



Tullahoma Municipal Airport Authority
P.O. Box 1584 – Tullahoma, TN 37388

Meeting Minutes
May 9, 2006

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

Members Absent:

Executive Director Jon Glass: Present

Alderman Janice Bowling: Present

Tullahoma News: Rita Bauer

Visitors: Frank Passarello and Jimmy Chapman (Tullahoma Aviation), Gary Meuer (Hangar Proposal).

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 April 18, 2006 meeting and work session were approved.

3. Treasurer's Report – Dr. Patterson reviewed the monthly payments, lease deposits and account balances. Dr. Patterson requested permission to move \$50,000 from the Traders account to a 5.25% interest CD with the Bank of Tullahoma. **A motion was made and approved** to acquire the CD. Mike Botwin sent the Airport Authority a letter advising that he would purchase his T-hangar in the next 30 days. The budget request to the City and County was submitted on May 1, 2006.

4. FBO Report – Frank Passarello presented the FBO report. He reported on the monthly payments and activities. Jimmy Chapman reported that Contractors building hangars on the North taxiway had blocked access with construction material to the taxiway.

5. Jon Glass presented his Executive Director Report:

6/24 Project (2005) – J&S should complete the work before the Air Show.

Horseplay Land Acquisition – The TDOT review process will take about another 30 days.

18/36 Runway Lights & Security Lighting Project – Applications are complete and ready to submit.

Terminal Area Fencing – Project complete. **A motion was made and approved** to submit final payment of \$6,166.00 to B&R Fence.

Interior Cleaning of Fuel Tanks – Work should begin next week.

Exterior Painting of Fuel Tanks – Bids will be opened Wednesday at 10:00 am. Bid results will be e-mailed to Board members for approval or rejection.

Replacement of Fuel Tank Pumps, Cabinets and Equipment – Work will begin after the Air Show. The Contractor has requested a 30% deposit on the project to order the pumps. **A motion was made and approved** to submit \$12,720.00 payment to TPM Group.

South Hangar Insulation – Work started yesterday and should be complete before the Air Show.

Terminal Building Landscaping – Sue Wilson has obtained a grant for us to improve the landscaping around the terminal building (East and South side). The Parks and Recreation Department will provide cost estimates from Contractors for the work on Thursday. This work can be completed before the Air Show. I would like to request Airport Authority funding for this project in the maximum amount of \$750.00 if needed. **A motion was made and approved** to provide \$750.00 funding for the landscaping project. Roy Smith abstained from the vote.

Part-Time Salary – Would like to propose an increase in pay for Michael Luckado from \$10.00 to \$12.50 per hour at 25 hours per week starting the next pay period. **A motion was made and approved** to increase the hourly wage.

Updates

Aeronautics Division Conference scheduled for August 17 and 18.

Wings Weekend scheduled August 26 at the Staggerwing Museum.

Aeronautics Division CIP meeting will be at Staggerwing Museum this October 24.

Title VI annual report submitted last week.

Reimbursements due from TAD over the next 90 days = \$33,300.00

6. Old Business

- A. Murray King was unable to attend the Airport Authority meeting. He submitted an e-mail update on the Air Show to Board members.

- B. The status of the Harton hangar project was discussed. Joe Lester requested the Airport Authority to provide ramp space for the project with Aeronautics Division funding. The Board members reviewed construction funding options used on the North taxiway. **A motion was made and approved** to submit the project for 75/25 funding with the Aeronautics Division. The Airport Authority will apply for a UDAG loan from the City to fund the estimated \$40,000 for the local share money on this project.

Gary Meuer requested permission to build a hangar on the South end of the ramp. Board members discussed hangar setback and water/sewer requirements for hangars. Anna Johnson suggested the Airport Authority schedule a work session meeting to discuss hangar construction requirements. **A motion was made and approved** to schedule a work session meeting regarding the hangar proposal. John Miller suggested a review of the Development Standards regarding this proposal.

7. New Business

- A. Elections were held for the open Assistant Treasurer and Assistant Secretary positions. Ken Ward was nominated and elected for the Assistant Treasurer position with a 5-0 vote. Roy Smith and Ken Ward abstained. Roy Smith was nominated and elected to the Assistant Secretary position with a 6-0 vote. Roy Smith abstained.

8. Public Comments

Russ Groff inquired about access to hangars during the Air Show. Letters explaining access and parking passes for hangar owners will be mailed this week.

John Stubbs reported that funding was applied for and received in the past to paint all hangars on the South end of the ramp with consistent colors. This project was not completed due to hangar owner resistance.

9. Alderman Bowling's Comments

Alderman Bowling reported that TUB did approve the ramp security lighting project and the City will provide a discount on the monthly electrical bill for the lights. Chris Rounds received approval from the City for a \$350,000 loan from the UDAG program to build his hangar. John Miller will check the status of the water line extension project with the Coffee County Industrial Board. Alderman Bowling will request help from the City on the legal requirements for the hangar bond pay off procedure.

10. Meeting adjourned at 7:24 pm.

Submitted on 05/14/06

<Original Signed>

Jon Glass
TAA, Executive Director

Minutes approved during the _____ meeting



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Working Session Minutes
May 9, 2006

Members Present:

Members Absent:

Executive Director Jon Glass:

Alderman Janice Bowling:

Tullahoma News:

Visitors:

No meeting scheduled for this month.

<Original Signed>

Jon Glass
Executive Director

Minutes approved during the _____ meeting