



Bentonville Municipal Airport
Advisory Board Meeting Minutes
Thursday, May 2, 2024 @ 3:00 pm
City Hall – 305 SW “A” Street
Bentonville, AR 72712
(*& VIA ZOOM WEBINAR*)

Meeting Recording: https://us02web.zoom.us/rec/play/C1v4KObPoUKvc_Bn1Azzk5vNGAvc4DPnnChEf-vTDJKWaKcM6RBapAlt0ZA8-Hko5SP6DgxTx2cuSgOg_nX_PvqIRkEG8jJl

Members Present: Brian Baldwin, Mark Slaughter, Richard Ham (Zoom), Dennis Cherry (Zoom), Rachel Hobert (Zoom), Beckie Seba, Ex Officio.

Members Absent: None.

Staff and Others Present: Debbie Griffin, Bonnie Bridges, Beverly Shepherd, Robin Fields & Maverick, Kelly Deeds, Chris Maestri, Ginny Lantz, Chad Cox (Students: Jackson and Jeremy), Mark Marsiglio, and Sam Gurell and several others with him.

I. Call to Order, Welcome & Pledge of Allegiance

- Brian Baldwin called the meeting to order and led the room in the Pledge of Allegiance.

II. Approval of Minutes

- April 4, 2024, Meeting Minutes
 - Dennis Cherry said there were two typos that needed to be corrected. The Administrative Assistant indicated she would correct them. With those corrections to be made **Mark Slaughter made the motion to approve the minutes. Dennis Cherry gave a second. Motion was approved.** *Admin. Note: For clarification, the corrections that needed to be made are in the minutes from the 04-11-2024 AAB Special Meeting, not the 04-04-2024 regular meeting. The Special Meeting was provided to the board, but it was not brought up for approval in this meeting. However, the Admin did correct the two typos.*

III. Geese Control Report – Robin Fields and Maverick

- Report from Robin Fields:
 - Robin Fields and Maverick appeared at the meeting. The birds are starting to have babies now. However, none at the airport currently. The numbers of birds at the airport seem to be going down. No coyotes have been seen in about 2.5 months.

IV. New Business

1. Engineering and Construction Updates

- Chris Maestri Airport Projects – Garver
 - **SE Taxiway – Ph 1** – Talked with Kathy at FAA and she has not made it through the comments Garver had sent to them. With FAA approval we will submit final reimbursement requests and all the FAA funds that we were promised. Then we will have the official closeout of this project.
 - **Runway 18-36 Widening (FAA Grant)** – Garver submitted a grant amendment request for Phase I. Also waiting for FAA approval and tell us how much money we will get associated with the first grant that we had. Once we know this, we will submit a closeout package associated with the number that FAA tells us is approved and then we will submit a secondary grant app to cover the remaining costs of this project.

- **VBH Hangar Development (West Side)** – This is specific to the taxi lane and utility improvements. We have all the closeout packages put together and sent to the city. Waiting for two canceled checks. Once we have those, we'll add them to the closeout packages and submit them to the ADA. We will close all three at the same time and get reimbursement for this project from the state.
- **East Taxiway (Phase II) (ADA Grant)** – Fully approved through LSD and FAA. Waiting to bid on the project. Advertising will start a week from this Sunday. Bids open on 05-30-24. After that we will move forward with a grant application based off the bid numbers this summer.
- **Hangar Access Road (ADA Grant)** – This project will provide access to the six (6) new hangars around the taxi lane just completed. It has been approved by the city Planning Department and approved to move forward with the Pre-Construction meeting. We have initial pricing from Sy-Con, and Garver which is currently reviewing.
- **VBH Parking Apron (Fuel Farm) (ADA Grants)** – We submitted a grant application for some supplemental discretionary money from the FAA. This is competitive money that comes around every year. We put together a grant application to build this entire area with an asphalt apron that could be used to relocate some of the parking location on the east apron, as well as relocate the existing fuel farm facility and build a new one. We are waiting to see if we can get some additional money before we move forward with design. Should hear back from FAA to see if we can move forward to the next step of design. Debbie Griffin said that we did receive a letter of support regarding this money. She would like for the board to set a sub-committee meeting with Chad, Kelly and whoever would like to serve on this committee to discuss the fuel farm. We are eligible for two other state grants for this year. We need to decide if we want to apply for additional funding for the fuel farm. We must have those applications in by the end of June, so the time is now to decide if we want to go for those two additional grants. Or do we want to go for those two additional grants to help with another project. Brian Baldwin will see that this gets done.

2. Updates from the Field

- Kelly Deeds will give updates from the field.
 - Flight School and Rental Aircraft did 650 Hours. This is up 7% from last April. Had 2008 operations across the field. That was flat with last year. We lost 16 days to the weather. He said they had a lightning strike in the Fieldhouse last Friday and took out a couple of fire alarms and a few other things. Jet A Sales were up 61% and overall fuel sales were up 36% versus last month.
 - Runway Incursion Report: We had seven (7) pedestrians out on the runway this last month. Most are wandering from Osage Park and are lost. If we were going to do anything here is to put a sign up or put the fence back up. Debbie will check with Parks and Recreation, but installing a sign is an easy thing to do. We will try and have this remedied by next month.

