

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING
TUESDAY – MAY 27, 2014
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 Archer, presiding. Commissioners Devero, Haver, Kelly, McGhee, Nordin and Schiffner were present. Also present were John Parker, airport director, Michael Griffin, operations director

ADOPTION OF MINUTES

On a motion by Commissioner McGhee and second by Commissioner Nordin, the Commission approved the Minutes of the Regular Meeting of April 22, 2014 Voting aye Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner Voting nay none

TREASURERS' REPORT

Commissioner Treasurer Schiffner stated all had been reviewed, all questions were answered satisfactorily and recommended acceptance of report Staff presented an overview and answered questions regarding the financials for the period ending April 30, 2014

ITEMS OF BUSINESS

- 1 Fort Smith Public School Board Proposal Airport property along the north side of McKennon Blvd from behind the Homewood Suites to South 66 Street (approximately 35 acres) has been selected as a future site for a performing arts auditorium and a multipurpose arena. Completion of the Fort Smith Public School Board's plan is contingent on funding which must be approved by voters in 2015 While plans are tentative, the proposal is for a 50 year lease with optional renewal and to begin October 2015 The initial lease cost would be \$0 07 per square foot per year (\$84,000 annually) Airport staff has had an appraisal of the property and has made contact with the FAA, a requirement for grant assurances

Chairman Archer appointed Commissioner Nordin to work with staff to interact with the Fort Smith School Board and the FAA to obtain approval

John Parker, airport director, requested a motion to proceed with discussions, preparations and negotiations to give staff direction. Commissioner Nordin made a motion to pursue investigation and possible negotiations with the Fort Smith School Board A motion to proceed with was made by Commissioner Nordin and second by Commissioner Devero Voting aye Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner Voting nay none

2. TAC Air Lease Option TAC Air has exercised the option to renew the existing lease terms on October 1, 2014, for a period of 5 years (expiring September 2019) An 18% increase is scheduled at every 5 year renewal period TAC Air has proposed a 3% increase for each year of the 5 year option period in lieu of the one-time 18% increase on October 1, 2014 and to add two (2) additional 5 year options with final expiration date of September 30, 2034

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Commission appointed Commissioner Haver and staff as the committee to negotiate terms with TAC Air and make a recommendation to the Commission for final approval or disapproval

A motion to proceed with TAC Air lease negotiations was made by Commissioner Nordin and second by Commissioner Schiffner Voting aye Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner Voting nay none

- 3 Utility Easement Highway 45 Mickle Wagner Coleman, Inc., has submitted a request for a utility easement of airport property south of Savannah from Old Greenwood Road to Highway 45 and north on the west side of Highway 45 crossing Century Drive The easement would bring utilities to a parcel of property being developed for retail construction. Mark Moll, airport attorney, has reviewed and prepared the easement for Commission approval

A motion to accept the easement contingent upon receipt of full payment at \$3.50 a linear foot was made by Commissioner Kelly and second by Commissioner Haver Voting aye Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner Voting nay none

- 4 Terminal Roof Ice Guards Replacement FEMA approved reimbursement for replacing ice guards and for improving the current system to mitigate damage in the future Proposals were received from three firms with Fort Smith Structural, Inc., being the lowest at \$24,960

A motion to award the contract for installation of the improved ice guards on airport terminal building to Fort Smith Structural, Inc., in the amount of \$24,960 was made by Commissioner Schiffner and second by Commissioner McGhee Voting aye Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner Voting nay none

- 5 Construction Bids for Taxiway A West Phase 3 At the request of the FAA, Phase 3 bid specifications were designed to complete construction on Taxiway A West However, the bids include a deductive alternative which allows a section to be removed from the project if full federal funding is not received this fiscal year The total estimated project cost is \$5,202,702 for the complete project and \$4,041,065 for the deductive alternate Staff will submit a grant application for 90% funding to the FAA.

On May 20, 2014, construction bids were received. Three firms presented bids with Forsgren, Inc., being the lowest at \$4,635,943 for complete project and \$3,740,605 for deductive alternate

A motion to award the construction contract to Forsgren, Inc., in the amount of \$4,635,943 for the complete project or \$3,740,605 for the deductive alternate and contingent upon receipt of federal funding from the FAA was made by Commissioner Devero and second by Commissioner Nordin. Voting aye Archer, Devero, Haver, Kelly, McGhee, Nordin, and Schiffner Voting nay none

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- 6 Construction Bids for Groundwork at Hotel Site As part of the lease for a new hotel on airport property, the airport has agreed to bring utilities to the site and develop drainage The cost of this project is more than budgeted due to changes and requirements by the city Greg Shipley of Morrison Shipley Engineers answered questions from the commissioners concerning the project.

Bids were advertised. On May 22, 2014, four bids were received with one firm not qualifying because of no bid bond, therefore, that bid remained sealed and unopened Crawford Construction was the lowest bidder at \$134,140 25

A motion to award the construction contract to Crawford Construction at the bid of \$134,140 25 was made by Commissioner Kelly and second by Commissioner Nordin. Voting aye Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner Voting nay none

- 7 Ban Electronic Cigarettes in Terminal The Arkansas Department of Health has issued a public health advisory to consumers advising caution when considering e-cigarettes, Electronic Nicotine Delivery Systems (ENDS), and vaping devices These devices contain and emit harmful chemicals, are currently unregulated, and pose known and unknown health risks to users and non-users

The Arkansas Clean Indoor Act of 2006 and the Commission Resolution 2010-02 provides a smoke free environment for the airport terminal and airport buildings “No Smoking” signage is in place

A motion to ban e-cigarettes, Electronic Nicotine Delivery Systems (ENDS), and vaping devices within the airport terminal buildings under the same no smoking guidelines was made by Commissioner Schiffner and second by Commissioner Devero Voting aye Archer, Devero, Haver, Kelly, McGhee, Nordin and Schiffner Voting nay none

- 8 Airport Activities/Projects

A. Taxiway A West Phase 2 Nearing completion with all concrete paving on the ground Joint sawing and sealing is underway with the taxiway centerline changing back from the temporary realignment until Phase 3 begins.

B Runway 1/19 MIRL. Cans and conduit are in the ground, wires placed inside the conduits, fixtures have been ordered and should be received the first week of June Depending on weather, project should be completed within three weeks

C AJUA and ARFF Services Use Agreement for two trucks and building is in Air Force legal for their review However, a decision needs to be made for the manning of the trucks by either utilizing contractual services or hiring airport employees Interviews will need to be scheduled whether utilizing contractual services or hiring airport employees

Commission agreed to a Study Session to discuss manning ARFF services for the airport on Monday, June 2, 2014 at 11 30 a.m

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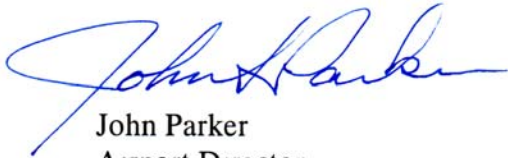
NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, June 24, 2014 at 5:30 p.m. in the Fort Smith Regional Airport Conference Room

ADJOURNMENT

On a motion by Commissioner Nordin and second by Commissioner McGhee, the meeting adjourned at 6.45 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "John Parker". The signature is fluid and cursive, with a long horizontal stroke at the end.

John Parker
Airport Director