

**MINUTES**  
**BARTOW AIRPORT AUTHORITY**  
**REGULAR MEETING**  
**SEPTEMBER 11, 2023**  
**BARTOW AIRPORT, 5:30 P.M.**

Chair Adams called the meeting to order at 5:39 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, September 11, 2023, at Bartow Airport, Bartow, Florida. Airport Board members present were Chair Mr. Nick Adams, Ms. Trish Pfeiffer, Mr. Steve Githens, and Mr. Sean Parker Airport Attorney. Mr. John Helms, Airport Executive Director, Mr. Terry Beacham, Mr. Mel Parker and Ms. Michelle Mathews, Bartow Executive Airport. Tanya Tucker was absent, and Leo E. Longworth didn't make it in time before adjournment.

Chair Adams asked if there were any corrections or additions to the Minutes of August 14, 2023.

Mr. Githens moved, Ms. Pfeiffer seconded to approve the Minutes of August 14, 2023, as published. All Members voted yes, and the motion carried.

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

Chair Adams 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 then reviewed the August 2023 Financial Statement with the Board and answered questions. Mr. Helms stated that the financial report pretty much is a repeat of what has been happening for the last four months.

Hurricane Ian repairs are still going on; building #216 which is the building that is getting the new roof is carrying over due to material shortages when all the construction from Hurricane Ian is completed then a budget adjustment will be presented to the Board as part of the final financial statement.

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There are additional insurance payments outstanding, pending submission of final invoices as repairs are completed.

Mr. Githens asked why account #419.02 is so over budget and Mr. Helms answered that account is the repairs and maintenance line item, being over budget due to damages incurred by Hurricane Ian. Line item #324.00 is the revenue reflecting insurance payments, offsets the repair expenditures.

Ms. Pfeiffer asked about the restaurant and Mr. Helms answered that bids are due September 12, but as of today no bids have been submitted and no inquiries have been made.

Airport Attorney- Had nothing to report.

Under Old Business- There was no Old Business.

Under New Business-There was no New Business.

Resolutions-

Resolution No. 1275. Lease with RTI Components, LLC, Building #214 (735 Mooney Street) for a Primary Term of One (1) Year, with Three (3), One (1) Year Options at \$7,000.00 per month. (New Lease)

Ms. Pfeiffer asked about Building #214 and Mr. Helms stated that during COVID the Polk County Emergency Operations Center used the building to store PPO equipment in, i.e. masks, hand sanitizer, ventilators, etc. After the EOC returned the building, an existing tenant requiring additional warehouse space leased it. The tenant, no longer needing the additional space, returned the building. Lease negotiations with a new business began shortly after. RTI Components, LLC is a new business to the industrial complex, manufacturing custom closets.

Mr. Githens moved; Ms. Pfeiffer seconded to adopt Resolution No. 1275.

All members voted yes, and the motion carried.

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There being nothing further to discuss Chair Adams adjourned the meeting at 5:49 p.m.

**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY**

BY:  \_\_\_\_\_  
CHAIRPERSON

ATTEST:  \_\_\_\_\_  
SECRETARY