

**LEBANON MUNICIPAL AIRPORT COMMISSION
MINUTES OF REGULAR MEETING
Thursday, July 7, 2022
Lebanon Municipal Airport, 200 Aviation Way**

Commissioners Present

Jeff Baines John Gentry
Deborah Baugh Greg Hemontolor
Fred Burton Paul Stumb
T.O. Cragwall

Others Present

R.T. Baldwin Myron Lasater
Heather Bay Anthony Natale
Darren Duckworth Gary Soloway
Angela Fantom Sonya Wright

1) CALL TO ORDER – In Chairman William Westmoreland’s absence, Commissioner T.O. Cragwall called the meeting to order at 4:02 p.m. He noted that a quorum was not present, as Commissioners Greg Hemontolor and Paul Stumb had yet to arrive.

4) COMMUNICATIONS FROM CITIZENS

- Mr. Gary Soloway briefly addressed the commission as follows:
 1. This is the fifth meeting this year that has either begun without or lost a quorum.
 2. He noted the runway’s deteriorating condition. Mr. Soloway recently landed behind a Falcon 900 jet which has a maximum takeoff weight of 45,500 lbs, while the airport’s runway is rated for 37,000 lbs. He wondered if anything can be done about such activity, as it certainly does not help the runway’s condition.
 3. Referring to a discussion during last month’s meeting, Mr. Soloway inquired about the City’s meeting that was to be held with the new TDOT Aeronautics Director, Jay Norris. Commissioner of Public Services Jeff Baines replied that the meeting will be discussed under **Old Business Item F. Runway 4/22 RSA Determination.**
- Mr. Myron Lasater also briefly addressed the commission:
 1. He confirmed to Commissioner John Gentry that it is the aircraft operator’s discretion whether to adhere to the airport runway’s weight restrictions, which is published information. Mr. Lasater recalled when an airplane sank on the runway years ago. He noted that Portland Municipal Airport’s entire runway is being redone; while the runway has much less traffic than Lebanon’s runway, its weight limit will be going from 50,000 lbs to 65,000 lbs.
 2. Mr. Lasater commented that he has talked to a number of officials and would like to make a public statement to be forwarded to the powers that be. He has discussed this matter with the legislative powers that be and said his piece. What he has to say is based on his opinion along with the opinions of other airport users. Mr. Lasater has watched the airport many years; he has watched things come and go, and he has watched decisions being made and the results of those decisions. He recommended to the City of Lebanon and the powers that be – when the contract comes up for an airport consultant to be considered – that Atkins not be considered as an airport consultant in Lebanon and at the airport. Mr. Lasater has witnessed a number of issues through the years, and it is unclear to him whether Atkins represents the City or TDOT Aeronautics solely. He is not going to get in an argument, but there is evidence of things taking place on this airport – things that have been built and things that have been planned – that shouldn’t have been done the way they have been done. If it continues in that path, this airport will fall flat on its face in the not-too-distant future. Mr. Lasater highly recommended that the City take a strong consideration of other bids for an airport

consultant. There are plenty of such consultants out there, and he thinks issues can be very quickly resolved. He noted that there are meeting attendees who are concerned about the turf runway, the condition of the existing runway, and plans for future hangars. Mr. Lasater is not here to make enemies; his recommendation is based on his history at the airport and his observation and the way things are going. He wanted to make a public statement that can be taken as the commission pleases.

Comm. Cragwall noted the presence of a quorum.

2) ELECT VICE CHAIRMAN – A motion was made and seconded to nominate Comm. Cragwall to serve as Vice Chairman. Comm. Cragwall accepted the nomination but did not guarantee how long he could serve in the position. There were no other nominations; nominations were closed. All voted aye to elect Comm. Cragwall as Vice Chairman.

Vice Chairman Cragwall commented that the airport is truly at a critical place. It behooves everyone to pay attention to what is going on and what needs to be done to better the airport that has grown exponentially over the last few years. Sometimes, Vice Chairman Cragwall commented, fast growth hits us without us being ready for it. Regarding Portland's runway project, he questioned how Portland got that kind of activity and Lebanon did not.

