

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
May 26, 2009**

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

PRESENT:

George Moses, Chairman
Richard Campbell, Secretary
Ray Friedl, Asst. Secretary
Stanley Haywood, Member (arrived late)
Carey Johnson, Member
Toney Stricklin, Member
Cassandra Lawson-Johnson

ABSENT:

Steve Gilkeson, Vice-Chair
David Aubrey, Asst. Secretary

ALSO PRESENT:

Barbara McNally, Airport Manager
Chuck Wade, Airport Attorney

Pat Hurley, Administrative Asst.
Kim McConnell, Lawton Constitution

The roll call confirmed that a quorum was present.

OLD BUSINESS

(a) Minutes – Moses asked for additions and/or corrections to the minutes of the Airport Authority meeting of April 21, 2009.

MOTION BY CAMPBELL, SECOND BY LAWSON-JOHNSON- to approve minutes of the April 21, 2009. AYES: Moses, Friedl, C. Johnson, Haywood, Stricklin, Lawson-Johnson. ABSTAIN: Campbell. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a. American Eagle (Christine Davis)** – Not present.
 - b. LaSill Aviation (Chris Pittman)** – Not present
 - c. Lawton Air Traffic Control Tower (Frank Herndon)** – Not present.
 - d. Fort Sill Transportation (Jim Beazer)** – No report.
 - e. Fort Sill Army Radar Approach Control (Buddy Thornton)** –Not present.
 - f. TSA (Larry Kettler)** – Not present.
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LEASING COMMITTEE (Carey Johnson, Committee Chair)

1) ATM Request for Proposal – C. Johnson said the committee is recommending a lease with Liberty National Bank is for three years with a surcharge of \$3.00 per withdrawal and \$ 1.00 per withdrawal going to the Airport Authority.

C. Johnson said Liberty National Bank can be ready to install their ATM machine in the near future.

MOTION BY LAWSON-JOHNSON, SECOND BY CAMPBELL, to approve a three year lease with Liberty National Bank at the surcharge rate of \$ 3.00 per withdrawal, with the Authority fees being \$ 1.00 per withdrawal. AYES: Stricklin, Moses, Campbell, Lawson-Johnson, Friedl, C. Johnson. NAYES: None. MOTION CARRIED.

2) Repairs on Golf Center Building – C. Johnson said LaSill has been working hard to get the new Golf Center up and running. C. Johnson said unfortunately, they keep uncovering problems with the building such as the parking lot, HVAC units and the roof.

McNally said our mechanical engineer's will be conducting a site visit in preparation for the terminal renovation project. McNally said while they are here, she will request that they look at the Golf Center building and make recommendation on it also.

McNally said the Golf Center was reroofed about a year ago and there have been continual problems with it since that time. McNally said there will need to be some major renovations.

DEVELOPMENT COMMITTEE (Ray Friedl, Committee Chair)

1) AIP 24 - Replacement of Failed Panels on Taxiway A and B, Design of Runway Project

a. Award Construction Contract – Friedl said the development committee met on May 20, 2009. Friedl said the five bids were received on April 23, 2009 and opened. Friedl said the low bidder was Downey Contracting in the amount of \$454,583.75; the engineer's recommendation is attachment #1. After some discussion a motion was made.

MOTION BY C. JOHNSON, SECOND BY LAWSON-JOHNSON, to approve awarding the contract to Downey Contracting in the amount of \$ 454,583.75. AYES: Moses, Friedl, Campbell, Stricklin, C. Johnson, Lawson-Johnson. NAYES: None. MOTION CARRIED.

b. Design work for Runway Overlay Project – Friedl said as part of this Grant Application, the proposed fee for the design phase of the runway overlay project in the amount of \$ 212,330.00. Friedl said the purpose of this project is to have the design ready for the runway overlay when FAA money becomes available. McNally said this fee will be subject to an independent engineering analysis, which will cost about \$ 1,000.00 that is also covered by the grant. Stricklin asked what the design would result in. McNally said we have an additional 2400 feet of the runway that needs to be overlaid. McNally said the Authority did not have enough funds to overlay the entire runway in 2000. McNally said this section is at the south end of the runway and will only leave about 5000 feet in use for Airport operations. McNally said the project will last about a month and a half and we will also be doing a rubber removal, crack sealing and painting on the entire runway.

MOTION BY C. JOHNSON, SECOND BY LAWSON-JOHNSON, to approve the design work on the runway overlay project in the amount of \$ 212,330.00. AYES: Stricklin, Friedl, C. Johnson, Moses, Lawson-Johnson, Campbell. NAYES: None. MOTION CARRIED.

- c. **Approval to submit application to the FAA for grant funds** – Friedl said the committee is asking for the approval to submit the FY09 application to the FAA in the amount of \$767,102.00, which is the sum of a and b above, plus engineering, inspection and testing fees. Friedl also requested approval to execute the grant offer once it is received from the FAA.

