

April 13, 2021



Tullahoma Municipal Airport Authority

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

**Meeting Attendance
April 13, 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: Jim Waters, Matt Hayes, Charles Parish, Winston Brooks, Rodney Allison and Chief Richard Shasteen.

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 March 9, 2021 meeting were reviewed and approved as written.**
- 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

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.**

FY 2020 Audit – Sue Wilson reported that the City and Airport had no audit findings.

Budget Meeting – The budget work session with BOMA is scheduled for 4/26/21.

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 Tullahoma 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 4/21/21 with the 24 threshold scoping meeting and bid opening for North Taxiway. 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 grant has been executed by TDOT. The scoping meeting was completed in September and

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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. A motion was made and approved to accept the lowest qualified bid as recommended by PDC.**

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 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. **I will start working on reimbursements for the last half of 2020.**

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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 4/21/21 with the 30% design meeting on the ALP update.**

FUEL SALES

Fuel sales for the month of March 2021 were 20,138.95 gallons. This is a 9,517.79 gallon increase in the 10,621.16 gallons sold in March 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 3/31/21 = 43,271.56

Fuel Sales 1/1/20 to 3/31/20 = 35,510.76

March 2021	AVGAS	AVGAS SS	Total
Gallons	1,357.5	1,742.85	3,100.35
Flow Fee	\$135.75	\$174.28	\$310.03
Pump Fee	\$678.75	\$435.71	\$1,114.46

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March 2021	Jet Full Price	Jet Discount	Total
Gallons	1,281	15,757.6	17,038.6
Flow Fee	\$128.10	\$1,575.76	\$1,703.86
Truck Fee	\$128.10	\$1,575.76	\$1,703.86
Pump Fee	\$1,281.00	\$9,582.09	\$10,863.09

Total AVGAS & Jet Gallons = 20,138.95

Total Flow Fee = \$2,013.89

Total Jet Truck Fee = \$1,703.86

Total Pump Fee = \$11,977.55

Total Employment Cost = \$6,736.50

Jet Truck Fee Minus Rental = +\$853.86

Pump Fee Minus Employment Cost = +\$5,241.05

FUEL PRICES

4/2/21	Tullahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	\$3.95	\$4.00	\$4.08	\$3.99	\$4.18	\$4.90
AVGAS FS	\$4.20	\$4.20	\$4.08		\$4.39	\$5.10
Jet	\$3.65	\$3.64	\$3.90	\$3.39	\$3.60	\$3.64

Airports within 50 miles of Tullahoma

Average AVGAS price - \$4.73 Average Jet price - \$4.05

AIRPORT FUEL SALES

DATE	FUEL SOLD (gallons)
March 2021	20,138.95
March 2020	10,621.16
March 2019	25,478.92
March 2018	12,964.57
March 2017	13,498.31

ANNUAL FUEL SALES (Gallons)

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

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MAINTENANCE/NAVAID PROBLEMS

Fuel Tanks – No problems or outages for March 2021.

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

AWOS – No problems or outages for March 2021. **Working on changing the Tulahoma pronunciation. It is scheduled to be changed when they do annual inspection.**

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

RUNWAY AND TAXIWAY LIGHTS – **Runway 6/24 lights out 48 hours. Have been repaired.**

REILS AND PAPI – No problems or outages for March 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 advised the plumbing inspection passed on 4/9/21 and he needs about 2 more weeks to complete the project.**

7. New Business

- A. Property Rezoning Request – Jim Waters, the property owner and Matt Hayes, the Developer briefed Board members on their plan to rezone property at 330 Ledford Mill Road from Agriculture to Residential and build 50 homes. Board members and several concerned citizens attending the meeting did not agree with the request to change the zoning based on future aircraft noise complaints from the Development and a concern the Residential Development would affect attracting industry and jobs to Airport Business Airpark. Board members stressed that noise is created 24/7 at the Airport since 1942 and it is our intent to grow operations at the Airport. Mr. Waters and Mr. Hayes indicated that they were willing to work with the Airport Authority and attach conditions to the Covenants and Deeds of future homes built on the property. A letter from the Airport Authority listing our concerns on the Zoning change will be sent to the Planning Commission.**
- B. Virtower Agreement – Jon Glass met with representatives of Virtower this past month. Their system does an excellent job of tracking flights, based aircraft**

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and can help with noise complaint issues. The cost is more than Flightaware but well worth the expense. Smyrna, Murfreesboro, Shelbyville and Lebanon Airports have signed up for the service in past 2 months. A motion was made and approved to sign up for Virtower effective May 1 and cancel the FlightAware subscription. Sue Wilson will budget the money for next fiscal year and this month's fuel flow fee can fund May and June cost.

C. Other New Business – The Chamber of Commerce presented a proposal for a 5k on Airport property. Airport Authority members were not interested in hosting the event for safety reasons.

- **Karla Smith reported that the AOPA High School curriculum will start next year at Tullahoma High School and was receiving a lot of interest from students. The school plans on purchasing 12 Redbird flight simulators. A motion was made and approved for Jon Glass to submit a letter of support for the program for the Airport.**
- **Fire Chief Richard Shasteen briefed Board members on the Fire Departments 5-year plan. They are working to acquire property North of the Harton Hangar Plaza and would like to build a fire hall on it. They could acquire an ARFF truck for the Airport and better coverage for the west side of Tullahoma with the fire hall.**
- **Charles Parish reviewed the upcoming Beechcraft Heritage Museum schedule of events with Board members. Jon Glass will coordinate with TN Skydiving.**

8. Mayor Knowis Comments – Mayor Knowis reported that the City is finalizing the Land Use map. He reported that salary increases for the Mayor and Alderman would go into effect after the next election cycle. The board also approved the purchase of body cameras for the Police Department.

9. Meeting was adjourned at 6:34 pm.

Submitted on 4/16/2021

<Original Signed>

Jon Glass
TAA, Airport Manager

Minutes approved during the _____ meeting