

TANYA TUCKER, CHAIR
NICK ADAMS, VICE-CHAIR
TRISH PFEIFFER, SECRETARY
STEVE GITHENS
LEO E. LONGWORTH



**BARTOW AIRPORT AUTHORITY
REGULAR MEETING
BARTOW EXECUTIVE AIRPORT
JANUARY 9, 2023
5:30 P.M.**

1. Roll Call
 Introductions from the Gallery
2. Minutes of November 14, 2022
3. Consideration of Questions from the Floor, Petitions, Communications:
 Public Comment:
 - 1) Matters not appearing on this agenda
 - 2) Matters appearing on this agenda, but not scheduled for a separate public hearing
4. Executive Director-
 1. November and December 2022 Financial Statements
5. Airport Attorney-
6. Old Business-
 1. Insurance Carrier Options
 2. ATC Academy Update
7. New Business-
8. Resolutions-

RESOLUTION NO. 1262. Lease with Champion Home Builders, Inc., a Delaware Corporation, Building #100 (635 Cessna St.) for a Primary Term of Four (4) Years at \$1,500.00 Per Month. New Lease

RESOLUTION NO. 1263. Grant Agreement FPN No. 439944-1-94-01, Contract No. G2F34, for Bartow Executive Airport T-Hangars

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Agenda for 1-9-2023

RESOLUTION NO. 1264. Grant Agreement FPN No. 450676-1-94-01, Contract No. G2765, To Increase State and Local Funding in Fiscal year 2023 in Accordance with the Procedure for Multi-Year/Phased Airport Projects.

RESOLUTION NO. 1265. To Amend the Fiscal Year 2022-2023 Budget for AvGas Truck Engine Replacement; Fabricate and Replace Hangar Doors; Additional State Funding for Airport Security Project for Emergency Generators.

HAPPY 2023 EVERYBODY!!!!

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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Minutes of November 14, 2022

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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Minutes of September 12, 2022

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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Minutes of November 14, 2022

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

**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET TO ACTUAL NOVEMBER 2022**

INCOME:	Airside	BFS	Landside	MTD Income	MTD Budget	YTD Income	YTD Budget	Approved Budget	Budget Amended	Total Budget	16% YTD
301 Buildings/ Land Rent	61,499	0	148,821	210,319	208,917	426,576	417,833	2,507,000		2,507,000	17%
302 Insurance Collected	1,642	0	10,927	12,570	16,306	25,239	32,611	195,667		195,667	13%
303 Grant Funding											
303.01 FDOT Funding	0	0	0	0	30,605	0	61,210	130,753	236,508	367,261	0%
303.02 FAA Funding	0	0	0	0	46,185	72,923	92,369	193,550	360,667	554,217	13%
305 Interest	0	0	7,836	7,836	4,428	14,489	8,856	23,136	30,000	53,136	27%
310 Property/Fire Tax	0	0	231	231	8,100	462	16,200	97,200		97,200	0%
320 Aviation/Jet Fuel	30,186	124,915	0	155,101	180,095	352,531	360,190	2,161,141		2,161,141	16%
321 Merchandise For Retail	0	870	0	870	833	1,722	1,667	10,000		10,000	17%
322 Aircraft Rental	0	29,425	0	29,425	25,392	67,203	50,784	304,702		304,702	22%
323 Flight Supplies	0	0	0	0	83	0	167	1,000		1,000	0%
324 Other/Miscellaneous	1,887	4,197	1,697	7,780	2,924	11,868	5,849	35,092		35,092	34%
326 Flight Instruction	0	8,019	0	8,019	8,257	19,592	16,514	99,083		99,083	20%
330 Projects Fund	0	0		0	8,824	0	17,647	17,967	87,917	105,884	0%
TOTAL INCOME	95,213	167,425	169,512	432,150	540,949	992,607	1,081,897	5,776,291	715,092	6,491,383	15%

