

AGENDA

Motueka Aerodrome Advisory Group

2 March 2022 12.30 pm – 2.30 pm

Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/88466490249?pwd=SkRxcWFpRVhWYkV4dGk0c01qeUFUZZ09>

Meeting ID: 884 6649 0249

Passcode: 543720

Members:

Cr Barry Dowler	Councillor, Tasman District Council (Chair)
Cr David Ogilvie	Councillor, Tasman District Council
Stu Bean	Commercial User Representative
Greg Wood	Recreational User Representative
Richard Horrell	Motueka Community Board Member
Kevin York	Independent Member
Mark Lasenby	Independent Member
Mark Stagg	Commercial User Representative

1. Welcome
2. Apologies
3. Minutes of the previous meeting – 1 December 2021
4. Action items from the minutes of the previous meeting
5. Health and Safety Update (Any updates)
6. Motueka Aerodrome User Group Report (Nick Chin)
 - 6.1 Financial Update: Financial Report (Nick Chin)
7. Aerodrome Operations Update:
 - 7.1 AIMM - Dashboard management summary Jan 2022
8. Electricity supply to western boundary update (verbal update Nick Chin)
9. General business
 - 9.1 Motueka Drag Races, next proposed meet 5 March (Nick Chin verbal update)
10. Next meeting date: 1 June 2022
11. Closing Karakia

Minutes

Motueka Aerodrome Advisory Group

Date and Time: 1/12/2021, 12.30pm

Venue: Tasman District Council Service Centre, Hickmott Place, Motueka

Present: Greg Wood – Recreational User Representative
James Meldrum – Commercial User Representative (on behalf of Stu Bean)
Richard Horrell – Motueka Community Board Member (Chair)
Kevin York – Independent Member
Mark Lasenby – Independent Member
Cr Barry Dowler – Tasman District Council (Chair)
Mark Stagg – Commercial User Representative

Apologies: Stu Bean
Cr David Ogilvie– Tasman District Council

In attendance: Nick Chin – Enterprise Portfolio Manager, Tasman District Council
Andrea Meldrum – Enterprise Portfolio Officer, Tasman District Council
(minutes)

Meeting opened at 12.30 pm

1. Welcome

The Chair welcomed everyone to the meeting.

2. Apologies

Stu Bean

That apologies be received:

Moved: Richard Horrell Wood Seconded, Mark Stagg

Carried

3. Minutes of last meeting – 29 Sep 2021

That the minutes of the 29 Sep 2021 meeting be accepted as a true and correct record.

Moved: Greg Wood, Seconded, Mark Stagg

Carried

4. Action items from the previous meeting

The action items were updated and the following items discussed:

Action Log – 29.9.21

Action	Assigned to:	Complete Y/N
Contact AIMM for audited landing figures	Andrea Meldrum	n/a
Check that MAOS minutes are uploaded to website	Andrea Meldrum	Y
Ask tenants what their current sewage uses are	Andrea Meldrum	Y
Update group on electricity supply to Western boundary	Barry Dowler	Y and N
Check legal requirement to publish submissions	Nick Chin	Y

Barry has had no response to multiple emails. Barry will go and visit Network Tasman and see what's going on.

5. Health and safety update

James Meldrum relayed information from the MAOS meeting held today, the most topical issue discussed was proposed changes to the way drag racing and aviation operate on the same days. Inflight would like to use the grass runway and drag racing continue to use the sealed runway and both parties are now working together to create a plan and make it happen. Both parties will run a safety review on how to make it work, they'll then submit it to council ideally before the next drag race meet. James says they can't see any big issues and they should be able to come up with a solution between them.

Nick says two submitters to the management plan want to be heard at the next Commercial Committee.

A neighbouring landowner has disputed the Obstacle Limitation Surface which is currently 1:50 and he wants it to be 1:20. Nick says it's under control and has confirmed 1:50 is the minimum limit following a survey peer review. Council recently served an abatement notice to this landowner for crane use in the approach/departure path.

