

**Sebring Airport Authority  
Board Meeting Agenda  
November 17, 2022**

1:30 p.m.

**Hendricks Field  
Sebring Airside Center**

**1. OPENING ITEMS**

- a) **Call to Order**
- 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>
11/24-25/2022		THANKGIVING – Offices will be closed	
12/15/2022	1:30pm	SAA/CRA Board Meeting	Hendricks Field Center

**2. CONSENT AGENDA**

- a) Approve October Minutes and Invoices

**3. MISCELLANEOUS**

**4. ACTION ITEMS**

- a) Funder America – Third Modification of Lease
- b) Resolution 22-14 Approving Budget Amendment S22-07

**CONTINGENT ACTION ITEMS**

**5. BOARD OF DIRECTORS' BUSINESS**

Real Estate Considerations

**6. CONCERNS OF THE PUBLIC**

**7. EMERGENCY BUSINESS**

**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 the come in after the agenda deadline.

**SEBRING AIRPORT AUTHORITY  
BOARD MEETING  
October 20, 2022**

The Sebring Airport Authority Board of Directors held a scheduled Board Meeting on October 20, 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
Stanley Wells	-	Asst. Secretary
Brent Ferns	-	Board Member
Pete McDevitt	-	Board Member
Terrill Morris	-	Board Member

Also

Mike Willingham	-	Executive Director
Beverly Glarner	-	Executive Assistant
Colleen Plonsky	-	Director of Finance
Bob Swaine	-	Swaine and Harris
Kathy Rapp	-	HCBOCC Liaison
Lenard Carlisle	-	City of Sebring Liaison
Craig Sucich	-	Avcon
Kevin McCauley	-	Atkins
Keith Koerber	-	CareerSource Heartland

**1. OPENING ITEMS**

- A. Meeting was called to order at 1:00 p.m.
- B. The Invocation and Pledge were led by Stanley Wells.
- C. **Roll Call**  
Pete McDevitt, Carl Cool, Terrill Morris, Brent Ferns, Mark Andrews and Stanley Wells were present for the meeting. Craig Johnson was absent.
- D. **Announcements**

**2. MISCELLANEOUS**

### **3. CONSENT AGENDA**

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

- A. There was a motion by Pete McDevitt to approve the September 2022 Minutes with a second by Stanley Wells. The motion was passed with aye votes by Cool, McDevitt, Wells, Ferns, Andrews and Morris.
- B. There was a motion by Pete McDevitt to approve the September Invoices with a second by Mark Andrews. The motion was passed with aye votes by Cool, McDevitt, Wells, Ferns, Andrews and Morris.

### **4. ACTION ITEMS**

#### **A. E.O. Koch Construction Contract – Taxiway 4A Project**

This item was presented by Mike Willingham. There was a motion by Stanley Wells to approve the item with a second by Brent Ferns. The motion was passed with aye votes by Cool, Wells, Ferns, Andrews, and Morris. McDevitt abstained.

#### **B. Avcon Contract RPR Services – Taxiway 4A Project**

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

#### **C. Resolution 22-10 Approving Budget Amendment S22-06**

This item was presented by Colleen Plonsky. There was a motion by Pete McDevitt to approve the item with a second by Brent Ferns. The motion was passed with aye votes by Cool, Wells, McDevitt, Ferns, Andrews, and Morris.

#### **D. Heartland National Bank – Loan Agreement \$1M Grant Secured LOC**

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

#### **E. Heartland National Bank – Renewal \$500K Unsecured LOC**

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

#### **F. Resolution 22-11 EDA Grant Application**

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

**5. DIRECTOR REPORT**

Executive Director Mike Willingham gave his report and Jason Ali updated the Board on Range activities.

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

Chairman brought up a suggestion to the Board that the SAA board meetings be changed to the 4<sup>th</sup> Thursday of every month. There was a motion by Mark Andrews that meetings will remain on 3<sup>rd</sup> Thursday of the month and time will change to 1:30p.m. with a second by Pete McDevitt. The motion was passed with aye votes by Cool, Wells, McDevitt, Ferns, Andrews, and Morris

**7. CONCERNS OF THE PUBLIC**

**8. ADJOURNMENT**

Chairman adjourned meeting at 1:22pm.

