

Upper Cumberland Regional Airport Board Minutes
August 12th, 2026

The Upper Cumberland Regional Airport Board met in regular session on Wednesday, August 12th, 2026 at 4:00 p.m. Members present were Martin Ing, Chad Marcum, Randy Proter, Laurin Wheaton, Charlie Huddleston, Bill Austin and Denny Robinson. Also, present were Heather McBride, Matt England, Sarah Young, Richard Rinks, Wyatt Thatcher, Wes Middlestead, members from the airport hangar tenant community and several members from the local community and members of the press. Absent was Jim Ward and Jerry Lowery.

There being a quorum present, the meeting was called to order by Chairman Denny Robinson.

Confirm Sparta Appointment to the board – Mayor Lowery appointed Jim Ward to the Airport board. Due to a previous engagement, Mr. Ward was unable to attend.

Chairman Robinson ask for approval of the minutes from the previous meeting. Randy Porter made a motion and Bill Austin seconded the motion to approve the minutes as presented.

Board Member Martin Ing addressed comments that were made during the July board meeting regarding airport efficiency as detailed in the July minutes. Mr. Ing presented the board with an analysis of fuel sales, payroll cost and total airport expenses. The analysis shows that the airport is running just as efficiently if not a little more efficient now compared to FY 2018-19. Mr. Ing also presented the board with a regional t-hangar rental rate survey. The survey includes airports that are similar in runway length, class size and category. Overall, the average range for t-hangar rental rate was \$346.89 – 399.99. Mr. Ing also reported that he spoke to Mr. Cobb at the Fayetteville Airport. Mr. Ing noted that Mr. Cobb stated that the airports are very different and are not managed in the same manner. However, Mr. Cobb did state that \$250.00 - \$300.00 would be a fair t-hangar rental rate for the Fayetteville Airport.

Board member Chad Marcum presented one correction regarding the attendance to the July minutes. Mr. Marcum asked that Mayor Wheaton be added as she was present during the meeting. After hearing all discussion on the July minutes, Chairman Robinson asked for a voice call vote to approve the July Minutes as amended. All members voted in favor; the motion was approved.

Board member Laurin Wheaton asked that both the Rental Rate Survey as well as the efficiency analysis be added to the August board minutes.

Fuel Sales:

• **Fuel Sales in gallons:**

	May 2026	May 2025	June 2026	June 2025
Av Gas	4,560	4,283	6,589	5,000
Jet-A	14,660	12,948	12,569	17,323
Erlanger/ Wholesale	7,512	_____	_____	7,944
Total Fuel	26,732	17,231	19,158	30,267

These minutes are not final until approved at the next board meeting.

- **Fuel Sales** – Interim Director, Heather McBride reported that fuel sales were down somewhat compared to 2025 due to the continued fluctuation in fuel prices. The board held a brief discussion on fuel prices and recent weather conditions that have played a significant role in fuel sales over the past couple of months.

Airport Director Business:

- **Hangar Row A Repairs**– Interim Director McBride reported that the repairs on Hangar Row A have been completed.
- **Hangar Row B Repairs** – Interim Director McBride reported that the materials for the repairs have been ordered with anticipated delivery in a couple of weeks. In addition, work has begun on the concrete repairs. The board held a brief discussion on the loss of TDOT funding for hangar construction and maintenance and how it has affected airports across the state.
- **Website Update** – Interim Director McBride reported that the website is up and running and encouraged board members to check out the new site @ www.srbairport.com. Board Member Martin Ing reported that he had in fact reviewed the website. Mr. Ing stated that all the links worked and he felt that it was a great website.
- **Plumbing Repair between G & H Row** – Interim Director McBride reported that the water leak between Hangar Rows G & H has progressively gotten worse. Former Director Selby and McBride attempted the repair however was not able to locate the leak. McBride presented the board with an estimate of \$2300.00 not to exceed \$2600.00 from D & D Enterprises to install a shut off valve to isolate the leak in an effort to obtain the actual location of the leak. After a detailed discussion, Martin Ing made a motion and Laurin Wheaton seconded the motion to proceed with locating the water leak at the estimated cost of \$2300.00 not to exceed \$2600.00. On a roll call vote, all members voted in favor. The motion was approved.
- **Instrument Landing System (ILS) Lightning Strike** – Interim Director McBride reported that lightning struck the ILS on July 8th during a storm. Our on-call navaid repair provider has estimated repairs could range from \$30k – \$45K. McBride reported that she has filed a claim with Public Entity Partners (PEP). PEP will be sending an independent adjuster to meet with our navaid repair provider. The board held a detailed discussion on the importance of repairing the ILS for several of our 135 Charter operators as well as Erlanger Flights. Board member Chad Marcum made a motion and Laurin Wheaton seconded the motion giving McBride the authority to negotiate with PEP to repair the ILS and pay the insurance deductible. In the event that PEP denies the claim, McBride has the authority to proceed with the repairs to the ILS. On a voice call vote, all members voted in favor. The motion was approved.
- **Financials** – Airport Financials were reviewed. Board Member Bill Austin voiced his concerns regarding rental car income. The board held a detailed discussion on services provided by the airport to include courtesy vehicles, rental vehicles and Hertz on-site rentals. Additionally, the board requested McBride to provide a list of all vehicles detailing how they are utilized in serving the airport to the next board meeting. Board member Chad Marcum made a motion and Laurin Wheaton seconded the motion to approve the financials as presented. On a voice call vote, the motion was approved.
- **Debt Management Policy, Ethics Policy, T-Hangar Lease Agreement** – Interim Director McBride presented the board with two policies and the updated t-hangar lease agreement that was provided by the airport's attorney. McBride asked that both policies and the lease agreement be reviewed for discussion and possible adoption at the next board meeting.

