

**Winter Haven Regional Airport (KGIF)
Airport Advisory Committee
November 10, 2021**

Airport Advisory Committee Meeting called to order at 3:02 p.m. by Bruce Lyon, Chairman

Roll call conducted by Jana Wasmund, Airport Contract and Fiscal Specialist

In Attendance: Bruce Lyon, Chairman (via Zoom); Eddie McGuire, Vice Chairman (arrived at 3:05 p.m.); Katie Decker (via Zoom); Ben Shipps (via Zoom); Alex Vacha, Airport Director; J.P. Powell, City Commissioner/Airport Liaison (via Zoom)

Absent: Jeff Donalson; Alan Anderson, Alternate Member; Eric Crump, Polk State College Liaison

Approval of AAC Meeting Minutes by Chairman Lyon

- a. Motion was made by Katie Decker to approve the AAC Meeting Minutes from October 14, 2021. Ben Shipps seconded the motion. Motion carried by unanimous voice vote.

Presentation (Ray Montell, Owner of Flight Training 101):

- a. Flight Training 101 has been in business at KGIF since March, 2016; Ray Montell purchased this business from Robert Taylor in July, 2021.
 - i. Currently enrollment is 171 students offering single engine, multi-engine, and commercial training, as well as ground school; Scholarships are being offered, including the James C. Ray Scholarship
 - ii. Part 61 Flight School at this time; Planning to become a Part 141 Flight School as well in the future
 - iii. Offering housing for students across the road from KGIF; This is a 4 bedroom house which can accommodate multiple students
 - iv. Currently have 3 aircraft and 4 flight instructors
 - v. October fuel sales were \$4,446.61 with over 700 runway events in October
 - vi. Future plans include an avionics shop and additional mechanics
 - vii. Working with the Aspiring Aviators Aero Club students, Females in Aviation, led by JoAnne Alcorn and the Winter Haven Pilots Association to share common space in Building #10
 - viii. Denelly James of Deliverance Children's Ministry, a non-profit organization, stated they have a Young Aviator's Program and would like to get plugged in at the Winter Haven Airport; Mr. Montell stated he would be happy to talk to her about a partnership
 - ix. Mr. Vacha asked what the first step would be if anyone from the community wants to get involved in aviation; Mr. Montell stated they should go to the Flight Training 101 website for information or call the flight school office at 863-563-1000 to schedule an introductory flight

Old Business (Alex Vacha, Airport Manager):

- b. FDOT Inspection – Obstructions (Trees) identified on Runway 5 approach end
 - i. FDOT funds have been requested to pay for the removal of all remaining obstructions

New Business (Alex Vacha):

- a. Leadership Winter Haven Class 41 – Airport presentation to 22 participants on October 20th
- b. Pre-construction meeting for the Taxiway B Rehabilitation project on October 20th; Gopher tortoise survey conducted yesterday per Brandon Hiers of AVCON, Inc.
- c. ITB 22-09 Re-bid Airport Security Improvements – Posted on October 20th
 - i. Pre-bid meeting November 4 at 10:00 a.m.
 - ii. Bid opening: November 23 at 2:00 p.m.

- d. Aspiring Aviators Aero Club – Update presentation provided to our City Commission on October 25th; they have been in Hangar #50 for one year
- e. Airport Operations Technician I (P/T) and Building Service Worker (P/T) Available Positions
 - i. Deadline to apply is November 10th at 5:00 p.m.
- f. Facility Repair and Maintenance meeting – Whitehead Construction on October 29th
- g. IFQ 22-11 Annual Contract for Custodial Services posted on October 29th
 - i. Bid deadline is November 29th at 2:00 p.m.
- h. Hangar #122 – New Tenant – 4,560 sq./ft. with a bathroom and outdoor parking pad; Hubble Upholstery, LLC was selected amongst three (3) interested parties on November 3rd
- i. South Apron Rehabilitation Design, Bidding, and Construction Phase Engineering Services (Upcoming RFQ to be advertised in November or December)

Airport Project Updates (Alex Vacha)

- a. FBO Update (Lucas Johnson, Operations Technician II)
 - i. Lucas recently attended an FDOT Airfield Pavement Inspection and Distress Repair Training Course in Orlando, which was very informative
 - ii. Fuel sales continue to break records
 - i. In October, we sold 5,700 gallons of Jet-A fuel and 12,000 gallons of AvGas
 - iii. Mr. Vacha stated that the Seaplane Pilots Association is hosting their annual meeting in the Flightline Café and will be expecting approximately 80 guests; we are expecting approximately 30 aircraft; the restaurant will be closed for this event
- a. Airport Security Improvement Project – Re-bid ITB 22-09 on October 20, 2021
 - i. Pre-bid meeting on November 4th at 10:00 a.m.
 - ii. Bid opening on November 23rd at 2:00 p.m.
- c. Taxiway B Rehabilitation, Lighting & Signage (Construction)
 - i. Ajax Paving Industries of Florida – Pre-Construction Meeting conducted on October 20, 2021 at 1:00 p.m.
 - ii. Notice to proceed (NTP) October 25, 2021 (167 days for construction – April 14, 2021)
- d. Business, Marketing, and Management Program Development – Hanson Professional Services, Inc. & Clark/Nikdel/Powell, Inc. (CNP Agency)
 - i. Project update provided by Blake Swafford of Hanson Professional Services
 - i. The proposed Airport Rules and Regulations and Minimum Operating Standards have been posted on the Airport website for public review with a deadline on public comments of November 30, 2021; Hanson has set up an email address for public comments, which can be accessed by a link on the website, which is GIFdocumentcomments@hanson-inc.com
 - ii. Commissioner Powell inquired when the City Commission will have the opportunity to review these documents; Mr. Vacha stated the City Commission will review the documents after the Airport Advisory Committee has given their approval, which will be after the first of the year

Public Comments:

- a. Citizen David Lane shared the following comments:
 - i. Mr. Lane enjoyed the Flight Training 101 presentation by Ray Montell and wondered if financial assistance was available for students; Mr. Montell stated financing is available for adult students and scholarships are available for the youth; Mr. Vacha stated that other public or private entities may offer financial assistance as well
- b. Denelly James is a Winter Haven Resident involved with Deliverance Children's Ministry, which is based out of New York and New Jersey; they work with inter-city kids to try to steer them towards a career; aviation is one of the avenues they are attempting to establish in the Winter Haven area

Committee Member Comments:

- a. Ben Shipps inquired about the deadline for the AAC members to review the documents that are posted on the airport website; Mr. Vacha stated November 30th will be the deadline; Mr. Shipps appreciated the Flight Training 101 update given by Mr. Montell

- b. Vice Chairman McGuire congratulated Commissioner Powell on his re-election to the City Commission and thanked Mr. Montell for his presentation
- c. Chairman Lyon congratulated Commissioner Powell on his re-election to the City Commission and thanked Mr. Montell for his presentation; he also thanked the citizens for their participation today; Chairman Lyon asked Alex to remind the AAC members of our grants during the next meeting in December

Next Meeting Date and Time:

- a. The next regularly scheduled AAC meeting will be **Thursday, December 9, 2021** at 3:00 p.m. in the Jack Brown Conference Room.

Adjourn – Chairman Lyon

Meeting was adjourned at 3:50 p.m.

Minutes prepared by Jana Wasmund.