

SPRINGDALE AIRPORT COMMISSION MEETING MINUTES February 15, 2024

The regular meeting of the Springdale Airport Commission took place on Thursday, February 15, 2024 in the City Council Chambers at the Springdale Municipal Building.

1. Chairman Greg Collier called the meeting to order at 1:00 p.m.

2. Roll call was answered by:	Greg Collier	✓
	Joel Gardner	✓
	Camron McAhren	✓
	Steve Smith	✓
	Jason McMullen	✓
	Micah Thomason	✓
	Jim Ulmer	✓

City Staff present:	James Smith, Airport Director
	Laura Meyers, Airport Manager
	Ernest Cate, City Attorney
	Beth Parnell, Mayor's Office, Documenting Secretary

3. **A Motion was made to approve the December 14, 2023 Airport Commission Meeting Minutes by Commissioner Smith and Seconded by Commissioner McAhren. All approved and the Motion was carried.**

4. **COMMENTS FROM THE AUDIENCE** – There were no comments from the audience.

8. & 9. Chairman Collier requested Items (8) and (9) be moved to this point.

- **8. LETTER OF INTENT TO CONSTRUCT AN AIRPLANE HANGAR ON THE EAST SIDE** – from John Adams. Commissioner Gardner made the motion to forward the request to Planning for consideration. Commissioner McAhren seconded. All Commissioners voted to approve and the motion carried.

- **9. LETTER OF INTENT TO CONSTRUCT AN AIRPLANE HANGAR AT 802 AIRPORT AVE.** – from Dan Christensen. Commissioner Gardner requested clarification on the detention pond relocation. Greg with Garver explained we would need to shift the detention pond 15 ft. to the East for City requirements. Greg Thomas will issue a change order for the Powell hangar. Commissioner Gardner made a motion to approve the project move to Planning and Commissioner Thomason seconded. The motion passed on a rollcall vote.

5. **PROPOSED HANGAR RENT INCREASE**

Since it has been two years since the last rate increase, it was discussed that due to inflation, cost of insurance and general cost of doing business, a proposal of 12% was made by Commissioner McAhren after reviewing financials with Cody Loerts and James Smith. Chairman Collier suggested a 15% increase. Commissioner Gardner made a motion to increase hangar rent by 15% beginning June 1, 2024. Commissioner Thomason seconded. The motion unanimously passed on a rollcall vote. Commissioner Smith recommended we revisit an increase in two years.

6. **HANGAR SUB-LEASING** – Hangars 201 and 103

Chris Roller, was speaking for Gary O'Neal, Max Crabtree and Bob Hoyt of the NWA Flying Club. Commissioner McAhren asked if the two planes were owned by the NWA Flying club, and who leases the hangars. Max Crabtree and Bob Hoyt are both affiliated with the NWA Flying Club. Chairman Collier pointed out the lease states a *hangar cannot be subleased*. Mr. Hoyt sold his Cessna 150 in 2022 to the NWA Flying Club and has flown an NWA Flying Club plane.

The possibility of some tenants subleasing their hangar space was discussed. There should be no sub-leasing of hangars. Registered tail numbers are inspected a couple of times a year and it should be noted if the fuel bill owner changes. James stated you have to have an airplane, either own or leased, to rent the hangar. Laura has sent emails about no planes in hangars and tail numbers not matching the contents of the hangar, possibly sub-leasing. Mr. Hoyt's dues for the NWA Flying Club are the rent he pays on the hangar. He has learned to fly a new plane and has a pilot's license. However, Mr. Hoyt hasn't flown in two years. The club has five airplanes. They have two hangars and the two in question at the February

15th meeting. Commissioner Smith questioned do we let them transfer the flying club as leasing the hangar and not Mr. Hoyt that the lease is under? Commissioner Gardner made a motion to terminate the lease of Hangar 2-01 as it was transferred without getting approval from the Airport Commission. The motion was vacated due to lack of a Second. After more discussion Commissioner Gardner made a motion to terminate the lease of Hangar 2-01. Chairman Collier seconded. Commissioner's McAhren, Smith, Thomason, Ulmer and McMullen voted NO. Commissioners Gardner and Collier voted YES. The motion did not pass. Commissioner Thomason made a motion to allow the Flying Club to take over the lease from Mr. Hoyt. Commissioner Gardner seconded. Added to the motion was for it to be a one-time allowance. Commissioners McAhren, Smith, Thomason, Ulmer Gardner and McAhren voted YES. Chairman Collier voted NO. The motion carried. The lease is moved to the Flying Club. Commissioner McAhren pointed out there had been bartering for City property. City Attorney Cate will prepare the documents.

7. HANGAR 1-08 – FAA POLICY ON NON-AERONAUTICAL USE OF AIRPORT HANGARS

It has been noted that the airplane in Hangar 1-08 is not operational and has not been for several years. The rent is being paid. Commissioner Smith made a motion that the City Attorney send a letter to the person leasing the inoperable plane in Hangar 1-08 requesting he attend the next Airport Commission Meeting (March 21, 2024) to explain his intentions. Commissioner Gardner seconded and the motion passed by unanimous voice vote.

