

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
September 23, 2008**

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

PRESENT:

Cassandra Lawson-Johnson, Chair
Richard Campbell, Asst. Secretary
David Aubrey, Asst. Secretary
Carey Johnson, Member
Stanley Haywood, Member

ABSENT:

Steve Gilkeson, Vice-Chair
George Moses, Secretary
Ray Friedl, Member
Toney Stricklin, Member

ALSO PRESENT:

Barbara McNally, Airport Manager
Chuck Wade, Airport Attorney
Jim Beazer, Fort Sill Transportation

Pat Hurley, Administrative Asst.
Mike Williams, American Eagle
Buddy Thornton, FSARAC

The roll call confirmed that a quorum was present.

OLD BUSINESS

(a) Minutes – Lawson-Johnson asked for additions and/or corrections to the minutes of the Airport Authority meeting of August 26, 2008 and the Special Authority meeting of September 4, 2008.

MOTION BY AUBREY, SECOND BY C. JOHNSON– to approve minutes of the Special Authority meeting September 4, 2008. AYES: Lawson-Johnson, Haywood, Campbell, Aubrey, C. Johnson. NAYES: None. MOTION CARRIED.

MOTION BY C. JOHNSON, SECOND BY HAYWOOD, to approve the minutes of the Authority meeting of August 26, 2008. YES: Lawson-Johnson, Haywood, Aubrey, C. Johnson. ABSTAIN: Campbell. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

a. American Eagle (Michael Williams) – Williams reported that the ATR service has been postponed until October 1, 2008, until we get the Airport up to Category 3 with the security requirements. Williams said McNally has done a wonderful job with communicating to us the things that are going on and the progress that has been made. Williams said Eagle is making sure that everything is done on their part to be successful. Williams said when Eagle was running the ATR service, the loads were good. Williams said they typically sent 45 to 60 passengers out on each aircraft and they expect to see the same kind of numbers when ATR full service starts service. Williams said we will probably have a lull in the middle of the week, Tuesday's and Wednesday's, but typically Thursday, Friday, Saturday and Sunday's will fairly full, 80 to 90% sometimes even 100%.

b. ASA/Delta (Jackie Hughes) – Not present.

c. LaSill Aviation (Chris Pittman) – Not present.

d. Lawton Air Traffic Control Tower (Frank Herndon) – Not present.

e. Fort Sill Transportation (Jim Beazer) – Beazer said he believes American Eagle has done the right thing by bringing the bigger aircraft in. Beazer said the training load is larger than it has ever been. Beazer said Fort Sill is graduating two and three classes a week and will be filling the flights Thursday, Friday and Saturday. Beazer said they are talking about adding more training missions to the load. Beazer said our troop movements have slowed a little bit. Beazer said we have a flight tomorrow and there will be a few charters in the next thirty days or so. Beazer said the military has done everything they need to do to help with the Security upgrade.

f. Fort Sill Army Radar Approach Control (Buddy Thornton) – Thornton reported commented that windmills within ten miles of an airport is a bad idea. Thornton said having a 400 foot obstruction anywhere near an airport is not a good idea. Thornton said you can not remove a moving object from the radar. McNally said there is a land owner would wants to put up windmills a half a mile from the south end of the airport. McNally said he has put in a request with the FAA. McNally said when he first approached me it was 3 or 4 windmills, he is up to 13 or 14 now. McNally said it adversely affects the approaches to our airport, our minimums are going to go up. McNally said every agency that has had a chance to comment, has had a non-favorable comment to this proposal.

g. TSA (Larry Kettler) – Not present.

