

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING**  
**TUESDAY – APRIL 26, 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 Chairman McGhee, presiding. Commissioners Grimes, Hawkins, Nordin, Ridgley, and Pendergrass were present. Commissioner Kelly was 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 March 22, 2022. Voting aye: McGhee, Grimes, Hawkins, Nordin, Ridgley, 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 and investment activities. A new beacon has been purchased and will be installed soon. No motion was required.

**ITEMS OF BUSINESS**

1. TAC Air Lease Transfer – Truman Arnold Companies (TAC) has informed staff that their company will be acquired by Signature Flight Support, LLC. Staff has received a written request from TAC Air to assign their lease to Signature Flight Support, LLC. Jim Hopkins with Signature Flight Support was present and gave an overview of the company. Signature has signed a purchase agreement with TAC Air. As required for purchases of companies over a certain amount, Signature has advised the Department of Justice (DOJ) for acquisition. With DOJ's ok, the purchase transaction will be completed. Signature plans to enhance processing and improve customer relations. The terms and conditions of the current lease will be met.

Airport legal counsel, Mark Moll, has reviewed the lease and the Proposed Transaction & Change of Control letter, and it is staff's recommendation to assign TAC Air lease to Signature Air Lease, LLC.

A motion to approve assigning Truman Arnold Companies' lease to Signature Flight Support, LLC was made by Commissioner Pendergrass and seconded by Commissioner Ridgley. Voting Aye: McGhee, Grimes, Hawkins, Nordin, Rigley, and Pendergrass. Voting Nay: None. There was no further discussion and motion carried.

2. Director's Report

- A. Staff attended Mead and Hunt's air service conference and met with multiple airlines. Several airlines mentioned the pilot shortages across the country which makes it harder to get airlines into regional airports. Another focus is seasonal airlines that fly directly to certain locations. If the small community air service grant, applied for last month, is approved, it can be used to add a new air service route.

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- B. Passenger numbers are climbing locally and nationally.
- C. The tractor with snow plow ordered last year has been received.
- D. Construction Update: Airport staff has received FAA's final signature on the environmental for the runway extension project, which as officially begun with equipment being staged on the airport.

**NEXT COMMISSION MEETING**

The next regularly scheduled meeting of the Fort Smith Airport Commission will be held Tuesday, May 24, 2022, at 5:30 p.m.

**ADJOURNMENT**

On motion by Commissioner Nordin and second by Commissioner Hawkins, the meeting adjourned at 6:08 p.m. Voting aye: McGhee, Grimes, Hawkins, Nordin, Rigley, and Pendergrass. Voting Nay: None. Motion Carried.

Respectfully submitted,

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

Michael Griffin, A.A.E.  
Airport Director