

MINUTES OF AIRPORT COMMISSION REGULAR MEETING
TUESDAY – MAY 25, 2021
FORT SMITH REGIONAL AIRPORT CONFERENCE ROOM

The regular meeting of the Fort Smith Airport Commission was called to order at 5:30 p.m. by Chairman Nordin, presiding. Commissioners Kelly, Ridgley, McGhee, Grimes, Voris and Hawkins were present. Also present were Michael Griffin, airport director, Kathey Boze, administration director and Richard Rushing, operations director.

ADOPTION OF MINUTES

On a motion by Commissioner Grimes and second by Commissioner Ridgley, the Commission approved the Minutes of the Regular Meeting of April 30, 2021. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

TREASURERS' REPORT

Commission Treasurer Grimes stated everything was good. Staff gave an overview of April's operating expenditures. The largest expense is under Maintenance and Repairs of Buildings as the LED lights have been installed and air filters upgraded. Both are eligible for reimbursement under the CARES Act. Staff is working with a consultant on the possibility of installing solar in the airport terminal for costs saving. Gas royalties' receipts are higher than budgeted.

ITEMS OF BUSINESS

1. Carpet for Departure Lobby – Last year the carpet was replaced in the public lobby. Staff has worked again with a local designer and the manufacturer of Kinetex carpet, J & J Flooring. The current project will replace the carpet in the departure lobby and the jet bridge areas. The budget amount for the carpet with installation is \$61,000.

Staff request the commission to waive the competitive bidding process and approve the purchase of the carpet from J & J Flooring for \$28,029 and approve the installation cost of \$10,650. J & J Flooring is the manufacturer of the carpet and the selected vendor in The Interlocal Purchasing System (TIPS).

Due to such a favorable cost, staff is in the process of obtaining pricing to replace the carpet in the administration offices. With the commission's concurrence, staff will proceed with the project.

A motion to waive the competitive bidding requirement, approve the purchase of carpet from J & J Flooring for \$28,028, and approve the installation cost for \$10,650 was made by Commissioner McGhee and second by Commissioner Kelly. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

2. Runway Closure Markers – One bid was received for two runway closure markers from Allison Enterprises at \$41,430. The runway closure markers are included in the budget at \$45,000.

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Staff recommends acceptance of Allison Enterprises' bid.

A motion to accept Allison Enterprises' bid in the amount of \$41,430 was made by Commissioner Ridgley and second by Commissioner Grimes. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

3. Director's Report:

- A. Runway Project – The pre-construction is scheduled for tomorrow. The current start date will be on July 14, 2021, with a completion in December 2021. Both runways will be closed for four days between August 21st and September 5th and all airport tenants will be notified well in advance.
- B. Terminal Boiler Replacement – The terminal boiler replacement is a budgeted item for 2021. Currently one boiler heats the entire terminal and it will be replaced with a dual system. If one boiler goes down, the other boiler can still heat the building. The terminal boiler replacement has been advertised and staff will present bids at the next commission meeting.
- C. Passenger Numbers – American Airlines' enplaned passengers are increasing, with April only being 695 less than April of 2019. The current numbers were compared to 2019 as April 2020 was a pandemic year. Staff is working with an air service consultant to attempt to increase passenger numbers and add additional air service.

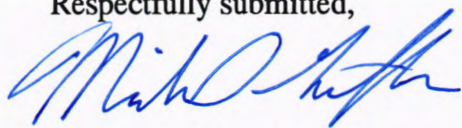
NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, June 22, 2021 at 5:30 p.m.

ADJOURNMENT

On motion by Commissioner Kelly and second by Commissioner Voris, the meeting adjourned at 6:05 p.m. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Motion carried.

Respectfully submitted,



Michael Griffin, A.A.E.
Airport Director