



Bentonville Municipal Airport
Advisory Board Meeting
Thursday, November 7, 2019 – 1:00 pm
Community Development Building
305 SW “A” Street
Bentonville, AR 72712

MINUTES

Members Present: Michael Frost, Lisa Kelley, Dennis Cherry, Octavio Sanchez, Ex Officio
Members Absent: Richard Ham, Chairman, Rick Simmons, Vice-Chairman
Others Present: Charles Chadwick, Airport Manager, Beverly Shepherd, Admin. Asst., Chad Cox, Chip Gibbons, Adam White, Michael Ames

Call to Order & Pledge of Allegiance – Michael Frost, AAB Member

In the absence of Chairman, Richard Ham, Michael Frost called the meeting to order with the Pledge of Allegiance.

Old Business

1. Approval of Minutes from October 10, 2019

Michael Frost called for a motion to approve the minutes of the October 10, 2019, meeting of the Airport Advisory Board.

Motion: Lisa Kelly made a motion to approve the October, 10, 2019, minutes. Dennis Cherry made a second to the motion. There was no discussion. Motion was approved.

2. Geese Problem Update – *Dennis Birge*

Dennis Birge did not appear. Mr. Chadwick gave a short update. The matter of purchasing a dog and handler is in the budget for 2020. In reference to any further action on the matter of the geese in the interim months, Mr. Chadwick advised that there would be no other new action taken.

New Business

1. City of Bentonville, *Charles Chadwick, Airport Manager*

A. Assignment and Assumption Agreement

Charles Chadwick brought an Assignment and Assumption Agreement between TAR & DOK DEVELOPMENT, LLC, AND EFFECTUAL ASSETS, LLC. This is regarding the hangar just west of Dave Powell's hangar. Mr. Chadwick said they were able to determine what obligations were still owed and were blended into the Assignment and Assumption Agreement. Changes were made to Paragraph 2 of Page 2, and shown to the board. This will go to the next council meeting. Mr. Chadwick just showed them the changes that he made. This will allow the parties to proceed with the financing the way they have arranged them. No formal vote necessary.

B. Review Turf Procedures

Mr. Chadwick brought before the board the Bentonville Municipal Airport/Louise M. Thaden Field Turf (Grass) Runway 17/35 Operations. Mr. Chadwick mentioned that Chip Gibbons did a lot of work on this document, and others from the pilot community. Mr. Chadwick submitted this to Kathy Franklin of the FAA. She suggested some changes to it. The changes were made, the Airport Board approved it, and City Council approved it. Afterward, Ms. Franklin suggested that we make some more changes. Mr. Chadwick went over the additional changes with the board, and submitted it to them for approval. Mr. Chadwick said that it is on the next agenda for City Council. He explained that he needs the approval of the Airport Advisory Board to report to City Council that it was approved by the AAB. Mr. Chadwick called Kathy Franklin about the document before the meeting, and she said that the FAA is ready for us to proceed with getting approval from City Council. There was more discussion and Mr. Gibbons explained the changes he made to this document.

Motion: Lisa Kelley made a motion to accept the document as amended. Dennis Cherry gave his second to the Motion. Motion approved.

Mr. Chadwick asked Chip Gibbons if he would like to talk a little bit about the app he has developed and is working on. Mr. Gibbons explained that he is working on a website that stays current with the weather. If the weather is less than VFR (marginal), then it shows the status of the runway as being closed. It also keeps track of the rainfall and notes whether the runway would be open or closed, dependent on the amount of rain. There is also the ability on their phones to close the runway for mowing, and to keep it closed until they are done. The public also can text and get the status of the runway to their phones. They can sign up for automated text messages, and it will kick out changes of status with the airport, and also alerts. He does not know of any other airport that has made the effort to get the word out to people on the status of their turf fields. It is still in the works, but parts of it are operational. Anyone can sign up for this. You can go to www.airfield.guide/VBT. Mr. Chadwick said the chart supplement needed to be updated for FAA requirements on this, and Mr. Gibbons saw that it was done. It does not need approval by the AAB. A copy of the updates is attached to these minutes.

2. Engineering and Construction, *Adam White, Garver Engineers*

Adam White appeared and gave an update on the current airport projects:

RUNWAY REHAB:

They are waiting to finish off the markings. They are looking for a Sunday when the weather is cooperating to finish.

EAST TAXIWAY EXTENSION (NORTH) AND TUNNEL:

Chad and Chuck are trying to schedule a time to meet with the FAA and talk about the use of the tunnel as public use access. It will be ready to go once we get that approval.

GAME COMPOSITES HANGAR FACILITY:

This has gone through the first round of reviews. This is the new hangar that is part of the land swap and the Through the Fence Agreement with Game Composites. Some changes were made. It's now on 2nd round of reviews, and it goes to Tech Plat with the City next Tuesday and Planning Commission on the 18th. Mr. Chadwick anticipates there is a good chance that a Through the Fence Agreement will be completed in time to bring before the AAB by the December, 2019, or January, 2020, meeting. We are still dealing with the some wetlands issues. Michael Ames reported that they are still waiting on final approval through the Corp of Engineers.

