

***MINUTES OF AIRPORT COMMISSION REGULAR MEETING
TUESDAY – DECEMBER 19, 2023
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 Hawkins, presiding. Commissioners Cooper, Grimes, Kelly, Pendergrass and Voris were present. Commissioner Ridgley was absent. Also present were Michael Griffin, airport director, Lindsay Conley, finance director, and Tiffany Farmer, operations director.

ADOPTION OF MINUTES

On motion by Commissioner Pendergrass and second by Commissioner Voris, the commission approved the minutes of the regular meeting of November 28, 2023. Voting aye: Cooper, Grimes, Hawkins, Kelly, Pendergrass and Voris. Voting nay: none. Motion carried.

TREASURERS' REPORT

Director Griffin reported notable items on the financial statements. Auto gas revenue was over budget; Enterprise Rent-A-Car began using the airport fuel pump instead of utilizing offsite vendors. Parking lot revenue was tracking higher than expected, a good indication of increased enplanements. Large expenses were incurred in Building Repair & Maintenance due to the painting of Hangars 21 and 22, as well as in Pavement Repair & Maintenance due to crack seal repair, pavement marking and buckling asphalt removal.

ITEMS OF BUSINESS

1. Proposed 2024 Budget – The proposed 2024 budget was presented for commission approval. Thanks was extended to staff for their efforts in the preparation of the budget. The 2024 draft budget was previously presented at the November meeting, with no comments received from the commission.

A motion to approve resolution 2023-2 to approve the 2024 proposed budget was made by Commissioner Kelly and seconded by Commissioner Pendergrass. Voting aye: Cooper, Grimes, Hawkins, Kelly, Pendergrass and Voris. Voting nay: none. There was no further discussion and motion carried.

2. Director's Report

- A. Construction of the Aircraft Arresting System is underway and on schedule. Pictures of the construction site were shared with Commissioners.
- B. A kick-off meeting for the Part 150 Noise Study was held in December with consultants from HMMH, Mead & Hunt, and Garver. The Part 150 Study will provide a noise exposure map as well as a noise compatibility program. Public meetings will be held throughout the study, beginning in January.
- C. Final environmental clearance was received for the terminal solar farm project. After receiving approval from the FAA, construction will begin west of the terminal building.

NEXT COMMISSION MEETING

The date of the next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, January 23, 2024, at 5:30 p.m.

Minutes of F.S.A.C. Regular Meeting

December 19, 2023

Page 2

ADJOURNMENT

On motion by Commissioner Grimes and second by Commissioner Voris, the meeting adjourned at 5:48 p.m. Voting aye: Cooper, Grimes, Hawkins, Kelly, Pendergrass and Voris. Voting Nay: none. Motion Carried.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael Griffin", is written over a light blue rectangular background.

Michael Griffin, A.A.E.
Airport Director