

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY  
AIRPORT AUTHORITY MEETING  
MINUTES  
April 20, 2010**

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

**PRESENT:**

Ray Friedl, Chairman  
David Aubrey, Secretary  
Stanley Haywood, Asst. Secretary  
Richard Campbell, Asst. Secretary  
Dana Davis, Member  
Ed Petersen, Member  
David Madigan, Member  
Lee Baxter, Member

**ABSENT:**

Toney Stricklin, Vice-Chair

**ALSO PRESENT:**

Barbara McNally, Airport Manager  
Kim McConnell, Lawton Constitution  
Pat Hurley, Administrative Assistant  
Jim Beazer, Fort Sill Transportation

Chuck Wade, Airport Attorney  
Sam Williams, American Eagle  
Chris Pittman, La Sill Aviation  
Ray Jude, Fort Sill Transportation

The roll call confirmed that a quorum was present.

**OLD BUSINESS**

- a) **Minutes** – Friedl asked for additions and/or corrections to the minutes of the Airport Authority meeting of March 23, 2010.

**MOTION BY HAYWOOD, SECOND BY AUBREY** - to approve minutes of the March 23, 2010 meeting. AYES: Friedl, Haywood, Campbell, Davis, Petersen, Madigan, Aubrey, Baxter. NAYES: None. MOTION CARRIED.

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**REPORTS FROM MANAGERS OF AIRPORT BUSINESSES**

- a. **American Eagle (Sam Williams, Manager)** –Williams said month to date we had 4 cancellations. Williams said American Eagle is seeing less maintenance issues on the ATR72's.
- b. **LaSill Aviation (Chris Pittman)** – No Report.
- c. **Lawton Air Traffic Control Tower (Frank Herndon)** – Not present.

**d. Fort Sill Transportation (Jim Beazer)** – Beazer said this is his last meeting and it has been a pleasure serving on the Airport Authority for the last 16 years. Beazer said Ray Jude would replace him for the interim term.

**e. Fort Sill Army Radar Approach Control (Buddy Thornton)** – Not Present.

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**DEVELOPMENT and FINBANCE COMMITTEES (Toney Stricklin and David Aubrey, Committee Chairs)**

**a) AIP 24 – (FY09 Federal Project)**

**1. Taxiway A & B and Design of Runway Project** – Aubrey said AIP 24 is complete and we need to release the final payment.

**MOTION BY PETERSEN, SECOND BY AUBREY**, to approve AIP Project 24 and release the final payment.  
AYES: Baxter, Davis, Madigan, Petersen, Aubrey, Friedl, Haywood, Campbell. NAYES: None. MOTION CARRIED.

**b) AIP 25 (FY 10 Federal Project)**

**1. Terminal Building Roof and HVAC Project** – McNally said the engineers had the preconstruction conference with Brox Industries representatives and it will take 30 days for them to have the materials on site. McNally said the HVAC's are going to be set first and then the new roof will be built around the new units. McNally said the contractor has 120 days to complete the project.

**c) Terminal Projects (Preliminary Design) Baggage Claim Area and Boarding Gate** – Aubrey said the design has been approved and it is slated for future construction.

**d) Lawton Beautiful Terminal Project** – Aubrey said the Comanche sign company is working with Lawton Beautiful and the Development committees to finalize plans for adding Native American murals and borders to the terminal.

**e) Ft. Sill Apron and A/DACG Facility** – Aubrey said the Authority is waiting on the official request from the Corp of Engineers before proceeding with the environmental work that was approved. McNally said the environmental study has a shelf - life of one year and they have not selected an Engineer to date, therefore we are waiting on a request to proceed. McNally said we are also submitting a request for funding assistance to the OMSPC.

**f) Airport Funded Projects** – Aubrey said the committee had the manager come up with a list of projects to improve the Airport terminal. Aubrey said everything from new blinds by the airline counters, new seating and a separate internet room. Aubrey said the committee will work on these improvements as funding is available.

