

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY

MINUTES

August 26, 2003

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:

ABSENT:

Dorice Shanklin, Chairperson

Hossein Moini, member

Stanley Haywood, Asst. Secretary (late)

John Marco, member

Keith Bridges, member (late)

Larry Benson, Asst. Secretary

Charlie Beller, member

Don Smith, member

Mark Davis, member

ALSO PRESENT:

Barbara Whittington, Airport Manager

Kim McConnell, Lawton Const.

Chris Pittman, Am Eagle Maint.

Tina Rodgers, Regional Air

Chuck Wade, Airport Attorney

Pat Hurley, Admin. Asst.

Jim Beazer, Ft. Sill Trans.

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 26, 2003 would be addressed during this meeting.

b) Minutes - Shanklin asked for additions and/or corrections to the minutes of the regular meeting of July 26, 2003.

MOTION BY MOINI, SECOND BY BENSON, to approve the minutes of the regular meeting of July 26, 2003. AYES: Shanklin, Moini, Beller, Marco, Haywood, Benson, Bridges, Smith, Davis NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a) American Eagle – Not present.

b) Regional Air – Not present.

c) American Eagle Maintenance – No report.

d) Lawton Air Traffic Control Tower – Not present.

e) Fort Sill Transportation – Beazer reported that Ft. Sill has received its new city pairs rates from American Eagle. Beazer said the good news is many of the fares have been dropped. Beazer reported that some of the pairs have been dropped but of the 28 remaining, 16 have been lowered, some significantly. Beazer said some of the fares still need to be reevaluated.

Beazer said some time ago he provided to American Eagle date and numbers of troops that needed to be moved. Beazer said he has not received any response. Moini asked who his contact person was. Beazer said he had the name at the office.

Beller asked if this topic came up at the AE meeting Moini and Whittington attended in DFW. Shanklin asked Moini

to report. Moini said that American Eagle invited 40 to 50 travel agents and airport managers to meeting with the President and Vice Presidents of American Eagle. Moini said that AE did say that they were not in the expansion mode, but would expand if the routes were profitable. Moini said that Tom Bacon is in charge of the new services and he would suggest sending this information to him.

Moini said that AE plans to keep about 25 SAAB's in the fleet. Moini said that he asked that

before any plans were made concerning the Maintenance Hangar, that the AE talked to the Authority.

Moini said that he was out spoken, that American Eagle was not very involved in the community when it came to community projects.

DEVELOPMENT COMMITTEE (Charlie Beller, Chairperson)

1) AIP 19 – Design Grant for the Taxiway Rehabilitation Project - Beller said Bill Flowers submitted his findings on the independent analysis of Horizon Engineering fee. Flower analysis calculated the fees at \$198,120.00. Horizon's actual fees are \$188,200.00 for this project. Beller said the bottomline came out favorable for the Authority

MOTION BY BELLER, SECOND BY MOINI, to approve accepting and sending on to the FAA the findings of the independent analysis. AYES: Shanklin, Moini, Beller, Marco, Haywood, Benson, Bridges, Smith, Davis NAYES: None. MOTION CARRIED.

2) AIP 19 – Grant Offer -Beller said that the FAA has issued a grant offer in the amount of \$187,830.00 for the Plans and Specifications on the Taxiway Rehabilitation project. The Authority will need to accept the grant offer and return executed copies by September 5th.

MOTION BY BELLER, SECOND BY HAYWOOD, to approve accepting the grant offer in the amount of \$187,830.00. AYES: Shanklin, Moini, Beller, Marco, Haywood, Benson, Bridges, Smith, Davis NAYES: None. MOTION CARRIED.

LEASING COMMITTEE (Don Smith, Committee Chair)

1) Car Rental Leases – Smith said that the committee met with representatives from Budget and Hertz Rent a Car to negotiate a new lease. Smith said the car rentals agreed to the following terms, the car rental will pay 10% of gross receipts (excluding fuel and taxes), with a minimum of \$3,450.00 per month. The term will be a five year lease with a three year option, exclusive rights, no parking slot fee and the utility reimbursement fee is included in the negotiated percentage. Also there will be an adjustment clause should the deplanements fall below a 12 month average.

MOTION BY SMITH, SECOND BY BRIDGES, that the Authority approve the car rental lease as stated above.

AYES: Shanklin, Moini, Beller, Marco, Haywood, Benson, Bridges, Smith, Davis NAYES: None. MOTION CARRIED.

2) Mowing Lease – Smith said that the mowing contractor, Eldon Eberhart, has asked for a five year lease in order to recoup the cost of the apply weed killer and fertilizer this spring.

MOTION BY SMITH, SECOND BY BRIDGES, that the Authority approve a five year lease with Eldon Eberhart for mowing. AYES: Shanklin, Moini, Beller, Marco, Haywood, Benson, Bridges, Smith, Davis NAYES: None. MOTION CARRIED.

Shanklin said this is a new item of business that she would like to cover. Shanklin said the Reverend David Cavett Sr. requested land on the corner of 11th and Bishop to build a church. Shanklin said she referred this to the attorney who said the Authority could not sell or annex any parcel of land leased from the City. Shanklin said the manager replied to the request.

ECONOMIC DEVELOPMENT COMMITTEE (Keith Bridges, Committee Chair)

Small Airports Grant – Bridges said the Authority is waiting for the announcement of award, expected sometime in September.

Bridges briefed the Authority on an opportunity he had at the Technology Center to meet with Senator Tom Coles Chief of Staff. Bridges said the Chief of Staff was here on issue concerning the school, but he took the opportunity to brief him on airport issues. Bridges said he also asked the Chamber to attend. Bridges said he discussed with him the concerns of the American Eagle Maintenance Facility and the ARAC issue.

Beller said his understanding was that the ARAC moving to OKC is a done deal. Bridges said his understanding was that the decision is being reevaluated and a new feasibility study is being done.

AIRPORT MANAGER'S REPORT (Barbara Whittington, Airport Manager)

1) Operations Reports - Whittington said that the Airport Certification Inspection was conducted August 19th & 20th. Whittington said the inspection went really well, there will be a written report from the inspector with recommendations. Whittington said the firemen did an excellent job with emergency response time. Also, Whittington said the inspector was not concerned with the rubber removal as an immediate issue to be taken care of, which is excellent since this was not eligible as a stand alone project and would have had to been

funded by the Authority.

2) Financial Reports - Whittington reported that the closing balance of Fund 61 was \$148,837.09 and Closing balance (Imprest fund) \$376.55, Interest \$167.85, Deposits for the month \$38,499.53 for a total of

\$187,881.02. Projected Expenses were Purchase Orders submitted \$13,028.00, Wages/FICA/Insurance \$12,500.00, Outstanding checks \$5,895.10, for a total of \$31,423.70 in expenses, leaving a projected balance of \$156,457.32.

Capital Improvement expenses totaled \$6,763.90. The total was paid out of the County Grant.

MOTION BY BELLER, SECOND BY BENSON, to approve the financial report as presented.
AYES: Shanklin, Moini, Beller, Marco, Haywood, Benson, Bridges, Smith, Davis. NAYES:
None. MOTION CARRIED.

NEW BUSINESS

Wade said about Moini earlier comment about community involvement, that the American Eagle Maintenance Facility is active in community projects.

There being no further business. The meeting was adjourned.

Dorice Shanklin, Chairperson