



Bentonville Municipal Airport
Advisory Board Meeting
Thursday, November 2, 2023 @ 3:00 pm
City Hall – PC Chambers - 305 SW “A” Street
Bentonville, AR 72712
(& VIA ZOOM WEBINAR)

MINUTES

Call to Order, Welcome & Pledge of Allegiance – *Brian Baldwin, Chairman*

Chairman Baldwin welcomed everyone and opened the meeting with the Pledge of Allegiance.

Present: Brian Baldwin, Debbie Griffin, Richard Ham (Zoom), Rachael Holland (Zoom), Chad Cox, Dennis Cherry, Mark Slaughter, Tyler Flagg (Zoom)

I. Old Business:

- ❖ Approval of Minutes from October 5, 2023

Richard Ham made a motion to approve the minutes. Mark Slaughter gave a second. Motion approved.

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

Debbie Griffin said that Robin told her yesterday that he would not be able to make it. He said he didn't have much to report.

II. New Business:

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

East Taxiway Extension Project (South)

Chris Maestri said they are still continually ping-ponging Tri-Star for the final release of lien. He said they had some back and forth with the FAA this week confirming what our period of performance is for this grant, and it does end in June of 2024. We have a little time, but do not need to push our luck with this. They are hoping for an update from Tri-Star on Friday of this week. Once we have the piece of paper that says Release of Lien, we can go through all the close out paperwork.

Runway 36 Extension

As a reminder the 600' privately funded extension on the south end, they had an official city final inspection on Tuesday. The site final went well. They had some minor comments on some as-built documents that we submitted. As soon as we get those fixed and uploaded, then we will be good to go on the city side of things. This project will not be on here next month.

Runway 18-36 Widening

Your current FAA construction grant, we are scheduled with the FAA for a flight check of the papi's and rielis next Wednesday and Thursday. Once we have that from them, we will be effectively complete. We'll just be working on paperwork on approaches and final construction costs that we have. In addition to the grant we do have, the funding that we have from the FAA was not enough to fund the entire project cost, so during negotiations with Emery Sapp and in coordination with the FAA plan to get a grant to cover the overage, once we have the construction done on Wednesday and Thursday of next week we will know exactly how much money we have spent with the Emery Sapp contract to have the final finances to put together the new grant application. Chris thinks the overage was approximately \$700,000.00. We will be using \$638,000.00 or \$639,000.00 of the BIL. That is also reflected in the CIP.

We have a sub-consultant under Graver called MB5 which is a specialty surveying crew that does 18B survey, which is a FAA advisory circular that is very specific as to how you set approaches, runway ends, runway thresholds from the centerlines. They did an obstruction survey of a radius around the airfield as well as the new centerline location which is not slightly off the ground. They are working on incorporating that data into the FAA ADIP System. Once that design data is accepted, it will move into the process where they begin drafting new approaches for the airport. It is usually a lengthy process, but that is not going to stop us from closing out grants. In the meantime, the existing approaches are active because we are not out of the tolerance that they deem an emergency, but we do have to have the new approaches. From a runway length standpoint, we do have a temporary permanent. It does not have an expiration date. We have a NOTAM in place for the existing declared distances, meaning the 5053 feet that we have available now at VBT so that there is at least some documentation of that length which there was not previously. The charts have not been updated and the charts will not be updated until the approaches are reviewed by the FAA.

Hangar Development Project (West Side)

This is our ADA funded taxi lane and utility project that Sycon is working on for us right now. They started on that September 18th and they have now made all their unsuitable excavation that was required for all that nasty soil that's in the area and have started the backfill of most of that taxiway and bring it back up to subgrade where we can build decent pavement on top of it. They have got about a month left in the contract time. If the weather works out for them, he doesn't see any issues with them hitting that deadline. All the waterline has been installed. They are working on their final pieces of it before they backfill and start doing the testing. They have been making good progress.

