



Bentonville Municipal Airport
Advisory Board Meeting - Minutes
Thursday, August 8, 2024 @ 3:00 pm
City Hall – 305 SW “A” Street
Bentonville, AR 72712
(*& VIA ZOOM WEBINAR*)

Link to Recording:

<https://us02web.zoom.us/j/8445844584?pwd=ZB1KLNaCTLB8kdQvSYMYE3ZtD8SFaQamERsvL8cpbVvNvNv7o7HSivP1CasR7N8zxQvAQpMUu4f4s4taoz>

Members Present: Brian Baldwin, Mark Slaughter, Dennis Cherry, Richard Ham, and Beckie Seba, Ex Officio

Members Absent: Rachel Hobert

Staff and Visitors Present: Debbie Griffin, Kelly Deeds, Chris Maestri, Rebecca Pinson, Mayor Orman, Paul Cantrell, and Kevin Barrington.

I. Call to Order, Welcome & Pledge of Allegiance:

- Brian Baldwin will call the meeting to order.

A. Brian Baldwin called the meeting to order at 3:00 pm and led the room in the Pledge of Allegiance. This meeting is being held one week later than normal due to conflicts.

II. Approval of Minutes:

- July 11, 2024 - Meeting Minutes

A. Richard Ham made a motion to accept the minutes from the July 11, 2024, meeting. Mark Slaughter gave a second to the motion. No discussion. ***Motion approved.***

B. Brian Baldwin took a moment to welcome our former leader, Debbie Griffin, who was with us today, as well as to welcome our new leader, Dennis Birge, as well as Mayor Orman who joined also.

III. Geese Control Report – Robin Fields and Maverick

- Report from Robin Fields

A. Robin Fields reported that they ran off 18 geese this morning from the south end of the runway. He is seeing the geese flying again, but there are not a lot of them. There have been lots of doves though, and he and Maverick have been chasing them off. Kelly Deeds is seeing a coyote regularly mid-field on the west side, north of the AWOS antennas in the overgrowth. Robin said he would check this out.

IV. New Business:

1. Engineering and Construction Updates

- Airport Projects, Chris Maestri - Garver USA

Chris Maestri with Garver reported on the current airport projects.

A. Runway 18-36 Widening (FAA Grant)

Chris reported that Kathy Franklin (FAA) emailed and they have approved the number on the amendment we requested for the original grant that covered the paving portion. Chris needs to get Kathy a signed amendment request with Mayor Orman's signature. Then they will be ready to close out the first grant. Chris will follow up with the second grant covering the lighting reconstruction. Dennis and Mayor Orman must sign before it is submitted to the FAA. Once we get the agreement approved, we can close it out. Lighting on the east side was also discussed. Brian Baldwin would like to discuss this at the next CIP review meeting to decide where to integrate this into the plan. It is not currently on the CIP.

B. VBT E. Taxiway Extension (Phase 2) (FAA Grant)

The grant application for construction has been sent to the FAA for review. As soon as there is an agreement, we can move forward with the construction contract. The low bid was APAC Central, so we will move forward with them assuming the funding goes through without issue. If we get that funding early enough, we hope to get APAC started on this project this fall and be done before the holidays. This will not go to the City Council for approval until after we get the grant from the FAA and we will then bring the contract and the grant through at the same time.

C. VBT Hangar Access Road (ADA Grant)

Gaver had a Pre-Construction meeting this morning and working to get Sy-Con started on it. Tony Davis, Street Manager, wants to meet the week of the 19th to review specifics for the Street Department for the North/South section of that roadway. This is a 45-day contract time. This should be completed by the holidays.

D. VBT Parking Apron (Fuel Farm) (ADA Grant)

We have one ADA grant in place for \$200,000.00 and we had some options to add some additional parking space within one design, and we have drafted two grant applications for additional money from the ADA, so we could build a parking apron for 10 aircraft. Debbie Griffin had also worked on some private funding. When all the funding gets worked out, then we can move forward with submitting those grant applications to the ADA. The time limit on this is next June. Debbie Griffin recommended waiting until November to January to go to the State with the two additional grants. It was suggested that Dennis Birge and/or Chris Maestri should reach out to Jerry Chism about all of this at the AAOA meeting in Eureka Springs to talk with him.

2. Updates from the Field

- Kelly Deeds will give updates from the field.

