

# SPRINGDALE AIRPORT COMMISSION AGENDA

**Thursday, April 21, 2022  
1:00 p.m.**

*Tiered Training Room – 2<sup>nd</sup> Floor  
Criminal Justice Building*

1. **Call to Order** - Chairman Neil Johnson
2. **Roll Call**
3. **Approval of Minutes** – March 17, 2022 Commission Meeting **Pgs. 2 - 4**
4. **Comments from Audience**
5. **Update from Summit Aviation** – Daniel Hughes, Manager **Pg. 5**
6. **Report from Ernest Cate, City Attorney**
7. **Airport Operations Report** (hangar rent, maintenance, etc.) – Laura Meyers, Airport Supt.
8. **Airport Activity Report** – (fuel sales, operations, revenues & expenditures,) – James Smith, Airport Manager **Pgs. 6 - 10**
9. **Garver Update** – Greg Thomas, Adam White
10. **Old Business**
11. **Comments from Commissioners**
12. **Adjourn**



**If you are unable to attend the meeting, please call - 750-8114,  
or email [bparnell@springdalear.gov](mailto:bparnell@springdalear.gov). Thank You!**

**SPRINGDALE AIRPORT COMMISSION MEETING  
MINUTES  
March 17, 2022**

The regular meeting of the Springdale Airport Commission took place on Thursday, February 17, 2022 in the Airport Terminal Lobby at Springdale Municipal Airport.

1. Chairman Neil Johnson called the meeting to order at 1:00 p.m.
2. Roll call was answered by:

Neil Johnson	✓
Greg Collier	✓
Cameron McAhren	x
Joel Gardner	✓
Steve Smith	x
Bill Schoonover	✓
Micah Thomason	✓

City Staff present:

Wyman Morgan, Administration & Financial Services Director  
James Smith, Airport Manager  
Laura Meyers, Airport Superintendent  
Beth Parnell, Airport Commission Secretary, Mayor's Office

3. **APPROVAL OF MINUTES** – Commissioner Gardner made the motion to approve the February 17, 2022 Commission Meeting Minutes and Commissioner Collier seconded. *All approved and the motion was carried.*
4. **COMMENTS FROM AUDIENCE** – There were no comments from the audience.
5. **REQUEST BY ADAM RUTLEDGE**

Mr. Rutledge expressed interest in building a hangar on the northeast side (Hwy. 265) of the Airport. Commissioner Thomason inquired if it mattered on which space he built. Mr. Rutledge said his preference would be a hangar close to the runway for easier access. He had concerns about being blocked in when he needs to make important meetings. In his current situation, he works closely with the FBO to get his plane out of the hangar before he is ready to go. There are two others interested in building hangars on the northeast side. Wyman Morgan pointed out when a land lease is signed, it holds a particular spot as long as the land lease is paid and they can start construction within a designated time. The size of the hangar would determine the location: closest to the highway would be the larger hangars which might help determine who goes where. The previous requests for land leases had tentatively selected where they wanted to build between the two of them. *A motion was made by Commissioner Thomason to have James obtain Letters of Intent from the prospective builders to reserve a specific location. The Motion was seconded by Commissioner Gardner. With a Roll Call, all voted YES and the Motion passed.*

It was decided James would contact the interested parties to: 1) Submit a *Letter of Intent*; 2) Provide a Site Plan to James; 3) Preparation of a Land Lease by James for execution by the builder; and; 4) Proceed with hangar construction.

6. **UPDATE FROM SUMMIT AVIATION – DANIEL HUGHES, MANAGER**

Fuel sales for February 2022 – Jet-A: 25,781 Gallons, Down 19% from January (30,744 gallons); 100LL: 5,066 Gallons, down 45% from January (7,369 Gallons). Weather and rising costs of oil has had an impact. Two major clients had planes out of service for part of January and all of February which amounted to 30% of the fuel purchases. The FBO has purchased a new JetGo 900 GPU. It can start any size aircraft at the airport.

7. **REPORT FROM ERNEST CATE, CITY ATTORNEY**

City Attorney Cate was not present at the meeting.

8. **AIRPORT OPERATIONS REPORT, LAURA MEYERS, AIRPORT SUPERINTENDENT**

Laura has sent out requests to three different providers for new water fountains. One has responded so far with an estimate of \$6,450 which included removing the old fountains, the purchase of new fountains and installation. We should have the other estimates by the next meeting.

