

**Sebring Airport Authority
Board Meeting Agenda
June 16, 2022**

1:00 p.m.

**Hendricks Field
Sebring Airside Center**

1. OPENING ITEMS

- a) **Call to Order** **Please be advised that you are on a recorded line.**
- b) **Pledge of Allegiance and Invocation**
- c) **Roll Call**
- d) **Announcements**

Upcoming Meetings & Events

<u>Date</u>	<u>Time</u>	<u>Meeting/Event</u>	<u>Location</u>
07/04/2022		4 th of July Holiday, Offices will be Closed	
07/21/2022	1:00pm	SAA/CRA Board Meeting	Hendricks Field Center

2. CONSENT AGENDA

- a) Approve May 2022 Minutes
- b) Approve May 2022 Invoices

3. MISCELLANEOUS

4. ACTION ITEMS

- a) ITB 22-06 Taxiway A4 Realignment – Award
- b) Interlocal Agreement - Highlands County School Board & CRA
- c) Resolution 22-04 Approving Budget Amendment S22-03

CONTINGENT ACTION ITEMS

5. DIRECTORS REPORT

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
May 19, 2022**

The Sebring Airport Authority Board of Directors held a scheduled Board Meeting on May 19, 2022 at 1:00 p.m. in person and by telephone-technology conference call. A quorum was met with the following in attendance:

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

Also

Beverly Glarner	-	Executive Assistant
Colleen Plonsky	-	Director of Finance
Jason Ali	-	FBO Manager
Bob Swaine	-	Swaine and Harris
Kathy Rapp	-	HCBOCC Liaison
Leonard Carlisle	-	City of Sebring Liaison
Craig Sucich	-	Avcon
Kevin McCauley	-	Atkins
Berk Edwards	-	Edwards Médiation
Eric Menger	-	Hanson, Inc.

1. OPENING ITEMS

- A. Meeting was called to order at 1:00 p.m.
- B. The Invocation and Pledge were led by Bob Swine.
- C. **Roll Call**
Pete McDevitt, Carl Cool, Terrill Morris, Craig Johnson and Stanley Wells were present for the meeting.
- D. **Election of Officers**
Chairman asked for nominations of officers. Craig Johnson nominated the following: Carl Cool as Chairman, Mark Andrews as Vice Chairman, Sidney Valentine as Secretary and Stanley Wells as Asst. Secretary. Hearing no other nominations, Chairman closed the nominations. Pete McDevitt made a motion to

approve and a second by Craig Johnson. The motion was passed with aye votes by Cool, Morris, Wells, McDevitt, and Johnson

E. 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 Pete McDevitt to approve the Consent Agenda with a second by Craig Johnson. The motion was passed with aye votes by Cool, Morris, McDevitt, and Johnson. Wells stepped out of meeting.

4. ACTION ITEMS

A. ITB #22-04 Haywood Taylor Resurfacing Contract

This item was presented by Bob Swaine. There was a motion by Pete McDevitt to approve the item with a second by Craig Johnson. The motion was passed with aye votes by Cool, Morris, McDevitt, and Johnson. Wells stepped out of meeting

B. Interlocal Agreement - Haywood Taylor Resurfacing Project

This item was presented by Bob Swaine. There was a motion by Stanley Wells to approve the item with a second by Pete McDevitt. The motion was passed with aye votes by Cool, Morris, Wells, McDevitt, and Johnson.

C. School Board of Highlands County - Lease

This item was presented by Bob Swaine. There was a motion by Pete McDevitt to approve the item with a second by Craig Johnson. The motion was passed with aye votes by Cool, Morris, Wells, McDevitt, and Johnson.

5. DIRECTOR REPORT

Executive Director Mike Willingham gave his report. Jason Ali gave his report on fuel sales and activities at the Range.

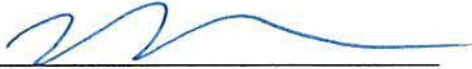
6. BOARD OF DIRECTOR'S BUSINESS

Chairman reminded the Board about their Ethics Training

7. CONCERNS OF THE PUBLIC

8. ADJOURNMENT

Chairman adjourned meeting at 1:15pm.