East Taxiway Extension – Phase II

This is a current FAA design grant that the airport has in place and we are working through the preliminary design of that project right now with the expectations to submit that to the FAA by the end of January 24th and then we will follow that typical bidding cycle bidding in the April timeframe and submitting a grant application soon after with, hopefully, an award in July or August and construction next fall.

Fuel Farm Expansion

We met on Tuesday to talk about the feasibility of moving forward with just the apron portion of this project in lieu of the fuel farm. Since we do have an ADA grant in place (a 90/10 for \$200,000.0) we could get started on the parking piece. We are working with Chad and his group to help with some of the funding share, the sponsor share of the ADA grant and any other ADA grants that we will be trying for to

construct a portion of this area. In response to a question, Chris said that when the fuel farm becomes a project, there will be self-service associated with the project. Right now, we are just focusing on the asphalt parking.

Debbie Griffin said that in an email that Kathy sent back asking if we were going to pursue federal grants for parking, or if we were focusing strictly on the East Taxiway Extension. She said, right now we are only going for a state grant for that parking. She then asked, "Do you want me to answer her that we want to concentrate all our efforts on the east side, or do you want me to try to take a swing at getting some federal dollars for parking as well"? She said that they can talk about this outside of the meeting, but she doesn't want to lose sight of the email. Chris said that he thinks it would be worth asking her for a meeting just to go over this.

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

Chad Cox reported that last year we did 14,000 gallons of 100 low lead and 25,000 gallon in Jet A, which is like 40,000 gallons. I think we threw a party over that. So, to expect that again this year would be tough, but we did have a busy month, and we 13,000 gallons of 100 low lead and almost 37,000 gallons of Jet A, which adds up to 50,044 gallons. We have never been at 50,000 gallons before. That is a record for us. Last year was a high mark for us, but to do 10,000 gallons more than that is awesome. Chad said that one concern that he would have if he were on the board would be we losing touch with the GA person, the person who flies the piston plane, the person in the 172, the person in the Cub, any of those kinds of things. He wanted to remind the board that there are no fees for anyone flying those type of planes. The big net jet that comes in and things like that, we must have extensive tugs and ground support equipment and carts, and we charge them for that. It's a little bit of a "Robinhood" model where those planes provide funds that allow us to provide next level service to little planes. Oftentimes the little plans roll up and they see you roll out a carpet and they are thinking they are about to get it my wallet. As an SOP we have to say there are no fees, we're just glad you are here and want to provide good service.

Tyler Flagg, who is on Zoom, and all of you have discussed in the past is trying to reach the national airport category, which is a different level of funding for our airport. It's something that I know you have considered as you thought through hangar leases. I think that's a smart way to do it, going back to the discussion that I was just mentioning getting enough jets on the field to up the level of funding is going to raise the waters for all aircraft. He is working hard to get to that number of 11 based jets. Yesterday I made some calls. There was one that lives here and that we have approved for a ground lease, and he said that this is my home base. It should be listed there. That was Cyrus Sigari. Then there is another gentleman that he found out today that Adam Grosser is building a home in Bentonville. He is also someone working on a ground lease with the board. That gets us to 10. Then there is another gentleman that has a construction company and he sent me a note yesterday asking how he gets a hangar in Bentonville. He has a jet, so if I can get Adam Grosser, we would be at 10 and I think it would be nice to beyond 11. I would hate to be just right there at that, but it would be great that if by the time we need to turn this in, if they question that at all, we could have some more supportive information. We have always been month to month on hangar rent, but I don't mind. I've already done the paperwork, just haven't issued them because I haven't had a reason to do hangar rent agreements to have some more backup, so I don't think it would be dumb to be able to have the receipts to show. Debbie said she checked records today and she is working on it. Chad said he would team up with her to make sure that they capture them all. She said she just needs some help figuring out who it is. Brian Baldwin said he has someone that he will check on as well, and that it would be housed and based here if I could see that it would happen by the end of November, he will get back with Chad. Chad is going to work with Debbie to get them all listed on www.basedaircraft.com and have some documentation that if anyone asks, then he would have something to show. Debbie said that came from Glen (FAA). He wanted them listed in there because he was going to refer to that. Chris Maestri said that last year the next step up was.

