



Bentonville Municipal Airport
Advisory Board Meeting
Thursday, July 1, 2021 @ 3:00 pm

MINUTES

Call to Order & Pledge of Allegiance – Dr. Richard Ham, Chairman

Chairman Ham opened the meeting of the Airport Advisory Board with the Pledge of Allegiance. Members Present at the meeting either in person or Zoom were: Aubrey Patterson (Ex Officio Member), Debbie Griffin, Director of Administration, Dennis Cherry, Lisa Kelley, Mark Slaughter, Mike Frost, and Chairman Richard Ham.

Others present: Adam White – Garver, Beverly Shepherd, Admin. Asst., Chad Cox – FBO, Summit Aviation, Rachael Holland, Chris Maestri – Garver, Dennis Birge, Robin Fields & Maverick, Will Gunselman – Summit Aviation, Dave Burris, Quintin Hilburn, Chip Gibbons, John Cooper, Beta Representatives, Chip Palombini and Robyn Latta.

Old Business

1. Approval of Minutes from June 3, 2021

Dr. Ham asked if there was any discussion on the minutes from the June 3, 2021, meeting. There was none. Mark Slaughter made a motion to approve the minutes. Mike Frost gave a second to the motion. The Board voted and approved the motion.

2. Robin Fields and “Maverick”
 - A. *Updates on Geese Control and Progress of Maverick*

Robin Fields and Maverick were both present at the meeting. Robin said that it had been a slow month for them, with only seeing six birds at any one time. They are still molting and are not moving around or flying much.

3. Updates and Discussions Re:
 - A. *Hangar Access for Public Use – Report of Sub-Committee Members*

Lisa Kelley reported that the sub-committee did not meet this past month and had nothing to report.

- B. *Lawrence Classics Hangar Painting – Report of Sub-Committee Members*

Lisa Kelley said that there was nothing further that they had done since approving the last Color Palette that was submitted to the Board for approval. We only have a draft of that palette at present. Debbie Griffin said the color palette that we approved was submitted to Planning. Jon Stanley told Ms. Griffin that he would add it into their design standards. She said she would check to see that this has been done.

The other issue before the AAB today was the painting of the Lawrence Classics Hangar that Chad brought before the Board last time. The owner wants to paint a large American flag on the door of his hangar and paint the rest of the hangar a coordinating navy blue. Ms. Griffin said that she was going to update the AAB on that later in this meeting, but was told to go ahead. She recognized Chad Cox to speak to this. He described the hangar now as light gray, and the owner wants to paint in navy with the large American Flat. He is before the Board now asking for approval. There had been some discrepancy about the colors. Debbie Griffin said that she did visit with Planning about this. The only concern with Planning to meet the codes, the City of Bentonville requires that the flag be an American Flag, and Arkansas Flag, or a City of Bentonville Flag. Therefore, they want some time of policy the AAB approves, that there would be no alterations to what is considered an American flag, an Arkansas flag, or a City of Bentonville flag. We would want that to be stipulated to with anything that the Airport Advisory Board would pass. The Planning Department is okay with the flag as long as they are one of those three (3) flags, but want the AAB to approve it first.

Chad asked about separating the issue of flag and color. He asked if we could approve the flag and we would work on our standards about painting the rest of the building. Charles Chadwick said that he did not think the Ordinance allows the AAB to approve. Lisa Kelley said it was clear that Navy was not an earth tone according to what we had approved before.

Camille Thompson spoke up that this particular section is in the Zoning Code, so it would really be up to the Planning Department to approve.

Dr. Ham said we either approve, approve in part, disapprove, or table this matter. He asked for the desire of the Board. Mike Frost said we could have the individual take their request to the Planning Department for a variance. Dr. Ham asked for a motion. Mike Frost made a motion to recommend to the individual to take their request to Planning to get the variance there. Dennis Cherry gave a second. Dr. Ham asked that the assumption that if this goes to Planning that Planning is going to come back to us on the variance. Debbie said she thought that was correct, and if Planning were to grant the variance, she would come back to this Board and ask them to also make sure we have the clause in there about what three flags are permitted, and she does think that this is something that this Board can decide. The Board then voted and approved the motion. Mike Frost wanted it noted that on that this Board has nothing against the American Flag.

C. Dirt Removal – Dennis Birge

Dennis Birge reported that he had no further update. He said they had a little bit of dirt removed, but he had not had time to contact the other people that might be interested just yet. Lisa Kelley asked if he would like her to reach out to the attorney for those people that might be interested. He said she could do that. He said that the end of April was the end of the contract with Chev's Trucking.

D. Self-Fueling Station – Will Gunselman, Chad Cox

Will Gunselman reported that with the removal of the self-serve island, we are looking to put the self-serve station up against the Fuel Farm. We asked Rebel Services through Titan, our fuel provider, to do an analysis of the Fuel Farm to make sure it is all up to modern codes. They are to come out on July 5,

and at that point, Adam and he will get together and see if we want to use one of our grants that has not been used in years past. They will have more answers after the July 5 or shortly thereafter.