**g) Wind Turbine Construction** – Aubrey said there is a proposed wind farm being considered 3.8 miles to the southwest of the airport. The FAA has issue a no objection determination but there is still some concern about building 20+ 400 foot wind turbines that close to the airport. Aubrey said the State Aeronautics Commission is working on legislation to protect State airports.

## **AIRPORT MANAGER'S REPORT (Barbara McNally)**

**a) Airport Operations Report** – McNally said concerning the proposed wind turbine construction, she will update the Authority as more information is available.

McNally said she would be in Oklahoma City tomorrow since it is Aviation Day at the Capitol. McNally said she would check on the status of the legislation. Davis said he has copies of the new language that is being considered for that legislation. Davis said with these modifications the City of Lawton is satisfied with the changes with one exception. Davis discussed the proposed change. Davis said it is important for the Authority to read this legislation.

McNally said the Finance and Personnel committees are working on the FY11 Budget. McNally said the committees will be meeting on May 5<sup>th</sup> to review the preliminary budget and make recommendations. McNally said she hoped to be able to bring the budget back in May for consideration and approval.

McNally said next week, April 25<sup>th</sup> through the 28<sup>th</sup>, she will be in Norman at the Oklahoma Airport Operators Conference.

**b) Financial Report** - Purchase Order's to be approved from the Operating Account total \$ 31,978.01, which includes \$ 5,580.11 for the boarding gate project that will be reimbursed by PFC's in the future.

Purchase Orders from the Capital Improvement Account totaled \$ 21,947.11, which includes \$ 10,453.82 for LEO that goes to the City of Lawton, AIP 24 was \$ 8,349.89 and AIP 25 was \$ 1,779.94 and \$ 1,363.46 TSA rent.

**Bank Balances** - The reconciled balance of the Money Market Account (10976043) is \$ 494,064.76, the reconciled balance of the Operating Account (10375822) is \$ 10,832.82, and the reconciled balance of the Imprest Fund (10704778) is \$ 862.87. For total of unrestricted funds available of \$ 505,760.45.

The reconcile balance of the restricted asset accounts are as follows: PFC (Passenger Facility Charges-9014251) \$ 116,440.27, Capital Improvement Account (114030) \$ 9,523.93.

**Line of Credit** - The balance of the line of credits used for the PFC projects is -0-.

**Income and Expense Budget Tracking** - Incomes for the month totaled \$ 63,981.31, YTD incomes total \$ 618,352.31 which is 84% of the total budgeted amount of \$ 740,092.53.

Expenses for the month totaled \$ 47,772.32, YTD expenses total \$ 588,245.55 which is 85% of the total budgeted amount of \$ 695,875.85. Line items that have exceeded the budget are Legal and Professional service which include non budgeted engineering services for the Golf Center Roof and HVAC Project, Preliminary design for the Boarding Gate project. Other expenses costs associated with snow and Ice control, i.e., deicers, repairs to the snow plow, runway lights, and rental of snow equipment.

Capital Expenditure is the Bassco bill for the fuel facility project in the amount of \$ 82,144.15.

**Collateralized Accounts** – Currently, the FDIC insures the Authority's accounts up to \$ 250,000.00 per account. The following are pledged dollars above the current insured amounts. Arvest has pledged

\$ 500,000 above the FDIC limit. City National has pledged \$ 1,750,000.00 above the FDIC limit. These amounts are reported monthly from Federal Reserve Bank.

**MOTION BY HAYWOOD, SECOND BY MADIGAN**, to approve the financials and purchase orders as they stand. AYES: Aubrey, Haywood, Campbell, Madigan, Petersen, Baxter, Davis, Friedl. NAYES: None.  
MOTION CARRIED.

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**NEW BUSINESS**

Friedl acknowledged Jim Beazer service to the Authority and gave him a plaque in appreciation of his service.

There being no further business, the meeting was adjourned.

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**Ray Friedl, Chairman**