

**LEBANON MUNICIPAL AIRPORT COMMISSION
MINUTES OF REGULAR MEETING
Thursday, May 5, 2022
Lebanon Municipal Airport, 200 Aviation Way**

Commissioners Present

Jeff Baines	Greg Hemontolor
Deborah Baugh	Mike Russell
Fred Burton	Paul Stumb
Joey Carmack	William Westmoreland
John Gentry	

Others Present

R.T. Baldwin	Michael Franck
Heather Bay	Carl Groves
Darren Duckworth	Russ Lannom
Angela Fantom	Gary Soloway
John Floyd	Brian Thompson

1) CALL TO ORDER – Chairman William Westmoreland called the meeting to order at 4:06 p.m.

2) APPROVAL OF MINUTES

- A. 4/7/22 Regular Meeting** – A motion was made and seconded to approve the minutes of the 4/7/22 regular meeting. Motion carried.
- B. 4/13/22 Special-Called Meeting** – The minutes were not yet available for review and will be considered for approval during next month’s meeting.

3) COMMUNICATIONS FROM CITIZENS

- Carl Groves, whose approved sublease from B-8 lessee Landon Maples expired 4/30/22, briefly addressed the commission regarding **Old Business Item C. Hangar Inspections**. He stated he has never been in a partnership with Mr. Maples, who is currently out of the country. Mr. Groves would like to submit a dry lease with Mr. Maples for the commission’s consideration today. Both Mr. Groves and Mr. Maples have significant ties to the airport and are trying to abide by the rules. Mr. Groves explained that with the dry lease, Mr. Maples – who does not have a plane – now has use of Mr. Groves’ airplane, but not for free.
Commissioner of Public Services Jeff Baines noted that this is the second request for approval of a dry lease. (The first submitted dry lease between Paul Marciniak and Brian Thompson was included in the agenda packet.) He referenced Section 20 of the t-hangar lease agreements and believes the dry leases will need to be reviewed by City Attorney Andy Wright.
Mr. Groves advised that he pays Mr. Maples \$300 per month to store his aircraft in the hangar. Mr. Groves is #13 of 140 on the current t-hangar waiting list; he was added to the list in 2016. Commissioner Deborah Baugh believes both Mr. Maples and Mr. Groves should provide certificates of insurance as specified in the t-hangar lease agreement. Comm. Baines agreed. Comm. Baines reiterated the need to determine if a dry lease meets Section 20 of the t-hangar lease agreement. He noted that the Aircraft Lease Agreement between Van Toornburg and A-12 lessee John Floyd and included in the agenda packet has been okayed by Mr. Wright. The dry leases have not yet been reviewed by Mr. Wright.
Mr. Groves advised that the dry lease with Mr. Maples went into effect in April due to this situation with the City. Mr. Maples has not ever flown Mr. Groves’ plane at this time. Commissioner Mike Russell explained that after he was appointed to the commission a few years ago, some of the individuals on the lengthy t-hangar waiting list began asking him whether some t-hangar lessees are in compliance with the lease agreement terms that have been established for a long time. Commissioner T.O. Cragwall, who has served on the commission for 40+ years and could not attend today due to the loss of his daughter, would say that the

commission has not been doing its job in this regard. Comm. Russell does not believe Mr. Groves has done anything consciously wrong; however, he stated the need to be consistent with the airport rules. It appears to Comm. Russell that these recently-established dry lease and other agreements have been conveniently developed to keep the status quo. If Mr. Wright says the dry leases are okay, Comm. Russell will support that.

Commissioner John Gentry added that while a dry lease may be a legitimate type of lease, the City may need to set rules pertaining to it.

A motion was made and seconded to give Mr. Groves 30 days to provide his dry lease agreement with Mr. Maples for City Attorney Andy Wright's review; by next month's meeting, the commission must have an evaluation of the legitimacy of all dry lease agreements submitted and whether they will be applicable.

Mr. Groves confirmed that whenever he is offered a t-hangar lease of his own, he will accept it and move out of t-hangar B-8.

Motion carried.

