reasons related to time and expense. The committee discussed the matter but decided to continue rotating the Fall and Spring Statewide meetings between Tampa and Orlando.
11. **Time & Place Next Meeting** – Mr. Keith stated that the next scheduled meeting of the Statewide Committee is April 13, 2006. The committee decided that the meeting would be held on that date at Orlando International Airport beginning at 1:00 p.m. in the GOAA Boardroom.
12. **Adjournment** – Hearing no further business for the committee to consider, Chair Sheppard adjourned the meeting at approximately 2:45 p.m.