

May 8, 2018



**Tullahoma Municipal Airport Authority**

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

**Meeting Attendance  
May 8, 2018**

**Members Present**

- Dr. Don Daniel, Chairman
- Karla Smith, Vice Chairman
- Jennifer Benetti-Longhini, Secretary
- Jason Waller, Treasurer
- Paul Sirks, Assistant Treasurer
- Jim Apple, Assistant Secretary
- Dr. Jim George

**Other Persons Present**

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

**Regular Meeting Minutes**

**Visitors:** Charles Parish (Beechcraft Heritage Museum).

**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 10, 2018 meeting were approved** as written.
- 3. Public comments** – No comments.
- 4. Treasurer’s report** – Jason Waller reviewed the April financial statements.
- 5. Jon Glass presented the Airport Manager report:**

## ***CURRENT PROJECTS***

**Terminal Building** – Jon Glass will get estimates to replace the dead tree on north side of terminal building.

**Airport Staff** – Sarah Coffelt will return from college for the summer on 5/6/18.

**Airport Conference** – Jim Apple and Alderman Knowis reported that the conference agenda, speakers and content was very good. The Conference will move back to Murfreesboro next year. They reported that the Aeronautics Division Economic Development fund will have a budget of \$20,000,000.00 this coming year.

**Airport CIP List** – Jon Glass will attend the 10/12/17 CIP meeting at Winchester Airport and submit the list we approved at our September Board meeting. The following has been accepted by our TAD Project Manager:

**The 2018 project has been converted to a project request for the 6/21/18 TAC meeting.**

### **2018**

1. Taxiway A Drainage, sink holes and South ramp drainage \$125,000 (May 2018 TAC meeting).
2. Harton Hangar Plaza and Taxiway F sealcoat and crack repair, Taxiway D painting and striping \$90,000 (terminal building parking lot sealcoat and crack repair) on maintenance contract (May 2018 TAC meeting).

### **2019**

1. ALP Update \$150,000 (Feb 2019 TAC meeting).

### **2020**

1. North Taxiway asphalt repair and overlay \$180,000

**NW Area Fencing Project Request** – The final inspection was completed on 3/8/18. The final construction bill of \$21,746.75 has been paid to Curl Construction.

**Maintenance Contract** – We get reimbursed 50% on this grant up to \$39,600 each year or a \$19,800 reimbursement. Jon Glass is working on reimbursements for the 1<sup>st</sup> half of FY 18. **We received reimbursements of \$5,015.62 for July 1 to December 31 That leaves a balance of \$14,784.38 on the contract until 6/30/18.**

May 8, 2018

**VOR Building** – The roof is leaking and repairs need to be completed to prevent damage to the Airfield regulators. The cone and antenna have been removed and the holes have been patched. We are obtaining estimates to construct a roof from Contractors. It will be about 2 years before roof needs to be repaired or other options are identified.

**Beacon** – We have a Contractor that has removed all the Air Show antennas from the tower. He will paint the tower next. He completed work on painting the segmented circle.

**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. TN House and Senate votes on the Southwest Airline amendment have been delayed until 2018.

**Taxiway A** –

16-555-0754-04 has been closed and a \$1.12 local share return has been requested since the project was completed under budget.

**Taxiway B** –

16-555-0785-04 has been closed and a \$469.25 local share return has been requested since the project was completed under budget.

16-555-0793-04 has been closed and a \$1,285.78 local share return has been requested since the project was completed under budget.

**NW Hangar 2** – The \$250,000 grant request will be on the September 21 TAC meeting agenda. The grant request was approved with a 5-0 vote at the TAC meeting. The \$200,000 TML loan has been approved and will be executed on 10/19/17. Received the grant on 11/9/17 and Dr. Daniel and Jeremy Bell signed on 11/10/17 and it was returned to TDOT for the Commissioner's signature. The executed grant was received on 12/1/17. The scoping meeting is being scheduled for the week of March 19. **Rinks and Associates has started work on the design phase of the hangar. We are checking on the cost to increase the door height from 20 to 24 feet.**

**Turf Runway** –

16-555-0794-04 has been closed and a \$450.10 local share return has been requested since the project was completed under budget.

May 8, 2018

16-555-0786 has been closed and a \$55.00 local share return has been requested since the project was completed under budget.

**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.

**Select TN Site Development Grant** – The City is in the process of applying for a grant for the Business 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. The 2<sup>nd</sup> round of funding has been approved by ECD. The application was submitted by the December deadline. The grant announcements will be in the March/April timeframe. Thom Robinson, Scot St. John, Winston Brooks and Jon Glass went to the ECD office on March 8 and made a presentation for the grant. ECD should announce the final decision on grants in 4 to 6 weeks. We did receive the grant for tree clearing and drainage improvements in the amount of \$280,000. Contracts for the grant should be ready by July 1. The grant has been executed by the City and ECD. The bids will be opened at 11:00 am on 1/11/18 at City Hall. Curl Construction is the apparent low bidder at \$262,286.68, the highest bid was \$907,196.00. BOMA will vote to accept or reject the bid at the 2/12/18 meeting. The pre-construction meeting will be held on 2/21/18.

