

**LEBANON MUNICIPAL AIRPORT COMMISSION  
MINUTES OF REGULAR MEETING  
Thursday, January 5, 2023  
Lebanon Municipal Airport, 200 Aviation Way**

**Commissioners Present**

Jeff Baines  
Deborah Baugh  
T.O Cragwall  
John Gentry

Greg Hemontolor  
Mike Russell  
Paul Stumb  
William Westmoreland

**Others Present**

R.T. Baldwin  
Heather Bay  
Stephen Chambers  
Darren Duckworth

Kelly David  
(via phone)  
Angela Fantom  
Myron Lasater

Bill McDowell  
Shane Orr  
Gary Soloway  
Bruce Thomas

**1) CALL TO ORDER** – Chairman William Westmoreland called the meeting to order at 4:01 p.m.

**2) APPROVAL OF MINUTES – 12/1/22 Regular Meeting** – Vice Chairman T.O. Cragwall requested that his comments under *New Business Item D. (Other)* be amended as follows:  
*Vice Chairman Cragwall advised the commission of Bill McDowell’s concerns about aircraft burning leaded gasoline. Less than a month ago, an FAA study started about the process for bringing leaded gas in aircraft to a halt by substituting the development of a diesel piston engine and what will be involved mechanically speaking.*

A motion was made and seconded to approve the 12/1/22 regular meeting minutes with the changes proposed by Vice Chairman Cragwall. Motion carried.

**3) COMMUNICATIONS FROM CITIZENS** – Chairman Westmoreland asked citizens to limit any communications to three minutes.

**B. Other**

- Mr. Bill McDowell, who considers himself a great supporter of the airport, read the following to the commission:

**LEAD POISONING AT THE LEBANON AIRPORT**

A scientific study conducted at the Reid-Hillview Airport in San José California published 8/3/21 proved that the exhaust from piston engine aircraft, which all burn 100 Octane leaded gas, is polluting the airport and the surrounding area within 1,093 yards of the airport with lead, which is a deadly neurotoxin. Lead poisoning is particularly dangerous for young children, affecting their brain development, resulting in reduced intelligence quotient, behavioral changes such as reduced attention span, and increased antisocial behavior.

The Santa Clara County-commissioned study on lead exposure risks for children found that leaded aviation fuel contributed to significantly increased blood lead levels for those within a half-mile of the facility. For context, the downwind increase in lead levels above baseline during peak hours were double those seen during the height of the Flint Water Crisis in Michigan.

School Distances from Lebanon Airport	
SCHOOL	YARDS
Winfree Bryant Middle School	204
Byars Dowdy Elementary School	226
Lebanon High School	1,098

Given the proximity of these three schools to the Airport I propose the commission consider recommending the following actions to the Mayor and Council in order to address the possibility of lead contamination coming from the airport:

1. Test the Lebanon Airport and surrounding neighborhoods for Lead Contamination.
2. Provide voluntary free “Blood Lead Level” (BLL) testing to concerned families of children living within 1,098 yards of the airport including Students at Byars Dowdy Elementary School, Winfree Bryant Middle School, and Lebanon High School.
3. Until the extent of the lead pollution can be determined, temporarily discontinue “touch and go” practice landings, which will immediately reduce any additional lead poisoning by two thirds.

In response to commissioners' questions, Mr. McDowell advised that he does not know who performed the scientific study, the procedures for testing for lead contamination, who would perform such testing, or if any testing of surrounding airports has taken place. Mr. McDowell was researching noise pollution when he stumbled across the information about the study. His home is located right off the northwest end of the runway, and airplanes performing touch-and-gos fly right over his house at a low altitude.

After a brief discussion, Commissioner Paul Stumb suggested that FBO Direct Flight Solutions' Heather Bay get more information to validate the study presented by Mr. McDowell; afterwards, information about how testing could be conducted, etc., could be obtained; then, a subcommittee could be formed to consider Mr. McDowell's proposals. Chairman Westmoreland will add the item to next month's meeting agenda.

