

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY**  
**AIRPORT AUTHORITY MEETING**  
**MINUTES**  
**September 26, 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  
Steve Gilkeson, Asst. Secretary  
Ernest Godlove, member  
John DiRenzo, member

**ABSENT:**

George Moses, Asst. Secretary  
David Aubrey, member  
Richard Campbell, member

**ALSO PRESENT:**

Barbara McNally, Airport Manager  
Pat Hurley, Administrative Asst.  
Chris Pittman, LaSill Aviation  
Christine Davis, American Eagle  
Frank Herndon, LATCT

Chuck Wade, Airport Attorney  
Jared Kaltwasser, Lawton Const.  
Bill Tipton, LaSill Aviation

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 August 22, 2006.

**MOTION BY GODLOVE, SECOND BY HAYWOOD**, to approve the minutes of the meeting on August 22, 2006 after corrections. AYES: C. Johnson, Haywood, Lawson-Johnson, DiRenzo, Gilkeson, Godlove. NAYES: None. MOTION CARRIED.

---

**REPORTS FROM MANAGERS OF AIRPORT BUSINESSES**

**a) American Eagle** – Davis thanked LaSill Aviation for their cooperation and support. Davis reported that the 9:25 a.m. flight will be cancelled for the month of October due to crew shortage but, it will return in November. C. Johnson asked if the flight ever started. Davis said it had but, was not doing very well inbound, however outbound is going well. Haywood asked how many passengers ride the 9:25 a.m. flight. Davis said it varies, but never over 25. DiRenzo asked if that was a morning flight and if it was a regional jet. Davis said it was a morning flight but it is a SAAB 340. Davis said the RJ's on the ramp were diverted for weather.

Davis thanked C. Johnson for the letter of support for the American Airlines China flight.

**b) LaSill Aviation** – Pittman said the FBO is having a good month. Pittman reported that fuel sales were up and they pumped more this month than the last three months combined due to military charters. C. Johnson asked if fuel storage was a problem. Pittman said it was not this time, but it was close. Pittman said they had

trucks standing by to refuel the tanks.

Pittman said currently 28 of the 34 T-Hangars are rented and we have 20 signed leases.

Pittman also reported that the rental aircraft flew 17 hours in August and 17 so far this month. Pittman said the rental plane needs to be utilized at least 34 hours a month.

**c) Lawton Air Traffic Control Tower** – Herndon said there were some annual surveys circulating at the airport that RVA is asking for participation.

**d) Fort Sill Transportation** – Not present.

---

**LEASING COMMITTEE (Steve Gilkeson, Committee Chair)**

**1. School Land Commission Lease** – Gilkeson said the committee reviewed and discussed the proposed lease from the School Land Commission with the Airport attorney. Gilkeson said there were several clauses that the committee and the attorney thought needed clarification before the Authority approves and executes the lease. Gilkeson said the committee also discussed seeking Ft. Sill's input on the lease terms. Wade said he spoke with Beazer and he suggested we wait until closer to the time the project starts. Wade said that Beazer didn't believe the Corps of Engineers would have an opinion on the lease terminology until that time. Godlove said there are three different possibilities, one, is to sign the lease with the School Land Commission now and hope we do not run into any conflicts with the Corps of Engineers lease, which is a risk we do not need to undertake. Second, is to postpone entering into the lease until we got closer to this being a viable project, which could cause a price increase to us. Third, we would enter into a lease with the School Land Commission, with a paragraph to the effect that the Commission would, in good faith, work with us to try to resolve any inconsistencies between the School Land Lease and the Corps of Engineers lease. Godlove said that would be a good faith effort on both parties, lock in the price and also give us an out in case the two leases could not be reconciled. Godlove said he proposes the leasing committee be given the authority to negotiate with the School Land Commission under the advice of Chuck Wade to put in the paragraph. Godlove said then we should go forward with the auction, so we could continue with the project.

**MOTION BY GODLOVE, SECOND BY HAYWOOD**, to approve the leasing committee negotiating with the School Land Commission under the advisement of Chuck Wade to include a "good faith" paragraph. AYES: Godlove, Lawson-Johnson, DiRenzo, C. Johnson, Haywood, Gilesen. NAYES: None. MOTION CARRIED.

