

**Sebring Regional Airport & Industrial Park  
Community Redevelopment Agency  
Commission Meeting Agenda  
August 21, 2025**

**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 July 2025 Minutes

**3. ACTION ITEMS**

- a.) Interlocal Agreement – Sebring Airport Authority and Community Redevelopment Association (CRA) – Terminal Building: Renovation of Galleria and Public Areas
- b.) Interlocal Agreement – Sebring Airport Authority and Community Redevelopment Association (CRA) – New High Mast Apron Lighting
- c.) Interlocal Agreement – Sebring Airport Authority and Community Redevelopment Association (CRA) – Terminal Café: Repairs/Replacement of Equipment and Fixtures
- d.) CRA Resolution 25-01 Approving Budget Amendment C25-01

**Contingent Action Items:**

**4. MISCELLANEOUS**

**5. BOARD OF COMMISSIONERS' BUSINESS**

**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 Jami Olive, Sebring Airport Authority at 863-314-1317.

**Note:** Additional staff items may be considered if they come in after the agenda deadline.

**SEBRING REGIONAL AIRPORT & INDUSTRIAL PARK  
COMMUNITY REDEVELOPMENT AGENCY MEETING  
July 17, 2025**

The Sebring Regional Airport & Industrial Park Community Redevelopment Agency Board of Commissioners held an in person and telephonic-technology conference call meeting July 17, 2025, at 2:21 p.m. A quorum was met, and the following were in attendance:

Stanley Wells	-	Chairman
D. Craig Johnson	-	Vice Chairman
Carl Cool	-	Secretary
Jason Dunkel	-	Assistant Secretary
Mark Andrews	-	Board Member
Pete McDevitt	-	Board Member

Also

Andrew Bennett	-	Deputy Director
Colleen Plonsky	-	Director of Finance
Jami Olive	-	Executive Assistant
Bob Swaine	-	Swaine, Harris & Wohl, P.A.
Keira Medina	-	Avcon, Inc.
Rex Thompson	-	Allied Universal
Heather Meyer	-	AtkinsRéalís (Teams)
Kevin McCauley	-	AtkinsRéalís (Teams)
Eric Menger	-	Hanson Professional Services (Teams)

## **1. OPENING ITEMS**

### **A. Call to Order**

The CRA Meeting was called to order at 2:21 p.m. by Chairman Stanley Wells.

### **B. Roll Call**

Mark Andrews, Carl Cool, Jason Dunkel, D. Craig Johnson, Pete McDevitt, and Stanley Wells were present at the meeting. Terrill Morris was absent.

## **2. CONSENT AGENDA**

Chairman Stanley Wells asked if there was any public comment pertaining to the consent agenda items, with no comments asked.

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

There was a motion by Pete McDevitt to approve the Consent Agenda and a second by Carl Cool. The motion was passed with ayes from Andrews, Cool, Dunkel, Johnson, McDevitt, and Wells.

### **3. ACTION ITEMS**

Chairman Stanley Wells asked if there was any public comment pertaining to any of the actions items below, with no comments asked.

#### **A.) Interlocal Agreement – Sebring Airport Authority and Community Redevelopment Association (CRA) – Webster Turn Drive Rehabilitation**

This item was presented by Andrew Bennett. There was a motion by Mark Andrews to approve the item as presented, with a second by Carl Cool. The motion was passed with aye votes by Andrews, Cool, Dunkel, Johnson, McDevitt and Wells.

#### **B.) Interlocal Agreement – Sebring Airport Authority and Community Redevelopment Association (CRA) – Carroll Shelby Rehabilitation Design**

This item was presented by Andrew Bennett. There was a motion by Mark Andrews to approve the item as presented, with a second by D. Craig Johnson. The motion was passed with aye votes by Andrews, Cool, Dunkel, Johnson, McDevitt and Wells.

### **4. MISCELLANEOUS**

No items were presented.

### **5. BOARD OF COMMISSIONERS' BUSINESS**

No items were presented.

### **6. CONCERNS OF THE PUBLIC**

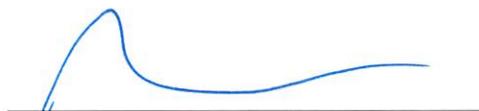
No items were presented.

### **7. EMERGENCY BUSINESS**

No items were presented.

### **8. ADJOURNMENT**

The meeting was adjourned at 2:24 p.m.