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET TO ACTUAL NOVEMBER 2022

OPERATING EXPENSES:	Airside	BFS	Landside	MTD Expenses	MTD Budget	YTD Expense	YTD Budget	Approved Budget	Budget Amended	Total Budget	16% YTD
400 Salaries & Wages											
400.01 Salaries/Wages	29,827	24,028	28,999	82,854	103,271	165,105	206,542	1,190,894	48,359	1,239,253	13%
400.02 Overtime	376	303	366	1,046	2,132	2,715	4,264	23,268	2,318	25,586	11%
401 Payroll Taxes	2,408	1,939	2,341	6,688	8,001	13,408	16,002	91,837	4,172	96,009	14%
403 Deferred Compensation	1,566	1,261	1,522	4,349	5,361	8,970	10,723	62,018	2,318	64,336	14%
404 Property/Fire Tax	0	0	0	0	9,815	0	19,629	117,775		117,775	0%
406 Professional Services	0	0	0	0	1,000	0	2,000	12,000		12,000	0%
407 Fuel/Oil/Lubricants	0	0	6,628	6,628	3,366	6,628	6,731	40,386		40,386	16%
408 Office Supplies	291	358	278	926	476	941	952	5,709		5,709	16%
409. Utilities											
409.01 Communications	227	152	152	530	1,096	1,068	2,193	13,157		13,157	8%
409.02 Electric/Water	1,690	2,535	4,224	8,448	8,382	17,052	16,764	100,581		100,581	17%
409.03 Solid Waste/Other	172	0	259	430	390	861	779	4,675		4,675	18%
412 Insurance											
412.01 Insurance - Group	10,726	8,641	10,428	29,795	30,686	60,474	61,371	383,637	-15,411	368,226	16%
412.02 Insurance - Gen	0	0	0	0	37,859	438,894	75,718	454,305		454,305	97%
414 Computer Equipment											
414.01 Hardware	0	0	150	150	0	150	0	0		0	0%
414.02 Software	0	0	0	0	0	0	0	0		0	0%
418 Uniforms	0	426	1,069	1,495	1,130	2,853	2,261	13,564		13,564	21%
419 Maintenance/Repairs											
419.01 Vehicles/Equipment	0	0	50	50	3,349	2,606	6,698	40,189		40,189	6%
419.02 Buildings/Grounds	253	0	1,298	1,550	7,399	3,754	14,798	88,787		88,787	4%
419.03 IT Services	195	195	195	585	536	1,553	1,071	6,426		6,426	24%
420 Aviation/Jet Fuel	28,799	91,029	0	119,828	148,964	275,053	297,928	1,787,570		1,787,570	15%

