

ZEPHYRHILLS MUNICIPAL AIRPORT ADVISORY BOARD REGULAR MEETING

A Regular Airport Advisory Board Meeting was held on **May 15th, 2017** at 5:30 p.m. in the Robert H. Johnson Council Chambers of the Municipal Building. Chairperson Bill Castle called the meeting to order. Members present were Dan Evans, David Ruffell, Buzz Hohmann, Bill Castle and Mark Frank. Rachel Nash and Ron Miller were absent.

Staff present was Airport Manager, Nathan Coleman and Administrative Assistant, Lucy Huber.

APPROVAL/CORRECTION OF MINUTES – Dan Evans moved to approve the minutes of the meeting held November 21st, 2016. David Ruffell seconded. All were in favor and minutes were approved.

EMERGENCY ITEM – David Ruffell moved to include an Emergency Item to the agenda. Dan Evans seconded. The Board approved and the Emergency Item was added.

John McRae, real estate agent for Angela Land LLC. addressed the board. He explained that one of two parcels of airport land leased by Angela Land LLC. is in the process of being sold and will require a new lease assignment. Sam Turgeon, broker for the potential buyer was also present. The current assignment of lease has both properties included on one document. The agents are in the process of getting the properties separated to their own assignments. At this time, the agents did not have anything more than basic verbal information regarding the potential buyer. John McRae asked the Board to give their tentative approval of the sale and to refer them on to City Council for further approval. The Board agreed that without any specific or official documentation regarding the potential buyers, they could not give approval for a new assignment, but that Mr. McRae and Mr. Turgeon were more than welcome to take their request before City Council if they so wished.

No action required. No action taken.

BUSINESS ITEMS –

1. **Tampa Bay Soaring Society (TBSS)** – Randy Morningstar, President of Tampa Bay Soaring Society and Bruce Patton, Treasurer, introduced themselves to the Board. Mr. Morningstar provided a handout of his presentation as well as two informal drawings of the proposed improvements.

The handout included information regarding who Tampa Bay Soaring Society is, how it benefits the airport and the community, the proposed capital improvements on their leasehold and their proposed request for an extension on their expiring lease.

One of the capital improvements will include a 40' x 60' metal hangar. This is where they would house their tow plane, which is currently being housed in an airport t-hangar. As there is a waiting list for t-hangars this is not an issue. Nathan said that new buildings require a 7460 Form filed with the FAA for their approval. He said he foresees no problem with the new building but the form is a requirement.

Mr. Morningstar said TBSS would begin the improvements immediately following the finalization of the new lease or lease extension. Their current lease of twenty (20) years is expiring the end of July 2017. TBSS is requesting an extension of fifteen (15) years at the current rate with the proposed capital improvements. TBSS is a member-supported club and they are limited to what they can invest due to the fluctuation of their membership. Their total investment plan totals approximately \$123,000. They feel their proposed investment/improvement plans will make the property much better for the club and subsequently better for the Airport.

Mr. Castle spoke highly of the Soaring Club. Buzz Hohmann also spoke very highly of the Club. Dave Ruffell said he is happy with the club and said they work well with the Skydive community. He is in full support of the club and any improvements that can be made on the airport.

Mr. Coleman addressed the board regarding the average rates for lease improvements and subsequent extensions. He said his research finds that typically at our airport, a \$500,000 - \$750,000 investment procures a fifteen (15) to twenty (20) year lease with a five (5) year extension. He advises caution in procuring a fifteen (15) year renewal and five (5) year extension with only a \$123,000 investment. He would advise against the appearance of favoritism. Mr. Castle did not agree that the amount of investment should be the only determiner for the length of the lease. Nathan said the FAA uses an established methodology to determine lease fees but there are other factors considered as well. David Ruffell agreed with Bill Castle that money should not be the only factor but that money is usually the biggest factor. He said that everyone wants TBSS to stay here and that we should take into consideration their non-profit status, their long-term good standing with the airport and various other factors aside from money. He suggested we support them with a five (5) year extension and in five (5) years reconsider them for another five (5) years. Nathan agreed but reiterated that there is the very real possibility of trouble if an existing tenant or new tenant sees the differential in capital investment vs. length of lease. Mr. Mark Frank inquired if there was an exemption for a 503C company and the answer was "not with the FAA". Everyone agreed that TBSS is a valuable asset to the Zephyrhills airport and that they should not be treated exactly the same as every other business. We want to support them in any way we can.

TBSS Treasurer said their organization preferred the ten (10) year lease with a five (5) year extension due to the return in investment to its members. They said there is really no way they can compete with a company who can afford to invest higher amounts to procure a longer lease. If they were held to the same standards, they would have to leave the airport.

Mr. Coleman said that he believes if a lease with a five (5) year with two five (5) year extension was established and by chance a large business came in after five (5) years and wanted the property, the City would buy out the remainder of the lease. He could not confirm this but said he would find out the specifics.

Mr. Morningstar was happy to hear that the Board is in support of their organization and TBSS wants to remain in Zephyrhills but doing so has to make financial sense to their members.

David Ruffell made a motion to do a modification on the current lease to extend it for five (5) years with two five (5) year renewal options and to have all improvements done within a year. Mark Frank seconded. All were in favor and the motion passed.

2. Airport Name Change - Dan Evans moved to table this item until Mohsen Mohammadi, Airport Consultant from A.I.D, is present to give his report regarding changing the airport name from Municipal to Regional.

2. Airport Security - A pilot for The Florida Department of Wildlife talked to Mr. Bill Castle about an incident he said had occurred at our airport a few months ago. According to this pilot, as he was coming in for a landing he could not activate the runway lights so he instead used his night vision goggles. He reported that there were two vehicles parked side by side in the middle of the runway, with the lights off. Thankfully, he was able to land safely without incident. After landing, the pilot said he

confronted the passengers of the vehicles and they told him an airport tenant had given them the access code.

Nathan Coleman said he could not find any type of corroborating information regarding this incident. Mr. Castle said that after hearing about this incident he has questions regarding the potential liability of the airport regarding unauthorized access. He suggested the airport draw up some type of document that would hold the tenant liable if they give out the gate code and then follow through with penalties if they are caught doing so. Mr. Coleman said that he has spoken briefly with the City HR Director and City Attorney regarding such a form. The conversation regarding security ended with Nathan agreeing to move forward in the formulation of a letter/document for all airport tenants regarding gate code security.

4. Board Readjustment - The Airport Board will be on schedule to readjust their officers at the next meeting. Dan Evan requested a copy of the current City Ordinances regarding the Airport Board.

5. Board Meetings to be held every 3 months - It was tentatively decided that if there is no Airport Business to attend to, the Airport Board will meet the 3 Monday of every third month. If there is something requiring Board approval or attention we will meet our normal 3rd Monday of that month.

INFORMATIONAL ITEMS –

1. Sun N' Fun – Nathan gave a quick report on the 2017 Sun N' Fun activities.
2. Fuel sales –Fuel sales were reviewed.

MEETING ADJOURNED – Mr. Buzz Hohmann moved to adjourn the meeting at 7:09 p.m. Mr. Mark Frank seconded. All were in favor and the meeting was adjourned.