



Airport Committee Meeting

AGENDA

**Tuesday, June 05, 2018 6:00 PM
City Hall**

I. CALL TO ORDER

II. MATTERS BEFORE COMMITTEE

- [1.](#) Monthly Airport Report
2. Airport Recognition
3. Approval - Airport Apron Project

III. ADJOURN



**CENTRAL
SERVICES
MONTHLY REPORT
JUNE
2018**

CENTRAL SERVICES

MONTHLY REPORT

JUNE 2018

	2018 January	2018 February	2018 March	2018 April	2018 May	2017 May	2017 June	2017 July	2017 August	2017 September	2017 October	2017 November	2017 December	Monthly Average	Yearly Totals
AIRPORT															
100LL AvGas Sale Price	\$3.83	\$3.99	\$3.99	\$3.99	\$4.19	\$3.60	\$3.69	\$3.69	\$3.69	\$3.69	\$3.69	\$3.69	\$3.79	\$3.81	
Transactions	92	75	98	101	98	135	119	137	113	89	105	132	98	107	1392
Gallons Sold	3,073.1	2,328.6	2,380.2	2,646.3	2,399.8	4,045.5	3,276.7	3,640.5	3,291.0	2,616.6	2,778.0	4,446.2	3,305.7	3,094.5	40,228.0
Revenue	\$11,771.97	\$9,290.99	\$9,497.04	\$10,558.66	\$10,049.21	\$14,571.90	\$12,090.88	\$13,433.57	\$12,143.61	\$9,655.11	\$10,250.80	\$16,406.48	\$12,528.50	\$11,711.44	\$152,248.72
AvGas Profit/Loss	(\$180.12)	\$205.05	\$209.93	\$235.07	\$338.18	\$888.43	(\$1,743.50)	\$1,017.86	\$918.64	\$727.32	\$336.95	\$357.37	\$140.80	\$265.54	\$3,451.98
Airport Profit/Loss	(\$448.23)	\$3,643.48	\$5,007.08	(\$257.77)	(\$937.13)	\$5,303.00	(\$399.55)	\$4,239.31	(\$531.94)	\$847.51	\$4,890.31	\$4,143.87	\$2,219.77	\$28,857.04	
COMMUNITY SERVICE															
Participants	1	0	0	0	0							0	1	0.3	2
Hours	4.0	0.0	0.0	0.0	0.0							0.0	8.0	1.7	12.0
SAFETY PROGRAMS															
Facility Inspections	8	5	6	9	5								3	6.0	36
Worksite Inspections	5	4	1	2	3								2	2.8	17
Employee Safety Classes	0	1	3	3	4								0	1.8	11
PURCHASING															
P-Card Transactions	334	452	480	424	415	342	389	361	439	362	324	321	314	381.3	4,957
Purchase Orders	143	144	105	100	114	99	87	75	135	97	119	106	67	107.0	1,391
Sealed Bids/Proposals	0	0	0	2	1	0	1	1	3	3	2	0	2	1.2	15
INFORMATION TECHNOLOGY															
Workorder Tickets	91	83	109	103	102	60	79	60	70	55	60	56	67	76.5	995
Phishing Fail Percentage				4.2%										4.2%	
MARKETING															
Newsletters Distributed	0	0	6,005	0	6,000	0	6,177	0	0	6,208	0	0	6,241	2,356.2	30,631
Public Awareness Material	0	0	9,950	0	6,000	2,250	0	0	0	100	0	100	160	1,427.7	18,560

PROJECTS & UPDATES

FACILITIES MANAGEMENT

The City of Monroe and Garland/DBS have put together a preliminary list of facilities for repair and rehabilitation for FY19 approval during the budgeting process. Those facilities will include the Art Guild, Old City Hall, and the Public Works office building. The Fire Department roof will come before the Council in August to follow a budgetary plan for the year.

CHILDERS PARK

The removal of trees at Childers Park is complete, with final bits of underbrush and kudzu being again removed. The hydrants in the dog park area have been relocated within the park, with a yard hydrant having been installed to water newly installed grassy areas within the fenced portion of the dog park. The hope is to have the dog park again reopened in the next couple of weeks, weather permitting. The upgrades should be very favorable to visitors in the future after the renovation and cleanup of the area.

WATER CONSERVATION



The City of Monroe and the Monroe-Walton Center for the Arts (Art Guild) have coordinated the initial phases of a rain barrel project to focus on a water conservation program during the summer to then allow for auctions of those barrels. The revenue from the auction of the barrels are to then be split between the City of Monroe and the Monroe-Walton Center for the Arts. The plan is to have approximately 25 barrels completed in 2018, and an additional 25 in 2019 for distribution to the public by way of auction.

WEBSITE

The new website will go live on June 15th as final adjustments and changes are being made. There will be changes that will still be made after going live to achieve limited clicks in accessing information on the website. The new Agenda management

system will go live for the August meeting, giving approximately 2 months for preparation and learning of submission paths and requirements.

MONROE-WALTON COUNTY AIRPORT

The City of Monroe has secured additional money for the complete rehabilitation and expansion of the east apron areas and a rehabilitation of the west apron taxiway entering the runway. This money will go in conjunction with City funding to provide for more tie-downs, larger apron areas to allow for future growth, piping of ditches, and paving of new area around the proposed t-hangar site. Skydive Monroe in cooperation with Extra Special People (ESP), held its annual fundraiser to benefit the ESP summer camp program with a total fundraising amount of \$106,000.

SAFETY PROGRAM & COMMITTEE

The Safety Committee continues to routinely meet and discuss aspects of improving our safety focus around the City. Cyber security has remained a constant



focus of the IT division and sends out constant safety processes and guidelines. Again, our cyber security program and training is ongoing and will continue with constant testing programs and phishing

training. The topics covered recently with the safety module program have been motivational approaches, hands free law changes, and City safety campaign focuses. The major focus is to bring awareness and training of campaigns both old and new to the City of Monroe. The

campaigns include ***Slow Down to Get Around, Move Over, and Circle***



for Safety. The Walton County Fire Rescue (WCFR) will be conducting training for all City personnel on the ***Stop the Bleed*** program. We continue, as a committee, to develop new and creative ways to more effectively influence the workforce

and to better protect that workforce from possible safety concerns. Tommy Arnold, Safety Coordinator, has continued to perform weekly inspections that address concerns and issues found at facilities and on jobsites.

