



Bentonville Municipal Airport
Advisory Board Meeting
Thursday, August 4, 2022 @ 3:00 pm
305 SW "A" Street – Planning Commission Chambers
(*& VIA ZOOM WEBINAR*)

MINUTES

Present for the meeting were: Brian Baldwin (Member), Dr. Richard Ham (Chairman), Chris Sooter (Zoom), Robin Fields (Zoom), Chris Maestri (Garver), Dennis Cherry (Member), Mark Slaughter (Member), Bonnie Bridges (Legal), Debbie Griffin (Airport Manager), Chad Cox (Summit), Ginny Lantz (Garver)

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

Dr. Richard Ham opened the meeting with the Pledge of Allegiance, and welcomed new AAB member, Brian Baldwin, to the Committee. Brian gave a quick introduction of himself and his background. He said he has a lot of passion for aviation. He has served on this Board previously, he owns a plane, is an instrument-rated pilot, and has a hangar on the field. Brian is very excited to be with us and is looking forward to helping produce good things for the airport, along with the other Board members. Brian is replacing Lisa Kelley, who resigned from her position on the Board. She and her husband are planning to move to Mt. Home, Arkansas.

Airport Manager, Debbie Griffin, brought it to the Board's attention that Mr. Baldwin was on the Summit Aviation Board of Directors. He has resigned that position prior to starting today so there would be no conflict of interest. She just wanted to make the Board aware of this and that it be on the record today.

Dr. Ham mentioned Lisa Kelley is not here today and wanted to recognize her. He hopes that she will come back at another time to present her with a certificate. He said that within the last couple of years the Board had a couple of challenges that Ms. Kelley was very helpful with, and so we want to recognize the things that she did. Dr. Ham said her perspective was always very useful.

I. Old Business:

- ❖ Approval of Minutes from July 7, 2022

Dr. Ham asked if there was any discussion about the Minutes and there was none. Dennis Cherry made a motion to approve the minutes as written. A second to the motion was given by Mark Slaughter. Motion approved.

- ❖ Updates re: Geese Control and Maverick – *Robin Fields and Maverick*

Robin Fields appeared via Zoom. He said that everything is good at the airport. He has seen a number of geese in the last ten days, Monday – Friday, and they have chased geese away from the park and the airport every day except for today during that time. He has, however, seen several geese that have started to come back in. He thinks it is because of the green grass we got after the rain. It had been so dry for a long time. Mostly it has been small groups of geese, but there was one day they chased about thirty (30) out. Robin has noticed an increase of geese around the

properties, mainly the Walmart warehouse. He saw around 200 out there the day before yesterday. It appears they are moving back in from town. Everything else is going well, and Maverick is doing well.

Dr. Ham mentioned a time when he saw someone feeding a goose. He said that if we see someone that looks like they are feeding the geese, we need to figure something out, signage or something else that says "Do Not Feed the Geese". No other discussion.

II. New Business:

❖ Engineering and Construction Updates - Chris Maestri – Garver Engineers

Chris Maestri appeared to give the updates for the current projects on the field.

SE Taxiway Extension:

Mr. Maestri reported that the portion of pavement where the two connectors are open now. We did get a final FAA determination that we do get to keep one connector, so Garver is working on scheduling with Tri-Star to remove the northern connector. It will require a few lights to be removed as well. They may have to close part of the runway for this. This project is a 100% funded construction grant.

Game Composites Expansion:

The panels are going up in the building, the roof is on, and they are close to being in the dry. Garver is working with them to potentially add a fire lane to the north of their site. That is the only major change from an airport standpoint. It still looks like completion will be toward the end of the year. The fire lane would connect to "I" Street. Debbie mentioned that the fire-fighting truck for aircraft (ARF Truck) that was donated will be housed at Station 6 which is right across the street from there. When it comes in there will be some sort of a ceremony. She will make sure the Board is aware of it when it gets here. There will be an automatic gate to control unnecessary traffic.

