

The North Little Rock Airport Commission Meeting was held at noon on Thursday, November 21, 2019 at the NLR City Services building, planning department conference room.

Director Clay Rogers opens the meeting explaining that last month's meeting was Chairman Mark Halter's last meeting because he is moving to Little Rock and therefore cannot be a commission member. Mr. Rogers asks the commission for a nomination for a new chairman. Mr. Hughes nominates Jim Julian, Mr. Bentley seconds the motion. The motion carries unanimously. Jim Julian is named Chairman of the commission.

The roll being called, the following Commissioners attended: Mark Bentley, Brad Hughes, Jim Julian, Don Blakey. Adrienne Smith is not able to attend.

Also Present: Clay Rogers, Jordan Culver-Garver, Marie Miller- City Attorney's Office

### **Minutes**

Mr. Hughes moves to approve the October meeting minutes, Mr. Bentley seconds, the motion carries unanimously.

### **Financial Report**

Mr. Rogers goes the budget statement through October. Mr. Bentley moves to approve the financial statement, Mr. Hughes seconds. The motion carries unanimously.

### **Old Business**

Deer Maintenance- Lt. Honeycutt tells the commission that he is organizing a deer drive hunt for this month with him and several other NLR police officers to make a focused effort at hunting deer.

Expansion Project- Mr. Rogers updates the commission on how the project has shifted, and that Mayor Smith has given him a new budget to work with of \$3 Million, that the mayor has earmarked for the project for 2020. Mr. Rogers says that we need to start the design process over with the new budget, and taking the restaurant portion of the project out. Mr. Rogers says he met with the Architects and Engineers board with the city to select an architect and a construction manager for the project. Mr. Rogers says he selected Taggart Architects for the architecture portion, and Hydco for the construction management. He says they are both local firms with experience in this area, and he thinks they are both a good fit for the project. Mr. Rogers said he went ahead with the selection process with the A&E board so that they could be a part of the design process to help us come up with options, but he would like commission approval on those selections before moving forward. Mr. Julian asks about how the design process will work. Mr. Rogers says he will work with those companies and stakeholders to come up with a few design options, and bring those options to the commission for a vote on each step moving forward. He says he will keep the commissioners posted on the process and any layout and design options as they develop. Mr. Rogers says once the commission approves a design concept, that design will go through the

mayor's office to get final approval from the Mayor and City Council will have to appropriate the funds. Attorney Marie Miller goes over what the contract process will look like, and what the contracts will be for construction manager, architects, and what that relationship will be. Mr. Julian calls for two separate votes for each potential contract. Mr. Hughes moves to approve Hydco for the construction management position, Mr. Bentley seconds. The motion carries unanimously. Mr. Hughes moves to approve Taggart Architects for the architecture portion of the project, Mr. Bentley seconds. The motion carries unanimously. Mr. Julian asks if a restaurant can be incorporated into the project with that budget, is it still an option. Mr. Rogers isn't sure, but that it might require some private investment and that the mayor seems reluctant to include a restaurant. Mr. Julian says he would like to know what options are available, Mr. Rogers says he will find out.

AWOS update- Mr. Rogers updates the commission on the grant project. Mr. Rogers says the contract is signed, and the contractor is procuring the materials. Jordan Culver from Garver lets them know it will likely be at least 4 weeks before they have all the materials, and it just depends on the weather on when they're able to get started.

### **New Business**

Changes to Zoning book for airport- Mr. Rogers discusses the airport section of the city's zoning book which is outdated and needs to be updated. Mr. Rogers says he's been working with Planning Director Shawn Spencer on what changes need to be made. Mostly it is changes in the zoning process that affects the airport will go before the airport commission instead of the planning commission. Mr. Rogers is also recommending that the authority to grant waivers should be changed from administrative official to the airport commission so that any waivers are done by the whole commission rather than one individual like the airport manager. Mr. Julian recommends changing the section that says the airport commission issues permits to saying the airport commission will make a recommendation to the planning department, and the planning department issues the permit. Mr. Rogers agrees and will make that change. Mr. Rogers requests a vote from the commission to authorize these changes discussed. Mr. Bentley moves to approve, Mr. Hughes seconds. The motion carries unanimously.

### **Engineer's Report**

Jordan Culver says he has nothing further.

### **Directors Report**

Mr. Rogers says we need to elect a Vice Chairman for meetings when Mr. Julian is unable to attend. Mr. Julian nominates Brad Hughes, Mr. Bentley seconds. The motion carries unanimously.

**Public Comment**

None

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

The meeting is adjourned.