- Mr. Myron Lasater addressed the commission as follows:
    - Regarding the study presented by Mr. McDowell, there is a movement by citizens and businesses to close San Jose's Reid-Hillview Airport for industrial development. The airport is located in a now heavily urban area, but it is still convenient for corporate travel.
    - Regarding **Old Business Item B. Hangar Inspections – B-12**, Mr. Lasater received a call last night from B-12 tenant, Larry Pung, who was notified yesterday that his t-hangar lease has been terminated, as recommended by the commission and approved by City Council. Mr. Pung is a longstanding member of the EAA, heavily involved in the Young Eagles program, and a DFS customer. Mr. Lasater indicated that Mr. Pung had removed the non-aviation items stored in the hangar after he sold his house and has nowhere to put his plane upon vacating the hangar. Vice Chairman Cragwall advised that he has never seen more items stored in another hangar and the FAA is putting pressure on airports regarding the issue. Mr. Lasater disagreed and urged the commission to be keenly aware of the triggers being pulled.
  - Referencing an AOPA article, Mr. Gary Soloway reported that on 9/1/22, the FAA approved unleaded fuel for the piston aircraft fleet. General Aviation Modifications, Inc. received an STC (supplemental type certificate) for every general aviation spark-ignition engine and every airframe powered by those engines. The move was hailed by the industry as a major step in the transition to an unleaded general aviation future. Mr. Soloway believes the 100-octane unleaded fuel (G100UL) will be the new fuel for all planes within the next couple of years, as it is being pushed very hard by the EPA.
  - Hangar lessee Bruce Thomas advised that he is a mechanic on the G100UL fuel. When the fuel becomes available, he believes it will be embraced by pilots in spite of its cost because it is so much cleaner for the engine and will double oil change times. The fuel is meant to take the place of converting the entire piston aircraft fleet over to diesel engines which are too heavy and too expensive.
- A. Shane Orr** – The following 12/31/22 email from Mr. Orr was included in the agenda packet:  
*As I don't own an airplane yet and hangar E-15 has become available, I am requesting the following:*
- 1. I am requesting an additional stipulation to my lease that allows me 90 days to find an aircraft suitable for purchase to be stored in Hangar E-15 per the Lease Agreement.*
  - 2. I am willing to pay all fees and rent according to the original lease terms from the Date of Signing.*
  - 3. If I have not found a suitable aircraft in 90 days, I would like to come before the commission to report my progress and ask for a 60 day extension.*

4. If I am unable to find an aircraft during the requested time period, hangar E-15 would be surrendered back to the City of Lebanon. All monies paid to the City of Lebanon would be retained by the City of Lebanon.

5. Should I have to relinquish the hangar, I request to be put back on the "Hangar Waiting List" while I continue my search for an airplane.

Your understanding is greatly appreciated in this matter.

Regards,

Shane Orr

President

Unmanned Aircraft Professional Services, LLC

Mr. Orr, who has been a pilot for 33 years, explained that he was added to the t-hangar waiting list about five years ago; he wanted to obtain a hangar before purchasing his first aircraft since he is seeking a fabric-covered plane. Mr. Orr has some out-of-state prospects but needs a little more time to buy a plane.

A motion was made and seconded to approve Mr. Orr's request.

Ms. Bay advised Commissioner John Gentry that in her experience, Mr. Orr's request is a first-time scenario.

Mr. Orr informed Comm. Gentry that he will not be subleasing the t-hangar while searching for a plane. Any sublease must be approved by the commission.

Commissioner of Public Services Jeff Baines noted that if Mr. Orr does not purchase an aircraft by the 4/6/23 Airport Commission meeting, he must address the commission then.

Commissioner Mike Russell questioned if the action is fair to others on the waiting list. Comm. Stumb believes the action is setting a reasonable precedent. Vice Chairman Cragwall called for the question.

