

**MINUTES OF AIRPORT COMMISSION REGULAR MEETING
TUESDAY – APRIL 22, 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, Kelly, McGhee, Nordin and Schiffner were present. Commissioner Haver was absent. Also present were John Parker, airport director; Kathey Boze, administration director; Michael Griffin, operations director.

ADOPTION OF MINUTES

On a motion by Commissioner Nordin and second by Commissioner Kelly, the Commission approved the Minutes of the Regular Meeting of March 25, 2014. Voting aye: Archer, Devero, 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 March 31, 2014.

ITEMS OF BUSINESS

1. Engineering Contract for Security Fencing and Erosion Control: Project relocates and replaces sections of the airport security fence which have been damaged due to erosion caused by heavy rainfall, unstable soil, and digging by wildlife. Along Savannah and Old Greenwood Road the existing fence will remain in place. The project will start June 2014 and is expected to be completed over the next two years. \$150,000 of the cost was included in the 2014 budget and will be reimbursed through the PFC Program.

Morrison Shipley Engineers, Inc. has submitted a contract for professional services of the designing and planning in the amount of \$17,500. Mark Moll, airport counsel, has reviewed the contract.

A motion to approve the professional service contract for the security fencing upgrades with Morrison Shipley Engineers, Inc., in the amount of \$17,500 was made by Commissioner Schiffner and second by Commissioner Nordin. Voting aye: Archer, Devero, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

2. Engineering Contract for Wildlife Habitat Mitigation and Drainage Improvements: Project will include the clearing of approximately 20 acres of land south of the FAA control tower. The land clearing is a requirement to avoid nesting and habitation of birds and wildlife near aircraft operational areas. Additionally, improvements are also required to drainage canals and systems in order to avoid ponding which attracts birds and wildlife. This project is expected to be completed over several years. \$75,000 of the cost was included in the 2014 budget and will be reimbursed through the PFC Program.

Greg Shipley of Morrison Shipley Engineers stated this project would require multiple studies. Final step will be to obtain FEMA approval for the new flood banks.

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Morrison Shipley Engineers, Inc. has submitted a contract for professional services of the designing and planning phase in the amount of \$106,610. Mark Moll, airport counsel, has reviewed the contract.

A motion to approve the professional service contract for the designing and planning phase of the wildlife habitat mitigation and drainage improvements with Morrison Shipley Engineers, Inc., in the amount of \$106,610 was made by Commissioner McGhee and second by Commissioner Devero. Voting aye: Archer, Devero, Kelly, McGhee, Nordin and Schiffner. Voting nay: none.

3. Airport Activities/Projects

- A. Taxiway A West: Progress is focused on the south-side of taxiway A. Paving has begun with the placement of asphalt base and concrete. Electrical work continues south of the realignment area.
- B. Taxiway A West Phase 3: Bids for construction will be advertised April 27 with pre-bid meeting scheduled for May 8.
- C. Runway 1/19 MIRL: State grant project with construction underway, old lighting has been removed and new cans have been placed on the ground for installment.
- D. AJUA and ARFF Services: National Guard Bureau (NGB) is drafting a use agreement, not an AJUA agreement, which will allow the Fort Smith Airport to utilize the ANG fire station and two fire trucks. The airport will still be responsible to man the ARFF. The NGB use agreement will be for at least five years which will allow the FAA to schedule discretionary monies, if needed, for the purchase of fire equipment and future construction of an airport fire station.
- E. FAA Meeting: Chairman Archer, Commissioner Schiffner, Mark Moll, airport attorney, and John Parker, airport director, met with FAA officials in Fort Worth, Texas, on April 4, 2014. Chairman Archer stated the meeting was a step in bridging the gap. The airport's capital improvement program was shared with the FAA in the meeting. The FAA was very complimentary of the quality of work submitted by the airport staff.
- F. FEMA: Four reimbursement applications submitted to FEMA for the December 5-6, 2013 ice storm have been approved. Three reimbursements were for debris removal and one for replacing ice guards on the terminal building.
- G. American Eagle: As of April 15, American Eagle is officially named Envoy Air, Inc. Aircraft will be painted as "American" and not "American Eagle." Envoy's personnel perform ground service at Fort Smith for both American Airlines and Delta Airlines. SIDA badges for their employees had to be reissued by Michael Griffin, operations director. Mr. Griffin stated the airlines will reimburse the airport for the cost of reissuing the badges.
- H. Fort Smith Citizens Academy: Approximately 40 persons were in attendance at the April 7 session. The group was given a tour of the airport with a question and answer session at the end of the meeting.

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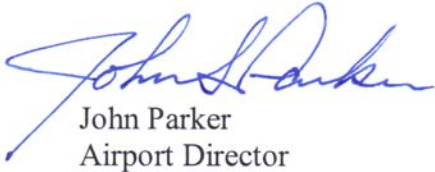
NEXT COMMISSION MEETING

The next regularly scheduled meeting of the Fort Smith Airport Commission will be Tuesday, May 27, 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 6:10 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "John Parker", is written over the typed name and title.

John Parker
Airport Director