- Russ Lannom addressed the commission regarding **Old Business Item E. Southeast Development – Two proposals received. Under review by subcommittee.** Mr. Lannom is a Wilson County native and new pilot with a plane at the airport. He has worked in Lebanon and Wilson County for 32 years and rebuilt facilities including CEVA and General Motors. Last year, when Mr. Lannom heard about the demand for hangars at the airport, he found two business partners with funds and experience. As an involved representative of Tennessee Prime Contractors, he asked what has to happen for the City to approve property for hangar construction. He has lost one investor, and another is getting ready to walk. Mr. Lannom submitted a proposal on 4/14 and has heard nothing. Chairman Westmoreland advised that he appointed Commissioners Russell, Gentry, and Baines to a subcommittee to review the proposals received; the subcommittee reviewed and discussed the two proposals yesterday. Comm. Gentry reported that the subcommittee had some questions and would like to meet with both proposers present to review the City's request for revised proposals. He pointed out that any proposal recommended by the subcommittee and commission must be approved by City Council. Chairman Westmoreland briefly presented a drawing showing Southeast Development options and mentioned what the subcommittee has in mind. He advised that more information will be provided later during this meeting and a meeting with the proposers. At the end of the day, the parties need to iron out negotiations. Mr. Lannom hopes negotiations go in the right direction and the motivation to invest is still there.
- T-hangar A-12 lessee John Floyd, a retired airline pilot who has lived in Lebanon about 20 years, addressed the commission regarding **Old Business Item C. Hangar Inspections.** Chairman Westmoreland advised Mr. Floyd that his Aircraft Lease Agreement with Van Toornburg, which was included in the agenda packet, has been okayed by Mr. Wright. Comm. Baines clarified that Mr. Wright has approved the agreement through the current term. Mr. Floyd advised that he and Mr. Toornburg are very interested in obtaining a larger hangar for three or four aircraft. They would like to get a plane business going and love the way the FBO/Direct Flight Solutions' Heather Bay runs the airport. Mr. Floyd commented that leasing aircraft is the way to go – he would rather build two or three hangars than spend \$800,000 on purchasing a new aircraft.
- Mr. Gary Soloway expressed his condolences to Comm. Cragwall. He noted that he has received his copy of the executed lease renewal for t-hangar B-2.

- Elite Rotorcraft, LLC's Michael Franck addressed the commission regarding Elite Rotorcraft's desire to expand the former Vanderbilt hangar. Two possible door locations, adding on to the existing concrete pad, and plans for the taxiway were briefly discussed. Comm. Baines advised Chairman Westmoreland that he can verify if the concrete pad is in the leased area. He stated the need for a conceptual layout showing the two expansion options. A motion was made and seconded to give Mr. Franck the authority to go forward and come back to the commission with a proposal for expansion of the former Vanderbilt hangar. Atkins' Darren Duckworth noted that the new taxiway has an object free area clearance associated with it. Comm. Baines advised that the conceptual plan will be reviewed with Mr. Duckworth before being presented to the commission. Motion carried.

4) 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** – Waiting on additional parts for stem replacement.
Last month, Mr. Baldwin mistakenly reported that the stem was replaced. The replacement is the project's only outstanding item.
- 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.
- D. M54 RSA Determination** – Revisions have been submitted to TDOT Aeronautics, waiting on comments.
- E. East Apron Pavement Rehab – Preliminary Design** – Grant amendment before TDOT PSR on 4/15/2022. Expect grant offer next week. Bid project in mid-June, bid opening mid-July, construction in September.
- F. Terminal Parking Lot Expansion** – Waiting on contractor.
- G. Row D Construction (Steve DiLeo/Aeronautique, LLC)** – Waiting on revisions of sanitary sewer as-builts. Waiting on paving. Certificate of Occupancy will not be issued until items are addressed.
As requested by the commission during last month's regular meeting, Mr. DiLeo has removed his equipment off the site.
- H. West Side Hangar Sites A and B (Robert Craig)** – Estimated completion of 5 weeks. Staff met with Mr. Craig this week.
- I. West Side Hangar Site D (PNJ Venture Partners)** – No update.
Chairman Westmoreland has recently spoken about the project with PNJ's Anthony Natale and Crockett Surveying's Paul Crockett. Mr. Natale is to address the commission next month with more information since the agreement with Vanderbilt fell through.
- J. Internet Service Overhaul** – Waiting on access points. Canceled existing AT&T accounts – over \$500 a month savings (so far) by consolidating services with Spectrum.

