

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY

MINUTES

AUGUST 20, 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
Larry Benson, Asst. Secretary
Don L. Smith, member (arrived late)
John Marco, Secretary
Keith Bridges, member
Charlie Beller, member

ABSENT:

Stanley Haywood, member
Chuck Klein, Asst. Secretary

ALSO PRESENT:

Barbara McNally, Airport Manager
Pat Sullivan, Admin. Asst.
Jack Tipton, American Eagle
Chris Pittman, American Eagle Maint.

Chuck Wade, Airport Attorney
Kim McConnell, Lawton Const.
Jim Beazer, Fort Sill Transportation

The roll call confirmed that there was a quorum present.

OLD BUSINESS

a) Actions Pending - Shanklin said all actions pending from the regular meeting of July 23, 2002 would be addressed during this meeting.

b) Minutes - Shanklin asked for additions and/or corrections to the minutes of the regular meeting of July 23, 2002.

MOTION BY MOINI, SECOND BY MARCO to approve the minutes of the regular meeting of July 23, 2002. AYES: Shanklin, Moini, Marco, Bridges, Beller, Benson. NAYES: NONE. MOTION CARRIED.

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REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a) **American Eagle** – No report given.
- b) **Regional Air** – Not present.
- c) **American Eagle Maintenance** – Chris Pittman reported American Airlines announced recent announced that American was have some financial difficulty and they are going to have some personnel cuts. Pittman said he has received a memo from his boss that said overall this announcement will not affect American Eagle.
- d) **Lawton Air Traffic Control Tower** – Not present.
- e) **Fort Sill Transportation** – Beazer reported that there were two recent C-5 loading exercises, with more expected in October. Beazer said one of the C-5's caused some fence damage. He said that this pilot did a standing turn; he has asked that Regional Air brief all the pilots that this practice is not allowed. McNally said the damage was minimal and contractor would reset the poles.

DEVELOPMENT COMMITTEE (Chuck Klein, Chairman)

Charlie Beller gave report in Chuck Klein's absence.

1) AIP 16 - Perimeter Road and Fencing Project

- a) **Project Update** - Beller reported that the final inspection would be August 21, 2002. Beller said it would start at 11:00 a.m. after the construction meeting. Beller invited the members to attend.

2) AIP 17 - Drainage Project, Compass Calibration Pad, Land Acquisition and Purchase of Snowplow

- a) **Plans and Specification on Drainage Project and Compass Calibration Pad** – Beller said the bid opens, August 21, 2002 at 10:00 a.m. in the Airport Conference Room.
- b) **Purchase of Snowplow and Land Acquisition for Run Up Apron** – Beller said snowplow bids will be opened September 3, 2002 at 3:00 p.m. in the Airport Conference Room. Beller said the land acquisition is being worked on by the Chamber. Beller asked if we ever got the land appraised. McNally said there was some difficulty, but that Bridges was handling with the Chamber. Bridges said the property doesn't have to be appraised if the amount is less than \$2,500.00. Bridges said the land acquisition would be voted on at the next Chamber board meeting.

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Shanklin asked if Airport Maintenance went to the Oklahoma City Airport to see their snow plow. McNally said they did and those were the specifications we used. McNally said that the FAA wants our grant issued by the end of August. Bridges asked how long it would take to receive the snowplow. McNally said 120 days and suggested once the bids are received that the board have a special meeting, to expedite the ordering, Shanklin agreed.

LEASING COMMITTEE (Charlie Beller)

- 1) **MOWING LEASE** – Beller said we received two proposals back, one from Cummings for \$450.00 and one from Eberhart for \$575.00. Beller said it was the recommendation of the committee to award the contract to the high bidder, Eldon Eberhart.

MOTION BY BELLER, SECOND BY MARCO, to approve Eberhart bid for the mowing contract. AYES: Moini, Smith, Marco, Bridges, Benson, Beller Shanklin. NAYES: None.

MOTION CARRIED.

Beller said that the TSA representative would be in Lawton tomorrow to look at the possible locations for the office space. Beller said the committee looked at TSA using the old ASA boarding gate. Beller said if another airline came in, we would relocate TSA at the end of their lease and find them another location in the terminal.

Beller said if there was no objection, the members should direct the manager to allow them to locate in the boarding gate.

ECONOMIC DEVELOPMENT REPORT (Keith Bridges)

Bridges reported he is going to visit with the engineer in Tulsa to discuss ideas on the state grant project. Bridges said that he is working on some ideas concerning the land usage on 11th str. Bridges asked the attorney to look into the possibility of separating the development and management of the property on 11str to a separate entity of the Airport Authority.

Wade said that he did not know how the Authority could segregate that property and retain control at the same time. Wade said the Airport Authority is created and bound by the terms of the Trust Indenture. Wade said Trust Indenture did not allowed for that.

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COMMUNITY RELATIONS COMMITTEE (Hossein Moini)

Moini reported that the Community Relations committee met yesterday and we are working on a couple of projects. Moini said the management team from American Airlines is to visit September 18 or 19, 2002. Moini said he would keep the board posted on any updates.

AIRPORT MANAGER'S REPORT (Barbara McNally)

1) **Financial Reports** - McNally reported that the closing balance of Fund 61 was \$ 147,932.04, Closing balance (Imprest fund) \$ 328.75, Interest \$ 67.68, Outstanding Deposit for a total of \$ 183,328.47.

Projected Expenses were Purchase Orders submitted \$ 13,912.35, Wages /FICA /Insurance \$ 14,000.00, for a

total of \$ 35,068.59 in expenses, leaving a projected balance of \$ 148,259.88.

Capital Improvement expenses totaled \$ 2,200.00, funded out of FAA grant and line of credit.

MOTION BY BENSON, SECOND BY MOINI, to approve the financial reports as submitted. AYES: Shanklin, Beller, Benson, Marco, Smith, Moini, Bridges. NAYES: None. MOTION CARRIED. NAYES: None. MOTION CARRIED.

McNally reported the Goodyear Blimp is coming to town and we are trying to find a place to park it. McNally said it is not easy to find 1,500 sq. ft. perimeter with no electrical wires.

McNally reported that we had our annual FAA Certification Inspection last week; our maintenance department did an excellent job. McNally said there were no reportable conditions. McNally said the Airport Fire Department did an excellent job.

McNally said the bad news is the Blazer is going to need a new engine P A Chevrolet is going to share to cost of repairs.

McNally said she had scheduled Storm Water Training and American Eagle could not make it. Shanklin asked Pitman and Tipton if they could reschedule with McNally.

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NEW BUSINESS

There being no further business. The meeting was adjourned.

Dorice Shanklin, Chairperson