FLIGHT CENTER PARKING EXPANSION:

The parking lot is open, still waiting on some sod and seed to be done, but it is open. It looks really nice..

PAPI CONSTRUCTION:

We have been holding on this awaiting an ADA or State grant for funding. Mr. Chadwick talked to Jerry Chism of the FAA today. Mr. Chism said, quite frankly, that the Department of Aeronautics doesn't believe they are going to be able to give any funding for this project in the near future. Plus, PAPIs are a type of improvement on the field that the FAA will pay. Mr. Chisholm said PAPIs are not a high priority for them. He said that the Department of Aeronautics would prefer to be giving money to building infrastructure that would allow the airport to grow as opposed to a PAPIs development.

Mr. Chadwick also mentioned that dirt is moving from the west side berm. We have contracted with an individual to move the dirt from the North to the South, so that we can begin development of the west side. The person has started this project. He is hopeful that within the next 30 to 60 days, we could potentially start to see hangars go up on the west side of the airport.

EAST TAXIWAY EXTENSION (SOUTH):

This is your FAA project that ties in on the East apron and goes south, connects across from Alpha II and then continues south to the runway end and connects across from Alpha I. They have completed site investigations on this project two weeks ago. He walked the Board through the CSP (Construction Safety & Phasing Plan), and next month Adam will talk about our recommendations are for the parallel taxiway will work as how it will as it goes through the apron on the east side.

Chuck brought up that the West Taxiway lights went down about 2 weeks ago. Adam got with Chuck and Dennis and sent out information to the contractor, who built it, because it was still within the 1-year warranty, and we received an email back that they would get on it tomorrow, but they did not. They then went directly to the sub-contractor and heard from them this week. They said there is a man in Tulsa who is looking for a time to come and look at this soon. We are within the 1-Year Warrant time, and have documentation to prove it.

Mr. Frost asked about approaching the FAA for funding of the PAPIs. Adam explained that the CIP is planned through 2025, and already has money coming from the FAA for the next three (3) years for the East Taxiway Project in 2020, and then the next two years, 2021 and 2022, the money will go to the Runway Widening Project. He said that the next time we would have opportunity to get FAA money would be 2023.

3. Summit Aviation/FBO – *Chad Cox, Summit Aviation/FBO*

Chad Cox appeared for Summit Aviation. He started talking about fuel sale, said October is the wettest October on record, and this October is the most fuel sales that we have ever had. In addition, it is in the top three (3) of the top fuel sales ever since 2006. Even though it has been a wet month, things are doing really well in terms of activity. There were 20,500 gallons sold in October. The most ever was 22,000 gallons.

The Flight School is on the path for 50 certified pilots this year. He also mentioned that they ask all their employees to park out at the new parking lot to allow visitors to park closer to the airport. Chad spoke about a few events that were coming up, one in particular called “Apple Brandy” tonight, in which Will Gunselman will be performing upstairs in the club. Everyone is invited.

Chad also mentioned that through the Walton Family Foundation and Steuart Walton, specifically, have set forth, in years to come, a strategy to increase the number of female aviators, both locally and nationally. They will have several influential females coming in Monday and will be here Tuesday, to help support this strategy. Our Flight School has 17% female students, and we have one female instructor. We have about 6000 flight hours documented so far this year.

On December 5th, City Sessions, which is part of Downtown Bentonville, is going to have a guitarist and singer there. They sold 450 tickets for this event. He mentioned also that people can pull up on www.iflysummit.com, and get to the website that Chip has developed. Chad also mentioned the public access tunnel. He plans to go with Chuck and Dennis to talk to the FAA

about this. Mr. Chadwick said they might be able meet with Kathy Franklin next Thursday or Friday.

Chad also talked briefly about grooved runways. He would like to speak with Adam White about this possibility.

In addition, Mike Preston, Head of Commerce, was in town recently. The ADA is under him. Chad talked with him about finances and the up and down reasoning of it. He will share information with the board if he gets further information.

4. Turf Runway/Tailwind Update

Mr. Chadwick covered this topic earlier in these minutes.

5. West Summit Hangar Update – *Dave Burris, Burris Architecture*

Mr. Burris appeared before the committee. Zach (last name unknown) with CEI appeared with Mr. Burris. They gave an update about the site plan, and their plans for the future on the West Summit Hangar. They were looking from the AAB, their approval of their conceptual drawings so far, and need a letter from the board to the city granting approval to continue.

Motion: Dennis Cherry made a motion that the AAB approve the conceptual drawings as presented. Lisa Kelley gave a second. Motion passed. Charles Chadwick said he would take care of the letter that Mr. Burris needs.

Other Business

1. Schedule December, 2019, AAB Meeting

Proposed Meeting Day: Thursday, December 5, 2019, 1:00 pm

No members present had issues with the next proposed meeting date.

2. Adjournment

Michael Frost adjourned the meeting without a vote.

