



Bentonville Municipal Airport
Advisory Board Meeting
Thursday, October 6, 2022 @ 3:00 pm
City Hall – Planning Commission Chambers
305 SW “A” Street – Bentonville, AR 72712
(& VIA ZOOM WEBINAR)

MINUTES

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

Dr. Richard Ham called the meeting to order and led us in the Pledge of Allegiance.

Present and in person at the meeting were: Dr. Richard Ham, Mike Frost, Dennis Cherry, Debbie Griffin, Robin Fields and Maverick, Chad Cox, Chris Maestri, and Beverly Shepherd, Admin Asst. Mark Slaughter attended by Zoom.

Chris Sooter and Brian Baldwin were absent.

I. Old Business:

- ❖ Approval of Minutes from September 1, 2022

Dennis Cherry made a motion to approve the minutes as written. Mike Frost gave a second to the motion. All agreed. Motion approved.

- ❖ Geese Control Report and Maverick – *Robin Fields and Maverick*

Robin Fields and Maverick appeared before the Committee and reported that things had been slow at the airport recently and had not seen many geese at all. He has seen some fly over and has heard some reports of migrating. He thinks that in a couple of weeks they will be very busy chasing geese. Robin said that he and Maverick had done a canine demo this morning for Lincoln Jr. High for a Special Needs class. The children all got to pet and play with Maverick and they loved him.

II. New Business:

- ❖ Engineering and Construction Updates - *Chris Maestri – Garver Engineers*

Chris Maestri appeared before the Airport Advisory Board today. He gave updates for projects in the field.

SE TAXIWAY

Last month we talked about Tri-Star ramping up to get rid of the northern taxiway connector pavement. They have now done that. It is sodded and has topsoil and looks relatively nice outside of a few ruts right next to the apron where an aircraft may have found its way off of the asphalt. Tri-Star is going to help clean up those ruts and add some more sod in areas that were a little bit bare. That is supposed to be complete next week. Chris also added for Debbie Griffin that the asphalt that is sitting right next to “I” Street that they demoed from that area and stockpiled to get the demo done quicker is going to be hauled off tomorrow and Saturday. They have an excavator on site now and are just waiting to have a dump truck available. Chris said that they have already done a pre-final inspection and an initial final inspection with the city, so we can do our follow-up final with them now and close this project out. From there we can close out our grant close-out paperwork with Tri-Star and Debbie Griffin to fully close that out. Our schedule is to have that done by the end of this year.

GAME COMPOSITES

This is a private project. We did get approval on the revisions we sent through for fire lane access from “I” Street to the taxiway. That went well through the city and they have the plans now to complete that fire lane and a little additional parking area to the north of that building.

36 EXTENSION

Chris said that they are still working with C.R. Crawford to get them out there to add some more seed in some of the areas that were a little bare and causing some erosion issues along our side slopes right off the runway. They been talking with Blue Crane, as well, to help them push them along and help get them back on site to finish up their work. As soon as that is completely restored, we will close that out with the city as well.

WIDENING PROJECT

Chris reports that their current schedule is to open bids on November 17, 2022, for this project. We did receive our grant agreement based off an estimate. We will be taking those bids and fitting the scope of that project into that estimated costs that we provided with our grant application. No change in scheduled construction time next summer and early spring when it starts drying out a little bit. We are currently slotting that for May 1, 2023, start and that will be a 30-day closure period. Closure dates are currently from May 1st to May 31st. We will be keeping a close eye on the weather as we get close to those dates and coordinating with the city and the airport to make sure that there is no big event or anything that we would hinder. Chad Cox said they would be moving planes out like they had done in the past. We have gone down to Springdale or Fayetteville during that time and have our instructors work out of there or other locations, so they will see.

HANGAR DEVELOPMENT

Debbie Griffin and Chris Maestri have been working to make sure this gets bid this year, so we can take advantage of some of those ARPA funds that Debbie secured to help this area out. It is scheduled to bid December 15, 2022, so we will have about a month between the runway widening bid opening and the hangar development bid opening. The goal is to try and capture some efficiencies with the potential low bidder on the widening project and try to schedule the construction of that area around the same time as the widening so that we can maybe grab some good prices for that one. This is a 35 ft taxi lane, no aprons. We'll be grading for the building pads, but no pads or actual buildings going in with that project; just the taxi lane pavement.