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

11-17-22  
\_\_\_\_\_  
Approved by Board

## Invoices Paid In October 2022 Presented In November 2022 Board Meeting

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
10/04/22	A1Extreme Cleaning	\$1,575.00	SAA: Special Cleaning 3 Bedroom Unit for Tecnam ; September 2022 Cleaning in Terminal Building
10/04/22	Aaron's Carts Plus	\$82.17	FBO: Golf cart Repair
10/04/22	Air & Electrical Service	\$95.00	SAA: Service Call to Tecnam Bldg.-A/C Leaking in Ceiling/Leaking Water Valve from Upstairs Toilet, Repaired
10/04/22	American Assoc. of Airport Exec.	\$275.00	SAA: Executive Director Membership Dues
10/04/22	Leaf Capital Funding	\$489.67	SAA/FBO: Lease of Copy Machines
10/11/22	Cintas	\$505.97	SAA/FBO: Weekly Svc-Mats, Air Fresheners, Soap, Sanitizers
10/11/22	Cintas	\$109.00	SAA/FBO: Monthly Agreement for AED System
10/11/22	Department of Management Svcs.	\$306.74	SAA/FBO: Sept 2022 Audio, Long Distance, & Local Telephone Service
10/11/22	Employers Assoc. Forum, Inc.	\$675.00	SAA: Annual Membership Dues 11.01.22 - 10.31.23
10/11/22	Fla. Depart. Of Economic Oppor.	\$175.00	SAA: Special District Fee for SAA
10/11/22	Hicks Oil	\$1,452.82	SAA/FBO: Diesel Fuel Purchase for Sebring Terminal Building Generators and Fuel Farm
10/11/22	Paul C Valladares dba Pauls Landscapes	\$270.00	SAA/FBO: October 2022 Plant Services
10/11/22	Vertical Flight Society	\$750.00	SAA: Associate Corporate Membership Dues
10/18/22	Bugs Bee-Ware	\$920.00	SAA: Bi-Monthly Lawn Care 10.13.22
10/18/22	Cintas	\$216.61	SAA/FBO: Weekly Svc-Mats, Air Fresheners, Soap, Sanitizers
10/18/22	Jdi Data	\$600.00	SAA: C-Trax Software Annual Fee for Vendor COI Compliance
10/18/22	Pitney Bowes Global Financial	\$192.75	SAA: Quarterly Lease of Postage Machine
10/25/22	A2Z Custom Carts	\$7,295.00	FBO: Refurbish Golf Cart; Includes Stretch Kit making it a 6 seater, Complete rebuild of engine, New paint, New seat Covers, LED Headlight, Taillight Kit, Turn Signal, Brake Light, Flasher, Horn and Reinforce floor
10/25/22	Big Messages	\$159.60	SAA/FBO: After Hours Telephone Answering Service
10/25/22	Coastal MRO	\$47.00	SAA: Random Employee Drug Screening
10/25/22	Copy Life	\$156.86	SAA/FBO: October 2022 Copies
10/25/22	Craig D Curtis dba A & L Lock	\$85.00	SAA: Re-key Hangar 15
10/25/22	Crawford Tech Government Solutions	\$561.60	SAA/CRA: Document Remediation of September 2022
10/25/22	Highlands - News Sun	\$138.50	SAA: Subscription Renewal for 26 Weeks of Newspaper
10/25/22	International Fire Protection, Inc.	\$1,112.00	SAA: Perform Annual Fire Alarm, Sprinkler, and Backflow Inspection
10/25/22	Jahna	\$96.00	SAA: Parking Curb Stops
10/25/22	Michael Byrd	\$160.00	SAA: Hurricane Ian Clean-up at Café
10/25/22	Southwood Garage Doors	\$350.00	SAA: Secure 20' X 7' Vertical Lift Door Down
10/25/22	TWC Services	\$681.48	SAA: Maintenance on Ice Machine

**TOTAL PAID INVOICES: \$19,533.77**

## October 2022 P-Cards

Purchase Date	Vendor Name	Amount	Description
10/4/2022	ZORO TOOLS INC	\$14.98	FBO: Four Drum Plugs to replace Missing Plugs from UL94 Totes
10/4/2022	CIRCLE K 07515	\$42.51	FBO: Fuel for Courtesy Chevy Tahoe
10/4/2022	AIRNAV	\$615.00	FBO: Annual Renewal of AirNav.com Fuel Price Listing
10/4/2022	WM SUPERCENTER #666	\$30.18	FBO: Lemonade and Gatorade for FBO Lobby
10/4/2022	COLE AUTO SUPPLY INC	\$133.11	SAA: Golf Cart Battery
10/5/2022	eBay O 27-09177-97588	\$121.68	FBO: Two Replacement Microswitches Used to Repair AvGas Fuel Truck PTO
10/5/2022	NAME BADGES	\$37.97	FBO: Name Badge for K. Pecor - FBO CSR
10/5/2022	OFFICE DEPOT #2362	\$103.93	SAA: Binders, Tab Dividers, Expanding File Folders for Accounting
10/5/2022	HRCI.ORG	\$39.00	SAA: Online Course for Director of Finance HR Certification Renewal
10/6/2022	Amazon.com 1K5531O91	\$16.43	SAA: Dividers for project for B. Glarner
10/6/2022	HR CERTIFICATION INSTITUT	\$50.00	SAA: HR Professional Certificate for Director of Finance
10/6/2022	RUNWAY CAFE	\$37.25	SAA: Lunch for M. Willingham, Executive Director & Board Member
10/6/2022	CIRCLE K 07515	\$69.00	SAA: Fuel for Maintenance Truck
10/6/2022	HR CERTIFICATION INSTITUT	\$169.00	SAA: Human Resource Recertification Fee Director of Finance
10/6/2022	IN EAF, INC	\$99.00	SAA: Interviewing Skills Online Webinar for HR Recertification
10/7/2022	DISH NETWORK-ONE TIME	\$126.91	FBO: Monthly Satellite Service for Pilot's Lounge - Oct 2022
10/7/2022	TOWNEPLACE SUITES	\$559.83	FBO: Hotel Room J. Ali during Missouri Fuel Quality Control Course for FBO
10/7/2022	WCI SEBRING HAULING	\$983.81	SAA/FBO: Monthly Waste Collection - October 2022
10/7/2022	IN EBRIDGE, INC	\$175.00	SAA: Monthly Fee for Record Retention
10/7/2022	SWK TECHNOLOGIES INC	\$672.55	SAA: Monthly Fee for Mas90 Online Services
10/10/2022	AMZN Mktp US 1K1O98Q01	\$38.94	FBO: Highlighters and Ice Scoop for FBO
10/10/2022	ADOBE ACROPRO SUBS	\$152.91	SAA: Monthly Subscriptions for All of Staff
10/11/2022	OFFICE DEPOT #2362	\$43.79	FBO: Classification Folders for FBO Record Organization
10/11/2022	WAL-MART #0666	\$127.40	FBO: Water Bottles Purchased for FBO Customers and Staff and Trash Bags
10/11/2022	TRIANGLE HARDWARE	\$57.34	FBO: Wire and Connectors for Golf Cart Repair; Brake Cleaner and Lubricants
10/11/2022	CIRCLE K 07515	\$67.00	SAA: Fuel for Maintenance Truck
10/12/2022	LOWES #02224	\$107.92	FBO: Four 5 Gallon Fuel Cans for Airport Use
10/12/2022	A 2 Z CUSTOM CARTS	\$360.00	FBO: Two Tires, One Hubcap and Leaf Spring Rear Bushings for FBO 6 Passenger Cart
10/12/2022	AMZN Mktp US 1K4KM4YP1	\$54.90	FBO: Binder for FBO Fuel Delivery
10/12/2022	VERIZONWRLSS RTCCR VB	\$1,579.05	SAA/FBO: Monthly Mobile Service September 2022
10/12/2022	AMZN Mktp US HT7GQ8OP1	\$159.95	SAA: Screen for Dumpster Cage Hurricane IAN
10/13/2022	CIRCLE K 07515	\$70.01	FBO: Fuel for Courtesy Chevy Tahoe
10/13/2022	AMAZON.COM HT87W11G0 AMZN	\$47.05	SAA: Dividers/Tabs for project for B. Glarner
10/13/2022	TRTAX&ACTGPROFESSIONAL	\$294.00	SAA: Monthly Subscription Fixed Asset Software

