

**MINUTES
LEBANON MUNICIPAL AIRPORT COMMISSION (AC)
REGULAR MEETING**

Thursday, January 8, 2026– Lebanon Municipal Airport, 200 Aviation Way

<u>AC Members Present</u>		<u>Others Present</u>	
R.T. BALDWIN	PAUL STUMB	HEATHER BAY	
DEBORAH BAUGH	JOHN GENTRY	CONNIE DODSON	
T.O. CRAGWALL	TYLER MCNUTT	GARY SOLLOWAY	
FRED BURTON	WILLIAM WESTMORELAND	KELLY TARPLEY	
JACK LOWERY JR		Lindsey Wolfenbarger	
PHIL MOREHEAD			

1) CALL TO ORDER – AC Chairman William Westmoreland called the meeting to order at 4:00 p.m.

2) ROLL CALL – A quorum was present for the roll call.

3) APPROVAL OF AGENDA – A motion was made and seconded to approve the agenda. The motion was approved unanimously.

4) APPROVAL OF MINUTES – 12/5/25 Regular Meeting – A motion was made and seconded to approve the 12/5/25 minutes. Motion carried unanimously.

5) COMMUNICATIONS FROM CITIZENS –

- Mr. Gary Solloway addressed concerns regarding the T-hangars. Hangar A12, assigned to John Floyd, has been occupied since May 2020; however, Mr. Floyd has never owned an aircraft and operates as a professional sub-leaser. While subleasing is permitted, there are several individuals currently waiting for T-hangar space. He feels the ac needs to better understand and monitor lease versus sublease agreements. Mr. Solloway stated that the Airport Commission may need someone to oversee compliance with lease and sublease terms. Mr. Solloway also stated that the FAA appears to be preparing to comment on new airspace, and in his opinion, Lebanon Airport is in a favorable position.
- Assistant Public Works Director R.T..Baldwin introduced Stuart Lawsons Replacement. Lindey Wolfenbarger.

6) COMMUNICATIONS FROM CHAIRMAN-

- A. Airport Managerial Oversight Committee (AMOC)** -John Gentry announced that the AMOC meeting has been rescheduled to make up for last month’s meeting, which was postponed in December due to illness and holidays. The new date for this AMOC meeting will be 1/20/2026.
- B. Chairman Comments** – Airport Commission Chairman Westmoreland handed the floor to T.O. Cragwall. Mr. Cragwall spoke about the importance of the Tennessee Airport Conference, noting that it is highly informative and educational and described it as a tremendous overall experience. He stated that he has attended the conference since 1983. He also explained that it is customary for Airport Commission members to be encouraged to attend the annual conventions.

By a show of hand, the following members agreed to attend the 2026 Tennessee Airport Conference: R.T. Baldwin, T.O. CRAGWALL ,William Westmoreland, Phil Morehead, Deborah Baugh, and Heather Bay. Ms. Bay also

serves and host on the Board of the Tennessee Aviation Association. Attendance is scheduled for February 24, 2026.

7) UPCOMING EVENTS –

- TN Aviation Association conference is February 23rd-25th located at the embassy suites in Murfreesboro TN.

