

**AIRPORT AUTHORITY  
REGULAR MEETING MINUTES  
December 7, 2020**

12/7/2020 - Minutes

1. CALL TO ORDER & ROLL CALL

**Members Present:** Chuck Clegg, Clarke Gerard - Chair, Barbara Pelisek, John Lodge, Rudy Engholm (appeared virtually), Phillip Weikert

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

A quorum was present.

Chair called the meeting to order.

2. Minutes - November 2, 2020

Barbara Pelisek made a motion to approve the minutes of November 2, 2020. The motion was seconded and unanimously approved.

3. COMMUNICATIONS AND PETITIONS

4. AIRPORT ACTIVITIES MONTHLY REPORT

Amanda Kirby, Airport Manager, reviewed the Airport Activities report.

[Begin Airport Activities Report]

City of Lake Wales- AIRPORT ACTIVITIES REPORT

November 2020

- Jet-A Gallons Delivered/ Sold: **2.01 @ \$3.70= \$6.84**
- 100LL Gallons Delivered/ Sold: **3455.94 @ \$3.40= \$11,749.09**
- Hangar Rent Collected: **\$7,050**
- Jump FL Building Rent: **\$3,356**
- Fun Flight Training Rent: **\$39.56**
- Tie Down Fees Collected: **\$0**
  
- 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 15 x \$50= \$750
- Number of Take Offs and Landings for the Month:

o VirTower and the IT department just got everything situated permanently. The antennae kept going

on and offline so the numbers were not reporting accurately.

- Special Events: N/A

General Aviation	250 x 2= 500
Skydiving	100 x 2= 200
Agriculture	0 x 2= 0
Business	20 x 2= 40
Helicopter	10 x 2= 20
Military	0 x 2= 0
Ultralight	?
Light Sport	25 x 2= 50
Total	810

[End Monthly Report]

## 5. AIRPORT UPDATES

**East Apron Fuel Farm Ramp** - Amanda Kirby said that the rehabilitation design phase is over. Hopefully next summer Construction will begin. The project should not take long.

**Wildlife Hazard Assessment** - Ms. Kirby explained that the expert assesses the entire airfield and provides staff a monthly report of wildlife getting onto the airfield. They are making progress deterring sandhill cranes from getting on the airfield. The research should be complete next year with recommendations to prevent wildlife from getting on the airfield. This report can help get funding for new security fencing.

**Master Plan Update** - Wilbur Mathurin, Hoyle Tanner, will attend the January meeting to give an update. All the members of the Airport Authority are part of the Advisory Committee. Over the course of the year there will be several meetings with Hoyle Tanner to exchange ideas to develop a realistic master plan for the future of the airport. Information will be available online should the public wish to provide input.

**Corporate Hangars** - Ms. Kirby said construction should begin next year. They are being built privately. There has been a delay of supplies that is causing delay in construction. Chuck Clegg said there is a list of those that want T-Hangars. Can we get on a funding list to build our own hangars? Ms. Kirby said we are on a list but we must wait until Master Plan is done so exact location for T-Hangars can be determined. Ms. Pelisek asked if Mr. O'Neill will still donate fill. Ms. Kirby said he probably will we just need to let him know when. John Lodge asked if they will pay property taxes. Ms. Kirby said no. No one at the airport or at nearby airport does. This issue is being looked at in the state legislature.

**Skydiving Hangar** - Ms. Kirby said there will also be a new skydiving facility. This construction will begin early next year as well. This will be east of the Aviator building. All skydiving operations will move there leaving more space on the FBO ramp for more transient aircraft. Barbara Pelisek asked where the jump area will be. Ms. Kirby said the fence line will be moved and will look different. She will send the board a diagram of where this will be.

Next User group will be in January. Possible dates were discussed. Ms. Kirby said she will get back with the group on a possible date. Ms. Kirby explained about the confusion about the last meeting scheduled. The meeting will be virtual.

6. BOARD MEMBER UPDATES

John Lodge asked if we have been charged by VirTower yet. Ms. Kirby said no.

John Lodge asked about windsocks. Ms. Kirby gave an update on replacing them she has one the others are on order.

A possible fuel truck was discussed. Ms. Kirby said more staff would be needed.

Chuck Clegg asked about the area for PPG users. Ms. Kirby said the area needs to be cleared to encourage PPG and skydivers to use the area. Mr. Clegg asked if we can do more than encourage. Ms. Kirby said we can write it into our rules and regulations.

Ms. Kirby reported on drones being flown out at the Airport. She learned that drones can be flown under 400 feet which was new to her. She will get more information on this. This was discussed.

Ms. Kirby reported on plans to go on maternity leave soon.

Rudy Engholm asked how the Master Plan process will work. Ms. Kirby reviewed the process for the Board to give input to the plan.

Rudy Engholm asked about plans for future of the Airport. What do we want to be and who decides. Ms. Kirby said the Master Plan will help determine what the future of the Airport will be but the City will decide. Ms. Kirby said that we would like to grow and attract more people. Mr. Engholm asked about reviewing the budget. Ms. Nanek said it was on the website.

7. ADJOURNMENT

The meeting was adjourned. Next meeting is January 4, 2021.

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Chair

ATTEST:

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City Clerk