5) OLD BUSINESS

- A. T-Hangar Waiting List**
 - 1. New Additions** – There were no new applications to present to the commission.
 - 2. Updated List** – An updated list was included in the agenda packet.
- B. Volar Lease – Executed** – The three-year lease extension was approved by City Council as recommended by the Airport Commission.

- C. Hangar Inspections – Update Communications/New Letters – 4/30/22 Deadline – The following update dated 5/4/22 and related attachments were included in the agenda packet. **Comments made during the commission meeting are in bold.** Chairman Westmoreland noted that he and Mr. Baldwin followed up on these issues and visited the hangars earlier.

CRITICAL ISSUES

T-Hangar	City Tenant	Comments
A-12	Floyd	Leasing plane from Toornburg (attachment). OK per City Attorney. Need insurance certificate on Floyd. Agreement with Toornburg okay <u>through current term</u>. Ms. Bay will check for insurance certificate.
A-7	Hogancamp	Co-ownership with Crum (attachment). OK per City Attorney. Need insurance certificate on both. Ms. Bay will check for insurance certificates.
E-12	Hamblen	Provided LLC info for Carbine Aviation (attachment). OK per City Attorney. Need insurance certificate on both Hamblen and Lewis. No comments.
E-11	Thompson	Provided “dry lease” with Marciniak (attachment). Commission to act on aircraft lease agreement after discussion of several points in this agreement. This should simply be a lease. Eliminate “dry” as hangar lease simply says lease. As I understand, Marciniak will continue to fly aircraft. Thus, we need both Thompson’s and Marciniak’s insurance certificate. To be addressed during next month’s meeting after City Attorney review of dry lease. Comm. Baines suggested Mr. Thompson refer to the agreement between Floyd (A-12) and Toornburg which has been okayed by City Attorney through the current term.
E-6	Henderson	Provided ownership info (attachment). Appears OK. Need insurance certificate. City Attorney has not seen ownership info provided.

GENERAL COMMENT

Need insurance certificate on both parties/owners for all hangars.

ROW A

T-Hangar	City Tenant	Comments
A-2	Mallicoat	Still looking to buy. No comments.
A-4	Tuggle	Need insurance certificate. No comments.
A-7	Hogancamp	Co-ownership with Crum (attachment). OK per City Attorney. Need insurance certificate on both. (Ms. Bay will check for insurance certificates.)
A-9	Jones	Need insurance certificate. No comments.
A-10	Lockard	Need insurance certificate. No comments.
A-11	Hood	Need update on repair status by 5/5/22 (repair agreement expires 4/30/22). (Insurance is in effect.) In compliance as of 5/4/22.

		Ms. Bay reported that the engine is in the plane in the hangar and the bill has been paid.
A-12	Floyd	Leasing plane from Toornburg (attachment). OK per City Attorney. Need insurance certificate on Floyd. (Agreement with Toornburg okay through current term. Ms. Bay will check for insurance certificate.)
A-14	Westmoreland	Relinquished lease 4/30/22. Ms. Bay advised Chairman Westmoreland written notice of relinquished lease is needed. Hangar should be available to new lessee tomorrow afternoon.

ROW B

T-Hangar	City Tenant	Comments
B-1	Stroud	Approved sublease to Demaree ends 4/30/22. Need insurance certificate. Demaree's plane still in hangar 5/4/22. Ms. Bay has seen neither Mr. Stroud nor Mr. Demaree but will follow up with staff. She can contact them about Airport Commission action taken today. Motion made and seconded for t-hangar to be vacated by 7 a.m. Friday, 5/13, or a City-approved individual will remove the aircraft in the hangar and park it on a level grass area at the owner's liability. Commissioner Paul Stumb suggested putting a mechanic's lien on the plane. Comm. Baines will review the action with City Attorney. Motion carried.
B-3	Snyder	Need update on repair status by 5/5/22 (repair agreement expires 4/30/22). Repaired – in compliance. Need insurance certificate. No comments.
B-8	Maples	Has he purchased new aircraft? Approved sublease to Groves ends 4/30/22. Need insurance certificate. (To be addressed during next month's meeting after City Attorney review of dry lease. Comm. Baines suggested Mr. Maples refer to the agreement between Floyd (A-12) and Toornburg which has been okayed by City Attorney through the current term.)
B-17	McCall	Research – did he give it up? Insurance? Commission needs to act on his request to use hangar occasionally for one of his aircraft. Need insurance certificate. Verify this arrangement. Has not paid rent since December. Hangar empty. Understanding is Mr. McCall legally owns a Maule that is occasionally in hangar. Ms. Bay reported that as of today, rent payments are up to date. Comm. Baines stated the need for lessees to pay rent on time. Currently, there are no additional fees for late payment. Comm. Stumb and Comm. Baugh think the commission should consider establishing such fees. Chairman Westmoreland will include the item on next month's meeting agenda.
B-18	Gieseke	Need insurance certificate. No comments.
B-19	Rocchietti	Check aircraft in hangar against the lease. Confirm he still has N6618D in hangar for which there is an insurance certificate on file. Confirmed 5/4/22.