3) APPROVAL OF MINUTES

- A. 4/13/22 Special-Called Meeting** – A motion was made and seconded to approve the 4/13/22 special-called meeting minutes. Motion carried.
- B. 5/5/22 Regular Meeting** – A motion was made and seconded to approve the 5/5/22 regular meeting minutes. Motion carried.
- C. 6/2/22 Regular Meeting** – A motion was made and seconded to approve the 6/2/22 regular meeting minutes. Motion carried.

5) ENGINEERING REPORT – Special Projects Administrator R.T. Baldwin presented the report included in the agenda packet:

- A. REILs/PAPI Lights/Runway Lighting System Phase I** – Initial work completed. Final testing & minor repairs needed.

Mr. Baldwin informed Comm. Gentry that he is awaiting a final report from contractor Stansell Electric.

Comm. Stumb questioned if there is any vulnerability for the airport with the PAPI lights not being FAA-certified; he uses the lights every time he lands and they seem to be working.

FBO Direct Flight Solutions' Heather Bay advised that there is no NOTAM for the PAPIs and there are quite a few systems in Tennessee that are not certified. She briefly explained that the airport has been trying to receive FAA certification for well over ten years. There is a need to have the new system certified to ensure the equipment is in compliance with what the City wanted and paid for.

Comm. Gentry expressed that if the lights are not certified, they should be turned off. Vice Chairman Cragwall suggested that the City determine exactly where it stands on the matter.

Comm. Baines commented that the commission held the same discussion a year or two ago and he will look into it.

- B. ALP** – Mayor's signature received; plans have been delivered to TDOT Aeronautics for signatures. Waiting on signed ALP from TDOT Aeronautics. No update.

- C. **100LL Self-Serve Fuel Farm** – Design complete, waiting on funding opportunities for construction. No update.
- D. **M54 RSA Determination** – Atkins/Jeff Baines to comment. (See discussion under **Old Business Item F. Runway 4/22 RSA Determination.**)
- E. **East Apron Pavement Rehab – Preliminary Design** – Prebid meeting 7/7/2022.
Mr. Baldwin reported that three participants attended this afternoon’s pre-bid meeting to review the bid package/plans and ask questions.
Atkins’ Darren Duckworth confirmed to Vice Chairman Cragwall the project timeline based on TDOT Aeronautics’ grant schedule – the bid opening is 7/19, and the funding application deadline is 7/20. The application will go before TDOT Aeronautics on 8/12, and a grant will likely be offered the first or second week of September. The City can then enter into a contract with the project’s low bidder, and there will be an approximate two-week turnaround time to review submittals and schedule a pre-construction meeting. Therefore, it will probably be the first part of October before the 40-day construction period can begin.
Vice Chairman Cragwall acknowledged that the project may wind up being completed next spring due to cool weather. Putting down the permanent lines will definitely be a springtime job.
- F. **Terminal Parking Lot Expansion** – Waiting on contractor.
- G. **Row D Construction (Steve DiLeo/Aeronautique, LLC)** – No update.
[See additional discussion under **Old Business Item B. Hangar Inspections (E-9 Update).**]
- H. **West Side Hangar Sites A and B (Robert Craig)** – Finishing doors, fire monitoring installation & testing underway.
Mr. Baldwin hopes that the final walk-through and approval will take place next week.
- I. **West Side Hangar Site D (PNJ Venture Partners)** – No updates regarding construction. (See **Old Business Item G. PNJ Lease – Amendment Request** for additional discussion about PNJ).
- J. **Internet Service Overhaul** – Finalizing system upgrades.
Spectrum has everything installed.
- K. **Northwest Terminal Apron Expansion Conceptual Design** – Atkins developing plan.
- L. **Air Methods Crew Quarters** – Comm. Baines reported that the lease agreement with Meadows Building Systems has been approved by City Council and is awaiting execution by Donny Meadows.

6) OLD BUSINESS

A. T-Hangar Waiting List

1. New Additions – One new application was presented to the commission:

- A motion was made and seconded to add Richard Dach to the #142 position on the waiting list (following #141 Marshall Davidson). Motion carried.

