



Bentonville Municipal Airport
Advisory Board Meeting
Thursday, April 7, 2022 @ 3:00 pm
305 SW "A" Street, Bentonville, AR
(*& VIA ZOOM WEBINAR*)

Advance Registration at the link below:

https://us02web.zoom.us/webinar/register/WN_-XlePX7dSHK2fXD2nN2 og

MINUTES

Call to Order, Welcome & Pledge of Allegiance – *Dr. Richard Ham, Chairman*

Dr. Richard Ham opened the meeting with the Pledge of Allegiance.

Old Business:

1. Approval of Minutes from March 3, 2022

Mark Slaughter made a motion to accept the March 3, 2002, minutes. Mike Frost gave a second. Motion carried.

2. Robin Fields and "Maverick"
 - Updates on Geese Control and Progress of Maverick

Debbie Griffin stood in for Robin Fields today, who was in firearms training. Mr. Fields told Ms. Griffin that things look good at the Airport. Right now the geese are in nesting season. However, Maverick has only found two (2) nests compared to about 17 last year, so they are definitely seeing a decline in the geese population.

3. Updates and Discussions
 - Hangar Access for Public Use – *Sub-Committee Members*

Lisa Kelley reported that herself, Dennis Birge, Debbie Griffin, and the Mayor met Monday afternoon and she said based on that discussion, she feels incapable of meeting the requirements necessary to ever get public hangar space at Bentonville Airport. She said there are a number of factors. Primarily, she said, the number of persons served would always be an issue. Ms. Kelley thinks the inclination of the city is to not be a Lessor any more than necessary. It would not be conducive for the city to do that, so she doesn't see it going forward. Ms. Kelley said that even if they tried to be creative, and even if they could get private funding or matched funding, we would still have to convince them that the match or whatever the price is going to be, served the 20 people or eight people, or as the last numbers we received, four people. It is just not a sale. Ms. Kelley said the hurdles were partly the city being the Lessor, and partly the number of people being served. With all the other needs of the city, it would be a hard sell. There was more discussion, but Ms. Kelley said she just does not see a way forward and recommended that the sub-committee dismantle and wait to meet until the interest is there. Dr. Ham said he would just have the Committee stand down at this time. He that when and if some other information comes around, then we will meet again and have a discussion. He thanked the sub-committee for the time they had spent on this topic.

4. Chad Cox Discussion Items:

- Airport Updates

Chad Cox was not in attendance, but Will Gunselman spoke for him. Mr. Gunselman said that Mr. Cox would be here, but he would give the fuel numbers. In March of 2021 they sold 20,734 gallons. In March of this year, they were at 26,881 gallons, which is a little lower than they would like to see. Will said the runway lengthening has helped a ton.

The Flight School is still bustling. They continue to bring on new students.

Mr. Gunselman also said that he would like to start a discussion about the fuel farm and in time the self-serve station, and maybe more parking over on the east side. He said whatever he needs to do to make this happen would be great. He said he has some ideas about location. Dr. Ham said that the fuel farm is on the priority list right now and is one of those ROI things worth having some future discussions. Debbie Griffin said that we would need to re-negotiate the lease, and that we've had discussions with the FBO about this. She said that anyone that goes out there and looks at the current fuel farm would know that there is a need there to renovate; not only because of the increased traffic, but because of the condition of the current equipment. Mark Slaughter said that he went out there with Will Gunselman. Mr. Slaughter said that where the fuel farm is now is not conducive to being a fuel farm. He said it was hard to get to and to refuel the tanks. It's hard for the trucks to get out of at present and you could not put in a self-serve station. Mr. Slaughter mentioned that Will Gunselman already has a spot picked out that would be perfect which is right by the gate. There was more discussion. Will invited everyone out to brag about our beautiful airport.

