

SPRINGDALE AIRPORT COMMISSION
MEETING MINUTES
September 16, 2021

The regular meeting of the Springdale Airport Commission took place on Thursday, September 16, 2021 in the Tiered Training Room in the Criminal Justice Building.

1. Chairman Neil Johnson called the meeting to order at 1:01 p.m.

2. Roll call was answered by:

Neil Johnson	✓
Greg Collier	✓
Steve Smith	✓
Bill Schoonover	✓
Micah Thomason	✓
Joel Gardner	was unable to attend

City Staff present:

Wyman Morgan, Administration & Financial Services Dir.
Colby Fulfer, Chief of Staff, Mayor's Office
Ernest Cate, City Attorney
Laura Meyers, Airport Manager
Beth Parnell, Airport Commission Secretary, Mayor's Office

3. **COMMENTS FROM AUDIENCE**

No comments from the audience.

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

Daniel reported the August Jet fuel sales were 45,176 gallons sold which was down only 1% from July which was 45,699. AvGas sales increased substantially in August to 8,609 gallons sold which is a 21% increase over July.

As requested at the August meeting Daniel submitted a proposal to add a five year option to the FBO contract that Summit has with the City. Summit is in the 6th year of the five year option. His proposal included: an extra \$0.01 per gallon lease rate; renovation of the current classroom for a Pilot Lounge; purchase of a new Ground Power Unit – JetEx 6400 GPU, AERO JetGo 400 GPU; and a Kubota 4 seat Side by Side. With the lease rate increase of \$0.01 per gallon and projected increase in fuel sales, the Airport would receive an additional \$66,394.49 from 2022-2036. The proposal is to add an additional five years to the current contract which is in its 9th year which would put the time frame back to the original fifteen years.

Commissioner Thomason pointed out after much deliberation the Commission had put forward the current contract which is a five year lease with an extension after each five years for a total of fifteen years. Commissioner Smith said with Covid we are more uncertain of the future and this is our new reality. Summit is also looking at the Covid business outlook, to better secure Summit's future in planning regarding increased personnel pay, large purchases, and insurance increases. No vote was taken and it was suggested the Commission revisit the subject at the next renewal in five years.

5. **APPROVAL OF MINUTES**

Chairman Johnson asked for a motion to approve the minutes from the August 19, 2021 meeting. **A motion was made to approve the minutes as presented by Commissioner Thompson. The motion was seconded by Commissioner Smith. All approved.**

6. **COMMENTS FROM CITY ATTORNEY ERNEST CATE**

City Attorney Cate had no updates to present.

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

Airport Superintendent Laura Myers noted everything has been moving smoothly. They are dealing with maintenance as it comes up. She does not have any quotes for new equipment yet as was discussed in the previous meeting. They have been discussing what is needed and the state of the current equipment. Mowing was still necessary, mainly trimming and keeping up with the weeds.

Commissioner Thomason wanted to know if anything could be done about the state of the dirty carpet on the stairs in the Terminal Building. Laura said she was getting an estimate from a carpet cleaner. It was suggested if cleaning didn't improve the steps, replacing the surface to something more durable might be necessary, possibly carpet tiles or something else. Laura noted it would need to be something to prevent slipping.

Commissioner Collier asked about the restaurant and signage. Laura reported business fluctuates from day to day. The restaurant has a consistent schedule: Tuesday through Friday; Saturdays from 9:00 to 4:00 pm. The restaurant's name is listed on the marquee on Powell Street and there is a tri-pod with the daily menu in the Terminal. In order for him to put something on the fence he would have to talk with the FAA.

According to Laura, the waiting list for hangars is sixty-eight for enclosed hangars and seven for the open T-hangars. Raising the rent would not deter the present renters as they have nowhere else to go. All the other municipal airports in the area have waiting lists also. When one airport raises the rent, the others will follow. For raising the rent, Chairman Johnson asked if it should be a percentage across the board or a dollar amount according to the hangar style. Laura is not sure what the pricing system is now; is it the location of the hangar; access to the taxiway; style of doors; square footage; hangar age? Commissioner Thomason suggested we need to be more uniform in the pricing of the hangars. Wyman said what he tried to do is get the price of the sq. footage of comparable hangars. Rolling doors are a little bit cheaper than power doors. Newer hangars are more expensive. We rent per square foot and try to get that because there are several different sizes. The hangar lease requires us to give them a 3-month notice before we raise the rent. If we raise it, he would like to target April 1st of 2022. Because there are 95 hangars, it will take a while to draft 95 letters and make sure they are all delivered. Chairman Johnson noted the 3-month notice would need to go out the first of January. Wyman is also proposing to raise the Through-the-Fence rent \$80. We would need to finalize the new rates before the end of the year. Wyman estimates it would generate an extra \$24,000 for the airport. It was suggested we revisit the subject at the October meeting.

