

**AIRPORT AUTHORITY
REGULAR MEETING MINUTES
June 7, 2021**

6/7/2021 - Minutes

1. CALL TO ORDER & ROLL CALL

Members Present: Herb Gillis, John Lodge, Clarke Gerard - Chair, Barbara Pelisek

Guests Justin Edwards - ICE

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

A quorum was present:

The Chair called the meeting to order.

2. Minutes - May 3, 2021

The minutes of May 3rd were reviewed. Herb Gillis made a motion to approve the minutes. The motion was seconded and unanimously approved.

3. COMMUNICATIONS AND PETITIONS

4. AIRPORT ACTIVITIES MONTHLY REPORT

Amanda Kirby reviewed the monthly report for May.

[Begin Monthly Report]

**City of Lake Wales- AIRPORT ACTIVITIES REPORT
May 2021**

- Jet-A Gallons Delivered/ Sold: 588 @ \$3.70= \$1999.20
- 100LL Gallons Delivered/ Sold: 6574.71= \$26276.48
- 4398.39 @ \$3.95= \$17363.44
- 2176.32 @ \$4.10= \$8913.04
- Hangar Rent Collected: \$7,050
- JumpFL Building Rent: \$3,356
- Fun Flight Training Rent: \$215.06
- Tie Down Fees Collected: \$160
- Jump Florida: Paid Jumpers 110 x \$1.00= \$110
Jump fees will be displayed as the previous month based on collection
- Aviator PPG: Paid Students 6 x \$50= \$300
- Number of Take Offs and Landings for the Month:
- Special Events: N/A

Single Engine 774

Multi Engine 51

Helicopter 15

Business Jet 4

Ultralight & Light Sport 50

Total 894

[End Monthly Report]

Ms. Kirby said gas prices have jumped dramatically.

Ms. Pelisek asked why the take-offs and landings don't match. Ms. Kirby said some students may take off and not come back.

How the Virtower works and tracks aircraft was discussed.

5. AIRPORT UPDATES

Wildlife Assessment - Amanda Kirby reported that the Wildlife Assessment is still ongoing. It will end in August and we will get a final report.

Master Plan Update - Ms. Kirby said she will meet with Wilbur tomorrow and get an update and will communicate to the board when the next meeting is. Ms. Pelisek asked when the Master Plan 5 years begins. Ms. Kirby said it should be done this budget year so it will cover the next 5 years.

John Lodge asked when the User Meetings will start again. Ms. Kirby said she will schedule one soon with FAA staff. The Chair suggested that a date might be scheduled in the next 60 days? Ms. Kirby said she hopes so.

East Apron Rehabilitation: Ms. Kirby said the design is complete. Construction should begin by the end of the year.

Corporate Hangars: Ms. Kirby said there is another survey to do and then the George O'Neill lease will go to Commission for approval. Ms. Pelisek asked about the Jump hangar. Ms. Kirby said they haven't gotten everything completed yet.

Ms. Kirby said she is going to add signs to the airport. She reviewed what signs she felt needed to be added. She then asked for input on additional signage around the airport. She invited the members to email her with other ideas.

Ms. Kirby reported on an additional staff member that was hired. Ms. Pelisek asked about staff hours. Ms. Kirby said one of the other staff members will work the weekends. Someone will always be there.

Ms. Kirby reported that Aviator wants to put a logo on their door. They wanted to paint the hangar red. Ms. Kirby said no. There was consensus that hangars should look consistent. The Chair recommended getting a rendering of what they want to do. Ms. Kirby agreed.

6. BOARD MEMBER UPDATES

Jennifer Nanek, City Clerk, reported that Herb Gillis has submitted an application for reappointment. John Lodge said that he did not plan to reapply for another term. Ms. Nanek said that Rudy Engholm is moving out of the City and will lose his seat. There was a suggestion to invite Mr. Engholm to apply for Mr. Lodge's

out of City seat. Ms. Nanek said she would do that.

John Lodge made a motion to recommend to the City Commission that Herb Gillis be reappointed to the Airport Authority for another term. The motion was seconded and unanimously approved.

Ms. Nanek said there will be no meeting in July as the regular day is a holiday.

7. ADJOURNMENT

The meeting was adjourned. Next meeting is August 2.

Chair

ATTEST:

City Clerk