

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY**  
**AIRPORT AUTHORITY MEETING MINUTES**  
**February 25, 2020**

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

**PRESENT:**

Johnny Owens, Chair  
Robert Morford, Vice Chair  
Steve Gilkeson, Secretary  
Ed Petersen, Asst. Secretary  
Robert Kern, Member  
Sean Fortenbaugh, member  
David Madigan, Member  
Brad Burgess, Member (arrived late)

**ABSENT:**

Jennifer Ellis, Past Chair

The roll call confirmed that a quorum was present

**ALSO PRESENT:**

Barbara McNally, Airport Director  
Kim McConnell, Lawton Constitution  
Paul Hafen, ARAC Manager

Pat Hurley, Executive Assistant  
Chuck Wade, Airport Attorney

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**REPORTS FROM MANAGERS OF AIRPORT BUSINESSES**

- a. American Eagle (Michelle Ward, General Manager) –Not Present. Enplanement report provided.
- b. Lawton Air Traffic Control Tower (Lee Smith) – Not present.
- c. Fort Sill Transportation (John Westbrook) – Not present.
- d. Ft. Sill ARAC – (John Westbrook) – Hafen said Fort Hood, Texas will be doing a training mission at Fort Sill and will require fuel from Lawton Aviation Services.

**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 January 21, 2020.
- 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 FORTENBAUGH, to approve the consent agenda. AYES: Owens, Morford, Gilkeson, Kern, Fortenbaugh, Petersen, Madigan. NAYES: None. MOTION CARRIED.

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**DEVELOPMENT COMMITTEE (Ed Petersen, Committee Chair)**

**AIP 37 - Emergency Generator Bids** – McNally said the bid opening for the generator project was February 4, 2020. McNally said the following are the results of the bid:

Dever Building – \$ 557,573.00  
Jet Commercial –\$ 194,777.77  
Libra Electric - \$ 138,690.00

McNally said it is the Engineer’s recommendation to award to the low bidder Libra Electric.

**MOTION BY PETERSEN, SECOND BY MADIGAN**, to approve awarding the contract to Libra Electric the low bidder at \$ 138,690.00. AYES: Fortenbaugh, Madigan, Gilkeson, Morford, Owens, Kern, Petersen. NAYES: None. MOTION CARRIED.

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**AIRPORT DIRECTOR’S REPORT (Barbara McNally)**

**A. Director’s Airport Report** – McNally explained the fuel report.

**DIRECTOR’S FINANCIAL REPORT – February 2020**

**Purchase Orders** - Purchase Order’s to be approved:

LMAAA Operating Account - \$  
Lawton Aviation Services  
TOTAL

**Capital Improvements Purchase Orders:**

LEO reimbursement  
TSA rent transfer  
AIP 35  
AIP 37  
TOTAL

**Bank Balances:**

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)

Operating Account (10375822)

Imprest Fund (10704778)

Parking Account

Lawton Aviation Services

**Unrestricted Accounts Balance**

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CFC Account

Passenger Facility Charges (9014251)

Capital Improvement Account (114030)

**Restricted Accounts Balance**

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**LMAAA Income and Expense Budget Tracking** -

Incomes for the month \$221,276.78\*, YTD incomes \$1,526,755.74 or 85% of the total budgeted amount of \$ 1,796,983.36.

(\* includes LAS income \$75,502.01)

Expenses for the month \$ 140,875.54 \*, YTD expenses \$ 1,394,270.45 or 83% of the total budgeted amount of \$ 1,681,568.00.

(\* LAS expense \$ 39,465.87)

**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.

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**NEW BUSINESS (Johnny Owens)**

McNally presented Ellis with the Chairpersons appreciation plaque.

There being no further business the meeting was adjourned.

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Johnny Owens, Chair

