ZEPHYRHILLS MUNICIPAL AIRPORT ADVISORY BOARD MEETING

February 21st, 2022

A Regular Airport Advisory Board meeting was held on February 21st, 2022 at 5:30 p.m. in the City of Zephyrhills Council Chambers. Buzz Hohmann called the meeting to order. Members present were Buzz Hohmann, Kenneth Leslie, Matthew Laseter, Bill Castle, Dan Evans and Erik Meredith. Ron Miller was absent. City staff included Airport Manager Nathan Coleman and Executive Administrative Assistant, Lucy Huber.

APPROVAL/CORRECTION OF MINUTES

1. *Bill Castle moved to approve the minutes from the meeting held November 15th, 2022. Dan Evans seconded. All were in favor and the motion passed.*

2. **BUSINESS ITEMS**

Kyle Quirk, representing the company, CLM Systems, (a printing distribution company) addressed the board. Mr. Quirk gave a general overview of the business. They would like to take over the building located at 40420 Freefall Ave. John McRae is the real estate agent for this property. Originally, the airport staff understood the request to be a sub-lease of the property. The airport manager let Mr. Quirk and Mr. McRae know that because rather than sub-lease, they want to transfer ownership, it will have to go through some preliminary steps before the Airport Board can give their recommendation or approval.

Bill Castle moved that the Airport Board pre-approve whatever future recommendation the City Council passes regarding this business. Dan Evans seconded the motion. All were in favor and the motion passed.

3. **AIRPORT MANAGERS REPORT**
    a. 01-19 Extension – Slated to be completed by the end of March or first part of April
    b. Fuel Farm – Slated to be completed by the end of March or first part of April
    c. Taxiway Alpha Rehab – Scheduled to begin project mid-March
    d. Ramp Expansion – Still in the design phase of project.

INFORMATIONAL ITEMS

a. Mr. Coleman discussed with the board a letter the airport received from the Washington D.C offices of the FAA. They are conducting an investigation of the airport due to issues regarding the Skydive City lease. He said that he, the City Manager and the City Attorney are working to put together a corrective action plan to resolve this matter.
b. Fuel Sales were reviewed. No discussion or action required.

MEETING ADJOURNED – *Bill Castle moved to adjourn the meeting at 6:04 p.m. Dan Evans seconded and the meeting was adjourned.*