## October 2022 P-Cards

10/14/2022 WWW.NATA.AERO	\$395.00	FBO: NATA Membership and Safety 1st Training for Sebring Flight Center
10/14/2022 AMZN Mktp US 1K73N4UP2	\$99.98	SAA: Home Office Ink for Printer
10/15/2022 AsurionWireless Insurance	\$29.00	FBO: Screen Replacement for FBO General Manager Smart Phone
10/15/2022 LOWES #02224	\$19.98	SAA: Tools for Maintenance Truck
10/17/2022 MARATHON PETRO242701	\$90.00	SAA: Fuel for Maintenance Truck
10/18/2022 AMZN Mktp US HT5PT4P12	\$16.95	FBO: Cell Phone case for FBO phones
10/18/2022 APPLE.COM/US	\$32.05	SAA: Cell Phone Charging Cord
10/19/2022 OFFICE DEPOT #2362	\$57.58	FBO: Label maker tape for FBO Staff
10/19/2022 APEX OFFICE PRODUCTS INC	\$116.14	FBO: Trash bags for Terminal Building
10/19/2022 CIRCLE K 07515	\$35.01	FBO: Fuel for Courtesy Chevy Tahoe
10/19/2022 HICKS OIL CO INC	\$129.50	FBO: Fuel Decals and Measuring Sticks for the Fuel Farm and Fuel Trucks
10/20/2022 AMZN Mktp US HT0FY7Q22	\$85.99	SAA: Printer Cart for Home Office
10/21/2022 MYFLORIDACOUNTY.COM	\$52.79	SAA: Recoding Bonds for EO KOCH - Taxiway 4A Project
10/21/2022 AMZN Mktp US H88YZ60N1	\$49.87	FBO: Cellphone cases for FBO phones
10/22/2022 LOOPNET INC	\$118.50	SAA: Online SAA Realty Listing Company
10/22/2022 J2 EFAX SERVICES	\$169.50	SAA: Annual Subscription for Emailing Faxes
10/24/2022 AMERICAN MESSAGING	\$31.31	FBO: Monthly Emergency Beeper Service
10/25/2022 CIRCLE K 07515	\$39.35	FBO: Fuel for Courtesy Chevy Tahoe
10/25/2022 OFFICE DEPOT #2362	\$151.29	FBO: Various Binders to Replace Aging Office Supplies in FBO
10/25/2022 RACEWAY 994 53609947	\$82.00	SAA: Fuel for Maintenance Truck
10/27/2022 TRIANGLE HARDWARE	\$19.29	FBO: Material to Repair fuel nozzle
10/27/2022 WAL-MART #0666	\$6.74	FBO: Beverage for FBO lobby
10/28/2022 HARBOR FREIGHT TOOLS 538	\$25.96	FBO: Batteries for FBO Pilot Shop
10/28/2022 CIRCLE K 07515	\$44.00	FBO: Fuel for Courtesy Chevy Tahoe
10/28/2022 SEVEN SEBRING RACEWAY HO	\$60.68	SAA: Ex. Director and Guest Lunch at Hotel
10/28/2022 TABSHOP COM	\$551.90	SAA: Tabs for Board Meeting Binders
10/28/2022 TABSHOP COM	\$572.61	SAA: Tabs for Board Meeting Binders
10/28/2022 AMZN Mktp US H85DQ52G2	\$56.58	SAA: Expansion File Folders, Expanding File Pockets
10/28/2022 FRAMES & IMAGES	\$22.50	SAA: Board Member nameplate
10/31/2022 OLIVE GARDEN 0021741	\$58.08	SAA: Office Luncheon for October Birthdays
11/1/2022 PANERA BREAD #601259 O	\$130.97	SAA: Office Luncheon for October Birthdays
11/1/2022 WAWA 5370	\$58.00	SAA: Fuel for Executive Director Explorer
11/1/2022 THE BULB BIN	\$462.00	SAA: Replacement Lights for Café - Fireplace
11/2/2022 TRTAX&ACTGPROFESSIONAL	\$450.00	SAA: Monthly Subscription Fixed Asset Software
11/3/2022 WING AERO PRODUCTS	\$136.89	FBO: Products for Resale to FBO Customers

