

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
AUGUST 22, 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
Richard Campbell, member (Arrived Late)
Ernest Godlove, member

ABSENT:

John DiRenzo, member
David Aubrey, member

ALSO PRESENT:

Barbara McNally, Airport Manager	Chuck Wade, Airport Attorney
Pat Hurley, Administrative Asst.	Kim McConnell, Lawton Const.
Chris Pittman, LaSill Aviation	Jim Beazer, Ft Sill Transportation
Bill Tipton, LaSill Aviation	Christine Davis, American Eagle
Cindy Nunn, Lawton Municipal Golf Course	Frank Herndon, LATCT

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 July 25, 2006.

MOTION BY HAYWOOD, SECOND BY GODLOVE, to approve the minutes of the meeting on July 25, 2006.
AYES: C. Johnson, Haywood, Lawson-Johnson, Moses, Gilkeson, Godlove. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a) American Eagle – No report given.

b) LaSill Aviation – Pittman reported he has 18 T-hangar leases signed and returned. Pittman reported July avgas 2,300 gal. Jet-A 16,000 gal and American Eagle 14,000. Pittman said for the month of August 2,500 avgas 16,000 Jet-A and 9,700 on Eagle.

c) Lawton Air Traffic Control Tower – No report given.

d) Lawton Municipal Golf Course – Nunn said because of the lack of rain the lake at the golf course is dry.

Nunn said the priority now is watering the greens, rather than the entire course. Nunn said the golf course got permission from the City of Lawton to tap into the fire hydrant by number 14, which goes directly into the sprinkler system. Nunn said with the new restriction the meter is being pulled without any consideration that other businesses are getting. Nunn said that they have looked into other options like tapping into the City water line by the club house which is too small. Nunn said they have looked into drilling a well, which is expensive and would take some time to accomplish. Nunn said that the greens will be in distress within two days and dead by the third without water. Nunn said she has visited with several city councilmen, but the city is refusing to make an exception. Nunn said since her lease was with the Airport Authority she is asking for suggestions and assistance.

Moses suggested leasing a tanker and hauling water for the interim. Nunn asked where she could fill it up. Moses said it would have to be a water source beyond here.

Wade said there was some discussion about water being available at Lake Ellsworth, at the last city council meeting.

There was discussion about using the metered in compliance with the water rationing schedule. Nunn said she had that discussion with the City and they were still pulling the meter. Wade said it had to do with the Class of rationing the City went to which requires certain commercial uses to be restricted.

Moses asked Nunn what she wanted the Authority to do today. Nunn said to support her in keeping the meter with the City. Lawson-Johnson suggested that she prepare to truck water until she can firm up plan a to drill the well. McNally said she would assist in contacting some companies with water trucks to see if that would be an option.

MOTION BY GODLOVE , SECOND BY MOSES to encourage the City of Lawton to allow the Nunn's to keep their water meter in place during this water crisis. AYES: C. Johnson, Haywood, Lawson-Johnson, Moses, Gilkeson, Godlove. NAYES: None. MOTION CARRIED.

Godlove suggested that since the golf course is the airport's, it seemed to him that we should be looking at the possibility of going in with the golf course on drilling a well. Johnson agreed that when the Nunn's had more information on the well drilling that the development committee could take a look at it.

d) Fort Sill Transportation – Beazer said he appreciates the working relationship with LaSill Aviation.

LEASING COMMITTEE (Steve Gilkeson, Committee Chair)

EXECUTIVE SESSION

1. Proposed Executive Secession – MOTION BY GILKESON, SECOND BY GODLOVE, to propose an executive session for confidential communication between the Authority and its attorney concerning a pending investigation, claim or action, pursuant to Title 25, OS Section 307B.4. AYES: Moses, Gilkeson, Campbell, Haywood, Godlove, C. Johnson, C. Lawson-Johnson. NAYES: None. MOTION CARRIED.

2. Return to Open Session- MOTION BY GILKESON, SECOND BY, HAWOODD, to return to open session. AYES: Campbell, Gilkeson, Haywood, C, Johnson, Moses, C. Lawson-Johnson, Godlove. NAYES: None. MOTION CARRIED.

3. Statement of Executive Session Minutes- Wade said the Authority convened to executive session at 10:03 a.m. and reconvened to open session at 10:32 a.m., during that time they discussed the agenda item in executive session for confidential communication with the Authority and it's attorney concerning a pending investigation, claim or action, pursuant to Title 25, OS Section 307B.4 this action was discussed and no action was taken.

