

**Sebring Regional Airport & Industrial Park
Community Redevelopment Agency
Telephonic Technology – Conference Call
Commission Meeting Agenda
August 19, 2021**

Following SAA Board Meeting

**Hendricks Field Center
Sebring Airside Center**

1. OPENING ITEMS

- a) Call Meeting to Order
- b) Roll Call

2. MISCELLANEOUS

3. CONSENT AGENDA

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

4. ACTION ITEMS

- a) Interlocal Agreement – Haywood Taylor Resurfacing
- b) Interlocal Agreement – Runway 1-19 & Taxiway A Extension
- c) Interlocal Agreement - Webster Turn Resurfacing

5. BOARD OF COMMISSIONERS' BUSINESS

6. CONCERNS OF THE PUBLIC

7. 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 REGIONAL AIRPORT & INDUSTRIAL PARK
COMMUNITY REDEVELOPMENT AGENCY MEETING
July 15, 2021**

The Sebring Regional Airport & Industrial Park Community Redevelopment Agency Board of Commissioners held a in person and telephonic-technology conference call meeting July 15, 2021 at 1:20 p.m. A quorum was met, and the following were in attendance:

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

Also

Mike Willingham	-	Executive Director
Beverly Glarner	-	Executive Assistant
Colleen Polonsky	-	Director of Finance
Bob Swaine	-	Swaine and Harris
Jason Ali	-	Sebring Airport Authority
Greg Harshman	-	CitraPac

1. OPENING ITEMS

A. Call to Order

The CRA Meeting was called to order at 1:00p.m.

B. Roll Call

Stanley Wells, Mark Andrews, Craig Johnson, Pete McDevitt, Terrill Morris, and Carl Cool were present in person. Sid Valentine was absent.

2. MISCELLANEOUS

3. CONSENT AGENDA

A. Approve the Consent Agenda:

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

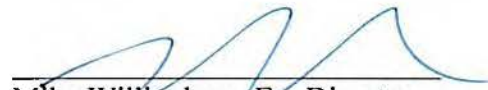
4. ACTION ITEMS

5. BOARD OF COMMISSIONERS' BUSINESS

6. CONCERNS OF THE PUBLIC

7. ADJOURNMENT

Meeting was adjourned at 11:22 p.m.



Mike Willingham, Ex. Director

8-19-21

Approved by Board

Accounts Payable Aged Invoice Report
Open Invoices - Aged by Invoice Date - As of 8/11/2021
Sebring Airport Authority (CRA)

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
EDWMED Edwards Mediation & General Counsel Services, P									
448	7/31/2021	8/30/2021	382.50	382.50	0.00	0.00	0.00	0.00	CRA: July 2021 Legal Services for CRA
Vendor EDWMED Totals:			<u>382.50</u>	<u>382.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
STANTEC Stantec Consulting Services, Inc.									
1814718	7/27/2021	8/26/2021	6,087.75	6,087.75	0.00	0.00	0.00	0.00	CRA: July 2021 Professional Services for SAA & Industrial Park CRA Plan Update
Vendor STANTEC Totals:			<u>6,087.75</u>	<u>6,087.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
Report Totals:			<u><u>6,470.25</u></u>	<u><u>6,470.25</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 REGIONAL AIRPORT & INDUSTRIAL PARK
COMMUNITY DEVELOPMENT AGENCY
AGENDA ITEM SUMMARY**

MEETING DATE: August 19, 2021

PRESENTER: Mike Willingham

AGENDA ITEM: Haywood Taylor Resurfacing – Interlocal Agreement

BACKGROUND: SAA is requesting funding for the Haywood Taylor Resurfacing Project for its design, engineering and bid process. This project is an approved CRA project on the updated 2015 CRA Plan.

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

BOARD ACTION:

APPROVED
 DENIED
 DEFERRED
 OTHER

Prepared by and Return to:

Schring Airport Authority
128 Authority Lane
Sebring, Florida 33870

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT is entered into this 19th day of August, 2021, 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 "Property"); 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 Sebring Regional Airport and Industrial Park; and

WHEREAS, the CRA has determined that the use of tax increment revenues in the Park to provide financial support for maintenance thereof is appropriate and consistent with the Community Redevelopment Plan, as updated November 19, 2015 (the "Plan"); and

WHEREAS, the SAA has requested the CRA to fund the engineering, design and bidding phase of the project entitled "Haywood Taylor Blvd Resurfacing – Phase II (CR623 to Terminal Building) (herein referred to as the "Project"), a project specifically identified in the Plan; and

WHEREAS, at a public meeting of the CRA on August 19, 2021, the CRA voted to approve the funding of the engineering and design phase of the Project; and

WHEREAS, the CRA finds that the Project will further economic development within the Park, and the Project is consistent with and in furtherance of the Plan; and

WHEREAS, the SAA and the CRA find that the Project is a reasonable and necessary undertaking for the SAA, and that financial assistance for the Project 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 Project Assistance 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 Sixty Thousand No/ld00ths Dollars (\$60,000.00) for the engineering and design phase of Project 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 to contract and supervise the Project. 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 Project.

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 Project costs 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 Project at any reasonable time, as well as the right to audit any and all financial records pertaining to the Project 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**. 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 improvement and benefit of 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.

