

MINUTES
BARTOW AIRPORT AUTHORITY
REGULAR MEETING
SEPTEMBER 12, 2022
BARTOW AIRPORT, 5:30 P.M.

Chair Tucker called the meeting to order at 5:38 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, September 12, 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, Mr. Sean Parker. Mr. John Helms, Airport Executive Director, Ms. Michelle Mathews, and Mr. Mel Parker, Bartow Executive Airport. Mr. Doug DiCarlo and Mr. Joe Halisky of ESA. Excused absent from the meeting was Mr. Terry Beacham, Deputy Executive Director, Mr. Sean Parker, Airport Attorney arrived at 5:41.

Chair Tucker asked if there were any corrections or additions to the Minutes of July 11, 2022, Regular Meeting.

Mr. Githens moved, Mr. Longworth seconded to approve the Minutes of July 11, 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 then turned the meeting over to Mr. Doug DiCarlo of ESA to review with the Board Working Paper #3 in reference to the Airport's Master Plan.

Mr. Doug DiCarlo proceeded to inform the Board of the next step in the Master Plan Project which is Working Paper #3 and entails: The Comprehensive Study of the Airport; 20-year timeline of growth and projects; cost estimating and funding options for growth and projects; FAA and FDOT requirements for Grants, etc.

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Mr. DiCarlo then answered questions from the Board. At the end of October 2022, the Airport Layout Plan (ALP) will be sent to the FAA for approval and should be back by December after the holidays. Once the FAA accepts the ALP the consolidated Master Plan Report will be sent to the FAA. Mr. DiCarlo thanked the Board and ended his presentation.

Mr. DiCarlo asked Ms. Mathews to please email the Board members Master Plan Working Papers numbers 1-3.

Mr. Helms then reviewed with the Board the Financial Statements for July and August 2022 and answered questions from the Board. Mr. Helms stated that there really hadn't been much of a difference in the amounts to date.

Mr. Helms informed the Board that the Board of County Commissioners have 4 leases with the Bartow Executive Airport and the Airport has the County's option to renew at an agreed upon 3% CPI increase effective January 1, 2023.

Ms. Pfeiffer made motion, Mr. Githens seconded to approve the 3% CPI option agreement with the Board of County Commissioners, effective January 1, 2023. All members voted yes, and the motion carried.

Airport Attorney- Had No Formal Report, however, is currently working alongside Mr. John Helms and Mr. Terry Beacham on Airport Projects.

Under Old Business-Mr. Helms wanted to discuss with the Board the ATC Tower Academy. Mr. Helms stated that there was a meeting today to get an update on the relationship with WCG, Frequentis and the Polk County School Board. The Airport will need to enter into agreements and generate a Resolution to negotiate contracts. There will be an ATC tower located at Bartow Executive Airport and the Winter Haven Airport. The projection at this time is funds of 5.7 million dollars are needed and Mr. Helms stated that the Airport has reached out to the DEO and FDOT for funding and it is looking positive moving forward.

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Mr. Githens asked Mr. Helms for an update on the Bartow Army National Guard lease and Mr. Helms stated that he had not heard anything officially yet regarding the Armory lease.

Mr. Adams asked what the Airport would do in the event that the National Guard don't renew their lease and leave, and Mr. Helms stated that with the building and land area there were options

Under New Business-There was No New Business.

Resolutions: There were no Resolutions.

There being nothing further to discuss Chair Tucker adjourned the meeting at 6:47 p.m.

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

BY:



CHAIRPERSON

ATTEST:



SECRETARY