**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET TO ACTUAL NOVEMBER 2022**

	Airside	BFS	Landside	MTD Expenses	MTD Budget	YTD Expense	YTD Budget	Approved Budget	Budget Amended	Total Budget	16% YTD
421 Merchandise For Retail	0	733	0	733	750	1,460	1,500	9,000		9,000	16%
422 Flight Instruction	0	5,719	0	5,719	5,840	12,737	11,680	70,078		70,078	18%
423 Flight Supplies	0	351	0	351	67	351	133	800		800	44%
424 Dues & Subscriptions	135	150	135	420	2,504	14,634	5,007	30,042		30,042	49%
425 Advertise/Promo/Travel											
425.01 Advertising/Promo	94	94	374	563	890	1,656	1,780	10,679		10,679	16%
425.02 Travel/Per Diem	0	35	0	35	308	35	617	3,700		3,700	1%
426 Flying Service Aircraft											
426.01 Aviation Fuel	0	7,784	0	7,784	7,239	16,905	14,478	86,870		86,870	19%
426.02 Aircraft Insurance	0	0	0	0	7,406	88,151	14,812	88,873		88,873	99%
426.03 Aircraft Repair/Maint	0	8,138	0	8,138	8,065	10,216	16,130	96,780		96,780	11%
429 Attorney	0	0	0	0	1,250	938	2,500	15,000		15,000	6%
430 Contract Services	21,721	132	10,301	32,154	20,666	70,379	41,332	247,989		247,989	28%
432 Educ/Train/Staff Dev	0	0	0	0	776	1,487	1,553	9,315		9,315	16%
433 Audit	0	0	0	0	3,346	1,000	6,692	40,153		40,153	2%
434 Operating Supplies	469	323	358	1,149	1,543	2,499	3,085	18,510		18,510	13%
435 Merchant Services	942	3,403	0	4,345	5,197	9,976	10,395	62,367		62,367	16%
439 Real Estate Brokerage	0	0	0	0	0	0	0	0		0	0%
440 Projects Fund	0	0	0	0	0	0	0	0		0	0%
450 Other/Miscellaneous	0	0	130	130	500	130	1,000	6,000		6,000	2%
TOTAL OPERATING	99,890	157,728	69,256	326,874	439,558	1,234,637	879,115	5,232,934	41,756	5,274,690	23%
411 Capital Improvements											
411.01 Equipment	1,134	0	8,681	9,815	30,047	11,465	60,095	68,300	292,269	360,569	3%
411.02 Building	0	0	0	0	35,333	11,981	70,666	220,000	203,998	423,998	3%
411.03 Other	0	0	0	0	36,010	17,422	72,021	255,057	177,068	432,125	4%
TOTAL CAPITAL	1,134	0	8,681	9,815	101,391	40,868	202,782	543,357	673,336	1,216,693	3%
NET INCOME	-5,811	9,697	91,575	95,461	0	-282,898	0	0	0	0	

5:31 PM

12/07/22

Accrual Basis

Bartow Executive Airport
Balance Sheet
As of November 30, 2022

	<u>Nov 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash	77.93
103.1 · MONEY MARKET ACCT - CBT	2,697,534.10
103.2 · OPERATING ACCT - CBT	979,972.48
107 · Certificates of Deposit	130,607.16
Total Checking/Savings	3,808,191.67
Accounts Receivable	7,508.12
Other Current Assets	15,318,256.75
Total Current Assets	19,133,956.54
Fixed Assets	17,325,416.21
Other Assets	
113 · DUE FROM FDOT	6,089.51
113.001 · DUE FROM FAA	78,450.52
Total Other Assets	84,540.03
TOTAL ASSETS	<u>36,543,912.78</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	85,827.85
Other Current Liabilities	402,880.99
Total Current Liabilities	488,708.84
Long Term Liabilities	
235.000 · Post Employe Benefits Payable	1,569,052.00
287 · Accumulated Compensation Absenc	147,009.12
290.000 · Deferred Inflows - Leases	15,139,991.93
Total Long Term Liabilities	16,856,053.05
Total Liabilities	17,344,761.89
Equity	19,199,150.89
TOTAL LIABILITIES & EQUITY	<u>36,543,912.78</u>

**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET TO ACTUAL DECEMBER 2022**

INCOME:	Airside	BFS	Landside	MTD Income	MTD Budget	YTD Income	YTD Budget	Approved Budget	Budget Amended	Total Budget	25% YTD
301 Buildings/ Land Rent	61,522	0	149,656	211,178	208,917	637,754	626,750	2,507,000		2,507,000	25%
302 Insurance Collected	1,642	0	10,927	12,570	16,306	37,809	48,917	195,667		195,667	19%
303 Grant Funding											
303.01 FDOT Funding	5,244	0	4,454	9,698	30,605	9,698	91,815	130,753	236,508	367,261	0%
303.02 FAA Funding	12,560	0	0	12,560	46,185	85,483	138,554	193,550	360,667	554,217	15%
305 Interest	0	0	9,617	9,617	4,428	24,107	13,284	23,136	30,000	53,136	45%
310 Property/Fire Tax	0	0	93,398	93,398	8,100	93,860	24,300	97,200		97,200	97%
320 Aviation/Jet Fuel	32,655	138,201	0	170,856	180,095	523,387	540,285	2,161,141		2,161,141	24%
321 Merchandise For Retail	0	785	0	785	833	2,507	2,500	10,000		10,000	25%
322 Aircraft Rental	0	32,507	0	32,507	25,392	99,710	76,176	304,702		304,702	33%
323 Flight Supplies	0	0	0	0	83	0	250	1,000		1,000	0%
324 Other/Miscellaneous	0	1,891	173	2,064	2,924	13,933	8,773	35,092		35,092	40%
326 Flight Instruction	0	8,986	0	8,986	8,257	28,578	24,771	99,083		99,083	29%
330 Projects Fund	0	0		0	8,824	0	26,471	17,967	87,917	105,884	0%
TOTAL INCOME	113,623	182,370	268,226	564,219	540,949	1,556,826	1,622,846	5,776,291	715,092	6,491,383	24%

