

**Sebring Airport Authority  
Board Meeting Agenda  
January 19, 2023**

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>
02/16/2023	1:30pm	SAA/CRA Board Meeting	Hendricks Field Center

**2. CONSENT AGENDA**

- a) Approve November 2022 Minutes and November and December 2022 Invoices

**3. MISCELLANEOUS**

**4. ACTION ITEMS**

- a) Resolution 23-01 Approving Budget Amendment S23-01
- b) Transfer/Assumption of Funder America Lease

**CONTINGENT ACTION ITEMS**

**5. BOARD OF DIRECTORS' BUSINESS**

Update Haywood Taylor Land Sale  
Economic Impact Study by FDOT

**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 they come in after the agenda deadline.

**SEBRING AIRPORT AUTHORITY  
BOARD MEETING  
November 17, 2022**

The Sebring Airport Authority Board of Directors held a scheduled Board Meeting on November 17, 2022, at 1:30 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
Craig Johnson	-	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
Craig Sucich	-	Avcon
Alysse Hillman	-	Avcon
Kevin McCauley	-	Atkins
Joann Gaskins	-	Career Source Heartland
Tim Roland	-	SpringLake HOA Board Member

**1. OPENING ITEMS**

- A. Meeting was called to order at 1:30 p.m.
- B. The Invocation and Pledge were led by Bob Swaine
- C. **Roll Call**  
Pete McDevitt, Carl Cool, Terrill Morris, Craig Johnson, Mark Andrews and Stanley Wells were present for the meeting. Brent Ferns was absent.
- D. **Announcements**

**2. MISCELLANEOUS**

**3. CONSENT AGENDA**

**Approve the Consent Agenda:**

- A. There was a motion by Mark Andrews to approve the Consent Agenda with a second by Pete McDevitt. The motion was passed with aye votes by Cool, Wells, Johnson, Andrews and Morris. McDevitt abstained.

**4. ACTION ITEMS**

**A. Funder America – Third Modification of Lease**

This item was presented by Mike Willingham. There was an amendment to the motion to allow the Executive Director to execute a Subordination Agreement that is forthcoming. There was a motion by Pete McDevitt to approve the amended item with a second by Mark Andrews. The motion was passed with aye votes by Cool, Wells, Johnson, Andrews, and Morris. McDevitt abstained.

**B. Resolution 22-14 Approving Budget Amendment S22-07**

This item was presented by Colleen Plonsky. There was a motion by Craig Johnson to approve the item with a second by Terrill Morris. The motion was passed with aye votes by Cool, Wells, McDevitt, Johnson, 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**

Real Estate Consideration - There was a motion by Mark Andrews and a second by Stanley Wells to accept purchase offer subject to:

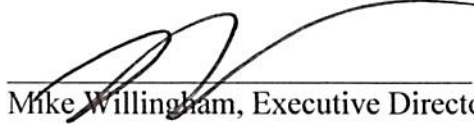
1. City of Sebring and Highlands County Board of County Commissioners having no objections to the Sale
2. FAA approval to sell said property and remove property from Schedule A Property Map in Airports Master Plan.
3. SAA Ex. Director to approve all future Restrictions and/or Conditions for the improvements governing use of the Property

The motion was passed with aye votes by Cool, Wells, McDevitt, Johnson, Andrews, and Morris

**7. CONCERNS OF THE PUBLIC**

**8. ADJOURNMENT**

Chairman adjourned meeting at 2:10pm.



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Mike Willingham, Executive Director

1-19-23

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Approved by Board

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

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
11/01/22	Air & Electrical Services	\$195.00	SAA: Service Call to Tecnam Bldg.-A/C Leaking in Ceiling/Leaking Water Valve from Upstairs Toilet, Repaired ; A/C Not Cooling; Line Clogged, Unclogged Drain, System Running
11/01/22	Cintas	\$369.95	SAA/FBO: Weekly SVC; Mats, Air Care, & Uniforms
11/01/22	Department of Management Svcs.	\$306.73	SAA/FBO: Sept 2022 Audio, Long Distance & Local Service
11/01/22	Beverly Glarner	\$162.96	SAA: Reimbursement for Office Supplies - Network Cable, Wireless Keyboard/Mouse
11/01/22	Haynes Pest Control	\$125.00	SAA: Termite Inspection for Bldg. 60
11/01/22	JDi Data	\$970.00	SAA: Annual Subscription: Compliance Record Keeping Insurance Certificates
11/01/22	Leaf Capital Funding	\$489.67	SAA/FBO: Lease of Copy Machines
11/08/22	A1 Extreme Cleaning, LLC.	\$1,250.00	SAA: October Cleaning in Terminal Building
11/08/22	Aroma Coffee	\$184.75	SAA/FBO: Coffee Station Replenishment
11/08/22	C & C Plumbing	\$1,065.73	SAA: Installation of Wash Basin in Bldg. 103 C-4; Includes Materials & Labor
11/08/22	Copy Life	\$108.26	SAA/FBO: November Copies
11/08/22	Beverly Glarner	\$142.30	SAA: November 2022 Internet Service; Executive Assistant Home Office
11/08/22	JDi Data	\$10.00	SAA: November 2022 (1) Insurance Certificate Compliance Record Keeping
11/08/22	Leedy Electric West	\$974.00	SAA: Minor Preventive Maintenance on 250KW Generac Generator
11/08/22	TechHouse:Intergrated	\$840.00	SAA: General IT Support; SharePoint Problems & OneDrive Issues
11/15/22	Craig D Curtis dba A&L Lock	\$686.00	SAA: Administration Restroom Locks ; 28 Spare Hangar Keys
11/15/22	Cintas	\$487.63	SAA/FBO: Bi-Weekly SVC; Mats, Air Fresheners, Uniforms, & Red Mats
11/15/22	Cintas	\$109.00	SAA/FBO: AED System Monthly Lease
11/15/22	Reliance Aviation	\$1,800.00	SAA/FBO: November 2022 Fuel Truck Lease
11/15/22	Risk Management Associates, Inc.	\$59,989.75	SAA: Preferred Governmental Insurance Trust - Business Auto, General Liability, Crime, Inland Marine, Commercial Property - Policy #PK FL1 0284850 22-19 / 10.01.22-10.01.23 (Installment #2)
11/22/22	Paula Jonack dba All Brite Cleaning	\$850.00	SAA: Mold Assessment Bldg. 22
11/22/22	Aviation Management Consulting Group	\$2,268.40	SAA: Professional Services - SEF RFP Preperation Aug & Sept
11/22/22	Big Messages, LLC.	\$159.60	SAA/FBO: After Hours Telephone Answering
11/22/22	C & C Plumbing	\$565.00	SAA: Jetted All 12 Gutters on Backside of Terminal Building
11/22/22	Central Security & Electric, Inc.	\$225.00	SAA: Annual Fire Alarm Inspection
11/22/22	Cintas	\$216.61	SAA/FBO: Weekly SVC; Mats, Air Care, & Uniforms
11/22/22	Department of Management Svcs.	\$306.57	SAA/FBO: Sept 2022 Audio, Long Distance & Local Service
11/22/22	Hicks Oil Co., Inc.	\$1,390.59	SAA/FBO: Diesel Fuel Purchase For Sebring
11/22/22	The News Sun	\$88.75	SAA: Notice for 2022-2023 Board Meetings
11/22/22	TechHouse:Intergrated	\$130.00	SAA: General IT Support
11/22/22	Triangle Hardware	\$9.96	FBO: Spare Keys for FBO
11/29/22	Aarons Carts Plus	\$606.95	FBO: Repairs to Golf Cart #2
11/29/22	Eric T Zwyer Tax Collector	\$2,848.89	SAA: Ad Valorem Tax - 2022 Cattle Lease
11/29/22	Eric T Zwyer Tax Collector	\$38,835.95	SAA: Ad Valorem Tax - 2022 T- Hangars
11/29/22	Eric T Zwyer Tax Collector	\$337,518.72	SAA: Ad Valorem Tax - 2022 Land & Commercial Hangars
11/29/22	Cintas	\$480.77	SAA/FBO: Bi-Weekly SVC; Mats, Air Fresheners, Uniforms, & Red Mats
11/29/22	CliftonLarsonAllen	\$1,837.50	SAA: Progress Billing for 2021-2022 Audit
11/29/22	DBT Transportation Services	\$186.16	SAA: Day/Night Sensor for AWOS System
11/29/22	Leaf Capital Funding	\$489.67	SAA/FBO: Lease of Copy Machines

