AIRPORT ADVISORY BOARD MEETING AGENDA

Monday, November 02, 2026 at 1:30 PM

Historic City Hall, Commission Chambers – 225 East Main Street, Suite 105

www.cityofwauchula.gov

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

MINUTES FOR APPROVAL

1. Minutes for 08/03/2026 Wauchula Municipal Airport Advisory Board Meeting

PUBLIC COMMENT / NON-AGENDA ITEMS

2. DB T-Hangars and Hangar Repairs
3. RW 36 Extension Update
4. New Two-Tank Fuel Farm Project + Generator Set
5. New Rotating Beacon-Design/Construction
6. Flight School Hangar
7. New Airport Administration/Terminal Building
8. New 20 Unit T-Hangars 2026-2027 Phase 1
9. New 20 Unit T-Hangars 2027-2028 Phase 2
10. Mosaic Aviation LLC Hangar Facility- New Project
11. Airport Deep Well Project
12. Airport Master Plan Update Project

ITEMS TO DISCUSS

ADJOURNMENT

AIRPORT ADVISORY BOARD MEETING MINUTES

Monday, August 03, 2026 at 1:30 PM

Historic City Hall, Commission Chambers – 225 East Main Street, Suite 105

www.cityofwauchula.gov

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Chair Landskroner called meeting to order at 1:32pm

ROLL CALL

PRESENT
Chairman Michael Landskroner
Michael Gillispie
Michael Thompson
Denise Grimsley

ABSENT
Vice Chairman Michael Burch

STAFF
John Eason, Deputy City Manager
Ward Grimes, Director of Procurement
Melodie D. Kincaid, Deputy City Clerk

Approval of Agenda

Motion made by Gillispie, Seconded by Thompson.
Voting Yea: Chairman Landskroner, Gillispie, Thompson, Grimsley

MINUTES FOR APPROVAL

1. Minutes for June 1, 2026, Wauchula Municipal Airport Advisory Board Meeting
   Motion made by Thompson, Seconded by Gillispie.
   Voting Yea: Chairman Landskroner, Gillispie, Thompson, Grimsley

ITEMS TO DISCUSS

2. DB T-Hangers and Hanger Repairs
   Russ w/ AVCON via Zoom provided update on this item
   On Design Build - EO Koch
   Update - team has received the signed contract agreement, along with payment bonds and certificate of insurance, had been forwarded to city for review - once signed will get back from city and will put together entire project manual for distribution back to City and Contractor, Next Step, Notice to Procure.

   Additional information can be found in the staff report attached

Hanger Repairs - AVCON not managing construction
Ward Grimes with the City of Wauchula stated; contractor is working on drawing for A and B Hangers for what they believe is complete, will be reviewed, looking to start A and B within the next 45 days.
These are the ones with the least damaged, then will move to the more involved for repairs.
Given options for potential changes to tracks in door framing on D, after reviewing the contractor will not be able to do it and change the anchor mechanism on the door. Will have to come up with a different anchor mechanism.
Drawings available within the next month or so. They have to be designed as stand-alone door. Difficulties finding a contractor to repair a door they didn't create/build.

3. RW 36 Extension Update
Russ with AVCON provided update; Documented CAD X Project
Updated approval information; US fish and wildlife, Tribal Government conservations and SWFMD have approved the project.
Further work is on pause until the land easement is completed.
Additional information can be found in the staff report attached

Eason with the City of Wauchula provided additional information; the appraisals were done last Friday with a DOT approved appraiser. All properties were walked and pictures taken. Theres a citrus grove has recently been created. They need to link in citrus contractor for a citrus appraiser (within 60 days from July 31, 2026)
Families of these properties have been contacted via Legal Counsel
Then, sending all information and details to the airport attorney that will coordinate a negotiation of Fee Simple purchase of the properties

4. New Two-Tank Fuel Farm Project and Generator Set Update

Russ with AVCON provided update
FAA Pulled out of funding for the Fuel Farm. Need to approach FDOT and 5yr work program to see if they will fund that part of the project (from July 2027 and 2032)
This was fully designed and did get bid numbers. Did formulate a Recommendation to Award

To meet budget, we awarded each schedule to the lowest bidder for each one
Low Bidder for Generator set was Gonzalez and Low Bidder for Fuel Farm is L. Cobb
generator set will be funded by FAA - Grant App was submitted. Received acknowledgement of receipt.

