

## ZEPHYRHILLS MUNICIPAL AIRPORT ADVISORY BOARD MEETING

August 18th, 2025

A Regular Airport Advisory Board Meeting was held on August 18<sup>th</sup>, 2025 in the City of Zephyrhills Council Chamber. Bill Castle called the meeting to order. The members present were Erik Meredith, Mike Ward, David Inman and Bill Castle. Staff present were Nathan Coleman and Lucy Huber.

### APPROVAL/CORRECTION OF MINUTES

**1. Minutes from the meeting held June 16<sup>th</sup>, 2025**

David Inman moved to accept the minutes as they were presented and Mike Ward seconded. The motion passed.

**2. AIRPORT MANAGERS' REPORT**

**a. Taxiway E and Apron Rehab –**

Mr. Coleman updated the board that the FAA grant for this project is on the way. He also has procured the FDOT portion of participation in the project. Construction is slated to begin in approximately 3 months.

**b. Runway 1-19 Rehab -**

The contract has been issued on this project, and the contractors are already on sight working on another project (Taxiway Foxtrot). The Runway project is being pushed back for a while because some of the runway lighting has not arrived. The contractors had planned on working on the two projects (1-19 rehab and Taxiway Foxtrot) simultaneously, and complete the 1-19 project in two phases. This would have caused the runway to be shut down for an extended period while waiting for the lighting to arrive, so Mr. Coleman and the team decided to leave it open in the meantime and have it shut for a shorter period of time once the project can be completed in one phase.

**c. Taxiway Foxtrot and Box Hangars –**

Currently, Taxiway Foxtrot is at about 30% complete. Most of the sight work and storm pond work is complete. Mr. Coleman estimates that within 3 to 6 weeks the asphalt will begin to go down, and the lighting will be installed.

The Box Hangars building contract has been issued to Stellar Development Company. The first construction meeting will be held soon, and the start date will be determined at that time. Mr. Coleman estimates a starting date in about 2 months or so.

There was meeting with the City Manager and City Finance Directors, and it was determined that 1.3 to 1.4 million dollars of the airport reserve fund will be utilized to pay for the 2<sup>nd</sup> hangar. This is due to the State Appropriation funding limitations. The original Appropriation funding specification was for Taxiway Foxtrot, 2 Box Hangars and a new FBO. We were fortunate enough, due to the work of the City Manager, to get an amendment to the Appropriation eliminating the FBO but we will still be short of funding to complete 2 Box Hangars. To remain in compliance with the Appropriation guidelines, the airport reserves will be required to fund one of the hangars. The airport will have a remaining Cash reserve balance of approximately \$400,000. Although this could leave us somewhat short funded to

be able to meet our matches for future grant projects, we will also be bringing in additional funds with the new large box hangars.

**BOARD MEMBERS COMMENT AND QUESTIONS –**

Additional discussion regarding what the two box hangars will be used for and the current demand for them.

**CITIZEN COMMENTS -**

Nick Burgess introduced himself and addressed the Board. He is the General Contractor for a projected project of a 27,000-foot hangar that will be built on the airfield. Mr. Burgess wanted to start the conversation regarding this plan. They are already at about 30% of the planning, including drawings and SWFTMD requirements. The owner of the projected new hangar is already a tenant on the airfield housing one of several aircraft he owns. This new hangar will be used as storage for his private aircraft and may also include a flight school.

**FUEL SALES -**

Fuel sales were reviewed. No action required.

**MEETING ADJOURNED -**

David Inman moved to close the meeting and Erik Meredith seconded and the meeting was adjourned at 4:19 p.m.