

**MINUTES**  
**BARTOW AIRPORT AUTHORITY**  
**REGULAR MEETING**  
**DECEMBER 13, 2021**  
**BARTOW AIRPORT, 5:30 P.M.**

Chairman Githens called the meeting to order at 5:33 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, December 13, 2021, at Bartow Airport, Bartow, Florida. Airport Board members present were, Chairman Steve Githens, Mr. W.H. "Billy" Simpson, Mr. Leo E. Longworth, Mr. Sean R. Parker, Airport Attorney, Boswell & Dunlap, Mr. John Helms, Airport Executive Director, Mr. Terry Beacham, Deputy Executive Director, Ms. Michelle Sestile, Mr. Mel Parker, Bartow Executive Airport, Mr. Doug DiCarlo, ESA, Sergio Seone representing AOPA, Jay Scalise, Kutchins and Groh, and Hannah Githens. Excused absence, Ms. Tanya Tucker.

Chairman Githens asked if there were any corrections or additions to the Minutes of November 8, 2021, Regular Meeting. Mr. Simpson moved; Mr. Longworth seconded to accept the Minutes of November 8, 2021, as published. All members voted yes; and the motion carried.

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

Chairman Githens 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 by wishing everyone a Merry Christmas. Mr. Helms went on to ask that Executive Director's agenda items be switched in order so Mr. Doug DiCarlo of ESA could update the Board on the Master Plan and then turned the meeting over to Mr. DiCarlo.

Mr. DiCarlo then went on to review the progress on the Master Plan to the Board.

Mr. DiCarlo stated that the next Working Paper will have more technical information with more detail.

Continued-Page Two  
Minutes of December 13, 2021

Chairman Githens asked if there were any questions for Mr. DiCarlo and Mr. Simpson asked when that next phase would be, and Mr. DiCarlo answered somewhere near the end of January. Mr. Simpson asked when the Master Plan had to be completed and Mr. Helms answered that we are just off by a couple of months due to changes made and COVID but usually it is a 2.5-year process. Mr. DiCarlo explained that the Airport Layout Plan (ALP) usually is in review with the Federal Aviation Administration for six months. Mr. DiCarlo thanked the Board and wished everyone a Merry Christmas and turned the meeting back over to Mr. Helms.

Mr. Helms then went on to review the November 2021 Financial Statement with the Board. There were not a lot of questions regarding the Financial Statement, and everyone was pleased with how the Airport has operated through the year to date, especially considering increases in COVID cases.

Airport Attorney- Nothing to report.

Under Old Business-There was no Old Business.

Under New Business-Mr. Helms informed the Board that a group had contacted him with interest in having a car show and drag race at the Airport. Mr. Helms stated that there were a lot of channels to go through, but he had already had a discussion with the FAA who seemed receptive to the idea with more information needed; the Board of County Commissioners will require review of the event by several different departments before a permit would be issued, i.e., law enforcement/security, first responders, safety of patrons and participants, etc. The Board acknowledged that such an event could be good exposure for the Airport. Mr. Simpson stated that he just wanted to make sure that all due diligence and research were done to accommodate a safe event for everyone.

Resolutions:

Lease with Grady Judd, Sheriff of Polk County, a Constitutional Officer of the State of Florida, Building #250 (646, 650, 654 Cessna Street) for a Primary Term of Four (4) Years at \$11,500.00 Per Month. Resolution No. 1236 (Lease Renewal)

Continued-Page Three  
Minutes of December 13, 2021

Mr. Simpson moved; Mr. Longworth seconded to Adopt Resolution No. 1236. All members voted yes, and the motion carried.

Lease with The Artisan's Group, Building #337 (5419 Airport Blvd.) for a Primary Term of Three (3) years with One (1) One-Year Option at \$1,865.00 Per Month. Resolution No. 1237 (Lease Renewal)

Mr. Simpson moved; Mr. Longworth seconded to Adopt Resolution No. 1237. All members voted yes, and the motion carried.

Lease with Green Eagle Commodities, LLC, Building #223 (4080 Echo Avenue) for a Primary Term of Three (3) Years at \$5,000.00 Per Month. Resolution No. 1238 (New Lease)

Mr. Simpson moved; Mr. Longworth seconded to Adopt Resolution No. 1238. All Members voted yes, and the motion carried.

Mr. Sergio Seone thanked the Board for allowing him to sit in on the meeting.

There being nothing further to discuss Chairman Githens adjourned the meeting at 6:20 p.m.


**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY**

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



CHAIRPERSON

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



SECRETARY