



AIRPORT ADVISORY BOARD MEETING MINUTES

Monday, April 06, 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 @ 131pm

ROLL CALL

PRESENT

Chairman Michael Landskroner

Vice Chairman Michael Burch

Michael Gillispie

Michael Thompson

Denise Grimsley

STAFF

Melodie Kincaid, Deputy City Clerk

John Eason, Deputy City Manager

Ward Grimes, Direct of Procurement

APPROVAL OF AGENDA – ADD ON ITEM

Chair, Landskroner, requested a motion to approve the AGENDA" as presented

The board approved after the following

Motion made by Gillispie, Seconded by Thompson.

Voting Yea: Chairman Landskroner, Vice Chairman Burch, Gillispie, Thompson, Grimsley

MINUTES FOR APPROVAL

1. Minutes for February 2, 2026 Wauchula Municipal Airport Advisory Board Meeting
Minutes for approval will be moved to the next meeting

ITEMS TO DISCUSS

2. **DB T-Hangars and Hangar Repairs**
Russ w/ AVCON presented updated for this item
Details can be found in the staff notes
Line I A & B
3. **RW 36 Extension Update**
Russ w/ AVCON presented updated for this item
Details can be found in the staff notes
Line II

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

Russ w/ AVCON presented updated for this item

Details can be found in the staff notes

Line III

5. Rotating Beacon Update

Russ w/ AVCON presented updated for this item

Details can be found in the staff notes

Line IV

FDOT Funded Project - Pending reviews - Update in a few weeks

He also provided updates on the following;

Apron Hanger Projects - JACIP Programing Complete

FDOT ACIP Meeting - updated information can be found in the Staff Report included in the minutes

New Airport Administration/Terminal Building - Updated information can be found in the Staff Report included in the minutes

New 20 Unit T-Hangers - Updated information can be found in the Staff Report included in the minutes

Eason provided updated on Airport Deep Well Study, In design now with Engineer and also provided additional information on Budget and Grants

6. Airport Budget Discussion

John Eason w/ City of Wauchula provided Airport Fund Line Item detail and discussed each years expenses and income for the last few years

The Board was curious as to what can they do to increase revenues at the airport Questions were asked from the Board on hanger rental fees, landing fee and tie-down fees, asking about increasing hanger fees and what are other fees collected. Eason stated "students" do not get charged landing fees. Board was interested in doing a study on surrounding airports where they will have information to compare our current fees with and comparing on activity.

Eason stated that any information they obtain can be shared with him or Ward, that it's not to be discussed among themselves outside of a "board meeting" due to avoiding breaking sunshine law. Grimsley asked about fuel sells.

Burch was curious on the differences for Box Hanger and T-Hanger

Eason commented that "having a deep well" will open up more opportunities for the airport.

7. Myakka Head Aviation Update

Russ with AVCON provided updated information that can found in section VI of the Staff Report included in these minutes

PUBLIC COMMENT / NON-AGENDA ITEMS

None

ADJOURNMENT

With no further discussion, Chair Landskroner adjourned meeting at 242pm

CITY OF WAUCHULA MUNICIPAL STAFF PROJECT REPORT

Apr 6, 2026

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
Deputy City Clerk - Melodie Kincaid

AGENDA

Invocation

Pledge of Allegiance

Call to Order – Please silence cell phones

Roll Call – Secretary/Clerk

Declaration of Quorum

Approval of Agenda

Approval of Minutes: February 2nd, 2026

DB T-Hangars and Hangar Repairs

RW 36 Extension Update

New Two-Tank Fuel Farm Project and Generator Set Update

Rotating Beacon Update

Airport Budget Discussion

Myakka Head Aviation Update

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. ~~T-Hangars: AVCON has received the sealed land survey. The geotechnical team has completed their field work, and the team expects a geotechnical engineering report to be submitted soon. The survey has been uploaded to JACIP. The geotechnical report has been delivered and uploaded to JACIP and delivered to the City. The next step is to begin the preliminary construction plans design process. The intent is to try to synchronize the project with the other two building projects so that they might be bid together to save costs based on economies of scale. This project is in Bidding stage. The Team is trying to synchronize the design with the ongoing Hangar rehabilitation project, so that the projects can be bid together to save costs. Once the repair project plans are approved by the adjuster, this project will be designed. The project has started preliminary design in order to synchronize with the Hurricane Ian repairs. Update: The project will need to be decoupled from the Hangar Repair project based on input from the Insurance Carriers. Work in progress 30% startup design. Update: Delivered 30% design, 50% design, 60% design, work in progress 75% design. Update: Work in Progress 95 %Design. Plans should be available this week for review by the Airport. Update Submitted 95% Project Manual and Plans last Wednesday for City review. Removed the DBE requirements based on FDOT Legislation and Executive Orders recently issued. Update: Received partial comments from City to incorporate next week and prepare for bidding, apply for SFWMD permit (minor modification of existing Airport wet pond permit)..Update: Project is Bidding. Update: Non-mandatory site visit scheduled for April 6, 2026 at 10 am.~~

Schedule:

1. T-Hangar Design/Build Plans – **100% Complete - in bidding**– ~~work in progress – bidding on a slightly separate but recent track. Plans available this week. Next steps –~~
 - a. ~~City review and comment, in progress, the design team has received comments.~~ - **COMPLETED**
 - b. ~~then apply for SFWMD permit, incorporate City comments, and then generate 100% plans and specifications to submit to FDOT for final review and approval.~~ - **COMPLETED**
 - c. ~~Incorporate any FDOT comments,~~ - **COMPLETED**
 - d. ~~Propose bid advertisement date for City approval~~ - **COMPLETED**
 - e. ~~Advertise for bids~~ - **COMPLETED**

f. Update: Project is in bidding with opening due for April 21,2026 at 2 pm.

