

***MINUTES OF AIRPORT COMMISSION REGULAR MEETING  
TUESDAY – JUNE 18, 2024  
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 Barr, Cooper, Kelly, Pendergrass and Ridgley were present. Commissioner Voris was absent. Also present were Michael Griffin, Airport Director, and Lindsay Conley, Finance & Administration Director.

**ADOPTION OF MINUTES**

On motion by Commissioner Pendergrass and second by Commissioner Barr, the commission approved the minutes of the regular meeting of May 28, 2024. Voting aye: Barr, Cooper, Hawkins, Kelly, Pendergrass and Ridgley. Voting nay: none. Motion carried.

**TREASURERS' REPORT**

Commissioner Ridgley presented the financials. Normal budget items are coming in as expected at approximately 40%, which tracks with this point of the year. The big standout is the reimbursement to the City for their portion of the runway extension in Other Charges. An amended budget this fall will be prepared and adjusted for this unplanned expense.

**ITEMS OF BUSINESS**

1. Election of Officers – Chairman Hawkins made nominations for the airport commission officer elections: Eric Pendergrass for President, Justin Voris for Vice President, and Bob Cooper for Treasurer. He stated a desire to have the newer members of the commission get their hands wet.

A motion to accept Eric Pendergrass as President, Justin Voris as Vice President, and Bob Cooper as Treasurer with terms to begin on July 1, 2024 was made by Commissioner Ridgley and seconded by Commissioner Kelly. Voting aye: Barr, Cooper, Hawkins, Kelly, Pendergrass and Ridgley. Voting nay: none. There was no further discussion and motion carried.

2. Director's Report

- A. Coordination Meeting – Glenn Boles, FAA Southwest Region ADO Manager, held a meeting with Air Force & 188<sup>th</sup> personnel, City of Fort Smith staff and airport staff this week at the airport. The meeting purpose was to ensure the FAA was up-to-date on all upcoming time-sensitive airfield projects so they could ensure project deadlines are met. Boles wanted to simplify processes in place for airspace studies to help the military as well as FAA staff. It was a productive meeting for all involved.
- B. Airfield Construction Tour – Mayor McGill, Carl Geffken, Tim Allen and Kelly Johnson came to the airport for a tour of the construction taking place on the airfield. They were pleased with the progress being made.
- C. Construction Update – The east end of the arresting system construction is moving at lightning speed, attributable to lessons learned from the west end, good weather and the ground drying faster in this area. The asphalt base went down last week, and concrete is scheduled to be poured June 19.

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- D. ARFF Station Expansion – Construction of this project is ready to begin as soon the National Guard Bureau provides an updated MCCA funding agreement and gives the go ahead to proceed.
- E. Franklin County Aviation – Braden Jumper, in attendance, recently purchased Superior Aircraft/Franklin County Aviation from Mike Buehrer. The airport has received all paperwork of the sale, an assumption of lease is in place, and all has been reviewed by attorney Mark Moll. Director Griffin welcomed Mr. Jumper as a tenant of the airport.
- F. Staff Change – Director Griffin reported that airport staff had taken on additional duties this week due to a personnel change. He thanked administrative staff for their work to ensure scheduling and badge renewals stay on track. He also thanked Tim Thomas, Airfield Operations Manager, for taking on the Interim Operations Director role with additional responsibilities. Director Griffin reported that he and Tim were splitting duties and meetings until a replacement Operations Director is hired. The airport will work with ADK Executive Search, as in the past, to find qualified candidates for this position. Rod Dinger will be the airport’s program manager for the search.

**NEXT COMMISSION MEETING**

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

**ADJOURNMENT**

On motion by Commissioner Kelly and second by Commissioner Cooper, the meeting adjourned at 5:40 p.m. Voting aye: Barr, Cooper, Hawkins, Kelly, Pendergrass and Ridgley. Voting Nay: none. Motion Carried.

Respectfully submitted,



Michael Griffin, A.A.E.  
Airport Director