

September 9, 2014



Tullahoma Municipal Airport Authority

807 William Northern Boulevard
P.O. Box 1581
Tullahoma, TN 37388

**Meeting Attendance
September 9, 2014**

Members Present

- Sharon Tinkler, Chairperson
- John Miller
- Dennis Hyde
- Jim Apple
- Karla Smith
- Sam Crimm
- Steve Worsham

Other Persons Present

- Jon Glass, Airport Manager
- Alderperson Sandy Lindeman
- Wayne Thomas, Tullahoma News

Regular Meeting Minutes

Visitors: Niel Loeffler and Bob Tensfield (Public comments).

Note: Where motions are noted as being approved, they were unanimously approved by all Board members present unless otherwise noted.

- 1. Meeting called to order at 5:00 pm.**
- 2. Minutes for the August 12, 2014 meeting were approved** as written.
- 3. Public comments** – Niel Loeffler explained the TN Achieves program and its benefits. He asked that if any Board members were interested in serving as a mentor to please contact him for more information. Bob Tensfield requested someone to work on FOD in the south ramp hangar area and to kill the weeds behind his hangar.

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4. **Treasurer's report** – Financial reports were not ready due to the early meeting date and the Holiday weekend. City Hall will e-mail the financial reports to Board members when they are available.
5. **Jon Glass presented the Airport Manager report:**

CURRENT PROJECTS

Terminal Building –

Parish/City/ Agreement – The \$306,451.75 95/5 funded 9/27 rehabilitation project request has been submitted to the Aeronautics Division and was not approved. The first phase of the multi phase rehabilitation project request at \$100,000 with 95/5 funding has been submitted to the Aeronautics Division and was not approved. A one phase \$98,000 project request for drainage repairs was submitted to the Aeronautics Division on 1/31/14. This project request was approved on 2/24/14. A \$150,000 request has been submitted to the City to extend the runway to 3,100 feet without TAD funding. The executed grant for the \$98,000 drainage project was received on 6/4/14.

RTTF Access – Requested pen and ink changes to the ALP along with information and documentation regarding TTF access at the Airport were submitted to TAD prior to the May 28 deadline.

FAA 20/1 Approach Clearing – FAA is completing a 20/1 approach survey at every Airport in the Country. We received our report on May 27 and have 30 days to verify the obstructions. Eight trees at the approach end of 18 and 6 were noted and have been removed. Four light poles in the TE Connectivity automobile parking lot were also noted. TE Connectivity has given us permission to install the lights and TAD has approved a \$5,000 95/5 funded project request to purchase the obstruction lights. The executed grant has been received and the obstruction lights have been received. B&R Fence is scheduled to install the obstruction lights the week of September 8. FAA has been notified on the progress to date.

Tree Clearing Project – Bids were opened on 9/5/14 for the tree clearing project. 2 bids were received from Curl Construction and GBR Construction. Curl Construction is the low bidder. Bids were submitted by a per tree cost. Curl Construction bid equaled \$11.00 per tree and GBR was \$70 per tree.

CIP Plan – Copy of the current plan is included for Board member review. I suggest that the 18/36 concrete repair, replacement of north hangar doors and NW area fencing be submitted to TAD for consideration early next year.

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Project #1 – This project will consist of concrete repair work to taxiway K, the main ramp and drainage repairs on the south end of ramp and the closed taxiway H. Work will also include water blasting and painting the 36 threshold markings that have reappeared. Advertisement for bids will be published in 9/5/14 Tullahoma News. A mandatory pre-bid meeting will be held on 9/16/14 at 2:00 pm in the terminal building and bids will be opened on 9/25/14 at 2:00 pm in the terminal building.

Project #2 – This project consists of crack and seat to taxiway B with an asphalt overlay. We anticipate a January/February 2015 bid process with work to begin in April 2015.

Project #3 – This project consists of taxiway lighting for taxiway B and K. It will also include electrical improvements to taxiway F, Airfield signage and ODAL’s for runway 6. We anticipate a January/February bid process with work to begin in April 2015.