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

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
11/29/22	Southwood Garage Doors	\$3,400.00	SAA: Deposit for New Garage Door for Building 22; Includes Removal of Old Door
11/29/22	TechHouse: Intergrated	\$558.04	SAA/FBO: Recurring Monthly Fee for Software

**TOTAL PAID INVOICES: \$463,239.86**

## Invoices Paid In December 2022 Presented In January 2023 Board Meeting

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
12/06/22	A1 Extreme Cleaning	\$1,300.00	SAA/FBO: December 2022 Cleaning in Terminal Building
12/06/22	Aroma	\$652.25	SAA/FBO: Coffee Station & Cleaning Supply Replenish
12/06/22	Beverly Glarner	\$141.82	SAA: December 2022 Internet Service; Executive Asst Home Office
12/06/22	Bugs Bee-Ware Exterminating	\$275.00	SAA: Plant & Shrub Care;
12/06/22	Cintas	\$369.95	SAA/FBO: Weekly Svcs; Mats, Air Freshener, and Uniforms
12/06/22	Cintas	\$109.00	SAA/FBO: Monthly Lease for AED System
12/06/22	Copy Life	\$196.70	SAA/FBO: December 2022 Copies
12/06/22	CrawfordTech Government Solutions	\$441.60	SAA/CRA: Document Remediation for October 2022
12/06/22	Federal Express Corporation	\$17.73	SAA: Express Shipping (Return of Pilot Phone)
12/06/22	Florida Redevelopment Association	\$495.00	CRA: Annual Membership Renewal
12/06/22	Paul Valladares dba Paul's Landscapes	\$270.00	SAA/FBO: December 2022 Plant Service
12/06/22	Techhouse: Intergrated	\$1,678.99	SAA: Replacement of Laptop: Executive Assistant
12/06/22	The News Sun	\$590.00	SAA: Notice to Bidders/Invitation for Bids RFP#22-02 FBO Management Services
12/13/22	Air & Electrical Service	\$284.76	SAA: Ran Three Cat 6 Wires from IT Room to Admin Office
12/13/22	American Elite	\$550.00	SAA: Stripped & Waxed Wood Floors at Runway Café
12/13/22	Cintas	\$429.11	SAA/FBO: Bi-Weekly Svc-Mats, Air Fresheners, Soap, Sanitizers
12/13/22	Colts Pressure Cleaning	\$1,540.00	SAA: Pressure Washing of Terminal Building
12/13/22	Reed Appraisal Company	\$1,700.00	SAA: Professional Service for Ground Lease/ Rental Studies
12/13/22	Ridge League of Cities	\$250.00	SAA: Annual Membership Dues 09.01.2022-08.31.2023
12/13/22	Techhouse: Intergrated	\$195.00	SAA: General IT Support
12/20/22	Aarons Carts Plus	\$769.90	FBO: Repairs to Golf Cart #2; Voltage Regulator on Cart 1
12/20/22	Air & Electrical Service	\$179.48	SAA: Runway Light Regulator; Clean Contactor and Move Breaker for Regulator to New Location
12/20/22	Big Messages	\$164.39	SAA/FBO: After Hours Telephone Answering
12/20/22	Bio-Tech Consulting	\$3,315.00	SAA: Bi-Monthly Waterway Weed Control
12/20/22	Bugs Bee-Ware Exterminating	\$1,460.00	SAA: Bi-Monthly Lawn Care 12.13.22; Quarterly Exterminating Service 12.14.2022
12/20/22	C&C Plumbing	\$291.95	SAA: Repaired the Broken Pipe on Cafe Feed Line & Tested
12/20/22	Cintas	\$216.61	SAA/FBO: Weekly Svcs; Mats, Air Freshener, and Uniforms
12/20/22	Department Of Management Svcs	\$306.59	SAA/FBO: Nov 2022 Audio, Long Distance & Local Service
12/20/22	Diana Ries Designs	\$2,178.00	SAA/CRA: Annual Website Maintenance Fee; November 2022 Website Updates
12/20/22	Highlands County Board of Commissioners	\$343.43	SAA: (8) 12' U Channel
12/20/22	Jacks Lawn Service	\$8,325.00	SAA: Nov. 2022 Lawn and Landscape Care
12/20/22	Long's Air Conditioning	\$285.00	SAA: Monthly Service Inspection Complete
12/20/22	Reliance Aviation Miami, LLC.	\$1,800.00	SAA/FBO: December 2022 Fuel Truck Lease
12/20/22	Techhouse: Intergrated	\$32.50	SAA: General IT Support
12/20/22	U.S. Fish & Wildlife Service	\$100.00	SAA: Protected Species - Bird Permit #MB213732
12/27/22	Air Boss Inc.	\$5,000.00	SAA: 2023 Air Traffic Controllers Deposit for Twelve Hours of Sebring ATC Services
12/27/22	Atkins North America, Inc.	\$47,292.95	SAA: November 2022 General On-Call Consulting Service; Building 22 Re-roof; Interlocal Agreement
12/27/22	Avcon, Inc.	\$3,320.00	SAA: November 2022 On-Call Services
12/27/22	Cintas	\$480.77	SAA/FBO: Bi-Weekly Svc-Mats, Air Fresheners, Soap, Sanitizers
12/27/22	CivilSurv	\$5,528.19	CRA: Professional Svcs. for Webster Turn Drive Restoration
12/27/22	Shutts & Bowen	\$2,450.00	SAA: November 2022 Legal Svc ; Eminent Domain
12/27/22	Swaine, Harris, & Wohl , P.A.	\$3,511.70	SAA: December 2022 Legal Svcs; General On-Call Ser
12/29/22	Victor Alaniz dba Water Boys Mobile Detailing	\$150.00	SAA: Detailing of Airport Vehicles - Tahoe / F350
	<b>TOTAL PAID INVOICES:</b>	<b>\$98,988.37</b>	