A. Aircraft rental at Summit Aviation was up 47% overall. That is over 1000 hours of aircraft rental, which is significant. This is 50% better than what they have done in the previous years. In July of 2024, there were 2228 operations and we are up 31% to 2919. They average around 107 ops a day.

B. Fuel Sales – We did almost 15K gallons low lead in July and 20K gallons of Jet A. Fuel sales were up 43% over July of 2023. We had 122 operations on the 24th of July. The growth is continuing. At this time, Kelly said we are larger in operations than in Rogers and Springdale.

C. Up Summit – The UP-Summit planning is going on. The team will be back the week after next to finalize a few more things.

D. Game Fest – This year Game Fest will be held on September 8th.

3. City of Bentonville Updates – Dennis Birge, Airport Manager

- Update on West Side Hangars and Leases, Etc.

A. Brian Baldwin gave an update on the west side hangars and leases. We have three (3) applicants approved by this board to start LSD, and two (2) applicants that are reviewing their proposed leases. Debbie Griffin again went through the lease process. There is one space still available. The board will be meeting in a couple of weeks for a work session to discuss west-side hangar leases and the criteria for the applicants. Paul Cantrell was on Zoom and asked a couple of questions about the last hangar space. Brian Baldwin explained to him that the board is getting ready to have a work session within the next two weeks to talk about this.

V. Other Business:

A. Brian Baldwin brought up adopting the Minimum Standards. There were a few typos that need to be corrected, but otherwise thought they were good. The board recommended that Dennis Birge take this to the City Council and present it to them as our new Minimum Standards for the Bentonville Municipal Airport. With the minor typographical adjustments necessary, Brian Baldwin recommended that we adopt the current copy of the Minimum Requirements – Aeronautical Operations or Activity for the Bentonville Municipal Airport. Mark Slaughter gave a second to the recommendation. Dennis Cherry questioned as to whether the chairman could make a motion and he did not know. In case he cannot, Dennis Cherry also made this same motion. Mark Slaughter gave his second again. No discussion. All were in favor. *The motion passed.*

B. Mr. Baldwin brought up the military installation the city was approached about by people out of Little Rock. These people were interested in forward deploying some of their assets in Northwest Arkansas, so when we have things like the tornado, they are not so far away from us to make a rapid response. Conversations are ongoing.

C. Dennis Birge brought up that he spoke to Kathy Franklin today on the phone and she said any of the OEAAA for the lighting is most important right now. They are about 45 days out on approvals. Chris Maestri said they were working with them on this.

D. More discussion was had about the Up-Summit. The city and board need to make sure that nothing happened that would put the city in a risk position or approve anything that would put in jeopardy grant assurances. The plan is to have a safe and successful event and ensure that the airport is compliant with all our partners, including the State and the FAA.

E. The time for the AAB Work Session to discuss west-side hangar agreements was agreed upon to be held on Thursday, August 15, 2024, at 1:00 pm. The Administrative Assistant will secure a place for the meeting and send out a notice to all. Debbie Griffin will send out all the applications to the Administrative Assistant and she will make sure everyone on the board has them.

VI. Closing:

1. Next AAB Meeting Schedule

- Proposed Meeting Date and Time: Thursday, September 5, 2024 @ 3:00 pm
Location: City Hall – City Council Chambers, 305 SW “A” Street, Bentonville, AR

This meeting time was agreed upon by the board members present.

2. Motion to Adjourn:

- Motion by Brian Baldwin and/or Dennis Cherry to adjourn the meeting. Second by Mark Slaughter. All were in favor. *Motion approved and meeting adjourned.*

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Project Task	Runway 18-36 Widening (FAA Grant)					
	VBT E. Taxiway Ext. (Phase 2) (FAA Grant)					
	VBT Hangar Access Road (ADA Grant)					
	VBT Parking Apron (Fuel Farm) (ADA Grants)					
Site Investigations					10/1/2024	
Conceptual Meeting w/ City					10/2/2024	
Preliminary Design					10/1/2024	
Preliminary Design Review					11/30/2024	
Final Design					12/15/2024	
Final Design Review					1/15/2025	
Bidding					2/15/2025	
Grant Award		9/1/2024				
Construction Contract		9/15/2024			5/1/2024	
Preconstruction		10/1/2024	8/8/2024		5/15/2024	
Construction Start		10/15/2024	8/19/2024		6/1/2024	
Construction Complete		1/15/2025	10/3/2024		7/31/2024	
Grant Closeout	8/31/2024	2/15/2025	11/30/2024		9/30/2024	



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