



Bentonville Municipal Airport
Advisory Board Meeting
Thursday, December 1, 2022 @ 3:00 pm
Thaden Fieldhouse – Bentonville Airport
(**& VIA ZOOM WEBINAR**)

MINUTES

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

Dr. Richard Ham welcomed everyone to the meeting and opened with the Pledge of Allegiance.

Attendees: Dr. Richard Ham, Debbie Griffin, Bonnie Bridges, Mike Frost, Dennis Cherry, Brian Baldwin, Chris Maestri, Ginny Lantz, Will Gunselman, Rachael Holland, Robin Fields and Maverick, and a few others not named from the airport. Mark Slaughter and Chris Sooter were on Zoom, as well as a visitor listening in.

I. Old Business:

- ❖ Approval of Minutes from November 3, 2022

Motion by Brian Baldwin to approve the minutes from November 3rd. There was a second by Mike Frost. Motion approved.

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

Robin Fields, along with Maverick, reported that everything was going well. He reported that two weeks ago they had several days where there were large groups of geese (approximately 70), but nothing like last year or the year before last. He has not seen very many birds since. Mr. Baldwin inquired if Robin had seen the resident coyote. Robin said that he had seen it several times. He had contacted Game and Fish and had talked to Animal Control here in Bentonville. He said they had no capability of trying to capture it, but Robin said if he sees it again, he would probably be able to take care of it. He said the den is on the Game Bird property. It was mentioned that the coyote is quite brazen and doesn't seem to be afraid of aircraft or people.

II. New Business:

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

Chris Maestri appeared to give updates on the current projects at the airport.

SE TAXIWAY EXTENSION:

Chris reported that he and Ginny Lantz arrived early today to look at some of that extra restoration that they were waiting on from Tri-Star. Chris said Tri-Star did put some fresh topsoil and seed down, but it has not taken root yet. Once it has come up a little bit, they will get the city back out to do a final inspection and get the project closed out, hopefully by the end of this year. If not, it should be January of 2023 to officially close it out with the FAA.\

GAME COMPOSITES:

Chris reported no major updates from Garver. He did say the parking lot and access lane on the north end was finished.

36 EXTENSION:

They did re-topsoil and regraded some of this area before Thanksgiving and it appears they have put some fresh seed down for extra restoration there. It has not taken yet. As soon as that takes, they will bring the city back out for another final inspection and close it out.

WIDENING PROJECT:

Chris said they opened bids on the 17th. The sole bid was received from Emory Sapp & Sons, and it was outside of grant funding. They did discuss with Emory Sapp & Sons potential ways to negotiate the cost down to something awardable for a construction contract. They are awaiting their response by the end of the week. Then they will talk with Debbie Griffin, the city, and the airport about how best to move forward with construction of that project. They have a few different funding options using State grants or BIL funds to make this happen. Chris said they are going to make this happen, but from which pot of money the funding will come from remains to be seen. There was more discussion about the scope of the project and why we are not receiving many bids.

Debbie Griffin was asked to talk about the dirt removal, which has been a top priority and has some bearing on the widening project. She said the latest from Parks is that they are still taking the dirt. They also said that their project came in several million dollars over budget. They have reworked that now. One of the ways they can cut funding is to only move it once. In order to cut costs on them moving the dirt, they want to wait until the first quarter, take it to City Council and start moving it at the end of March or first part of April. Debbie's fear is that we get to March or April and Parks' bids come back higher. She said that has already competed for the ARPA funding and was asking for \$250,000 to \$300,000 to help with the infrastructure on the west side. We had earmarked a million dollars in ARPA for the airport. She is going to City Council on December 13 to try and get a million dollars in ARPA funding allocated to the airport. It could be used for the runway widening and the infrastructure. She does not want to eat up that funding on runway widening if we don't have to, so that we still have it to move the dirt. We could start that quicker if Parks gets stalled again. We would have to come back to the board for a recommendation on that, but on the 13th, she is still going to try and get the full amount that was set aside. She thought we would only need \$300,000.00, but they still had a million in the pot and that money has to be spent in "X" amount of time by the city and that time is now for the airport. She is going to ask for it, but dependent on the widening. She doesn't have to specify what the money is for, but she is going to ask for that million to be allocated to the airport. Depending on where we end up with this, we could throw some of that money to the overages. She thinks we can get it within our range, but also thinks we may have to pull some of the BIL money that we were holding for the parking lot for airport parking. If we put \$276,000.00 aside for that we will have another \$276,000.00 coming. That is getting us in the ballpark of us being able to pay for at least the Phase I project. She would like to see if

we can figure out how to get Emory Sapp to a point where we could just pay for the entire project. There was more discussion, which can be listened to on the recording, if needed. Dennis Cherry and Brian Baldwin are of the opinion to move as quickly as we possibly can. They feel like there is risk in our current funding mechanisms. Mark Slaughter was of the same mind. Dr. Ham said he didn't feel things were going to get any cheaper. Ms. Griffin said that she would like the board to make a motion for the record, but then depending on what happens at City Council on the 13th, but after we get approval for that money, we will need a motion on this depending on how the bids come back in. We may have to have another meeting before our first meeting in January. She doesn't think it will move that quick to award anything anyway, but once we get the money awarded, she would like a recommendation from the board as to how best move forward.

Brian Baldwin made a motion that the board recommend they request from the city the one million dollars, with all of the terminology next from where that funding comes from, in support of infrastructure on two to three different projects at the airport. Added by Dr. Ham: And pending interest of combining as much as we can on the widening. Mr. Baldwin said, "Correct. We can add to that but that's the essence I believe you need. Okay. That's what I move". Mark Slaughter gave a second to the motion. No further discussion. Motion approved.