SEBRING AIRPORT AUTHORITY, a body politic created by Florida law

By: _____
Mike Willingham, Executive Director
Date: _____

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: _____
Mike Willingham, Executive Director
Date: _____

**SEBRING REGIONAL AIRPORT & INDUSTRIAL PARK
COMMUNITY DEVELOPMENT AGENCY
AGENDA ITEM SUMMARY**

MEETING DATE: August 19, 2021

PRESENTER: Mike Willingham

AGENDA ITEM: Interlocal Agreement – Runway 1-19 & Taxiway A
Extension

BACKGROUND: SAA is requesting funding for Runway 1-19 & Taxiway A
Extension Project. This project is an approved CRA project on updated 2015 CRA Plan.

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

BOARD ACTION:

_____ APPROVED
_____ DENIED
_____ DEFERRED
_____ OTHER

Prepared by and Return to:

Sebring Airport Authority
128 Authority Lane
Sebring, Florida 33870

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT is entered into this 19th day of August, 2021, 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 “Property”); 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 Sebring Regional Airport and Industrial Park (herein referred to as the “Park”); and

WHEREAS, the CRA has determined that the use of tax increment revenues in the Park to provide financial support for improvement thereof is appropriate and consistent with the Community Redevelopment Plan, as updated November 19, 2015 (the “Plan”); and

WHEREAS, the SAA has requested the CRA to fund the engineering, design, pre-construction and procurement phase of the project entitled “Runway 1 – 19 & Taxiway A Extension (7,000’ total)” (herein referred to as the “Project”), a project specifically identified in the Plan; and

WHEREAS, at a public meeting of the CRA on August 19, 2021, the CRA voted to approve the funding of the engineering, and design, pre-construction and procurement phase of the Project; and

WHEREAS, the CRA finds that the Project will further economic development within the Park, and the Project is consistent with and in furtherance of the Plan; and

WHEREAS, the SAA and the CRA find that the Project is a reasonable and necessary undertaking for the SAA, and that financial assistance for the Project 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 Project Assistance 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 payments of funds in the amount of Eight Hundred Thirty Thousand Three Hundred Forty Nine and No/100ths Dollars (\$830,349.00) for the engineering, design, pre-construction and procurement phase of Project will benefit and enhance the Park, 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 hand delivered 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 hand delivery. Each party will be responsible for notifying the others of any change in its address.

5. **ENTIRE AGREEMENT; AMENDMENT.** This document embodies the whole agreement of the parties. There are no promises, terms or conditions other than those contained herein. 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.

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 to contract and supervise the Project. 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 AND LICENSES.** SAA is responsible for obtaining all permits and licenses and agreements required for the Project.

9. **RECORDS.** SAA shall document all expenditures of money in detail sufficient for at proper pre-audit and post-audit report. SAA shall retain all records supporting the Project costs 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 Project at any reasonable time, as well as the right to audit any and all financial records pertaining to the Project 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**. 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 improvement and benefit of 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.

SEBRING AIRPORT AUTHORITY, a
body politic created by Florida law

By: _____
Mike Willingham, Executive Director
Date: _____

**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: _____
Mike Willingham, Executive Director
Date: _____

**SEBRING AIRPORT AUTHORITY
AGENDA ITEM SUMMARY**

MEETING DATE: August 19, 2021

PRESENTER: Mike Willingham

AGENDA ITEM: Interlocal Agreement - Webster Turn Dr. Resurfacing

BACKGROUND: SAA is requesting funding for Webster Turn Dr. Resurfacing Project for its design, engineering and bid process. This project is an approved CRA project on the updated 2015 CRA Plan.

REQUESTED MOTION: Move to approve with contingency that the CRA Board approves same and authorize the Executive Director to execute same.

BOARD ACTION:

_____ APPROVED
_____ DENIED
_____ DEFERRED
_____ OTHER

Prepared by and Return to:

Sebring Airport Authority
128 Authority Lane
Sebring, Florida 33870

INTERLOCAL AGREEMENT

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WHEREAS, the CRA has determined that the use of tax increment revenues in the Park to provide financial support for maintenance and improvement thereof is appropriate and consistent with the Community Redevelopment Plan, as updated November 19, 2015 (the “Plan”); and

WHEREAS, the SAA has requested the CRA to fund the engineering, design, pre-construction and procurement phase of the project entitled “Webster Turn Dr. Resurfacing” (herein referred to as the “Project”), a project specifically identified in the Plan; and

WHEREAS, at a public meeting of the CRA on August 19, 2021, the CRA voted to approve the funding of the engineering, and design, pre-construction and procurement phase of the Project; and

WHEREAS, the CRA finds that the Project will further economic development within the Park, and the Project is consistent with and in furtherance of the Plan; and

WHEREAS, the SAA and the CRA find that the Project is a reasonable and necessary undertaking for the SAA, and that financial assistance for the Project 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

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3. **PROJECT ASSISTANCE PAYMENT.** The CRA finds that a payment of funds in the amount of _____ No/100ths Dollars (\$ _____ .00) for the engineering, design, pre-construction and procurement phase of Project will benefit and enhance the Park, and that financial assistance to SAA is appropriate and furthers the purposes of the Plan, as set forth above.

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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 hand delivery. Each party will be responsible for notifying the others of any change in its address.

5. **ENTIRE AGREEMENT; AMENDMENT.** This document embodies the whole agreement of the parties. There are no promises, terms or conditions other than those contained herein. 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.

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 to contract and supervise the Project. 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 AND LICENSES.** SAA is responsible for obtaining all permits and licenses and agreements required for the Project.

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 Project costs 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.

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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.** 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 improvement and benefit of 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.




SEBRING AIRPORT AUTHORITY, a body politic created by Florida law

By: 
Mike Willingham, Ex. Director
Date: 8-19-21



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: 
Mike Willingham, Ex. Director
Date: 8-19-21