Motion to approve Mr. Orr's request carried.

#### 4) COMMUNICATION FROM CHAIRMAN

**A. Airport Managerial Oversight Committee Report** – AMOC Chairman Gentry reported that the following items were discussed during the 12/22/22 committee meeting:

- Airport Operations Fund Budget – The airport is currently in the green by about \$280,000 for various reasons.
- An Embraer-145 remains on the ramp. DFS was not aware that the jet would be landing; it did not exceed/is not exceeding the weight limits for the runway. Ms. Bay is in communications with the FAA regarding the matter; today, she was granted permission to move the jet about ten feet.
- Quarterly T-Hangar Report – The new FBO lease agreement requires an FBO report including tail numbers; documentation confirming aircraft insurance, current annual inspections, and proof of aircraft ownership; and lease compliance.
- **Lighting Issues** – Item to be discussed under **Engineering Report Item A**.
- Next Meeting – 1/23/23 at 3:30 p.m.

**B. Chairman Comments** – Chairman Westmoreland reported that the **Terminal Parking Lot Expansion (Engineering Report Item F.)** and the **Air Methods Crew Quarters (Engineering Report Item J.)** projects are underway.

Comm. Baines confirmed that the driveway/access to the airport's rental home will be removed.

**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** – Stansell Electric is working on lighting issues. Notam has been placed on outages. Bid documents and contract information sent to attorney for review.

Ongoing lighting issues and difficulty obtaining bulbs were briefly discussed. Assistant City Attorney Stephen Chambers was sent information about the initial project and contractor, Appalachian Foothills Contracting.

**B. Replace Taxiway Lighting & Runway 1/19 PAPIs** – Waiting on grant execution.

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

**D. M54 RSA Determination** – TDOT waiting on FAA for final determination. No update.

**E. East Apron Pavement Rehab** – Bid opening 12/1/22.

**F. Terminal Parking Lot Expansion** – Excavation started.

**G. Row D Construction (Steve DiLeo/Aeronautique, LLC)** – Anticipate completion of the first two hangars within the next 60 days. Paving of ramp in the spring. Comm. Baines contacted Mr. DiLeo today for the update.

Assistant City Attorney Stephen Chambers has reviewed the Row D agreements with Mr. DiLeo, who took over the original development agreement with Heartland Construction. Mr. DiLeo was supposed to have completed the project in the timeline Heartland had provided, but that date has passed. Before the expiration date, Mr. Dileo entered into a Row D lease agreement; that agreement states it is the complete agreement, which isn’t true, as it should have referenced the development agreement. Since the development agreement is technically expired, Mr. Chambers is having to track down how the agreement would be treated if it was taken to court, and he believes it would be treated in one of three ways: (1) the court would say both parties carried on like there was an agreement, so the termination date does not apply; (2) the court would say the agreement has been terminated, but there is a contract implied either in law or in fact; or (3) the court would say the agreement has expired. Mr. Chambers is still researching. There is a clause in the original Heartland agreement that says if the City is not satisfied with the pace of or any items dealing with construction, the City can send Mr. DiLeo a letter giving him ten days to either remedy the situation or at least provide an idea as to how he is going to remedy the situation. If the commission wants to do anything official, Mr. Chambers suggested abiding by that clause in the agreement and sending Mr. DiLeo a letter. The Building Inspection Office has advised Mr. Chambers that Mr. DiLeo’s building permit expired in July 2020 and he does not have an active permit. The original agreement says that Mr. DiLeo is to provide the City a copy of any building permits he has.

Comm. Russell questioned when Mr. DiLeo’s authorization to store the non-flying aircraft in the Row D hangar expires. Comm. Baines replied that it can be extended at his discretion. A motion was made and seconded to draft a letter as suggested by Mr. Chambers and hand-deliver it to Mr. DiLeo as soon as possible; the letter should state issues including the need for a building permit, the lack of completing the taxiway, and the lack of completing the hangars. When the ten-day period to remedy the issues expires, a special-called meeting can be held to consider Mr. DiLeo’s plan to remedy the issues. The motion also included that a project completion date, as well as what will happen if that completion date is not met, should be provided.