###

AIRPORT ADVISORY BOARD ATTENDANCE LIST

DATE: Nov. 7, 2019

NAME	PRESENT	ABSENT
Richard Ham - Chairman		✓
Rick Simmons - Vice-Chair		✓
Dennis Cherry - Member	✓	
Mike Frost - Member	✓	
Lisa Kelley - Member	✓	
Octavio Sanchez, Ex Officio Member	✓	
Charles Chadwick – Airport Manager	✓	
Beverly Shepherd, Administrative Asst.	✓	
Dennis Birge - COB		✓
Ellen Norvell - COB		✓
Travis Matlock - COB		✓
Chad Cox – Summit	✓	
Adam White - Garver		
Chris Townsley		
Chip Gibbons	✓	
Mary Jordan - Reporter		✓

**This Instrument Prepared by and,
after recording, to be returned to:**

Jill R. Grimsley, Esq.
MITCHELL, WILLIAMS, SELIG,
GATES & WOODYARD, P.L.L.C.
4206 South J.B. Hunt Drive, Suite 200
Rogers, Arkansas 72758

**ASSIGNMENT AND ASSUMPTION AGREEMENT
(Land Lease for Aircraft Hangar)**

This **ASSIGNMENT AND ASSUMPTION AGREEMENT** is made and entered into effective as of 12:01 A.M. on October 23rd, 2019 (the “**Effective Time**”), by and between **TAR & DOK DEVELOPMENT, LLC**, an Arkansas limited liability company (“**Assignor**”), and **EFFECTUAL ASSETS, LLC**, an Arkansas limited liability company (“**Assignee**”).

RECITALS:

A. The City of Bentonville, Arkansas, as Lessor, (“**Lessor**”) and Assignor, as Lessee (“**Lessees**”) are parties to a Bentonville Municipal Land Lease Agreement dated March 7, 2017, as amended by an addendum to Land Lease Agreement dated February 13, 2018 (together, the “**Lease**”).

B. The Lease covers certain real property consisting of approximately 7,200 square feet marked and identified as 2505 S.W. “I” Street, Bentonville, Benton County, Arkansas, and being more particularly described on Exhibit A hereto (the “**Leased Land**”). Assignor constructed an aircraft hangar on the Leased Land (the “**Hangar**”). The Leased Land and the Hangar constructed thereon are together referred to as the “**Premises**”.

C. A Memorandum of Land Lease Agreement (Bentonville Municipal Airport) was recorded on February 23, 2018 as Document No. 201809388 in the records of the County Clerk of Benton County, Arkansas.

D. Pursuant to Lease Sale Agreement dated effective as of 12:01 A.M. on October 23rd, 2019, by and between Assignor and Assignee (the “**Purchase Agreement**”), and subject to the terms and conditions of the Purchase Agreement, Assignor has agreed to assign to Assignee all of Assignor’s right, title and interests in and to the Lease (as amended, modified or extended from time to time) and the Hangar, and Assignee has agreed to assume, pay, perform and discharge certain liabilities and obligations of Assignor under the Lease.

E. The City of Bentonville, Arkansas, has consented to Assignor’s assignment to Assignee of Assignor’s right, title, interests, obligations and duties as lessee under the Lease, and Assignee’s assumption of such right, title, interests, obligations and duties under the Lease.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth in the Purchase Agreement, and for other good and valuable consideration, the receipt of which is hereby acknowledged, Assignor and Assignee hereby agree as follows:

1. Assignor hereby assigns, conveys, transfers and sets over to Assignee all of Assignor's right, title, interests, obligations and duties as Lessee (collectively, the "**Leasehold Estate**") under the Lease, as amended or extended from time to time, together with, all and singular, the right, privileges, advantages, and appurtenances belonging or in any way appertaining to such, including, all buildings, driveways, parking lots, and other improvements located thereon, and all surface rights, privileges, rights of way and easements appurtenant thereto, and Assignee hereby undertakes, assumes and agrees, subject to the limitations contained herein, to perform, pay or discharge all unperformed and unfulfilled obligations which are required to be performed and fulfilled by Assignor under the terms of the Lease, as amended or extended from time to time (collectively, the "**Assumed Obligations**").

2. Notwithstanding anything to the contrary contained herein or in the Purchase Agreement, the Assumed Obligations shall not include any debts, liabilities or obligations of Assignor, direct or indirect, fixed, contingent or otherwise, which are due and payable with respect to periods up to the Effective Time or that relate to a breach or default by Assignor with respect to any of the Assumed Obligations to the extent that such breach or default occurred prior to the Effective time, whether or not known, due or payable as of the Effective Time; *provided*, that Assignee does assume responsibility for all real estate and ad valorem or personal property taxes due and owing on the Premises.

3. Assignor does hereby covenant with Assignee that Assignor will forever warrant and defend the title to the Lease, together with the improvement thereon, and all rights, privileges and appurtenances thereunto belonging.

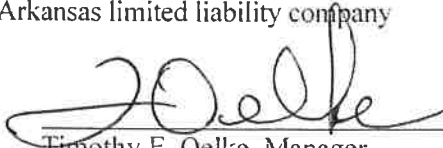
4. This Assignment and Assumption Agreement is made pursuant to, and subject to the terms of, the Purchase Agreement.

