



Bentonville Municipal Airport
Advisory Board Meeting Minutes
Thursday, September 5, 2024 @ 3:00 pm
City Hall – Council Chambers – 305 SW “A” Street
(*& VIA ZOOM WEBINAR*)

Meeting Recording:

https://us02web.zoom.us/rec/play/zyfYOEBLe7H1TL6NTpswCRrIBh04CZgB_IBBW0a_r3Z_eCdm_vGfond9fTWUwnAYMmfaEl-j7xSrxs7w.xNWeCVw7OYHJiABF

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

Members Absent: None

Staff and Visitors Present: Dennis Birge, Ginny Lantz, Chris Maestri, Robin Fields and Maverick, Kelly Deeds, Mayor Orman, Austin Conner, Kevin Barrington, Beverly Shepherd, Paul Cantrell, Austin Conner, and Mark Marsiglio

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

Brian Baldwin opened the meeting with a welcome and the Pledge of Allegiance.

Before the meeting, Mayor Orman honored Dr. Richard Ham with a Certificate of Appreciation for his years of service on the Airport Advisory Board. Brian Baldwin, on behalf of the Board, thanked Dr. Ham for the knowledge and help he has given over the last several years.

II. Approval of Minutes:

- August 8, 2024 - Meeting Minutes

Richard Ham made a motion to approve the minutes from the August 8th meeting. Mark Slaughter made a second to the motion. No comments or objections. Motion approved.

III. Geese Control Report – *Robin Fields and Maverick*

- Status Report

Robin Fields reported that he has been seeing a few geese around the south end of the runway on the grass but very few on the water. They are moving around almost every side of the airport, but not on the runways. Also, it has been about a week to 10 days since a coyote has been spotted by anyone.

IV. New Business:

A. Engineering and Construction Updates – *Chris Maestri – Garver USA*

- Airport Projects

RUNWAY 18-36 WIDENING (FAA GRANT)

Chris Maestri reported this project was completed last fall and they are working through the closeout package and the submission of additional grant applications. They are submitting a grant application for the lighting reconstruction piece which was previously coordinated with the FAA when we did the project and we would submit a separate grant for that. All these submissions are in the works and have a deadline to execute the grant agreements by the 17th. Also, related to the widening project is the Grant Amendment, Garver is working through this to get additional funds for our original grant. We had submitted this back in March to the FAA and they had some minor comments. We will be getting another \$375,000.00 tied to the original grant.

VBT E. TAXIWAY EXTENSION - PHASE 2 (FAA GRANT)

This is the grant that has been submitted to the FAA. Garver hopes to have grant approval on the 10th from the City Council to go ahead and execute as soon as we receive it. After we have the agreement, Garver will put together construction contracts for APAC, which was the low bid. We will get those executed and send them to Dennis Birge and the City Council to execute on the city's end, as well. Depending on how fast we can turn construction contracts around and get all the information from APAC, we may or may not be looking at a fall construction time. It is a 90-day job.

VBT HANGAR ACCESS ROAD (ADA GRANT)

Last month Garver had a Pre-Construction meeting with Sy-Con and the City. Since then, they have been coordinating with Sy-Con about what the city is responsible for and what Sy-Con is responsible for. They have been meeting with the city and have a follow-up discussion with Water about the water/sewer scope. There are some valve adjustments and man-hole adjustments within the north/south section of the access road. Sy-Con will mobilize by the end of this week to get equipment on site.

VBT PARKING APRON – FUEL FARM (ADA GRANT)

This project is on pause until the Access Road is completed.

B. Updates from the Field – *Kelly Deeds – Summit Aviation*

- Kelly Deeds will give updates from Summit Aviation

Mr. Deeds reported that August was a record month for the airfield. They did 3188 ops, well over 110 operations a day for August, which is a 34% increase over August of last year. There was a 36% increase in fuel sales, a 31% percent increase in Jet A, and a 49% increase in 100 Low Lead. Their aircraft rental fleet was up 68%, and the Flying Club was up 40%. This month they will have Game Fest. Colorado pilots are coming in on Wednesday of next week for five (5) days. They will be based out of here while they visit different points around Arkansas and southern Missouri. The Up Summit is at the end of the month and then a week from tomorrow Textron Aviation is coming in and doing a private display on Friday and open to the public on Saturday. They also discussed the Up Summit and some of the board's concerns with drone events and getting the word out about them as much as possible.

