

**Sebring Airport Authority  
Board Meeting Agenda  
September 16, 2021**

1:00 p.m.

**Hendricks Field  
Sebring Airside Center**

**1. OPENING ITEMS**

- a) **Call to Order**
- b) **Invocation**
- c) **Roll Call**
- d) **Announcements**

**Upcoming Meetings & Events**

<u>Date</u>	<u>Time</u>	<u>Meeting/Event</u>	<u>Location</u>
10/21/2021	1:00pm	SAA/CRA Board Meeting	Hendricks Field Center

**Interested persons may attend that meeting by calling 754-837-9893 and entering the following conference code 148-135-115#.**

**2. MISCELLANEOUS**

**3. CONSENT AGENDA**

- a) Approve August 2021 Minutes
- b) Approve August 2021 Invoices

**4. ACTION ITEMS**

- a) First Amendment Aircraft Space Lease – Florida Health Sciences Center, Inc. (Tampa General Hospital)
- b) Resolution 21-09 Approving 2021-2022 Budget
- c) Resolution 21-10 Approving Budget Amendment S21-08

**CONTINGENT ACTION ITEMS**

**5. EXECUTIVE DIRECTOR MONTHLY SUMMARY**

FBO Report – Jason Ali  
Airport Manager Report - Scott Carkeet  
Wildlife Hazard Assessment (Draft)

**6. BOARD OF DIRECTORS' BUSINESS**

**7. CONCERNS OF THE PUBLIC**

**8. ADJOURNMENT**

If a person decides to appeal any decision made by the Board at any meeting or hearing, he will need a verbatim record of the proceedings. The record must include the testimony and evidence upon which the appeal is to be based. Sebring Airport Authority also gives notice that the Chairman is authorized to cancel or postpone any scheduled meeting or hearing by directing the Executive Director to so inform all Board members and any other interested parties and the press. Sebring Airport Authority does not discriminate upon the basis of any individual's disability status. This non-discriminatory policy involves every aspect of the Board's functions, including one's access to, participation in, employment of, or treatment in its programs or activities. Anyone requiring reasonable accommodations as provided for in the Americans with Disabilities Act should contact Beverly K. Glarner, Sebring Airport Authority at 863-314-1301.

**Note:** Additional staff items may be interested if they come in after the agenda deadline.

**SEBRING AIRPORT AUTHORITY  
BOARD MEETING  
August 19, 2021**

The Sebring Airport Authority Board of Directors held a scheduled Board Meeting on August 19, 2021 at 1:00 p.m. in person and by telephone-technology conference call. A quorum was met with the following in attendance:

Pete McDevitt	-	Chairman
Carl Cool	-	Vice Chairman
Mark Andrews	-	Secretary
Sid Valentine	-	Asst. Secretary
Stanley Wells	-	Board Member
Terrill Morris	-	Board Member
Craig Johnson	-	Board Member

Also

Mike Willingham	-	Executive Director
Beverly Glarner	-	Executive Assistant
Colleen Plonsky	-	Director of Finance
Bob Swaine	-	Swaine and Harris
Jason Ali	-	Sebring Airport FBO Manager
Scott Carkett	-	Sebring Airport Manager
Craig Sucich	-	AVCON
Kevin McCauley	-	Atkins Global

**1. OPENING ITEMS**

- A. Meeting was called to order at 1:00 p.m.
- B. The Invocation and Pledge were led by Bob Swaine.
- C. **Roll Call**  
Mark Andrews, Pete McDevitt, Carl Cool, Stanley Wells, and Terrill Morris were in present for the meeting. Sid Valentine and Craig Johnson were present via TEAMS. Chairman asked if anyone wanted to be identified as a caller.
- D. **Announcements**  
Interested person may attend SAA/CRA Board Meeting by calling 754-837-9893 and entering conference code 148-135-115#.

**2. MISCELLANEOUS**



### **3. CONSENT AGENDA**

#### **Approve the Consent Agenda:**

There was a motion by Terrill Morris to approve the amended Agenda with a second by Stanley Wells. The motion was passed with aye votes by Wells, Cool, Morris, Valentine, McDevitt and Andrews. Johnson abstained.

### **4. ACTION ITEMS**

#### **A. RPR Contract Avcon – SEF Track Reconstruction Project Phase 2 Alt 1 & 2**

This item was presented by Mike Willingham. There was a motion by Terrill Morris to approve and a second by Craig Johnson. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, McDevitt, Valentine and Andrews.

#### **B. CA Contract Atkins – SEF Track Reconstruction Project Phase 2 Alt 1 & 2**

This item was presented by Mike Willingham. There was a motion by Mark Andrews to approve and a second by Carl Cool. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, McDevitt, Valentine and Andrews.

#### **C. Interlocal Agreement – Haywood Taylor Blvd Resurfacing**

This item was presented by Mike Willingham. There was a motion by Carl Cool to approve and a second by Stanley Wells. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, McDevitt, Valentine and Andrews.

#### **D. Interlocal Agreement – Runway 1-19 & Taxiway A Extension**

This item was presented by Mike Willingham. There was a motion by Mark Andrews to approve and a second by Stanley Wells. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, McDevitt, Valentine and Andrews.

#### **E. Interlocal Agreement – Webster Turn Resurfacing**

This item was presented by Mike Willingham. There was a motion by Terrill Morris to approve and a second by Mark Andrews. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, McDevitt, Valentine and Andrews.

#### **F. SEF Taxiway A4 – AVCON Contract – Engineering Services for Design**

This item was presented by Mike Willingham. There was a motion by Stanley Wells to approve and a second by Mark Andrews. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, McDevitt, Valentine and Andrews.

#### **G. Haywood Taylor Proclamation**

This item was presented by Mike Willingham. There was a motion by Mark Andrews to approve and a second by Stanley Wells. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, McDevitt, Valentine and Andrews.

#### **H. Resolution 21-08 Approving Budget Amendment S21-07**

This item was presented by Colleen Plonsky. There was a motion by Terrill Morris to approve and a second by Carl Cool. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, McDevitt, Valentine and Andrews.

**5. DIRECTOR REPORT**

Executive Director Mike Willingham gave his report.  
Jason Ali spoke about the Range/FBO activities.  
Scott Carkett updated the Board of Airport activities

**6. BOARD OF DIRECTOR'S BUSINESS**

**7. CONCERNS OF THE PUBLIC**

**8. ADJOURNMENT**

Chairman adjourned meeting at 1:37pm.

