

February 9, 2021



Tullahoma Municipal Airport Authority

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

**Meeting Attendance
February 9, 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
- Jason Waller

Other Persons Present

- Jon Glass, Airport Manager
- Mayor Ray Knowis
- Tullahoma News

Regular Meeting Minutes

Visitors: Alderman Robin Dunn and Steve Cope (newly appointed TAA member).

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 January 12, 2021 meeting were reviewed and approved with one grammar change.**
- 3. Public comments – No comments.**

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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 available. Dr. Daniel announced he will have detailed information this coming month.
5. **Jon Glass presented the below information as the Airport Manager report:**

CURRENT PROJECTS

Terminal Building – Terminal building hours are 8:00 am to 5:00 pm until March. **We have changed out and upgraded to led light bulbs in the lobby. Two chairs in the lobby have been replaced.**

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 expenses 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. This upgrade in status will correct an error that cost the Airport \$30,000 at the time of the last CARES Act grant.**

New Hangar Construction – (New Business) Motion to approve 80x100 hangar with a 16 foot door. Fox grey exterior with slate trim.

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.

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 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. **Advertisements for bid will run on March 28 with a bid opening date of April 16.**

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.

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.**

FUEL SALES

Fuel sales for the month of January 2021 were 13,878.43 gallons. This is a 2,326.78 gallon-increase in the 11,551.65 gallons sold in January of 2020. All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

Fuel Sales 1/1/21 to 1/31/21 = 13,878.43

Fuel Sales 1/1/20 to 1/31/20 = 11,551.65

January 2021	AVGAS	AVGAS SS	Total
Gallons	2,403.6	1,181.83	3,585.43
Flow Fee	\$240.36	\$118.18	\$358.54
Pump Fee	\$1,201.80	\$295.45	\$1,497.25

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January 2021	Jet Full Price	Jet Discount	Total
Gallons	1,107	9,276	10,293
Flow Fee	\$110.70	\$927.60	\$1,038.30
Truck Fee	\$110.70	\$927.60	\$1,038.30
Pump Fee	\$1,107.00	\$6,762.20	\$7,869.20

Total AVGAS & Jet Gallons = 13,878.43

Total Flow Fee = \$1,396.84

Total Jet Truck Fee = \$1,038.30

Total Pump Fee = \$9,366.45

Total Employment Cost = \$6,145.00

Jet Truck Fee Minus Rental = +\$188.30

Pump Fee Minus Employment Cost = +\$3,221.45

FUEL PRICES

2/2/21	Tullahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	\$3.95	\$3.75		\$3.69	\$4.18	\$4.12
AVGAS FS	\$4.20	\$3.95	\$3.63		\$4.39	\$4.32
Jet	\$3.55	\$3.39	\$3.68	\$3.15	\$3.60	\$3.28

Airports within 50 miles of Tullahoma

Average AVGAS price - \$4.45 Average Jet price - \$3.81

The buy price on AVGAS has risen 54 cents since 11/2/20.

AIRPORT FUEL SALES

DATE	FUEL SOLD (gallons)
January 2021	13,878.43
January 2020	11,551.65
January 2019	17,585.9
January 2018	6,959.69
January 2017	11,028.61
January 2016	9,941.11

ANNUAL FUEL SALES (Gallons)

2020	212,645.23
2019	255,545.34

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2018	234,691.04
2017	192,043.95
2016	219,458.44

MAINTENANCE/NAVAID PROBLEMS

Fuel Tanks – No problems or outages for January 2021.

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

AWOS – No problems or outages for December 2020. **Working on changing the Tulahoma pronunciation. It is scheduled to be changed in late January or early February.**

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

RUNWAY AND TAXIWAY LIGHTS – No problems or outages for January 2021. **We have ordered 3 LED upgrade kits for airfield signs that are not working.**

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

HANGAR RENT/INSURANCE

OVERDUE RENT –

EXPIRED INSURANCE CERTIFICATE – None

OTHER – None

AIRPORT MARKETING/PRESENTATIONS – None

6. Old Business:

A. **North Hangar Improvements** – Bill Stuart plans to complete the work by March 1.

7. New Business

A. **Curl Hangar approval** – A motion was made and approved on the dimensions and color of the proposed hangar.

B. **Skydiver request** – The Skydivers requested permission to place a camera on the North hangar for a youtube video channel. Action was deferred until they can provide more information.

C. **Rock Creek** – Alderman Robin Dunn briefed Board members on Rock Creek on the East side of the Airport. She is working on obtaining grants from TVA and TDEC to restore the creek. Eventual plans call for a walk way along the creek.

D. **Other New Business** – Chairman Sirks reported that he and Jennifer Benetti-Longhini had been reappointed to 5 - year terms. He thanked Jason Waller for his service to the Airport Authority. Mike Leigh and Steve Cope applied to the Board of Mayor and Aldermen to serve on the Airport Authority and they selected Mr. Cope.

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8. Mayor Knowis Comments – Mayor Knowis reported that the Board of Mayor and Aldermen approved an ordinance for all Boards in the City regarding partial terms. When a Board member fills an unexpired term they will have to serve at least 6 months to be considered a full term. He welcomed Steve Cope to the Airport Authority Board. He reported that the City is looking at upgrading its website and comprehensive land use plan.

9. Meeting was adjourned at 5:52 pm.

Submitted on 2/22/2021

<Original Signed>

Jon Glass
TAA, Airport Manager

Minutes approved during the _____ meeting