

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
MINUTES
FEBRUARY 20, 2001

The meeting was called to order at 9:00 a.m. by the Chairperson, Keith Bridges. The agenda along with the time and place of the meeting was posted in accordance with State Law.

PRESENT:

Keith Bridges, Chairperson
Dorice Shanklin, Secretary
Chuck Klein, Member
Larry Benson, Member
Mike Dixon, Member
Stanley Haywood, Member
Hossein Moini, Member

ABSENT:

John Marco
Wayne Harrison

ALSO PRESENT:

Barbara McNally, Airport Manager
Pat Sullivan, Admin. Asst.

Chuck Wade, Airport Attorney
Ray Jude, Ft. Sill Transportation

The roll call confirmed that there was a quorum present.

OLD BUSINESS

A) Actions Pending - Bridges said all actions pending from the January 23, 2001 board meeting and the February 9, 2001 special meeting would be covered during this meeting.

b) Minutes - Bridges asked for additions and/or corrections to the minutes of the January 23, 2001 board meeting and the February 9, 2001 special meeting.

MOTION BY MOINI, SECOND BY SHANKLIN, to approve the minutes of January 23, 2001

and the February 9, 2001 meetings. AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a) American Eagle - No report given.
 - b) Atlantic Southeast Airlines - No report given.
 - c) Regional Air - No report given
 - d) American Eagle Maintenance - No report given.
 - e) Fort Sill Transportation -No report given.
 - f) Lawton Air Traffic Control Tower - No report given.
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COMMUNITY RELATIONS COMMITTEE (Hossein Moini)

A) Fly Lawton - Moini reported that advertising on the "Fly Lawton" campaign has started. Moini said that Shanklin and McNally will be visiting the travel agencies in Altus and Duncan. Moini said that he will be visiting with both the airlines employees to discuss the campaign.

DEVELOPMENT COMMITTEE (Stanley Haywood)

a)Future Projects -Haywood said the committee meet and reviewed the Capital Improvement list and cost estimates provided by Horizon Engineering. Haywood said the committee recommends approval of the three year Capital Improvement.

MOTION BY SHANKLIN, SECOND BY DIXON, to approve the three year capital improvement plan as submitted by Horizon Engineering AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

b) PFC Application - Haywood said the projects on the last PFC application are complete and the collection date has expired. Haywood said it is the recommendation of the committee

to approve Horizon Engineering submitting a new PFC application for the future projects. The Authority uses the PFC's as the 10% matching share on all the 90% federally funded projects.

MOTION BY SHANKLIN, SECOND BY BENSON, to approve Horizon Engineering submitting a new PFC application based on the Capital Improvement plan. AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

c) Ecological Study -Haywood said the results of the ecological study have been received. It is the recommendation of that study that we construct a 10 foot w/ barb wire perimeter fence. Haywood said the FAA has agreed to fund this project as soon as we are able to complete the plans and bid this project.

There was some discussion on the purchase of a small area of land adjacent to the airport prior to the start of the fencing project.

LEASING COMMITTEE (John Marco) Bridges reported for Marco, who was not present.

a) Lawton Janitorial - Bridges asked McNally to report. McNally said that the janitorial contractor had completed the one year probationary period. McNally said that Lee's Janitorial has done an exceptionally good job. McNally said it was the committee's recommendation to exercise the first two year option at the current rate of \$3,160.00.

MOTION BY SHANKLIN, SECOND BY MOINI, to approve extending the janitorial contract with Lee's Janitorial for a two year period, at the current rate of \$3,160.00. AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

b) Lawton Golf Center Land and Building lease -Bridges said it is the committee's recommendation to approve the extension of both the building and land lease at the current rent of \$660.00 for the building and \$220.00 for the land lease.

MOTION BY SHANKLIN, SECOND BY BENSON, to approve extending the building and land lease for the Lawton Golf Center at the current rate. AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

c) Skycap Lease-Bridges said that the committee recommends renewing the agreement with Julius Hill for the Skycap Service. Bridges said that Hill works for tips only and the Authority pays the liability insurance for him and Banks Brown in the amount of \$583.00.

MOTION BY SHANKLIN, SECOND BY BENSON, to approve renewing the agreement with the Skycap Service. AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

d) Local Oklahoma ATM -McNally reported that the committee was working on this item. Benson said that he would like to review this lease.

AIRPORT MANAGER'S REPORT (Barbara McNally)

1) Financial Reports - McNally reported that the closing balance of Fund 61 was \$53,256.36, Incomes for the month \$29,384.45, Closing balance (Imprest fund) \$960.87, C.D.'s invested \$20,000.00, for a total of \$103,601.68. Projected Expenses were Purchase Orders submitted \$30,220.50, Wages/FICA/Insurance 13,500.00, Outstanding Checks \$1,226.43 for a total of \$44,946.93 in expenses, leaving a balance of \$58,654.75. There were no Capital Improvement expenses.

MOTION BY BENSON, SECOND BY SHANKLIN, to approve the financial reports as submitted. AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

PROPOSED EXECUTIVE SESSION -Confidential communication between the Authority and its attorney concerning a pending investigation involving the American Eagle Hanger Modification Project. (Authorized by 25 O.S. Section 307 (B) (4) of the Oklahoma Open Meeting Act.)

a) Vote to go into Executive Session.

MOTION BY KLEIN, SECOND BY HAYWOOD, to approve going into executive session. AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

b) Vote to acknowledge return to open session

MOTION BY KLEIN, SECOND BY BENSON, to approve returning to open session. AYES: Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

c)Statement of Executive Session minutes.-Wade said "The Airport Authority went into Executive Session at approximately 9:35 a.m. for the purpose of confidential communication with its attorney concerning a pending investigation involving the American Eagle Hangar Modification project and returned to open session at 10:20 a.m. " No actions were taken in Executive Session.

American Eagle Hangar Modification -Wade said it is his recommendation that the Authority approve proceeding with the change order in the amount of \$14,000.00 to Waller Construction and that the contractor be given 10 working days to complete the project.

MOTION BY KLEIN, SECOND BY BENSON, to approve notifying Waller Construction to proceed with the change order in the amount of \$14,000.00, with 10 working days. Bridges, Klein, Shanklin, Moini, Haywood, Dixon, Benson. NAYES: None. MOTION CARRIED.

NEW BUSINESS

Bridges asked that the Authority meeting for March be moved from the 20th to the 27th. Bridges said that he will be in Washington during that time. There were no objections.

There being no further business. The meeting was adjourned.

Keith Bridges, Chairperson