8) ENGINEERING REPORT-Presented by Assistant Public Works Director R.T.Baldwin

- A. **REILs/PAPI Lights/Runway Lighting System Phase I** – REILS are operational.
- B. **Replace Taxiway Lighting & Runway 1/19 PAPIs** – Contractor working to resolve issues. ADB will be onsite 1/19/26 to fix their product. It is a warranty item.
- C. **Airport Layout Plan** – Mayor’s signature received; plans have been delivered to TDOT Aeronautics for signatures. Waiting on signed ALP from TDOT Aeronautics. No update.
- D. **M54 Runway Safety Area Determination** – New Survey data as well as VGSI data for RWY 01/19 are scheduled to go Active/Publish on 1/22/26. The VGSI systems were successfully Flight Inspected in June 2025 utilizing that New Survey data. Additionally, the RNAV instrument procedures amendments/updates are being evaluated based on the New Survey data. Review by FAA is in progress, scheduled completion date 11/4/25. No update
- E. **Northwest Terminal Apron and Southeast Area Site Grading/Drainage/Utility Plan/Funding** – Notice of award to contractor waiting on Grant funding notice from TAD. SWPPP has been submitted to TDEC for review, pending signatures; waiting on Notice of Coverage. FAA 7460 Determination for Grading/Site Preparation work Received; FAA no objections (determination expires 6/19/26 unless extended). Received FAA 7460 approval for T-Hangar Row F building on 12/2/2025. I received IJA (formerly BIL) grant 9/29/25. Filing for year 5 IJA funding on 12/17/2025. Preconstruction meeting on 10/17/25. Met with Kevin Brisco on 11/14/25 for lease review. Anticipate summer 2026 construction. Reviewing development agreement and lease agreement with legal department.
- F. **Runway 1/19 Rehab & Strengthening Preliminary Study** – Completed. Findings led to the TAD approval of the Final Design & Bid Runway Rehab project. Final Design has begun and ahead of schedule, Executed Grant issued 9/30/25; GMC will be scheduling a design progress review meeting in January 2026; anticipating project to be bid in Spring 2026. Working to incorporate latest based aircraft count and annual flight data from Virtower & 1200 Aero information; 50% design progress meeting on 11/17/25. GMC reviewing 11/25 & 12/25 flight data.
- G. **Castle Heights Entrance Relocation** – Base stone installed. Developing fencing plan and gate relocation plan. Meeting with fence contractor week of 1/11/26. Airport Commission member Paul Stumb asked whether the project was being relocated to the south. Mr. Baldwin displayed the location on a map and confirmed that it is moving south.

9) OLD BUSINESS

A. **T-Hangar Wait List** - Connie Dodson Direct Flight Solutions confirmed. No new applications

1. **New Additions** –

2. **Updated T-Hangar Waiting List** – Provided in the agenda packet.

B. Development of Airport Financial Plan and Economic Impact Assessment by R.A. Wiedemann & Associates, Inc. Aviation Consultants

– Mr. Baldwin stated that he spoke with Randall Wiedemann earlier this evening. Mr. Wiedemann currently has a preliminary report with several different output scenarios. Mr. Baldwin and Heather Bay of Direct Flight Solutions are scheduling a Teams meeting with Mr. Wiedemann to review and discuss the various scenarios.

Mr. Wiedemann is developing a program and hopes to have a final report completed by the end of this month. One of the key discussion points involves comparing the City of Lebanon’s hangar rates, land leases, and the option of the airport or city constructing and owning T-hangars. Mr. Baldwin expressed that, based on his understanding, the city would generate greater revenue by developing and owning the hangars rather than relying on land leases.

C. Corporate Lease Agreement with VOLAR, LLC – Chairman William Westmoreland said this can be taken off the agenda Item C. has been fully executed.

D. Dogs At Large- R.T. Baldwin states plan for signage should be completed by the end of next month.

E. Barton Village – No new updates.

F. Garry McNabb – Letter of Intent for Corporate Aircraft Hangar West Side Lot 4 – Heather Bay of Direct Flight Solutions reported that she spoke with Gary McNabb and his partner. They have hired an engineer and have begun the design process for Lot 4.

Ms. Bay also confirmed, in response to Mr. John Gentry’s question, that Mr. McNabb does have an aircraft on site and aircraft will require Lot 4.

G. Gate Request by Steve Bankston -Chairman William Westmoreland states he spoke to Steve Bankston today. Steve’s deal fell through so we can take him off the agenda item G.

H. Steven DiLeo/Aeronautique LLC – Row D Hangar 1 lease agreement assignment/transfer to HD Security Systems Inc. Mr. Baldwin said we can take this off the agenda item H, it’s been fully executed.