2. Updated List – An updated list was included in the agenda packet.

Ms. Bay reported that #1 on the list, Jim Jones, and #3 on the list, Matthew Maisano, will be removed from the list as Mr. Jones has accepted another A hangar and Mr. Maisano has accepted another E hangar. Mr. Jones had remained on the list because when he accepted an E hangar he was awaiting a smaller hangar. John Wilcox, #2 on the list, has not accepted a hangar at this time but has not declined all three hangar sizes; therefore, he will remain on the list. Brian Thompson, #4 on the list, will remain on the list because – like Mr. Jones – he accepted the first available hangar (an E hangar) but may want a smaller hangar at a later date.

Ms. Bay informed Comm. Gentry that Mr. Maisano has been advised that being #3 on the waiting list will not work for him getting a third hangar; he is being removed from the list and must submit a new waiting list application.

Vice Chairman Cragwall stated the need to discuss how many t-hangars a single person should be allowed to lease when lease revision discussions take place. Currently, there are no such restrictions.

Ms. Bay commented that eight waiting list individuals already lease a t-hangar. A lot of people are partnering up based on the current costs of aircraft.

B. Hangar Inspections – E-9 Update. E-5 Update.

1. E-9 (Steve DiLeo) – Last month, the commission approved Mr. DiLeo’s request to remain in the hangar through July; at that time, the hangar is to be vacated and released back to the City. Mr. Dileo plans to have a temporary occupancy permit for Row D Unit 6 to move his plane into before the end of July.

Comm. Baines confirmed that Mr. DiLeo has been notified of the commission’s action. He has no update on the status of the Row D hangar unit.

Vice Chairman Cragwall noted that regarding Mr. DiLeo’s Row D project, there is a fair amount of rock that has worked its way onto the good pavement from the impromptu parking area Mr. DiLeo put down.

2. E-5 (Ronald Harrison) – Comm. Baines is still waiting on legal confirmation that Mr. Harrison’s partnership with Will Liddell is acceptable.

C. T-Hangar B-8 Request – Waiting legal opinion. – Comm. Baines reminded the commission that B-8 lessee Landon Maple’s request for approval of a dry lease with Carl Groves is the only dry lease remaining/awaiting City Attorney Andy Wright’s review.

Ms. Bay advised Vice Chairman Cragwall that she believes the aircraft registered to Mr. Groves remains in the hangar.

D. Southeast Development – Vice Chairman Cragwall reported that the subcommittee will be meeting Monday, 7/11.

Comm. Baines explained that after the Request for Proposals (RFP) was issued, both LAH Investments (Russ Lannom) and Franklin Mountain Group (Kevin Brisco) responded; however, their proposals did not exactly follow the RFP. The subcommittee then met with both proposers together, but their second responses were still not exactly what the City requested. After the City’s third request, Franklin Mountain Group responded but LAH Investments did not.

Both Comm. Baines and Vice Chairman Cragwall expressed their frustration with the RFP process.

E. FBO Proposals – Committee reviewing. – Vice Chairman Cragwall reported that the 7/11 subcommittee meeting will also address this item. The subcommittee – comprised of Vice Chairman Cragwall, Comm. Baines, Comm. Gentry, and Commissioner Mike Russell – has been seeking to work a City Manager position into the agreement package.

Comm. Baines stated that the subcommittee must make a recommendation to the commission during next month’s meeting, as the current FBO agreement expires 9/30/22 and City Council must approve any new agreement. He believes the subcommittee will be ready to meet with Ms. Bay to try to work out the agreement details after Monday’s meeting.

F. Runway 4/22 RSA Determination – Vice Chairman Cragwall reported that he, Comm. Baines, Ms. Bay, Mr. Duckworth, and Mayor Rick Bell attended an excellent meeting with the new TDOT Aeronautics Director, Jay Norris, and his staff last Friday. Mayor Bell took the lead on the meeting concerning the grass strip retaining its runway designation, and both Vice Chairman Cragwall and Comm. Baines left feeling really good about it. Comm. Baines feels

like the City will get a very positive response about the runway designation in the next couple of weeks.