4. Military Aircraft Loan Update - *Mark Slaughter*

Mark Slaughter had nothing to report this month. He hopes to have something for us next month.

New Business

1. Engineering and Construction, *Chris Maestri - Garver Engineers*
 - A. *Update on Current Projects*

EAST TAXIWAY EXTENSION (South) (FAA Grant)

Construction started between our last meeting and now. They have made it to about 300' from the end of the south runway. That is, the excavation, backfill with the B-Stone. They hope to be at the south end with excavation and backfill by the middle of July.

PEDESTRIAN TUNNEL (Private Funding)

This project is in the same place it was as it was last month. They are still working on some constructability and design questions with the contractor and they are working on material procurement based off some of those constructability meetings that we have had with them. We meet with them weekly to go over the schedule and

GAME COMPOSITES EXPANSION (Private Funding)

This project started in May and working on the south portion of the project, which is a new parking lot and apron expansion. They have excavated most of that area and have started building it back up to provide a nice base for our pavement section of that parking lot and apron. Chris Maestri said they are on track to complete the site work sometime early next year.

EAST HANGAR CONSTRUCTION (Private Funding)

They have excavated out this area and building it back up. They are getting ready to put base down, so you will see some movement there.

RUNWAY 36 EXTENSION (Private Funding)

This project is in a bit of a holding pattern. They are working with some pricing with the owner and the contractors that have given us prices and trying to make a final decision on when this extension is going to happen and what is going to cost.

WEST HANGAR DEVELOPMENT (State/City Funding)

This project went to bid and the bids came back high. They are still in a holding pattern on this project. Based on discussions with Mr. Chadwick, they are giving the bidding and construction environment time to stabilize.

At this point Cindy Acree wanted to speak. She knows that we are working on revising our standards, but she said she was concerned when a lease issue came before City Council that appeared to have met most

of the standards of this Board. She did not understand why we had voted on this lease. It was brought before Council and then it was sent back to the Board. She said as we move forward in revising the standards, that we consider that over the last decade, people have been interpreting these standards differently for leases. She said she wasn't saying that we have made decisions arbitrarily, but appearances sometimes look like that. She was curious to know why we would not issue a conditional Letter of Intent to give some assurances to the Lessee that we would allow them that lease pending approval of their large scale plans. They are willing to invest money with the city, she thinks we need to give them some assurances that we will comply. She thinks we are also losing revenue, which could be utilized in the development of these leases and construction of these hangars. She would like us to consider a Conditional Letter of Intent. Dr. Ham said we would definitely think about these things and our goal is to have a process which is very clear to everyone.

2. City of Bentonville Updates – *Debbie Griffin - Director of Administration*

A. Sub-committee Appointment to Review Minimum Requirements for Aeronautical Operations

Debbie Griffin spoke and said she had emailed all the board members and given them a copy of what was published as our Minimum Standards for Aeronautical Operations at Bentonville Municipal. She thinks that we all see that it is need of revision. What she is requesting from this Board is that they appoint a sub-committee to meet in a timely manner, review these standards for revision, and bring it back to the Board, so we can get back to the people with leases in process and that we have a document that would be fair to all people involved in the lease process with the City of Bentonville. She hopes that the sub-committee can have this done within 30 to 60 days.

Cindy Acree spoke again and wanted clarification on whether the leases on hold at present would have to wait until we have these revisions in place. Ms. Griffin said there was only one, that he had been contacted and that he understands that we are going through a review process. The document that Ms. Griffin has is printed and his lease was not the process with the lease that was brought before the Board. Discussion about the timeline that this can be done. The Board was sure the 30 to 60 day timeline would be sufficient.

B. Role and Responsibilities Advisory Board – Camille Thompson

Ms. Griffin introduced Camille Thompson to go over the roles and responsibilities of the Advisory Board. They presented the municipal code that is in play right now. She said she was involved in the process of putting these together in 2005 when they eliminated the Airport Commission. Dennis Birge showed this document on the screen. Section 10: 3(7) states that the Board is to have some authority and they want the Board to look at things, but ultimately up to the Mayor and City Council to make the decisions. She read another section about some limitations of the authority. Those two sections make it clear what the authority of the Airport Advisory Board is. More discussion was had to clarify some questions.

Chairman Ham then called for volunteers for a sub-committee. Dennis Cherry, Mike Frost both volunteered, and Lisa Kelly asked that the whole Board act as the sub-committee. That was agreed upon. Dr. Ham and the Board looked for a time for the sub-committee to meet so the Admin. Asst. could give notice and secure the Planning Commission Chambers to meet. The suggested date agreed upon was July 8, 2021, at 3:30 pm.

