

**SPRINGDALE AIRPORT COMMISSION MEETING  
MINUTES  
February 17, 2022**

The regular meeting of the Springdale Airport Commission took place on Thursday, February 17, 2022 in the Tiered Training Room at the Criminal Justice Building.

1. Chairman Neil Johnson called the meeting to order at 1:00 p.m.
2. 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

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

4. **ELECTION OF OFFICERS FOR 2022**

Commissioner Gardner made a motion that the current officers, Chairman Neil Johnson and Vice Chairman Greg Collier, remain in their positions and nominated Bill Schoonover as Secretary. Commissioner Thomason seconded. All approved.

5. **APPROVAL OF MINUTES - November 18, 2021 Airport Commission Meeting**

Commissioner Schoonover made a motion to approve the Minutes from the November 18, 2021 Meeting. The motion was seconded by Commissioner Gardner. All approved.

6. **CONSIDERATION FOR A LAND LEASE FROM STEVE PATTON**

Steve Patton with Stabil-Loc Systems, LLC approached the Commission about building a 100' x 70' hangar on the east side of the airport. The Large Scale Development shows four hangar plots, two 100' x 100' hangars closest to the ramp, and 100' x 70' where the ramp is going to be extended. Construction would require a proposal to go before the Planning Commission which would require landscaping, walkways, etc. There is water access for all the lots on Hwy. 265 and water service lines could be extended to each structure in addition to sewer. The Planning Commission has given the Airport Commission three years to develop that area. Representatives from Milestone Construction were also present to discuss leasing a space to build a 100' x 100' hangar on the east side. They would build the same hangar the Airport Commission is building to have the same common look. Milestone would also consider building more hangars in the area.

Commissioner Schoonover noted there is additional property for development available off of Powell Street.

7. **UPDATE FROM SUMMIT AVIATION – DANIEL HUGHES, MANAGER**

Pre Pandemic, in 2019, for Jet-A 428,184 gallons purchased and Avgas in 2000 was at 907,020, we saw a 33% drop in Jet, a 17% drop in Avgas. But 2021 it was up 6% over 2019 on Jet-A, and down 10% on Avgas sales

from 2019. The corporate traffic has been a lot more robust in its resurgence. The smaller more individual aircraft has taken longer to get back to their pre-pandemic operating levels as far as fuel consumption is concerned. Commissioner Gardner has requested this information be provided so it could be placed in the Commissioner's Agenda packet.

There is a lot of interest from people aware that there is going to be the first 100' x 100' hangar on the east side. Commissioner Schoonover wanted to know if Summit would have any problem responding to the needs of the additional tenants and how they would facilitate their access. Daniel said they would treat it like they do for the other large hangars. Summit would have sole access moving the aircraft and are looking at options to make that happen efficiently, possibly adding personnel. They do not allow a customer to move any aircraft.

8. **REPORT FROM ERNEST CATE, CITY ATTORNEY**

City Attorney Cate restated anything left behind by Mr. Mann belongs to the Airport. Commissioner Schoonover inquired if Milestone Construction or another contractor expressed interest in trying to finish out the Jeff Mann hangar project, could we proceed with them? City Attorney Cate said there has been no effort (from Mann) to dispute that assertion made by the City. There has been a judgment for that. It has to be collected. There is also a judgment against the pre-Albatross restaurant operators, Frick and Sears. Both were default judgments. Complaints were filed and served. There is a judgment on the Albatross as well; the same as the previous occupant of the unfinished hangar space. Some earlier judgements have had to be removed due to the Statute of Limitations had passed.

9. **AIRPORT OPERATIONS REPORT, LAURA MEYERS, AIRPORT SUPERINTENDENT**

At the November 18<sup>th</sup> meeting, Laura was asked to get some information for Airport entry options. She spoke with Modern Fence Company, who is local to Springdale, as a starting point to see what is available. They were able to give her three different entry options.