(Chris was not at a mic. I could not hear the figure, but I heard “tripled” and “almost four times more”.) Brian just wanted everyone to understand the magnitude of the difference it could make to our airport.

Another thing on the parking discussion, Chad wanted to follow-up with what Chris was mentioning. He does think that getting something in place with the grant we have already with the State, that we need to use it by spring of next year. They will support that. He has talked with his principles, and we will support the city match if grants are requested from the city and then whether it's a 90/10 or 80/20, or 50/50, we are willing to do that to get that parking done. One reason he believes it is important isn't just capacity for parked aircraft, but also Taxiway Bravo. The feds, and the State, and the city chipped in to build that taxiway. Without a place to take some of that tie down parking on the east side and get it where there is substantial amount of wing tip clearance, people can't really use that yet. So, it makes our airport “not cool” if a big jet turns onto Taxiway Bravo, they could get stuck because of congestion. So, this would fix that, and I think it's a great first step toward the Fuel Farm. Debbie would like for the board to vote on that. It gives her the clearance to go ahead and start pursuing those grants with Chris and possibly get on the January or February state schedule. (There was discussion here I could not hear. Chris Maestri was talking from his seat.)

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

- CIP

Debbie Griffin said she and Chris have already reviewed the CIP. He put some finishing touches on it today, so she asked Chris to lead this discussion.

Chris provided a copy of the CIP to each of the board members. This document your Capital Improvement Plan and is a working document or planning tool that we send into the FAA every year in the first week of November. It gives the FAA an idea of what we are looking to achieve in the next five (5) years. We keep the current fiscal year on there, so they are familiar with what are plans are which is now 2024 as of October 1st. Chris took them through the document. He said that the board will notice that there are a lot of state and private projects listed on here as well. The FAA does not require us to document state or private projects, but we do so we will have an overall picture of what is going on at the airport. There is not a ton of new information compared to what you saw last year, but it has been twelve (12) months since we have looked at it and there are new projects toward the bottom that we previously had not planned for. There are some big, exciting ones on the horizon that we want the FAA to know that we are looking into. Starting from the top, the easy ones: 2024: The East Taxiway Extension that we are currently designing will go for a construction grant. We will open bids and have those construction contract numbers. Then we also have a BIL-funded project with we are calling Phase II of the Runway Widening which is paying for the overage of construction costs for that one. You've also got design and construction of a parking apron, so based on our conversation of that, we will set up with Kathy and determine exactly how that money is used with it being BIL numbers and it being entitlement only. We are flexible with what projects those dollars get allocated. Ms. Griffin made a clarification for the board. The BIL money when he refers to an overage, the project did not run over budget. We knew that the project cost that and we've been using the BIL money to fund it, so when he uses the word “overage”, I don't wan the board to think that the project ran over on the original budget. The overall cost was more from the beginning and that was the funding mechanism we used to pay forward and move forward with it. Continuing, Chris said we are taking full advantage of what we can from the state or planning to in 2024 as well. Partially, with the access road, which I look forward to yours and Dennis's comments on our most recent estimate, Debbie. Then we have some placeholders for a 90/10 and a 50/50 with however we see fit, whether that's using it for the apron on the east side. We will coordinate directly with the state on how those dollars are used.

