

MINUTES
BARTOW AIRPORT AUTHORITY
REGULAR MEETING
NOVEMBER 14, 2022
BARTOW AIRPORT, 5:30 P.M.

Chair Tucker called the meeting to order at 5:33 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, November 14, 2022, at Bartow Airport, Bartow, Florida. Airport Board members present were Chair Ms. Tanya Tucker, Mr. Nick Adams, Ms. Trish Pfeiffer, Mr. Leo E. Longworth, and Mr. Steve Githens, Ms. Savannah Cerullo, Boswell and Dunlap. Mr. John Helms, Airport Executive Director, Ms. Michelle Mathews, and Mr. Mel Parker, Bartow Executive Airport. Mr. Gerald Cochran, Mr. Sergio Seone, AOPA, Mr. Jay Scalise, Kutchins and Groh. Mr. Sean Parker, Airport Attorney, was excused absent.

Chair Tucker asked if there were any corrections or additions to the Minutes of September 12, 2022, Regular Meeting.

Mr. Githens moved, Ms. Pfeiffer seconded to approve the Minutes of September 12, 2022, as published. All Members voted yes, and the motion carried.

Chair Tucker asked if there were any Public Comments on matters not appearing on this Agenda. There were none.

Chair Tucker asked if there were any Public Comments on matters appearing on this Agenda, but not scheduled for separate public hearings - There were none.

Mr. Helms opened the meeting with the Bartow National Guard Armory request for another extension to their lease which has expired. This request is so the National Guard will have time to present for a budget approval from the State of Florida. Mr. Helms stated that the Authority supports this request for a 2nd extension. Mr. Githens stated that the extension expires the end of August. Mr. Helms stated that the airport should know by their budget session in March 2023. Mr. Longworth asked if we should lobby with our legislatures on this matter and Mr. Helms stated

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that maybe, Ms. Pfeiffer asked Mr. Helms to make sure that if Colonel Curry needs any help or backup that the Authority is behind him. Mr. Adams asked what the approximate rental rate would be, and Mr. Helms stated between \$16,000 and \$18,000.00 a month.

Mr. Githens moved; Mr. Longworth seconded to approve the request for a 2nd extension to the Bartow National Guard Lease. All members voted yes, and the motion carried.

Mr. Helms then reviewed with the Board the September and October 2022 Financial Statements and answered questions from the Board. Mr. Githens asked if interest rates were monitored for the best rates for Certificate of Deposits and Money Market accounts and Mr. Helms answered yes Mel Parker “shops” interest rates. Mr. Githens asked if the Airport had ever used the State Board of investments and Mr. Helms stated that he never used them prior but would look into it. Mr. Githens stated that they are very beneficial if they are still around. Mr. Longworth stated that the Florida Municipal Investment Trust was also worth looking into. Mr. Adams asked how much was set aside in the Certificate of Deposit’s and the Money Market account. Mr. Helms stated 2.7 million. Mr. Longworth asked when the General Insurance was paid, and Mr. Helms stated October; Mr. Helms also stated that the Airport has just received the property tax bill from the City and that will be getting mailed out.

Mr. Helms then moved on to the 4th Quarter report and reviewed and answered questions from the Board. Record sales for fuel; operation counts are up and Jet operations were higher than normal which was surprising in light of the fact the cost of fuel is up and the weather; with the hurricane Ian the airport had power outages the traffic counts were down; the hangar area is leased at 100%; the Industrial Park is at 96% occupancy.

Ms. Pfeiffer asked where Bartow Ford relocated and Mr. Helms said they moved to Building #270, previously occupied by the Polk County School Board.

Airport Attorney- Had Nothing to report.

Under Old Business-There was no Old Business

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Under New Business-There was No New Business.

Resolutions: Resolution No. 1257. To Amend the Fiscal Year 2022-2023 Budget, Carrying Forward Remaining Projects not Completed in FY 2022.

Mr. Githens moved; Mr. Adams seconded to Adopt Resolution No. 1257. All members voted yes and the motion carried.

Resolution No. 1258. Lease with Sabal Transport, Inc. Buildings #151, #152, #153 and 3.8 Acres of Land for a Primary Term of Three Years at \$5,420.00/Mo. Lease Renewal

Mr. Githens moved, Mr. Longworth seconded to Adopt Resolution No. 1258. All members voted yes, and the motion carried.

Resolution No. 1259. Lease with Sabal Transport, Inc., Building #102 for a Primary Term of Three Years at \$4,344.20/Mo. Lease Renewal

Mr. Githens moved, Mr. Adams seconded to Adopt Resolution No. 1259. All members voted yes, and the motion carried.

Resolution No. 1260. To Amend the Fiscal Year 2022-2023 Budget, Transfer Funds for Capital Equipment

Mr. Githens moved, Mr. Adams seconded to Adopt Resolution No. 1260. All members voted yes, and the motion carried.

Resolution No. 1261. To Amend the Fiscal Year 2022-2023 Budget, Transfer Budget funds for 4% Employee COLA

Mr. Longworth moved, Mr. Adams seconded to Adopt Resolution No. 1262. All members voted yes, and the motion carried.

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There being nothing further to discuss Chair Tucker adjourned the meeting at 6:00 p.m.

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

BY: 
CHAIRPERSON

ATTEST: 
SECRETARY