

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
July 24, 2007**

The meeting was called to order at 9:00 a.m. by the Chairman, Stanley Haywood. The agenda along with the time and place of the meeting was posted in accordance with State Law.

PRESENT:

Stanley Haywood, Chairperson
Cassandra Lawson-Johnson, Vice-Chair
Richard Campbell, Asst. Secretary
Steve Gilkeson, Asst. Secretary
Ernest Godlove, Member
John DiRenzo, member
David Aubrey, Member
Carey Johnson, Member

ABSENT:

George Moses, Secretary

ALSO PRESENT:

Barbara McNally, Airport Manager	Pat Hurley, Administrative Asst.
Kim McConnell, Lawton Const.	Chuck Wade, Airport Attorney
Jim Beazer, Fort Sill Transportation	Mayor Purcell
Dana Davis, Lawton Chamber Of Commerce	

The roll call confirmed that a quorum was present.

OLD BUSINESS

(a) Minutes – Haywood asked for additions and/or corrections to the minutes of the Airport Authority meeting of June 26, 2007.

MOTION BY C. JOHNSON, SECOND BY C. LAWSON-JOHNSON, to approve the corrected minutes of the meeting of June 26, 2007. AYES: Haywood, C. Lawson-Johnson, Campbell, Gilkeson, DiRenzo, Aubrey, C. Johnson. ABSTAIN: Godlove. NAYES: None. MOTION CARRIED.

Haywood introduced Mayor Purcell, who asked to address the Authority.

Mayor Purcell briefed the Authority on his recent conversations with area legislators on the Delta Airline issue. Purcell said that Delta is still interested and expressed an interest in working with Lawton for air service. Purcell then said that he went to the airport with Dana Davis and called the Delta representative. He said in his conversation with Delta he explained the need we have in Lawton for more air service and that we needed an answer by the end of the week.

Purcell said he briefed the council on this situation and that American Eagle is pulling the regional jets out of the Lawton market. Purcell apologized if he overstepped his authority, but he felt he owed the council an explanation.

Members asked if we had looked at other airlines. McNally said as recent as four months ago, we had discussion on other options. McNally said that we hired a consultant that analyzed this market and where travelers were going. McNally said the study found that over 70% of our travel was to the east, south and

overseas destination, therefore a strong large hub in that area made sense to pursue. McNally said

that Atlanta was the perfect option since it had strong connectivity out and affording the traveler good options. McNally reminded the members that Delta had included a letter of interest in the Small Community Air Service Development grant application to DOT.

Dana Davis said to keep in mind that the revenue guarantee only applies when the airline does not meet its threshold goal. Davis said that we are all confident the regional jets will do well in Lawton.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a) **American Eagle** – Not present.
- b) **LaSill Aviation** – Not present.
- c) **Lawton Air Traffic Control Tower** – Not present.
- d) **Fort Sill Transportation** – No report given.

DEVELOPMENT COMMITTEE (George Moses, Committee Chair)

George Moses was unable to attend, Barbara McNally reported for him.

1. **AIP 23 – General Aviation Taxiway Reconstruction-** McNally said the preconstruction meeting was held July 2, 2007. Aubrey said the plans are coming along well and the general aviation pilots have been advised of the routing around the construction. McNally said the contractor will begin construction by the end of the month. McNally said the approval of the grant by the City Council will happen tonight, the Authority approved it at our last meeting. McNally said this project will be conducted in three phases.
2. **Master Plan Update-** Aubrey said the consultant will be here on August 7, 2007 at 10:00 a.m. and at the Planning Advisory Committee at 2:00 p.m. McNally said the Development committee will be meeting Tuesday morning and then the PAC committee will be meeting Tuesday afternoon. McNally said the members consist of the following people George Moses, John DiRenzo, Jim Beazer, Chris Pittman, Bill Tipton, Christine Davis, Frank Herndon, Kevin Jackson, Keith Jackson, Jerry Ihler, Sylvia Burgess, Steve Glick, Don Ross and I. Haywood asked all the Board members to attend. McNally said the consultants will be here for three days to begin work and do inventory.
3. **DBE Program** – McNally said this program is almost complete and will be reviewed by the Development committee before being submitted to the FAA October 1, 2007 for approval.