Moving on to 2025, we are looking forward to an AIP-funded west taxiway rehab. So that taxiway pavement has not been rehabbed since it was constructed in 2016, 2017 time. It is due. We usually look to a five-to-seven-year time where we touch it. With this rehab we are talking about seal coat and crack seal. Brian Baldwin asked for Chris' observation of the taxiway pavement further west that leads to the current hangars that are there. He said that it had worn down. Chris said that he thought we could make an argument for it to fall under this same time. He will check on it. Chris continued that we are planning on using all our ADA grants in upcoming years, so that's why you see that hangar infrastructure grants called out. He said that we are at a point where we have spent a lot of discretionary money in the recent years and you've maxed your entitlements, so you are back to ground zero. You are getting \$150,000.00 of entitlement and you didn't have a major project planned. Normally, they look three years in advance. So, you would have had to have something major shown in 2022 for them to say you need some discretionary money. (Chad Cox talks here but is not at a mic. He said something about run-ups and whether it should be included in the design.) Chris responds that they can certainly look at run-ups while they are designing. He said he could see some benefit in it, but he doesn't know how it lays with that threshold being displaced, because you could almost argue that the displacement could be in a run-up area, but you're in the runway environment.

In 2026, we have another exciting project that will begin the design and land acquisition for the west taxiway extension, so that is 600' of Taxiway Alpha that would extend your 36 that was recently constructed. That one is a little complex because it requires about 3.5 acres of acquisition between three to four different parcels of land. But, with this we will have a full parallel to 36 on both sides. Once that is constructed in 2027, which is skipping ahead a little bit. We also have a project in 2026 for hangar infrastructure listed as a BIL project right now. That is planned, right now, to use the remainder of BIL funds that we have. So, 2026 is the last year of that bi-partisan infrastructure law, and that is when your AIG entitlement money will no longer exist. You won't get anymore, but you will have five years from that 2026 date. You have a little bit of time, but it needs to be allocated by the end of that fiscal year or a project. And then we have additional state funded hangar structure projects in that year.

In 2027, I jumped ahead. That's the construction piece of the west taxiway extension once we have it all designed and all land acquired. Then more hangar infrastructure with state money.

2028 is where things change a little bit. We have included a runway rehab project. That considers an overlay and a relocation of the existing crown. As I mentioned early, with a widening job we did not relocate the crown when we shifted the centerline 6.5 feet to the west. So right now, you have an offset crown compared to your pavement markings. It's not an ideal situation, it's not an illegal situation, but the standard matches the runway centerline. We haven't had a major runway rehab project since 2010 when we did an overlay of the entire runway. We did a minor rehab in 2019 with a crack seal and seal coat, but it's time to start looking at another major rehab and with that major rehab we can get that crown relocated. You will typically see a mill of a section and then a leveling course that considers where that existing crown was and moves it over. It will also include grooving. This is just the design in 2028, and then you get the big one in 2029. There is your 4.5-million-dollar project. We wanted to put those on here, because the FAA is going to start looking at 2028 projects, and I think it will be helpful for them to see that we've got some big plans. It will be a big project but will leave us with a nice smooth surface that will last another 10 years before we must do any minor rehab on it.

There was a question by Dennis Cherry that I could not hear. Chad started to speak and then Brian Baldwin interrupted and had our newest board member introduce herself. She is Rachel Hobert. She moved to Bentonville two (2) months ago from Washington D.C. She is in Venture Capital, and she sits on a few private company boards and, as well, has her private pilot's license. She was born and raised in Chicago and investing in early-stage companies led by veterans. Everyone introduced themselves to her.

Debbie Griffin told us that Rachel was appointed to the board at our last city council meeting, as was Mark Slaughter's second term. Another thing I might say is that on some of these conversations, I think we need to remember that this CIP is what we submit to the FAA. Some of the things we are talking about, while I think they need to be goals and long-range planning for this board and for the airport, they may not be feasible from this document. I am not sure that would be an interest to the FAA.

