

Winter Haven Regional Airport (KGIF)

Airport Advisory Committee

August 9, 2018

Airport Advisory Committee Meeting called to order at 3:03 p.m. by Bruce Lyon, Chairman

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

In Attendance: Bruce Lyon, Chairman; Katie Worthington; Benjamin Shipps; Eric Crump; Alex Vacha, Airport Director; Merle Bishop, Growth Management Director; William Twyford, City Commissioner/Airport Liaison –arrived at 3:35 p.m.

Absent: Eddie McGuire, Vice-Chair; Mickey Matison; Jeff Donalson

Approval of AAC Meeting Minutes by Bruce Lyon, Chairman

- a. Mr. Vacha stated the following correction should be made in the July 12, 2018 minutes: Under “Airport Updates, letter a, iii “, the following correction is being submitted for approval: “The F.A.A. has awarded a \$2 Million grant for this project”
- b. Ms. Wasmund stated Attachments A through D, containing the Airport Strategic Development Plan, were missing from the July 12, 2018 draft minutes when they were emailed to the AAC committee members last Thursday. These attachments will be included in the final draft of the July 12, 2018 minutes.
- c. Motion was made by Ms. Worthington to approve the AAC Meeting minutes from July 12, 2018, including the correction made by Mr. Vacha and Attachments A through D containing the Airport Strategic Development Plan. Mr. Shipps seconded the motion. Motion carried by unanimous voice vote.

Old Business:

- a. Mr. Vacha stated the Winter Haven Regional Airport name change is scheduled to be amended by the F.A.A. on January 3, 2019.
- b. Chairman Lyon gave an update on the trip to the United Kingdom for the Famborough International Airshow, which was held July 16-22, 2018.
 - i. Many good connections were made during the conference. Chairman Lyon stated offering scholarships for interns to attend the conference should be considered.
 - ii. Mr. Crump of Polk State College stated this was the school’s second global trip and they are committed to attend next year. The PSC students did a great job representing Polk County and they learned a lot. The students received school credit hours for attending

New Business (Alex Vacha):

- a. Mr. Vacha introduced Kathy Jilbert, a Polk State College aerospace student and a private pilot. Kathy has aspirations of becoming an airport manager. She has been shadowing various airport employees.
- b. Florida Airport Conference – July 16-18, 2018 in Tampa
 - i. This conference brings in airport professionals, consultants, engineers, F.D.O.T. and F.A.A. representatives, to talk about aviation and current issues
 - ii. Mr. Vacha stated that the conference provided an excellent opportunity to discuss development with industry leaders.
 - iii. 770 in attendance, which was a record attendance
- a. The City of Winter Haven contracted with Appfolio to provide enhanced property management software and mobile payment options for the airport; however, Appfolio had to cancel the contract when it was determined they could not process payments for government agencies. Mr. Vacha has opened a line of communication with several other property management software companies. He is waiting to hear if they have the capability of processing payments for government agencies.

- b. F.D.O.T. annual Inspection – July 24, 2018
 - i. The primary concerns were deficiencies associated with trees in many of the approach surfaces.
 - ii. We received our Airport License from the Department of Transportation, which is valid through October 31, 2019.
- c. Aviation/Aerospace Introductory Courses Available
 - i. Jamie Beckett of Central Florida Flying Club will be working with the Winter Haven Airport staff to instruct six introductory courses for high school students, which provide an unaccredited base line of information to spark the student’s interest in aviation.
 - ii. Mr. Beckett and Mr. Vacha will work with Gina Williams, Principal of Winter Haven High School, to offer these courses.
 - iii. Ms. Worthington asked if this is limited to high school aged students. Mr. Vacha stated that the course material can be adjusted to all grade levels.
 - iv. Ms. Worthington stated the Chamber of Commerce hosts an Education Group monthly and would welcome representatives of the airport to present this idea at one of the upcoming meetings.
- d. Mr. Vacha is working on an RFQ for Taxiway Centerline Striping, Taxiways A & B striping and T-Hangar area striping. The completion goal is by the end of September, 2018.
- e. Hangar roof repairs and replacements are under way as a result of the heavy rains over a period of time. Airport administrative staff is asking for written requests for maintenance issues.