MOTION BY GODLOVE, SECOND BY MOSES, to authorize the Chair, Vice-Chair and Secretary to monitor continued performance of Sterling Coach under the terms of this agreement with the Authority and authorize the attorney to initiate the legal proceeding necessary to protect the Authority's interest. AYES: C. Lawson-Johnson, Campbell, C. Johnson, Moses, Haywood, Godlove, Gilkeson. NAYES: None. MOTION CARRIED.

4. Hanger #5 – Gilkeson said it is the committee's recommendation that is Hanger #5 becomes available, it be advertised with the Economic Development entities to determine interest for any aeronautical businesses.

5. Land lease – Gilkeson said it is the recommendation of the committee that the Airport attorney finalize the lease language with the School Land Commission for the 55 year lease of the 80 acre tract in the amount of

\$ 343,266.00. Wade said School Land Commission was preparing the lease. Wade said the lease will be worded so that the money will be due as the funds are made available from the Oklahoma Strategic Military Planning Commission Grant. Johnson said that before the lease is signed the Authority will have to commit to the 10% match for the grant.

DEVELOPMENT COMMITTEE (Cassandra Lawson-Johnson, Committee Chair)

1) AIP 20 – Taxiway Reconstruction and Lighting

a) Change Order #2- Lawson-Johnson said the funding for this change order is available through the project funding. It is the committee's recommendation to approve Change Order #2 in the amount of \$ 4,303.30 for relocation of a taxiway sign #14 and electrical work associated.

MOTION BY MOSES, SECOND BY HAYWOOD, to approve Change Order #2 for AIP 20 in the amount of \$ 4,303.30 for the relocation of a taxiway sign and the electrical work. AYES: Haywood, C. Johnson, Godlove, Gilkeson, Moses, Campbell, C. Lawson-Johnson. NAYES: None. MOTION CARRIED.

2) AIP 21- Drainage Project

a) Change Order #1- Lawson-Johnson said it is the committee's recommendation to approve Change Order # 1 in the amount of \$ 17,400.00 for additional work on the drainage project. The work included grading of additional drainage ditches, clearing trees on the north end of the runway and installing of new pipes at the Golf Course.

MOTION BY GILKESON, SECOND BY HAYWOOD, to approve Change Order #1 for AIP 21 in the amount of \$ 17, 400.00 as stated above.

b) Change Order # 2- Lawson-Johnson said it is the recommendation of the committee to approve Change Order #2 in the amount of \$ 13,700.00 for an additional drainage line to drain on the west side of Hanger #5.

MOTION BY GODLOVE, SECOND BY MOSES, to approve Change Order #2 for AIP 21 in the amount of \$ 13,700.00 for an additional drainage line to drain on the west side of Hanger # 5. Ayes: Gilkeson, Haywood, Godlove, Lawson-Johnson, Campbell, C. Johnson, Moses. NAYES: None. MOTION CARRIED.

3) AIP 22- GA Reconstruction Project- Lawson- Johnson said this project is due to start on August 21st.

4) Fuel Farm Project

a) Tanks- Lawson-Johnson said the Authority has been working on the fuel farm project for some time and a decision is only as good as the information you receive. Lawson-Johnson said that she believed everyone has had the opportunity to review the inspection report from Bassco Services and unfortunately the result of the inspection indicted that the tanks the Authority purchased are not jet fuel capable. Lawson- Johnson said the cost to make them jet fuel capable was high and it was the recommendation of the committee to sell those tanks for a profit and possibly purchase one 15,000 galloon tank instead. Lawson- Johnson said that Brooks from Bassco has a couple of potential buyers already.

Godlove said the need to sell the tanks has already been made, but he is concerned that we are jumping into selling them without researching their value. Johnson said that he has done some research not only through Bassco but through some of his sources and the Bassco findings are in line with his findings.

Godlove said that he thinks the Authority should appoint a person or group to authorize the actual transaction.

Godlove said we should maximize the resell value of the tanks. Johnson agreed to negotiate the sale of the tanks with McNally's assistance.