**2. LaSill Aviation-** Gilkeson asked Pittman to give an update on the conditions of the T-hangars. Pittman said he and airport maintenance inspected all the T-hangars. Pittman said there were some found with serious cable and door problems and those repairs were contracted out. Pittman said there is still some work in progress, but the majority of the hangars were in good condition now. McNally reported that the roof sealing project on the T-hangars is complete. McNally said we asked the T-hangar tenants at the last Operations Committee meeting to fill out a work order if problems arise, so we can keep up on needed repairs.

**3. Airport Advertising-** Gilkeson said the committee recommended advertising the RFP for the Airport Advertising Concession, with proposals due by 2:00 p.m., October 20, 2006. C. Johnson asked what the

Airport Advertising Concession was. McNally said it is all the advertising in the terminal, including the back lit display cases above the doors and baggage area, the call center and the free standing display cases. McNally said it is the advertising company's responsibility to market the available locations at the airport to the community.

**MOTION BY GODLOVE, SECOND BY HAYWOOD-** to approve advertising the RFP for the Airport Advertising Concession. AYES: DiRenzo, Gilkeson, Haywood, Godlove, C. Johnson, Lawson-Johnson. NAYES: None. MOTION CARRIED.

---

**DEVELOPMENT COMMITTEE (Cassandra Lawson-Johnson, Committee Chair)**

**1) AIP 22- GA Reconstruction Project** - Lawson-Johnson said Phase 1 of the project is 100% complete. McNally said we are already moving into Phase 2, which will close a portion of Taxiway G that leads to the T-hangars. McNally said she will send a reminder to all the T-hangar tenants that there will be a detour onto the apron of Hangar 5 that goes into effect today. C. Johnson asked Herndon if the construction was out of the movement area, Herndon replied yes.

---

**OPERATIONS COMMITTEE (John DiRenzo, Committee Chair)**

**1) Update on Operations Meeting** – DiRenzo said the operations meeting went well, we discussed completed projects and up coming projects. DiRenzo said McNally briefed the local pilots on the AIP22 project. DiRenzo said LaSill is sponsoring a landing competition on the 28<sup>th</sup> of October; we will have more details later. DiRenzo said we have had a request from the FAA for December 7, 2006 to do some instruction for pilots. DiRenzo said LaSill is doing an aviation advertising booth at the Ladies Evening Out at the Best Western on this Thursday 28<sup>th</sup> of September. DiRenzo said the pilot community is responding with ideas and volunteering their time.

---

**FINANCE COMMITTEE MEETING (George Moses, Committee Chair)**

Godlove reported for Moses.

**1) Financial Statements** - Godlove said the finance committee reviewed the financial statements that have been provided to the board. Godlove said for the month we cleared approximately \$24,000.00 and have a balance of \$ 270,000.00 in the money market account and another \$150,000.00 in CD's. Godlove said the committee discussed moving some of the \$ 270,000.00 into a long term CD. Purchase Orders were in the amount of \$ 50,225.83 from the operating account and \$ 23,575.89 in Capital Improvements. Account balances were as follows: Operating Account balance (Per reconciliation) \$ 42,040.64, Money Market Account (per reconciliation) \$ 270,530.36, Invested in c.d., \$150,000.00 plus accumulating interest, Imprest Fund (per reconciliation) \$ 1,752.07, PFC's (per reconciliation) \$ 106,719.20, Capital Improvements (per reconciliation) \$ 25,476.75. 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: Gilkeson, DiRenzo, Haywood, C. Johnson, Lawson-Johnson, Godlove. NAYES: None. MOTION CARRIED.

**2) Upgrading Phone System** – Godlove said the committee recommends the phone system be purchased and put into place.

C. Johnson said that he did a little research on issue and would like to resolve it today. C. Johnson said the manager has asked for assistance in managing how the phone calls come in to her office, since they get a volume of information requests. Johnson said the manager researched a phone system with an auto attendant that can actually branch calls to other places. McNally explained that this system can be utilized two different ways, it can either branch the call directly to the other business which would require additional lines or it can just provide the caller a number without expanding the lines. McNally said the current system is inefficient and frustrating for the public because the office can't help them, beyond giving them a phone number.

