

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING  
TUESDAY – NOVEMBER 27, 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 Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner were present. Also present were John Parker, Airport Director; Kathey Boze, Director of Administration; Michael Griffin, Director of Operations.

Chairman Haver welcomed Tonya Wilhelms, the new TSA manager at the Fort Smith Regional Airport.

**ADOPTION OF MINUTES**

On a motion by Commissioner Nordin and second by Commissioner McGhee, the Commission approved the Minutes of the Regular Meeting of October 23, 2012. Voting aye: Archer, 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 October 31, 2012.

**ITEMS OF BUSINESS**

1. American Airlines Lease Agreement: New lease agreements for Delta and American included updated language and name changes. On the lease, Delta Air Lines, Inc., replaced Northwest Airlines; and American Airlines, Inc., replaced American Eagle Airlines. The new Delta lease was previously approved by the Commission and has been executed. American Airlines delayed the signing of the new lease due to their filing bankruptcy. However, American Airlines has paid the airport all outstanding balances included in the 2011 bankruptcy filing and are in the position to execute the 5 year lease. American Airlines has submitted the new lease with appropriate signatures.

Motion to approve the new lease agreement with American Airlines and to authorize the chairman to execute it was made by Commissioner McGhee and second by Commissioner Nordin. Voting aye: Devero, Haver, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

2. 2013 Budget and Resolution 2012-5: Draft budget was presented and discussed at the October Commission Meeting. There were no follow-up comments received. All items in the draft budget remained the same with the exception of one item – “Expenses” changed from \$112,500 to \$98,700. The decrease in expenses was due to the lowering insurance coverage numbers after the actual invoices were received.

Motion to approve the 2013 Budget and Resolution 2012-05 was made by Commissioner Nordin and second by Commissioner Devero. Voting aye: Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

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3. Airport Activities/Projects

- A. GA Drainage Project: Completed and request for grant reimbursement submitted to the Department of Aeronautics.
- B. Taxiway A West Phase 2: Preparation has begun. Because of repackaging the scope of the project, there are continued communications with Morrison Shipley Engineers.
- C. Julieann Dwyer: Newly appointed FAA Project Manager for Fort Smith. Airport staff will be working with her office to coordinate the AIP-41 project.
- D. Runway 7/25 Painting Project: Completed removed rubber from the centerline to be able to repaint the centerline, aiming points, and touchdown zone markings.
- E. T-hangars at TAC Air: Staff obtained three quotes to paint t-hangars at TAC Air. Repainting cost is approximately \$6,000 and TAC Air will fund half of this cost.
- F. Security Checkpoint: TSA tape barricades were removed and new components provided by TSA were installed by airport staff. Follow up improvements will include signage above the checkpoint and a half-wall extension on the side of the exit lane.
- G. Airport Commission/Employee Christmas Party: Reminder the party will be December 13, 2012.

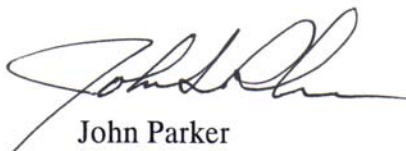
NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, December 18, 2012 at 5:30 p.m. in the Fort Smith Regional Airport Conference Room.

ADJOURNMENT

On a motion by Commissioner Schiffner and second by Commissioner Archer, the meeting adjourned at 5:40 p.m.

Respectfully submitted,



John Parker  
Airport Director