

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING MINUTES
September 22, 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
David Madigan, Member
Robert Kern, Member
Sean Fortenbaugh, member
Brad Burgess, Member

ABSENT:

Jennifer Ellis, Past Chair

The roll call confirmed that a quorum was present

ALSO PRESENT:

Barbara McNally, Airport Director
Kim McConnel, Lawton Constitution
Paul Hafen, Ft. Sill ARAC Manager

Pat Hurley, Executive Assistant
Chuck Wade, Airport Attorney

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 – (Paul Hafen)** – No Report.

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 June 23, 2020.
- c. **Monthly Financial Reports** - Approval of the Director’s Financial Report, Accountant’s Financial Monthly Statement, Purchase Orders, Bank statements for the month of June, July and August.

MOTION BY PETERSEN, SECOND BY KERN, to approve the consent agenda. AYES: Owens, Morford, Gilkeson, Petersen, Madigan, Kern, Fortenbaugh, Burgess. NAYES: None. MOTION CARRIED.

AIRPORT DIRECTOR'S REPORT (Barbara McNally)

A. AIP PROJECT UPDATES: McNally stated the following.

1. Terminal Baggage Claim Construction-McNally said the Terminal Baggage Claim Construction is currently 247 days of a 480 -day contract. McNally said a Rough Estimate of Percent Completion to Date of Construction Phases (Include items such as clearing, grading, drainage, base, surface, lighting, etc.)

Utilities: 30%

Demo: 90%

Exterior Fencing: 40%

IT: 10%

Shoring to install beam: 100%

Structural Footings: 100%

Slab: 95%

Framing: 93%

Rough Electrical: 45%

Work completed this period:

Installation of sanitary sewer lines.

Interior framing and parapet framing.

Worked on roof drains.

Rough plumbing.

Poured back block outs around columns.

2. Installation of the Emergency Power Generator- McNally said this is the generator for the airside. McNally said the contract has been executed and the equipment has been ordered.

3. AIP 40 - Runway Rehab and Underdrain Project

a. Award of Contract – McNally said bids were received on July 30, 2020. McNally said two bids were received, Jet Construction in the amount of 2,986,392.92 and GCC Enterprises for 2,342,099.00. McNally said it is the engineer's recommendation to approve award to GCC Enterprises.

MOTION BY MADOGAN, SECOND BY MORFORD, to approve awarding the Runway Rehab and Underdrain Project to GCC Enterprises in the amount of \$ 2,342,099.00. AYES: Fortenbaugh, Madigan, Gilkeson, Morford, Owens, Kern, Burgess, Petersen. NAYES: None. MOTION CARRIED.

b. Approve submitting a Grant Application and Executing – McNally said this project will be funded 100% by the FAA. 90% will come from our entitlement funds and the discretionary funds, the last 10% will be funded by the FAA out of CARE act funding.

McNally said the board will need to approve accepting and executing the grant in the amount of 2,672,101.00 for the 90% match.

MOTION BY PETERSEN, SECOND BY KERN, to approve accepting and executing the grant in the amount of \$ 2,672,101.00 for the 90% match. AYES: Madigan, Morford, Fortenbaugh, Gilkeson, Petersen, Burgess, Kern, Owens. NAYES: none. MOTION CARRIED.

A. Director's Financial Report

DIRECTOR'S FINANCIAL REPORT – September 2020

Purchase Orders - Purchase Order's to be approved:

LMAAA Operating Account - \$	110,289.29
Lawton Aviation Services	17,119.23
TOTAL	127,408.52

Capital Improvements Purchase Orders:

LEO reimbursement	\$1,440.00
TSA rent transfer	3,254.50
Arvest LAS fuel transfer	6,712.36
TOTAL	\$11,406.86

Bank Balances:

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	414,810.16
Operating Account (10375822)	106,698.86
Imprest Fund (10704778)	2,719.83
Parking Account	11,705.58
Lawton Aviation Services	31,541.02
Unrestricted Accounts Balance	567,475.45

CFC Account	1,034,103.64
Passenger Facility Charges (9014251)	33,497.94
Capital Improvement Account (114030)	60,767.25
Restricted Accounts Balance	1,128,368.83

LMAAA Income and Expense Budget Tracking -

Incomes for the month \$207,960.10 *, YTD incomes \$1,236,806.16 or 42% of the total budgeted amount of \$ 2,911,370.82.
(* includes LAS income \$116,142.33)

Expenses for the month \$ 190,773.37 *, YTD expenses \$ 367,013.36 or 19% of the total budgeted amount of \$ 1,951,868.00.
(* LAS expense \$ 95,505.80)

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 (Johnny Owens)

There being no further business the meeting was adjourned.

Johnny Owens, Chair