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET TO ACTUAL DECEMBER 2022

OPERATING EXPENSES:	Airside	BFS	Landside	MTD Expenses	MTD Budget	YTD Expense	YTD Budget	Approved Budget	Budget Amended	Total Budget	25% YTD
400 Salaries & Wages											
400.01 Salaries/Wages	44,411	35,775	43,177	123,363	103,271	288,468	309,813	1,190,894	48,359	1,239,253	23%
400.02 Overtime	674	543	655	1,871	2,132	4,586	6,396	23,268	2,318	25,586	18%
401 Payroll Taxes	3,579	2,883	3,479	9,941	8,001	23,349	24,002	91,837	4,172	96,009	24%
403 Deferred Compensation	2,119	1,707	2,060	5,887	5,361	14,857	16,084	62,018	2,318	64,336	23%
404 Property/Fire Tax	0	0	103,154	103,154	9,815	103,154	29,444	117,775		117,775	88%
406 Professional Services	234	0	0	0	1,000	234	3,000	12,000		12,000	2%
407 Fuel/Oil/Lubricants	0	0	0	0	3,366	6,628	10,097	40,386		40,386	16%
408 Office Supplies	102	302	320	724	476	1,665	1,427	5,709		5,709	29%
409. Utilities											
409.01 Communications	224	149	232	605	1,096	1,673	3,289	13,157		13,157	13%
409.02 Electric/Water	1,690	2,535	4,224	8,448	8,382	17,052	25,145	100,581		100,581	17%
409.03 Solid Waste/Other	172	0	259	430	390	861	1,169	4,675		4,675	18%
412 Insurance											
412.01 Insurance - Group	10,731	8,645	10,433	29,809	30,686	90,284	92,057	383,637	-15,411	368,226	25%
412.02 Insurance - Gen	0	0	0	0	37,859	438,894	113,576	454,305		454,305	97%
414 Computer Equipment											
414.01 Hardware	0	0	0	0	0	150	0	0		0	0%
414.02 Software	0	0	0	0	0	0	0	0		0	0%
418 Uniforms	0	426	1,069	1,495	1,130	2,853	3,391	13,564		13,564	21%
419 Maintenance/Repairs											
419.01 Vehicles/Equipment	0	450	50	500	3,349	5,755	10,047	40,189		40,189	14%
419.02 Buildings/Grounds	150	1,218	345	1,714	7,399	5,468	22,197	88,787		88,787	6%
419.03 IT Services	182	182	182	545	536	2,098	1,607	6,426		6,426	33%
420 Aviation/Jet Fuel	32,636	95,866	0	128,502	148,964	403,555	446,893	1,787,570		1,787,570	23%