Project #4 – This project consists of the ramp expansion and maintenance hangar construction. We anticipate a January/February bid process with work to begin in April 2015.

Project #5 – This project will consist of 9/27 turf runway drainage improvements. Survey work will begin in the next 2 weeks. Repair work is scheduled for June or July of 2015.

NW Area Environmental Review – St. John Engineering is working on a scaled down Environmental review of the NW area that is being funded by the City. The area being reviewed is less than 100 acres. It is near completion and the final plat has been submitted to the Planning Commission.

NW Airfield Utility Project – Water, sewer and gas line installation is complete. TUB has completed electrical work for the area. Survey work for the road layout is complete. Road work is scheduled to be bid in February with a June to July completion date for construction.

Cargo Aircraft – No new cargo aircraft operations since the last Board meeting.

FUEL SALES

Fuel sales for the month of August 2014 were 14,734.67 gallons. This is a 4,191.04 gallon increase in the 10,542.96 gallons sold in August of 2013. All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

Fuel Sales 1/1/13 to 8/31/13 = 77,561.31 gallons
 Fuel Sales 1/1/14 to 8/31/14 = 114,966.30 gallons

August 2014	AVGAS	AVGAS SS	Total
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Gallons	3,230.29	2,485.78	5,716.07
Flow Fee	\$323.03	\$248.58	\$571.61
Pump Fee	\$1,615.15	\$621.45	\$2,236.60

August 2014	Jet Full Price	Jet Discount	Total
Gallons	1,741	7,277.6	9,018.6
Flow Fee	\$174.10	\$727.76	\$901.86
Truck Fee	\$174.10	\$727.76	\$901.86
Pump Fee	\$1,741.00	\$5,463.24	\$7,204.24

Total AVGAS & Jet Gallons = 14,734.67
 Total Flow Fee = \$1,473.47
 Total Jet Truck Fee = \$901.86
 Total Pump Fee = \$9,440.84
 Total Part-Time Employment Cost = \$3,108.00
Jet Truck Fee Minus Rental = +\$301.86
Pump Fee Minus Employment Cost = +\$6,332.84

FUEL PRICES

9/3/14	Tullahoma	Shelbyville	Winchester	McMinnville	Fayetteville	Murfreesboro
AVGAS SS	\$4.99		\$4.64			\$5.46
AVGAS FS	\$5.24	\$5.15	\$4.64	\$4.95	\$5.50	\$5.66
Jet	\$4.99	\$4.49	\$4.80	\$4.55	\$4.50	\$5.04

Average AVGAS price - \$5.61 Average Jet price - \$5.26

AIRPORT FUEL SALES

DATE	FUEL SOLD (gallons)
August 2013	10,542.96
August 2012	14,787.95
August 2011	9,935.75
August 2010	6,986.8
August 2009	5,975.2
August 2008	12,894.4

August 2014 OPERATIONS

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Single Engine Based	368
Multi Engine Based	46
Jet or Tuboprop Based	364
Single Engine Transient	68
Multi Engine Transient	16
Jet or Turboprop Transient	112
Military	16
Total	990

MAINTENANCE/NAVAID PROBLEMS

NDB – NDB has been repaired and has been reliable for the past 6 weeks.

VOR – OTS in August 2014. The Airport Board in Indiana has not declared the parts we need as surplus property as of this date. We anticipate they will request \$1,000 for the equipment rack and it will cost an estimated \$500 to \$750 for Elger Holland to pick up the equipment. They could ship us the parts cheaper but there is no guarantee the parts are working properly by this method.

We received 12 comments from local pilots on the VOR. 10 were in favor of decommissioning the VOR and most cited cost of maintaining the VOR and GPS as reasons. 2 were in favor of keeping it and offered \$100 toward the replacement parts. The spare parts from Indiana are not available as of 9/5/14.

AWOS – No problems or outages for August 2014.

Veeder Root Fuel System – No problems or outages for August 2014.

RUNWAY AND TAXIWAY LIGHTS – No problems or outages for August 2014.