## November 2022 P-Cards

Purchase Date	Vendor Name	Amount	Description
11/3/2022	SWK TECHNOLOGIES INC	\$336.27	SAA: Monthly Fee for Mas90 Online Services - November 2022
11/4/2022	CIRCLE K 07515	\$90.00	SAA: Fuel for Maintenance Truck
11/4/2022	APEX OFFICE PRODUCTS INC	\$151.65	SAA: Copy Paper, Pens
11/7/2022	IN EBRIDGE, INC	\$175.00	SAA: Monthly Fee for Record Retention
11/8/2022	CIRCLE K 07515	\$53.00	FBO: Fuel for Courtesy Vehicle Tahoe
11/9/2022	TEXTBILLING.NET	\$5.35	SAA: Mass Text Message Service: Storm Nicole
11/9/2022	OFFICE DEPOT #1165	\$48.49	SAA: Paid Stamp for Accounting, AA Batteries, Clipboard, Sharpie
11/9/2022	ADOBE ACROPRO SUBS	\$152.91	SAA: Monthly Subscriptions
11/10/2022	APEX OFFICE PRODUCTS INC	\$16.13	SAA: Replacement Ink Pad
11/11/2022	APEX OFFICE PRODUCTS INC	\$101.98	SAA: Trifold paper towels for cleaners
11/11/2022	WM SUPERCENTER #666	\$57.80	SAA: Cleaning supplies for Terminal Building Cleaning
11/13/2022	TRTAX&ACTGPROFESSIONAL	\$294.00	SAA: Monthly Online Subscription Fixed Asset Software
11/14/2022	DISH NETWORK-ONE TIME	\$126.91	FBO: Monthly Satellite Service for Pilot's Lounge - Nov 2022
11/14/2022	RACEWAY 994 53609947	\$75.00	SAA: Fuel for Maintenance Truck
11/14/2022	WCI SEBRING HAULING	\$726.15	SAA/FBO: Monthly Waste Collection - Nov 2022
11/15/2022	PALMER ACE HDWE	\$24.99	FBOI: New Ohm Meter Purchased to Meet DLA Requirements
11/15/2022	THE BULB BIN	\$116.00	SAA: LED Bulbs for T Hangars
11/17/2022	WAL-MART #3887	\$86.36	FBO: Drinks and various items: Airport Thanksgiving
11/17/2022	VERIZONWRLSS RTCCR VB	\$1,349.81	SAA/FBO: Monthly Mobile Service October 2022
11/18/2022	CIRCLE K 07515	\$73.00	FBO: Fuel for Courtesy Vehicle Tahoe
11/18/2022	PANERA BREAD #601259 O	\$610.82	SAA: Lunch for Leadership Highlands County Tour
11/18/2022	WM SUPERCENTER #666	\$11.28	SAA: Soda for Board room/Meetings
11/18/2022	BOB EVANS REST #0478	\$277.16	SAA/FBO: Thanksgiving Lunch
11/22/2022	CIRCLE K 07515	\$29.00	FBO: Fuel for Courtesy Vehicle Tahoe
11/22/2022	TEXTBILLING.NET	\$7.80	SAA: Mass Text Message Service: Haywood Taylor Road Construction
11/22/2022	WM SUPERCENTER #666	\$35.48	SAA: Soda for board room/meetings
11/22/2022	LOOPNET INC	\$128.50	SAA: Online SAA Realty Listing CO
11/23/2022	AMAZON.COM HW9772P41 AMZN	\$143.88	SAA: Clorox Misting Device for Sanitizing in Terminal Building
11/26/2022	OFFICE DEPOT #2362	\$69.98	FBO: Paper Rolls for Fuel Farm Pneumeracator, Hand Sanitizer for General Use
11/26/2022	TEXTBILLING.NET	\$7.80	SAA: Mass Text Message Service: Haywood Taylor Road Construction (second text)
11/28/2022	CIRCLE K 07515	\$93.00	SAA: Fuel for Maintenance Truck
11/30/2022	COLE AUTO SUPPLY INC	\$34.32	FBO: Heat Shrink Tubing for Use with Tie Down Ropes
11/30/2022	OFFICE DEPOT #2362	\$98.36	FBO: Paper Rolls for Brick POS, Bankers Boxes for Airport Staff Record Keeping
11/30/2022	APEX OFFICE PRODUCTS INC	\$27.99	SAA: 4" Binder for Accounting
12/1/2022	SPEEDCOM COMMUNICATIONS	\$250.00	FBO: Two Walkie-talkie Batteries for FBO

