

## **ZEPHYRHILLS MUNICIPAL AIRPORT ADVISORY BOARD REGULAR MEETING**

A Regular Airport Advisory Board meeting was held on Monday December 15<sup>th</sup>, 2014 at 5:30 p.m. in the Robert H. Johnson Council Chambers of the Municipal Building.

Vice Chairman Bill Castle called the meeting to order. Present were members Bill Castle, Buzz Hohmann, David Ruffell, Ron Miller and Dan Evans. Rachel Nash and Juan Vega were absent.

Airport Manager Michael Handrahan and Deputy Airport Manager Nathan Coleman attended the meeting. Administrative Assistant Lucy Huber was absent.

**APPROVAL/CORRECTION OF MINUTES** – David Ruffell moved to approve the minutes of the Regular Meeting held on November 17<sup>th</sup>, 2014. Ron Miller seconded the motion. All were in favor and the motion passed.

### **BUSINESS ITEMS –**

#### **1. Review and Approve Building and Land Leases**

Mike Handrahan presented the board with different types of sample aviation leases. Aeronautical Land Development, Aeronautical Building and Land leases and Lease Rates. The City Manager, City Attorney and Airport Manager have been working towards these new lease formats and away from the currently used tax based land leases. The new leases, if approved, will reflect the more current leasing practices, policies and formulas for this area. (These new policies will affect new leases only. Established leases will not change.) The current leases contain various discrepancies and are based on Ad Valorem taxes. (Aviation based leases should be exempt from Ad Valorem taxes per Florida State Statute.)

These proposed changes were previously brought before the City Council and approved contingent to the Airport Boards approval. This brought about several questions and concerns from the Airport Board. David Ruffell, Ron Miller, Bill Castle and Dan Evans all agreed that they felt unqualified to comment either way on the information brought before them at this time. They questioned how the numbers and changes presented to them were established. The formulas used etc. At this point it was suggested that this and the following two business items be tabled or deferred until these questions could be discussed and more information given. **Dan Evans made a motion to defer the items until a Special Meeting could be scheduled to discuss them. David Ruffell seconded. All the Board members were in favor and the motion passed.** Mike Handrahan said he would contact the board members to schedule this Special Meeting.

#### **2. Review and Approve Land Development Lease.**

Discussion deferred to Special Meeting.

#### **3. Review and Approve Lease Rates.**

Discussion deferred to Special Meeting.

### **INFORMATIONAL ITMES –**

- 1. Employee Update** – There has been an employee transfer and now a vacancy to be filled.
- 2. FBO Lobby Upgrades** – The Airport is moving forward to modernize the lobby.

3. **FAA “Fly-In” Safety Seminar – EAA Chapter – FDSO Feb. 28<sup>th</sup>** – Will be held in the AeroCenter from 9 a.m. – 2 p.m.
4. **Ford Tri-Motor** – Housed in the AeroCenter for maintenance and pilot training.
5. **Museum Pearl Harbor** – Dan Evans gave an update on the Pearl Harbor event held in the Barracks. He said it was a very good turn out with 2 extra WW11 Veterans who stopped in unexpectedly. There was plenty of food donated by several local restaurants as well as the wives of the event coordinators. Skydivers carried the American flag. All in all it was a great event appreciated by all who attended and there is hope that next year the event will be even better. The next event will be D-Day.
6. **BBQ – Pigz in Zhills** – This City of Zephyrhills Chamber of Commerce event is scheduled to take place here at the Airport on January 17<sup>th</sup>.
7. **Increase in Fuel Sales, lower wholesale/retail prices** – Due to the much lower fuel prices there has been a tremendous upswing of fuel sales! The Zephyrhills Airport tries to keep prices the lowest in the region if possible.
8. **Fuel sales/Skydive info** – Numbers available for review.

Before the meeting was adjourned Mr. Bill Castle said he hopes the airport can address the very poor and disgraceful condition of the current AeroCenter signage. Mr. Handrahan said this is on the priority list of things to be done, but is being held up due to coordination with the painting of the building. Mr. Castle said he hopes it can be moved up on the priority list.

**MEETING ADJOURNED** – David Ruffell moved to adjourn the meeting. Ron Miller seconded. All were in favor and the meeting was adjourned at 6 p.m.