5. Rotating Beacon Update
Russ with AVCON provided update;

This is currently in bidding
BID opens Tuesday August 11, 2026, at 2pm
Additional information can be found on the staff report attached

6. Myakka Head Aviation Update
Russ with AVCON provided update on Flight School Hanger

Haven't received anything from FAA since receiving the Documented CAD X approval
Additional information provided on the attached staff report, if available

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PUBLIC COMMENT / NON-AGENDA ITEMS

Russ with AVCON provided updates on the following;

New Admin Terminal Building Design
Still working on scope. Looking to present to city in August. The working Budget is challenging

Additional T-HangersPhase 1 and II - awarded by the state to design and build between 20 and 40 additional T-hangers. Working on scope - trying to combine into one design, FDOT must approve of this.

Additional information;

New project proposed to airport with 2 new hangers with parking lot from Mosaic, received and reviewed by AVCON, had corrections on their proposal, preliminary was too close to runway, penetrating Part 77 Protected Services, AVCON provided information to plan accordingly and come back to the team with different proposal.
The board was asking for more information of what they want to do, Ward with City of Wauchula stated they may not provide anything due to their proposing the manufacturing of sport aircraft and assembly, 2 different building. Losing the funding for the Deep Well will keep this from happening.
Per Eason, being will do have funding for the design of the Deep Well, we will be moving forward on that. If and/when we have construction dollars, this part will be completed with maybe a few tweaks on t the design.

Additional details can be found on the staff report attached

Thompson asked why the estimated figure for the deep well is $10M
Eason responded; with what is being designed and built. Have to design that's going to handle current capacity and future. will require its own treatment system because its potable water. It will need to have its own underground storage tank to hold pressure that hold fire standpoint and sanitation system to meet water quality guidelines.

John Eason with the City of Wauchula expressed his gratitude and appreciation to the Board and Russ while he's been employed with the City. Ward Grimes are taking over all Administrative and Operational Airport related projects.

ADJOURNMENT

Will no further discussion, Chair Landskroner adjourned the meeting at 2:03pm

WAUCHULA MUNICIPAL AIRPORT ADVISORY BOARD MEETING AGENDA

MONDAY, AUGUST 3, 2026, AT 1:30 P.M.

CITY COMMISSION CHAMBERS, SUITE 105

225 EAST MAIN STREET, WAUCHULA, FLORIDA

Advisory Board Members
Michael Landskroner, Chair
Michael Burch, Vice-Chair
Michael Gillispie
Denise Grimsley
Michael Thompson

City Administration
City Manager Olivia Minshew
Deputy City Manager John Eason
Airport Manager Ward Grimes
City Clerk Stephanie Camacho

Invocation

Pledge of Allegiance

Call to Order – Please silence cell phones

Roll Call – Secretary/Clerk

Declaration of Quorum

Approval of Agenda

Approval of Minutes: June 1, 2026

DB T-Hangars and Hangar Repairs

RW 36 Extension Update

New Two-Tank Fuel Farm Project and Generator Set Update

Rotating Beacon Update

Myakka Head Aviation Update

Additional Items from Advisory Board Members

Adjourn

Additional Items from Advisory Board Members

Adjourn

Legend:

Updates in red. History in blue. ~~Blue strikeout~~ converted to Ancient History next report. ~~Ancient History in gray strikeout to be deleted next report.~~