## November 2022 P-Cards

Total Due: \$5,886.17

## December 2022 P-Cards

Purchase Date	Vendor Name	Amount	Description
12/2/2022	AMERICAN MESSAGING	\$85.54	SAA/FBO: Purchase of New Beeper
12/2/2022	COWPOKESS WATERING HOLE	\$58.38	SAA: Accounting Dept Lunch Meeting
12/5/2022	AMAZON.COM QA0UD3KK3 AMZN	\$197.40	SAA: Wellness Give Aways To Be Reimbursed By Cigna
12/5/2022	DISH NETWORK-ONE TIME	\$132.50	FBO: Monthly Satellite Service for Pilot's Lounge - Dec 2022
12/5/2022	SWK TECHNOLOGIES INC	\$336.27	SAA: Monthly Fee for Mas90 Online Services - December 2022
12/6/2022	ALLEN ENTERPRISES INC	\$206.93	SAA: Runway Lighting
12/6/2022	AMZN Mktp US XI4SQ59C3	\$387.70	SAA: Wellness Give Aways To Be Reimbursed By Cigna
12/6/2022	CIRCLE K 07515	\$36.00	FBO: Fuel for Courtesy Vehicle Tahoe
12/6/2022	HoneyBaked Ham and Cafe 1	\$1,434.86	SAA: Christmas Hams for All Employees
12/6/2022	WCI SEBRING HAULING	\$791.49	SAA/FBO: Monthly Waste Collection - Dec 2022
12/7/2022	BATTERIES+BULBS #0058	\$176.44	FBO: Two APC Battery Back Up Units: FBO Computers
12/7/2022	CIRCLE K 07515	\$79.00	SAA: Fuel for Maintenance Truck
12/7/2022	IN EBRIDGE, INC	\$175.00	SAA: Monthly Fee for Record Retention
12/7/2022	TRIANGLE HARDWARE	\$101.87	FBO: WD-40 for General Maintenance Use; Command Strips for Office Use
12/7/2022	WAL-MART #0666	\$76.92	FBO: Water Bottles, Pink Lemonade Purchased for FBO Customers and Staff, Compressed Air for PC Maintenance
12/9/2022	ADOBE ACROPRO SUBS	\$152.91	SAA: Monthly Subscriptions
12/9/2022	HOMEDEPOT.COM	\$244.49	SAA: New Faucet Coffee Area Sink
12/9/2022	OFFICE DEPOT #2362	\$66.16	FBO: Supplies for Setting up Pilot Access Computer in Pilot Lounge and FBO Computers
12/9/2022	WAL-MART #0666	\$113.01	FBO: Power Cords, HDMI Cable, Surge Protectors and Mesh Cable Cover for FBO and the Pilot Lounge PC Setup
12/10/2022	AMZN Mktp US H15YQ6SW3	\$16.68	FBO: Vacuum Bags for Cleaners
12/13/2022	AIRBNB HMK52CY9F5	\$1,626.75	SAA: Airbnb for 12 Hours of Sebring Tower Control - AirBoss - ATC Services
12/14/2022	NIS SUPPLY	\$167.76	FBO: Twenty Four Safety Gloves for FBO Staff Use
12/14/2022	OLIVE GARDEN 0021741	\$239.40	SAA/FBO: Holiday Luncheon for Staff
12/14/2022	THE HOME DEPOT #6340	\$28.18	SAA: Materials to Repair PropStrike on Runway
12/14/2022	TRTAX&ACTGPROFESSIONAL	\$294.00	SAA: Monthly Subscription Fixed Asset Software
12/14/2022	VERIZONWRLSS RTCCR VB	\$1,553.51	SAA/FBO: Monthly Mobile Service November 2022
12/15/2022	CIRCLE K 07515	\$70.00	SAA: Fuel for Maintenance Truck
12/16/2022	LOWES #00907	\$549.00	SAA: New Microwave/Convection Oven for Kitchen
12/16/2022	WAWA 5370	\$73.80	FBO: Fuel for Courtesy Chevy Tahoe
12/19/2022	TRIANGLE HARDWARE	\$4.98	FBO: Two Keys for T-Hangar #29
12/20/2022	AMERICAN MESSAGING	\$14.44	SAA: Emergency Beeper Service

## December 2022 P-Cards

Purchase Date	Vendor Name	Amount	Description
12/21/2022	CIRCLE K 07515	\$34.24	SAA: Fuel for Maintenance Truck
12/21/2022	YARBROUGH TIRE & SERVICE	\$539.91	FBO: Nine Golf Cart Tires to be Used on FBO Golf Carts when Applicable
12/21/2022	YARBROUGH TIRE & SERVICE	\$1,451.39	SAA: Oil Change and Tire Change for Maintenance Truck
12/22/2022	LOOPNET INC	\$128.50	SAA: Online SAA Realty Listing Company
12/22/2022	VALIN CORPORATION	\$166.01	FBO: Hydrokit Used to Test for the Presence of Water in the Jet-A Fuel
12/24/2022	CIRCLE K 07515	\$60.31	SAA: Fuel for Ford Explorer
12/27/2022	GAMMON TECHNICAL PRODUCTS	\$243.98	FBO: Plastic Membrane Used to Test for Presence of Contaminants in Jet-A Fuel
12/30/2022	APEX OFFICE PRODUCTS INC	\$374.87	SAA/FBO: Trash Bags for Cleaners/Creamer for FBO Coffee Station; Return of Damaged Binder for Accounting
12/30/2022	WAWA 5370	\$49.00	FBO: Fuel for Courtesy Chevy Tahoe
12/31/2022	ASTM FEES/PUBLICATIONS	\$63.00	FBO: ASTM D1655-22 Replaces Previous Version as Required to Maintain Compliance with Military Fuel Contract
1/4/2023	TEXTBILLING.NET	\$7.80	SAA: Mass Text Messaging: Haywood Taylor Reconstruction