At this time, Quintin Hilburn, potential Lessee, asked to speak at this time. Mr. Hilburn gave his history with the City. He is confused and wants to know what he has to do to get a lease. He does realize that

our system is flawed. Mr. Hilburn wanted to know what he has to do to get a lease, or a Letter of Intent. Dr. Ham assured him that the Board was going to be revising the procedures as we talked about earlier today. He said we are going to make sure we are complying with what we need to be doing.

John Cooper appeared and asked how many times the Council has sent back a lease back to the Advisory Board to be reconsidered. He was told that at least one. Mr. Cooper asked if it was for similar reasons. Dr. Ham wasn't sure and would have to look, but it was something that we were asked to look at some other things, or to make sure we did. In that one we reconsidered it and sent it back.

For him personally, Mike Frost asked Mr. Hilburn if he acted in good faith with Mr. Chadwick. Mr. Hilburn said yes. Mr. Frost asked him if Mr. Chadwick acted in good faith with him, and that he did everything that he thought was right, and that Mr. Hilburn did everything that he thought was right. Mr. Hilburn said yes. Mr. Frost explained to him that the Board has to make sure that we did everything that was right, too, and assured him that is what we are trying to do here.

Lisa Kelley said she would be grateful for a manual or file with all the documents that we are bound by, so we are all playing by the same playbook. Camille said that she can get all the documents she would like. She will get her law clerk to help with that.

Debbie Griffin said that there are recordings of all Council meetings and that she could provide a link to those recordings to anyone who wanted them.

Camille Thompson said the current document of standards was in play in 2008. It was uploaded to the website in 2016.

C. Beta Charging Station – Chip Palombini, Roby Latta – Beta Technologies

Chip Palombini and Robyn Latta regarding the Beta Charging Station appeared and gave a presentation on the Beta Charging Station for the airport. Beta is an electric plane manufacturer and are currently test flying their electric planes. They have contracts from the US Air Force, UPS, United Therapeutics, etc. They are currently expanding a nationwide network on airport electric charging stations. They would with Beta aircraft, as well as third-party aircraft. It uses an open protocol. They are interested in getting one installed at our airport and having it in place for the September 7, 2021 Up event that is happening there. They will do a full presentation at that time. They can also install electric car charging if that is of interest to the airport. Beta would like to install it near the FBO. They shared their screen to show documents showing an actual charging station. They would like it to be near the FBO. They discussed how the individual would submit payment to purchase the electricity. Beta said that one could pay by credit card, RFID pass, or by mobile app. It would take roughly 0 - 60 minutes for an electric car, and from 60 minutes to 3 hours for a plane to charge. Beta would fully fund the project and then a margin share would go back to the airport. At present, they would charge only one station, but we could have the capability to charge up to four planes or cars in the future. They would work with our electric company to make all this happen. They would use the runway, taxiway and ramps at the airport. He spoke to the agreement that he has in place with other sites. 1. Beta incurs the cost to install the equipment and maintain the equipment. 2. Beta pays the electric bill for the equipment. 3. Beta collects the revenue as people recharge their aircraft. 4. Beta provides a margin share back to the airport. They do have a structure in place to provide any of that to the Aviation Department of Transportation associated with each state that is turned back in to the airport also. They would however, be considerate of that structure. The contract with Beta would be for 10 years. There was more discussion regarding lease agreements, etc., but their presentation was well received by the Committee. Debbie Griffin has visited with Travis Matlock with the Electric Department and the design is 90% complete, and 95% that he could have

everything done by the event date. It was also brought up that there is a stipulation that FAA has to approve that type of aircraft to land at our airport. Dr. Ham then asked if the Committee wanted to move forward. Mike Frost made a motion to review at the special meeting on July 8. Mark Slaughter gave a second. Motion approved.

Debbie asked if she could bring an example of what has been done with other airports, and said she would bring it to the item on the July 8th meeting. Lisa Kelley wants to set two meetings to deal with each issue, the lease item and then this item. The Committee agrees with this. Dr. Ham asked the Administration Assistant to put in the Press Release that if anyone has input for the lease agreement meeting on the 8th get it to the Committee as soon as possible.

3. Airport Updates from the Field – *Chad Cox*

A. *FBO*

B. *Flight School (Club)*

Chad Cox appeared before the Committee and gave his updates. He mentioned that the concert at Louise was very good. They paid about \$1500 for the permits and paperwork associated with this. To leverage this, they are looking to have about one concert a month. He will let us know of future dates. There were no parking issues. In addition, this First Friday, there will be an aerobatic airplane on the Square. Game Composites is going to take it down there. Robin is also helping with this as well. He is more than Maverick's handler. He has taken a decibel reader and used it for noise complaint issues. Regarding fuel, last month 13,000 gallons of Jet A sold, a lot more than last year at 5500 gallons. Low lead was 11,000 gallons. Mr. Cox said he gets people talking to him about future hangars. He will start sending those people to Debbie Griffin. Space is tight. He also mentioned that he spoke to Mr. Hilburn on his way out and told him that he does not have a problem with him being at the airport and thinks that nobody should feel unwelcome. He is willing to help in this matter as much as he can. Mr. Cox mentioned that Dr. Richard Ham joined the Flying Club. Congratulations!