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Mike Willingham, Executive Director

August 21, 2025

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Approved by Board

# Sebring Airport Authority Agenda Item Summary

**Meeting Date:** August 21, 2025

**Presenter:** Andrew Bennett

**Agenda Item:** Interlocal Agreement – Terminal Building: Renovation of Galleria and Public Areas Project

**Background:**

Attached is ILA between the SAA and CRA regarding the Terminal Building: Renovation of Galleria and Public Areas project. The CRA finds that payment of funds in the amount of Ninety-Six Thousand Dollars and No/100ths (\$96,000.00) for the design and construction of the Project will benefit and enhance the CRA Area, and that financial assistance to SAA is appropriate and furthers the purposes of the Community Redevelopment Plan.

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

**Board Action:**

Approved       X  

Denied                 

Tabled

Prepared by and Return to:

Sebring Airport Authority  
128 Authority Lane  
Sebring, Florida 33870

## INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT is entered into this 21<sup>st</sup> day of August, 2025, 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 design and construction of the project entitled “Terminal Building: Renovation of Galleria and Public Areas (herein referred to as the “Project”), a project specifically identified in the Plan; and

**WHEREAS**, at a public meeting of the CRA on the 21<sup>st</sup> day of August, 2025, the CRA voted to approve the funding of the design, post design and construction 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 Ninety-Six Thousand Dollars and No/100ths (\$96,000.00) for the design and construction 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.

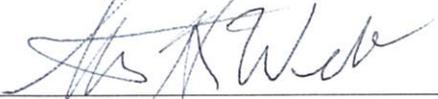
**IN WITNESS WHEREOF**, the parties hereto or their lawful representatives, have executed this Agreement as of the date above written.

**ATTEST:**

By:   
Carl Cool, Secretary

Date: August 21, 2025

**SEBRING AIRPORT AUTHORITY**, a body politic created by Florida law

By:   
Stanley Wells, Chairman

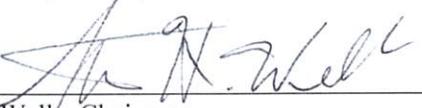
Date: August 21, 2025

**ATTEST:**

By:   
Carl Cool, Secretary

Date: August 21, 2025

**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:   
Stanley Wells, Chairman

Date: August 21, 2025

# Sebring Airport Authority Agenda Item Summary

**Meeting Date:** August 21, 2025

**Presenter:** Andrew Bennett

**Agenda Item:** Interlocal Agreement – New High Mast Apron Lighting Project

**Background:**

Attached is ILA between the SAA and CRA regarding the Webster Turn Drive reconstruction project. FDOT is providing additional grant funds to assist with the completion of the improvements, but CRA funding has been budgeted to assist with project costs that exceed the awarded grant funds as amended. The ILA references Twenty-Five Thousand Two Hundred Sixty Dollars and No/100ths (\$25,260.00) to support Design and Construction services.

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

**Board Action:**

Approved       X  

Denied                  

Tabled

Prepared by and Return to:

Sebring Airport Authority  
128 Authority Lane  
Sebring, Florida 33870

## INTERLOCAL AGREEMENT

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**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 design and construction of the project entitled "New High Mast Apron Lighting (herein referred to as the "Project"), a project specifically identified in the Plan; and

**WHEREAS**, at a public meeting of the CRA on the 21<sup>st</sup> day of August, 2025, the CRA voted to approve the funding of the design, post design and construction 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 Twenty-Five Thousand Two Hundred Sixty Dollars and No/100ths (\$25,260.00) for the design and construction 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:

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Sebring Airport Authority  
Attn: Executive Director  
128 Authority Lane  
Sebring, FL 33870

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Sebring Regional Airport and Industrial Park Community Redevelopment Agency  
Attn: Chairman  
128 Authority Lane  
Sebring, FL 33870

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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.

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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.

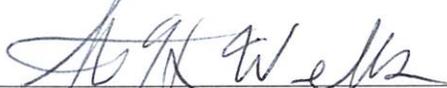
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**IN WITNESS WHEREOF,** the parties hereto or their lawful representatives, have executed this Agreement as of the date above written.

**ATTEST:**

**SEBRING AIRPORT AUTHORITY,** a body politic created by Florida law

By:   
Carl Cool, Secretary

By:   
Stanley Wells, Chairman

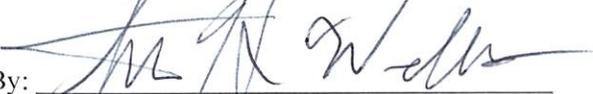
Date: August 21, 2025

Date: August 21, 2025

**ATTEST:**

**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:   
Carl Cool, Secretary

By:   
Stanley Wells, Chairman

Date: August 21, 2025

Date: August 21, 2025

# Sebring Airport Authority Agenda Item Summary

**Meeting Date:** August 21, 2025

**Presenter:** Andrew Bennett

**Agenda Item:** Interlocal Agreement – Terminal Café: Repairs/Replacement of Equipment and Fixtures Project

**Background:**

Attached is ILA between the SAA and CRA regarding the Terminal Café: Repairs/Replacement of Equipment and Fixtures project. The CRA finds that payment of funds in the amount of Seventy-Five Thousand Dollars and No/100ths (\$75,000.00) for the design and construction of the Project will benefit and enhance the CRA Area, and that financial assistance to SAA is appropriate and furthers the purposes of the Community Redevelopment Plan.