6. Aerodrome operations update

Aircraft movements' dashboard – Oct 2021

Movements have been circulated. The landing numbers look accurate. Inflight hope Auckland coming out of lockdown will help increase business. It seems common that itinerant pilots are not paying landing fees. Potentially \$5000 per year may be not recouped. Recouping is time consuming and expensive. A landing fee payment option at fuel pump would be ideal. When everyone has ADSB it could be done via AIMM but that might be some time off yet.

7. Financial update

Financial report – Sep 2021

A September 2021 financial summary was circulated. Small surplus this quarter. We'll be lucky to break even this year. Nelson Aviation College have been given discounted lease and landing fees for next 18 months. Operating costs were slightly more than anticipated as insurance costs have been allocated to the quarter rather than spread out over the year,

Moved: Mark Lasenby, Seconded, Richard Horrell
That the Sep 2021 finance report be accepted.
Carried

8. General business

Aviation Anniversary update from Kevin York November 2021:

Nelson/Tasman 100th Aviation Anniversary Motueka Report The overall organisation of this event was arranged by Richard Waugh (Auckland) Graeme McConnell (Nelson) and Richard Kempthorne (former Tasman District Council Mayor) A sub-committee of Barry Dowler (Tasman District Councillor), Greg Wood (Vice President, Motueka Aero Club) and Kevin York, organised the Motueka event held on Friday the 12th of November. The visiting aircraft included a DH Fox Moth (Marlborough), DH Dominie (Wanaka), DH Dragon (Auckland) with the first two being available for commercial passenger flights. Bill Reid (Avro Anson – Marlborough) was unable to land but put on a display of three low passes over the airfield. Argus Aviation, Inflight-Abel Tasman Skydive, Nelson Aviation College and Motueka Aero Club also provided aircraft for display along with two privately owned aircraft. Motueka Community Board Chairman, Brent Maru presented the Commemorative plaque to Motueka Aero Club President Paul Deveraux. The celebratory cake was cut by Motueka Aero Club Patron, Kay Hart. One hundred and twenty five children from Lower Moutere School were among the visitors that viewed the aircraft. Unfavourable wind conditions prevented any passenger flights by the vintage aircraft in the afternoon and they were forced to leave them in Motueka overnight. Weather conditions in Nelson prevented them from leaving until Saturday afternoon. The visiting aviators were full of praise for the Motueka Aero Club for the assistance they provided with hangarage of the aircraft on Friday night and refreshments supplied during

their time at the airfield. This event was supported by the Tasman District Council and local businesses. Kevin York

Nick wishes Andrea well as she has resigned from her position. This will be her last MAAG meeting.

Motueka Aero Club will require vaccine certificates for entry to club rooms, deck and hangar – this needs to be conveyed to meeting invitees and TDC Health and Safety department.

Meeting closed at 1.33pm

Next meeting: TBC

Unconfirmed

Action Log – 1/12/21

Action	Assigned to:
Convey vaccine certificate information to relevant people	Andrea Meldrum
Check that MAOS minutes are uploaded to website	Andrea Meldrum
Create table of tenants' current sewage uses and distribute	Andrea Meldrum
Approach Network Tasman re electricity supply to Western boundary	Barry Dowler

Unconfirmed

04 Action List from 1 December 2021

Action	Assigned to:	Complete Y/N
Contact AIMM for audited landing figures	Andrea Meldrum	n/a
Check that MAOS minutes are uploaded to website	Andrea Meldrum	Y
Ask tenants what their current sewage uses are	Andrea Meldrum	Y
Update group on electricity supply to western boundary	Barry Dowler	Y and N
Check legal requirement to publish submissions	Nick Chin	Y

Motueka Aerodrome

Summary

- 1.1 Motueka Aerodrome is (\$11,000) ahead of EBIDTA budget YTD December 2021 despite less revenue.

Revenue

- 1.2 Overall revenue for YTD is \$79,000, slightly above budget, despite COVID-19 rent relief to several tenants.

Expense

- 1.3 Costs are \$9,000 below budget primarily due to lower general operating and overhead costs.

Profitability

- 1.4 EBITDA for YTD is \$11,000 ahead of budget due to slightly higher revenue and lower costs.

Operational Matters

- 1.5 The Motueka Aerodrome Management Plan has been adopted. The updated version is on the Council's website.
- 1.6 There have been three enquiries on hangars.