Comm. Baines commented that a lot of his and Mr. Baldwin’s email communications with Mr. DiLeo will nullify some of what was stated in the motion.

After a brief discussion, all voted aye with the exception of Comm. Baines who voted nay. Motion carried.

- H. **West Side Hangar Site D (PNJ Venture Partners)** – Plumbing and slab installation in the next week. Mr. Baldwin recently met with the contractor who has been delayed by the weather.
- I. **Northwest Terminal Apron and Southeast Area Site Grading/Drainage/Utility Plan/Funding** – Waiting on grant execution.
- J. **Air Methods Crew Quarters** – Waiting on engineer to resubmit site plan. Waiting on lease to be signed. Mr. Baldwin advised that it is not uncommon to allow site grading to begin with an unapproved site plan.
- K. **Data Analytics Inquiry** – Received executed grant. Installation should begin in the next few weeks. Mr. Baldwin has already met with Virtower about the installation.

## 6) OLD BUSINESS

### A. T-Hangar Waiting List

#### 1. New Additions – Two new applications were presented to the commission:

- A motion was made and seconded to add Ian Parsons to the #133 position on the waiting list (following #132 Richard Peoples). Motion carried.
- A motion was made and seconded to add Douglas Lawrence to the #134 position on the waiting list. Motion carried.

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

### B. Hangar Inspections

#### 1. B-12 – Update (Jeff) – A 30-day notice to vacate was sent to tenant Larry Pung yesterday. City staff has not received a response from Mr. Pung thus far. See additional discussion under **Communications from Citizens Item B. Other**.

#### 2. E-15 and E-16 – Update (Who is going in in January?) – Regarding E-15, see discussion under **Communications from Citizens Item A. Shane Orr**. GS Aviation/Comm. Stumb has accepted E-16. Comm. Stumb has been on the t-hangar waiting list since Feb. 2017 and looks forward to moving into the hangar.

### C. Southeast Development – Jeff and R.T. working with Kevin Brisco to draft development agreement.

– Comm. Baines has no new information since Mr. Brisco’s presentation to the commission last month. Mr. Brisco has been provided the City’s previous contract with Mr. DiLeo with a few notes, and his attorney is still reviewing and revising it.

Comm. Baines advised that no one can afford to complete the project without infrastructure funds, as the site is not pad-ready. The TN Aeronautics Commission has approved final design funding for the **Northwest Terminal Apron and Southeast Area Site Grading/Drainage/Utility Plan (Engineering Item I.)**. Additional federal funding would get the site close to pad-ready and make the project a viable one.

Comm. Russell expressed that he does not see the need to continue with the proposal when nothing can take place until the site is pad-ready.

After a brief discussion, a motion was made and seconded for Comm. Baines to ask Mr. Brisco to either come to the table for contract negotiations or withdraw his proposal. Motion carried.

### D. Property Purchase – 816 Castle Heights Ave. – Subcommittee Report – Vice Chairman Cragwall, who serves on the subcommittee with Commissioners Deborah Baugh and J.D. Lowery, provided a report on the 12/20/22 meeting with property owner Stewart Knowles. During that meeting, the subcommittee unanimously approved asking the City to go ahead and pursue purchasing the land as approved by City Council. Comm. Baines had advised Mr. Knowles of Council’s action before Mr. Knowles had closed on purchasing the property. Comm. Baines reminded the commission that the subcommittee was to report back to the commission during the February meeting. Chairman Westmoreland advised that action on the item can be taken next month.

E. **JECDB Lease Extension – Approved by City Council.** – The lease agreement, effective 7/1/23, has been executed by the JECDB.

