

**RUSSELLVILLE AIRPORT COMMISSION**

**Minutes**

**DATE 2/22/2022**

**MEMBERS PRESENT:**

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

**GUESTS:**

Radio \_\_\_\_\_  
News  Sean Ingram   
  
Bob Chatman  X   
  
Shawn Harris \_\_\_\_\_  
  
Mayor Richard Harris

Airport Manager:  
Keith Frazier  X

**Meeting Started at 6:05 PM**

**Introduction of Guests**

**Accept the Minutes 11/30/2021**

Motioned by:  KB   
Seconded by:  BW  Motion Passed 5-0  
Introduction of Guest:

**Manager's Report**

**Jet A Sales in December 2021:5871 gallons**  
**Jet A Sales in January 2022- 4359 Gallons**

**AVGAS Sales in December 2021:3550 gallons**  
**AVGAS Sales in January 2022- 3891 Gallons**

**Total Fuel Volume in December 2021-9421 gallons**  
**Total Fuel Volume in January 2022 - 8250 Gallons**

**Self Service Statistics December 2021 : 858 gallons 57 sales,24.17% of AVGAS**  
**Volume, 9.11% of Total Volume, 15.05 gallons average per sale**

**Self Service Statistics January 2022 :480.2 gallons 49 sales,16.35% of AVGAS**  
**Volume, 7.71% of Total Volume, 12.97 gallons average per sale**

**26.12% increase compared last December 2021**  
**End of December 2021 YTD Fuel Volume : 121,016 gallons which is a**

End of January 2022 YTD Fuel Volume : 8250 gallons which is a 4.65% decrease compared last January 2021

Financial - Accounts Receivable Aging for December 2021 2>90

Financial - Accounts Receivable Aging for January 2022 2>90 Days

City Hanger Occupancy in December 2021 was: 74.42% City Enclosed Hangar 100% City Shade Hangars 40 % Private Hangars 100%

City Hanger Occupancy in January 2022 was : 74.42% City Enclosed Hangar 100% City Shade Hangars 40 % Private Hangars 100%

Self Sufficiency for December 2021 :43.42% / 42.08% Updated Financial Report

Self Sufficiency for January 2022 : 57.53% / 57.53% Updated Financial Report

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

Accept the Manager’s Passed 5-0

Motioned by: LT

Seconded by: KB

**OLD BUSINESS**

1. **2021 AIP Grant Project- Bob Chatman**  
Taxiway East - Project closed - 100% FAA paid
2. **2023 CIP Changes and BIL-Frazier**  
BIL add \$159,000, \$10,000 match DOA, \$309,000/Yr for CIP  
Apron project moved up to 2023, May require stepped process  
Fencing moved back - Maybe look for State grant
- 3 **2022 Budget Capital Expenditure (GPU)**  
New GPU is service
- 4 **Permanent Non-Aeronautical Use of Land Application update - Frazier**  
Category exclusion for National Guard property - Historical Society sign off complete - Resubmitted to Environmental then to Program Manager - D.C. Should be complete in 60 to 90 days. Fire and police have done clearing. Police will build training structure. Fire training facility long term.
- 5 **Hanger Construction Update-Bob Chatman**  
Floor is poured. Building delivery 14<sup>th</sup> to 21<sup>st</sup> March, Needs 2<sup>nd</sup> coat of hardner on floor. (Cool temperature Issue).
- 6 **Commissioner’s Expiring Terms Bill West and Lest Teaff and consideration for reappointment- Frazier**

**NEW BUSINESS:**

1. **Department of Aeronautics funding updates for FY22&23- Frazier**  
Director Dept of Aeronautics - now has new 80-20% grant going forward. Will be exploring another new hanger.
2. **RFP for Fuel Provider- Frazier**  
RFP by Keith next meeting
3. **Commission officers going forward**  
Motion to add to next meeting - by BW, Second by LT - Passed 5-0

**MISCELLANEOUS:**

MEETING ADJOURNED :         6:58         PM