

MINUTES
BARTOW AIRPORT AUTHORITY
REGULAR MEETING
OCTOBER 12, 2020
BARTOW AIRPORT, 5:30 P.M.

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

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, October 12, 2020 at Bartow Airport, Bartow, Florida. Airport Board members present were, Chairman Mr. James F. Clements, Mr. W.H. "Billy" Simpson, Mr. Steve Githens. Mr. Scott Sjoblom, Mr. John Helms, Airport Executive Director, Mr. Terry Beacham, Deputy Executive Director, Ms. Michelle Sestile, Mr. Mel Parker Bartow Municipal Airport and Mr. Sean R. Parker, Airport Attorney. Mr. Leo E. Longworth arrived at 6:00 pm. Also present were Mr. Steve Henriquez, Aecom, Mr. Mr. Jay Scalise, Kutchins and Groh; Mr. Doug DeCarlo, ESA.

Chairman Clements asked the Gallery to introduce themselves.

Chairman Clements asked if there were any corrections or additions to the Minutes of September 14, 2020 Regular Meeting. Mr. Simpson moved; Mr. Sjoblom seconded to accept the Minutes of September 14, 2020 as published. All members voted yes; and motion carried.

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

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

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Mr. Helms opened the meeting by discussing with the Board a License Agreement between the Airport and the FDOT for the staging and storage of equipment that will be used during the repaving project on Highway 17 and Spirit Lake Road. Mr. Helms stated that when the access to the Airport from Hwy 17 and Spirit Lake Road is closed due to the construction then the back gate off Bomber Road and Ben Durrance Road will provide access. Mr. Parker stated that a simple motion and vote is needed in the matter of the License Agreement. Mr. Simpson moved, Mr. Sjoblom seconded the motion to approve the License Agreement between the Airport and the FDOT. All members voted yes, and the motion carried.

Mr. Helms then moved onto the CPI (Consumer Price Index), Mr. Helms stated that the CPI is 1.3% which is used to determine rental rate increases for the Industrial Park and Hangar Tenants. Mr. Helms suggested to the Board that we waive an increase in rental rates for 2021 considering the COVID-19 Pandemic. Mr. Helms also stated that there was no increase factored into the FY 2020-2021 budget. Chairman Clements suggested that a letter go out to all tenants. Mr. Helms stated that a letter notifying all tenants of the waiver of increases to support and help as much as the Airport can in light of the pandemic would be sent. Mr. Sjoblom moved; Mr. Githens seconded to approve the waiver of a 1.3% increase in the 2021 rents for the Airport tenants. Mr. Githens asked what impact this would have on the Airport's budget. Mr. Sjoblom stated none, as the increase had not been included in the FY 2020-2021 budget. Mr. Sjoblom asked if it would impact grant funding not having a CPI increase and Mr. Helms stated it can but not in this case. All members voted yes and the motion carried to not increase rental rates by 1.3% for 2021 carried.

Mr. Githens asked Mr. Helms if he could start putting short descriptions of what Mr. Helms topics are going to be at the meetings on the agenda.

Mr. Helms reviewed the September 2020 Financial Statement with the Board and answered questions; stating that the Airport is in pretty good overall standing considering the COVID-19 Pandemic and the CARES ACT that helped with payroll. Mr. Githens moved; Mr. Sjoblom seconded to accept the September 2020 Financial Statement. All members voted yes, and the motion carried.

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Airport Attorney-The final decision on the Engineering Consultants has been made, AECOM and Hanson have been selected, adding that every firm who presented was immensely qualified.

Under Old Business-No New Old Business

Under New Business-No New Business

Resolutions:

A Resolution of the Bartow Municipal Airport Development Authority to Amend the Fiscal Year 2020-2021 Budget, Transferring Call Out Pay to Overtime Pay. Resolution No. 1202.

Mr. Sjoblom moved; Mr. Simpson seconded to adopt Resolution No. 1202. All members voted yes, and the motion carried.

Lease with Pro Metal Coating II, Inc., Building #309 (4171 Echo Avenue) for a Primary Term of One (1) Month and Continuing on a Month-to-Month Basis at \$3,125.00 Per Month. Resolution No. 1203 (New Lease)

Mr. Githens moved; Mr. Sjoblom seconded to adopt Resolution No. 1203. All members voted yes, and the motion carried.

Lease with Savory Sun VA, LLC, Buildings #200 and #206 (1000 Alpha Avenue and 2100 Bravo Avenue) for a Primary Term of One (1) Year with Two (2), One (1) Year Options at \$2,950.00 Per Month. Resolution No. 1204. (Lease Renewal)

Mr. Simpson moved; Mr. Githens seconded to adopt Resolution No. 1204. All members voted yes, and the motion carried.

A Resolution for the Deferred Compensation Policy Plan Approving the Name Change with Mass Mutual. Resolution No. 1205.

Mr. Sjoblom moved; Mr. Githens seconded to adopt Resolution No. 1205. All members voted yes, and the motion carried.

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Chairman Clements asked that going forward, gallery introductions follow roll call.

There being nothing further to discuss Chairman Clements adjourned the meeting at 6:04 pm.

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

BY:  _____
CHAIRPERSON

ATTEST:  _____
SECRETARY