I. T-Hangar Lease Renewals for Rows A and B – Connie Dodson of Direct Flight Solutions reported that a few leases remain outstanding. One gentleman plans to submit his paperwork to Angela Fantom at City Hall, and two leases are on the current agenda. All other leases are pending finalization of paperwork, and three tenants have given up their hangars. Lease renewals were sent out without a specified date, which caused some delays. Ms. Dodson states Angela has all necessary information for the three new tenants.

10) NEW BUSINESS

A. Planning Commission Items – R.T.Baldwin reports on planning items:

Request by Lynott Moore for site plan approval for Moores Landing, a non-residential development on about 1.09 acres at 1790 W Old Murfreesboro Road (Tax Map 81K Group A Parcel 2) zoned CG in the South Hartmann Overlay in Ward 3 (PN 1969165) across from the old Outlet mall.

B. Board of Zoning Appeals Items-1/26/26

C.2026 Tn Airport Conference- Five Airport commission members agreed to attend 2/24/26. R.T. Baldwin, William Westmoreland, Phil Morehead, Deborah Baugh, and Heather Bay.

D. T-Hangar A-12 – Request by Lessee John Floyd to Sublease to Van Toornburg (#5 on Wait List)

- John Gentry questioned why the individual listed as #5 on the waitlist was being offered Hangar A-12 instead of the person listed as #1. Connie Dodson of Direct Flight Solutions explained that waitlist positions 1 through 4 declined this specific hangar, as some applicants prefer to wait for a different hangar location or type.
- Mr. Lowery noted that the hangar is still being leased, and the first four applicants simply continue to wait.
- Heather Bay of Direct Flight Solutions added that the City of Lebanon provides the lease contract to tenants, and some versions are not updated with current verbiage.
- Phillip Morehead agreed with Mr. Gentry, stating that many applicants remain on the waitlist for years and years, and questioned whether they should be allowed to decline available hangars.

- Mr. Gentry asked why a tenant could not temporarily occupy an available hangar until their preferred hangar becomes available.
- Ms. Dodson responded that tenants often prefer not to move into one hangar only to relocate again shortly afterward.
- T.O Cragwall suggested that a specific set of terms should be established regarding waitlist procedures and acceptance of hangars. Mr. Gentry agreed and stated that someone should oversee and maintain lease terms, waitlist tracking, and compliance.

Ms. Bay explained that it is rare for a waitlisted hangar to be declined solely due to preference. She also noted that the tenant associated with the hangar in question does not currently have an aircraft stored in the hangar, raising additional concerns regarding its use.

This matter will require review within the lease agreement, and current rules must be verified.

Following discussion, the members agreed to table further action on the application until the next meeting.

Lease and sublease renewal verbiage remain under review.

- Mr. Gentry made a motion to leave the lease as is for thirty days and revisit the matter at next month's meeting after the lease verbiage review is completed. The motion was seconded and approved unanimously.

E. T-Hangar A-8 – Request by Lessee William D. McNutt to Add William Tyler McNutt to 2026-27 Lease Renewal - Motion to approve made, seconded, and carried unanimously.

F. T-Hangar B-1 – Request by Lessee Sean Stroud to Sublease to Richard Moscardell (#10 on Wait List) Mr. Gentry made a motion to leave the lease as is for thirty days and revisit the matter at next month's meeting after the lease verbiage concerning the hangar specifically review is completed. The motion was seconded and approved unanimously.

G. T-Hangar B-8 – Request by Aaron Carter to Add Jared Carter to 2026-27- Motion to approve made, seconded, and carried unanimously.

11) FINANCIAL REPORT – City Finance Commissioner Stuart Lawson's 01/06/26 report was included in the agenda packet.

12) FBO REPORT- Connie Dodson of Direct Flight Solutions reported on fuel sales and operations. Avgas sales totaled 51,000 gallons, jet fuel sales totaled 24,600 gallons, and there were 47,196 operations during the month of December.

13) INFORMATION ONLY ITEMS

A. Need to receive executed ingress/egress easement from Savage and record. – No New Info.

14) ADJOURNMENT – The meeting was adjourned at 4:43p.m.