

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING  
TUESDAY – FEBRUARY 28, 2012  
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 Deramus, presiding. Commissioners Archer, Deramus, Devero, Haver, Nordin and Schiffner were present. Commissioner McGhee was absent. Also present were John Parker, Airport Director; Kathey Boze, Director of Administration and Michael Griffin, Director of Operations.

**ADOPTION OF MINUTES**

On a motion by Commissioner Nordin and second by Schiffner, the Commission approved the Minutes of the Regular Meeting of January 24, 2012. Voting aye: Archer, Deramus, Devero, McGhee, Nordin and Schiffner. Voting nay: none.

**FINANCIAL STATEMENT**

Staff presented an overview and answered questions regarding the financials for the period ending January 31, 2012.

**ITEMS OF BUSINESS**

1. Resolution to retain the 188<sup>th</sup> Fighter Wing at Fort Smith: Staff presented a resolution urging the Department of Air Force and the Department of Defense to retain the 188<sup>th</sup> Fighter Wing in Fort Smith. This resolution mirrors the City of Fort Smith resolution passed by the City Board of Directors February 21. Staff provided literature on points of value of the 188<sup>th</sup> and the Air National Guard. A motion was made by Commissioner Schiffner and second by Archer to approve Resolution 2012-1 in support of the 188<sup>th</sup>. Voting aye: Archer, Deramus, Devero, Haver, Nordin and Schiffner. Voting nay: none.
2. Accept Bids for Airport Vehicle: The 2012 budget includes the purchase of an airport pickup truck to replace Airport 6, a 1998 GMC pickup. Bids were advertised and three bids were received from 2 companies. The low bid meeting specifications submitted by Randall Ford in the amount of \$24,546. This truck is a 2012 Ford 250 Super Duty, the same style pickup truck purchased in late 2011 without some of the features. The current Airport 6 will be offered for sale through govdeal.com, an auction website. The proceeds will be used to purchase a snow plow attachment for the new vehicle. Commissioner Archer made a motion and Haver second to accept Randall Ford's bid of \$24,546. Voting aye: Archer, Deramus, Devero, Haver, Nordin and Schiffner. Voting nay: none.
3. Coffee Vending Machine Purchase: Staff researched two coffee vending options for the departure lounge, Seattle's Best Coffee vending machine and Keurig individual served cups. Both are brand name choices and will require a water supply line to the site. Cost comparisons for initial entry and operations were given to the Commission for consideration. Staff recommended leasing the Keurig individual cup dispenser with possible purchase after review of profitability. The operations will be maintained

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in house for the recovery period of the investment. A motion was made by Commissioner Nordin and second by Devero to proceed with the Keurig dispenser for the departure lounge. Voting aye: Archer, Deramus, Devero, Haver, Nordin and Schiffner. Voting nay: none.

4. Airport Activities/Projects

- A. AIP 40, Construction of Taxiway A West Phase 1 is nearing completion with electrical, joint sealing, painting and cleanup the only elements to finish.
- B. Security fence project is complete with only punch list items remaining.
- C. West Corporate Taxiway project, a state 80/20 grant is complete and grant reimbursement of \$311,073.79 has been received from the Department of Aeronautics.
- D. State grant for Drainage Improvements in the West corporate Area is approved by the Arkansas Department of Aeronautics for \$123,283.56 state share. The total project cost is \$137,092.85, and the project is under way.
- E. Snow removal operations were conducted during the recent snowfall with limited deicing operations on sidewalks as a preventative measure.
- F. Site work for the annual audit is complete. BKD will be at the March Commission meeting to present the final audit.
- G. TSA inspection is scheduled for March.
- H. FAA spring conference was held in Tulsa on February 27-28 and staff attended. Most of the discussions held at the conference were concerning the new multi-year AIP authorization. Changes made in funding from 95/5% to 90/10% will mean the airport's share will be larger. The multi-year grants will be beneficial to the airport with projects like the multi-phase Taxiway A Project.

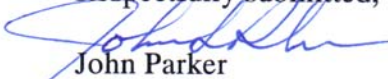
NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, March 27, 2012 at 5:30 p.m. in the Fort Smith Regional Airport Conference Room.

ADJOURNMENT

On a motion by Commissioner Archer and second by Devero the meeting adjourned at 6:25 p.m.

Respectfully submitted,

  
John Parker  
Airport Director