

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING MINUTES
May 21, 2019

The meeting was called to order at 9:00 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
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:

The roll call confirmed that a quorum was present.

ALSO PRESENT:

Pat Hurley, Executive Assistant
Kim McConnell, Lawton Constitution

Chuck Wade, Attorney
Jered Davidson, Bond Attorney

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a. American Eagle (Michelle Ward, General Manager) –Not Present.
- b. Lawton Air Traffic Control Tower (Lee Smith) – Not Present.
- c. Fort Sill Transportation (John Westbrook) – Not Present.
- 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 April 23, 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, Morford, Gilkeson, Kern, Fortenbaugh, Firman, Petersen, Madigan. NAYES: None. MOTION CARRIED.

FINANCE COMMITTEE (David Madigan and Jered Davidson)

Ellis read the statement. Discussion and possible action with respect to a resolution authorizing the Lawton Metropolitan Area Airport Authority (the "Authority") to issue its Revenue Note, Series 2019 (AMT) in the principal amount of not to exceed \$15,000,000 (the "Note") waiving competitive bidding and authorizing the Note to be sold on a negotiated basis; approving and authorizing execution of an Indenture authorizing the issuance and securing the payment of the Note (collectively, the "Indenture"); ratifying and confirming and/or authorizing a lease agreement between the Authority and the City of Lawton, Oklahoma, if applicable; providing that the organizational document creating the Authority is subject to the provisions of the Indenture; authorizing and directing execution of the Note and other documents relating to the transaction; and containing other provisions relating thereto. Madigan introduced Davidson. Davidson explained the Bond procedure and a motion was made.

MOTION BY PETERSEN, SECOND BY MORFORD, to approve as presented subject to the interest rate and maturity date limitations as discussed. AYES: Petersen, Firman, Fortenbaugh, Kern, Gilkeson, Morford, Ellis. ABSTAIN: Madigan, Owens. NAYES: None. MOTION CARRIED.

DEVELOPMENT COMMITTEE (Jennifer Ellis, Committee Chair)

Approve Phase 2 of the Terminal Building – Ellis said the committee approved moving forward with Phase 2 of the terminal project. Ellis said this will include the temporary hold room, with restrooms, the baggage claim area, TSA's offices and the meter/greeter area in the mid-section of the terminal. Ellis said the project will be bid in June. Ellis said Bid opening is scheduled for July.

MOTION BY MADIGAN, SECOND OWENS, to approve moving forward with the first phase of the terminal project. AYES: Kern, Ellis, Fortenbaugh, Owens, Firman, Morford, Petersen, Gilkeson, Madigan. NAYES: None. MOTION CARRIED.

AIRPORT DIRECTOR'S REPORT (Barbara McNally)

- **Director's Report-**
- Fuel sales are up.
- Phase 2 Garver report is in your packet.
- FAA inspection was a success.
- Café had a grand opening last Friday.

FINANCIAL REPORT (Barbara McNally)

Purchase Orders - Purchase Order's to be approved:

LMAAA Operating Account - \$	
Lawton Aviation Services	146,721.38
TOTAL	10,809.04
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	157,530.42

Capital Improvements Purchase Orders:

LEO Reimbursement	
TSA rent transfer	\$4,520.00
AIP 35	2,903.54
AIP36	499,375.75
TOTAL	43,868.00
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	\$550,667.29

Bank Balances:

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	
Operating Account (10375822)	249,863.13
Imprest Fund (10704778)	19,584.57
Parking Account	295.90
Lawton Aviation Services	21,092.94
Unrestricted Accounts Balance	33,062.16
	<hr/> <hr/>
	323,898.70

CFC Account	
Passenger Facility Charges (9014251)	1,013,413.62
Capital Improvement Account (114030)	414,604.21
Restricted Accounts Balance	728,285.39
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	2,156,303.22

LMAAA Income and Expense Budget
Tracking -

Incomes for the month \$202,161.66*, YTD
incomes \$ 1,519,889.26 or 88% of the total
budgeted amount of \$ 1,729,049.89.

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LMAAA Income and Expense Budget Tracking -

Incomes for the month \$202,161.66*, YTD incomes \$ 1,519,889.26 or 88% of the total budgeted amount of \$ 1,729,049.89.
 (* includes LAS income \$67,052.44)

Expenses for the month \$ 267,025.01 *, YTD expenses \$ 1,475,845.94 or 95% of the total budgeted amount of \$ 1,552,055.03.
 (* LAS expense \$ 120,002.91)

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, Chairperson