9. **GARVER UPDATE: GREG THOMAS**

Greg Thomas gave the Commission updates on current projects:

- **Taxiway Extension Project:** 100% FAA funded project. Construction will begin May 1st and should take about 150 calendar day's construction time, all summer and into the fall. It involves installing a taxiway and box culvert across Spring Creek, and installing edge lights on the east side.

- **East Hangar Construction Project:** Site development and hangar construction. Project will begin March 28<sup>th</sup>. The Building Package will be delivered in April with a certificate of occupancy issued in late June. It should have little impact on airport operations. A barricade and signs will be posted on Taxiway B regarding the construction zone.

- **Powell Hangar Rehabilitation:** Value Engineered estimate, \$588,000. Arkansas Department of Aeronautics indicated they had never done a project like it before but felt there would be funding. It may take more time to get it funded. Greg will follow-up with the State and get a schedule set up, possibly a late fall start. It does not include sewer but does include water for fire protection. We recommend doing the sewer with the access road project. This will be updated next month.

**Additional Infrastructure Funding.**

The airport will receive an additional \$295,000 each year in addition to the \$190,000 it already receives from FAA each year. Our CIP will need to be resubmitted due to the additional funds and will include:

- **Tower Upgrade** - from FAA funds specifically for towers and terminals.
- **Access Road** - will include sewer line extension south of the Powell Hangar; getting more information.
- **East Apron and Taxiway** - north another 400 or 500 feet. Will have smaller hangars.
- **Taxiway "A" West Side** - a discretionary project with FAA funding, \$10 million split into 3 phases.
- **West Side Development Project** - possible additional taxi lane, maintenance shed, and more hangars on the west side; about one million dollars.

Commissioner Gardener wanted to know about the construction impact over the three phases of the Taxiway "A" Project. He thought it could possibly be set it up in two projects to minimize it to two years. Greg noted Taxiway B should be complete by that time and the three phases will help limit the impact. There is no construction safety plan in place yet. This CIP plan will be submitted March 25<sup>th</sup>.

10. **AIRPORT ACTIVITY REPORT, JAMES SMITH, AIRPORT MANAGER**

The fuel report is down from 2021. The previous months, however, have been up. Operations are up the past two months. Ramp has been busy. Chairman inquired if he thought the fuel cost has impacted the small user? Daniel: The change that is normally two to three cents has been up to 52 cents per week. We are still cheaper on Avgas at \$5.49 than XNA at \$6.67.

11. **OLD BUSINESS**

No old business.

12. **COMMENTS FROM COMMISSIONERS**

Commissioner Thomason wanted to discuss the APCO Rubber Property. The City has inquired if the airport would have any interest or use for the buildings. Chairman Johnson thinks they would not be useful for hangars. No decision has been made as of the 3/17/2022 meeting. The City would possibly use the property to lineup

Sunset to the airport. Wyman noted the City was having a traffic study made. The present owners wanted to lease the buildings back for two years which means they could not use the buildings or remove them for the two years. Commissioner Thomason didn't think we would have any use for them in that case. Commissioner Schoonover mentioned with the proximity to airport, FAA restrictions might control what would happen with that property. FAA would require lights on any structures.

**The March 17, 2022 Airport Commission Meeting was adjourned by Chairman Johnson at 1:48 p.m.**

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Neil Johnson, CHAIRMAN

\_\_\_\_\_  
Beth Parnell, RECORDING SECRETARY

\_\_\_\_\_  
DATE OF APPROVAL

## March 2022 Summit Fuel Sales

Jet-A: 40,416 Gallons Up 37% from February (25,781 Gallons)

