

MINUTES OF
LANCASTER AIRPORT AUTHORITY

February 9, 2009

A meeting of the Lancaster Airport Authority was held in the Lancaster Airport Terminal on Monday, February 9, 2009. The planning session began at 3:30 p.m. and the business meeting began at 4:00 p.m. Mr. Marvin Miller, Chairman, presided at the meetings and the following persons attended:

Lancaster Airport Authority

Chairman	Marvin Miller
Vice-Chairman	Russell Howell
Secretary	James Cunningham
Treasurer	Gregory Sahd
Asst. Secretary/Asst. Treasurer	Valerie Moul

Counsel – Craig Russell, Russell, Krafft & Gruber, Esq.

Others

Rob Barber – AVIS/Barbush Rentals
Chad Ochs – Freightliner of Harrisburg
Victor Miasnikowicz – Venture Jets, Inc.
Pat Burns – Lancaster Newspapers
Nathaniel Nolt – Nolt Air LLC
John Moeller – FAA ATC Tower
Rob Billas – Fiorentino’s Italian Restaurant
Rose Billas – Fiorentino’s Italian Restaurant
Chris Mejia – Transline Trucking Ltd.

Lancaster Airport Authority Staff

David Eberly – Airport Director
Joyce Opp – Finance & Marketing Director
Cheryl Martin – Administrative Assistant

PUBLIC COMMENT

Mr. Miller began the planning meeting and thanked everyone for attending. He introduced members of the Authority and staff and recognized a quorum present. Mr. Miller then requested any public comments from the meeting attendees. No public comment was

offered at this time; however, Mr. Miller encouraged anyone to get his attention throughout the meeting if desired.

AIRWAYS, INC. LEASE AGREEMENT

Mr. Eberly has a signed letter agreement with Airways, Inc. The agreement is a 30-day agreement and a check for the first month's rent has been received. The area includes the Pilot Shop and mezzanine area with a cubical area for offices. Mr. Herr moved his Winkie's shop to be included with the Pilot Shop at the Lancaster Airport.

AIR SERVICE UPDATE

Ms. Opp reported that tickets are on sale for LNS-BWI with Cape Air. Cape Air will be releasing a press release within the next 48 hours. The Lancaster Airport website will be adding links for the Frequent Flyer Program. She is also working on an e-blast design and the radio schedule will be underway. She is looking to provide information on major ground transportation to the BWI area to assist local people to utilize the service more efficiently.

The grand opening will be April 7 at 8:00 am. She requested input about potential awards to legislatures as a recognition for their important part in restoring service again.

EXECUTIVE SESSION

At this time an Executive Session was held to discuss a personnel matter. The Executive Session adjourned and the Planning Meeting resumed. No action was taken at this time.

ADJOURNMENT

At this time, the Planning Session adjourned. A brief recess was held before the 4:00 meeting began.

PUBLIC COMMENT

Mr. Miller began the 4:00 business meeting and thanked everyone for attending. He introduced members of the Authority and staff and recognized a quorum present. Mr. Miller then requested any public comments from the meeting attendees. No public comment was offered at this time; however, Mr. Miller encouraged anyone to get his attention throughout the meeting if desired.

MINUTES OF LAST MEETING

Copies of the proposed minutes of the Lancaster Airport Authority Board meeting held on January 12, 2009, were distributed to all members of the Authority. Upon motion duly made, seconded, and unanimously approved, the minutes were approved as submitted.

FINANCIAL REPORT

The monthly financial reports were distributed to all members for December 2008. The following outlines the financial report as of December 31, 2008.

Treasurer's Summary Report
For Period Ending December 31, 2008

I. General Fund Account 2008 Budget

Revenue:	\$1,560,526.52
(Budgeted Amount: \$1,427,352.28)	
Expense:	<u>1,107,824.21</u>
(Budgeted Amount: \$1,231,751.32)	
Total Net Revenue for 2008	<u>\$452,702.31</u>

II. Alliance Aviation Account

Revenue	\$151,149.35
(None Budgeted for 2008)	
Expense:	<u>97,437.56</u>
(None Budgeted for 2008)	
Total Net Revenue for 2008	<u>\$53,711.79</u>

III. Grant-Funded Project Construction Account

Balance as of November 30, 2008	\$7,798.02
Grant Receipts	1,513,820.00
(From Federal, State and County sources)	
Plus: Line of Credit Drawdowns	<u>21,600.00</u>
Total Grants & Drawdowns	\$1,543,228.02
Less Cash Disbursements for December 2008	<u>1,542,687.70</u>
Balance as of December 31, 2008	<u>\$540.32</u>

Note: Current balance in the LAA Passenger Facility Charges Fund Account at December 31, 2008 is \$108,234.70.

Upon motion duly made, seconded, and unanimously approved, the financial report was approved subject to audit.

Mr. Miller noted that the PFC ability to collect expired. It will take approximately 3-6 months to re-establish the program. The current cap is \$4.50, which the Board will have to

decide to change the current rate of \$3.00 to a higher rate. Airports are permitted to levy this user tax for the safety and access of airline passengers.

AIRWAYS LEASE AGREEMENT

The Lancaster Airport Authority Board approved the month to month interim agreement with Airways, Inc. to lease space at the field. He will continue to maintain the Pilot Shop, a mezzanine area, and a cubical area.

AIRPORT DIRECTOR'S REPORT

Mr. Eberly did not have any additional items to report for this meeting.

FINANCE & MARKETING DIRECTOR'S REPORT

Ms. Opp did not have any additional items to report for this meeting.

PUBLIC COMMENT

Mr. Miller asked if any attendees had any additional comments or questions. No additional comments were offered at this time.

DATE FOR NEXT MEETING

The date for the next meeting was confirmed for Monday, March 9, 2009, with a planning session at 3:00 p.m. and the business meeting at 4:00 p.m. There being no further business to discuss, motion was duly made, seconded, unanimously approved, and the meeting was adjourned.

Respectfully submitted,

Cheryl L. Martin
Recording Secretary