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

Wyman reported we still have some cash in the account but will be using some of it for matching funds with the State grant that the Airport received. We should get some additional money from the grant that was partially restricted for contract tower costs, and we should get another \$57,000 with an official announcement in the next week or two. There is also to be an official announcement on the taxi-way.

9. **Update from Garver – by Garver Engineers, Greg Thomas**

Greg Thomas with Garver reviewed the ongoing projects as follow:

East Side Hangar Project: The City has approved \$700,000 of funding for the hangar and the site development of the project, apron, grading and sitework associated with that. The matching funds are going to be about \$18,000 which the Airport Commission will cover. There will be a pre-construction meeting with APAC, the site developer. They have already removed a few trees and will get started with the water line and other larger items associated with the project. The sitework is expected to be wrapped up before winter. The Hangar project with Oelke Construction will take about 26 weeks to manufacture the steel building due to the current shortages, fuel and shipping. It will be spring before they can get started with the hangar building.

Hangar Construction on Powell Street. (SW Corner): Garver met with Oelke to discuss the hangar slab and steel already in place. Laura, Adam, Greg and the City Building Inspector, as well as Oelke personnel identified some concerns especially with the steel exposed to the elements for so long. There will need to be an evaluation by a structural engineer and oversight from the previous planning of the project that includes getting a water line extension for a fire hydrant to make sure the hangar is up to code. Garver will get an estimate from Oelke over the next month and will continue coordinating with SWU, SWEPCO and the Planning Department to get the approval and permits needed to get the project going. Oelke will have an estimate by the next Commission meeting and the Commission can discuss how to move forward. Garver will breakdown the estimate so it can be known what items are necessary and what can be cut. There will need to be an apron constructed, along with sitework and drainage improvements. A water line extension and a detention pond will be required. Garver will get the estimate from Oelke with all that will be needed so there will be a number that can be reviewed. There was a plan for a water hydrant but was never installed. That has been identified as something that needs to be installed for this project.

Oelke is planning to look at the materials on site and at Public Works to determine if we have everything to build the hangar. If not, we will have to determine what additional materials will be needed to complete the structure. Oelke will have that information for the next Commission meeting. There is also a concern about the condition of the foundation. There has been some ponding issues on the foundation. It was too flat and the water doesn't run off as it should. There are also signs of weathering as it has been exposed to the elements for two and one-half years. The plan for moving forward is to grind it so it does drain properly, and then seal it so that any sort of weathering is covered with the seal coat. The foundation was inspected before it was poured and was passed by the City. At the time, the Fire Marshal required some sort of slope inside the building that may not be required through the new NFPA. Depending how bad the depressions are, coating may be the best option. If it is to the point we can't do the coating, then grinding would be needed. Garver has collected previous plans for the hangar and he noted previous comments and responses they have had throughout the process. Ed Stith with the Building Department is going to put together a list of everything that will be required for this project to move forward. That could be anything from steel coating, drainage issues and anything else that he can pull up from the previous review. The information should be available for the next meeting.

Taxiway Extension B Project: This project bid in August with two bidders. The lowest bid was Emery Staff and Sons. The final budget for the entire project including construction and other associated items, flood plain analysis and other fees that will come up during construction, is \$3,855,778. It is 100% funded by the FAA. Of the \$3.8 million, the City is only responsible for \$2. The two takeaways from this by having the project ready to bid; 1) the City saved \$135,000 in matching funds of the 90/10 grant in a regular year and; 2) we saved because this project was pushed up a year in the CIP so it pushes every other project up in the CIP which will also help us get the \$150,000 entitlement funds that we get every year and helps us get it one year sooner. We expect it to be officially announced September 23.

