

Winter Haven Regional Airport (KGIF)

Airport Advisory Committee

July 7, 2021

Airport Advisory Committee Meeting called to order at 3:05 p.m. by Bruce Lyon, Chairman

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

In Attendance: Eddie McGuire, Vice Chairman; Katie Worthington Decker; Jeff Donalson; Alex Vacha, Airport Director;

Absent: Bruce Lyon, Chairman; Ben Shipp; Alan Anderson, Alternate Member; Eric Labbe, Department of Economic Opportunity & Community Investment Director; J.P. Powell, City Commissioner/Airport Liaison; Eric Crump, Polk State College Liaison

Approval of AAC Meeting Minutes by Vice Chairman McGuire

- a. Motion was made by Katie Worthington Decker to approve the AAC Meeting Minutes from June 10, 2021. Jeff Donalson seconded the motion. Motion carried by unanimous voice vote.

Presentation

- a. Blake Swafford of Hanson Professional Services provided an update on the Winter Haven Regional Airport Property Development Plan.
 - i. Three possible development plans were presented for the property on the northwest side, along US 92
 - ii. One possible development plan was presented for the property on the east side, along 21 Street, NW
 - iii. Please refer to **Exhibit "A"** for details
 - iv. Mr. Donalson inquired about the flexibility of these options. Mr. Swafford stated that the first step would be to work with the developers who are currently interested and select a short term plan for their investment; the next step would be a long term plan to use exhibits as tools for marketing
 - v. Mrs. Decker inquired if this project has been included in the upcoming City budget. Mr. Vacha stated that he, Eric Labbe and Chairman Lyon have discussed these options at length and they have had an introductory discussion with the City Manager; however, the final proposal is still being vetted and will be presented to the City Manager for consideration in the near future

Old Business (Alex Vacha):

- a. FDOT Inspection – Obstructions (Trees) identified on Runway 5 approach end
 - i. Project on hold pending future FDOT grant funding
 - ii. Annual FDOT airport inspection scheduled for July 16, 2021
- b. TECO poles around T-Hangars (16) all scheduled for LED conversion – July/August, 2021

New Business (Alex Vacha):

- a. Ridge Art Gallery – New artwork on display at the terminal building – Reception with artists held June 17th
- b. VITAS Healthcare Volunteer Flight – On June 22nd, Vice Chairman Eddie McGuire had the privilege of fulfilling a life-long dream for an 81 year old hospice patient; John Kimble had never had the opportunity to fly in an airplane; Chairman McGuire was happy to offer him a complimentary flight around the Winter Haven and Bartow area; You may view the video using the following link:

[https://urldefense.com/v3/_https://vimeo.com/568960178/9b2ba7d092_!!Ff7W4hQ!8iO0tJaBcW_FFgMYSJKI4-gYQ-a8LMiVHQKoTXR8FbNeeFP0qhT0klp6eECN8cG9HQ\\$](https://urldefense.com/v3/_https://vimeo.com/568960178/9b2ba7d092_!!Ff7W4hQ!8iO0tJaBcW_FFgMYSJKI4-gYQ-a8LMiVHQKoTXR8FbNeeFP0qhT0klp6eECN8cG9HQ$)

- c. Flightline Café – Now proudly serving Starbucks Coffee – Equipment installed June 28th
- d. Office Space in Building #10 – 416 S/F – June 28th
 - i. Existing KGIF business, Flight Training 101 (Flight School) was selected among two (2) applicants to expand their business

- e. Catherine Jilbert, Operations Technician II, last day was July 2nd
 - i. Available position posted on the City's website – Closes July 12th at 5:00 p.m.
- f. Three AAC member terms will expire in August, 2021: Vice-Chairman Eddie McGuire, Jeffrey Donalson and Ben Shipp; all members have expressed an interest in continuing as AAC members for another 3 year term
 - i. Vice-Chairman McGuire opened up the floor for discussion
 - i. Motion was made by Katie Worthington Decker to submit the reappointment requests to the City Commission for approval. Vice-Chairman McGuire seconded the motion. Motion was carried by unanimous voice vote.
 - ii. Mr. Vacha will present these three reappointment requests to the City Commission on July 26, 2021.

Airport Project Updates (Alex Vacha)

- a. FBO Update – Lucas Johnson, Airport Operations Technician II (Lead)
- b. Taxiway C Extension (Design & Construction)
 - i. Carr & Collier, Inc. (Contractor) Hanson Professional Services, Inc. (CEI) and AVCON, Inc. (CA)
 - ii. Substantially completed. Punch list items and project close-out remaining
 - iii. Brandon Hiers of AVCON, Inc. stated the as-builts have been received from the contractor
- b. Airport Security Improvements
 - i. ITB-21-01 No bids received. This project will be re-advertised
 - ii. FDOT construction phase funding expected July, 2021
- c. Taxiway B Rehabilitation, Lighting & Signage (Construction)
 - i. FAA grant application submitted - \$3,544,038
 - ii. We anticipate the F.A.A. grant announcement in September, 2021
- d. Business, Marketing, and Management Program Development - Hanson Professional Services, Inc. & Clark/Nikdel/Powell, Inc. (CNP Agency)
 - i. Establish Property Development Plan, Condition Assessment of Existing Facilities, and Define Aviation Services and Facility Needs currently underway
 - ii. Marketing Plan Development, Develop Administrative Best Management Practices, and Develop Airport Operational Documents currently underway

Public Comments:

- a. Citizen David Lane shared the following comments:
 - i. Mr. Lane shared an article from the Lakeland Ledger, dated June 23, 2021 – Winter Haven Regional Airport Tenant, Eddie McGuire, had the privilege of taking a gentleman on his first flight as a final wish through Vitas Hospice Healthcare.
 - ii. Mr. Lane shared an article from the Winter Haven Sun, dated May 26, 2021, featuring Winter Haven Regional Airport's experience during Sun 'n Fun
 - iii. Mr. Lane was pleased to hear that the airport has a solid plan for the development of available land space
 - iv. Mr. Lane inquired about the fundraising effort of the Seaplane Pilots Association (SPA); Mr. Vacha stated that Steve McCaughey, President of the SPA, will be giving a fundraising update to the AAC in the near future

Committee Member Comments:

Next Meeting Date and Time:

- a. The next regularly scheduled AAC meeting will be Thursday, August 12, 2021 at 3:00 p.m. in the Jack Brown Conference Room.

Adjourn – Vice-Chairman McGuire

Meeting was adjourned at 4:09 p.m.

Minutes prepared by Jana Wasmund.