

**AIRPORT AUTHORITY  
REGULAR MEETING MINUTES**

**June 6, 2022  
(DRAFT)**

6/6/2022 - Minutes

1. CALL TO ORDER & ROLL CALL

**Members Present:** Clarke Gerard, Phillip Weikert

**Ex-Officio Member** - Danny Krueger, City Commissioner

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

**Guest:** Wilbur Mathurin - Hoyle Tanner and Associates

Chair Clarke Gerard called the meeting to order at approximately 5:30 p.m. A quorum was not present.

2. Minutes - February 7 & April 4

The minutes of February 7, 2022 and April 4, 2022 could not be approved due to lack of a quorum.

3. COMMUNICATIONS AND PETITIONS

4. AIRPORT ACTIVITIES MONTHLY REPORT

[Begin Monthly Report]

City of Lake Wales- AIRPORT ACTIVITIES REPORT  
May 2022

- Jet-A Gallons Delivered/ Sold: **1852.86 gallons= \$8,604.39**
- 100LL Gallons Delivered/ Sold: **5,028.84 gallons= \$28,831.34**
- Hangar Rent Collected: **\$8,017**
- JumpFL Building Rent: **\$3,772**
- Fun Flight Training Rent: \$51.06
- Tie Down Fees Collected: **\$120**
- Jump Florida Jump Fees: **\$110**
- Aviator PPG Student Fees: **\$1,000**
- OneUp Adventures Student Fees: **\$115**

- Number of Take Offs and Landings for the Month:

Single Engine	849
Multi Engine	19
Helicopter	21
Military	3
Business Jet	13
Ultralight & Light Sport	150
<b>Total</b>	<b>1055</b>

- Special Events: N/A

[End Monthly Report]

## 5. AIRPORT UPDATES

### 6. Master Plan Update - Hoyle Tanner

Wilbur Mathurin, Hoyle Tanner and Associates, reviewed the status of the Master Plan. This is the Final Meeting. He reviewed the purpose of the Master Plan. Its a 20 year Strategic Development Vision and required by FAA and FDOT. The Key areas of focus are additional hangars and Airfield Access points. Commissioner Krueger asked if this is a continuation of a previous plan. Mr. Mathurin said it is updated every 7-10 years. The last update was 2014.

Currently 18 aircraft are based at the airport. For 2040 there is a projection of 40 airplanes. Phillip Weikert said that will probably be higher with all this development coming. This was discussed.

Current operations are 20,075 and are projected to be 27,444 in 2040. With the VirTower this number can be more accurate in the next few years.

Mr. Mathurin shared the layout map with everything that is projected to happen. This page will be approved by the FAA. The south quadrant is designated for the paramotors. A possible access road was discussed.

Mr. Mathurin shared a list of possible future capital projects over next 20 years. These need to be on the list for the FAA & FDOT to set money aside for it. We compete with other area airports for the same money.

Mr. Weikert asked about the status of the fuel farm bids. Ms. Kirby said they will go out for bids soon. Mr. Weikert requested to be able to review the bids before they go to commission. This was discussed. The chair asked if the bids come in low can the remainder go to something else at Lake Wales. Mr. Mathurin said that is up to FDOT but they will likely keep the money in Lake Wales. Other uses for the dollars was discussed. Mr. Mathurin said that would save the City money. Mr. Weikert asked for a copy of the designs. Mr. Mathurin said yes and will distribute them.

Chair asked about the former campground and wildlife area. Mr. Mathurin said now its a non-aviation development.

Mr. Mathurin reviewed how these Capital Improvement projects are funded.

Mr. Mathurin reviewed possible areas for paramotor activity. He reviewed the North and South areas and the

benefits and drawbacks of each possibility.

Mr. Mathurin said the plan will be submitted for comments to FAA and FDOT. After responding to comments the final plan will be submitted to FAA and FDOT.

7. BOARD MEMBER UPDATES

8. Board Terms

Jennifer Nanek, City Clerk, said that Clarke Gerard and Chuck Clegg terms were up and need to go before Commission. Clarke Gerard submitted an application. Ms. Nanek said she would send the applications to the board members for approval.

9. Next Meeting Date

Jennifer Nanek, City Clerk, said that August and September meeting dates were unavailable. She will send around an email to find out the board's preferences for the next meeting.

10. ADJOURNMENT

The meeting was adjourned at 6:15 p.m.

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Chair

ATTEST:

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City Clerk