Runway 36 Extension:

This is a privately funded project. It has been open for a while now and Garver is still trying to connect with C.R. Crawford to complete final restoration. Chris said that the pavement and restoration was initially done in January. The seed did not take very well, and we had serious erosion problems. They regraded and started to reseed last week and then it rained again and washed it all away, so they are trying to coordinate with C.R. Crawford again to get back out there. All that is lacking on this project is the city close out. Mr. Maestri said that they just need a final inspection once it is restored to eighty percent (80%) for the seed and sod and then they can get the city to sign off on it or at least create a punch list for them to complete. Garver is working with the FAA to get the AFD updated for the new length of runway.

Runway Widening:

This project that is slated for a FAA construction grant. Garver was scheduled to bid this project this afternoon at 2:00 PM. They got some feedback earlier this week that the confidence in costs was low in putting numbers together given the current bid schedule. There was additional confidence if the bid got pushed back a week. That bid has again been pushed back to next Thursday, August 11th. Outside of the bid opening, and a useable bid on the 11th, they will submit a grant application to the FAA at the end of next week. Then will hopefully accept the grant offer and construction for this project to start next spring or early summer of 2023. Dr. Ham wonders if the bid prices will hold that long due to petroleum prices.

Chris said they reworked it yesterday and with the players that are still at the table, they feel pretty good about it.

Hangar Development on West Side:

Chris said they plan to bid this project after we have an award for the Runway Widening Project, particularly to take advantage of some efficiencies with the contractor that is already on site. They hope to use that to get a competitive number out of this project. They are looking at mid-September for a bid opening. They do have our ADA grant funding based off an estimate, so they will adjust as needed scope-wise, depending on how the bids come in. Assuming we get good bid numbers this fall, we would expect it to be constructed in a couple of weeks or a month after the runway widening. Debbie Griffin added that we have the Grading Permit to remove the dirt, and Parks is moving forward with that, and they think at the very latest we will be moving the dirt by the end of September of 2022. It's moving forward. That they have the grading permit in hand is huge. David Wright reported this information to Ms. Griffin right before this meeting.

Exit Signage:

Chris said he did want to mention that they were tasked last month to investigate some additional exit signage that points to the FBO. They have worked up some exhibits internally and just need to do a final review of that before sending it over. It is adding signage at a couple of the exit locations to point people in the direction of the Flight Center. We will get that over to everyone for a final review and then we should be able to move forward with the procurement of that material and installation. The signs will have a foundation, but won't be lit. It should be relatively inexpensive. Debbie Griffin said Dennis Birge offered to help with that signage, so once we get those drawn up, she thinks he will work internally with our sign shop helping on the signage. Chris said he would make sure that Dennis is part of all of this.

❖ Updates from the Field – *Chad Cox, Will Gunselman*

Chad Cox appeared to give his updates. He said that fuel sales for last month is 11,900 gallons of jet fuel and 12,300 gallons low lead. The fuel sales amount to about 50 % jet, and the turbo planes, the prop planes and retail sales are up 50%. The retail sales being up is a good indicator of how many people are coming out to the airport. Bentonville High School Ignite Program is adding an aviation strand. Teresa Hudson does an incredible job of heading this program up. They are at the old FBO building right now. Chad will try to report on this program in the future. Or maybe the instructor would like to attend one of our meetings and report on what they are doing.

Matt Mars just called Chad this morning and wants to build a hangar and Chad told him to go on the Bentonville website and fill out a Statement of Interest. Chad also invited him to the meeting today. Mr. Mars has a Cessna 185. He is involved in a TV show *Fixer to Fabulous* where they fix up houses. They were filming today, and Mr. Mars could not make the meeting.