C. Johnson said the question becomes what level of service do we want to provide? Johnson said the other option is using an answering service to direct the calls. Johnson said the best estimate he got on that service would be \$ 300.00-400.00 a month, less the cost of the information line that could be discontinued.

After some discussion, Godlove said he would rather be able to branch the calls to the other businesses rather than just provide another number for them to call. C. Johnson suggested adding two additional lines for a total of five to handle the branching capability.

**MOTION BY C. JOHNSON, SECOND BY GODLOVE** - to approve purchasing the phone system in the amount of \$ 4,900.00 and adding the additional lines. AYES: Lawson-Johnson, C. Johnson, DiRenzo, Haywood, Godlove, Gilkeson. NAYES: None. MOTION CARRIED.

---

## **CHAIRMAN'S REPORT (Carey Johnson)**

**a. Support of American Eagle on DFW-Beijing Route** – C. Johnson said while attending a meeting at the Chamber, Dale Morris from American Eagle asked the group for community support for American Airlines's DOT application for a DFW- Beijing route. C. Johnson said he decided at that time that support of this issue would be good for the community and signed a letter of support for American. He said since that time he has heard that there is at least one Authority member, who has some problems with that move. Johnson said he is bringing this up as an apology to all the members since he made a decision that probably should have had the Authority's input.

McNally said that support this issue is nothing but, beneficial to our community. McNally said that this is one more international connection for our community that is one stop away. McNally said that American was looking for community support letters to include in their application to the Department of Transportation which was time sensitive.

DiRenzo said why would we not support this route. McNally said there should be absolutely no reason not to support this. McNally went on to say that there was a misconception that the State Chamber was lobbying for this connection to come out of the OKC airport, rather than DFW. McNally said after visiting with the American representatives, OKC was never even an option, AA is only interested in operating this flight out of a major hub. McNally said supporting this DFW-Beijing route is doing nothing but making American Airlines stronger and more competitive, which is good for our community. C. Johnson said since that time we learned that the State Chamber also wrote a letter of support for AA for the DFW-Beijing route.

Haywood said he did not think Johnson owed anyone an apology and that he did the right thing by supporting this effort. Godlove said it was obvious that the consensus of the Authority is in support of the Chairman's actions.

**MOTION BY GILKESON, SECOND BY LAWSON- JOHNSON** - to support American Airlines in their efforts to be awarded the DFW-Beijing route. AYES: Lawson-Johnson, C. Johnson, DiRenzo, Haywood, Godlove, Gilkeson. NAYES: None. MOTION CARRIED.

---

**AIRPORT MANAGERS REPORT (Barbara McNally)**

**1) Operation Report** – McNally reported that she attended the American Eagle partnership meeting in at DFW and it was a good news meeting. McNally said AMR is doing well and showing a profit, were they had been on the verge of bankruptcy in previous years. McNally also said AMR has closed the satellite terminal and is bringing the AE flights directly into Terminal B, so they traveling public will not be bused anymore.

McNally said American Eagle is also working on an efficiency program with a 20 minute turn around time on all of their flights, which has freed up several pieces of equipment and added additional flights in several AE locations.

**2) Purchase of Striping Equipment-** McNally said that during the last certification inspection the inspector noted several areas of the airport that needed painting. McNally said she researched the options of contracting out, which the cheapest bid was \$ 45,000.00 or purchase of the equipment which included personnel training in the amount of \$ 13,000.00. McNally said for \$13,000.00 and another \$7,000.00 for paint this project could be done in house and the equipment available to continue to keep up the marking standards.

Godlove said it is the committee's recommendation the Authority approves the purchase of striping equipment in an amount not to exceed \$ 13,000.00. Haywood asked if the money was coming out of the operating account. McNally said yes, it would be coming out of the Building and Maintenance Fund.

**MOTION BY LAWSON-JOHNSON, SECOND BY GODLOVE** - to approve purchasing the striping equipment in the amount of \$ 13,188.40 AYES: Haywood, C. Johnson, Godlove, DiRenzo, Gilkeson, Lawson-Johnson. NAYES: None. MOTION CARRIED.

---

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

---

Carey Johnson, Chairman