I. DB T-Hangars and Hangar Repairs

A. ***DB 10 T-Hangars:*** ~~*Update:Received bids with EO Koch low qualified. Have performed bid reviews, with one reference outstanding to complete recommendation to award letter.*~~ *Update: City Commission approved the recommendation to award based on the bid review by AVCON. The Notice Of Intent to Award was sent to the contractor, executed and sent back to the City through AVCON. The next step is for the contractor to assembly all bonds and insurances, and execute the contract agreement pages. AVCON will then forward to the City for final execution. The project manual will then be updated with the contractor's bid information, bonds, and signed contract agreement (Conformed or Issued For Construction documents). Copies will then be forwarded to FDOT, City, and Contractor, along with the engineer's certification to FDOT for plans and specifications as part of the PTGA terms and conditions with District 1. Update: The team has received the signed contract agreement pages back from EO Koch, along with the performance and payment bonds, certificates of insurance. These have been forwarded to the City for further review and signing/dating of the contracts. Once those fully signed versions have been received, the team will process the conformed project manuals for distribution. The next step after that is issuance of the Notice to Procure so that the contractor can engage the PEMB manufacturer's engineer to finalize the plans for review. We've reached out to EO Koch for construction equipment heights for filing 7460-1 and CSPP with FAA.*

B. ***Hangar Repairs***: ~~*Update: Structural teams advised and made recommendations for contractor to seek assistance for pre-engineered door design and calculations.*~~ *Update: City staff is working with the Building Official and the contractor (Cobb Construction) to tackle the door track issues. Update: By City Staff.*

II. RW 36 Extension Update

A. *Justification and Environmental Study:*

~~*Update: Avigation easements are Under legal counsel review. FAA initiated consultations with three Native American Tribes (presuming Seminole, Miccosukee and Peoreh/Creek tribes) and Florida Fish/Wildlife with no responses back as of 03/26/25. See attached agenda/minutes from last week's NEPA coordination meeting. The project has been downgraded from an Environmental Assessment (EA) to a Documented Categorical Exclusion going forward.*~~ ~~*Update: Consultations have*~~

~~come back from Tribal Council and FWC with no objections to the project. Additionally, the Team has received SWFWMD permit approval. Avigation Easements / Property Acquisitions are under negotiation with City/Legal Counsel. NEPA process for Documented CatEx is on hold pending outcome of this task. Once the easement/property issues are resolved, then the NEPA process can resume.~~ *Update: The Documented CatEx has been updated as much as possible with the approval information from the USFWS, consultations completed with tribal governments, and SWFWMD permit approvals. Update: At this time, further work is paused until the land acquisition / avigation easements legal process is completed. Our understanding is that at least one appraisal was conducted last week. Appraisals were completed last week for all the properties. Citrus appraiser has been added for the properties with citrus trees. Final appraisal within 60 days of July 31, 2026. Then Airport attorneys will coordinate for negotiated price for all properties being sold.*

B. *Civil Design Plans:*

~~Update: District Biologist's comments have been incorporated/completed and uploaded to the application system at SWFWMD. The design team held a conference with the District Engineer to address her comments last Tuesday March 31, 2026. Her comments have been incorporated and uploaded into the system as of Firday April 3, 2026. District permit should be issued within 30 calendar days, pending her final review. Once the over arching NEPA study is approved by FAA, we can bid the project. Anticipate not later than October 1, 2026. Start construction Jan 1, 2027 is the anticipated start date at this time.~~ ~~Update: Construction plans are completed. Team is working on an updated 100% cost estimate~~. *Update: 100% Cost estimates, funding, and budget estimates were updated and forwarded to the Airport for review, based on the latest approved civil engineering plans. Update: The wind cone with segmented circle has been relocated as part of the design to the area north of the RV hookups south of the GA tie-down apron. See exhibit attached. At this time, further work is paused until the land acquisition / avigation easements legal process is completed.*

III. ***New Two-Tank Fuel Farm Project + Generator Set***

~~Update: 90% plans were delivered to the Airport Friday April 3, 2026 and the project design is on schedule.~~ ~~Update: Pre-bid site visit was this morning, attended by Steph Heagney of our electrical engineering department. Bid opening date is changed to June 23. FAA has determined that they will not participate on the Fuel Farm but will fund the standby Generator. We have $1.1 M from FDOT for the Fuel Farm.~~ *Update: This project Bids June 23 at 2 pm. Once the bids received are reviewed, the FAA grant application documents and certifications package for the engine generator set (GenSet) will be produced by AVCON for review and signature by the Airport. The deadline for submittal is June 30, 2026. The fuel farm portion of the project is already funded at $1.1M. Cobb was low bidder but the team may review splitting the project bid schedules between the two*

contractors submitting bids (Cobb and Gonzalez). Update: Bids were split between the two contractors. The FAA grant application was submitted for the generator set portion of the project, and we did get an acknowledgement of receipt. The Fuel Farm portion was recommended to be awarded to Cobb, and the team is/will be approaching FDOT for the additional funds necessary to build the project (FY 2027 and later).

