

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
July 23, 2013**

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

PRESENT:

Bob Milner, Chairman
Ed Petersen, Vice-Chairman
Stanley Haywood, Asst. Secretary
David Aubrey, Member
Ray Friedl, Member
Jennifer Stricklin, Member
Brett Lewis, Member

ABSENT:

David Madigan, Secretary
Cassandra Lawson- Johnson, Asst. Secretary

The roll call confirmed that a quorum was present.

ALSO PRESENT:

Barbara McNally, Airport Director
Kim McConnell, Lawton Constitution

Pat Hurley, Executive Assistant
Chris Pittman, La Aviation

OLD BUSINESS

a) Minutes – Milner asked for additions and/or corrections to the minutes of the Airport Authority meetings of June 25, 2013.

MOTION BY LEWIS, SECOND BY LAWSON-JOHNSON, to approve minutes of the June 25, 2013 meeting with a change of meeting time from 8:00 a.m. to 9:00 a.m. AYES: Milner, Petersen, Haywood, Aubrey, Friedl, Stricklin, Lewis. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a. American Eagle (Heather Barrett, General Manager) –Not Present.

b. La Sill Aviation (Chris Pittman) – Pittman said he brought a fuel sheet. Pittman said the Military Charters are down.

c. Lawton Air Traffic Control Tower (Frank Herndon) –Not Present.

d. Fort Sill Transportation (John Westbrook) – Not Present.

LEASING COMMITTEE (Cassandra Lawson-Johnson, Committee Chair)

a) Driving Range Lease – McNally said English has requested to lease the land of the old driving range to operate a new driving range operation. McNally said he is requesting to be allowed to put a trailer on the property of the parking lot of the old building for operations. McNally said he is looking for a lease for 2 years at \$ 350.00 per month with a two year option. Petersen said \$ 300.00. McNally said that was if he would be doing the mowing from King Road to Bishop Road. McNally said English wants to put in Light for night time golfing. McNally said he will bring all signage to the Authority. Petersen asked about the reports. McNally said he has provided them. Stricklin asked if the trailer would have to be approved by the Authority. Haywood said English needs to make sure he can put a trailer out there. Aubrey asked about City Permits. After some discussion a motion was made.

MOTION BY PETERSEN, SECOND BY LEWIS, to approve the Lease after the Leasing and Community Relations committees reviews the trailer, signage and City Permits, for the amount of \$ 350.00 per month, Utilities and Insurance. AYES: Milner, Stricklin, Friedl, Petersen, Lewis, Aubrey, Haywood. NAYES: None. MOTION CARRIED.

b) Armed Service YMCA expansion – McNally said the MWC is planning a 15 x 18 expansion on the rear of the airport building for use of storage for military bags. McNally said the committee approved the concept of the expansion earlier this year and the plans at the last meeting. McNally said it is the committee’s recommendation to approve the plans pending the City of Lawton’s review and permits. McNally said this expansion will not affect the terminal reconstruction in a couple of years. McNally said the committee wanted it written into the lease that the expansion belongs to the Authority. Lewis said the expansion to the building blends with the rest of the terminal.

MOTION BY LEWIS, SECOND BY FRIEDL, to approve the expansion upon the contingency the expansion belongs to the Airport, after they vacate the premises. Haywood, Milner, Friedl, Aubrey, Stricklin, Lewis, Petersen. NAYES: None. MOTION CARRIED.

c) MWC Lease – McNally said the committee discussed an amendment to the ASYMCA revocable permit to clarify the issue of snacks and drinks that they may provide and to specify the expansion of the building becomes airport property once completed. McNally said the Welcome Center has been providing food vouchers for the soldiers, courtesy of the Military Affairs Committee.

MOTION BY LEWIS, SECOND BY AUBREY- to approve the amendment to the ASYMCA revocable permit to clarify the issue of drinks and snacks and the expansion of the building becomes airport property. AYES: Petersen, Haywood, Lewis, Stricklin, Aubrey, Friedl, Milner. NAYES: None. MOTION CARRIED.

DEVELOPMENT COMMITTEE (David Aubrey, Committee Chair)

a) FAA project-Airfield lighting Project – Aubrey said we are going to have to postpone the runway lighting project until next year. Aubrey said the dead line for submittal got away from us. Aubrey said we will not lose any funds; they will roll over to next year. Aubrey said this project will be started in the spring of 14. McNally said this project became more complex than we realized. McNally said this will give the FAA and the Authority to review this project. Lewis asked if the project will interfere with the flights. McNally said some of the work will be in the safety area, so it will be a night time project.

AIRPORT DIRECTOR’S REPORT (Barbara McNally)

a) Airport Operations Report – McNally said enplanes are going up. McNally said summertime travel has

not increased as much as we were anticipating.

McNally said the Small community Air Services Grant

b) Financial Reports

MOTION BY AUBREY, SECOND BY STRICKLIN, to approve the financials and purchase orders as they were presented. AYES: Haywood, Milner, Friedl, Petersen, Stricklin, Aubrey, Lewis. NAYES: None. MOTION CARRIED.

NEW BUSINESS

There being no further business, the meeting was adjourned.

Bob Milner, Chairman