

MINUTES
BARTOW AIRPORT AUTHORITY
REGULAR MEETING
NOVEMBER 12, 2018
BARTOW AIRPORT, 5:30 P.M.

Chairman Simpson called the meeting to order at 5:35 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, November 12, 2018 at Bartow Airport, Bartow, Florida. Airport Board members present were, Chairman W.H. "Billy" Simpson, Mr. Scott Sjoblom, Mr. Leo E. Longworth, Ms. Trish Pfeiffer, and Mr. James F. Clements, Mr. Sean Parker, Airport Attorney and Mr. John Helms, Airport Executive Director, Mr. Terry Beacham, Ms. Michelle Sestile, Mr. Mel Parker, Bartow Municipal Airport. Mr. Michael Moon, Hanson Professional Services, Mr. Justin Edwards, Gale & Associates, and Mr. Jay Scalise, Kutchins & Groh.

Chairman Simpson asked if there were any corrections or additions to the Minutes of October 8, 2018, 2018 Regular Meeting. Mr. Longworth moved, Mr. Clements seconded to accept the Minutes of October 8, 2018 as published. All members voted yes, and the motion carried.

Chairman Simpson asked if there were any Public Comment on matters not appearing on the Agenda-There were none.

Chairman Simpson asked if there were any Public Comment on matters appearing on this Agenda, but not scheduled for separate public hearing-There were none.

Mr. Helms opened the meeting by wishing everyone a Happy Veteran's Day.

Mr. Helms informed the Board that the C.P.I. (Consumer Price Index) which rental rates are based on for both the Industrial Park and Hangar/Tie Down Tenants for 2019 is 2.3% which is the same C.P.I. rate that was used for 2018 increases.

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Mr. Helms also stated that in keeping with fair market requirements would like to request permission from the Board to automatically implement the C.P.I increase each year. This would help reduce the large gaps in lease rates at renewals. After some discussion regarding the C.P.I increases each year, Mr. Longworth moved, Ms. Pfeiffer seconded to approve the 2.3% for 2019. It was mentioned by the Board that in the event economy started to falter or there was a high turn over ratio of tenants leaving the Board asked to be readdressed regarding the C.P.I. as to whether there would be an increase or not for the year in question. Also, Mr. Longworth asked that the Board be informed of what the increase will be every year moving forward and Mr. Helms stated yes of course, in November.

Mr. Helms stated that the Central Polk Parkway Extension is back in planning; there has been a modification to the route and no longer impacts airport property. The current proposed interchange at US Hwy 17 potentially conflicts with our approaches but, staff is currently working with the engineers to resolve those issues. Mr. Helms stated that the webpage for the project will be live very soon. The Polk Parkway Extension will most definitely be a benefit to the Airport and the Airport's trucking tenants.

Chairman Simpson asked what the flags along Hwy 17 for and Mr. Beacham answered he believes those are for concrete.

Mr. Helms brought to the attention of the Board that the new Financial Statements has been modified to resemble the layout/look of the budget. There were some comments and discussion regarding the financial statements.

Chairman Simpson commended the staff for attending the Bartow Chamber of Commerce Economic Development Council dinner.

Airport Attorney-Mr. Sean Parker informed the Board that it has been discovered that the Bartow Municipal Airport Development Authority was established by a State Ordinance and can't be changed. However, the Airport can file a fictitious name change through Doing Business As (DBA) the paperwork will have to be registered and renewed each year. At the Airport level a resolution will be presented in December to submit to and forward another resolution for December with proper applications/paperwork to the Federal Aviation Administration.

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Mr. Helms stated the restaurant does have a lease however it was not completed in time to be presented to the Board at this meeting. They are moving the opening date from December to January. There will be also be a resolution for the restaurant on December's agenda, they have started working and the airport staff and tenant are very excited.

Under Old Business-Mr. Helms stated that today was the first day of the new ATC operator and handed out an Air Traffic Control schedule for the 3 ATC operators now on staff at the airport. There will always now be an operator on ground frequency and one on air frequency.

Mr. Helms also discussed the financial statement for September that was updated from the October meeting's questions regarding said statement. Mr. Clements commented that Airport was net \$400,000.00 and Mr. Helms answered "yes", and the Airport is doing well.

Under New Business-Ms. Pfeiffer mentioned that the pavement project at Sabal Transport leased area looks great. Also, that the Mobile Mini site looks great and that it is a large land area. Mr. Helms stated that the lot had been root raked, magnet dredged, and that Sabal Transport has mentioned an interest in leasing for parking of their semi-trucks. Ms. Pfeiffer also mentioned that she would like to see a Proclamation done for the Airport and Mr. Helms mentioned that National Aviation Appreciation Month is in April, Ms. Pfeiffer stated that she would really like to have a Proclamation done around that event.

Chairman Simpson also stated that he has spoken to the Bartow City Manager Mr. George Long regarding the annexation of the Airport into the City of Bartow. Chairman Simpson is currently waiting for the City to get back with the Board in regard to the pro's and con's of annexation.

Resolutions: There were no Resolutions

There being nothing further to discuss Chairman Simpson adjourned the meeting at 6:16.

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BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

By: _____
CHAIRPERSON

ATTEST: _____
SECRETARY