

November 10, 2015



Tullahoma Municipal Airport Authority

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

**Meeting Attendance
November 10, 2015**

Members Present

- Sam Crimm, Chairman
- Dr. Don Daniel
- Dr. Jim George
- Jim Apple (via telephone)
- Karla Smith
- Paul Sirks
- Steve Worsham

Other Persons Present

- Jon Glass, Airport Manager
- Alderman Ray Knowis
- Wayne Thomas, Tullahoma News

Regular Meeting Minutes

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 5:00 pm.**
- 2. Minutes for the October 13, 2015 meeting were approved** as written.
- 3. Public comments** – No comments.
- 4. Treasurer’s report** – Karla Smith was not present for the meeting and Financial reports were not submitted prior to the meeting.
- 5. Jon Glass presented the Airport Manager report:**

CURRENT PROJECTS

Terminal Building – We are working on replacing the hot water heaters in the bathrooms.

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. 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. **The signed amendment and \$20,000 local share were submitted for execution on 10/1/15. The executed grant was received on 11/9/15.**

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 11/5/15.**

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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. 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. The additional \$40,000 UDAG loan was approved by BOMA on 11/9/15.**

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. **PDC has completed the design work on the project.**

Project Refunds – We had several projects that TAD is closing out and were under budget which means we will get a refund on the local share amount paid.

16-0153 - \$9,503.47

16-0484 - \$99.00

16-0780 - \$4,953.71 – This refund will be returned to XP Services as they paid the local share of the ramp expansion project.

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 examine milling out a few inches of concrete on the surface and repair the ramp.

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. **Project is complete and final payment has been to Blackcat.**

North/South Asphalt Taxiway Seal Coat – This project has been submitted to Blackcat for TAD approval and funding. The project request was denied. **Work on the south**

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taxiway will be deferred. The north taxiway will be completed and submitted on the 50/50 maintenance contract.

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. Road work is scheduled to be bid this month.

FUEL SALES

Fuel sales for the month of October 2015 were 33,705.25 gallons. This is a 9,436.67 gallon increase in the 24,268.58 gallons sold in October of 2014. Our previous best month for fuel sales was June of 2011 at 25,716.1 gallons. We passed the 2014 record for annual fuel sales around 10/25/15. Fuel sales for AOPA were 6,500 gallons and 11,000 gallons for the Beech party. Eastern Aviation will not charge us for the AVGAS truck that broke down numerous times during AOPA and Beech Party. 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 10/31/14 = 155,047.87

Fuel Sales 1/1/15 to 10/31/15 = 182,518.89

October 2015	AVGAS	AVGAS SS	Total
Gallons	13,751.57	4,897.28	18,648.85
Flow Fee	\$1,375.15	\$489.72	\$1,864.87
Pump Fee	\$6,875.78	\$1,224.32	\$8,100.10

October 2015	Jet Full Price	Jet Discount	Total
Gallons	4,087.9	10,968.5	15,056.4
Flow Fee	\$408.79	\$1,096.85	\$1,505.64
Truck Fee	\$408.79	\$1,096.85	\$1,505.64
Pump Fee	\$4,087.90	\$8,271.94	\$12,359.84

Total AVGAS & Jet Gallons = 33,705.25

Total Flow Fee = \$3,370.51

Total Jet Truck Fee = \$1,505.64

Total Pump Fee = \$20,459.94

Total Part-Time Employment Cost = \$7,764.50

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Jet Truck Fee Minus Rental = +\$655.64
Pump Fee Minus Employment Cost = +\$12,695.44

FUEL PRICES

11/2/15	Tullahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	\$3.47		\$3.35		\$3.29	\$4.02
AVGAS FS	\$3.72	\$3.84	\$3.35	\$3.95	\$3.40	\$4.22
Jet	\$3.60	\$3.69	\$3.58	\$3.65	\$3.55	\$3.33

Average AVGAS price - \$4.37 Average Jet price - \$4.10
 AVGAS prices should continue to decline the rest of the year.

AIRPORT FUEL SALES

DATE	FUEL SOLD (gallons)
October 2014	24,268.58
October 2013	15,123.97
October 2012	19,203.13
October 2011	15,677.15
October 2010	11,958.5
October 2009	11,814.8

MAINTENANCE/NAVAID PROBLEMS

NDB – No problems or outages for October 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 October 2015. TAD will replace and upgrade our AWOS in 2019.

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

RUNWAY AND TAXIWAY LIGHTS – No problems or outages for October 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

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OVERDUE RENT – **A motion was made and approved** to waive the \$115.50 overdue amount for Jim Hudgins. Jon Glass will contact Sue Wilson about the status on John Stubbs hangar.

EXPIRED INSURANCE CERTIFICATE –
OTHER –

AIRPORT MARKETING/PRESENTATIONS –

SUGGESTION BOX – No suggestions as of 11/2/15.

6. Old Business:

- A. AOPA Regional Fly-In** – Paul Sirks reported that the Cessna 120/140 Convention had a great time at the Airport in September and wanted to return. Jon Glass reported that 370 aircraft attended the AOPA Fly-in and 6,500 gallons of fuel was sold. Jon Glass and Karla Smith will work on grant reimbursements and thank you letters for Volunteers.
- B. Beech Party** – Jon Glass reported that 144 aircraft attended the event and 11,000 gallons of fuel were sold. More turbine aircraft were in attendance this year which led to higher than average fuel sales during the Beech Party.

7. New Business:

- A. New Lease Agreements Jim Apple (S201) and Chris Woodward (S117)** – Jon Glass reported that Jim Apple purchased hangar #S201 from Warren Whisenhunt and Chris Woodward purchased hangar #S117 from Bill Stuart. **A motion was made and approved** to enter into a new Lease Agreement with Jim Apple and Chris Woodward. Jim Apple abstained from voting.
- B. Vandy Life Flight Lease Agreement** – Jon Glass reported that Vanderbilt University had provided a Consent to Assignment for the LifeFlight hangar lease. They would like to transfer the Lease from Vanderbilt University to Vanderbilt University Medical Center which Jeremy Bell reviewed. **A motion was made and approved** to sign the requested document.
- C. CPI Index** – Jon Glass reported that there was no change in the CPI for 2016. **A motion was made and approved** to not increase or decrease ground lease rates for 2016.

8. Aldermen Knowis reported that the property adjacent to the skating rink on Ledford Mill Road was discussed at the BOMA meeting the previous night. He reported that the

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property is currently zoned C-2 and a request was made to change it to R-1. He reported that a motion was made and approved on first reading to approve the R-1 zoning request and a public hearing will be held on December 14, 2015. **A motion was made and approved** to have Sam Crimm draft a letter to BOMA and Jody Baltz requesting that the zoning change request be sent back to the Planning Commission for further review. Steve Worsham abstained from the vote.

9. Meeting was adjourned at 5:43 pm.

Submitted on 11/16/2015

<Original Signed>

Jon Glass
TAA, Airport Manager

Minutes approved during the _____ meeting