**Total Due: \$11,715.39**



**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 11/14/2022**  
**Sebring Airport Authority (SAA)**

Vendor Number/ Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
ALLIED Universal Protection Service, LLC									
13479839	OCT 2022								
	10/31/2022	11/30/2022	13,270.61	13,270.61	0.00	0.00	0.00	0.00	SAA: October 2022 Security Service
<b>Vendor ALLIED Totals:</b>			13,270.61	13,270.61	0.00	0.00	0.00	0.00	
ATKINS Atkins North America, Inc.									
1982776	10/30/2022	11/30/2022	22,963.75	22,963.75	0.00	0.00	0.00	0.00	SAA: October 2022 General On-Call Services
1982776 - HT	10/30/2022	11/30/2022	24,037.57	24,037.57	0.00	0.00	0.00	0.00	SAA/CRA: October 2022 Inter local Agreement for Haywood Taylor Project
1982776-BR	10/30/2022	11/30/2022	2,486.25	2,486.25	0.00	0.00	0.00	0.00	SAA: October 2022 Building 22 Re-Roof
<b>Vendor ATKINS Totals:</b>			49,487.57	49,487.57	0.00	0.00	0.00	0.00	
CINTAS Cintas									
4136192360	11/2/2022	12/2/2022	487.63	487.63	0.00	0.00	0.00	0.00	SAA/FBO: Bi-Weekly SVC; Mats, Soap, Air-fresheners, Germ-x / FBO Uniforms
<b>Vendor CINTAS Totals:</b>			487.63	487.63	0.00	0.00	0.00	0.00	
CINTAS1 Cintas									
9198454098	11/1/2022	12/1/2022	109.00	109.00	0.00	0.00	0.00	0.00	SAA/FBO: Monthly Agreement For AED System
<b>Vendor CINTAS1 Totals:</b>			109.00	109.00	0.00	0.00	0.00	0.00	
CIVILSU CivilSurv Design Group, Inc.									
442-001001-12	10/31/2022	11/30/2022	541.98	541.98	0.00	0.00	0.00	0.00	CRA: Professional Services for Webster Turn Drive Resurfacing Project
<b>Vendor CIVILSU Totals:</b>			541.98	541.98	0.00	0.00	0.00	0.00	
CLYDEJO Clyde Johnson Contracting & Roofing, Inc.									
11434 - RETAINAGE	9/6/2022	9/30/2022	21,381.02	0.00	0.00	21,381.02	0.00	0.00	SAA: Building 22 Re-Roof - RETAINAGE
11434-PAYAPP#4	9/30/2022	9/30/2022	102,379.68	0.00	102,379.68	0.00	0.00	0.00	SAA: Building 22 Re-Roof - Final Pay App
<b>Vendor CLYDEJO Totals:</b>			123,760.70	0.00	102,379.68	21,381.02	0.00	0.00	

**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 11/14/2022**  
**Sebring Airport Authority (SAA)**

Vendor Number/ Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
DIANARI Diana Ries Designs, Inc.									
14094	10/31/2022	11/30/2022	812.50	812.50	0.00	0.00	0.00	0.00	SAA/CRA: October 2022 Website Updates
<b>Vendor DIANARI Totals:</b>			812.50	812.50	0.00	0.00	0.00	0.00	
PAULS Paul C Valladares Jr									
301	11/1/2022	11/1/2022	270.00	270.00	0.00	0.00	0.00	0.00	SAA/FBO: November 2022 Plant Services
<b>Vendor PAULS Totals:</b>			270.00	270.00	0.00	0.00	0.00	0.00	
SCC GreaterSebring Chamber of Comm									
1874	11/1/2022	1/1/2022	299.00	299.00	0.00	0.00	0.00	0.00	SAA: 2023 Membership Dues
<b>Vendor SCC Totals:</b>			299.00	299.00	0.00	0.00	0.00	0.00	
SHUTTS Shutts & Bowen, LLP									
1703826	10/31/2022	11/30/2022	350.00	350.00	0.00	0.00	0.00	0.00	SAA: October 2022 Legal Svcs ; Eminent Domain
<b>Vendor SHUTTS Totals:</b>			350.00	350.00	0.00	0.00	0.00	0.00	
SWAINE Swaine, Harris & Wohl, P.A.									
7888	10/31/2022	11/30/2022	5,131.44	5,131.44	0.00	0.00	0.00	0.00	SAA: October 2022 Legal Svcs - General On-Call
<b>Vendor SWAINE Totals:</b>			5,131.44	5,131.44	0.00	0.00	0.00	0.00	
<b>Report Totals:</b>			<u>194,520.43</u>	<u>70,759.73</u>	<u>102,379.68</u>	<u>21,381.02</u>	<u>0.00</u>	<u>0.00</u>	

