

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
January 25, 2005

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

PRESENT:

Larry Benson, Chairman
Carey Johnson, Vice-Chair
Stanley Haywood, Secretary
Cassandra Lawson-Johnson, Asst. Secretary
Steve Gilkeson, Asst. Secretary
Jack Johnson, member
Dorice Shanklin, member

ABSENT:

Don L. Smith, member
John Marco, Member

ALSO PRESENT:

Barbara Whittington, Airport Manager	Chuck Wade, Airport Attorney
Pat Hurley, Administrative Asst.	Ray Jude, Ft. Sill Transportation
Ray Cunningham, Regional Air	Ron Mayer, TSA
Christine Davis, American Eagle Manager	Kim McConnell, Lawton Constitution

The roll call confirmed that a quorum was present.

OLD BUSINESS

a) Minutes -Benson asked for additions and/or corrections to the minutes of the Airport Authority meeting of December 21, 2004.

MOTION BY C. JOHNSON, SECOND BY SHANKLIN to approve the minutes of the meeting on December 21, 2004. **AYES:** Shanklin, C. Johnson, Haywood, J. Johnson, Benson, Lawson-Johnson. **NAYES:** None. **MOTION CARRIED.**

Benson presented Dorice Shanklin with a plaque and expressed the Authority's appreciation for her 6years of service and 3 years of leadership as Chairperson of the Airport Authority. Benson said that during her term the airport encountered some difficult times and Shanklin was instrumental in guiding the Authority. Shanklin thanked the members.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a) **American Eagle** – Davis said American Eagle is adding one additional flight, which will move us to 7 flights per day, 6:25p.m. departure effective February 1, 2005.

b) **Regional Air**- Cunningham said this weekend will be really active and invited the Airport Authority members to come out. Jude said there will be two commercial wide bodies and four C-5 Galaxy aircraft. J. Johnson asked for a schedule of activity, Cunningham said he would give him the times. Shanklin and Benson asked that Cunningham and Whittington inform Sterling Coach.

c) **TSA** – No report given.

d) **Lawton Air Traffic Control Tower**- Not present.

e) **Fort Sill Transportation** – Jude said they are anticipating a very active time between now and April. Jude said the next rotation will begin in July through November.

DEVELOPMENT COMMITTEE (Cassandra Lawson-Johnson, Committee Chair)

a) **AIP 20 – Taxiway Reconstruction and Lighting Project –**

1) **Project Progress** – Lawson-Johnson said the construction meeting was held on January 18, 2005. Lawson-Johnson said the contractor is currently laying the lime sub grade. Lawson- Johnson said the engineer has asked for a revised schedule from the contractor to allow for weather days. Lawson –Johnson said the next construction meeting is scheduled for February 1, 2005 at 10:00 a.m. in the airport conference room.

2) **FY 05 Project** - Lawson-Johnson said the development committee met with Canizzaro, the airport engineer to review the Capital Improvement Plan for FY 05-06-07. Lawson-Johnson said we need to have a projected schedule on the table with the FAA in order to be eligible for discretionary funds at the end of the year. Lawson-Johnson said the development committee's recommendation is to proceed with the Drainage project which includes a detention pond at the north end of the airport and regrading in other areas to improve the flow of water to Lake Lawton on the golf course. Lawson-Johnson said the Drainage project will also help the water situation at Sterling Coach. Whittington said the detention pond will help with the water that flows from the housing area north of the Airport. Whittington said the drainage project will cleanout the existing drains to help the water flow to Lake Lawton. Whittington said the engineering for this project is complete and ready to bid.

Lawson-Johnson said the committee reviewed the CIP plan submitted by the engineer which has cost estimates for the future projects. Whittington said these will be the projects for 2005, 2006 and 2007. Whittington said we need the engineering done on these projects in order to be in line for discretionary funds at the end of each year.

Whittington said the new Maintenance Building will be between Regional Air and the North Parking for Employees adjacent to the Ramp, so Maintenance staff will have land side and air side access. Shanklin asked about security issues. Whittington said locked doors and gates will take care of that. Lawson-Johnson said she felt that attention needed to be given to the exterior front the Maintenance Building and that it should flow with the Airport Terminal. Lawson-Johnson said this was addressed by a prior member and there are already plans drawn up for the fascia of the Airport. Lawson-Johnson asked the engineer to pull those plans back up for

reevaluation. Lawson- Johnson said we need a motion on proceeding with the starting the drainage project and the engineering for future projects.

