

**SPRINGDALE AIRPORT COMMISSION**  
**AGENDA**  
*City Council Chambers*  
**CITY ADMINISTRATION BUILDING**  
*THURSDAY FEBRUARY 18<sup>TH</sup>, 2021*  
*1:00 p.m.*

1. Call to Order - Chairman Neil Johnson
2. Roll Call
3. Approval of Minutes –

|                                  |              |
|----------------------------------|--------------|
| October 15 <sup>th</sup> , 2020  | Pgs. 2 - 7   |
| November 19 <sup>th</sup> , 2020 | Pgs. 8 - 4   |
| December 17 <sup>th</sup> , 2020 | Pgs. 12 - 17 |
| January 21 <sup>st</sup> , 2021  | Pgs. 18 - 25 |
| January 27 <sup>th</sup> , 2021  | Pgs. 26 - 30 |
4. Comments from Audience:
5. Update from Summit Aviation – Daniel Hughes, Mgr.
6. Report from Ernest Cate, City Attorney
7. Airport Operations Report (hanger rent, maintenance, etc.) – Laura Meyers, Airport Supt.
  - Airport Café Update
  - Snow Report
8. Airport Activity Report (operations, fuel sales, revenues & expenditures,) – Wyman Morgan, Director of Admin. & Financial Services. **Pg.31**
  - ADA Grant
  - Clear-span Hangers
9. Robbie Wills, AR General Aviation
10. Garver Update – Adam White, Greg Thomas
11. Old Business
12. Comments from Commissioners
13. Adjourn

*\*If you are unable to attend, please call -- 750-8114. Thank You!*

# SPRINGDALE AIRPORT COMMISSION MINUTES

October 15<sup>th</sup>, 2020

The regular meeting of the Springdale Airport Commission was on Thursday, October 15<sup>th</sup>, 2020 in the City Council Chambers located on the first floor of the City Administration Building.

Chairman Neil Johnson called the meeting to order at 1:05 p.m.

Roll call was answered by:

Neil Johnson  
Greg Collier  
Andrew Barker (Absent)  
Joel Gardner (Absent)  
Steve Smith (Absent)  
Bill Schoonover  
Micah Thomason

City staff present:

Wyman Morgan, Administration & Financial Services Dir.  
James Smith, Airport Manager  
Laura Meyers, Airport Supervisor  
Rose Lawrence, Administrative Assistant, Mayor's Office  
Beth Parnell, Secretary/Receptionist, Mayor's Office

**APPROVAL OF MINUTES** – Commissioner Collier made a motion to approve the May 21<sup>st</sup>, June 2<sup>nd</sup>, July 16<sup>th</sup> and September 17<sup>th</sup>, 2020 minutes as presented; Commissioner Schoonover made the second.

Chairman Johnson called for a voice vote, hearing no nays ruled the motion passed.

## **COMMENTS FROM AUDIENCE**

None

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

Daniel said that Jet fuel sales are up about 3,000 gallons over last month and Av-Gas is up 1,000 gallons from previous month. He is attributing this mainly to the flight school and a lot of their activity has increased and local pilots flying more often as well.

Last month he was asked about game day incentives to try and lure more traffic in and one of those incentives is free Ground Power Unit's (GPU) whenever you come in and purchase a little fuel and has gone over really well. This Saturday is another game and they expect the same traffic that they had last time and hopefully more.

A Fly-In has been decided and they have put in an agenda and gone over extremely well with a lot of interest pilots all over the region. It will also be an open house for the general public to come in and there will be free pancakes and coffee as long as it lasts. They are addressing the Covid issues by requiring PPE for anyone who enters the terminal; if they don't have it they will supply a facemask so they can come in and out as needed. These pancakes will be served on a plate with individual containers of syrup and butter and brought out for each order requested. He will make sure their plans meet state requirements and adhere to it.

Their self-serve system is currently operating on a Wi-Fi network and at first this was working ok and occasionally they would have to reset the router about once a month or so. Over the last year they are having a problem with the QT Pod, their equipment is not functioning as it should and we've upgraded the infrastructure to try and accommodate this it has helped some but still not working properly. They need a hard line out to the system and that is what was there before using a cat 3 cable and worked fairly well and they need a Cat 5 for the current equipment out there. He is asking for help from the City to get this cable ran and his IT company can do it for them if the City would be willing to help pay for this. They could install everything or if the City has any other suggestions to mediate these problems they are having. Talking to QT Pod, their customer service and technical support all indications are a hardline would remedy the issues they are seeing. To run wireless the Wi-Fi antenna and card have been replaced a couple of times and it's not giving them any better connections. They are very limited on what equipment can actually be put into the system and are using the basic computer operating system. It works but it's failing over time. He is purchasing new pieces to work with but it's like putting a band aid on an old style of computer.

Wireless internet at the terminal is good. Daniel introduced Brian Danks, his line supervisor from Summit Aviation for clarification on the problem he is having.

Brian Danks reported over time they have had several customers with issues on the QT Pod. The other day we had a customer fueling his aircraft, he had fueled one wing and moved to top off other wing and in space of that time the system went off line and he was unable to complete fueling his aircraft. He checks every day to see if it's online, sometimes it is and isn't. Throughout the day we have periods where it goes off line.

James Smith remarked that we maintain the credit card reader for the self-service and the system was upgraded recently.

Commissioner Collier suggested getting the Commission some options of costs for new equipment and to run a line.

James Smith said it would be a small area to trench and they will look into it.

Commissioner Thomason stated that he will be checking into this as well.

Daniel mentioned stripes painted and northern most tie downs to be removed; he discussed this with James to correct.

Chairman Johnson asked Daniel about the reconciliation on underpayments of fuel flowage that happened and was caught in an audit in the amount of about \$12,000.00?

Daniel stated yes he was aware of this. He said that what happened was when they received their bills from Titan Fuels his boss enters them into the system and the accountant will compile the information and double check all the numbers we fueled and write a check for .11 cents on gallon. Some of those invoices were not being put into the system until after the checks were written and they didn't realize this until after they were auditing everything and their numbers were off by that amount. They found the

problem, set up a new way of processing to ensure this doesn't happen again and wrote the check and brought to the city. This is not acceptable and they understand and it has been corrected.

**UPDATE ON ACCOUNTS RECEIVABLE FROM CITY ATTORNEY ERNEST CATE**

City Attorney Ernest Cate reported that an eviction notice was served on Bill Duhaine and he then surrendered possession, hangers have been leased to someone else and all back rent has been paid.

Ernest has filed suit in Springdale District Court on Doyle Frick and Laura Sears d/b/a/ Albatross Bar and Grill at the Springdale Airport Terminal for the amount owed (\$1,360.00), and they are in the process of getting them served with the Complaint and Summons.

Ernest said an eviction notice was served on Jeff Mann for his hanger rentals, but he did not surrender possession as requested so an unlawful detainer case was filed in Washington County Circuit Court on 9/24/2020 seeking possession of the 7 facilities leased to him. He was served on 9/25/2020, and did thereafter surrender possession of all facilities. However, our claim for the \$4,654.80 in unpaid rent/late fees is still pending. He will file for a Default Judgment if no answer is filled by him within the time required. Ernest's understanding is that at least 2 of the facilities have now been rented to someone else.

Ernest stated that they advised A&J Construction on 6/2/2020 that they were terminating this lease. Ernest's understanding was that Mr. Mann surrendered possession of the property subject to the lease. A&J Construction then filed bankruptcy. Yesterday, October 14<sup>th</sup>, 2020, the City Clerk received a check from A&J Construction in the amount of \$1,315.68, which represents rent for the land lease for July through October. Questions for the Commission were: 1) continue to maintain that we terminated the land lease on 6/2/2020, 2) or accept the check and allow the land lease to continue.

Chairman Johnson asked if we accept this check does it override the land lease termination.

Ernest stated that it did.

**\*\*Commissioner Collins made a motion to NOT accept the check from A&J Construction for \$1,315.68 for back rent on the land lease; Commissioner Schoonover made the second.**

**The Vote:**

**Yes: Schoonover, Thomason, Johnson, Collier**

**No:**

**Chairman Johnson recognized the vote of 4-0 and ruled the motion passed.**

Ernest mentioned that one of our previous renters has finally paid his bill in full and that is Mike Mitchell.

Also he will report back next month on the Jeff Mann's situation.