B. Hangar Repairs: *AVCON has developed a base scope and fee for design/build of repair of existing hangars damaged by Hurricane Ian. The Airport has reached out to FAA for BIL funding to supplement the insurance claim to make the necessary repairs. At this time several communications have been received from FAA and they are weighing the eligibility of this funding request using BIL funds. A pre-application was submitted for BIL funds on October 18 to FAA requesting funds. Based on input from the insurance company the scope/fee for the design work is being reviewed, and will be provided to staff for review as soon as possible. After several rounds of review by the insurance company's adjustors, they have approved the scope and fee for AVCON and structural repair experts to perform the design plans\permitting. The City and AVCON have signed the agreement, and the subconsultants are being signed up currently. The next step is for the subconsultants' to schedule their field laser scan survey. The Structural Engineer is on site tomorrow with AVCON's structural engineer performing their field review of the hangar buildings. Update: The structural engineer has completed the draft drawings to approximately 95% level. Staff have forwarded to the insurance company representatives for review and comment, to implement for the 100% drawings stage. Project is ahead of schedule. Update: The structural engineers are reviewing a request from FEMA regarding justification of costs, and update of estimated costs of repairs, based on the final plans. Our PEMB consultant is also reviewing. This effort is in support of the Airport staff request for additional construction funds. The plans have been provided to the insurance company representatives for review. Laser scans delivered to the Insurance Reps. Support files are needed to view the scan files with RECAP and those have been requested from the subconsultant. Insurance company has authorized bidding of the project once the T-Hangar plans and specs are completed, and after Hurricane Milton assessments are completed. Update: The support files were transmitted to the Insurance company representatives as requested. This project will need to be decoupled from the T-Hangar project as the Insurance reps have asked the Team to start bidding procedures. The Team is working on the front end documents to bid the project based on the plans. Update: A meeting was held with the insurance carriers, AVCON, and the Airport/City staff to determine a solution to the complexity of the damages sustained to the hangar buildings by two separate storms. The result of the meeting was for McLaren's to provide a Hurricane Milton damage assessment with photographs to add to the plans and specifications. Once these are received, AVCON will incorporate in the bid documents and forward to all parties for review. It is anticipated that the project will be broken down by each hangar, and possibly separated by storm, into separate bid schedules/line items for bidding and construction tracking purposes. The project will then be publicly bid in order to increase competition and get the best prices. After bids are received, analyzed, and a bidder recommended, the two companies will work together behind the scenes to establish which repairs will be funded by which agency. Update: Team has incorporated the Hurricane Milton photos and report into*

the drawings and sent to the Insurance companies for review. Structural engineer has recommended a limited scope to add Hurricane Milton repair drawings to the scope. Awaiting feedback from Insurance companies on this proposal. Update: Insurance companies and City approved the additional structural engineering fees necessary to address the Hurricane Milton damages. The structural engineers should be complete with the new drawings necessary by this week. WE-04/25/25. Update: Review completed last week by McLaren's Engineer reps for the underwriters. Update: Project is currently Bidding. There are 3 plansholders, with a fourth expected. Please see attached plansholders list. Update: Bids were received on September 21, 2025. There were four competitive bids, with L. Cobb Construction the apparent low bidder. AVCON, Inc., is reviewing the bids and should have a recommendation to Award letter with bid tabulation for the City and Insurance companies by the end of this week. AVCON is checking references and insurance ratings, and assimilating the detailed bid data. The next step is for the City Attorney and Insurance/Re-Insurance carriers to review the bids/Recommendation to Award. Update: McLaren's still has the bid award under review by their experts, with the latest correspondence as shown below. The Notice of Intent to Award the contract has been sent to the City for review and signing, then forwarding to L. Cobb Construction as soon as McLaren's responds. Hello all, ***"McLarens has not identified any additional costs that should be captured under Ian. The expert panel is updating the Milton Statement of Loss and will be published to the Wauchula team."*** Update: Cobb contract has been approved and executed to the best of our knowledge. ***Update: Project is in procurement / construction phase.***

II. RW 36 Extension Update

- A. ***Justification and Environmental Study:*** Peter Green of FAA has agreed to a second meeting to review the proposed outline. AVCON has completed the draft pre-planning document and delivered it to the City and FDOT for review. The next step is for FAA to review after the coordination meeting is held, which will be used to make any adjustments. The second meeting was held with Peter Green of FAA, with the outline received well. The issue of the RPZ was brought up and responded to. AVCON submitted the draft EA report based on the outline. AVCON submitted the environmental engineer's report from the design phase, as well as the proposed scope for the planning phase to fill any gaps in the scopes, to FAA. All reports are under review by FAA. Peter Green has left the ADO at the time of this writing to go to the Southern Region in Atlanta. So this study may be passed on to a new reviewer. Update: The project team has met with the new FAA review Amy Reed, and FDOT to orient her to the project. In addition the team met internally afterwards to discuss the additional work needed to complete the historical artifacts, and other sections of the study. In addition, the issue of the avigation easements and how to process that with the land owner was discussed this week. The project

