

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING
TUESDAY – JANUARY 23, 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, McGhee, Nordin and Ridgley were present. Commissioner Kelly was absent. 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 December 19, 2017. Voting aye: Haver, Hawkins, McGhee, Nordin, Ridgley and Voris. Voting nay: none. Motion carried.

TREASURERS' REPORT

Commission Treasurer Ridgley stated revenues were at 99% of the budget and expenses were under budget. Staff presented an overview and answered questions regarding the financials for the period ending December 31, 2017. Most of the expenses were under budget projections. Other commodities were significantly over budget due to purchase of ARFF equipment from Pro-Tec. The ARFF station construction and wildlife construction project are ongoing and will continue into 2018.

ITEMS OF BUSINESS

1. Air National Guard Lease Supplement: In August, the Commission agreed to submit a letter of concurrence for a one-time sub-lease between the 188th Wing and the Arkansas Morale Welfare and Recreation (MWR), for a base exchange "BX" facility. The proposed supplement agreement to the lease with United States for the Air National Guard allows for the one-time sublease.

Mark Moll, legal counsel, recommend a few changes to the agreement to include stating the legal name of the sublessee and describing where the sublessee will be located. Mr. Moll spoke with their attorney and feels an agreement will be reached.

A motion to approve Supplement Agreement No. 2 to the lease was made by Commissioner McGhee and seconded by Commissioner Nordin. Voting aye: Haver, Hawkins, McGhee, Nordin, Ridgley and Voris. Voting nay: none. Motion carried. Approval is contingent upon changes recommended by legal counsel.

2. Airport Activities/Projects
 - A. ARFF Staff Transition: The January 1st transition was seamless. Danny Gasparotto, airport operations specialist, was instrumental in this process. Inspection of the ARFF trucks was conducted and repairs made.
 - B. ARFF Station Construction: Project is progressing well with concrete slab being poured and steel to be delivered soon.

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C. PFC Application: The FAA has approved the 2018 PFC Application.

D. Audit: The annual audit is underway.

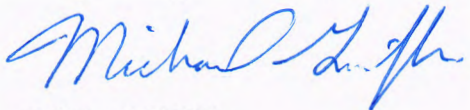
NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, February 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 5:41 p.m. Voting aye: Haver, Hawkins, McGhee, Nordin, Ridgley and Voris. Voting nay: none. Motion carried.

Respectfully submitted,



Michael Griffin
Airport Director