Engineer's Business:

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- **Apron Expansion Update** – Interim Director McBride reported that the FAA is processing the IJJA application package and should be ready within a month. Garver’s work order is ready for execution and waiting on the grant.
- **Wildlife Fence Updated** – Interim Director McBride reported that the grant has been executed. Garver, our engineering firm, is working on mobilizing the subconsultant for the additional environmental work.

Other Business:

- **Mission Statement/Strategic Vision**– Board member Martin Ing presented the board with a draft mission statement and strategic vision for the airport. Mr. Ing felt it would be prudent to adopt a high-level statement providing direction and a long-term vision for future growth of the airport. Mr. Ing asked the board to review the draft presented and provide feedback and the next board meeting.
- **Monument Sign** – Board member Martin Ing presented the board with a couple of ideas for a monument sign to be placed close to the round a bout on Airport Rd. The board discussed several different options but made no decision on moving forward.
- **Gate Access** – Board member Bill Austin asked the board about giving his customers gate access. Mr. Austin wanted to discuss coded access verses the badging system. After a brief discussion on the pros and cons of both systems, the board agreed that the badging system was the most secure. The board also agreed that Mr. Austin’s customers should contact the Airport FBO for access to Mr. Austin’s hangar.
- **Employment Termination & Separation Agreement** – Chairman Robinson presented the board with former Director Selby’s termination and separation agreement which ensures Mr. Selby is properly compensated for all accrued vacation and sick leave, retirement contributions to TCRS are properly handled, all airport property returned to the airport and finally all Mr. Selby’s personal belongings are properly returned to him.
- **Consulting Services Agreement** – Chairman Robinson presented the board with a consulting services agreement between Terry Dean Selby and the Airport. The fee agreed upon is \$150.00 hourly billed in 10-minute increments with each increment compensated at \$25.00 per increment. The agreement caps the billable hours at 10 hours per month not to exceed \$1500.00. Any requested services that may exceed \$1500.00 per month may be authorized by the Chairman. Randy Porter made a motion and Bill Austin seconded the motion to approved the consulting services agreement with Terry Dean Selby. On a roll call vote, all members voted in favor. The motion was approved.
- **Election of Officers** – Chairman Robinson opened the floor for nominations for a new Chairman. Laurin Wheaton made a motion to nominate Randy Porter as Chairman. Chad Marcum made a motion and Martin Ing seconded the motion that all nominations cease and Randy Porter be elected by acclamation. On a voice call vote, all members voted in favor. The motion was approved.
Chairman Robinson opened the floor for nominations for Vice Chairman. Laurin Wheaton made a motion to nominate Mayor Elect Chad Gilbert. Martin Ing made a motion and Chad Marcum seconded the motion that all nominations cease and Chad Gilbert be elected by acclamation. On a voice call vote, all members voted in favor. The motion was approved.
- **Public Input/Members of the Audience** – Hangar Tenant Mark Dymond was present to address the board regarding water leak repairs as well as the cost of hangar tenant badges.

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The board held a detailed discussion on the cost of badge supplies, TSA security protocol, as well as the cost per badge paid by hangar tenants. After doing so, board member Bill Austin made a motion and Charlie Huddleston seconded the motion to approve one free badge per hangar tenant and one free badge per business entity every two years provided that the hangar rent is paid and not in arrears; replacement badges will remain full price. The new badge policy will go into effect September 1, 2026 or at the time of badge renewal. On a voice call vote, all members voted in favor. The motion was adopted.

