



CITRUS COUNTY AVIATION ADVISORY BOARD
Crystal River Airport
718 N. Lindberg Terrace
FBO Facility
Crystal River, FL 34429

MINUTES

1. CALL TO ORDER

April 14, 2022 Crystal River Airport

The meeting was called to order at 4:00 PM

- a. Invocation
- b. Pledge of Allegiance

Attendee Name	Title	Status	Arrived
Heiko Kallenbach	Chair	Present	
George McDonald	Vice Chair	Present	
Marc Gorshe	Member	Present	
Jim Booth	Member	Present	
Charles Carr	Member	Present	
Luis Michaels	Member	Present	
Carl Douglas Flanagan	Member	Absent	

2. APPROVAL OF MINUTES

- 1. AAB 2/10/2022 Meeting Minutes

The AAB has approved the 2/10/2022 AAB Meeting Minutes.

- 2. Aviation Advisory Board 3/10/22 Draft Minutes

Approval of 3/10/22 Draft AAB Meeting Minutes.

- A motion was made by Carl Douglas Flanagan to approve the March 10, 2022, meeting minutes.
- Motion seconded by Marc Gorshe.

3. OPEN TO THE PUBLIC

OPEN TO THE PUBLIC: Chuck Tomberlin raised issues regarding the Crystal River Airport runway extension. He expressed it is too close to Bicentennial Park where children are playing and that it could further disturb bird wildlife on the west side of Hwy 19.

Andy Chan briefed the Board on several items at Right Rudder (INF): he informed the Board that Right Rudder (INF) has sold \$3,200,000 worth of Pipistrel products, including 4 different electric airplanes, he is talking with 10 major flight schools who are going to be purchasing the electric aircraft in 2023, he stated the Hangar door replacement is making more progress, the flight school is doing well - training on electric planes, Textron came to the airport and had several good meetings regarding Pipistrel, the sheriff's office is doing regular security inspections, and the PAPIs are turned on again and need to be turned back off. He also informed the Board that the EAA will conduct its initial meeting at 9:00 a.m. on Saturday, April 16, 2022, at INF

4. NEW BUSINESS

NEW BUSINESS:

- The CGC FBO lease with Crystal Aero Group is up for renewal. The lease amendment is going to the BOCC on April 26, 2022.
- Mr. Wylupek stated that Mr. Chen approached the County with the possibility of managing the county's hangar leases. Discussion ensued resulting in the Chairman asking staff to put this issue on the next meeting agenda.

- Aviation Capital Improvement Project Budget - Mr. Wylupek asked if there were any questions on the 5-year CIP that was handed out at the previous meeting. Charles Carr questioned how the County justifies their return on investment. DOT was giving grants providing 80% funding to build hangars. Since most airports were not getting a return on investment, DOT dropped the grants to 50/50 match.
- Citrus County Planning Process (Strategic Planning Process) - April 5th and 6th. Chairman Kallenbach attended. This was attended by government officials and private industry people. The BOCC hired an outside consulting firm. 40 people came up with a vision statement/mission statement/strategy/list of strategic goals-where we would like to see Citrus County go over the next 5, 10, 20 years and further down the road. This was a very positive process.

Commissioner Davis informed the AAB that Commissioner Kinnard was really impressed. Most strategic plans are done with only County officials. Citrus County was the only County that led the citizens to do this. Citizens have to make sure the County Commissioners carry out the strategic plan.

- The AAB Resolutions and Bylaws were distributed for review at a previous meeting. Mr. Wylupek checked with the Clerk's office and found no record of the Bylaws being approved. The AAB would like to review the Bylaws and consider whether they should go before the Board of County Commissioners.
- GPS approaches for RY 09/27 were discussed. As soon as staff receives the survey from the contractor, staff will move forward with the FAA to get Runway 9 reinstated. Mr. Mohammedi stated we are establishing the coordinates of the runway.
- CGC RY marking on Runway 18/36 - It was discussed whether to replace the 4" PVC pipes with cones that are 3'w x 2'h. It was determined the PVC has served the runway well and that the 4" pipes would be replaced with bigger diameter PVC pipes. This will be discussed further at the next meeting.
- Withlacoochee Technical College is applying for a grant and would like the AAB to provide a letter of support. The letter will go out the week of April 18th.
- CGC Fuel Tanks - Several repairs to the fuel tanks/pumping systems have had to be done recently. One of the pumps is currently inoperable. The replacement part won't be replaced for several weeks. The fuel tanks are due to be replaced in 2025 with funding assistance from DOT. Staff met with DOT staff to request moving this project up using funds that were slated for the CGC Runway Extension; contingent upon receiving the State Appropriation. The County should receive a grant from DOT in September to start the design of the Fuel Tanks Replacement and should receive the remaining funds needed for construction in July 2023. The cost is approximately \$650,000 to replace both 12,000 gal. tanks

a. Sunshine Law Training

b. CGC FBO Lease Renewal

5. OLD BUSINESS

OLD BUSINESS:

- Update Vision Statement.