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET TO ACTUAL DECEMBER 2022

	Airside	BFS	Landside	MTD Expenses	MTD Budget	YTD Expense	YTD Budget	Approved Budget	Budget Amended	Total Budget	25% YTD
421 Merchandise For Retail	0	640	0	640	750	2,099	2,250	9,000		9,000	23%
422 Flight Instruction	0	5,292	0	5,292	5,840	18,029	17,520	70,078		70,078	26%
423 Flight Supplies	0	175	0	175	67	526	200	800		800	66%
424 Dues & Subscriptions	810	400	345	1,555	2,504	3,189	7,511	30,042		30,042	11%
425 Advertise/Promo/Travel											
425.01 Advertising/Promo	200	295	200	695	890	2,351	2,670	10,679		10,679	22%
425.02 Travel/Per Diem	0	0	0	0	308	35	925	3,700		3,700	1%
426 Flying Service Aircraft											
426.01 Aviation Fuel	0	6,330	0	6,330	7,239	23,235	21,718	86,870		86,870	27%
426.02 Aircraft Insurance	0	0	0	0	7,406	88,151	22,218	88,873		88,873	99%
426.03 Aircraft Repair/Maint	0	4,519	0	4,519	8,065	14,736	24,195	96,780		96,780	15%
429 Attorney	1,240	0	1,240	2,480	1,250	5,596	3,750	15,000		15,000	37%
430 Contract Services	8,337	120	6,617	15,075	20,666	85,454	61,997	247,989		247,989	34%
432 Educ/Train/Staff Dev	0	0	0	0	776	1,487	2,329	9,315		9,315	16%
433 Audit	1,664	1,654	1,654	4,973	3,346	5,963	10,038	40,153		40,153	15%
434 Operating Supplies	927	317	511	1,755	1,543	4,419	4,628	18,510		18,510	24%
435 Merchant Services	814	4,177	0	4,990	5,197	14,966	15,592	62,367		62,367	24%
439 Real Estate Brokerage	0	0	0	0	0	0	0	0		0	0%
440 Projects Fund	0	0	0	0	0	0	0	0		0	0%
450 Other/Miscellaneous	0	0	847	847	500	977	1,500	6000		6,000	16%
TOTAL OPERATING	110,895	174,600	181,053	466,315	439,558	1,682,794	1,318,673	5,232,934	41,756	5,274,690	32%
411 Capital Improvements											
411.01 Equipment	0	25,787	0	25,787	30,047	37,252	90,142	68,300	292,269	360,569	10%
411.02 Building	15,505	0	0	15,505	35,333	27,486	106,000	220,000	203,998	423,998	6%
411.03 Other	8,131	0	8,131	16,262	36,010	33,684	108,031	255,057	177,068	432,125	8%
TOTAL CAPITAL	23,636	25,787	8,131	57,554	101,391	98,421	304,173	543,357	673,336	1,216,693	8%
NET INCOME	-20,908	-18,017	79,041	40,350	0	-224,390	0	0	0	0	

Bartow Executive Airport
Balance Sheet
As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
100 · Petty Cash	77.93
103.1 · MONEY MARKET ACCT - CBT	2,673,678.71
103.2 · OPERATING ACCT - CBT	904,687.53
107 · Certificates of Deposit	130,624.22
Total Checking/Savings	3,709,068.39
Accounts Receivable	114,122.68
Other Current Assets	15,309,630.80
Total Current Assets	19,132,821.87
Fixed Assets	17,325,416.21
Other Assets	
113 · DUE FROM FDOT	6,089.51
113.001 · DUE FROM FAA	78,450.52
Total Other Assets	84,540.03
TOTAL ASSETS	36,542,778.11
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	28,205.49
Other Current Liabilities	415,530.29
Total Current Liabilities	443,735.78
Long Term Liabilities	
235.000 · Post Employe Benefits Payable	1,569,052.00
287 · Accumulated Compensation Absenc	147,009.12
290.000 · Deferred Inflows - Leases	15,139,991.93
Total Long Term Liabilities	16,856,053.05
Total Liabilities	17,299,788.83
Equity	19,242,989.28
TOTAL LIABILITIES & EQUITY	36,542,778.11

LEASE WITH CHAMPION HOME BUILDERS, INC., DELAWARE CORPORATION BUILDING #100, (635 CESSNA STREET) FOR A PRIMARY TERM OF FOUR (4) YEARS, AT \$1,500.00 PER MONTH. NEW LEASE

RESOLUTION NO. 1262

WHEREAS, the City of Bartow, Florida has heretofore leased the real property located in Polk County, Florida to the Bartow Municipal Airport Development Authority, (hereinafter called the Authority) a public instrumentality authorized by Chapter ordinance No. 776-A.