C. Johnson asked how the water was going to get from the retention pond to Lake Lawton. Whittington said there are existing underground channels that it will tie into. C. Johnson asked about the pond attracting birds. Whittington said the detention pond only holds the water temporarily allowing it to drain to Lake Lawton. Whittington said that this project will actually alleviate the marshy conditions in that area now.

C. Johnson asked about the priority of the list of future projects. C. Johnson asked if we do the drainage project will we still be able to meet the parking lot deadline with Sterling Coach. Lawson-Johnson said those projects will be funded by two different sources. Gilkeson asked if we proceed with the drainage project, are we not taking money away from the G.A. apron. Whittington said the engineering is complete on the Drainage project so we can move on it and that the engineering still needs to be done on the G.A. Apron and the other projects. After some discussion the Authority made a motion to approve the drainage project and the FY2005-06-07 Capitol Improvement Plan.

MOTION BY SHANKLIN, SECOND BY HAYWOOD, to approve the Drainage project, Capitol Improvement Plan FY2005-06-07. AYES: J. Johnson, Lawson-Johnson, Benson, C. Johnson, Shanklin, Haywood, Gilkeson. NAYES: None. MOTION CARRIED.

3) Sterling Project – Lawson-Johnson said at the last board meeting the Authority discussed surveying for a project addressing the drainage problems in and around the Sterling Coach Hanger. The manager has three quotes, Hightower & Associates \$3, 000.00, Carroll surveying \$5, 600.00 and Landmark Engineering 2,200.00.

MOTION BY SHANKLIN, SECOND BY J. JOHNSON – to approve Landmark Engineering for the surveying of the Sterling Coach water drainage problem. AYES: Shanklin, J. Johnson, Gilkeson, Haywood, Benson, C. Johnson, Lawson-Johnson. NAYES: None. MOTION CARRIED.

AIRPORT MANAGERS REPORT (Barbara Whittington)

a) Taxiway Designation – Whittington said the current taxiway designations are causing some confusion for the pilots not familiar with the airport layout. Whittington said the airport has Taxiway A (South) and Taxiway A (North). Whittington said it has been recommended that we change Taxiway A (North) to Taxiway F and change the current Taxiway F to Taxiway G. Whittington said the FAA's Safety and Standards Inspector agreed to the changes.

MOTION BY SHANKLIN, SECOND BY C. JOHNSON, to approve renaming Taxiway A (North) to Taxiway F and Taxiway F to Taxiway G. AYES: Gilkeson, Haywood, Gilkeson, C. Johnson, Shanklin, Lawson-Johnson, J. Johnson, Benson. NAYES: None. MOTION CARRIED.

b) Emergency Exit– Whittington said during a recent visit the Fire Marshall discovered that during the construction that enclosed and secured the TSA screening area, an emergency exit was made unusable after TSA's hours of operation. Whittington said the Fire Marshall recommended the Airport install an additional emergency exit in the area before the screening area for public access. Whittington said she received three estimates Brady's \$2,265.00, Avenue C Glass \$1,461.00, and Cache Road Glass \$5,678.00.

MOTION BY SHANKLIN, SECOND BY C. JOHNSON, to approve the installation of an emergency exit for the amount of \$1,461.00. AYES: Lawson-Johnson, C. Johnson, Shanklin, Benson, J. Johnson, Gilkeson, Haywood.

NAYES: None. MOTION CARRIED.

c) FAA Partnership Conference –Whittington said the annual Partnership Conference will be held in March 9-10, 2005. Whittington said the cost will be approximately \$365.00 to attend.

MOTION BY SHANKLIN, SECOND BY LAWSON-JOHNSON, to approve the Airport Manager going to the FAA Partnership Conference in March for \$365.00. AYES: Haywood, C. Johnson, Benson, Shanklin, J. Johnson, Gilkeson, Lawson-Johnson. NAYES: None. MOTION CARRIED.

d) Financial Reports – Whittington directed the members to the financial statement on the right side of the folder. Purchase Orders were in the amount of \$34,876.29 from the operating account and \$244,306.84 for Capital Improvements. Account balances were as follows: Operating Account balance (Per reconciliation) \$34,546.36, Money market Account (per reconciliation) \$226,797.00, Imprest Fund (per reconciliation) \$814.35, PFC's (per reconciliation) \$101,810.94, Capital Improvements (per reconciliation) \$43,463.04.

MOTION BY HAYWOOD, SECOND BY C. JOHNSON – to approve the financial reports as submitted. AYES: Shanklin, C. Johnson, Haywood, Gilkeson, J. Johnson, C. Lawson-Johnson, Benson. NAYES: None. MOTION CARRIED.

NEW BUSINESS

There being no further business the meeting was adjourned.

Larry Benson