

**RUSSELLVILLE AIRPORT COMMISSION**  
**Annotated Agenda**  
**DATE 1/28/2020**

**MEMBERS PRESENT:**

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

Airport Manager:  
Keith Frazier   X  

**GUESTS:**

Radio                                                
News                                                
  
Bob Chatman      X    
  
Rick Harrell                   
  
Mayor Richard Harris             
Erin Michael rep Mayor   X    
Robin Johnson CFD      X  

Meeting Started at 6:04                    PM

Introduction of Guests        Luke Sager, Jason Trimble

Accept the Minutes 11/26/2019    Passed 6 - 0

Motioned by:   KB    
Seconded by:   LT  

**Nominations for the vacancy on the Airport Commission due to Tommy Littleton's term expiring.- Chairman Dwight Talburt**

**Nomination for Nathan George by BR**  
**Motion to cease discussion by LT Seconded by KB**  
**Motion to accept Nathan George by acclimation by LT Seconded by PH**  
**Passed 6 - 0**

**Manager's Report**

**Jet A Sales in November 2019: 5359 gallons .**

**Jet A Sales in December 2019: 3970 gallons**

**.AVGAS Sales in November 2019- 1484 gallons**

**AVGAS Sales in December 2019: 1381gallons**

**Total Fuel Volume in November 2019- 10581gallons**

**Total Fuel Volume in December 2019-6517 gallons**

**Self Service Statistics November 2019: 367 gallons 30 sales, 24.7% of AVGAS Volume, 3.4% of Total Volume, Average 12.23gallons per sale**

Self Service Statistics December 2019: 645 gallons 45 sales, 46.7 % of AVGAS Volume, 9.8% of Total Volume, Average 14.33 gallons per sale

End of November 2019 YTD Fuel Volume: 93,653 gallons which is a 4.17% increase compared last November 2019

End of December 2019 YTD Fuel Volume: 99,004 gallons which is a 2.68% increase compared last December 2019

Financial - Accounts Receivable Aging for November 2019: 3>90  
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City Hanger Occupancy in November 2019 was: 70.69% City Enclosed Hangar 100%  
City Shade Hangars 30 % Private Hangars 100%

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Self Sufficiency for November 2019: 200.96% / 80.69 %  
Self Sufficiency for December 2019 : 71.69% / 54.98%

**MANAGER’S REPORT / FINANCIAL REPORT:**

Accept the Manager’s Passed 6 - 0  
Motioned by: LT  
Seconded by: KB

**OLD BUSINESS**

1. Weather stopped work on overlay and lights  
Final striping when lighting contractor is done ~March  
Changing Alpha/Num signs - Approximately 10 signs  
FAA audit required >\$750,000
2. CIP Update- Bob Chatman 2021 Taxiway G East Part  
Bank 2020 funds for Taxiway G Phase 2 2025
3. Aeroprakt Update- Keith Frazier Company decided to locate in Searcy.

**NEW BUSINESS:**

1. Positions 3&4 and 6&7 on the airport Commission are not staggered.  
Discussion to determine if they need to be staggered or leave as is.
2. 60<sup>th</sup> Anniversary of the Airport at its current location. Discussion of possible events to celebrate this milestone.
3. Discussion concerning turning the old FBO office into a certified testing center for pilot testing and other purposes. All lighting controls will be moved into a new concrete vault leaving a side of the old FBO available.

**MISCELLANEOUS::**

1. Update Airport Facebook page - Luke Sager  
    Feature pilots and business with a different pilot each month
2. Aerospace and Defense Program with Career Center - Possible aviation career path.
3. New Self Service Digital Fuel dispenser to be installed - cloud based

MEETING ADJOURNED:     ~7:15         PM