

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

The North Little Rock Airport Commission met on November 20, 2025, at 12:00 noon in the 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, Will Gruber and Missie Smith. Commissioners Tim Cummins and Jacob House were absent. Also present were City Attorney Amy Fields and Airport Director, Virginia Young.

Minutes

Minutes for the October 16, 2025 meeting were presented. Commissioner Bentley made a motion, seconded by Commissioner Gruber, to accept the minutes of the October 16, 2025, meeting. The motion passed unanimously.

Financials

October 2025 financials were presented. Young reported that revenue collections YTD are at 92%. Year to date, expenditures are on track with budget projections. Revenue collections YTD are \$70,000 above expenditures. There is a large bill anticipated for the fire protection system repair from the previous month. Commissioner Smith asked if the 2026 budget had been approved. City Attorney Fields stated that as long as the commission approves the budget, city council does not. The commission approved the 2026 budget at the October 16, 2025 meeting. The NLR finance director noted that the 2026 budget was not submitted with other departmental budgets this year since the airport operates as a commission and finance is working to keep it separate. Commissioner Gruber made a motion, seconded by Commissioner Adams, to accept the financials. The motion passed unanimously.

Old Business

The latest proposed draft for changes and updates to the current Rules and Regulations will be presented at the December meeting.

There are currently no updates regarding 208 Aviation Way.

New Business

City Attorney Fields discussed the revisions to the current Bylaws including remote attendance, attendance policy, meeting time, officer term limits, and general up to date needs. Discussion took place regarding 50% attendance requirement of in person meetings annually. A provision for an exception could be approved on an individual basis. Commissioner Smith believes there should be meetings periodically at the airport and other commissioners agreed. Commissioner Bentley made a motion, seconded by Commissioner Gruber stating that members must attend 50% of the meetings each year in person. A two-thirds majority of the commission may approve remote attendance of a commissioner who has exceeded the allowed number of absences. The motion passed unanimously.

Aerial Patrol, lease holder for 108 and 110 Rotor Way, submitted a draft of a proposed new structure, for aeronautical use. It was noted for the record that Mr. Adams currently serves as a member of the airport commission. Aerial Patrol already has a ground lease of the proposed construction area. The overall cost of improvements is estimated to be \$500,000. A motion was made by Commissioner Gruber, seconded by Commissioner Smith, to authorize the due diligence phase, including the

determination of impacts on existing ground lease and contingent approval upon compliance with all applicable City and Airport Rules and Regulations. The motion passed unanimously. Commissioner Adams abstained from voting.

Chairman Hughes presented the commission with a request for a pre-engineering work order for Taxiway D lighting upgrades. The lighting is approaching the end of the life span as recommended by the FAA. The lighting has sustained numerous lighting issues and repairs in the past two years. In order to receive funding in 2026 from FAA, work will need to be completed. Commissioner Gruber made a motion, seconded by Commissioner authorizing a work order for the Taxiway D lighting rehabilitation project. The motion passed unanimously.

Commission Reports

Jordan Culver from Garver Engineering was not present. The monthly project report, submitted in his absence, is attached at the end of this document.

Chairman Hughes updated that the parking lot rehabilitation project at North Little Rock Air is expected to begin late November or early December. Surveyors have been on sight in recent weeks. T Hangar steel is now expected to be received in summer 2026 for the T Hangar replacement project.

Chairman Hughes reported that there is a good possibility that the Arkansas Division of Aeronautics will have additional funds available that may be used for a second T Hangar replacement. More information is anticipated for the December meeting regarding the funding availability.

Young shared that a date has tentatively been set for the 2026 Airshow of October 17th and 18th, a Saturday and Sunday. The night show will be on Saturday night in an attempt to avoid conflicts experienced on the Friday night show. A new AWOS provider has possibly been identified. We have experienced service issues. Also, deer continue to be on airport property. Additional hours are being dedicated by our wildlife management for the next few months. We understand that this is a huge priority.

Public Comment

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

Progress Report submitted by Jordan Culver in his absence:

Runway 17-35 Rehabilitation (Overlay) (Garver Project No. 2301609):

- ☐ FAA has awarded AIP Grant 3-05-0047-032-2024 for the overlay of Runway 17-35.
- ☐ Garver is under contract to complete design through construction phase services.
- ☐ Bid opening was at airport on Tuesday June 11 at 2:00 PM. Only one bid was received from Redstone Construction in the amount of \$1,300,111.40 for Schedule 1 (Runway). The engineer's estimate for Schedule 1 was \$1,406,200. Schedule 2 for the North Ramp Access Road and the roadway north of the new parking lot that leads to NLR Air totaled \$56,650. The engineer's estimate for Schedule 2 was \$64,400.
- ☐ Contractor closed Runway 17-35 on March 17 to complete punch list items and final striping. The final striping was completed, and the runway was reopened by the close of business on March 27. The contractor was deemed substantially complete.

