



AIRPORT COMMISSION MEETING
Monday, February 13, 2023, 4:30 pm
Murfreesboro Municipal Airport Business Center
1930 Memorial Blvd. Murfreesboro, TN 37129

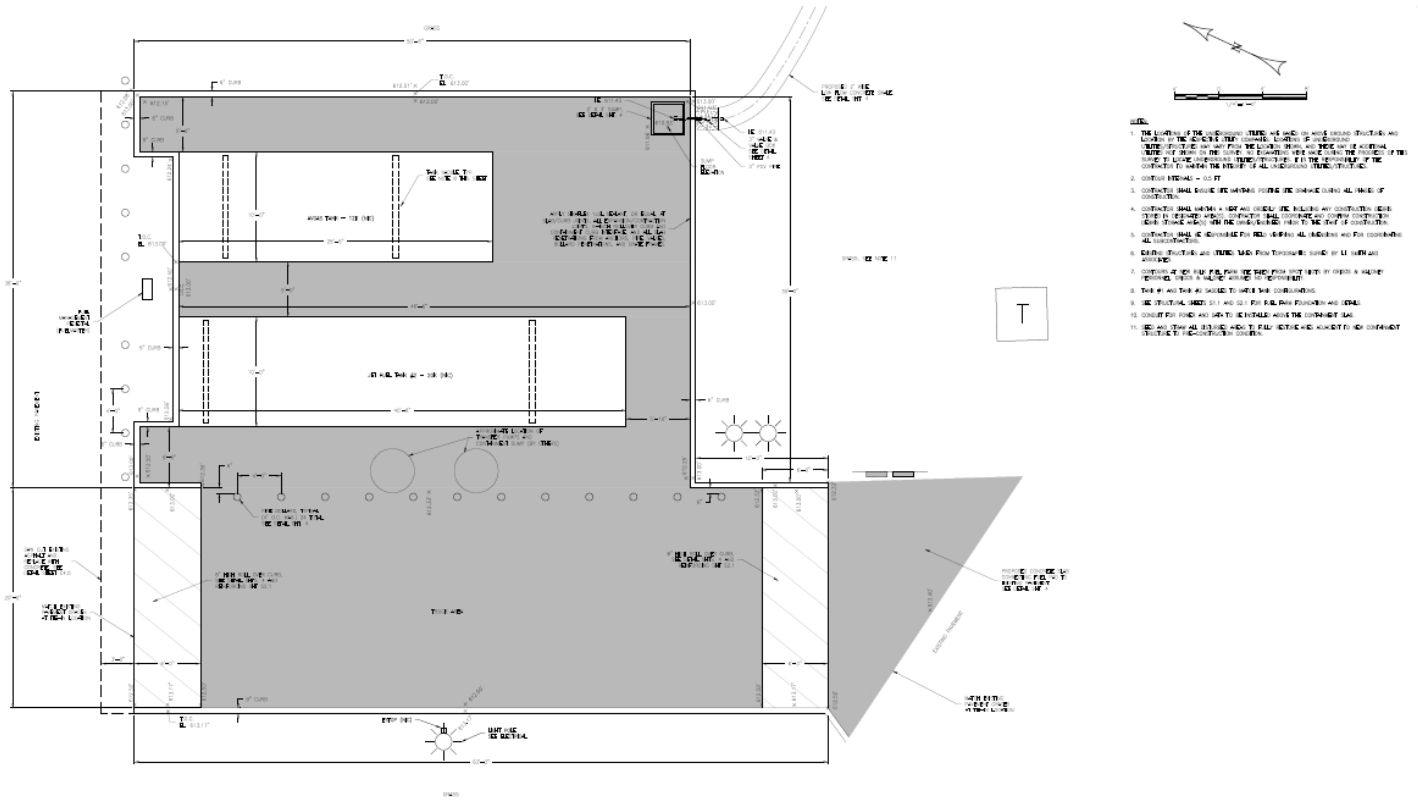
Attend

Prayer and Pledge of Allegiance: George Huddleston

AGENDA

1. Call to order – Attendance
2. Consider approval of November 2022 Airport Commission meeting minutes
3. Consider approval of New Fuel Farm Operational Plan
4. Consider approval of Taxiway A Pavement Rehabilitation and Runway Approach Management Project construction schedule plan (Benson Hadley, Barge Design Solutions)
5. Report regarding Hangar One (Scott Elliot, City Project Development Director)
6. Discuss schedule of upcoming events: Dedication of “Direction” Sculpture, Ribbon Cutting of Hangar One, and Business Center – Terminal Dedication.
7. Airport Manager’s Dashboard Report
8. Any other business to come before the Airport Commission
 - a. FY24 Proposed Airport Budget review and approval in March
 - b. Tennessee Airport’s Conference: March 13-15,2023 Franklin, TN
9. Consider date and time for next Airport Commission meeting (March 20, 2022)
10. Adjourn

3. Consider approval of New Fuel Farm Operational Plan



Ryan Hulsey will review the components and operations aspects of the new proposed fuel farm. A key element of this proposed design is to allow the ability for aircraft to be fueling simultaneously as an aircraft refueling truck is fueling its tank. A key element to being able to have this capability is the capabilities of the self-serve systems to be able to operate two pumps simultaneously for two different customers with two different payment methods. Ryan will describe some of the aspects of this design that address the accessibility and ease of use for the customer as well as ease of use for those managing the fuel farm. Airport Staff anticipates that once a company is awarded the aviation fuel contract there will be much more detailed discussions regarding the various components and operational aspects of the new fuel farm.

The recommendation is to have the Airport Commission approve the conceptual design which will be included in the Request For Competitive Sealed Proposals.

4. Consider approval of Taxiway A Pavement Rehabilitation and Runway Approach Management Project construction schedule plan (Benson Hadley, Barge Design Solutions)

