

July 14, 2015



Tullahoma Municipal Airport Authority

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

**Meeting Attendance
July 14, 2015**

Members Present

- Sam Crimm, Chairman
- Dr. Don Daniel
- Dr. Jim George
- Jim Apple
- Karla Smith
- Sharon Tinkler
- Steve Worsham

Other Persons Present

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

Regular Meeting Minutes

Visitors: Jeremy Bell (TAA Attorney), Mike Rutherford (July 4th Air show/Fireworks), Leo Benetti-Loughini (Public Comments) and Jill Tomlin (AOPA).

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 June 9, 2015 meeting were approved** as written.
- 3. Public comments** - Sharon Tinkler welcomed Jill Tomlin with AOPA to the Board meeting. She is in town this week working on a magazine article for the AOPA Fly-In. Leo Benetti-Loughini reported that the CAP Glider Training Academy this past week was a tremendous success with about 25 Cadets participating. He stated that the Skydivers, LifeFlight and Gliders all worked together great coordinating departures and

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arrivals during a very busy week at the Airport. He thanked Airport staff for their help and support of the event.

- 4. Treasurer's report** – Sharon Tinkler reviewed the financial reports. She reported that the former donor account had a balance of \$4,918.00. **A motion was made and approved to put \$20,000** into the newly formed capital project reserve account. During the last year FY revenues exceeded projections by 5% and expenses were below projections.

5. Jon Glass presented the Airport Manager report:

CURRENT PROJECTS

Terminal Building – The City is installing Phillips HeartStart AED's in public buildings at a cost of \$1,089.00. It is not required and we have Vandy LifeFlight close by but if the Board wants to install one in the terminal building I will purchase it. **A motion was made and approved** to purchase the AED for \$1,089.00. **A motion was made and approved to** increase the 320 account from reserves in the amount of \$1,089.00 to pay for the device.

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. Jody Baltz and Mr. Parish had a productive meeting on the extension of the runway.

Tree Clearing Project – The tree clearing grant has a remaining balance of \$5,000.00. TAD will complete the 2015 Airport inspection in the next 6 weeks.

General Assembly HB1147/SB982 – It is pretty clear that the amendment to this bill will pass. A Task Force in the General Assembly is being set up to determine the effects it will have on GA Airports in the State. I recommend that we do not touch our NPE (\$150,000 per year) over the next several years and save it for an emergency. Starting in the next 90 days and over the next 4 years I see drastic cuts in State funding from TAD if other sources of revenue are not found. Elimination of funding for terminals, equipment, hangars, fueling systems and landside improvements will probably start very soon. I believe the 95/5 funding will become 90/10 in the future also. Within a few years I believe funding will only exist from TAD for primary runway and taxiway pavement repair. If the State maintenance contract program is also eliminated this will increase our annual operating cost by about

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\$9,500 per year. The Task Force is being formed and should start looking at Airport funding issues later this month.

Project #1 – Work is complete on this project. We have \$200,000 left remaining in the ramp concrete repair project that would require a local share. An amendment request has been submitted to Blackcat. The additional concrete repair work could be completed on south end of ramp using the current Curl Construction unit prices.

Project #2 – This project consists of taxiway B repair by crack and seat with an asphalt overlay and grade and site work for the maintenance hangar. The Work Authorization has been signed and PDC is working on the design for the project. We have an issue with the FAA BUEC facility that is in the taxiway OFA. Several different options to proceed will be discussed at the Board meeting. PDC will work on design work for the maintenance hangar, 9/27 drainage and 6/24 painting and striping while taxiway B progress is delayed.

A motion was made and approved to pursue finishing work on the entire taxiway and blocking access to runway 18 until the FAA building is relocated.

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 are looking at the possibility of using solar powered taxiway lights. The Work Authorization will be discussed during the Project #2 90% design meeting.

Project #4 – This project consists of the ramp expansion and maintenance hangar construction. The Work Authorization for Project #2 includes the ramp expansion design work. The \$225,000.00 amendment request was entered into Blackcat on 4/10/15 and will be on the agenda for the May 21 TAC meeting. Project approval will require a \$11,250.00 local share. The \$225,000 amendment request was approved and has been sent to the TDOT Commissioner for signature. A meeting is being scheduled for July 16 at 2:00 pm with Richard Rinks to discuss the hangar.

Project #5 – This project will consist of 9/27 turf runway drainage improvements. The work authorization has been approved and PDC is working on the design work for the project. The 50% design meeting will be scheduled for July.

Wal-Mart Retention Ponds – Work is completed.

Maintenance Contract Reimbursement – A request has been submitted for a \$6,880.00 reimbursement on the Maintenance contract. The FY 2016 contract is the same dollar amount as FY15 contract.

Vandy LifeFlight Ramp – Steve Upshaw visited the Airport 4/9/14. He will not support an emergency project request since Vandy could land on our ramp. He would like for us to

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examine milling out a few inches of concrete on the surface and repair the ramp. The repair work will be included with Project #1.

6/24 Striping and Marking – The \$100,500.00 project was entered into Blackcat on 4/10/15 and will be on the agenda for the May 21 TAC meeting. TAC approved the project and the local share amount of \$5,025.00 has been sent to TDOT along with the grant for the Commissioner’s signature. The grant was executed on June 9, 2015.

