



Bentonville Municipal Airport  
Advisory Board Meeting  
Tuesday, May 14, 2020, at 1:00 pm  
Virtual Webinar via Zoom

MINUTES

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

Dr. Ham led the group in the Pledge of Allegiance to open the meeting of the Airport Advisory Board  
Chairman Ham went over some instructions as to how to vote today, since we are having a virtual meeting

**Old Business**

1. Approval of Minutes from March 10, 2020

Chairman Ham called for a Motion to approve the Minutes of our last meeting on March 10, 2020.

**MOTION:** Board Member, Dennis Cherry made a Motion to approve the Minutes of the last meeting. Rick Simmons gave a 2<sup>nd</sup>. Motion carried.

2. Status of Geese at Airport, and use of “Maverick” (Goose Dog) – *Robin Fields/Dennis Birge*

Dennis Birge said our goose dog, Maverick, was doing very well. They have been working on flushing out birds and Dennis gets reports every now and then. He is 18 months old, and on his way to being a good goose dog.

3. Update of any Hangar Project(s)

Charles Chadwick said the CPS Ventures, LLC, hangar project passed without much discussion at the City Council meeting, and he has a signed contract.

Michael Ames gave a report on the East side hangar where the Parnell hangars, as well as the N2 Hangars, LLC hangars. He said because of COVID-19 and not knowing what was going to happen, they halted some projects which were preparing to start construction. Those were: The West side hangar project, the Game Composite hangar, as well as the Game Composite Shop, and the VBT Ease Side Hangar. He did report that he had just gotten the okay to begin the design work on the Game Composite Shop. Mr. Chadwick requested a 60-day notice from Mr. Ames, in order to notify the current tenants of the work. Mr. Ames said he would comply with that request.

4. COVID-19 Cares Act Fund for Airport – Status, Progress, or Recommendations

Mr. Chadwick reported that he had prepared documentation to get this matter to the City Council agenda for the May 26, 2020, meeting. We are seeking approval from the Board today to approve entering into this agreement in the amount of \$69,000.

**MOTION:** Dennis Cherry made a motion to approve the request and recommend that the Mayor sign the paperwork to accomplish that grant. Rick Simmons gave a second. Motion carried.

5. COVID-19 Response – Procedures for Field House, or other Facilities

Dennis Birge responded with what the City has in place at this time. They are still in Stage 3 which is people working from home. Field employees are back to work.

Chad Cox reported that in mid-March they had shut down the Flight School and lounge. There has been no training for seven (7) weeks. Fuel sales for February was 13,700 gallons; March was 7800 gallons, and April was 4900 gallons.

6. Ideas to Improve Hangar Access for Public Use; Recommendations for long-term planning or Recruitment/Investment (Recurring Item)

Chairman Ham asked if the Board and anyone else had any recommendations for hangar space. He said that hangar space is key to attracting air flights. If there is anyone who has a passion about this, or anyone who would like to work with Chuck Chadwick on this, please let the Board know.

**New Business**

1. Engineering and Construction, *Adam White, Garver Engineers*  
*A. Update on Current Projects*

**NE TAXIWAY CONSTRUCTION PROJECT AND RUNWAY 18 TURNAROUND**

Adam White appeared for Garver and reported that Nabholz Construction is underway with construction. The base is in and they looking to pave in early June, and put the threshold back in mid-June. Also looking to add about 27 or so feet to extend to the North, to make it easier to turnaround, and to increase length of runway 18. Looking at mid-June to finish.

**ACCESS TUNNEL PROJECT**

There has been some dialogue with the FAA, who made a few additional safety requests to us. We responded with additional recommendations in addressing their concerns. We are still waiting on their response, but anticipating one soon.

**GAME COMPOSITES HANGER, GAME COMPOSITES SHOP AND EAST SIDE VBT HANGAR**

Michael Ames spoke of these projects earlier in these Minutes.

**RUNWAY REHABILITATION PROJECT**

This project has been finished up, and being closed out.

**SE TAXIWAY EXTENSION**

This is an FAA project. Bids were opened bids on Tuesday from Tri-Star, Emery Sapp & Sons, and Dean Crowder Construction. Tri-Star won this bid. A total project cost would be right around \$2.16 Million Dollars.

Adam talked more about working with the FAA about getting more money from them, as we have about a \$300,000.00 shortfall of FAA funds. His recommendation is to move forward with approval to apply for an FAA grant up to the amount of \$1.9 million dollars. However, he talked about a few other things we could do if we do not get some extra monetary help from the FAA.