Mike Willingham, Executive Director

6-16-22

Approved by Board

Invoices Paid In May 2022 Presented In June 2022 Board Meeting

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
05/03/22	A1 Extreme Cleaning LLC.	\$1,250.00	SAA/FBO: May 2022 Cleaning in Terminal Building
05/03/22	Box N Out, Inc.	\$200.00	SAA/FBO: Monthly Recycling Service May 2022
05/03/22	Carrier Corporation	\$16,827.82	SAA: Replaced Condenser Coil on Unit 1 and 2
05/03/22	Cintas	\$671.71	SAA/FBO: Bi-Weekly Service, Mats, Air Freshener; FBO Red Mats; FBO Uniforms for Employees
05/03/22	Leaf Capital Funding, LLC.	\$489.67	SAA/FBO: Lease of Copy Machines
05/03/22	Paul C. Valladares Jr. dba Paul's Plantscapes	\$270.00	SAA/FBO: May 2022 Plant Service
05/03/22	Rapid Systems	\$495.00	SAA/FBO: Monthly Internet Service
05/03/22	Rapid Systems	\$84.99	SAA: April 2022 Internet SVC- Ex. Assistant Home Office
05/03/22	Rapid Systems	\$143.95	SAA: April 2022 Internet SVC- Tower at Airport
05/10/22	Air & Electrical Services, Inc	\$4,428.00	SAA: Provide & Install a New 3 Ton Gree 15 Seer AC Unit Minisplit System for the Control Tower
05/10/22	Air & Electrical Services, Inc	\$95.30	SAA: Service Call; Tecnam Bldg. // Faulty Cable to Irrigation Pump, Also Faulty Irrigation Pump
05/10/22	Michael Byrd America's Elite Carpet Cleaning	\$550.00	SAA: Stripped & Waxed Wood Floors at Runway Cafe, Including Wax & Stripper
05/10/22	B&B Site Development, Inc.	\$17,820.00	SAA: Emergency Repair to Gate 8A Due to Erosion
05/10/22	Bugs Bee-Ware Exterminating, Inc.	\$920.00	SAA: Bi-Monthly Lawn Care 04.14.22
05/10/22	Cintas	\$326.11	SAA/FBO: Weekly Service, Mats, Air Freshener; FBO Red Mats; FBO Uniforms for Employees
05/10/22	Jason Ali	\$297.30	FBO: Travel Reimbursement for Mileage to APBR
05/10/22	Armando J. de Solo III dba The Stitch Garage	\$30.00	FBO: Logo on Shirts for Maintenance Dept
05/10/22	TechHouse: Intergrated	\$815.00	SAA: May 2022 Recurring Monthly Software
05/10/22	TechHouse: Intergrated	\$99.20	SAA: General IT Support; Issues with Files & Outlook, Software Updates, Problem With Teams
05/10/22	TechHouse: Intergrated	\$97.50	SAA: General IT Support; Problems with Outlook, Browser Acting Up
05/10/22	Air & Electrical Services, Inc	\$142.50	SAA: Repairs to Runway Cafe Prep Table, per Inspection; Prep Table Not Cooling Due to Clogged Condenser, Cleaned Coil
05/17/22	All About Lawns, Inc.	\$4,835.85	SAA: Replace 3 Phase Irrigation Pump & Rewire for Building 22
05/17/22	All About Lawns, Inc.	\$1,000.00	SAA: Removal of Concrete Slabs, Plant Plants, and Add Irrigation Around AC Units
05/17/22	Big Messages LLC	\$159.60	SAA: After Hours Telephone Answering Service
05/17/22	C & C Plumbing, Inc.	\$951.42	SAA: Repairs to Runway Cafe Sinks; Replaced Water Valves on 2 Sinks; Replaced Faucets on 3 Sinks
05/17/22	Cintas	\$671.71	SAA/FBO: Bi-Weekly Service, Mats, Air Freshener; FBO Red Mats; FBO Uniforms for Employees
05/17/22	Federal Express Corporation	\$63.70	SAA: Express Shipping
05/17/22	Lauren Moore	\$260.00	SAA: Temporary Personnel May 2022
05/17/22	Robbins Nursery, Inc.	\$594.70	SAA: Plants for Landscaping Around A/C Terminal Building
05/24/22	Allied Universal Technology Services	\$12,476.10	SAA: April 2022 Security Service
05/24/22	C & C Plumbing, Inc.	\$220.75	SAA: Unclog Debris From Urinal in Public Restroom
05/24/22	Cintas	\$326.11	SAA/FBO: Weekly Service, Mats, Air Freshener; FBO Red Mats; FBO Uniforms for Employees
05/24/22	Department of Management Services	\$306.57	SAA/FBO: April 2022 Audio, Long Distance & Local Service
05/24/22	TechHouse: Intergrated	\$862.50	SAA/FBO: General IT Support; Issues with Laptop Setup, SharePoint File Location, VPN Not Working on Phone, VPN Access to AC System, Wifi Issues, ISP Questions, Scan to Email not Working, Review Cyber Renewal Application
05/24/22	TechHouse: Intergrated	\$125.40	SAA: June 2022 Recurring Monthly Software
05/31/22	All About Lawns, Inc.	\$3,715.00	SAA: Irrigation Repairs to Building 22; Including Materials and Labor
05/31/22	Cintas	\$671.71	SAA/FBO: Bi-Weekly Service, Mats, Air Freshener; FBO Red Mats; FBO Uniforms for Employees

TOTAL PAID INVOICES: \$73,295.17

May 2022 P-Cards

Purchase Date	Vendor Name	Amount	Description
5/21/2022	OLIVE GARDEN 0021741	\$176.11	SAA: SAA and FBO Staff Lunch Meeting
5/22/2022	AMZN Mktp US 1X4XM5JD1	\$59.97	FBO: Reflective Line Vest for FBO Girls
5/22/2022	LOOPNET INC	\$118.50	SAA: Online SAA Realty Listing Company
5/23/2022	WING AERO PRODUCTS	\$161.19	FBO: Products for Resale to FBO Customers
5/23/2022	COLE AUTO SUPPLY INC	\$164.92	FBO: Battery Disconnect Switches and Battery Cables for Runway Lighting
5/23/2022	CIRCLE K 07515	\$73.50	SAA: Fuel for Explorer
5/23/2022	MURPHY EXPRESS 8673	\$102.00	SAA: Fuel for Maintenance Truck
5/24/2022	AMZN Mktp US 1X4EK7VW1	\$119.55	FBO: Safety Vest For FBO Staff
5/24/2022	HARBOR FREIGHT TOOLS 538	\$9.99	FBO: Replacement Trickle Charger for Runway X
5/25/2022	WM SUPERCENTER #666	\$43.96	FBO: Wasp Spray
5/25/2022	MYFLORIDACOUNTY.COM	\$82.28	SAA: Recording Fees to Record Bonds for Projects
5/25/2022	ZIPRECRUITER, INC.	\$496.00	SAA: Employment Advertising
5/25/2022	APEX OFFICE PRODUCTS INC	\$159.91	SAA: Staples, Laminating Sheets, Copy Paper, Calculator Paper
5/26/2022	ZIPRECRUITER, INC.	\$16.00	SAA: Employment Advertising
5/26/2022	AMZN Mktp US V380937V3	\$117.95	SAA: Oil for Airport Equipment
5/27/2022	AMZN Mktp US 1R0KN6UW2	\$159.90	FBO: Ten Solar Strobe Lights for Cones
5/27/2022	VALIN CORPORATION	\$150.95	FBO: Hydrokit Used to Test for the Presence of Water in Jet-A Fuel
5/27/2022	AMZN Mktp US 1R2QJ59Z2	\$299.76	SAA: Water Filters for Terminal Building Public Water Fountains
5/29/2022	AMAZON.COM X83SK50B3 AMZN	\$122.49	SAA: Battery Backup & Surge Protector for Accounting Computer
5/30/2022	CIRCLE K 07515	\$33.11	FBO: Fuel for Courtesy Chevy Tahoe
5/30/2022	GG III SAVE A LOT #	\$97.72	FBO: Water Bottles Purchased for FBO Customers
5/30/2022	WM SUPERCENTER #666	\$52.86	FBO: Gatorade to Keep Staff Hydrated and for FBO Clients
5/30/2022	AMZN Mktp US C32JV8VX3	\$127.96	SAA: Inside LED Lights for Building 22, Hangar B
5/30/2022	AMZN Mktp US 1X6KE2000	\$10.99	SAA: Padded Envelopes
5/31/2022	MURPHY EXPRESS 8594	\$95.00	SAA: Fuel for Maintenance Truck
6/1/2022	AMZN Mktp US 1X1EN0P00	\$206.13	FBO: Supplies for FBO and Line
6/1/2022	COLE AUTO SUPPLY INC	\$34.49	FBO: NAPA 3123 Fuel Filter Purchased for AvGas Fuel Truck
6/2/2022	SWK TECHNOLOGIES INC	\$326.48	SAA: Monthly Fee for Mas90 Online Services - June 2022

