

May 12, 2021



Tullahoma Municipal Airport Authority

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

**Meeting Attendance
May 12, 2021**

Members Present

- Paul Sirks, Chairman
- Karla Smith, Vice Chairman
- Jennifer Benetti-Longhini, Secretary
- Dr. Don Daniel, Treasurer
- Dr. Mike Rutherford, Assistant Treasurer
- Dr. Jim George, Assistant Secretary
- Steve Cope

Other Persons Present

- Jon Glass, Airport Manager
- Mayor Ray Knowis
- 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 5:00 pm.**
- 2. Minutes for the April 13, 2021 meeting were reviewed and approved as written.**
- 3. Public comments – No comments.**
- 4. Treasurer’s report – Dr. Daniel, Treasurer, provided a high-level view of our financial status. We are sound financially. A print-out of our current financials was made**

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available. Dr. Daniel announced he will have detailed information this coming month. Mayor Knowis reported the City and Airport had no audit findings.

5. Jon Glass presented the below information as the Airport Manager report:

CURRENT PROJECTS

Terminal Building – Terminal building hours are 8:00 am to 6:00 pm starting 3/14/21. **We have opening for 1 part-time position that will be advertised. James Wagnon submitted his resignation. The Virtower system is up and running and the sensors have been raised on the tower.**

CARES Act – We will receive \$30,000 that can be spent on just about any Airport items. The Aeronautics Division should send us an application to receive the money any day now. I believe we should spend \$15,000 in this fiscal year and \$15,000 in next fiscal year on items such as part time salaries. Will work with Sue Wilson to track the expanses and spend the money where needed. The grant is being executed by TDOT. We have 2 fuel invoices and cancelled checks to be submitted for reimbursement. The money will be used to cover operational expenses. The \$30,000 reimbursement has been received. Chances are good that this Act will be renewed again later this year for Airports. Our Airport status has been upgraded from community service to regional Airport. If the CARES Act is renewed we would receive \$60,000 instead of \$30,000. **I am expecting information soon on the 2nd round of funding.**

Title VI – Jon Glass will work on the annual required Civil Rights training next week.

TN Airport System Plan and Economic Impact Study – This plan is being released. The Executive Summary for the Economic Impact Study is available at www.tn.gov/tdot/aeronautics.html. We have the 2nd highest impact in region 2 behind Chattanooga Airport at \$21,043,000. Articles on our Airport have run in the Tallahoma News, Chattanooga Times and TML magazine the past month.

ALP Update and AGIS Survey – The TN Aeronautics Commission approved the project at the 6/18/20 meeting. The grant has been signed by us and returned to TDOT for signature. The grant has been executed by TDOT. The scoping meeting was completed in September and the work authorization has been approved. The survey work was completed last month. PDC received the imagery work on 12/3/20 and is working on the forecasting. **The 30% design meeting will be scheduled for 5/26/21 with the 24 threshold scoping meeting. The survey work for Runway Safety Area's is complete.**

North Taxiway Overlay – The TN Aeronautics Commission approved the project at the 6/18/20 meeting. The grant has been signed by us and returned to TDOT for signature. The

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grant has been executed by TDOT. The scoping meeting was completed in September and the work authorization has been approved. The preliminary design work is scheduled to be reviewed the week of 10/12/20. The design phase will continue until the project is ready to bid in the February time frame. With bids received we will then request the construction grant. Work will involve full depth replacement and the taxiway will be shut for about 3 weeks. The 2nd Engineer grant through the bid phase has been submitted for TDOT approval. We will start the bid phase of the project over the next month. The pre-bid meeting was on 4/8/21 and bids will be opened on 4/21/21 at 1:00 pm. **We received 2 bids – Tinsley Asphalt (\$353,017.05) and Cleary Construction (\$592,449.00). A motion was made and approved to accept the Tinsley Asphalt bid. Curl Construction will work with Tinsley on site prep work. The construction grant request has been submitted to TAD.**

Airport CIP List

These are the projects that have been ranked by the Board for priority over the next 4 years:

1. Runway 18/36 concrete repair (\$400,000).
2. Runway 6/24 crack repair and seal coat (\$375,000).
3. New Airfield Electrical vault or VOR building (\$150,000).
4. Drainage repairs – Undetermined (\$125,000).
5. Ramp/Taxiway Concrete Repair (\$500,000).

We had our annual meeting on 10/7/20 with TAD and PDC. Item 3 and 4 will be submitted for TAD consideration in 2021.

Runway 6/24 Seal Coat and Crack Repair – Aeronautics Division advised Jon Glass that we did make the list for this work to be completed this year at no cost to the Airport. The Engineer Company inspected runway 6/24 last month and will do some core samples later this month. The Aeronautics Division is running behind with west TN Airports. **COVID has reduced revenue for TAD and we are now looking at Spring of 2022 for this work to be completed.**

Maintenance Contract – We get reimbursed 50% on this grant up to \$39,600 each year or a \$19,800 reimbursement. The FY 19 contract will be returned to TAD for execution this week. Reimbursements in the amount of \$19,458.73 have been submitted to Blackcat. We have received the final reimbursement of \$3,418.78 for FY19. The terminal building parking lot seal coat work was completed under the pavement maintenance project saving us about \$8,500 on the maintenance contract grant. We received a \$13,680.13

