



Ocala Airport Advisory Board Agenda - Final Tuesday, July 14, 2026

Meeting Information

Location

Council Chambers
110 SE Watula Ave
Ocala, FL 34471

<https://www.ocalafl.gov/meetings>

Time

9:00 AM

Board Members:

Terry Crawford
H. Randolph Klein

Kevin Reed
Thomas Smallen

Staff:

Matthew Grow
Airport Director

Jenn Marvin
Board Liaison

WELCOME!

Citizens are encouraged to participate in City of Ocala Airport Advisory Board meetings. Speaker cards should be completed in advance and submitted to staff. Speakers are limited to 3 minutes unless additional time is granted by the Board Chair. When recognized, please state your name and address for the record. Citizen groups are asked to identify one spokesperson.

The City of Ocala encourages civility in public discourse. Please limit comments to the specific agenda item under discussion and direct remarks to the Board. Cell phones should be turned off or set to vibrate.

The order of agenda items may be adjusted if deemed appropriate by the Board.

APPEALS

Any person wishing to appeal a decision made during this meeting will need a record of the proceedings. It is the responsibility of the appellant to ensure that a verbatim record is made, including all testimony and evidence upon which the appeal is based.

ADA COMPLIANCE

If reasonable accommodations are needed to participate in this meeting, please contact the City Manager's Office at 352-629-8401 at least 48 hours in advance so arrangements can be made.

1. Invocation
2. Pledge of Allegiance
3. Roll Call
4. Consideration of Minutes
 - a. [June Minutes AAB Meeting](#)
5. Unfinished Business
6. New Business
 - a. [Masterplan Project Presentation](#)
 - b. [Resolution to accept Federal Aviation Administration Airport Improvement grant to design Taxiway A Holding Bay in the amount of \\$178,558](#)
 - c. [Second Amendment to agreement with McFarland Johnson, Inc for continuing professional general aviation engineering services](#)
 - d. [Second Amendment to agreement with Infrastructure Consulting & Engineering, PLLC for continuing professional general aviation engineering services](#)
7. Airport Director's Report
 - a. FDOT Pond Relocation Design
 - b. MALSR/RPZ RY36 Grading Grant Application for Construction
 - c. A9 Driveway Permitting
 - d. T-Hangar Campus Rehab Permitting
 - e. A12 Infrastructure Funding
 - f. Concrete Pads Permitting
 - g. TWY-C Phase I Funding/Permitting
 - h. Airshow Planning

- i. Fuel and Ops

8. Persons Wishing to Appear

9. Persons Wishing to Appear Who Are Not on the Agenda

To promote a more orderly flow of business, the Board will limit presentations to three minutes unless additional time has been reserved prior to issuance of the agenda through the Airport Director's Office.

10. Comments by Individual Board Members

11. Comments by Others

12. Adjournment



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1754

Agenda Item #: a.

Submitted By: Jenn Marvin

Presentation By: Matt Grow

Department: Aviation

FORMAL TITLE:

June Minutes AAB Meeting

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence

PROOF OF PUBLICATION:

N/A

BACKGROUND:

N/A

ALTERNATIVE:

- Approve with Changes
- Table
- Deny



110 SE Watula Avenue

Ocala, FL 34471

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Ocala

Airport Advisory Board Minutes

Tuesday, June 9, 2026

9:00 AM

1. Invocation

2. Pledge of Allegiance

3. Roll Call

Present Terry Crawford, H. Randolph Klein, and Thad Boyd III

Absent Thomas Smallen, and Kevin Reed

4. Consideration of Minutes

RESULT: APPROVED

a. Approve Minutes from May 2026

RESULT: APPROVED

MOVER: Terry Crawford

SECONDER: H. Randolph Klein

5. Unfinished Business

a. 2026 OCF Airfield Paint Project in the amount of \$74,328.62

Mr. Grow explained that funding was denied and concluded this project will be self-funded by the airport. Airport will pursue grant on the chance that the new budget year will provide a new opportunity for this project's funding. Mr. Klein asked Mr. Grow to explain what the benefit of the paint project is for Mr. Boyd. Mr. Grow stated that repainting airfield every 5-7 years keeps the paint visible. Mr. Crawford inquired about repainting the t-hangar area. Mr. Grow acknowledged that it is part of another project.

RESULT: APPROVED

MOVER: Terry Crawford

SECONDER: Thad Boyd III

AYE: Crawford, Klein, and Boyd III

b. Award ITN #AIR240448 to GLJ Aviation LLC and Approve Ground Lease Agreement

Mr. Klein asked how long the option is for the GLJ lease. Mr. Grow answered, 5 years and reviewed information for Mr. Boyd. Mr. Klein asked who GLJ principle is? Mr. Grow explained the principle is based out of Ft Lauderdale. Mr. Klein asked for Mr. Grow to interpret A9 for Mr. Boyd. Mr. Grow stated that up to this point GLJ has been the only applicant for A9 development. GLJ is a 30-year term with two 5-year extensions being offered.

