

On September 18, 2023 the City of Wauchula Airport Advisory Board met for its regular meeting at 1:30 p.m. in the Commission Chambers, Suite 105 of Historic City Hall located at 225 East Main Street, Wauchula, Florida.

Board members present were, Vice-Chairman Michael Gillispie, Ward Grimes and Mike Wilkinson. Chairman Lavon Cobb and board member Steve Johnson was absent.

Also present were Deputy City Manager John Eason and City Clerk Stephanie Camacho.

Gillispie declared a quorum and called the meeting to order.

Approval of the Agenda

Wilkinson motioned to approve the agenda, seconded by Grimes.
With no discussion, Gillispie called for all in favor, all responded aye.
For those opposed, no response. Motion carried.

Approval of the Minutes of August 7, 2023

Wilkinson motioned to approve the minutes, seconded by Grimes.
With no discussion, Gillispie called for all in favor, all responded aye.
For those opposed, no response. Motion carried.

Disadvantaged Business Enterprise Goals and Methodology Presentation

The 2024-2026 report was presented virtually by AVCON.

Russ Holiday – AVCON

Holiday was present and provided updates on the following projects. Further details are attached to these minutes.

- **Taxiway A Rehab Construction Update**
- **AWOS II Construction Update**
- **Terminal Building and T-Hangar Update**
- **Runway 36 Feasibility Study Update** - This item was pulled from the agenda.
- **Runway 36 Extension Update**
- **JACIP Updates**

Comments from the Public

No one was present for public comment.

With no further business to discuss, Cobb adjourned the meeting at 2:14 p.m.

Michael Gillispie, Vice-Chairman

City Clerk Stephanie Camacho

CITY OF WAUCHULA MUNICIPAL AIRPORT ADVISORY BOARD MEETING

PROJECT REPORT

MONDAY, September 18 2023 AT 1:30 P.M.

CITY COMMISSION CHAMBERS, SUITE 105

225 EAST MAIN STREET, WAUCHULA, FLORIDA

Advisory Board Members	
Lavon Cobb, Chair	Absent
Michael Gillispie, Vice-Chair	
Ward Grimes	
Stephen Johnson	Absent
Mike Wilkinson	

City Administration	
City Manager Olivia Minshew	
Deputy City Manager John Eason	
City Clerk Stephanie Camacho	

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: August 7, 2023

DBE goals + methodology presentation

I. *Taxiway A Rehab Construction update – Russ Holliday, AVCON (in blue italics type)*

- A. *Notice to Proceed was Issued for April 3, 2023 for 150 calendar days. The original date of substantial completion is August 31, 2023, notwithstanding the 28 – 30 calendar day stop-time period for pavement curing prior to full painting. The contractor is over time. The City and Engineer have put forward a request for additional time with Change Order #1 due to RFIs and Hurricane Idalia, which includes a small cost request for some unforeseen drainage impacts. Final completion is therefore anticipated to be October 30, 2023, after which liquidated damages for loss of use will be charged at \$500/day. At this time, approximately*

- 169 calendar days have elapsed with 11 calendar days remaining to substantial completion, and 44 calendar days to final completion.
- B. Shane Swingle of AVCON is the Resident Project Representative inspector for the project.
 - C. Currently the project is in Phase 2, performed out of sequence to promote access to the runway. We are paving the south section of Taxiway Alpha, but the paving is going slower than expected.
 - D. Current activities include electrical/lighting, vault site prep, pre-cast vault delivery, preparing subgrade, shell subbase, and limerock base with prime coat, and paving.
 - E. See attached the latest schedule.

II. AWOS II Construction Update

- A. The project is physically complete and we are processing the final pay applications and close out reports. We have requested the FAA commissioning paperwork. FAA asked us to review the AWOS OMM manuals which have been forwarded to our electrical team to review and stamp as appropriate.