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reimbursement last month. Reimbursement for the \$1,319.87 will be submitted on 6/8/20. We have received full reimbursement for the 2019 grant. The 2020 grant has been executed by TDOT. **A \$1,996.00 reimbursement request has been approved by TDOT. This will close out the grant for this fiscal year.**

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. TN House and Senate votes on the Southwest Airline amendment have been delayed until 2019. **Southwest and FEDEX are requesting a 2nd round of tax breaks that will most likely get approved in the General Assembly. Governor Lee is proposing \$40,000,000 in next years budget for the TN equity fund. The TN Aviation Association will lobby for a stable funding source for the equity fund in the future.**

Airport Inspection – I have requested TAD to complete the Airport inspection earlier this year so any issues can be corrected prior to the AOPA Fly-In. They did the inspection on 6/4/19 and I should have the report in a week. We had no section 1 violations and received our Airport license. Aeronautics Division completed the Airport inspection the last week of July. The section 1 violation involves the runway 24 threshold lighting. An Engineer grant has been submitted to TAD to correct this issue. This project will consist of changing the threshold markings and lighting. It will be an estimated \$90,000 grant with a 5% local share. It is not eligible for the local share to be paid by the CARES Act since it was not on our CIP list. The Engineer grant has been submitted to TDOT for approval. The letter has been submitted to TAD to extend our conditional Airport license until this project is complete. The Engineering grant has been executed. **The scoping meeting will be scheduled 5/26/21 with the 30% design meeting on the ALP update.**

FUEL SALES

Fuel sales for the month of April 2021 were 15,053.19 gallons. This is a 11,277.32 gallon increase in the 3,775.87 gallons sold in April of 2020. **April 2020 was a bad month because of COVID-19.** All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

We have a good supply of fuel on hand until the pipeline issue is resolved.

Fuel Sales 1/1/21 to 4/30/21 = 58,324.75

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Fuel Sales 1/1/20 to 4/30/20 = 39,286.63

March 2021	AVGAS	AVGAS SS	Total
Gallons	2,091.3	2,738.49	4,829.79
Flow Fee	\$209.13	\$273.84	\$482.97
Pump Fee	\$1,045.65	\$684.62	\$1,730.27

March 2021	Jet Full Price	Jet Discount	Total
Gallons	785.8	9,437.6	10,223.4
Flow Fee	\$78.58	\$943.76	\$1,022.34
Truck Fee	\$78.58	\$943.76	\$1,022.34
Pump Fee	\$785.80	\$5,740.38	\$6,526.18

Total AVGAS & Jet Gallons = 15,053.19

Total Flow Fee = \$1,505.31

Total Jet Truck Fee = \$1,022.34

Total Pump Fee = \$8,256.45

Total Employment Cost = \$7,427.00

Jet Truck Fee Minus Rental = +\$172.34

Pump Fee Minus Employment Cost = +\$829.45

FUEL PRICES

5/4/21	Tullahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	\$4.25	\$4.04	\$4.15	\$4.33	\$4.60	\$4.80
AVGAS FS	\$4.50	\$4.24	\$4.15		\$4.81	\$5.00
Jet	\$3.80	\$3.74	\$3.98	\$3.55	\$3.86	\$3.54

Airports within 50 miles of Tullahoma

Average AVGAS price - \$4.86 Average Jet price - \$4.12

AIRPORT FUEL SALES

DATE	FUEL SOLD (gallons)
April 2021	15,053.19
April 2020	3,775.87
April 2019	16,362.71
April 2018	25,523.97
April 2017	12,547.13

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ANNUAL FUEL SALES (Gallons)

2020	212,645.23
2019	255,545.34
2018	234,691.04
2017	192,043.95
2016	219,458.44

MAINTENANCE/NAVAID PROBLEMS

Fuel Tanks – No problems or outages for April 2021.

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

AWOS – No problems or outages for March 2021. **The Tulahoma pronunciation has been corrected.**

Veeder Root Fuel System – No problems or outages for April 2021.

RUNWAY AND TAXIWAY LIGHTS – No problems or outages for April 2021.

REILS AND PAPI – No problems or outages for April 2021.

HANGAR RENT/INSURANCE

OVERDUE RENT –

EXPIRED INSURANCE CERTIFICATE – None

OTHER – None

AIRPORT MARKETING/PRESENTATIONS – None

- A. **Property Zoning Request** – The request for Ledford Mill Road was approved by the Planning Commission. It will be on the agenda for the 5/10/21 BOMA meeting.
- 6. **Old Business:**
 - A. **North Hangar Improvements** – Jon Glass reported that the work should be complete by the end of this month.
 - B. **Property Zoning Request** – Chairman Sirks reported that he attended the BOMA meeting the previous night. The Ledford Mill Road rezoning was approved 7-0 on first reading.
- 7. **New Business**

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A. Other New Business - Dr. George reported that he was moving to Murfreesboro and resigning from the Airport Authority. Board members thanked him for his many years of service to the Airport. Mayor Knowis recommended anyone interested in serving on the Board to fill out a Citizen Participation form at City Hall.

8. Mayor Knowis Comments - Mayor Knowis reported that property next to Parkview on Cedar Lane was rezoned to C-2. The City signed an Agreement with a company to develop a Comprehensive Land Use Plan for the City.

9. Meeting was adjourned at 5:29 pm.

Submitted on 5/12/2021

<Original Signed>

Jon Glass
TAA, Airport Manager

Minutes approved during the _____ meeting