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1. **Proposed Executive Secession-** For confidential communication between the Authority and its Attorney concerning a pending investigation, claim or action, pursuant to Title 25, OS Section 307B.4.

Wade said that there was nothing to discuss at this time.

AIRPORT MANAGERS REPORT (Barbara McNally)

1. **Operations Report** – McNally reported that enplanements for the month of June were up 16.6 % over June of 2006. McNally said that this was only half a month with the regional jets in the market and the

load factors were between 75% to 78%. McNally predicted a record breaking summer.

2. **Tractor/Mower bids** – McNally said the Airport received the bids for the Tractor/Mower and the low bid is from John Deer but for a smaller mower. McNally said the lowest bid that met the specs was from CASE Equipment at \$ 47,105.00.

MOTION BY C. LAWSON-JOHNSON, SECOND BY C. JOHNSON, to approve the bid from CASE Equipment in the amount of \$ 47,105.00 for a tractor/mower. AYES: Godlove, Campbell. C. Lawson-Johnson, DiRenzo, C. Johnson, Aubrey, Haywood, Gilkeson. NAYES: None. MOTION CARRIED.

3. **Financial Reports-** McNally reported: **Purchase Orders for July** - Actual Purchase Order's to be approved from the Operating Account total \$ 26,690.20, the amount shown is \$ 37,511.92 of which \$10,821.72 is a transfer to the Capital Improvement account. Unusual PO' s expenses include the payoff of the truck \$ 4120.91, tractor and mower rental \$ 655.41 and attorneys fees for \$ 1,207.50 and \$ 230.08. Purchase Order's from the Capital Improvement Account total \$ 2,745.44 which is the TSA rent which will be transferred to the Money Market account.

Bank Balances as of June 30, 2007 -The reconciled balance of the Money Market Account is \$ 295,780.40, the reconciled balance of the Operating Account is \$ - 42,925.11 and the reconciled balance of the Imprest Fund is \$ 754.06. The reconcile balance of the restricted asset accounts are as follows: PFC (Passenger Facility Charges) \$ 70,980.52, Capital Improvement Account \$ 21,449.33 and restricted for land lease (invested in C.D.) \$ 343,266.00.

The current value of C. D. investments total \$ 166,688.27.

Payroll for June totaled \$ 14,486.18.

Income and Expense Budget Tracking as of June 30, 2007- Incomes for the month of June 2007 total \$ 67,471.04, YTD incomes total \$ 664,547.47 which is 96% of the total budgeted amount of \$ 690,788.71. The average normal percentage is 100%. Line item under-runs include the loss of Sterling Coach, lower fuel flowage, charter landing fees and commission from the game and gum vending machines.

Expenses for the month of June 2007 total \$ 50,395.31, YTD expenses total \$ 638,905.84 which is 106% of the total budgeted amount of \$ 604,029.87. The average normal percentage is 100%. Line item over-runs include snow and ice control due to inclement winter weather, purchase of striping and painting equipment, some is due to one time payments that bring the line item to 100%, additional attorney's fees due to pending litigation, office supplies includes purchase of computer antivirus software and fees for IT services.

MOTION BY C. JOHNSON, SECOND BY C. LAWSON JOHNSON, to approve the financial reports and expenses on the purchase orders as submitted. AYES: Aubrey, C. Johnson, Haywood, Gilkeson, DiRenzo, C. Lawson-Johnson, Campbell. NAYES: None. MOTION CARRIED.

NEW BUSINESS – There being no other business, the meeting was adjourned.

Stanley Haywood, Chairman