III. Terminal Building and T-Hangar Update

- A. T-Hangars: AVCON has received a signed contract from the City and we are engaging subcontracts with our Geotech and survey professionals. As soon as those contracts are signed, we will forward a design schedule to the City through staff.
- B. Terminal Building: AVCON updated the interior schematic design based on the discussion at the second staff review meeting and delivered to City staff. AVCON has completed a structural inspection and has provided a summary briefing of next steps, attached. This effort is being led by City Staff as there is no money to have it designed by AVCON. The idea is that it will spearheaded by a remodeling or home builder based on the final schematics by the City.
- C. 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.

IV. RW 36 Extension Update

- A. The team has been working diligently with the online survey and requests for support letters from Streamsong, other Airport Users, State representatives and their staff. The next step after the justification portion is the NEPA/Focused Environmental Assessment portion of the Study.
- B. The City has received FDOT funding for the design and first phase of construction of the Extension project. AVCON is working up the scope of services and formulating subconsultant scopes for survey, Geotech, and environmental sciences

review/permitting (biotech engineering). The next step is to submit the design scope proposal to the City and FDOT for review and approval. FDOT has order the team to start work within 90 days of execution of the PTGA, regardless of the status of the Justification/NEPA study progress.

V. JACIP Updates

- 1. FDOT asked us to update the JACIP program, which is attached. In order to make room (time) for the FDOT projects on-going the Jet-A tank project and Airport Master Plan Update (AMPU) were pushed out one year. As a result, mid and long term projects were pushed out one year.*

ATTACHMENTS:

Construction Progress Meeting TW A Project

Construction schedule from Dickerson (Taxiway Alpha Rehab)

JACIP Update

Adjourn 2:14pm



WAUCHULA MUNICIPAL AIRPORT - CHN
TW A Rehabilitation and RIMS- 2018.052.02 - FAA AIP 3-12-0084-018-2021
CONSTRUCTION PROGRESS MEETING 007
Thursday, Aug 31, 2023 10:30 am

City Manager:	Olivia Minshew, CHN
Dep City Manager – Main Contact:	John Eason, CHN
Airport Manager Main Contact:	Ward Grimes, CHN
Design Project Manager:	Russ Holliday, PE AVCON, Inc.
Design – Inspector:	Shane Swingle, AVCON, Inc.
Design – Engineering Support:	Vincent Alison, EI AVCON, Inc.
Construction Project Manager – Main Contact:	John Pluswick, Dickerson
Construction Surveyor:	Bill Frederick, Dickerson
Electrical SubContractor:	Andrew Guajardo, Eau Gallie Electrical

AGENDA / Minutes

1. NTP was issued for **April 3, 2023**. Contract time for this project is **150** calendar days. The scheduled substantial completion date is **August 31, 2023**, notwithstanding the stop clock/time letter for pavement curing period of 30 calendar days. This is calendar day **150**. There are **0** calendar days to substantial completion. There are **30** calendar days to final completion more or less depending for pavement curing period, depending on actual date of final paving. Final completion date is September 28, 2023. Liquidated damages begin pending final paving date during original contract period.
2. **Previous Meeting Minutes:**
None for CPM 005
3. **Urgent Matters:**
Paving Phase 2 on the 12 th.
Pay App 007 – Aug 2023 received draft
Wind-cone circuiting plans (AVCON to Airport)
RPR coverage – Shane back Sept 11; Patrick covering till then.
Barricades back, cleaning up, rain \ flooding, closed areas shut back down

Pay App 006 – July 2023 – cleared by RPR – will process today
Schedule – Need ASAP
3 weeks for paving Phase 2
Tie-ins for Runway closure
Russ to let the team know about the exact RPR coverage
4. **Work completed over the last few week(s) – refer to updated schedule:**
Subgrade completed and base rock
Working shoulders, roughing in
Electrical cans\conduits crews off this week due to storm H Idelia
Most of the subgrade done in current Phase
East side of TW A lights are almost done
Moving to the west side next week



Junction and sign pads poured
Base replaced
Milling and crack sealing done/stripped shoulders
All pipe work completed for this phase

5. **Planned work over the next two weeks (Dickerson – attach schedule):**

paving
fine grading and sod
temporary striping
then phase 1 - which will require NOTAMs
Phase 1 about 3 weeks out.