Total Due: \$10,238.58

May 2022 P-Cards

Purchase Date	Vendor Name	Amount	Description
5/3/2022	THE HOME DEPOT #6340	\$41.11	SAA: Hinges for FBO Door, Glue for Wall Trim
5/4/2022	SQ DMJ WATER WORKS	\$35.00	SAA: Detailing of the Airport Vehicles
5/5/2022	CELLULAR SALES CF-27	\$284.00	FBO: Tablet PC for FBO to Track Fuel
5/5/2022	FLORIDA DEPT. OF STATE	\$50.00	SAA: Records Management Training Ashley Hewett
5/5/2022	FLORIDA DEPT. OF STATE	\$50.00	SAA: Records Management Training Colleen Plonsky
5/5/2022	FLORIDA DEPT. OF STATE	\$50.00	SAA: Records Management Training Jami Olive
5/5/2022	SWK TECHNOLOGIES INC	\$326.48	SAA: Monthly Fee for Mas90 Online Services - April 2022
5/6/2022	PALMER ACE HDWE	\$111.80	FBO: Lubricants and Antifreeze for FBO Equipment Maintenance
5/6/2022	IN EBRIDGE, INC	\$175.00	SAA: Monthly Fee for Record Retention
5/7/2022	CIRCLE K 07515	\$91.00	FBO: Fuel for Courtesy Chevy Tahoe
5/9/2022	DISH NETWORK-ONE TIME	\$126.91	FBO: Monthly Satellite Service Pilot's Lounge - May 2022
5/10/2022	WCI SEBRING HAULING	\$484.10	SAA/FBO: Monthly Waste Collection - May 2022
5/10/2022	ADOBE ACROPRO SUBS	\$152.91	SAA: Monthly Staff Subscriptions
5/11/2022	CIRCLE K 07515	\$38.01	FBO: Fuel for Courtesy Chevy Tahoe
5/11/2022	WM SUPERCENTER #666	\$14.97	FBO: Beverage Dispenser FBO
5/11/2022	FDLE CCHINET	\$25.00	SAA: Pre-employment Background Check
5/11/2022	WWW.SENTRYLINK.COM	\$19.95	SAA: Pre-employment Background Check
5/11/2022	EXXONMOBIL 98809494	\$77.01	SAA: Gas for Maintenance Truck
5/11/2022	YARBROUGH TIRE & SERVICE	\$178.91	SAA: Oil Service, Tire Alignment and Replacement Tire Sensor on Maintenance Truck
5/12/2022	VZWRLSS MY VZ VB P	\$1,769.20	SAA/FBO: Monthly Mobile Phone Service April 2022
5/13/2022	COLE AUTO SUPPLY INC	\$38.49	FBO: Fuel Filter for UL94 Fuel Dispenser Cabinet
5/13/2022	NOTARY PUBLIC FLORIDA	\$155.88	SAA: Renewal of B. Glarner's Notary Status
5/13/2022	TRTAX&ACTGPROFESSIONAL	\$276.00	SAA: Monthly Subscription Fixed Asset Software
5/15/2022	AMZN Mktp US 1L8UY0JD2	\$134.06	FBO: Solar Strobe Lights for Fuel trucks and Cones; Hearing Protectors for FBO Staff
5/15/2022	AMZN Mktp US 1L6HJ7JG2	\$20.69	FBO: Protective Tablet Case for New FBO Fuel Tracking Tablet
5/16/2022	APEX OFFICE PRODUCTS INC	\$3.56	FBO: Paper Clips for FBO
5/16/2022	DOUBLETREE HOTELS	\$1,687.12	SAA: Hotel Room for Ex. Director - OshKosh Event
5/17/2022	APEX OFFICE PRODUCTS INC	\$42.25	FBO: Toilet Cleaner
5/17/2022	SQ DMJ WATER WORKS	\$50.00	SAA: Detailing of Airport Vehicle
5/20/2022	CIRCLE K 07515	\$109.50	FBO: Fuel for Courtesy Chevy Tahoe

Accounts Payable Aged Invoice Report
Open Invoices - Aged by Invoice Date - As of 6/9/2022
Sebring Airport Authority (SAA)

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
ALLIED Universal Protection Service, LLC									
12824273 MAY 2022	5/31/2022	6/30/2022	12,891.97	12,891.97	0.00	0.00	0.00	0.00	SAA: May 2022 Security Service
Vendor ALLIED Totals:			<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>	
ATKINS Atkins North America, Inc.									
1973051 OC	5/31/2022	6/30/2022	45,492.17	45,492.17	0.00	0.00	0.00	0.00	SAA: May 2022 General On-Call Service
1973051 SF	5/31/2022	6/30/2022	1,300.00	1,300.00	0.00	0.00	0.00	0.00	SAA: May 2022 Star Farms - Grant Reimbursed
Vendor ATKINS Totals:			<u>46,792.17</u>	<u>46,792.17</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
AVCON Avcon, Inc.									
122461 OC	5/31/2022	6/30/2022	15,355.40	15,355.40	0.00	0.00	0.00	0.00	SAA: May 2022 General On-Call Services
Vendor AVCON Totals:			<u>15,355.40</u>	<u>15,355.40</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
BECKER Becker & Poliakoff, P.A.									
4269264	5/31/2022	6/30/2022	0.60	0.60	0.00	0.00	0.00	0.00	SAA: May 2022 Construction Claims with Frasier Contracting
4269270	5/31/2022	6/30/2022	135.90	135.90	0.00	0.00	0.00	0.00	SAA: May 2022 General Construction Issues
Vendor BECKER Totals:			<u>136.50</u>	<u>136.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
BIOTECH Bio-Tech Consulting Inc.									
167807	5/31/2022	6/30/2022	3,250.00	3,250.00	0.00	0.00	0.00	0.00	SAA: Bi-Monthly Waterway Weed Control
Vendor BIOTECH Totals:			<u>3,250.00</u>	<u>3,250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CINTAS Cintas									
4121214921	6/1/2022	7/1/2022	831.19	831.19	0.00	0.00	0.00	0.00	SAA/FBO: Bi-Weekly Service; Logo Mats, Scraper Mats, Air Freshener/Disp, Soap/Disp, GermX/Disp
4121830566	6/8/2022	7/8/2022	404.59	404.59	0.00	0.00	0.00	0.00	SAA/FBO: Weekly Svc; Mats, Air Fresheners, Uniforms
Vendor CINTAS Totals:			<u>1,235.78</u>	<u>1,235.78</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CIVILSU CivilSurv Design Group, Inc.									
442-001001-07	5/31/2022	6/30/2022	18,427.32	18,427.32	0.00	0.00	0.00	0.00	CRA: Professional Services for Webster Turn Drive Resurfacing Project
Vendor CIVILSU Totals:			<u>18,427.32</u>	<u>18,427.32</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 6/9/2022
Sebring Airport Authority (SAA)