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

Laura mentioned that we still have a few thru the fence that have not paid, they have been talked to in past and will revisit them. Chairman Johnson asked Laura to remind them then after that we will discuss it if they haven't paid. James Smith mentioned a notice is sent to all thru the fence tenants in August of the amount due.

They finished painting the hangers last Saturday; we had very few issues or complaints. Everyone is happy how they look now.

They have taken almost half of the localizer down and are in the process of rebuilding it. They are planning to have it finished by November 4<sup>th</sup>. In few months they will have this painted and then it will be up and working again and with new power access.

Laura has two estimates to re-stucco the entrance at the airport that was damaged.

1. \$5,375 from Martins Stucco Co.
2. \$3,700 from Larry's Stucco Solution's, Inc.

Along with an insurance check for \$581 to be used on either one you choose.

**\*\*Airport Commissioner Collier made a motion to accept Larry's Stucco Solutions, Inc bid in the amount of \$3,700.00 fix and paint the breezeway at the Springdale Airport Terminal. Commissioner Schoonover seconded the motion.**

**Chairman Johnson called for a voice vote, hearing no nays recognized the motion passed.**

**LAND LEASE and DISCUSSION WITH GARVER ON HANGER PROJECT** – James Smith, Adam White-Garver

James mentioned that Bill Adams is looking at the hanger that we are getting a grant for to build on east side a 100x100.

Adam White stated that last month they were about to submit large scale development plans, that has been done October 1<sup>st</sup>. After the comment section is completed with Planning Department then it will be placed on the Planning Commission meeting on November 3<sup>rd</sup> seeking their approval on the development and the 3 variances they are asking for; façade facing HWY 265; landscaping on HWY 265; and excluding the sidewalk on HWY 265. This includes the entire site which is the hanger, apron and the access road coming off to the south. It would be good to have someone from the Airport Commission at the Planning Commission on November 3<sup>rd</sup> in case there are questions concerning the variances. November 10<sup>th</sup> is the City Council meeting after that they will advertise for bids on the 15<sup>th</sup> of November open bids in mid-December all this to try and decide to get some grants in front of the state in January and their deadline December 31<sup>st</sup>.

Bill Adams began discussing this about 8 months ago with James Smith to possibly acquire and finish the project. His company is going to build a hanger somewhere, it gives us an opportunity to partner with the city and build it here. He has everything already lined out except which kind of door they are going to use. They are ready to build just need a spot to put it and this is where we are at.

Chairman Johnson asked about the Mann property?

Bill stated that what he has heard from his attorney's is that this property is tied up for a while so they are looking at Hwy 265 but if it is not tied up then he is happy to finish this as well if he isn't going to lose on his end. But the property on Hwy 265 is more interesting for him and it's due to a time line he needs.

Chairman Johnson asked if he could get us a proposal of what you can do today.

Bill stated that he will get 2 proposals by next week and let you know which properties he is most interested in.

Adam White said they can get with Planning and add to what they are doing and still build asphalt, utilities with the grant.

Wyman Morgan stated there are a lot of unknown factors in this that Bill and the city has to work out. As long as we know that the Commission is interested he feels that he and Bill can work it all out and put the ideas in his proposal so you have a clear picture of what working together we can accomplish.

Bill stated he can work with Wyman and build two at a time and save 5% cost, he will bring proposals. He stated that they could build a hanger from between \$250,000 and \$300,000 dollars and have enough to build two at this price.

*\*\*Commissioner Thomason made a motion to give Bill Adams first right of refusal on the two (2) properties on south side where the Commission plans to develop and this right of refusal would last until the end of December 2020. Commissioner Collier made the second.*

*The Vote:*

*Yes: Thomason, Johnson, Collier, Schoonover*

*No:*

*Chairman Johnson recognized the vote of 4-0 and ruled the motion passed.*

#### **Update from Garver – by Greg Thomas, Garver**

Greg Thomas gave a brief review of the Taxiway Bravo One Extension project and its 100% funded by FAA and design only and planned to be constructed in 2022. Last time they discussed with the Commission the completion of the survey, site visit and had Geotech sub consultant there and began working on floodplain study. Update today, the floodplain study is still ongoing and they are gathering information from the city and other sources and working on this. Another thing they have started on is the environmental study and will have to send out the environmental scientists to check out the creek and do a wetland there and take care of this. Also last time they talked about the geotechnical investigation with how there was an issue with an existing fill out there. They are going back to the sub consultant to see how much cement will be required to stabilize the base material/soil there. This is ongoing right now. Otherwise they are still on track to have the plans ready to go and be on shelf next year for the Commission.

**AIRPORT ACTIVITY REPORT** (operations, fuel sales revenue & expenditures) **by Wyman Morgan, Dir. Of Admin. & Financial Services**

Wyman stated we are in good financial shape. FAA has recalculated our costs benefit ratio on the tower and the last time it was done was 10 years ago when they tried to raise our share of the tower, he filed an appeal and they never raised it. Our current ratio is 81 and we pay 19% of the operation of the tower. Their new calculation shows it to be 76 however, since the last time congress has passed a law and said no time will FAA pay less than 80 % of the operation of the tower. So the most they can move us is from 81% to 80% and that will cost us an additional \$4,500 a year. He thinks we should accept the adjustment of 80% and go on.

\*\*Commissioner Schoonover made a motion to make the adjustment for the Robinson Aviation increase for the calendar year and going forward. Commissioner Collier made the second.

Chairman Johnson called for a voice vote and hearing no nays ruled the motion passed.

**OLD BUSINESS:**

None

**COMMISSION COMMENTS:**

None

***Business concluded and meeting adjourned at 2:25 p.m.***

\_\_\_\_\_  
Neil Johnson, CHAIRMAN

\_\_\_\_\_  
Rose Lawrence, RECORDING SECRETARY

\_\_\_\_\_  
DATE OF APPROVAL

## SPRINGDALE AIRPORT COMMISSION MINUTES

November 19<sup>th</sup>, 2020

The regular meeting of the Springdale Airport Commission was on Thursday, November 19<sup>th</sup>, 2020 in the City Council Chambers located on the first floor of the City Administration Building.

Chairman Neil Johnson called the meeting to order at 1:05 p.m.

Roll call was answered by:

|                 |          |
|-----------------|----------|
| Neil Johnson    |          |
| Greg Collier    |          |
| Andrew Barker   | Zoom     |
| Joel Gardner    | (Absent) |
| Steve Smith     | (Absent) |
| Bill Schoonover |          |
| Micah Thomason  | (Absent) |

City staff present:

Wyman Morgan, Administration & Financial Services Dir.  
James Smith, Airport Manager  
Laura Meyers, Airport Supervisor  
Rose Lawrence, Administrative Assistant, Mayor's Office  
Beth Parnell, Secretary/Receptionist, Mayor's Office

APPROVAL OF MINUTES – none

COMMENTS FROM AUDIENCE

None

UPDATE FROM SUMMIT AVIATION – Daniel Hughes, Mgr.

Daniel said from October they did 37,000 gallons and it's just over 600 gallons more than September 36,909 and reflects less than last year but considering everything going on for this year to date it's not too bad, still down from last year, but doing better than they had expected. They have the lines painted on the ramp and they look great and everyone appreciates them. Update on the self-serve and its working great; he made a mistake on his end that he paid for but it was ok and they are having 100% satisfaction on the unit and its now hard lined into the internet. He feels like the software at the end of the year will no longer be supportive and they said QT Pod will have to update this for them.

Several questions looking for restaurant coming, interest is still very strong.

UPDATE ON ACCOUNTS RECEIVABLE FROM CITY ATTORNEY ERNEST CATE

City Attorney Ernest Cate reported there are a couple things to discuss since last met; they did obtain a default judgement from Mr. Mann on all the unpaid rental and late fees for the 7 properties he rented from the airport. Judgement was actually entered this morning; it is \$4,600 plus costs. They will now be trying to collect. A & J old land lease as discussed last time; a motion was filed in their bankruptcy case to assume this lease and he filed an objection with the court and he was supposed to have a hearing in bankruptcy court but it was moved to December 2<sup>nd</sup> and he will have something to report next month.



He also filed suit against prior renters of the restaurant and need help getting them served if anyone knows where they are at.