**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 11/14/2022**  
**Sebring Airport Authority (FBO)**

Vendor Number/ Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
ASCENT Ascent Aviation Group									
889451	11/7/2022	12/22/2022	33,361.98	33,361.98	0.00	0.00	0.00	0.00	FBO: Jet-A Fuel at APBR
S035930	11/1/2022	11/21/2022	297.50	297.50	0.00	0.00	0.00	0.00	FBO: TFBO Web Software - 5 Users
<b>Vendor ASCENT Totals:</b>			<u>33,659.48</u>	<u>33,659.48</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
GIBSON Gibson Aviation Services Inc.									
5744	11/2/2022	11/17/2022	1,582.41	1,582.41	0.00	0.00	0.00	0.00	FBO: (3) Alarm Box - Single Channel
<b>Vendor GIBSON Totals:</b>			<u>1,582.41</u>	<u>1,582.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SAA Sebring Airport Authority									
SEPTEMBER 2022	9/30/2022	9/30/2022	23,549.06	23,549.06	0.00	0.00	0.00	0.00	FBO: September 2022 Expenses
<b>Vendor SAA Totals:</b>			<u>23,549.06</u>	<u>23,549.06</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report Totals:</b>			<u><u>58,790.95</u></u>	<u><u>58,790.95</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 22, 2022

**PRESENTER:** Mike Willingham

**AGENDA ITEM:** Funder America – Third Modification of Lease

Funder America is in process of refinancing their 3 plants in North America. The lender has asked that an extension of the lease be secured from the Authority. Staff has prepared an extension that includes two additional 10-year terms. Rent will be recalculated to market at each extension.

**REQUESTED MOTION:** Move to approve and authorize execution of Modification

**BOARD ACTION:**

APPROVED  
 DENIED  
 DEFERRED  
 OTHER

**THIRD MODIFICATION TO  
SEBRING AIRPORT AUTHORITY  
FUNDER AMERICA, INC. LEASE**

THIS THIRD AMENDMENT TO LEASE AGREEMENT is made and entered into this 17<sup>th</sup> day of November, 2022, by and between the **SEBRING AIRPORT AUTHORITY**, a body politic and corporate of the State of Florida (herein called "LANDLORD") and **FUNDER AMERICA, INC.**, a North Carolina corporation (herein collectively called "TENANT").

**WITNESSETH:**

**WHEREAS**, the parties entered into a Commercial Lease dated November 17, 2005, which has been amended from time to time (herein called the "Lease"); and

**WHEREAS**, the parties entered into a First Modification of Lease September 20, 2007, regarding the description of the Property and Rent; and

**WHEREAS**, the parties entered into a Second Modification of Lease dated December 11, 2007 regarding utilities,

**WHEREAS**, the parties wish to further amend the Lease to provide for additional options to renew,

**IT IS THEREFORE AGREED**, by and between the parties that the Lease is hereby amended as follows:

1. **OPTION TO RENEW.** LANDLORD hereby grants to TENANT an option to renew this Lease for two additional terms of ten (10) years each, upon the same terms and conditions hereunder except that each option period shall commence at the expiration of the preceding term of this Lease and the rent shall be recalculated based on the current reappraisal or reassessed value of the Property, as determined by LANDLORD'S real estate appraiser, at the time of renewal. Said options shall be exercised by TENANT'S delivery of notice thereof to LANDLORD, in writing, not less than six (6) months prior to the end of each preceding term, if at all, and shall be effective only if TENANT is not in default under this Lease. Failure to exercise any option shall serve to cancel all remaining options hereunder. Said options shall be exercised by TENANT'S delivery of notice thereof to LANDLORD, in writing, not less than six (6) months prior to the end of each preceding term, if at all, and shall be effective only if TENANT is not in default under this Lease. Failure to exercise any option shall serve to cancel all remaining options hereunder
2. **CONTINUATION.** All other provisions of the Lease shall remain unchanged and in full and effect.
3. **MULTIPLE ORIGINALS.** This amendment is executed in multiple copies, each copy of which shall be deemed an original.

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

WITNESSES:

*Beverly K. Glarner*  
Printed Name: Beverly K. Glarner

*Colleen Flouge*  
Printed Name: Colleen Flouge

WITNESSES:

*Marissa Cuellar*  
Printed Name: Marissa Cuellar

*Marsha Laws*  
Printed Name: MARSHA LAWS

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

By: *Carl Cool*  
 Carl Cool, as its Chair or  
 Mark Andrews, as its Vice Chair

Attest: *Stanley H. Wells*  
 Sidney Valentine, as its Secretary or  
 Stanley H. Wells, as its Asst. Secretary

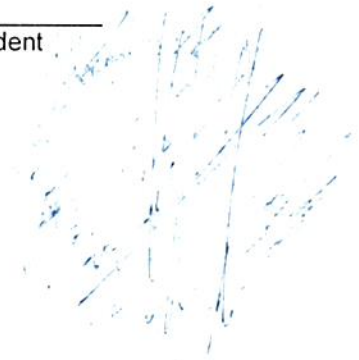
(Corporate Seal)



TENANT: FUNDER AMERICA, INC., a North Carolina corporation

By: *Peter Funder*  
Peter Funder, as its President

(Corporate Seal)



**RESOLUTION SAA 22-14**

**A RESOLUTION OF THE SEBRING AIRPORT  
AUTHORITY TO APPROVE AMENDMENT S22-07 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 S22-07 as presented.