In further discussion about the upcoming Special Meeting on July 8th. The Admin. Asst. will make sure that Aubrey Patterson is invited to the meeting. The first meeting from 3:30 pm to 4:00 pm will be held will be Beta, and color palettes. This meeting is open to the public and for comments. The second meeting from 4:00 pm to 5:00 pm is regarding the lease and minimum standards. This meeting is open to the public, but closed to comments.

Other Business

1. Schedule AAB Meeting for August, 2021

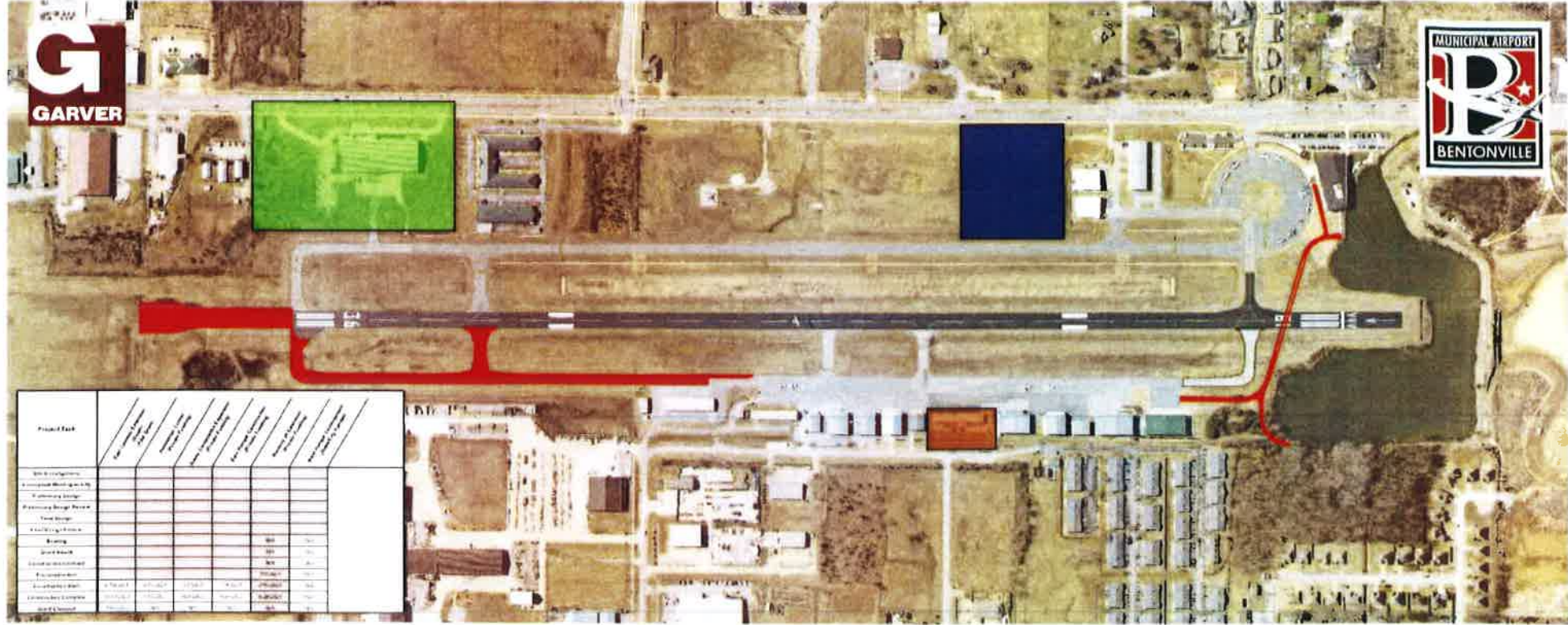
Proposed Meeting Day: Thursday, August 5, 2021 @ 3:00 pm

The next regular meeting is set for Thursday, August 5, 2021 at 3:00 pm. Lisa Kelley said she would not be available for this meeting.

2. Motion to Adjourn

Mark Slaughter made a motion to adjourn. Dennis Cherry gave a second. Motion approved.

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VBT Runway Displacement Schedule

North
(RW 18 = 3416')
(RW 36 = 3416')

South
(RW 18 = 3047')
(RW 36 = 3304')

6/1 6/16 7/1 7/16 8/1 8/16 8/31 9/15 10/1 10/16 10/31 11/15 12/1 12/16