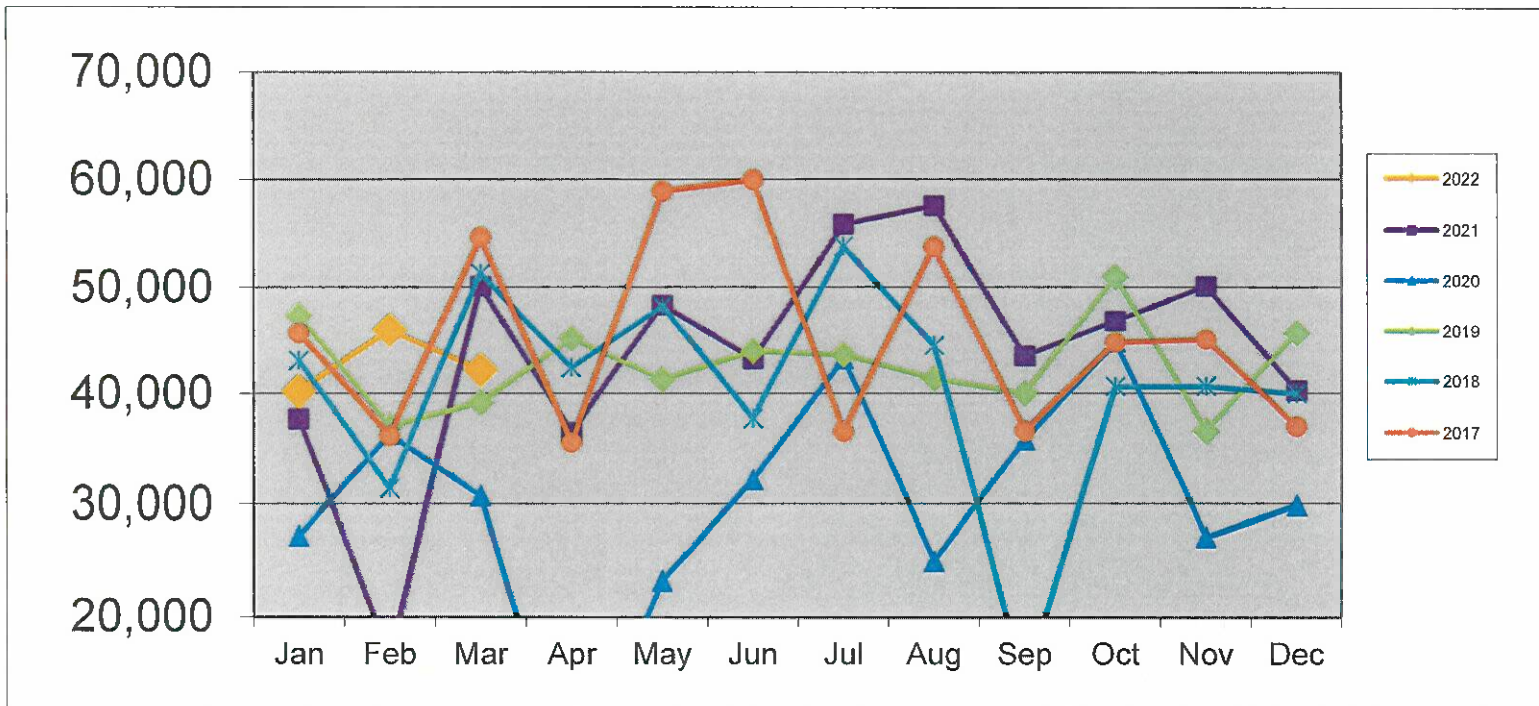
100LL: 6116 Gallons Up 18% from February (5066 Gallons)