**Total Due: \$12,610.38**

**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 12/8/2022**  
**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									
13600652	11/30/2022	12/30/2022	13,114.10	13,114.10	0.00	0.00	0.00	0.00	SAA: November 2022 Security Service
<b>Vendor ALLIED Totals:</b>			<u>13,114.10</u>	<u>13,114.10</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
ATKINS Atkins North America, Inc.									
1984452	11/30/2022	12/30/2022	14,016.00	14,016.00	0.00	0.00	0.00	0.00	SAA: November 2022 General On-Call Services
1984452-BR	11/30/2022	12/30/2022	2,356.88	2,356.88	0.00	0.00	0.00	0.00	SAA/CRA: November 2022 Inter local Agreement for Haywood Taylor Project
1984452-HT	11/30/2022	12/30/2022	30,920.07	30,920.07	0.00	0.00	0.00	0.00	SAA: November 2022 Building 22 Re-Roof
<b>Vendor ATKINS Totals:</b>			<u>47,292.95</u>	<u>47,292.95</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
AVCON Avcon, Inc.									
123695 OC	11/30/2022	12/30/2022	3,320.00	3,320.00	0.00	0.00	0.00	0.00	SAA: November 2022 On-Call Services
123696 TAXIWAY	11/30/2022	12/30/2022	3,406.71	3,406.71	0.00	0.00	0.00	0.00	SAA: November 2022 Taxiway A4 Realignment
<b>Vendor AVCON Totals:</b>			<u>6,726.71</u>	<u>6,726.71</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CINTAS Cintas									
41390221292	11/30/2022	12/30/2022	429.11	429.11	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>			<u>429.11</u>	<u>429.11</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CIVILSU CivilSurv Design Group, Inc.									
442-001001-13	11/30/2022	12/30/2022	5,528.19	5,528.19	0.00	0.00	0.00	0.00	CRA: Professional Services for Webster Turn Drive Resurfacing
<b>Vendor CIVILSU Totals:</b>			<u>5,528.19</u>	<u>5,528.19</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 12/8/2022**  
**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.									
14127	11/30/2022	12/30/2022	948.00	948.00	0.00	0.00	0.00	0.00	SAA/CRA: November 2022 Website Updates
<b>Vendor DIANARI Totals:</b>			<u>948.00</u>	<u>948.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
JACKS Jack's Lawn Service									
1945 DEC 2022	12/1/2022	12/31/2022	8,325.00	8,325.00	0.00	0.00	0.00	0.00	SAA: December 2022 Lawn & Landscape Care
<b>Vendor JACKS Totals:</b>			<u>8,325.00</u>	<u>8,325.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SHUTTS Shutts & Bowen, LLP									
1719654	12/1/2022	12/31/2022	2,450.00	2,450.00	0.00	0.00	0.00	0.00	SAA: November 2022 Legal Svc ; Eminent Domain
<b>Vendor SHUTTS Totals:</b>			<u>2,450.00</u>	<u>2,450.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SWAINE Swaine, Harris & Wohl, P.A.									
8255	11/30/2022	12/30/2022	3,511.70	3,511.70	0.00	0.00	0.00	0.00	SAA: November 2022 General On-Call Consulting
<b>Vendor SWAINE Totals:</b>			<u>3,511.70</u>	<u>3,511.70</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report Totals:</b>			<u><u>88,325.76</u></u>	<u><u>88,325.76</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 1/10/2023**  
**Sebring Airport Authority (SAA)**

Vendor Name / Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
AVCON Avcon, Inc.									
123865	12/31/2022	1/30/2023	5,875.00	5,875.00	0.00	0.00	0.00	0.00	SAA: December 2022 General On-Call Services
123867 TAXI	12/31/2022	1/30/2023	9,652.36	9,652.36	0.00	0.00	0.00	0.00	SAA: December 2022 SEF Taxiway A4 Construction - Grant Reimbursed
<b>Vendor AVCON Totals:</b>			<u>15,527.36</u>	<u>15,527.36</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CINTAS Cintas									
414835159	12/29/2022	1/28/2023	480.77	480.77	0.00	0.00	0.00	0.00	SAA/FBO: Bi-Weekly Svcs; Mats, Air Fresheners, Soap/ GermX; FBO Uniforms
<b>Vendor CINTAS Totals:</b>			<u>480.77</u>	<u>480.77</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CINTAS1 Cintas									
9206398939	1/1/2023	1/31/2023	109.00	109.00	0.00	0.00	0.00	0.00	SAA/FBO: Monthly Agreement for AED System
<b>Vendor CINTAS1 Totals:</b>			<u>109.00</u>	<u>109.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CIVILSU CivilSurv Design Group, Inc.									
442-001001-14	12/31/2022	1/30/2023	1,300.75	1,300.75	0.00	0.00	0.00	0.00	CRA: Professional Svcs for Webster Turn Drive Resurfacing
<b>Vendor CIVILSU Totals:</b>			<u>1,300.75</u>	<u>1,300.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
DIANARI Diana Ries Designs, Inc.									
14143	12/31/2022	1/30/2023	415.00	415.00	0.00	0.00	0.00	0.00	SAA/CRA: December 2022 Website Updates
<b>Vendor DIANARI Totals:</b>			<u>415.00</u>	<u>415.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
JACKS Jack's Lawn Service									
2202	1/1/2023	1/31/2023	8,325.00	8,325.00	0.00	0.00	0.00	0.00	SAA: January 2023 Lawn & Landscape Care
2203	1/1/2023	1/31/2023	465.00	465.00	0.00	0.00	0.00	0.00	SAA: Replace Plants & Removal of Oak Tree Limbs on Haywood Taylor
<b>Vendor JACKS Totals:</b>			<u>8,790.00</u>	<u>8,790.00</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 1/10/2023**  
**Sebring Airport Authority (SAA)**

