



Bentonville Municipal Airport
Advisory Board Meeting Minutes
Thursday, November 7, 2024 @ 3:00 pm
City Hall – City Council Chambers
305 SW “A” Street - Bentonville, AR 72712
(*& VIA ZOOM WEBINAR*)

<https://us02web.zoom.us/rec/play/b4C8nqbB9uznaLdzCXTmaX6NCpJQgadJ4JmEGnjd0MgOGhKq7RBrL9N2uAfOnN4hCkexhVUb41iu94y3.pwJzkiegPz9zlo9A?autoplay=true>

Members Present: Brian Baldwin – Chairman, Dennis Birge, Dennis Cherry, Rachel Hobert, and Beckie Seba - Ex Officio (Council)

Members Absent: None

Staff and Others Present: Mark Slaughter – Airport Manager, Beverly Shepherd – Admin Asst, Dennis Birge, Robin Fields (& Maverick), Chris Maestri, Ginny Lantz, Mayor Stephanie Orman, Austin Conner, Alex Hodge, Paul Cantrell, and Mark Marsiglio

I. Call to Order, Welcome & Pledge of Allegiance – *Brian Baldwin, Chairman*
Brian Baldwin welcomed everyone and led the room in the Pledge of Allegiance.

II. Approval of Minutes:
• October 10, 2024 - Meeting Minutes
Dennis Cherry made a motion to accept the October 10, 2024, minutes as written. Rachel Hobert seconded the motion. Motion carried.

III. Geese Control Report – *Robin Fields and Maverick*
• Status Report
Robin Fields and Maverick appeared via Zoom to give their report. Robin said it had been a slow month. The most geese chased off the lake at any given time this month has been 20. He may see more birds in the grass after the rain. He is expecting activity to pick up this next month. He has not seen any coyotes lately.

IV. New Business:

A. Engineering and Construction Updates – *Chris Maestri – Garver USA*
• Airport Projects
Chris Maestri appeared to give Garver’s report on current airport projects.

Runway Widening Project – They are still working on the grant closeout. However, it is mostly just a matter of getting paperwork together and submitting it to the FAA. They hope to have this done by mid-December. Then, we can request our final reimbursement from them and close the grants out.

East Taxiway Extension - Phase II – Garver took the construction contracts to City Council for approval to move into a contract with APAC and it was approved. They brought signed documents from APAC today to give to the city to get executed. APAC is planning to get started

on the extension in May of 2025. This is an FAA grant and we have that grant in hand for construction. It is a 90-day construction period and should be completed in late summer or early fall and closed within the year.

Hangar Access Road – SyCon has completed all its earthwork to build up the subgrade. They are now working on an ag base that will go below the asphalt section. They have also completed all their future utility duct crossings.

Parking Apron (East Side) – This is on hold to see where the money lands at the end of the Access Road project. As soon as we have those final dollars put together, and once Sycon and the city are done, we will have a clearer picture of how much money we can dedicate. We do have some private funds allocated or promised to cover a few different grant shares, but there is a small city match even on top of that private funding. We can continue to apply for a couple more grants or use the one grant we have currently to build a small four-spot parking apron for the time being.

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

- Status Report

For October, traffic was only up 6%. They lost five or six days of local flying time due to weather. Jet traffic was down as well. Fuel sales were down 10% in Jet A, but up 25% in low lead. Year over year, we are up 45% on Jet A and 45% in low lead. Operations for the month were 2808. Last year it was at 2650. They had one event that brought in sixteen (16) aircraft and had another event today where a Beechcraft lost a nose tire on landing. The airport was closed for about 20 minutes. No major events are planned for November.

C. City of Bentonville Updates – Mark Slaughter, Airport Manager

- West Side Hangars and Leases

Mark Slaughter handed out a copy of the elevations and layout of the three hangars we need to discuss today. He said he had gone over them and thought they looked great. He is asking for approval from the Board to move them on to Planning. There was discussion.

Brian Baldwin made a motion that we approve these plans as proposed to the Planning Department contingent upon their looking at the elevations, and design standards, and that they match the profile that exists on record. Rachel Hobert made a second to the motion. Motion passed.

Regarding the Marsiglio lease, there was a motion by Rachel Hobert to approve the lease for Hangar #1, LLC. Dennis Cherry made a second to the motion. Motion passed.

Regarding the Alex Hodge Lease: Dennis Cherry made a motion to accept the lease for Hangar #5 - 3 Bears, LLC. There was a second by Brian Baldwin. Motion approved.

Mark Slaughter said he anticipated at the next meeting we will have elevations and layouts for the other three hangars. All three of those have already been voted on, so we will just have to look at elevations and layouts.

The last item Mr. Slaughter mentioned was a reminder that the Ignite program is housed in the old FBO. The address is 2500 SW Aviation. We modified the FBO agreement with Summit to take back that building and the 2510 building and open T-Hangars, and the president of Summit, Kelly Deeds has signed it, so we are good to move forward with starting to do things now with those buildings. The school has a plan to modify the Ignite building to suit its educational

purposes. Then the other building, the 2510 SW Aviation, my office will be in there. It needs a little help from being neglected over the years. He said that there is fiber and all the communication necessities there already. He thinks with some paint and carpet, he should be good to go.

Dennis Cherry made the motion to accept the recommendation of the transfer of the lease from Summit Aviation. Rachel Hobert gave a second. Motion passed.

V. Other Business:

A. Projects and Priorities – *Brian Baldwin, Chairman*

Brian Baldwin brought up the discussion on our future board members. We do have two (2) board openings. We want to close one, but we want to select one out of the group that we already have. I volunteered to be on the interview committee with you, and I'm sure there may be others who would like to help, but we want to pick one for Dr. Ham's position and then publicize the second one, which is Mark Slaughter's position, after a specific procedural window of time and see if there are any more, look at that pool and then select a second one.

Brian Baldwin congratulated Mayor Orman on her re-election and thanked her for the support of the Airport.

Mark Slaughter asked Dennis Birge to speak. Mr. Birge announced that he has turned in his retirement papers to Mayor Orman and that his last day would be November 27th. He said he enjoyed his time here and will be moving on to some different things. Dan Weese has been walking alongside me and that the Board will do fine when he leaves. Brian Baldwin thanked him for all the work that he had done for the city and the airport.

Mr. Baldwin recognized Paul Cantrell and asked him to speak. He discussed the paving of the access roads and asked us to consider delaying paving the access roads so they don't damage them as they continue building their hangar areas. There was discussion. Brian Baldwin asked Mr. Cantrell to put a proposal together and he committed to him that one or more of the the board members will meet and discuss this within the next couple of weeks.

VI. Closing:

A. Next AAB Meeting Schedule

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

A couple of the board members had conflicts with the December 5th date. They discussed and decided on Thursday, December 12, 2024.

B. Motion to Adjourn:

Rachel Hobert made a motion to adjourn. Dennis Cherry gave a second to the motion. Motion passed.

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11-07-24

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① Conner, Austin	✓		
② Hodge, Alex			
③			
④			

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

