



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

AGENDA

Chair Heiko Kallenbach
Vice Chair George McDonald
Member Marc Gorshe

Member Jim Booth
Charles Carr
Luis Michaels

Carl Flanagan

1. **CALL TO ORDER**
 - a. Invocation
 - b. Pledge of Allegiance
 - c. Roll Call
2. **APPROVAL OF MINUTES**
 1. Aviation Advisory Board Draft Minutes From 7/14/2022

Approval of Draft AAB Meeting Minutes.
3. **OPEN TO THE PUBLIC**
4. **OLD BUSINESS**
 - a. *Inverness FBO Main Hangar Door Repair*
 - b. *Removal of Waste Oil at INF*
 - c. *T-hangar Door Repair at INF*
 - d. *Land Lease Pricing - Lorrie Schwenneker*
 - e. *Interlocal Agreement Between the City of Inverness and Citrus County Concerning Airport Zoning Regulations*
5. **HANGARS**
 - a. *INF-16 T-Hangars - 0 Vacancies*
 - b. *CGC-10 T-Hangars - 0 Vacancies*
6. **BOARD OF COUNTY COMMISSIONERS UPDATE**
7. **TOWER UPDATES**
8. **PROJECT STATUS REPORTS; QUINCY WYLUPEK, ENGINEERING PROJECT MANAGER**
 - a. *CGC Runway Extension*
 - b. *CGC T-Hangars Phase 11*
 - c. *INF Taxiway A-1 Relocation Project*
 - d. *INF Taxiways B and C and Aprons Rehab at North End*
 - e. *INF Airspace Study-Obstruction Removal Phase 1*
9. **PRESENTATION**
10. **GENERAL DISCUSSION**
11. **BOARD COMMUNICATION**

- 12. NEXT MEETING**
- 13. ADJOURNMENT**

**Crystal River Airport
718 N. Lindberg Terrace
FBO Facility
Crystal River, FL 34429**

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:	Aviation Advisory Board Draft Minutes From 7/14/2022				
AGENDA DATE:	August 11, 2022				
<u>BRIEF OVERVIEW:</u> Approval of Draft AAB Meeting Minutes.					
<u>BUDGET IMPACT/FUNDING SOURCE:</u>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
N/A	N/A	N/A	N/A	N/A	N/A
<u>RECOMMENDED ACTION:</u> Approval of Draft AAB Meeting Minutes.					



**CITRUS COUNTY AVIATION ADVISORY
BOARD**

**Crystal River Airport
718 N. Lindbergh Drive
Crystal River, FL 34429**

2:00 P.M. – Thursday August 11, 2022

Chairman, Heiko Kallenbach
Marc Gorshe
Carl Douglas Flanagan
Keith Pullias

Vice-Chairman, George J. McDonald
Luis Michaels
Charles Carr

AGENDA

- **Call to Order**
- **Pledge of Allegiance**
- **Roll Call**
- **Approval of Minutes:** Meeting of July 14, 2022
- **Open to Public:**
- **New Business:**
- **Old Business:**
 - Venable Post-Clearing Wetland Monitoring
 - AAB Vision Statement
 - CGC RY 9/27 GPS Approaches
 - CGC RY 18/36 Markings and Displaced Threshold
 - CGC FBO Maintenance/Improvements
 - Turn over T-Hangar leases to the airport FBO's
 - Hangar land leases
- **Hangars**
 - INF – 16 T-Hangars – 0 Vacancies
 - CGC – 20 T-Hangars – 0 Vacancy
 - CGC – 2 Box Hangars – 0 Vacancy
 - Inverness M-Hangar – 1 Vacancy
- **Board of County Commissioner Updates:**
 - 08/09/22 – Acknowledgement of two hangar renewals and one new hangar lease agreement
- **Project Status Reports with Quincy Wylupek, Engineering ProjectManager:**
 - CGC Runway Extension
 - CGC Runway Rehab and Obstacle Removal North of Armory

- CGC Wetland Removal / Wildlife Study
- INF Taxiways B & C and Apron Rehab at North End, And Taxiway A-1 Relocation
- INF Airspace Study-Obstruction Removal
- INF FBO Hangar Door Replacement
- INF Parking Lot
- INF Business Park

- **Presentation**
- **Board Communication**
- **NEXT MEETING: September 8, 2022 @ 2:00 p.m., Inverness Airport, 4250 S. Airport Road, Inverness, FL**
- **Adjournment**

NOTICE TO THE PUBLIC

Any person who decides to appeal any decision of the Advisory Council 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 the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based. (Section 286.0101, Florida Statutes)

Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the Board of County Commissioners' Office, 110 North Apopka Avenue, Inverness, Florida 34450, (352) 341-6560, at least two days before the meeting. The Aviation Advisory Board mailing address is: 3600 W. Sovereign Path, Suite 212, Lecanto, FL 34461.

