

MINUTES OF AIRPORT COMMISSION REGULAR MEETING
TUESDAY – JUNE 22, 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, McGhee, Ridgley, and Voris 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 McGhee and second by Commissioner Voris, the Commission approved the Minutes of the Regular Meeting of May 25, 2021. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

TREASURERS' REPORT

Commission Treasurer Grimes thanked the staff for their help with the finances. Staff gave an overview of the finances. Airport is beginning to see some expenditures from the Runway 7-25 Overlay Construction Project. Payment has been made to the FAA for the reimbursable agreement necessary to power off and back on the navigational equipment during the duration of the project. Contractual Services reflect professional services at 95% of the budgeted amount. That account balance will be lowered in June when the expenses related to the runway extension is reclassified to a project account.

ITEMS OF BUSINESS

1. **Terminal Building Boiler Bids** – The terminal boiler system replacement was designed and bid by HSA Engineers of Fort Smith. Three bids were received, all from local companies. The lowest bidder was Malone's Mechanical with the bid amount of \$212,454. There is a 90-day lead time to receive the equipment.

The budget amount for the project is \$325,000 with 60% reimbursed with PFC Funds. Staff recommends accepting Malone's Mechanical bid in the amount of \$212,454

A motion to accept Malone's Mechanical bid in the amount of \$212,454 was made by Commissioner Kelly and second by Commissioner Hawkins. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

2. **Air Service Development Professional Service Proposal** – Staff has worked with Mead and Hunt for over two years, utilizing their firm's air service department on a short term as-needed basis. After the loss of Delta service, staff believes a more aggressive and consistent approach is needed to attract air service. Staff recommends a longer-term agreement in which Mead and Hunt will be working and representing the airport on an ongoing basis.

The agreement for air service consulting services includes attending airline meetings and conferences, provide packets for meetings, performance monitoring, schedule and destination analysis, airline incentive plan, airfare monitoring and additional services.

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A motion to execute the 36-month agreement with Mead and Hunt for \$68,520 annually was made by Commissioner McGhee and second by Commissioner Grimes. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

2. Election of Officers: Chairman Nordin presented a slate of officers and opened the floor to nominations. The slate of officers were Commissioner McGhee for Chairman, Commissioner Grimes for Vice-Chairman and Commissioner Hawkins for Commission Treasurer. There were no other nominations.

A motion to elect the slate of officers was made by Commissioner Voris and second by Commissioner Ridgley. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Voting nay: none. Motion carried.

Officer terms will begin on July 1, 2021.

3. Director's Report:

- A. Foreign Military Sales Mission (FMS) – The 188th Air National Guard base has been selected as the FMS training center for Singapore's Air Force. This will have many benefits to the local economy and increase travel demands to the airport. It is anticipated to have a \$1 billion economic impact to the surrounding area. The new training center will be receiving twelve F16s in 2023 with F35s to follow. There could be up to 36 fighter aircraft based here in the future. A major benefit to the airport includes the 188th continuing to provide the airport rescue fire-fighting (ARFF) services long-term.

- B. Runway Extension – A 1300-foot runway extension is required for the new mission to accommodate the F16 aircraft training. A runway extension was already included in the airport master plan as a future conceptional project. The funding is coming from the state and the City of Fort Smith. The design portion is scheduled to finish early next year with construction on the runway starting by May. Construction should be completed within a year, which is the 2 to 3-month period before the Singapore Air Force start arriving.

- C. Remotely Piloted Aircrafts (MQ-9 Reaper) – The 188th has been operating MQ-9 aircraft at the airport the past week. The airport has supported this mission since they started, and this operation is an opportunity to show that a launch and recovery element unit could work here in Fort Smith.

- D. Status Updates – The runway overlay project construction will begin on July 19. The carpet for the departure lobby has been ordered. The runway closure markers have been ordered. Staff continues to work with MAHG on the possibility of installing solar at the terminal building. Staff is meeting with the marketing firm to refresh the airport's website and re-start social media marketing. The annual FAA certification inspection is scheduled for mid-July. A question was asked about the status of future air shows and it is still unknown. Fort Smtih's air shows were supported heavily with military

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personnel, and the military has since changed its rules regarding what military personnel are allowed to participate in.

- E. Chairman and staff thanked Commissioner Voris for his service on the commission as this was his last meeting.

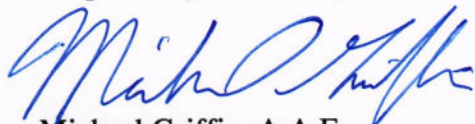
NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, July 27, 2021, at 5:30 p.m.

ADJOURNMENT

On motion by Commissioner Hawkins and second by Commissioner Kelly, the meeting adjourned at 6:24 p.m. Voting aye: Grimes, Hawkins, Kelly, McGhee, Nordin, Ridgley, and Voris. Motion carried.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael Griffin".

Michael Griffin, A.A.E.
Airport Director