Vendor Name / Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
RWSUM RW Summers Railroad Contr., Inc									
22275	1/6/2023	2/5/2023	882.00	882.00	0.00	0.00	0.00	0.00	SAA: December 2022 Track Inspection
<b>Vendor RWSUM Totals:</b>			<u>882.00</u>	<u>882.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SHUTTS Shutts & Bowen, LLP									
1725584	12/31/2022	1/30/2023	800.00	800.00	0.00	0.00	0.00	0.00	SAA: December 2022 Legal Svc - Land Acquisition
<b>Vendor SHUTTS Totals:</b>			<u>800.00</u>	<u>800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SWAINE Swaine, Harris & Wohl, P.A.									
8557	12/31/2022	1/30/2023	3,557.87	3,557.87	0.00	0.00	0.00	0.00	SAA: December 2022 General On-Call Services
<b>Vendor SWAINE Totals:</b>			<u>3,557.87</u>	<u>3,557.87</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report Totals:</b>			<u><u>31,862.75</u></u>	<u><u>31,862.75</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 12/8/2022**  
**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	0.00	33,361.98	0.00	0.00	0.00	FBO: Jet-A Fuel at APBR
892309	11/22/2022	12/12/2022	30,779.56	30,779.56	0.00	0.00	0.00	0.00	FBO: Jet- A Fuel at Sebring
M281947	12/1/2022	12/11/2022	46.00	46.00	0.00	0.00	0.00	0.00	FBO: FBO: Ingenico Desk 3500 w/ Pin Pad
S036584	12/1/2022	12/31/2022	297.50	297.50	0.00	0.00	0.00	0.00	FBO: TFBO Web Software - 5 Users
<b>Vendor ASCENT Totals:</b>			<u>64,485.04</u>	<u>31,123.06</u>	<u>33,361.98</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report Totals:</b>			<u><u>64,485.04</u></u>	<u><u>31,123.06</u></u>	<u><u>33,361.98</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 1/10/2023**  
**Sebring Airport Authority (FBO)**

vendor name

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
ASCENT Ascent Aviation Group									
902678	1/1/2023	1/22/2023	35,692.15	35,692.15	0.00	0.00	0.00	0.00	FBO: 100LL_AvGas at Sebring
M283366	1/1/2023	1/11/2023	46.00	46.00	0.00	0.00	0.00	0.00	FBO: Ingenico Desk 3500 w/ Pin Pad 61373, Warranty Fee, & Comm Fee
M283744	1/4/2023	1/24/2023	25.40	25.40	0.00	0.00	0.00	0.00	FBO: WingPoints Issued Through 01/04/23
S037229	1/1/2023	1/21/2023	297.50	297.50	0.00	0.00	0.00	0.00	FBO: TFBO Web Software - 5 Users
<b>Vendor ASCENT Totals:</b>			<u>36,061.05</u>	<u>36,061.05</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report Totals:</b>			<u><u>36,061.05</u></u>	<u><u>36,061.05</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>	

**RESOLUTION SAA 23-01**

**A RESOLUTION OF THE SEBRING AIRPORT  
AUTHORITY TO APPROVE AMENDMENT S23-01 TO  
THE 2022-2023 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 2022-2023 Budget Amendment S23-01 as presented.


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

**PASSED AND ADOPTED** this 19th day of January 2023.

**SEBRING AIRPORT AUTHORITY**

(SEAL)

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

  
Mike Willingham, Ex. Director



# Sebring Airport Authority Agenda Item Summary

**Meeting Date:** January 19, 2023

**Presenter:** Mike Willingham

**Agenda Item:** Transfer/Assumption of Funder America Lease

**Background:** Funder America is requesting lease be assumed by Genesis Products Inc. CFO Chris Westerbeek will appear by Teams to address the Board and answer any questions the Board may have. Bob Swaine is preparing the Lease Assumption agreement and will be provided as soon as it is received.

**Requested Motion:** Move to approve and authorize the Chairman or Vice Chairman and Secretary or Assistant Secretary to execute the same.

**Board Action:**

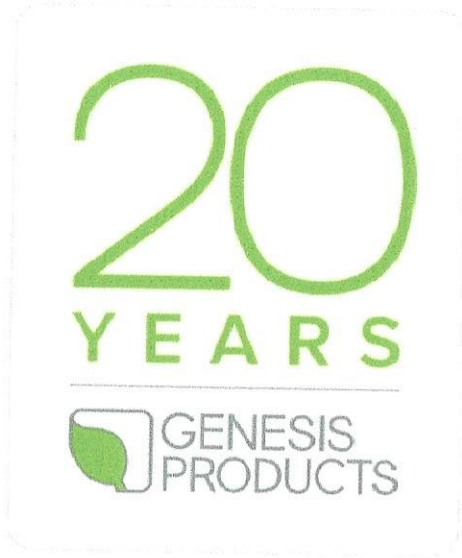
Approved	<u>          X          </u>
Denied	<u>                          </u>
Tabled	<u>                          </u>



 GENESIS  
PRODUCTS

# Welcome to Genesis

# Genesis by the numbers



**Product Driven. People Powered.**

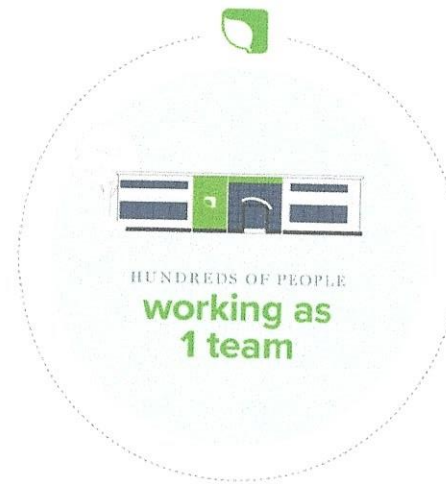




### Certifications:

- CARB-II
- TSCA
- FSC

## Our Culture



**A focus on excellence**  
Driving continuous improvement in 6 key areas:

- Safety
- People
- Excellence
- Delivery
- Materials
- Productivity

**A commitment to community**  
We encourage employees to give back, with an annual company-wide goal of 10,000 hours of community service.