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

Laura said the localizer has been built back and they are trying to get everything working properly, they are down there every week making that happen. The breezeway at the entrance to the airport has been repaired and looks nice. All hangers are rented but we still have 2 storage units available for rent. They have 1 proposal for the restaurant from Nathan Wilkerson from the Pitts and he's on Zoom if anyone wishes to ask him questions.

Chairman Johnson asked if anything can be done at this time with the restaurant.

James stated November 30<sup>th</sup>.

Chairman Johnson stated he would like to make move on this if everyone on the Commission is ok.

Commissioner Schoonover wanted to confirm the dates and times of the restaurant hours.

Nathan Wilkerson said yes Monday – Friday 7am to 2pm; serving specialty coffee, breakfast and lunch. He hopes to expand at some point. He will bring his smoker to the airport and hopes to build some sort of shelter over the existing pad outside the terminal for the smoker. He needs a place out of the rain or weather to use the smoker. He said initially he will bring everything to the airport instead of having 2 places to operate. As far as advertising Nathan currently has 2,000 face book followers and about 800 on email list they have already established a client base and will be notifying all of them of new location. James Smith of James & James is good with online marketing to help develop and direct people to where they are. Lunch items will be limited to BBQ items at this time.

Chairman Johnson suggests at next meeting have the contract or agreement available and vote at that time.

Wyman said if you are comfortable with the same lease we've been using that the Commission could authorize him to work it out.

Chairman Johnson stated they will place this item on the Airport Commission agenda for December 17th.

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

Wyman reported the finances are still good, we have \$198,000 in the bank and we don't have any large expenses coming out anytime soon.

**PROPOSED LEASE AGREEMENT** – Bill Adams

Wyman said he sent him a draft copy of the proposed lease agreement but he hasn't responded back as yet and he is not here today.

Chairman Johnson stated if this goes through as planned that would leave us open to go to a 2<sup>nd</sup> hanger. We need to consider this next month.

**Update from Garver – by Greg Thomas, Adam White, Garver**

Adam stated they were discussing the area on the northeast corner of the airfield north of last hanger. Bill Adams had approached the airport about constructing this hanger if the city would take care of the site work to support the future hanger complex and we've continued this conversation. He is going to resubmit the Large Scale Development to go this route for the December meeting. Bill will go ahead and go ahead and do the improved façade on this eastern wall to meet city standards and the city will do some very limited landscaping and sidewalk improvements along HWY 265. To keep things moving they have went ahead and advertised the site work for bid on original schedule. The site work includes the apron, taxiway, parking lot and the main line utilities are all out for bid right now. They will open bids in mid-December and come back to the Commission at the December meeting and will have bids in hand. They can then move forward with a state application to be on their January commission to hopefully fund the majority of the site work. While we are busy with site work then Bill can begin his hanger work.

Wyman stated that Bill will make a contribution to the Airport Commission for the estimated cost of the hanger. We will sign a 30year lease that will go into effect when we get certificate of occupancy on the hanger. We will also sign a contract for him to act as general construction manager to build the hanger and cost not to exceed the amount he donated to us. So he will build the hanger, we will own it and he will have a 30year lease at reduced cost to recover his investment.

Adam said they designed the water access in case there was a bigger developer wanted to come in and build a larger hanger along 265 that could be possible as well. We could put a larger hanger on the north side. Another thing discussed with Water Utilities is the water line route would provide hydrants for future developments and if for some reason we get feedback from Commission that you wish to move forward with hanger there is the opportunity to take the waterline on a different route and save money. They bid the more conservative option to be safe but it can be adjusted in future before construction starts if you have a better feel for what you want to do with your hanger.

In Summary, they will get their large scale development approval which will include the apron, and build hanger and all site utilities in December and open bids in mid-December and come back to the Commission at the December meeting with a grant application for your approval to go to the state.

Greg reported on the Taxiway Bravo Extension update; this is the north east taxiway extension for the north end of runway and will be installing a box culvert and extending the taxiway as part of that project as well as installing taxiway edge lights all the way down the east side of the taxiway and all the connectors. You will have signs and lights on that side of the airfield as well. This was the project for fiscal year 2020 and it's in design right now with construction plans in 2022. They are still working on floodplain modeling for Spring Creek that runs under the runway and have meetings next week on what the plan is moving forward whether they need to coordinate with FEMA or not. Also, they had the environmental scientist visit the site and they are beginning their documentation now. The geotechnical sub-consultant came out to collect more samples and they are running more tests and they expect those answers by the next meeting. The preliminary report on the soil said there was some good quality soil brought in when they made the box culverts but it wasn't compacted well so they have to either cement treat it or have to cut out more soil than typical for these type of projects and then use good quality and

Springdale Airport Commission  
November 19<sup>th</sup>, 2020

compacted soil. They are still on track to have this project ready in case there is additional funding this coming fiscal year 2021 to be able to accommodate that.

**OLD BUSINESS:**

None

**COMMISSION COMMENTS:**

None

*Business concluded and meeting adjourned at 1:40 p.m.*

\_\_\_\_\_  
Neil Johnson, CHAIRMAN

\_\_\_\_\_  
Rose Lawrence, RECORDING SECRETARY

\_\_\_\_\_  
DATE OF APPROVAL

# SPRINGDALE AIRPORT COMMISSION MINUTES

December 17<sup>th</sup>, 2020

The regular meeting of the Springdale Airport Commission was on Thursday, December 17<sup>th</sup>, 2020 in the City Council Chambers located on the first floor of the City Administration Building.

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

Roll call was answered by:

Neil Johnson  
Greg Collier  
Steve Smith  
Bill Schoonover  
Joel Gardner  
Andrew Barker (Absent)  
Micah Thomason (Absent)

City staff present:

Wyman Morgan, Administration & Financial Services Dir.  
James Smith, Airport Manager  
Laura Meyers, Airport Supervisor  
Rose Lawrence, Administrative Assistant, Mayor's Office  
Beth Pamell, Secretary/Receptionist, Mayor's Office

APPROVAL OF MINUTES – none

COMMENTS FROM AUDIENCE

None

UPDATE FROM SUMMIT AVIATION – Daniel Hughes, Mgr.

Daniel reported November numbers were relatively good considering the Thanksgiving holiday; it just slightly exceeded last years' numbers by about a thousand gallons on jet fuel. A lot of foot traffic in airport and a lot of people still looking for a restaurant continually. They are requiring masks for everyone that enters the FBO and most people are happy to do it or already wearing them. This last week so far has been down in operations by half of what last year was, it will be interesting to see what the rest of December holds.

Football game traffic has been fairly good, they are offering incentives for aircraft traffic to come up to Springdale instead of Fayetteville. Starting to see some traffic for the basketball games as well so they went ahead and extended their offer of free services for fuel purchases for basketball games and making sure they are staffed appropriated for this.

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

Laura said the localizer is up and running and the tower has not had any issues with it.

When Jeff Mann moved out he left a lot of equipment in the kitchen and his attorney has requested that we give him a value on these items to keep in the restaurant and be able to deduct this amount on what he

owes. According to the equipment that was left, it was all a year-year and half old and all used, the retail value is \$8,522.42. She stated that Wyman suggested a value up to \$6,000 credit to him.

James Smith stated if you gave him a \$6,000 credit it would leave him owing the City approximately \$1,300.00.

Commissioner Gardner stated he would be willing to accept 50% value, but no more.

City Attorney Ernest Cate mentioned that we have a default judgement against him for past due hanger rentals, it's just going to be a matter of collecting it. \$2,160 is for the past due restaurant rent. His opinion is to give credit to the past due restaurant fees first since we have a judgement on the rest.

Commissioner Smith mentioned that he thinks we should ask Jeff Mann to pay the money up front before we give him credit on anything.

\*Commissioner Collier made a motion to credit \$4,000.00 towards Jeff Mann's past due hanger rent; Commissioner Gardner made the second.

Motion amended:

\*\* Commissioner Collier made a motion that if he pays the \$1,300 up front then we will waive the additional \$2,000. Commissioner Gardner made the second again.

The Vote:

Yes: Johnson, Collier, Gardner, Smith, Schoonover.

No:

Chairman Johnson recognized the vote of 5-0 and ruled the motion passed.

#### UPDATE ON ACCOUNTS RECEIVABLE FROM CITY ATTORNEY ERNEST CATE

City Attorney Ernest Cate reported the only other issue we have outstanding with Mr. Mann is the land lease that we terminated. They filed a motion in bankruptcy case to assume this and a hearing is scheduled for January 7<sup>th</sup>.