60 cal days for Phase 1 – can claim named storm days and days for RFIs

Paving planned in next period
Base, tack, subbase
Installing lighting and conduit down the alignment
New vault on site (delivered)

P

6. **Submittals (refer also to the Submittal Log Online)**

a. **Shops – Under Review:**

Need foundation design submittal. Slab design will be only about a week's worth of work to prep.

b. **Shops – Reviewed:**

Shop 030 B- sealed foundation plans **-Returned.**
Shop 029 – Shell subbase – Returned

Possibly submit to the county for construction side permit

7. **Requests For Information \ Engineer's Supplemental Instructions**

RFIs: Processed RFI 001 – 015;

RFI 011 – wind cone – closed. FAA declined to participate. AVCON and City working on solution.

RFI 015 – Vault foundation questions – Returned via email 07/19/23 – cover sheet for the file

RFI 011 – current plan is to leave in place and lower conduit, add ground wire.



Change Orders: FAA declined to participate. City and AVCON working on solution. Dickerson did perform some work items. To get to Russ for review. Change Order #1 being formulated by Contractor for review for changes directed by or approved by Engineer. Still working based on RFIs—ongoing.
To include RFI Q11 latest. Latest should be based on installing ground wire and lowering conduit—verifying with electrical group—windcone clarifying RFI. Sent to FAA for review.

8. **Pay Applications:** Received August draft today.

Processing July 2023 today – Completed.

9. **Security & Safety Issues:**

All good so far through the storms.
All good

10. **Coordination with Airport Operations – NOTAMS for Upcoming Work-Week:**
taxiways that are closed for current phase to the south.

NOTAMS

TW A closed From TW A-4 to TW A-2 (TW A-2 Open and north)

TW A-4 Closed

TW A-3 Closed

TW B-3 Closed

TW B-4 Closed

No changes; extended the dates out to cover. Paving plan adjustments to be submitted as soon as received from AJAX.

11. **Open Discussion/New Business/Old Business/Next Meeting Date:**

Pay app includes stored materials for vault building; all electrical pre-installed. Application includes receipts and invoices.

Olivia mentioned that she'd like to know when the grant expires. Russ indicated he would look that up and get the information to her.

Next meeting will be Thursday September 21~~14~~, 2023 at 10:30 am.

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WAUCHULA MUNICIPAL AIRPORT - CHN
TW A Rehabilitation and RIMS- 2018.052.02 - FAA AIP 3-12-0038-042-2022

CPM ATTENDANCE

Present	Name	Affiliation	email
X	Russ Holliday	AVCON	rholliday@avconinc.com
X	Ward Grimes	CHN	wgrimes@cityofwauchula.com
X	John Eason	CHN	jeason@wauchulapolice.com
X	John Pluswick	Dickerson	jpluswick@DFIFL.com
X	Shane Swingle	AVCON	sswingle@avconinc.com
X	Benny Shepherd	Dickerson	bshepherd@DFIFL.com
	Brenda Paquette	Dickerson	bpaquette@DFIFL.com
	Cindy Cheatham	Dickerson	ccheatham@DFIFL.com
X	Jay Rex	Dickerson	jrex@DFIFL.com
X	Olivia Minshew	CHN	ominshew@avconinc.com

Project ftp link

Wauchula

Copy + paste the link into your Windows Explorer or Internet browser URL

<https://av-sma.avconinc.com>

Domain:

LocalDomain

Login:

Wauchula

Password:

2OpenFTP@Wauchula

All entries are case sensitive

The City of Wauchula

Schedule Update

Data Date: 23-Aug-23

Activity ID	Activity Description	Org Dur	Rem Dur	Start	Finish	% Compl	Total Float	2023	2024
Rehab, Mark, Sign & Light Taxiway A & Phase 0									Jan
A0110	Establish storage areas	23	0	01-Mar-23 A	05-Dec-23	100%	-48		
A0120	Setup survey control	13	0	01-Mar-23 A	17-Mar-23 A	100%			
A0130	Mobilization	5	0	20-Mar-23 A	24-Mar-23 A	100%			
A0200	Notice to Proceed	5	0	27-Mar-23 A	31-Mar-23 A	100%			
Phase 4 - TWA and TL B north of TW									Dec
E0100	Shift MOT to close Phase 4 area	43	0	20-Mar-23 A	17-May-23 A	100%			05-Dec-23, Reha
E0110	Strip and stockpile topsoil	1	0	27-Mar-23 A	27-Mar-23 A	100%			
E0120	Perform electrical demo	15	0	28-Mar-23 A	17-Apr-23 A	100%			
E0130	Perform ex. drainage demo	15	0	28-Mar-23 A	17-Apr-23 A	100%			
E0135	Construct drainage crossing / extensions	10	0	20-Mar-23 A	31-Mar-23 A	100%			
E0140	Perform milling & full depth paving demo	10	0	20-Mar-23 A	31-Mar-23 A	100%			
E0150	Perform asphalt crack repair	3	0	24-Apr-23 A	26-Apr-23 A	100%			
E0190	Construct compacted subgrade	2	0	27-Apr-23 A	28-Apr-23 A	100%			
E0200	Construct compacted subbase	10	0	03-Apr-23 A	14-Apr-23 A	100%			
E0210	Install base course & prime	5	0	17-Apr-23 A	21-Apr-23 A	100%			
E0220	Grade swales / shoulders	5	0	24-Apr-23 A	28-Apr-23 A	100%			
E0225	Construct concrete ditch paving	10	0	18-Apr-23 A	01-May-23 A	100%			
E0230	Install lighting conduits / cans	1	0	02-May-23 A	02-May-23 A	100%			
E0240	Install sign pads	10	0	21-Apr-23 A	04-May-23 A	100%			
E0260	Pave asphalt	5	0	05-May-23 A	11-May-23 A	100%			
E0270	Temporary striping	2	0	05-May-23 A	08-May-23 A	100%			
E0280	Install sod	2	0	09-May-23 A	10-May-23 A	100%			
E0280	Install sod	5	0	11-May-23 A	17-May-23 A	100%			

Remaining Level of Effort
 Actual Level of Effort
 Actual Work
 Remaining Work
 Critical Remaining Work

Milestone
 Summary

Dickerson Florida, Inc.