2019 Feb – Jet-A: 33,511 Gallons

2019 Feb– Avgas: 6601 Gallons

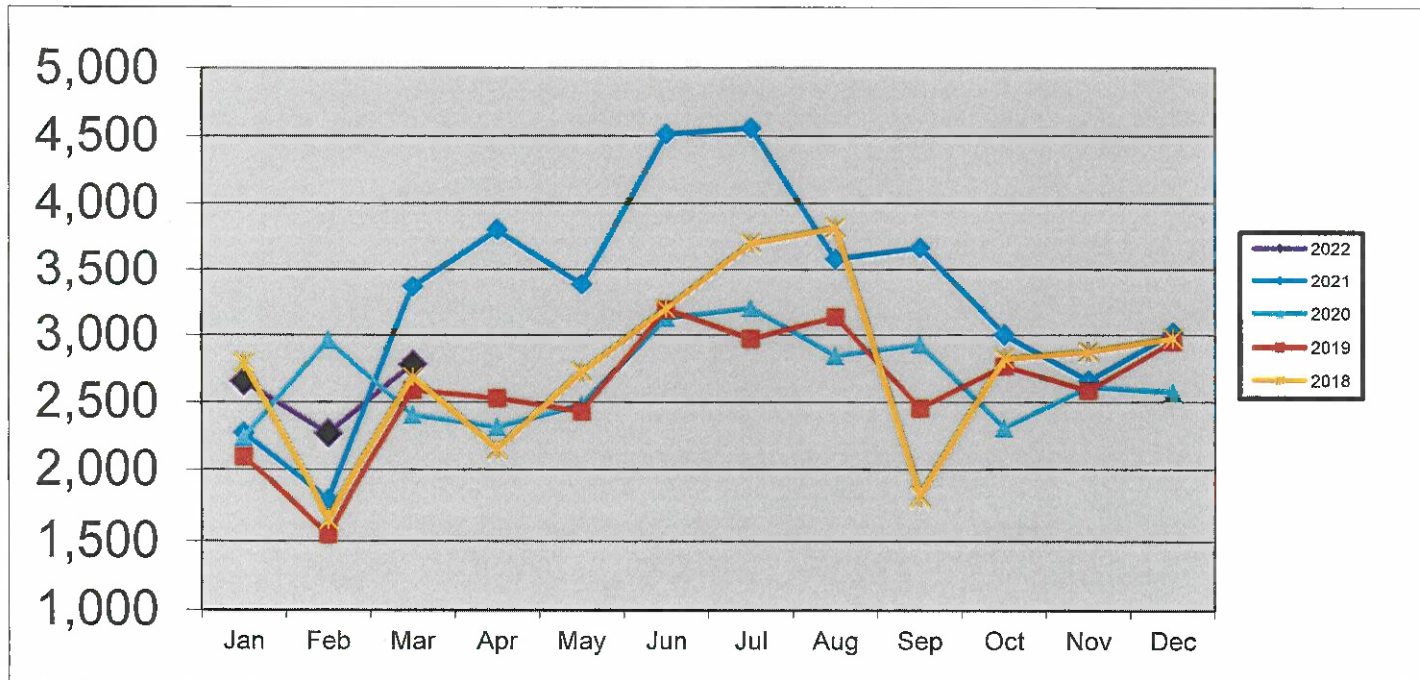
**City of Springdale Municipal Airport Commission  
Gallons of Fuel Purchases**

	2022	2021	2020	2019	2018	2017
Jan	40,150	37,651	27,173	47,324	43,039	45,640
Feb	45,911	16,370	36,227	36,989	31,362	36,128
Mar	42,119	50,083	30,662	39,164	51,298	54,591
Apr		36,375	3,981	45,109	42,368	35,504
May		48,288	23,216	41,222	48,189	58,839
Jun		43,149	32,089	43,877	37,677	59,851
Jul		55,781	43,103	43,528	53,742	36,438
Aug		57,499	24,914	41,269	44,436	53,666
Sep		43,410	35,664	39,877	13,910	36,466
Oct		46,737	44,657	50,827	40,537	44,669
Nov		49,989	26,992	36,427	40,537	44,925
Dec		40,150	29,722	45,518	39,852	36,825
Totals	128,180	525,482	358,400	511,131	486,947	543,542



### Total Operations

	2022	2021	2020	2019	2018	2017
Jan	2,653	2,272	2,238	2,096	2,795	1,685
Feb	2,268	1,777	2,958	1,546	1,654	2,853
Mar	2,781	3,361	2,403	2,586	2,686	2,769
Apr		3,800	2,314	2,526	2,149	2,613
May		3,379	2,475	2,426	2,720	3,429
Jun		4,507	3,120	3,186	3,191	2,774
Jul		4,552	3,195	2,966	3,697	3,182
Aug		3,576	2,843	3,127	3,812	3,303
Sep		3,662	2,927	2,448	1,807	3,150
Oct		2,995	2,306	2,762	2,818	2,896
Nov		2,653	2,605	2,577	2,868	2,232
Dec		3,005	2,567	2,943	2,968	2,191
Totals	7,702	41,560	31,951	31,189	33,165	33,077