- I. Punch in a code: Same type we have now. It would be the same code for everybody; or the possibility multiple codes. This option would still make it possible for people to give out the code to whoever they want and we never know who has it.
- II. Card Reader: Everybody would be given one or two cards, depending on what they wanted. This would prevent them from giving out the code to anyone. We have people that make deliveries and they give code to them. They come through the fence and they are not chauffeured back to where they need to go which can cause problems. This option would require the tenant to go meet the delivery truck and escort it in.
- III. Internet access: This one is the most expensive. It has applications we would never use since we are not that large of an airport. It also requires a monthly service fee.

Laura feels Option One is basically what we already have and the third one beyond what we actually need. Number Two seems to be what the Commission was leaning toward when she was asked to research some options. Commissioner Collier asked could their cards be deactivated on the card reader when someone became delinquent, so they would be locked out. Laura assured the Commission with that option they could deactivate that tenant's cards. Each card is physically programmed at the gate on the reader and we can go in and deactivate them. Commissioner Schoonover asked if the card reader enabled us to know who and when the assigned person accessed the Airport property and could it provide a log of that history. He feels it would be very helpful to be able to determine who was coming and going, down to the minute, when they entered and left the property. Laura said she can put up to 1000 different codes into that particular option and she thought it had the capacity to store that information.

The cost for each individual card would be about \$5. She suggested we would want at least 200 cards so everybody could have two if they wanted. If they wanted more after the initial two, then they could pay to cover the cost of the additional card and setup. James noted the Fire Department should have its own lockbox. We have remotes, and they would still work with the same motors that we have. Commissioner Schoonover suggested if Option Two was selected, that there be a limit as to how many cards an individual could have. Commissioner Thomason agreed, multiple cards would defeat the purpose as we see the punch codes handed out too often. He wondered if there would be some legal notice we could put together that puts the responsibility on the person that's been issued the code if something happens with that code.

Chairman Johnson wanted to know what the major concern is with the system we have. Laura says we haven't had any real issues that we are aware of other than the code sharing issues. It was just to update the system and to make it feel like it was more secure. Commissioner Gardner pointed out, with the judgments against a few people that have the common code could become an issue. With today's technology and our ability to track the movement of every human being we see, why not track them coming in and out of the airport? And if we handed everybody a couple of cards, with the understanding if somebody loses one, we deactivate that card that they lost, and we issue them a new one and the cost of a new card would be \$25. James noted the code is set to change May 1<sup>st</sup> (Monday, May 2 in the rate increase letter). Laura reminded everyone there are other ways to access the Airport property. We would need to put a gate across the north side where some private hangars are located and also on the east side. People can park in the parking lot and walk through the terminal onto the ramp. Commissioner Johnson suggested, with the code change in May, we monitor it and get more information on another system. Commissioner McAhren wondered if the code should be changed more often. The matter of postage was a consideration. (*The postage for mailing the rate increase letters was \$69.10.*) BP

Commissioner Schoonover wondered what the feedback on the rent increase had been. Laura said a few people have asked why we are raising it and thought it was too much. The rent has not been changed in several years. The increase was about 8 to 9%. We seem to be cheaper than other airports and there is nowhere else to go.

### **Airport Radios**

The airport tower is owned by the City of Springdale and operated with contract labor. Laura received notice from the FAA that they will no longer be a requirement to have the radios inspected. They were inspected twice a year. The current radios were purchased second hand from the Fayetteville Airport many years ago and probably date back to the 1950's. They can no longer be repaired if they go down. That includes all the receivers and transmitters. Laura has obtained a preliminary quote for a new radio system. The initial quote for radio equipment is \$148,800 - \$150,000. She has been working with Greg at Garver to see if there was a grant to replace them. Also, they would need to reconfigure the whole layout for the new system along with an upgrade for outlets and new wiring, etc. This has become a safety concern for us because of its age and they can no longer find parts if anything breaks. This includes all the Tower communications for the Airport. It is considered a Base. Chairman Johnson thinks the radio systems today would be more compact than what we currently have. He believes they have to be FAA approved radios. James suggested we put a package together to see if the Airport could get a grant. If we qualify for it, there's a grant out there that is a 100% FAA grant that would cover it. But most important, what Laura is saying is, if they go down, they cannot be fixed. What we currently have is obsolete. We will have to outfit the console for the new equipment which would need to be bid. Commissioner Schoonover asked if there are several different providers that might expect to respond to a bid. Commissioner Gardner agreed a competitive bid might bring the cost down. Adam with Garver said there are multiple suppliers for the equipment and the sooner we move on it the more likely we could get a grant. Chairman Johnson recommended the topic be researched and brought back to the Commission next month. Commissioner Schoonover pointed out the importance of the radios, if you don't have radios, you don't have a tower. Adam will go forward with the application for the Radio Equipment Grant.

