

ZEPHYRHILLS MUNICIPAL AIRPORT AUTHORITY
REGULAR MEETING

A Regular Airport Authority meeting was held on Monday April 15th, 2013 at 5:30 p.m. in the Robert H. Johnson Council Chambers of the Municipal building.

Chair person Daniel Evans called the meeting to order at 5:50 p.m. Roll call was taken. Present were members Daniel Evans, Bill Castle, Larry Lynch, Rachel Nash and Edward Knapp. Juan Vega was absent.

Staff present was Airport Manager Michael Handrahan and Airport Administrative Assistant Lucy Huber.

APPROVAL/CORRECTION OF MINUTES

Bill Castle moved to approve the minutes for the meetings held on February 18th and March 18th, 2013. Rachel Nash seconded and all were in favor.

BUSINESS ITEMS

1. Consent from the board to accept gift of Port-a-Port hangar #1 from the Musselmans.

Mr. Musselman, owner of one of the 6 portable hangars on the field would like to donate his hangar to the City of Zephyrhills Airport. The process for this has been administratively started and will need to go to City Council for resolution. According to Mike Handrahan there are two reasonable options to be decided as to the use of the hangar if accepted by the Airport. The first is to disassemble it and turn it in for scrap. The second would be to rent it (for an amount to be determined) to a tenant who would agree to move into a full T-Hangar when one becomes available. Dan Evans reminded the board that the original leases for the portable hangars stated that the owner was responsible for removing the hangar. Mr. Handrahan said that this was not an option for the tenant but it would be an asset for the Airport to agree to take it. There was concern that it could cost the Airport money if was agreed upon to take possession of the hangar. The question also arose as to whether the Fire Department and Building Department would be agreeable to continuing to use the hangar. Mike Handrahan said both departments will be included in any decisions. Bill Castle moved that the Airport accept the donation from the Musselmans. Rachel Nash seconded. All were in favor and the motion passed unanimously.

2. Consent to allow Dan Debeer to be formally released from his term lease of Hangar # 200 (formally Seana Inc.).

Mr. Debeer would like to be formally released from his term lease of Hangar #200. It was discovered that this lease should have gone back to the Board and

Council to approve any extensions. As this was not done for the last extension the lease is therefore invalid. Because of this, City Attorney Joe Poblack agreed the City could simply send Mr. Debeer a letter releasing him from any obligation. Mr. Handrahan said because of the poor shape of the building it would not be used as a hangar any longer. It could be used to store some of the Airport lawn mowing equipment instead. Eventually the area will hopefully be developed for newer aviation use. Larry Lynch moved to release the lease for Hangar #200. Bill Castle seconded. All were in favor and the motion passed unanimously.

3. Consent to pre-approve acceptance of new FDOT JPA Grant for \$200,000 for a portion of their participation in the runway 4-22 reconstruction.

Rachel Nash moved to pre-approve acceptance of new FDOT JPA Grant for \$200,000 for a portion of their participation in the runway 4-22 project. Larry Lynch seconded. All were in favor and motion passed unanimously.

INFORMATIONAL ITEMS

1. Fuel sales were reviewed. No action was taken.
2. Dan Evans reminded the Board that a realignment of the Board will be taking place. Elections will be held at the next meeting to reassign the Chairperson, Vice Chairperson and Secretary.
3. Airport Manager Mike Handrahan gave an update on Airport projects and activities.
 - a. The primary issues for the security fence (around SkyDive City) have been addressed and the final plans will be endorsed by SkyDive City. The fencing project can now be moved forward.
 - b. AVCON is putting together the paperwork and the bid documents should be ready by the end of April and the bid process started in May/June.
 - c. Resealing and restriping of 18-36 is complete and looks great.
 - d. Repairs have been started on the shade hanger and on Hangar 3.
 - e. City staff handled approximately 125 inbound and outbound customers for the Annual Sun-N-Fun event.
 - f. An R.F.P for future rental car business is in process.
 - g. There is a major National SkyDive event slated to take place at SkyDive City in May. T.K. Hayes gave an update.

MEETING ADJOURNED - Dan Evans adjourned the meeting at 6:07 p.m.