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

Wyman reported we have a sizable amount of cash in bank and revenues are holding up well.

#### CHARITABLE DONATION AGREEMENT – Bill Adams, Wyman Morgan, Dir. Of Admin & Financial Services.

Wyman stated that we have a charitable donation agreement that City Attorney Ernest Cate drafted for us that Bill has agreed to.

Commissioner Gardner asked about the 30year lease and have we thought about if things increase has we provided for that?

Wyman said we could put a CPI on the rent every 5 years or so in the agreement or a review.

Bill Adams asked if we do this for any other tenant now on a 30 year land lease. The writing in the agreement includes the insurance. His concern is to not pay for property tax, insurance and discussing increases that could be at their discretion in future. He just wants it to be fair as what you've done with all other lease agreements.

Chairman Johnson stated that \$700,000 is a lot for a hanger. He doesn't have a problem setting aside this lot for Bill to build a hanger on, but when we offer our position to give someone a donation, appears it's for a tax right-off on this donation. We are setting a president then we become a tax dodge for people. We've never entered into an agreement based on whether it flies or not based on the donation for that individual.

Commissioner Gardner stated this should not be our concern.

Chairman Johnson said from what he understands it doesn't matter what this hanger costs, say \$350,000 then the balance of this goes back to Bill or his company. If we do this then we are sitting a situation where anyone wants to do this if they have money they want to shelter. It is his interpretation of this document.

Ernest Cate said legally speaking and language speaking there are several ways to do this perhaps to accomplish what he wants to accomplish. The way that it is written does state that there is a \$700,000 donation and then it says that the city would endeavor to enter into a contract for the construction of the hanger with a maximum price of \$700,000. It doesn't set the price at \$700,000 if it comes in at \$300,000 then it is unclear what happens to the rest of the money. You have an option making the donation equal to the construction if you wanted too. Or you can have him build the hanger and his donation is he doesn't bill us for building the hanger that is a donation as well. There are several different ways you can accomplish the same thing that might be a little clearer. Ernest was given a draft that someone else prepared but he made some changes that he thought made it a little more clear but there are still some unanswered questions such as what if the hanger only cost \$350,000 what happens to the other \$350,000. It doesn't really address this and he thinks this is a legitimate question to ask if that is what the Chairman is asking.

Wyman said the taxes would be figured on what the tax assessor would figure it out; he has calculated it at \$700,000.

Commissioner Thomason asked if we know what the hanger will actually cost.

Bill Adams stated it could easily go \$250,000 or could go to \$350,000 depends on cost of supplies.

Commissioner Smith asked if we had a standard.

Chairman Johnson said we don't have anything to do with the construction of the land lease hangers; they just lease the land and design and build as long as it meets with design standards. They can build

whatever they want and put whatever amenities into it. We don't know what the interior of this will be we don't know anything even the cost. He suggests we don't vary from our standard policy of allowing people to come in and build on these valuable lots and there is a market for it. He doesn't see why the donation is tied to this being acted upon and agreed upon before the first of the year? This leads him to believe it is more of a tax situation than anything else.

Bill Adams said this was never a question it is exactly what that is for. Usually the person builds a hanger and you own it in 30 years, this way you own it right away. He doesn't care if its \$300,000 or \$500,000, the point is he wanted to be able gift it to the airport now and not 30 years from now. But not giving away any of the benefits that go along with having a hangar at Springdale Airport. He is offering to build a hanger now so you can begin and start your project now and get money from the state and the benefit to him is he gets a tax donation this year and use of hanger for next 30 years.

Chairman Johnson stated again if we do this we are setting a precedent that's not the norm.

Bill Adams stated that it's not bad if you are trying to build hangers at the airport.

Wyman stated that he doesn't think you are locked in but you have a land lease in the traditional progress now. We just have two different options.

Chairman Johnson asked again why the donation is larger than what the hanger is. The question is as City Attorney asked before what is going to happen to rest of this money.

Bill Adams said you will billed \$700,000 for the hanger.

Wyman said we receive donations in other departments and what it is restricted for. We are not returning it back we are going to contract with him to build the hanger for \$700,000, the difference between what the hanger cost and the \$700,000 he will have to report as income.

Chairman Johnson stated this is what we have before us and Bill is asking the Commission to accept the donation of \$700,000 then he is going to build the hanger with his construction company for whatever it costs. He feels like this could be written more in line with what we have done in the past.

Ernest Cate mentioned you already run a risk of doing this for someone then someone else could come in and say you did it for him.... The city gets donation quite often but what Chairman Johnson is saying that makes this different is we are not turning around and giving it back. He has some questions on this but he has to rely on the math wizards. He does have a fear the next person coming in wanting to do this... oh I can get \$400,000 more tax break if I do this. He has never seen this done before; usually a donation is applied to a specific purpose or for the exact amount.

\*Commissioner Gardner made a motion to accept the charitable donation agreement.

\*\* Motion dies for lack of a second.

Wyman suggests the Commission seriously consider repealing the land lease policy because what they would have got out of this is exactly what we were providing out of a land lease policy. The Commission has the final say he just disagrees thinks it not our business to get involved with their tax

situation and make a decision based on what we anticipate their tax situation to be. We should look at the impact and what affects the Airport Commission and this is very similar deal we adopted accepting and donating hangers on the east side 15 years ago.

Commissioner Collier stated what if we got \$1.5 million and it was only going to cost \$250,000 is there any difference in that?

Wyman stated that we don't know what it will cost and he would have to pay the difference in what it cost him and what we give him.

**Update from Garver -- by Greg Thomas, Adam White, Garver**

Adam stated as a reminder they opened bids on Tuesday this week on the site work. They received two bids on the project. APAC was the low bidder at \$452,000 for all the site work. Thinking they would go out to State for the site work payment. To maximize the grant funds he suggests getting 2 grants, a 90/10 grant and a 80/20 grant. If this is done then we can get \$400,000 worth leaving the city with only \$131,675.20 dollars to complete the site work. If for some reason we couldn't get 2 grants from the state then we would get \$250,000 cap leaving the city share at \$281,675.20.

Springdale Municipal Airport  
A33 East Hangar Construction Site Development  
Grant Summary

**IF 2 ADA GRANTS ARE AWARDED:**

|   |              |
|---|--------------|
| TOTAL PROJECT COST - ADA 80-20 GRANT    | \$353,645.70 |
| ADA 80-20% MATCH (\$250,000 CAP)        | \$250,000.00 |
| City of Springdale (Remainder)          | \$103,645.70 |
| TOTAL PROJECT FUNDING - ADA 80-20 GRANT | \$353,645.70 |
| TOTAL PROJECT COST - ADA 90-10 GRANT    | \$178,029.50 |
| ADA 90-10% MATCH (\$150,000 CAP)        | \$150,000.00 |
| City of Springdale (Remainder)          | \$28,029.50  |
| TOTAL PROJECT FUNDING - ADA 90-10 GRANT | \$178,029.50 |
| Total Project Cost                      | \$531,675.20 |
| CITY OF SPRINGDALE SHARE                | \$131,675.20 |

**IF ONLY 1 ADA GRANT IS AWARDED:**

|   |              |
|---|--------------|
| TOTAL PROJECT COST - ADA 50-50 GRANT    | \$531,675.20 |
| ADA 50-50% MATCH (\$250,000 CAP)        | \$250,000.00 |
| City of Springdale (Remainder)          | \$281,675.20 |
| TOTAL PROJECT FUNDING - ADA 50-50 GRANT | \$531,675.20 |
| CITY OF SPRINGDALE SHARE                | \$281,675.20 |

\*Commissioner Gardner made a motion to give Garver authorization to submit the 2 grants to the state and get on their agenda. Commissioner Collier made the second.

The Vote:

Yes: Collier, Johnson, Gardner, Smith, Schoonover.



No:

Chairman Johnson recognized the vote of 5-0 and ruled the motion passed.

Greg Thomas gave an update on the East-Side Taxiway. They are designing it this year and it's not planned for construction till fiscal year 2022. If funding becomes available they are planning on having this designed by spring just in case. They have almost wrapped up the floodplain analysis, what they have concluded is that we are going to have to apply for a klomer which is a flood map revision. The box culvert that goes under the runway right now is causing a rise on surface elevation. It's only a few inches which isn't bad but FEMA is still requiring them to issue this revision. The geo technical finished their testing on the soil and all the tests came back good so they are moving forward with pavement design. They are still on track to submit plans to FAA for 90% plans by end of January. This will put them on schedule to potentially ready to receive bids this spring.

