



## Polk County Joint Airport Zoning Board (JAZB)

### MEETING MINUTES Friday, June 25, 2013

City of Bartow  
Bartow Municipal Airport Conference Room

<b>Members Present:</b>	<b>Representing:</b>
Chandra Frederick	Administrator
Mike Mahler	City of Auburndale
Mickey Matison	City of Auburndale
Jesse Pearson, Alt.	City of Auburndale
Davey Clark	City of Bartow
Bruce Kistler, <i>Chairman</i>	City of Lakeland
Chuck Barmby	City of Lakeland
John Dame, <i>Vice Chairman</i>	City of Lake Alfred
Robert Kelly	City of Lake Wales
Margaret Swanson	City of Lake Wales
Sean Byers	City of Winter Haven
Roy Mazur	Hillsborough County BOCC
Tom Deardorff	Polk County BoCC
<b>Advisory Members:</b>	<b>Representing:</b>
Elizabeth Voss	Polk County Legal Representative
<b>Others Present:</b>	<b>Representing:</b>
Kristi Smith	FDOT D-1
Ben Dunn	Polk County TPO
Shontril Baskin-Lowe	Polk County TPO
Ryan Kordek	Polk County TPO
Cherie Simmons	Polk County TPO

### AGENDA

The JAZB meeting was called to order at 2:11 p.m..

#### Roll Call

A quorum was present with 12 voting members in attendance.

Mr. Kistler thanked the Bartow Municipal Airport for hosting this meeting at their beautiful facility.

#### Approval of May 7, 2010 Minutes

**Motion:** Mike Mahler motioned to approve the May 7, 2010 meeting minutes. John Dame seconded the motion. Motion carried without dissent.

## **1. Election of Chair and Vice-Chair for JAZB**

It was decided by the Board that the election on new officers would be tabled until December 2013. Mr. Kistler will be retiring later this year, but will remain Chairman until then. Mr. Dame will remain Vice Chairman until then also.

## **2. Discussion on Proposed Amendments to the Joint Airport Zoning Regulations**

The proposed changes to the Joint Airport Zoning Regulations were reviewed by Chandra Frederick. The major change in the regulations is the Polk County Board of Adjustment (BOA) will take on the duties of the Airport Zoning Board of Adjustment (AZBA) and the AZBA will be dissolved. A final draft of the regulations with the referenced changes will be sent to each Board member for review before a final discussion is to be made.

**Motion:** Tom Deardorff motioned that staff prepare document changes and send final draft to Board members for review before the public hearing. Sean Byers seconded the motion. Motion carried without dissent.

## **3. Current Status of Airport Master Plans**

### **Bartow Municipal Airport**

No report from Bartow.

### **Lake Wales Municipal Airport**

Lake Wales is currently in the process of updating their Master Plan pending funding.

### **Lakeland Linder Airport**

Lakeland Master Plan was updated in 2010 or 2011.

### **Winter Haven Municipal Airport**

Winter Haven's Master Plan will be completed next year pending funding.

## **4. Discussion on Florida Department of Transportation Technical Assistance**

Kristi Smith presented from FDOT District 1 on the technical assistance the Department will provide staff.

## **5. Communications and Reports**

Tabled Election of Chair and Vice-Chair for the next JAZB meeting.

Chair – Bruce Kistler until Dec 2013

Vice Chair – John Dame until Dec 2013.

Next meeting will be the Public Hearing on changes to the Zoning Board Regulations.

## **6. Board Member Comments**

No additional comments.

## **7. Adjournment**

The meeting was adjourned at 3:40 p.m.

Respectfully transcribed by Cherie Simmons, Office Manager.

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a board, agency or commission with respect to any matter considered at a meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.