

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
October 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, Jr., Vice-Chair
Stanley Haywood, Secretary
Cassandra Lawson-Johnson, Asst. Secretary (arrived late)
George Moses, member
John Direnzo, member
Richard Campbell, member
Steve Gilkeson, member

ABSENT:

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	Ed Diazalo, Attorney

The roll call confirmed that a quorum was present.

OLD BUSINESS

Minutes - Benson asked for additions and/or corrections to the minutes of the Airport Authority meeting of September 20, 2005.

MOTION BY HAYWOOD, SECOND BY GILKENSON to approve the minutes of the meeting on September 20, 2005. AYES: Benson, C. Johnson, Haywood, Lawson-Johnson, Gilkeson, Moses, Direnzo, Campbell. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a) American Eagle – Christine Davis reported that her station recently completed an internal audit, which was excellent, with no findings. She said this was her first audit and the first one this station has passed in a couple years. Davis reported that American Eagle will be supporting the Santa Shops Lawton promotion.

b) Regional Air- Tim Snyder reported that 7 C-5's have moved through the airport in about 10 days. Snyder said he wished to address the topic of ramp space. Snyder said we have one ramp for heavy aircraft, additional aircraft are parked on taxiways and the taxiways are closed. Snyder said that the runway's length has been an issue for some aircraft, limiting the amount of fuel they can take on. Snyder suggested that in the long range plan to consider a runway extension and additional ramps.

Snyder said there are a number of cases, were the fuel farm capacity has been a problem. Snyder offered Regional Air's expertise in the fuel farm expansion.

Snyder said when Regional took over the FBO 12 years ago they identified several areas of growth that were not being provided in Lawton. The first was aircraft maintenance which has been provided continually. The second was flight instruction which has been provided continually. The third was airline service, which Regional looked into extensively and has information on if the Authority wants assistance. Finally, the largest area of growth was the support of the military aircraft which Regional did by investing money in the rolling stock. Snyder provided a handout detailing fuel flowage. Snyder said that investment showed Regional's entrepreneurial spirit.

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

e) Fort Sill Transportation – Beazer said actually we moved 11 missions in the last 10 days. The missions consisted of four moving a field artillery group to Iraq and seven moving a Chinook unit to Pakistan relief. Beazer sent the last mission was a presidential mandated mission, the highest priority in U.S. Air Force. Beazer said of all of those aircraft, only one was not able to take enough fuel. Beazer said those 11 aircraft hauled 3 million pounds of cargo out of Lawton. Beazer thanked the tower personnel that chose to remain open after hours during much of the operations. Beazer said the worst situation was the broke C-5 on the runway that caused problems for an American Eagle flight. As for the runway extension and aircraft parking, Beazer reminded the group that the military has projects on the books to address those issues.

Beazer said Fort Sill has played a part, with some consideration of major airlifts, for three hurricanes and the earthquake. Beazer thanked everyone for the cooperation. Beazer said he has dealt with many other operations and there are better facilities, but there is no better relationship and cooperation than ours.

LEASING COMMITTEE (Carey Johnson, Committee Chair)

a) Request for Proposal for Fixed Base Operator - C. Johnson said we held a pre bid conference on October 24 with three proposers present.

b) Sterling Coach – C. Johnson said the new president is working with his partners on finalizing the lease.

c) Betty's Airport Café – C. Johnson said the committee is recommending a five year lease effective November 1st at \$ 1,200.00 a month to include the restaurant, game room and refreshment center. The lease defines maintenance responsibility and gives the tenant ownership of the Authority owned equipment after the end of the lease.

MOTION BY HAYWOOD, SECOND BY G. MOSES, to approve terms and conditions as stated above for the lease with Betty Albert, Betty's Café AYES: Benson, C. Johnson, Haywood, Lawson-Johnson, Gilkeson, Moses, Drenzo, Campbell. NAYES: None. MOTION CARRIED.

d) Lawton Golf Center – C. Johnson said Chuck Wade is working on combining the land and building leases.

e) ATM RFP – C. Johnson said the committee is recommending advertising an RFP for ATM Services. The committee is finalizing the RFP.

MOTION BY LAWSON-JOHNSON, SECOND BY G. MOSES, to approve advertising an RFP for ATM services. AYES: Benson, C. Johnson, Haywood, Lawson-Johnson, Gilkeson, Moses, Drenzo, Campbell. NAYES: None. MOTION CARRIED.

f) Candy Machine Concession - C. Johnson said this agreement expired on June 30th. C. Johnson said it is the recommendation of the committee to extend the current agreement for three years. This agreement with Joe Hanna yields the Authority 50% of product machines and 65% of non products machines.

MOTION BY HAYWOOD, SECOND BY LAWSON-JOHNSON, to approve extending the current agreement with Hanna Gum Co. as stated above. AYES: Benson, C. Johnson, Haywood, Lawson-Johnson, Gilkeson, Moses, Drenzo, Campbell. NAYES: None. MOTION CARRIED.