3. City of Bentonville Updates – *Debbie Griffin, Airport Manager*

- UP Summit – Debbie asked Chad for a report. September 29, 2024 – Community Day. Encouraged to include the school system, etc. There are plans to have flight demonstrations, vertical take-off and landing aircraft, a drone show, and things of this nature. The whole event is September 29th through October 3rd. Debbie will bring future events, etc. back to the board to keep them informed. Chad also said that he and Dave Boyd had installed the baffles that we talked about last month. He said he flew in the other night, and it all looks good. Mr. Cox also recognized Debbie Griffin as she has worked to organize an economic impact study. He really appreciates the work that has gone into this.
- Update on West Side Hangars and Leases
 - Debbie Griffin mentioned that we have two (2) openings for our hangars, and she would like to request a meeting to review those applicants. Brian Baldwin said they would schedule another special meeting or sub-committee group meeting between now and the next meeting of the AAB. It was asked by Mark Slaughter if we could have our next meeting where the UP Summit is being held on October 3rd. Ms. Griffin said they will check on it.

4. Dave Burris, Architect

- Parking around hangars, etc.
 - Dave Burris appeared. Overall layout of parking and building and respectively what that means to lease. He gave a diagram to Debbie Griffin for review. Debbie came back with some minor modifications regarding dimensions. They updated the diagram and Ms. Griffin has it. Mr. Burris is seeking her approval, and upon her approval feels confident that they can move forward with the rest of the development and bring to the board the final drawings. Still working on the LSD but anticipating approval. Debbie Griffin said the modification was a space of a foot and a half. On Hangar 4 they had the sidewalk portion on the side instead of on the end of the hangar. Ms. Griffin said the layouts are fine. She has no objection to Mr. Burris' submittal. Burris said city planning is looking for the board's approval in the form of a letter that they have reviewed and seen everything. He will submit one package showing all six hangars as well as a supplemental diagram and just requests a letter from the board that they have reviewed what was presented and approved it, that should take care of the LSD process. Brian Baldwin asked him if he could get this information to the board before next month's meeting. He said he would have it to them by tomorrow.

V. Other Business:

1. Projects and Priorities – Brian Baldwin, Chairman

- Parking of Aircraft – Sub-Committee
 - Short-Term Parking: Brian Baldwin said that a sub-committee meeting was held on short-term parking challenges that we have on the east side. They reviewed the space and they had Garver review every inch of available space and it was determined that there is almost not a lot that can be done. Mr. Baldwin said we might want to consider eliminating almost all transient parking and moving everything to the west side. He said that they didn't get very far on this project. You will hear more from this group later.
 - Long-Term Parking: Mr. Baldwin asked if there was someone on the board who would lead this project. Mark Slaughter said he would work with Debbie Griffin on this. Ms. Griffin said the biggest thing right now was that we have two state grants that we need to apply for before the end of June. Rachel Hobert says she is happy to help, as well. They will set a date to work on this.

VI. Closing:

1. Next AAB Meeting Schedule

Proposed Meeting Date and Time: Thursday, June 6, 2024, @ 3:00 pm

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

- The date and time for the next meeting was acceptable to all board members.

2. Sam Gurell – Request for Public Comment

- Mr. Gurell talked about what he had done to remedy the four or five aviation issues that Chairman Baldwin and Debbie Griffin had talked with him about. He also said he had apologized and written apology letters, and now he had to back out of the lease deal because of something Mr. Baldwin and Ms. Griffin had asked him to do. He said he requested two things from the board. He said he had other shareholders of Soma with him and that his first request is that he would like the board to hear a short presentation from each of them today. Also, Mr. Gurell said they have over 20 support letters, and some of them from the airport, saying that he is a good citizen, and that they would be good neighbors at the airport. His second request is that the Airport Advisory Board reconsider rescinding his lease. Chairman Baldwin granted one other person with him to speak, and they would also have three (3) minutes. Bonnie Bridges also spoke up and said that if anyone who had information to submit could always do so via email. Malia Gurell, a shareholder in Soma 2515, LLC, then spoke for three minutes.

2. Motion to Adjourn:

- Mark Slaughter made the motion to adjourn. Rachel Hobert gave a second. Motion approved.

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05-02-24

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SAM Gurell & Entourage		(Several)	
MARK MARSIGLIO	✓		

Project Task	Runway 18-36 Widening (FAA Grant)					
	VBT Hangar Development (ADA Grants)					
	VBT E. Taxiway Ext. (Phase 2) (FAA Grant)					
	VBT Hangar Access Road (ADA Grant)					
	VBT Parking Apron (Fuel Farm) (ADA Grants)					
Site Investigations						7/1/2024
Conceptual Meeting w/ City						7/3/2024
Preliminary Design						7/1/2024
Preliminary Design Review						8/30/2024
Final Design						9/15/2024
Final Design Review						10/15/2024
Bidding			5/30/2024			11/15/2024
Grant Award			8/16/2024			
Construction Contract			9/1/2024	5/21/2024		12/15/2024
Preconstruction			9/15/2024	5/21/2024		1/15/2025
Construction Start			10/1/2024	5/27/2024		2/1/2025
Construction Complete			12/31/2024	7/12/2024		3/31/2025
Grant Closeout	5/31/2024	5/10/2024	1/31/2025	9/15/2024		5/31/2025