REILS AND PAPI – FAA did a flight check on runway 18/36 PAPI's. The 18 PAPI's were taken out of service due to trees. A NOTAM has been filed. FAA was notified to schedule a flight check on 3/27/13. FAA was notified again on 10/30/13 to schedule a flight check. PAPI's have been turned back on.

HANGAR RENT/INSURANCE

OVERDUE RENT –

EXPIRED INSURANCE CERTIFICATE –

OTHER –

AIRPORT MARKETING/PRESENTATIONS –

SUGGESTION BOX – No suggestions as of 9/4/14.

6. Old Business:

- A. Air Race** – Chairperson Tinkler reported that the event will be held September 26 and 27. Five pilots have registered for the event as of this date. A planning meeting will be held the following day at 5:00 pm in the terminal building.
- B. AOPA RFP** – Karla Smith reported that AOPA proposal was about 95% complete and would be submitted next week prior to the deadline. AOPA should make an announcement on the Airports chosen for 2015 during the month of November.
- C. VOR** – Jon Glass reported that the Airport Board in Indiana met the previous night but made no decision on declaring their VOR as surplus property to sale for spare parts. According to the motion that was made and approved at the 8/12/14 Board meeting the VOR will be decommissioned and steps will be taken to declare it as surplus property so it can be sold for spare parts.
- D. RTTF** – Board members reviewed a letter from Brian Caldwell with TAD regarding the Chandelle Airpark. Chairperson Tinkler provided a response to the letter that was reviewed by TAA Attorney Jeremy Bell. **A motion was made and approved** to send Brian Caldwell and FAA the response.

7. New Business:

- A. Glider Operations** – Jon Glass reported that Sarah Arnold would be providing glider instruction for a few months during the week at the Airport. The operations will take place on 18/36 turf runway. She provided an e-mail to Board members regarding the operations.
- B. NW Area Taxiway Lighting** – Jon Glass reported that the Board submitted the grant for taxiway B and K with electrical powered lights. TAD project manager Steve Upshaw suggested that the Airport become a test case for solar powered lights due to the high cost of installing the lights in the concrete on taxiway K. Currently no solar powered taxiway lights are FAA approved. If the solar powered lights prove to be unreliable after a few years a new grant could be obtained for electrical powered lights. **A motion was made and approved** to allow the testing of solar powered taxiway lights on taxiway K and B at the Airport.
- C. Pavement Rehabilitation Project Bid Award** – Jon Glass reported that bids would be opened on this project on 9/25/14 and the next scheduled Board meeting to approve the bid was on 10/14/14. In the interest of time **a motion was made and approved** to authorize Chairperson Tinkler to send out a bid award letter provided

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that the lowest qualified bid is within the TAD grant amount and is also approved by the TAD project manager and PDC Consultants.

D. CIP Plan Review – Board members reviewed the current Airport CIP plan. John Miller suggested increasing the north hangar door replacement project to \$75,000. Jon Glass will attend the October 14, 2014 CIP meeting held by TAD.

E. Tree Clearing Bid – Jon Glass reported that 2 bids were received from Curl Construction and GBR Construction prior the 9/5/14 deadline. The Curl Construction bid equaled \$11.00 per tree and the GBR Construction bid equaled \$70.00 per tree. Jon Glass reported that Curl Construction completed a similar tree clearing project at the Airport last year and did an excellent job. **A motion was made and approved** to accept the Curl Construction bid in the amount of \$11.00 per tree. A pilot reported to Jim Apple that one of the north ramp overhead lights needed to be adjusted because it was shining on runway 36. Jon Glass will notify TUB to adjust the ramp light.

8. Alderperson Lindeman reported that she had been appointed to serve as the Airport Authority liaison for another year. She suggested that an Airport directional be placed at the overpass on South Jackson Street. She also reported that the Coffee County government would assist the Airport if the AOPA regional fly-in is held here next year.

9. Meeting was adjourned at 5:46 pm.

Submitted on 9/12/2014

<Original Signed>

Jon Glass
TAA, Airport Manager

Minutes approved during the _____ meeting