Citrus County Aviation Advisory Board July 14, 2022 Meeting Minutes

The Citrus County Aviation Advisory Board (AAB) met in regular session on Thursday, July 14, 2022, at the Inverness Airport, 4250 S. Airport Rd, Inverness, FL. Vice-Chair George McDonald called the meeting to order at 2:00 p.m., followed by the Pledge of Allegiance.

Present:

- Vice-Chairman George McDonald
- Luis Michaels
- Carl Douglas Flanagan
- Charles Carr

Also present:

- Quincy Wylupek
- Kristine Sumner
- Holly Davis
- Andy Chan
- Mohsen Mohammadi

Absent:

- Chairman Heiko Kallenbach
- Marc Gorshe
- Keith Pullias

APPROVAL OF MINUTES:

- **A motion was made by Luis Michaels to approve the June 9, 2022, meeting minutes.**
- **Motion seconded by Carl Douglas Flanagan.**
- **Motion Carried.**

OPEN TO THE PUBLIC:

- **Andy Chan, FBO at INF, provided the following update for INF:**
 - Six aircraft will be moved out for the Air Venture event that is expected to be a success.
 - Sun and Fun had a record amount of aircraft sales of nearly four million dollars.
 - Within the last 30 days, there are four new hires in the Inverness facility.
 - Two additional aircraft will be added to the fleet within the next 30 days.
 - A hurricane relief response aircraft will be arriving soon with equipment.
 - The fuel pumps have been struck by lightning. \$20,000 has been invested into fixing the fuel pump system.
 - The General Aviation Manufacturer's Association, the FAA and oil companies are working towards eliminating lead from fuel by 2030.

- The hangar door motors were installed and working very well. Surge protectors have been installed, also.
- Commissioner Holly Davis thanked staff for getting the fuel farm at CGC operational.

NEW BUSINESS:

- No discussion.

OLD BUSINESS:

- Venable Post-Clearing Wetland Monitoring - Field work has been completed by Czerwinski & Associates. Their report has been submitted to SWFWMD for review.
- Delivery of Fuel Pump to CGC – Pump was installed and is operational.
- Updated AAB Vision Statement - Postponed until the next meeting.
- CGC RY 9/27 GPS Approaches - Waiting on the consultant to resolve the AGIS issues on the survey before submitting to the FAA for their review.
- CGC RY 18/36 Marking and Displaced Threshold – Mr. Wylupek is working with the Facilities Division on the PVC installation. The displaced threshold is pending resolution with the FAA, funds are in the budget for October.
- CGC FBO Maintenance/Improvements – The building roof drainage has been improved. Rock and decorative border blocks, post lights, and two new signs have been installed. One quote has been received for the roof sealing work. Waiting on paperwork from Facilities to approve the roof sealing quote and have this work completed before painting the building.
- Turn over County T-Hangar leases to the airport FBOs - Discussion ensued concerning the costs and liabilities.

The Board decided to table the decision until additional information is gathered. An Excel spreadsheet was requested laying out the costs for both airports.

- **Charles Carr made a motion to table the decision pending additional information.**
 - **Carl Flanagan seconded the motion.**
 - **Motion approved unanimously.**

HANGARS:

- INF 16 T-Hangars - 0 vacancies
- CGC 20 T-Hangars - 0 vacancies
- CGC 2 Box-Hangars - 0 vacancies
- Inverness M-Hangar - 1 vacancy
- The hangar donation to the non-profit organization was declined.

BOARD OF COUNTY COMMISSIONERS ACTION UPDATES:

- At their July 12, 2022, meeting, the BOCC nominated and appointed Mr. Keith Pullias for the District 5 member position on the Aviation Advisory Board.
- Acknowledgement of two hangar renewals and one new hangar lease agreement are on the August 8, 2022, BOCC agenda.