MOTION BY HAYWOOD, SECOND BY GILKESON, to approve the resell of the fuel tanks with the Chairman establishing the value of said tanks. AYES: C. Johnson, Haywood, Lawson-Johnson, Gilkeson, Moses, Campbell, Godlove. NAYES: None. MOTION CARRIED.

b) RFP for new Fuel Tanks – Lawson- Johnson said after discussing the disposition of the existing fuel tanks, the committee discussed developing a new RFP for one 15,000 gallon fuel tank with the appropriate pump and motor. Lawson-Johnson said this tank would not require expansion of the fuel farm. C. Johnson asked if we still had a need. Lawson-Johnson said Pittman believed it would be a good idea to have a backup tank. McNally said the military will be busy the next 6 months.

OPERATIONS COMMITTEE (John DiRenzo, Committee Chair)

Pittman will update in DiRenzo's absence.

1) Update on Operations Meeting – Pittman said the operations committee met on August 19, 2006, and

the turnout was light. Pittman said the group was excited about the success and turn out of the AOPA Safety meeting that was held in Lawton. Pittman said LaSill is planning a Pancake Fly-In on Saturday, October the 28th for the local customer and tenants.

2) Robert S. Johnson Terminal Dedication- McNally said the Robert S. Johnson Terminal dedication and ribbon cutting is scheduled for September 7th at 3:00 p.m. McNally said the invitations will go out tomorrow and there will be an announcement in the paper. C. Johnson and Haywood discussed some of Robert S. Johnson's accomplishments.

FINANCE COMMITTEE MEETING (George Moses, Committee Chair)

1) Oklahoma Strategic Military Planning Commission Grant Application – Moses said he wanted to review the steps in the land leasing. Moses said, first is to have the lease reviewed by the leasing committee, second the Land Commission will advertise a public auction, which will take about a week then four weeks after that they will have the auction and the Authority attends the auction with a deposit of \$ 5,000. Moses said he has assurances that the payment will be the \$ 343,366.00 that the Authority authorized. Moses said the moneys from the Grant will come before the year is out.

2) Financial Statements – Moses said the finance committee reviewed the financial statements that have been provided to the board. Purchase Orders were in the amount of \$ 28,805.86 from the operating account and \$ 137,230.47 in Capital Improvements. Account balances were as follows: Operating Account balance (Per reconciliation) \$ 47,215.05, Money Market Account (per reconciliation) \$ 234,553.87, Invested in c.d., \$150,000.00 plus accumulating interest, Imprest Fund (per reconciliation) \$ 1,895.63, PFC's (per reconciliation) \$ 105,464.63, Capital Improvements (per reconciliation) \$ 74,689.65. 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: Godlove, Moses, Campbell, Lawson-Johnson, C. Johnson, Haywood, Gilkeson. NAYES: None. MOTION CARRIED.

AIRPORT MANAGERS REPORT (Barbara McNally)

1) Operation Report – McNally reported that the FAA Certification Inspection was held August 8- 10.

McNally said there will be written recommendations from the inspector. McNally said that this was the first inspection since the complete rewrite of the FAR Part 139 which changed a lot of the training requirements for airport employees.

McNally said one thing that comes out of this inspection that we had not been aware of is the required change in ARFF index when there are large charter aircraft operating. Our fire station is capable of meeting an Index B for large aircraft, but anything beyond that we would look to Ft Sill to supplement our capacity. McNally said she is working with Beazer to track and arrange the upgraded index.

McNally said there will be comments on markings on the runway that need to be repainted. McNally said that the painting project will be a big ticket item. McNally said she is looking for the most economical option to meet the requirement, whether it be contracting or purchasing the equipment and doing this in-house. McNally said the maintenance tech went to the OKC airport to see the types of equipment that are in use there and they learned a lot. McNally said the airport striping equipment is specialized since it also requires the capability of laying glass beading for reflectivity. McNally said she will be bringing back a recommendation

to the Authority at the next meeting.

McNally reported that the annual audit will beginning in September and a report should be ready for the Finance committee and the Authority in the October time frame

2) Upgrading Phone System – McNally said she brought the purchase of an automated phone system to the board last month. The item was tabled for additional research. McNally asked Johnson if the group has a recommendation. Johnson said he did not have a recommendation at this time.

NEW BUSINESS- Johnson said that he will appoint a master planning committee to assist in the development of the Airport Master Plan. McNally said she has a sample RFP for the Master planning consultants for the group to review.

There being no further business, the meeting was adjourned.

Carey Johnson, Chairman