IN WITNESS WHEREOF, the parties have executed this Assignment and Assumption (Land Lease for Aircraft Hangar) on the date and year first above written.

ASSIGNOR:

TAR & DOK DEVELOPMENT, LLC
An Arkansas limited liability company

By:

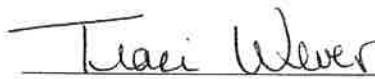

Timothy E. Oelke, Manager

STATE OF Arkansas)
) ss:
COUNTY OF Benton)

ACKNOWLEDGMENT

On this day, personally appeared before the undersigned, a Notary Public within and for the County and State aforesaid, duly qualified, commissioned and acting, **TIMOTHY E. OELKE**, to me well known, who acknowledged that he was the Manager of **TAR & DOK DEVELOPMENT, LLC**, an Arkansas limited liability company, and stated and acknowledged that he was duly authorized as such officer to execute the foregoing instrument for and in the name and behalf of said limited liability company and further stated and acknowledged that he had so signed, executed and delivered said foregoing instrument for the consideration and purposes therein mentioned and set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of October, 2019.


Notary Public

My commission expires:

11-15-19
(SEAL)

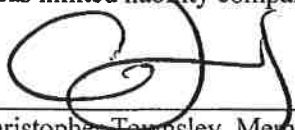
OFFICIAL SEAL
TRACI WEAVER
NOTARY PUBLIC - ARKANSAS
BENTON COUNTY
COMMISSION # 12373239
COMMISSION EXP. 11/15/2019

IN WITNESS WHEREOF, the parties have executed this Assignment and Assumption
(Land Lease for Aircraft Hangar) on the date and year first above written.

ASSIGNEE:

EFFECTUAL ASSETS, LLC,
An Arkansas limited liability company

By:


Christopher Townsley, Member & Manager

ACKNOWLEDGMENT

STATE OF ARKANSAS

COUNTY OF BENTON

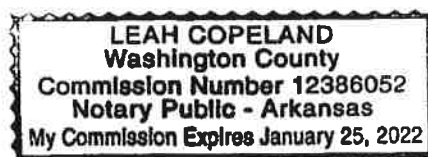
On this day personally appeared before the undersigned, a Notary Public within and for the County and State aforesaid, duly qualified, commissioned and acting, the within named **CHRISTOPHER TOWNSLEY**, to me personally well known, who stated that he was the Member and Manager of **EFFECTUAL ASSETS, LLC**, an Arkansas limited liability company, and stated and acknowledged that he was duly authorized in that capacity to execute the foregoing instrument for and in the name and behalf of such limited liability company and further stated and acknowledged that he had so signed, executed and delivered said foregoing instrument for the consideration and purposes therein mentioned and set forth.

IN WITNESS WHEREOF, I hereunto set my hand and official seal this 10 day of Oct, 2019.


Notary Public

My Commission Expires:

Jan 25, 2022
(SEAL)



IN WITNESS WHEREOF, the undersigned has consented to the foregoing Assignment and Assumption (Land Lease for Aircraft Hangar) as of the Effective Date.

CONSENTED TO BY:

CITY OF BENTONVILLE, ARKANSAS

By: _____
Stephanie Orman, Mayor

Attest:

Linda Spence, City Clerk

APPROVED:

**BENTONVILLE AIRPORT ADVISORY
BOARD**

By: _____
Name: _____
Title: _____

ACKNOWLEDGMENT

STATE OF ARKANSAS

COUNTY OF BENTON

On this day personally appeared before the undersigned, a Notary Public within and for the County and State aforesaid, duly qualified, commissioned and acting, the within named **STEPHANIE ORMAN and LINDA SPENCE**, to me personally well known, who stated that they were the Mayor and City Clerk, respectively, of the **CITY OF BENTONVILLE, ARKANSAS**, and stated and acknowledged that they were duly authorized in that capacity to execute the foregoing instrument for and in the name and behalf of the city and further stated and acknowledged that they had so signed, executed and delivered said foregoing instrument for the consideration and purposes therein mentioned and set forth.

IN WITNESS WHEREOF, I hereunto set my hand and official seal this ____ day of _____, 20__.

Notary Public

My Commission Expires:

ACKNOWLEDGMENT

STATE OF ARKANSAS

COUNTY OF BENTON

On this day personally appeared before the undersigned, a Notary Public within and for the County and State aforesaid, duly qualified, commissioned and acting, the within named _____, to me personally well known, who stated that he/she was the Chairman of the **BENTONVILLE AIRPORT ADVISORY BOARD**, and stated and acknowledged that he/she was duly authorized in that capacity to execute the foregoing instrument for and in the name and behalf of the board and further stated and acknowledged that he/she had so signed, executed and delivered said foregoing instrument for the consideration and purposes therein mentioned and set forth.

IN WITNESS WHEREOF, I hereunto set my hand and official seal this ____ day of _____, 20__.

