

MINUTES
BARTOW AIRPORT AUTHORITY
REGULAR MEETING
AUGUST 13, 2018
BARTOW AIRPORT, 5:30 P.M.

Chairman Simpson called the meeting to order at 5:31 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, August 13, 2018 at Bartow Airport, Bartow, Florida. Airport Board members present were, Chairman W.H. "Billy" Simpson, Ms. Trish Pfeiffer, Mr. James F. Clements, Mr. Leo E. Longworth, Mr. Sean R. Parker, Airport Attorney and Mr. John Helms, Airport Executive Director, Mr. Terry Beacham, Mr. James M. "Mel" Parker, Ms. Michelle Sestile, Ms. Jennifer Baisden, and Mr. Tommy Martin, Bartow Municipal Airport, Mr. Steve Henriquez, AECOM, Mr. Doug Norman, Hoyle Tanner and Mr. Jay Scalise, Kutchins & Groh.

Chairman Simpson asked if there were any corrections or additions to the Minutes of July 9, 2018, 2018 Regular Meeting. Mr. Longworth moved, Mr. Clements seconded to accept the Minutes of July 9, 2018 as published. All members voted yes, and the motion carried.

Chairman Simpson asked if there were any Public Comment on matters not appearing on the Agenda-There were none.

Chairman Simpson asked if there were any Public Comment on matters appearing on this Agenda, but not scheduled for separate public hearing-There were none.

Mr. Helms opened the meeting by informing the Board that the Tenant in Building #232, Fuqua Janitorial Services, has asked for early termination of their lease. They originally thought the lease expired on October 31, 2018 and stated they needed to cancel their lease early, the actual expiration date is October 31, 2019. Mr. Helms stated that he had no problem with the request for early termination.

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Ms. Pfeiffer asked if this was a normal procedure for this type of request to the Airport Attorney, Mr. Sean Parker stated that it has always been handled on a case by case basis. Mr. Longworth moved, Ms. Pfeiffer seconded to agree to the early termination of Fuqua Janitorial Services lease agreement. All members voted yes, and the motion carried.

Mr. Helms then updated the Board on Airport:

There has been a lot of renovation activity going on' RECO Equipment has vacated their building but will continue to pay until the end of the year when their lease expires, the business has moved out of the state; Sabal Transport's pavement project has been delayed due to rain but should be starting in a week; Building #242 the interior has been renovated; the tower project is drawing to a close with the final renovations being the installation of some equipment and the (AWOS) weather system this week.

The Flight School is doing very well, and Mr. Helms stated that initially there had been \$145,000.00 budgeted for another trainer aircraft and Mr. Helms stated that he thought at the time the flight school didn't need another trainer. However, the flight school is limited in commercial training because it can't offer a multi engine aircraft to train in. Mr. Helms stated that he would like to pursue a twin engine to meet the needs of the flight school and its students to be able to complete their commercial training here at the Bartow Airport and not have to go elsewhere.

The Board then agreed to allow Mr. Helms to pursue a purchase up to \$110,000.00 for a twin-engine aircraft to add to the training fleet for the flight school.

Chairman Simpson then asked if Resolution #1161 to Adopt the Proposed Budget for FY 2018-2019 could be discussed since he was absent from the July 2018 meeting.

Mr. Helms stated that several line items had been changed, and that the divisions from prior FY budgets have been changed; they will now be identified as Airside, Landside and Bartow Flying Service.

Mr. Helms then stated that some items in the Capital Plan are already coming in under proposed budget, i.e. the new self-serve terminal at \$20,000.00; the four Bartow Ford vehicles (2 Airside and 2 Landside); etc.

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Mr. Helms then stated to the Board that he would like to spend approximately \$50,000.00 in rebranding and renaming the Airport, stating that the traffic model the FAA uses shows that the Bartow Municipal Airport falls in the Regional category. Mr. Helms stated that he would like the new rebranding and renaming title be Bartow Executive Airport, with new signage, business cards, letterhead, logo, etc., and would like to bring it back as an agenda item before the Board at the October 8, 2018 meeting. Ms. Pfeiffer stated that she was very excited about the idea of rebranding and the other Board members concurred.

Mr. Helms stated that he was expecting a letter of intent today before the meeting from Darren Denington and an interested party, however, he didn't receive it and would follow up Tuesday but felt confident that the restaurant would be in operation by fall.

Mr. Helms also informed the Board that he and a company, AGD Systems were working on a lease to move into Building #314 which is the last of the vacant Homes of Merit/Champion Homes group purchased approximately two +/- years ago. AGD is working to start a new subsidiary which would also work in accordance with the Buzz Aldrin museum. The subsidiary would be making the necessary improvements to the building to accommodate the maintenance on jets. Mr. Clements asked what time of aircraft and Mr. Helms stated G3's, Falcon 2000, etc.

Mr. Clements asked if there was any word from Mr. Delph and Mid-Florida Truss and Mr. Helms stated 'no' that Mr. Sean Parker would be speaking to the Mr. Delph and his attorney.

Mr. Helms and the Board reviewed the July Financial Statement and after some discussion and answering questions the Board stated that the Financial Statement looked good.

Airport Attorney-Nothing to Report

Under Old Business-There was no Old Business

New Business- There was no New Business

Resolutions:

Resolution No. 1161 Adopting the 2018-2019 Proposed Budget (Deferred from July 2018 Meeting). Ms. Pfeiffer moved, Mr. Longworth seconded to Adopt Resolution No. 1161 adopting the 2018-2019 Proposed Budget. After some additional discussion regarding the 2018-2019 Proposed Budget Chairman Simpson called a Roll Call Vote. The Honorable W.H. "Billy Simpson, Chairman, Aye; The Honorable Scott Sjoblom, Vice Chairman, Aye; The Honorable Trish Pfeiffer, Secretary, Aye; The Honorable James F. Clements, Aye and The Honorable Leo E. Longworth, Aye, and the motion carried.

Lease with Next Generation Scaffold Services, Building #323 (801 Piper Street) and 2.25 Acres of Land, for a Primary Term of Two (2) Years with Three (3), One (1) Year Options at \$4,200.00. Resolution No. 1163 (Lease Renewal) Mr. Longworth moved, Mr. Clements seconded to adopt Resolution No. 1163. All members voted yes, and the motion carried.

Resolution No. 1164 Grant Agreement, Dated August 3, 2018 in the amount of \$411,106.00 from the Federal Aviation Administration for: Improve Airport Drainage Project Number 3-12-0005-036-2018. Mr. Clements moved, Mr. Longworth seconded to adopt Resolution No. 1164. All members voted yes, and the motion carried.

There being no further business to come before the Airport Authority, the meeting was adjourned at 6:23 p.m.

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

By: _____
CHAIRPERSON

ATTEST: _____
SECRETARY