

AIRPORT AUTHORITY
REGULAR MEETING MINUTES

August 2, 2021

8/2/2021 - Minutes

1. CALL TO ORDER & ROLL CALL

Members Present: Chuck Clegg, Barbara Pelisek, Herb Gillis

Ex-Officio Member: Commissioner Daniel Williams

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

Guests: Fred Halde, AJ Goin

In absence of the Chair, Vice-Chair Barbara Pelisek called the meeting to order. A quorum was not present.

2. Minutes - June 7, 2021

The minutes of June 7 were reviewed but could not be approved due to a lack of quorum.

3. COMMUNICATIONS AND PETITIONS

4. AIRPORT ACTIVITIES MONTHLY REPORT

Amanda Kirby reviewed the monthly report.

[Begin Monthly Report]

City of Lake Wales- AIRPORT ACTIVITIES REPORT

July 2021

- Jet-A Gallons Delivered/ Sold: 1964.81 @ \$3.70= \$7,049.21
- 100LL Gallons Delivered/ Sold: 5572.79 @ \$4.10= \$22,816.10
- Hangar Rent Collected: \$7,050
- JumpFL Building Rent: \$3,356
- Tie Down Fees Collected: \$160
- Jump Florida: Paid Jumpers 120 x \$1.00= \$120

Jump fees will be displayed as the previous month based on collection

- Aviator PPG: Paid Students 10 x \$50= \$500
- Fun Flight Training:
- Number of Take Offs and Landings for the Month:
- Special Events: N/A

Single Engine 813

Multi Engine 15

Helicopter 12

Military 0

Business Jet 8

Ultralight & Light Sport 50

Total 898

[End Monthly Report]

The Chair asked about the change in fuel companies. Ms. Kirby said its the same company, Titan, but it was sold by Shell who is not doing Aviation fuel anymore. The fuel still comes from the same place.

Chuck Clegg asked about Fun Flight payments. Ms. Kirby said his is different every month. He pays for the room and every hour of flight instruction.

There was a discussion on the value of the VirTower. Ms. Kirby said there will be a representative from VirTower at the User Group meeting on August 18 at the Airport. He will be available to answer questions. Chuck Clegg asked if there is more traffic than a year ago. Ms. Kirby said that a year ago her numbers are just estimates but she thinks that yes there is more traffic. The chair asked about the cost for VirTower? Ms. Kirby said she didn't know off hand that she will get back to the board on that. Herb Gillis said that accurate data is helpful.

Chuck Clegg said staff did not assist a disabled aircraft. She will instruct staff to assist but we don't have equipment to tow a plane. Herb Gillis said we need to get a tow bar for disabled craft and train staff. Ms. Kirby agreed and said she would look into it.

Chuck Clegg said staff does a good job on maintenance.

5. AIRPORT UPDATES

Corporate Hangars - Amanda Kirby said the lease for Hangars was approved and will be starting construction soon.

Master Plan - Amanda Kirby reported that the Master Plan presentation will be rescheduled for a time good for everyone. She will send out an email to check dates and times with the members. The next steps were discussed and will be presented at this meeting.

East Apron Ramp Ms. Kirby reported that construction will begin January.

Ms. Kirby said that new fuel tanks are in the budget for next fiscal year as they won't pass inspection much

longer.

6. Airport Master Plan - Presentation

Due to a lack of quorum this item was tabled.

7. BOARD MEMBER UPDATES

Jennifer Nanek reported that Fred Halde and AJ Goin have applied to be on the Airport Authority. The members present consented to recommend them to the City Commission for appointment.

Barbara Pelisek asked about the gate. She said that you can't get in. Ms. Kirby said she has been trying to get it fixed with no success. She is getting quotes to get it completely fixed.

Ms. Pelisek asked about grass height and should the grass be mowed lower to reduce frequency. Ms. Kirby said the Wildlife Report recommended a certain grass height for the sake of wildlife. This was discussed.

Chuck Clegg said AWOS is working well. Ms. Kirby confirmed that it is doing well but we need more parts to pass inspection. They are working on the phone issue. This issue was discussed.

8. ADJOURNMENT

The meeting was adjourned. The next meeting is October 4th.

Chair

ATTEST:

City Clerk