MOTION BY CAMPBELL, SECOND BY C. JOHNSON, to approve submitting FY09 application to the FAA in the amount of \$ 737,102.00 and executing the grant offer once it's received. AYES: Lawson-Johnson, Campbell, C. Johnson, Moses, Friedl, Stricklin. NAYES: None. MOTION CARRIED.

- 2) **Fuel Facility Expansion** – Friedl said the tank is complete and the contractor has requested the soak test. Friedl said our engineer expressed concern about the porch on which the equipment is setting, since there is no structural support under it like the other tanks. McNally said the contractor will be placing concrete blocks under the structure for support and we will monitor the porch for signs of sagging.
- 3) **Security Upgrades (Fence Bid and Security Systems)** – Friedl said the Security upgrades have been completed and inspected and they are operational. Friedl said it is the committee's recommendation to make the final payment.

MOTION BY C. JOHNSON, SECOND BY LAWSON-JOHNSON, to approve making the final payment on the Security upgrade project. AYES: C. Johnson, Stricklin, Friedl, Lawson-Johnson, Moses, Campbell. NAYES: None. MOTION CARRIED.

- 4) **Next PFC Application Project** – Friedl said there were three projects on the approved PFC application. Friedl said since the security project is complete it is the committee's recommendation to begin with the next PFC project which is the terminal renovations. Friedl said this project includes reroofing the terminal and replacing the HVAC units.

MOTION BY LAWSON-JOHNSON, SECOND BY STRICKLIN, to approve proceeding with developing the plans to complete the terminal renovation project. AYES: Stricklin, Moses, C. Johnson, Campbell, Lawson-Johnson, Friedl. NAYES: None. MOTION CARRIED.

- 5) **ADACG – Air Mobility Complex** – Friedl said this project was slated for FY12, but the military is looking at moving it to FY10. Friedl said the Authority has discussed providing the environmental assessment required as preliminary work on this project. McNally said our master plan consultants, Coffman and Associates, are working with the Corps of Engineers, Ft. Sill and the FAA to determine the exact components everyone will require to be included in the assessment. Friedl said the committee will come back to the Authority with a recommendation. There was some discussion about funding.

FINANCE COMMITTEE (David Aubrey, Committee Chair)

- a) **FY 10 Budget** – McNally said the committee met and reviewed the preliminary budget for FY10. McNally said we will need to do a meeting with the personnel committee, because we have a few issues with personnel that will affect our budget. McNally said we will be bringing back a final budget next meeting.

AIRPORT MANAGER'S REPORT (Barbara McNally)

- a. **Airport Operations** – McNally said that she visited with the Director of the Oklahoma Aeronautics Commission concerning the issue of wind turbines and aviation. McNally said that the OAC is drafting legislation to protect area surrounding airports from being affected by turbines.

b. Financial Report – May 2009

Purchase Orders - Purchase Order's to be approved from the Operating Account total \$ 564,451.03, of that amount \$ 525,000 is the Delta payment which was approved and financed. The P.O totals (actual expenses) for the month are \$ 39,451.03

Purchase Order's from the Capital Improvement Account totaled \$ 152,775.59 which includes the final payment on the Security project of \$ 32,233.46, Mid South \$ 119,105.29, AIP 24 \$ 73.38, and the TSA rent transfer.

Bank Balances - The reconciled balance of the Money Market Account (10976043) is \$ 368,453.00, the reconciled balance of the Operating Account (10375822) is \$ 100,195.40 which includes \$ 79,810.33 of the City's and CCIDA funds for the matching share on the SCASD grant), the reconciled balance of the Imprest Fund (10704778) is \$ 884.39. For total cash on hand less committed \$ 388,838.07

Investment include the Arvest Management account \$ 114,480.76 which is being used as collateral for the line of credit.

The reconcile balance of the restricted asset accounts are as follows: PFC (Passenger Facility Charges-9014251) \$ 1,369.05, Capital Improvement Account (114030) \$62,524.19 of which \$ 26,880.12 is restricted interest from the CD for the Air Mobility Complex.

Line of Credit - The line of credit that was approved to fund PFC projects and other projects as approved by the Authority. The current balance due is \$ 112,953.61 of which \$ 100,000 went to the Delta payment and will be reimbursed once the DOT grant payment is received and \$ 12,953.61 which will be paid off by the accumulated PFC's.

Income and Expense Budget Tracking - Incomes for the month totaled \$ 76,517.50; YTD incomes total \$ 777,963.04 which is 102% of the total budgeted amount of \$ 761,178.30.

Expenses for the month totaled \$ 53,706.92; YTD expenses total \$ 619,398.55 which is 88% of the total budgeted amount of \$ 700,544.22

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 the Federal Reserve Bank.

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

NEW BUSINESS

There being no further business, the meeting was adjourned.

George Moses, Chairman

