

August 9, 2016



**Tullahoma Municipal Airport Authority**

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

**Meeting Attendance  
August 9, 2016**

**Members Present**

- Dr. Don Daniel, Chairman
- Steve Worsham, Vice Chairman
- Chris Pickerell, Treasurer
- Jason Waller, Assistant Treasurer
- Paul Sirks, Secretary
- Jim Apple, Assistant Secretary
- Dr. Jim George

**Other Persons Present**

- Jon Glass, Airport Manager
- Alderman Ray Knowis (via telephone)
- Tullahoma News

**Regular Meeting Minutes**

**Visitors:** No visitors.

**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 5:02 pm.**
- 2. Minutes for the July 12, 2016 meeting were approved** as written.
- 3. Public comments** – No comments.
- 4. Treasurer’s report** – Jason Waller reviewed the financial statements. **A motion was made and approved** to accept the Treasurer’s report.
- 5. Jon Glass presented the Airport Manager report:**

## ***CURRENT PROJECTS***

### **Terminal Building** –

**Maintenance Contract** – A \$9,286.32 reimbursement has been submitted and accepted in Blackcat. A \$8,911.32 reimbursement was received on 2/15/16. **A \$10,888.68 reimbursement was submitted to Blackcat on 7/1/16 and approved on 7/29/16.**

**Tree Clearing Project** – The tree clearing grant has a remaining balance of \$5,000.00.

**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.

**Project #1** – Work is complete on this project. We have \$200,000 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. The signed amendment and \$20,000 local share were submitted for execution on 10/1/15. Curl has completed work in the south ramp hangar area. Some additional concrete milling work was included to help with drainage in front of 4 hangars. We have an additional \$23,550 in concrete repair to be completed. We are looking at areas on Taxiway A from RWY 24 to 18 for repair. **The grant amendment has been approved by TAD to do the crack and seat on Taxiway A. This work will start around 9/1/16.**

**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. Four Contractors attended the pre-bid meeting and bids will be opened on 9/10/15 at 12:00 pm. Curl Construction started work on the project 10/31/15. Dirt work for the asphalt ramp and hangar pads is complete along with drainage improvements. **The paving of the asphalt ramp binder layer was completed on 8/5/16. The final layer will be completed around 9/1/16. Our TAD Project Manager Steve Upshaw has approved an asphalt driveway from the new road to this ramp if money is left over in the grant.**

August 9, 2016

**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. We will need to have a special called meeting on Monday August the 1<sup>st</sup> at 2:00 pm to approve the low bid as recommended by PDC. Another option is to go ahead and make a motion to approve to approve the lowest qualified bid as recommended by PDC that is within the grant amount tonight. The request for bids will be in the Tullahoma News on 7/10/16. **Bids were opened on 7/29/16 and Guardian Electric was the low bidder at \$203,595.51. The bid award letter has been sent to them so they can start ordering the towers for the lights. The Work Authorization with PDC for the Airfield signage and taxiway lighting improvements has been approved.**

**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. Jon Glass will attend the September 8 Planning Commission meeting for the hangar. Bids on the maintenance hangar were received on 9/30/15 and the bid tab form is included for Board member review. Sain Construction is the low bidder at \$714,400.00 however this is over the grant amount (\$61,000) with Engineer fees included. A request for an additional \$40,000 UDAG loan will be on the 11/9/15 BOMA agenda and \$21,000 in cuts have been made to the hangar. With FAA approval of the Buy America Type 3 waiver request (5 to 7 days) we will be ready to execute the contract with Sain Construction and schedule the pre-construction meeting. The hangar is being constructed with 99.66% American made steel and parts. Sain Construction has been issued a Notice to Proceed and has ordered the building. Recommend that we use the Vandy LifeFlight lease as a template for the lease on this hangar with XP Services/Sarasota Avionics. The building arrived 4/5/16 and the concrete slab has been poured. The Contractor will start on the building the week of 5/9/16. **The hangar is scheduled to be completed on August 16 or sooner. Liquidated damages are being assessed to the Contractor for loss of rental payments on the Hangar. A motion was made and approved to start the lease date effective 8/15/16.**

**Project #5** – This project will consist of 9/27 turf runway drainage improvements and extension of the runway. PDC has completed design work for this project. The work should be done at the same time that the runway is extended. Scot St John is working on a more detailed cost estimate for the Environmental work needed to extend the turf runway. **The Work Authorization with PDC has been approved for the 354-foot extension to 9/27. The project is scheduled to be completed by the end of 2016.**

August 9, 2016

**Airport Pavement Condition Report** – TAD contracted with Atkins North America, Inc and Applied Research Associates, Inc to produce a report on the condition of pavements at all TN Airports. This report will guide TAD staff and the TAC in all future decisions on project requests from Airports.

**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. The contract for the access road has been awarded to Rogers Group. It is scheduled to be complete by 7/1/16. Rogers Group started on the project 5/2/16. The completion date is scheduled for 7/31/16. They are scheduled to pave the road the week of July 11. **Work is complete on the new road.**

**Select TN Site Development Grant** – The City is in the process of applying for a grant for the Airpark. Proposed work includes drainage improvements, concrete repair, clearing and grubbing, signage and lighting in the amount of 500k. The application was submitted on the February 1 deadline and we should know by July 1 if we will receive the grant. The application request was not approved but can be resubmitted for the next round of funding that is available.