WHEREAS the said lease granted to the Authority the power to enter into lease agreements for property located at the Bartow Municipal Airport, and

WHEREAS CHAMPION HOME BUILDERS, INC., a DELAWARE CORPORATION

Desires to lease certain property located at the Bartow Municipal Airport,

NOW, THEREFORE, BE IT RESOLVED BY THE BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY:

- 1. That the appropriate officials of the Authority are hereby authorized and directed to affix their hands and seals to this instrument substantially in the form of the Sublease Agreement, attached as Schedule "A" and incorporated herein by reference.

BUILDING #100 (635 CESSNA STREET) LOCATED AT THE BARTOW MUNICIPAL AIRPORT, BARTOW, POLK COUNTY, FLORIDA

PASSED ON: _____

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

BY: _____

Chairperson

ATTEST: _____

Secretary

Approved as to correctness and form:

Airport Attorney

Approved as to Substance:

RESOLUTION NO. 1263

WHEREAS, the Bartow Municipal Airport Development Authority desires to make certain Airport Improvement Projects at the Bartow Municipal Airport, Polk County, Florida and

WHEREAS, the Bartow Municipal Airport Development Authority, desires to enter into a Public Transportation Grant Agreement with the Florida Department of Transportation, Division of Public Transportation Operations, in the participation of Airport Projects, and

WHEREAS, the State of Florida Department of Transportation, Division of Public Transportation Operations has offered Public Transportation Grant Agreement, FPN No. 439944-1-94-01, Contract No. G2F34 for the following Project:

Bartow Executive Airport T-Hangars

WHEREAS, it is necessary to designate certain persons to execute Public Transportation Grant Agreement, Interlocal Agreements, Amendments and supplements with the State of Florida Department of Transportation, division of Public Transportation Operations, and to approve the project:

NOW, THEREFORE, BE IT RESOLVED:

1. That the Bartow Municipal Airport Development Authority does hereby approve the above stated Airport Project.
2. That the Executive Director, John Helms, Deputy Director, Terry Beacham, Assistant Secretary, D. Michelle Mathews, of the Bartow Municipal Airport Development Authority, are hereby, authorized and directed to execute the Public Transportation Grant Agreement, FPN No. 439944-1-94-01, Contract Number G2F34 with the State of Florida, Department of Transportation, Division of Public Transportation Operations, and the above listed persons are authorized to execute any other Agreements, Contracts or Amendments that may come about in the pursuit of this project. A copy of the Public Transportation Grant Agreement FPN N. 439944-1-94-01 is attached as Schedule "A" and incorporated here in reference.

PASSED ON: _____

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

BY: _____

CHAIRPERSON

ATTEST:

Secretary

APPROVED AS TO CORRECTNESS AND FORM:

RESOLUTION NO. 1264

WHEREAS, the Bartow Municipal Airport Development Authority desires to make certain Airport Improvement Projects at the Bartow Municipal Airport, Polk County, Florida and

WHEREAS, the Bartow Municipal Airport Development Authority, desires to enter into a Public Transportation Grant Agreement with the Florida Department of Transportation, Division of Public Transportation Operations, in the participation of Airport Projects, and

WHEREAS, the State of Florida Department of Transportation, Division of Public Transportation Operations has offered Public Transportation Grant Agreement, FPN No. 450676-1-94-01, Contract No. G2765 for the following Project:

To Increase State and Local Funding in Fiscal Year 2023 in Accordance with the Procedure for Multi-Year/Phased Airport Projects