Benson Hadley will describe for you the discussions that have occurred regarding the possible construction schedule and impacts the construction could have on maintaining safe and efficient operations. The initial construction plans were focused on the Taxiway A pavement milling and resurfacing efforts which could be done in sections allowing for some limited operations. As the project came to include the runway crack repair and seal coat along with the displacement of the threshold for Runway 36 it became clear that to continue to allow for even limited aircraft operations the plan would require several weeks requiring aircraft back taxiing. Depending on the progress of the construction and where the equipment is located each day this could require that back taxi operations continue even at night. Given the number of operations and mix of aircraft at Murfreesboro Airport Staff did not believe that such a plan was able sustain safe and efficient operations. The plan that is being considered is to close the runway for a period of 30 to max 45 days. The goal is to turn the complete and entire airport over to the contractor allowing them to work the most efficiently and effectively as possible. As soon as Taxiway A and Runway 18-36 are clear of equipment the contractor can continue with work on the ramp area.

Benson Hadley will also discuss the selection of Grip-flex being included in the project specifications for the seal coat application portion of this project. Mr. Hadley will describe that the majority of the airport is scheduled to receive seal coating and show you which areas of the airport will be included and what areas are not included at this time. Grip-flex is a much more expensive seal coat but Barge and the Airport Staff agree that it is a good investment as other airports that have applied the product show very little deterioration of the seal coat or paint five or more years after it is applied. Grip-flex appears to be a much better protectant of the asphalt compared to other seal coats.

The last time that the Murfreesboro Airport was closed for an extended amount of time similar to what is being proposed for this project was during the runway extension and overlay project. Construction which includes the runway and or primary taxiways at an airport is always a major disruptor to operations, businesses, income, and the general enjoyment of the airport. Pavement and other facilities must be maintained and from time to time, there must be some downtime to allow for those surfaces to receive the maintenance and repairs that they require. It is one way the airport can maintain safe and efficient aircraft operations. These types of situations are included in the Airport Federal Grant Assurances as a responsibility of the sponsor/airport to maintain its pavements and facilities. This is included in airport hangar lease agreements that the airport has the need and right from time to time to make improvements to the airport. And it is the airport's responsibility to conduct such construction in as timely and efficient manner possible.

