

**SPRINGDALE AIRPORT COMMISSION MEETING
MINUTES**

November 18, 2021

The regular meeting of the Springdale Airport Commission took place on Thursday, November 18, 2021 in the Tiered Training Room in the Criminal Justice Building.

1. Chairman Neil Johnson called the meeting to order at 1:00 p.m.

Roll call was answered by:

Neil Johnson ✓
Greg Collier ✓
Cameron McAhren ✓
Joel Gardner ✓
Steve Smith ✓
Bill Schoonover ✓
Micah Thomason ✕

City Staff present:

Wyman Morgan, Administration & Financial Services Director
James Smith, Airport Manager
Laura Meyers, Airport Superintendent
Ernest Cate, City Attorney
Beth Parnell, Airport Commission Secretary, Mayor's Office

2. **APPROVAL OF MINUTES - October 21, 2021 Airport Commission Meeting**

Commissioner Schoonover moved to approve the October 21st Meeting Minutes and Commissioner Smith seconded. All approved.

3. **COMMENTS FROM AUDIENCE** – No comments from the audience.

4. **UPDATE FROM SUMMIT AVIATION – Daniel Hughes, Mgr.**

Fuel numbers for October for Jet A were 38,713 gallons which is an 8% increase from September. This is up 1% from October last year which was 38,644 gallons. They sold 8,024 gallons for AvGas which is up 25% from October 2020. Commissioner Collier requested fuel numbers from 2019 and Daniel said he would start providing those numbers. Daniel invited everyone to come see the tree at the terminal.

Chairmen Johnson welcomed our new Airport Commissioner, Camron McAhren.

5. **COMMENTS FROM CITY ATTORNEY ERNEST CATE:**

City Attorney Cate had no updates to present.

6. **AIRPORT OPERATIONS REPORT (hanger rent, maintenance, etc.) by Laura Meyers, Airport Supt, James Smith, Mgr.**

Laura has had no issues or complaints. There are still no vacant hangars and still getting calls. Some people have been on the list for a couple of years. Chairman Johnson noted everything is looking great and we hope to have more hangars to rent soon.

7. **AIRPORT ACTIVITIES REPORT (operations, fuel sales revenues & expenditures) by Wyman Morgan, Director of Admin. & Financial Services**

Wyman reported activity is up and we have \$300,000 in the bank, \$50,000 of which will go towards matching funds for the Grants we have received. There will be another Federal Grant that has not been drawn out for \$50,000. Chairman Johnson inquired if that was all we have obligated and noted it is the best financial report he has heard since he has been on the Commission and thanked Wyman for keeping things on track.

8. HANGAR RENT INCREASES

The last rent adjustment was in 2016. Commissioner Schoonover noted the proposal is very reasonable for the percent of increase. Chairman Johnson asked for a motion to accept as submitted. Commissioner Smith made the motion that the changes be made as presented and it was seconded by Commissioner Schoonover. **The rollcall was unanimous to accept the proposal to raise the hangar rents.** Wyman noted it requires us to give the tenants three months' notice and time to prepare the correspondence.

Wyman pointed out the gate code has not been changed for quite some time. There have been no problems but this would be a good time to make that change as we could include the new code in the rent increase letter. Commissioner Schoonover clarified the code operates all three gates. Is there any concern about former tenants accessing the grounds? Laura said it's always a possibility but it hasn't happened that we know of. Commissioner Smith suggested it is a good time to change it. Commissioner Gardner thought it might also be a good time to upgrade the system. Laura was appointed to look into a new system. Commissioner Schoonover suggested a system like storage units have that requires a specific code for each tenant. It would narrow down who is coming and going late at night. He also mentioned the possibility of a camera system to record the comings and goings. Chairman Johnson inquired if it could be incorporated into the current camera system which would be expensive. Commissioner Gardner pointed out the cameras would be considered inexpensive if there were to be incidents of vandalism. Commissioner Schoonover pointed out it might be a good time to look into more security since we have the funds in the bank to cover it. Wyman suggested we study it and put it in next year's proposed budget. Commissioner Gardner asked Greg of Garver if there would be any FAA grants to cover adding extra security. Greg said there is for fencing and they would look into the possibility.

9. UPDATE FROM GARVER – by Garver Engineers, Greg

EAST TAXIWAY CONSTRUCTION PROJECT: The Airport received the Grant offer September 21st which was signed and returned immediately. It is a 100% grant for \$3.8 million to extend the taxiway to the north. The Notice of Award has been issued to contractor Emery Sapp and Sons, and forwarded to the City for execution. The plan is to begin construction in March of next year, and will take 5 months to finish.