Chad, responding to Dennis' question. Debbie Griffin has put us in a position where we are not a drain on the city, we are self-sustaining and can support outside of those bounds. Where it may not live on that CIP form, I had a meeting today with a company who is looking to move here and thinking about that whole "I" Street corridor as an economic development. Area is something that if I need to do a better job when I have meetings like that about adjacent properties and people would come in and kind of add to an eco-system that we've been building, I can report on that, too. It could be relevant to this committee and to our airport.

Marc Slaughter said he had a couple of things that he wants the board to think about: 1) are acquiring land and 2) the land right there where 28th Street goes off to the west. It is just wooded and looks like it was set up to be a mirror image for the buildings just to the south. Then north of that is the AWOS, which is taking up prime hangar property. It should be located somewhere in a swamp where nothing else can go. But it would work fine in a swamp, and that is what we need to do.

Debbie Griffin said that made her think that one area over by the lake, the little spot. We looked at it one time dumping dirt in there to see if we could do anything and they said no, you can't. I wonder if we could put the AWOS down there. I know they like it centrally located. Chris said that the biggest AWOS relocation is the centrally located piece of it. They like it central to the runway. They like it around the same elevation as the airport reference point is, which in our case is pretty much in the middle of the runway, and you must have a halo. There is a 500' radius and a 1000' radius with different height restriction requirements for the AWOS to operate. Rachel Hobert asked how do other airports do it? Chris said that it depends. Most of them are centrally located or close to centrally located. The only other one that I am thinking of is Mena that is kind of toward the end of one of their runways. I'm not sure how they decided that one. But we could ask questions about where we could put it because people have had to have issues. Debbie said that we are not required to have it. Chris said he doubted that Chad would want to go without the AWOS. There was more discussion about this. Brian Baldwin has put this on his list with land acquisition and AWOS relocation. It was not added to the CIP. We will address this as a separate project. Dr. Ham asked if we need to hire a certified company, or does it have to be FAA technicians that move it. Chris said they would have to be involved. He doesn't know whether they must do the physical moving of it, but it sounds like we might need an RA or at least have them out there inspecting the construction that takes place.

Richard Ham would like to know where we are on the perimeter road discussion and where we are headed and what do we think are possibles to get that way? Debbie Griffin in response said that Garver did an estimate on putting in the access road and submitted that. We had discussion with our Transportation Department because they can do a portion of the road that goes parallel to "I" Street. The Street Department was willing to do the install on that, and if we go for an FAA grant, we can count their work towards our match as an "in kind", but the Street Department cannot do the goal post that would run on both sides of those hangars where the parking would go for those hangars. We have a meeting tomorrow to discuss with them what their involvement would look like. What their time commitment would look like, and we'll need to look at the dollars. Because, if they are doing a portion of the work and not the entire job, the cost of the project overall goes up substantially. So, I think we have a plan. It's just a matter of the funding mechanism once we know what piece they can do and what they can commit to. I am very hopeful that the Street Department can do that because while we credit for the labor, we don't have to pay for labor, but we also get that credit towards our match. We would try to go and get an 80/20

grant for this year to help put that access road in. Debbie said that after the meeting tomorrow, she is more than happy to share the designs that Garver did. They did a couple of different mock-up designs with the board. With the more eyes on it, the more ideas that could be generated and I would love the board's input on this.

- Update on West Side Hangars and Leases

Chris told you where we were with construction, so now this is where we are with leases. We are ready to begin the leases and get them signed. We've been talking to the six (6) individuals off and on throughout the past couple of months, but legal is going to finalize the lease for me and I will have it next week. I've got two (2) meetings out of the six to go ahead and start negotiations, get the names on there and get those signed. She would love to get those to City Council the first meeting in December, so that those leases would go into effect on January 1, 2024, if we can work that fast. I need to notify the other four to try to get individual meetings with them to get those negotiated and get them signed. The leases should all be identical except for the cost. The ones closest to the Baldwin hangar will be slightly higher because they have a sewer line. The other side must put in the sewer line. It may be a five-cent difference for those three based on the other three. It won't be significant. When Bonnie gets the body of those leases done, Brian Baldwin asked Debbie Griffin to socialize that with the group and we can get a jump start on reading them over and give you feedback if we have any. Debbie said that the biggest issue was coming to a conclusion on that access road and we are still working on that, but I think we are far enough down the road that we will be able to find a way to put it in, but maybe not to the goalpost, but we are working on that and she has a meeting with Dennis tomorrow afternoon. For those that are in the six (6), if they haven't started visiting with the Planning Department about their large-scale development, they need to initiate that process. During large scale development is where they will work through with the utilities and the other city departments, the additional infrastructure that will need to be put in, that the airport is not going to be responsible for paying for. I am communicating that to those six and doing one on one meetings with them as well.

