



Tullahoma Airport Authority

P.O. Box 1584 – Tullahoma, TN 37388

Meeting Minutes

August 8, 2006

Members Present: Phillip Patterson, John Miller, Buddy Chellstorp, Ken Ward and Anna Johnson.

Members Absent: Roy Smith

Executive Director Jon Glass: Present

Alderman Janice Bowling: Present

Tullahoma News: Rita Bauer

Visitors: Frank Passarello (Tullahoma Aviation), Sharon Tinkler, Byrd Raby and Al Henninger (Public Comments).

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

- 1. Meeting called to order at 6:00 pm.**
- 2. Minutes for the July 11, 2006 meeting were approved.**
- 3. Public Comments** – Sharon Tinkler reported that The Tullahoma News interviewed and will run an article in the newspaper on why they chose to locate in Tullahoma and the Airport. Byrd Raby discussed some of the factors that led to his decision to move to this area and the Airport.
- 4. Treasurer's Report** – Dr. Patterson reviewed the monthly payments, lease deposits and account balances. He updated Board members on the status of the hangar bond pay off procedures. He reported that the Airport Authority will have approximately \$160,000 to pay off the bond next April. The remaining T-hangar will be sold before October 31, 2006.
- 5. FBO Report** – Frank Passarello presented the FBO report. He reported on the monthly payments and activities. He reported that the meters failed state inspection

on the new AVGAS pumps. The Contractor has been notified and will return to correct the problem. A&R Glass inspected the windows in the terminal building and found two more cracked windows to be replaced.

6. Jon Glass presented his Executive Director Report:

Horseplay Land Acquisition – Jon Glass has advised Horseplay of the final appraisal amount. They should let us know in the next 30 days if they will accept the offer.

Consultant Selection Process – Hanson/PDC was selected at the July 21 Special Meeting. The scoping meeting with the Aeronautics Division was held yesterday and copies of the meeting minutes are included for each Board member. Please review the minutes and let me know if you have any questions.

2005 6/24 Project – J&S Construction should arrive this week to complete the work.

2006 Projects – Copy of spreadsheet is included for Board members. AVGAS pump upgrades and tree clearing project are complete. Exterior painting of fuel tanks is about 70% complete. The \$13,670 reimbursement on the maintenance contract has been deposited.

South Hangar Drainage – Public Works has completed this project except for the parking lot and road asphalt repair work.

Ramp/Taxiway Utility Trench Repair – Project has been submitted to Aeronautics Division for 50/50 funding. The 18/36 light repair and ramp security lighting project submitted in May will be resubmitted to TAD Wednesday for approval.

Airport Inspection – Aeronautics Division completed the annual inspection last month and found no violations. Copy of report is included for Board members. John Miller inquired about the Hangar painting notation and Security gate on the report. The gate will remain open until the North end of the ramp is addressed. Jon Glass will check with the inspector on the hangars that were noted. Ken Ward inquired about several areas on the South end of the ramp with debris around the hangars. Dr. Patterson reported that Gene Hood was in the process of cleaning up this area.

Updates

Aeronautics Division Conference – August 17 & 18

FAA Wings Weekend – August 26

Aeronautics Division CIP Meeting – October 24

7. Old Business:

- A. **North Taxiway Lots** – No new updates on this agenda item.
- B. **Harton Hangar Project** – Jon Glass will check with Joe Lester on the deed for the property. Board members discussed funding options for the estimated \$40,000 local share for the Aeronautics Commission approved ramp expansion project. **A motion was made and approved** to apply for a UDAG loan to fund the local share for this project. If the Board of Mayor and Alderman denies the request the Airport Authority will seek a bank loan to fund the local share.

8. New Business:

- A. **By-Laws** – John Miller discussed an e-mail from Jeremy Bell regarding the line of succession with Dr. Kimberlin’s resignation. Mr. Miller is the current Chairman **Pro-tem during meetings** and the Airport Authority has no **permanent** Chairman at this time. Mr. Bell explained the Airport Authority could either amend the By-Laws or follow Robert’s Rules of Order in the event that Mr. Miller could not attend a meeting. The Board members decided not to amend the By-Laws and follow Robert’s Rule of Order in case the Chairman is absent from a meeting.
- B. **Airport Zoning** – Jon Glass presented some zoning information from other Airports in the State to the Board members. John Miller suggested that a committee be formed to study and suggest changes to the current Airport zoning. An ad hoc committee will be formed with Dr. Patterson as Chairman and Anna Johnson, Ken Ward, Sharon Tinkler and Charles Parish as committee members.
- C. **Aeronautics Division Visit** – John Miller reported on a recent visit to the Airport from Bob Woods, Brian Caldwell and Jackie Hernandez from the Aeronautics Division. They visited the UTSI, Staggerwing Museum and Arnold Air Force base facilities.

9. Alderman Bowling’s Comments – John Miller thanked Alderman Bowling for her efforts with Jacobs/Sverdrup and the Public Works department to complete the drainage improvement project for the South Hangar. Alderman Bowling reviewed some of the action items completed over the past year. She and all Board members thanked Dr. Patterson for his work on the hangar bond payoff procedures. She reported that Mayor

Bisby would make Board of Alderman appointments for independent agencies at the August 14, 2006 meeting.

Al Henninger suggested that a plaque honoring John Harton and his contributions to the Airport be placed adjacent to the flagpole. John Stubbs suggested that former Airport Authority members be included. Anna Johnson suggested that Marjorie Collier be contacted about working on some type of Airport history display or project.

10. Meeting adjourned at 7:15 pm.

Submitted on 08/10/06

<Original Signed>

Jon Glass
TAA, Executive Director

Minutes approved during the _____ meeting