TASK filter: All Activities

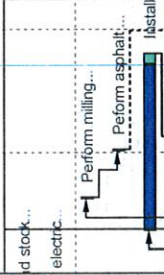
The City of Wauchula

Schedule Update

Data Date: 23-Aug-23

Activity ID	Activity Description	Orig Dur	Rem Dur	Start	Finish	% Compl	Total Float	Jul	Aug	Sep	Oct	Nov	Dec	2024 Jan
Phase 3 - Taxiway A from TW B3 to pæ														
D0100	Shift MOT to close Phase 3 area	37	0	03-Apr-23 A	23-May-23 A	100%								
D0110	Strip and stockpile topsoil	1	0	03-Apr-23 A	03-Apr-23 A	100%								
D0120	Perform electrical demo	10	0	04-Apr-23 A	17-Apr-23 A	100%								
D0130	Perform ex. drainage demo	10	0	04-Apr-23 A	17-Apr-23 A	100%								
D0135	Construct drainage crossings	10	0	04-Apr-23 A	17-Apr-23 A	100%								
D0140	Perform milling & full depth paving demo	1	0	27-Apr-23 A	27-Apr-23 A	100%								
D0150	Perform asphalt crack repair	1	0	01-May-23 A	01-May-23 A	100%								
D0160	Install lighting conduits / cans	5	0	05-May-23 A	11-May-23 A	100%								
D0170	Install sign pads	5	0	12-May-23 A	18-May-23 A	100%								
D0190	Construct compacted subgrade	5	0	18-Apr-23 A	24-Apr-23 A	100%								
D0200	Construct compacted subbase	7	0	25-Apr-23 A	03-May-23 A	100%								
D0210	Install base course & prime	7	0	04-May-23 A	12-May-23 A	100%								
D0220	Grade swales	14	0	25-Apr-23 A	12-May-23 A	100%								
D0230	Pave asphalt	2	0	15-May-23 A	16-May-23 A	100%								
D0240	Temporary striping	2	0	17-May-23 A	18-May-23 A	100%								
D0250	Install sod	3	0	19-May-23 A	23-May-23 A	100%								
Phase 2 - Taxiway A between TW A3 &														
C0100	Open runway and close TWA south of TV	41	15	24-May-23 A	12-Sep-23	-46								
C0110	Strip and stockpile topsoil	1	0	24-May-23 A	24-May-23 A	100%								
C0120	Perform electrical demo	15	0	25-May-23 A	15-Jun-23 A	100%								
C0130	Perform milling & full depth paving demo	15	0	25-May-23 A	15-Jun-23 A	100%								
C0140	Perform asphalt crack repair	1	0	20-Jul-23 A	20-Jul-23 A	100%								
C0150	Perform asphalt crack repair	1	0	01-Aug-23 A	01-Aug-23 A	100%								
C0150	Install lighting conduit / cans	10	3	12-Jul-23 A	25-Aug-23	70%	-43							

12-Sep-23, Phas...



Remaining Level of Effort
 Actual Level of Effort
 Actual Work
 Remaining Work
 Critical Remaining Work

Milestone
 Summary

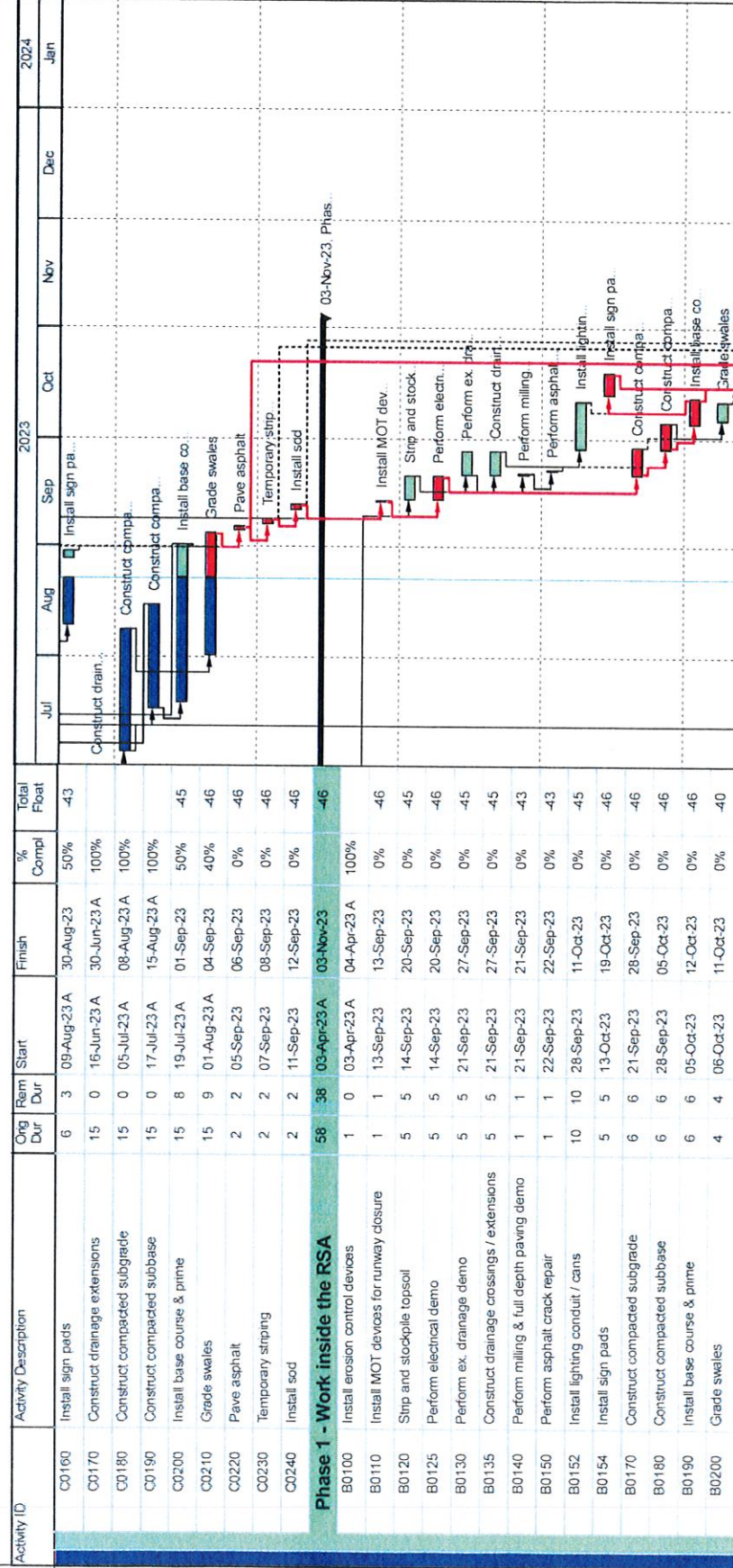
Dickerson Florida, Inc.