Chad also reported that they have had over the past few months or so, had lights to go out. Debbie Griffin and Will Gunselman, and possibly someone else, got on that and got them fixed. Also, *Oshkosh* just happened in Wisconsin. That is the biggest aviation party in the world and happens every year, Chad said. Through the FBO they had a presence there. They tried to get people to understand that there is a lot happening in Bentonville and to please come through. Chad reported that the Wartime History Museum purchased The Flying Heritage Collection in Seattle. This was Paul Allen's collection of War Birds, Tanks, armament and other vehicles. Mr. Allen had about 50 planes in all and about 50 other vehicles. Steuart Walton started this in terms of the museum to be able to purchase that collection and keep that going. Paul Allen passed away in 2018, and they shut down when Covid-19 hit and has not

been open since. The plan is to reopen the museum in Seattle. Debbie Griffin confirmed with Chad that we will host the AAB meeting in September out at the airport. Chad said that was awesome.

- ❖ City of Bentonville Updates – *Debbie Griffin, Airport Manager*
 - Brian Baldwin Appointment

Debbie welcomed Brian Baldwin again and appreciated his presence at the meeting.

- Ordinance 2014-103 – Discussion and Voting on Changes

Ms. Griffin said she has recently met with two additional people who would like to serve on the Board. She was not sure where the discussion went at the last meeting as far as expanding our members from five to seven, but she said we do have additional interest. Dennis Cherry said he remembers the way we left it was that we are not having any problem being a quorum with five members or that having any more members expedites business. He thinks he recalls that our consensus was that we wanted to stay at five members, but that doesn't mean we can't change that. Dr. Ham said he could argue either way. Mark Slaughter said he agreed and that more was not necessarily better. He said a smaller group can get things done and are more agile, and get things done in a quicker fashion. He said he would rather stay at five members. Brian's opinion was that as long there is enough participation from the members on the Board to do the things that are asked of them by Debbie Griffin and be willing to devote the time. He said that if you don't really have an active Board, then a couple of extra people would be helpful. Dr. Ham said you don't have to be a member of the Board to have input. He said maybe that is on us to try and engage people to help with those things. There was more discussion, but Debbie Griffin said she was good to wait until September meeting to vote, but she wants to make sure that we get it done this year because it was on our goal list to make sure we get all our documents updated. Dr. Ham suggested that we let Brian have some time to review it before we vote on the ordinance changes. ***This is tabled until the September meeting.***

- Culvert Discussion for Additional Parking

Debbie Griffin reminded us that during the UP Summit this Board allowed the additional parking in the grass. She said that we are now seeing an increase in plane traffic. Ms. Griffin said we were approached by Chip Gibbons and Summit about installing a culvert for drainage at their expense. See Attachment. They would install it while we allow for temporary parking on this piece of property. In the long term, Ms. Griffin recommends paving an area to the south on the West side and making it permanent parking off the circular apron. Ms. Griffin would like the Board's consideration on this recommendation. However, today, she is asking the Board how they would feel about allowing a culvert to be put in there to help with drainage? She said this would help to keep that area in a little better shape without it flooding. Ms. Griffin said that Garver has looked at this as well and agrees.

Mr. Cherry asked if the parking would be used on a regular steady basis, or would it only be for special events? How often do you see it being used? Ms. Griffin said that it was for overflow parking when they have too many planes on the circular apron. She asked Chad to comment, if he could, since Mr. Gibbons was not present. Ms. Griffin says that she doesn't think the property is buildable based on what engineers have recommended. She thinks that it is only going to be sufficient for parking moving forward. Chad Cox clarified that it was only for plane parking and not cars, and Ms. Griffin said yes, planes only. He said that he didn't think it would be used every day, but, for instance, when they had the UP Summit, fly-ins, or clubs that come in. There is only enough room that when planes come in, they are parking them on the east side and tow them over there. What we could do is take our smaller planes and displace them and use that area. He said they would be able to fuel a plane over there without going through a ditch. Brian Baldwin said all the drainage right there is diverting to the north. Ms. Griffin said she was bringing this

before the Board, because if you agreed to move forward, we would have to take this to City Council for approval and we'd have to get firm on the numbers on what it would take to have it done, and we would have to approve the amount of the funding to have it done. Dr. Ham said we talked about some inexpensive covered T-Hangars. We may need to keep the west-side parking and add this to the BLE.

