

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING**  
**TUESDAY – MARCH 22, 2022**  
**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 Vice Chairman Grimes, presiding. Commissioners Hawkins, Nordin, Pendergrass, and Kelly were present. Commissioners McGhee and Ridgley were absent. Also, present were Michael Griffin, airport director, Kathey Boze, administration director, and Tiffany Farmer, operations director.

**ADOPTION OF MINUTES**

On motion by Commissioner Nordin and second by Commissioner Hawkins, the Commission approved the Minutes of the Regular Meeting of February 22, 2022. Voting aye: Grimes, Hawkins, Nordin, Kelly, and Pendergrass. Voting nay: none. Motion carried.

**TREASURERS' REPORT**

Commission Treasurer Hawkins stated the finances are on track. Director Griffin gave a brief overview of revenues and expenditures. No motion was required.

**ITEMS OF BUSINESS**

1. Credit Purchase Agreement for Runway Extension Project – Wetland credits are required for any wetlands affected by construction. U.S. Army Corps of Engineers has identified 29+/- acres at and near the site of runway extension project. As such, 63.88 wetland credits must be purchased from a wetland mitigation bank. The project engineers have identified and negotiated with Gum Log Mitigation Bank to purchase those wetland credits at a projected cost of \$127,760, however cost will not exceed \$150,000. A Credit Purchase Agreement must be signed with Gum Log Mitigation Bank. This purchase is part of the runway extension project so all funds will be reimbursed.

A motion to approve purchasing wetland credits from Gum Log Mitigation Bank and authorizing the airport director to sign purchase agreement not to exceed \$150,000 was made by Commissioner Kelly and seconded by Commissioner Pendergrass. Voting Aye: Grimes, Hawkins, Kelly, Nordin, and Pendergrass. Voting Nay: None. There was no further discussion and motion carried.

2. Director's Report

- A. New director of operations Tiffany Farmer was introduced.
- B. Construction Update: The airport is on track to start the runway extension project on April 18, 2022, with completion projected for February/March of 2023. There will be about eight months of strictly dirt work to start.
- C. Staff has applied for a Small Community Air Service Grant designed to help subsidize airlines who start passenger service to new destinations from Fort Smith. Local community buy-in is one of the requirements to receive a grant. The City of Fort Smith as well as the Chamber of Commerce have pledged towards this grant.

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- D. Staff will attend an Air Service Conference to market air carriers. Multiple meetings are set up with different airlines.
- E. TSA is nationally recognizing a local TSA employee. The “In Line of Duty Award” is being awarded for the employee’s actions during an active shooter situation at a local apartment complex. Presentation will be at 10:30 am, on Thursday March 24, 2022, in the terminal lobby.

**NEXT COMMISSION MEETING**

The next regularly scheduled meeting of the Fort Smith Airport Commission will be held Tuesday, April 26, 2022, at 5:30 p.m.

**ADJOURNMENT**

On motion by Commissioner Nordin and second by Commissioner Hawkins, the meeting adjourned at 5:52 p.m. Voting aye: Grimes, Nordin, Pendergrass, Kelly, and Hawkins. Voting Nay: None. Motion Carried.

Respectfully submitted,

Michael Griffin, A.A.E.  
Airport Director