WHEREAS, it is necessary to designate certain persons to execute Public Transportation Grant Agreement, Interlocal Agreements, Amendments and supplements with the State of Florida Department of Transportation, division of Public Transportation Operations, and to approve the project:

NOW, THEREFORE, BE IT RESOLVED:

3. That the Bartow Municipal Airport Development Authority does hereby approve the above stated Airport Project.

4. That the Executive Director, John Helms, Deputy Director, Terry Beacham, Assistant Secretary, D. Michelle Mathews, of the Bartow Municipal Airport Development Authority, are hereby, authorized and directed to execute the Public Transportation Grant Agreement, FPN No. 450676-1-94-01, Contract Number G2765 with the State of Florida, Department of Transportation, Division of Public Transportation Operations, and the above listed persons are authorized to execute any other Agreements, Contracts or Amendments that may come about in the pursuit of this project. A copy of the Public Transportation Grant Agreement FPN N. 450676-1-94-01 is attached as Schedule "A" and incorporated here in reference.

PASSED ON: _____

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

BY: _____

CHAIRPERSON

ATTEST:

Secretary

RESOLUTION NUMBER 1265

**A RESOLUTION OF THE BARTOW MUNICIPAL AIRPORT DEVELOPMENT
AUTHORITY TO AMEND THE FISCAL YEAR 2022 - 2023 BUDGET**

WHEREAS, Section 129.06 Florida Statutes (Execution and Amendment of Budget) provides that the Bartow Municipal Airport Development Authority may by resolution or by motion recorded in the minutes execute and amend the budget for the fiscal year; and

WHEREAS, the following budget amendment is necessary and proper:

Transferred From:

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
103.1	Money Market	\$302,310.00
Total Transferred From:		\$302,310.00

Transferred To:

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
330	Projects Revenue	\$93,892.00
303.01	FDOT Grant Funding	\$208,418.00
411.01	Capital Equipment	\$21,788.00
411.02	Capital Building	\$280,522.00
Total Transferred To:		\$302,310.00

NOW THEREFORE, BE IT RESOLVED by the Bartow Municipal Airport Development Authority, this 9th day of January 2023 that the aforementioned transaction(s) be, and the same are hereby authorized.

**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET AMENDMENT REQUEST FORM**

Requesting the following transfer of funds:

TRANSFER FUNDS FROM:

Account Number	Account Title	Amount
103.1	Money Market	\$21,788.00
	TOTAL	\$21,788.00

TRANSFER FUNDS TO:

Account Number	Account Title	Amount
330	Projects Fund	\$21,788.00
411.01	Capital Building	\$21,788.00
	TOTAL	\$21,788.00

PURPOSE OF REQUEST: AvGas Truck Engine Replacement

SIGNATURE: _____

**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET AMENDMENT REQUEST FORM**

Requesting the following transfer of funds:

TRANSFER FUNDS FROM:

Account Number		Account Title		Amount
103.1		Money Market		\$20,000.00
		TOTAL		\$20,000.00

TRANSFER FUNDS TO:

Account Number		Account Title		Amount
330		Projects Fund		\$20,000.00
411.01		Capital Building		\$20,000.00
		TOTAL		\$20,000.00

PURPOSE OF REQUEST: Fabricate and Replace Hangar Doors.

SIGNATURE: _____

**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY
BUDGET AMENDMENT REQUEST FORM**

Requesting the following transfer of funds:

TRANSFER FUNDS FROM:

Account Number		Account Title		Amount
103.1		Money Market		\$260,522.00
		TOTAL		\$260,522.00

TRANSFER FUNDS TO:

Account Number		Account Title		Amount
303.01		FDOT Grant Funding		\$208,418.00
330		Projects Fund		\$52,104.00
411.02		Capital Building		\$260,522.00
		TOTAL		\$260,522.00

PURPOSE OF REQUEST: Additional State funding for Airport Security Project for
Emergency Generators.

SIGNATURE: _____