  
\_\_\_\_\_  
Mike Willingham, Executive Director

9-16-21  
\_\_\_\_\_  
Approved by Board



August 2021 P-Cards

Purchase Date	Vendor Name	Amount	Description
8/3/2021	SHELL OIL 57542517701	\$80.00	SAA: Fuel for Maintenance Truck
8/4/2021	AMERICAN MESSAGING	\$34.54	FBO: Monthly Emergency Beeper Service
8/4/2021	NATIONAL BUSINESS AVIATIO	\$1,000.00	SAA: Aviation Salary Survey
8/4/2021	SWK TECHNOLOGIES INC	\$308.00	SAA: Monthly Fee for Mas90 Online Services - Aug 2021
8/5/2021	CDW GOVT #H853827	\$2,851.99	SAA: Executive Director New Laptop
8/5/2021	FLORIDA REDEVELOPMENT AS	\$445.00	SAA: Registration for Ex. Director attend FRA 2021 Conference
8/6/2021	WING AERO PRODUCTS	\$50.54	FBO: Products for Resale to FBO Customers
8/6/2021	FDLE CCHINET	\$25.00	FBO: New Employee Florida Criminal Background Check
8/6/2021	SHELL OIL 57542517701	\$29.56	FBO: Fuel for Courtesy Chevy Tahoe
8/6/2021	CDW GOVT #H910164	\$477.95	SAA: Docking Station for New Surface
8/6/2021	TEAM FLORIDA	\$500.00	SAA: Registration for Ex. Director attend TEAM FLA 2021 Conference
8/6/2021	GOING LIGHTING	\$617.63	SAA: Replacement Fan for Cafe
8/6/2021	IN EBRIDGE, INC	\$175.00	SAA: Monthly Fee for Record Retention
8/7/2021	OFFICE DEPOT #2362	\$155.78	SAA: Laser Ink Cartridges
8/9/2021	IN EAF, INC	\$325.00	SAA: National Salary Survey
8/9/2021	RACEWAY 994 53609947	\$54.00	SAA: Fuel for Maintenance Truck
8/10/2021	APEX OFFICE PRODUCTS INC	\$36.50	SAA: Self Inking Stamps
8/10/2021	ADOBE ACROPRO SUBS	\$152.91	SAA: Monthly Subscriptions
8/11/2021	SHELL OIL 57542517701	\$25.16	FBO: Fuel for Courtesy Chevy Tahoe
8/12/2021	DISH NETWORK-ONE TIME	\$121.32	FBO: Monthly Satellite Service for Pilot's Lounge - August 2021
8/12/2021	REPUBLIC SERVICES TRASH	\$213.09	SAA/FBO: Monthly Recycling Service - Aug 2021
8/12/2021	WCI SEBRING HAULING	\$470.00	SAA/FBO: Monthly Waste Collection - Aug 2021
8/12/2021	Amazon.com 2D66Y4E61	\$38.68	SAA: Battery Charger for Commercial Hangar Door Opener
8/13/2021	RUNWAY CAFE	\$34.92	SAA: Executive Director and Turf Care new Management Team
8/13/2021	VERIZONWRLSS RTCCR VB	\$235.67	SAA: Monthly Mobile Service - July 2021
8/13/2021	VERIZONWRLSS RTCCR VB	\$756.01	SAA/FBO: Monthly Mobile Service July 2021
8/13/2021	HIGHTAIL-OPENTEXT	\$99.99	SAA: Annual Subscription for Large File Transfers
8/13/2021	TRTAX&ACTGPROFESSIONAL	\$276.00	SAA: Monthly Subscription Fixed Asset Software
8/16/2021	THE HOME DEPOT #6340	\$109.39	FBO: Six Hand Soap Refills, 24 paper Towel Rolls for Airport Use; Wooden Push Broom for Spill Kit
8/16/2021	A 2 Z CUSTOM CARTS	\$1,350.00	FBO: Golf Cart Alignment and Tune Up for Two FBO Golf Carts; Folding Rear Seat Replaced on One FBO Golf Cart
8/17/2021	RACEWAY 994 53609947	\$72.00	SAA: Fuel for Maintenance Truck
8/18/2021	FDLE CCHINET	\$25.00	FBO: New Employee Florida Criminal Background Check
8/18/2021	WWW.SENTRYLINK.COM	\$19.95	FBO: New Employee Background Check
8/18/2021	HARBOR FREIGHT TOOLS 538	\$12.99	FBO: Protective Case for Additional APBR Jet-A Fuel Truck Overwing Spout



August 2021 P-Cards

Purchase Date	Vendor Name	Amount	Description
8/19/2021	AMZN Mktp US 2D9SM0AI2	\$12.20	FBO: Break Away Fire Extinguisher Safety Tire to Replace Missing Safety Tires on Fire Extinguishers when Necessary
8/19/2021	YARBROUGH TIRE & SERVICE	\$50.00	FBO: Repair of Broken Vacuum Line on Lincoln Town Car
8/19/2021	CITY OF SEBRING	\$244.75	SAA: City of Sebring Water/Sewer Utility Security Deposit Bldg 104 C-4
8/19/2021	AMZN Mktp US 2D2JU4AU2	\$29.98	SAA: Two 6 Foot HDMI to USB Type C Cables for Ex. Directors New Surface Laptop Dock Station
8/20/2021	FDLE CCHINET	\$25.00	SAA: New Tenant Florida Criminal Background Check
8/20/2021	WWW.SENTRYLINK.COM	\$19.95	SAA: New Tenant Background Check
8/21/2021	AMZN Mktp US 2D7LS2IJ1	\$93.54	FBO: Line Tech Gloves
8/22/2021	LOOPNET INC	\$104.00	SAA: Online SAA Realty Listing Company
8/23/2021	8072 EW-SEBRING	\$128.00	SAA: Wall Pack Light for AeroMed
8/24/2021	AFFORDABLE OPENERS	\$1,084.59	SAA: Ten Vehicle Loop Detectors Modules - Repairs to Gates for Electric Storm
8/24/2021	HARBOR FREIGHT TOOLS 538	\$195.98	FBO: Hand Truck for Airport Staff Use
8/24/2021	SHELL OIL 57542517701	\$48.99	FBO: Fuel for Courtesy Chevy Tahoe
8/24/2021	WM SUPERCENTER #666	\$173.94	FBO: Two Aluminum Ladders for Airport Fuel Farm
8/24/2021	BATTERIES+BULBS #0058	\$75.90	FBO: Two Surge Protectors for Airfield Vehicle Gates
8/25/2021	WING AERO PRODUCTS	\$46.71	FBO: Products for Resale to FBO Customers
8/25/2021	AMZN Mktp US 257VN9NF1	\$187.08	FBO: Line Tech Gloves
8/25/2021	PCH INTELIOUS 888-240-7714	\$24.86	SAA: Monthly Subscription Background Check Website
8/25/2021	YARBROUGH TIRE & SERVICE	\$27.99	SAA: Tire Repair for Maintenance Truck
8/25/2021	INNOVATIVE PUBLISHING	\$200.00	SAA: Advertisement in Florida Airports Council Directory Listing Directory 2022
8/26/2021	GG III SAVE A LOT #	\$27.86	FBO: Water Bottles Purchased for FBO Customers and Staff
8/26/2021	BESTBUYCOM806485346470	\$369.99	FBO: Water Cooler for FBO Customers
8/26/2021	SHELL OIL 57542517701	\$80.01	SAA: Fuel for Maintenance Truck
8/27/2021	OFFICE DEPOT #2362	\$68.97	FBO: Label Maker and Cartridges for Use at APBR
8/28/2021	USA FLEET SUPPLY	\$104.37	FBO: Flammable and No Smoking Decals for Use With FBO Equipment
8/31/2021	AMAZON.COM 253JP1HA0 AMZN	\$179.45	FBO: Four Bonding Lugs and Static Ground Line for Use at APBR
8/31/2021	AMAZON.COM 2564P4H61 AMZN	\$81.44	FBO: Static Ground Line with Bonding Lug for Use at APBR
8/31/2021	ALAN JAY CHEVY BUICK GMC	\$636.11	SAA: Repairs to Tahoe 02 Sensor and Throttle Body Cleaning

