

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING  
TUESDAY – OCTOBER 23, 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 Haver, presiding. Commissioners Devero, Haver, Kelly, McGhee, Nordin and Schiffner were present. Commissioner Archer arrived at 5:45 p.m. Also present were John Parker, Airport Director, and Kathey Boze, Director of Administration.

**ADOPTION OF MINUTES**

On a motion by Commissioner Nordin and second by Commissioner Schiffner, the Commission approved the Minutes of the Regular Meeting of September 25, 2012. Voting aye: Devero, Haver, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

**TREASURER REPORT**

Commissioner McGhee stated all reports reviewed and no issues.

**FINANCIAL STATEMENT**

Staff presented an overview and answered questions regarding the financials for the period ending September 30, 2012.

**ITEMS OF BUSINESS**

1. Golden Living Lease Termination and Request to Remove Fuel Tank: Golden Living will not renew the lease for Hangar 20 when it expires on March 1, 2013. Golden Living also requested to remove the underground storage tank currently located on the premises at Hangar 20. The fuel tank will be disposed of properly and the soil will be tested and certified clean upon completion.

Golden Living had leased Hangar 20 to a subtenant. The subtenant has expressed interest in leasing the hangar after the fuel tank has been removed. A lease will come before the Commission for approval in the future.

Motion to approve Golden Living to remove the fuel tank located at Hangar 20 was made by Commissioner Devero and second by Commissioner Nordin. Voting aye: Devero, Haver, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

2. Engineering Contract for Taxiway A West Construction Phase 2: Morrison Shipley Engineers have submitted a bidding and construction services contract for Phase 2 in the amount of approximately \$176,394. The project also includes work to repackage the project to accomplish an early element of Phase 3.

Before the FAA Grant is received, the airport will front \$45,000; then, the airport will be refunded 90% of that amount.

Contingent on receipt of FAA AIP Grant funding, a motion to approve contract with Morrison Shipley Engineers in the amount of \$176,394 was made by Commissioner Archer and second by Commissioner Nordin. Voting aye: Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

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3. Parking Lot Light Replacement Bids: \$36,000 was allotted in the airport budget to replace 80 existing bulbs (not fixtures) in public parking, rental car parking, and employee parking lots. Cost will be for the purchase of the 80 LED bulbs; no cost in the labor of installing the bulbs because it will be done in-house. The airport will also be upgrading the lighting control through replacement of controllers and surge protection and capping pole tops to avoid bird nests.

Bids for the project were advertised. Two bids were received, but only one bid was received by the deadline of October 17. The bid arriving after the deadline was left unopened and sealed. The successful bid was from CED d/b/a Keathly-Patterson Electrical Supply in the amount of \$24,640.00. Delivery time is estimated at four to six weeks after the order is placed.

Motion to accept the CED d/b/a Keathly-Patterson Electrical Supply bid of \$24,640.00 for 80 LED bulbs was made by Commissioner Schiffner and second by Commissioner Nordin. Voting aye: Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

4. 2013 Budget: Draft budget was reviewed by Commission Budget Committee on October 5, 2012. Staff requested if commissioners have questions and/or comments concerning the draft budget to submit them before November 9. The proposed 2013 Budget will be submitted to the Commission for approval at the November 27 Commission meeting. No action required from the Commission at this time. Chairman Haver thanked Commissioner McGhee and Commissioner Schiffner for working on the Budget Committee.
5. Airport Activities/Projects
  - A. GA Drainage Project: Concrete has been completed with dirt work and sod still remaining. It is operational and working perfectly. Final inspection will be Wednesday, October 24, 2012.
  - B. Rental Car Wash Pavement: Issue with standing water causing deterioration to the asphalt pavement leaving huge potholes. Steve Beam Construction were on-site after completion of GA Drainage Project, gave the airport a quick estimate for repairs, and immediately completed the pavement repairs.
  - C. Taxiway A West Phase 2: Contract with Morrison-Shipley Engineers earlier Phase 2 has officially started.
  - D. AJUA: Colonel Anderson brought the fully executed AJUA extension to the Commission meeting.
  - E. PFC Program: FAA has approved both the new PFC Application and the Amendment to the current application.
  - F. Restaurant Operator Proposals: Bids for restaurant operator were advertised with a deadline of October 22, 2012. No responses were received.

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- G. 188<sup>th</sup> FW: Welcome back home from combat operations and thank you for your service. Arrivals were via MD-11, C-17, and commercial air carriers here at the airport.
6. Executive Session – Airport Director Evaluation: At 6:25 p.m. on motion by Commissioner Archer and second by Commissioner Nordin, the Commission adjourned into Executive Session for evaluation of the airport director. Voting aye: Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

The Commission reconvened into the regular meeting at 7:10 p.m. on motion by Commissioner McGhee and second by Commissioner Archer. Voting aye: Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

Commissioners reported that during the executive session, the Commissioners unanimously voted that the performance of the airport director was exemplary and thanked Mr. Parker for his work. Mr. Parker responded it is a delight and a pleasure to serve the airport and Commission.

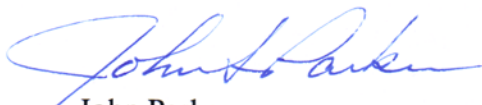
**NEXT COMMISSION MEETING**

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, November 27, 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 Devero, the meeting adjourned at 7:12 p.m.

Respectfully submitted,

  
John Parker  
Airport Director