

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
September 23, 2014**

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

PRESENT:

David Madigan, Vice-Chair
Cassandra Lawson- Johnson, Secretary
Stanley Haywood, Asst. Secretary (arrived late)
Brett Lewis, Asst. Secretary
Ray Friedl, Member
Jennifer Stricklin, Member
Sam Firman, Member

ABSENT:

Ed Petersen, Chairman
Bob Milner, Member

The roll call confirmed that a quorum was present.

ALSO PRESENT:

Barbara McNally, Airport Director
Chuck Wade, Airport Attorney
Curtis Brown, Garver Engineers
Frank Herndon, LATCT

Kim McConnell, Lawton Constitution
John Westbrook, Fort Sill Transportation
Paul Hafen, Fort Sill Approach

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a. American Eagle (Erick Rodriguez, General Manager) –Not Present

b. La Sill Aviation (Chris Pittman) – Not present.

c. Lawton Air Traffic Control Tower (Frank Herndon) – Herndon reported an accident with a T-1 out of Vance. Herndon said it was a one plane mishap with no damage to the runway. Herndon said runway was closed for 2 hours.

d. Fort Sill Transportation (John Westbrook) – No Report.

e. Fort Sill Approach (Paul Hafen) –Hafen said the ARMY is evaluating closing the ARAC system at Fort Sill which would leave the radar for Lawton Fort Sill Regional Airport operated out of OKC. Hafen said they have not received the evaluations from the Military or the FAA yet.

OLD BUSINESS

CONSENT AGENDA ITEMS:

a. Items Removed from the Consent Agenda – Members may request items be removed from the consent agenda for separate action:

b. Minutes - Approval of the minutes of the regular meeting of August 26, 2014.

c. Monthly Financial Reports - Approval of the Director's Financial Report, Accountant's Financial Monthly Statement, Purchase Orders, Bank statements for the month.

MOTION BY FIRMAN, SECOND BY HAYWOOD, to approve the consent agenda. AYES: Madigan, Lawson-Johnson, Haywood, Lewis, Friedl, Stricklin, Firman. NAYES: None. MOTION CARRIED.

DEVELOPMENT COMMITTEE (Brett Lewis, Chairman)

a. AIP 31 (Runway Lighting and Airside Electrical Upgrade) - Lewis said the preconstruction was held September 10th with the contractor Rural Electric. Lewis said the tentative start date is October 10th. McNally said the project is expected to last 90 days, much of the work will be running concurrently.

b. AIP 32 (Terminal Project- Phase 1- Airside Restrooms)

1) Lewis said it is the committee recommendation to approve accepting the Engineer's recommendation of the lower bidder, Ryan Herring Construction in the amount of \$ 675,602. (See Attachment (*)) MOTION NEEDED

MOTION BY LEWIS, SECOND BY HAYWOOD, to approve accepting Ryan Herring Construction as the low bidder for the Phase 1 Terminal project in the amount of \$ 675,602.00. AYES: Stricklin, Lawson-Johnson, Friedl, Lewis, Firman, Haywood, Madigan. NAYES: MOTION CARRIED.

2) Lewis said it is the committee's recommendation approves accepting the FAA grant offer in the amount of \$ 1,076,702.00 for this construction and the preliminary design of other phase of the terminal expansion. (*) MOTION NEEDED

MOTION BY LEWIS, SECOND BY STRICKLIN, to approve accepting the FAA grant in the amount of \$1,076,702.00. AYES: Friedl, Haywood, Madigan, Lawson-Johnson, Firman, Stricklin, Lewis. NAYES: None. MOTION CARRIED.

3) Lewis said it is the recommendation of the committee to approve Garver Contract Amendment #2 to include design of space for janitorial supplies and ADA equipment used on the ramp adjacent to the new restroom construction \$ 16,100.00 and Design development revisions to accommodate the addition of jet bridges, \$ 10 200.00. Lewis said the Total Contract Amendment is \$ 26,300.00. (*) MOTION NEEDED

MOTION BY LEWIS, SECOND BY FRIEDL, to approve amendment #2 of the Garver Contract to include design of space for a Janitorial supply closet and ADA equipment used on the ramp adjacent to the new restroom construction in \$ 16,100.00 and design development revisions to accommo-

date jet bridges in the amount of \$ 10,200.00 with the total cost of \$ 26,300.00. AYES: Madigan, Friedl, Haywood, Lewis, Stricklin, Firman, Lawson-Johnson. NAYES: None. MOTION CARRIED.

c. Future Terminal Projects

- 1) Presentation on Design Concepts of the Terminal Expansion – Lewis introduced Brown, the Engineer to brief the board on design concepts and renderings as a result of the design workshops. Lewis said Brown would also brief the City Council on September 23rd.

COMMUNITY RELATIONS COMMITTEE (Jennifer Stricklin, Chairman)

Stricklin said DesignWorks has submitted creative ideas that will need to go production in the near future. Stricklin said the committee is targeting early October for the beginning of the advertising. McNally played the ads for the Authority.

AIRPORT DIRECTOR'S REPORT (Barbara McNally)

Consideration and actions regarding the following items:

- a. **Airport Operations Report – Airport Operations Report** – Review director's financial report, airline performance, enplanements and discuss any airport administration and operations issues.
- b. **Property Damage Suit** – McNally said on August 31, Jeremy Lee Smith drove through a west side gate causing \$ 7,372.16 worth of damage. McNally said his insurance had been cancelled. McNally said it is the recommendation of our attorney to file suit in small claims court to recoup the loss. (*) MOTION NEEDED

MOTION BY LEWIS, SECOND BY FIRMAN, to approve WADE our attorney to file suit in small claims court on Jeremy Lee Smith in the amount of \$ 7,372.16 to reclaim damages. AYES: Firman, Lawson-Johnson, Lewis, Friedl, Haywood, Stricklin, Madigan. NAYES: None. MOTION CARRIED.

c. DIRECTOR'S FINANCIAL REPORT

NEW BUSINESS (Ed Petersen, Chairman) - There was none.

- a. **Audience Participation** – There were no comments or questions.

There being no further business, the meeting was adjourned.

David Madigan, Vice-Chairman