**Total Due: \$15,501.23**



## Invoices Paid In August 2021 Presented In September 2021 Board Meeting

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
08/03/21	A & L Lock & Safe Co., Craig D. Curtis	\$422.00	SAA: Rekeyed 14 Lever Locks, 5 Push Bar Locks, Replaced Lock on Back Door & Keyed Same as Exterior Doors, Made 30 Keys all for Terminal Building (Employee left SAA)
08/03/21	Agilitech Solutions LLC	\$230.40	SAA/CRA: Document Remediation for June Board Packet; Resolutions
08/03/21	Cintas	\$546.98	SAA/FBO: Bi-Weekly Service; Logo Mats, Scraper Mats, Air Freshener/Disp, Soap/Disp, GermX/Disp; FBO Uniforms for Six Employees; FBO Red Mats
08/03/21	Coastal MRO	\$47.00	FBO: Pre-Employment Screening for New Employee
08/03/21	Copy Life Inc.	\$91.81	SAA/FBO: July 2021 Copies
08/03/21	Crosson & Payne Tree Service	\$600.00	SAA: Debris Cleanup South Side Airport Property
08/03/21	Daniels Cleaning and Maintenance, Inc.	\$3,425.00	SAA/FBO: July 2021 Cleaning Services in Terminal Building
08/03/21	Diversified Fabrication & Accessories, LLC	\$3,200.00	SAA: Repair & Replace Rollers in T-Hangar #34; Includes Material and Labor
08/03/21	Department of Management Services	\$293.60	SAA/FBO: June 2021 Audio, Long Distance and Local Service
08/03/21	Jason Ali	\$164.64	FBO: Travel Reimbursement for Mileage
08/03/21	Leaf Capital Funding, LLC	\$489.67	SAA/FBO: Lease of Copy Machines
08/03/21	Rapid Systems	\$495.00	SAA/FBO: Monthly Internet Service
08/03/21	Somers Irrigation, Inc.	\$79.70	SAA: T-Hangar Drainage Repairs
08/03/21	TechHouse:Intergrated	\$415.50	SAA/FBO: August 2021 Recurring Monthly Software Fees
08/03/21	Luis A. Pratts	\$113.89	FBO: Reimbursement for Purchase of Work Shirts
08/03/21	Luis A. Pratts	\$235.20	FBO: Travel Reimbursement for Mileage
08/10/21	Air & Electrical Services, Inc.	\$120.00	SAA: Removed Broken Floor Outlet in Runway Cafe in Terminal Building
08/10/21	Cintas	\$318.64	SAA/FBO: Bi-Weekly Service; Logo Mats, Scraper Mats, Air Freshener/Disp, Soap/Disp, GermX/Disp; FBO Uniforms for Six Employees; FBO Red Mats
08/10/21	Frames & Images	\$562.60	FBO: Framing of Map of Florida with Air Markings
08/10/21	Mid-State Garage Doors & Service	\$1,440.00	SAA: Repair to Tecnam Garage Door
08/10/21	The News Sun	\$306.44	SAA: Notice of Request for Proposals ITB #21-02 Mowing & Landscape Maintenance Proposal
08/10/21	Paul's Plantscapes - Paul Valladares Jr.	\$270.00	SAA/FBO: August 2021 Plant Service
08/10/21	Pablo Terreros dba Prestige Aerial Services	\$160.00	SAA: Filming & Photo Documenting of Bldgs 919, 918, 917 and 916
08/10/21	Rapid Systems	\$104.99	SAA: August 2021 Internet Service - Ex. Assistant Home Office
08/10/21	TechHouse:Intergrated	\$575.00	SAA: General IT Support; Issues with Outlook, Authenticator, Website Access Problem, Printing, Remove User, PDF
08/10/21	Big John's Garage dba Fraser Auto Repair, Inc	\$400.83	FBO: Service Call on Jet-A Truck; Includes Service Call, Oil Change, Fuel Filter Change, Air Filter Change, Repair & Replace Rear Left Air Chamber
08/10/21	Big John's Garage dba Fraser Auto Repair, Inc	\$241.20	FBO: Service Completed on AvGas Truck; Includes Service Call, Oil Change, Fuel Filter Change, Oil Filter Change
08/19/21	Big Messages LLC	\$152.00	SAA: After Hours Telephone Answering Service
08/19/21	Bugs Bee-Ware Exterminating, Inc.	\$920.00	SAA: Bi-Monthly Lawn Care 8.12.21
08/19/21	Crosson & Payne Tree Service	\$1,800.00	SAA: Elevate Oak Canopies over Haywood Taylor Blvd Across from Hairpin Turn; Cleanup and Haul Away Debris
08/19/21	Florida Airports Council	\$330.00	SAA: Annual Membership Dues Oct 2021 - Sept 2022
08/19/21	Jason Ali	\$75.00	FBO: Seat Repair Reimbursement for Jet-A Truck at KSEF
08/19/21	Target Marketing	\$200.00	SAA: Advertisement for Greater Sebring Chamber of Commerce Map Project
08/19/21	TechHouse:Intergrated	\$553.50	SAA/FBO: Sept 2021 Recurring Monthly Software Fee
08/19/21	Gibson Aviation Services, Inc.	\$4,960.80	FBO: 50% Deposit for Repair to Single Point Overfill Prevention Control System on Jet-A Tank Farm and Jet-A Truck at Sebring Airport; Includes Labor, Parts, Service Call
08/24/21	Aquatic Weed Control, Inc.	\$3,859.00	SAA: Bi-Monthly Waterway Weed Control (Runway, Hancor Storage, Bldg 60, Fence line, Ponds/Ditch, Rail); Taxiing Main Apron, Runway 22 & 2 Ditches
08/24/21	Whitetail Plumbing, Inc.	\$1,600.00	SAA: Relocation of Drain Downspouts on Terminal Building for Movement of AC Units
08/31/21	C & C Plumbing, Inc.	\$254.00	SAA: Repairs to Lockwood Toilet in Building 22
08/31/21	Clifton Larson Allen	\$100.00	SAA: HR Consulting & Outsourcing Services
08/31/21	Copy Life Inc.	\$132.15	SAA/FBO: August 2021 Copies
08/31/21	Greater LP Chamber of Commerce	\$175.00	SAA: Annual Membership Dues - Lake Placid Chamber of Commerce
08/31/21	Leaf Capital Funding, LLC	\$489.67	SAA/FBO: Lease of Copy Machines
08/31/21	Sandra Sodic	\$173.38	SAA: Local Travel Expenses May 14 - Aug 13, 2021



## Invoices Paid In August 2021 Presented In September 2021 Board Meeting

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
08/31/21	TechHouse: Intergrated	\$1,095.00	SAA: General IT Support; Issues with Outlook, Teams, Windows Update, SharePoint, D365 Training, New Computer Setup, Scanner Software
08/31/21	Ashok Sonni	\$285.40	SAA: Refund for Security Deposit & August Rent