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

**PASSED AND ADOPTED** this 17th day of November 2022.



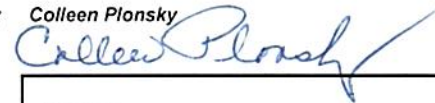
**SEBRING AIRPORT AUTHORITY**

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

Mike Willingham, Ex. Director

**SEBRING AIRPORT AUTHORITY**  
**BUDGET AMENDMENT# S22-07**  
**EFFECTIVE ACCOUNTING PERIOD: September 2022**

11/17/2022

SUBMITTED BY: Colleen Plonsky  
 SIGNED BY: 

REVENUE CENTER	ACCOUNT	ACCOUNT NAME	PRIOR BUDGET AS OF 08/31/2022	INCREASE	DECREASE	REVISED BUDGET	Reason:
SAA	342-200-SAA	Fire Protection Fees	\$ 96,000.00	\$ 7,300.00		\$ 103,300.00	Budget Understated
SAA	362-020-SAA	Rental Income-T/Comm Hangars	\$ 112,000.00	\$ 3,273.00		\$ 115,273.00	Budget Understated
SAA	362-030-SAA	Rental Income - New T/Comm Hangars	\$ 272,000.00	\$ 19,130.00		\$ 291,130.00	Budget Understated
SAA	362-200-SAA	Race Track Revenue - SIR	\$ 156,000.00	\$ 29,030.00		\$ 185,030.00	Budget Understated
SAA	364-400-SAA	Gain/Loss on Sales of Assets	\$ -	\$ (1,043.00)		\$ (1,043.00)	Not Budgeted
SAA	381-000-SAA	CRA Funds Transfer	\$ 385,000.00	\$ 465,000.00		\$ 850,000.00	Budget Understated
FBO	344-001-FBO	FBO Jet A Sales	\$ 1,200,000.00	\$ 53,761.00		\$ 1,253,761.00	Budget Understated
FBO	344-009-FBO	FBO Oil Sales	\$ 7,100.00	\$ 251.00		\$ 7,351.00	Budget Understated
FBO	344-014-FBO	FBO Ramp Fees & After Hrs	\$ 95,000.00	\$ 2,591.00		\$ 97,591.00	Budget Understated
FBO	360-000-FBO	FBO Misc Income	\$ 2,400.00	\$ 243.00		\$ 2,643.00	Budget Understated
FBO	360-101-FBO	FBO Discounts Earned	\$ 3,400.00	\$ 163.00		\$ 3,563.00	Budget Understated
			\$ -	\$ -		\$ -	
<b>Total Revenue Increase/Decrease</b>			\$ 2,328,900.00	\$ 579,699.00		\$ 2,908,599.00	
<b>COST CENTER (expenses)</b>							
FBO	512-002-FBO	FBO COGS Oil Sales	\$ 6,100.00	\$ 190.00		\$ 6,290.00	Budget Understated
FBO	512-007-FBO	FBO COGS Moqas	\$ 42,000.00	\$ 3,755.00		\$ 45,755.00	Budget Understated
FBO	512-012-FBO	FBO Salaries	\$ 240,000.00	\$ 13,000.00		\$ 253,000.00	Budget Understated
FBO	512-016-FBO	FBO Cafeteria Plan Expense	\$ -	\$ 800.00		\$ 800.00	Budget Understated
FBO	512-022-FBO	FBO Retirement	\$ 33,000.00	\$ 15,000.00		\$ 48,000.00	Budget Understated
FBO	512-040-FBO	FBO Travel and Meals	\$ 2,000.00	\$ 10.00		\$ 2,010.00	Budget Understated
FBO	512-041-FBO	FBO Communications/Tele	\$ 18,000.00	\$ 300.00		\$ 18,300.00	Budget Understated
FBO	512-052-FBO	FBO Operating Supplies	\$ 20,000.00	\$ 300.00		\$ 20,300.00	Budget Understated
SAA	512-011-SAA	SAA Executive Salaries	\$ 155,300.00	\$ 1,700.00		\$ 157,000.00	Budget Understated
SAA	512-016-SAA	SAA Cafeteria Plan Expense	\$ 1,600.00	\$ 900.00		\$ 2,500.00	Budget Understated
SAA	512-022-SAA	SAA General Govt Retirement	\$ 102,000.00	\$ 9,000.00		\$ 111,000.00	Budget Understated
SAA	512-031-SAA	SAA Professional Services	\$ 94,000.00	\$ 5,000.00		\$ 99,000.00	Budget Understated
SAA	512-088-SAA	SAA Wildlife Hazard Assessment	\$ -	\$ 12,178.06		\$ 12,178.06	Not Budgeted
<b>Total Expenses Increase/Decrease</b>			\$ 714,000.00	\$ 62,133.06		\$ 776,133.06	
<b>Capital Expenditures Adjustments</b>							
			Prior Month Budgeted Operating Reserve	Current Month Revenue - Inc/(Dec)	Current Month Expense - Inc/(Dec)	Revised Budgeted Operating Reserve	
			\$117,732.62	\$ 579,699.00	\$ 62,133.06	\$635,298.56	