**Sustainability**  
We adhere to the industry's most rigorous standards for clean, sustainable practices.

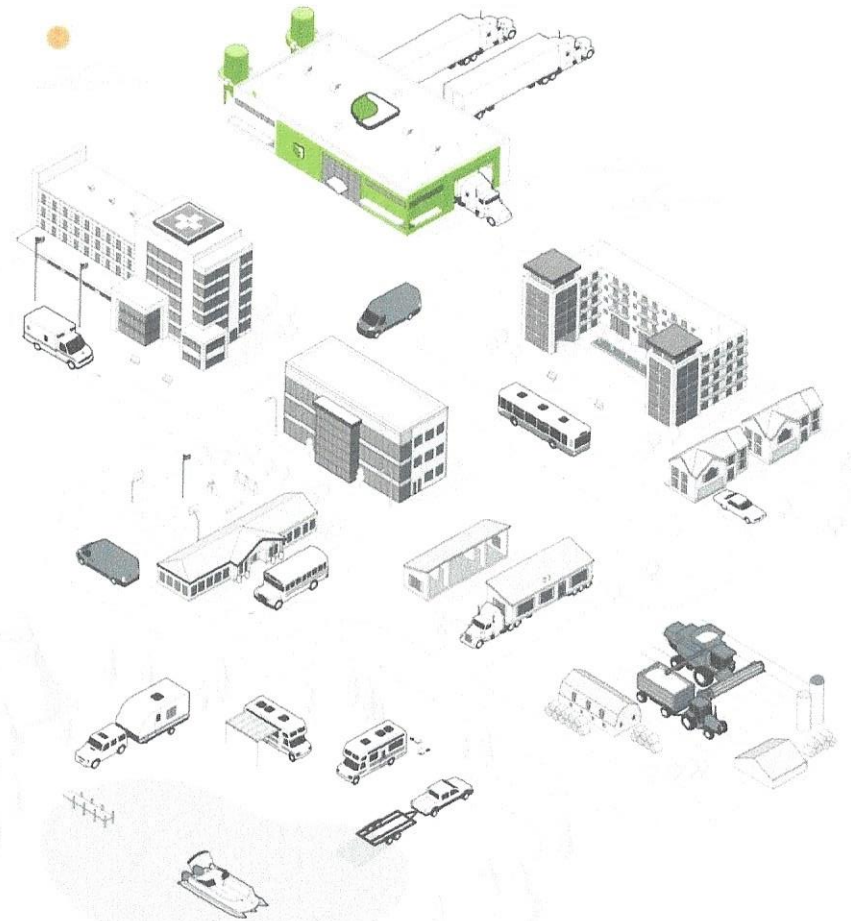




# Smarter solutions for every space

Genesis integrates high-performance materials with human-centered design to create smarter solutions for every space. Our engineered solutions shape better experiences in products for work, home and play.

- Recreational Vehicle
- Manufactured Housing
- Transportation
- Furniture
- Cabinet & Storage
- Office & Education
- Marine
- Building Materials
- Heavy Truck
- Healthcare





# Genesis Manufacturing Locations

## Elkhart, IN

- Plant 1** – Lamination
- Plant 2** – Interior Doors
- Plant 6** – Interior Trim, Office, Acoustic

## Fort Wayne, IN

- Plant 7** – Interior Trim, Office, Acoustic

## Goshen, IN

- Plant 3** – Wrapped Moldings
- Plant 5** – Countertops
- Plant 8** – Lamination & Panel Processing
- Plant 9** – CNC/Edge Processing,  
Cabinet Doors, Components
- Plant 10** – In Progress

## Keysville, VA

- Plant 4**  
Furniture Components, Lamination,  
Panel Processing
- South Boston, VA**
- Plant 14**  
Drawer Parts



# Genesis Manufacturing Capabilities

---

## Laminated Panels

- 1-side and 2-sided lamination
- Paper, HPL, vinyl, acrylic surfaces
- Up to 5' x 12' panels—all CARB2 certified

## Wrapped Moldings

## Panel Processing

- Cut-to-size
- CNC routing
- Straight-line or contour edge-banding

## Interior Doors

- Mortise and tenon and hollow core construction
- Custom designs available

## Cabinet Doors

- Domestic & international sourcing
- Full range of door styles
- Multi-step UV finishing
- Boring, drilling, edge-banding

## Countertops

- Pressed
- Solid Surface

## Interior Components

- Fascia
- Wall, ceiling & window treatments
- Pressed accessories

## Furniture Components

- Drawer parts
- Bed parts
- HPL lamination

## Welformed

- RV/Van/Truck Interior Trim
- Office Furniture Components
- Acoustic Interiors

## Specialty Materials

- Premium Rock
- G-Lite plywood



# Genesis Maintains a Strong Balance Sheet



# Executive Director's REPORT



## INSIDE

- Sebring Airport Updates
- Sebring International Raceway News
- IAC Chapter 23 Aerobatics Contest



### Haywood Taylor

Final paving will be completed the week of January 9th. Substantial completion is anticipated to occur the week of January 23rd, with final completion February 23rd.

### Building 22 Re-roofing

Window installation is scheduled for the week of January 16th. Substantial completion is anticipated to occur in February, with final completion in March.

### Taxiway A4 Realignment

EO Koch has submitted all of their required shop drawings, which have been reviewed and approved. All materials have been ordered and field work is scheduled to begin on Monday, January 23rd. Initial work efforts will focus on surveying stakeout and the installation of the stormwater drainage pipe and structures. This will be followed by grading, subgrade compaction, and installation of base course. Asphalt paving and the installation of taxiway edge lighting are scheduled to be completed in May, with final completion and acceptance in June. This schedule includes a pause in construction for the 12Hours of Sebring race week, which will prevent any operational impacts to the Airport during that busy week.

### Highmast Apron Lighting

SAA has applied to the FDOT for a S.A.F.E. grant to design and construct area lighting for the Terminal Apron. The Terminal Apron has limited lighting and the area is extremely dark at night. The addition of area lighting would improve the security and safety on the apron. This project would include six (6) highmast light poles (50' tall) spaced around the Terminal Apron. Anticipated program costs are approximately \$410,000. We are waiting for confirmation from the FDOT on whether there is money in the program to issue a grant in early 2023.



## This could be a record breaking year!

Wayne Estes Reporting

Proclaimed Wayne, "We are on the cusp of the biggest 12 Hours event ever."

The WEC, which has announced plans that indicate this may be the last SuperSebring event, will have seven different hypercar manufacturers, 13 different cars competing for overall victory in the 1000 Miles of Sebring.

