

On September 12, 2016 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 Trez Vining, Michael Gillispie and Amy Granda.

Chairman Lavon Cobb, Vice-Chairman Dale Johnson was absent.

Also present were Assistant City Manager Olivia Minshew, Airport Operations Staff Jason Klein, and Police Chief John Eason.

Gillispie and Granda nominated Vining to Chair the meeting.

**Vining declared a quorum and called the meeting to order.**

**Approval of the Minutes of March 7, 2016**

Gillispie motioned to approve the March 7<sup>th</sup> minutes, seconded by Granda.

With no discussion, Vining called for all in favor, all responded aye.

For those opposed no response. Motion carried.

**Project Update – Russ Holliday, Avcon**

Mr. Holliday explained the substantial completion of the project a couple weeks ago and recently did a comprehensive inspection with the contractor on-site which created a punch list which they are currently working on. He also advised the liquidated damages should be wrapping up September 30 and slightly elaborated on the subject.

Mr. Holliday explained the City is to receive grant funding for the runway rehab; the new PAPI and runway lights for the edge & threshold as well as the obstruction removal projects.

**Approval of updated Airport Layout Plan (ALP) – Russ Holliday, Avcon**

The ALP had been updated to show the location of a future AWOS which the Board needed to approve. However, FAA gets final approval.

Gillispie motioned to approve the ALP as presented, seconded by Granda.

With no further discussion, Vining called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

**Grant Announcement for Runway Rehab, PAPI, Obstruction Removal - Design**

Ms. Minshew stated the Commission will accept grant awards totaling \$225,750 from FAA (\$203,175) and FDOT (\$22,575) tonight for this project. The project would therefore be 100% grant funded, no City match would be required.

**FAA Pre-App for Runway Rehab, PAPI, Obstruction Removal – Construction**

Ms. Minshew advised she and Mr. Holliday would work together to prepare the Pre-App to FAA for the construction side of the new design project. The Pre-Apps are due to FAA in November.

**Recommendations for Appointments/Reappointments**

Ms. Minshew stated both Gillispie's term ends at the end of this year and asked if was interested in reappointment. If so, the Board would need to make a recommendation to the Commission to reappoint them for another 3 years. Gillispie agreed to be reappointed.

Johnson's term also ends this year but he was not in attendance.

Granda motioned to recommend the reappointment of Gillispie, seconded by Gillispie.

With no further discussion, Vining called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

**Set date for Annual Meeting in January 2017**

Ms. Minshew advised the Board they are to meet each January for their annual meeting to elect the Chair and Vice-Chair. The first Monday of January, the City offices are closed for New Year's Day. She asked if the Board would like to set the date for the 9<sup>th</sup> of January, 2017.

Gillispie motioned to approve setting the date for January 9, 2017, seconded by Granda.

With no further discussion, Vining called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

**Comment from the Board**

Vining congratulated Granda on her appointment and welcomed her to the Board.

**Comment from the Public**

There was no public to comment.

With no further business to discuss, Cobb adjourned the meeting at 2:10 p.m.

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Olivia Minshew, Assistant City Manager