HWY 265 HANGAR: The project involves two contractors, APAC for the sitework and Oelke for the hangar. The contract for the manufactured building was executed October 7th. Delivery is expected around April 25, 2022 and the plan is to get the foundation ready for the building by the first of March. That will allow a two week buffer for the March 1st deadline. APAC will start work in April. They will start some utilities and the paving when the foundation is placed in April. We have the variances for the Large Scale Development, no landscaping, no façade, etc. It is expected to have the Certificate of Occupancy issued about June 20, 2022.

CAPITAL IMPROVEMENTS PROJECTS: Garver has updated the CIP and prioritized the Access Road Construction Project as well as the Taxiway A relocation to make sure it will be in compliance with the FAA. They worked with James and Wyman to get it submitted to the FAA last month (October) and are awaiting approval by January 2022.

Powell Hangar Project: Oelke has provided a quote of \$650,000 to \$700,000 on what it would take to complete the hangar. In an attempt to reduce the price tag, there was a meeting with Oelke that included Commissioner Gardner. The issue of the current slab being too close to the property line, which would require a firewall, would add an extra \$100,000 to the building. The building cannot be moved since the foundation is already in place. The option is to move the south wall of the building closer to the center of the building which will make it 30 feet from the property line. There will be exposed steel on that 30 foot section. The framing will still be the same. Chairman Johnson wanted to know if there could be a roof over that section. Greg said it would be an option. The Building Inspector has given approval to cover that portion and it would still meet the Fire Code. It is estimated to be about 20 feet wide so cars could be parked there or lawnmowers and other equipment. There is one requirement that there be no *netting, tarps or walls* on that side. It would be like a carport. That would make the enclosed section only wide enough for one door as opposed to the two in the original design. The new layout was submitted to the Building and Planning Departments and approval was received from the Building Dept. Hopefully, there will be a response from the Planning by the next meeting. Once approved by Planning there will be an updated estimate from Oelke and hope to have a final number at the December meeting. The savings from removing the firewall and the sealcoat, and only having one door will be significant and sheet metal and other items that will be removed by shrinking the building. It is hoped to find the most economical solution to be able

to construct the hangar. Oelke says there are some damaged panels in the inventory. All the steel can be used, but of the sheet metal, roofing and siding material, only 30% is usable. Oelke has been asked to provide an inventory of materials and what they can use and can't use. Garver will have more information at the December meeting if they hear back from the Planning Department and should have updated costs for the project. *Included* in the \$650,000 price is the cost to extend a water line underneath Powell and install a hydrant near the apron to meet Fire Code. There is a fire hydrant near the other hangar on Powell where the Airport Manager's office is located; however, the distance is pretty much the same.

Greg asked if the Commission had a budget to aim for to keep the cost as low as possible. There is a possible savings of \$150,000 to \$200,000 without the firewall and the extra door. In the future, if someone wanted to extend the south wall and put in the door it would be possible. Garver will have an updated cost at the December meeting. Commissioner Collier asked if it was approved, when would they be able to start on the hangar. Greg said it would depend on obtaining the additional materials they would need. The project will not be a whole building package, so it wouldn't be as long as the 265 Hangar which will be 6-months.

10. **OLD BUSINESS:**

Commissioner Schoonover asked if there has been any headway on getting the carpet on the stairs in the terminal. He would also like to see the rugs with the sofas cleaned at the same time. Laura is checking with companies to clean the carpets.

Wyman Morgan announced he will be retiring on March 31, 2022.

11. **COMMISSION COMMENTS:**

Commissioner Schoonover has been approached by members of the local 99's Ladies Aviation Group who feel it is time to get the Compass Rose re-painted on the taxiway. They are willing to participate in it and wondered about the City's participation. In the past, the City and James agreed to use supplies from the Street Department to paint the Rose and they would do the labor. Greg noted the taxiway rehabilitation would be located directly on top of the Compass Rose. We could put it in another location and can be looked into; maybe put it in the center intersection. We would need to put it on hold for the time being. We could come up with a good location by the next meeting. It would be a spring project.

Business was concluded and the meeting was adjourned by Chairman Johnson at 1:40 p.m.



Neil Johnson, CHAIRMAN



Beth Parnell, RECORDING SECRETARY



DATE OF APPROVAL