TOTAL PAID INVOICES:    **\$32,504.99**

**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 9/9/2021**  
**Sebring Airport Authority (SAA)**

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
<b>A&amp;ESERV Air &amp; Electrical Services, Inc</b>									
1592-136506	8/30/2021	10/1/2021	95.00	95.00	0.00	0.00	0.00	0.00	SAA: Service Call; A/C Leaking Water in Tecnam Office, Found Safety Float Switch Stuck
<b>Vendor A&amp;ESERV Totals:</b>			<u>95.00</u>	<u>95.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>A&amp;LLOCK Craig D. Curtis</b>									
008745	8/27/2021	9/26/2021	455.00	455.00	0.00	0.00	0.00	0.00	SAA: Rekey 11 Lever Locks to New Master/Higher Security Level; Installed New Electronic Deadbolt for Mike's Office Exterior Door
<b>Vendor A&amp;LLOCK Totals:</b>			<u>455.00</u>	<u>455.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>ALLIED Universal Protection Service, LLC</b>									
11730641 AUG 2021	8/31/2021	9/30/2021	12,891.97	12,891.97	0.00	0.00	0.00	0.00	SAA: August 2021 Security Service (8.01-8.31)
<b>Vendor ALLIED Totals:</b>			<u>12,891.97</u>	<u>12,891.97</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>AROMA Aroma Coffee</b>									
011296104	8/26/2021	9/25/2021	417.44	417.44	0.00	0.00	0.00	0.00	SAA/FBO: Coffee Station Replenished
<b>Vendor AROMA Totals:</b>			<u>417.44</u>	<u>417.44</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>ATKINS Atkins</b>									
1956067 OC	8/31/2021	9/30/2021	20,136.57	20,136.57	0.00	0.00	0.00	0.00	SAA: August 2021 General On-Call Services
1956606 WILD	8/31/2021	9/30/2021	3,440.33	3,440.33	0.00	0.00	0.00	0.00	SAA: August 2021 Wildlife Hazard Assessment - Grant Reimbursed
<b>Vendor ATKINS Totals:</b>			<u>23,576.90</u>	<u>23,576.90</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>AVCON Avcon, Inc.</b>									
120745 OC	8/31/2021	9/30/2021	2,662.50	2,662.50	0.00	0.00	0.00	0.00	SAA: August 2021 General On-Call Service
<b>Vendor AVCON Totals:</b>			<u>2,662.50</u>	<u>2,662.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>CINTAS Cintas</b>									
4093938582	8/25/2021	9/24/2021	891.97	891.97	0.00	0.00	0.00	0.00	SAA/FBO: Logo Mats, Scraper Mats, Air Freshener/Disp, Soap/Disp, GermX/Disp; FBO Uniforms ; FBO Red Mats
4094573570	9/1/2021	10/1/2021	310.87	310.87	0.00	0.00	0.00	0.00	SAA/FBO: Weekly Air Freshener Svc, Scraper Mats, Logo Mats; FBO Red mats; FBO Uniforms
4095261159	9/9/2021	10/9/2021	671.47	671.47	0.00	0.00	0.00	0.00	SAA/FBO: Logo Mats, Scraper Mats, Air Freshener/Disp, Soap/Disp, GermX/Disp; FBO Uniforms ; FBO Red Mats
<b>Vendor CINTAS Totals:</b>			<u>1,874.31</u>	<u>1,874.31</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	



Accounts Payable Aged Invoice Report  
 Open Invoices - Aged by Invoice Date - As of 9/9/2021  
 Sebring Airport Authority (SAA)

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
<b>DIANARI Diana Ries Designs, Inc.</b>									
13717 AUG 2021	8/31/2021	9/30/2021	708.00	708.00	0.00	0.00	0.00	0.00	SAA/CRA/YAZ: August 2021 Website Updates
<b>Vendor DIANARI Totals:</b>			708.00	708.00	0.00	0.00	0.00	0.00	
<b>DIVERS Diversified Fabrication &amp; Accessories, LLC</b>									
4881	9/8/2021	10/8/2021	950.00	950.00	0.00	0.00	0.00	0.00	SAA: New Roof for Terminal Building Generator
<b>Vendor DIVERS Totals:</b>			950.00	950.00	0.00	0.00	0.00	0.00	
<b>DMS Department of Management Svcs.</b>									
2V-1905	8/16/2021	9/15/2021	306.60	306.60	0.00	0.00	0.00	0.00	SAA/FBO: July 2021 Audio, Long Distance & Local Service
<b>Vendor DMS Totals:</b>			306.60	306.60	0.00	0.00	0.00	0.00	
<b>FEC Federal Express Corporation</b>									
7-470-44988	8/17/2021	10/1/2021	14.12	14.12	0.00	0.00	0.00	0.00	SAA: Express Shipping
7-478-83906	8/24/2021	10/8/2021	11.06	11.06	0.00	0.00	0.00	0.00	SAA: Express Shipping
<b>Vendor FEC Totals:</b>			25.18	25.18	0.00	0.00	0.00	0.00	
<b>JACKS Jack's Lawn Service</b>									
1754 SEPT 2021	9/1/2021	9/30/2021	7,750.00	7,750.00	0.00	0.00	0.00	0.00	SAA: August 2021 Lawn & Landscape Care
<b>Vendor JACKS Totals:</b>			7,750.00	7,750.00	0.00	0.00	0.00	0.00	
<b>MIDST Mid-State Fire Equipment</b>									
76027	8/31/2021	9/30/2021	40.00	40.00	0.00	0.00	0.00	0.00	FBO: Two High Flow Hoses for 10# Purple K Fire Extinguishers
<b>Vendor MIDST Totals:</b>			40.00	40.00	0.00	0.00	0.00	0.00	
<b>RAPID Rapid Systems</b>									
521917	9/1/2021	9/15/2021	104.99	104.99	0.00	0.00	0.00	0.00	SAA: Sept 2021 Internet Service - Ex. Assistant Home Office
<b>Vendor RAPID Totals:</b>			104.99	104.99	0.00	0.00	0.00	0.00	
<b>SHUTTS Shutts &amp; Bowen, LLP</b>									
1571520	8/31/2021	9/30/2021	750.50	750.50	0.00	0.00	0.00	0.00	SAA: August 2021 Legal Services - Employee Handbook
<b>Vendor SHUTTS Totals:</b>			750.50	750.50	0.00	0.00	0.00	0.00	
<b>SWAINE Swaine, Harris &amp; Wohl, P.A.</b>									
3741 OC	8/31/2021	9/30/2021	5,883.85	5,883.85	0.00	0.00	0.00	0.00	SAA: August 2021 General On-Call Services
<b>Vendor SWAINE Totals:</b>			5,883.85	5,883.85	0.00	0.00	0.00	0.00	

Accounts Payable Aged Invoice Report  
 Open Invoices - Aged by Invoice Date - As of 9/9/2021  
 Sebring Airport Authority (SAA)

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
TEAMFL TEAMFL 4698	8/25/2021	9/24/2021	1,800.00	1,800.00	0.00	0.00	0.00	0.00	SAA: 2021-22 Annual Membership Dues
<b>Vendor TEAMFL Totals:</b>			<u>1,800.00</u>	<u>1,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report Totals:</b>			<u><u>60,899.74</u></u>	<u><u>60,899.74</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	



