

**Meeting Minutes
CFASPP STATEWIDE
STEERING COMMITTEE MEETING
November 12, 2009, 1:00 PM
Tampa International Airport**

1. **Call To Order / Introductions** --Chair Chip Seymour called the meeting to order at 1:04 p.m. and asked all in attendance to introduce themselves.

Name	Region	Representing
Chip Seymour, Chair	Statewide Chair	Jacksonville Aviation Authority
Tom Jewsbury, V-chair	West Central Chair	St. Petersburg-Clearwater Intl. Airport
Tom Sawyer	North Central Chair	Lake City Municipal Airport
Todd Lindner	Northeast Chair	Jacksonville Aviation Authority
Kevin McNamara	East Central Chair	Greater Orlando Aviation Authority
Cindy Barrow	Central	Bartow Municipal Airport
Gary Duncan	Southwest Chair	Lee County Port Authority
<i>Other Airports Represented</i>		
Allan Penksa	North Central	Gainesville Regional Airport
Brian Cooper	Northeast	St. Augustine Airport
Arlene Smith	East Central	Daytona Beach International Airport
Jack Reynolds	East Central	Sanford Airport Authority
Don Silvernell	West Central	Hernando County Airport
Richard Lesniak	West Central	Albert Whitted Airport
Louis Miller	West Central	Hillsborough County Aviation Authority
Ed Cooley	West Central	Hillsborough County Aviation Authority
Paul Phillips	West Central	Hillsborough County Aviation Authority
Nadine Jones	West Central	Hillsborough County Aviation Authority
Fred Watts	Southwest	Venice Municipal Airport
Debra Lemke	Southwest	Lee County Port Authority
Peter Modys	Southwest	Lee County Port Authority
Ted Soliday	Southwest	Naples Airport Authority

In addition, the following people were in attendance:

Name	Representing
Aaron Smith	Florida Department of Transportation, State Aviation Manager
Fred Karuga	Florida Department of Transportation, Aviation Office
Tom Duncan	Florida Department of Transportation, Aviation Office
Jim Wikstrom	Florida Department of Transportation, District Five
Ray Clark	Florida Department of Transportation, District Seven
Bud Whitehead	Hillsborough County MPO
Nelson Rhodes	AOPA
Paula Raeburn	FATA
Neil Cosentino	Florida Aviation Historical Society
Mohsen Mohammadi	AID, Inc.
Sabina Mohammadi	AID, Inc.
Sandeep Singh	AVCON, Inc.
Jane Terrell	CCI
Brian Clark	C&S Companies
Jack Thompson	C&S Companies
Bob Jensen	Duratek, Inc.
Barry Stem	Duratek, Inc.
Steve Ferrell	HDR, Inc.
Doug DiCarlo	HTA, Inc.

Mark Jansen	Kimley-Horn & Associates
Phil Jufko	LPA Group, Inc.
Chase Stockon	Panther International, LLC
Bill McGrew	PBS&J, Inc.
Robert Ori	PTI
Paul Behrens	URS, Inc.
Andy Keith	FDOT Aviation Office – Aviation Development Administrator
Dan Afghani	CFASPP Administrator

2. **Approve Last Minutes** – Chair Seymour asked for a motion to approve the last minutes. A motion to approve the minutes was made by Mr. Tom Jewsbury, seconded by Mr. Gary Duncan and passed by a unanimous vote of the members present.

3. **Regional Chairpersons Roundtable**
 - **EPA Effluent Materials Issue** – In the absence of Mr. Greg Donovan, the Administrator updated the group on this issue that was raised by Mr. Mike Clow from the Tallahassee Regional Airport. At the Northwest Region meeting Mr. Clow cited proposed changes to EPA guidelines for storage/disposal of certain effluent materials including deicing fluid. He stated that the changes would make it considerably more difficult as well as more expensive for airports that use a fairly small amount of these materials to comply with the new rules. Chair Seymour stated that he was aware of the proposed changes noting that they use the deicing fluid in Jacksonville. He agreed that the new rules would impact airports in a negative manner and he encouraged sponsors to monitor this issue with their legislators.
 - **Runway Changes due to Magnetic Variation** – The committee discussed this issue that was raised in the Central and West Central Regions. They agreed that the FAA was requiring runway numbers to be changed as a result of changes to the magnetic heading of the runways. The deadline for completing this work seemed to vary depending on the airport location based on reports from sponsors in attendance. For smaller airports that were compelled to comply with this directive in the short term, the unexpected project expense is difficult to manage. The paint removal and repainting is often the smaller issue at larger airports where a number of taxiway and runway signs must be altered at a considerable cost. Mr. Keith added that this issue is another reason that the Statewide Painting Contract will be a valuable tool to reduce costs.
 - **FAA Approach Elimination Program** – Mr. Keith reported on this issue that was brought up in the Northwest Region. The FAA has been moving to eliminate certain instrument approach procedures including NDB's and VOR's at airports around the State. He stated that airport sponsors facing elimination of an instrument procedure they would like to keep are welcome to contact the FDOT Aviation Office. Any comments received will be compiled and transmitted to the FAA on behalf of Florida's airports. Chair Seymour stated that a lot of these approaches are now mainly used by students for training purposes. He added that the FAA seems to be looking for ways to reduce the maintenance cost associated with the use of these older technologies as they implement new LPV and WAAS procedures.