IV. **New Rotating Beacon – Design/Construction** ~~Update: Delivered 90% plans to the Airport a week ago Friday, March 27 2026. Pending Airport/FDOT reviews, the project will be ready to bid in a few weeks.~~ ~~- Update: Project Manual needs to be finalized and sent to Airport/City/Attorney for review and comment. Other than that the project is ready to bid~~. Update: Project manual and plans are under review by the City and City Attorney. Expect to advertise for bids in early to mid-July, open bids in early to mid-August, pending City Commission approval. Update: This project is currently bidding, and will open on August 11, 2027 at 2 pm (Stephanie / Alex will attend). There are 10 plans holders (list is attached to this report).

V. **Flight School Hangar** ~~Study – Update: Received survey quotations and sent in to City for the ground lease for review. AVCON received task order to start the Categorical Exclusion and 7460-1 studies which are under way (work in progress).~~

~~Schedule:~~

~~A. 50% Draft to Airport/City – 04/03/26 – COMPLETED~~

~~B. 100 % FAA Approval 05/31/26 – under review~~

~~Update: The CatEx was completed and sent through the Airport to FAA for review on April 6th.~~ Update: The CatEx is still under review by FAA. Update: No word from FAA on approval as far as we know.

VI. **New Airport Administration/Terminal Building** ~~Update: Still in AVCON's court. Sandeep removed MEP from the Architect's scope of work to bring under AVCON purview. Negotiating with Architect.~~ Update: Still finalizing subs (survey and testing, architectural, and AVCON MEP, Structural staff budgets/hours to fit the State budget for design). Update: We are still working on this scope and hope to have a draft to the City and FDOT in August. Meeting the budget for design is the current challenge with AVCON forces versus sub-consultants.

VII. **New 20 Unit T-Hangars – 2025-2026 – Phase 1** ~~Update: Received the PTGA from FDOT. Request made to legal counsel and FDOT if project can be "piggy-backed" on current 10 Unit T-hangar project. Once an answer is received, then the Design Team will work on a contract scope of services for FDOT/City review.~~ ~~Update: Project cannot be piggy backed on existing contractor's scope. In AVCON's court for scoping but will be similar to the current T-Hangar Set soon to be under construction.~~ Update: See Item VIII below.

VIII. New 20 Unit T-Hangars – 2026 – 2027 – Phase 2

~~Update: City received request for confirmation on State request for funding another set of 10 to 20 T-Hangars from Tallahassee. Information was relayed to Airport/City last month regarding~~

~~*lease rate for T-Hangars for consideration.*~~ *Update: The PTGA was approved by State congress and administered by FDOT. Scoping for design/construction phases services similar to current project. Our idea is to change tactics and scope both Phases 1 and 2 together at the same time, so that 20 to 40 T-hangars may be built simultaneously, saving costs for both the performance design criteria package and construction. Update: Currently formulating the scope of work for both projects under a single design effort to save costs.*

IX. ***Mosaic Aviation LLC Hangar Facility – New Project*** *– Update:Planning team is performing a cursory review of the proposed layout presented, and will scope fees for environmental, 7460-1, and planning criteria. Update: Exhibits were reviewed, corrections applied and forwarded to the City for action / transmittal back to Mosaic for consideration. The original proposal was too close to the runway.*

X. ***Airport Deep Well Project:*** ~~*Update by City Staff (not an AVCON project).*~~ *Update: Design grant was approved but the construction grant was vetoed by the Governor. The City is/will be putting forth an RFP for the design engineering.*