- 1) Remove lighting from the South, light the North.

- 2) Eliminate lighting from the apron north, light the south, and try to get a grant later to light the north section. However, we would have to do some maintenance type cuts, like concrete paved ditches, sodding, etc. that could cause issues later.
- 3) Eliminate all lighting, but keep the ditch paving and maintenance (sodding).

**MOTION:** Board Member, Lisa Kelley made a motion to allow and approve Adam White to apply for an FAA grant up to \$1.949 million, or the maximum, whatever that turns out to be. That we would like to show that our priority is with Option 3, which would be to keep the sodding and concrete ditch paving, as much as possible, to reduce the maintenance and drainage issues, and to get infrastructure to support the lighting, but not actually have the lighting in place at this time. Also, if possible, to have reflectors as well; and, if we are able to do some portion of the lighting, that we favor the North end of the taxiway over the South end. Rick Simmons gave a second to the motion. Motion carried.

Adam White had another item he wished the Board to vote on. Upon receipt of a grant offer from the FAA, that the Board approve to move forward with the construction and engineering contracts, as part of that grant offer. That way we can take those to City Council, too. Once the grant offer is made, we can get approval to execute the construction contracts and the associate engineering contracts.

**MOTION:** Board Member, Michael Frost made the motion to give Adam White's group the okay to start construction assuming we get the bids in on this project. Rick Simmons gave a second. Motion carried.

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

A. *Status of Dirt Removal*

Mr. Chadwick said that the status of the dirt removal is unknown at this time. Dennis said that the one-year contract is still in place and that we still have a contract with an individual that says they intend to fulfill the contract. The contract is not up until September.

B. *FAA Information on Tunnel Project (Including Input)*

Mr. Chadwick said he thinks the FAA has been busy with the CARES ACT of late, and distributing monies. Kathy Franklin has been in contact with Dennis Birge, and thinks that we will hear from them fairly soon.

3. Summit Aviation/FBO/Turf Runway/Tailwind – *Chad Cox, Summit Aviation/FBO*  
A. *Damage to Summit Aircraft in 2019*

Chad Cox said he appreciated Mr. Chadwick and Mr. Birge going to City Council to see if the City would cover the cost of damages to a plane that was damaged by a tractor mower last year. The tractor clipped a plane and damaged the elevator in the amount of \$2800.00. City Council would not cover the charges above the deductible. He is still concerned with this. He wanted to notify the Board before he went directly to Camille Thompson to plead his case with her. Mr. Chadwick they denied it, in part, because of the Tort Immunity Doctrine. Mr. Chadwick said that he is okay with Chad going to Ms. Thompson about the matter.

B. *Updates on FBO, Flight School, and OZI Flying Club*

Chad Cox went over fuel numbers again. They are back into flying now, but still under restrictions for COVID-10. They have 175 members now in the Flying Club. They would like 200 by August and 250 by the end of the year. He also mentioned the flyover they had last weekend, and it went well and had a good response from various people.

He mentioned wanted a Stop line painted on the east side, in between the Parnell Hangar and the Summit Hangars. There is gate that leads right onto the apron, and it is difficult to get people to stop, and you can't put a stop sign there. He requests that they or City paint one for safety reasons. Mr. Chadwick and Mr. Birge are agreeable with

this, but said that if you do it, you must use white paint, in accordance with MUTCD standards. Chad said they'd be happy to paint it in white. Chuck said it might be wise to put a sign on the gate, and that Chad might partner with the City sign department to help him with this. Chad said that he would do that.

**ADDITIONAL NOTE:** Aubrey Patterson said hello, and said that she was appointed as the new Ex-Officio Member of the Airport Advisory Board, replacing Octavio Sanchez. Chairman Ham apologized for not mentioning her at the beginning of the meeting, and welcomed her.

**Other Business**

1. Schedule March, 2020, AAB Meeting

*Proposed Meeting Day: Thursday, June 4, @ 1:00 pm*

**MOTION:** There was a Motion by Mike Frost to have the next meeting as another virtual Zoom meeting, pursuant to City of Bentonville policy, or, in person, whichever we have to do, and to have the meeting on June 4, 2020, at 1:00 pm. Second by Dennis Cherry. Motion carried.

2. Motion to Adjourn

**MOTION:** Rick Simmons made a motion to adjourn. Mike Frost to second. Motion carried.

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