Kevin Alderman with Aviation Services of TN was present to address the board regarding the airport's hangar rents, needed hangar repairs, fuel prices, and airport revenue.

- **Next Board Meeting** - The next regular scheduled board meeting will be held Wednesday, September 9th, 2026 at 4:00pm.

There being no further business, Laurin Wheaton made a motion and Chad Marcum seconded the motion to adjourn. The motion was approved.

Randy Porter, Chairman

Upper Cumberland Regional Airport

Analysis of airport administrative and payroll costs as a fraction of fuel-sale quantities and revenues

July 2026

	2018 - 2019				2024 - 2025			
Fuel Sales	Revenue	Expense	Gross Profit	Gallons	Revenue	Expense	Gross Profit	Gallons
Avgas	\$ 199,049	\$ 170,777	\$ 28,272		\$ 290,336	\$ 224,984	\$ 65,352	
Jet	\$ 426,868	\$ 320,012	\$ 106,856		\$ 786,107	\$ 601,199	\$ 184,908	
Total	\$ 625,917	\$ 490,789	\$ 135,128	164,814	\$1,076,443	\$ 826,183	\$ 250,260	274,019
Linestaff Payroll Cost *		\$ 52,655				\$ 82,832		
Operational Expenses		\$ 433,729				\$ 725,175		
Payroll cost per dollar Fuel Revenue		\$ 0.08				\$ 0.08		
Payroll cost per dollar Fuel Gross Profit		\$ 0.39				\$ 0.33		
Payroll cost per gallon of fuel sold		\$ 0.32				\$ 0.30		
Total Ops. Expense per dollar Fuel Revenue		\$ 0.69				\$ 0.67		
Total Ops. Expense per dollar Fuel Gross Profit		\$ 3.21				\$ 2.90		
Total Ops. Expense per gallon of fuel sold		\$ 2.63				\$ 2.65		

* Linestaff payroll in 2024 - 2025 period is \$103,832, adjusted by \$10,200 for a monthly payment of \$850 from Jetright negotiated to cover cost a "wingwalker" second lineman and by an amount of \$900 monthly or \$10,800 for contract mowing performed by lineman which was not undertaken in 2018/2019 period

Middle TN Airport T-Hangar Rental Rate Survey

July 2026

Code	Airport	Longest Runway	ARC . Current / Ultimate *	Precision Appr.	Non-Precision Appr	T-Hangar Price - Low	T-Hangar Price - High	Comment
MQY	Smyrna	8,000	D-IV / D-V	1	4	700.00	700.00	
SRB	Upper Cumberland	6,700	C-II / C-III	1	3	350.00	350.00	30 on list
XNX	Music City, Gallatin	6,300	C-II / C-II		3	350.00	434.00	4-years
RZR	Cleveland	6,200	C-II / C-II		2	374.00	374.00	Increasing from \$306 to \$580 over 4 years
MKL	Jackson Regional	6,000	C-II / D-III	1	3	280.00	350.00	
JWN	John Tune	6,000	C-II / C-II	1	2	640.00	780.00	4 year wait list
FYM	Fayetteville	5,900	B-II / CII		2	180.00	225.00	
MOR	Morristown	5,700	C-II / C-II		2	459.00	459.00	6 months wait list
GKT	Gattlinburg	5,500	B-II / CII		2	280.00	280.00	5 - 10 years wait list
SYI	Shelbyville	5,500	C-II / C-II		6	442.90	442.90	106 waiting list; next on list since 2015
CSV	Crossville	5,400	B-II / B-II	2	2	180.00	500.00	2 year wait list
2A0	Dayton /Mark Anton	5,001	B-II / CII		2	275.00	275.00	100+ wait list
BGF	Winchester	5,003	B-II / B-II		3	130.00	247.00	25+ wait list, planning to increase 2027
M54	Lebanon	5,000	B-II / B-II		2	288.00	288.00	5-year wait List
RKW	Rockwood	5,000	B-II / B-II		2	195.00	195.00	60 wait list
RNC	Warren County	5,000	B-II / CII		2	253.00	253.00	16 wait list
MBT	Murfreesboro	4,700	B-II / B-II		2	324.00	557.00	
0A3	Smithville	4,257	B-II / B-II		2	330.00	330.00	
DKX	Downtown Island	3,500	B-II / B-II		3	560.00	560.00	7 to 10 years wait list

Average 346.89 399.99

Average, Runway > 6,000 ft 449.00 498.00

Average C-II Classification or Higher 449.49 486.24

* ARC is an airport classification which considers factors such as Runway length, width and shoulder width; Runway Safety Areas; Runway Protection Zones; Runway to Taxiway separation; Taxiway width and safety areas.