Dr. Ham asked about the dirt removal? Debbie said that the update on the dirt is that the bid package opening has been moved to Tuesday, October 11, 2022, from the Parks Department. The project is set to begin Monday, November 7, 2022. They already have their grading permit, so unless something unique occurs, there should be no issue moving from bid aware to construction November 7th. She and David Wright feel good about this project. The only thing will be what the bids look like when we get them in. This is part of the entire Phillips Park remodel. The plan is to take it to city council on October 25th.

Dr. Ham said that he, Debbie Griffin and Bryan Baldwin went to the AAOA meeting. If you get a chance to go in future years, He thinks it is a good opportunity to hear what people are doing, what's changing, and some of the things on the grant programs. All the FAA people were there. It was good meeting.

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

Chad Cox reported that they had a good month. Last year in September they sold 30,000 gallons. This year in September they sold 33,000 gallons. It was split evenly for the most part, but a little more Jet A than 100 Low Lead. He said that the only this airport is out of standards is our runway width of 65. A B2 airport should be 75.

Chad mentioned that they had a fly in, fly out recently. The General Aviation Manufacturer's Association called GAMA were here. They are the group that help to make sure that the manufacturers have an advocacy group. They had their board meeting in Bentonville last week. They teamed up with another group called the Recreational Aviation Foundation. They hosted them in this region and showed them around the various air strips. They toured Game Composites and places of that nature. In doing this, Chad said they realized that our airspace map that shows people how to get around, who to talk to, and what to look for is extremely congested. They came up with a very simple area map with information that is pertinent to our area that should help those who are flying into our airspace under visual flight rules. They updated the airport map with some information such as: (1) Runway 17, which is turf and Runway 18 are the calm wind runways because we have a lake to the north winds are calm and safer. This gets everyone on the same page landing to the south. That is in our Chart Supplement book. (2) Simultaneous use of turf runway and the paved runways are not allowed by the FAA. (3) Large aircraft use

Taxiway Alpha because Taxiway Bravo has limited clearance of parked aircraft on the east ramp. (4) Traffic flow on the circular apron is clockwise and is diagramed on the picture. All of these things are kind of abnormal to our airport. (5) Parking is available on both the west circular apron which is the primary parking area and the east ramp which is best for maintenance and overflow parking. (6) Please do not perform run-ups in any of the ramp parking spots. Taxiway Charlie may be used as a run-up area. They also made sure that people know they can get in touch with Razorback clearance on the ground. Chad just wanted to make the board aware of what they have done. This is great information for pilots and for the board, should they know of someone coming into the region, so you could inform them about these things. Chad will send all of this information to Debbie at her request. Chad said that Razorback Approach is based out of Fort Smith are the highest regional air traffic control group that helps people safely get in and out of what's becoming a congested region. They are going to host them at the Fieldhouse and people can submit and ask questions of them. He said it could be a well-attended event.

Chad said that the Format Festival happened weekend before last and that was at the Sugar Creek Airstrip. It is good that we can get it back, but they will be closed until October 15th.

At the end of the month Game Composites is going to be hosting a gathering of people that have bought their aircraft and saying thank you to them. There should be seven or eight planes of the twenty-six they have sold. They have made 50 of the planes so far, which is a milestone for them. They have also been made aware of the informational map in the Chart Supplement, as they are not instrument rated aircraft yet.

Will Gunselman is in touch with the sign people at the city and they are going to meet in the morning on those FBO signs to make sure people don't go to the wrong side. Chad asked Chris to work with Will and the sign guys to make sure these signs are in the correct location when they do get installed. Debbie said that the signs are done and should be installed this week or early next week. Dennis is getting this all coordinated with the Street Sign Department. She said she would get with Dennis on this. Chris said that sounds good.

Mark Slaughter mentioned that he was a Certified Air Boss at about five air shows and assisted at a couple. Through International Council of Air Shows. Their convention is usually the first weekend in December. If we have an air show at some point, we could do all this in-house. Chad said that would be fantastic. Mark is going to get hold of ICAS and see if rules have changed or he needs to be re-certified.