Adam stated that concerning the flood plains this is not changing anything downtown.

**OLD BUSINESS:**

None

**COMMISSION COMMENTS:**

Merry Christmas to all

*Business concluded and meeting adjourned at 2:12 p.m.*

\_\_\_\_\_  
Neil Johnson, CHAIRMAN

\_\_\_\_\_  
Beth Parnell, RECORDING SECRETARY

\_\_\_\_\_  
DATE OF APPROVAL

# **SPRINGDALE AIRPORT COMMISSION MINUTES**

January 21, 2021

The regular meeting of the Springdale Airport Commission was on Thursday, January 21<sup>st</sup>, 2021 in the City Council Chambers located on the first floor of the City Administration Building.

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

Roll call was answered by:

Neil Johnson  
Greg Collier  
Andrew Barker       Zoom  
Joel Gardner  
Steve Smith  
Bill Schoonover  
Micah Thomason

City staff present:

Wyman Morgan, Administration & Financial Services Dir.  
James Smith, Airport Manager  
Laura Meyers, Airport Supervisor  
Rose Lawrence, Administrative Assistant, Mayor's Office  
Beth Parnell, Secretary/Receptionist, Mayor's Office

**APPROVAL OF MINUTES** – none

**COMMENTS FROM AUDIENCE**

None

**ELECTION OF OFFICERS.**

Current 2020 Officers:

Chairman – Neil Johnson  
Vice Chairman – Greg Collier  
Secretary – Andrew Barker

\*Commissioner Gardner made a motion to keep the current set of officers as is; Commissioner Smith made the second.

The Vote:

Yes: Johnson, Collier, Barker, Gardner, Smith, Schoonover, Thomason

No: None

Chairman recognized the vote of 7-0 and ruled the motion carried.  
The officers will stay the same for 2021.

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

Daniel was absent from meeting.

**UPDATE ON ACCOUNTS RECEIVABLE FROM CITY ATTORNEY ERNEST CATE**

City Attorney Ernest Cate reported from the last meeting they were able to get a judgement on Jeff Mann for unpaid hanger rentals and there was a balance owed on the restaurant rental as well. He had made a proposal that some of the restaurant equipment he had kept on site and left and asked to get credit on this. The Commission voted to say if he would pay \$1,300 and we would give him credit for what he owed the city and satisfy the judgement as well. Ernest communicated this to Mr. Mann's attorney and he has not given him an answer one way or the other. He asked him as recently as yesterday because he knew we had a meeting today. A & J Construction (Jeff Mann) has an ongoing bankruptcy case that is the entity with the land lease that we terminated back in June. He filed bankruptcy after we terminated the lease, they filed a motion in the bankruptcy to assume this lease and the City Attorney opposed it. They dropped their motion to assume the lease on the condition the equipment or materials on site be returned to Mr. Mann and they would drop their efforts to assume the lease. He told the attorney for the bankruptcy he had no doubt the Commission will ask him what Mr. Mann's response was to the generous offer from the Airport Commission last month. He has not given the City Attorney an answer yet. He will take direction from what the Airport Commission wishes him to take.

Commissioner Collier stated we don't do anything with this; it was done prior to his bankruptcy so he doesn't have any right to that. Commissioner Gardner agreed.

City Attorney Cate is happy to go back and tell him we haven't heard back from the offer last month. Legally these are two separate issues. You could decide to not take action till the other is resolved if you wish.

Commissioner Collier stated that we shouldn't take action on either one till Mr. Mann does something.

Commissioner Thomason stated that is the right move here. Let him spend more time with his attorney discussing this then we will get an answer.

\*Commissioner Thomason made a motion that we extend our offer for an additional month, till the next Airport Commission meeting then it expires if we have not heard back from Mr. Mann.

\*\*Commissioner Thomason amended his motion to state that the offer from last month is extended till the Monday before the Airport Commission meeting (February 15<sup>th</sup>, 2021) then it expires if we have not heard back from Mr. Man. He has to respond to the offer and pay the \$1,300 paid to the city. Commissioner Gardner made the second.

The Vote:

Yes, Barker, Gardner, Smith, Schoonover, Thomason, Johnson, Collier

No,

Chairman Johnson recognized the vote of 7-0 and ruled the motion passed.

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

Laura said it has been business as usual, doing small repairs as those come up. All the hangers are filled along with the offices. Everything has been running smooth, no complaints and no problems that she has heard.

Commissioner Collier asked about the previous renter of the restaurant the Fricks. Is there any word on that?

James Smith reported that he is having a hard time tracking them down. Laura stated that most of the people on the late list are ones that the City Attorney is already trying to work with. James said he has a judgement against them he is just trying to find them.

Laura said the antenna is up and running it just needs to get painted and they will do that in a couple of months, but no problem with tower. They are waiting till wood is good and seasoned before they paint it and they are hiring someone to do that for them.

**RESTAURANT PROPOSAL by Farrell Matlock**

Farrell said that he was formally with The Pitts BBQ. They were planning on moving into the airport space the other people that were involved with The Pitts have too much on their plate and don't want to add to it as this time. As of Tuesday morning he found out they were not interested in moving forward with moving into the airport. He jumped on it doing it solo. He met with Laura, looked over the space and he worked in this restaurant a few years ago. He is familiar with the space and equipment in there. He wishes to do a very affordable good home style food. He is meeting with Camron tomorrow hoping to secure funding to do the painting, get the signage, preliminary funding to get the ball rolling. At that point he is hoping after a month or so it's self-sustaining.

Commissioner Collier asked about his experience if any in running a restaurant.

Farrell stated that he was general manager of four different locations; he managed the Sonic out of high school moved to Oklahoma and managed another one that just opened up there; moved back here he was the general manager of IDK Café, opened their second location and ran that for the first year and then The Pitts. He worked overnight, smoked the meats, did the prep work and ordered the entire supplies/product. His hours would be from 7-2 Monday-Friday. He hopes to get into a Saturday and Sunday brunch at a later time as the team grows.

Chairman Johnson said if he can satisfy the revenue source and assure us and make a proposal then he feels this is doable.

Chairman Johnson asked to have someone on the Commission head up a team to look over and get the proposal ready then put it in front of the Commission. Would you be opposed to have Laura and James head on the Committee? Commissioner Schoonover stated he would be happy to be on the Committee.

Airport Restaurant Committee: Commissioner Bill Schoonover, Laura Meyers, James Smith, and Wyman Morgan. They will look over his proposal and bring back a formal proposal / lease to the Commission for consideration. Chairman Johnson will call a special Commission meeting if they get something together before end of January so that he can get up and running before February 1<sup>st</sup>.

\*Commissioner Gardner made a motion to have Commissioner Schoonover spearhead a Restaurant Committee to help outline what a restaurant entity should look like and make the recommendations to the Airport Commission as soon as possible. Commissioner Schoonover made the second.

Chairman Johnson called for a voice vote, hearing no nays ruled the motion passed.

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

Wyman reported another round of COVID 19 stimulus money coming to the Airport. It is less than what we had before for the airport, which was \$69,000. The Commission needs to be thinking of any projects you want to get done. We do not know what guidelines we have to follow yet, but if it's like last time they didn't want any capital improvements they wanted us to do maintenance. Last time we didn't need any matching funds, it was get the work done and send us an invoice... we did that and spent \$70,000, the money we received was \$69,000. No decision is needed today, just putting it out there for discussion next month.

Commissioner Thomason wanted to make everyone aware that fuel sales are going north and we have a 30% reduction on revenue source. It's not month to month, it is year to year. It could be COVID related and it's reduced it but it's a 30% reduction. The portion that we actually make month to month money on is the 30% reduction.

Chairman Johnson stated the graph is done with purchase of fuel not sales. He also mentioned that the school has been moved in the last year to Bentonville.

Commissioner Collier mentioned the difference in April and January.

Commissioner Barker stated he thinks it is a combination of factors and will look at this closer to do an analysis on it. He felt like they have wanted to move things to Bentonville in last few years not just recently.

