

**OCTOBER 5, 2009**

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 5<sup>th</sup> day of October, 2009, as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. The Chairman called the meeting to order at 6:10.p.m.

**ITEM 1.**                    **Call to Order / Roll Call:**

**CHAIRMAN AND TRUSTEES**

**PRESENT:**                Gregory Elliott, Chairman  
                                 J E Epperson II  
                                 Paul Powell  
                                 Phylis Steelman  
                                 Hank Ross  
                                 Coby Morris  
                                 Joseph Young  
                                 James Dorn  
                                 Howard Carpenter

**STAFF**

Larry Shelton, Manager  
Deborah Sterkel, Attorney  
Gina L. Snedeker, Secretary  
Lynn Williams, Police Chief  
Steve Chapman, Special Projects Director

**ITEM 2.**                    **Consent Docket: Item 2a through 2b.**

**ITEM 2a.**                    **Approve minutes September 21, 2009, meeting.**

**ITEM 2b.**                    **Approve the Purchase Order list ratifying special utility and miscellaneous payments made on September 28, 2009 in the**

**amount of \$16.11, and the first half October Purchase Order List in the amount of \$1,618.53.**

Motion by Young, second by Dorn to approve Consent Docket: Item 2a through 2b.  
Roll call vote:

“Ayes:” Powell, Steelman, Ross, Elliott, Morris, Young, Dorn, Carpenter and Epperson  
“Nayes:” None  
Motion carried. 9-0

**ITEM 3. Discussion / Approval of Items Removed from Consent Docket:**

No action on ITEM 3.

**ITEM 4. Consideration and Discussion Items:**

**ITEM 4a. Approve Airport CIP Project 2010 – Construct East Taxiway and Apron and update the Airport Master Plan; Amendment No. 3 – Change in Scope of Work and Fees – Cobb Engineering; and authorize Chairman to execute.**

Staff is working on the Capital Improvements Project for the Airport for the next round of CIP Projects at the airport. We have programmed work to be completed on the east taxiway and apron as well as updating the Airport Master Plan.

We are requesting you to approve Amendment No. 3 to the Engineering Agreement with Cobb Engineering for this work. The work to be performed under this amendment is as follows:

- Programming Documentation: Not to exceed: \$7,000
- Engineering: Not to exceed: \$15,600
- Testing: Not to exceed: 4,034
- Inspection: Not to exceed: \$15,000
- Update AMP: Not to exceed: \$60,000
- Total \$101,634

This work will primarily be funded by the FAA CIP annual project appropriation.

Motion by Epperson, second by Steelman approve Airport CIP Project 2010 – Construct East Taxiway and Apron and update the Airport Master Plan; Amendment No. 3 – Change in Scope of Work and Fees – Cobb Engineering; and authorize Chairman to execute.

Roll call vote:

6:10 p.m.

“Ayes:” Steelman, Ross, Elliott, Morris, Young, Dorn, Carpenter, Epperson and Powell  
“Nayes:” None  
Motion carried. 9-1

**ITEM 5. Bid Openings and Awards:**

**ITEM 5a. Award Bid No. 2010-009 – General Liability, Fleet, Miscellaneous, and Airport Liability; reject the property insurance bid, and authorize staff to solicit new bids.**

Staff solicited bids for General Insurance for the City and Authorities and opened those bids on September 21, 2009.

The attached Bid Tabulation form reflects that only one bid was received for the property insurance. This bid was in the amount of \$250,873.00. The bid awarded last year was for \$51,892.00. The bids for liability and auto insurance came in close to or below last year’s numbers.

Staff checked with the agents that normally bid and found that most of the carriers had applications issued by other agents which did not allow them to submit a bid. The agents that tied up the carriers did not submit bids on the carriers’ behalf.

Staff recommends the following:

- Award the liability, fleet and miscellaneous accessories to OMAG as follows to include the discount for renewal.
  - Liability: \$69,200.46
  - Fleet: \$45,825.93
  - Miscellaneous: \$181.35
- Award the Airport Liability to Glenn Harris & Associates per their bid in the amount of \$12,650.00.

The Bid Tabulation form reflects the cost for coverage as awarded last year.

Staff’s recommendation is to reject the bid for property insurance and authorize staff to solicit new bids, which will be opened on October 12, 2009 and presented to Council on October 18, 2009 for consideration. Staff will work with the agents and carriers in an effort to obtain better quotes for this coverage.

Motion by Epperson, second by Steelman, award Bid No. 2010-009 – General Liability, Fleet, Miscellaneous, and Airport Liability; reject the property insurance bid, and authorize staff to solicit new bids.

Roll call vote:

“Ayes:” Ross, Elliott, Morris, Young, Dorn, Carpenter, Epperson, Powell and Steelman

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“Nayes:” None

Motion carried. 9-0

**ITEM 6.**                    **Motion to Adjourn**

Motion by Carpenter, second by Young to adjourn the Chickasha Municipal Airport Authority meeting.

Roll call vote:

“Ayes:” Elliott, Morris, Young, Dorn, Carpenter, Epperson, Powell,  
Steelman and Ross

“Nayes:” None

Motion carried. 9-0

The meeting adjourned at 6:12p.m.

\_\_\_\_\_  
Gregory Elliott, Chairman

ATTEST:

\_\_\_\_\_  
Gina L. Snedeker, Secretary

(SEAL)

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009