



Tullahoma Airport Authority

P.O. Box 1584 – Tullahoma, TN 37388

Tullahoma Airport Authority Meeting Minutes 7/20/05

Members Present: Dr. Ralph Kimberlin, Roy Smith, John Miller, Buddy Chellstorp and Dr. Phillip Patterson.

Members Absent: None

Visitors: Jon Glass, Alderman Darden, Mark Paslick, Sam Crimm, Daryl Welch, Bob Stephenson, Ben Butler, Tammy Butler, Jimmy Chapman, Frank Passarello, Doug Kincell, John Stubbs, Buddy Richison, Lee Pugh, Al Henninger, Rita Bauer, Andy Moore, Al East, Eric Clutton, Michael Luckado, Richard Raper and Mary Raper.

Note: Where motions are noted as being approved, they were unanimously approved by all Board members unless otherwise noted.

1. Meeting was called to order at 6:00 pm.
2. Minutes of June 14 were approved.
3. Dr. Patterson presented the Treasurer's report. He discussed the new format of the financial statements. He also discussed payments made over the past month and reported that the Schwab account money will be used for the hangar bond payments. Dr. Patterson requested all future rental payments from the two TAA hangar buildings will be deposited in the Schwab account. A motion was made and approved to deposit the lease payments from the two hangar buildings in the Schwab account. John Miller requested Jon Glass and Jeremy Bell to review the remaining T-hangar leases and see if the remaining hangars can be sold in 2007 when the bond is callable. A motion was made and approved to have Jeremy Bell review the leases.
4. Jimmy Chapman presented the FBO report. He reported the monthly activities and payments (Attached). The Bonanza, Air Race and Bonaroo events led to higher fuel sales for the past month. He also discovered a billing mistake with the TVA NDB site lease which will result in a \$1,900 reimbursement check to the Airport Authority.
5. Jon Glass presented the Executive Director Report:

Runway 6/24 Project – J&S started work on the clearing and grubbing on July 11. The runway lighting work is complete until the 500 foot extension is complete.

Vanderbilt LifeFlight – Roadway work will start next week and the hangar should be complete in about 30 days. We need to schedule a work session to discuss proposed lease agreement.

Horse Play Land – Aeronautics Commission approved 90/10 funding for the purchase of the 12.5 acres.

Airport Inspection – Copies provided to members. Richard Raper is doing survey work to identify trees that need to be trimmed. If project cost is more than \$2,000 90/10 funding will be available.

Workers Comp Insurance – Jon Glass checked with 4 local insurance companies on workers comp insurance. Lester & Greene \$1,500 per year and EB Thoma \$2,400. State Farm could not provide coverage and Rogers Insurance has not provided quote but they advised me it would be more than \$2,400 per year.

A motion was made and approved to accept Lester & Greene estimate for insurance and to get the policy in effect as quickly as possible.

Women's Air Race Classic – Copy of thank you letter provided to members. I would like to thank Sam Crimm, Roy Smith, Beverly Beckwith, Frank Passarello, Jimmy Chapman, Charles Parish, John Stubbs, Gene Hood, Mary Raper, Don Freeman, Tom Perkins, Dr. Phillip and Teresa Patterson and the CAP for their help with the event.

FAA Wings Weekend – Jim Trusty would like to schedule wings weekend here on September 10. Last year we had 200 visitors and 50 aircraft participate.

A motion was made and approved on the date and TAA sponsorship of the event in the amount of \$250.00.

Staggerwing Duathlon – Duathlon will be Saturday August 6.

Hangar Construction – Daryl Welch presented a letter from Joe Lester requesting “through-the-fence” access to Airport property for his proposed hangar construction project. Jon Glass will meet with Aeronautics Division staff to discuss compensation for the access.

ATC Training – Bob Stephenson and Lee Pugh with the Smyrna National Guard asked permission to hold Air Traffic Control training at the Airport. All the equipment will be mobile and training should start early next year. A motion was made and approved to allow the National Guard to use the Airport for ATC training after a concept of operations plan is presented to and approved by the TAA.

Airport Business Plan – Mark Paslick with HMB made a presentation on General Aviation Airport Business Plans. This plan will help identify new sources of revenue for the Airport, development opportunities for Airport property, marketing opportunities, review leases, review the capital improvement plan for future projects and complete an economic impact statement for the Airport. The estimated cost for their proposed plan is \$60,000 - \$65,000 and 75/25 funding is available from the Aeronautics Division. John Miller brought up the fact that Angelou Economics had previously performed an economic analysis of Tullahoma for the Industrial Board and that we should not pay twice for the same information. Jon Glass will provide copies of the Angelou report and Airport Development standards to HMB. HMB will prepare a scope of work for TAA review. A motion was made and approved to pursue funding from the Aeronautics Division for the Business Plan. Implementation is pending review and acceptance of a revised proposal from HMB by TAA.

Adventure Skydiving – Ben Butler with Adventure Skydiving presented a proposal for TAA review (Attached). The proposal was declined due to lack of a safety plan and the Exclusive Right provision in the proposal.

6. Old Business

- A. Caretaker Issue – Dr. Kimberlin notified the Board that he rescinded the caretaker status for Roy Smith.
- B. FBO Lease – A TAA working session was conducted prior to this meeting with TAA legal counsel Jeremy Bell to review information and options for FBO lease renewal with Tullahoma Aviation, Inc., or to use a public request for proposal (RFP) route. There was unanimous agreement that we should offer a 5 year lease extension to Tullahoma Aviation, Inc. for first right of refusal. John Miller made a motion to acknowledge that the FBO performance by Tullahoma

Aviation, Inc. has been adequate over the past 5 years. The motion was approved. A new, 5 year lease agreement, with no automatic extension/renewal clause included, will be offered to Tullahoma Aviation, Inc. as soon as it can be drafted that incorporates the changes agreed to at the working session held earlier.

- C. TAA Policies – The proposed Aircraft operations policy was not adopted because FAR’s regulate these operations. Traffic pattern information for 9/27 will be added to AOPA and the Airport/Facility Directory publications. The proposed vehicle operations policy was not adopted because FAR’s regulate these operations. The existing Minimum Standards document will also be revised and presented for TAA review at the August meeting. Jon Glass will report back to the Board on these items.
 - D. Proposed Minimum Development Standards Document–The Board agreed to change the name of the document to the Tullahoma Airport Development Standards. The Board also agreed that the document would apply to new construction only. The document and Angelou Study will be reviewed by HMB in preparation for the scope of work on the Business Plan. Action was deferred on the Development Standards pending action on the HMB Business Plan.
7. New Business
- A. Schedule for Meeting with Mr. Stooksbury – Dr. Kimberlin will contact Mr. Stooksbury and reschedule a meeting.
 - B. Other New Business – Jimmy Chapman inquired about the sweeping contract and fuel tank project. Jon Glass will check the status on sweeping contract and submit fuel tank project in August.
8. Public Comments – None
9. Alderman Darden’s Comments – Alderman Darden reported that he had some inquiries about televising the Airport Authority meetings on Channel 6 and would report back. Alderman Darden thanked the Board for their work on the Hangar Bond issue. Alderman Darden said the caretaker issue had been dealt with according to the letter from Mayor Cope but the zoning ordinance had not been satisfied. The Chairman replied that TAA is not required to enforce City codes since it is not in the TAA Charter.

10. The meeting was adjourned at 7:58 pm.

Submitted by,

<<Original Signed>>

Jon Glass

Minutes approved at the 9 Aug 2005 TAA regular meeting