

**MINUTES**  
**BARTOW AIRPORT AUTHORITY**  
**REGULAR MEETING**  
**FEBRUARY 8, 2021**  
**BARTOW AIRPORT, 5:30 P.M.**

Chairman Clements called the meeting to order at 5:30 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, February 8, 2021 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. Sean R. Parker, Airport Attorney. Mr. John Helms, Airport Executive Director, Mr. Terry Beacham, Deputy Executive Director, Ms. Michelle Sestile, Mr. Mel Parker, Bartow Municipal Airport. Mr. Jay Scalise, Kutchins & Groh; Ms. Tiffani Mangold and Ms. Barbara Boyd, Purvis Gray & Company and Mr. Mike Brynjulfson, CPA, PA. Mr. Leo E. Longworth arrived at 5:37 p.m.

Chairman Clements asked the Gallery to introduce themselves.

Chairman Clements asked if there were any corrections or additions to the Minutes of January 11, 2021 Regular Meeting. Mr. Githens moved; Mr. Simpson seconded to accept the Minutes of January 11, 2021 as published. All members voted yes; and the 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 stating he wanted to clear up a question that Mr. Githens had asked at the January 11, 2021 meeting regarding an account on the Financial Statement for the record. Mr. Helms, after the meeting realized that he gave an incomplete answer to Mr. Githens's question. After explaining the difference in the two accounts, Mr. Githens thanked Mr. Helms for clearing that up. Correction was made to the Minutes for the January 11, 2021 meeting. Mr. Helms then turned the meeting over to Ms. Tiffani Mangold, Purvis Gray & Company to present the Fiscal Year 2019-2020 Audit Report.

Ms. Mangold thanked Mr. Helms and greeted the Board Members. Ms. Mangold stated that there would be some changes for the 2022 audit having to do with lease rents. Ms. Mangold reviewed the Audit Report with the Board and proceeded to answer any questions they may have. Ms. Mangold stated that as always, the Airport Staff was very cooperative and helpful with requests to help with the Audit. Ms. Mangold stated that the Airport Audit earned a "Clean Letter" which is the highest level of assurance for an audit. Mr. Helms thanked the Auditors for coming and presenting the Audit Report to the Board. Ms. Mangold, Ms. Boyd and Mr. Brynjulfson then said goodnight and left the meeting.

Mr. Helms reviewed the January 2021 Financial Statement with the Board and answered questions. Mr. Helms stated that the "Utilities" line amount is lower than usual because the utility statements from the City had not been received in time to be added before the Board meeting. On the "Grants" line item the ESA invoice for data collecting was just received and the Federal Aviation Administration was funding 100% also had not been received in time however would be noted on March's year-to-date Financial Statement.

Next Mr. Helms reviewed the FY 2021 First Quarterly Report and answered questions from the Board. Mr. Helms stated that he was not able to manipulate the report and apologized that the graphs and print were a little smaller than usual. Mr. Helms stated that the First Quarter report reflects the best First Quarter the Airport has seen in three years for fuel flowage.

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Airport Attorney- Mr. Parker stated that he did not have anything to report except that he was wrapping up some things for the Airport and will be contacting Mr. Helms to set up a meeting to discuss Lease Agreements.

Under Old Business-There was no Old Business

Under New Business-There was no New Business

Lease with Lloyd's Auto Restorations, LLC, Building #338 (5379 Airport Blvd.) for a Primary Term of Three (3) Years at \$1,257.00 Per Month. (Lease Renewal) Resolution No. 1213.

Mr. Simpson moved; Mr. Githens seconded to Adopt Resolution No. 1213.

All members voted yes, and the motion carried.

Mr. Simpson asked if the building was sufficient and Mr. Helms answered "yes" and the tenants are very happy and do amazing work.

Lease with T.C. Corporate Management, Inc., #314 (3190 Delta Ave) for a Primary Term of One (1) Year at \$625.00 Per Month. (New Lease) Resolution No. 1214.

Mr. Githens moved; Mr. Longworth seconded to Adopt Resolution No. 1314.

All members voted yes, and the motion carried.

Mr. Githens asked Mr. Helms about an agricultural endeavor on the Clear Springs property that abuts the airport on the southside. Mr. Helms stated that he didn't feel that it would not have a direct effect on the Airport property since the Airport land on the southside is all wetland and due to the expense, there are no plans for development at this time.

Mr. Githens asked if Mid Florida Lumber was still leaving by July 1, 2021. Mr. Helms stated "yes" and that the demolition has begun then the land will be turned back over to the Airport to be used for aviation related business.

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Mr. Sjoblom asked where Mid Florida Lumber would be moving, and Mr. Helms stated that he heard they owned land on Hwy 60 and would be moving there.

Chairman Clements asked about Runways and Mr. Helms stated that it was open.

There being nothing further to discuss Chairman Clements adjourned the meeting at 6:24 p.m.

**BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY**

BY:   
CHAIRPERSON

ATTEST:   
SECRETARY