



Minutes of the Music City Executive Airport Authority
 Meeting held at the Music City Executive Airport
 October 17, 2022 at 6:00 PM

1. The Chairman called the meeting to order at 6:00 PM. The Authority met at MCEA.
2. Roll call as indicated below:

Members	Present	Absent
Mr. Abbott	X	
Mr. Alvarez	X	
Mr. Cavin	X	
Ms. Casey	X	
Mr. Dickerson	X	
Mr. Drayton	X	
Mr. Harris	X	
Mr. Sheppard	X	
Mr. Slawek	X -by phone	
Mr. Taylor	X	

3. Invocation: Mr. Harris provided the invocation.
4. Approval of Consent Agenda:

Mr. Harris made a motion to approve the consent agenda. Mr. Dickerson seconded motion. Authority approved motion unanimously.
5. Recognition of the Public
 - A. Limited to 5 minutes on agenda items only. No one chose to make any comments.
6. Program Updates
 - A. Land Acquisition, RSA Grading and Signage, 34:1 slope violation-goal is to complete all at one time. Runway protection zone and existing landowner is

interested in selling; improvement in signage; some obstructions are not on airport authority property, so Garver is working to determine what can be done.

- B. ALP Amendment update-original expired, so slight increase in cost to MCEAA

7. Old Business

- A. Chamber of Commerce Gala October 22nd attendees identified, question on parking and security/police support. Airport Manager is meeting with Chamber to confirm.
- B. Review Land Lease document for Mid-Field Apron hangars-Mr. Abbott on behalf of AC committee recommends approval Long-Term Ground Lease for Hanger and Mr. Alvarez seconds the motion. MCEAA approved unanimously. This Long-Term ground lease will be the official lease agreement from this point forward.
- C. Land Lease Rates:
Airport Manager provides update on area lease rates from John C. Tune, Smyrna, and Lebanon airports.
Discussion by MCEAA.
Mr. Drayton makes a motion on future rates for Long Term Ground Lease rate at \$1.00 Sq Ft. Mr. Alvarez seconded the motion and MCEAA approved unanimously.
- D. Whitaker property appraisal update-TN State approved appraiser identified and hired to move forward with valuation. Court date of Oct 28, 2022 to update the judge.

8. New Business

- A. Advertisement in 2023 Gallatin City Guide. Full page ad for \$2500. Airport will be featured in the guide.
Mr. Abbott makes motion to buy a full-page ad in the Gallatin Chamber of Commerce city guide for 2023. Mr. Draper seconded the motion, and the authority approves unanimously.
- B. Promissory note for A-10 hangar purchase matures on 11/21/22. Last statement estimated balance is \$80,208.46. Authority can refinance remaining balance.
AC Committee Chairman makes a motion to refinance the existing debt.
Discussion by the authority. Chairman Cavin asks the authority to vote on the motion and the authority voted unanimously to approve.

9. A&D Building

- a. The CIC presented its review criteria and results from the qualifications received from Woolpert and Garver (insert results below).

The motion made by the CIC was for the board to approve the selection of Woolpert based on the received qualifications and authorize the CIC to enter negotiations for design services. Once negotiated and if the cost is within the allocated funds the CIC will present the contract to the chairman for his review and signature.

Mr. Taylor seconded the motion.

Discussion: Questions on height and moving the terminal based on initial specs. MCEAA approves unanimously to approve.

CRITERIA	GARVER	WOOLPERT	Comments
Rank each 1-10 to determine the ranking of the qualifications.			
Completeness of the qualifications received	10	10	Both are complete submittals
Airport civil Engineering qualifications	10	10	Both firms are qualified to perform the civil engineering
Airport terminal architectural qualifications	5	10	Garver's sub-consultant provided limited or no experience in GA Terminal design Woolpert provided qualifications that show a high level of competence in GA design
Capacity to perform (Staff and sub-consultants)	8	10	Based on information provided, Woolpert has slightly more capacity than Garver
Construction inspection/management qualifications	10	8	Garver has on-staff inspectors, Woolpert would use a sub-consultant
EEO DBE participation & Program	10	10	Both firms have adequate programs
Funding and Grant application experience	10	10	Both firms have adequate qualifications regarding funding and grants.
Previous Experience Working with the Firm	10	10	Both firms have work with MCEAA in the past with good results and experience.
Relevant Experience in Building a Terminal of the Size and Design of the MCEA Terminal	5	10	Both firms have experience in GA terminal buildings of similar size. Woolpert provided qualifications that demonstrate a higher level of experience with the architecture and construction of Terminals similar to the one sought by the MCEAA.
	78.00	88.00	

10. Closing comments from Board Chairman:

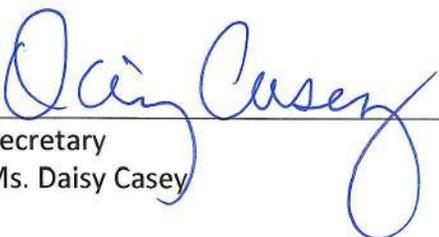
11. Closing comments from Board Members: No comments

12. Adjournment

A. Ms. Casey made a motion to adjourn the MCEAA meeting. Mr. Alvarez seconded the motion. The Authority approved the motion unanimously. The MCEAA meeting adjourned at 6:54 PM.

- The next scheduled MCEAA Meeting will be November 21st, 2022 at 6:00pm


 Chairman
 Mr. Dennis Cavin


 Secretary
 Ms. Daisy Casey