Notary Public

My Commission Expires:

EXHIBIT A

Legal Description of Leased Premises

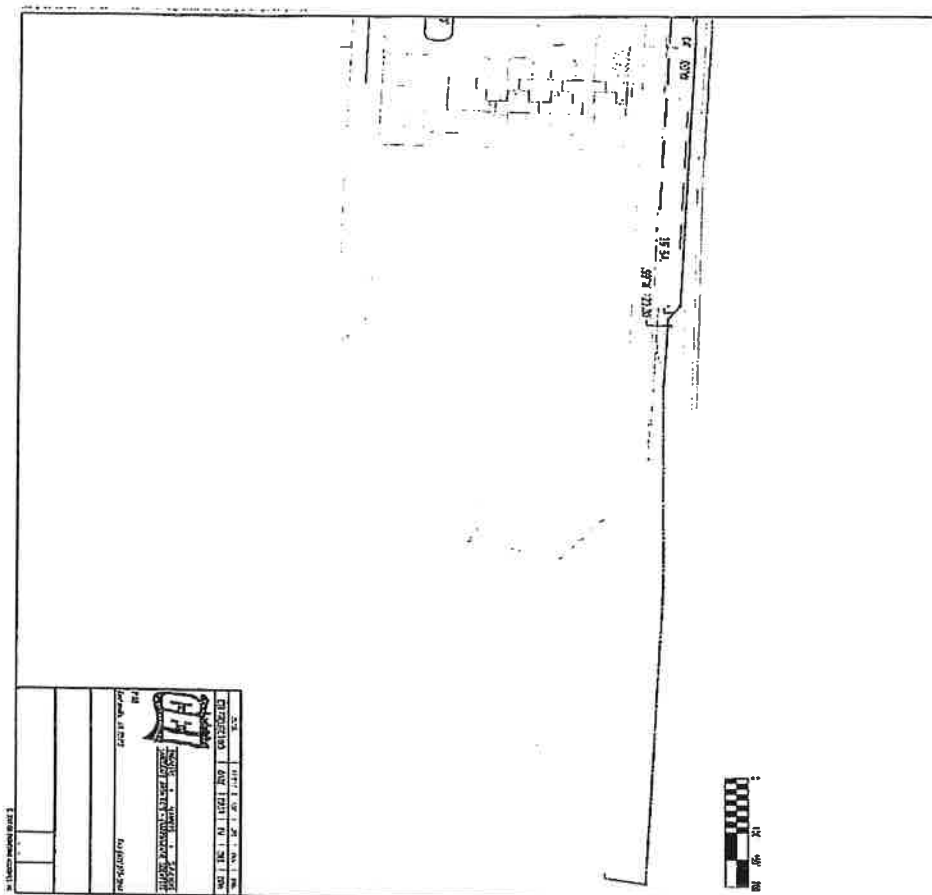
A hangar building at 2505 SW "I" Street, being a portion of Lot 1 of Thaden Addition to the City of Bentonville as recorded in Plat Book 2010, Page 188 in the public records of Benton County, Arkansas, being described by metes and bounds as follows:

COMMENCING at the Northwest corner of said Lot 1; **THENCE** along the East Right-of-Way of "I" Street as shown on said Thaden Addition, the following six courses:

1. South 02°08'39" West 442.52 feet;
2. South 02°04'27" West 99.37 feet;
3. South 00°04'59" West 364.10 feet;
4. South 02°28'26" West 120.30 feet;
5. South 27°29'55" West 27.51 feet;
6. South 02°04'27" West 617.05 feet;

THENCE leaving said Right-of-Way, South 87°35'36" East a distance of 185.55 feet more or less, to a point on the most exterior wall being the Southwest corner of said hangar building to be constructed, also being the **POINT OF BEGINNING**; **THENCE** along the Westerly exterior wall, North 02 °24'24" East a distance of 90.00 feet to the Northwest corner of said hangar building to be constructed; **THENCE** along the Northerly exterior wall, South 87 °35'36" East a distance of 80.00 feet to the Northeast corner of said hangar building to be constructed; **THENCE** along the Easterly exterior wall, South 02 °24'24" West a distance of 90.00 feet to the Southeast corner of said hangar building to be constructed; **THENCE** along the Southerly exterior wall, North 87 °35'36" West a distance of 80.00 feet the **POINT OF BEGINNING**, containing 7,200 square feet, or 0.16 acres more or less.

The basis of bearing used for this description is based on said Thaden Addition to the City of Bentonville as recorded in Plat Book 2010, Page 188. Bearings along the exterior walls are based on the orientation of the hangar building to be constructed according to the Large Scale Development plans provided by CEI Engineering Associates, Inc., Job No. 29706, Site Plan - Sheet 2 and the distances along the exterior walls of the hangar building to be constructed are based on drawing plans provided by Burris Architecture, Job No. 16074, Sheet A1.O.



Signature Page

Bentonville Municipal Airport/Louise M Thaden Field Turf (Grass) Runway 17/35 Operations

Purpose: Establish procedures to safely operate on the Turf/Grass Runway 17/35 at Bentonville Municipal Louise Thaden Municipal Airport (VBT).