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
CLINKTA Century Link									
101282710	5/20/2022	6/19/2022	772.00	772.00	0.00	0.00	0.00	0.00	SAA: 36 Month Maintenance on New 908E Router for SIP (Telephone Lines)
70652634	5/20/2022	6/19/2022	3,204.40	3,204.40	0.00	0.00	0.00	0.00	SAA: Purchase of New 908E Router for Phone System - 908E Router for SIP
Vendor CLINKTA Totals:			<u>3,976.40</u>	<u>3,976.40</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
DIANARI Diana Ries Designs, Inc.									
13961	5/31/2022	6/30/2022	1,407.00	1,407.00	0.00	0.00	0.00	0.00	SAA/CRA/YAZ: May 2022 Website Updates and Website ADA Compliance
Vendor DIANARI Totals:			<u>1,407.00</u>	<u>1,407.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
HICKS Hicks Oil Co., Inc.									
430853	6/3/2022	6/13/2022	4,751.10	4,751.10	0.00	0.00	0.00	0.00	FBO: Diesel Fuel Purchase for Sebring Fuel - Sales Tax
Vendor HICKS Totals:			<u>4,751.10</u>	<u>4,751.10</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
JACKS Jack's Lawn Service									
1847 JUNE 2022	6/1/2022	6/30/2022	8,325.00	8,325.00	0.00	0.00	0.00	0.00	SAA: June 2022 Lawn & Landscape Care
1848	6/1/2022	6/30/2022	475.00	475.00	0.00	0.00	0.00	0.00	SAA: Replaced Plants at Entrance to Terminal Building
Vendor JACKS Totals:			<u>8,800.00</u>	<u>8,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
LEW Leedy Electric West									
21156	6/7/2022	7/7/2022	480.00	480.00	0.00	0.00	0.00	0.00	SAA: Repairs on 250kW Generac Generator
21157	6/7/2022	7/7/2022	487.00	487.00	0.00	0.00	0.00	0.00	SAA: Minor Preventative Maintenance on 25kW Tradewinds Generator
21158	6/7/2022	7/7/2022	550.00	550.00	0.00	0.00	0.00	0.00	SAA: Minor Preventative Maintenance on 250kW Generac Generator
Vendor LEW Totals:			<u>1,517.00</u>	<u>1,517.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SWAINE Swaine, Harris & Wohl, P.A.									
6247 OC	5/31/2022	6/30/2022	2,320.00	2,320.00	0.00	0.00	0.00	0.00	SAA: May 2022 Legal Svc. - General On-Call Services
6248 ESTONE	5/31/2022	6/30/2022	437.50	437.50	0.00	0.00	0.00	0.00	SAA: May 2022 Legal Services - E-Stone
Vendor SWAINE Totals:			<u>2,757.50</u>	<u>2,757.50</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 6/9/2022
Sebring Airport Authority (SAA)

Invoice	Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days
			Report Totals:	<u>121,298.14</u>	<u>121,298.14</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 6/9/2022
Sebring Airport Authority (FBO)

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
ASCENT Ascent Aviation Group									
850021	6/2/2022	6/22/2022	47,448.00	47,448.00	0.00	0.00	0.00	0.00	FBO:100LL Aviation Gasoline at Sebring
850022	6/2/2022	6/22/2022	33,812.91	33,812.91	0.00	0.00	0.00	0.00	FBO: Jet-A Fuel at Sebring
8511174	6/6/2022	7/21/2022	32,513.51	32,513.51	0.00	0.00	0.00	0.00	FBO: Jet-A Fuel at APBR
M273684	6/1/2022	6/11/2022	46.00	46.00	0.00	0.00	0.00	0.00	FBO: May 2022 VX520 Comm Fee & Warranty
S032722	6/1/2022	6/21/2022	297.50	297.50	0.00	0.00	0.00	0.00	FBO: TFBO Desktop Svc Fee for Software
Vendor ASCENT Totals:			<u>114,117.92</u>	<u>114,117.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
GIBSON Gibson Aviation Services Inc.									
5484	5/31/2022	6/30/2022	6,205.35	6,205.35	0.00	0.00	0.00	0.00	FBO: Filter Change on Jet-A & Avgas Tank Farms & Mogas Self Serve at Sebring
5485	5/31/2022	6/30/2022	2,670.06	2,670.06	0.00	0.00	0.00	0.00	FBO: Installed Quick Connect To Make From Overwing to Single Point at Sebring
5486	5/31/2022	6/30/2022	758.75	758.75	0.00	0.00	0.00	0.00	FBO: Rebuilt Overwing Nozzle at Sebring on Avgas Truck
Vendor GIBSON Totals:			<u>9,634.16</u>	<u>9,634.16</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
Report Totals:			<u><u>123,752.08</u></u>	<u><u>123,752.08</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>	

Prepared by and Return to:

Sebring Airport Authority
128 Authority Lane
Sebring, Florida 33870

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT is entered into this 16th day of June, 2022, between **SEBRING AIRPORT AUTHORITY**, a body politic created by Florida law (herein referred to as “SAA”) and the **SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY**, a body politic and corporate created pursuant to Part III, Chapter 163, Florida Statutes (herein referred to as “CRA”).