C. City of Bentonville Updates – Dennis Birge, Transportation Director

- **Airport Manager Position and New Board Seat**

Dennis Birge appeared and reported to the Board that the mayor had created a position of an Airport Manager dedicated to the airport. Applications are being taken until August 15th. Dennis said he and others will begin reviews of applications for a new board seat, which will be Dr. Ham's position, soon. Dennis then expressed his appreciation to Dr. Ham for all the guidance he has given us. They will also be reviewing the applications for Airport Manager. They will select the top two or three, submit them to the mayor for her final decision, and then take it to City Council for approval.

- **Military Installation Update**

Brian Baldwin explained the National Guard had a plan to deploy some of their assets from the Little Rock area up to Northwest Arkansas all under the idea of being able to mobilize quickly if needed. They are looking at airports in this region. However, unless we move the space to another piece of city-owned property we have available, we, unfortunately, do not look like an option for them. They would require a building to house the three (3) Blackhawk helicopters at this location. They would also need housing for their employees. Noise complaints were mentioned as a probable problem. Dennis Birge will take this information to the Fire Chief and Mayor Orman and will get back to the board. Rachel Hobert asked if we were able to track phone calls from the community and what they think about the increase in jet traffic. Dennis said that information comes to us from all over the city. Brian Baldwin said we would be better stewards if we could do this to see what could be done. Dennis said he would work on getting it circled around with Transportation. Maybe one person could be assigned to this, he said. Robin Fields was mentioned for this position.

Kelly Deeds also brought up that the 160th Special Operations Aviation Regiment (Airborne) with Chinook helicopters selected us as their stop-over point, so we will see them regularly. Beckie Seba said this is an important thing that people know is happening so people will not worry when they see them. She will mention this in City Council so they will know about this, too.

V. Other Business:

A. Projects and Priorities – Brian Baldwin, Chairman

- **AAB Work Session – Update from (08-15-24)**

Chairman Baldwin brought up a few items they discussed in the Work Session they had since the Board's last meeting.

1. Mr. Rockwell submitted a request from his current box to the box that was vacated by Adam Grosser. They discussed that they had no problem with it and they are officially recommending that the city allow him to move from Box 5 to Box 1, which means we are looking to fill Box 5. Dennis said if they were good with it, he would be good with it. No vote is needed.

2. Now with Box 5 being open, they sorted through a list of names to those we thought were viable. They have two or three more names they need to contact.

However, by next week they will present a smaller, narrower list of people for Dennis Birge to review. If it meets the needs of what the mayor is looking for, they could do a vote online.

Mr. Paul Cantrell came forward to speak about building a hangar at #6 and some of the challenges they are having when someone, as part of the group, backs out of building a hangar. They want to make sure the allocation of expenses is equal and fair based on the use of utility or specifically as it relates to the amount of dirt that needs to come out. There was discussion. The Board made no promises. No votes were taken.

VI. Closing:

A. Next AAB Meeting Schedule

- Proposed Meeting Date and Time: Thursday, October 10, 2024, @ 3:00 pm
Location: Thaden Fieldhouse Conference Room – 2205 SW “I” Street – Bentonville

The Board agreed to move the meeting one week later than normal to October 10, 2024.

B. Motion to Adjourn:

Dennis Cherry made a motion to adjourn the meeting. Richard Ham gave a second to the motion. Motion approved.

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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					1/1/2025	
Conceptual Meeting w/ City					1/8/2025	
Preliminary Design					1/1/2025	
Preliminary Design Review					2/28/2025	
Final Design					3/15/2025	
Final Design Review					4/15/2025	
Bidding					5/15/2025	
Grant Award		9/9/2024				
Construction Contract		9/27/2024			6/15/2025	
Preconstruction		10/1/2024			7/1/2025	
Construction Start		10/15/2024	9/9/2024		7/15/2025	
Construction Complete		1/15/2025	10/24/2024		9/13/2025	
Grant Closeout	10/15/2024	3/15/2025	12/31/2024	11/13/2025		



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