

MINUTES
BARTOW AIRPORT AUTHORITY
REGULAR MEETING
MAY 9, 2022
BARTOW AIRPORT, 5:30 P.M.

Chairman Githens called the meeting to order at 5:34 p.m.

The Bartow Municipal Airport Development Authority held its regular meeting on Monday, May 9, 2022, at Bartow Airport, Bartow, Florida. Airport Board members present were, Chairman Steve Githens, Ms. Tanya Tucker, Mr. Leo E. Longworth, Mr. Nick Adams, and Ms. Trish Pfeiffer. Mr. Sean R. Parker, Airport Attorney, Boswell & Dunlap, Mr. John Helms, Airport Executive Director, Mr. Terry Beacham, Deputy Executive Director, Ms. Michelle Mathews, Mr. Mel Parker, Bartow Executive Airport. Also present at the meeting were Mr. Roy Brewer, T-Hangar Tenant, Mr. Jay Scalise, Kutchens & Grohl, Mr. Mark Meyer, Florida Midland Railroad, Lt. Colonel Curry, Sergeant First Class Martinez and Captain Heidelberg, United States Army National Guard and Mr. Sergio Seone, AOPA.

Chairman Githens asked if there were any corrections or additions to the Minutes of April 11, 2022, Regular Meeting.

Ms. Tucker moved, Ms. Pfeiffer seconded to approve the Minutes of April 11, 2022, 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.

Mr. Roy Brewer introduced himself as a Bartow Airport T-hangar tenant inquiring as to what determines the CPI increase percentages for rent every year.

Mr. Helms stated that the Consumer Price Index (CPI) numbers come out in January, the leases are reviewed for the increase and notices go out to the Tenants. The CPI is the method that the Bartow Executive Airport has based increases on for many years. Mr. Brewer stated that T-hangars are a fixed asset with limited maintenance and asked if the escalator method could be revisited. Mr. Helms stated that a revised lease is currently in the hands of

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the Airport attorney and that a “market rate analysis” is what he would prefer the numbers be based upon and when the new leases are ready Mr. Helms will present them to the Board for approval. Mr. Brewer then asked when the new lease wording would be available, and Mr. Helms stated that in the next few months but didn’t know a definite date. Mr. Longworth asked Mr. Brewer how much the CPI increase had affected his hangar rent and Mr. Brewer stated about \$30.00 a month and he has two. Mr. Helms reminded everybody that all the rent monies stay with the airport for upkeep and development.

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 welcoming Ms. Trish Pfeiffer back to the Airport Authority Board.

Mr. Helms then proceeded to review with the Board the April 2022 Financial Statement minus the utility bills and uniform costs those totals were not available in time for the agenda packs to be distributed.

Mr. Helms then proceeded to review the 2nd Quarter report with the Board; it was a good month in fuel flowage, there was an increase in Jet fuel sales, however, Av Gas is not doing so well and can be attributed to cost of fuel across the board; Operations are down slightly and 3 of the Airport’s trainers have been down to have new engines installed.

There is also an unbudgeted Grant for Security Upgrades, a budget amendment will be submitted, and Resolution No. 1245 will show that the Board has approved it.

The Master Plan is still in progress and the Airport has received a draft copy of the Working Paper #3, when it is ready the Engineer will come to review it with the Board.

Mr. Helms then discussed with the Board that the Bartow Army National Guard’s lease is due for renewal. However, it is a 50-year lease from 1972 and regulations and codes have changed to reflect that Fair Market Value has to be charged and rent collected. Mr. Helms stated that the Airport would like to enter into an addendum to extend the lease to give all parties time to work with budget requests.

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Ms. Tucker asked if there were any exceptions and Mr. Helms answered that some, but governmental agencies have to pay fair market value, Mr. Helms stated that some military aviation concessions are made on fair market value but not many and this lease doesn't fall into that category.

Ms. Tucker moved; Mr. Pfeiffer seconded to approve the addendum to extend the Bartow Army National Guard's lease.

All members voted yes, and the motion carried.

Airport Attorney- The New Sublease Agreements are being reviewed and revised and will be in use by fiscal 2022-2023 Budget.

Under Old Business-There was No Old Business

Under New Business-Election of New Officers:

Ms. Pfeiffer made a motion for Ms. Tanya Tucker for Chairperson; Mr. Longworth seconded. All members voted yes, and the motion carried.

Mr. Longworth made a motion for Mr. Nick Adams for Vice-Chair; Ms. Pfeiffer seconded. All members voted yes, and the motion carried.

Mr. Longworth made a motion for Ms. Trish Pfeiffer for Secretary; Mr. Adams seconded. All members voted yes, and the motion carried.

Mr. Longworth made a motion for Ms. Michelle Mathews for Assistant Secretary; Mr. Adams seconded. All members voted yes, and the motion carried.

Resolutions:

Resolution No. 1244-Lease with Florida Midland Railroad Company, LLC, Land Areas #320 and #322 (Approximately 2.0 Acres) for a Primary Term of Four (4) Years at \$1,600.00 Per Month. New Lease.

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Resolution No. 1245-Grant Agreement No. 450676-1-94-01, for Bartow Executive Airport Security System, in the amount of \$300,000.00.

Ms. Tucker moved; Mr. Adams seconded to Adopt Resolution No. 1245. All members voted yes, and the motion carried.

There being nothing further to discuss Chairperson Tucker adjourned the meeting at 6:13 p.m.

BARTOW MUNICIPAL AIRPORT DEVELOPMENT AUTHORITY

BY:  _____
CHAIRPERSON

ATTEST:  _____
SECRETARY