WHEREAS, the SAA owns and leases real property and operates an airport located at the Sebring Regional Airport and Industrial Park in Highlands County, Florida (herein referred to as the “Park”); and

WHEREAS, the CRA was formed by the Highlands County Board of County Commissioners for the purpose of assisting SAA in the development, funding and operation of the Park; and

WHEREAS, the CRA has determined that the use of tax increment revenues in the Park to provide economic development incentives is appropriate and consistent with the Community Redevelopment Plan, as updated March 2, 2022 (the “Plan”); and

WHEREAS, the SAA has been asked to lease space in the Park to the School Board of Highlands County, Florida (the “School Board”) for it to locate a manufactured home to be utilized for classroom studies on aeronautical engineering and other courses (the “Premises”) in partnership with Embry Riddle Aeronautical University and Lockwood Aviation; and

WHEREAS, the SAA is entering into a Commercial Lease with the School Board for a term of twelve (12) months for the Premises whereby the SAA shall reimburse the School Board for its lease payments of \$2,442.00 per month during the term of the lease (the “Lease”), for a total rent during the term of the Lease in the amount of \$29,304.00; and

WHEREAS, pursuant to the terms of the Lease, the SAA will have use of the Premises and its state-of-the-art training facility when the School Board program is not using the Premises on Monday and Wednesday mornings during the school year, as well as other times as permitted by the School Board; and

WHEREAS, with an onsite aeronautical engineering program and training facility, the Premises is an additional resource for the Park and a positive industry recruitment tool for the SAA and CRA; and

WHEREAS, the SAA has requested the CRA provide financial assistance with respect to the lease payments under the Lease; and

WHEREAS, at a public meeting of the CRA on May 19, 2022, the CRA voted to approve financial assistance for the Lease; and

WHEREAS, the CRA finds that the Lease and Premises will further economic development within the Park, and financial assistance for the Lease is consistent with and in furtherance of the Plan; and

WHEREAS, the SAA and the CRA find that the Lease is a reasonable and necessary undertaking for the SAA, and that financial assistance for the Lease by the CRA is consistent with the purposes for which the CRA was created and with the Plan; and

WHEREAS, this Agreement is made and entered between the parties pursuant to Section 163.01, Florida Statutes, the "Florida Interlocal Cooperation Act of 1969"; and

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **RECITALS.** The recitals set forth above are hereby incorporated in this Interlocal Agreement in their entirety.

2. **TERM.** This Interlocal Agreement will be effective as of the date of filing with the Clerk of the Circuit Court of Highlands County and will remain in effect unless terminated by either one of the parties hereto.

3. **PROJECT ASSISTANCE PAYMENTS.** The CRA finds that payment of funds in the amount of Twenty One Thousand Eight Hundred Four and No/100ths Dollars (\$21,804.00) for rent reimbursement to the SAA for the Lease will benefit and enhance the CRA Area, and that financial assistance to SAA is appropriate and furthers the purposes of the Plan, as set forth above.

4. **NOTICES.** Whenever any notice is required or permitted by this Agreement to be given, such notice shall be by certified mail, overnight delivery or facsimile addressed to:

SAA:

Sebring Airport Authority
Attn.: Executive Director
128 Authority Lane
Sebring, FL 33870

CRA:

Sebring Regional Airport and Industrial Park Community Redevelopment
Agency
Attn.: Chairman
128 Authority Lane
Sebring, FL 33870

Notice shall be considered given when deposited with the U.S. Postal Service or commercial carrier, postage prepaid, or when received by the other party if by facsimile. Each party will be responsible for notifying the others of any change in its address.

5. **AMENDMENT.** No amendment, modification, or alteration of the terms hereof shall be binding unless the same is in writing, dated subsequent to the date hereof, and duly executed by each party.

6. **MULTIPLE ORIGINALS.** Multiple copies of this Agreement may be executed, each of which shall be deemed an original. Recording is strictly prohibited and shall be an event of default by the party causing the recording to be made.

7. **HOLD HARMLESS.** SAA agrees to save and hold CRA, its officers, agents and employees harmless from any and all liabilities, claims, actions, damages, awards and judgments to the extent allowed by law, arising from the SAA's obligations contained herein with respect to the Lease and

Premises. However, nothing contained herein shall constitute a waiver by SAA of its sovereign immunity and the limitations set forth in Section 768.28, Florida Statutes.

8. **PERMIT, LICENSES AND AGREEMENTS.** SAA is responsible for obtaining all permits, licenses and agreements required for the Lease and Premises.

9. **RECORDS.** SAA shall document all expenditures of money in detail sufficient for a proper pre-audit and post-audit report. SAA shall retain all records supporting the rental payments for the Lease for three (3) years after the fiscal year in which the final payment was released by the CRA, or until final resolution of matters resulting from any litigation, claim or audit that started prior to the expiration of the three (3) year record retention period.

10. **INSPECTION.** CRA reserves the right to inspect the Premises at any reasonable time during the term of the Lease, as well as the right to audit any and all financial records pertaining to the Lease and Premises at any reasonable time. This Interlocal Agreement can be unilaterally canceled and no further payments made by the CRA, if SAA refuses to allow public access to all documents, papers, letters or other material made or received in conjunction with the Interlocal Agreement pursuant to the provisions of Chapter 119, Florida Statutes.

11. **EFFECTIVE DATE.** This Interlocal Agreement has been executed pursuant to Section 163.01, Florida Statutes, and shall become effective upon execution by all parties.

12. **BENEFIT.** Nothing in this Interlocal Agreement shall be construed to benefit any person or entity not a party to this Agreement. The expenditure of funds by CRA is for the fostering of economic development incentives and will benefit property located within the CRA Redevelopment Area and will benefit the CRA.

13. **FILING EFFECTIVE DATE.** As required by Section 163.01(11), Florida Statutes, the Interlocal Agreement shall be filed with the Clerk of the Circuit Court of Highlands County after execution by the parties, and shall take effect upon the date of filing.

IN WITNESS WHEREOF, the parties hereto or their lawful representatives, have executed this Agreement as of the date above written.

ATTEST:



Sid Valentine, Secretary

SEBRING AIRPORT AUTHORITY, a body politic created by Florida law

By: 


Carl Cool, Chairman
Date: 6-16-22

ATTEST:



Sid Valentine, Secretary

SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY, a body politic and corporate created and operating under Part III, Chapter 163, Florida Statutes

By: 

Carl Cool, Chairman
Date: 6-16-22

RESOLUTION SAA 22-04

**A RESOLUTION OF THE SEBRING AIRPORT
AUTHORITY TO APPROVE AMENDMENT S22-03 TO
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 Amendment S22-03 as presented.

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

PASSED AND ADOPTED this 16th day of June 2022.

