

North Little Rock Regional Airport Commission Minutes – May 15, 2025

The North Little Rock Airport Commission met on May 15, 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 Will Gruber, Jacob House and Missie Smith and Tim Cummins (via Phone). Mark Bentley and Todd Adams were absent. Also present were City Attorney Amy Fields, Staff Attorney Alex Betton and Airport Director Virginia Young.

Minutes

Minutes for the April 17, 2025 were presented. Commissioner House made a motion, seconded by Commissioner Smith, to accept the minutes of the April 17, 2025 meeting. The motion passed unanimously.

Financials

April 2025 financials were presented. Virginia reported that revenue collections are a bit below projections but explained that lease holder agreements are due at varied times throughout the year. Expenses are on track. The hangar roof replacement cost \$16,875 and were charged to the 2025 budget. Insurance funds were received into the 2024 budget in the amount \$13,108.24. The roof replacement was handled by the City. Commissioner House made a motion, seconded by Commissioner Smith, to accept the financials. The motion passed unanimously. Chairman Brad asked if any ground leases are scheduled to come expire this year. Virginia will confirm that no ground leases are expiring this year.

Old Business

The fourth lease continues to be on hold until the revisions are made to the rules and regulations. Staff Attorney Alex Betton provided a timeline for the rules and regulations to be completed. It is anticipated that the 1st draft will be available at the July meeting, with the final draft at the August meeting and public comment tentative for September.

Chairman Hughes stated that he had met with Christopher Stuart, along with City Attorney Fields and Virginia at 208 Aviation Way. Discussions of the meeting focused around the need to charge a market rate fee.

New Business

Jordan Culver shared that the lighting on 17-35 is not functioning. The regulator must be replaced at a cost of more than \$20,000. Jordan and Virginia met with the Ronson Fox, Program Manager for the FAA this past Monday. He supported amending the open grant for 17-35 overlay to include the replacement. Currently, we are under budget for the grant. Mr. Ronson did recommend using the existing contractor, Redstone, for the change. Jordan is awaiting the final price of parts and labor. There is a 12 to 14 week lead time for the regulator to arrive.

Proposals were submitted to replace the existing cracking porcelain counter in the new FBO building. The existing structure is not level. Proposals were received to replace with porcelain in the amount of \$28,275.00, as well as a proposal to remove all porcelain and replace with a new solid surface for

\$16,171.00. Commissioner House made a motion, seconded by Commissioner Smith, to accept the proposal of \$16,171.00. The motion passed unanimously.

Virginia submitted building renovation water improvements for 8200 Remount office space. As mentioned earlier, an insurance claim was submitted, roof has been replaced and now the building itself needs repair. The leaking roof caused ceiling tiles, ceiling insulation, as well as carpet to be ruined. There is approximately \$7,000 additional insurance monies available once the building updates are completed. Proposals were received to replace ceiling tiles, ceiling insulation, LVP flooring, lighting fixtures as well as repaint. Three proposals range from \$10,401.55 to \$21,600.00. The low proposal is recommended as well as additional funds to replace existing toilets. Commissioner House made a motion, seconded by Commissioner Smith, to add the item to the agenda. The motion passed unanimously. Commissioner House made a motion, seconded by Commissioner Smith, to accept the lowest proposal from Allensmart Builders, adding the replacement of two toilets, approving the expenditure of up to \$11,000. The motion passed unanimously.

Chairman Hughes discussed the excessive outside storage. There were 16 various types of trailers a few weeks ago on the West side alone. With the item listed on the current agenda for discussion, some tenants have started addressing their outside storage, which is appreciated. The rules and regulations updates will address the outside storage issue. Also, vehicles are being left at the airport often for months. One vehicle was left for months with a flat. Criteria is needed to prevent storage of vehicles and trailers that are non-aviation related. It appears that the airport is being used for storage of vehicles and equipment for buy and sell. Alex will research language for the rules and regulations updates.

Jordan Culver, Garver Engineering gave the following updates on projects:

- Perimeter Fence Rehabilitation (Garver Project No. 22A10661) has been closed out with the FAA and a match grant application in the amount of \$45,260 has been submitted to the ADA (Arkansas Division of Aeronautics) for consideration at their May 21, 2025 meeting.
- Runway 17-35 Rehabilitation (Overlay) (Garver Project No. 2301609) Work has been completed for original contract. Due to the regulator addition, closeout will be delayed.
- FY 2025 FAA BIL-AIG Hangar Project (Garver Project No. 22A10660) Project was bid and grant application was submitted. The grant announcement was made last week. Due to the delay in grant announcements, our bid has expired. We have been in conversation with the FAA to adjust the grant to cover price increase. Once we have the final amount, adjustment amount will be made and the notice of award will be made.
- 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. Bids were opened at 2:00 PM on Thursday, April 10 in the conference room at the FBO building. One bid was received from Redstone Construction with a negotiated amount of \$185,427.70 for the base bid and \$159,549.00 for additive alternate 1. The 80-20 ADA grant for the base bid will be submitted for approval at the ADA meeting on May 21, 2025. The 90-10

grant for the additive alternate 1 (access roads) will be submitted to the ADA by the end of May for the June meeting.

- Improvements to fence/water crossing on the south side of Maryland Avenue and installation of two manual swing gates between new fence alignment and federal surplus property fence has been completed. The invoice for the work has been submitted to United Fence. Once it is paid and check cleared, the grant will then be closed out.

Jordan noted that the FAA is experiencing a huge labor force reduction. The district office that oversees Arkansas has gone from a staff of fourteen personnel to six, including our program manager.

Virginia reported the mowing season is here. The seasonal employee position has been posted by the Human Resources department. We hope to have one in place soon. The abandoned jet that had been on the East ramp for years has been removed after numerous attempts with the out of state owner and a second certified letter. Also, a member of the Little Rock Air Force Base Airshow committee has informed our airshow coordinator that there will not be an airshow at the base in 2026. This begins discussions for a NLR 2026 Airshow.

There was no public comment.

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