

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING MINUTES
April 23, 2019

The meeting was called to order at 9:06 a.m. by the Chair, Jennifer Ellis. The agenda along with the time and place of the meeting was posted in accordance with State Law.

PRESENT:

Jennifer Ellis, Chair
Johnny Owens, Vice-Chair
Sean Fortenbaugh, Past Chair
Sam Firman, Member
Ed Petersen, Member

ABSENT:

Robert Morford, Sectary
Steve Gilkeson, Asst. Secretary
Robert Kern, Asst. Secretary
David Madigan, Member

The roll call confirmed that a quorum was present.

ALSO PRESENT:

Pat Hurley, Executive Assistant
Kim McConnell, Lawton Constitution
Chris Flageolle P.E. Lochner

Chuck Wade, Attorney
John Westbrook, Ft. Sill Transportation
Jarrad Davidson, Bond Attorney

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a. American Eagle (Michelle Ward, General Manager) –Not Present. Hurley said enplanements are up.
- b. Lawton Air Traffic Control Tower (Lee Smith) – Not Present.
- c. Fort Sill Transportation (John Westbrook) – Westbrook said there will be redeployments in June & July. McNally said Hangar # 5 will be ready for Military use as by May 15, 2019.
- d. Ft. Sill ARAC – (Paul Hafen) – Not Present.

CONSENT AGENDA ITEMS:

- a. Items Removed from the Consent Agenda – Members may request items be removed from the consent agenda for separate action:
- b. Minutes - Approval of the minutes of the March 26, 2019.
- c. Monthly Financial Reports - Approval of the Director’s Financial Report, Accountant’s Financial Monthly Statement, Purchase Orders, Bank statements for the month.

MOTION BY PETERSEN, SECOND BY OWENS, to approve the consent agenda. AYES: Ellis, Owens, Fortenbaugh, Firman, Petersen. NAYES: None. MOTION CARRIED.

AIRPORT DIRECTOR'S REPORT (Barbara McNally)

- **Director's Report-**
- McNally said enplanements are higher than they have been in 5 years.
- McNally said fuel sales are down.
- McNally said she will bring the FY2020 Budget to the Authority at June's Board Meeting.
- **Project Updates-**McNally said there is an update sheet from Garver on the Terminal Project. McNally discussed financial options for the project and presented a 3-D program of the terminal improvements.

Financial Report-**Purchase Orders** - Purchase Order's to be approved:

LMAAA Operating Account - \$	82,244.84
Lawton Aviation Services	<u>11,367.28</u>
TOTAL	93,612.12

Capital Improvements Purchase Orders:

LEO Reimbursement	\$14,680.00
TSA rent transfer	<u>2,903.54</u>
TOTAL	\$17,583.54

Bank Balances:

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	271,976.28
Operating Account (10375822)	12,510.61
Imprest Fund (10704778)	709.40
Parking Account	22,515.77
Lawton Aviation Services	58,155.42
Unrestricted Accounts Balance	<u>365,867.48</u>

CFC Account	985,450.35
Passenger Facility Charges (9014251)	395,782.04
Capital Improvement Account (114030)	<u>572,443.12</u>
Restricted Accounts Balance	1,953,675.

LMAAA Income and Expense Budget Tracking -

Incomes for the month \$139,711.59*, YTD incomes \$ 1,317,727.60 or 75% of the total budgeted amount of \$ 1,729,049.89.
(* includes LAS income \$65,549.82)

Expenses for the month \$ 165,787.25*, YTD expenses \$ 1,235,272.00 or 75% of the total budgeted amount of \$ 1,552,055.03.
(* LAS expense \$ 59,691.68)

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 \$ 1,050,000 above the FDIC limit. City National \$ 1,200,000.00 above the FDIC limit.

These amounts are reported monthly from the Federal Reserve Bank.

NEW BUSINESS (Jennifer Ellis)

There being no further business the meeting was adjourned.



Jennifer Ellis, CHAIR