



AVIATION ADVISORY BOARD

Lecanto Government Building
3600 W. Sovereign Path
Room 166
Lecanto Florida 34461

AGENDA

December 11, 2025 - 2:00 PM

Heiko Kallenbach, Chair
George McDonald, Vice Chair
Carl Flanagan, Member
Mark Klingel, Member

Gene Davis, Member
Charles Carr, Member
Patrick Crippen, Member

NOTICE TO THE PUBLIC

To manage growth and foster prosperity by prioritizing the protection of environmental assets, the development and maintenance of infrastructure, and the health, safety, and well-being of its citizens.

Any person who decides to appeal any decision of the Governing Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose may need to provide that a verbatim record of proceeding is made, which record includes testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes) Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, Citrus County Courthouse, 110 N. Apopka Avenue, Inverness, Florida 34450, (352) 341-6560, at least two days before the meeting.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF MINUTES -- November 13th, 2025

E. OPEN TO THE PUBLIC

Members of the public may provide comments on matters discussed during the meeting.

F. NEW BUSINESS

G. OLD BUSINESS

H. HANGER STATUS REPORT

Airport	T-Hangars	Box	Vacancies	Waitlist	Pending	Renewals
INF	16	0	1	9	0	0
CGC	20	2	2	15	0	0

I. BOARD OF COUNTY COMMISSIONERS (BOCC) UPDATES

J. PROJECT STATUS REPORTS -- MAJOR

J.1. CGC Runway 9/27 Extension

Justification - The project includes the second phase (Phase II) of the Environmental Assessment (EA) to evaluate potential National Environmental Policy Act (NEPA) impacts in accordance with Federal Aviation Administration's policies and procedures per Order 1050.1F for Citrus County's Crystal River Airport (CGC) Runway 9-27 extension and associated site improvements.

- Phase 2 EA kickoff meeting was held on February 7, 2025, outlining project expectations and scheduling.
- EA official schedule attached, and completion is planned for March 31st, 2026.
- New projected end date is September 9th, 2026, due to FAA

J.2. CGC Fuel Tank Replacement

Justification - The airport's two 12,500-gallon fuel tanks have reached their 20-year lifespan and require replacement. This project will install two new 12,000-gallon aboveground tanks (one Jet-A, one AvGas) within the existing concrete containment and loading/offloading area, along with a truck load and offload station and a self-serve fueling station to enhance accessibility and efficiency. During construction, the fuel facility will be out of service, requiring coordination to minimize disruptions. This replacement is essential to ensure compliance, safety, and long-term operational reliability for airport fueling services.

- Bid submission deadline: February 18, 2025
- Final approval & award by BOCC: TBD
- Bids came in higher than budgeted, and discussions are being held with FDOT to inquire about funding
- Additional funds located and will be applied to the project when budget resolution goes to the BOCC
- Selection has been made and award letter drafted for approval.
- Contractor awarded and agreement to BOCC June 23rd
- Pre-construction meeting in July
- Purchasing and fabricating parts; schedule to follow
- Schedule attached; new completion date is June 26th, 2026
- **UPDATE:** Had meetings with contractors and consultants to discuss challenges with long delays with supplies/equipment.
- **UPDATE:** Meeting with fuel supplier to discuss options for when fuel tanks go off-line

J.3. CGC AGIS Survey

Justification - The project consists of evaluating obstructions for the vertical approach surface and identifying any penetrations of the Part 77 surfaces, followed by submission of the As-Built Survey for Runway 09-27. Additionally, runway data for Runway 18-36 (turf) will be submitted. The new AGIS survey is required to verify and publish the recently displaced Runway 09 threshold, re-establish the Runway 09 instrument approach procedures, and document the revised Runway 18-36 length. The FAA's Flight Procedures and NOTAM specialists have reevaluated and revised the LNAV and circling minimums based on interim data; however, the LP minimums remain unavailable until the AGIS survey is completed and the Instrument Approach Procedure is formally updated. Completing this survey will provide the FAA with accurate obstruction, threshold, and surface data necessary to restore LP minimums, maintain safe LNAV minima, and ensure full compliance with FAA Orders 8260.19 and 8260.3C, as well as 14 CFR Part 77.

- Submission of FDOT grant request to the BOCC scheduled for February 11, 2025.
- WA drafted and will be submitted after the budget has been approved by BOCC which is scheduled for March 25th's meeting
- WA under review for signature.
- WA approved and awaiting PO
- BOCC approved Amendment June 10th, PO shortly to follow.
- PO created and kick-off scheduled in July
- Waiting on FAA schedule to give to Flight Procedures

- Schedule attached; new project end date is July 30th, 2026; survey crew started Monday, October 6th, 2026.