team explored the possibility of dual extensions to relieve the aviation easement requirement due to the overhanging RPZ. The FDOT PTGA is for only two years, and will expire in March of 2025. Therefore we anticipate an extension request for at least 6 months to one year will be needed. Anticipated completion of the EA is December 2025. Update: The project team continues to meet weekly on the project. The latest submittal was last week July 30, 2024, of the Final Draft form of the Purpose and Needs Chapter to all parties. FDOT has indicated that comments from Management at Central Office are forthcoming for several months, but not yet received. Team will carry on, based on recent discussions with Dawn Gallon of FDOT. The team is getting pricing from the extension surveyor for the Avigation easement metes and bounds survey required for the extended Runway Protection Zone (RPZ). The purpose and Need have been delivered to the Airport and the FAA (Amy Reed) for review. Update: The purpose and need chapter comments have been received and implemented and sent back to FAA. FAA has authorized the Team to proceed with the Alternatives and Special Studies phases of the Environmental Assessment. FDOT Central Office has reviewed and approved the Justification and kicked it down to the Management in District #1 for review and approval. A meeting has been scheduled for the 5th of November with FAA to review the next steps. The Additional Avigation Easement Survey field work has been completed. The survey deliverable is expected in a couple of weeks. Update: FDOT advised via email on November 18, 2024 that the document titled "Wauchula Municipal Airport (CHN) Runway 36 Extension Justification Study followed the methodology recommended in the FAA AC 150/5325-4B, Runway Length Requirements for Airport Design. Once the airport has reached the 500 operations of the Aircraft Design Group II, the project will meet the justification for FDOT funding. Subject to the availability of appropriated funds, the Department may participate in all the capital cost of the project at that time. The airport sponsor may begin the project with pre-construction studies, design, and construction using the funding allocated by the legislature and with other sponsor resources. At the time the project meets the justification criteria, FDOT will make a final determination regarding the project and funding percentages pursuant to Chapter 332, FS: Airports and Other Air Navigation Facilities." Following the meeting with the FAA on November 5, 2024 a subsequent meeting was held with FAA on December 9, 2024 to approaches for the special purpose studies, specifically the Biological Assessment (BA) and the Cultural Resource Assessment Survey (CRAS). During that time, FAA informed AVCON that the Caracara study as part of the BA would need to commence with US Fish and Wildlife approval no later than January 10, 2025 or the project would be delayed until the next season (one year). At that time, AVCON's subconsultant, Young Bear Environmental, began coordination with FAA to prepare a scope amendment for the required species surveys. Final scope and fee was received by Young Bear on December 30, 2024. Additional fees for the subs and AVCON are \$100,000 and the survey period for the BA is approximately months. AVCON will request approval to proceed with the survey and request an extension.

B. Young Bear Fee for Amendment 1	\$89,500.00
Archeological Consultants Inc. Fee	\$3,000.00
Subtotal Subconsultants:	\$92,500.00
AVCON Fee	\$7,500.00
TOTAL	\$100,000.00

Specific Purpose Species Surveys	
Amendment 1:	\$ 89,500.00
CRCA: \$ 45,000.00	
E-BLRA: \$ 20,000.00	
SE-AMKE: \$ 5,000.00	
FL-SACR: \$ 5,000.00	
Gopher Tortoise: \$ 2,000.00	
BA Report: \$ 12,500.00	

Update: FDOT awarded the additional funds expeditiously and both subconsultants have been engaged and are working. ACI will be on-site this Friday. Update: The FAA representative has been switched from Amy Reed to Heather Chasez due to the recent federal staffing cuts. The Area Equivalent Method (AEM) noise analysis was submitted to the FAA for review. The latest correspondence from FAA is that the AEM method of noise analysis is not acceptable, and the Planning team will be forced into a full integrated noise model methodology. The reason is that the RNAV GPS approach will need to be re-written by FAA TERPS Approach procedures. Update: Received FAA approval of the draft Cultural Resource Assessment Survey (CRAS) and Alternatives Analysis. Currently working on the noise analysis utilizing the Aviation Environmental Design Tool (AEDT). The Biological Assessment (BA) being prepared by Young Bear Environmental (YBE) remains in progress and on target with the originally provided schedule. YBE is coordinating with the US Army Corps of Engineers (USACE) regarding a potential jurisdictional determination for the nearby wetlands. Due to the increase in effort and expenses regarding the FAA

