

**Sebring Regional Airport & Industrial Park  
Community Redevelopment Agency  
Commission Meeting Agenda  
September 16, 2021**

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

**Following SAA Board Meeting**

**Hendricks Field Center  
Sebring Airside Center**

**1. OPENING ITEMS**

- a) Call to Order
- b) Roll Call
- c) Set the Agenda

**2. MISCELLANEOUS**

**3. CONSENT AGENDA**

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

**4. ACTION ITEMS**

- a) CRA Resolution 21-04 Approving Budget Amendment C21-03
- b) CRA Resolution 21-05 Approving 2021-2022 Budget
- c) CRA Resolution 21-06 Approving Budget Amendment C21-04 Appropriation of Funds

**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  
August 19, 2021**

The Sebring Regional Airport & Industrial Park Community Redevelopment Agency Board of Commissioners held a in person and telephonic-technology conference call meeting August 19, 2021 at 1:37 p.m. A quorum was met, and the following were in attendance:

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

Also

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

**1. OPENING ITEMS**

**A. Call to Order**

The CRA Meeting was called to order at 1:37p.m.

**B. Roll Call**

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

**2. MISCELLANEOUS**

**3. CONSENT AGENDA**

**A. Approve the Consent Agenda:**

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

**4. ACTION ITEMS**

**A. Interlocal Agreement – Haywood Taylor Resurfacing**

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

**C. Interlocal Agreement – Webster Turn Drive Resurfacing**

These items were presented by Mike Willingham. There was a motion by Mark Andrews to approve and a second by Sid Valentine. The motion was passed with aye votes by Johnson, Wells, Cool, Morris, Valentine, McDevitt, and Andrews.

**5. BOARD OF COMMISSIONERS' BUSINESS**

**6. CONCERNS OF THE PUBLIC**

**7. ADJOURNMENT**

Meeting was adjourned at 1:41 p.m.

---

Mike Willingham, Ex. Director

---

Approved by Board

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

Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days
<b>STANTEC Stantec Consulting Services, Inc.</b>								
1827052	8/31/2021	9/30/2021	2,506.00	2,506.00	0.00	0.00	0.00	0.00
<b>Vendor STANTEC Totals:</b>			<u>2,506.00</u>	<u>2,506.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Report Totals:</b>			<u><u>2,506.00</u></u>	<u><u>2,506.00</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>

CRA: August 2021 Professional Services for SAA & Industrial Park CRA Plan Update

**RESOLUTION CRA 21-04**

**A RESOLUTION OF THE SEBRING REGIONAL  
AIRPORT AND INDUSTRIAL PARK COMMUNITY  
REDEVELOPMENT AGENCY TO APPROVE  
AMENDMENT C21-03 TO THE 2020-2021 CRA BUDGET.**

**WHEREAS,** The Sebring Regional Airport and Industrial Park Community Redevelopment Agency (CRA) 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 CRA Board of Commissioners;

**NOW, THEREFORE, BE IT RESOLVED BY A MAJORITY OF THE MEMBERS OF THE SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY AS FOLLOWS:**

**SECTION 1.** The CRA hereby approves the 2020-2021 Budget Amendment C21-03 presented.

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

**PASSED AND ADOPTED** this 16th day of September 2021 **SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY**

(SEAL)

By: \_\_\_\_\_  
Mike Willingham, Ex. Director

**SEBRING REGIONAL AIRPORT AND COMMUNITY REDEVELOPMENT AGENCY**

**BUDGET AMENDMENT # CRA C21-03**

EFFECTIVE ACCOUNTING PERIOD: July 2021

9/16/2021

SUBMITTED BY: Colleen Plonsky

SIGNATURE:

CENTER	ACCOUNT	ACCOUNT NAME	ORIGINAL BUDGET	INCREASE	DECREASE	REVISED BUDGET	Reason:
<b>REVENUE</b>							
			\$ -	\$ -	\$ -	\$ -	
<b>COST CENTER (expenses)</b>							
	512-031-CRA	CRA PROFESSIONAL SERVICES	\$ 1,800.00	\$ 9,200.00	\$ -	\$ 11,000.00	BUDGET UNDERSTATED
	512-045-CRA	CRA INSURANCE	\$ 900.00	\$ 163.00	\$ -	\$ 1,063.00	BUDGET UNDERSTATED
			\$ -	\$ -	\$ -	\$ -	
		Total Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	
				Revenue Inc(Dec)	Expense Inc(Dec)		
		<b>Budgeted Operating Reserve</b>	\$226,643.00	\$ -	\$ 9,363.00	\$217,280.00	

REQUEST #: CRA C21-03

TRANSFER TYPE:

- ITEM TO ITEM
- OPERATING RESERVE
- BY RESOLUTION # CRA 21-04

BOARD APPROVAL:

Executive Director

\_\_\_\_\_

\_\_\_\_\_

**CRA RESOLUTION 21-05**

**A RESOLUTION OF THE SEBRING REGIONAL  
AIRPORT AND INDUSTRIAL PARK COMMUNITY  
REDEVELOPMENT AGENCY TO APPROVE THE 2021-  
2022 CRA BUDGET.**

**WHEREAS,** The Sebring Regional Airport and Industrial Park Community Redevelopment Agency (CRA) 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 CRA Board of Commissioners;

**NOW, THEREFORE, BE IT RESOLVED BY A MAJORITY OF THE MEMBERS OF THE SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY AS FOLLOWS:**

**SECTION 1.** The CRA hereby approves the 2021-2022 Budget as presented.

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

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

**SEBRING REGIONAL AIRPORT AND  
INDUSTRIAL PARK COMMUNITY  
REDEVELOPMENT AGENCY**

(SEAL)