DEVELOPMENT COMMITTEE (Cassandra Lawson-Johnson, Committee Chair)

1) AIP 20 – Taxiway Reconstruction and Lighting Project - Lawson-Johnson said the final inspection was October 6th. The contractor has some grading and sprigging to complete on the shoulders of the taxiway.

2) AIP 21 – Drainage Project – Lawson-Johnson said the preconstruction conference was held October 5th. The notice to proceed was issued to the contractor, work is scheduled to begin October 24th. L-Johnson said during the preconstruction conference Ron Nunn, the owner of the golf course, was present and the group discussed the portion of the project that was on the golf course. She said Nunn was concerned with the disruption and any damage to the property. L. Johnson said the exact location of the sprinkler systems is not documented, so there could be some lines that will need to be replaced. L- Johnson said that the committee and the contractor assured Nunn that any damage will be repaired and the site restored.

Lawson-Johnson said the PFC application that was to be used as matching share for this project was denied by the FAA because the amount requested was too small. The Authority will need to approve funding the matching share 5% or \$ 29,477.50 until the next PFC application is approved, at which time the Authority's money will be reimbursed.

MOTION BY GILKESON, SECOND BY HAYWOOD, to approve funding the matching share on the drainage project out of Authority funds to be reimbursed when the next PFC application is approved. AYES: Benson, C. Johnson, Haywood, Lawson-Johnson, Gilkeson, Moses, Drenzo, Campbell. NAYES: None. MOTION CARRIED.

3) AIP 21- Phase I GA Reconstruction – L. Johnson said the engineer is working on the plans and specifications.

4) Fuel Facility Request – L. Johnson said the committee discussed the layout and the expansion of the fuel facility with the engineer who is working on a plan and the quantities to bid out the concrete work.

McNally said the committee has been negotiating the price of the tanks with the owner, once we come to an agreement the final cost will come back to the Authority for approval.

FINANCE COMMITTEE (Larry Benson)

1) FY 2005 Budget – Benson said the committee met with the auditor, Bob Turner. Benson said it was a clean audit and Turner found no problems.

MOTION BY MOSES, SECOND BY C. JOHNSON, to approve the FY 2005 audit. AYES: Benson, C. Johnson, Haywood, Lawson-Johnson, Gilkeson, Moses, Direnzo, Campbell. NAYES: None. MOTION CARRIED.

2) C.D. Investment – Benson said the \$50,000 C.D. has matured and the Authority will need to consider reinvesting. Benson suggested looking at a 12 month C.D.

MOTION BY MOSES, SECOND BY HAYWOOD, to approve reinvesting the C.D. for 12 months. AYES: Benson, C. Johnson, Haywood, Lawson-Johnson, Gilkeson, Moses, Direnzo, Campbell. NAYES: None. MOTION CARRIED.

CHAIRMAN REPORT (Larry Benson)

1) Appoint Nominating Committee – Benson said that each year this time, we appoint a nominating committee to develop a slate of officers for the next year. Benson asked for volunteers. Haywood volunteered to chair, Lawson-Johnson, John Direnzo and Carey Johnson volunteered to serve.

Benson reported that Jack Johnson resigned from the Authority. Benson said that Johnson said it was for personal reasons. C. Johnson said that he told him it had nothing to do with displeasure with the Authority or the staff it was just because of personal time.

AIRPORT MANAGERS REPORT (Barbara McNally)

1) Repeal of the Wright Amendment – McNally reported she we will attend a congressional hearing in Washington D.C. on the repeal of the Wright Amendment. McNally said this issue is hot and ongoing, there has been proposed legislation to repeal the Wright Amendment and lift all the restrictions currently on Southwest Airlines operations at Love Field and Senator Inhofe has proposed legislation to close Love Field to commercial traffic. McNally said American has asked airports that could be affected by the repeal to attend this hearing.

2) Small Community Air Service Development Grant - McNally said the consultant is working to get a meeting with Delta, but Delta just having filed for bankruptcy, is renegotiating their leases on all their equipment and will not have a good fleet plan until the beginning of next year. McNally said she will keep the Authority posted on any activity.

3) Financial Reports – McNally directed the members to the financial statement on the right side of the folder. Purchase Orders were in the amount of \$ 59,118.17 from the operating account and \$ 85,243.99 in Capital

Improvements. Account balances were as follows: Operating Account balance (Per reconciliation) \$ 32,543.35, Money Market Account (per reconciliation) \$ 208,451.99, Invested in c.d., \$ 150,000.00 plus accumulating interest, Imprest Fund (per reconciliation) \$ 1,673.59, PFC's (per reconciliation) \$ 71,098.37, Capital Improvements (per reconciliation) \$ 25,347.54.

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

NEW BUSINESS

There being no further business, the meeting was adjourned.

Larry Benson, Chairman