Motueka Aerodrome
For the year to December 2021

Profit and Loss	Year to Date				Actual Dec 2020	Year End			Actual Jun 2021	YTD % Total Budget
	Actual Dec 2021	Budget Dec 2021	Variance \$	Variance %		Forecast Jun 2022	Budget Jun 2022	Variance \$		
REVENUE										
General rates	0	0	0	0%	0	0	0	0	0	0%
Lease income	54,130	54,952	(822)	-1%	56,878	87,268	107,268	(20,000)	113,484	50%
Landing fees	10,773	12,578	(1,805)	-14%	13,387	20,823	20,823	0	22,860	52%
Other income	12,973	9,063	3,910	43%	8,560	26,843	26,843	0	19,865	48%
Interest received	692	240	452	188%	101	620	483	137	198	143%
Share of council investment income	0	0	0	0%	1,587	0	0	0	3,173	0%
Total revenue	78,567	76,833	1,734	2%	80,512	135,554	155,417	(19,863)	159,580	51%
EXPENSE										
Personnel costs	6,177	9,966	3,789	38%	7,859	19,930	19,930	0	13,241	31%
Maintenance	9,999	10,067	68	1%	8,383	24,552	24,552	0	21,261	41%
General operating costs	18,648	19,395	747	4%	2,329	35,885	35,885	0	15,533	52%
Professional fees	595	1,246	651	52%	2,029	4,344	4,344	0	3,573	14%
Overheads	14,965	18,750	3,785	20%	17,503	37,506	37,506	0	33,200	40%
Total expense	50,384	59,424	9,040	15%	38,104	122,217	122,217	0	86,807	41%
EBITDA	28,183	17,409	10,774	62%	42,409	13,337	33,200	(19,863)	72,773	85%
Depreciation	(13,070)	(10,956)	(2,114)	-19%	(12,711)	(26,129)	(21,904)	(4,225)	(26,129)	60%
Interest expense	0	486	(486)	100%	173	975	975	0	345	0%
Surplus/(deficit)	15,113	6,939	8,174	118%	29,870	(11,817)	12,271	(24,088)	46,989	123%
OTHER COMPREHENSIVE REVENUE AND EXPENSE										
Asset revaluations	0	0	0	0%	0	0	0	0	0	0%
Total comprehensive revenue and expense	15,113	6,939	8,174	118%	29,870	(11,817)	12,271	(24,088)	46,989	123%

Motueka Aerodrome
For the year to December 2021

Activity Balance Movement	Year to Date					Year End				YTD % Total Budget
	Actual Dec 2021	Budget Dec 2021	Variance \$	Variance %	Actual Dec 2020	Forecast Jun 2022	Budget Jun 2022	Variance \$	Actual Jun 2021	
EBITDA	28,183	17,409	10,774	62%	42,409	13,337	33,200	(19,863)	72,773	85%
Interest expense	0	486	(486)	100%	173	975	975	0	345	0%
Capital expenditure	0	0	0	0%	0	0	0	0	0	0%
Dividends	0	0	0	0%	0	0	0	0	0	0%
Loan repayments	0	(9,810)	9,810	100%	0	(19,619)	(19,619)	0	0	0%
Asset sales	0	0	0	0%	0	0	0	0	0	0%
Loans raised	0	0	0	0%	0	0	0	0	0	0%
Net movement	28,183	8,085	20,098	2	42,581	(5,307)	14,556	(19,863)	73,118	194%
Opening balance	161,941	96,600	65,341	68%	88,823	124,067	96,600	27,467	88,823	168%
Closing balance	190,124	104,685	85,439	82%	131,404	118,760	111,156	7,604	161,941	171%