F. **Class Bravo Air Lease Extensions – Need Airport Commission recommendations.** – The current lease agreements, which City Council approved extending through 6/30/23, were included in the agenda packet. Also included were possible rental rate options for each room:

**Room 210**

OPTION	CURRENT	YEAR 1		YEAR 2		YEAR 3		YEAR 4		YEAR 5		TOTAL
1	\$5,590.00	5.0%	\$5,869.50	0.0%	\$5,869.50	5.0%	\$6,162.98	0.0%	\$6,162.98	5.0%	\$6,471.12	\$30,536.07
2	\$5,590.00	5.0%	\$5,869.50	5.0%	\$6,162.98	5.0%	\$6,471.12	5.0%	\$6,794.68	5.0%	\$7,134.41	\$32,432.69
3	\$5,590.00	7.5%	\$6,009.25	0.0%	\$6,009.25	7.5%	\$6,459.94	0.0%	\$6,459.94	7.5%	\$6,944.44	\$31,882.83
4	\$5,590.00	7.5%	\$6,009.25	7.5%	\$6,459.94	7.5%	\$6,944.44	7.5%	\$7,465.27	7.5%	\$8,025.17	\$34,904.07
5	\$5,590.00	10.0%	\$6,149.00	0.0%	\$6,149.00	10.0%	\$6,763.90	0.0%	\$6,763.90	10.0%	\$7,440.29	\$33,266.09
6	\$5,590.00	10.0%	\$6,149.00	10.0%	\$6,763.90	10.0%	\$7,440.29	10.0%	\$8,184.32	10.0%	\$9,002.75	\$37,540.26
7	\$5,590.00	15.0%	\$6,428.50	0.0%	\$6,428.50	15.0%	\$7,392.78	0.0%	\$7,392.78	0.0%	\$7,392.78	\$35,035.33
8	\$5,590.00	20.0%	\$6,708.00	0.0%	\$6,708.00	0.0%	\$6,708.00	0.0%	\$6,708.00	0.0%	\$6,708.00	\$33,540.00

**Room 212**

OPTION	CURRENT	YEAR 1		YEAR 2		YEAR 3		YEAR 4		YEAR 5		TOTAL
1	\$6,015.00	5.0%	\$6,315.75	0.0%	\$6,315.75	5.0%	\$6,631.54	0.0%	\$6,631.54	5.0%	\$6,963.11	\$32,857.69
2	\$6,015.00	5.0%	\$6,315.75	5.0%	\$6,631.54	5.0%	\$6,963.11	5.0%	\$7,311.27	5.0%	\$7,676.83	\$34,898.51
3	\$6,015.00	7.5%	\$6,466.13	0.0%	\$6,466.13	7.5%	\$6,951.08	0.0%	\$6,951.08	7.5%	\$7,472.42	\$34,306.83
4	\$6,015.00	7.5%	\$6,466.13	7.5%	\$6,951.08	7.5%	\$7,472.42	7.5%	\$8,032.85	7.5%	\$8,635.31	\$37,557.78
5	\$6,015.00	10.0%	\$6,616.50	0.0%	\$6,616.50	10.0%	\$7,278.15	0.0%	\$7,278.15	10.0%	\$8,005.97	\$35,795.27
6	\$6,015.00	10.0%	\$6,616.50	10.0%	\$7,278.15	10.0%	\$8,005.97	10.0%	\$8,806.56	10.0%	\$9,687.22	\$40,394.39
7	\$6,015.00	15.0%	\$6,917.25	0.0%	\$6,917.25	15.0%	\$7,954.84	0.0%	\$7,954.84	0.0%	\$7,954.84	\$37,699.01
8	\$6,015.00	20.0%	\$7,218.00	0.0%	\$7,218.00	0.0%	\$7,218.00	0.0%	\$7,218.00	0.0%	\$7,218.00	\$36,090.00

Chairman Westmoreland read the following email sent today by CBA’s Bill Presler:

*Just a follow up on the Class Bravo side. These are the requests we have for the coming lease.*

- *Repaint + Carpet Cleaning*
- *Partition in Classroom (210)*
- *Sound Proofing (If Possible)*
- *First Right of Refusal on New Lease Space*
- *Place for “Pre-Heat Cart” & Jump Starter, with 110v*
- *Parking on Southern Most Tie Downs*
- *Representation on AC*

It was agreed that the 5<sup>th</sup> and 6<sup>th</sup> requests were safety hazards. The FBO agreement indicates that DFS maintains the ramp.