At this point, the board went back to Chris Maestri to finish with his updates.

HANGAR DEVELOPMENT:

This project is scheduled to have a Pre-Bid meeting next week. They will open bids on Friday, the 16th, with hopes to get bid numbers and award a construction contract early next year. This project would start immediately after the Runway Widening project. If there is interest by the people that are on the field, it may help them pricing-wise. That's why they were staggered.

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

Will Gunselman reported solid fuel sales for November 2022. They sold 27,215 gallons. That was compared to 17,000 last November. He thanked the Airport for the FBO signs and said it has made a huge difference. Will said he had sent Chris Maestri a couple of new leads for the fuel farm renovation trying to get costs down a little bit, so they will see what they say and get back with the board on this. Brian Baldwin asked if he had any concerns that the board is not seeing. Will said that aircraft landing 18 sometimes can't take the middle taxiway. Then they take Bravo and get stuck where there are still aircraft tied down on the east side. He said it was frustrating for the tenants and frustrating for him. Brian Baldwin asked if the remedy is that we need to move the planes from the tie down area and have that open so they can do the "jog" over by the old FBO? Will said that was correct. There was discussion about this. Debbie Griffin said she thinks the area right beside where we will have the fuel farm would be ideal for parking, and it would get those people off the east side in front of the big green hangar. She said that as we expand that east taxiway, those planes are going to have to go somewhere. Will said the Flight School was going well and that it's been a good year overall. He said the popularity of this area has just exploded in terms of people visiting our airport and that they are coming back. He said a concern of his was the need for additional space for aircraft. There was discussion regarding this.

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

- Update on Minimum Standards

Debbie Griffin said that she sent the Minimum Standards out and they are still working on them. She said they are probably about 70% done on it. She requested any kind of feedback from the board. Brian Baldwin said that they might want to pull their committee together again and start doing a little bit of

paring and throw some ideas around. Debbie said that once they get to a point where they have everything, I'll start having Bonnie Bridges looking it too.

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

Bonnie Bridges said that she feels like we've gone over the Ordinance updates quite a bit. Beverly sent out the finalized version around July but didn't know whether the board wanted to vote to move those to City Council or if you wanted time to look at them again. She has a copy for everyone today. Brian Baldwin asked if we weaved in the obligation of the board to present to the City Council minimally once a year. She wasn't sure if we specifically added it. He thought it would be good for future board leaders. Bonnie explained that previously it read that the board would submit a bi-annual report to the mayor and city council concerning airport performance, revenues, expenditures, and customer service. After our meetings, we re-worded it was that the airport board would review the city staff prepared by annual report concerning airport performance, revenues, expenditures, and customer service, and that the board would submit that to the mayor and city council. So, the staff would do some of the heavy lifting, the board would approve it and submit it on to the mayor and city council. Brian Baldwin likes the idea that the board is obligated to come and tell the story of what is going on from the board's perspective, so he thinks it needs to be in the ordinance that the board must do this once a year. Mike Frost also thinks that it would behoove the city to hear from the board. Bonnie said that it is worded as the board shall review the report and submit it to the mayor and city council for approval. Dr. Ham and Brian Baldwin both said what Bonnie put down is fine. Debbie said we can table this until January, and she can send this out and see if anyone has anything else to add.

- Dirt Update: "*See the update above under the Widening Project*"
- January Meeting Update

Debbie said that she has sent communication out to all the Statements of Interest. She said she probably heard from half of them how much they appreciated hearing from us and were looking forward to getting more direction. Based on this meeting, what she thinks that she will do is send of the diagram that Chris Maestri has worked on of the area to the group and to let them know that they will be given 10 minutes each for a Q & A, a reply, and then she will put together a rough agenda of who is in what order. There was some other discussion about this.

Debbie then gave a thank you to the board. She said it has been a very good year. It was a lot of learning for her, but the board has come together, and she appreciates all the time that everyone has put in. She said we are staring to move forward and see some progress from our efforts. There is a lot of work to be done, but she appreciates the extra time put in from everyone. Dr. Ham said he also appreciated the work everyone has done. He thanked Debbie for getting the board headed in the right direction.

Mike Frost mentioned that we need to remind the mayor that his time serving on the board would be up this next year. Debbie said she would take care of this.

III. Other Business:

Brian Baldwin asked about the 150th Anniversary event. Debbie said that the FBO and Summit have agreed to do an air show. She thought that was going to be in June. They met with that group and the Runway Group, and they are working to get some factual information on costs and what we can do with that. They had kind of agreed to take a lead putting the air show on. Debbie said they have only had one meeting, but they will meet again and try to nail down a date. However, our biggest meeting in January

will be the SOIs coming in to present. She said that Kathy and Glen with the FAA were planning on coming up but got delayed and have not been here yet.

IV. Closing:

- ❖ Schedule AAB Meeting for January 2023

- ***Proposed Meeting Day: Thursday, January 5, 2023 @ 3:00 pm***
Meeting at City Hall, Planning Commission Chambers

Everyone agreed on the date and time listed above.

- ❖ Motion to Adjourn

Dr. Ham thanked Will and Chad for hosting us again. We are meeting at the airport on a quarterly basis now.

As a last note, Debbie Griffin mentioned that the documents were signed on the transfer for the courtesy vehicle, and we are going to get it tomorrow. Debbie asked if the decals were magnetic or if were they detailed? She is going to submit the Durango for surplus, but what we are getting a Traverse or something. It is a PD surplus vehicle. Chief Shastid made that happen. He said we could pick it up tomorrow, but she needs to get it decaled. She said she would put a sticker on there so it could be easily transferred.

There was a motion by Dennis Cherry to adjourn the meeting. Mike Frost seconded the motion. Motion approved.

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