Vice Chairman Cragwall and Comm. Baines were impressed by Mr. Norris, a longtime TDOT employee. During the meeting, Mr. Norris made it very clear to his staff that he wants to work with the City regarding the runway designation.

Comm. Stumb questioned why it is a controversial issue to keep the runway designation. Mr. Duckworth explained that the State has a series of rules and regulations for how they certify a runway and their minimum dimension standards. They derive their authority from TN Code Annotated which gives TDOT Aeronautics the right to make rules. Aeronautics has established a rule for a minimum length of runway that dates back to 1977 when they decided that a runway length at a minimum should include a 2,000-foot-long safety area of which at least 100 feet off each end should be an extended runway safety area (RSA). Therefore, 1,800 feet is the minimum length from threshold to threshold for a runway designation and license in TN.

Aeronautics provides a secondary definition – a STOL (short takeoff and landing) designation is not a runway designation and includes a minimum length of 1,300 feet from threshold to threshold and 100 feet on each end. The desire is to retain the grass strip's runway designation; we do not want it to be called a STOLport facility.

Mr. Duckworth explained that while the turf runway is currently 1,801 feet in length, the problem is the Runway 4 threshold sits right at the edge of the taxiway pavement, so the extended runway safety area beyond the end of it crosses the taxiway and its object free area which the FAA does not allow. The result will be a shift of the Runway 4 threshold which will shorten the runway by as much as 324 feet and put the runway below the 1,800-foot threshold. Therefore, in order for the shortened grass strip to retain its runway designation, a third definition is needed – not something that is based on an arbitrary number established by TDOT Aeronautics in 1977, but something that's based on some real documentable criteria. During the meeting last Friday, City representatives presented a proposal for utilizing the FAA's advisory circular on calculating a minimum runway length and setting up a series of criteria for that calculation that follows the FAA's methodology. Mr. Duckworth advised Comm. Stumb that he does not know of any other states' criteria for runway designation. He added that TDOT Aeronautics is given the authority by TN Code Annotated to write such rules; it simply takes administrative action within the department or possibly action by the Secretary of State – but not legislative action – to change the rules. Vice Chairman Cragwall noted that the FAA had approved the grass strip as a runway; it was State codes and rules that interfered. City representatives tried to make the presentation to Aeronautics from the standpoint of the advantages the turf runway offers – for instance, it provides an option for small planes when there is a strong westerly wind. Additionally, the runway is constantly used for training.

Ms. Bay advised Comm. Stumb that Class Bravo Air and Advanced Tailwheel Training are two successful businesses that maintain a curriculum that teaches hundreds of students how to recover an aircraft on turf. Other flight schools' aircraft cannot go on turf runways unless it's for an emergency recovery. During the meeting with Mr. Norris and his staff, City representatives reported that just last week two individuals who have landed on the turf runway at the airport walked away from a successful emergency landing in a soybean field. Vice Chairman Cragwall advised Comm. Stumb that if the turf runway were to lose its runway designation, insurance would probably not cover training on it. He reiterated that he thinks the City is now in a pretty good position regarding the runway designation.

- G. PNJ Lease – Amendment Request** – (During the June meeting, the commission voted to accept PNJ's apologies and move forward with the project with PNJ with Mr. Anthony Natale

as sole owner and with stipulations to provide the City the subcontractor names as requested by Ms. Bay and a letter confirming the owner(s) of PNJ.)

Included in the agenda packet were correspondence regarding the modification to PNJ Venture Partners' lease agreement and a copy of the modification. The correspondence – from PNJ's Attorney, Sonya Wright, and dated 6/17/22 – advises that Mr. Natale is in the process of finalizing the paperwork as he will be the sole member of PNJ. The proposed modification to the lease agreement reflects the extension of the project:

**MODIFICATION TO LEBANON MUNICIPAL AIRPORT LEASE AGREEMENT
FOR CORPORATE AIRCRAFT HANGAR AT 700 AVIATION WAY, LOT D,
WESTSIDE**

