

**AIRPORT AUTHORITY
REGULAR MEETING MINUTES
March 1, 2021**

3/1/2021 - Minutes

1. CALL TO ORDER & ROLL CALL

Members Present in Person- Chuck Clegg, Clarke Gerard - chair, Phillip Weikert

Members Present Remotely - Barbara Pelisek, Rudy Engholm

Ex-Officio Commission Member Present: Curtis Gibson

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

A quorum was not present in person

2. Minutes - January 4, 2021

The minutes of January 4, 2021 were reviewed but could not be approved due to a lack of a quorum.

3. COMMUNICATIONS AND PETITIONS

4. AIRPORT ACTIVITIES MONTHLY REPORT

[Begin Monthly report]

City of Lake Wales- AIRPORT ACTIVITIES REPORT

February 2021

- Jet-A Gallons Delivered/ Sold: **0 @ \$3.70= \$0**

- 100LL Gallons Delivered/ Sold: **6262.63 @ \$3.40= \$21,693.99**

- Hangar Rent Collected: **\$7,050**

- Jump FL Building Rent: **\$3,356**

- Fun Flight Training Rent: **\$39.56**

- Tie Down Fees Collected: **\$160**

- Jump Florida: Paid Jumpers 95 x \$1.00= \$95

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:

- These numbers from VirTower are accurate for helicopter, single engine, and multi engine. Since there is no tracking on ultralight, those numbers are still estimated.

Single Engine	327
Multi Engine	55
Helicopter	9
Business Jet	5
Ultralight & Light Sport	50
Total	447

[End Monthly report]

Amanda Kirby reviewed the activity report for February.

5. AIRPORT UPDATES

East Apron Rehab - Amanda Kirby reported that the design phase is finished and it is going out to bid. Construction will begin this year.

Airport Master Plan - Amanda Kirby said that Wilbur Mathurin will let her know when they all need to meet again. Things are moving slowly due to the current pandemic. FAA is not approving things as fast as before.

Wildlife Hazard Assessment Ms. Kirby reported that this is still going on. Shawn has addressed some things to stop hogs from coming onto the airport. Coyotes are also a problem as they keep coming onto the land and tearing it up. A final report is expected in July.

Corporate Hangars - Amanda Kirby reported that this is in the same place. They will soon finalize their ground lease agreements and then they can begin construction. Jump Florida got their plans from SEMCO last week. She has preliminary plans for the corporate hangars. Ordering materials is taking awhile so its uncertain when construction can begin. The fence line will be rearranged so they have a parking area.

Amanda Kirby reported that her maternity leave begins next week. She will be out for 5 weeks.

Chuck Clegg asked if the VirTower report has had any practical value yet. Ms. Kirby reported that she was unaware of certain jets coming in and a plane that was tied down on the ramp for 2 days and was contacted for tie-down fees. Mr. Clegg would like more updates on practical events. Mr. Clegg asked if the real numbers vary from estimates. Ms. Kirby said last month it was higher but she would have to look back further to compare previous months.

The Chair asked if the Commission or City Staff has asked for feedback on the VirTower. Ms. Kirby said most City staff like it there's just a few that objects. Mr. Rudy Engholm said the report can help with noise complaints and traffic counts. Ms. Kirby said she had some concerns about crop dusters flying low that she was able to address.

Amanda Kirby reviewed contact information while she will be on leave.

6. BOARD MEMBER UPDATES

Rudy Engholm recommended adding signage for airboaters getting gas concerning navigating around airplanes. Ms. Kirby said she can do that.

The Chair asked Mr. Engholm if he reviewed the Authority of the Airport Authority as he mentioned he would in January. Mr. Engholm said he got busy and has not. He said he will.

The Chair expressed concern about the absence of a Commissioner at the meeting. Commissioner Curtis Gibson is not running so maybe another needs to be assigned. Commissioner Curtis Gibson said that he was present. He said that work conflicts have prevented him from attending. He said he is the biggest cheerleader for the Airport. He will step down from being liaison to the Airport Authority.

Rudy Engholm asked about and big picture discussions about what level airport Lake Wales wants to be.

Amanda Kirby said this will be part of the master plan process. The next meeting will be in depth. Everyone's input will be welcome. The vision for the Airport was discussed.

7. ADJOURNMENT

Meeting was adjourned. Next meeting is April 5.

Chair

ATTEST:

City Clerk