On the west side, Chris gave you an update on the construction. She really thinks they will be on schedule. They have moved fast on this project.

- Gates – Report on meeting with Modern Fence

Chad Cox, Debbie Griffin, and Chris Maestri met at the airport with Modern Fence and went gate to gate to find out what was what. We really looked at all of them and said this one was this manufacturer, they were all different years, nothing was consistent, they didn't match the models, one of the got struck by lightning, one of them was wide open when we were out there. They weren't the same model that we have on the west side, so we just came to an agreement of what would it take to do it and fix it right. We would get everything the same model. We had some funding left from the Cares money that we received that was just setting there, so City Council has approved for us to use that, and we will be replacing all the gates or the controllers on the east side. That is back to Modern Fence, and they are going to give us a date. They must have it done by the end of the year, but everything should be replaced. That has been the biggest complaint this year. Hopefully within the next few weeks we will have all new gates on the east side.

- Budget Report

Part of the reason this is good news is because of some things that have already been reported on. She showed a picture of Brian Baldwin and his plane. Every year we have a budget workshop where we must come forward and present our budget to City Council. They haven't voted on the budget yet. They will do that on the 14th. This was the budget that she presented for the airport. Our revenues were up 17.7%

and the reason she wants to talk about it is some of this comes from the airport fuel sales. And when Chad says those numbers each month, I am keen on that because we get 10 cents a gallon, which goes back into supporting the airport. The fact that we are up has helped us overall with that. Our interest rent went up 1.8%. It is minimal but we do have an escalation that happens on the ground leases, so we went up just a little bit in interest income. Property tax also goes out because we must pay the property tax when it comes in, but it went up a little bit and will go out. So, our total revenues for the year were up 6.3%. We don't have salaries and wages because my salary does not come out of the airport budget because I am in the Administration Department and my salary is paid for there, but I do like to point out that we do have Robin Fields who operates part time for us at the airport. His salary is split between the Police Department and District Court, but we got some money that was left from the Cares funds, so I was able to pay them back about half of his salary from the airport. We are not asked at this point to pay for his salary, because they don't want to split it three ways for accounting purposes, but we were able to reimburse that department as well. Our supplies and materials were up 5.5%. This was a property tax increase on the hangars for the city. It is reimbursed to us by the hangar leases. Last year we were almost sustainable, but IT had to put in a switch out there, so in our technology account last year we were up 100 percent, so I put this side in to say we were down 100 percent because that was a one-time expense for the year prior. This year our property services went up 5.9% because IT put in a switch for the door that is controlled by a magnetic in and out and is not a system, so we had to replace a door that is on the old FBO and replace that with all the IT things that go along with this. It was just a little over \$5800.00. We had an increase in vehicle insurance because we added the Terrain as a courtesy vehicle, but the old Durango will go out of service this year. It is surplus and they are not using it, but we must keep insurance on it until we get it off city property. We will recoup that but there was a slight increase we had the two vehicles there for a short period of time. Again, our budget is not huge, but our total expenditures were up 4% for the year and that was because of the vehicle and building insurance increase, the property tax slight increase and that IT switch that hit the budget for \$5800.00. This is the first time in history that we have been able to present a budget that is sustainable. So, we are a sustainable airport which is huge. That's coming from federal and state grants, and the private funding that we receive for our capital expenditures widening. But we've worked for years to become a sustainable airport and we are now. The City Council was extremely pleased. Now, that's what's on paper. We've got to stick to our budget and not go over.

