

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
September 20, 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, Jr., Vice-Chair (arrived late)
Stanley Haywood, Secretary
Cassandra Lawson-Johnson, Asst. Secretary
Jack Johnson, member
George Moses, member
John Drenzo, member
Richard Campbell, member

ABSENT:

Steve Gilkeson, member

ALSO PRESENT:

Barbara McNally, Airport Manager	Chuck Wade, Airport Attorney
Pat Hurley, Administrative Asst.	Tim Snyder, Regional Air
Ray Cunningham, Regional Air	Ray Jude, Ft. Sill Transportation
Kim McConnell	

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 August 23, 2005.

MOTION BY HAYWOOD, SECOND BY LAWSON-JOHNSON - to approve the minutes of the meeting on August 23, 2005. AYES: Benson, Haywood, Lawson-Johnson, J. Johnson, Moses, Drenzo, Campbell. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a) **American Eagle** – No report given.

b) **Regional Air**- No report given.

c) **TSA** – No report given.

d) **Lawton Air Traffic Control Tower**- No report given.

e) **Fort Sill Transportation** – Jude reported that military traffic will be picking up.

LEASING COMMITTEE (Carey Johnson, Committee Chair)

a) **Regional Air** – C. Johnson reported that Request for Proposal is being reviewed by the committee members.

There was some discussion on suggested changes to the RFP, C. Johnson said all the changes will be incorporated on the final RFP. C Johnson said the current RFP has some information that was contained in an RFP that was obtained from Jackson, Mississippi. C Johnson said there are three documents involved in the RFP package, the actual RFP, a sample lease agreement and the Airport's Minimum Standards for Commercial Aeronautical activities. He went on to say that the RFP contains language that specifies that we want flight training and rental aircraft to be available.

MOTION BY J. JOHNSON, SECOND BY J. DIRENZO, to approve the committee finalizing the RFP packet and advertise on or before the 26th of September. AYES: Benson, Haywood, C. Johnson, Lawson-Johnson, J. Johnson, Moses, Direnzo, Campbell. NAYES: None. MOTION CARRIED.

Wade recommended that the Authority approve the committee finalizing the RFP and advertising

DEVELOPMENT COMMITTEE (Cassandra Lawson-Johnson, Committee Chair)

1) AIP 20 – Taxiway Reconstruction and Lighting Project - Lawson-Johnson said the contractor is working on additional lighting from the taxiway lights to the block house. The cost of this change order will be covered under the original contract because of quantities adjustments.

2) AIP 21 - Design Phase of the GA Area Reconstruction and the Drainage Project – Lawson-Johnson said the engineer is waiting on the contract documents to forward to the Authority for signatures, before issuing the notice to proceed.

On the GA area reconstruction, Lawson Johnson said the engineer has completed the survey work and the design work has begun.

3) Sterling Parking Lot Project – Lawson- Johnson said the request for assistance has been submitted to the Comanche County Industrial Development Authority. J. Johnson said that the Authority has not announced a date for the meeting, but it will be fairly soon. Lawson – Johnson said the member will be notified of the date when it is announced.

DiRenzo asked if the runway lighting problem was fixed. McNally said we have been dealing with this problem for several month and the maintenance personnel have been on site for 24 hours a day. She said the electrician that we have had working on this wasn't able to isolate the problem. McNally said she called Jack Grant, a retired electrician that had installed and worked on the airport lighting almost exclusively for many years. Grant did some trouble shooting and isolated the problem within 24 hours. The problem was a bad regulator that was installed in the 90's, Grant recommended using an existing regulator that had just been used for taxiway lighting and switching it to power the south end runway lights. McNally said to date the problem has not occurred again.

AIRPORT MANAGERS REPORT (Barbara McNally)

1) Airport Operations – McNally reported the tanks the Authority has been discussing were tested and were found to be sound. McNally suggested that the Development committee put this on the agenda for their next meeting and consider where we go from here.

McNally reported that the Certification Inspection was conducted this month. McNally said it was a good inspection, maintenance and the fire department did a good job.

McNally said the audit field work is on going and the Finance Committee will need to meet in the near future.

2) Financial Reports – McNally directed the members of the financial statement on the right side of the folder. Purchase Orders were in the amount of \$41,386.17 from the operating account and \$24,237.39 in Capital Improvements. Account balances were as follows: Operating Account balance (Per reconciliation) \$33,699.02, Money Market Account (per reconciliation) \$219,403.27, Invested in c.d., \$150,000.00 plus accumulating interest, Imprest Fund (per reconciliation) \$1,487.65, PFC's (per reconciliation) \$57,219.57, Capital Improvements (per reconciliation) \$41,938.02.

MOTION BY MOSES, SECOND BY J. JOHNSON, – to approve the financial reports and expenses on the purchase orders as submitted. AYES: Benson, Haywood, C. Johnson, Lawson-Johnson, J. Johnson, Moses, Direnzo, Campbell. NAYES: None. MOTION CARRIED.

NEW BUSINESS

There being no further business, the meeting was adjourned.

Larry Benson, Chairman