



**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY  
MONTHLY BOARD MEETING**

**DATE:** Tuesday, November 20, 2012

**TIME:** 9:00 a.m.

**PLACE:** Council Chambers, New City Hall , 212 SW 9<sup>th</sup>, Lawton, Oklahoma 73501

**AGENDA:**

**1. CALL TO ORDER (David Aubrey, Chairman)**

**2. ROLL CALL (Pat Hurley, Executive Assistant)**

**3. MINUTES** - Consideration and actions regarding approval of the minutes of the regular meeting of October 23, 2012. **(\* MOTION NEEDED)**

**4. REPORTS FROM MANAGERS OF AIRPORT BUSINESSES**

- a. **American Eagle** - (Mike Thomas)
- b. **LaSill Aviation** – (Chris Pittman/ Bill Tipton)
- c. **Lawton Air Traffic Control Tower** - (Frank Herndon)

**5. REPORTS FROM FORT SILL REPRESENTATIVES**

- a. **Fort Sill Transportation** (John Westbrook)

**6. DEVELOPMENT COMMITTEE (Lee Baxter, Committee Chair)**

**a. AIP 30 – Runway Overlay Project** – The runway project is 120 day project which began August 27th. We estimated the first 90 days would be the concrete work and the last 30 day would be rubber and paint removal and repainting. In actuality the two projects will overlap and the full length of the runway will not be open until on or about December 12th. While the concrete work is complete, there is still work that will needs to done before it can be opened to traffic. The majority of that work is the installation of the RW light extensions. Without the lights functioning, the runway cannot be opened. During the excavation phase we discovered that much of the subgrade material did not have to be removed, which actually saved us money on the project but cost us time in order for the engineers to recalculate materials, resurvey and reevaluate the runway edge elevations. That additional time caused a delay in ordering the runway light extensions which have to be specially manufactured to the new elevation. **Attachment 1 – Project Schedule**

On Nov 26th, work on the existing runway will begin as night work this will shut off all equipment for instrument approaches. During this time the contractor will be doing day and night work.

**b. PFC Application 13-07-C-00 LAW** – The FAA has approved our new PFC application in the amount of \$ 782,263.00. Of that \$ 172,029.00 is a reimbursement to the Authority for the matching share on projects, \$ 610,234 is the matching share for new projects. This application begins collection on March 1, 2013. **Attachment 2 – PFC Approval**

**7. LEASING COMMITTEE (Bob Milner, Committee Chair)**

**a. La Sill Aviation** – LaSill Aviation has requested consideration on their rent each month of the runway construction. The joint Leasing/Finance committee has asked for LaSill's Profit and Loss statements for each month that they are requesting relief for.

Once the information is received and reviewed the committees will make a recommendation on an adjustment for the entire period. In the meantime the committee's recommendation is that LaSill pay their regular monthly rent, as agreed upon in their lease. **(\*) MOTION NEEDED**

**b. Lawton Municipal Golf Course** – On October 29, Cindy and Ron Nunn gave notice of their intention to close the golf course as of December 31, 2012. It is the committee's recommendation to allow the Nunn/Greer's to terminate their lease and close the golf course. **(\*) MOTION NEEDED**

**c. Future of Golf Course and Property** – The committee is considering the options for the future of the golf course property. **(\*) MOTION NEEDED**

**8. FINANCE COMMITTEE (David Madigan, Committee Chair)**

**a. FY 2011-2012 Audit** – A copy of the audit has been provided to each member. The committee reviewed the draft audit with the auditor Robert Turner. The audit was unqualified, with no findings. **(\*) MOTION NEEDED**

**9. AIRPORT DIRECTOR'S REPORT (Barbara McNally)** Consideration and actions regarding the following items:

**a. Airport Operations Report** – Review airline performance, enplanements and discuss any airport administration and operations issues.

**b. Oath of Office** - Our attorney discovered that Oklahoma State Law requires trustees of a public trust, such as the Airport Authority, to either take an oral or sign an Oath of Office. An Oath of Office has been provided for each member and will be required of new members as they take office.

**c. City of Lawton/LETA Eye Candy Finalist** – The airport has been named a finalist for the City of Lawton's Eye Candy award. This award goes to businesses that have made effort to improve and beautify its facilities. The banquet will be held on December 6<sup>th</sup>, beginning at 5 pm at City Hall. There is limited seating and the authority members are invited to attend. **Attachment #3 – LETA letter**

**d. Schedule of Meetings for 2013** – The Airport Authority is required to post a schedule of its regular meetings by December 10 each year. **Attachment #4 - Meetings**

**Financial Reports** - Consideration and approval of the Director’s report, purchase orders, review of the bank statements and financial reports for this month. **(\*) MOTION NEEDED.**

**10. NEW BUSINESS (David Aubrey, Chairman)**

**a. Appointment of a Nominating Committee** – The Chairman will select a Nominating Committee to bring back a recommended slate of officers for 2013.

**b. New Business – (as defined by 25 O.S. Supp. 1977, 311(9))** “Any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda” for this meeting.

**c. Audience Participation** – Comments from the public concerning items on the agenda.

(\*) The Authority reserves the right to take action on any item posted on the agenda.

**N O T I C E**

“The Lawton Airport Authority encourages participation from all of the citizens. If participation at any public meeting is not possible due to a disability, notification to the Airport Manager’s Office at (580) 353-4869 ext. 301 at least 48 hours prior to the scheduled meeting is encouraged to make necessary accommodations. The Airport Authority may waive the 48-hour rule if an interpreter for the deaf (signing) is not the necessary accommodation.”