**Commissioner Thomason Made a motion to move forward with a grant application for a new radio system. Commissioner Schoonover Seconded the motion. All were in favor and the Motion passed.**

Laura and others at the Airport have made note of several items that would possibly fall under COVID Grant monies. There are two men's restrooms and two women's. All total we have 10 toilets, and the two urinals need to be replaced already. There are two wall hanging drinking fountains, one down and one up. We would like to replace one or both of drinking fountains with touchless units that work with cups. She checked with several Springdale businesses and got prices that range as low as \$17,200, to \$23,300, up to \$25,200. Commissioner Gardner pointed out there would probably be a "Buy America" requirement on what was purchased. Laura asked the Commission for suggestions of ways to spend the Covid Grant money. Chairman Johnson suggested using some of it for the stair treads. Commissioner McAhren mentioned the most complaints were about the water fountains. Commissioner Collier would like to have a price breakdown for new water fountains. Chairman Johnson asked Laura to check some pricing on water fountains to bring back to the March meeting.

10. **AIRPORT ACTIVITY REPORT, JAMES SMITH, AIRPORT MANAGER**

Overall, 2021 was a really good year. It was a really good year for total operations. Chairman Johnson has noted that the number of larger size of aircraft has increased on a daily basis. There is also lots of corporate usage. He feels that it will continue to grow as Northwest Arkansas continues to grow.

11. **GARVER UPDATE: ADAM WHITE AND GREG THOMAS**

**Adam White** reported the Infrastructure Bill was passed in October and in December, it was announced the first round of that funding, all airports, including Springdale, are going to get annual allotments of \$295,000 funding from the bill which is based on our Airport classification - Regional General Aviation Airport which is the second highest level you can receive. We can probably expect to get the \$295,000 each year, for the next five years. It will work like the current IP program, where the Airport gets \$150,000 a year which is still active. We are working to get the Airport moved up a classification. The two funding pots are completely separate. You could use pieces of both to fund a project. You can do separate projects with the money. As long as we have a plan in place, they're going to hold that money for you. So four years from now, if you don't use it by that point, we will lose the funds. There could be some expanded eligibility for things like hangars, for this funding. We are going to revamp the CIP. FAA is going to release a whole new spreadsheet. It will have the two funding sources separated. At that time, we will start getting some feedback from you on what types of products you want for the separate funding. There's 10% match associated with it. Half of the money is going to FAA, the other half is going to things like towers which will be applied for separately. Garver will keep us posted on where we think we might have some potential for submission of grants for this money over the next five years. The plan is to apply for the tower funding through a discretionary pool that's going to become available soon. It is not the plan right now to use your \$295,000 on the tower. There's a whole separate pool of money just for towers. If we don't get it this round, if the radios hold, we can try again next year for it. But right now, we're not planning and I think we want to bank some of the \$295,000 for a few years and get a bigger project possibly out of it. It's \$1.5 million over five years. If we get our classification bumped up, it goes from \$295,000 a year to \$795,000 a year. Commissioner Thomason asked what it takes to get moved up in classification. Adam listed International flights, and flights going much further than just a state over interstate flight. Garver is doing an analysis on the data to make that determination. Commissioner asked how long that would take for that change to happen. Adam indicated they make that decision every two years. We can look at it again in December of 2023.

The state approved two things at their meeting. One: they approved they will match airports 10% match for this special money. They already matched the 10% FAA grants. The second thing: They raised the cap of the 80/20 Grant to \$400,000, from \$250,000, for hangar projects only. It would be \$112,000 or so of local funds to match that \$400,000 State Grant on an 80/20 basis. Just to remind you, though you have not used any of your state grants this year, you do have to open state grants, but they were given to you last year before July 1, which is when the state year rolls over.