Balance Sheet	Year to Date					Year End				YTD % Total Budget
	Actual Dec 2021	Budget Dec 2021	Variance \$	Variance %	Actual Dec 2020	Forecast Jun 2022	Budget Jun 2022	Variance \$	Actual Jun 2021	
ASSETS										
Activity surplus	190,124	104,685	85,439	-82%	131,404	118,760	111,156	7,604	161,941	171%
Land	2,504,000	2,504,000	0	0%	2,504,000	2,504,000	2,504,000	0	2,504,000	100%
Improvements & equipment	419,209	421,323	(2,114)	1%	445,697	406,150	410,375	(4,225)	432,279	102%
Total assets	3,113,333	3,030,008	83,325	-3%	3,081,102	3,028,910	3,025,531	3,379	3,098,220	103%
LIABILITIES										
Term borrowings	0	(28,665)	(28,665)	-100%	0	(38,474)	(38,474)	0	0	0%
Total liabilities	0	(28,665)	(28,665)	-100%	0	(38,474)	(38,474)	0	0	0%
Total net assets	3,113,333	3,058,673	54,660	-2%	3,081,102	3,067,384	3,064,005	(3,379)	3,098,220	102%
EQUITY										
Accumulated equity & reserves	3,113,333	3,058,673	54,660	2%	3,081,102	3,067,384	3,064,005	3,379	3,098,220	102%
Total equity	3,113,333	3,058,673	54,660	2%	3,081,102	3,067,384	3,064,005	3,379	3,098,220	102%

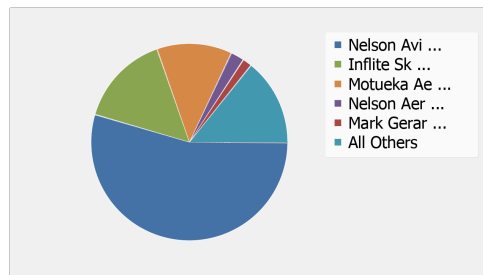
Dashboard... Management Summary for the month of January 2022

AIRPORT MOVEMENTS. 10 most Active Aircraft

Movements	Aircraft	Operator
290	ZK-DVE Pacific Aerospace 750XL	Inflite Ski Planes Limited
224	ZK-NAS Cessna 172S	Nelson Aviation College Ltd
223	ZK-NAR Cessna 172S	Nelson Aviation College Ltd
173	ZK-PAF Piper PA-38-112	Motueka Aero Club (Inc)
142	ZK-NAL Cessna 152	Nelson Aviation College Ltd
123	ZK-NAO Cessna 172R	Nelson Aviation College Ltd
108	ZK-NAG Cessna A152	Nelson Aviation College Ltd
106	ZK-NAQ Cessna 152	Nelson Aviation College Ltd
63	ZK-EFF Cessna 172N	Motueka Aero Club (Inc)
43	ZK-NAX Cessna 172S	Nelson Aviation College Ltd

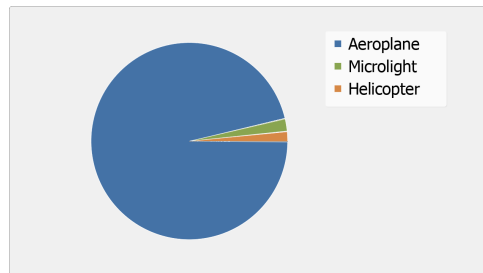
Operators: 5 most active

Operator	Movements
Nelson Aviation College Ltd	1047
Inflite Ski Planes Limited	290
Motueka Aero Club (Inc)	236
Nelson Aero Club (Inc)	41
Mark Gerard Woodhouse	28
All Other Operators	277
Total	1919