Pursuant to Section 25, Modifications, of the Lebanon Municipal Airport Lease Agreement For Corporate Aircraft Hangar At 700 Aviation Way, Lot D, Westside ("Lease Agreement") the City of Lebanon, Tennessee, a municipal corporation, organized and existing under and by virtue of the laws of the State of Tennessee, hereinafter referred to as "Lessor," and PNJ Venture Partners, LLC, hereinafter referred to as "Lessee," and collectively as the "Parties", pursuant to Lebanon City Ordinance No. 15-4855 and 18-5555, enter into this Modification of the Lease Agreement and state as follows:

WHEREAS, the Lessee has been diligently working to complete the construction of the hangar; the Parties are in agreement to modify the Lease Agreement to provide the Lessee with additional time to complete the construction process; and, the Parties agree that it is to each of the parties' benefit to modify the Lease Agreement as stated herein.

THEREFORE, the Parties hereby acknowledge and amend the current Lease Agreement as follows:

Paragraph 3, Rent, Section A, is modified and replaced in the pertinent part with the following: Once construction is complete and a certificate of occupancy issued, but no later **than twenty-four (24)** months from the date of this agreement, an addendum to this agreement shall be executed by the parties to reflect the date certain from which the Lessee's forty-year lease term begins.

The Parties acknowledge and consent to the inclusion of the aforementioned language into the Lease Agreement. All other provisions of the Lease Agreement will remain in full force and effect. This modification is legally binding upon the signature of all Parties below.

PNJ's current lease agreement for West Side Lot D was also included in the agenda packet. A motion was made and seconded to suspend the rules to allow Mr. Natale and Ms. Wright to speak. Motion carried.

Mr. Natale reported that since last month's meeting, he has engaged with a number of folks to move forward with the project; excavation will come first. It appears that he is just waiting on a finished floor elevation, and Conrad Construction's Brian Conrad is to reach out to Mr. Baldwin to make sure the elevations are correct. A local general contractor will be building a 13,000-14,000-square-foot hangar to potentially lease out to tenants for jets. There will be about 2,000 square feet of finished space. Architect Jeff Hall is making very small modifications to the drawings for office space.

Ms. Wright requested approval of the proposed modification to the lease agreement that reflects the extension of the project.

A motion was made and seconded to recommend City Council approval of the proposed modification to the agreement.

Mr. Natale advised Comm. Baines that he hopes to have the hangar up by the end of the year; time is of the essence with the weather changing.

Motion carried.

H. Other – None.

7) NEW BUSINESS

- A. Row E Lease Language for New Term** – A proposed Row E Lease Renewal for 2023 was included in the agenda packet; the document includes language from current A and B leases.

Vice Chairman Cragwall noted that the current Row E leases expire at the end of the year, so the time to start refining the lease document is now. He can either appoint a subcommittee or ask all commissioners to give their thoughts on owning vs leasing a plane, the sublease policy, and other areas to be addressed.

- 1. Own vs Lease a Plane** – Vice Chairman Cragwall stated the need to determine if *or leased* should remain in the following sentence under Section 18: *The hangar hereby leased shall be used only for the storage or aircraft owned or leased by Lessee(s).*
- 2. Sublease Policy** – Vice Chairman Cragwall wants it to be understood that there are two basic reasons for a sublease, the first one being if you sold your aircraft that was in your hangar and want to purchase another aircraft but need time to do so, you may sublease to someone on the t-hangar waiting list for a maximum of one year; the sublessee cannot occupy the hangar until the sublease is approved by the Airport Commission.

Vice Chairman Cragwall emphasized the need to put extra teeth into the lease agreement. He commented that lessees do not pay attention to the conditions of the lease and referred to Section 6 of the lease which states: *Lessee(s) shall not, without Lessor(s)' written consent, make any alternations, modification, additions, or improvements in or to the leased premises and shall not deface or permit the defacing of any part of the leased premises; shall not do or suffer anything to be done on the leased premises which will increase the rate of fire or hazard insurance on the premises; and shall not assign this lease or sublet the leased premises, or any part thereof, without the prior written consent of Lessor(s).*

Vice Chairman Cragwall believes that lessees allowing the storage of others' aircraft in their hangar is a bigger problem than it was when hangar inspections were conducted last fall. Comm. Baines and Vice Chairman Cragwall advised Comm. Gentry that the following lease sections are three of the key sections of concern:

10. Lessee(s), by the execution of this instrument, admit that the space described herein has been inspected by them and meets with their approval. Lessee(s) agree at the end of the occupancy hereunder to deliver up and surrender said premises to Lessor(s) in as good a condition as when received, reasonable wear and tear excepted. Lessee(s), having inspected the premises, and accept the premises "as is".