		<p><i>Ms. Bay said N6618D is the only plane that has ever been in the hangar. Executive Assistant Angela Fantom thinks the issue is Mr. Rocchietti did not list an N-number on his lease.</i></p> <p><i>At this time, there was a brief discussion about the difficulty of obtaining up-to-date insurance certificates from t-hangar tenants.</i></p>
B-20	Dillard	<p><i>Must have his plane in hangar by 5/31/22. Has he moved his aircraft into hangar? Need insurance certificate.</i></p> <p>No comments.</p>

ROW E

T-Hangar	City Tenant	Comments
E-1	Willis	<p><i>Need insurance certificate.</i></p> <p>No comments.</p>
E-2	Hudson/Bay	<p><i>Not giving up hangar. Need insurance certificate.</i></p> <p>Chairman Westmoreland commented that the plane is on order.</p>
E-3	Hill	<p><i>Need insurance certificate.</i></p> <p>No comments.</p>
E-4	Lebanon Flying Club	<p><i>Change contact info to Chuck Czarnik.</i></p> <p>Ms. Fantom confirmed to Comm. Russell that Mr. Czarnik is the contact for all t-hangar leases with Lebanon Flying Club.</p>
E-5	Harrison/Liddell	<p><i>Jeff to verify legal ownership/partnership. Need insurance certificate.</i></p> <p>Comm. Baines recalls communicating with Mr. Harrison months ago and will have more information during next month's meeting. Ms. Bay believes the aircraft is registered to an LLC which does not match the name on the t-hangar lease.</p>
E-6	Henderson	<p><i>Provided ownership info (attachment). Appears OK. Need insurance certificate.</i></p> <p>(City Attorney has not seen ownership info provided.)</p>
E-7	Maisano	<p><i>Need insurance certificate.</i></p> <p>No comments.</p>
E-8	Jones	<p><i>Need insurance certificate.</i></p> <p>No comments.</p>
E-9	DiLeo	<p><i>Need update on repair status by 5/5/22 (repair agreement expires 4/30/22). Need insurance certificate. No repair agreement with DFS.</i></p> <p>Ms. Bay clarified that Mr. DiLeo has his own mechanic. Chairman Westmoreland reported that the aircraft has been worked on but is nowhere near flyable.</p> <p>Comm. Baines read aloud a message sent by Mr. DiLeo this afternoon – Mr. DiLeo was unable to attend the meeting due to a family medical emergency. The message did not mention the issue with E-9 but did provide a brief update on the Row D project that is not complete/has not received a certificate of occupancy: “The equipment is all moved we will move it back when we are ready to haul away the pile of dirt over the next 6 weeks. The Spiral ducts for all units has been delivered and the grills came in last week.(grills were on 5 month back order) we plan on finishing up all duct work and be ready for sheet rock and finish up. Sewer RT has the email about it.”</p>