SEBRING AIRPORT AUTHORITY



By: _____

Mike Willingham, Ex. Director

SEBRING AIRPORT AUTHORITY
BUDGET AMENDMENT# S22-03
EFFECTIVE ACCOUNTING PERIOD: April 2022

6/16/2022

SUBMITTED BY: Colleen Plonsky
 SIGNED BY: 

REVENUE CENTER	ACCOUNT	ACCOUNT NAME	PRIOR BUDGET AS OF 03/31/2022	INCREASE	DECREASE	REVISED BUDGET	Reason:
FBO	344-001-FBO	FBO Jet A Sales	\$ 843,000.00	\$ 357,000.00		\$ 1,200,000.00	Budget Understated
FBO	344-014-FBO	FBO Ramp Fees & After Hours Fees	\$ 66,000.00	\$ 17,000.00		\$ 83,000.00	Budget Understated
FBO	360-000-FBO	Miscellaneous Income	\$ 1,000.00	\$ 1,400.00		\$ 2,400.00	Budget Understated
			\$ -	\$ -		\$ -	
			\$ -	\$ -		\$ -	
			\$ -	\$ -		\$ -	
			\$ -	\$ -		\$ -	
Total Revenue Increase/Decrease			\$ 910,000.00	\$ 375,400.00		\$ 1,285,400.00	
COST CENTER (expenses)							
FBO	512-001-FBO	FBO COGS Fuel	\$ 1,067,700.00	\$ 632,300.00		\$ 1,700,000.00	Budget Understated
FBO	512-030-FBO	FBO Operating Expense	\$ 21,000.00	\$ 14,000.00		\$ 35,000.00	Budget Understated
FBO	512-052-FBO	FBO Operating Supplies	\$ 13,000.00	\$ 5,000.00		\$ 18,000.00	Budget Understated
SAA	512-031-SAA	SAA Professional Services	\$ 50,000.00	\$ 44,000.00		\$ 94,000.00	Budget Understated
SAA	512-035-SAA	SAA Engineering Services	\$ 211,000.00	\$ 289,000.00		\$ 500,000.00	Budget Understated
SAA	512-042-SAA	SAA Postage	\$ 500.00	\$ 700.00		\$ 1,200.00	Budget Understated
Total Expenses Increase/Decrease			\$ 1,363,200.00	\$ 985,000.00		\$ 2,348,200.00	
Capital Expenditures Adjustments							
			Prior Month Budgeted Operating Reserve	Current Month Revenue - Inc/(Dec)	Current Month Expense - Inc/(Dec)	Revised Budgeted Operating Reserve	
			\$657,617.32	\$ 375,400.00	\$ 985,000.00	\$48,017.32	

REQUEST #: S22-03

BOARD APPROVAL:

TRANSFER TYPE:
 ITEM TO ITEM
 OPERATING RESERVE
 BY RESOLUTION # SAA 22-04

Executive Director


Executive Director's REPORT



4th of JULY

HAPPY

INDEPENDENCE DAY

INSIDE

- 4th of July Events and Activities in Sebring
- Sebring Airport Updates
- Bipartisan Infrastructure Legislation (BIL)
- Sebring International Raceway News



4th of July Fireworks

Be a part of the 4th of July celebration in Downtown Sebring and enjoy the Independence Day fireworks over Lake Jackson from 9-9:45 PM at the City Pier Beach!

Free Patriotic Revue Shows July 4th

The Highlands Little Theatre will be hosting Free Patriotic Revue Shows every hour between 11 AM-3 PM.

They will have hot dogs, cold beer, brats & more; refreshment sales benefit the scholarship fund. That's not all!! They are also hosting a Fireworks Viewing Party starting at 7 PM at Frank's Dock, found at Highlands Little Theatre. Get there early, enjoy the cash bar and the great view. Highlands Little Theatre, 356 W. Center Ave, Sebring FL

29th Annual Firecracker 5K July 4th

Start Time: 8:00am EDT

End Time: 9:00am EDT

Price: \$20.00 Race Fee + \$2.50 Sign Up Fee

Registration: Price increases to \$25.00 after June 27, 2022 at 11:59pm EDT

[Click to Sign Up](#)

EVENT: 5K YOUTH (13 AND UNDER NO TSHIRT)

Open to ages 13 and under.