**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 9/9/2021**  
**Sebring Airport Authority (FBO)**

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
<b>ASCENT Ascent Aviation Group</b>									
769327	7/26/2021	9/9/2021	0.00	18,740.17	0.00	0.00	0.00	0.00	FBO: Jet-A Fuel at APBR
771270	8/2/2021	9/16/2021	0.00	19,280.91	0.00	0.00	0.00	0.00	FBO: Jet-A Fuel at APBR
771271	8/3/2021	9/17/2021	0.00	18,662.47	0.00	0.00	0.00	0.00	FBO: Jet-A Fuel at APBR
771272	8/4/2021	9/18/2021	0.00	19,919.82	0.00	0.00	0.00	0.00	FBO: Jet-A Fuel at APBR
771274	7/30/2021	9/13/2021	0.00	18,732.55	0.00	0.00	0.00	0.00	FBO: Jet-A Fuel at APBR
M258525	9/1/2021	9/11/2021	46.00	0.00	0.00	0.00	0.00	0.00	FBO: VS520 Comm Fee & Warranty - Sept 2021
S027073	9/1/2021	9/21/2021	297.50	0.00	0.00	0.00	0.00	0.00	FBO: TFBO Desktop Service Fee for Software - Sept 2021
<b>Vendor ASCENT Totals:</b>			<u>343.50</u>	<u>95,335.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>GIBSON Gibson Aviation Services Inc.</b>									
5053	9/3/2021	9/18/2021	2,251.32	0.00	0.00	0.00	0.00	0.00	FBO: Replace AvGasS Tank Farm Hose Reel Motor at Sebring
<b>Vendor GIBSON Totals:</b>			<u>2,251.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>RELADYN RelaDyne Florida LLC</b>									
0037005-IN	8/26/2021	9/25/2021	2,155.05	0.00	0.00	0.00	0.00	0.00	FBO: Bulk Oil for Resale
<b>Vendor RELADYN Totals:</b>			<u>2,155.05</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>SWIFT Swift Fuels, LLC</b>									
1939	8/30/2021	9/29/2021	11,834.29	0.00	0.00	0.00	0.00	0.00	FBO: UL94 Mogas for Sebring
<b>Vendor SWIFT Totals:</b>			<u>11,834.29</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report Totals:</b>			<u><u>16,584.16</u></u>	<u><u>95,335.92</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	

**SEBRING AIRPORT AUTHORITY  
AGENDA ITEM SUMMARY**

**MEETING DATE:** September 16, 2021

**PRESENTER:** Mike Willingham

**AGENDA ITEM:** Florida Health Sciences Center, Inc. – First Amendment to Aircraft Space Lease

**BACKGROUND:** Florida Health Sciences Center, Inc. (FHSC) has a Aircraft Space Lease with the Airport. The lease space is for maintenance of their helicopter fleet which is performed by Metro Aviation. Current lease states that FHSC must provide insurance which they do not carry. This amendment requires that Metro Aviation provide and maintain Aircraft Liability Insurance and names the Sebring Airport Authority as additional insured.

Staff recommends approval.

**REQUESTED MOTION:** Move to approve and authorize the Executive Director to execute the same.

**BOARD ACTION:**

APPROVED  
 DENIED  
 DEFERRED  
 OTHER



**FIRST AMENDMENT OF**  
**SEBRING AIRPORT AUTHORITY**  
**AIRCRAFT SPACE LEASE**  
(Hangar B)

THIS FIRST AMENDMENT OF AIRCRAFT SPACE LEASE is made and entered into this 16th day of September, 2021, by and between the **SEBRING AIRPORT AUTHORITY**, a body politic and corporate of the State of Florida (herein called "LANDLORD") and **FLORIDA HEALTH SCIENCES CENTER, INC. d/b/a Tampa General Hospital**, a Florida not for profit corporation (herein called "TENANT").

**WITNESSETH:**

**WHEREAS**, the parties entered into that certain Aircraft Space Lease for Hangar B dated September 17, 2020 (the "Lease"); and,

**WHEREAS**, the parties wish to extend the Lease with modified aircraft liability insurance coverage provisions;

**NOW THEREFORE**, in consideration of the premises, the covenants, terms and conditions to be performed as set forth hereinafter, the parties agree as follows:

1. **TERM**. The extended term of the Lease shall be for one (1) year commencing on July 1, 2021 and ending on June 30, 2022, unless sooner renewed or terminated in accordance with the Lease.
2. **AIRCRAFT LIABILITY COVERAGE**. TENANT shall insure that aircraft liability coverage, including Bodily Injury and Property Damage with liability limits of \$1,000,000 per occurrence and a \$100,000 per passenger sublimit shall be provided and maintained by Metro Aviation, Inc., a Louisiana corporation (herein called "Metro") for so long as Metro operates air services for the leased Premises. TENANT shall require that LANDLORD is named as an additional insured under Metro Aviation, Inc.'s liability coverage. TENANT shall also require the same insurance types and amounts from any other entity providing air services for the leased Premises.
3. **CONTINUATION**. All other provisions of the Lease shall remain unchanged and in full force and effect.
4. **MULTIPLE ORIGINALS**. This Lease Amendment is executed in multiple copies, each copy of which shall be deemed an original.

*[Signatures to immediately follow]*


IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals.

Two Witnesses as to Landlord:

  
(Printed Name) Beverly K. Glarner


  
(Printed Name) Sandra Sodic

**LANDLORD: SEBRING AIRPORT AUTHORITY**, a body politic and corporate of the State of Florida

By:   
 Mike Willingham, Executive Director  
 Beverly Glarner, Exec. Assistant  
 Colleen Plonsky, Director of Finance




Two Witnesses as to Tenant:

  
(Printed Name) Sarah Millan

  
(Printed Name) Belinda Franqui-Moseley

**TENANT: FLORIDA HEALTH SCIENCES CENTER, INC.** d/b/a Tampa General Hospital, a Florida not for profit corporation

By:   
Name: Mark A. Ruyter  
as its CFU

(corporate seal)

**RESOLUTION 21-09**

**A RESOLUTION OF THE SEBRING AIRPORT AUTHORITY TO APPROVE THE 2021-2022 BUDGET.**

**WHEREAS,** The Sebring Airport Authority is required to have an operating budget; and

**WHEREAS,** said budget is to be used as a tool to project revenues, expenses and reserves; and

**WHEREAS,** said budget is to be used as a control of costs and expenditures; and

**WHEREAS,** said budget can be amended from time to time by action of the Sebring Airport Authority Board of Directors;

**NOW, THEREFORE, BE IT RESOLVED BY A MAJORITY OF THE MEMBERS OF THE SEBRING AIRPORT AUTHORITY AS FOLLOWS:**

**SECTION 1.** The Sebring Airport Authority hereby approves the 2021-2022 Budget as presented.

**SECTION 2.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of September 2021.


**SEBRING AIRPORT AUTHORITY**

(SEAL)

ATTEST.



By: \_\_\_\_\_

  
Mike Willingham, Executive Director



**Date:** September 16, 2021

**To:** Board of Directors

**From:** Colleen Plonsky, Director of Finance

**Re:** SAA 2021-2022 Budget

I have taken the actual results for the current fiscal 11-month period (Oct 2020 – August 2021), annualized those numbers, and built the next year's budget from those numbers. The proposed 2021-2022 Budget shows Total Revenue of \$10,753,373.32 with a non-restricted operating reserve of \$7,799,613.32. The budget was prepared with input from the Executive Director and FBO Manager.