**CITY OF SPRINGDALE**  
**Airport Commission**  
**2022 Revenues and Expenditures**

	January	February	March	Year to Date	2021 Total	2020 Total	2019 Total
<b>Revenue</b>							
Washington County Sales Tax	\$ 2,121	\$ 1,673	\$ 1,621	\$ 5,415	\$ 19,476	\$ 7,197	\$ 11,235
Springdale Sales Tax	3,393	2,679	2,594	8,666	28,041	10,256	17,978
Federal Grants	-	-	-	-	126,017	177,717	77,998
State Grants	-	-	-	-	-	-	415,249
Ramp Fees	-	-	-	-	-	-	-
Interest	-	-	-	-	-	1,384	600
Hangar Rent	26,541	26,364	26,515	79,420	315,994	318,534	307,580
Terminal Rent	3,150	3,150	3,150	9,450	37,800	48,200	42,124
Ground Lease	22	22	22	67	265	2,240	3,932
Through Fence Revenues	-	-	-	-	17,170	17,170	17,170
Fuel Flowage Fees	4,417	5,050	3,558	13,025	56,655	50,857	41,742
Miscellaneous	18	-	-	18	-	107	651
Transfer from Sales and Use Tax Fund	-	-	-	-	-	-	11,501
Sale of Capital Assets	-	-	-	-	-	2,565	-
Insurance Recoveries	-	-	-	-	4,208	1,533	-
<b>Total Revenue</b>	<b>\$ 39,661</b>	<b>\$ 38,939</b>	<b>\$ 37,460</b>	<b>\$ 116,060</b>	<b>\$ 605,626</b>	<b>\$ 637,760</b>	<b>\$ 947,760</b>
<b>Expenditures</b>							
Regular Salaries	\$ 2,753	\$ 5,175	\$ 5,175	\$ 13,103	\$ 57,565	\$ 59,156	\$ 64,836
Overtime	8	-	-	8	874	515	839
Bonuses	-	-	-	-	1,600	-	-
Sick Leave Bonuses	-	-	-	-	148	144	141
Temporary	-	-	-	-	-	-	3,580
FICA/Medicare	202	379	379	960	4,404	4,353	4,767
Insurance	589	538	538	1,665	6,511	7,862	9,670
Pensions	165	311	311	787	3,455	3,521	3,890
Workers' Compensation	56	105	105	265	1,211	1,317	1,135
Uniforms	-	27	20	47	93	72	21
Engineering	-	-	-	-	-	7,325	4,562
Other Professional Services	-	-	-	-	2,606	187	800
Control Tower Operations	-	8,716	8,716	17,433	104,159	76,930	84,011
Water & Sewer	-	144	167	311	2,790	2,478	1,618
Maintenance Bldg. & Grounds	2,448	4,675	2,577	9,700	81,705	137,688	43,170
Approach Obstruction Removal	-	-	-	-	-	-	-
Vehicle Maintenance	-	-	25	25	5,920	4,754	5,332
Equipment Maintenance	-	-	-	-	7,723	1,434	15,334
Office Supplies & Postage	-	-	-	-	198	-	326
Natural Gas	-	2,404	1,866	4,270	5,662	5,725	5,936
Electricity	-	2,602	315	2,917	31,745	29,775	30,604
Gasoline	-	426	615	1,041	7,333	3,781	9,019
Insurance/Property	-	-	-	-	20,147	16,747	15,298
Communications	349	1,144	1,279	2,772	16,897	13,497	15,307
Travel & Training	-	-	-	-	-	-	29
Miscellaneous	155	299	369	822	4,973	4,631	3,984
Grant Expenditures - Covid-19	-	-	-	-	-	9,271	-
Property Taxes	-	-	-	-	19,291	18,187	17,837
Land Purchase	-	-	-	-	-	-	25,576
Improvements	-	-	-	-	-	-	-
Taxiway Improvements	-	-	2,128	2,128	225,500	104,717	10,558
ASG Hangar Enclosure	-	-	-	-	-	-	-
ASG East Hangar Construction	-	-	253	253	20,126	46,748	-
Fuel Farm Rehab	-	-	-	-	-	-	-
ASG Apron Paving	-	-	-	-	-	-	151,446
Terminal Access Rd	-	-	-	-	-	-	-
ASG Airport Road	-	-	-	-	-	-	-
ASG Runway	-	-	-	-	-	-	48,371
MALSF Replacement	-	-	-	-	-	-	-
Terminal Improvements	-	5,998	-	5,998	-	-	52,422
LED PAPI Project	-	-	-	-	-	-	-
Airport Kitchen Improvement	-	-	-	-	-	-	3,624
Equipment	-	-	-	-	-	31,317	-
Bad Debt (Recovery)	-	-	-	-	-	(1,148)	-
<b>Total Expenditures</b>	<b>\$ 6,724</b>	<b>\$ 32,941</b>	<b>\$ 24,838</b>	<b>\$ 64,503</b>	<b>\$ 632,636</b>	<b>\$ 690,984</b>	<b>\$ 634,033</b>
<b>Excess Receipts Over (Under) Expenditures</b>	<b>\$ 32,937</b>	<b>\$ 5,998</b>	<b>\$ 12,623</b>	<b>\$ 51,557</b>	<b>\$ (27,010)</b>	<b>\$ 46,776</b>	<b>\$ 313,727</b>



**City of Springdale  
Airport Commission  
Balance Sheet  
March 31, 2022**

**Assets**

Current Assets

Cash in bank	\$ 370,284
Accounts receivable, net	(47,817)
Allowance for doubtful accounts	(8,640)
Prepaid assets	591
Other assets	<u>1,013</u>