Commissioner Thomason said we need to find out what is going on as our revenue has been reduced and we might have questions for Summit. I don't aim to question their business model just what can we do in the next 5 years to help improve these numbers and bring Springdale back up.

Commissioner Barker would like to know the breakdown of what our Jet A vs AV gas has been, it only shows gallons not which fuel it is. That would be important to know to figure out what has dropped off.

Chairman Johnson said we need to give Daniel notice to come in and let us know where it's going and to what. It doesn't hurt to have a discussion and ask why for the lower percentage and see if there is something we can do to help it grow.

Chairman Johnson also stated they will add discussion concerning building open T-hangers at the next meeting.

**FAA GRANT INFORMATION** *by Wyman Morgan, Director of Admin. & Financial Services.*

Wyman

**Update from Garver – by Greg Thomas, Adam White, Garver**

**Greg Thomas gave an update on the Taxiway B Extension Project:** Reminder this was fiscal year 2020 project for design only project and construction to begin 2022. The design of this project was 100% funded by the AIP Program. Last time, they wrapped up the geotechnical testing at the airport, and were undergoing preliminary design and the flood plain study. They had to apply for a Klomer and contact the city for this. The Klomer isn't an issue but will be a few month long process and have this started with the city. In the past month they received the geotechnical report with their recommendation from the investigation, the flood plain study is still going smoothly and have not submitted the Klomer to FEMA yet but they are approaching submitting this, and the environmental is wrapping up as well. The preliminary design is due to FAA beginning of March so they will have this wrapped and submitted to them by mid-February. Also during the past month they had a meeting with FAA tech ops that handle the instrument landing systems, glideslope and localizer. They wanted to visit with them because the area they are extending the taxiway is next to the glideslope system on the northeast side and wanted their input. They had a good meeting with them and they approved everything on their plans and will improve some of the access they have to their glideslope infrastructure. Moving forward they will submit preliminary plans to FAA by end of March with final plans ready by April with potential to start construction if funds become available by early this summer.

Chairman Johnson asked about the stabilization on the dump area that has the bad soil in it?

Greg Thomas stated the testing from geotechnical run was how much cement to put in it. They are going to add cement to the top 8 inches of soil and will be cheaper than having to dig 2 feet and replace with 2feet of good material, it was an economics decision. They will cement treat the soil then build up with gravel then asphalt on top.

**Greg Thomas gave an update on the Hanger project:** Bids were received in December for this project after the last meeting and they also submitted an application Department of Aeronautics (ADA). They submitted 2 grants, one for \$250,000 and one for \$150,000 so we could get as much funding from ADA as possible. Since this past month they heard back from Jerry Chism, Director of ADA, they liked the project and supportive of the project but had a few items they were worried about. Some of what they were worried about was the pavement getting tore up when a hanger would be constructed. As it stands now there will not be any hangers on this taxi land at the time it will be constructed. IF they were to build out the entire taxiway apron and parking area and if they were to come in and construct a hanger, Jerry and ADA are worried about that construction activity damaging some of the pavement and causing issues there where pavement might have to be replaced. The other issue they had was the cost, they worried it costed too much and didn't have enough funding available for Springdale for that one.

Garver worked with James Smith and Jerry Chism from ADA to come up with a solution. They wanted Garver to cut \$100,000 from the \$450,000 project. They are looking at removing the electric infrastructure, which is anything that gets electric to the hanger; the access road and parking, it's everything on south-side of the hanger; and apron asphalt. They will be replacing the asphalt with aggregate base course.

Chairman Johnson asked what was included in the electrical infrastructure.

Greg Thomas stated it was conduit and some coordination to install transformer on site.

Adam White said it seemed high and was one of the reasons they cut it in the bid. It's the conduit for the primary and base for transformer. It seemed like a reasonable thing to take out of the bid as they feel it will be cheaper later or developer in future can get it for less.

Greg Thomas stated if they receive the funding in the February commission meeting then should hear back from them mid-to late February if we received the grant. This will still put us at construction time around mid-to late March which was in line of our schedule.

**Springdale Municipal Airport  
A5G East Hangar Construction Site Development  
AS-BID BUDGET - ADA 80-20 GRANT**

| ITEM NO. | SPEC. NO.  | DESCRIPTION                              | UNIT | ESTIMATED QUANTITY | UNIT PRICE  | EXTENDED AMOUNT |
|----------|------------|--|------|--------------------|-------------|-----------------|
| 1        | SS-111-1.1 | 8" C900 DR-18 PVC Water Line             | LF   | 368                | \$72.00     | \$26,496.00     |
| 2        | SS-111-1.2 | Sewer Service Line                       | LF   | 40                 | \$44.00     | \$1,760.00      |
| 3        | SS-111-1.3 | 8" x 8" Tapping Sleeve and Valve         | EA   | 1                  | \$8,790.00  | \$8,790.00      |
| 4        | SS-111-1.4 | Discless Iron Fittings                   | LB   | 400                | \$8.85      | \$3,540.00      |
| 5        | SS-111-1.5 | 8" Gate Valve                            | EA   | 1                  | \$3,075.00  | \$3,075.00      |
| 6        | SS-111-1.6 | Fire Hydrant Assembly                    | EA   | 2                  | \$5,710.00  | \$11,420.00     |
| 7        | SS-120-3.1 | Construction Safety and Security         | LS   | 1                  | \$5,750.00  | \$5,750.00      |
| 8        | SS-140-0.1 | Drainage Pipe Removal                    | LF   | 21                 | \$23.95     | \$502.95        |
| 9        | SS-140-0.2 | Asphalt Pavement Removal                 | SY   | 1,000              | \$3.95      | \$3,950.00      |
| 10       | SS-140-0.3 | Waterline Removal                        | LF   | 270                | \$11.00     | \$2,970.00      |
| 11       | SS-210-0.1 | Unclassified Excavation                  | CY   | 1,200              | \$14.08     | \$16,896.00     |
| 12       | SS-210-0.2 | Undercut Excavation                      | CY   | 900                | \$16.86     | \$15,174.00     |
| 13       | SS-210-0.3 | Borrow Material                          | CY   | 1,600              | \$14.85     | \$23,760.00     |
| 14       | SS-020-0.1 | Grading                                  | AC   | 2                  | \$2,195.00  | \$4,390.00      |
| 15       | SS-024-0.1 | Grading                                  | SY   | 2,000              | \$4.85      | \$9,700.00      |
| 16       | C-105-0.1  | Mobilization (Maximum 10% of Total Bid)  | LS   | 1                  | \$41,000.00 | \$41,000.00     |
| 17       | D-701-0.1a | 18" Reinforced Concrete Pipe (Class III) | LF   | 124                | \$69.50     | \$8,618.00      |
| 18       | D-701-0.1b | 21" Reinforced Concrete Pipe (Class III) | LF   | 100                | \$87.50     | \$8,750.00      |
| 19       | D-701-0.1c | 6" SDR35 PVC Pipe                        | LF   | 120                | \$39.00     | \$4,680.00      |
| 20       | D-701-0.2a | 18" Reinforced Concrete End Section      | EA   | 1                  | \$1,718.00  | \$1,718.00      |
| 21       | D-701-0.2b | 21" Reinforced Concrete End Section      | EA   | 2                  | \$1,470.00  | \$2,940.00      |
| 22       | D-751-0.1a | 4' x 4' Airfield Grate Inlet             | EA   | 1                  | \$8,650.00  | \$8,650.00      |
| 23       | D-751-0.1b | 12" PVC Drainage Basin                   | EA   | 1                  | \$4,565.00  | \$4,565.00      |
| 24       | T-905-0.1  | 4" Topsoil (Obtained on Site)            | SY   | 10,300             | \$4.05      | \$41,715.00     |

**Total As-Bid Construction Cost - ADA 80-20 GRANT** **\$260,454.95**

**ENGINEERING & OTHER SERVICES**

|                            |             |
|----------------------------|-------------|
| Surveys                    | \$53,350.00 |
| Geotechnical Investigation | \$8,050.00  |
| Bid Package Development    | \$5,000.00  |
| Large Scale Development    | \$27,100.00 |
| Materials Testing Services | \$7,500.00  |
|                            | \$7,700.00  |

|  |                     |
|--|---------------------|
| <b>TOTAL PROJECT COST - ADA 80-20 GRANT</b>    | <b>\$313,804.95</b> |
| <b>PROJECT FUNDING</b>                         | <b>TOTAL</b>        |
| ADA 80-20% MATCH (\$250,000 CAP)               | \$250,000.00        |
| City of Springdale (Remainder)                 | \$63,804.95         |
| <b>TOTAL PROJECT FUNDING - ADA 80-20 GRANT</b> | <b>\$313,804.95</b> |



