

MINUTES
CITY OF CLEVELAND
MUNICIPAL AIRPORT AUTHORITY
November 17, 2023
9:00 AM



Be it recorded that the Cleveland Municipal Airport Authority met in a regular session on Friday, November 17, 2023, at 9:00 AM in the Cleveland Municipal Airport Conference Room

MEMBERS PRESENT: Tom Rowland, Robbie Garrison, and Mark Fidler

MEMBERS ABSENT: Steve Wright and Ben Chandler

CITY STAFF: Zachary Colecott (Airport Manager) and Laura Duncan (Recording Secretary)

FBO STAFF: Adam DeKinder

CONSULTANTS:

GUESTS: Rick Hudgens

MEDIA:

CALL TO ORDER

The meeting was called to order by the Vice Chairman, Tom Rowland, at 9:00 am

ROLL CALL

Vice Chairman Tom Rowland called the role and is recorded above as Members Present and Absent.

ACCEPTANCE OF MINUTES

Vice Chairman Tom Rowland called for a motion to accept the minutes from the September 15, 2023, meeting. Mark Fidler motioned to accept, seconded by Robbie Garrison and all were in favor.

UPDATES

Director's Report

Zach Reported Parcel N-7 has had an application turned in for a lease. The potential lessee would like to construct a 65x60 hangar to house a North American 690C Turbine Commander. The next step will be a meeting with them to go over the required considerations for the construction of the building.

Director's Report

Zach Reported Azure Flight Support has sold its entire flight school operation and several of its aircraft to Tennessee Flight Training. The plan is to have 1 plane back in Cleveland by Thanksgiving. Mark said that there would have to be a new agreement/contract made with the new company. Vice Chairman Rowland said that there needs to be an agreement in place to proceed. Adam said he would reach out to TN Flight Training to get some answers.

Director's Report

Zach Reported following today's meeting, I will be meeting with representatives from TDOT Aeronautics and GMC to discuss upcoming projects including the layout of the future hangars and runway subsidence repair.

Director's Report

Zach Reported the Fire Alarm panel was replaced by Gallaher. We have received the Inspection and Testing form, and the new panel and batteries have worked perfectly since installation.

FBO REPORT

Adam DeKinder reported that fuel sales are up, but they are expecting a drop as the season changes and cold weather moves in.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Consideration of Adoption of Amendments to the Rules and Regulations

- a. Section 1.2 updated to include a definition to be utilized for "Aircraft" in this document and future documents.

Robbie Garrison made the motion to approve the Amendment in section 1.2 of the Rules and Regulations seconded by Mark Fidler and unanimously passed.

- b. Section 1.6.16 updated to include a timeline for having a disabled aircraft within a hangar at the Cleveland Reginal Jetport to give further definition to the FAA's term of "indefinite storage" which is outlined in their "Hanger Use Policy" which was published on June 15, 2016. Within, the FAA allows for various aeronautical uses of hangars to include, "Maintenance, repair, or refurbishment of aircraft, but not the indefinite storage of nonoperational aircraft." The FAA allows local authorities to further define the term "indefinite storage" to allow for local considerations.

Mark Fidler made a motion to approve the Amendment in section 1.6.16 updated to include a timeline for having a disabled aircraft within a hangar at the Cleveland

Regional Jetport. Proposing 60 days to repair aircraft and 30 days to vacate if unable to repair seconded by Robbie Garrison and unanimously passed.

B. Consideration of a Re-Write of the T-Hangar Lease Document

The discussion was to include a sublease clause that would only allow subleases not exceeding 90 days. Only having 90 days to keep an empty hangar after the sale of an aircraft. Re-evaluate the rights of termination and default of lease.

BOARD MEMBER REPORTS

**Steve Wright –
Tom Rowland –
Ben Chandler -
Robbie Garrison –
Mark Fidler –**

Next meeting: January 19, 2024 at 9:00 a.m. at Jetport.

Adjournment: 9:46

Respectfully submitted,

Laura Duncan,
Recording Secretary

Handouts:

Monthly Revenue & Expense Reports