#### **OPERATING REVENUE**

Operating revenue is \$7,799,613.32 compared to \$4,474,653.32 for 2020-2021. The increase is due the boost of revenue from SIR, FBO, and recognizing the CRA carry over fund balance. The FBO 2021-2022 budgeted revenue of \$1,949,100 increases from \$1,286,400 for 2020-2021 Budget. This increase is due to an increase in all fuel sales. The budget assumes the T-Hangars occupancy rate will stay at or above 90% and Commercial Hangars occupancy at 100%.

#### **OPERATING EXPENSES**

Operating expenses are increased to \$7,139,996.00 from last year's budget of \$3,913,465.00. The increase in expenses is related to an increase of fuel Costs of Goods Sold and expending the CRA carry over fund balance.

Total Personnel Expense (including payroll taxes, retirement, overtime, work comp) shows a budgeted increase of \$181,509 for additional staffing needs and raises for current staff.

#### **CRA**

The CRA budget shows \$390,155 in incremental tax revenue, interest income of \$5,000, and carry over funds in the amount of \$2,031,701 for total revenue of \$2,426,856 and total expenditures of \$2,426,856.

**GRANTS**

Anticipated State, Federal and Local grant funded projects for the 2021-2022 period include:

Land Acquisition 2	\$ 586,807
Wildlife Hazard Assessment	\$ 36,881
Airport Coronavirus Response	\$ 23,000
Taxiway A4 Realign Design	\$ 125,513
Railroad Rehab Construction	<u>\$ 2,181,559</u>
	\$ 2,953,760

**SEBRING AIRPORT AUTHORITY  
2021-2022 BUDGET SUMMARY**

10/01/21-09/30/22

**REVENUE**

<i>CAPITAL INVESTMENT FEDERAL GRANT REVENUE</i>	\$	185,394.00
<i>CAPITAL INVESTMENT STATE GRANT REVENUE</i>	\$	2,768,366.00
<i>CAPITAL INVESTMENT LOCAL GRANT REVENUE</i>	\$	-
<i>CAPITAL INVESTMENT LOCAL OTHER REVENUE</i>	\$	-
 <i>Total GRANT Revenue:</i>		<u>\$ 2,953,760.00</u>
<i>TOTAL SAA REVENUE</i>	\$	3,423,657.32
<i>TOTAL FBO/FTZ REVENUE</i>	\$	1,949,100.00
<i>TOTAL CRA REVENUE</i>	\$	2,426,856.00
 <i>Total COST CENTER Revenue:</i>		<u>\$ 7,799,613.32</u>
 <i>TOTAL REVENUE</i>		<u>\$ 10,753,373.32</u>

**COST CENTER EXPENSES**

<i>TOTAL SAA EXPENSES</i>	\$	3,031,600.00
<i>TOTAL FBO/FTZ EXPENSES</i>	\$	1,681,540.00
<i>TOTAL CRA EXPENSES</i>	\$	2,426,856.00
 <i>Total COST CENTER Expenses:</i>		<u>\$ 7,139,996.00</u>
 <i>CAPITAL INVESTMENT EXPENSES</i>		<u>\$ 2,953,760.00</u>
 <i>SAA BUDGETED OPERATING RESERVE</i>		<u>\$ 392,057.32</u>
<i>FBO/FTZ BUDGETED OPERATING RESERVE</i>		<u>\$ 267,560.00</u>
<i>CRA BUDGETED OPERATING RESERVE</i>		<u>\$ -</u>
 <i>TOTAL 2021-2022 BUDGETED OPERATING RESERVE</i>		<u>\$ 659,617.32</u>



**2021-2022 BUDGET  
SEBRING AIRPORT AUTHORITY (SAA)**

		<b>2021-2022 ANNUAL BUDGET</b>
<b>FEDERAL GRANT REVENUE</b>		
331-620-107	FAA - WILDLIFE HAZARD ASSESSMENT/MANAGEMENT PLAN	\$ 36,881.00
331-620-111	FAA - AIRPORT CORONAVIRUS RESPONSE	\$ 23,000.00
331-620-112	FAA - TAXIWAY A4 REALIGN DESIGN	\$ 125,513.00
	<b>TOTAL FEDERAL GRANT REVENUE</b>	<b>\$ 185,394.00</b>
<b>STATE GRANT REVENUE</b>		
334-610-063	FDOT - RAILROAD REHAB CONSTRUCTION	\$ 2,181,559.00
334-610-102	FDOT - LAND ACQUISITION 2	\$ 586,807.00
	<b>TOTAL STATE GRANT REVENUE</b>	<b>\$ 2,768,366.00</b>
<b>LOCAL GRANT REVENUE</b>		
	<b>TOTAL LOCAL GRANT REVENUE</b>	<b>\$ -</b>
<b>OTHER GRANT REVENUE</b>		
	<b>TOTAL OTHER GRANT REVENUE</b>	<b>\$ -</b>
<b>SAA REVENUE</b>		
342-200-SAA	FIRE PROTECTION FEES	\$ 96,000.00
343-500-SAA	REVENUE SALE OF WWTP TO CITY SEBRING	\$ 26,257.32
360-000-SAA	MISCELLANEOUS REVENUE	\$ 53,000.00
360-100-SAA	DISCOUNTS ALLOWED-SAA	\$ 400.00
360-500-SAA	SERVICE FEE INCOME - SAA	\$ -
361-190-SAA	INTEREST INCOME - SAA	\$ 1,000.00
362-000-SAA	RENTAL INCOME - INDUSTRIAL	\$ 1,050,000.00
362-010-SAA	RENTAL INCOME - LAND	\$ 875,000.00
362-020-SAA	RENTAL INCOME-T/COMM HANGARS	\$ 112,000.00
362-030-SAA	RENTAL INCOME - New T/Comm Hangars	\$ 272,000.00
362-150-SAA	RENTAL INCOME-SIR SUBLEASES	\$ 14,000.00
362-200-SAA	RACE TRACK REVENUE - SIR	\$ 156,000.00
362-210-SAA	SIR SPECIAL EVTS-TICKET REV	\$ 260,000.00
364-400-SAA	GAIN/LOSS ON SALE OF ASSETS	
366-900-SAA	CONTR. - Private Sources	
369-601-SAA	CHATEAU ELAN OCCUPANCY CHARGE REVENUE	\$ 120,000.00
381-000-SAA	CRA FUNDS TRANSFER (OFFSET 512-092-SAA)	\$ 385,000.00
381-999-SAA	TRANSFER IN REIMBURSABLE EXPENSES CRA	\$ 3,000.00
384-000-SAA	RECOVERY OF BAD DEBT	
	<b>TOTAL SAA REVENUE</b>	<b>\$ 3,423,657.32</b>
<b>FBO REVENUE</b>		
343-003-FBO	FBO TIE DOWN & HANGAR FEES	\$ 3,500.00
344-000-FBO	FBO AVGAS FUEL SALES	\$ 346,000.00
344-000-FTZ	FUEL SALES - FTZ	\$ -
344-001-FBO	FBO JET A SALES	\$ 843,000.00
344-002-FBO	FBO PILOT SUPPLY SALES	\$ 1,400.00
344-005-FBO	UL94 MOGAS SALES	\$ 41,000.00
344-008-FBO	FBO MILITARY JET A SALES	\$ 500,000.00