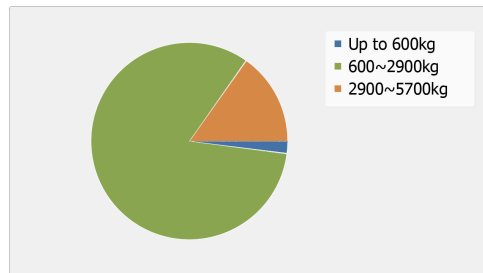
Aircraft Type Summary

Type	Movements
Aeroplane	1848
Microlight	39
Helicopter	32



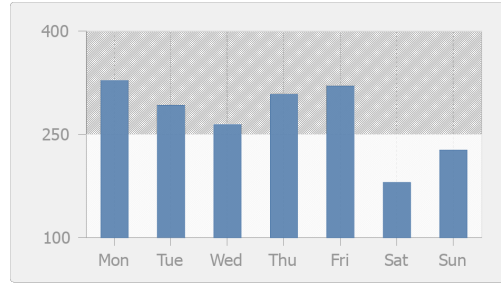
Aircraft Weight Summary

Weight	Movements
Up to 600kg	39
600~2900kg	1588
2900~5700kg	292

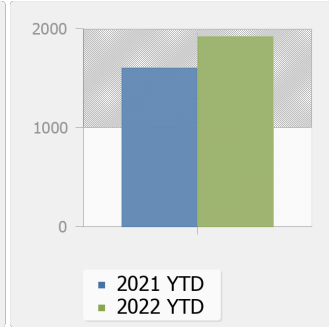
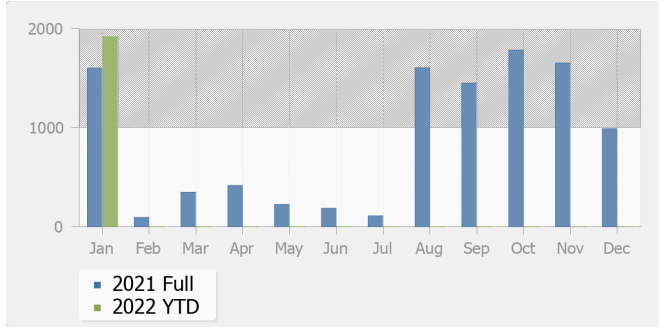


Movements: Days of Week

Weekday	Movements
Mon	328
Tue	292
Wed	264
Thu	308
Fri	320
Sat	180
Sun	227

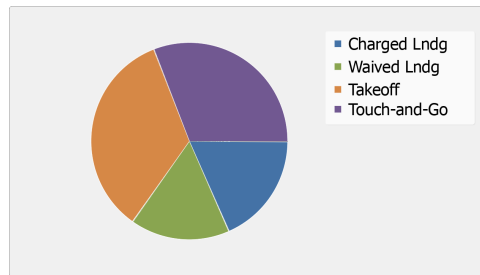


Movements: Months of Year



Charge Summary

Status	Movements
Charged Lndg	354
Waived Lndg	313
Takeoffs	656
Touch-and-Go	596



Charged Landings: Includes chargeable Touch-and-Go movements. Fees for these movements were included in the file of invoices that has been sent to the Airport Billing Dept to be imported into the Airport's Billing system.

Waived Landings: Landings where the fee was waived for Exempt, Annual Bulk Charge, and Public Service aircraft (Rescue, Police, Military etc if they identify as such rather than by aircraft registration.)

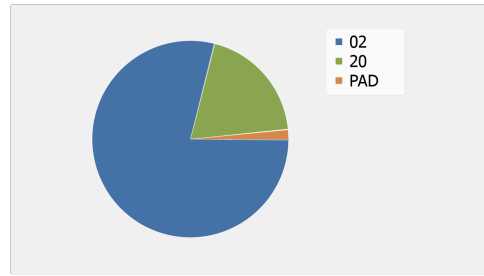
Takeoffs: Takeoffs are no charge. The number of Takeoffs and Landings are usually different due to chargeable Touch-and-Go being included as Landings, visiting aircraft that Landed but did not stop, abandoned Takeoffs, and similar situations.

Touch-and-Go: One x Touch-and-Go or Go-Around movement per aircraft flight session is recorded and charged as a 'Landing'. Other such movements in the same continuous series are recorded as 'Touch-and-Go' at no charge, unless Aimm is instructed otherwise.

(Continued below...)

Runway Usage Summary

Runway	Movements
02	1516
20	371
PAD	32



'FULL ADSB' This report shows movements from ADSB equipped aircraft.

The pilot voice calls from both ADSB equipped aircraft and non-ADSB, have been archived to be fetched in event of an enquiry or incident, but are not routinely transcribed.

COVID effects on ACTIVITY LEVEL: During January 2022, the airport was used by 68 different aircraft for 1,919 movements**, an annual rate of 23,000 if this continued for 12 months. (Actual 12 month counts will appear once history has accumulated.)

. Unless there have been major changes to the airport operation, this will be the 'Covid Effect'.

