

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING
TUESDAY – FEBRUARY 27, 2018
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 Voris, presiding. Commissioners Haver, Hawkins, Kelly, McGhee, Nordin and Ridgley were present. Also present were Michael Griffin, airport director; Kathey Boze, administration director; Richard Rushing, operations director.

ADOPTION OF MINUTES

On a motion by Commissioner Nordin and second by Commissioner Hawkins, the Commission approved the Minutes of the Regular Meeting of January 23, 2018. Voting aye: Haver, Hawkins, Kelly, McGhee, Nordin, Ridgley and Voris. Voting nay: none. Motion carried.

TREASURERS' REPORT

Commission Treasurer Ridgley stated some investments matured and renewed with better interest rates. Staff presented an overview and answered questions regarding the financials for the period ending January 31, 2018.

ITEMS OF BUSINESS

1. **BKD Report on 2017 Audit:** The Commission received the completed annual audit report for the Fort Smith Regional Airport. BKD representative Andy Richards presented the audit report to the Commission. Mr. Richards stated the audit went well and they issued an unmodified opinion, which is the best opinion that may be received. The FAA required single audit was not necessary because \$750,000 in federal funds were not expended in 2017. Mr. Richards complimented staff for their assistance with the audit process.

Chairman Voris thanked the administrative staff for their hard work on the finances.

2. **Bids for Runway Sweeper:** Bids were received for a new runway sweeper to replace the existing runway sweeper which is in poor shape. Two bids were received with River City Hydraulics submitting the low bid of \$132,000. The sweeper was included in the budget at \$140,000 and will be funded by PFC funds. Delivery is estimated at 90-120 days.

Staff recommends accepting River City Hydraulics bid for a Tymco sweeper and adding gutter brooms and an auxiliary hydraulic system. These features would bring the price to \$134,300, which would be lower than the other bid received.

A motion to accept the River City Hydraulics' bid with additional features in the amount of \$134,300 was made by Commissioner Haver and seconded by Commissioner Kelly. Voting aye: Haver, Hawkins, Kelly, McGhee, Nordin, Ridgley and Voris. Voting nay: none. Motion carried.

3. Airport Activities/Projects

- A. ARFF Station Construction: Steel has arrived, but progress has been delayed a couple of weeks due to weather.
- B. Wildlife Habitat: Delayed by weather. Equipment cannot access the site due to substantial rain. Waiting on replacement of fence with a concrete strip at the bottom.
- C. Master Plan Update: Consultant proposals have been processed and firms to be interviewed are Garver, Mead & Hunt and Coffman & Associates. Interviews are scheduled for March 12 thru 14, 2018.


NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, March 27, 2018 at 5:30 p.m. in the Fort Smith Regional Airport Conference Room.

ADJOURNMENT

On motion by Commissioner Nordin and second by Commissioner Haver, the meeting adjourned at 5:54 p.m. Voting aye: Haver, Hawkins, Kelly, McGhee, Nordin, Ridgley and Voris. Voting nay: none. Motion carried.

Respectfully submitted,


Michael Griffin
Airport Director