**2021-2022 BUDGET  
SEBRING AIRPORT AUTHORITY (SAA)**

		<b>2021-2022 ANNUAL BUDGET</b>
344-009-FBO	FBO OIL SALES	\$ 7,100.00
344-010-FBO	MILITARY AFTER HOURS FEES	\$ 1,000.00
344-011-FBO	NONCONTRACT MILITARY FUEL SALE	\$ 95,000.00
344-014-FBO	FBO RAMP FEES & AFTER HOURS FEES	\$ 66,000.00
344-017-FBO	FBO RENTAL CAR COMMISSION - HERTZ	\$ 5,000.00
344-018-FBO	FBO RENTAL CAR COMMISSION - ENTERPRISE	\$ -
344-019-FBO	GPU USAGE FEES	\$ 700.00
360-000-FBO	MISCELLANEOUS INCOME - FBO	\$ 1,000.00
360-101-FBO	FBO DISCOUNTS EARNED	\$ 3,400.00
361-190-FBO	INTEREST INCOME-FBO	\$ -
369-200-FBO	FBO FUEL TAX REFUND	\$ 35,000.00
<b>TOTAL FBO REVENUE</b>		<b><u>\$ 1,949,100.00</u></b>
<b>CRA REVENUE</b>		
361-190-CRA	INTEREST INCOME - CRA	\$ 5,000.00
386-700-CRA	CRA INCREMENTAL TAX REVENUE	\$ 390,155.00
389-000-CRA	BALANCE BROUGHT FORWARD	\$ 2,031,701.00
<b>TOTAL CRA REVENUE</b>		<b><u>\$ 2,426,856.00</u></b>
<b>TOTAL GRANT REVENUE</b>		<b>\$ 2,953,760.00</b>
<b>TOTAL COST CENTER REVENUE</b>		<b><u>\$ 7,799,613.32</u></b>
<b>TOTAL REVENUE</b>		<b><u>\$ 10,753,373.32</u></b>
<b>SAA EXPENSES</b>		
512-011-SAA	SAA EXECUTIVE SALARIES	\$ 155,300.00
512-012-SAA	SAA SALARIES	\$ 394,000.00
512-016-SAA	CAFETERIA PLAN EXPENSE	\$ 1,600.00
512-021-SAA	SAA GEN GOV'T-PAYROLL TAXES	\$ 39,000.00
512-022-SAA	SAA GENERAL GOV'T-RETIREMENT	\$ 102,000.00
512-023-SAA	SAA GENERAL GOV'T-HEALTH INS.	\$ 110,000.00
512-024-SAA	SAA W/C INSURANCE	\$ 6,000.00
512-025-SAA	SAA UNEMPLOYMENT (SUTA/FUTA)	\$ 1,000.00
512-030-SAA	SAA OPERATING EXPENSE	\$ 100,000.00
512-031-SAA	SAA PROFESSIONAL SERVICES	\$ 50,000.00
512-032-SAA	SAA ACCOUNTING & AUDIT FEES	\$ 28,000.00
512-033-SAA	SAA LEGAL SERVICES	\$ 100,000.00
512-034-SAA	SAA CONTRACTUAL SERVICES	\$ 243,000.00
512-035-SAA	SAA ENGINEERING SERVICES	\$ 211,000.00
512-036-SAA	SAA CONSULTING	\$ 7,500.00
512-040-SAA	SAA TRAVEL	\$ 7,500.00
512-041-SAA	SAA COMMUNICATION/TELEPHONE	\$ 40,000.00
512-042-SAA	SAA POSTAGE	\$ 500.00
512-043-SAA	SAA UTILITIES	\$ 59,000.00
512-044-SAA	SAA RENTALS & LEASES	\$ 25,000.00
512-045-SAA	SAA INSURANCE	\$ 233,000.00
512-046-SAA	SAA REPAIRS AND MAINTENANCE	\$ 145,000.00
512-047-SAA	HANGAR REPAIRS & MAINTENANCE	\$ 75,000.00
512-049-SAA	SAA TAXES	\$ 205,000.00



**2021-2022 BUDGET  
SEBRING AIRPORT AUTHORITY (SAA)**

		<b>2021-2022 ANNUAL BUDGET</b>
512-050-SAA	SAA LICENSES AND PERMITS	\$ 1,000.00
512-051-SAA	SAA OFFICE SUPPLIES	\$ 5,000.00
512-052-SAA	SAA OPERATING SUPPLIES	\$ 10,000.00
512-054-SAA	SAA BOOKS, PUBLICATIONS& DUES	\$ 13,000.00
512-055-SAA	SAA ADVERTISING	\$ 5,000.00
512-056-SAA	SAA SEMINARS, CONV., TRAIN.	\$ 6,000.00
512-060-SAA	SAA SOFTWARE, RELATED AGREEMTS	\$ 31,000.00
512-061-SAA	SAA COMPUTERS and ACCESSORIES	\$ 8,000.00
512-072-SAA	SAA INTEREST PAYMENTS-DEBT	\$ 185,000.00
512-082-SAA	SAA CHARITABLE CONTRIBUTIONS	\$ 200.00
512-089-SAA	SAA EARNED DISCOUNTS	\$ (11,000.00)
512-090-SAA	SAA PENALTIES AND FEES	\$ -
512-092-SAA	CRA FUNDS TRANSFER (381-000-SAA) OFFSET	\$ 385,000.00
512-095-SAA	SAA-CHATEAU ELAN IMPROVEMENTS	\$ 55,000.00
512-100-SAA	SAA DEPRECIATION EXPENSE	\$ -
512-200-SAA	SAA BAD DEBT EXPENSE	\$ -
<b>TOTAL SAA EXPENSES (exc. Depreciation)</b>		<b>\$ 3,031,600.00</b>
<b>SAA BUDGET OPERATING RESERVES</b>		<b>\$ 392,057.32</b>
<b>FBO EXPENSES</b>		
512-001-FBO	FBO COGS - FUEL	\$ 1,067,700.00
512-002-FBO	FBO - COGS - OIL SALES	\$ 4,400.00
512-002-FBO	FBO COGS - FTZ	\$ -
512-003-FBO	FBO COGS - PILOT SUPPLIES	\$ 1,000.00
512-005-FBO	FBO MANAGEMENT FEE	\$ -
512-006-FBO	FBO MANAGEMENT CO SUCCESS FEE	\$ -
512-007-FBO	COGS - UL94 MOGAS	\$ 36,000.00
512-010-FBO	FBO CREDIT CARD FEES	\$ 37,000.00
512-011-FBO	FBO GENERAL MGR SALARY	\$ 64,200.00
512-012-FBO	FBO SALARIES	\$ 175,000.00
512-021-FBO	FBO PAYROLL TAXES	\$ 17,000.00
512-022-FBO	FBO RETIREMENT	\$ 26,000.00
512-023-FBO	FBO HEALTH INSURANCE	\$ 65,000.00
512-024-FBO	FBO W/C INSURANCE	\$ 6,000.00
512-025-FBO	FBO RECRUIT/EMP. HIRING EXP.	\$ 500.00
512-030-FBO	FBO OPERATING EXPENSE	\$ 21,000.00
512-031-FBO	FBO PROFESSIONAL SERVICES	\$ 23,000.00
512-033-FTZ	FTZ LEGAL SERVICES	\$ -
512-034-FBO	FBO CONTRACTUAL SVCS	\$ 1,000.00
512-039-FBO	FBO MILITARY OPERATING EXP	\$ 25,000.00
512-040-FBO	FBO TRAVEL AND MEALS	\$ 2,000.00
512-041-FBO	FBO COMMUNICATIONS/TELE.	\$ 12,500.00
512-042-FBO	FBO POSTAGE	\$ 400.00
512-043-FBO	FBO UTILITIES	\$ 11,000.00
512-044-FBO	FBO RENTALS AND LEASES	\$ 7,500.00
512-045-FBO	FBO GEN. LIAB. INSURANCE	\$ 7,000.00
512-046-FBO	FBO REPAIRS & MAINTENANCE	\$ 44,000.00
512-047-FBO	FBO PRINTING	\$ 200.00
512-048-FBO	FBO MARKETING & PROMOTION	\$ 400.00
512-050-FBO	FBO LICENSES AND PERMITS	\$ 200.00
512-051-FBO	FBO OFFICE SUPPLIES	\$ 2,000.00