Debbie Griffin brought up the Wings & Wheels event. She asked Dr. Ham to recognize him on this topic, as she wants to talk about additional parking around the circular hangar. Will Gunselman then addressed this. Is it possible to do plane parking in the grass, as there will not be enough parking on the circular hangar on the event that is coming up. Will said that currently if you drive past there, they have the entire circular area in the grass filled, even on an average Wednesday. On last week, they had 90 transient planes come to Bentonville, so we had to start parking on the east side. He issued a NOTAM, he said, for Saturday, will be closed for transient parking and he will be monitoring the radio and will have all the transient parking on the east ramp for that. I think we have a total of twelve planes coming in on the west ramp to showcase. Ms. Griffin was just asking because she said we might want to put some thought into doing improvements to the grass, if needed. As long term, she would like it to be on the priority list even if it is several years out. There was a mix-up.....she is referring to the property south of the circular apron. Mark Slaughter said that area should be paved. Ms. Griffin agreed. Dr. Ham said there was a drainage issue. There is a detention pond there. It will be a challenge, he says. Ms. Griffin said the RFP was opened on March 15, 2022, and there was no response for a proposal for that area. She said that she does think we should consider it as requested.

New Business:

1. Engineering and Construction Updates, Chris Maestri - Garver Engineers

SE TAXIWAY EXTENSION

Chris Maestri said that since our last meeting, there is pavement on the ground for the taxiway. They are in their 30-day cure period where they have to wait until they can mark the area. Once that is up, in mid-April, they will be able to mark this taxiway, do a final inspection, and hopefully get it opened up and have access to the south end on the east side for the first time ever.

GAME COMPOSIT EXPANSION

Most of the south portion of the expansion is up, Chris said. Chris said he is sure they are working on some interior stuff, but he had spoken with Craig Gourley earlier this week and Craig said they were hoping to

start on the north portion of the building expansion in the next couple of weeks, so you should start seeing steel go up. They are looking at completion of the construction at mid to late summer.

EAST HANGAR

Chris said they are looking at final site preparations on this project. He is hoping for the end of April for construction completion. Chris said we will start seeing all the restoration around the site start going up and prep for the final inspection. He is hopeful that the city will issue a Certificate of Occupancy quickly after that.

RUNWAY EXTENSION

Chris Maestri said that he left this project on the updates, even though the Board knows the runway is open. They are working through some final punch list items with the contractor, but it is usable and open. Garver hopes to have this closed out by the end of the month. It is lit, open, and it is marked. It is all ready to roll.

RUNWAY WIDENING PROJECT

They have been in the design phase and have submitted this to the City for their review. At this point, they are awaiting their comments. The schedule for this project is a bid opening in late May, with grant applications to the FAA in early summer. Then, hopefully, a grant award in July and we could potentially move forward with construction this fall. We talked before about this project really needing the absolute best weather possible, so just to temper our expectations, if we do not get our grant funded quick enough, we could see this construction happen next spring instead of this fall. It just depends on when the grant money comes in. Chris went over the phase for closure with the Board. It will be a single phase closure. A sixteen (16) day closure is what is estimated. That will be for the widening between Alpha 1 and Alpha 3....about 12 feet of extra pavement. They will have to re-mark the connecting taxiways, and re-mark the entire runway because that centerline is going to shift half of the new pavement width that we are installing, so about a six feet.

VBT HANGAR

Chris said that they designed this development last year. They took it to bid, prices were crazy expensive, so they put it on hold. Debbie Griffin has been working with Garver to revisit this and take advantage of the ADA grant funding in this fiscal year. The current plan is to take this to bid on May 3, 2022. Chris said they have resubmitted our plans to the City with some small-scope changes for their review, and will incorporate their comments ahead of that. The first advertisement is this Sunday for this project, so Garver will start seeing contractor interest and start working with them to gauge what pricing might look like and prepare. Ultimately, it will be funding driven, and as volatile as this bid environment is, it's hard to prepare for, but Chris is excited to see how that turns out. This will be a taxi lane with a few ramp spaces for future hangars. That is where the first six (6) box hangars were going to be. That scope changed a little bit so they removed some of the ramp space to save a little cost with the ADA funding, and they also removed some the utility infrastructure that they were going to include. They trimmed it back to only what was necessary, and that will put a little more on the developers in the future, but it will hopefully allow us to complete this project with very limited funds from the City.

