

AIRPORT AUTHORITY
REGULAR MEETING MINUTES

February 7, 2022

2/7/2022 - Minutes

1. CALL TO ORDER & ROLL CALL

Members Present - Barbara Pelisek, Chuck Clegg, Herb Gillis, Phillip Weikert, AJ Goin, Fred Halde

Staff Members Present: Jennifer Nanek, City Clerk; Amanda Kirby Airport Manager

Guests: Wilbur Mathurin, Hoyle Tanner and Associates

In absence of the Chair, Vice Chair Barbara Pelisek called the meeting to order.

2. COMMUNICATIONS AND PETITIONS

3. Minutes - December 6, 2021

The minutes of December 6, 2021 were reviewed. Fred Halde made a motion to approve the minutes. The motion was seconded and unanimously approved.

4. AIRPORT UPDATES

East Apron - Wilbur Mathurin, Hoyle Tanner and Associates, said it is being paved. It will be complete in about a month with the striping. A question was asked if people were notified about that area being closed. Ms. Kirby said she has a NOTAM on it.

Fuel Farm - Mr. Mathurin reported that we got 100% grant award from FDOT to replace the fuel tanks. A question was asked if that was expected. Mr. Mathurin said yes. Herb Gillis asked if airboats will have better access. Ms. Kirby said they can't improve access for air boats with airport funding. This was discussed.

Wildlife Assessment - Mr. Mathurin said this was complete and submitted to the FAA. FAA will review the assessment and may assist with needed changes. Possible recommendations for improvements were discussed. A copy of the report can be sent to any member interested in reviewing it.

Jump Florida - Ms. Kirby said this project has come to a halt for the past two weeks and they aren't sure why. Possibilities were discussed.

Chuck Clegg asked if the stake can be removed from the commercial hangar site. Its right next to the asphalt. Ms. Kirby said she will address it.

The Chair asked about the skydiving building had started yet. Ms. Kirby responded they have.

5. Master Plan Update - Hoyle Tanner

Wilbur Mathurin reviewed the past steps and the plan process. He introduced members of his team who are

listening to the presentation remotely. This plan will focus on growth at the Airport. Alternatives will be identified and assessed. Projects were reviewed for economic viability, operational efficiency, environmental impact, planning.

Mr. Mathurin shared a list of possible projects on the East and West side included in the alternatives analysis such as more hangars and parking. He shared a possible layouts of both sides with the Authority.

Barbara Pelisek asked if the fence line shown between GrowHealthy and the new area is where it is now. Ms. Kirby said that fence is not up currently. Ms. Kirby said they, GrowHealthy, have their fence up now near where it is on the diagram.

Ms. Pelisek asked about the hangars. Will they be City or private? Mr. Mathurin said they will probably be private.

AJ Goin shared concerns with the Recreation area for use by PPGs. There was discussion on how to address those who fly unsafely. Ideas were discussed.

Mr. Mathurin shared a preferred layout. This was discussed.

Mr. Mathurin encouraged more input, comments and concerns. Mr. Halde asked if hurricanes are taken into consideration. Mr. Mathurin said hurricanes should be a factor and we can try and plan for them.

Mr. Mathurin then reviewed the plan to fund these potential projects and schedule for next 20 years. He then reviewed the next steps to completing the plan. Some projects may be eligible for FAA funding or other grants. We will need an implementation plan.

Mr. Mathurin said this presentation will be distributed to the members and put on the website.

6. AIRPORT ACTIVITIES MONTHLY REPORT

Amanda Kirby reviewed the monthly report.

[Begin Report]

City of Lake Wales- AIRPORT ACTIVITIES REPORT

January 2022

- Jet-A Gallons Delivered/ Sold: **249.94 gallons= \$924.78**
- 100LL Gallons Delivered/ Sold: **2775.35 gallons= \$11,709.10**
- Hangar Rent Collected: **\$8,017**
- JumpFL Building Rent: **\$3,772**
- Fun Flight Training Rent: **\$41.06**
- Tie Down Fees Collected: **\$136**
- Jump Florida Jump Fees: **\$150**
- Aviator PPG Student Fees: **\$600**
- OneUp Adventures Student Fees: **\$110**
- Number of Take Offs and Landings for the Month:

Single Engine	972	
Multi Engine	45	Special Events: N/A
Helicopter	45	[End Report]

Military	0	Ms. Kirby reviewed the report. Fuel sales are down.
Business Jet	26	Chuck Clegg asked about lower jump fees. Ms. Kirby explained that those fees are lower as part of a new agreement that involve the two buildings and they are solely buying all fuel from us. This was discussed.
Ultralight & Light Sport	150	
Total	1238	Ms. Kirby said there was a lot of flight training this past month.

AJ Going offered to help provide more accurate numbers for ultralight flights.

7. BOARD MEMBER UPDATES

8. ADJOURNMENT

The meeting was adjourned. The next meeting is April 4, 2022.

Chair

ATTEST:

City Clerk