- ☐ Contractor has used 49 of 25 calendar days to date. The Contractor encountered weather and delays by subcontractors.
- ☐ Change order was approved by the FAA and commission to install a new constant current regulator for Runway 17-35. Change order included reconciliation of as-built quantities which resulted in a reduction of the contract amount of \$44,713.28. The constant current regulator has been installed and the final contractor pay request has been sent to the airport for payment.
- ☐ Garver submitted the construction closeout report to Virginia, Brad, and Kutchins & Groh on July 23, 2025. ADA grant application is anticipated to be submitted by the end of December 2025.
- ☐ *The Airport Commission will be responsible for approximately \$173,803 until approximately February 2026, when you will be reimbursed by an ADA Match Grant.*
- FY 2025 FAA IIJA-AIG Hangar Project (Garver Project No. 22A10660):**
- ☐ ORK has \$1,163,000 of FAA BIL-AIG available in FY 2025.
- ☐ Proposed project includes replacing the original 8-bay T-hangar on the west side of the airport and completing some rework of the pavement leading into each side of the THangar.
- ☐ Bid opening held on November 19, 2024 at 2:00 PM. Three bids were received. The low bidder was Wills construction in the amount of \$1,091,878.56 for Schedule 1 (10-bay THangar) and \$899,505.51 for Schedule 2 (8-bay T-Hangar). The engineer's estimate was \$1,489,300 for Schedule 1 and \$1,227,450 for Schedule 2.
- ☐ The FAA grant offer was received with the amended amount to cover the additional building costs. The notice of award was sent to the contractor on June 5, 2025.
- ☐ The notice of award was signed by the airport on July 24, 2025. We are waiting on submittals from the contractor.
- ☐ The contractor is anticipated to commence construction on June 1, 2026 due to the long procurement time on the building package. Construction is anticipated to wrap up in mid-September 2026.
- ☐ *The Airport Commission will be responsible for \$91,000 until the end of 2026, when you will be reimbursed by an ADA Match Grant.*
- 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.
- ☐ 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 was approved at the ADA meeting on May 21, 2025. The 90-10 grant for the additive alternate 1 (access roads) was approved at the ADA meeting on June 18, 2025.
- ☐ The notice of award was sent to Redstone on August 29, 2025. Contract documents were received back from Redstone on September 5, 2025. **Contract documents were sent to**

the airport on October 16 for execution.

☐ The contractor has provided some of the submittals necessary. We are waiting on them to provide a schedule for the project.

☐ *The Airport Commission will be responsible for fronting the full project at an estimated \$421,867 until early 2026 when reimbursement for the state share is received. The local share is estimated at \$68,418.54.*

Runway Extension SWOT Analysis:

☐ Garver is working with Kutchins & Groh to complete a SWOT Analysis for comparing an extension to Runway 17, an extension to Runway 5, and an extension to Runway 23.

☐ The scope and fee were submitted by Kutchins & Groh the week of September 22 for approval by the airport commission.

☐ This planning study will be funded by local funding.

Taxiway D Rehabilitation:

☐ The airport is pursuing FY 2026 FAA AIP funding (95-5) to rehabilitate the taxiway edge lighting on Taxiway D and the connecting taxiways to Runway 5-23. The project will include replacing taxiway edge light fixtures, conductor, and bare counterpoise, utilizing existing can and conduit infrastructure. The project will also include installing a new constant current regulator for the Taxiway D circuit.

☐ **Garver submitted scope and fee for design and bidding services for the project to the airport on November 14 for approval at the November airport commission meeting.**

☐ The coordination of a Categorical Exclusion for the project will be submitted to the FAA by December 31, 2025.

☐ The FAA milestone for design is to have 90% design documents submitted by January 31, 2026.

Runway 5-23 Rehabilitation:

☐ This project was moved to FY 2028 on the 2026-2031 Capital Improvement Plan that was submitted to the FAA on November 10. We will conduct an inspection of the pavement once a quarter in 2026 to observe deterioration and bump the project to FY 2027 if needed.

☐ This project will include pavement surface cleaning, rehabilitation of existing joints, spall repair, isolated slab replacement, and new markings.

FY 2026 FAA IIJA-AIG 6-Bay T-Hangar Replacement:

☐ This project is currently included as a FY 2026 FAA IIJA-AIG project on the airport's capital improvement plan to utilize the remainder of the AIG funding available for the airport.

☐ This project will include reconstruction of the 6-Bay T-Hangar directly south of the THangar reconstruction project that is currently under contract.

☐ Completion of the project is contingent on the Arkansas Division of Aeronautics making the special 90-10/\$500,000 Hangar Grant available again.

☐ Garver will coordinate a categorical exclusion with the FAA by December 31, 2025 and provide a scope and fee for the project at a later meeting.