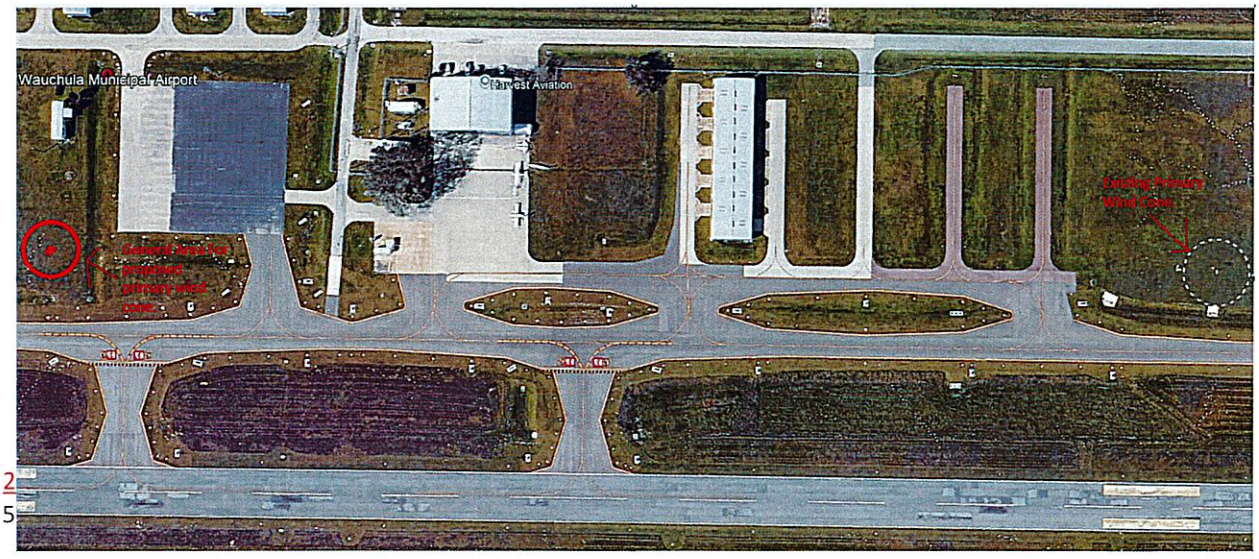
ATTACHMENTS:

1. New Wind Cone location to free up area for the new T-Hangar sets (see below).
2. Rotating Beacon Plans Holders List (attached at the end of this agenda \ report).
3. Ftp Link to latest Runway 36 and other project plans (note the password information changed):
4. JACIP snapshot as of March 31, 2026.

Wauchula
Copy + paste the link into your Windows Explorer or Internet browser URL
https://av-sma.avconinc.com
Domain: av.cfe
Login: Wauchula
Password: 2OpenFTP@Wauchula1122

Note: click the folder or file then click the "Download" button at the top of the API Window.

New Wind Cone Location:



FLORIDA AVIATION DATABASE

Integrated Facility Module

Wauchula Municipal Airport
Logout | Support | Version 2.1.13

Search | Facility | Contacts | Statistics | JACIP | Pavement

Projects | Balances | Reports | Training | FAA Training

Project Listing

Bookmarks Go to... Go New

Projects Status All Fund Type All
FAA Eligible All FAA Funding Requested All

Add New | Deficiencies

Last modified by Russell Holliday on 6/24/2026 9:03:15 AM

UPIN	FM Item	ARP ST Priority	ARP FED Priority	Description	Requested Year(s)	Requested	Allocated Year(s)	Allocated	JPM	S	F
PFL0006542	-	1	2	PlaceHolder - Delete	N/A	$0	N/A	$0			
PFL0012375	-	1		Rehabilitate, Mark, Sign, and Light Taxiway A and Taxiway A Connectors - DESIGN	2020	$300,000	N/A	$0			
PFL0012376	-	1	5	Rehabilitate, Mark, and Light Taxiway A and Taxiway A Connectors - CONSTRUCTION	2021	$3,533,000	N/A	$0			
PFL0013967	450840-1			Renovate\Remodel\\Expand Existing Pilot's Lounge and Design/Build 10 Unit T-Hangar Building	2023	$2,500,000	2023	$2,500,000			
PFL0014022	452855-1			Extend, Mark, And Light Runway 36 And Taxiway A 1200 LF - DESIGN and CONSTRUCTION	2024	$9,000,000	2024 - 2025	$9,500,000			
PFL0013972	452062-1	2		Extend Runway 36 1200 LF - Study	2025	$447,059	2023 - 2025	$450,000			
PFL0013979	452061-1	1	1	Fuel Farm and GenSet - DESIGN	2025	$167,369	2025 - 2026	$1,100,000			
PFL0015163	456437-1			Rotating Beacon and Tower - Design/Construction	2025	$325,000	2025	$325,000			
PFL0013981	-	1	1	Fuel Farm and GenSet - CONSTRUCTION	2026	$1,667,000	N/A	$0			
PFL0015341	457189-1			Airport Terminal Improvements	2026	$1,750,000	2026	$1,750,000			
PFL0015342	457191-1			Airport T-Hangars Improvements	2026	$5,000,000	2026	$5,000,000			
PFL0006342	-	2	2	Airport Master Plan Update AMPU\AGIS - 2027	2027	$360,000	N/A	$0			☑
PFL0014510	457191-2			Taxi Lane and T Hangars Improvements - Phase 2	2027	$5,000,000	2027	$5,000,000			
PFL0012906	-	2	3	Obstruction Removal - Trees	2028	$350,000	N/A	$0			
PFL0015481	-	1	1	Rehabilitate Apron - Design	2028	$187,291	N/A	$0			☑
PFL0015497	-			Rehabilitate Taxiways \ Taxilanes - Design	2028	$169,200	N/A	$0			
PFL0010740	-			Industrial Park Access Road-Design	2029	$60,000	N/A	$0			
PFL0012907	-	2	2	Obstruction Removal - Trees	2029	$350,000	N/A	$0			
PFL0015498	-			Rehabilitate Apron - Construction	2029	$2,107,024	N/A	$0			☑
PFL0015500	-			Rehabilitate Taxiways \ Taxilanes - Construction	2029	$1,903,505	N/A	$0			
PFL0006335	448721-1	2	3	Design Apron Expansions - Phases 1 and 2	2030	$1,991,000	N/A	$0			
PFL0010741	-			Industrial Park Access Road-Construction	2030	$500,000	N/A	$0			
PFL0004416	-	1	1	EA for Runway 5-23	2031	$400,000	N/A	$0			
PFL0006334	-			Design/Build10 T-Hangars	2031	$3,000,000	N/A	$0			
PFL0000762	-		1	Acquire Land for Construction of new Runway 5-23 (Phase 1)	2032	$2,378,000	N/A	$0			
PFL0010745	-		1	Airport Master Plan Update - 2032	2032	$400,000	N/A	$0			
PFL0004418	-		1	Environmental Mitigation for new Runway 5-23	2033	$250,000	N/A	$0			
PFL0006239	-		1	Acquire Land for Runway 5-23(Phase 2)	2034	$2,497,000	N/A	$0			
PFL0009929	-		1	Design Apron Expansion - Phases 3 and 4	2035	$100,000	N/A	$0			
PFL0000767	-		1	Design of Runway 5-23	2036	$1,000,000	N/A	$0			
PFL0006339	-	1	1	Construct Apron Expansion (Phase 3)	2036	$500,000	N/A	$0			
PFL0012908	-	2	2	Obstruction Removal - Trees	2036	$350,000	N/A	$0			
PFL0002415	-			Site Development Utilities	2037	$2,400,000	N/A	$0			
PFL0008887	-		1	Runway 5-23- new Construction	2037	$9,650,000	N/A	$0			
PFL0011328	-		1	Airport Master Plan Update - 2037	2037	$400,000	N/A	$0			
PFL0006341	-			Design and Construct 10 T-Hangars	2038	$3,000,000	N/A	$0			
PFL0009930	-		1	Construct Apron Expansion - (Phase 4)	2039	$500,000	N/A	$0			
PFL0010746	-		1	New Industrial Park Access Improvements- DESIGN AND CONSTRUCTION	2041	$1,775,000	N/A	$0			
PFL0010747	-		1	Taxiway/ Taxilane (Phase2)-DESIGN & CONSTRUCTION	2042	$550,000	N/A	$0			