Adam reminded the Commission this is the time of year to discuss the 6-year Capital Improvements Plan which is required by the FAA. We have to submit the 6-year plan every year so they can program funding. There are two things this year; 1) because the East Taxiway is happening a year sooner, we have more money to use than normal; 2) the Infrastructure Bill in Congress that will increase FAA funding by 100% will double from \$3 billion to \$6 billion in a year for the next five years. We should now get \$300,000 a year instead of \$150,000 a year. The FAA will decide, based on their formulas of priorities, what projects to fund with the money. Their priorities are runway and safety first. The only project left over from last year is a new taxi lane in one hangar development area, north of what is being developed now. If we build out the current hangar development area with four hangars, the new taxiway would open up another area off Hwy. 265 which was originally planned for 2025 and would be moved up to 2024. With the possibility of bringing other hangars to Powell Street with supporting development, there could be road and utilities up that corridor to further develop the area. The two to consider: 1) a more expansive rehabilitation of the terminal apron: In 2015 we overlaid a quarter of the apron but did not have the funds to do more. Additional rehabilitation on the apron, which is getting old and could use a new overlay for the entire apron, possibly a \$1 million project to do the whole apron, and maybe combining it with an expansion project. Expanding it further to the south, we could expand it by about 60 ft. and 28 ft. by going further to the south to give more terminal parking; 2) relocating the West Side Taxiway. It is a 200 ft. offset from the runway and is supposed to be a 240 ft. offset so it will need to shift 40 ft. to meet FAA standard. The FAA is not going to fund the rehabilitation in its current condition so in 10 yrs. when we want to do a major rehab, the FAA is going to force us to relocate it at that time. The dollar value will force it to be parceled out. Is

this a situation we want to look at leveraging extra money and try to process now when the money is there even though from a rehab standpoint we don't have to do it yet? We will need to discuss this in October before we submit to the FAA in November; if there is money for a bigger project, what would we want to tackle? Commissioner Collier asked if there is a limit on the number of projects we can submit. Adam explained we would want to submit the priority projects in the CIP. The FAA looks at discretionary requests three years out which will be in 2024-2025.

Powell Street is going to have to have water infrastructure. There is power there but there is no water or sewer along the corridor. There is always the potential for State funding. We are using State funds on the east side for utility infrastructure and pavement. We would tie into it on Powell Street and take it into the airport. Chairman Johnson suggested that is what we would need to do if we are going to build the hangar. Adam noted the least we would need is a water hydrant there. The hangar showed a stub out for future connections, but they had no plans in the current condition to put sewer there. Adam will draft a possible CIP to look at in the next month as an open discussion.

Commissioner Schoonover asked if the FAA would allow a grace period on the 40 feet on the west side and if they would issue an ultimatum. Adam indicated from time to time they do issue an ultimatum if it becomes a problem but doesn't think that would be the case here. The typical answer is; they are not going to put any more money into it. And that's the ultimatum. Commissioner Thomason asked if Garver had an estimate on the cost. Adam said for the taxiway, \$6-7 million for the whole west side taxiway. It will be a multi-space project while keeping access to the runway or it can be moved just enough not to use any of the existing pavement. At this time it is in really good shape, possibly looking at minimum 10 yrs. away from looking at a mil in overlay which is the next thing. It was seal coated in 2010-2011. If the FAA says it is not a priority, we might want to seal coat it again to be safe and push the life out a bit more. But it would be 10 yrs. before we would need to do a major rehab on it, more than just a seal coat. Because of the infrastructure bill it is worth discussion.

Commissioner Thomason doesn't think the infrastructure bill will pay for the hangar for us but the funds would be something we could use on safety issues. Do we need wig-wag lights? Ramp/tarmac repair? Adam agreed they would not pay for a hangar. Commissioner Collier suggested we might want to concentrate on the southwest area to attract others to build there. Especially the markings near the Terminal building to tell pedestrians where to walk and not walk. There seems to be more people walking across the ramp.

10. OLD BUSINESS:

Due to the resignation of Commissioner Barker, the Airport Commission is looking for someone to serve on the Commission. There had been two submissions for the position and next month it is hoped there can be a recommendation made to the Mayor who has requested input from Commission. It was decided to ask the applicants to come to the October meeting. Commissioner Thomason volunteered to contact those who have shown interest in being on the Commission.

11. COMMISSION COMMENTS:

Commissioner Schoonover asked how Summit handled the UA football game traffic. Daniel said Summit personnel stayed until every plane had left the airport but also noted there was not much increase in fuel sales for the day. Commissioner Schoonover had followed Flight-Aware on that day and noted Drake Field had been very busy and pointed out it seemed to be mostly planes from Oklahoma and Texas. Springdale had more traffic from within Arkansas.

Commissioner Smith made a motion the meeting be adjourned.

Business was concluded and the meeting was adjourned by Chairman Johnson at 2:03 p.m.



Neil Johnson, CHAIRMAN



Beth Parnell, RECORDING SECRETARY



DATE OF APPROVAL