		<p>After a brief discussion about the terms of the E-9 lease which expires at the end of the year, a motion was made and seconded for the t-hangar to be vacated by 7 a.m. Friday, 5/13, or a City-approved individual will remove the aircraft in the hangar and park it on a level grass area at the owner's liability. Motion carried.</p>
E-10	Hudson/Bay	<p>Need aircraft info and insurance certificate. Confirm that Hudson's aircraft, N37237, is still in hangar. Confirmed 5/4/22.</p> <p>No comments.</p>
E-11	Thompson	<p>Provided "dry lease" with Marciniak (attachment). Commission to act on aircraft lease agreement after discussion of several points in this agreement. This should simply be a lease. Eliminate "dry" as hangar lease simply says lease. As I understand, Marciniak will continue to fly aircraft. Thus, we need both Thompson's and Marciniak's insurance certificate.</p> <p>(To be addressed during next month's meeting after City Attorney review of dry lease. Comm. Baines suggested Mr. Thompson refer to the agreement between Floyd (A-12) and Toornburg which has been okayed by City Attorney through the current term.)</p>
E-12	Hamblen	<p>Provided LLC info for Carbine Aviation (attachment). OK per City Attorney. Need insurance certificate on both Hamblen and Lewis.</p> <p>(No comments.)</p>
E-14	Poole	<p>Has until 4/30/22 to be in compliance. Need N-number and insurance certificate. Was given until 4/30/22 to have his aircraft in hangar or give up hangar. N6294N.</p> <p>Chairman Westmoreland does not recall the aircraft being in the hangar before. Ms. Bay had said it belongs to a family member of Mr. Poole. The plane is flying.</p> <p>Comm. Baines stated the need to know who the aircraft is registered to. If the plane does not belong to Mr. Poole, Comm. Russell does not believe he can sublease the hangar since he does not intend to purchase a plane.</p> <p>Chairman Westmoreland advised that the issue can be revisited during next month's meeting.</p>
E-15	Poole	<p>Need update on repair status by 5/5/22 (repair agreement expires 4/30/22). Need N-number and insurance certificate. In communications with DFS for repairs. N18402.</p> <p>Chairman Westmoreland commented that Row E leases expire at the end of the year. Mr. Poole's daughter, Stacie Fisk, has been in contact with Ms. Bay and advised that Mr. Poole bought a second plane in E-15 but had never registered it in his name. The aircraft, an A36, is out of annual. Mr. Poole no longer has a mechanic, so Ms. Fisk is in communications with DFS for repairs. DFS has never worked on this plane. There are a few individuals who are interested in purchasing the aircraft, and Ms. Fisk has given DFS permission to show the plane to them.</p> <p>Comm. Russell believes Mr. Poole is in compliance with the lease agreement for E-15, as an effort is being made to repair and sell the aircraft. The issue may have to be revisited when the lease expires at the end of the year.</p>
E-16	Poole	<p>Need update on repair status by 5/5/22 (repair agreement expires 4/30/22). Need N-number and insurance certificate.</p>

		<p><i>In communications with DFS for repairs. N3217A.</i></p> <p><i>The aircraft, a Cessna 170B, is out of annual; and Ms. Fisk is in communications with DFS for repairs. DFS has never worked on this plane. There are a few individuals who are interested in purchasing the aircraft, and Ms. Fisk has given DFS permission to show the plane to them.</i></p> <p><i>Comm. Russell believes Mr. Poole is in compliance with the lease agreement for E-16, as an effort is being made to repair and sell the aircraft. The issue may have to be revisited when the lease expires at the end of the year.</i></p>
E-17	Thomas	<p><i>Need insurance certificate.</i></p> <p><i>No comments.</i></p>

D. T-Hangar E-11 Request (See Attached Dry Lease) – Included in the agenda packet was an Aircraft Lease Agreement dated 3/1/22 between Paul Marciniak, lessor, and Brian Thompson, lessee. Mr. Marciniak owns an aircraft with N-number N867DB and leases it to Mr. Thompson.

As discussed earlier during the meeting, the item is to be addressed during next month’s meeting after City Attorney Andy Wright’s review of the dry lease. Comm. Baines suggested Mr. Thompson refer to the agreement between Floyd (A-12) and Toornburg which has been okayed by Mr. Wright through the current term.

E. Southeast Development – Two proposals received. Under review by subcommittee. – Comm. Russell presented the following memo dated 5/5/22 from subcommittee members (Commissioners Russell, Gentry, and Baines) to Chairman Westmoreland as well as the 3/16 advertisement/Request for Proposals.

The subcommittee opened and reviewed proposals on Wednesday, May 4 at 3 p.m. at City Hall.

Proposals were received from LAH Investments, LLC, and Franklin Mountain Group. Both proposers appear to be well qualified to complete a project.