J.4. CGC - Airfield Lighting Replacement

Justification - The Crystal River Airport Airfield Lighting Replacement Project will modernize outdated lighting and navigational aids that no longer meet FAA standards. Replacing failing systems with energy-efficient LED technology will enhance safety, visibility, and reliability while reducing maintenance costs. This \$200,000 project, funded 80% by FDOT and 20% by Citrus County, ensures compliance and supports the airport's long-term operational sustainability

- Grant approved and budget resolution to BOCC November 8th
- **UPDATE:** Sent request to FDOT to direct purchase equipment

J.5. INF Business Park

Justification - The Citrus Inverness Airport Business Park is a strategic initiative designed to enhance aviation and industrial development within a 75- acre business park. This project will support critical infrastructure improvements, including onsite utilities, telecommunication/fiber, a stormwater treatment system, circulation roads, and an aircraft taxiway spanning approximately 3,350 feet within the park. Additionally, the project includes the reconstruction of 3,115 feet of the main access roadway, ensuring improved connectivity and access. The business park will provide pad-ready building sites designed to accommodate aviation-related industries, including an aircraft component recertification operation, fostering economic growth and expanding aviation capabilities at Inverness Airport.

- Phase 1 completed, awaiting Southwest Florida Water Management District (SWFWMD) permit closure.
- Phase 2: Consultant is drafting bid documents for construction.
- Awaiting SWFWMD permit for Phase 2
- Received close out permit for Phase 1 and approval
- Discussed with consultants next steps: ☐ Receive bidding documents in May ☐ Receive SWFWMD permit within 90 days ☐ Awaiting a rough schedule
- Received design package and made some edits. Awaiting bid set and permit for Invitation To Bid (ITB).
- Finalizing components for ITB as permitting advances, the biotic survey is complete, and remaining documents are pending from our consultants.
- Creating ITB for Phase 2
- Project out for bid, and bids are due by November 4th, 2025. Ribbon cutting ceremony date - TBD
- Bid due date moved to November 7th, 2025 due to addendum #3. Bids under review.
- Groundbreaking ceremony was held on November 12th at the business park.
- **UPDATE:** Phase 2 construction contract awarded.

J.6. INF Corporate Hangar

Justification - The proposed 12,000-square-foot hangar is designed to support the Airport's long-term growth by accommodating tenants utilizing the critical design aircraft. This facility will enhance aviation operations, economic development, and business opportunities at the airport. The inclusion of office and workshop space will provide flexibility for a variety of aviation-related uses, supporting both aircraft maintenance and administrative functions. This hangar will improve airside and landside connectivity, ensuring seamless integration with existing airport infrastructure. The project will strengthen the airport's capacity to attract aviation businesses, promote regional economic growth, and enhance overall operational efficiency.

- 30% of the design phase is complete.
- Lease terms have been drafted and submitted for review. Awaiting response from interested party
- Under negotiations
- Revision 2.0 has been sent to interested party
- Received lease feedback, reviewed, and sent back to interested party for signatures
- Received signed lease from interested party; BOCC agenda item for August 26th
- Executed lease filed. Design is 60% and progressing

J.7. INF Master Plan & Disadvantage Business Enterprise (DBE)

Justification - The current Airport Master Plan at INF was updated in 2015. INF has experienced growth and development and needs to have the aviation activity forecasts updated and to take a thoughtful look at their capital improvement program. INF has an ongoing Airspace Obstruction Clearing project that will require public outreach to the property owners of the community affected by the identification of known obstructions and ultimate requirement of obstruction clearing. This project will gauge the public's interest and cooperation for allowing Citrus County to clear the applicable obstructions. The current Exhibit "A" does not include official survey or title search. Citrus County's current DBE Program (includes INF and CGC) and Goals are to be updated. This scope will update the DBE Program and Goals for FY 2024- 2026.

- Submission of FDOT grant request to the BOCC scheduled for February 11, 2025.
- WA drafted and will be submitted after the budget has been approved by BOCC which is scheduled for March 25th's meeting
- WA under review for signature.
- WA approved and awaiting PO
- BOCC approved Amendment June 10th, PO shortly to follow.
- PO complete and kick-off meeting scheduled for July 22nd.
- Met with consultants to get an Master Plan Update introduction and overview
- Completed inventory of existing conditions and aviation activity forecasts. More to follow.
- **UPDATE:** Developing facility requirements, addressing FAA comments, and waiting for approval of aviation activity forecasts

J.8. Inverness Airport (INF) Fire Station (Not an aviation lead project)

