

North Little Rock Regional Airport Commission Minutes – February 20, 2025

The North Little Rock Airport Commission met on February 20, 2025 at 12:00 pm, North Little Rock City Services Conference Room. Chairman Hughes called the meeting to order.

Commissioners present were Chairman Brad Hughes, Commissioners Todd Adams, Mark Bentley, Tim Cummins, Will Gruber (via Phone), Jacob House and Missie Smith. Also present were City Attorney Amy Fields, Staff Attorney Alex Betton and Airport Director Virginia Young.

Minutes

Minutes for the January 16, 2025 were presented. Commissioner Adams made a motion, seconded by Commissioner House, to accept the minutes of the January 16, 2025 meeting. The motion passed unanimously.

Financials

January 2025 financials were presented. One month into the year, the finances are on budget. It is anticipated that the utility account will be challenged with the extremely cold weather. Chairman Hughes asked if tenant/leaseholders were all up to date with remitting payments. Virginia reported that at this time tenants/lease holders are current. This time last year there were several tenants/leaseholders who were in arrears. Commissioner House made a motion, seconded by Commissioner Cummins, to accept the financials. The motion passed unanimously.

Old Business

The fourth lease continues to be on hold until the revisions are made to the rules and regulations. Attorney Fields introduced Staff Attorney Alex Betton. Matt Anderson addressed the commission regarding the discussion of updates to the rules and regulations. He felt that discussions between the chairman, director, and city attorney were not acceptable. Attorney Fields explained the need for guidance from the chair and staff in regards to priorities in order to draft proposed changes. Once a draft is complete, there will be public meetings.

New Business

Chris Stuart, 208 Aviation Way, addressed the commission regarding a request to remodel interior portions of the hangar located at 208 Aviation Way. At the January 16, 2025 meeting, Mr. Stuart presented the commissioners his request. Mr. Stuart stated that the bedroom noted on the January proposal has been removed. Attorney Fields, from a legal standpoint, discussed the FAA's guidelines for non-aeronautical use of airport property, referencing an email from FAA regarding usage of airport properties. Non-aeronautical use of airport properties, not approved by the FAA, may result in loss of grant funding. She noted the possible obligation to charge fair market rent when space is used for non-aeronautical purposes. Discussion transpired among the commissioners regarding some non-aeronautical uses on the airport for city services. It was noted that a particular city service mentioned on the airport paid market value rent due to the close proximity to the ramp. It was also noted that leases are typically shorter in length when market rate. The discussion regarding aviation use versus non-aviation use has prompted research that has shed some light on some standards set forth by the FAA. The discussion included possible non-aviation usage of other hangar(s) at the airport to include outside storage items that are not permissible per FAA standards. Commissioners expressed concerns

that the FAA sets guidelines and states particulars must be FAA approved, but will not enforce or make decisions in the matters. Sometimes it appears that the FAA will not say yes or no. The terms used are often “primarily” not exclusive. What does primarily mean? Discussion pursued regarding the possibility of jeopardizing funding. It was noted that several years back, the airport was considered deficient in some areas and the FAA was denying funding of proposed projects. Commissioners requested that City Attorney Fields reach out to the FAA and push for a yes or no answer in regards to whether or not the airport commission would be in violation if approved. Mr. Stuart referenced several FAA guidelines for use of the hangar space. Chairman Hughes stated that the issue at hand is the use of office space for non-aeronautical. Mr. Stuart noted that he received a copy of airport rules and regulations a month ago. Mr. Stuart was sent a copy of rules and regulations in December 2024 via email, prior to closing on the purchase. Mr. Stuart acknowledged the receipt of the rules and regulations via email. The financial institution also referenced the rules and regulations in December 2024 prior to closing on the purchase. Commissioner Bentley asked the number of employees for aeronautical versus non-aeronautical. Mr. Stuart noted three office employees. All three will be involved with moving of aircraft as well as billing and coordinating with aircraft owners. His business plan contains future goals to provide interior and exterior detailing, avionics upgrades, etc. Commissioner Adams requested that his business plan be used for the FAA inquiry. City Attorney Fields will submit the request to FAA.

Jordan Culver, Garver Engineering was not in attendance. Chairman Hughes presented the following updates on projects:

- Perimeter Fence Rehabilitation (Garver Project No. 22A10661) construction is completed and working through the grant closeout process.
- Runway 17-35 Rehabilitation (Overlay) (Garver Project No. 2301609) Asphalt portion is complete. The final markings will be applied once temperatures are high enough to apply.
- FY 2025 FAA BIL-AIG Hangar Project (Garver Project No. 22A10660) Grant application has been submitted. Awaiting for grant offer to award contract to Will's Construction.
- NLR Air Parking Lot Reconstruction/Access Road Rehabilitation (Garver Project No. 2401368): Proposed project includes reconstruction of small NLR Air parking lot north of the FBO hangar, overlay of airport access road leading to parking lot, and overlay of access road to the North Ramp. Garver is under contract with the Airport Commission to provide project administration, design, and construction phase services. Application will be made for an 80/20 grant to fund reconstruction of the parking lot for approval at the April 2025 ADA meeting and apply for a 90/10 grant to fund the overlay of the access roads for approval at the June 2025 ADA meeting.

Virginia noted that due to the ice event on February 18th, ice removal is currently underway. It is anticipated that this afternoon's sun should help melt.

There was no public comment.

Commissioner Adams made a motion, seconded by Commissioner House, to adjourn. The meeting was adjourned.