TASK filter: All Activities

The City of Wauchula

Schedule Update

Data Date: 23-Aug-23



Remaining Level of Effort
 Actual Level of Effort
 Actual Work
 Remaining Work
 Critical Remaining Work

Milestone
 Summary

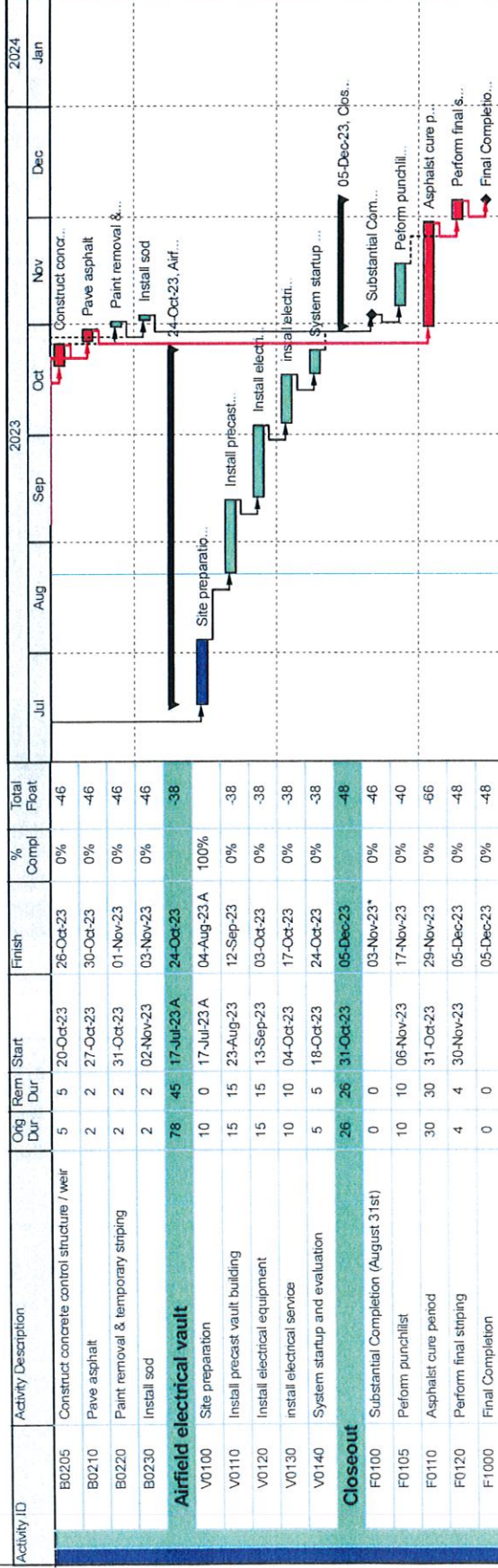
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TASK filter: All Activities