The Airport Commission certainly understands and is very aware of its obligations and responsibilities. It also has a responsibility to its customers and the business aspects of oversight of the airport as well. The Airport averages approximately \$41,000 in hangar rents each month and \$250,000 in fuel revenue that will not be received that month. Customers may elect to relocate their aircraft during construction which will be an added expense and not convenient for them requiring them to drive to other cities to be able to use their aircraft. Flight training providers will need to make arrangements at other airports to continue to provide their services and hope their customers will not mind the inconvenience of driving to another airport. Another concern is that there is not enough hangar space at Murfreesboro or any airport. So an aircraft owner must make a decision if they want to relocated their aircraft where it will most likely by tied down on a ramp and be exposed to the weather or keep it in Murfreesboro and just not use their aircraft while construction is occurring.

With that understanding the liquidated damages included in this project will be much more substantial than previous projects. They will be at the five-digit level ensuring that the contractor can not just include them in the proposal.

In the past the Airport Commission has recommended that the hangar rents be frozen for the first six months of the fiscal year. The FY24 budget will begin July 1, 2023, right as this project is underway. It is at that same time that the Airport Commission has recommended the rental rates be adjusted for the new fiscal year. As done in the past, the Airport Commission recommended to freeze the rental rates until January 1. The recommendation included stipulations that stated if the construction goes well and according to plan the Airport Commission can decide if it would like to continue to adjust the hangar rent beginning January 1, 2024. If the project does not stay on schedule and there are delays the Airport Commission can then consider if the hangar rental fees should remain frozen for the remaining portion of FY24.

Please understand that the contractor is not responsible for weather delays which must be agreed to by the consultant, airport, and state.

The recommendation is for the Airport Commission to approve turning the airport over to the contractor for a period of 30 days to no more than 45 days of continuous closure for the purpose to support the most efficient and effective manner which the contractor can do their job. Understanding that customers will have a loss of the use of the airport during that time the current rental rates for short term lease holders which include T-hangar, tie-down, and possibly a Corporate Box hangar tenant would be frozen for a period of six months. When the project is completed the Airport Commission will review the project and determine if the project was completed on time or not and if the rental rates should remain frozen or be adjusted beginning January 1, 2024.



AIRPORT COMMISSION MEETING
Monday, November 14, 2022, 4:30 pm
Murfreesboro Municipal Airport
Business Center
1930 Memorial Blvd. Murfreesboro, TN 37129

Attendees:

Steve Waldron, Airport Commission Chair
George Huddleston, Vice Chair
Cannon Loughry
Shelby Hunton
Valeska Starnes
Dr. Chaminda Prelis, MTSU Aerospace Department Chair

Also in attendance:

David Ives, Assistant City Attorney
Chad Gehrke, Airport Director
Ryan Hulseley, Airport Manager
Kim Fann, Airport Account Clerk
Meredith Boardman, MTSU Safety Director
Doug Palmer, MTSU Airport Operations Director
Benson Hadley, Barge Design Solutions
Bernie Doubler

Prayer and Pledge of Allegiance: Valeska Starnes

1. **Call to order – Attendance**

Steve Waldron, Chair of the Airport Commission welcomed everyone to the November Airport Commission meeting and called the meeting to order.

Introduction of Doug Palmer, MTSU Airport Operations Director

Chad Gehrke introduced Mr. Doug Palmer as the new MTSU Airport Operations Director. Doug Palmer shared his aviation maintenance, flying, and administrative experience and shared his desire to get to know everyone and work with them.