required expanded noise modeling, and full EA efforts, the design team is anticipating a small additional services request currently being formulated for presentation to the Airport. Update: Noise Analysis completed and forwarded to client for review/coordination meeting was held. The next step is to forward to FAA. This step will conclude the preliminary Draft NEPA process, and begin the official one-year maximum full NEPA review process. Update: Latest NEPA review meeting was held last Thursday, August 29, 2025. The updated biotech report which includes a new covered species, the Tri-colored Bat was added to the assessment. The full NEPA/biotech report with all appendices is nearly 500 pages. The team has reviewed and discussed moving on to the initial submittal to FAA to start the clock ticking (9 months for final review is expected, but not later than Oct 1 2026). Currently the overarching NEPA report itself is approximately 60 pages, with FAA setting a limit of 75 pages, not including the appendices. The historical artifacts report by ACL was approved by the Department of State. The approval letter will be attached to the NEPA documentation to FAA. See attached additional documentation and a summary of the recent coordination meeting, as well as comments on the latest biotech report without appendices. Update: Noise study received by FAA, and comments received back from Heather Chasez. Recent correspondence indicates that she is in agreement with our responses to her comments. Biological assessment regarding the wetland examination is being scheduled with the South West Florida Water Management District (SWFWMD). The issue here is that both FAA and SWFWMD need to determine if any of the wetlands are jurisdictional by the Army Corps of Engineers (ACOE). Once that field review is scheduled and both biologists (SWFWMD and YBE) agree to the limits as flagged, then the Response to Comments can be completed for the civil construction permit under the Request for Additional Information #1 (RAI #1) submittal back to SWFWMD. Update: Wetland review has been scheduled for November 13, 2025 with YBE and SWFWMD biologists to agree on delineation/impacts. The project has received notification from FAA that the full EA process will not be required if the wetland comes back as NOT Jurisdictional from the Army Corps of Engineers / SWFWMD. If this is the case, then the timeline for requirements and further review will not take nearly as long (deadline is October 2026). The project recently received correspondence from the ACOE requesting additional information on the wetland. This ACOE RAI will be responded to after the aforementioned wetland review on November 13, 2025. Update: Wetland review with the SWFWMD and biotech consultant was completed on the 13th November as planned. Lichen lines survey has been completed and forwarded to SWFWMD. Changes based on comments from District biologist to the Wetland impact summary and exhibits have been completed and forwarded to the District.

Next Steps:

1. **~~Incorporate changes to the construction plans based on the field review meeting.~~ – COMPLETED.**

2. ~~Address remaining two comments from the civil engineering review comments, including updated Wetland modeling based on the wetland survey from last week (design high water was adjusted). COMPLETED — RAI Submitted.~~
 3. ~~Once the District/Army Corps agree that the wetland is not jurisdictional, make a down payment on the wetland mitigation credits per the established plan at that time. — COMPLETED — The south wetland was not claimed as jurisdictional by Army Corps of Engineers (ACOE). However, The north blast pad work is under review by ACOE due to its proximity to Troublesome Creek. The team has not received a date on when that determination will be received from ACOE. FAA is needing this to complete their review. — COMPLETED~~
 4. ~~The Mitigation Banking agreement was reviewed/modified/reviewed by all parties (City, City Attorneys, Mitigation Bank, and FDOT), and the team believes that the agreement has been finalized. It has been executed by the City and forwarded to the Mitigation Bank for execution. Once it has been received back from the Mitigation Bank signed, then the initial deposit can be made (As of Jan 20, 2026). COMPLETED~~
 5. **Avigation Easements:** The avigation easements coordination were completed by the City\Airport staff with the property owners, and the documentation sent to FAA and FDOT for review. There are some trees on private property the team is analyzing that most likely will need clearing due to penetration of the PAPI LCS/OCS, and several protected surface of the future extension location. As soon as the avigation easements are finalized the team will this work to the construction plans, or alternatively City/Airport forces could take the trees down. Due to the proximity of the trees being near a surface water body, the trees will need to be taken down with chain saws. **Update: Avigation easements are Under legal counsel review. FAA initiated consultations with three Native American Tribes (presuming Seminole, Miccosukee, and Poarch/Creek tribes) and Florida Fish/Wildlife with no responses back as of 03/26/26. 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.**
- C. **Civil Design Plans:** *The preliminary schematic plans are currently being worked on (pre-30% design). The geotechnical and environmental studies are being generated by the subconsultant experts, and their draft reports have been requested, but not received to date. We have requested the reports again and will update the City and FDOT with those reports when received. The team has received the environmental Threatened and Endangered species report from the biologist. The only impacts will be the small impact to the existing wetland by Taxiway Alpha extension. The next step is for the design team to continue to work on the schematic design plans as the environmental study is developed in parallel. Update: The design team will carry on with the 30% design plans based on recent developments with the EA study and present staff with a new schedule for design which will be on a parallel track with the EA. It is anticipated that the design will be completed well ahead of the EA*

approval, so the team is trying to pace this effort accordingly. Update: FDOT confirmed that the team should carry on with the design of the runway extension but pace the effort along with the EA as much as possible, but slightly ahead so that the project can be bid out with fresh pricing and start construction as soon as possible in conjunction with the EA approval. According to Airport Staff and FDOT representatives the second installment has been authorized and should be issued to the Airport this cycle. The 30% design stage plans are being working on and several progress plots have been delivered to the Airport staff. The rough grading plans are completed, and the PAPI unit location calculations have been completed and incorporated into the plans. The Construct Safety and Phasing Plans are nearly completed and will be filed along with the 7460-1 filing at the 60% design stage. Update: The second installment of \$4.55 M has been received from FDOT, and accepted by the City, for the design and construction of the Runway Extension project. The 60% and 75% design stage plans have been completed and delivered to the Airport for review. The project is about a month ahead of schedule. See updated schedule below based on current progress. The majority of the current design effort is on the storm-water modeling calculations, and permit application and report in anticipation of submittal to the SWFWMD. Update: Project is nearing the 90% design stage, about one month ahead of schedule. Pre-application meeting was proposed by SWFWMD for April 1, 2025 which will kink the schedule. Design team will request an informal MS Teams meeting be held in the interim, so that the project can be introduced, guidance determined, and the calculations, application and report \ plans can be submitted promptly. Design team reached out to FDOT for participation on the additional survey services. No response has been received. Update: The pre-application meeting was held with the SWFWMD representatives and the design team including the environmental specialist. The District reps have requested the team fully model the flood stage of the adjacent wetlands for impacts. Since this element was not on the team's radar, additional time is needed to model the scenarios requested. We have adjusted the schedule accordingly for deliverable dates. Additionally, the SWFWMD biologist will need to meet with the design team's biologist in the field to set the wetland limits, review the surveyed flagging. Update: The Wetland Flood modeling needed to submit to the SWFWMD per the pre-application meeting has been completed and is under internal quality control review. Anticipate submittal to the District second or third week of June, 2025.