PEDESTRIAN TUNNEL

Chris Maestri said that right now they have taken this project off the list as far as updating. It is on hold from the owner side of things. Chad Cox appeared, but did not want to offer any comments except that it is just on hold. Chris said that plans are signed and ready to go. They have been approved the way they are by the FAA, it is just on hold for now. Lisa Kelley asked why it was on hold, but Chad refused to comment.

2. City of Bentonville Updates – Debbie Griffin - Director of Administration

- RFP Update (Circular Hangar Area)

Debbie Griffin said the RFP was published on February 20, 2022, then opened on March 15, 2022, and there were no responses.

- CIP (Capital Improvement Plan)

Debbie Griffin apologized for the two emails she sent to the Board yesterday, but she wanted them to be able to review it before the meeting. She said it is a fluid document except for what we are doing for this year, but they added we are going after some of those State grants and additional grants. There is no guarantee that we will get them, Ms. Griffin said. And the matching side that is currently matching for this year and next year, we have those matching funds secured with the vote of City Council for the ARPA money. So, it could still be decided by City Council if we get that piece of that we were competing for that I mentioned a few months prior. Ms. Griffin clarified that Garver prepares this document for us, we review it internally, then we bring it to this Board, etc. As she said, this is a fluid document. Dr. Ham said he was glad to see that pappies had moved up on the list.

Chris Maestri explained the different classifications for non-primary airports. There are four of them. Basic, Local, Regional and National. Bentonville is a regional, non-primary airport, so we are in that \$295,000.00 slot. Chris believes that Local is receiving \$159,000.00. National is receiving \$763,000.00. Rogers Airport, at the time, was the only national airport in Arkansas. Fayetteville recently got re-categorized as a national airport, so they have bumped up their AIG entitlement significantly for the next five (5) years. There are certain milestones that our airport has to hit before being classified as a national airport. He said he thinks one is ten (10) international flights and that has to be from the VBT out of the country with no stops in between. Chris said there are other categories we could use to justify bumping us up national, but we would obviously have to coordinate with the FAA. However, he said we can definitely review this. He said we do not have to be locked in at the \$295,000.00 a year for all five years. They will take a look every year and re-categorize, if needed. Debbie Griffin said it was definitely something we should keep on the table and talk about what we need to do. The Board decided (with no formal vote) to look at the CIP on a regular basis and the Board decided on August. Ms. Griffin said that she would make sure this is on the August agenda.

Mark Slaughter mentioned that we have a hangar out there, but it is "ugly". It needs some new paint or something to make it look better, unless we are going to do something else with it. He thinks it needs to be in the CIP for upgrades. He was talking about the hangar close to the fuel farm, but there is an open-bay hangar as well. Debbie said that some of this could maybe be part of our annual budget request, depending on the amount of dollars. She said we are getting ready to start the budget process for next year. Depending on the need of improvement, this could possibly be handled as a budgetary item and not as a capital improvement project. Dr. Ham agreed.

- AAB (Update to Ordinance)

Debbie brought up discussion on the Airport Advisory Board Ordinance 2014-103 that we have been working on. She sent this to Dr. Ham a month or so ago and she asked Bonnie Bridges for a legal review. Ms. Griffin is bringing this up for discussion to clean up the ordinance based on what needs to happen as far as the Airport Advisory Board.