Vice Chairman Cragwall noted that the JECDB, whose new five-year lease was recently approved by the City, is a governmental agency funded by taxpayers of Wilson County. CBA, on the other hand, is a private, money-making outfit.

Vice Chairman Cragwall pointed out that the Mayor appoints individuals to the Airport Commission.

A motion was made and seconded to recommend raising the rental rate 10% annually; having CBA pay half the improvement expenses for requests 1, 2, and 3; and striking the last 4 requests.

Comm. Baines advised that Mayor Bell would like for the agreements to be effective 1/1/23. Ms. Bay confirmed to Comm. Stumb that one aviation-related business and one non-aviation-related business have expressed interest in the terminal spaces if CBA does not renew its leases with the City.

After a brief discussion, the motion was amended to recommend raising the rental rate 7.5% annually; having the City repaint the rooms and clean the carpets; having CBA pay for a licensed TN contractor to go through the proper channels and install the requested partition and soundproofing; and striking the last 4 requests. Motion carried.

Comm. Baines noted that the recommendation goes to the Mayor who may delay the item for a month to allow negotiations with Mr. Presler.

- G. Consultant Selection Process – Proposals to be received 1/6/23. Subcommittee to review.**  
– Mr. Baldwin has received two submittals thus far. Commissioners Gentry and Russell were appointed to the subcommittee that will meet Friday, 1/13, to review all submittals.
- H. Other – None.**

## 7) NEW BUSINESS

- A. Planning Commission Items – 1/24/23** – Mr. Baldwin advised that there are no known items located in the airport overlay.
- B. Board of Zoning Appeals Items – 1/23/23** – Mr. Baldwin advised that there are no known items located in the airport overlay.
- C. Outback Steakhouse Sign Relocation** – Mr. Baldwin has been communicating with PSCO Kieffer Sign Co. about the proposed relocation since early October, but other sign companies inquired about the relocation beginning in June of last year. Outback would like to move the sign from the southeast corner to the southwest corner of the parking lot and went through the FAA process by submitting Form 7460. The FAA made a determination that the sign height can be 85 feet. This means it would be 48 feet below the 20:1 approach slope for the turf runway.

Mr. Chambers noted that the Planning Department is in the process of submitting a new Sign Ordinance for City Council approval; the ordinance, as currently proposed, would prohibit interstate signs going forward.

Comm. Baines advised Vice Chairman Cragwall that City Council has not yet taken action on the new Sign Ordinance.

Mr. Baldwin explained that Building Inspection issues sign permits; Chief Building Official Danny Raines forwarded this permit request to Mr. Baldwin due to Outback's proximity to the airport. The FAA has stated, *"Based on this evaluation, marking and lighting are not necessary for aviation safety ... This aeronautical study revealed that the structure did not exceed the obstruction standards. It would not be a hazard to air navigation provided the following conditions ..."*

PSCO Kieffer Sign Co.'s Kelly David explained that Outback's existing sign is not visible from the interstate. Outback would like a larger sign that is more visible from the interstate. The

pylon sign would be illuminated internally at the top and meet code requirements. Ms. David is open to exploring sign sizes.

Chairman Westmoreland suggested keeping the sign at the current location but raising it higher.

Comm. Stumb noted that relocating the sign would move it further from Runway 1/19.

