

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING**  
**TUESDAY – APRIL 24, 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 Deramus, Devero, Haver, McGhee, Nordin and Schiffner were present. Commissioner Archer was absent. Also present were John Parker, Airport Director; and Kathey Boze, Director of Administration.

**ADOPTION OF MINUTES**

On a motion by Commissioner Haver and second by Commissioner Nordin, the Commission approved the Minutes of the Regular Meeting of March 27, 2012. Voting aye: Deramus, Devero, Haver, McGhee, Nordin and Schiffner. Voting nay: none.

**FINANCIAL STATEMENT**

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

**ITEMS OF BUSINESS**

1. Airport Restaurant Agreement: Operator requested to continue arrangement through December 2012 and to adjust restaurant hours of operation. John Parker reported although enplanements have increased, customer business for the restaurant has not increased and weekend business is at a minimum. Therefore, Mr. Parker recommended allowing the operator to make adjustments in operating hours to meet public demand, lowering the incentive payment for services from \$1,500 to \$1,250 per month, and requesting proposals near the end of the year. John Parker will be meeting with the operator later this week to discuss the terms. Motion to extend agreement through December 31, 2012 and for the chairman to sign agreement was made by Commissioner McGhee and second by Commissioner Devero. Voting aye: Deramus, Devero, Haver, McGhee, Nordin and Schiffner. Voting nay: none.
2. Airport Activities/Projects
  - A. AIP 40, Construction of Taxiway A West Phase 1: Completed and waiting on final engineering and observation invoice. AIP grant amendment was projected to be approximately \$130,000; but, through saving of monies, is \$118,000.
  - B. 188<sup>th</sup> Change of Command: Occurred on April 14, 2012. Colonel Mark Anderson is the new base commander. Former base commander, Colonel Tom Anderson, has relocated to Little Rock at the Air National Guard Headquarters.
  - C. Rental Car Agreements: Agreements expire September 30, 2012. Staff has begun developing request for proposals (RFP) and updating operating agreements. RFP will be advertised in June 2012.

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- D. PFC Application: Restarted. The point of contact for PFC's at the Southwest region of the FAA visited onsite, reviewed all projects and reported no problems. PFC is currently paying the airport back for the cost of the Security Fence/Wall.
- E. Arkansas Department of Aeronautics: Reduced revenues to their program has caused a change in their grant funding program. Only taking grants for projects at a match of 95:5% --- 95% FAA and 5% from sponsor. We have two projects: (1) Phase 1 of Taxiway and (2) the Wildlife Hazard Assessment. Both projects are open and application for reimbursement will be requested between now and July 2012.
- F. Coffee Machine: Sold 175 cups of coffee within one month timeframe. Staff will continue to track operations.
- G. Airport 6 1998 GMC Truck: Sold online through gov.com to an individual from Minnesota for \$3,950. Proceeds will be pledged to snow removal equipment.

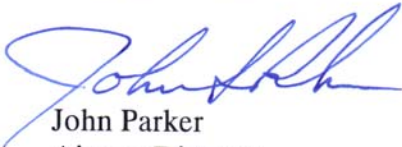
NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, May 22, 2012 at 5:30 p.m. in the Fort Smith Regional Airport Conference Room.

ADJOURNMENT

On a motion by Commissioner Nordin and second by Commissioner Haver the meeting adjourned at 5:48 p.m.

Respectfully submitted,



John Parker  
Airport Director