



# Tullahoma Airport Authority

P.O. Box 1584 – Tullahoma, TN 37388

## **Meeting Minutes**

**June 13, 2006**

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

**Members Absent: Ralph Kimberlin and Roy Smith.**

**Executive Director Jon Glass: Present**

**Alderman Janice Bowling: Present**

**Tullahoma News: Rita Bauer**

**Visitors: Frank Passarello (Tullahoma Aviation), Mickey Miller (Hangar Proposal), John Stubbs and Ron King (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 May 9, 2006 meeting and work session were approved.**
- 3. Treasurer's Report** – Dr. Patterson reviewed the monthly payments, lease deposits and account balances. He reported that 100% of all hangar lease payments had been collected for 2005. A special thanks was given to the Bank of Tullahoma for the rate they will apply to our certificate of deposit.
- 4. FBO Report** – Frank Passarello presented the FBO report. He reported on the monthly payments and activities. He reported that 18,256 gallons of fuel were sold for the Air Show. The weight bearing status of each runway was discussed due to numerous calls from G-4 and G-5's operators. Jon Glass will work with the Engineering company to determine current weight bearing figures and then have this published as part of our aerodrome information. He asked the Airport Authority to do some repair work to utility trenches on North and South side of the ramp. He reported that a window was cracked on the terminal building. **A motion was made and**

**approved** to replace the window and tint the windows on the West side of the terminal building. The easement for South hangar drainage problem should arrive any day.

## **5. Jon Glass presented his Executive Director Report:**

Horseplay Land Acquisition – TDOT should complete the appraisal review process in about 10 days.

2006 Air Show – Two taxiway lights were damaged during the Air Show and have been repaired.

2006 Projects (Spreadsheet Attached) – The Ramp security lighting and 18/36 light repair projects were submitted to TAD last month. The ramp/taxiway construction application for the Harton hangar project is ready to submit before Friday to be placed on the July Aeronautics Commission meeting agenda.

Engineer work on the 6/24 overlay, ramp repair, ALP update and 405 survey is progressing. Work has started on the fuel tank pump replacement, exterior fuel tank painting and should be complete around mid-July. Work is complete on the interior fuel tank cleaning and South hangar insulation. **A motion was made and approved** to pay \$17,047.00 for the hangar insulation project and \$3,050.00 for the tank cleaning project. Payment on the hangar insulation project will be held until the exposed nails are addressed to the Airport Authority's satisfaction.

05-06 Maintenance Contract – Will be submitted this week for \$12,500 reimbursement.

Tree Clearing – The Motlow family will start a tree clearing project on the West end of the Airport. This includes the property they obtained in the land swap. The work will last about 2-3 months and the Contractor will enter the property from our Ledford Mill gate.

## **UPDATES**

Tennessee Aeronautics Division Conference – August 17 & 18. Please advise Jon Glass if you would like to attend at the July meeting.

FAA Wings Weekend at Staggerwing Museum – August 26

Aeronautics Division CIP meeting at Staggerwing Museum – October 24

## **6. Old Business**

**A. North Taxiway Lots** – Mickey Miller requested permission to build a 140x100 hangar on the North taxiway. The hangar will be all metal with ash gray walls and charcoal trim with a 16 foot door. He reported the building would arrive in about 3 weeks. **A motion was made and approved** to approve the hangar specifications.

**B. Harton Hangar Project** – Jon Glass reported that the grant application for the project was ready to submit. The Board members discussed the status of the estimated \$35,000 – 40,000 local share money needed for the project. Alderman Bowling reported that she would discuss with Jody Baltz the possibility of using a UDAG loan from the City for the local share portion of the project.

**C. Air Show** – Murray King submitted a final written update to the Board members regarding the 2006 Air Show.

**7. New Business:**

**Minimum Standards** – Board members discussed alterations to the Minimum Standards document during the work session portion of the meeting. **A motion was made and approved** to adopt the following changes; 1,200 minimum square feet hangar size, 40 foot wide with 10 foot vertical opening door and a minimum setback of 10 feet between hangars and from adjoining property lines. **The motion was approved 3-1**, Buddy Chellstorp voted no, Anna Johnson departed prior to the vote

**8. Public Comments** – John Stubbs addressed the Board regarding the public comment section and runway 9/27 drainage problem. He asked the Board to consider moving the public comment agenda item to the front of the meeting and reported that there is a need for additional work to improve the drainage on the West end of 9/27. The Board directed Jon Glass to work with the City and our Engineering firm to find a solution to this issue.

Ron King reported that he is studying the regulations involved for an acrobatic box at the Airport. He will report back to the Board in a few months.

**9. Alderman Bowling's Comments** – Alderman Bowling reported that she would check the status of the remaining UDAG funds. She will also ask TUB to check the fire hydrants at the Airport. The City FY 06-07 budget will not be finalized until after the August election. A budget study session will be held with the School Board and Airport Authority in the next few weeks.

**10. Meeting adjourned at 7:06 pm.**

Submitted on 06/26/06

<Original Signed>

Jon Glass  
TAA, Executive Director

**Minutes approved during the July 11, 2006 meeting**



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## Working Session Minutes June 13, 2006

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

**Members Absent: Ralph Kimberlin, Roy Smith and Anna Johnson.**

**Executive Director Jon Glass: Present**

**Alderman Janice Bowling: Present**

**Tullahoma News: Absent**

**Visitors: None.**

**1. Minimum Standards (Hangar Specifications and Setbacks)** - Board members reviewed the current Minimum Standards document. The minimum hangar size, door clearance and setbacks were discussed. The proposed changes will be voted on during the Board meeting.

<Original Signed>

Jon Glass  
TAA, Executive Director

Minutes approved during the July 11, 2006 meeting