4. **FDOT Aviation**

- **Ongoing Projects**

- **Statewide & Regional Overviews** – Mr. Keith reported that he sent the Statewide Overview out for review, but the large file size may have prohibited some people from receiving the document. Mr. Keith stated that once he returns to the office he will break up the document and send it out again. He added that comments on the regional overviews have been received and in general terms the VLJ section will be changed. He invited participants to send comments on the regional or statewide versions to his attention as soon as possible to facilitate printing of the final version prior to the legislative session in 2010. He noted that West Central Region recommended that the History and Economy Sections of the regional overview be moved more toward the back of the document to put more emphasis on aviation impacts. Mr. Jewsbury explained the basis for the request from the West Central Region. Mr. Keith explained the rationale behind the current document organization noting that the proposed change would need to apply to all ten overview documents and would be a major rework throwing off the timeline for getting the documents out to decision makers in Florida. Since there was some disagreement voiced on this issue, Chair Seymour elected to defer to the FDOT on the document set-up for the time being. Mr. Duncan asked if it might help to tab the aviation section for quicker reference. Mr. Keith stated they can look into that but noted that the entire regional overview is typically only 15-20 pages long.
- **Stormwater Pond Modeling** – Mr. Keith briefed the group on this project highlighting FAA criteria for stormwater ponds. He stated that the FAA issued a grant to study this method and the project is in the early stages. The Water Management District's (WMD), the Department of Environmental Protection (DEP) along with FDOT Project Manager Abdul Hatim just held a project kick-off meeting in October.
- **Deferred Reimbursement JPA's** – Mr. Keith updated the group on the changes to this type of Joint Participation Agreement (JPA). He noted that the main changes affecting airport sponsors are in the payout schedule process. The comptroller has determined that in order to maintain appropriate cash flow the FDOT only make lump sum payments up to \$2 million. Payments over that amount will now be paid out in ten (10) quarterly installments with the pay out schedule delineated in the JPA Exhibits. Mr. Lindner asked if this type of JPA will continue into the future. Mr. Aaron Smith stated this type of JPA would continue to be an option, but would be the exception. He added that all existing JPA's of this type must be modified with a new Exhibit E prior to new JPA's being issued. Airports are asked to work with their district representatives to accomplish this task while the FDOT Senior Management works on a new policy for approval and execution of Deferred Reimbursement JPA's.
- **Airport Land Use Guidebook** – Chair Seymour asked about the status of this project. Mr. Smith stated that he expects a draft of this project to be available in mid-January 2010. The delay is a result of the complex nature of the topics that are under consideration.

- **FDOT District Announcements** – None.

5. **FAA ADO Comments / Presentations** – None.

6. Old Business/New Business

- **Statewide Painting Contract** – Mr. Keith has been working on this issue since August in discussions with the FDOT Procurement Office and the Department of Management Services. There are a few issues that have to be resolved, but the concept is moving forward and they hope to have a procedure in place in 2010. Mr. Duncan asked about the process that might allow local vendors to bid. Mr. Keith explained that a list of qualified painting contractors is being compiled and those registered at myfloridamarketplace.com will be able to participate in the program.
- **FAA Aviation Forecasting Procedures** – Mr. Kevin McNamara explained this motion that was sent to the committee from the East Central Region. Mr. Larry Dale and the group agreed that current forecasting procedures in use at the FAA seem to highlight downturns in traffic for extended periods of time. It was Mr. Dale's contention that this "negative" forecasting only adds to the impact of poor economic times by making it more difficult for airports in certain regions to compete fairly for subjective funding sources as a result of artificially low forecasting data. The Administrator informed Chair Seymour that Ms. Rebecca Henry of the FAA had planned to attend, but was called away at the last moment. Citing the lack of an FAA representative to address this issue, Chair Seymour elected to take no further action on the motion from the East Central Region Steering Committee.
- **Wildlife Hazard Removal Exemption (Blanket Permitting)** – This issue was held over from the last meeting of the Statewide Steering Committee. Chair Seymour and several members agreed that this type of exemption would be very beneficial to airports in the State of Florida. The committee noted that this issue is being pushed by other aviation interest groups agreeing that the best course of action at the moment is to monitor and support these efforts where appropriate.
- **Changes to FDOT Consultant Selection Process/FDOT JPA** – Citing the absence of a representative from the Treasure Coast Region CFASPP Steering Committee to update the group on this issue Chair Seymour elected to table this item until the next meeting.

7. Open Forum

- **AOPA** – Mr. Nelson Rhodes stated they had a successful Summit in Tampa last week. AOPA will be pursuing legislation on the aircraft tax issue again 2010.
 - **FATA** – Ms. Paula Raeburn that FATA is also pursuing the tax issue and she feels sure that a remedy will pass this year. She added that the annual FATA meeting is planned for June 2010 in St. Augustine.
 - **Florida Aviation Historical Society** – Mr. Neil Cosentino stated that Amelia Earhart will be inducted into the Florida Aviation Hall of Fame on December 11th. He added that Flight 2014 will be working to educate airline CEO's about NEXGEN aircraft and the value they bring to aviation. Mr. Cosentino mentioned that Sun-N-Fun will be hosting a symposium on International Aviation Museums and that the 1st Annual Aviation Ball will be held on New Year's Eve at Cha-Cha Coconuts in Tampa.
- 8. Time & Place Next Meeting** – Chair Seymour stated that the next scheduled meeting of the CFASPP Statewide Steering Committee is planned for April 8, 2010 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 2:08 p.m.