

# TEXARKANA AIRPORT AUTHORITY MINUTES

9:00 AM – Thursday, December 5<sup>th</sup>, 2024

A regularly scheduled meeting of the Texarkana Airport Authority Board was held in the Jim E. Yates Terminal Conference Room Suite 201., 2600 TXK Blvd, Texarkana, Arkansas.

## Call to Order/Roll Call

### TEXAS

Vice-Chair Mr. David Potter ✓  
Mr. Matt Robertson ✓  
Mr. Mike Mayo ✓  
Mr. David Baumgardner ✓

### ARKANSAS

Chair Mr. Adger Smith ✓  
Mr. Kyle Bass ✓  
Mr. Ray Abernathy ✓  
Mr. Ronald Bruce ✗

Mr. Rob Sitterley ✓  
Economic Representative

Mr. Paul Mehrlich ✓  
Executive Director of Aviation

1. **Roll Call:** Adger Smith called the meeting to order. Angie Clinton called roll.

2. **Public Comments:** None.

Mitch Rose  
Matt Vinyard  
Stephen Hollibush

Danny Jewell  
Ken Shuman

Jordan Culver  
Tyler Richards 

Mark Solberg  
Eric Pfeifer 

3. **Consent Agenda:** Ray Abernathy made a motion to approve the Minutes of Meeting for October 24, 2024; Kyle Bass seconded the motion. The motion passed unanimously.

4. **Financial Report:** Angie Clinton read the financial report for the period ending October 31, 2024. Matt Robertson made a motion to approve the report, and Mike Mayo seconded the motion. The motion passed unanimously. There was a brief discussion on the paid down line of credit.

5. **Airport Director's Report:** The Director began with allowing Advance Media to present their current and future marketing plan for advertising. The presentation was made by Kristina Cole and her team, Kailey and Mark.

Paul Mehrlich gave a brief update on the terminal, apron, and parking lot. There was a discussion and clarification on the parking spaces and possible expansion if needed.

The Director then announced that the ADA grant was approved on Nov. 20, 2024, for the terminal access road design.

Following this, there was a lengthy discussion on the MRO site for Project Paint. Mr. Mehrlich explained the process:

- a. The Arkansas Division of Aeronautics has indicated that they will not allow the Airport to utilize state grants to pay for Environmental Mitigation. This will need to be paid out of either local matching funds or the State of Texas. ADA will not allow utilization of state grants to pay for Environmental Mitigation.
- b. The Director and others met with the Texas Speaker of the House and Representative VanDeaver, who are both very supportive of the project and indicated they will work on getting funds for in this year's budget cycle.
- c. Rob Sitterly and Mr. Mehrlich have worked with the State of Arkansas to satisfy their language of matching funds. The agreement is for \$16,797,215 and will only begin drawing against areas where federal funds have been released. A motion was made, seconded and approved. See Resolutions.

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- d. MCE has provided Work Order #1 Runway 4-22 Strengthening for \$502,203.20, and this will be paid out of the AR funds. *A motion was made, seconded and approved. See Resolutions.*
- e. Coffman and Associates has provided a Scope and Fee for Aquatic Survey not to exceed \$66,360. We cannot move forward on MRO development until this has started. Optionally we can fund it with local matching funds in the amount of \$29,735.92 from Texarkana AR and \$36,624.08 from Texarkana TX, we can try to draw down against state of AR funds, or we can wait until we have secured Texas funding. Each option has risks associated with them and the board needs to decide which direction it would like to take.
- f. There was an explanation of the timeline with the wetland credits, aquatic survey with local matching or possible TX grant money, the timeline difference between wetlands vs. CATEX, and the construction of the hangar. The previous wetland credit was an individual, longer study.

The Director advised that new staff for the GIS data has caused the delay as well as the need to transition the system to a new server. Mr. Eric Pfeifer add that the upgrade is nice, and the timeframe is not detrimental; the monthly ongoing maintenance charge was budgeted.