REQUEST #: S22-07

TRANSFER TYPE:

- ITEM TO ITEM
- OPERATING RESERVE
- BY RESOLUTION # SAA 22-14

BOARD APPROVAL:

Executive Director





# Executive Director's REPORT



## INSIDE

- 1.8 Million Awarded to Sebring Airport
- Sebring Airport Updates
- Sebring International Raceway News
- Tecnam's New Gran Lusso



## 1.8 MILLION AWARDED TO SEBRING AIRPORT

*A 1.8 million dollar grant has just been announced by the Economic Development Administration for the Stormwater Drainage Improvements Project at the Airport's Multimodal Logistics Center in Highlands County, Florida.*

The project work includes replacing failing storm sewer pipe originally built during World War II. This storm sewer pipe system serves the airfield runways and taxiways. The project will take years to complete, but once completed, will help increase the region's capacity to create and grow new businesses in the aviation industry, which will attract private investment and strengthen the regional economy. The total cost of this phase of the project is expected to be over 2 million dollars with the potential to create more than 200 jobs in Highlands County.

Companies and participants integral in the application process, which ensured this positive outcome were Atkins Global, the Highlands Economic Development Office, Beverly Glarner, and the Sebring Airport Authority staff.

EDA grants are awarded through a competitive process based upon the application's merit, the applicant's eligibility, and the availability of funds. More information on EDA's grant process and investment process can be found at [www.eda.gov](http://www.eda.gov).

**Thanks to Highlands County Economic Development Office and their grants consultant.**

**Thanks to Atkins Global the Airports general consultant in preparation of the Parliamentary Engineering Report, the backbone of the application to EDA.**

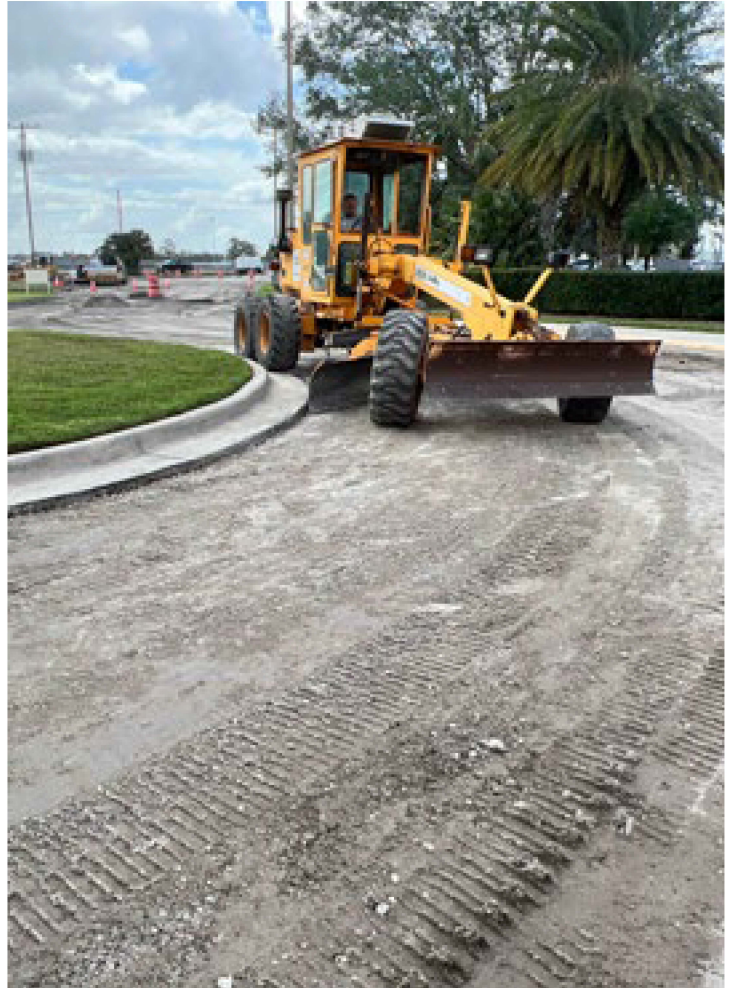
**Thanks to Beverly Glarner and all Sebring Airport Authority staff for their help and assistance.**



## SEBRING AIRPORT UPDATES

### Haywood Taylor

Roadway milling has begun on various sections of Haywood Taylor and will continue for the next several weeks. Paving operations will be performed in various phases over the next 6-8 weeks. Drainage improvements and sidewalk removal & replacement will also continue for the next several weeks.



### Taxiway A4 Realignment

A pre-construction conference with E.O. Koch, AVCON, and SAA staff will be held on the 17th (postponed because of weather). E.O. Koch has submitted shop drawings for review/approval, and has provided a preliminary construction schedule. Due to the long lead time associated with the procurement of reinforced concrete drainage pipe and airfield electrical items, actual field work will not begin until after the holidays. Construction will begin in January and be completed by May. The construction will pause for the 12Hours of Sebring race week, but there should be no operational impacts to the Airport.

