

ZEPHYRHILLS MUNICIPAL AIRPORT ADVISORY BOARD REGULAR MEETING

A Regular Airport Advisory Board meeting was held on Monday July 21st 2014 at 5:30 p.m. in the Robert H. Johnson Council Chambers of the Municipal Building.

Chair Person Juan Vega called the meeting to order. Present were members Juan Vega, Rachel Nash, Larry Lynch, Bill Castle and David Ruffell. Dan Evans was absent.

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

APPROVAL/CORRECTION OF MINUTES – Bill Castle moved to accept the minutes of the Regular meeting held May 19th, 2014. David Ruffell seconded the motion. All were in favor and the motion passed.

BUSINESS ITEMS –

1. Submitted Budget for FY 14/15

The Submitted Budget for FY 14/15 was reviewed. Airport Manager Mike Handrahan highlighted some of the proposed budget items.

- 1 Full time employee
- A dedicated off road vehicle for Airport use.
- Design of an Automated Weather System – an FAA grant item.
- Emergency Generator
- Airfield lighting vault – an FAA grant item.

During the budget discussion there were questions about the new business on the airfield, Rotor's of America. Mike explained what this company does as well as the current and future leasing – permitting arrangements they have with the Airport

2. CIP 5 Year Outlook

Overview based on the FDOT controlling documents that identify projects the airport would like to do in coming years.

3. ALP as submitted to FAA

Because of the size of the document this item would be reviewed at the end of the meeting. The ALP is currently at the FAA waiting for approval.

OLD BUSINESS ITEMS –

1. Driving Dynamics – pending FAA review.

Airport Manager updated the board as to the status of allowing Driving Dynamics on the airfield for their events. He informed them that the FAA is currently reviewing this information, but that there is much more paper work to be filed before final approval/denial is given. Mr. Handrahan also looked into the insurance qualifications. At this point in the discussion Bill Castle asked Mr. Handrahan what his opinion is on allowing this type of event to take place

on the airfield. Mr. Handrahan said he does not feel like we should be doing these types of non-aviation events on the airfield due to their complexity. Although Mr. Handrahan is uncomfortable with it, he said he would leave the final decision to the board.

At this point, Bill Castle moved that Mr. Handrahan should stop the process of getting FAA approval or denial for these events to be held on the Airfield. Larry Lynch seconded the motion. Rachel Nash voted for the motion. David Ruffell and Juan Vega voted against it. The motion passed.

Because of this decision Mr. Ruffell asked Mr. Handrahan if the airport would now be sure to process all future airport usage requests in the same manner with every t crossed and every i dotted. Mr. Handrahan assured him that as an airport manager, he is responsible for our grant assurances and that we meet the needs and requirements of the FAA for every event request.

INFORMATIONAL ITEMS

Mr. Handrahan updated the board on the following informational items:

1. NBAA Conference in October.
2. Developing a new lease format for Zephyr Engines (2015.)
3. Leasing methodology.
4. Runway and Taxiway A Project.
5. Fuel Sales.

No action required for any of the informational items.

MEETING ADJOURNED

Bill Castle moved to adjourn the meeting. Juan Vega seconded. All were in favor and the meeting was adjourned at 6:01 p.m.