Proposed Schedule:

1. 30% 60% QC Submittal – Internal - NOV 8TH
2. 30% 60% Submittal – Civil \ Electrical – NOV 15TH To Owner
3. 60% 75%QC Submittal – Internal – JAN 17TH – Submitted December 24, 2024 - Completed
4. 60% 75% Submittal - Civil \ Electrical – JAN 24TH – Submitted December 24, 2024 - Completed
5. 90% QC Submittal – Internal – FEB 28TH
6. 90% Submittal - Civil \ Electrical – MAR 7TH

7. 100% QC Submittal – Internal – – Wetland Flood Modeling Completed – Under QC Review. - COMPLETED
8. 100% Submittal - Civil \ Electrical – Pushed back to June 13, to coincide with permit application Submittal #1 with SWFWMD. – COMPLETED – Project is currently under review with the SWFWMD. The team will be uploading supplemental information to the District this week, prior to issuance of the first official Request for Information (RAI). The 95% plans have been QC reviewed internally by planning. The next internal stage is for engineering QC review. A copy of the draft 95% with planning comments have been posted on the project ftp link below for City Staff and Board Members. FILE: 95Pct-2305201-QC_CheckSetFull-2025-07-18.pdf. Update: During coordination with the District, the Department of State requested the historical artifacts report as part of their permit conditions. The report was forwarded, reviewed by the DOS POC, and subsequently approved. A copy of the letter is required to be included in the RAI #001 response. Upon further coordination with the District, it was determined that the secondary impacts to wetlands could not be cleared and grubbed. The District is requiring clear-cutting only, with no disturbance to the soil, remaining stumps, or root systems. The team is updating the plans and specifications accordingly. In addition, there will be a moratorium on any clearing at all between the Months of May 1 and July 1 during the year of construction due to the Tri-colored Bat mating season, which suitable habitat was discovered in subsequent field reviews. This information must be included in the plans and specifications as well as RAI #001 submittal forthcoming. Update: All that is left to do is to upload the RAI #001 response to comments, once the wetland field review is completed by the SWFWMD and YBE. Then the team will complete its internal QC reviews, and forward to the Airport for an external review. Since the civil design is nearly completed, the plans will sit on the shelf until next year, when the over-arching NEPA reviews are completed. Update: Status is the same as above except that the team may need to adjust the wetland boundaries on the plans, and possibly adjust storm water quality calculations due to the new rules coming into effect on December 28, 2025.

~~Update: Plans will be changing slightly due to the new information and additional requirements discussed above. So additional effort will be required to bring the construction plans in line with this information. The goal is to resubmit with the RAI by the end of this week, early next week. Update: The team received RAI 002 from SWFWMD which contained seven (7) comments. 3 of the 7 comments the team had already addressed in the initial submittal to the District. 3 of the 4 remaining comments related to the removal of information from the plans. The main comment, as suspected, was the requirement to comply with the new TN and TP quality requirements, which the team is working on. It requires the recalculation of treatment volumes, and adjustment of the control structure design. 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 Thursday April 2, 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.

~~Additional fees have been incurred to comply with permit requirements including the Avigation Easement Surveys, additional topographic and wetland surveys in the amounts detailed below.~~

Additional Wetland Flagging – Young Bear Environmental (YBE)	\$ 2,000.00
Additional Topographic Survey – GF Young Surveying, Inc. (GFY)	\$ 21,500.00
Avigation Easement Surveys – GF Young Surveying, Inc. (GFY)	\$ 8,600.00
Total Additional Sub-Consultant Services	\$ 32,100.00