The City of Wauchula

Schedule Update

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Remaining Level of Effort
 Actual Level of Effort
 Remaining Work
 Critical Remaining Work

Milestone
 Summary

Dickerson Florida, Inc.

Page 4 of 4

TASK filter: All Activities

Based on a 5 day work week

UPIN	FM Item	ARP ST Priority	ARP FED Priority	Description	Requested Year(s)	Requested	Allocated Year(s)	Allocated	JPM	S	F
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			
PFL0013388	448722-1	1▼	1▼	Construct AWOS-II	2022	\$375,000	2022	\$286,000			
PFL0013972	452062-1	2▼	▼	Extend Runway 36 1200 LF - Study	2022	\$350,000	2023	\$350,000			
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	\$4,000,000			
PFL0006342	-	1▼	1▼	Airport Master Plan Update AMPU\AGIS - 2025	2025	\$360,000	N/A	\$0			
PFL0013979	452061-1	▼	▼	Design\Build New Fuel Farm Jet-A\Avgas - DESIGN	2025	\$100,000	2029 - 2030	\$900,000			
PFL0013981	-	▼	▼	Design\Build New Fuel Farm Jet-A\Avgas - CONSTRUCTION	2026	\$1,000,000	N/A	\$0			
PFL0006335	448721-1	2▼	3▼	Design Apron Expansions - Phases 1 and 2	2027	\$100,000	N/A	\$0			
PFL0014510	-	▼	▼	Design\Build 10 Unit T-Hangars	2027	\$3,000,000	N/A	\$0			
PFL0006542	-	1▼	2▼	Construct Apron Expansion (Phase 1)	2028	\$500,000	N/A	\$0			
PFL0012906	-	2▼	3▼	Obstruction Removal - Trees	2028	\$350,000	N/A	\$0			
PFL0006338	-	▼	1▼	Construct Apron Expansion (Phase 2)	2029	\$500,000	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			
PFL0010741	-	▼	▼	Industrial Park Access Road-Construction	2030	\$500,000	N/A	\$0			
PFL0010745	-	▼	1▼	Airport Master Plan Update - 2030	2030	\$400,000	N/A	\$0			
PFL0004416	-	1▼	1▼	EA for Runway 5-23	2031	\$400,000	N/A	\$0			
PFL0006334	-	▼	▼	Design/Build 10 T-Hangars	2031	\$3,000,000	N/A	\$0			
PFL0000762	-	▼	1▼	Acquire Land for Construction of new Runway 5-23 (Phase 1)	Project Info Item-Segment: - Project Narrative: The project consists of acquiring land for the construction of a new Runway 9-27.						
PFL0004418	-	▼	1▼	Environmental Mitigation for new Runway 5-23							
PFL0006239	-	▼	1▼	Acquire Land for Runway 5-23 (Phase 2)							
PFL0009929	-	▼	1▼	Design Apron Expansion - Phases 3 and 4	2035	\$100,000	N/A	\$0			
PFL0011328	-	▼	1▼	Airport Master Plan Update - 2035	2035	\$400,000	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			
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			