North/South Asphalt Taxiway Seal Coat – Estimate has been obtained to seal coat and crack seal the two asphalt taxiways for \$21,843.95. **A motion was made and approved** to submit the project for TAD funding.

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 June 2015 were 24,569.5 gallons. This is a 6,238.82 gallon increase in the 18,330.68 gallons sold in June of 2014. We had about 15 jets with 80 passengers and sold 6,900 gallons of fuel for Bonnaroo this year. All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

Fuel Sales 1/1/14 to 6/30/14 = 77,930.09

Fuel Sales 1/1/15 to 6/30/15 = 91,402.75

June 2015	AVGAS	AVGAS SS	Total
Gallons	4,215.62	3,256.88	7,472.50
Flow Fee	\$421.56	\$325.68	\$747.24
Pump Fee	\$2,107.81	\$814.22	\$2,922.03

June 2015	Jet Full Price	Jet Discount	Total
Gallons	3,052.6	14,044.4	17,097

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Flow Fee	\$305.26	\$1,404.44	\$1,709.70
Truck Fee	\$305.26	\$1,404.44	\$1,709.70
Pump Fee	\$3,052.60	\$10,355.50	\$13,408.10

Total AVGAS & Jet Gallons = 24,569.5
 Total Flow Fee = \$2,456.94
 Total Jet Truck Fee = \$1,709.70
 Total Pump Fee = \$16,330.13
 Total Part-Time Employment Cost = \$4,095.50
Jet Truck Fee Minus Rental = +\$1,109.70
Pump Fee Minus Employment Cost = +\$12,234.63

FUEL PRICES

7/9/15	Tallahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	\$4.49		\$4.13		\$3.98	\$5.05
AVGAS FS	\$4.74	\$4.14	\$4.13	\$4.37	\$4.09	\$5.25
Jet	\$3.96	\$3.69	\$3.78	\$3.80	\$3.92	\$3.85

Average AVGAS price - \$4.88 Average Jet price - \$4.36

AIRPORT FUEL SALES

DATE	FUEL SOLD (gallons)
June 2014	18,330.68
June 2013	19,946.90
June 2012	18,257.97
June 2011	25,716.1
June 2010	13,790.0
June 2009	16,092.7

JUNE 2015 OPERATIONS

Single Engine Based	182
Multi Engine Based	72
Jet or Tuboprop Based	82
Single Engine Transient	120
Multi Engine Transient	48
Jet or Turboprop Transient	46
Military	12
Total	562

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MAINTENANCE/NAVAID PROBLEMS

NDB – No problems or outages for June 2015. The approach is scheduled to be decommissioned by FAA in the next 12 to 24 months.

VOR – FAA has sent out notices regarding the decommissioning of the VOR.

AWOS – No problems or outages for June 2015.

Veeder Root Fuel System – No problems or outages for June 2015.

RUNWAY AND TAXIWAY LIGHTS – No problems or outages for June 2015.

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 – Jon and Karla Sunrise Rotary on 6/9/15 regarding AOPA Fly-In.

SUGGESTION BOX – No suggestions as of 7/2/14.

6. Old Business:

- A. AOPA Regional Fly-In** – Karla Smith reported that a \$15,000 grant to support the Fly-In had been applied for and approved. Karla and Jon are working with Belinda Hampton with TAD for approved items to purchase. The 2 days with AOPA staff here was a success. They were very impressed with the tours planned for October 9 and participation from City departments. AOPA staff members will be here the following week to work on flight procedures for the Fly-In. Karla and Jon recommended that the 10 cent per month truck fee be used to acquire the 2 AVGAS trucks for the AOPA Fly-In. **A motion was made and approved** to get the fuel trucks delivered for September 23 to October 23 to cover the Cessna 120/140 Convention, AOPA Fly-In and Beech Party. The 10 cent per gallon truck fee during this time period will be applied to the transportation cost for the extra 2 AVGAS trucks. Jeremy Bell discussed the proposed user agreement from AOPA for the Fly-In. He suggested that the Board concentrate on the insurance policy for the event. Sam Crimm prefers an insurance policy that covers all parties instead of the user agreement. After discussion the Board asked Jeremy Bell to proceed with crafting the Insurance policy for Board review. Sam Crimm will notify Jody Baltz of the Board's decision.

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7. New Business:

A. Kiwanis July 4th Airshow/Fireworks – Mike Rutherford reported that the event was rained out on both July 3 and 4. Kiwanis Club is looking at holding the event during the Labor Day weekend at either the High School football field or the Airport. If the event were held at the Airport he is looking at Keith Davis and Michael Kennedy for the Air Show portion of the event. **A motion was made and approved** to give the Kiwanis Club the option to have the Air Show/Firework event at the Airport during the Labor Day weekend.

8. Alderperson Lindeman reported that early voting starts July 17 and the local election is on August 6.

9. Meeting was adjourned at 6:14 pm.

Submitted on 7/21/2015

<Original Signed>

Jon Glass
TAA, Airport Manager

Minutes approved during the _____ meeting