General: The Turf/Grass Runway 17/35 is a cooperative project between the City of Bentonville Arkansas, Private Parties, and the Tailwind Aviation Foundation, a charitable organization. The vision of the Turf/Grass Runway is to accommodate appropriate GA aircraft and antique aircraft that would normally use turf or grass surfaces and other aircraft to practice soft field landing or takeoff operations. The Turf/Grass Runway may also be used during appropriate emergency situations that may arise such as:

- Gear up landing
- The main landing surface, Runway 18/36, is unavailable or closed due to Foreign Object Damage (FOD) or other emergency situations.

Definitions/Terms/Descriptions

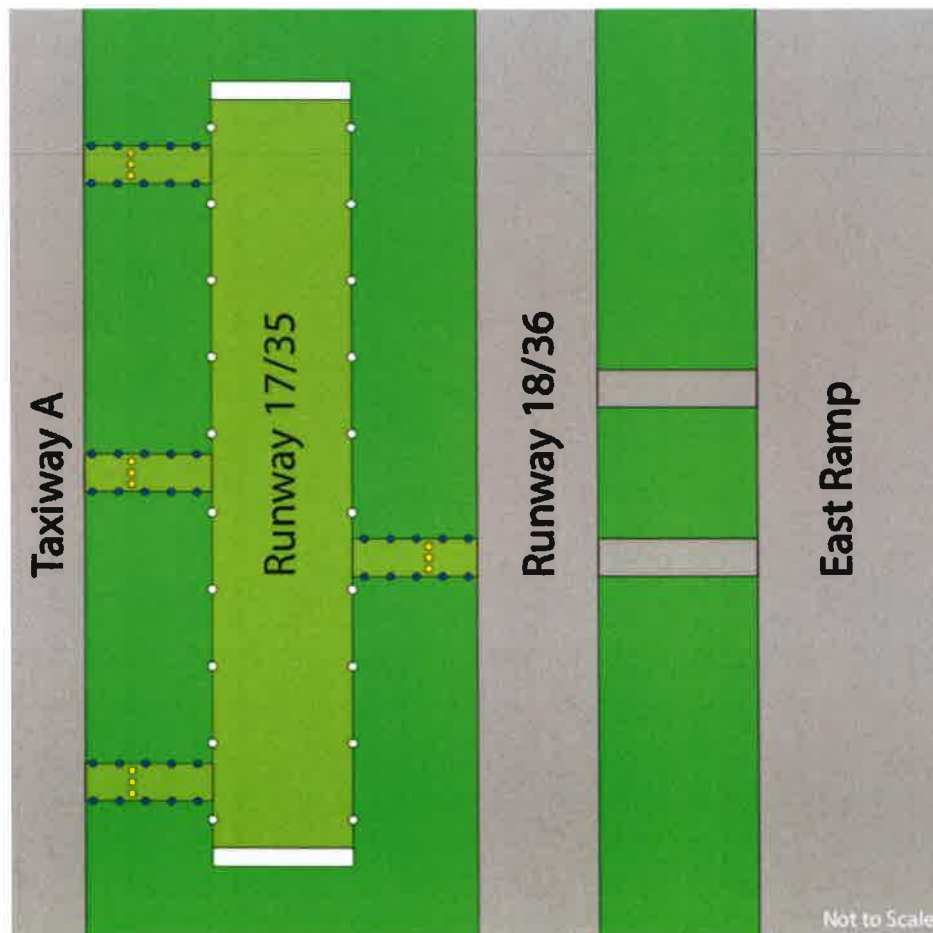
- **Operations:** A *Take Off* or *Landing* of an aircraft to or from a runway
- **Ground Movement:** Activities involving aircraft taxiing on a runway, taxiway, or apron
- **Turf/Grass Runway Edge Markers:** Circular markers used to identify the edge of the turf runway, running North - South, generally spaced 200' apart, size to be approximately 30" diameter and colored white.
- **Turf/Grass Taxiway Edge Markers:** Circular markers used to identify entrance and exit points on the turf runway. Size approximately 10 - 12" diameter and blue in color.
- **Turf/Grass Runway Threshold:** Each end of the turf runway is marked by a concrete threshold. Note: the concrete threshold was not designed for takeoff or landing.
- **Turf/Grass Runway Access:** Access to the turf runway is provided by turf taxiways that have been constructed and maintained with appropriate grade and grass height to allow safe access to the runway.
 - The turf taxiways on the west side of the turf runway provide access to Taxiway A and facilities on the west side of the airport.
 - The turf taxiway on the east side of the turf runway has been constructed to allow access to and from the East Ramp by crossing at the mid-field high-point of Runway 18/36. This was done to enhance runway safety by providing an access point that does not require back-taxiing on Runway 18/36. As taxiways on the east side of airport are constructed, allowing pilots to cross Runway 18/36 without back-taxiing, the continued maintenance and use of this taxiway will be reevaluated, and this document will be updated accordingly.

Operations

I. Communications: Pilots shall self-announce on the published CTAF frequency, coordinating arrivals and departures on Runways 17/35 and 18/36.

