

**Sebring Regional Airport & Industrial Park
Community Redevelopment Agency
Commission Meeting Agenda
March 17, 2022**

Following SAA Board Meeting

Hendricks Field Center
Sebring Airside Center

1. OPENING ITEMS

- a) Call to Order
- b) Roll Call

2. CONSENT AGENDA

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

3. ACTION ITEMS

- a) Interlocal Agreement – Bldg 22 Reroof
- b) Heartland Aviation and Aerospace Academy

4. MISCELLANEOUS

Julie Fowler presentation 2020-2021 Audited CRA Financial Report

5. BOARD OF COMMISSIONERS' BUSINESS

Ethics Training - Go to : <https://www.floridaleagueofcities.com/continuing-education-in-ethics>
Board Nominations: Johnson, McDevitt and Valentine

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 REGIONAL AIRPORT & INDUSTRIAL PARK
COMMUNITY REDEVELOPMENT AGENCY MEETING
February 17, 2022**

The Sebring Regional Airport & Industrial Park Community Redevelopment Agency Board of Commissioners held a in person and telephonic-technology conference call meeting February 17, 2022 at 1:14 p.m. A quorum was met, and the following were in attendance:

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

Also

Mike Willingham	-	Executive Director
Beverly Glarner	-	Executive Assistant
Colleen Plonsky	-	Director of Finance
Bob Swaine	-	Swaine and Harris
Kathy Rapp	-	HCB OCC Liaison
Craig Sucich	-	Avcon, Inc.
Kevin McCauley	-	Atkins North America
Eric Menger	-	Hanson, Inc.

1. OPENING ITEMS

A. Call to Order

The CRA Meeting was called to order at 1:14p.m.

B. Roll Call

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

2. CONSENT AGENDA

Approve the Consent Agenda:

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

3. ACTION ITEMS

A. Interlocal Agreement - Terminal HVAC Relocation and Improvements Project

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

4. MISCELLANEOUS

Presentation by CRA Legal Counsel Berk Edwards

5. BOARD OF COMMISSIONERS' BUSINESS

6. CONCERNS OF THE PUBLIC

7. ADJOURNMENT

Meeting was adjourned at 1:18 p.m.



Mike Willingham, Ex. Director

3-17-22

Approved by Board

Accounts Payable Aged Invoice Report
Open Invoices - Aged by Invoice Date - As of 3/10/2022
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									
507	2/28/2022	3/30/2022	1,350.00	1,350.00	0.00	0.00	0.00	0.00	CRA: February 2022 Legal Services for CRA
Vendor EDWMED Totals:			<u>1,350.00</u>	<u>1,350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
STANTEC Stantec Consulting Services, Inc.									
1892137	2/25/2022	3/27/2022	1,880.00	1,880.00	0.00	0.00	0.00	0.00	CRA: Community Redevelopment Plan Update/Plan Adoption
Vendor STANTEC Totals:			<u>1,880.00</u>	<u>1,880.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
Report Totals:			<u><u>3,230.00</u></u>	<u><u>3,230.00</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>	

**SEBRING REGIONAL AIRPORT COMMUNITY
REDEVELOPMENT AGENCY
AGENDA ITEM SUMMARY**

MEETING DATE: March 17, 2022

PRESENTER: Mike Willingham

AGENDA ITEM: Interlocal Agreement between CRA and SAA
Bldg 22 Reroof Project

BACKGROUND: Award of Contract has been made to Clyde Johnson Contracting and Roofing for the replacement of the roof on Building 22. Staff now brings the Interlocal Agreement between the CRA and SAA for approval to cover cost of the Project.

Contract: \$530,000
Additional: \$75,000 for unforeseen conditions (if needed)
Total: \$605,000

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

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 17th day of March, 2022, between **SEBRING AIRPORT AUTHORITY**, a body politic created by Florida law (herein referred to as “SAA”) and the **SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY**, a body politic and corporate created pursuant to Part III, Chapter 163, Florida Statutes (herein referred to as “CRA”).

WHEREAS, the SAA owns and leases real property and operates an airport located at the Sebring Regional Airport and Industrial Park in Highlands County, Florida (herein referred to as the “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 issued Invitation to Bid #22-01 requesting proposals for the reroofing of Building #22 in the Park; and

WHEREAS, proposals in response to the SAA’s Invitation to Bid #22-01 are due on March 2, 2022; and

WHEREAS, the SAA has requested the CRA to fund the reroofing of Building #22, an Airside Center Improvement project specifically identified in the Plan (the “Project”); and

WHEREAS, at a public meeting of the CRA on December 16, 2021, the CRA voted to approve the funding 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 Interlocal Agreement in their entirety.

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

3. **PROJECT ASSISTANCE PAYMENTS.** The CRA finds that payment of funds in the amount of Six Hundred Five Thousand and No/100ths Dollars (\$605,000.00) for the 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.

ATTEST:


Mark Andrews, Secretary

SEBRING AIRPORT AUTHORITY, a body politic created by Florida law

By: 
Peter H. McDevitt, Chairman
Date: 3-17-22

ATTEST:


Mark Andrews, Secretary

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

By: 
Peter H. McDevitt, Chairman
Date: 3-17-22

**SEBRING REGIONAL AIRPORT COMMUNITY
REDEVELOPMENT AGENCY
AGENDA ITEM SUMMARY**

MEETING DATE: March 17, 2022

PRESENTER: John Rousch

AGENDA ITEM: Heartland Aviation and Aerospace Academy

Background will be handed out by John.

No Action was taken on this item. Staff to bring back next month

BOARD ACTION:

APPROVED
 DENIED
 DEFERRED
 OTHER