**Springdale Municipal Airport**  
**ASG East Hangar Construction Site Development**  
**AS-BID BUDGET - ADA 90-10 GRANT**

| ITEM NO. | SPEC. NO.  | DESCRIPTION                           | UNIT | ESTIMATED QUANTITY | UNIT PRICE | EXTENDED AMOUNT |
|----------|------------|---------------------------------------|------|--------------------|------------|-----------------|
| 1        | SS-303-5.2 | 8" Aggregate Base Course (Class 7)    | SY   | 2,200              | \$14.55    | \$32,010.00     |
| 2        | SS-407-5.1 | ACHM Surface Course (1/2") (PG 70-22) | TON  | 190                | \$105.50   | \$20,045.00     |
| 3        | SS-715-5.1 | Reflective Pavement Markings          | SF   | 215                | \$18.75    | \$4,031.25      |
| 4        | C-103-5.1  | Temporary Erosion Control             | L6   | 1                  | \$3,610.00 | \$3,610.00      |
| 5        | D-754-5.1  | Concrete Ditch Paving                 | SY   | 100                | \$90.50    | \$9,050.00      |
| 6        | F-162-5.1  | Chain-Link Fence                      | LF   | 430                | \$36.75    | \$15,802.50     |
| 7        | F-162-5.2  | Fence Removal                         | LF   | 330                | \$11.15    | \$3,679.50      |

**Total As-Bid Construction Cost - ADA 90-10 GRANT** **\$88,228.25**

**ENGINEERING & OTHER SERVICES**

**\$28,200.00**

Construction Phase Services

\$21,200.00

Bidding Services

\$5,000.00

|  |                     |
|--|---------------------|
| <b>TOTAL PROJECT COST - ADA 90-10 GRANT</b>    | <b>\$114,428.25</b> |
| <b>PROJECT FUNDING</b>                         | <b>TOTAL</b>        |
| ADA 90-10% MATCH (\$150,000 CAP)               | \$102,985.00        |
| City of Springdale (Remainder)                 | \$11,443.25         |
| <b>TOTAL PROJECT FUNDING - ADA 90-10 GRANT</b> | <b>\$114,428.25</b> |

**Springdale Municipal Airport**  
**ASG East Hangar Construction Site Development**  
**Grant Summary**

|  |                      |
|--|----------------------|
| <b>TOTAL PROJECT COST - ADA 80-20 GRANT</b>    | <b>\$,313,804.95</b> |
| ADA 80-20% MATCH (\$250,000 CAP)               | \$250,000.00         |
| City of Springdale (Remainder)                 | \$63,804.95          |
| <b>TOTAL PROJECT FUNDING - ADA 80-20 GRANT</b> | <b>\$313,804.95</b>  |

|  |                     |
|--|---------------------|
| <b>TOTAL PROJECT COST - ADA 90-10 GRANT</b>    | <b>\$114,428.25</b> |
| ADA 90-10% MATCH (\$150,000 CAP)               | \$102,985.00        |
| City of Springdale (Remainder)                 | \$11,443.25         |
| <b>TOTAL PROJECT FUNDING - ADA 90-10 GRANT</b> | <b>\$114,428.25</b> |

|                                 |                     |
|---------------------------------|---------------------|
| <b>Total Project Cost</b>       | <b>\$428,233.20</b> |
| <b>CITY OF SPRINGDALE SHARE</b> | <b>\$175,748.20</b> |

Greg Thomas went over the above bid budgets showing what they are applying for in grants.

Adam White mentioned that July 1<sup>st</sup> is the state's new fiscal year so there are opportunities to apply for more grants at that time.

**OLD BUSINESS:**

Chairman Johnson asked about the annual fee we are paying to Arkansas General Aviation (Robbie Wills) for service and want to know if we are getting any benefits out of this. Should we discuss this, are we getting any benefits from this, should we revisit it?



Commissioner Gardner replied that he gets an email often.

Commissioner Smith asked Adam White if they help us with grants or anything at all.

Adam White stated they do not, he is not aware of what their lobbying is, he hasn't seen anything but he is not on the email list so he doesn't know. They had a State Aviation day 2 years ago; this last one had been cancelled due to COVID. We are also card carrying members but he doesn't talk with them either.

Commissioner Schoonover agreed with Chairman Johnson.

Commissioner Gardner encouraged us to reach out to them for assistance before you say we will not be part of membership anymore. It is our obligation to ask for assistance and he feels they would help us.

Adam White stated they have not asked them for assistance, they support because our airport supports them.

Chairman asked to check on this to see if we have any benefits. Maybe ask Robbie to come visit with us.

**COMMISSION COMMENTS:**

None

***Business concluded and meeting adjourned at 2:25 p.m.***

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Neil Johnson, CHAIRMAN

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Beth Parnell, RECORDING SECRETARY

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DATE OF APPROVAL

## **SPRINGDALE AIRPORT COMMISSION MINUTES**

January 27<sup>th</sup>, 2021

The "called" meeting of the Springdale Airport Commission was on Wednesday, January 27<sup>th</sup>, 2021 in the City Council Chambers located on the first floor of the City Administration Building.

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

Roll call was answered by:

Neil Johnson  
Greg Collier  
Andrew Barker  
Joel Gardner  
Steve Smith (Absent)  
Bill Schoonover  
Micah Thomason

City staff present:

Wyman Morgan, Dir. of Admin. & Financial Services  
James Smith, Airport Manager  
Laura Meyers, Airport Supervisor  
Beth Parnell, Secretary/Receptionist, Mayor's Office

### **AIRPORT RESTAURANT PROPOSAL – Farrell Matlock**

Commissioner Schoonover reported that the Committee (Bill Schoonover, James Smith, Laura Meyers) were all in attendance along with Camron McAhren from Arkansas Helicopters and met with Farrell Matlock, it was a good meeting. Farrell gave a concise straight forward report as far as what his intentions were. He certainly indicated he wants to make this a go and he didn't have any comments or anything that any of us in attendance found to be of concern. James did clarify with him concerning his rent and when the rent would become effective. It was agreed upon that he could have access to the facility for the Valentines Promotion in conjunction with Arkansas Helicopter. They agreed with this with the understanding that his first month's rent would become due on the first of March and payable going forward. The lease agreement is very similar to what we've done in the past with other restaurant operators.

City Attorney Cate mentioned it is the same lease, but he wanted to bring something to the Commission's attention. When he dealt with the prior tenant and we took back possession of the airport restaurant; the lease provides for a couple different ways to terminate the lease. The first one is we give them 60 days advance written notice for any reason at all, but paragraph 15 requires them to go to mediation. He wishes Paragraph 15 would be removed all together and it's not needed unless it's put in there for some FAA requirement that he is unaware of. It came up with the other tenant and it gave him 30 more days to get out even though he was in default of late rent. Paragraph 13 in the lease gives us remedies in event of default so Paragraph 15 is not needed.

*\*Commissioner Collier made a motion to delete paragraph 15 (pertaining to mediation) of the lease agreement. Commissioner Thomason made the second.*

*The Vote:*

*Yes: Collier, Barker, Gardner, Schoonover, Thomason, Johnson*

*No: None*

*Chairman Johnson recognized the vote of 6-0 and ruled the motion passed.*

Farrell recognized he understood the removal of Paragraph 15 and stated if he doesn't pay just boot him out.

Ernest Cate mentioned he would be able to get the lease changed today so the lease could be signed.

Commissioner Thomason said he is opening on February 12, 13 & 14 for the helicopter tours then opening fully on March 1<sup>st</sup>.

Commissioner Schoonover had couple questions: are you going to serve breakfast all day long each day or are you going to have a cut off on breakfast and roll into lunch.

Farrell stated he will see what the demand is. If people want to order breakfast during lunch time he has no problem with that, it is a very simple menu and all the equipment is there and there is adequate space to have it all prepped and ready to go. This menu was drawn up with pricing from a previous restaurant he worked in. This was prior to the COVID 19 virus and pricing has changed on a lot of his ingredients so there will be a slight increase on the pricing, and it will still be very reasonable.