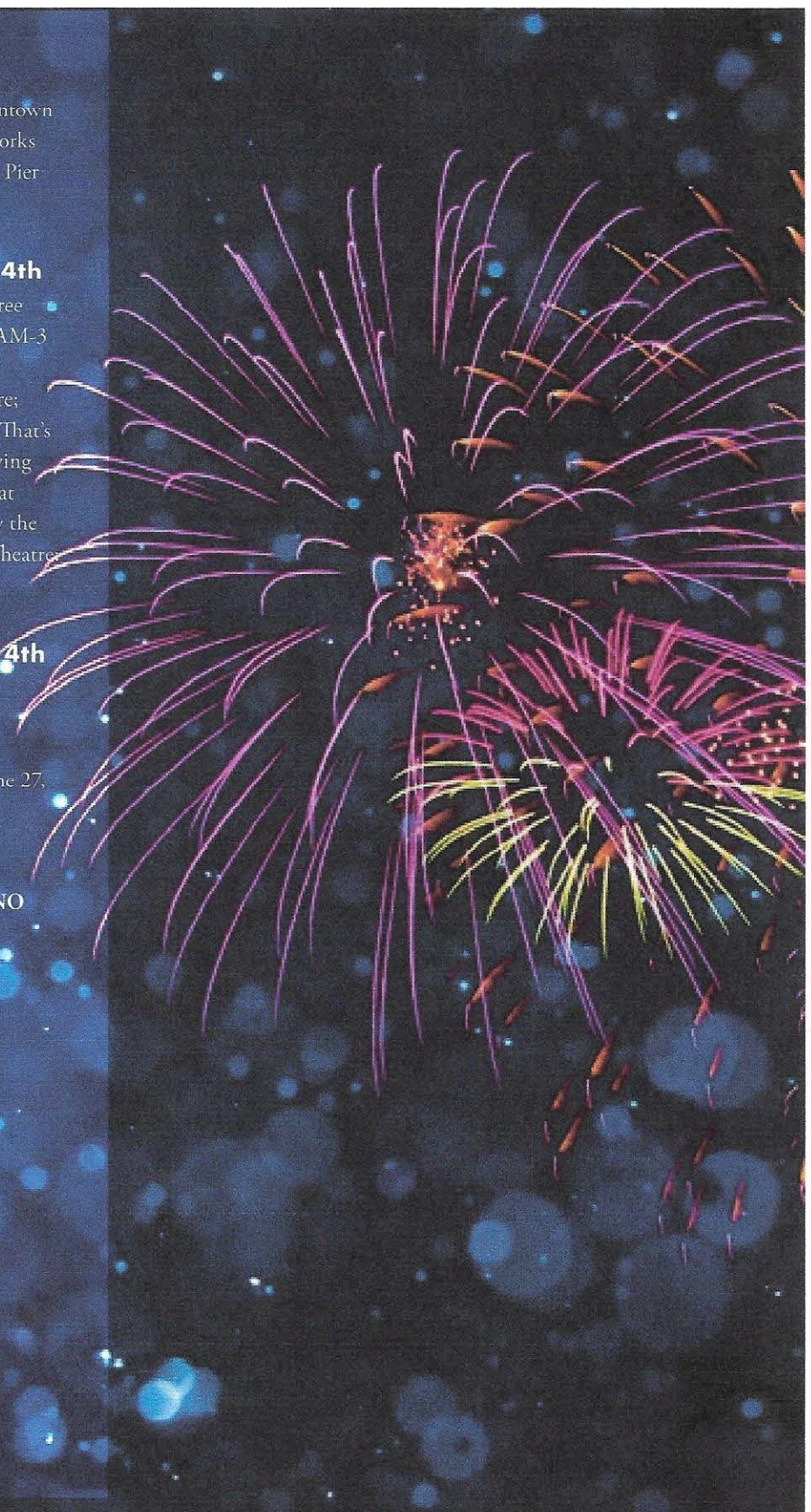
Start Time: 8:00am EDT

End Time: 9:00am EDT

Price: \$13.00 Race Fee + \$2.50 SignUp Fee

Registration: Registration ends July 2, 2022 at 11:59am EDT

[Click to Sign Up](#)



SEBRING AIRPORT UPDATES

Taxiway A4

SAA is currently waiting on issuance of an AIP Construction Grant in the amount of \$2.2M. It is anticipated that this grant will be issued in August/September. The recommendation of award will be brought to the Board in July with the grant award and construction contract in August (subject to receipt of the grant). Construction would then begin in September/October.

Rail Reconstruction

Project has met final completion and has been financially closed out with FDOT as of June 2022.

T-Hangar Assessment

An assessment of the existing T-hangar units was conducted to determine condition and provide recommended maintenance activities and/or repairs. A findings report with recommendations and cost estimates has been provided to SAA for budgeting.

Building 735 Roof Replacement

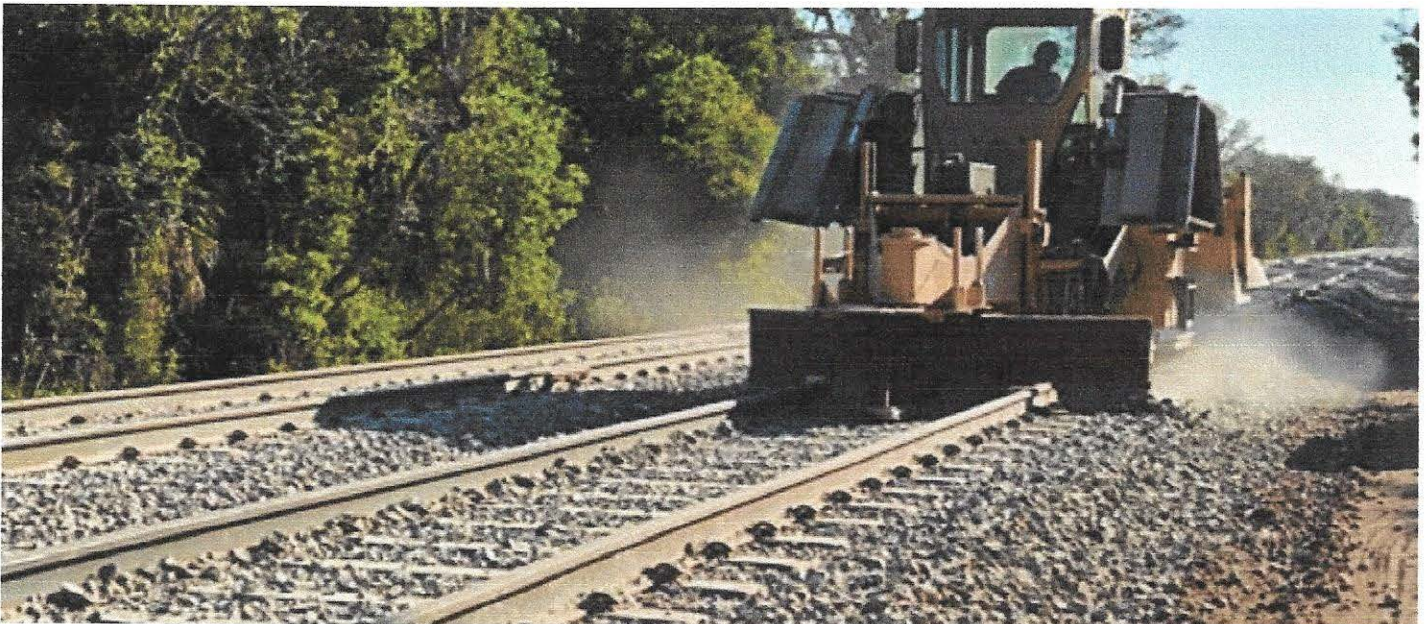
A bid package has been assembled for the replacement of the Building 735 roof. Bid documents will be shelved until early next year.

Haywood Taylor Rehabilitation

Pre-construction meeting was held on June 6th. NTP for construction is anticipated for July 5th, 2022 with 150 calendar days for the duration of construction.

Building 22 Reroof

Construction NTP was June 6th and will be ongoing throughout the summer.



