



CITRUS COUNTY AVIATION ADVISORY BOARD
Lecanto Government Building Room 166
3600 W. Sovereign Path
Room 166
Lecanto, FL 34461

AGENDA

Chair Kennedy Smith	Member Marc Gorshe
Member Heiko Kallenbach	Jim Booth
Member George McDonald	Luis Michaels

1. CALL TO ORDER

- a. Invocation
- b. Pledge of Allegiance
- c. Roll Call

2. APPROVAL OF MINUTES

- a. Draft Minutes 2-10-2022

Approval of Draft Minutes 2-10-2022

3. OPEN TO THE PUBLIC

4. NEW BUSINESS

a. Aviation Capital Improvement Projects (CIP)

b. Citrus County Planning Proces Inviting One AAB Member

5. OLD BUSINESS

a. Moving AAB meetings to airports

b. Banners at the airports

c. VirTower Report

d. INF Security Plan Mtg.

e. Generator - CGC

6. HANGARS

a. INF-16 T-Hangars - 0 Vacancies

b. CGC-10 T-Hangars - 0 Vacancies

c. CGC - 2 Bos Hangars - 0 Vacancies

7. BOARD OF COUNTY COMMISSIONERS UPDATE

- a. *2-22-2022 - Inverness Airport Business-Industrial Park- Presentation*
 - b. *2-22-2022- DEO Grant Application for Inverness Airport Hangar*
 - c. *3-8-2022 Acknowledgement of Airport Hangar Lease Agreements*
 - d. *3-8-2022- Kennedy Smith Award*
 - e. *3-8-2022- Direct Administrator to Apply for an FAA Bipartisan Infrastructure Law (BIL) Grant or the Inverness Airport*
 - f. *FAA Grant Application for EA for Wetland Removal Project*
 - g. *4-12-2022-Accept Conveyance of 35' x 54' Metal Airport Hangar from Dan G. Montgomery, Inverness Airport (KINF)*
8. TOWER UPDATES
9. PROJECT STATUS REPORTS; QUINCY WYLUPEK, ENGINEERING PROJECT MANAGER
 - a. *CGC Runway Rehab and Obstacle Removal North of Armory*
 - b. *INF Taxiways B and C and Apron Rehab at North End*
 - c. *INF Airspace Study-Obstruction Removal*
 - d. *INF FBO Hangar Door Replacement*
 - e. *INF Parking Lot*
 - f. *INF Business Park*
10. PRESENTATION
11. GENERAL DISCUSSION
12. BOARD COMMUNICATION
13. NEXT MEETING
14. ADJOURNMENT

**Lecanto Government Building Room 166
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Lecanto, FL 34461**

NOTE: If any person decides to appeal any decision made by the Aviation Advisory Board with respect to any matter considered at this public meeting or hearing, he or she will need to ensure that a verbatim record of the proceedings is made which record shall include the testimony and evidence upon which the appeal is to be based. Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office,



AGENDA MEMORANDUM

FROM:	Ken Cheek, Director, Water Resources Department				
SUBJECT:	Draft Minutes 2-10-2022				
AGENDA DATE:	March 10, 2022				
<u>BRIEF OVERVIEW:</u>					
<< BRIEF OVERVIEW HERE >>					
<u>BUDGET IMPACT/FUNDING SOURCE:</u>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
					\$0
<u>RECOMMENDED ACTION:</u>					
Approval of Draft Minutes 2-10-2022					

Citrus County Aviation Advisory Board
February 10, 2022
Meeting Minutes

The Citrus County Aviation Advisory Board (AAB) met in regular session on Thursday, February 10, 2022, at 2:00 p.m. in Room 166 at the Lecanto Government Building. Fill-In Chairman George McDonald called the meeting to order after determining that the AAB had a quorum.

Present: Luis Michaels, Jim Booth, George McDonald, Heiko Kallenbach, Marc Gorshe, Carl Douglas Flanagan, Charles Carr, Commissioner Holly Davis, Joe Hochadel, Quincy Wylupek, Brian Kauffman, Charles Leazott, Andy Chan, Shavonna Reid, Hugh Emmons, Mike Bays, Dave Lewis, Reese Bilby, Elaine Thomas

Absent: N/A

APPROVAL OF MINUTES:

- A motion was made by Heiko Kallenbach to approve the January 20, 2022, meeting minutes.
- Motion seconded by Luis Michaels.
- Motion approved unanimously.

OATH OF OFFICE:

- Reese Bilby performed the swearing in of the newly appointed members: George McDonald, Jim Booth, Charles Carr, Carl Douglas Flanagan.
- Heiko Kallenbach elected Chairman
- George McDonald elected Vice-Chairman

OPEN TO THE PUBLIC: Commissioner Davis brought the following issues before the Board for discussion: working on strategic plan for the County; having the AAB meetings held at each of the airports every other month; placing the AAB agendas on the County website; and, noted that she sees the Inverness Airport more for business use and the Crystal River Airport more for personal use.