DEVELOPMENT COMMITTEE (George Moses, committee chair)

a. Review for Engineer RFQ's – McNally said the development committee has been working on rating the engineering submittals that we received. McNally said they have narrowed it down to three companies, KSA, Mead & Hunt and BWR and the committee will be doing interviews. McNally said after the interviews the development committee will come back to the Authority with a proposal. Aubrey said there were seven firms that submitted proposals.

b. Taxiway A evaluation – McNally said we have gotten the evaluation back on taxiway A & B, where we have those significant cracks. The bottom line is that they were constructed according to the design, the design was good. McNally said the engineers believe that the problem was inadequate sub grade drainage. McNally reminded the members that this pavement was in when we received the significant rains last year. McNally said they have given us some suggestions on what we can do for now, but ultimately those sections will have to be replaced and we will have to install a better drainage system in order for this not to occur again. McNally said the reconstruction project will be eligible for federal funding.

c. Fuel Facility Expansion – C. Johnson said we had a pre-proposal conference that was well attended. C. Johnson said all questions and answers are published on our website. C. Johnson said the bid opening will be on September 26, 2008. Beazer asked when we expected this project to be completed. C. Johnson said it would be 90 to 120 days to complete after awarded.

d. Security Upgrade – McNally said the security bids are due September 30, 2008 at 2:00 p.m. McNally said we bid the fence portion out separately; those bids are due at 11:00 on the 30th. McNally said we will bring back a recommendation to the Authority. McNally said this project will be complete 90 days after award. McNally said the CAT III Airport Security Plan will be turned into TSA tomorrow. McNally said we are confident we can meet the October 1st dead line.

AIRPORT MANAGER'S REPORT (Barbara McNally)

McNally said the auditor has requested that we schedule review and approval of this years audit for the November board meeting. McNally said because of the significant changes to the OMB requirements for the single audit, Turner has requested a peer review of his work prior to finalizing this year's audit.

a. Enplanements and Airline Schedules - McNally said enplanements are slightly down in August over the previous month.

d. Financial Report – McNally presented the following written report:

Purchase Orders - Purchase Order's to be approved from the Operating Account total \$ 71,993.78. This includes repairs to the perimeter fence for \$6,418.60 for which were reimbursed by the their insurance company , the PFC consultant \$ 9,246.80 which will be reimbursed from the PFC's, landscaping in front of the Robert S. Johnson wall \$ 3,491.31, computer for the Airport Security Coordinator \$ 1,600.00, Designworks \$ 13,638.54 which will be paid out of the SCASD grant.

Purchase Order's from the Capital Improvement Account total \$ 1,336.40 the TSA rent which was transferred to the operating fund.

Bank Balances - The reconciled balance of the * Money Market Account (10976043) is \$ 165,181.15. the reconciled balance of the Operating Account (10375822) is \$ 124,805.14 (which includes \$ 80,357.83 of the City's and CCIDA funds for the matching share on the SCASD grant), the reconciled balance of the Imprest Fund (10704778) is \$ 2,253.89. For a total cash on hand \$ 287,732.40, less \$ 80,357.83 which is committed.

The reconcile balance of the restricted asset accounts are as follows: PFC (Passenger Facility Charges-9014251) \$ 114,878.30, Capital Improvement Account (114030) \$ 3,686.33 and restricted for land lease (invested in C.D.) \$ 343,266.00 plus interest.

The C.D. has matured with a final amount of \$ 113,964.41, those funds are currently in an interest bearing Money Market account and are ear marked for the fuel facility expansion.

Income and Expense Budget Tracking- Incomes for the month totaled \$ 71,304.59, YTD incomes total \$ 147,225.91 which is 19% of the total budgeted amount of \$ 761,178.30.

Expenses for the month totaled \$ 65,510.04, YTD expenses total \$ 126,597.43 which is 18% of the total budgeted amount of \$ 700,544.22

Accounts Receivable - AIP 23 exceeded the grant amount by \$ 58,713.05, which was paid by the Authority and will be reimbursed by the FAA.

Collateralized Accounts - Arvest has pledged \$ 500,000 above the FDIC limit. City National has pledged \$ 500,000 above the FDIC limit. These amounts have been confirmed with the Federal Reserve Bank.

MOTION BY C. JOHNSON, SECOND BY HAYWOOD, to approve the financials and purchase orders as presented. AYES: Campbell, Haywood, Lawson-Johnson, C. Johnson, Aubrey. NAYES: None. MOTION CARRIED.

NEW BUSINESS

There being no further business, the meeting was adjourned.

Cassandra Lawson-Johnson, Chairman