II. Procedures:

- A. Standard Traffic Pattern is Left Traffic to both runways.
- B. Aircraft shall exit and enter the Turf/Grass Runway only at defined areas. (See diagram)
- C. Use of airstrips:
 - 1. *No Simultaneous Operations* - When an aircraft/pilot is landing or departing on either runway, no landings or departures are permitted on the adjacent runway.
 - 2. *Ground Activities* - When an aircraft is landing or departing on one of the two runways, no ground movement is permitted on the opposite runway.
 - 3. *Day/VFR use only* - No operations permitted at night or during IFR conditions.
- D. Turf/Grass Runway 17 and hard surface Runway 18 are designated as Calm Wind runways.
- E. West side of the airport: Hold short on Taxiway A or Circular Apron at the designated hold short lines for runway operations.
- F. East side of the airport: Hold short on the East Ramp at designated hold short lines for runway operations.



Education

Educating local and transient pilots about the turf runway has been at the forefront of discussions between the Airport Commission, the City of Bentonville, Summit Aviation, and the Tailwind Aviation Foundation. The following procedures will be implemented to help ensure that pilots are aware of the rules and limitations of the turf runway:

- Educational flyers have been developed (attached) and will be available at the front desk and online.
- Turf runway procedures will be posted on the City of Bentonville, Summit Aviation, and OZ1 flying club web sites.
- An educational email will be sent to everyone on both the Summit Aviation and Tailwind Foundation email lists (currently 1,249 addresses) which will detail the operating procedures and include the educational flyer.
- The Summit Aviation flight school has been briefing instructors for several weeks on the procedures, reinforcing how to communicate them to student pilots and rental customers.
- Current runway conditions and operating limitations are available online at www.airfield.guide/vbt and through an on-demand text messaging system.
- The flying club will host membership meetings where flight instructors will discuss turf runway procedures.
- We will work with the Little Rock FSDO to determine the most effective way to disseminate turf runway procedures to pilots registered in the WINGS program.
- A NOTAM will be issued for the airport explaining that IFR, night, and simultaneous use of the runways is not allowed. The NOTAM will read as follows: *"Turf runway 17/35 Day VFR only. Simultaneous operations on 17/35 and 18/36 are not permitted"*
- A note in the South-Central Chart Supplement has been submitted (attached) explaining the procedures for the turf runway. This will trickle down to other publications like www.airnav.com, Foreflight, and Garmin Pilot.

Feedback

In an effort to gauge the effectiveness of the education program and to implement continuous improvement, surveys will be available online and at the FBO. Using these surveys, we'll be able to better understand what components of our education program are most effective and how to improve.

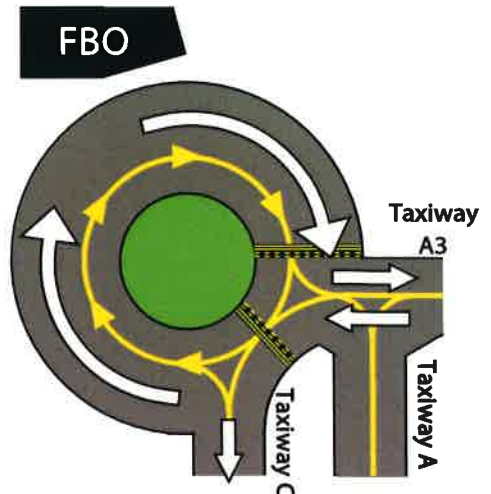


Welcome to Bentonville!

To make your time spent flying in Northwest Arkansas an enjoyable one, here are some tips for operating at VBT:

Fieldhouse Ramp

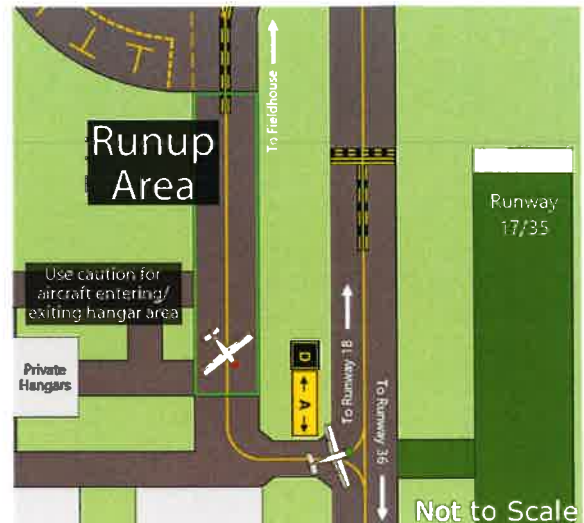
- **The flow of traffic is clockwise around the ramp.** Please follow the painted arrows clockwise around the ramp when taxiing.
- **Be sure to check for aircraft operating on Runway 17/35 (the grass strip) before crossing the 17-APCH hold short lines!**



Runup Area

Please do not perform runups in parking spots.

We have a designated runup area on taxiway C just south of the Fieldhouse ramp, next to the private hangars. Use caution for aircraft that may be entering or exiting the hangar area.



Departing VBT

- To obtain VFR flight following or an IFR clearance on the ground, **contact Razorback Clearance Delivery on 121.05.**
- **When departing IFR, obtain your clearance prior to entering the runway** as ATC may not be able to release you for departure right away. With other IFR traffic in the vicinity of VBT, expect "hold for release" as part of your clearance.