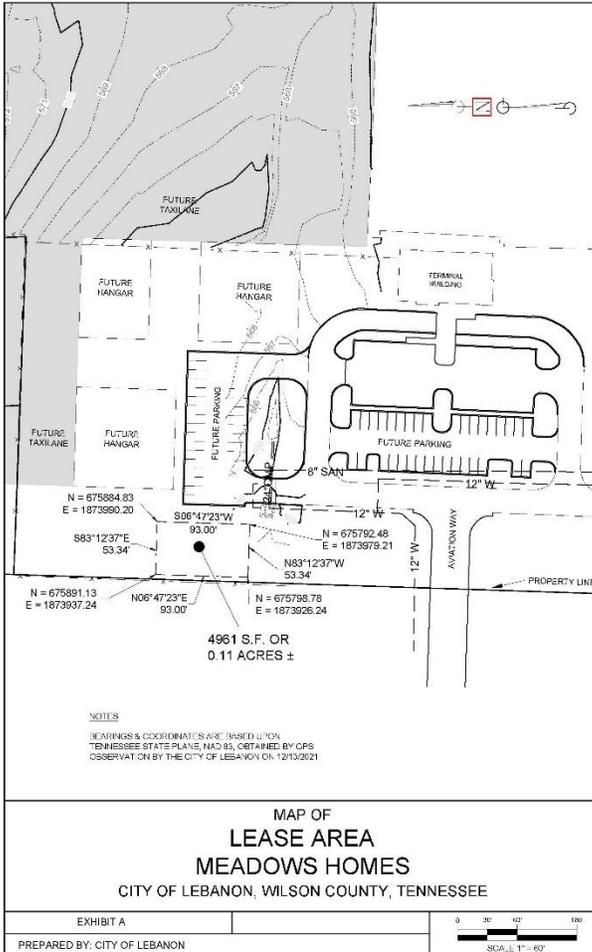
After this initial review, the subcommittee has these recommendations:

- 1) *Remove the detention pond from the project. Request City Council fund this item. Add an appropriate share of the cost to all Southeast Side improvements/developments. Assuming material is acceptable, we would place in the adjacent area to make “pad-ready” site(s) available.*
- 2) *Remove the restroom requirement from Row F.*
Note: If the commission feels this is absolutely necessary, the City may need to participate in the cost. The City would be responsible for the operation and maintenance of the restroom facilities.
- 3) *As neither proposal addresses all items listed on the March 16th advertisement, both proposers be requested to provide a revised proposal to include all site work and infrastructure (water, sewer, storm drain, electric service, etc.) as shown on the attached Exhibit “A.” Proposers may request an incentive plan such as ___ years of \$0 ground lease OR proposers may request a cash contribution from the City OR a combination of the above.*
- 4) *Schedule a meeting with both proposers present to review the City’s request for revised proposals.*

Comm. Russell mentioned the public-private partnership arrangement discussed at the recent TN Airports Conference. He briefly explained the subcommittee’s thoughts regarding utilities and where they need to run for future development. Comm. Russell stated the need for the City to schedule a meeting with both proposers as soon as possible. Chairman Westmoreland and Comm. Baines will get together next week to set up a meeting time.

F. Air Methods Crew Quarters – Lease and Lease Plan – (During the 4/13/22 special-called meeting, the commission approved the proposed concept and location of the crew

quarters.) A draft Lease Agreement dated 4/29/22 and the lease area below were included in the agenda packet. Also included were pages 1 and 2 of the current lease agreement with JBS Aviation, LLC (John Sevieri) for West Side Lot 4 (the site next to the Maintenance Hangar); the base rent for the agreement, which went into effect 3/3/22, is based on the rate of \$0.40 per square foot.



There was a brief discussion about recommending a lease rate and the proposed term of the lease (five years with an option to extend an additional five years at the end of the initial term). Comm. Baines noted that the term may be shorter, and the modular building may or may not stay at the airport upon termination of the lease. He further advised that the proposed lease states the following: *“The amount of the annual rent payable under this lease shall be increased during the term hereof every five (5) years, such dates collectively referred to as “adjustment dates.” On the adjustment dates, the lease rate for the new five (5) year term shall be computed by increasing the annual lease consideration by the annual cost of living (CPI) for the preceding five years, as published by the U.S. Government.”*

After a brief discussion, a motion was made and seconded to recommend City Council approval of the proposed lease with a lease rate of \$0.40 per square foot. Motion carried.