Dennis Cherry made a motion to approve the recommendation to accept this culvert placement and Brian Baldwin gave a second to the motion. The motion passed.

Ms. Griffin mentioned that it is the Public Works Department that is out there making the electrical upgrades. We have an electrician on staff named Eric Booth that has been assisting with the work going on out there. She wanted to give that credit to him. She also mentioned that they are working on gate repairs at the airport and trying to get all the gates on a new code. The current code had been around for several years, and a lot of people had it. She said they ordered a new motor today to repair another gate. There have been a lot of faulty gates out there, but she said they are trying to get everything up to standard.

Ms. Griffin asked for a couple of Board members who would be willing to serve on a sub-committee and work with her on our Minimum Standards. She thinks if they could do a 2 – 3-hour time commitment one afternoon and review those, it would go a long way into getting them redone. We already have the lease part done legally. She has the recommendations from Searcy, that the FAA recommended, that we could use to upgrade ours. Brian Baldwin volunteered to help her, and also Mark Slaughter. Ms. Griffin will get something on the calendar that will work with their schedules, and she will send them the documents ahead of time so they can see what she is trying to do. The Minimum Standards desperately need to be updated.

Ms. Griffin also mentioned that we were set to review the CIP in our August meeting. She will put this on the September agenda as well because Mike Frost was absent today and he wanted to help dig into that. ***This item is tabled to the September meeting.***

Dr. Ham asked Ms. Griffin to speak about the \$500,000.00 grant. Ms. Griffin said that was awarded in 2018. She deferred to Chris Maestri as to what we've done on that. She said we have applied for every grant that we have been eligible for this year. Dr. Ham said that it was the 2022 DOT grants and it showed that Bentonville and Fort Smith getting \$500,000.00 each. He said that it was not in the essential air surface part of legislation. It's the small development community grants, but those are aimed at air service. Ms. Griffin said that we have been awarded all the ones that we were eligible for. Dr. Ham said we should have been ineligible because of how close XNA is, but he has seen an article or two come through saying that DOT made the announcement a few days ago. Dr. Ham said he would find it and forward it to everyone. He said that it specifically said the City of Bentonville.

III. Other Business:

❖ Master Plan Update – *Reminder of September 1st Deadline for Suggestions/Input*

Dr. Ham wanted to remind everyone to bring all their updates or suggestions by September 1st. We are not talking about updating the whole Master Plan, but we want to update some things and put some stakes in the ground. He asked that everyone please email their suggestions to Debbie Griffin. It can be anything in the Master Plan that you think is worth us looking at. There is a copy of the Master Plan on our airport page. The last update was 2016 and we normally update it every 10 years and a lot of things have changed since then. There are probably some tweaks that need to be made to it. It won't cost us as much to do those as it would redoing the entire Master Plan in 2026. Mr. Cherry said it would be interesting to know just how accurate the predictions were that were made in 2016. Also, he said there

were a whole lot of things that changed, but if we update it now, who will that help? Everything pilots need to know is online, he said. Dr. Ham says that in theory the Master Plan is the strategy of what we are going to look for in the future. He also said the FAA uses it and we can get grant funding based on information. It is a compliance requirement to have the plan and then the FAA looks at that to see what's going on with us.