Mr. Klein is opposed to a 5-year option. Mr. Grow explained that our lawyers wrote into the contract that in the 5-year period, if a higher offer comes in GLJ can match that offer or the lease goes to the other bidder. Mr. Boyd confirmed that the 5-year lease could be cancelled if a better offer comes in and GLJ does not meet the offer.

Mr. Klein inquired if we are no longer building the AARF fire station. Mr. Grow explained the fire station is going to be just south of the Hexaport.

Mr. Crawford asked how much longer the Hexaport lease is. Mr. Grow stated it is now month to month, the lease expired. Mr. Grow has been negotiating options with Hexaport moving forward, including a possible 2-year lease.

The approved vote reflects that its approval is contingent upon inclusion of a kick-out clause in the option, granting the landlord a right of first refusal. This clause will be incorporated into the lease and will ensure that if a higher offer is received and GLJ chooses not to match that offer, the lease will be terminated.

RESULT: APPROVED

MOVER: Terry Crawford

SECONDER: Thad Boyd III

AYE: Crawford, Klein, and Boyd III

6. New Business

7. Airport Director's Report

- a. N Dev. Access Road DRA Design
- b. MALSR/RPZ RY36 Grading - Design
- c. Terminal Apron Rehab - Construction
- d. Masterplan Update
- e. A9 Driveway
- f. T-Hangar Campus Rehabilitation - Construction
- g. A12 Infrastructure - Design
- h. Concrete Pads - Design
- i. TWY-C phase one
- j. Airshow Planning
- k. Fuel and Ops

8. Persons Wishing to Appear

9. Persons Wishing to Appear Who Are Not on the Agenda

To promote a more orderly flow of business, the Board will limit presentations to three minutes unless additional time has been reserved prior to issuance of the agenda through the Airport

Director's Office.

10. Comments by Individual Board Members

Mr. Crawford and Mr. Klein welcomed Mr. Boyd.

11. Comments by Others

12. Adjournment

There being no further discussion the motion carried by roll call vote.

RESULT: APPROVED

MOVER: Terry Crawford

SECONDER: Thad Boyd III

AYE: Crawford, Klein, and Boyd III



Ocala

Legislation Text

110 SE Watula Avenue
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File #: 2026-1751

Agenda Item #: a.

Submitted By: Jenn Marvin

Presentation By: Gavin Fahnestock, McFarland Johnson

Department: Aviation

FORMAL TITLE:

Masterplan Project Presentation

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence, Quality of Place

PROOF OF PUBLICATION:

N/A

BACKGROUND:

N/A

FINDINGS AND CONCLUSIONS:

N/A

FISCAL IMPACT:

N/A

PROCUREMENT REVIEW:

N/A

LEGAL REVIEW:

N/A

ALTERNATIVE:

- Approve with Changes
- Table
- Deny



Ocala

Legislation Text

110 SE Watula Avenue
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File #: 2026-1789

Agenda Item #: b.

Submitted By: Jenn Marvin

Presentation By: Matt Grow

Department: Aviation

FORMAL TITLE:

Resolution to accept Federal Aviation Administration Airport Improvement grant to design Taxiway A Holding Bay in the amount of \$178,558

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence

PROOF OF PUBLICATION:

N/A

BACKGROUND:

Ocala International Airport (OCF) currently does not have a designated area where aircraft can safely wait during temporary delays caused by weather or air traffic. As a result, aircraft often wait on taxiways that are also used by other aircraft traveling to and from the runway, creating congestion during busy periods.

A holding bay functions much like a highway pull-off lane. It allows aircraft that are waiting to move out of the primary traffic path while remaining ready for departure. This improves safety, keeps taxiways clear, and allows the airport to accommodate more aircraft during periods of high activity efficiently.

OCF recorded 105,065 aircraft operations in 2025, compared with 104,917 in 2024. Since 2016, annual operations have increased from 62,571 to more than 105,000. During peak periods, the airport regularly experiences approximately 50 aircraft movements per hour.

The FAA funds holding bay projects at airports with sufficient aircraft activity. Because OCF exceeds 75,000 annual aircraft operations, it qualifies for this funding.

This grant will fund the design of a new aircraft holding bay adjacent to Taxiway A. The holding bay will provide space for up to three aircraft to wait outside the primary taxiway, reducing congestion while maintaining efficient access to the runway. Completing the design is the first step toward future construction.

Airport staff requested FAA funding in late 2025 and submitted the formal grant application in June 2026. The

FAA has offered to fund 95 percent of the design costs.

FINDINGS AND CONCLUSIONS:

- Improves safety by providing aircraft with a dedicated waiting area outside active taxiways.
- Reduces congestion and improves aircraft movement during busy periods.
- Supports the airport's continued growth and increasing aircraft activity.
- Is supported by the Airport Advisory Board.
- Is consistent with the Airport Master Plan.
- Once the FAA grant is approved, staff will seek Florida Department of Transportation funding to reduce the City's local share.
- Staff recommends approval and requests that the City Council authorize the City Council President and City Attorney to execute the grant.

