

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
July 25, 2006

The meeting was called to order at 9:30 a.m. by the Chairman, Carey Johnson, Jr. The agenda along with the time and place of the meeting was posted in accordance with State Law.

PRESENT:

Carey Johnson, Jr., Chair
Stanley Haywood, Vice Chair
Cassandra Lawson-Johnson, Secretary
George Moses, member
Steve Gilkeson, member
John DiRenzo, member
Richard Campbell, member
Ernest Godlove, member
David Aubrey, member

ABSENT:

ALSO PRESENT:

Barbara McNally, Airport Manager
Pat Hurley, Administrative Asst.
Chris Pittman, LaSill Aviation
Bill Tipton, LaSill Aviation
Paul Ackman, Ft. Sill Approach

Chuck Wade, Airport Attorney
Kim McConnell, Lawton Const.
Jim Beazer, Ft Sill Transportation
Christine Davis, American Eagle

The roll call confirmed that a quorum was present.

OLD BUSINESS

(a) Minutes – C. Johnson asked for additions and/or corrections to the minutes of the Airport Authority meeting of June 20, 2006. **MOTION BY MOSES, SECOND BY HAYWOOD**- to approve the minutes of the meeting on June 20, 2006. AYES: C. Johnson, Haywood, Lawson-Johnson, Moses, Gilkeson, Campbell, DiRenzo, Godlove, Aubrey. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a) American Eagle – Davis said enplanements and deplanements are up over last year. Davis said the average load factor is 69% up over last year's 60%. Davis said the load factor varies today's is 75%. Davis said on September 6, 2006, AE is starting the 7th flight which will depart Lawton at 9:25 a.m., arrives in Dallas at 10:30 a.m., the other segment departs Dallas 7:55 a.m. and arrives Lawton at 9:00 a.m. C. Johnson asked McNally if she put out the press release about the extra flight, McNally confirmed that she did.

b) LaSill Aviation – Pittman reported he has 14 T-hangar leases signed and returned. Pittman reported that the rental aircraft, a Cessna 172, was put into service on July 10th and has been rented 26 hours so far. Pittman also reported that LaSill is picking up maintenance contracts on OSBI's aircraft and for American

Eagle.

c) Lawton Air Traffic Control Tower – Not present.

Paul Ackman, Fort Sill ARAC, reported on the status of their facility and the Commanding General's request to continue funding the facility. Ackman said the official response was, if the military can find the funding it will remain in place.

d) Fort Sill Transportation – No report given.

LEASING COMMITTEE (Steve Gilkeson, Committee Chair)

1) Sterling Coach – Gilkeson said that the leasing committee is still in negotiation with Sterling Coach. Johnson asked if their rent is current, McNally said yes.

DEVELOPMENT COMMITTEE (Cassandra Lawson-Johnson, Committee Chair)

1) AIP 22 – GA Apron Reconstruction – Lawson-Johnson said the Authority approved executing the grant agreement at the last board meeting. Lawson-Johnson said the City Council, as the sponsor, will approve and execute the grant agreement at its July 25th meeting. Lawson-Johnson said the preconstruction conference was held July 17, 2006 and the notice to proceed will be given for August 15, 2006.

3) Fuel Farm Project- Tanks- Lawson-Johnson said the tanks will be inspected later this week by Bassco Services to assist in determining if the tanks are jet fuel capable and make recommendations on the motor and pumping system.

4) Pad for the Fuel Tanks – Lawson- Johnson said the engineer reviewed with the committee the plans for the fuel farm expansion. Lawson-Johnson said the preliminary estimate for the engineer is \$ 110,000.00. Lawson-Johnson said the engineer is seeking an estimate for this work from JTL, the contractor on the GA project.

Godlove understood that the tanks were going to have to be cleaned and lined before use. Lawson-Johnson said possibly, that we don't know at this time what we will have to do to bring the tanks up to code to handle jet fuel. Godlove asked at the time that we acquired the tanks were we aware of that. Lawson-Johnson said no, but she believed that even with the expense to bring them up to code, the Authority will do better than purchasing new tanks. Godlove asked even after the fact and finding out that we may have to line them, do we still believe this is a positive thing to have done. McNally said she believed so. McNally said Phillip Brooks, the Bassco representative, will conducted a visual inspection to determine if the tanks are epoxy lined, if not they will need to be before using them for jet fuel. McNally said that Brooks thought the price the Authority paid for the tanks was a good deal.

