AIRPORT COMMISSION MEETING
Monday, June 20, 2022, 4:30 pm
Murfreesboro Municipal Airport Business Center
1930 Memorial Blvd. Murfreesboro, TN 37129

Prayer and Pledge of Allegiance: Council Member Bill Shacklett

AGENDA
1. Call to order – Attendance
2. Consider approval of Amendment of Titan Aviation Fuels Agreement
3. Consider approval of Amendment of Murfreesboro Aviation Lease Agreement
4. Report on Approach Management Program (Tree Replacement)
5. Airport Director’s report on various projects
   (Chad Gehrke, Scott Elliot, and Benson Hadley)
   a) Land Sale Complete
   b) Hangar One
   c) State Airport Crack Repair, Seal Coat, and Paint Project July 11-16
   d) Airport Safety and Capacity Study
   e) Airport Layout Plan (Vision Update – Measurable Goals)
6. Airport Manager’s report – Airport Dashboard (Ryan Hulsey)
7. Any other business to come before the Airport Commission
8. Consider date and time for next Airport Commission meeting
   (July 18, 2022)
9. Adjourn

Adjourn to tour Hangar One
Amend contract with Titan Aviation Fuels extending term six months.

Staff Recommendation
Approve Amendment with Titan Aviation Fuels extending term of the contract six months.

Background Information
Through a Request For Qualifications (RFQ) based bid process Titan Aviation Fuels was selected to provide aviation fuels and equipment to the Murfreesboro Municipal Airport. That contract is scheduled to expire on July 1st. City Staff is working on completing the RFQ which includes not only the ongoing purchase of aviation fuels for resale but also quality and safety control training, and the specifications for a fuel farm and aircraft refueling trucks that the City could either lease or purchase from the aviation fuel provider company. Given the term of the existing contract, the complexity of the RFQ, and the amount of time it takes to go through the RFQ process the Amendment to the contract was recommended by Mrs. Cathy Smith, Purchasing Department Director.

Council Priorities Served
Expand infrastructure

It is critical that the Airport manage its contracts and finances to ensure its ability to maintain and expand its infrastructure to meet the quality of service and demand of its customers.

Operational Issues
The Amendment allows for the uninterrupted procurement of aviation fuel while the City completes the RFQ process.

Fiscal Impact
The Amendment secures the Airport to continue to purchase aviation fuels and serve the flying community without interruption of service. Purchases of aviation fuel for
resale are covered under the Airport Operating Budget.

**Attachments**

Titan Aviation Fuels Contract Amendment
AMENDMENT NO. 3
TO THE
CONTRACT
BETWEEN THE CITY OF MURFREESBORO
AND
TITAN AVIATION FUELS F/K/A EASTERN AVIATION FUELS, INC
FOR AVIATION FUEL

This Third Amendment ("Third Amendment") to the Contract entered July 1, 2017 ("Contract") is effective as of this ___________, by and between the City of Murfreesboro ("City"), a municipal corporation of the State of Tennessee and Titan Aviation Fuels dba Eastern Aviation Fuels, Inc., a corporation of the State of North Carolina, ("Contractor").

RECITALS

WHEREAS, pursuant to clause 2 of the Agreement, the term of this contract was from July 1, 2017, to June 30, 2020, with two one-year options, unless extended upon agreement of the Contractor and the City; and,

WHEREAS, the parties entered into Amendment No. 1 extending the contract an additional year through June 30, 2021 and Amendment No. 2 extending the contract an additional year until June 30, 2022; and,

WHEREAS, the City and Contractor wish to extend the Contract term pursuant to provision 2 of the current Contract for an additional six months, and all other terms of the contract including unit price, shall remain unchanged:

NOW THEREFORE, the Contract is hereby amended as set forth below:

1. The Contract is amended by extending the term of the contract for an additional six months through December 31, 2022.

2. This amendment is hereby effective on July 1, 2022.

City of Murfreesboro

By: ______________________________
    Shane McFarland, Mayor

Titan Aviation Fuels

By: _____________________________
    Robbie Stallings, President

Approved as to form:

____________________________________
Adam F. Tucker, City Attorney
AIRPORT COMMISSION COMMUNICATION
Meeting Date: 06/20/2022

Item Title: Approve Amendment to Murfreesboro Aviation Lease Agreement
Department: Airport
Presented by: Chad L. Gehrke, Airport Director

Requested Council Action:
- Ordinance ☐
- Resolution ☐
- Motion ☒
- Direction ☐
- Information ☐

Summary
Amendment to Murfreesboro Aviation Lease Agreement extending the term five years with a five-year option.