STAFF REPORTS: (Quincy Wylupek, Project Manager)

- **CGC Runway Extension** – Waiting to receive grant. The consultant has drafted first phase of the EA SOW which will be sent to FAA for review.
- **CGC Runway Rehab and Obstacle Removal North of Armory** – Waiting on the results of the profilograph to be reviewed. The AGIS portion of the survey needs some work. The Armory is moving forward with putting in additional parking within their lease area.
- **CGC Wetland Removal/Wildlife Study** – The FAA is requiring a twelve-month wildlife study to be done. The DOT matching grant has been edited and submitted back to the DOT.
- **INF Taxiways B & C and Apron Rehab at North End, and Taxiway A-1 Relocation** – Additional asphalt testing is being done on the hangar driveway aprons. There is some testing of the new lights and signs remaining to be done to complete the punch-list.
- **INF Airspace Study-Obstruction Removal** – Had zoom meeting with the FAA on July 13, 2022. The FAA determination letters will be sent soon.
- **INF FBO Hangar Door Replacement** – A final walk-through took place on July 8, 2022. A punch-list was developed which includes extra electrical fuses (were received today), touch-up paint on the door, debris pickup, and weatherproofing the rollup door.
- **INF Parking Lot** – The Office of Management and Budget is working on the documents to put this out for bid.
- **INF Business Park** – The Office of Management and Budget is working on the documents to put this out for bid.

PRESENTATIONS: none

FOR DISCUSSION: No discussion.

Date of next Aviation Advisory Board Meeting:

- Thursday, August 11, 2022, at 2:00 p.m. @ Crystal River Airport, 718 N. Lindbergh Dr., Crystal River, FL 34429

ADJOURNMENT:

- Luis Michaels made motion to adjourn.
- Motion seconded by Carl Flanagan.
- Motion approved unanimously.

Meeting adjourned at 2:43 p.m.

Kristine Sumner

Executive Secretary of Public Works Admin./ AAB Recording Secretary

AFFP

0710 SUCRN MTG 7/14 PUBLIC NOT

Affidavit of Publication

STATE OF FLORIDA }
COUNTY OF CITRUS } SS

0710 SUCRN MTG 7/14
PUBLIC NOTICE

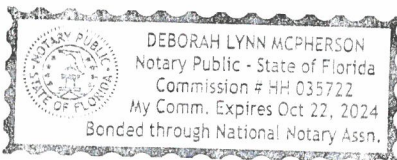
Before the undersigned authority personally appeared Jeanne Ethridge, who on oath says that she is an Accounting Clerk of the Citrus County Chronicle, a daily newspaper published at 1624 N Meadowcrest Blvd, Crystal River, FL in Citrus County, Florida; that the attached copy of advertisement, being a legal notice in the matter of 0710 SUCRN MTG 7/14, was published in said newspaper by print in the issues of July 10, 2022 or by publication on the newspaper's website, if authorized, on July 10, 2022.

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Jeanne Ethridge
Affiant

Sworn to and subscribed before me this 11th day of July 2022, by Jeanne Ethridge who is personally known to me.

Deborah Lynn McPherson
Deborah Lynn McPherson, Notary Public 10/22/2024



Publisher's Fee: \$ 20.74
50001515 50038337

ELAINE C THOMAS
CITRUS CO ENGINEERING DIVISION
3600 W. SOVEREIGN PATH
LECANTO, FL 34461

NOTICE IS HEREBY GIVEN that the CITRUS COUNTY AVIATION ADVISORY BOARD will meet at 2:00 p.m. on Thursday, July 14, 2022, at the Inverness Airport FBO facility, located at 4250 S. Airport Road, Inverness, FL.

Any person desiring further information regarding this meeting may contact the Engineering Division, 3600 W. Sovereign Path, Suite 241, Lecanto, FL 34461, or call (352) 527-5446.

Ronald E. Kitchen, Jr.
BOARD OF COUNTY COMMISSIONERS
OF CITRUS COUNTY, FLORIDA

NOTICE TO THE PUBLIC: Any person who decides to appeal any decision of the Governing body 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 the 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 Engineering Division, 3600 W. Sovereign Path, Suite 241, Lecanto, FL 34461, or call (352) 527-5446, at least two days before the meeting. If you are hearing or speech impaired, use the TDD telephone (352) 527-5312.

Published July 10, 2022

Attachment: Chronicle Tear Sheet for 7.14.22 AAB Mtg (20717 : Aviation Advisory Board Draft Minutes From 7/14/2022)