Godlove said it was his impression based on a conversation that McNally and he had, that we did some further investigation and found out that we were going to have to do these things. McNally said yes, that the tanks have to have a specific UL rating to use them for jet fuel and she couldn't find a label on the tanks with their rating. McNally said we did not have any history available on these tanks when they were purchased. Beazer said when those tanks were taken out of service at Fort Sill they were in outstanding condition and were used to hold JP8, which is what we put into planes. Beazer said he believed the history of those tanks should be available at Fort Sill.

Moses asked if we had the tanks inspected before we bought them. McNally said yes, but that was a pressure test to determine the condition of the tanks not the UL rating. McNally said from the outer markings it looks like the tanks held diesel fuel and motor gas. Beazer said he thought they held JP8. Godlove asked if the information was available at Fort Sill, did we still need the inspection. McNally said we needed someone familiar with the regulations to look at them and assist in determining the pump specifications. Wade asked who at Fort Sill would have the information on the tanks. Beazer said prior to the Authority purchasing those tanks he contacted Fort Sill's Environmental Services to get information on them. Beazer suggested contacting Grady Green.

C. Johnson asked if the \$ 110,000.00 was tied to the expansion of the fuel farm. Lawson-Johnson said it was also for containment. McNally said this project included everything, the pad expansion, the additional curbing for containment and the changes to the road at fuel farm area. McNally said this estimate was just for the concrete work, not for moving and putting the tanks into service.

OPERATIONS COMMITTEE (John DiRenzo, Committee Chair)

1) Update on Operations Meeting – DiRenzo said the operations committee met on July 22, 2006, turn out was sparse this time. DiRenzo said AOPA Safety seminar was set for August 10th.

and he was volunteering to assist anyone for the three hour requirement of flight time for the "Wings Training" segment. DiRenzo reported that the Southwest Bonanza Fly-In was a success with 25 aircraft and about 35 people attending.

2) Robert S. Johnson Terminal Dedication- DiRenzo said the Robert S. Johnson Terminal dedication and ribbon cutting has been moved to September 7th at 3:00 p.m. due to a scheduling conflict.

FINANCE COMMITTEE MEETING (George Moses, Committee Chair)

1) Oklahoma Strategic Military Planning Commission Grant Application – Moses said the OSMPC approved the grant request for the land lease in the amount of \$ 343,366.00. Moses said the Authority's matching share is \$ 34,326.60. Moses said the joint-use committee will meet later this week to discuss the time line for the project. Moses said the City of Altus has shown a lot of support for us with the Commission.

2) Project List – Moses said the Authority would find a list of future projects the committee has reviewed and that funding has not yet been identified for.

AIRPORT MANAGERS REPORT (Barbara McNally)

1) Upgrading Phone System – McNally said the finance committee considered a request from her for an upgrade to the existing phone system in the administrative offices. McNally said customer service is a priority and currently the office handles a volume of information calls. McNally said the new system is capable of an automated attendant that will direct the caller to the appropriate number more efficiently. After some discussion, C. Johnson suggested forming a task force to look into options. This item was table for further information.

2) Financial Statements – McNally said the finance committee reviewed the financial statements that have been provided to the board. Purchase Orders were in the amount of \$ 33,469.41 from the operating account and \$ 19,932.00 in Capital Improvements. Account balances were as follows: Operating Account balance (Per reconciliation) \$ 16,207.68, Money Market Account (per reconciliation) \$ 257,791.41, Invested in c.d., \$150,000.00 plus accumulating interest, Imprest Fund (per reconciliation) \$ -33.13, PFC's (per reconciliation) \$ 105,064.03, Capital Improvements (per reconciliation) \$ 158,591.31. McNally asked if there were any questions or comments. **MOTION BY GODLOVE, SECOND BY LAWSON-JOHNSON**, to approve the financial reports and expenses on the purchase orders as submitted. AYES: C. Johnson, Haywood, Lawson-Johnson, Moses, Gilkeson, DiRenzo, Campbell, Godlove, Aubrey. NAYES: None. MOTION CARRIED.

NEW BUSINESS- There being no further business, the meeting was adjourned.

Carey Johnson, Chairman