Staff Recommendation
Approve Amendment to Murfreesboro Aviation Lease Agreement extending the term five years with a five-year option with an annual adjustment to the rent of 4%.

Background Information
Murfreesboro Aviation has been serving the flying public at the Murfreesboro Municipal Airport for well over a decade now providing flight training, aircraft maintenance, avionics, other aeronautical services. Murfreesboro Aviation has grown tremendously through the years and preforms important services for the Airport such as removing disabled aircraft from the runway and providing GPU services as well as providing maintenance services to transient pilot whose aircraft may be having mechanical issues. The current Lease Agreement’s term will expire until 2025 but Mr. Jim Gardner would like to renew the Lease Agreement at this time and request that the annual rent be adjusted on a fixed rate of 4%. The current Lease Agreement includes an annual adjustment based on the CPI-SU. This allows Mr. Gardner the ability to maintain a more consistent annual rent and allow his company to continue to grow and serve the flying public at the Murfreesboro Municipal Airport.

Council Priorities Served
- Responsible budgeting

Maintaining consistent quality services and businesses is a key function of the City ensuring that its airport is financially positioned to properly serve the flying public as well as the community in general.

Operational Issues
The Amendment will assist Murfreesboro Aviation to continue to conduct business and planning for more and additional services in the future.

Fiscal Impact
The Amendment allows for a fixed annual adjustment which during a period of
increasing inflation rates such as we are experiencing now will assist the Commercial Operator.

Attachments
Amendment to City Code Chapter 3, Airport, by adding a new
Article VII – Tree Replacement Program

DRAFT

Section 3-70 – Establishment, Purpose

The City hereby establishes a Tree Replacement Program for the purpose of removing the trees at either end of the runway which penetrate the Approach Surface Zones, the Horizontal Surface Zone, the Conical Surface Zones or the Transitional Surface Zones surrounding the Murfreesboro Airport. Such penetrations constitute a violation of the Federal Aviation Administration regulations pertaining to airports (14 CFR 77.17 and 14 CFR 77.19) and a violation of Section 24 Overlay District Regulations, Article I AOD, Airport Overlay Zone, of the Murfreesboro Zoning Ordinance and constitute an Airport Hazard.

Section 3-71 – Authority

The removal of trees (and structures) that penetrate the referenced Airport Surfaces is authorized by Federal Aviation Administration regulation and by the Murfreesboro Zoning Ordinance.

Section 3-72 – Compliance

To encourage voluntary compliance with removal of the trees which penetrate the referenced Airport Surfaces, the City will, at its sole cost, remove and dispose of the penetrating trees, grind the stumps, replace them, if the property owner so desires, with trees selected from a list to be maintained by the Airport Director, and to the extent reasonably practicable, restore the lawns or other surfaces to substantially the condition prior to the work.

Section 3-73 – Rules and Regulations

The Airport Commission shall recommend to City Council such Rules, Regulations and Operating Procedures as may be necessary or appropriate to implement this Tree Replacement Program.

Section 3-74 – Notice

The Airport Director shall give written notice to the owner and occupant, if different, of the property on which a penetrating tree is growing of the need for removal of a penetrating tree or trees. The City or its contractor will coordinate with the owner / occupant to perform the
work at a reasonably convenient time or times when ground conditions are appropriate for the work.

Section 3-75 – Enforcement

The Airport Director and the City Manager, in conjunction with the City Legal Department or outside legal counsel, as determined by the City Attorney, are authorized to enforce this Program by proceedings at law or in equity in the Circuit or Chancery Court of Rutherford County including but not limited to an action for condemnation under the laws of eminent domain.
Ornamentals

Yoshino (Cherry)

Has a growth rate of 13 to 24 inches per year and reaches a max height of 20 to 30 feet as well as a 20 to 30 foot spread. Usually has white-pink flower in March through April and turns dark green in the summer.

Kwanzan (Cherry)

The Kwanzan tree reaches a height of 15 to 25 feet and a spread of 15 to 20 feet at maturity. This tree has deep pink flowers from April to early May, turns green in the summer, and has yellow, orange or bronze in the fall.
Snow Goose (Cherry)

The Snow Goose reaches a height of 25 feet and has a 20 foot spread at maturity. This tree has white flowers in the spring and turns green in the summer and then turning yellow in the fall.

