

MINUTES
BARTOW AIRPORT AUTHORITY
REGULAR MEETING
AUGUST 14, 2023
BARTOW AIRPORT, 5:30 P.M.

Chair Adams called the meeting to order at 5:31 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, August 14, 2023, at Bartow Airport, Bartow, Florida. Airport Board members present were Chair Mr. Nick Adams, Ms. Trish Pfeiffer, Mr. Steve Githens, Ms. Tanya Tucker and Mr. Sean Parker Airport Attorney. Mr. John Helms, Airport Executive Director, Mr. Terry Beacham, Mr. Mel Parker and Ms. Michelle Mathews, Bartow Executive Airport. Ms. Kristieanna Clasen, Transportation Planner, Polk Transportation Planning Organization, Ms. Julia B. Davis, AICP, Senior Transportation Planner. Mr. Steve Enriquez, AECOM. Mr. Leo E. Longworth was excused ill.

Chair Adams asked if there were any corrections or additions to the Minutes of July 10, 2023, Regular Meeting.

Ms. Tucker moved, Ms. Pfeiffer seconded to approve the Minutes of July 10, 2023, as published. All Members voted yes, and the motion carried.

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

Chair Adams 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 informed the Board that an Addendum to the Stat Ambulance Sub-lease agreement was to change the signature page to reflect a change in the officer of the company.

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Mr. Helms then reviewed the July 2023 Financial Statement with the Board and answered questions. Mr. Helms stated that some line items are still tracking high 11 months after Hurricane Ian. 1.2 million dollars in revenue for insurance payments haven't been finalized. There are 3 buildings still under construction repairs; one is expected to finish this week; one next week and one that is getting a new roof will take longer, temporary electric has been put in place by the City of Bartow and prepping has started. The financial statement also reflects a payment to Frequentis but, the FDOT reimbursement associated with the payment hasn't been received yet.

Mr. Githens moved; Ms. Pfeiffer seconded to approve the July 2023 Financial Statement. All members voted yes; and the motion carried.

Airport Attorney- Reviewed with the Board that the ICAR Agreement is an update to a 2017 joint agreement between, TPO, FDOT, Lakeland Mass Transit, Polk Mass Transit Authority's, and the Airport.

Mr. Githens asked what the intent of the ICAR Agreement is and Mr. Parker answered that the intent is to coordinate between the Authorities in the areas any issues related to transportation.

Under Old Business- Mr. Helms updated the Board on the Air Traffic Control Academy. Mr. Helms stated that a buildout is underway with Frequentis; a meeting with the FAA technical office has occurred and there has been some changes to the requirements that are being addressed; currently Frequentis is the only company in the "pipeline" at the moment that is manufacturing the remote digital towers there is some delays with the FAA approving them, currently the digital towers cannot be used for air traffic control, but can be used for the purpose of training; the Polk County School Board still is working on approving an Academic Coordinator; WCG has separated from the project.

Ms. Pfeiffer asked, "all the employees that were associated with the project have left and moved onto other companies?" Mr. Helms stated "yes." Ms. Pfeiffer asked about an approximate timeline for the Academy to be started and Mr. Helms stated about 14 months.

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Mr. Helms stated that a budget item to redo all the taxiways in the hangar area came in 53% over the bid threshold and that the project will have to wait and be rebid next year.

Mr. Helms informed the Board that Resolution #1273 was a design project to redirect the entrance road to the terminal building and Resolution #1274 was for renovations to building #405 to be used as the Air Traffic Academy, the operations center and the corporate offices for Frequentis

Under New Business-There was no New Business.

Resolutions-

Resolution No. 1273, Public Transportation Grant Agreement, FPN NO. 450036-1-94-01, Contract No. G2M64, for BARTOW EXECUTIVE AIRPORT ENTRANCE ROAD.

Ms. Tucker moved, Mr. Githens seconded to adopt Resolution No. 1273. All members voted yes, and the motion carried.

Resolution No. 1274, Public Transportation Grant Agreement, FPN No. 452131-3-94-01, Contract No. G2M65, for BARTOW EXECUTIVE AIRPORT BUILDING RENOVATION.

Ms. Tucker moved, Mr. Githens seconded to adopt Resolution No. 1274. All members voted yes, and the motion carried.

There being nothing further to discuss Chair Adams adjourned the meeting at 5:59 p.m.

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

BY: 
CHAIRPERSON

ATTEST: 
SECRETARY