- Pre-design phase initiated. Proposed site is located north of Gate VG-5
- Site surveys remain in progress
- The design phase is tentatively scheduled for completion by October 1, 2025
- The County continues to assess budgetary requirements for construction
- Funding for construction has been approved by the State. More to follow
- Survey complete. Plans are progressing
- Meeting scheduled to discuss utility connections, traffic flow for England Blvd, and traffic signalization for the intersection of England Blvd and US-41
- **UPDATE:** Addressing a few issues with ROW, dumpster location, and utility connections/compatibilities

J.9. INF & CGC Automated Weather Observing System (AWOS) Replacement

Justification – The AWOS Replacement project for both airports will replace the existing Vaisala AW10 VD Level 3PT model of the AWOS system as was installed in 2008 (seventeen years ago) of which has reached the end of its useful life. The new AWOS system project will consist of an AWOS-III PT system, removing and replacing all components of the existing system to constitute a full replacement. FAA 95%, FDOT 4%, and County 1%, for a projected total of \$164,205.

- Submission of FDOT grant request to the BOCC scheduled for February 11, 2025. (INF)
- WA drafted and will be submitted after the budget has been approved by BOCC which is scheduled for March 25th's meeting (INF)
- WA under review for signature (INF)
- WA approved and awaiting PO (INF)
- BOCC approved Amendment June 10th, PO shortly to follow (INF)
- PO created June 23rd. Getting documents ready for ITB (INF)
- Planning ITB for both AWOS projects to reduce costs for bid and maintenance/parts
- FAA Grant submitted and going in front of BOCC August 26th
- Waiting for FDOT's match (CGC)
- FDOT's grant application to BOCC October 7th for approval (CGC)
- Budget Resolution to BOCC November 18th
- **UPDATE:** Sent request to FDOT to direct purchase equipment.

K. PROJECT STATUS REPORTS – MINOR

K.1. Airport Signage (design concept)

Infrastructure Consulting & Engineering LLC (ICE) has submitted a proposal to develop conceptual signage designs for Crystal River Airport and Inverness Airport. The project includes creating two design concepts for static entrance signs at each airport and two concepts for wayfinding signage at Inverness Airport, along with site layouts, finish schedules, and supporting materials. ICE will manage the project through five key phases: project formulation, stakeholder engagement, concept development, stakeholder feedback, and final concepts, with a total anticipated duration of two to four months. ICE is prepared to begin work upon notice to proceed.

- WA under review/approval
- PO cut and project kick-off was May 15th
- Thinktank meeting was held on May 22nd
- Kick-off meeting scheduled for July 10th
- Meeting scheduled to review renderings.
- **UPDATE:** December 3rd, reviewed draft renderings

K.2. Air Force Research Laboratory (AFRL) Ionospheric Experiment

The Air Force Research Laboratory (AFRL) has requested use of Inverness Airport property for an ionospheric research experiment scheduled for April 2026. The project would require approximately three weeks on-site, including setup, the experiment, and breakdown. AFRL plans to install a 40- foot transmit antenna, a four-element receive array, and an electronics unit housed in a weather-protected shelter, all positioned within about 500 feet of each other on airport grounds. The site offers the necessary open space, power access, and flexibility for the antennas and support equipment. AFRL will secure required frequency authorizations and is experienced in coordinating with FCC and FAA requirements.

- Due to federal bureaucracy, this project has been moved to April 2026, and the site location has changed just south of the FBO, due to construction efforts.
- The Air Force would also like to set up at CGC for the same testing. Location will be around the corporate hangar.

K.3. Electric Meter Retrofit – County managed airport T-hangars

The County is upgrading electrical systems at both Crystal River and Inverness airports to install centralized gang meters, allowing the County to manage power distribution and ensure reliable service for all hangar tenants. Both projects will bring the facilities up to current code, streamline utility billing, and improve long-term maintenance and safety. Before work starts, emails will be sent to inform tenants.

- Received quotes for both
- **UPDATE:** Permits filed and emails sent to affected tenants

L. PRESENTATIONS

- Withlacoochee Technical College Airframe and Powerplant Initiative

M. TOWER UPDATES

N. AIRPORT SECURITY

- Inverness Airport Vehicle Gate #2 keypad changed due to faults

O. BOARD COMMUNICATION

Open forum for board members to discuss aviation-related topics

P. OPEN TO THE PUBLIC

Members of the public may provide comments on matters discussed during the meeting

Q. NEXT MEETING

The next meeting is scheduled for: Thursday, January 8th, 2025 – 2:00 P.M. Lecanto Government Building – Room 166

R. ADJOURN