A Billing File with invoicing details has been sent to your billing dept for invoicing of aircraft operators. A spreadsheet showing all movements for any period is available on the 'movements / archives' page for deeper analysis of Covid effects.

** A Touch-and-Go event is one event in the Movements / Billing Reports, but two movements (a landing followed by an immediate take off) in this Dashboard. For the separate Compliance Report the counts are different again depending on the Aviation and Safety Authority rules of the country and the Airport's Certificated/non-Certificated status, so the numbers in each report may correctly be different. (Ref B: 0)

COMPLIANCE REPORTING

Noise Footprint: The Acoustic LDN counts at NZMK during January 2022 were:

1915 during the 'Day', which is set to start at 0700.

4 during the 'Night', set to start at 2200.

Civil Aviation: CAA Rule 139.505 requires Non-Certificated Aerodromes such as Motueka (NZMK) to report Movement Data each year. At the required time, Aimm will send an email with links to CAA Form 24139 / 06 and provide the relevant figures for you to submit to CAA so that NZMK remains in compliance.

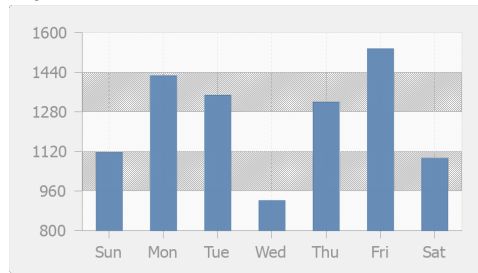
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LOCAL AIRSPACE Analysis for January
(Aircraft using airspace, not necessarily landing... another possible indicator of the 'Covid Effect'.)

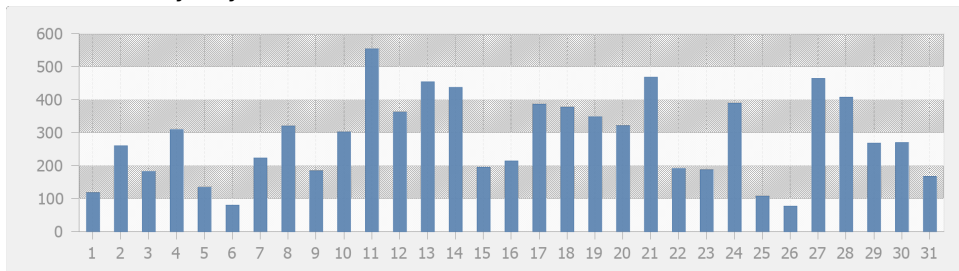
Summary

8755 radio calls received for the month.
 77 calls, on the quietest day, 26-Jan
 554 calls, on the busiest day, 11-Jan
 282 calls, daily average for January
 Friday is the busiest day of the week.

Days of Week

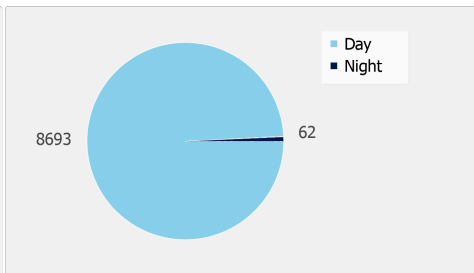
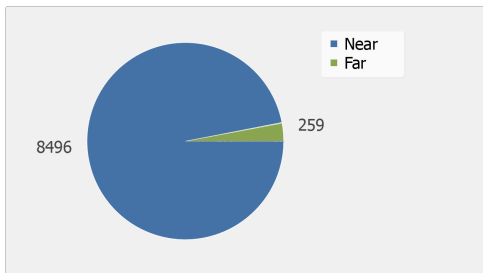


AIRSPACE activity, Days of Month



Classification of Local Airspace activity

During January 2022 there was 19% less airspace activity compared to the same month last year.
 'Near' are aircraft close enough to the airport that their radio calls are relevant to the airport operations.
 'Far' are those on the same radio frequency but far enough away to be not relevant.
 'Day' / 'Night' refer to Morning / Evening Civil Twilight calculated each day at the Lat/Long of the airport.



Local Airspace activity in Same Month Last Year