I hit some of the milestones that we had over the year. There is over 7 million dollars in airport projects, we moved the dirt pile, we are working on the west side hangar development, the runway extension, runway widening, the grooving, the waiting list, the commitment from the Airport Advisory Board, and the Chairman, the ARFF truck dedication, the national NASAO conference, the Up Summit is coming back 2024, we have our CIP which is up to date for 6 year projections, the communication between the board, Garver, Summit, FBO, citizens, the Ignite Aviation Program. I also told them where we need to continue to focus is on some of our work on our policies and procedures. I talked about the current projects and that was it. Our budget should be approved at our next City Council meeting.

III. Other Business:

Ms. Griffin said that she has three (3) items she needs action on.

1. Motion to pursue the parking grants with the State.

Dennis Cherry made a motion to have Debbie Griffin pursue the parking grants from the State. Marc Slaughter gave a second. Motion approved.

2. Approval from the board to move forward with the CIP.

A motion was made by Marc Slaughter to approve the CIP for the airport. A second was made by Dennis Cherry. Motion approved.

3. Debbie said that at the beginning of this year working on updating our Minimum Requirements and Operations Manual for the airport. The one that we have is quite old and it needs to be updated. We had one committee meeting with Marc Slaughter, Mike Frost and Brian Baldwin and took some pieces and parts and I have that well put together now, but I do need the board to work on the Mission Statement, the Development Strategy, and she would like Chad to review some pieces on the FBO requirements. The Fire Department is including all their safety protocol, so she is going to send a draft of this out knowing that it is a draft, and it is in working form and ask the board to look at it and possibly have a committee meeting to work a little more on the Mission Statement and the Development process.

Brian Baldwin said he would like to do that. It might not happen before Thanksgiving, but he would like to get some progress on pulling a Mission Statement together and coming to an agreement as a board and submitting it to Debbie. But, ultimately, put it in presentation form to submit to the Mayor and City Council. I would also incorporate time to go over policies and procedures as well. The only question he has is with the Fire Department. Will they also put in there or is it appropriate to put in there what is expected of the leasees. When we did our inspections, that was the number 1 question. Debbie said that a lot of that will be addressed as the new hangars are being built and what you are going to see with the current ones. Those are probably going to be every 2-to-3-year inspections. She will address that with them. She said that she took a stab at a Mission Statement, but that it is not set in stone. This is all in draft mode. We will try and tackle it between now and the next meeting, Brian said. He said that he would put out a note to the group, he will suggest some dates and he will see who can convene and we will make notice of it because there will be more than one board member talking at the same time, and we will do it here on city property.

❖ Discussion regarding Projects and Priorities – Member Input – Brian Baldwin, Chairman

Brian said that this has already been discussed in the meeting. We've got an idea of what we want to do, and he has made a list that he will send out.

IV. Closing:

❖ Schedule AAB Meeting for December 2023

Proposed Meeting Date and Time: Thursday, December 7, 2023 @ 3:00 pm

Location: City Hall – PC Chambers, 305 SW “A” Street, Bentonville, AR

Dennis Cherry said that he cannot make the December 7th meeting. Rachel Hobert, Mark Slaughter, Richard Ham can attend. Debbie Griffin is also able to attend. The meeting will be held on Thursday, December 7, 2023, at 3:00 pm at City Hall – PC Chambers.

❖ Motion to Adjourn:

Brian Baldwin thanked Rachel Hobert again for signing on to be on the board and that they are excited to have you on board and hearing your ideas.

Rachel Hobert made the motion to adjourn as her first official act as a board member. Mark Slaughter gave a second. Motion approved.