BIPARTISAN INFRASTRUCTURE LEGISLATION (BIL)

Through the Bipartisan Infrastructure Law, \$5 billion has been granted to provide competitive grants for airport terminal development projects that address the aging infrastructure of the nation's airports. These grants will fund safe, sustainable, and accessible airport terminals, on-airport rail access projects and airport-owned airport traffic control towers. Projects may

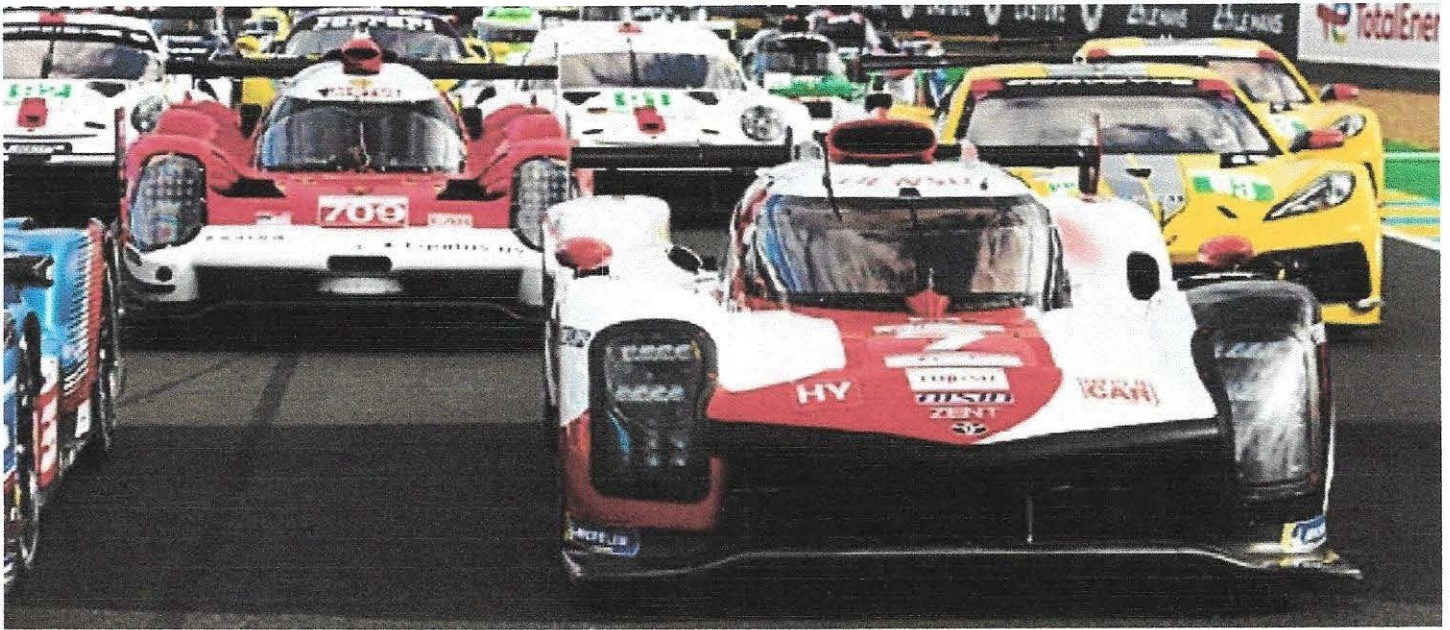
also include multimodal development. We are working on applications for our Airside Center for energy efficiency and other needed updates.

The Bipartisan Infrastructure Law provides \$15 billion for airport-related projects as defined under the existing Airport Improvement Grant and Passenger Facility Charge criteria. The money

can be invested in runways, taxiways, safety, and sustainability projects, as well as terminal, airport-transit connections and roadway projects. We are working on applications related to Carol Shelby and Webster Turn.

Also, for General Aviation Airports there is an automatic \$295,000 grant each year for five years. This funding can be used for any project

that is eligible for the Airport Improvement Program (AIP). This could be used for Carol Shelby reconstruction or possibly Webster Turn.



Reported by Wayne Estes

The latest news we have includes the launch of the Sebring Driving Club, which will add 24 track rental days to our annual calendar starting in July. We also anticipate it will fill numerous incremental hotel room nights.

The 24 Hours of Le Mans is this week and NASCAR's Jim France will receive the Spirit of Le Mans Award for his work unifying the European and U.S. sportscar platforms, which will have big benefits for Sebring as manufacturers test new cars

that will compete for overall victories at Sebring, Daytona and Le Mans in 2023 and beyond.

Capital projects this summer include construction of a new WEC pit road entry at Turn 15, paving around the historic

Hendricks Field flagpole, and modification to the approaches to the Green Park bridge.



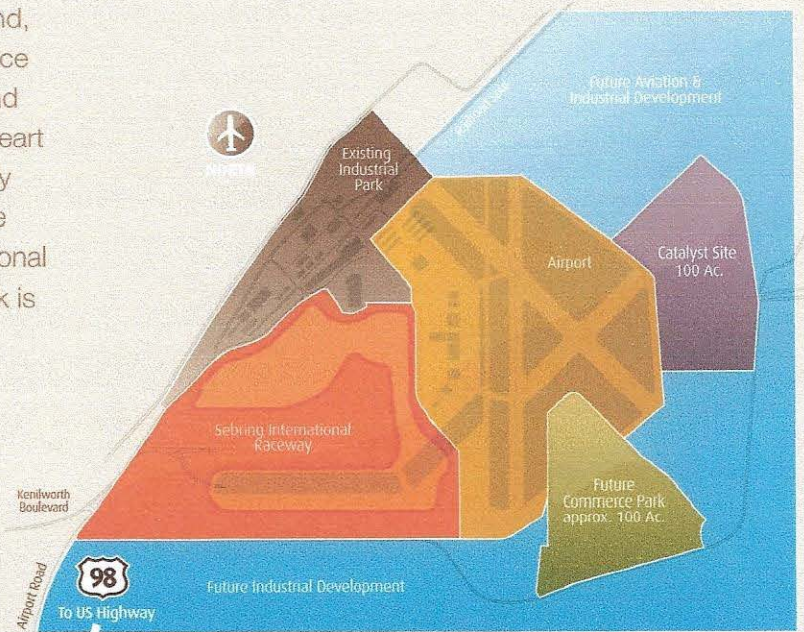


Sebring Regional Airport
 128 Authority Lane
 Sebring, Florida 33870
www.sebring-airport.com
 863.655.6444

With strategic access to major markets by land, sea and air—Sebring Regional Airport and Commerce Park offers a wide range of business advantages and incentives to support your company's future. In the heart of Central Florida, the 2,000-acre park is conveniently situated within a 150-mile radius of 85 percent of the state's population. Already home to Sebring International Raceway, a premier sports car racing facility, the park is uniquely positioned to accelerate your business.

SITE MAP

- Future Development
- Catalyst Site
- Future Commerce Park
- Existing Industrial Park
- Airport
- Sebring International Raceway



ACCELERATE YOUR BUSINESS'S POTENTIAL