Redbud

The Redbud reaches a max height of 30 feet and has a 20 foot spread at maturity with a 12 to 18 inch growth rate. Has purple pink flowers in early spring and turns yellow in the fall. The Redbud yields brown to brownish-black pods that are 2 to 3 inches in length, remaining on the tree throughout winter.
Crabapple

Full-size crabapple trees reach 10 to 25 feet tall and a spread of 20 feet, making them ideal for small lots. Blossom colors range from pearly white through pinks to a deep red.

Crape Myrtle

The Crape Myrtle grows to 20 to 30 ft. tall and wide, with erect habit and outward-arching branches. Light green leaves to 4 inches long and 2 inches wide and turn yellow in fall. The crape myrtle produces wide, showy panicles in various shades of pink, with flowers that have wrinkled petals.
Serviceberry

The downy serviceberry grows to a height of 15 to 25 feet and a spread of 15 to 25 feet at maturity. Blooms in March and April, with white flowers arranged in clusters. This tree also produces berry-like fruit that ripens in June, changing from green to red to purplish black.

Winter King Hawthorn

'Winter King' southern hawthorn is a North American native tree which slowly reaches 20 to 30 feet in height and spread. Summer foliage is dark green to gray-green with a leathery texture, and fall color ranges from yellow-green to golden yellow.
**Sweet Bay (Magnolia)**

The Sweet Bay reaches a height of 10 to 20 feet and a max spread of 10 to 20 feet at maturity. Has a height increase of 13 to 24 inches a year. Blooms May through June with white flowers 2 to 3 inches in diameter.

**Jane (Magnolia)**

The Jane tree grows to a height of 10 to 15 feet with a max spread of 8 to 12 feet at maturity. This tree grows at a slow rate of less than 12 inches per year. The Jane tree typically blooms in late spring, around the end of April.
Saucer (Magnolia)

The Saucer Magnolia grows to a height of 20 to 30 feet and a spread of around 25 feet at maturity. Has an average growth rate of 13 to 24 inches per year and blooms in late February to April with thick and soft leaves 3 to 6 inches in length with a smooth margin and pointed tip, dark green on top with a fuzzy underside.

Trident (Maple)

The Trident Maple grows to a height of 25 to 30 feet with a spread of 20 to 30 feet at maturity. This tree has a slow to medium growth rate of 12 to 24 inches a year. The Trident produces small yellowish-green flowers in flat-topped or umbrella-shaped clusters in April–May.
Amur (Maple)

The Amur Maple grows to a height and width of 15 to 18 feet at maturity. This tree tends to grow at a moderate rate and has vibrant fall colors. These colors include bright yellow, orange, or red.

Dogwood

In spring, these native trees, which grow only to 20 to 30 feet, bloom with white (or sometimes pink or red) bracts centered with small clusters of yellow flowers. In summer, their blossoms give way to light green leaves.
**Witch hazel**

The Witch hazel tree grows to a height of 15 to 30 feet and a spread of 15 to 25 feet at maturity. This shrub grows at a medium rate, with height increases of 13 to 24 inches per year. The witch hazel produces yellow flowers, each with 4 strap-like crumpled petals, anytime from October through December.

**Evergreens**

**Red cedar**

The red cedar can grow to a max height of 40 to 50 feet and have a total spread of 8 to 20 feet at maturity. This tree grows at a medium rate, with height increases of 13 to 24 inches per year. The red cedar produces rounded fruit that is gray or bluish-green in color.
American (Holly)

This tree is considered both an evergreen tree and an ornamental tree. The American holly grows to a height of 40 to 50 feet and a spread of 18 to 40 feet at maturity. It has a medium growth rate of 12 to 24 inches per year. The leaves stay green year round and are sharply tipped on the margins.

Foster (Holly)

Foster’s holly grows to a height of 15 to 25 feet and a spread of 8 to 12 feet at maturity. This tree keeps its leaves year round and produces small white flowers in the spring. It also yields deep red, berry-like fruit that persists through winter.
Nelly R Stevens (Holly)

These trees grow around 2 to 3 feet per year and their height can be controlled on how you cut it. They stay green year round and produce red berries in the winter months.

Arborvitae Emerald Green

This is an evergreen tree, keeping its foliage year-round. The emerald arborvitae grows to a height of 10 to 15 feet and a spread of 3 to 4 feet at maturity. This tree grows at a slow rate, with height increases of less than 12 inches per year.