IV. Closing:

- ❖ Schedule AAB Meeting for September 2022

- *Proposed Meeting Day: Thursday, September 1, 2022 @ 3:00 pm*
 - *Reminder that September meeting will be held at the Airport*

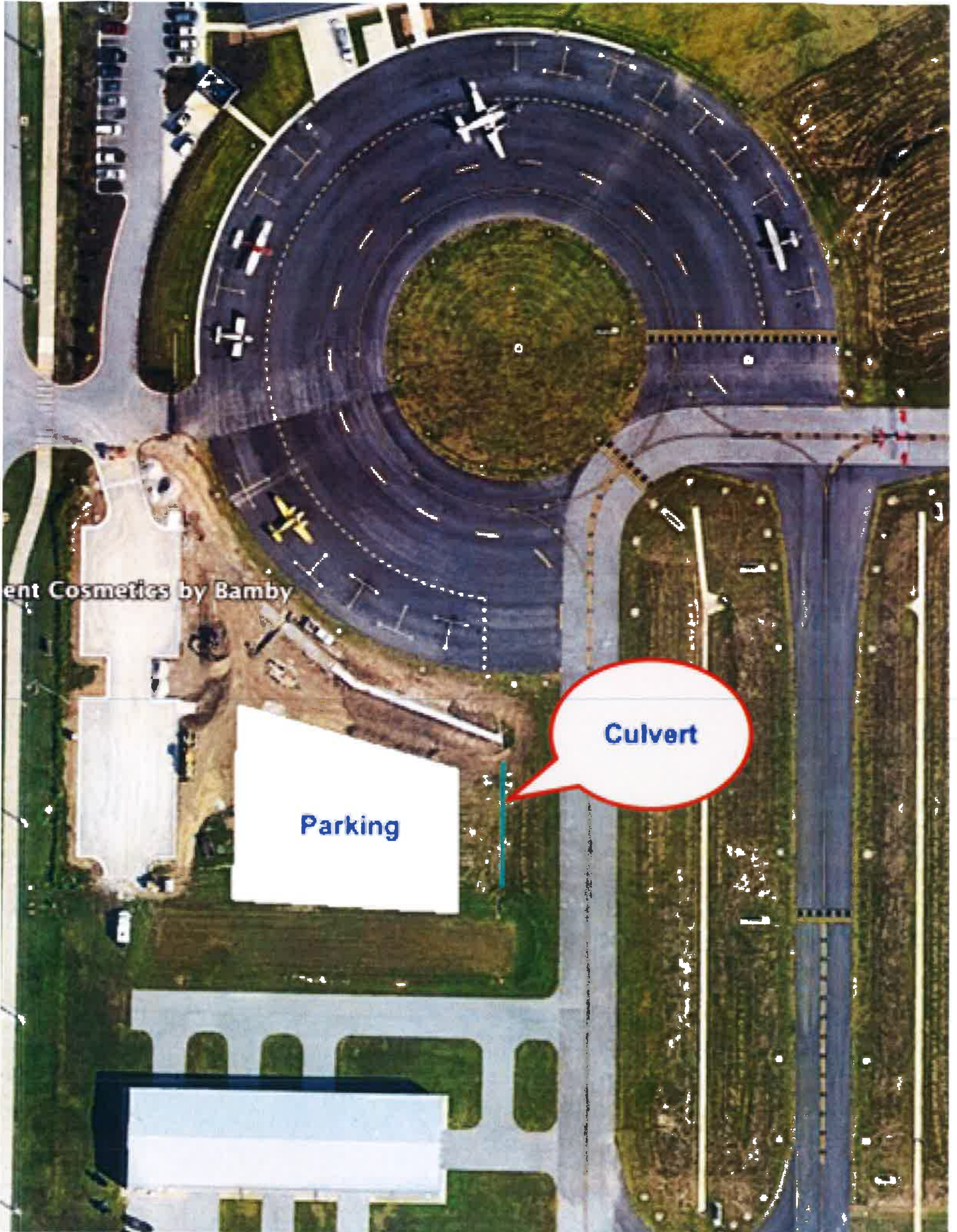
Dr. Ham mentioned the next meeting will be on Thursday, September 1, 2022 @ 3:00 pm, and that it will be held in the conference room at the Fieldhouse.

- ❖ Motion to Adjourn

Brian Baldwin made a motion to adjourn. Dennis Cherry seconded the motion. Motion approved.

Meeting ended at 4:12 pm.

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Parking

Culvert