FISCAL IMPACT:

FAA Share:	\$178,558	341-060-727-542-54-31010
Airport Share:	<u>\$9,398</u>	451-027-727-542-54-31010
Total Cost:	\$187,956	

PROCUREMENT REVIEW:

N/A

LEGAL REVIEW:

This resolution will be reviewed and approved for form and legality by City Attorney, William E. Sexton.

ALTERNATIVE:

- Approve with Changes
- Table
- Deny



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

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File #: 2026-1790

Agenda Item #: c.

Submitted By: Jenn Marvin

Presentation By: Matt Grow

Department: Aviation

FORMAL TITLE:

Second Amendment to agreement with McFarland Johnson, Inc for continuing professional general aviation engineering services

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence

PROOF OF PUBLICATION:

N/A

BACKGROUND:

On February 17, 2022, the City issued Request for Proposals (RFP) No. AIR/220118 for continuing general aviation engineering services. Of the eight firms that responded, Infrastructure Consulting & Engineering, PLLC, and McFarland Johnson, Inc., were found to be the highest ranked. Each firm was subsequently awarded three-year contracts.

On July 20, 2025 the City and McFarland Johnson, Inc. (MJ) extended the Original Agreement for its first of three available one-year renewals. MJ would now like to extend the Original Agreement for the second of three one year renewals.

FINDINGS AND CONCLUSIONS:

The Federal Aviation Administration (FAA) requires competent and qualified firms for its grant-funded projects. McFarland Johnson, Inc. has extensive experience in airport planning and development. Engineering fees for each project are negotiated on a per-project basis using task work orders, and for FAA-funded projects, undergo independent fee reviews. The original continuing contract was for three years, with this renewal being the first of two available one-year renewals.

Since the original contract, McFarland Johnson has completed or is in the process of completing the following task work orders: Airport and Stormwater Master Plans, Design of Concrete Pads, Design of T-hangar rehabilitation, and several independent fee analysis reviews. McFarland Johnson has performed well during the

original contract term, and staff recommends approval for the next renewal year.

FISCAL IMPACT:

All services will be approved using task work orders with negotiated scopes and approved proposals. Staff hours and appropriate staff classifications will be negotiated for each task during an assigned project. The department head and City Manager must sign all final task work orders. Any task work order exceeding \$50,000 in cost must be calendared for a City Council agenda for final approval. No services will be approved without budgeted allocations.

PROCUREMENT REVIEW:

These services were procured in compliance with the City's Procurement Policy.

LEGAL REVIEW:

This Agreement has been reviewed and approved for form and legality by City Attorney, William E. Sexton.

ALTERNATIVE:

- Approve with Changes
- Table
- Deny



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1791

Agenda Item #: d.

Submitted By: Jenn Marvin

Presentation By: Matt Grow

Department: Aviation

FORMAL TITLE:

Second Amendment to agreement with Infrastructure Consulting & Engineering, PLLC for continuing professional general aviation engineering services

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence

PROOF OF PUBLICATION:

N/A

BACKGROUND:

On February 17, 2022, the City issued Request for Proposals (RFP) No. AIR/220118 for continuing general aviation engineering services. Of the eight firms that responded, Infrastructure Consulting & Engineering, PLLC, and McFarland Johnson, Inc., were found to be the highest-ranked. Each firm was subsequently awarded three-year contracts.

On July 20, 2025 the City and Infrastructure Consulting & Engineering, PLLC (ICE) extended the Original Agreement for its first of three available one-year renewals. ICE would now like to extend the Original Agreement for the second of three one year renewals.

FINDINGS AND CONCLUSIONS:

The Federal Aviation Administration (FAA) requires competent and qualified firms for its grant-funded projects. Infrastructure Consulting & Engineering, PLLC, has significant experience in airport planning and development. Engineering fees for each project are negotiated on a per-project basis using task work orders, and for FAA-funded projects, undergo independent fee reviews. The original continuing contract was for three years, with this renewal being the first of two available one-year renewals.

Since the inception of the original contract, Infrastructure Consulting & Engineering has completed or is in the process of completing the following task work orders: Design and Inspection of North Development Access Road, Taxiway C Design, Design A12 Infrastructure, Terminal Apron Rehabilitation Design, Design and Inspection RY36 Sealcoat and Striping, and performed various independent fee assessments. Infrastructure

Consulting & Engineering has performed well during this original contract term, and staff recommends approval for this next renewal year.

FISCAL IMPACT:

All services will be approved using task work orders with negotiated scopes and approved proposals. Staff hours and appropriate staff classifications will be negotiated for each task during an assigned project. The department head and City Manager must sign all final task work orders. Any task work orders exceeding \$50,000 in cost must be calendared for a City Council agenda for final approval. No services will be approved without budgeted allocations.

PROCUREMENT REVIEW:

These services were procured in compliance with the City's Procurement Policy.

LEGAL REVIEW:

This Agreement has been reviewed and approved for form and legality by City Attorney, William E. Sexton.

ALTERNATIVE:

- Approve with Changes
- Table
- Deny