Andy Chan discussed the following: having the VirTower system at the Inverness Airport; the glider school at the Inverness Airport; flight training at the Inverness Airport and how to lower the cost; bringing Pipistrel aircraft production to Inverness Airport (5–10-year plan); the Withlacoochee Technical College is in the process of submitting and finalizing a grant for approximately \$4,500,000 for a FAA Part 147 approved Airframe and Powerplants (AP) program – timeline is about 2 years; a new grant for the Inverness Airport for a 24,000 sq. ft. hangar; Right Rudder is in the process of receiving 10 electric aircraft; and the need to begin training a replacement for Quincy in preparation for his retirement.

Dave Lewis (former Chairman of the AAB in Leesburg, FL) discussed after hours AAB meetings at the Leesburg airport. Mr. Lewis offered to share his expertise with the Citrus County AAB and that we need Master Plans for both airports. Mr. Wylupek stated we have master plans for both airports, INF was updated in 2015, and CGC was updated in 2017.

Mike Bays (President of Economic Development) discussed how our airports mean a great deal to Citrus County and they need to be part of the economic development plan for the County.

NEW BUSINESS:

- Quincy will reach out to Crystal River Airport to see if they would host the AAB meetings every other month. It was pointed out that both Inverness Airport and Crystal River Airport have tables and chairs for such meetings.

Marc Gorshe liked the idea of having the AAB meetings at the airports. Suggested larger ads, and banners at each airport. This should be placed in our budget. Mr. Bays said he will pay for the banners and said that pilots would probably donate money as well.

We should invite the Chronicle to attend the next AAB meeting. We should also do a press release.

A motion was made by Heiko Kallenback and Marc Gorshe to move monthly meetings to the airports at 4:00 p.m., with the next meeting on March 10, 2022, to take place at Inverness Airport.

Motion seconded by Carl Flanagan.

Motion approved unanimously. Luis Michaels abstained.

- Need to have the County Attorney come to our next meeting to give a brief education on the Sunshine Law.
- The need for more hangars was discussed. Mr. Wylupek stated there are hangar projects listed in the CIP. There is also the possibility of people building personal hangars on County property.

OLD BUSINESS:

- VirTower Report – Will provide reports monthly. This has a direct connection for future funding. The more traffic that comes to the airports, the more funding we could receive.

A motion was made by Marc Gorshe to expand the VirTower project to Inverness Airport.

Motion seconded by George McDonald.

Motion approved unanimously (except for Luis Michaels, who opposed this Motion).

Mr. Wylupek stated he had penciled this in for the next fiscal year; we will look for funding to implement the VirTower system at INF sooner.

- Wildlife INF – no issues at this time (seasonal problem).
- Security Plan Mtg – INF – We have support of Citrus County Sheriff's office (Special Unit Division). We do need to update the security plan for next year. George McDonald will sit on Security Committee.
- Generator – CGC – will be elevated per FEMA requirements.
- CGC Runway Extension – FDOT was asked to fund the Environmental Assessment. A legislative funding request for \$7,100,000 was submitted for the runway extension.
- Helicopter pad issue – Further discussion ensued. DOT inspector said this was not an issue.

HANGARS:

- **KINF** 16 T-Hangars 0 vacancies
- **CGC** 20 T-Hangars 0 vacancies
- **CGC** 2 Box-Hangars 0 vacancies

BOARD OF COUNTY COMMISSIONERS ACTION UPDATES:

- **2/22/2022** – Inverness Airport Business-Industrial Park Presentation
- **3/8/2022** -- Acknowledgement of Airport Hangar Lease Agreement(s)
- **3/8/2022** – Recognition of Mr. Kennedy Smith's Service on the AAB

TOWER UPDATES: (Joe Hochadel, Planner Land Development)

- No updates

STAFF REPORTS: (Quincy Wylupek, Project Manager)

- **CGC Runway Rehab and Obstacle Removal North of Armory** – Project started on 1/31/22 – is moving forward fairly quickly.
- **INF Taxiways B and C and Apron Rehab at North End** – Work is almost done.
- **INF Airspace Study-Obstruction Removal** – Received the FAA grant to do the design but waiting on FAA direction on which obstructions to address first.
- **INF FBO Hangar Door Replacement** – Delayed due to COVID.
- **INF Parking Lot** – Will get project out to bid in about 1 month. This will add approximately 24 spaces.
- **INF Business Park** – A presentation is on the BOCC agenda for 2/22/22. We have been in contact with DEO to request a modification to the scope and for a time extension. With the BOCC's approval, the project should go out to bid in early March. The grant money must be used by the end of June 2023. We are concerned with significant delays in projects due to slow delivery of material and contractors being overbooked.

PRESENTATIONS: None.**FOR DISCUSSION:** No discussion or information to relay to the Board of County Commissioners**Date of next Aviation Advisory Board Meeting:**

- **Thursday, March 10, 2022, at 4:00 p.m. @ Inverness Airport, 4250 S. Airport Road, Inverness, FL.**

There was no further business to come before the Aviation Advisory Board at this time. A motion to adjourn was made by Heiko Kallenback, seconded by Luis Michaels, and the motion was carried out unanimously.

Adjourned: 3:36 p.m.

Respectfully submitted,
Elaine Thomas

Division of Engineering, Admin. Coord./ AAB Recording Secretary