III. New Two-Tank Fuel Farm Project + Generator Set – ~~A federal pre-application was formulated and submitted to FAA for the design of two new fuel tanks, truck turn-around, waste oil tank, and truck containment. FDOT was copied for programming in FY 2025. Update: Federal pre-applications were updated to include an Emergency Standby Engine Generator Set in order to capture expiring 2022 BIL AIG funds at the request of the Airport and FAA. The project qualified for a Categorical Exclusion, and therefore will not require a separate environmental assessment by the FAA. Update: The next step is for AVCON to formulate a design scope/fee proposal, schedule, and grant application and submit it to the Airport. The deadline is April 28. The team is working on the grant application this week and will forward to the Airport by Friday. Update: Completed. Federal application is under FAA review for funding. Grant award announcements are expected not later than October 1, 2025. Update: FAA Grant offer received last week. The next step is for the City to return the offer signed back to FAA. Then the FAA will send the final version usually via secure service via email. Update – Completed. The next step is to ask for matching funds from FDOT, to be sent back to the CC along with the design scope of work for the consultant. Update: The Federal pre-application was forwarded to the FAA for the construction grant on Monday October 6, 2025 by the deadline. The next step is for the City to authorize the engineering design contract and upload to JACIP for FDOT approval. This is an FAA track design, so the schedule will be to design in the winter and spring, get bids by May 31, 2026, and submit a follow-on grant application by June 1, 2026 for the construction and construction engineering. The anticipated construction cost based on JACIP estimates is \$1.7M. Update: There will be an ACIP meeting held with the FAA on November 13 to discuss the 3 – 5 year capital projects plan. FAA indicated that there may be a shortfall in available funds for the Fuel Farm / Genset construction since the entire AIG budget is less than the current estimate. The project is not eligible for AIP funds, so the gap may need to come from the FDOT. Update: The ACIP meeting was held with FAA and FDOT regarding all projects. AVCON will be adding a rehabilitation project to include the existing apron and T-Hangar Taxilanes, which is FAA's current priority. We will also add/adjust the new apron expansion per the Airport Layout Plan / Airport Master Plan. A field study was held by the electrical group to kickoff the design. We have requested some information from the Airport to keep the design rolling. Due to the nature of the Fuel Farm/Genset project, AIG can only be used on the Fuel Farm, and AIP only on the GenSet, both totaling approximately \$1.1M. So we may have a 600K shortfall, which we discussed requesting~~

~~from FDOT.~~ FAA has asked us to split up the pre-applications into two to track the funding separately (work in progress). Update: JACIP updates have been completed as requested by FAA. Electrical group will require a second field study in order to understand exactly how the fuel farm will be powered, etcetera. The next submittal date on the design schedule is a 60% stage submittal on February 13, 2026. – **COMPLETED.** Update: 90% plans were delivered to the Airport Friday April 3, 2026 and the project design is on schedule.

- IV. New Rotating Beacon – Design/Construction** – ~~FDOT will participate on a new Rotating Beacon Project at the Airport. Estimates have been forwarded and the Project created in JACIP. Update: A PTGA has been offered by FDOT, accepted, and executed for the project by the City/Airport. The next step is to formulate an engineering scope, fee, and schedule for review and approval by FDOT and the Airport/City (work in progress). Update: Work in progress to formulate an engineering scope of services – coordinating internally with electrical group. No change – hope to have this scope to the Airport/FDOT prior to Sept 1, 2025 for review. Update – work in progress – behind schedule. Update: This is an FDOT funded project. The next step is for the City to authorize the engineering design contract and upload to JACIP for FDOT approval. The scope is anticipated to be sent in this week for review and approval by the City, then JACIP upload to FDOT. A design schedule will be forwarded to City Staff to share with the Board members. Update: Both scopes were sent in by the design team and executed by the City. The scopes were then uploaded to JACIP for review and approval by the FDOT. The team did receive approval through the JACIP system via email. The next step is to formulate a schedule for the project and forward to the Airport – work in progress. Update: The field review was completed along with the Fuel Farm/Vault study, and the project has been kicked off on design. AVCON will formulate the schedule and forward to Airport staff. Update: 60% Submittal schedule for February 13, 2026. – **COMPLETED.** 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.~~
- V. Apron Expansion Projects:** ~~These projects are slated for 2027-2029 timeframe and appear to need updating for costs for that period, due to recent changes in inflation, tariffs, materials shortages etcetera. Update: These projects, and their advancement will be discussed with FDOT and FAA at the upcoming ACIP coordination meeting. Update: Projects are already in the JACIP and the estimates will be updated along with the years as according to FAA priority. See FAA notes below from Stephen Wilson. Update – JACIP programming completed.~~
- VI. Flight School Hangar Study** – Planning team received latest information from the tenant and determined there was enough information to perform the Categorical Exclusion and 7460-1 studies to obtain FAA environmental and airspace permits. The next step is to survey the leasehold prior to implementation of the studies by AVCON. 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).
- VII. FDOT ACIP Meeting** - Update: Held Wednesday March 25, 2026 with Dawn Gallon. – JACIP Modifications have been **COMPLETED.** See handouts for complete information; Summary –

Uploaded supporting deliverable documentation for payment of invoicing, moved out-year AMPU studies from 2030/2035 to 2032/2037 based on upcoming 2027 AMPU.

- VIII. New Airport Administration/Terminal Building – Update:** *Received the PTGA. The City and AVCON held a design review meeting with the Hardee County Fire Chief regarding the requirements for fire approval. See the following notes. The Design Team is working on a contract scope of services for FDOT/City review based on this information.*

Preliminary Design Kickoff Meeting Notes:

Hardee County Fire Official:

1. Facility need not be sprinkled if less than 12,000 sf and meeting material code minimums (concrete block, steel with drywall etcetera – check FBC and NFPA/NEC latest editions)
2. Min Number of fire extinguishers = 2 preferably at exits\egress, but egress calculations per code.
3. Provide provision for capability to install a sprinkler system retro-actively for when the deep well is constructed (within 1 – 2 years). Indicated a stub up and space for future standpipe\fire pump with cap.
4. *May not show any type of overnight “sleeping” room or quarters for pilots at this time until the facility is sprinklered.*
5. Fire Alarm with 911 alert capability via cell service and heat\smoke detector systems required with normal Knox access etcetera. They use a local outfit for security – Safeguard security.
6. Radio signal strength repeater may be required; you can test for this but might be best to just provide it.
7. Clean agent system (not Halon) for server/tech closet.
8. They will require Technology (RJ45 jacks\networking\server IT closet) for the pilot computers, AWOS feed, and tied back into the City system.
9. Will need a security and camera system. – check local “Safeguard”
10. They may want to consider a small space for intermittent rental car service counter.
11. Plumb sanitary and HVAC for future café or restaurant retrofit – potentially pending budget review. Grease traps and grease hood with ansul suppression system would be required to be retrofitted.