**2021-2022 BUDGET  
SEBRING AIRPORT AUTHORITY (SAA)**

		<b>2021-2022 ANNUAL BUDGET</b>
512-052-FBO	FBO OPERATING SUPPLIES	\$ 13,000.00
512-054-FBO	FBO BOOKS/PUBLICATIONS/DUES	\$ 1,000.00
512-055-FBO	FBO ADVERTISING	\$ 500.00
512-056-FBO	FBO SEMINARS AND CONVENTIONS	\$ 1,000.00
512-058-FBO	FBO CASH OVER AND SHORT	\$ 40.00
512-060-FBO	FBO SOFTWARE, RELATED AGREEMTS	\$ 8,500.00
512-061-FBO	FBO COMPUTER ASSESSORIES	\$ 500.00
<b>TOTAL FBO/FTZ EXPENSES</b>		<b><u>\$ 1,681,540.00</u></b>
<b>FBO BUDGET OPERATING RESERVES</b>		<b>\$ 267,560.00</b>
<b>CRA EXPENSES</b>		
512-031-CRA	CRA PROFESSIONAL SERVICES	\$ 15,000.00
512-033-CRA	CRA LEGAL SERVICES	\$ 20,000.00
512-042-CRA	CRA POSTAGE	\$ 30.00
512-045-CRA	CRA INSURANCE	\$ 1,300.00
512-050-CRA	CRA LICENSES AND PERMITS	\$ 350.00
512-054-CRA	CRA BOOKS, PUBLICATIONS & DUES	\$ 600.00
512-055-CRA	CRA ADVERTISING	\$ 300.00
512-091-CRA	CRA AGREEMENTS (NON-SAA)	\$ -
512-092-CRA	CRA AGREEMENTS (SAA)	\$ 385,000.00
512-999-CRA	TRANSFER OUT REIMBURSABLE EXPENSES	\$ 3,000.00
542-301-CRA	HAYWOOD TAYLOR RESURFACING PHASE II CR623-TERMINAL BLI	\$ 740,000.00
542-302-CRA	WEBSTER TURN DR RESURFACING	\$ 60,000.00
542-303-CRA	RUNWAY EXT 1-19 TAXIWAY A EXT 7,000' TOTAL	\$ 750,349.00
542-304-CRA	AIRFIELD DRAINAGE	\$ 450,927.00
<b>TOTAL CRA EXPENSES</b>		<b><u>\$ 2,426,856.00</u></b>
<b>CRA BUDGET OPERATING RESERVES</b>		<b>\$ -</b>
<b>TOTAL EXPENSES</b>		<b><u>\$ 7,139,996.00</u></b>
<b>COMBINED BUDGETED OPERATING RESERVE (excluding Depreciation)</b>		<b>\$ 659,617.32</b>

Revised 9/11/21

**RESOLUTION SAA 21-10**

**A RESOLUTION OF THE SEBRING AIRPORT  
AUTHORITY TO APPROVE AMENDMENT S21-08 TO  
THE 2020-2021 BUDGET.**

**WHEREAS**, The Sebring Airport Authority is required to have an operating budget; and

**WHEREAS**, said budget is to be used as a tool to project revenues, expenses, and reserves; and

**WHEREAS**, said budget is to be used as a control of costs and expenditures; and

**WHEREAS**, said budget can be amended from time to time by action of the Sebring Airport Authority Board of Directors;

**NOW, THEREFORE, BE IT RESOLVED BY A MAJORITY OF THE MEMBERS  
OF THE SEBRING AIRPORT AUTHORITY AS FOLLOWS:**

**SECTION 1.** The Sebring Airport Authority hereby approves the 2020-2021 Budget Amendment S21-08 as presented.

**SECTION 2.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this 16th day of September 2021.

**SEBRING AIRPORT AUTHORITY**


By: \_\_\_\_\_

Mike Willingham, Ex. Director



SEBRING AIRPORT AUTHORITY  
 BUDGET AMENDMENT# S21-08  
 EFFECTIVE ACCOUNTING PERIOD: July 2021

9/16/2021

SUBMITTED BY: Colleen Plonsky  
 SUBMITTED BY: 

REVENUE CENTER	ACCOUNT	ACCOUNT NAME	PRIOR BUDGET AS OF 6/31/21	INCREASE	DECREASE	REVISED BUDGET	Reason:
SAA	362-030-SAA	Rental Income- New T/Comm Hangar	\$ 207,200.00	\$ 65,000.00		\$ 272,200.00	Budget Understated
FBO	344-008-FB O	Military Jet Fuel Sale	\$ 315,000.00	\$ 105,000.00		\$ 420,000.00	Budget Understated
FBO	344-011-FB O	Noncontract Military Fuel Sale	\$ 78,000.00	\$ 2,000.00		\$ 80,000.00	Budget Understated
			\$ -	\$ -		\$ -	
			\$ -	\$ -		\$ -	
			\$ -	\$ -		\$ -	
			\$ -	\$ -		\$ -	
Total Revenue Increase/Decrease			\$ 600,200.00	\$ 172,000.00		\$ 772,200.00	
<b>COST CENTER (expenses)</b>							
SAA	512-047-SAA	Hangar Repairs & Maintenance	\$ 20,000.00	\$ 5,000.00		\$ 25,000.00	Budget Understated
SAA	512-060-SAA	SAA Software & Related Agree	\$ 25,000.00	\$ 6,000.00		\$ 31,000.00	Budget Understated
			\$ -	\$ -		\$ -	
			\$ -	\$ -		\$ -	
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			\$ -	\$ -		\$ -	
Total Expenses Increase/Decrease			\$ 45,000.00	\$ 11,000.00		\$ 56,000.00	
<b>Capital Expenditures Adjustments</b>							
			Prior Month Budgeted Operating Reserve	Current Month Revenue - Inc/(Dec)	Current Month Expense - Inc/(Dec)	Revised Budgeted Operating Reserve	
			\$2,942,769.32	\$ 172,000.00	\$ 11,000.00	\$3,103,769.32	

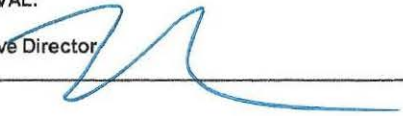
REQUEST #: S21-08

TRANSFER TYPE:

- ITEM TO ITEM
- OPERATING RESERVE
- BY RESOLUTION # SAA 21-10

BOARD APPROVAL:

Executive Director



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