

Approved 2/4/2021

Airport Authority Meeting Minutes

Regular Meeting: January 7, 2021

Place: Shelbyville Recreation Center, 220 Tulip Tree Road, Shelbyville, TN

Call to Order: The meeting called to Order by Chairwoman Wharton 12:05 PM

Roll Call: A sign-in sheet was passed around for Roll Call and the following were present: Chairwoman Helene Wharton, Member Wayne Hitchcock, Member Eric Cozart, Member Erick Larson, and Member David McGee, II. Also present were Airport Director Paul Perry, City Attorney Ginger Shofner, City Recorder Lisa Smith and Lacey Cartwright. City Council Representative Rick Overcast was absent. A quorum was declared and the meeting open for business.

Consideration of a motion to approve the Agenda: Member Cazort made a motion to approve the Agenda, Member McGee seconded, and the motion carried unanimously upon oral vote.

Consideration of a motion to approve the minutes of the previous meetings: The minutes from the regular meeting of December 3, 2020 were up for approval. Hearing no corrections or additions, Member Hitchcock made a motion to approve, Member Cazort seconded, and the motion carried by unanimous oral vote.

Reports:

Director Perry then gave his monthly reports advised the Fly-in Santa had been cancelled due to the raising numbers in the COVID virus. He related to the Board that Bill Naasz, who had been the Fly-in Santa in in past few years had passed away from COVID complications. Further, the Airport staff has experienced their first cases of COVID, and they are continuing to use extra cleaning and sanitizing procedures. The Flight Academy did have to shut down the Ground School for a few weeks in November due to active cases. However, people are still flying Perry reported the Airport had sold over 5,000 more gallons of Avgas than in 2019 and over 10,000 more gallons of JetA.

In the Maintenance Report he advised a load of JetA was purchased and the Self-Serve system had been used despite the cold temperatures. All monthly checks have been completed and the repairs to the replacement flatbed truck was completed. The maintenance crew worked on sealing screws in one of the T Hangers which had shown signs of leaking. They will be looking at the other over 2,000 screws in the next few months. Perry then discussed improvements made to the shower room behind the handicap/family bathroom. It was cleaned, the ventilation issues were corrected, and the walls repaired. The area can now be used by the public if needed. Finally, he noted electrical repairs were made to the Enterprise storage closet where the vacuum connects.

Member Larson questioned if there was any information concerning the COVID funds for Airports. Perry noted it will be \$40 million dollars spread out over all General Aviation Airports and there has been no mention as to how it will be divided. Member McGee asked if the Financial Reports reflect the new hangar rents. Perry advised it does with all but Mack Air and the Tillet Hangar, which had been stalled due to potential changes at Mack Air. Perry further noted he has a meeting with Mack Air owner next week to discuss this issue.

UNAPPROVED MINUTES

Financial Reports were sent to members prior to the meeting and Perry went over a few items. With no questions from the Board and now having established a quorum, **Member Larson made a motion to approve all reports, Member McGee seconded, and the motion carried unanimously by oral vote.**

OLD BUSINESS

Enterprise Lease:

Director Perry gave an overview of the request from Enterprise. He noted the current Lease is good for another year however Enterprise is requesting to obtain a new longer Lease as they are wanting to upgrade their facility. The intent is to rebuild the electrical panel and bring it up to current codes. Member Cazort requested if there had been any discussion on them using a separate electric meter and Perry stated no. He noted the upgraded system will include using reclaimed water to wash cars. Members discussed the benefit of having the rental car business at the Airport. Member Cazort then advised that at the direction of the Board he and Member McGee had met and discussed the rent agreement with Enterprise noting currently they pay \$400.00 a month. Cazort stated they had researched other rental prices in Shelbyville which were around \$1.10 a square foot per month for a booth space in the Antique Mall. Additionally, it was stated that prior to coming to the Airport, Enterprise was leasing a space in the City for \$1,350 a month and that was around ten (10) years ago and did not include utilities. Member Larson noted that with the rate of inflation that would be \$1,462.91 today. Further discussion ensued concerning the area Enterprise uses outside including a 12x24 stall and 15 parking spaces. Member Larson noted the Southern Region CPI is what is normally used to increase rates according to inflation. Members then discussed the value of having a rental car business on the Airport and the term of a new Lease. After further discussion **Member Larson made a motion to offer Enterprise a five (5) year lease at \$1,000 a month with a yearly increase of \$100.00 to the monthly lease amount and including a twelve (12) month notice termination clause by either party, effective immediately upon execution, Member Cazort seconded, and the motion carried by unanimous oral vote.**

NEW BUSINESS

Election of Chairperson: Chairwoman Wharton turned the meeting over to City Recorder Smith who ask for nominations for a new Chairperson. Member Cazort nominated Member Wayne Hitchcock and after calling for other nominations and hearing none, Member Hitchcock was elected Chairman by a unanimous oral vote.

Election of Vice-Chairperson: Chairman Hitchcock then took control of the meeting and called for nominations for Vice-Chairperson. Member Wharton nominated Member David McGee, II. After a call for other nominations and hearing none, Member McGee was elected Vice-Chairman by a unanimous oral vote.

Announcements: Director Perry advised the new City Manager, Josh Ray will begin work on January 19th and the Airport Board has a new City Council Representative, Rick Overcast. Member Larson noted he had worked with Shane Hooper who was recently hired by the County as an Economic Development Consultant and he praised Mr. Hooper for his work in Tupelo and stated he felt he would be a good fit for Shelbyville Bedford County.

Citizens Comments: None

Adjourn: With nothing further to discuss **Member McGee made a motion to adjourn, Member Cazort seconded, and the motion carried unanimously by oral vote.** Meeting adjourned at 1:29 PM.

~~UNAPPROVED MINUTES~~

Approved:

Helene C Wharton
Chairwoman Helene Wharton

Attest:

Lisa Smith
City Recorder, Lisa Smith