



Tullahoma Airport Authority

P.O. Box 1584 – Tullahoma, TN 37388

Meeting Attendance January 8, 2008

Members Present

- John Miller, Chairman
- Buddy Chellstorp
- Stephen Corda
- Phillip Patterson
- Anna Johnson
- Ken Ward
- Steve Worsham

Other Officials Present

- Jon Glass, Executive Director
- Alderman Mike Norris
- Rita Bauer, Tullahoma News

Visitors

Frank Passarello and Jimmy Chapman (Tullahoma Aviation)
John Stubbs (Public Comments)

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

Meeting Minutes January 8, 2008

1. Meeting called to order at 5:00 pm.
2. Minutes for the December 11, 2007 meeting and work session were approved.
3. **Public Comments** – John Stubbs discussed the 9/27 turf runway. He asked the Airport Authority to displace the threshold on runway 9 due to drainage problems. He also requested that several depressions in the runway be filled with top soil. **A motion was made and approved** to displace the threshold temporarily 600 feet on runway 9 until repairs can be made later this year. The Public Works Department has scheduled

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work to repair the depressions with top soil. Jon Glass will check the status on repair work.

4. **FBO Report** – Jimmy Chapman presented the FBO report and reported on the monthly payments and activities. He presented a fuel comparison report for Board member review.
5. **Treasurer's Report** – Dr. Patterson presented the Treasurer's report. He reported on the monthly payments and lease deposits, and that rent payments for 2007 are the best we've seen in years. Ken Ward reviewed the January cash flow projection report.
6. **Jon Glass presented his Executive Director Report:**

6/24 Overlay – Jim Currey and Tom Burgess have decided to coordinate the request for the modification of design standards on crack and seat with the FAA. They anticipate this process should take about 30 days.

ALP Update – TAD will send comments to Hanson on the ALP in the next few days. Hanson has also requested to be present at our February work session or meeting for an update.

Ramp Expansion Project – Copies of the final inspection report are included for Board members. The seal coat and final marking will be completed after all hangar construction is complete.

Ramp Repair Project – PDC will start survey and design work when contracts are approved from TAD.

Drainage Study – PDC has sub-contracted with Prince and Sons to provide camera services for the storm water lines. The airfield work is in the process of being scheduled.

Harton Hangar Project Security Fencing & Vehicle Gate – TAD has approved this project request. Jon Glass will request bids for the project when contracts are signed.

Self-Service Fuel – TAD has approved this project request.

Hangar Inspections – Rodney Allison and Mike Routh passed inspection Monday January 7, 2008. **A motion was made and approved** to sign new leases for Mike Routh and Rodney Allison.

Gary Meuer and Rodney Allison have also requested 2 years of rent credit for improvements to the hangars. **A motion was made and approved** to credit Rodney Allison's and Gary Meuer's hangar lease payments for two years.

Al Henninger and Tom Perkins, the last remaining hangar owners without lease agreements, have inspections scheduled for January 18, 2008.

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Hangar Rent 2007 – We had \$25,501.20 owed to TAA in hangar leases for 2007. As of this date we have collected \$25,254.00. A notice will be sent for this \$247.20 outstanding balance to the TN Skydivers.

North Taxiway Lots – Chris Rounds and Bill Stuart have requested permission to sign a lease on the remaining 55x60 lot on the outside of the North Taxiway. Chris Rounds has also requested permission to sign a lease on the 80x80 lot on the inside of the North Taxiway. **A motion was made and approved** to allow Chris Rounds to sign a lease on one lot. The remaining lot will be offered to the people next in line on the hangar waiting list. If nobody on the list wants the remaining lot, it will then be offered to Chris Rounds.

Airfield Inspections – The REIL’S for runway 18 are still under repair and one taxiway light is out due to ramp expansion project.

9/27 Turf Runway – Some of the turf runway users have requested that we displace the 9 threshold about 500 feet until drainage repairs can be made this year. The issue was acted on during the Public Comment agenda item.

SDF – Jon Glass presented a letter from Elger Holland to the Board regarding the current SDF and a model available from Gainesville, GA. Jon Glass recommended pursuing 90/10 funding from TAD on this system. Jon Glass will poll airport users for comments on the SDF system. Decision on pursuing the SDF was deferred pending user comments.

DC-3 and Boat – The boat on the Harton property is scheduled to leave the Airport Thursday, January 10, 2008. The owner of the DC-3 has an engine cowling and prop ready to install on the airplane as soon as he can plan a 3-4 day trip here.

TAA Checking Account – Jon Glass checked with every bank in town on interest rates for short term CD’s and checking accounts. The current TAA checking account is with Citizen’s Tri-County Bank. The current and top 3 rates from banks are listed.

Citizens Tri-County Bank

Checking – 0%
3 month CD – 3.0%
6 month CD – 3.75%
Penalty for early withdraw of CD

Bank of Tullahoma

Checking - .65 – 2% depending on balance
3 month CD – 3.20%
6 month CD – 4.41%
Penalty for early withdraw of CD

American City Bank

Checking – 3.60%

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3 month CD – 3.45%
6 month CD – 4.60%
No penalty for early withdraw of CD

Traders Bank

Checking – 2.1%
3 month CD – 4.05%
6 month CD – 4.05%
No penalty for early withdraw of CD

7. Old Business:

- A. Employee Job Descriptions and Evaluations – **A motion was made and approved** to adopt the forms and perform the evaluations on an annual basis. The period of evaluation will be from 1 October through 30 September of the following year.
- B. Christmas Bonus – Board members discussed possible Christmas or performance bonuses for the two employees. Action was deferred until the February work session can take place.

8. New Business:

- A. TAA Checking Account – Jon Glass presented rates from local banks on checking accounts and CD's during his report. **A motion was made and approved** to transfer the Airport Authority checking account to American City Bank and evaluate CD's at the February work session.
- B. Jimmy Chapman asked the Airport Authority to make some drainage improvements to the North Taxiway. Jon Glass will discuss the problem with PDC as part of the drainage study project.
- C. John Miller presented the meeting minutes from the Mayor's last coordinating meeting. He also reported that the Airport Vision 2015 power point presentation will be presented to the Coffee County Commission after this Board meeting concludes.

9. Alderman Norris Comments – No comments

10. Meeting adjourned at 5:56 pm.

Submitted on 1/11/07

<Original Signed>

Jon Glass
TAA, Executive Director

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Minutes approved during the February 12, 2008 meeting