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

**Board Action:**

Approved       X  

Denied                 

Tabled

Prepared by and Return to:

Sebring Airport Authority  
128 Authority Lane  
Sebring, Florida 33870

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Sebring, FL 33870

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Attn: Chairman  
128 Authority Lane  
Sebring, FL 33870

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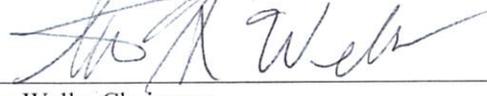
13. **FILING EFFECTIVE DATE.** As required by Section 163.01(11), Florida Statutes, the Interlocal Agreement shall be filed with the Clerk of the Circuit Court of Highlands County after execution by the parties, and shall take effect upon the date of filing.

**IN WITNESS WHEREOF,** the parties hereto or their lawful representatives, have executed this Agreement as of the date above written.

**ATTEST:**

**SEBRING AIRPORT AUTHORITY,** a body politic created by Florida law

By:   
Carl Cool, Secretary

By:   
Stanley Wells, Chairman

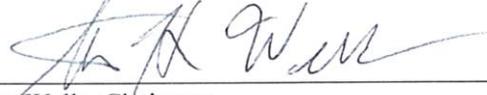
Date: August 21, 2025

Date: August 21, 2025

**ATTEST:**

**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:   
Carl Cool, Secretary

By:   
Stanley Wells, Chairman

Date: August 21, 2025

Date: August 21, 2025

**RESOLUTION CRA 25-01**

**A RESOLUTION OF THE SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY TO APPROVE AMENDMENT C25-01 TO THE 2024-2025 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 2024-2025 Budget Amendment C25-01 presented.

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

**PASSED AND ADOPTED** this 21st of August 2025 **SEBRING REGIONAL AIRPORT AND INDUSTRIAL PARK COMMUNITY REDEVELOPMENT AGENCY**



By:   
Mike Willingham, Ex. Director

SEBRING REGIONAL AIRPORT AND COMMUNITY REDEVELOPMENT AGENCY  
 BUDGET AMENDMENT # CRA C25-01  
 EFFECTIVE ACCOUNTING PERIOD: JUNE 2025

8/21/2025

SUBMITTED BY: Colleen Plonsky

SIGNATURE:



CENTER	ACCOUNT	ACCOUNT NAME	ORIGINAL BUDGET	INCREASE	DECREASE	REVISED BUDGET	Reason:
<b>REVENUE</b>							
			\$ -	\$ -	\$ -	\$ -	
		TOTAL INCREASE/(DECREASE)		\$ -	\$ -		
<b>EXPENSE</b>							
	542-350-CRA	CARROLL SHELBY DR DESIGN	\$ 200,000.00	\$ -	\$ 121,200.00	\$ 78,800.00	BUDGET REDUCTION
	542-330-CRA	EDUCATION CENTER	\$ 100,000.00		\$ 100,000.00		BUDGET REDUCTION
	542-302-CRA	WEBSTER TURN RESURFACING	\$ 262,758.00	\$ 24,940.00	\$ -	\$ 287,698.00	BUDGET INCREASE
	542-311-CRA	HIGH MAST LIGHTING	\$ -	\$ 25,260.00	\$ -	\$ 25,260.00	UNBUDGETED
	542-312-CRA	TERMINAL CAFÉ REPAIRS	\$ -	\$ 75,000.00	\$ -	\$ 75,000.00	UNBUDGETED
	542-314-CRA	RENOVATION OF GALLERIA & PUBLIC AREAS	\$ -	\$ 96,000.00		\$ 96,000.00	UNBUDGETED
		TOTAL INCREASE/(DECREASE)	\$ -	\$ 221,200.00	\$ 221,200.00	\$ -	
				Revenue Inc(Dec)	Expense Inc(Dec)		
		Budgeted Operating Reserve		\$ -	\$ -		

REQUEST #: CRA C25-01

TRANSFER TYPE:

- ITEM TO ITEM
- OPERATING RESERVE
- BY RESOLUTION # CRA 25-01

BOARD APPROVAL:

Executive Director



Mike Willingham