18. The hangar hereby leased shall be used only for the storage or aircraft owned or leased by Lessee(s) along with necessary aviation equipment. No non-aviation items may be stored in the hangar at any time with the exception of the motor vehicle transporting Lessee to and from the hangar. No unregistered or salvage aircraft shall be allowed on the leased premises. Storage of fuel or other highly flammable liquid shall not be permitted, except that in aircraft fuel tanks. No transfer of fuel or spray painting shall be permitted inside the T-Hangar. Aircraft maintenance may be performed on that aircraft normally stored in said hangar; however, no commercial activities shall be conducted on these premises or any activities that may conflict with any operation of the local FBO. No long-term maintenance, including building or restoration projects, shall be permitted on the leased premises. For purposes of definition, long-term shall be greater than thirty (30) days.

20. The hangar rented shall not be subleased or assigned by Lessee(s) without written approval of the City of Lebanon Airport Commission. A sublease may be approved for a maximum of twelve (12) months. Current Lessee(s) remain responsible for payment of rent. The standard certificate of insurance shall be provided by the sublessee. Storage of any

aircraft not belonging to, or leased by Lessee(s), shall be considered as a sublease or assignment. Such unauthorized storage of any aircraft shall be deemed a breach of this agreement.

Vice Chairman Cragwall suggested adding that the t-hangar will be inspected with the new lessee before entry under Section 10.

Comm. Gentry asked about co-ownership of an aircraft, as airplanes are expensive now. While five people may co-own an aircraft, only one of the co-owners may be on the t-hangar waiting list. He believes that a co-owner does not necessarily need to be able to fly an aircraft. A co-owner could be an investor or, as Ms. Bay added, a pilot who has lost his or her medical certificate. Comm. Baines agreed that co-ownership should probably be addressed in the lease agreement.

Comm. Gentry believes that a lessee should be allowed to store a leased aircraft in the hangar. Comm. Baines noted the potential conflict if a lessee leases a plane for one year but wants to sublease the hangar afterwards/for the remainder of the lease term.

Ms. Bay advised that the FBO team makes a point to no longer let it be known that subleasing is an option.

Vice Chairman Cragwall commented that there is work to do; the item will be further discussed during next month's meeting.

Also included in the agenda packet was the following:

7/6/22

LEBANON MUNICIPAL AIRPORT
T-HANGAR RENTAL RATES
ROW E RECOMMENDATION

ROWS A AND B

Row	PREVIOUS T-HANGAR LEASES		CURRENT T-HANGAR LEASES		
	Term (2 Years)	Monthly Rental Rate	Term (4 Years)	Monthly Rental Rate Year 1 (20% Increase)	Monthly Rental Rate Year 3 (20% Increase)
A	2020-2021	\$200.00	2022-2025	\$240.00	\$288.00
B	2020-2021	\$245.00	2022-2025	\$294.00	\$352.80

ROW E

Row	CURRENT T-HANGAR LEASES		PROPOSED T-HANGAR LEASES		
	Term (2 Years)	Monthly Rental Rate	Term (4 Years)	Monthly Rental Rate Year 1 (___% Increase)	Monthly Rental Rate Year 3 (___% Increase)
E	2021-2022	\$360.00	2023-2026	\$ _____	\$ _____

ROW E

Row	INITIAL T-HANGAR LEASES		
	Term (5 Years)	Monthly Rental Rate Year 1	Monthly Rental Rate Year 4
E	2015-2020	\$295.00	\$315.00

Vice Chairman advised the commission to be prepared to discuss potential rental rates next month.

Comm. Baines stated the need to act on the lease agreements next month, as they must be approved by City Council and he would like to distribute them to lessees in October.

