

Aviation Advisory Committee (AAC)
April 17, 2013
Milton, Florida

The Aviation Advisory Committee met on the above date with the following members present: Mike Harris (District 2), Brian Watkins (District 3), Michael Wooley (District 4), and Jeff Fanto (Eglin Air Force Base). County staff present: County Administrator (Hunter Walker), County Engineer (Roger Blaylock), County Assistant Engineer (Michael Schmidt), and Administrative Services Manager (Tammy Simmons).

Watkins called the meeting to order at 5:00 p.m. ***The minutes of the November 14, 2012, meeting was approved unanimously. Minutes from the March 20, 2013 meeting was presented for information only due to no quorum.***

Proposed Airport Minimum Standards – Hatch Mott McDonald

Peter Prince Field (2R4)
Minimum Standards for Airport Aeronautical
Commercial Activities
Presentation, April 17, 2013, presented by Jonathan Ignacio

1. Project Update – Minimum Standards Review
 - a. Minimum Standards (MSAS) govern basic requirements to provide any commercial aeronautical services within the airport and deals with service providers and the kind of services the airport would provide to the general flying public. Critical elements include:
 - i. Qualifications and experience of the service providers and its personnel.
 - ii. Scope of Activity that the potential service provider will provide or engage in at the airport.
 - iii. Standards required of land and facility improvements to accommodate the specific activity of service provided.
 - iv. Certifications/Licenses required for the service provided.
 - v. Certification/Licenses required for the personnel and the number of personnel that the entity would be able to provide.
 - vi. Equipment that the service provider would have to provide in terms of their operations.
 - vii. Insurance required from the entity.
 - viii. Identify the hours of service provider.
 - b. Airport Rules and Regulations (ARR) govern the on-going activities of the service providers, how the services will be provided dealing with the operations and the air side operation area, such as:
 - i. What is expected in terms of operations at Aircraft Operations Area (AOA)?
 - ii. Security Procedures.
 - iii. Storage and transfer of fuels.
 - iv. Environmental restrictions and protections that are imposed by states and federal regulations.
 - v. Motor vehicle operation access to airport and restricted areas.
 - c. Why do we need Minimum Standards
 - i. Peter Prince, 2R4, is a Federal Grants Recipient, therefore; FAA requires it.
 1. Santa Rosa County signs Grant Assurances which includes:
 - a. Non-discriminatory clauses insuring airport operates for the common good.
 - b. Non-exclusive rights clause for operation of the airport.
 2. To ensure a safe, efficient and adequate level of operations and services are provided.
 3. Protects airport users from unlicensed and unauthorized products and services allowing for legitimate, licensed, and experienced with the services provided.
 4. Promotes the orderly development of airport lands.
 5. Provides a level playing field for companies/individuals wishing to provide aeronautical services.
 6. Minimum Standards do not have to be approved by FAA; however, FAA highly recommends that all airports establish and implement a minimum standard and airport rules and regulations.
 7. It's a means to minimize potential for violations as it relates to grants.
 - d. FAA's Role:
 - i. Sets Policy and guidelines Advisory Circular ((AC) 150/5190-7).
 1. Does not approve the Airport's Minimum Standards, however;

ancillaries at the airport

- o An area would have to be designated for safe banner towing operations.

- o It could possibly interfere with the approach path at Whiting Field.

f. Aircraft storage for special aeronautical service provider operation (SASO) – hangar standard to be enhanced – there is some language in terms of this particular service being allowed within Peter Prince, however; there is no language of any specific hangar standard that would apply. Typical language would include construction standards for both cor