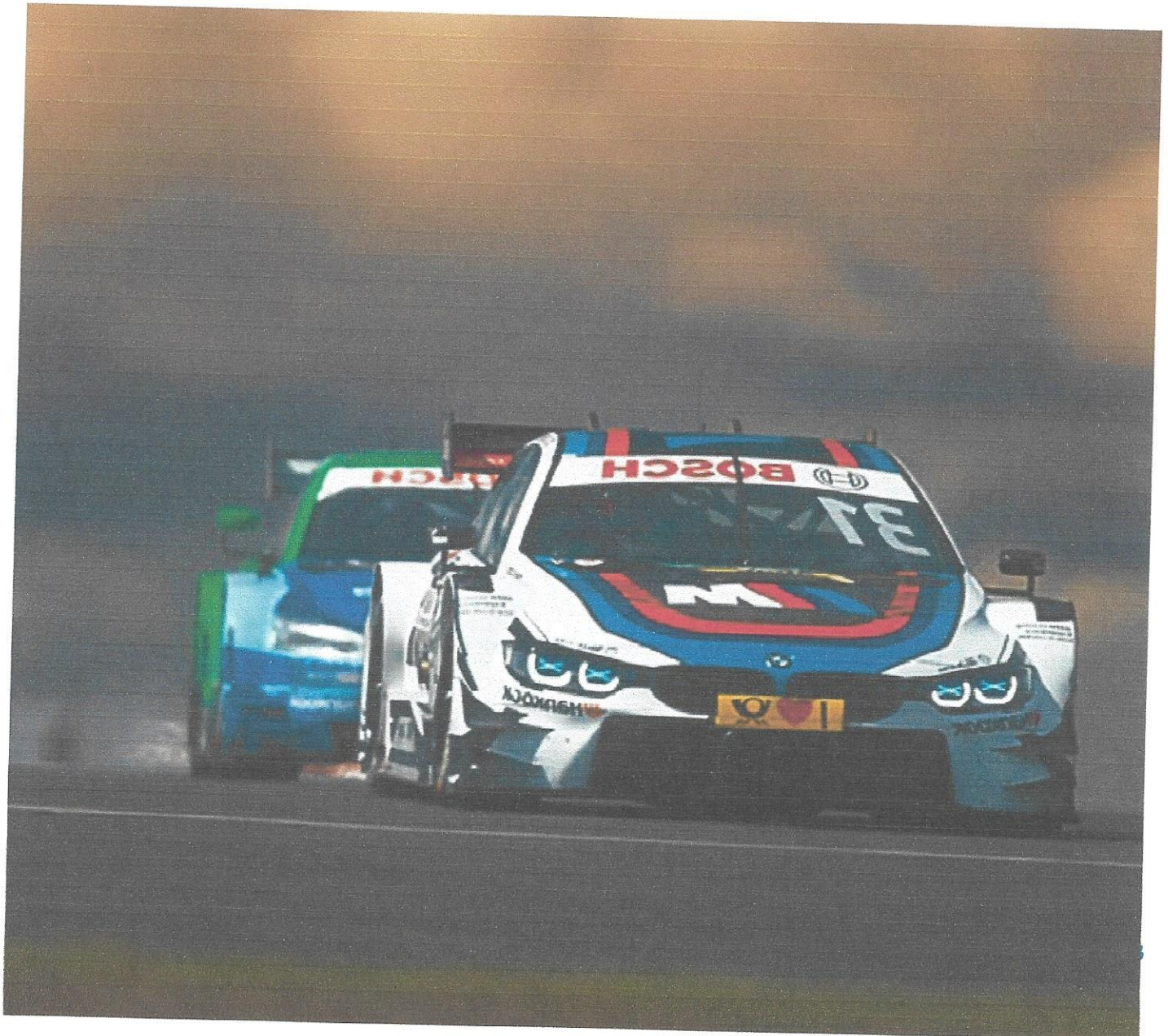
Sports car fans are responding with almost certain double-digit percentage increases in advance ticket sales, based on current trends.

IMSA also is introducing new hypercars from four different manufacturers that will compete for overall titles in the Mobil 1 Twelve Hours of Sebring.

The development of these new cars has driven record track rental numbers.

IMSA will stage a two-day sanctioned test at Sebring in mid-February, its first since 2016, bringing every competitor in the IMSA WeatherTech Championship and IMSA Michelin Pilot Challenge Series to Sebring Feb. 15-16.

Additionally, Sebring International Raceway is experimenting with several new ticketed events, including SCCA's biggest events, which are arguably some of the most entertaining races on the calendar.



*The International Aerobatic Club, Chapter 23, held their contest at Sebring Regional Airport last November. This was the 84th consecutive contest hosted in Sebring.*

This Chapter typically organizes two contests each year, one in April and the other in November. The number of competitors range from 20 to as many as 100.

Nationally, the IAC conducts contests in nearly every state with championships held in Salinas, KS every October. Said Ken Kopp, IAC Ch 23 Vice President, "We place great emphasis on safety and

efficiency conducting thorough pilot and staff briefings each morning prior to commencement of the competition. The pilots are well trained and their planes thoroughly inspected prior to the event by a knowledgeable, qualified pilot. Sebring Airport management and staff have supported our activities throughout the years with professionalism, courtesy and friendliness. We could not do this without them!"

### **About this Event**

Explains Ken, "IAC chapter contest like ours are crucial to furthering the sport providing local aerobatic pilots the opportunity to hone their skills and be critiqued by judges with decades of experience. We also support University Aviation flying programs by hosting student competitors and their coaches. This last event we had 22 competitors from Florida, Georgia and Alabama and completed 66 competition events in two days. Our contests positively impact airport operations through fuel sales and patronage at the airport cafe. We

also support local hotels, such as the Sebring Seven in which we purchased 70 room nights over a four-day period, and held our awards banquet with total revenue to the hotel exceeding \$14,000. We contract with local shirt and trophy suppliers as well. A typical contest cost the chapter between \$4-5K to host. We earn revenue through competitor registration fees and sponsor donations. Our biggest hurdle is finding adequate hangar space for our highly specialized aerobatic airplanes which range in value from \$80K to well over \$500K.











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



**ACCELERATE YOUR BUSINESS'S POTENTIAL**