

Minutes of the Joint Meeting of the MNAA General Aviation/Operations/Planning & Engineering and MPC Engineering & Planning Committees



Date: August 14, 2019 Place: Nashville International Airport Board Room
Nashville, Tennessee

Time: 9:00 a.m.

Committee Members Present: Nancy Sullivan, Vice Chair; and Mayor's Representative
Jamari Brown

Committee Members Absent: Bill Freeman, Chair; and Amanda Farnsworth

Others Present: Doug Kreulen; Cindy Barnett; Jimmy Granbery; Bobby
Joslin; John Doerge; and Angela Edwards

I. Call to Order

Vice Chair Sullivan called the General Aviation/Operations/Planning & Engineering (GAOPE) Committee meeting to order at 9:00 a.m., pursuant to Public Notice dated August 9, 2019.

II. Approval of Minutes

Vice Chair Sullivan stated there was no quorum of voting members present, therefore the June 12, 2019 Minutes from the General Aviation/Operations/Planning & Engineering meeting would be deferred.

III. Chair's Report

Vice Chair Sullivan had no Chair's Report.

IV. Items for Approval

None

V. Information Items

A. Alpha South Construction Contract Change Order

Ms. Traci Holton, AVP, Chief Engineer, briefed the Committee on this item. The scope of this project was to reconstruct Taxiway Alpha South. The project was divided into four phases. During the final phase, it was determined that conditions at Taxiway Charlie 1 such as insufficient and deteriorating asphalt would need to be replaced. This resulted in overrun on the milling and asphalt quantities. The

project had previous change orders totaling approximately \$385K. This change order will cost an additional approximately \$103K which now brings the total change order on this project to approximately \$488K. This amount is still below the Board approval amount, but staff wanted to bring this information to the Committee and Board in order to maintain transparency. This project is still in budget, including this change order. The contract was originally approved for \$13.1M.

Vice Chair Sullivan inquired as to how long ago the sub-standard asphalt was placed. Ms. Holton replied it had not been touched since she started working for MNAA and her best guess would be at least twenty years. Vice Chair Sullivan asked if MNAA would have someone oversee the project to ensure the asphalt was the correct thickness. Ms. Holton replied yes; the quality assurance team is on top of this matter.

President Kreulen reiterated the reason this item was brought to the Committee was to keep the Committee informed because the total of the change orders is close to his approval limit of \$500K. President Kreulen stated Ms. Holton and her team did not foresee any other change orders that would be needed. However, if there are other change orders needed, this item will be brought back to the Committee and Board.

This item was presented for information purposes only with no action required.

B. Results of JWN Customer Satisfaction Survey

Mr. Robert Ramsey, SVP, Chief Operating Officer, briefed the Committee on this item. Mr. Ramsey reported there were eighty-five respondents of the approximate 150+ recipients of the survey. The survey was on a 5-point scale. The highest rated areas were the JWN Airport Manager and staff, taxiways, runways, terminal condition and cleanliness, and terminal safety and security.

Areas needing improvement include better availability of avionics, hangar availability, aircraft maintenance, flight tracking and fueling. FBO staff responsiveness and customer service were identified as well and MNAA staff has been in communications with Contour (FBO) regarding that. Mayor's Representative Jamari Brown stated there has been an increase in fueling at JWN and asked why tenants were upset about the fueling charges. Mr. Ramsey stated the fuel price at JWN is higher than other small airports and that was reflected in the comments. Commissioner Granbery inquired as to where staff stands on the RFP for development. Mr. Ramsey stated Ms. Martin would discuss that topic in the FAP Committee meeting.

President Kreulen stated the JWN Survey will be conducted on an annual basis. Overall, the comments about MNAA staff were positive and the FBO staff has work to do. MNAA staff is working on hangar availability and will give an update on that at the next presentation. Commissioner Granbery asked if Contour had been sold. President Kreulen stated as he understands it, the owners of the old Contour want to buy out the Tennessee portion but sell the rest. Ms. Margaret Martin reported MNAA staff had spoken to the local operator/owners back in February 2019 about possibly buying the local portion and breaking off from the national company, but MNAA has not heard anything since that time. President Kreulen stated it would require MNAA approval.

This item was presented for information purposes only with no action required.

C. JWN Ground Incident Update

Mr. Ramsey briefed the Committee on this item. On June 1, 2019, a Cirrus aircraft struck a helicopter dolly adjacent to Hangar 2. A propeller broke off the aircraft and traveled a little over 350 feet. Weather conditions were good and the pilot shut down the aircraft. Fortunately, there were no injuries. Based on an evaluation of this incident, the following recommendations have been made:


- Establishing Taxiway markings from Hangar 2 to the Taxilane
- Painting the helicopter dollies on the top with yellow paint and adding reflectors on the sides
- Review markings and striping at the next tenant meeting

There were conversations regarding whether the dolly should be stored and moved back and forth. Contour was unable to support that request at this time due to lack of manpower at peak periods and times. President Kreulen stated the bottom line is no one should take a shortcut to the Taxilane. The dolly was where it should have been and was permitted.

This item was presented for information purposes only with no action required.

VI. Adjourn

There being no further business before the GAOPE Committee, Vice Chair Sullivan adjourned the meeting at 9:09 a.m.



Amanda Farnsworth, Secretary