**In the past month, all of IMSA's new GTP prototypes have tested round the clock –twice– at Sebring.**

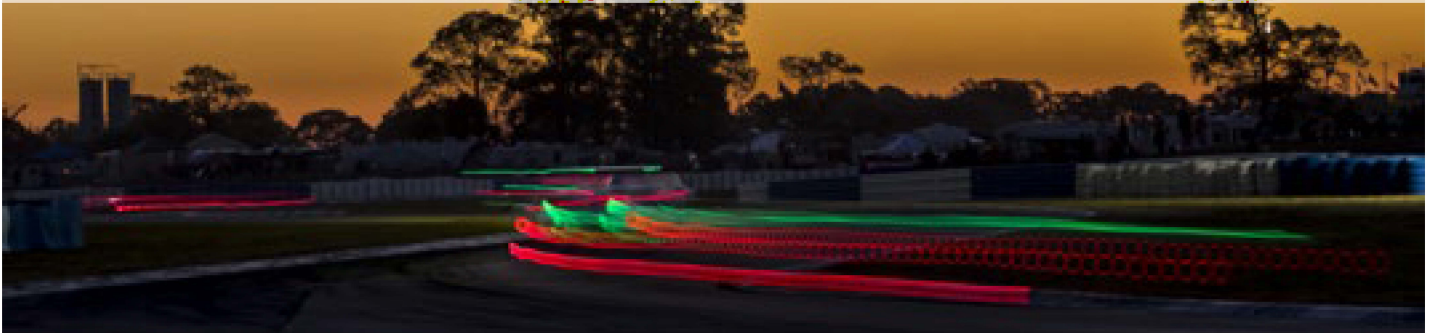
Wayne Estes Reporting

Penske's Porsche team tested for 36 hours three weeks ago, 25 ½ hours consecutively.

Last week, Ganassi and Action Express' Cadillacs, Wayne Taylor's and Meyer-Shank's Accuras, and Rahal Letterman Lannigan's BMWs completed 24-hour tests at Sebring.

Coming soon to Sebring: Ferrari will be testing its new prototype that will run in the WEC in 2023.

All of these cars will compete for overall victories in the Mobil 1 Twelve Hours of Sebring and the 1000 Miles of Sebring during the March SuperSebring weekend.



**THE ULTIMATE P2010 GOOD LOOKS AND HIGH TECH, MATCHED WITH AN OPULENT INTERIOR**

Italians, well known for their sense of style and fashion, carry that cultural asset into their automobiles, clothing lines, and, yes, airplanes.

Take Tecnam's new Gran Lusso (translated: "Grand Luxury"), unveiled at EAA AirVenture Oshkosh this past summer. It's the latest in the Italian manufacturer's P2010 line of high-wing, fixed-gear four-seaters, and the most ambitious. That goes double for the Gran Lusso's swanky leather interior, which its brochure assures us is "cool, with a flair for beauty and Dolce Vita."

Beringer brakes, wheel fairings, and a castering nose-wheel are also standard. New

wing tip lights and lenses are standard. Fuel sump drains are housed in aerodynamically faired pods beneath the wings.

That's a fair statement because the seats are comfortable, the interior trim distinctive, the ergonomics exemplary, and it's roomy, too. The front seats can be raised or lowered by means of an electric motor; the parking brake and rudder trim controls are conveniently located at the aft end of the center console; and a tasteful, leather-trimmed shelf runs from door to door

and across the subpanel. There's also a separate aft door that gives passengers easy access to the rear seats and roomy baggage compartment. One look at the Gran Lusso's interior and you realize that in terms of unity of design and attention to detail, its cabin surpasses those of competing piston singles.

Its exterior lines are sleek and its surfaces clean—save for the vortex generators on the vertical stabilizer. So while other strut-braced, fixed-gear single airframes may look dated and angular, the P2010 is a study in slipperiness. One goal was to keep the doors flush with the airframe for both drag and noise reduction. So to keep them snugly fit, there are three latches around their perimeters. [Read more here](#)



Sebring Regional Airport  
 128 Authority Lane  
 Sebring, Florida 33870  
[www.sebring-airport.com](http://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



**A C C E L E R A T E   Y O U R   B U S I N E S S ' S   P O T E N T I A L**

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME McDevitt, Peter	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Sebring Airport Authority
MAILING ADDRESS P.O. Box 112	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY      COUNTY Lake Placid, FL 3362      Highlands	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED July 21, 2022	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Peter McDevitt, hereby disclose that on 11-17-22, 20    :

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_;
- inured to the special gain or loss of my relative, \_\_\_\_\_;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Land Sale - Clients

11-17-22

Date Filed

*Peter McDevitt*  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.





**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Craig Johnson, hereby disclose that on 11-17-22, 20  :

(a) A measure came or will come before my agency which (check one)

- Inured to my special private gain or loss;
- Inured to the special gain or loss of my business associate, \_\_\_\_\_;
- Inured to the special gain or loss of my relative, \_\_\_\_\_;
- Inured to the special gain or loss of \_\_\_\_\_, by whom I am retained, or
- Inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Invoices to be paid

Clint on list

Land Sale -

Clients

Date Filed 11-17-22

  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.