- G. FBO Proposals – Due 5/12/22** – Chairman Westmoreland met with Ms. Bay plus two other possible proposers on 4/20. He will be appointing a few commissioners to a subcommittee to review the proposals received before next month’s meeting.
- H. Other** – None.

6) NEW BUSINESS

- A. Planning Commission Items – 5/24/22** – Mr. Baldwin advised the commission of six items located in the airport overlay:

1. Request by Transportation Services, Inc. for site plan approval for the McCartney Property Development, a non-residential development on about 6.4 acres at an unaddressed property on Maddox Simpson Parkway (Tax Map 81 Parcel 86) zoned IP in Ward 3
 2. Request by Krishna Patel for site plan approval for the Franklin Road Mixed Use – Phase 1 project, a mixed-use development on about 4.93 acres at 1680 Franklin Road in the South Hartmann Gateway Overlay (Tax Map 81 Parcel 116.03) zoned CS in Ward 3
 3. Request by Goodwill Industries for final plat approval for Resubdivision of Lot 1 & Consolidation Wilson County Livestock Market Partnership Property, a 2-lot subdivision on about 6.95 acres at 1414 & an unaddressed property on W Main Street (Tax Map 68A Group A Parcels 3 & 4) zoned CG in Ward 5
 4. Request by Dime, LLC for rezoning approval for about 0.71 acres of the Rocky Road project at 109 & an unaddressed property on Rocky Road (Tax Map 68A Group B Parcels 38 & 39) from RD9 to IL in Ward 5
 5. Request by Al Neyer for rezoning approval for about 11.41 acres of the Comer II Multifamily project at an unaddressed property on Murfreesboro Road (Tax Map 92 Parcel 54.02) from IP to RM6 in Ward 3
 6. Request by Al Neyer for annexation and zoning approval for about 14 acres of the Comer II Multifamily project at unaddressed property on Murfreesboro Road (Tax Map 92 Parcel 53.01) and zoning to RM6 to be added to Ward 3
- B. Board of Zoning Appeals Items – 5/23/22** – Mr. Baldwin advised that there are no known items located in the airport overlay.
- C. Other** – None.

7) FINANCIAL REPORT – Included in the agenda packet were the Airport Maintenance Expenditures Report dated 5/2/22 and the Airport Revenues Report dated 5/4/22.

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

- Atkins was scheduled to obtain core samples on the east side tomorrow morning but is postponing due to weather.
- Repairs made on fuel farm. Submitted work order for required fuel farm maintenance. Working with City Garage regarding City avgas truck issues.
- Continue communications with west side developers/contractors.
- Tsunami cameras and Stanley terminal doors are due for updates to remain operational.
- City vendor is performing annual inspection of fire extinguishers. Will try to advise E-row occupants when vendor is scheduled to inspect their t-hangars.
- New Homeland Security officer has been on the airfield multiple times over the past few weeks. No issues.
- The FAA-tagged/grounded aircraft reported on last month remains on the ramp, as the FAA case remains open. No FBO issues with aircraft owner who is easy to reach and paid for monthly tie-down.
- Over the past two weeks, have had six to ten walk-ins daily interested in moving their aircraft here (some from BNA due to a significant rental rate increase).
- School field trips begin next week. Reached out to some on the field to market their clubs.
- Civil Air Patrol is meeting every other week in the conference room, which exceeds the City's policy of two hours maximum per month.

9) UPCOMING EVENTS – Ms. Bay mentioned an upcoming Sattler Foundation event but had no additional information. Comm. Russell commented that the EAA’s latest 5th Saturday Breakfast on 4/30 was a success.

10) 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 – Design at 60% completion for 5 fields at Sports Complex property on US 231 S. Anticipate City Council work session in March or April. – Comm. Baines provided an update – phase 1 of the Sports Complex project, which includes five soccer fields, goes out to bid Wednesday; bids will be opened 6/7/22.**
- 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**
- H. West Side Partial Parallel Taxiway – Preliminary Design – Complete**
- I. Review Row E Lease Terms in July 2022 – Comm. Baines noted that the current Row E leases expire at the end of the year.**
 - 1. Define Ownership**
 - 2. Discuss Ownership and/or Lease in Section 20**

11) ADJOURNMENT – The meeting was adjourned at 5:50 p.m.