- IX. New 20 Unit T-Hangars – 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.*

- X. Airport Deep Well Project - Update by City Staff (not an AVCON project).**

ATTACHMENTS:

1. FDOT ACIP Meeting Handouts

2. JACIP Snapshot showing FDOT ACIP Meeting requested changes implemented.
3. RW 36 Extension - Latest Agenda and minutes from the biweekly NEPA meeting of Mar 26, 2026.
4. Ftp Link to latest Runway 36 and other project plans (note the password information changed):

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.



Integrated Facility Module

Wauchula Municipal Airport
Logout | Support | Version 2.1.13

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Pavement

Projects

Project Listing

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Balances

Projects Status [All](#)

Fund Type

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[Add New](#) | [Deficiencies](#)

Reports

FAA Eligible [All](#)

FAA Funding Requested [All](#)

Last modified by Russell Holliday on 3/31/2026 10:27:28 AM

Training

FAA Training

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	2	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	1	2	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	1	2	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	2	Extend Runway 36 1200 LF - Study	2025	\$447,059	2023 - 2025	\$450,000	☐	☐	☐
PFL0013979	452061-1	1	1	Fuel Farm - DESIGN	2025	\$167,369	2025 - 2026	\$1,100,000	☐	☐	☐
PFL0015163	456437-1	1	2	Rotating Beacon and Tower - Design/Construction	2025	\$325,000	2025	\$325,000	☐	☐	☐
PFL0013981	-	1	1	Fuel Farm - CONSTRUCTION	2026	\$1,667,000	N/A	\$0	☐	☐	☐
PFL0015341	457189-1	1	2	Airport Terminal Improvements	2026	\$1,750,000	2026	\$1,750,000	☐	☐	☐
PFL0015342	457191-1	1	2	Airport T-Hangars Improvements	2026	\$5,000,000	2026	\$5,000,000	☐	☐	☐
PFL0006342	-	2	2	Airport Master Plan Update A/MPU/AGIS - 2027	2027	\$360,000	N/A	\$0	☐	☒	☐
PFL0014510	-	1	2	Design/Build 10 Unit T-hangars	2027	\$3,000,000	N/A	\$0	☐	☐	☐
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	-	1	2	Rehabilitate Taxiways \ Taxilanes - Design	2028	\$169,200	N/A	\$0	☐	☐	☐
PFL0010740	-	1	2	Industrial Park Access Road-Design	2029	\$60,000	N/A	\$0	☐	☐	☐
PFL0012907	-	2	2	Obstruction Removal - Trees	2029	\$350,000	N/A	\$0	☐	☐	☐
PFL0015498	-	1	2	Rehabilitate Apron - Construction	2029	\$2,107,024	N/A	\$0	☐	☒	☐
PFL0015500	-	1	2	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	-	1	2	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	-	1	2	Design/Build 10 T-Hangars	2031	\$3,000,000	N/A	\$0	☐	☐	☐
PFL0000762	-	1	1	Acquire Land for Construction of new Runway 5-23 (Phase 1)	2032	\$2,378,000	N/A	\$0	☐	☐	☐
PFL0010745	-	1	1	Airport Master Plan Update - 2032	2032	\$400,000	N/A	\$0	☐	☐	☐
PFL0004418	-	1	1	Environmental Mitigation for new Runway 5-23	2033	\$250,000	N/A	\$0	☐	☐	☐
PFL0006239	-	1	1	Acquire Land for Runway 5-23(Phase 2)	2034	\$2,497,000	N/A	\$0	☐	☐	☐
PFL0009929	-	1	1	Design Apron Expansion - Phases 3 and 4	2035	\$100,000	N/A	\$0	☐	☐	☐
PFL0000767	-	1	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	-	1	2	Site Development Utilities	2037	\$2,400,000	N/A	\$0	☐	☐	☐
PFL0008887	-	1	1	Runway 5-23- new Construction	2037	\$9,650,000	N/A	\$0	☐	☐	☐
PFL0011328	-	1	1	Airport Master Plan Update - 2037	2037	\$400,000	N/A	\$0	☐	☐	☐
PFL0006341	-	1	2	Design and Construct 10 T-Hangars	2038	\$3,000,000	N/A	\$0	☐	☐	☐
PFL0009930	-	1	1	Construct Apron Expansion - (Phase 4)	2039	\$500,000	N/A	\$0	☐	☐	☐
PFL0010746	-	1	1	New Industrial Park Access Improvements- DESIGN AND CONSTRUCTION	2041	\$1,775,000	N/A	\$0	☐	☐	☐
PFL0010747	-	1	1	Taxiway/ Taxilane (Phase2)- DESIGN & CONSTRUCTION	2042	\$550,000	N/A	\$0	☐	☐	☐

JACIP Review — all tracked changes comments by FDOT (D.Gallon) or AVCON, Inc (R.Holliday, PE) on 03/30/26 – 03/31/26 – yellow highlight – still to do, blue highlight – completed as requested for FDOT review.