- Moving AAB meetings to the airports - It was agreed that the AAB meetings will continue to take place at the airports (alternating airports each month), but the time will change back to 2:00 p.m. (rather than 4:00 p.m.).
- Banners to be placed at both airports were discussed. Joe Hochadel from Land Development did some research on signage at the airports. There is a 32 square foot minimum for temporary signage for business functions that can be displayed 21 days prior to a special function and needs to be removed within 5 days after completion of the event. Wind and feather signs are prohibited. Fixed signs and yard sale signs are fine and must be posted on the airport property, not on the roadway. Nothing was decided about signage at this meeting.
- VirTower Report - Reports were handed out. Mr. Wylupek will check with VirTower to see about getting passwords for the AAB members. The agreement for the VirTower System at INF is on the 5/10/22 BOCC meeting agenda.
- INF Security Plan Meeting - Staff needs to update security plan, still need to talk to the Sheriff.
- Generator - CGC - Has been elevated to meet FEMA standard. Contractor has scheduled with Duke Energy to disconnect the power on 5/6/22 so final ATS connections can be made.

a. Moving AAB meetings to airports

b. Aviation Capital Improvement Projects (CIP)

c. • Citrus County Planning Process Inviting One AAB Member (Chairman Kallenbach)

d. Banners at the airports

e. VirTower Report – Safety Funding for INF

f. INF Security Plan Mtg.

g. Generator – CGC

h. Marking of RY 18/36

i. CGC RY 9/27 GPS Approaches

j. Resolutions for AAB's review/comments

k. Letter of support from AAB for Withlacoochee Tech. College grant request

l. FAA BIL Funding – funds for both airports and application for INF FBO.

6. HANGARS

HANGARS:

- KINF 16 T-Hangars 2 vacancies
- CGC 20 T-Hangars 1 vacancies
- CGC 2 Box-Hangars 0 vacancies

a. INF-16 T-Hangars - 0 Vacancies

b. CGC-10 T-Hangars - 0 Vacancies

c. CGC-2 box Hangars - 0 Vacancies

7. BOARD OF COUNTY COMMISSIONERS UPDATE

BOARD OF COUNTY COMMISSIONERS ACTION UPDATES:

- **2/22/2022** - Inverness Airport Business-Industrial Park - Meeting to discuss the timing of the bidding.
- **3/22/2022** - FAA Grant Application for EA for Wetland Removal Project at CGC. Grant needs to be submitted to the FAA by 4/12/2022.
- **4/12/22** - Accept Conveyance of 35' x 54' Metal Airport Hangar from Dan G. Montgomery, at KINF.
- **5/10/2022** - FAA Grant Application for Wildlife Study for Wetlands Removal S. of Runway Project.
 - a. • **x/x/2022 – Acknowledgement of Airport Hangar Lease Agreement(s)**
 - b. • **3/22/2022 – FAA Grant Application for EA for Wetland Removal Project**
 - c. **4/12/22 – Accept Conveyance of 35' x 54' Metal Airport Hangar from Dan**

8. TOWER UPDATES**TOWER UPDATES: (Joe Hochadel, Planner Land Development)**

- Application in front of the Planning Commission. It was multiple things (land use change), including a tower. Did get approval to have a cell tower there. No permits yet. Either a 200' mono board or 250' lattice. No permitting yet.

9. PROJECT STATUS REPORTS; QUINCY WYLUPEK, ENGINEERING PROJECT MANAGER**STAFF REPORTS: (Quincy Wylupek, Project Manager)**

- **CGC Runway Extension** - Waiting on the Governor to sign the budget and then we will be waiting on the actual grant.
- **CGC Runway Rehab and Obstacle Removal North of Armory** - Some punch-list items need to be completed.
- **CGC Wetlands Removal Project** - FAA grant application going to BOCC May 10, 2022.
- **INF Taxiways B and C and Apron Rehab at North End** - Waiting on the as-built survey and waiting for contractor to schedule a walk-through with our electrical engineer.
- **INF Airspace Study-Obstruction Removal** - Still waiting on FAA to give us the go-ahead.
- **INF FBO Hangar Door Replacement** - Equipment was delivered a few days ago to close in the header, door should be painted next week, and a garage door will be installed in the wall on the SE end of the building. Not sure when the 20 hp motors will be delivered.
- **INF Parking Lot** - Plans and bid documents have been submitted to Management & Budget.
- **INF Business Park** - Management & Budget is working on the bid document.
 - a. **CGC Runway Rehab and Obstacle Removal North of Armory**
 - b. **CGC Wetland Removal**
 - c. **INF Taxiways B and C and Aprons Rehab at North End**
 - d. **INF Airspace Study-Obstruction Removal**
 - e. **INF FBO Hangar Door Replacement**
 - f. **INF Parking Lot**
 - g. **INF Business Park**

10. PRESENTATION

PRESENTATIONS: Beth Antrim gave a presentation on the Sunshine Law.

11. GENERAL DISCUSSION

FOR DISCUSSION: CGC FBO Maintenance/Improvements - Staff is working to get the roof repaired, the building painted, gutters repaired, installing new lamp posts. Have been working with Facilities Division. They need 3 quotes for the roof and the painting. In the front yard of CGC, there are a lot of aging items. Mr. Chen expressed the need for a covering over the walkway. He presented a quote to the County. Funding for these efforts were discussed.

12. BOARD COMMUNICATION

13. NEXT MEETING

Date of next Aviation Advisory Board Meeting:

- ***Thursday, May 12, 2022, at 2:00 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 Luis Michaels, seconded by Jim Booth, and the motion was carried out unanimously.

Adjourned: 6:10 p.m.

14. ADJOURNMENT