By: \_\_\_\_\_  
□ Mike Willingham, Executive Director

**SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK  
CRA  
2021-2022 BUDGET**

**REVENUES**

	389-000-CRA	BALANCE BROUGHT FORWARD	\$	2,031,701.00
	361-190-CRA	INTEREST INCOME - CRA		5,000.00
	386-700-CRA	CRA INCREMENTAL TAX REVENUE		<u>390,155.00</u>
<b>TOTAL REVENUES</b>			<b>\$</b>	<b>2,426,856.00</b>

**EXPENDITURES**

	512-031-CRA	CRA PROFESSIONAL SERVICES	\$	15,000.00
	512-033-CRA	CRA LEGAL SERVICES		20,000.00
	512-042-CRA	CRA POSTAGE		30.00
	512-045-CRA	CRA INSURANCE		1,300.00
	512-050-CRA	CRA LICENSES AND PERMITS		350.00
	512-054-CRA	CRA BOOKS, PUBLICATIONS & DUES		600.00
	512-055-CRA	CRA ADVERTISING		300.00
	512-091-CRA	CRA AGREEMENTS (NON-SAA)		-
	512-092-CRA	CRA AGREEMENTS (SAA)		385,000.00
	512-999-CRA	TRANSFER OUT REIMBURSABLE EXPENSES		3,000.00
	542-301-CRA	HAYWOOD TAYLOR RESURFACING		740,000.00
	542-302-CRA	WEBSTER TURN RESURFACING		60,000.00
	542-303-CRA	RUNWAY EXT1-19 TAXIWAY A EXT 7.000 TOTAL		750,349.00
	542-304-CRA	AIRFIELD DRAINAGE		<u>450,927.00</u>
<b>TOTAL EXPENDITURES</b>			<b>\$</b>	<b>2,426,856.00</b>
		<b>NET INCOME FROM OPERATION</b>		<b>-</b>



**RESOLUTION NO. CRA 21-06**

A RESOLUTION OF THE SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY APPROVING THE APPROPRIATION OF FUNDS REMAINING IN THE REDEVELOPMENT TRUST FUND TO CERTAIN PROJECTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Board of County Commissioners of Highlands County, Florida created a redevelopment trust fund ("Trust Fund") for the Sebring Regional Airport and Industrial Park Community Redevelopment Agency ("CRA") pursuant to Section 163.387, Florida Statutes; and

**WHEREAS**, for Fiscal Year 2020/2021, the CRA budgeted and appropriated funds deposited in the Trust Fund to pay certain administrative and operating expenses as well as project and program expenses of the CRA; and

**WHEREAS**, certain funds remain in the Trust Fund as of September 30, 2021 after payment of all budgeted expenses; and

**NOW, THEREFORE, BE IT RESOLVED BY THE SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY**, that:

1. As of September 30, 2021, the anticipated unexpended amount of \$231,352.00 remains in the Trust Fund.
2. The Board of Commissioners of the CRA desires to appropriate such funds to the specific redevelopment projects and programs identified in the CRA's Community Redevelopment Plan Update – Second Update dated November 19, 2015, in the amounts shown on Budget Amendment C21-04 and encumber said funds for Fiscal Year 2021/2022. Additional projects and programs may be introduced during Fiscal Year 2021/2022 as budget amendments in accordance with Florida Statutes.
3. If any section, subsection, sentence, clause, phrase, word, or portion of the resolution is for any reason held invalid or unconstitutional by any court of

**RESOLUTION NO. CRA-21-06**

competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion hereto.

4. This resolution shall become effective immediately upon adoption.

**PASSED IN PUBLIC SESSION** of the Board of Commissioners of the Sebring Regional Airport and Industrial Park Community Redevelopment Agency, this 16th day of September, A.D., 2021.

**SEBRING REGIONAL AIRPORT AND  
INDUSTRIAL PARK COMMUNITY  
REDEVELOPMENT AGENCY**

(SEAL)

By: \_\_\_\_\_  
□ Mike Willingham, Executive Director

**SEBRING REGIONAL AIRPORT AND COMMUNITY REDEVELOPMENT AGENCY**

**BUDGET AMENDMENT # CRA C21-04**

**EFFECTIVE ACCOUNTING PERIOD: Sept 30, 2021**

9/30/2021

**SUBMITTED BY: Colleen Plonsky**

**SIGNATURE:**

CENTER	ACCOUNT	ACCOUNT NAME	ORIGINAL BUDGET	INCREASE	DECREASE	REVISED BUDGET	Reason:
<b>REVENUE</b>							
	389-000-CRA	FUND BALANCE BROUGHT FORWARD	\$ -	\$ 231,352.00	\$ -	\$ 231,352.00	UNBUDGETED
<b>COST CENTER (expenses)</b>							
	542-304-CRA	AIRFIELD DRAINAGE REHAB	\$ -	\$ 231,352.00	\$ -	\$ 231,352.00	ALLOCATE FUND BALANCE TO FUTURE PROJECT
					\$ -		
					\$ -		
		Total Increase/(Decrease)	\$ -		\$ -	\$ -	
				Revenue Inc(Dec)	Expense Inc(Dec)		
		Budgeted Operating Reserve		\$ 231,352.00	\$ 231,352.00	\$0.00	

REQUEST #:	CRA C21-04	BOARD APPROVAL:
TRANSFER TYPE:	<input type="checkbox"/> ITEM TO ITEM <input type="checkbox"/> OPERATING RESERVE <input type="checkbox"/> BY RESOLUTION # CRA 21-06	Executive Director
		_____
		_____