

RUSSELLVILLE AIRPORT COMMISSION

Meeting Minutes

DATE 5/26/2020

MEMBERS PRESENT:

Bill Rowlett X
Kevin Burnham X
Nathan George X
Paul Horney X
Dwight Talburt X
Les Teaff X
Bill West

GUESTS:

Radio
News Sean Ingram

 Bob Chatman X

 Rick Harrell

 Mayor Richard Harris

Airport Manager:
Keith Frazier X

Meeting Started at 6:00 PM

Introduction of Guests

Accept the Minutes 2/25/2019 and Special Called Meeting 4/30/2020

- Special Called Meeting 4/30/2020 minutes clarified to read 1% of Down's gross receipts.

Motioned by: NG

Seconded by: KB

Passed 6-0

Introduction of Guest: N/A

Manager's Report

Jet A Sales in February : 2716 gallons

Jet A Sales in March: 5028 gallons

Jet A Sales in April: 1998 gallons

AVGAS Sales in February : 2562 gallons

AVGAS Sales in March: 2147 gallons

AVGAS Sales in April: 1956 gallons

Total Fuel Volume in February : 5278 gallons

Total Fuel Volume in March: 7175 gallons

Total Fuel Volume in April: 3954

Self Service Statistics February : 766.75 gallons 34 sales, 29.93 % of AVGAS Volume, 14.53% of Total Volume, 22.55 average gallons per sale

Self Service Statistics March : 453 gallons 52 sales, 21.09 % of AVGAS Volume, 6.3% of Total Volume, 8.7 average gallons per sale

Self Service Statistics April : 1141 gallons 53 sales, 58.33 % of AVGAS Volume, 28.85% of Total Volume, 21.53 average gallons per sale
End of February YTD Fuel Volume : 11,882 gallons which is a 47.35% increase compared last February 2019

End of March YTD Fuel Volume : 19,057 gallons which is a 13.75% increase compared last March 2019

End of April YTD Fuel Volume : 23,011 gallons which is a 4.90% decrease compared last April 2019

Financial - Accounts Receivable Aging for February: 3>90

Financial - Accounts Receivable Aging for March: 3>90

Financial - Accounts Receivable Aging for April: 3>90

City Hanger Occupancy in February, March and April 2020 was: 70.69% City Enclosed Hangar 100% City Shade Hangars 35% Private Hangars 100%

Self Sufficiency for February 2020: 48.81% /47.16%

Self Sufficiency for March 2020: 100.08% /66.31%

Self Sufficiency for April 2020: 83.09% /69.70%

MANAGER'S REPORT / FINANCIAL REPORT:

Accept the Manager's Report Passed 6-0

Motioned by: KB

Seconded by: NG

OLD BUSINESS

1. AIP Grant FY-19 Update- Bob Chatman
Updates:
 - 2nd round of permanent painting done to runway.
 - Beacon has been replaced.
 - The new electrical vault was received last Tuesday.
 - Entergy set the power service last Monday.
2. RFQ Consulting Engineering Services
 - Motion to move forward with adopting qualified requirements By LT, Seconded by KB passed 6-0
3. Economic Development Strategy for Growth at RUE- Dwight Talburt/ Keith Frazier

5/26/2020

4. Discussion of possible grant to purchase a hangar for support of Economic Development Plan
5. Fly in Spring date (Cancelled due to COVID-19)

NEW BUSINESS:

1. Update on Specialty Propeller Services
2. Receipt of Cares Act Grant \$69,000
3. Possible Land Lease of property to be deemed permanent non-aeronautical use
4. Plane Parade June 7th for Russellville Sesquicentennial
 - Rainout date 1st weekend in September
5. Manager to look into acquiring protective cover for the new self service fuel card reader

MISCELLANEOUS: :

1. City One Cent Sales Tax
2. Donated Picture of Airport

MEETING ADJOURNED : 6:58 PM