

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
MINUTES
JANUARY 22, 2002

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

PRESENT:

Dorice Shanklin, Chairperson
Hossein Moini, Vice Chair
Chuck Klein, Asst Secretary
Stanley Haywood, member
Mike Dixon, member
Charlie Beller, member
Keith Bridges, member

ABSENT:

John Marco
Larry Benson

ALSO PRESENT:

Barbara McNally, Airport Manager	Chuck Wade, Airport Attorney
Pat Sullivan, Admin. Asst.	Chris Pittman, American Eagle Maint.
Kim McConnell, Lawton Const.	Jack Tipton, American Eagle
Genny Dunn, LATCT Manager	

The roll call confirmed that there was a quorum present.

ACKNOWLEDGEMENT - Shanklin presented Keith Bridges a plaque in acknowledgement of his service as Chairperson in the year 2000. Bridges thanked the Authority.

OLD BUSINESS

a) Actions Pending - Shanklin said all actions pending from the regular meeting of December 18, 2001 would be addressed during this meeting.

b) Minutes - Shanklin asked for additions and/or corrections to the minutes of the regular meeting of December 18, 2001.

MOTION BY HAYWOOD , SECOND BY KLEIN, to approve the minutes of the regular meeting of December 18, 2001. AYES: Shanklin, Moini, Klein, Haywood, Dixon, Beller, Bridges. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

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

a) **Coupon Program** - Moini said the committee is working with Republic Parking to develop a coupon program to distribute to airport users for a discount on the parking fees.

b) **Fly Lawton** - Moini said the committee is also discussing the next phase of the Fly Lawton and the type of advertising to use for this phase.

DEVELOPMENT COMMITTEE (Chuck Klein)

a) **Perimeter Road and Fencing Project** - Klein said this project is progressing well.

b) **Remarking of the Taxiway Holdlines and Threshold Markings** - Klein said the committee considered a request for a change order on this project. Klein said the engineer made an error on the plans in the paint quantities estimated, but the grant was issued on the engineer's estimate of \$50,000.00. It is the committee's recommendation to approve this change order in the amount of \$16,541.82 bring the total project cost to \$42,901.82.

Wade said a change order cannot exceed 15% of the original contract cost unless the contract was based on quantities. Shanklin said the contract was based on quantities and the increase is in the quantity used.

MOTION BY DIXON , SECOND BY BRIDGES, to approve the change order in the amount of \$16,541.82 for the increase in paint quantities. AYES: Shanklin, Moini, Klein, Haywood, Dixon, Beller, Bridges. NAYES: None. MOTION CARRIED.

LEASING COMMITTEE (Charlie Beller)

a) **Lawton Golf Center and Driving Range** - Beller said the committee met with the lessee. It is the

recommendation of the committee to increase the rent to \$700.00 per month effective February 1, 2002.

MOTION BY BELLER , SECOND BY HAYWOOD, to approve the Lawton Golf Center rent to increase to \$700.00 per month effective February 2002. AYES: Shanklin, Moini, Klein, Haywood, Dixon, Beller, Bridges. NAYES: None. MOTION CARRIED.

b) Budget Rent a Car - Beller said Budget Rent a Car has requested financial relief from the Authority. Beller said the committee asked the manager to respond and there has been no further correspondence as of this time.

ATTORNEY'S REPORT (Chuck Wade)

a) Amendment # 2 to Lease Agreement with the City of Lawton -

Wade directed the Authority's attention to the proposed amendment to the lease agreement with the City of Lawton. Wade reviewed each item that was amended, The first was including a tract of land that was not included in the original lease that is the Airport property. The second was amending the term of the lease until December 31, 2049. Wade said the remaining items were "housekeeping" items. Wade said if the Authority approves of these changes it is his intention to deliver this to the Mayor/City Manager's office and have this go before the City Council for consideration.

Dixon said he did not if this was the forum to bring up this topic but, he believed the City should be approached to include the Airport employees on the City's defined benefit plan. Dixon said "it is a travesty that our employees have no retirement plan."

Beller asked if Dixon had checked with the Museum to see if their employees were included. Dixon said his understanding is that the Museum is completely separate from the City, but did not know specifically about the retirement plan.

After some discussion, the Authority asked Haywood, the City Council representative, to check to see if this could be done.

MOTION BY BRIDGES, SECOND BY KLEIN, to approve the proposed changes to the lease agreement AYES: Shanklin, Moini, Klein, Haywood, Dixon, Beller, Bridges. NAYES: None. MOTION CARRIED.

b) Establishing Bank Account - Wade said the Finance committee is recommending establishing a bank account for revenue bond funds at Arvest Bank.

MOTION BY BELLER , SECOND BY DIXON, to approve establish a bank account for revenue bond funds. AYES: Shanklin, Moini, Klein, Haywood, Dixon, Beller, Bridges. NAYES: None. MOTION CARRIED.

AIRPORT MANAGER'S REPORT (Barbara McNally)

1) Financial Reports - McNally reported that FAA made available 175 million dollars for reimbursement of actual security cost incurred after 9/11. McNally said she filed the application for the costs incurred by Lawton in the amount of \$26,724.00.

McNally reported that the closing balance of Fund 61 was \$74,358.28, Incomes for the month \$41,218.69, Closing balance (Imprest fund) \$1,681.27, Interest \$75.38 for a total of \$177,333.62. Projected Expenses were Purchase Orders submitted

\$15,992.77, Wages/FICA/Insurance 11,000.00, Outstanding checks \$5,247.80, for a total of \$32,240.57 in expenses, leaving a balance of \$85,093.05.

Capital Improvement expenses totaled \$51,141.82 funded out of FAA grant and line of credit.

MOTION BY BELLER, SECOND BY HAYWOOD, to approve the financial reports as submitted. AYES: Shanklin, Moini, Klein, Haywood, Dixon, Beller, Bridges. NAYES: None. MOTION CARRIED.

NEW BUSINESS

There being no further business. The meeting was adjourned.

Dorice Shanklin, Chairperson