Chairman Westmoreland and Vice Chairman Cragwall expressed concerns about relocating the sign in the way of the turf runway. TDOT Aeronautics gave the City grief over the turf runway but was persuaded by the City to keep the runway open. How would Aeronautics view the City approving the proposed sign?

Commissioners asked if the proposed sign height could be lowered. Ms. David suggested looking at lowering the height to 70 or 72 feet.

Ms. Bay stated the importance of protecting the turf runway. She mentioned the approach study being conducted for Runway 1/19, strengthening FAA standards, and IFR conditions.

Ms. Bay advised that the FAA office that approved the proposed sign does not work with the airport's FAA Flight Standards District Office. She suggested gathering additional information to determine the best-case scenario moving forward.

Comm. Stumb encouraged Ms. David to consider sign placement alternatives in light of linear distances from the extended centerline for the airport's two existing runways.

Comm. Russell commented that the proposed location appears to be slightly west of the centerline while the existing sign is close to or right on the centerline.

Comm. Baines recognized Outback's need for sign visibility but asked if Ms. David could look at dropping the sign height and moving the sign further away from the centerline of the turf runway for consideration during next month's meeting.

A motion was made and seconded to table the item until more information is obtained.

Mr. Baldwin noted that where the existing sign is, the ground is 14 feet higher than that of the proposed location. Right now, the sign is 45 feet above the ground.

Ms. David will propose reducing the sign size to Outback.

Atkins' Darren Duckworth advised that the issue is the sign height relative to the Runway 4 threshold.

Vice Chairman Cragwall called for the question.

Motion to table the item until more information is obtained carried.

**D. Other – None.**

**8) FINANCIAL REPORT** – There was no discussion about the 12/1/22 Airport Maintenance Expenditures Report and the 12/21/22 Airport Revenues Report included in the agenda packet.

**9) FBO REPORT** – Ms. Bay provided a report which included the following items:

- A lease update request from Comm. Baines to airport t-hangar tenants and private hangar owners has been provided to Ms. Bay. The memo advises that DFS is required to provide the City a quarterly report with current info regarding planes in all hangars, and DFS representatives are authorized to request updated N-numbers, insurance certificates, and proof of aircraft's current annual inspection in order to complete this report.

The report is currently a work in progress, as it contains a lot of holes. Row E leases are in the process of being renewed.

- The east side tie-downs are at maximum capacity. Five tie-downs will be lost due to the upcoming **East Apron Pavement Rehab project (Engineering Report Item E.)**. The Airport Commission had deemed all long-term tenants (with the exception of CBA) to be on that side and transient tenants on the west side; however, that cannot be the situation anymore. There are seven t-hangar lessees who do not currently have planes and who are not subleasing their



hangars. Due to the new FBO agreement, DFS recently increased its monthly tie-down rental rate from \$50 to \$70, which is still cheaper than surrounding airports.

- The electric gates have been updated and a new City phone system has been ordered.
- Quite a few work orders have been submitted to the City.
- DFS cleaned five hangars this weekend and works with the City's Maintenance Department when needed.
- The JECDB has a new director who is now working in the building.
- Fuel sales for the month of December – avgas 5,284 gallons, 9,813 gallons.
- The AWOS is now working. The State service provider was here earlier today.
- Will be submitting a work order to roll the turf runway.

**10) UPCOMING EVENTS** – Comm. Russell commented that the EAA Black-eyed Peas Lunch on New Year's Day had good attendance and beautiful flying weather.

- Celebration of life for Steve Sachs – 1 p.m. Saturday, 1/7, in Murfreesboro.
- Sattler Foundation's When Pigs Fly event – April 2023.
- EAA 5<sup>th</sup> Saturday Breakfasts – First event is Saturday, 4/29.
- Sattler Foundation Camps – June 2023.

**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 – Under Construction**
- 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).**
- H. West Side Partial Parallel Taxiway – Preliminary Design – Complete**

**12) ADJOURNMENT** – The meeting was adjourned at 6:16 p.m.