

The North Little Rock Airport Commission Meeting was held at noon on Thursday, August 16, 2018 at the NLR Airport Terminal Building.

Chairman Mark Halter called the meeting to order.

The roll being called, the following Commissioners attended: Mark Halter, Brad Hughes, Roger Marlin; Adrienne Smith called in via telephone for a quorum. Mr. Marlin moves to excuse the absence of Jim Julian, Mark Bentley, Don Blakey. Mr. Hughes seconds, the motion passes unanimously.

Also Present: Clay Rogers, Jordan Culver-Garver, Daniel McFadden-City Attorney's Office

Minutes

Mr. Hughes moves to approve the July minutes, Mr. Marlin seconds. The motion carries unanimously.

Financial Report

Mr. Rogers says the finances are where they should be at this point in the year. Mr. Rogers says income is where it needs to be, and rent is coming in as expected. Mr. Rogers says fuel sales are still up at the airport, so our fuel flowage fee is up. He says expenses are down, but some projects are coming up that will cost more, but we have enough to make those things happen. Mr. Hughes moves to approve the financial statement, Mr. Marlin seconds. The motion carries unanimously.

Old Business

Hangar Bay Lease- Mr. Rogers says the lease that was drafted by attorney Daniel McFadden with input from the commission, Mr. Halter, Mr. Julian, and Mr. Bentley, is completed. Mr. Rogers suggests the lease be a standard from where he can add in necessary details as bays change tenants. The current tenants will stay month to month. New tenants will start with 6 months, then go to month to month. Mr. Halter says if a new tenant only wants 3 months, or a similar situation, that can be at the director's discretion. Mr. Hughes moves to approve, Mr. Marlin seconds. The motion carries unanimously.

At this point, the official meeting is called for adjournment. Mr. Hughes makes motion for adjournment, Mr. Marlin seconds. The meeting is adjourned. The three members present, Mr. Halter, Mr. Marlin, and Mr. Hughes stayed to discuss other issues.

Mr. Rogers introduces the commissioners to Joel Ward, who is the consultant the airport hired to help with the wetland and stream delineation study. Mr. Ward discusses options with the commission. Mr. Ward says there are mitigation bank experts that can be hired to help with the mitigation process if the commission chooses to go down that path. Mr. Rogers says he'll start with the street department on clearing what can be done without a permit, and start the process of getting a permit with ADEQ on the areas we'll need a permit to clear the streams.

East side apron development- During this discussion, Mr. Marlin thinks there should be a set size square foot lease that is set up front, whatever the maximum size that allows us to fit six hangars in the apron, and that the hangar size should be a minimum of 50x50, up to the maximum size that will fit. Mr. Marlin also thinks we should set standards of color as well, and they should all be the same color. Beige is recommended since that's the color the other hangars are. Mr. Culver says those requirements can be added to the minimum standards.

2019 Budget- Mr. Rogers goes over his proposed 2019 budget and some of the differences from the year before. He says rental income will go up because of taking over hangar bays and some leases coming up that will go up. He says he's put most of that extra revenue into the maintenance line item because that's the biggest expenditure line item. He's also added more into professional services line item since he anticipates more spending on that line item for wetland work.

Electrical work needed- Mr. Rogers goes over electrical problems in the oldest T hangars we own. He says he's gotten two estimates and so far the costs look to be around 10-12,000. He says he'll need a third quote to do the work. The commission says to get a third quote and bring it in and they'll discuss it further.

New Business

New Apron for East Ramp- Mr. Rogers talks about the idea Mr. Marlin had to build a small apron on the east ramp that would allow for 4-6 hangars. Mr. Rogers says he met with the state department of aeronautics and he is supportive of a grant to build the ramp. There is general discussion about the project. Mr. Hughes makes a motion to request a grant for this project, Mr. Marlin seconds. There is more discussion. Mr. Rogers asks if we want to mandate the hangar size on that ramp, or have some flexibility. There is discussion about distance between hangars and required firewalls, and how utility hookups would work. Mr. Rogers says he'll work with Garver on getting some of these questions answered before the next meeting. Mr. Hughes withdraws his motion until we can get some of these things answered.

Engineer's Report

Jordan Culver says they're working on getting the 2017 grant closed out.

Directors Report

Mr. Rogers says he has no other items to discuss.

Public Comment

Jerry Homsley is in attendance to talk about infrastructure needs for a potential 2019 airshow. Renee Garris asks how much effort is put towards economic development and marketing for the airport for new business.

Mr. Hughes moves to adjourn, Mr. Marlin seconds.

The meeting is adjourned.