- B. Lease/Sublease Update** – Vice Chairman Cragwall commented that there has to be a better way to get the sublease issue under control. He would hate to have to reach a point where hangar inspections are conducted once every three or so months.

A draft T-Hangar Occupancy Quarterly Report was distributed to the commission. Comm. Baines noted that it is not a final document and welcomed input from the commission.

Executive Assistant Angela Fantom confirmed that the report includes information provided in the lease agreements as well as information communicated during commission meetings since last fall's inspections.

Comm. Baines would like to add a space for a sublessee or approved N-number. Comm. Gentry stated the need to include the sublease expiration date.

There was some discussion about A-2 lessee Ralph Mallicoat's hangar situation – when he returned his lease renewal for 2022-2025, he advised that he sold his aircraft in August 2021 and was looking to purchase a new aircraft. Ms. Bay is not aware of a plane currently being stored in A-2, but Mr. Mallicoat continues to pay the monthly rental fee for the hangar.

There was a brief discussion about what defines a true aircraft partnership.

Comm. Baines advised of the need for some firm policy on such issues.

Comm. Stumb suggested talking to other FBOs and reviewing their hangar leases. Ms. Bay commented that Smyrna, John Tune, and TDOT Aeronautics all have great leases available online.

- C. Planning Commission Items – 7/26/22** – Mr. Baldwin advised that there are no known items located in the airport overlay.
- D. Board of Zoning Appeals Items – 7/25/22** – Mr. Baldwin advised that there are no known items located in the airport overlay.
- E. Other** – None.

8) FINANCIAL REPORT – There was no discussion about the FY 2022-23 Airport Budget included in the agenda packet.

9) FBO REPORT – Ms. Bay provided a brief report including the following items:

- Jet fuel operations are hindered due to an inoperable jet fuel truck. While the City Garage takes care of anything mechanical in the engine compartment, a separate service provider takes care of the jet fuel and will be working on the truck.
- New AWOS is to be delivered tomorrow and installed by a service provider with TDOT Aeronautics. Current AWOS METAR has been marginal for about six months. No NOTAM has been issued since it is not something the airport has always had.
- Fuel sales for the month of June – 9,074.6 gallons of avgas, 18,352 gallons of jet fuel (13,569 gallons from CAA members/Part 91 operators).

10) UPCOMING EVENTS

- Mr. Lasater reported that the CAF Music City Wing is hosting a WWII C-47 Saturday and Sunday, 8/27 and 8/28. The aircraft was the lead aircraft during the airborne invasion of Normandy on D-Day. Tours and rides will be available.

Ms. Bay thanked Mr. Lasater for his and everyone's calls made expressing the importance of the turf runway. The outpouring was amazing and noted by TDOT Aeronautics Director Jay Norris.

11) INFORMATION ONLY ITEMS

- A. PAPI Lights – (1) Temporary repair/parts availability (2) Engineering to survey and verify tree(s) to trim or remove. Make arrangements with property owner to trim or remove. Advise FBO and/or FAA. – No New Info**
- B. Soccer Field Update – Bid opening 6/7/22.** – Comm. Baines commented that bids were received and passed first reading by City Council.
- C. Supplemental Signage – Runway Hold Positions Taxiway A1 – No New Info**
- D. Need to receive executed ingress/egress easement from Savage and record. – No New Info**
- E. Sound Abatement Ordinance for Developments Near Airport**

F. Thorne Dr. Connection – Future Discussion as to When to Implement

G. Cracker Barrel Lease(s) Reconciliation – CB has requested we address (May 2022). – Comm. Stumb inquired about the item, as he thought it was put to bed and the remainder of the lease would be honored. Comm. Baines stated the need to go back and review communications. He believes CB wants to reconcile the multiple lease documents and address the sewer issue and lease area but will not agree to the City’s proposed revisions regarding the lease term and rate.

H. West Side Partial Parallel Taxiway – Preliminary Design – Complete

I. Review Row E Lease Terms in July 2022

1. Define Ownership

2. Discuss Ownership and/or Lease in Section 20

12) ADJOURNMENT – The meeting was adjourned at approximately 5:31 p.m.