**Airport Inspection** –

***FUEL SALES***

Fuel sales for the month of July 2016 were 23,398.33 gallons. This is a 3,226.27 gallon increase in the 20,172.06 gallons sold in July of 2015. All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

**National Guard Drill – 4,000 gallons and 4 Blackhawks.** The Guard will return for another drill September 10 to 12. I would like to have a cook out for them on 9/11/16 along with on duty police and fire staff but we do not have the staff to do this. Paul Sirks reported that he would discuss this with the EAA chapter at their next meeting and see if they are interested.

Fuel Sales 1/1/16 to 7/31/16 = 132,661.72

Fuel Sales 1/1/15 to 7/31/15 = 111,574.81

<b>July 2016</b>	<b>AVGAS</b>	<b>AVGAS SS</b>	<b>Total</b>
<b>Gallons</b>	5,429.6	2,637.13	<b>8,066.73</b>
<b>Flow Fee</b>	\$542.96	\$263.71	<b>\$806.67</b>
<b>Pump Fee</b>	\$2,714.80	\$659.28	<b>\$3,374.08</b>

<b>July 2016</b>	<b>Jet Full</b>	<b>Jet Discount</b>	<b>Total</b>
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August 9, 2016

	<b>Price</b>		
<b>Gallons</b>	2,608	12,723.6	<b>15,331.6</b>
<b>Flow Fee</b>	\$260.80	\$1,272.36	<b>\$1,533.16</b>
<b>Truck Fee</b>	\$260.80	\$1,272.36	<b>\$1,533.16</b>
<b>Pump Fee</b>	\$2,608.00	\$9,024.16	<b>\$11,632.16</b>

Total AVGAS & Jet Gallons = 23,398.33  
 Total Flow Fee = \$2,339.83  
 Total Jet Truck Fee = \$1,533.16  
 Total Pump Fee = \$15,006.24  
 Total Part-Time Employment Cost = \$4,829.00  
**Jet Truck Fee Minus Rental = +\$683.16**  
**Pump Fee Minus Employment Cost = +\$10,177.24**

**FUEL PRICES**

<b>8/2/16</b>	Tallahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	<b>\$3.62</b>		\$3.47		\$3.48	\$4.02
AVGAS FS	<b>\$3.87</b>	\$3.75	\$3.47	\$3.47	\$3.58	\$4.22
Jet	<b>\$3.40</b>	\$3.50	\$3.50	\$2.74	\$3.08	\$3.33

Average AVGAS price - \$4.22 Average Jet price - \$3.67

**I believe that fuel prices will decline over the next few months.**

**AIRPORT FUEL SALES**

<b>DATE</b>	<b>FUEL SOLD (gallons)</b>
<b>July 2016</b>	<b>23,398.33</b>
<b>July 2015</b>	20,172.06
<b>July 2014</b>	22,301.54
<b>July 2013</b>	9,614.65
<b>July 2012</b>	11,882.3
<b>July 2011</b>	12,797
<b>July 2010</b>	7,142.4

**MAINTENANCE/NAVAID PROBLEMS**

August 9, 2016

**NDB** – No problems or outages for July 2016. The approach is scheduled to be decommissioned by FAA in the next 12 to 24 months. **Aeronautics Division advised that we could continue to operate the NDB without a maintenance contract and file a NOTAM that is it not monitored. A motion was made and approved** to file a NOTAM that the NDB is not monitored.

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

**AWOS** – No problems or outages for July 2016. TAD will replace and upgrade our AWOS in 2019. **TAD is ahead of schedule on the upgrades. It could happen here in the next 12 months.**

**Veeder Root Fuel System** – No problems or outages for July 2016.

**RUNWAY AND TAXIWAY LIGHTS** – No problems or outages for July 2016.

**REILS AND PAPI** – No problems or outages for July 2016.

### ***HANGAR RENT/INSURANCE***

**OVERDUE RENT** – An email from City Hall is included for Board member review on overdue rent and an update on rent collected.

**EXPIRED INSURANCE CERTIFICATE** –

**OTHER** –

### ***AIRPORT MARKETING/PRESENTATIONS*** –

***SUGGESTION BOX*** – No suggestions as of 6/7/16.

#### **6. Old Business:**

#### **7. New Business:**

**A. FOD BOSS Purchase** – Jon Glass presented 2 bids and showed a video of 2 FOD control devices. FOD Control Corporation presented a quote of \$3,820.00 for the FOD Razor and Sherwin Industries presented a quote of \$6,500.00 for the FODBOSS. **A motion was made and approved** to purchase the FOD Razor for \$3,820.00.

**B. Other New Business** – Dr. Daniel reported that he would attend the Mayor's Planning and Coordinating meeting on 8/11/16. He would like to have an airfield tour for Board members at the September Board meeting.

**8.** Aldermen Knowis reported that he requested a meeting with the person that complained about TANG helicopter operations along with Jon Glass but the person did not respond to his request. He suggested that a press release be sent to the Tullahoma News

August 9, 2016

next time the Guard operates at the Airport. He requested that the Taxiway B dead end issue be placed on the agenda for the September Board meeting.

**9. Meeting was adjourned at 6:05 pm.**

Submitted on 8/11/2016

<Original Signed>

Jon Glass  
TAA, Airport Manager

**Minutes approved during the \_\_\_\_\_ meeting**