Total Current Assets 315,432

Capital Assets

Land	3,297,658
Land improvements	8,985,226
Buildings	3,541,110
Machinery and equipment	1,023,288
Construction in progress	246,380
Less accumulated depreciation	<u>(8,503,090)</u>

Total Capital Assets, net of accumulated depreciation 8,590,570

Total Assets \$ 8,906,002

**Liabilities and Fund Balance**

Liabilities

Accounts payable	\$ 7,420
Compensated absences	5,058
Customer deposits	1,524
Unearned revenue - hangar rent	6,754
Other Liabilities	<u>18,444</u>

Total Liabilities 39,201

Fund Balance 8,866,801

Total Liabilities and Fund Balance \$ 8,906,002

CITY OF SPRINGDALE  
 AIRPORT ACCOUNTS RECEIVABLE  
 AGING REPORT - 4-13-2022

CUST ID	HANGAR NUMBER	NAME	TOTAL	NOT YET DUE	1 - 30 DAYS DUE	31 - 60 DAYS DUE	61 - 90 DAYS DUE	OVER 90 DAYS DUE
<b>OLD HANGAR LEASE</b>								
43	508	GULDI, HAROLD - #508	142.00	142.00	-	-	-	-
44	509	JUSTIS, JEFF - #509	142.00	142.00	-	-	-	-
48	1204	LEE, TOMMY - #1204	276.00	276.00	-	-	-	-
			<u>560.00</u>	<u>560.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
			100.00%	100.00%	0.00%	0.00%	0.00%	0.00%
<b>NEW HANGAR LEASE</b>								
1630	208	COPE, DON - #208	150.00	150.00	-	-	-	-
1801		POSEY- GLORIOUS ASSESS - G	44.40	22.20	22.20	-	-	-
1810	607	FOGG, BRITT - #607	522.50	209.00	209.00	104.50	-	-
1837	001	DILLARD, JOE	155.00	155.00	-	-	-	-
1857	1301	MANN, JEFF - #1301	313.20	-	-	-	-	313.20
1884	405	MANN - JEFF - #405	630.00	-	-	-	-	630.00
1888	003	SUMMIT AVIATION - #003	155.00	155.00	-	-	-	-
1956	1535-B	MANN, JEFF - #1535-B	1,260.00	-	-	-	-	1,260.00
1975	304	SUMMIT AVIATION - #304	127.00	127.00	-	-	-	-
1977	411	MANN, JEFF - #411	630.00	-	-	-	-	630.00
1978	412	MANN, JEFF - #412	838.80	-	-	-	-	838.80
2029	1303	MANN, JEFF - #1303	612.00	-	-	-	-	612.00
2085	306	JERNIGAN< JAMES - #306	127.00	127.00	-	-	-	-
2092	810	MANN, JEFF - #810	370.80	-	-	-	-	370.80
2105	410	FOSTER, MARK	192.50	175.00	17.50	-	-	-
2106	1308	LEE, TOMMY	87.00	87.00	-	-	-	-
2107	1307	LEE, TOMMY	170.00	170.00	-	-	-	-
			<u>6,385.20</u>	<u>1,377.20</u>	<u>248.70</u>	<u>104.50</u>	<u>-</u>	<u>4,654.80</u>
			100.00%	21.57%	3.89%	1.64%	0.00%	72.90%
<b>TOTAL DUE</b>			<u>6,945.20</u>	<u>1,937.20</u>	<u>248.70</u>	<u>104.50</u>	<u>-</u>	<u>4,654.80</u>
<b>AIRPORT TERMINAL</b>								
1935	CAFÉ	FRICK, DOYLE/SEARS, LAURA	1,360.00	-	-	-	-	1,360.00
2043	CAFÉ	ALBATROSS BAR & GRILL	2,160.00	-	-	-	-	2,160.00
2134	CAFÉ	FLIGHTLINE BAR & GRILL	-	-	-	-	-	-
			<u>3,520.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,520.00</u>
<b>OUT OF HANGAR - BALANCE OWED</b>								
1816		GILBOW, BARRY	457.20	-	-	-	-	457.20
			<u>457.20</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>457.20</u>
<b>GRAND TOTAL</b>			<u>10,922.40</u>	<u>1,937.20</u>	<u>248.70</u>	<u>104.50</u>	<u>-</u>	<u>8,632.00</u>