**Greg Thomas** - Three active projects:

- I. Taxiway Extension Project.** This project was the 100% funded by an FAA grant for last fiscal year. Construction for that project is planned to begin in March. It will be a 150 day project and will end next fall. The pre-construction meeting is scheduled for Feb 24<sup>th</sup>. Next meeting, there should be a finalized schedule so we can know when there will be impacts on the Airport. We've also been working with Emery Saap, the contractor on getting some coordination of materials.
- II. East Hangar Construction.** The hangar portion of the project that the city funded, the \$720,000 project, the sidewalk portion of that project, \$450,000, the two ADA grants. For those two projects we've got APAC, the contractor to do the site work and Oelke is doing the hangar building, the contract time is 75 days. We expect the site work for the foundation to be a March/April timeframe with the building to be delivered in April. The Certificate of Occupancy is estimated to be issued around June 20 of this year.
- III. Powell Hangar.** The existing hangar slab and steel can be used to fabricate and construct the hangar. Garver asked Oelke how much it would cost to finish this hangar. Originally, that would include finishing the hangar; extending a water line across Powell to meet fire code requirements; some detention pond site work; and constructing an apron. To mitigate the need for the firewall, the wall can be shifted which will reduce the size of the building and moves the wall further away from the property line which saves \$100,000. This will

require removing one of the hangar doors. This change provides a small covered carport style structure on the side. The completed hangar enclosed area will be 66 x 100 feet, 6,600 sq. ft. A reduction of 1,000 feet. The original proposal was just under \$750,000. With this Value Engineering proposal, the total project cost is decreased by approximately \$200,000 with the cost per square foot being \$82.00. The original was \$97 per square foot and the hangar the City is building on the east side is estimated as \$117 per sq. ft. The final cost would be about \$550,000 for this hangar. That includes the waterline extension. It doesn't include any sewer work. This hangar will not have restroom access. Any future hangars in that area would require the waterline and the detention pond, extending an access road with utilities along the road we have on the CIP. Commissioner Schoonover asked how much of the steel could be used and Oelke estimated about 30%. Greg thought this project might fit into the Arkansas Dept. of Aeronautics category and would the Commission be interested in making a proposal for that and which option, the full build out with the firewall or do you want to go with the Value Engineering proposal and save some money. The State can be contacted to see if this is something that they would entertain a Grant for. What they may have an issue with is it's not opened for public bid. So before the next meeting, we will meet with James make the call to the ADA.

Greg presented some options for the repainting of the Compass Rose. With the possibility of moving the taxiway 50 feet to the left for the relocation of the West Taxiway, that construction would go right on top of where the existing *compass rose* is located. Do we want to repaint it if we're going to end up destroying it later? The other options where we could put the compass rose are on the apron. However, there are some issues with putting it there because we don't want it to be next to buildings. The guidelines say buildings create some issues with being able to calibrate the equipment. My recommendation is to put it back where it was in the northwestern corner of the taxiway. As we get a better idea of what this West Taxiway reconstruction project could be, we can start planning where we want to put it in the future. The West Taxiway project may have to be broken up into multiple phases, due to its size. It's estimated to be a \$10 million project. So that could mean we do the south portion first, that leaves the North portion there a little bit longer.

Commissioner Schoonover noted the 99's could look at this Spring for getting the Compass Rose revamped with the understanding that three to five years down the road it's likely going to be covered up. This will also be determined by the availability of paint.

## 12. OLD BUSINESS

-Commissioner Thomason reported he had someone contact him regarding parking near the hangars. It's been an ongoing problem for a while. It was determined that policing might help with the issue.

-Commissioner Schoonover suggested with extra funds they might consider looking at the last open T-Hangar for enclosure.

**The February 17, 2022 Airport Commission Meeting was adjourned at 2:35 p.m.**

  
Neil Johnson, CHAIRMAN

  
Beth Parnell, RECORDING SECRETARY

  
DATE OF APPROVAL