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450840-1 Airport Improvements

➤ Missing Documents

- o Executed Design Agreement – Uploaded by J. Eason on 08/16/23; reuploaded by R. Holliday, PE – AVCON on 03/30/26.
- o Plans (if available) – Uploaded by R. Holliday, PE – AVCON on 03/30/26.
- o Engineer's Cert – Uploaded by R. Holliday, PE – AVCON on 03/30/26.
- o Bid docs and tabs (if available) – Uploaded by R. Holliday, PE – AVCON on 03/30/26.
- o Project Schedule (if available) – Uploaded by R. Holliday, PE – AVCON on 03/30/26.

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452061-1 Fuel Farm\Genset

➤ Missing Documents

- o CCNA – By City
- o Scope – By City
- o Uploaded latest 60% Plans - by R. Holliday, PE – AVCON on 03/30/26.

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452062-1 Runway 36 Extension Study

➤ Missing Documents

- o Plans (if available) – Russ will upload as soon as Planning combines the biological assessment reports with the remainder of the documents. – completed 03/31/26.

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456437-1 Rotating Beacon & Tower

➤ Missing Documents

- o CCNA – By City
- o Scope – Uploaded work scope 03/30/26 - Uploaded AVCON Scope 10/10/25 - R. Holliday, PE - AVCON
- o Plans (if available) – Uploaded 90% Plans 03/30/26 – R. Holliday, PE - AVCON

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Action Items

- ❖ Delete separate Design & Construction projects unless FAA requested – Completed - all FDOT only projects are combined design\construction. FAA projects must be separated due to the project amounts and time needed for design – since FAA requires apps based on bids City cannot afford to front construction costs prior to June 1 each year. There is not enough time or money available to the City\Design team between grant issuance in Sept-Oct timeframe and June 1 to design and construct a project.
- ❖ Update costs and years on all projects – recently updated based on ACIP meeting with FAA. – completed previously. Moved 2030 and 2035 AMPU to 2032 and 2037 based on upcoming 2027 AMPU.
- ❖ Upload FAA preapps, apps & grants to “general documents” – Completed by R.Holliday, PE on 03/31/26 for the following active Federal Projects:
- ❖ 452061-1 Fuel Farm\Genset Design – Grant Application and pre-application
- ❖ Fuel Farm\Genset Construction – Pre-Application (Currently under design)
 - ❖ we will submit a pre-app this fall for the 2027 AMPU
- ❖ JPM Checklist improvement – Make sure documents are uploaded before submitting invoices. Invoices will be rejected if the CCNA and agreements are not uploaded. CCNA \ Work Scope By City... Suggest billing FDOT monthly to show regular progress – comments by AVCON.

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If you do not have invoice for a quarter (90 days), please submit a report.

Attached are the documents I had for the meeting.

Please go in and request the extension for the three projects discussed. Airport improvements, Runway & Taxiway Alpha Expansion & Runway 36 Extension Study. – Completed for all three projects by R.Holliday, PE AVCON Inc on 03/30/26. Also uploaded schedule and latest plans, under review by SWFWMD.

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QUARTERLY REPORTS

1. Provide current status of project and detail progress for this time period.
2. Provide any additional information about future action items, challenges, or changes to this project.
3. Have you submitted an invoice to FDOT in the last 90 days?

If no, please explain why no invoices have been submitted in the last 90 days:

You can submit a quarterly summary in JACIP for each of your open projects.

To access the quarterly report questions:

1. Select the project from the JACIP list
2. Select the JPM Tab
3. Select the JPM Checklist Tab
4. Scroll towards the bottom - you will see it shows 'Select Year'
5. Select Quarter -
6. Answer the 3 questions and hit "Submit", this will automatically send a notification to me.
7. I will review, and you will receive a follow up notification, letting you know if the project is in compliance or if we're missing any documentation.

Compliance Review	
Project is in compliance:	☒ Yes ☐ No ☐ Review Pending
If No, describe corrective action(s) to be taken:	

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MEETING AGENDA

Monthly Coordination Meeting

Thursday, March 26, 2026

Teams Meeting

Agenda Items

- Section 7 Consultation with USFWS
 - February 10th: FAA initiated consultation with USFWS. No response yet.
 - One of the final pieces needed before submitting the Documented CATEX to FAA.
- Tribal Consultation
 - February 18th: FAA initiated consultation with three (3) tribes. Responses requested by March 20th (30 days from FAA's request). No responses yet.
 - I will coordinate with Heather to document the consultation and any responses.
- Documented CATEX.
 - Analyses and information from the Draft EA has been transferred to the Documented CATEX. Topics and questions specific to the DCE form have been answered.
 - Outstanding Items:
 - Final Section 7 consultation and completion of this section.
 - Final WMD permit (DCE can be submitted without this being finalized).
 - Response from NRCS on the farmland review (FAA sent request on 3/16).
- Updates on Avigation Easements
- Updates from Russ