

The North Little Rock Airport Commission Meeting was held at noon on Thursday, February 19, 2015 in the NLR City Services Building, Conference Room A.

Chairman Mark Halter called the meeting to order.

The roll being called, the following Commissioners attended; Mark Halter, Don Blakey, Jim Julian, Mark Bentley, Toby Burkett, Brad Hughes, Adrienne Smith.

Minutes

Mr. Julian moves to accept the regular August meeting's minutes Ms. Blakey seconds. The motion carries unanimously.

Financial Report

Mr. Rogers says the report is of January 31, so there isn't a whole lot to gauge where we are. Everything is coming in and being paid as expected. Mr. Rogers informs the commission that as of December 31, the airport fund balance is \$132,492. Mr. Julian moves to approve the budget, Mr. Hughes seconds. The motion carries unanimously.

Old Business

State Grant for Kinkade Hangar- Mr. Halter says he'll have to recuse himself from any discussion or vote on the issue because his law firm represents Misty Dippolito in an unrelated matter, but to avoid any perception of bias, he will not be voting. Mr. Burkett asks Mr. Rogers to bring everyone up to speed on the issue. Mr. Rogers says he's been putting together terms for a lease that would make the commission feel comfortable using grant funds for the site work for a flight school hangar. Mr. Rogers says he was trying to address the commission's concern over what happens if Kinkade loses their part 141 certificate. The terms Mr. Rogers proposes is Kincade would have to maintain their certificate for 15 years, and should they lose the certificate, they would have one year to get it reinstated. If they lose that certificate in that 15 year period, Kincade would be required to pay back the amount spent on improvements made for that hangar. Mr. Julian adds that he would like to have Mr. Adamson sign a personal guarantee, and Mr. Julian would like to see the finances of Kincade Aviation, as well as his personal finances. Mr. Adamson says they are changing direction, and they will not be seeking any airport or state grant funds to help. Mr. Adamson says he would like the regular 40 year lease for new construction, and he will move forward with the flight school hangar being built on the East Ramp. Mr. Burkett asks Mr. Rogers to talk to Mr. Adamson about the terms of the standard 40 year lease, and the commission can vote on it next meeting.

State Grant for drainage projects- MR. Rogers says one of the state grants for this fiscal year he would like to go after is for two spots that need some drainage work done. Mr. Roberson from Garver says each portion will cost around 10-15 thousand. There is general discussion about what each portion requires. Mr. Julian asks what both projects would cost, Mr. Roberson says 30-40 thousand for both. There is general discussion on what type of projects are eligible for state grants. Mr. Rogers says he'll try to find other smaller projects to include with the drainage project, or pavement overlay on the north hill ramp.

New Business

Contracts for Garver and Kutchins & Groh- Mr. Rogers says after receiving submissions from the RFQs for planning and engineering contracts, Mr. Rogers met with a committee consisting of commissioner Toby Burkett, NLR Chief of Staff Danny Bradley, and himself to look at the merits of each submittal. After reviewing the submissions with the committee, Mr. Rogers recommends signing another 5 year contract with Garver Engineers for the engineering contract, and Kutchins and Groh for the planning services contract. Mr. Blakey makes a motion to approve, Mr. Hughes seconds, the motion carries unanimously.

ADEQ Lease Renewal- Mr. Rogers says ADEQ leases a small piece of land for a monitoring station, and they pay \$720 a year, and they would like a new two year lease. Mr. Blakey would like to see an increase, Mr. Bentley agrees. Mr. Burkett recommends seeing what the CPI adjustment would be. Mr. Halter says we can have a vote on approving the lease with a 2% increase, or CPI adjustment. Mr. Blakey makes the motion, Mr. Hughes seconds. The motion carries unanimously.

Hangar Leases ending in July- Mr. Rogers says a few of the older T hangars have leases ending in July. Mr. Rogers says they hangars have already been donated to the city, so we own them. Mr. Rogers says they all have hangar spaces available and are having trouble finding tenants. Mr. Rogers says we need to decide if we want to start leasing out individual bays in these hangars, or continue leasing them out to one individual, who then finds their own tenants. There is general discussion on the lease rates and the history of establishing those rates. Mr. Blakey would like to see a more detailed breakdown of the numbers. Mr. Burkett says we went through all of this 5 years ago, and made a lot of progress, and he doesn't want to unwind the work we've done. Dr. Kieth Kreth owns one of those hangars and is in attendance. He says the dollar figure would just be too high for him to stay in the hangar. Mr. Blakey suggests getting a state grant to make the hangars in better shape and more "leaseable." MR. Rogers says he'll

bring a more comprehensive breakdown of the lease rates and rental rates to the meeting in March to figure it out.

State Grant CIP- Mr. Rogers says he's getting together a 5 year plan for state grants to include in the federal CIP.

Engineer's Report

Blake Roberson says the work is finished on the two state grants, and they're getting together the closeout documents so we can get reimbursed. He says the work has started on the lighting project, and will continue for about 2 months to completion. He says we'll bid out the final phase this spring.

Brad Kutchins is in attendance. He says he's working with Mr. Rogers and Garver on getting the CIP updated with state projects. He thanks the commission for their continued support and looks forward to another 5 years.

Security Report

Lt. Honeycutt says there haven't been any security issues that he's aware of, but his wildlife depredation permit is coming up so he'll get that renewed.

Directors Report

Mr. Rogers has nothing more to report.

Public Comment

Renee Garris from Aircraft Interior Solutions (formerly Arloe) says she gets interest in hangars from time to time, but they're looking for nicer hangars like on the east side. Ms. Garris says the link to their business on the new website is incorrect, Mr. Rogers says he'll fix it.

Mr. Julian Moves to adjourn, Mr. Hughes seconds.

Meeting adjourned.