

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING MINUTES
March 26, 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:

Johnny Owens, Vice-Chair
Robert Morford, Sectary
Steve Gilkeson, Asst. Secretary
Robert Kern, Asst. Secretary
Sean Fortenbaugh, Past Chair
Sam Firman, Member
Ed Petersen, Member
David Madigan, Member

ABSENT:

Jennifer Ellis, Chair

The roll call confirmed that a quorum was present.

ALSO PRESENT:

Pat Hurley, Executive Assistant
Kim McConnell, Lawton Constitution
John Westbrook, Ft. Sill Transportation

Chuck Wade, Attorney
Paul Hafen, Ft. Sill ARAC

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) – No report.
- d. Ft. Sill ARAC – (Paul Hafen) – Hafen said the project in on schedule.

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 February 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 KERN, to approve the consent agenda. AYES: Owens, Morford, Gilkeson, Kern, Fortenbaugh, Firman, Petersen, Madigan. NAYES: None. MOTION CARRIED.

AIRPORT DIRECTOR'S REPORT (Barbara McNally)

- **Director's Report-** McNally was not present.
- **Project Updates-**Hurley said there is an update sheet from Garver.
- Restaurant is due to open in April.

Financial Report-

Purchase Orders - Purchase Order's to be approved:

LMAAA Operating Account - \$	72,138.31
Lawton Aviation Services	<u>16,948.92</u>
TOTAL	89,087.23

Capital Improvements Purchase Orders:

LEO Reimbursement	\$9,840.00
Garver AIP 35	\$33,164.84
Garver AIP 36	\$158,400.00
TSA rent transfer	<u>2,903.54</u>
TOTAL	\$204,308.38

Bank Balances:

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	248,015.76
Operating Account (10375822)	20,447.98
Imprest Fund (10704778)	898.29
Parking Account	18,140.38
Lawton Aviation Services	<u>52,718.53</u>
Unrestricted Accounts Balance	<u>340,220.94</u>

CFC Account	954,538.64
Passenger Facility Charges (9014251)	377,776.12
Capital Improvement Account (114030)	<u>264,050.29</u>
Restricted Accounts Balance	<u>1,596,365.05</u>

LMAAA Income and Expense Budget Tracking -

Incomes for the month \$176,972.201*, YTD incomes \$ 1,178,016.01 or 68% of the total budgeted amount of \$ 1,729,049.89.
(* includes LAS income \$96,606.99)

Expenses for the month \$ 153,821.45*, YTD expenses \$ 1,069,484.73 or 69% of the total budgeted amount of \$ 1,552,055.03.
(* LAS expense \$ 60,039.57)

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.



Johnny Owens, Vice-CHAIR