2. **Consider approval of the August and September Airport Commission meeting minutes**

George Huddleston moved to approve the August and September minutes with some corrections which he shared with Mr. Gehrke. Bill Shacklett seconded the motion and all voted in favor. Motion passed.

3. **Consider approval of the Hangar Site Design Work Authorization with Barge Design Solutions**

Chad Gehrke recommended approval of a Work Authorization with Barge Design Solutions for design services of the placement of utilities, taxiways, ramps, and pads for future hangars for \$74,146. Mr. Gehrke reviewed with the Airport Commission the location of the focus of the design work being the extension of Taxiway F, the first set of three box hangars running parallel with Taxiway A and possibly two large 100' X 100' hangars and other future box hangars in the northwest corner of this development area. Mr. Gehrke reviewed the issue with the conflict with the location of the three-phase electrical system and future drainage system. He described a possible solution being the creation of a utility corridor where three phase power and other utilities may be located. Mr. Gehrke stated that City Staff is talking with two interested parties

about developing hangars in this area of the airport. The Airport Commission Members discussed the area and future plans. Mr. Gehrke pointed out that the additional five acres of land that was recently acquired by the Airport was also a part of this study to determine if the drainage system currently designed for this area can be extended or if alternative drainage work will need to be done.

George Huddleston moved to approve the Work Authorization with Barge Design Solutions. Cannon Loughry seconded the motion. All voted in favor. Motion passed.

A correction to the Barge Project Update to move Item 2 regarding the paved over-run under hangar development planning to the Approach Management item.

4. **Report regarding Hangar One**

Chad Gehrke updated the Airport Commission on the progress of the closing items on the construction of Hangar One. Mr. Gehrke reviewed the list of items that still need to be addressed by Morgan Construction and are being completed by the City and Mike Jones. Mr. Gehrke provided an estimated schedule for these items taking into consideration the upcoming Thanksgiving, Christmas, and New Year Holidays. Members of the Airport Commission asked when they thought Mike Jones would be in the hangar paying rent and T-hangars would be made available. Mr. Gehrke stated he believed that it could be March 2023 before Mike Jones would be able to move into Hangar One and T-hangars might be available given the schedule and time it takes for inspections to be completed etc.

5. **Report from Benson Hadley, Barge Design Solutions regarding the following projects**

a) **Approach Management**

b) **Taxiway A and Apron Pavement Rehabilitation**

Benson Hadley of Barge Design Solutions provided a project update covering the following projects: 1. Approach Management, 2. Taxiway A Rehabilitation and Apron Repair Final Design, 3. Hangar Development Planning (previously discussed), and 4. Airport Layout Plan.

6. **STEAM Festival Report from Ryan Hulsey, Airport Manager**

Ryan Hulsey shared with the Airport Commission that it was estimated over 1,300 people attended the first ever STEAM Festival at the Airport. Mr. Hulsey thanked all of the sponsors and volunteers that made the day such a success. He reported that

7. **Airport Dashboard** (Ryan Hulsey)

Chad Gehrke and Ryan Hulsey reviewed the Airport Dashboard including the number of gallons of Jet A and Avgas sold, revenue collected, and cost of fuel purchased. They also reviewed the revenue gained through the rental of the Business Center and Conference Room.

8. **Any other business to come before the Airport Commission**

David Ives, Assist City Attorney, recommended that the Airport Commission approve the authorization to purchase the property at 1824 Herald Lane and the property adjoining it at 1822 Herald Lane. Mr. Ives stated that the Airport would be coordinating with the Tennessee Division of Aeronautics for the funding of the purchase of these properties. George Huddleston moved to approve Mr. Ives recommendation and approve the purchase of all four structures located in the Runway Protection Zone (RPZ). (This included four structures, eight properties with zero lot line residential units). Cannon Loughry seconded the motion. All voted in favor. Motion passed.

9. **Consider date and time for next Airport Commission meeting**

December 19, 2022

10. **Adjournment**