10. UPDATE FROM SUMMIT AVIATION – DANIEL HUGHES, MANAGER

Daniel provided the following information:

January 2024 Summit Fuel Sales - Jet-A: 38,020 Gallons; Down 4% from December (39,380 Gallons)

100LL: 6,335 Gallons; Down 46% from December (9,235 Gallons)

December 2023 Summit Fuel Sales - Jet-A: 39,380 Gallons; Avgas: 100LL: 9,235 Gallons

December 2022 Summit Fuel Sales - Jet-A: 33,395 Gallons; Avgas: 6,652 Gallons

2023 Jet Sales: 468,160, Down 2.2% from 2022: 478,370

2023 Avgas Sales: 103,274 Up 27% from 2022: 82,565

Expect Operations to go up in the Spring. Preparing logistically with equipment ready. Summit is trying to bring more staff on. FBO's are requiring minimum fuel on takeoff. The restaurant is very busy and people are really happy with Mannie and staff.

11. REPORT FROM ERNEST CATE, CITY ATTORNEY

Ernest noted the new Design Standards for hangar construction has made the process so much simpler.

12. AIRPORT OPERATIONS REPORT, LAURA MEYERS, AIRPORT MANAGER

The new radios are still scheduled to be installed in March. She has one estimate so far on the stairs. She has had a cleaning company out to clean them.

Restaurant is doing great. Have had planes fly in specifically to eat at the restaurant. One hangar on past due list. Laura will contact.

13. AIRPORT ACTIVITY REPORT, JAMES SMITH, AIRPORT DIRECTOR

The radios and recorder installation still scheduled for March.

14. GARVER UPDATE, GREG THOMAS

Greg with Garver had an updated Hangar Development Priority List to distribute to correspond with the grant money.

- **Powell Hangar:** was supposed to start in January but has been delayed. Need to get started as soon as possible.
- **Runway Rehabilitation and Groove Installation Project:** 90% design has been submitted to FAA for review. Review and comments will be a couple of months. Greg and Laura have been meeting with manufacturers of the seal coat and coordinating with contractors regarding night closures. Will narrow down how many will be required and coordinate the timing. Commissioner Collier inquired about the timeline. Greg thought it would probably be in July/August.

Greg Thomas listed the following Possible Future Projects:

Project Number	Funding Year	Project Name	Funding Source	ADA/FAA Share	Local Share	Funding CAP	Estimated Project Cost	ADA/FAA Share	Local Share
		60' x 50' Box Hangar	ADA	90%	10%	\$ 500,000.00	\$530,000.00	\$ 477,000.00	\$ 53,000.00
		50' x 50' Box Hangar	ADA	90%	10%	\$ 500,000.00	\$465,000.00	\$ 418,500.00	\$ 46,500.00
		Terminal Parking Lot	ADA	50%	50%	\$ 200,000.00	\$258,410.00	\$ 129,205.00	\$ 129,205.00
		Westside Taxilane (Phase 1)	ADA	80%	20%	\$ 300,000.00	\$383,170.00	\$ 300,000.00	\$ 83,170.00
		70' x 70' Box Hangar	ADA	90%	10%	\$ 500,000.00	\$619,000.00	\$ 500,000.00	\$ 119,000.00
		Airport Water and Sewer imp.	ADA	80%	20%	\$ 300,000.00	\$410,000.00	\$ 300,000.00	\$ 110,000.00
		East Taxilane Phase 2 (No W/S)	ADA	80%	20%	\$ 300,000.00	\$637,500.00	\$ 300,000.00	\$ 337,500.00
		East Taxilane Phase 3 (No W/S)	FAA	90%	10%	\$ 520,000.00	\$614,715.00	\$ 520,000.00	\$ 94,715.00
		Westside Taxilane (Phase 2)	ADA	80%	20%	\$ 300,000.00	\$383,170.00	\$ 300,000.00	\$ 83,170.00
		70' x 70' Box Hangar	ADA	90%	10%	\$ 500,000.00	\$619,000.00	\$ 500,000.00	\$ 119,000.00
		3-Bay Clear Span Hangar	ADA	90%	10%	\$ 500,000.00	\$611,360.00	\$ 500,000.00	\$ 111,360.00
		Clear Span Site Work	ADA	80%	20%	\$ 300,000.00	\$144,375.00	\$ 115,500.00	\$ 28,875.00

The price on the 60 x 50 and 50 x 50 box hangars *includes* the water line extension. Water lines could be extended from Charles Ave. at the parking lot. The parking lot project does increase the size.

15. OLD BUSINESS – Chairman Collier

Parking on the grass is still an issue. Chairman Collier if it was possible send a bill for destruction of grassy areas due to parking on the grass. City Attorney Cate said there would need to be documentation with photos of the vehicle and the driver. It was also suggested that signs be erected: ***“No Parking. Subject to Tow”***.

16. COMMENTS FROM COMMISSIONERS – There were no Comments from the Commissioners.

The February 15, 2024 Airport Commission Meeting was adjourned by Chairman Collier at 2:50 p.m.

Greg Collier
CHAIRMAN

Joel Gardner
VICE CHAIRMAN

Beth Parnell
RECORDING SECRETARY

DATE OF APPROVAL