Turf Runway Procedures

- The turf runway is designated as Runway 17/35. When using the turf runway, please make position calls for Runway 17/35 on the CTAF.
- Runway 18/36 and Runway 17/35 are treated as a single runway – if an aircraft is operating on the grass strip then the paved runway must remain clear, and vice-versa. **A single aircraft may operate on either 17/35 or 18/36, but aircraft may not operate on both runways simultaneously.**
- The turf runway is usable only during daytime VFR conditions. The strip is closed nightly from sunset to sunrise as well as when VBT is operating under IFR. The runway may also be closed periodically due to wet conditions. Visit Airfield.Guide/VBT for the current operating status of the runway.
- Please note the location of the Runway 17/35 hold short markings. **When the turf runway is in use, avoid the red shaded areas:**



VBT Frequencies

VBT CTAF	122.8	Razorback CLNC DEL	121.05
AWOS-3PT	134.975	Razorback APP/DEP CON	126.6



Airport Data Change Receipt: VBT-184914

ADC Receipt

- Thank you. Your Airport Data Change submission has been received.
- Your submission receipt code is VBT-184914
- [Print This Page](#)

Contact Information

Name: Chip Gibbons

Email Address: chip@gibmail.net

Organization: Point 6, LLC

Phone Number: 4796198440

Position:

Alt Phone Number:

Airport Change Details

Airport Data Change Type: Public/Private Use

Airport Location Identifier: VBT

Airport Name: BENTONVILLE MUNI/LOUISE M THADEN FIELD

Airport Location: BENTONVILLE, AR

Authorizing Official: Chuck Chadwick - Airport Manager

Reference Document & Page: Chart Supplement South Central

Additions: Runway 17/35 not available for IFR operations.

Runway 17/35 not available for night operations.

Simultaneous use of runways 17/35 and 18/36 is not permitted.

Deletions:

Revisions From:

Revisions To:

Supporting Documents

None

Project Task	Runway Rehabilitation						
	East Taxiway Extension (North)						
Project Task	Runway 18 Turnaround & Access Tunnel						
	Game Composites Hangar Facility						
Project Task	Flight Center Parking Expansion						
	PAPI Construction						
Project Task	East Taxiway Extension (South)						
Site Investigations						1/1/2020	
Conceptual Meeting w/ City						1/1/2020	11/27/2019
Preliminary Design						1/1/2020	1/1/2020
Preliminary Design Review						2/15/2020	1/31/2020
Final Design						3/15/2020	3/31/2020
Final Design Review				11/15/2019		3/31/2020	4/30/2020
Bidding				N/A		4/1/2020	5/1/2020
Grant Award			N/A	N/A		TBD	6/15/2020
Construction Contract			N/A	N/A		5/15/2020	8/1/2020
Preconstruction		12/1/2019	12/1/2019	TBD		6/1/2020	9/1/2020
Construction Start		12/16/2019	12/16/2019	TBD		7/1/2020	10/1/2020
Construction Complete	TBD	3/15/2020	3/15/2020	TBD	10/15/2019	7/31/2020	1/29/2021
Grant Closeout	11/1/2019	N/A	N/A	TBD	N/A	8/30/2020	3/30/2021





AIRPORT ADVISORY BOARD AGENDA ITEM REQUEST FORM

The Committee meets the first Thursday of every month at 1 pm (unless a holiday) at the Community Development Building, 305 SW "A" Street in the Planning Commission Chambers. All agenda forms are due 10 days prior to meeting. Late submissions will be subject to being placed on following months agenda.

To submit a form and attachments or for additional information, please contact Beverly Shepherd by email at bshpherd@bentonville.gov or by phone at (479) 271-3131

REQUESTOR INFORMATION:

Company/Firm: Burris Architecture
Requestors Name: Dave Burris Home Phone: _____
Address: 820 Tiger blvd Work Phone: 319-6045
City/ST/Zip: 72712 Email: dave@burrisarch.com

AGENDA ITEMS: ¹ # OF ITEMS IN THIS REQUEST: 1 ² ARE THERE PICTURES INCLUDED? Yes No N/A

¹ Please use a separate agenda form for all major items or items not similar in nature.

² If yes, please include picture names in the appropriate box below.

AGENDA ITEM DESCRIPTION:

This item is for the proposed design and construction of a 90'x107' hangar to be built at 2503 SW I Street. Civil engineering documents and architectural elevations will be presented for review. The plans include additional work to help correct existing drainage issues in front of the existing hangars. A previous plan set had been submitted and approved for this lot, but were never constructed.

³PICTURE NAMES AND DESCRIPTION:

See PDF plan set provided via Flt Drive

³ALL PICTURES NEED TO BE ATTACHED TO THE EMAIL SENT TO THE APPROPRIATE PARTY THE BOX ABOVE IS JUST FOR DESCRIBING THE PICTURES WITH A NAME I.E. "1234.JPG" AND A DESCRIPTION I.E. "THIS PICTURE IS SHOWING "

Requestor's Signature: _____

Date: 11-4-19