**Curl Construction has started on the drainage improvements projects.**

**Airport Inspection** – TAD will do our inspection the week of November 13. We have 2 areas that need tree removal on runway 9 and the turf runway 18. **We removed the trees on 18/36 and 9/27 turf runway. TAD will come back and see if we got the right trees on runway 9/27.**

***FUEL SALES***

Fuel sales for the month of April 2018 were 25,523.97 gallons. This is a 12,976.84 gallon increase in the 12,547.13 gallons sold in April of 2017. **XP Services purchased 13,431 gallons of jet fuel during April with Blackhawk flight training.** All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

**Fuel Sales 1/1/18 to 4/30/18 = 55,115.49**

Fuel Sales 1/1/17 to 4/30/17 = 46,040.25

<b>April 2018</b>	<b>AVGAS</b>	<b>AVGAS SS</b>	<b>Total</b>
<b>Gallons</b>	1,950.4	2,827.17	<b>4,777.57</b>

Tulahoma Municipal Airport Authority Meeting Minutes

May 8, 2018

<b>Flow Fee</b>	\$195.04	\$282.71	<b>\$477.75</b>
<b>Pump Fee</b>	\$975.20	\$706.79	<b>\$1,681.99</b>

<b>April 2018</b>	<b>Jet Full Price</b>	<b>Jet Discount</b>	<b>Total</b>
<b>Gallons</b>	930	19,816.4	<b>20,746.40</b>
<b>Flow Fee</b>	\$93.00	\$1,981.64	<b>\$2,074.64</b>
<b>Truck Fee</b>	\$93.00	\$1,981.64	<b>\$2,074.64</b>
<b>Pump Fee</b>	\$930.00	\$12,113.52	<b>\$13,043.52</b>

Total AVGAS & Jet Gallons = 25,523.97

Total Flow Fee = \$2,552.39

Total Jet Truck Fee = \$2,074.64

Total Pump Fee = \$14,725.51

Total Part-Time Employment Cost = \$2,227.50

**Jet Truck Fee Minus Rental = +\$1,224.64**

**Pump Fee Minus Employment Cost = +\$12,498.01**

**FUEL PRICES**

<b>5/1/18</b>	Tulahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	<b>\$4.25</b>		\$4.06			\$4.74
AVGAS FS	<b>\$4.50</b>	\$4.40	\$4.06	\$4.20	\$4.75	\$4.94
Jet	<b>\$3.99</b>	\$3.98	\$3.98	\$3.87	\$4.16	\$3.95

Average AVGAS price - \$4.70 Average Jet price - \$4.27

**AIRPORT FUEL SALES**

<b>DATE</b>	<b>FUEL SOLD (gallons)</b>
<b>April 2018</b>	<b>25,523.97</b>
<b>April 2017</b>	12,547.13
<b>April 2016</b>	17,598.67
<b>April 2015</b>	16,352.11
<b>April 2014</b>	11,319.33
<b>April 2013</b>	11,244.28
<b>April 2012</b>	9,014.39
<b>April 2011</b>	6,792.1
<b>April 2010</b>	11,820.1

**ANNUAL FUEL SALES (Gallons)**

May 8, 2018

2017	192,043.95
2016	219,458.44
2015	206,683.02
2014	179,611.14
2013	118,597.24
2012	146,293.66
2011 * TAA took over fuel sales on 5/11/11	117,223.75
2010	97,983.8
2009	94,408.7
2008	113,262.8
2007	107,196.8

***MAINTENANCE/NAVAID PROBLEMS***

**Fuel Tanks** – No problems.

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

**AWOS** – No problems or outages for April 2018.

**Veeder Root Fuel System** – No problems or outages for April 2018.

**RUNWAY AND TAXIWAY LIGHTS** – No problems or outages for April 2018.

**REILS AND PAPI** – No problems or outages for April 2018.

***HANGAR RENT/INSURANCE***

**OVERDUE RENT –**

Nunley	\$126.50	
Dr. Freeman	\$45.05	
Heinemman	\$6.90	
L Meuer	\$26.00	
Markgraf	\$0.77	

**EXPIRED INSURANCE CERTIFICATE** – None

**OTHER** – Nothing

***AIRPORT MARKETING/PRESENTATIONS*** –

***SUGGESTION BOX*** – No suggestions as of 5/4/17.

May 8, 2018

**6. Old Business:**

**7. New Business:**

**A. Self-Serve Fuel Bid Results – A motion was made and approved** to accept the low bid of \$17,725.00 from Rebel Services.

**B. AOPA RFP – A motion was made and approved** to submit the Statement of Interest letter to Chris Eads with AOPA. Karla Smith abstained from voting.

**C. Vandy LifeFlight Storm Shelter Building** – Peter Patton with LifeFlight requested permission to construct a storm shelter on the north side of their hangar. **A motion was made and approved** to proceed with the project. It was agreed that the Contractor should consult the Tullahoma Planning and Codes office about applicable permits and the area should be marked for utilities prior to construction.

**D. Other New Business** – Dr. Daniel reported that Chief Blackwell had been appointed interim City Administrator. He also attended the question and answer session with gubernatorial candidate Bill Lee at City Hall.

**8. Aldermen Knowis Comments** – Alderman Knowis recommended that we arrange an Airport tour for Chief Blackwell.

**9. Meeting was adjourned at 5:55 pm.**

Submitted on 5/10/2018

<Original Signed>

Jon Glass  
TAA, Airport Manager

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