With regards to the Juvenile Center to be swapped with the City for the Old Armory Bldg., FAA required a CatEx for both properties and that no grant monies are allowed to raze the Juvenile Center once the transaction is final. Mr. Mehrlich further stated that the building will need to be removed prior to completion of the Runway Extension. Mr. Smith was concerned about the appraisal difference with our building have more square footage and acreage. It was suggested that the Airport may possibly work with the county in equipment swap to make up the difference. A motion was made, seconded and approved for MCE to provide Work Order #2 Phas1 & CatEx for \$7,400.00. See Resolutions.

Mr. Mehrlich as been asked to present at the AAAE SE Central Chapter in March 2025. He advised that he will be speaking on developing General Aviation hangars and innovative funding mechanisms for airports. Additionally, he informed the Board that Congressman Moran has been an essential helper for our MRO and Runway project. Mr. Sitterly and Mr. Robinson expressed full support for the Director to submit a letter of support on behalf of TRAA for Congressman Moran to join the House Ways and Means Committee.

Because the DOJ has ruled that ADA Title II now mandates WCAG 2.1 A/AA for digital accessibility, our websites, forms, videos, flight status systems, emails, social media, etc. are required to be compliant by April 24, 2026. An RFP will need to be prepared for a provider. This is an unbudgeted expense but is a compliance requirement.

Additionally, a RFB has been prepared for landscaping services. Once the Board is comfortable with it, it will be submitted and published. He also advised that a pre-bid briefing for the Line of Credit will be held on December 6, 2025.

To close out the Director's Report, Mr. Mehrlich presented financial notes.

- 6. Sub-Committee Reports:** David Baumgardner presented slides of the financial reports and gave a brief summary of the recent meeting.

**7. Resolutions**

- Consider and approve letter of support for Congressman Moran to the Ways and Means Committee. *Rob Sitterly made a motion to approve; David Potter seconded. Motion was approved unanimously.*
- Consider and approve amendment to agreement with Entegrity to extend the performance monitoring period from 24 months to 36 months, as requested by the State of Arkansas. *Mike Mayo made a motion to approve; David Potter seconded. Motion was approved unanimously.*

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- Consider and approve Standard Interconnection Agreement for Net-Metering Facility with Southwestern Electric Power Company. *Rob Sitterly made a motion to approve; Matt Robertson seconded. Motion was approved unanimously.*
- Consider and approve agreement with State of Arkansas for \$16,797,215 for Runway, Taxiway and MRO Site Development. *Rob Sitterly made a motion to approve; Ray Abernathy seconded. Motion was approved unanimously.*
- Consider and approve Work Order #1 Runway 4-22 Strengthening for \$502,203.20 *Kyle Bass made a motion to approve; Matt Robertson seconded. Motion was approved unanimously.*
- Consider and approve Work Order #2 TXK Phase I & CatEX for \$7,400.00 *Matt Robertson made a motion to approve; Mike Mayo seconded. Motion was approved unanimously.*
- Consider and approve Director signing 179D Allocation Form for WDD *Mike Mayo made a motion to approve; Rob Sitterly seconded. Motion was approved unanimously.*

- 8. Old/New Business:** There was a question about whether giving parking permits to non-local employees or commuters, such as for American Airlines, was part of the Rates & Fees. It was said that it is not.

A Construction Committee was formed, comprised of Ray Abernathy, Kyle Bass and David Potter, for the construction of Project Paint Hangar.

Mark Solberg with Nabholz gave an update on the punch list items. He explained that once these items have been completed, the architect, WDD, will certify the project.

- 9. Executive Session:** There was not an Executive Session. David Baumgardner announced that he is waiting on a couple more reviews from the Board and still needs to get the questionnaires out to the T-Hangar tenants for the Executive Director Annual Performance Review.

- 10. Adjourn:** Matt Robertson made a motion to adjourn the meeting; Rob Sitterly seconded the motion. The motion was approved unanimously, and the meeting was adjourned.

The next regularly scheduled meeting will be held on **January 30, 2025 @ 9:00 AM**  
**Jim E. Yates Terminal Conference Room**  
**2<sup>nd</sup> Floor**  
**2600 TXK Blvd, Texarkana AR**