

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING**  
**TUESDAY – JANUARY 26, 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 Grimes, Hawkins, Kelly, Ridgley, and Voris, were present. Commissioner McGhee was absent. Also present were Michael Griffin, airport director, Kathey Boze, administration director and Richard Rushing, operations director.

**ADOPTION OF MINUTES**

On a motion by Commissioner Kelly and second by Commissioner Hawkins, the Commission approved the Minutes of the Regular Meeting of December 15, 2020. Voting aye: Grimes, Hawkins, Kelly, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

**TREASURERS' REPORT**

Staff presented an overview and answered questions regarding the financials for the period ending December 31, 2020. Receipts from the parking lot, rental cars, and PFCs are significantly lower than 2019. Staff has worked hard to keep expenses down. Replacing all the terminal building lights to LED is a good future cost saving project. COVID grant funds had huge impact on improving the bottom line.

**ITEMS OF BUSINESS**

1. OG&E Easement – OG&E has requested a 10' x 10' easement on airport property. The requested easement is adjacent to an existing easement located 95 feet off 7900 Phoenix. It is needed to boost power for new development on Phoenix Avenue. The location of the easement will not adversely affect future development on airport property. The easement has been reviewed by airport attorney, Mark Moll.

A motion to accept the OG&E easement on airport property located at 7900 Phoenix was made by Commissioner Kelly and second by Commissioner Grimes. Voting aye: Grimes, Hawkins, Kelly, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

2. Director's Report:

- A. Passenger numbers – 2020 enplaned passengers are down about 60% from 2019, which is in line with the national average. The 2020 numbers were 38,660 compared to 2019 at 95,670. Staff is confident there will be a significant increase in people traveling again after COVID-19 becomes manageable.
- B. Air Service – Staff is working with Mead Hunt, an air service consultant. The preliminary goals are to work with : 1) American to increase passengers; 2) Delta service to resume or a new carrier to add service ; and 3) American to add another destination. Additionally, staff is looking into the possibility of applying for a Small Air Service to help facilitate the goals.

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- C. Building Ionization – The budget includes installing ionization air purifiers in the air handlers. This will compliment staff's increased cleaning and sanitizing efforts.
- D. The National Guard troops returned home over last weekend. They flew out on military C130s and returned on charter aircraft. TAC Air staff did excellent job with ground support for this massive operation. The 188<sup>th</sup> fire department scheduled additional staff to increased ARFF capabilities as required for the operation. The airport operations specialist filled as needed.

**NEXT COMMISSION MEETING**

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, February 23, 2021 at 5:30 p.m.

**ADJOURNMENT**

On motion by Commissioner Voris and second by Commissioner Grimes, the meeting adjourned at 5:49 p.m. Voting aye: Grimes, Hawkins, Kelly, Nordin, Ridgley, and Voris  
Motion carried.

Respectfully submitted,



Michael Griffin, A.A.E.  
Airport Director