

**ZEPHYRHILLS MUNICIPAL AIRPORT AUTHORITY**  
**REGULAR MEETING**

A Regular Airport Authority meeting was held on **September 17<sup>th</sup>, 2012** 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 5:32 p.m. Roll call was taken. Present were members Dan Evans, Larry Lynch, Ed Knapp, Bill Castle and Juan Vega. James Spears and Rachel Nash were absent.

Staff present was City Manager James Drumm serving as Interim Airport Manager and Airport Administrative Assistant, Lucy Huber.

Hilary Maull, AVCON representative was present.

**APPROVAL/CORRECTION OF MINUTES**

*Minutes for Regular Meeting on July 16<sup>th</sup>, 2012 and August 20<sup>th</sup>, 2012.*

Bill Castle moved to accept the minutes as presented. Larry Lynch seconded and all were in favor. Motion passed unanimously.

**BUSINESS ITEMS**

1. Election of Officers.

Bill Castle moved to re-nominate current Secretary of the Board, Larry Lynch, as Secretary of the Board. Juan Vega seconded and all were in favor. Motion passed unanimously.

Bill Castle moved to re-nominate current Vice Chair person, Juan Vega, as Vice Chair person. Larry Lynch seconded and all were in favor. Motion passed unanimously.

Bill Castle moved to re-nominate current Chair person, Daniel Evans, as the Chair person. Ed Knapp seconded and all were in favor. Motion passed unanimously.

**OLD BUSINESS ITEMS**

1. Support Detail for static display of C47.

Hilary Maull of AVCON passed out a Support Detail Plan for the static display of the C47 for the Authority to review. Dan Evans noted that the engineering plans did not have sufficient detail showing how the plane would be attached into the concrete. There were questions about the actual uplift load and shear. These factors would affect the type of bolting used to attach to the concrete. There were also questions regarding the tail support. Hilary will take these questions back to AVCON and re-present the Support Detail Plans at a future date.

## 2. Runway Design Job/Rehabilitation of 4-22

Hilary Maull presented the Authority with a quick overview of the grant application for the funding design of the rehab of runway 4-22. This application was submitted to the FAA in August and approved and funded in September. At this point it has also been approved by the City Council, signed and returned to the FAA.

AVCON is looking for the design to begin late September, early October. Design and testing firms will have to be put in place now that a signed contract is procured. Bid will go out early to mid spring to get the bid information. Once the bid information is back from the design package it can be submitted to the FAA to try to receive money for the construction portion of the project. Funding is 90% FAA, 8% FDOT and 2% City funds. FAA design funding is completely in place and FDOT design funding is encumbered but there is still some paperwork that needs to be completed. There was discussion regarding the condition of the runway and the project justification. It was noted that this runway, 4-22, is in overall poor condition and primary runways should not get to this stage. This project is not for strengthening the runway, but actual load capacity will be determined. No action was required for this item of business.

## **INFORMATIONAL ITEMS**

### 1. Mr. Drumm presented informational items to the board.

Interim Airport Manager James Drumm addressed the board. He explained that because of budget reasons, Nathan Coleman had been returned to the Utility Department for two (2) weeks. Mr. Drumm said that newly hired Airport Manager, Mr. Mike Handrahan, will be attending the next Airport Authority Meeting held in October, but he does not officially begin his duties until November 1<sup>st</sup>. Nathan Coleman will have a new title, Deputy Airport Manager once the new budget is approved by the City Council.

A copy of the Airport budget for Fiscal Year 2012/2013 was passed out to the Airport Authority. Mr. Drumm pointed out several line items of interest in the budget. Mr. Lynch asked about the various insurance coverage's for the airport and asked for a specific break down of the transfers out. He also questioned whether the insurance coverage was specific to airports. Mr. Drumm said he would see that the Finance Director would get that information to them.

There was discussion about the pilots lounge located in the Barracks building. It was agreed that the airport should look into internet connection as well as a broader reception for the television in the pilots lounge.

Dan Evans gave an update on some of the special events taking place at the Barracks building. There have been a lot of interesting additions added to the museum collection recently.

Juan Vega asked Hilary Maull about the status of MoGas coming to Zephyrhills.

### 2. Fuel Sales - Fuel sales were reviewed and no action was taken.

Dan Evans adjourned the meeting at 6:22 p.m.