Airport Updates (Alex Vacha)

- a. Runway 11-29 Rehabilitation and Lighting – F.A.A. Grant Awarded
 - i. Mr. Swafford of Hanson Professional Services stated the bids came in 3% under estimate
- b. Obstruction Survey and Removal – F.A.A. Grant Application Submitted
 - i. Mr. Shea of AVCON, Inc. stated the surveys will be conducted next week
- c. Relocate the Access Road (RPZ) Runway 11 – Under Design by AVCON, Inc.
 - i. Mr. Shea stated this project is moving forward. The pre-bid meeting went well.
- d. Proposed T-Hangar Building 270
 - i. Wendy Sands of F.D.O.T. met with Mr. Vacha after last week’s pre-bid meeting
 - ii. Mr. Shea stated AVCON will research pricing for 8 and 10 T-Hangars
 - iii. Mr. Shea stated the existing pavement is not good; it consists of asphalt over shell
- e. Mr. Bishop asked for a update on Mark Byrd’s request to lease airport property and build a 50’ x 60’ Executive Hangar
 - i. Mr. Vacha explained that Mr. Byrd presented plans to build a Banyan Steel Arch Hangar Model XS. This type of Hangar does not match the existing Executive Style hangars; however, consideration should be given to determine if we will allow this type of building on our airfield. A traditional Executive Hangar construction costs \$190,000.00; however, the Banyan Steel Arch Hangar is estimated to cost \$130,000.00. After much discussion, it was decided that the Winter Haven Airport should adopt official Building Design Standards before making a final decision on the Banyan Steel Arch Hangar.

Public Comments

- a. Citizen David Lane asked if we are free to use the name “Winter Haven Regional Airport at Gilbert Field” now or do we have to wait until it is officially approved by the F.A.A.? Mr. Bishop and Mr. Vacha both stated we can use the new name now. Mr. Lane asked if the name change to Regional Airport would require a higher level of inspection. Mr. Vacha stated that there are no changes to our inspection requirements.
- b. Mr. Lane congratulated Ms. Worthington as the City of Winter Haven is allocating funds for a Welcome Center at the Chamber of Commerce
- c. Mr. Lane asked for clarification of the Lake Howard Dock Project for seaplanes. Mr. Bishop stated the Lake Howard Dock Project is not designated as a seaplane docking area. There were too many requirements by the F.A.A. to make it an official seaplane dock.
- d. Mr. Lane suggested the airport take photos of all field trip groups to promote the airport. Mr. Vacha stated we have taken photos of all field trip groups and plan to continue doing so in the future. These photos have been shared with Donna Sheehan, City of Winter Haven Communications Director, who has published many of them in various City publications.

- e. Mr. Lane recommended that the airport be marketed as being in the northwest area of Winter Haven. He shared concern for the airport's distance from downtown Winter Haven.

Committee Member Comments:

Ms. Worthington stated she is grateful to the City for funding a new Welcome Center for the Winter Haven Chamber of Commerce.

Mr. Shipps asked for an update on the proposed residential development across 21st Street, NW on the southeast corner of the airport. Mr. Bishop stated the developer has contracted with AVCON, Inc. to order an updated noise study. The City does not want to take action if it will jeopardize the airport and its funding.

Next Meeting Date and Time:

Chairman Lyon stated the September 13, 2018 AAC meeting will be moved from 4:00 pm to 3:00 pm in the Jack Brown Conference Room at the Winter Haven Airport.

Adjourn – Bruce Lyon, Chairman

***Next regularly scheduled AAC Meeting, September 13, 2018 at 3:00p.m. in the Jack Brown Conference Room.**

Meeting was adjourned at 3:58 p.m. Minutes prepared by Jana Wasmund