Commissioner Schoonover stated that the drinks will be the basic drinks?

Farrell stated coffee, tea, water, and soft drinks.

Commissioner Collier asked about marketing for the restaurant.

Farrell has locked down a domain for the business as well as face book in social media. He has someone handling social media. He also wants to make sure the traffic will be steady before he adds an evening meal.

Commissioner Schoonover asked about his name with "bar" in it since its mainly open for breakfast and lunch.

Farrell stated the name is for growth. He intends to get a liquor license at some point.

***SPRINGDALE MUNICIPAL AIRPORT TIE DOWN FEES – Wyman Morgan, Dir of Admin & Financial Services.***

Chairman Johnson remarked that there was a complaint over being charged tie down fees and stated it was not clear what direction we've given Summit and this is the purpose of the discussion. Where do we go with this and where do we stand right now. Minutes from the meeting of April 16<sup>th</sup>, 2009 show how

the ramp fees were laid out and approved and there was also 25% of charges that were due the city if charged. A representative from Summit is here to give their report.

James Smith stated that he received a call asking if we had rent fees. The caller was upset and said if he was going to be charged ramp fees he was going to Rogers. Laura also stated that she got a call too on the ramp fees and they wanted to know if it was thru the city or the FBO.

Mark Myers from Summit Aviation stated that it was their understanding from what they presented a proposal a year ago concerning facility fees, security fees, etc... to address specifically the issue of tie downs, and there are distinguishable differences between tie down, facility, ramp, and landing fees, all types of fees. As a policy they have charged \$10 night for tie down, \$20 for single engine, \$20 per night multi engine *if* the customer did not buy fuel. There is no minimum fuel amount rather its 5 gallon or 10, if the customer did not buy fuel and they were tied down, secured by our personnel then that was the charge. They felt this was something they were authorized to do. It's extremely rare that we collect tie down fees because most that are here overnight typically buy fuel to avoid the \$10 or \$20 dollar charge. That being said the customer come in with 2 aircraft and promptly informed our line staff when he was told this that he was normally not charged ramp fees because of who he was then handed his business card to the line staff and has refused to pay the ramp bill or tie down. It is almost a universal deal that you pay some type of fee. Mark and David put together a regional pricing and fee comparison. They have stopped providing free GPU's to customers. They have to overhaul these units every 3-4 years about \$15,000 each. They felt they were authorized to do this for the tie downs and securing aircraft overnight, it is part to maintain security on the ramp.

Commissioner Schoonover asked if signage is posted on desk alerting pilots to the fee.

Mark reported they are told this when they come in, this is the first time he has heard of any complaints.

Commissioner Collier asked this compares with Fayetteville, Rogers and Bentonville.

Mark said Rogers and Bentonville do not charge a fee at all. Rogers pumps more fuel than we do all year. Fayetteville does have a \$75 dollar facility fee if you do not buy fuel. We do not have that here, only a tie fee down of \$20-\$30 dollars if you do not purchase fuel.

Chairman asked if he knew each month how much they receive on this.

Mark does not but he will be getting with Daniel.

Chairman asked if it doesn't mean that much in revenue why don't we just go back and waive it.

Mark stated that there is a big difference in tying down the airplane for the night versus ramp fees or security fees, whatever fee you want to call it.

Commissioner Barker said that depends on the airport and if there is a public ramp or not. The majority of public airports still have public free tie down that may not be associated with the FBO.

Mark said there are a lot of airports that doesn't have any fees, but you are hard pressed to find service too.

Commissioner Gardner stated that if he was a pilot and aircraft owner and if he had a \$30,000 or \$300,000 piece of equipment and I paid \$20 dollars to have it secured for the evening what is the problem with that?

Commissioner Barker stated there is a difference in them tying down your aircraft for you and you pulling up and parking yourself and tying it yourself. He is stating the difference in service provided and not provided by FBO.

Chairman Johnson stated there are places to go where you unload your passengers you don't see your plane after that, it is totally different here at Springdale Airport. In 2009, the Airport Commission authorized the FBO to charge aircraft that didn't buy fuel the ramp fees.

Mark stated what happens at Springdale, the linemen direct the aircraft to park perpendicular to the face of the FBO either N or S based on the wind. This is where a transit aircraft will be marshalled in to, the lineman will greet the pilot, check on the needs of the service and if there is a need for a tie down then they move the aircraft and put it out on ramp and tie it down. They are providing a very distinct service and part of their charge to maintain orderly flow on the ramp. If someone comes into airport and we are closed they can taxi over and tie down themselves and we do not go out and check on the ramp for tie downs.

Commissioner Gardner thinks it's a justifiable charge.

Commissioner Thomason stated that it seems if you are doing something for me then I'd pay for that but if you are coming in for a lunch and leaving then no charge.

Commissioner Barker stated that this sounds just like what he has dealt with, if you get a service you pay for a service and not out of line with the charge. Most airports will have a fee if they do something for you. He would like to see some sort of formal notice/sign posted that if we handle your airplane this is the fees you will be charged.

Chairman Johnson suggests we put this on the next Airport Commission Agenda for review on a policy they can adopt.

Commissioner Gardner stated that an agreement and a resolution both stand on their own merit; and an agreement cannot supersede a resolution passed.

Mark said before the next meeting he will go back and see how much they collected for tie downs last year. They do not post any fuel pricing or fees for other things.

Daniel stated that addressing the posting of prices and fees they take great pride in being there when they arrive and talk with them about services and what the costs are. They interact a lot with their customers new or reoccurring customers. They can't and won't guarantee safety of their planes.

**COMMISSION COMMENTS:**

None

Springdale Airport Commission  
January 27<sup>th</sup>, 2021

***Business concluded and meeting adjourned at 1:54 p.m.***

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Neil Johnson, CHAIRMAN

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Beth Parnell, RECORDING SECRETARY

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DATE OF APPROVAL

### Total Operations

|        | <u>2021</u> | <u>2020</u> | <u>2019</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> | <u>2015</u> | <u>2014</u> | <u>2013</u> | <u>2012</u> | <u>2011</u> |
|--------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Jan    | 2,272       | 2,238       | 2,096       | 2,795       | 1,685       | 2,086       | 2,107       | 1,503       | 1,635       | 1,762       | 2,176       |
| Feb    |             | 2,958       | 1,546       | 1,654       | 2,853       | 1,960       | 1,546       | 1,310       | 2,084       | 1,558       | 1,494       |
| Mar    |             | 2,403       | 2,586       | 2,686       | 2,769       | 1,985       | 2,538       | 2,046       | 2,049       | 2,172       | 2,460       |
| Apr    |             | 2,314       | 2,526       | 2,149       | 2,613       | 2,031       | 2,308       | 1,967       | 2,049       | 1,677       | 2,050       |
| May    |             | 2,475       | 2,426       | 2,720       | 3,429       | 2,288       | 2,561       | 2,316       | 2,047       | 2,545       | 2,539       |
| Jun    |             | 3,120       | 3,186       | 3,191       | 2,774       | 2,345       | 2,300       | 2,237       | 2,587       | 2,608       | 2,543       |
| Jul    |             | 3,195       | 2,966       | 3,697       | 3,182       | 1,868       | 2,604       | 2,580       | 2,350       | 1,873       | 2,374       |
| Aug    |             | 2,843       | 3,127       | 3,812       | 3,303       | 2,217       | 2,772       | 2,753       | 2,532       | 2,387       | 2,073       |
| Sep    |             | 2,927       | 2,448       | 1,807       | 3,150       | 2,795       | 2,388       | 2,330       | 2,647       | 2,007       | 2,379       |
| Oct    |             | 2,306       | 2,762       | 2,818       | 2,896       | 2,586       | 2,706       | 2,318       | 2,127       | 2,525       | 2,815       |
| Nov    |             | 2,605       | 2,577       | 2,868       | 2,232       | 2,284       | 2,285       | 1,870       | 1,407       | 2,262       | 1,738       |
| Dec    |             | 2,567       | 2,943       | 2,968       | 2,191       | 1,994       | 2,577       | 1,611       | 1,242       | 1,607       | 1,696       |
| Totals | 2,272       | 31,951      | 31,189      | 33,165      | 33,077      | 26,439      | 28,692      | 24,841      | 24,756      | 24,983      | 26,337      |