Bonnie Bridges then spoke. She said that Debbie Griffin sent her the edits from Dr. Ham on the .pdf, so she tried to understand the suggestions and incorporate them into the document. The only substantive suggestions that Legal made was just to change the appointment process to reflect what we actually do, which is Mayor appointment and City Council affirm. She made a suggestion to increase the number of membership to be more in line with our other boards and commissions. Most of them have seven (7) members and Parks has nine (9). She said that is just a suggestion and there was some discussion. All board members said they had looked at the document. Lisa Kelley brought up the part about us expanding to allow a ground lease or hangar lease for members. Some discussion was had. Ms. Griffin said that she would like to bring this topic back next month since there is not a rush to get this through. This was just something that we are wanting to get in alignment with what actually is accurate. Next month we will discuss (1) Adding members, and (2) Members to have ground leases, etc. Mark Slaughter brought up Article 5 C, and said he doesn't think that we do that, and he said he

tried to put a note on there that it ought to start with the same language as Paragraph B above, about an annual budget. Bonnie said that she can make that change so that it is consistent with A and B. Lisa Kelley also mentioned Paragraph D. Bonnie also said that she could change the language in 5 C to reflect looking at the CIP at least annually in August.

Additional:

Dennis Cherry asked for the status of the hangar that we approved for painting "blue". Debbie Griffin said she had a status update on the flag but not on the paint. Chad Cox said that it is tentatively supposed to be painted on June 11, 2022. On the flag mural, Debbie Griffin said that they did take that to the Public Arts Advisory Board and it passed there 7 – 0. Then it was taken to City Council and they also approved it.

Chad Cox brought up that there was not a B25 in the lake. That was in the newsletter on April 1st, and it was a joke. There was not a bomber from World War II sunk in Lake Bentonville.

Also, Mr. Cox brought up that there will be an event at the airport called Wings & Wheels. He hopes that everyone comes out. The pop-up downtown was just for the month of March. He said that went very well and they were able to connect with a lot of people from the community to let them know that the Bentonville Airport is out there and is an amenity that they should come check out and be proud of.

Other Business:

1. Schedule AAB Meeting for May 2022

Proposed Meeting Day: Thursday, May 5, 2022 @ 3:00 pm

Lisa Kelley reported that she would be out-of-town that Thursday through Sunday and will not be able to connect with Zoom. It was decided to have the meeting on *Wednesday, May 4, 2021 at 3:00 pm, if possible*. Dr. Ham said he would try to move his scheduled meeting and attend on that date. The Administrative Assistant will check with Annette Brightwell about the use of the Planning Commission Room on and at that date and time and let the Board know. If we need to pick another date, we will discuss at that time. Dennis Cherry said that date was doable for him, but he will have to Zoom in. Mark Slaughter was fine with the date. Lisa Kelley was also good with that date and time and thanked the members for the accommodation.

2. Motion to Adjourn

Dennis Cherry made a motion to adjourn. Lisa Kelley gave a second. Motion carried at 4:06:39 pm.

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AIRPORT ADVISORY BOARD ATTENDANCE LIST

DATE: 04-07-22

NAME	AFFILITATION	PRESENT	ABSENT
Adam White	Garver		✓
Beverly Shepherd	Administrative Assistant - AAB	✓	
Bonnie Bridges	Legal	✓	
Camille Thompson	Legal		✓
Chad Cox	Bentonville Airport Manager	✓	
Chris Maestri	Garver	✓	
Chris Sooter	Ex Officio Board Member	✓	Zoom
Dan Weese	Bentonville City Engineer		
Debbie Griffin	Director of Administration - Airport	✓	
Dennis Birge	Bentonville Transportation Director		
Dennis Cherry	Board Member - AAB	✓	Zoom
Ellen Norvell	City Engineer		
Ginny Lantz	Garver	✓	
Lisa Kelley	Board Member - AAB	✓	
Mark Slaughter	Board Member - AAB	✓	
Mayor Stephanie Orman	City of Bentonville		✓
Mayor's Assistant	City of Bentonville		✓
Mike Frost	Vice-Chairman - AAB	✓	
Mike Jones	Democrat-Gazette		✓
Richard Ham	Chairman - AAB	✓	
Robin Fields & Maverick	Goose Dog Handler		✓
Will Gunselman	Summit Aviation	✓	