❖ City of Bentonville Updates – *Debbie Griffin, Airport Manager*

Debbie Griffin appeared and started with a couple of good things. Dennis Cherry has agreed to serve another three-year term and was confirmed by city council at their last meeting, so we really appreciate that he is willing to serve. Also, Dr. Ham has become our media star recently. If you didn't get to read the article, she made some extra copies. Mike Frost sent most of these out, but she wanted to make sure the board got to see the article on Dr. Ham. When he was

talking about the air mobility and drone program, that also had a really nice piece on Channel 5 News that Mike also sent to the board talking about the partnership with Chad and Thaden with the Ignite program. That was a good piece as well. We are getting some good press for the airport.

Ms. Griffin also wanted to mention that next year Bentonville will celebrate their 150th birthday. She has been visiting with Chad to see what we can do at the airport. Each department has been asked to do something. Summit is willing to put together some type of air show for next year. We are maybe looking at April or working on their timeline. Hopefully we can have an air show or fly over and welcome the community to come and celebrate with us. We will also be doing other events in the city throughout the entire year for the 150th, but they have asked each department to do something.

Mark Slaughter broke in on Zoom at this time and said that he could not hear us at all. We could hear him. We check the mics and eventually got things working between Zoom and us.

- Update on Minimum Standards

Debbie said that she is still working on the Minimum Standards document. She didn't have it quite got it all keyed in, but it is coming.

- Ordinance 2014-103 - Discussion and Voting on Changes – *Bonnie Bridges, Legal*

Bonnie Bridges was not present at this meeting to discuss the ordinance. Debbie said that what she would like to do is get the Minimum Standards, the Ordinance 2014-103, and everything updated and take it all to city council at one time. We can discuss any of it that you would like, but Bryan Baldwin wanted to be a part of that discussion because he wasn't part of it.

- CIP Review

Ms. Griffin asked for any comments. We looked at that in the sub-committee and she wants to make sure there are no changes on that. We will be moving forward with that this fall. There were no comments.

Debbie also said she wanted to make sure that everyone received the packet she sent out of all the Statements of Interest, so that when we have the sub-committee meeting, you can see what is coming up. If not, she made some hard copies if anyone wants them. There were a few that did. She said that interest was picking up and she has had a few additional people to call and a couple of people who have Statement of Interest have reached out and are asking about timelines. I told them it will probably be a year to a year and a half out by the time we get all the dirt moved and construction done. It is prudent for us to discuss in the sub-committee meeting that we decide what the criteria is going to look like to make selections of the eleven that we have. One of them is not for consideration, it was just a suggestion, so there is only ten. One gentleman, although, put in for two.

- NPIAS upgrade

The only other thing that I had was that I wanted to make sure all the board had received the documentation on the upgrade on the airport. This is the NPIAS upgrades that we can work towards to get our airport upgraded.

III. Other Business:

❖ Master Plan Discussion:

- Placement of Vertiport at the Airport – *Dr. Richard Ham*

Dr. Ham mentioned that he sent out the information on Vertiport as a consideration of the things that are happening if we want to be innovative. He said that Vertiports are going to be happening, they are going to be at airports, and they are going to connect airports. We may or may not have space and may or may not recommend that we go that way, but I thought it would be important that you know about it.

Dr. Ham said he thinks we should consider trying to talk to some of the other airports at some point about what each is doing in the way of innovation. He said that we may think that things such as Vertiport is way in the future, but it is not that far out. It's five to ten years in the future, which means if we are not planning now, we'll be behind trying to retrofit things. He thinks that we should start having these conversations when we look at the Master Plan.

Dr. Ham also mentioned that they are having another sub-committee meeting to talk about the Master Plan on Wednesday, October 19, 2022, at 2:30 pm.

IV. Closing:

❖ Schedule AAB Meeting for November 2022

- ***Proposed Meeting Day: Thursday, November 3, 2022 @ 3:00 pm***

❖ Motion to Adjourn

Mark Slaughter made a motion to adjourn. Dennis Cherry made a second to that motion. Motion approved.

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