

AIRPORT AUTHORITY  
REGULAR MEETING MINUTES  
January 4, 2020

1/4/2021 - 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:** Jennifer Nanek, City Clerk

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

A quorum was present. Chair called the meeting to order.

2. Minutes - December 7, 2020

Phillip Weikert made a motion to approve the minutes of December 7, 2020. The motion was seconded and unanimously approved.

3. COMMUNICATIONS AND PETITIONS

4. AIRPORT ACTIVITIES MONTHLY REPORT

Ms. Nanek said there was no report. Ms. Kirby will email it to the board when she has it complete.

5. AIRPORT UPDATES

Wilbur Mathurin, Hoyle Tanner Associates, gave the updates.

**Apron Reconstruction:** Mr. Mathurin reported that the design is complete. The City will bid it out in February. After a contractor is on board we will apply for a grant from the FAA. Construction is estimated to begin in September or October and it will take 4 months. There will be 20 days without access to the fuel farm. Chuck Clegg asked what the project is. Mr. Mathurin said the pavement will be reconstructed. There will be new pavement and markings upon completion. Ms. Pelisek asked if the fuel tank will be moved. Mr. Mathurin said no. Ms. Pelisek asked how a fuel truck will be arranged to be there. Mr. Mathurin said Amanda Kirby will arrange this.

**Wildlife Hazard Assessment Update:** Mr. Mathurin gave an update and there are monthly reports of what wildlife is found on the airport. He explained that this is half way complete. Reports are forwarded to Amanda Kirby and are available for review. The final report will be submitted to the FAA and then some steps can be taken to deter wildlife.

**Master Plan** - Mr. Mathurin said they are working on Paper #1 which is behind schedule. This is an inventory and activity forecast for the future. This is done with estimates. Industry forecasts are included in this. The pandemic has thrown everything off this year. This paper will be done in a few weeks. The Authority members will get a copy and can provide feedback.

Barbara Pelisek asked about what numbers they need for the forecast. Mr. Mathurin said they estimate the number of usage and explained how they arrive at some estimates. Some formulas are industry standards. Mr. Mathurin encouraged additional survey input.

Barbara Pelisek asked about the need for VirTower. Do those numbers help with grants? Mr. Mathurin said its purpose is to track operations for planning purposes. The numbers can affect what category our airport goes into. The amount of traffic can inform what facilities we need in the future. Who is using the airport is

helpful to know.

Ms. Pelisek said the airport is primarily used by PPGs and skydivers. Mr. Mathurin said the VirTower is a good data collection tool. Ms. Pelisek said this is a waste of money for Lake Wales. Chuck Clegg said the VirTower is supposed to be for safety but it is not necessary for safety. There is rarely a problem.

Chair said these numbers can help us with getting more projects like T Hangars. Mr. Mathurin said all this information is tied together. The Chair noted that our Commission liaison has not attended recently which needs to be addressed.

Chuck Clegg suggested passing on concerns about the VirTower to Teresa Allen.

John Lodge made a motion to recommend against having the VirTower as there is no benefit. The motion was discussed. The motion was seconded and approved 2 in favor and 1 abstention. This motion was withdrawn and was tabled.

John Lodge said the VirTower has very little benefit. It does not affect funding. Ms Pelisek asked if a crash happens on the runway is Amanda notified. Mr. Mathurin said yes.

Mr. Weikert said we need to discuss this further with Ms. Kirby and review the VirTower contract.

The Chair said lets see what data we get from VirTower over the next few months when it is working.

Mr. Mathurin said they can complete master plans with estimated data and forecasts but having better or more accurate data can lead to better forecasts and master plan.

Ms. Pelisek said most traffic is Jump Florida and PPGs and that will continue to grow and unless there are more t hangars there won't be more fixed wing traffic. Mr. Mathurin said there will be more hangars and they will try to figure out the future growth of the airport with the data available. The Chair asked if forecasts are updated every year. Mr. Mathurin explained that forecasting is done every 5 years and how its done. Forecasting is only done by the City during the master plan process. Larger airports go through a similar process.

Mr. Mathurin encouraged the board to work with staff and offer advice as needed. Ms. Pelisek said as the board are mostly pilots the advice should be welcome but is often not heeded.

Chair said there is a communication problem between the board and commission as Commissioner Curtis Gibson has not been able to attend lately. We need to communicate better with the Commission.

There was consensus to withdraw the motion. The Chair said he would talk with the mayor and Amanda about these concerns.

Jennifer Nanek reported that the next user group meeting will be February 4th which will be virtual.

## 6. BOARD MEMBER UPDATES

The Chair expressed concern about Commissioner Curtis Gibson not attending meetings. Chair will discuss with the Mayor.

## 7. ADJOURNMENT

Meeting was adjourned. Next meeting is February 1, 2021

ATTEST:

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City Clerk