

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY**  
**AIRPORT AUTHORITY MEETING MINUTES**  
**February 23, 2021**

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

**PRESENT:**

Steve Gilkeson, Chairman  
Ed Petersen, Vice Chair  
David Madigan, Secretary  
Jennifer Ellis, Asst. Secretary  
Sean Fortenbaugh, Asst. Secretary  
Johnny Owens, immediate past chair  
Robert Kern, Member  
Allan Hampton

**ABSENT:**

Brad Burgess, Member

The roll call confirmed that a quorum was present.

**ALSO PRESENT:**

Barbara McNally, Airport Director  
Kim McConnel, Lawton Constitution

Pat Hurley, Executive Assistant  
Chuck Wade, 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 – (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 January 26,2021.
- c. **Monthly Financial Reports** - Approval of the Director’s Financial Report, Accountant’s Financial Monthly Statement, Purchase Orders, Bank statements for the month of December.

MOTION BY PETERSEN, SECOND BY ELLIS, to approve the consent agenda. AYES: Gilkeson, Petersen, Madigan, Ellis, Fortenbaugh, Owens, Kern, Hampton. NAYES: None. MOTION CARRIED.

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**DEVELOPMENT COMMITTEE (Ed Petersen)**

- A. **Accept Federal CARES Grant Part 2** – Petersen said the first item has to do with the Cares Act and it will go before the City Council this evening. Petersen said the Grant is for an additional 1,017,805.00 and 11,225.00. Petersen said this item comes out of committee but requires a motion.

**MOTION BY ELLIS, SECOND BY FORTENBAUGH**, to approve the Cares Act Gran in the amounts of 1,017,805.00 and 11,225.00. AYES: Fortenbaugh, Hampton, Madigan, Gilkeson, Petersen, Owens, Kern, Ellis. NAYES: None. MOTION CARRIED.

- B. **Fire Station #2** – McNally said the geotechnical engineer will analyze the soil beneath the foundation in five locations and provide recommendations for remediation. McNally said the engineers will be meeting with the Development Committee with recommendations in March. Madigan asked McNally what the response from the contractor of the Fire Station was. McNally said none so far. McNally said the construction maintenance bond is with Rich Construction.

- C. **Runway Rehab and Underdrains** – McNally said the weather has delayed reopening the runway. McNally the project is almost complete, outstanding items is rubber removal and painting.

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

**A. Director’s Financial Report:**

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

LMAAA Operating Account - \$	37,480.15
Lawton Aviation Services	19,751.95
TOTAL	<u>57,232.10</u>

**Capital Improvements Purchase Orders:**

LEO reimbursement	\$0.00
TSA rent transfer	3,254.50
CARES money transfer	0.00
Project 37, 38 &40	1,098,133.66
Arvest LAS fuel transfer	432.91
TOTAL	<u>\$1,101,821.07</u>

**Bank Balances:**

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	704,952.79
Operating Account (10375822)	22,819.51

Imprest Fund (10704778)	1,590.19
Parking Account	14,019.94
Lawton Aviation Services	25,105.12
<b>Unrestricted Accounts Balance</b>	<b>768,487.55</b>

CFC Account	1,138,023.96
Passenger Facility Charges (9014251)	84,460.38
Capital Improvement Account (114030)	43,681.37
<b>Restricted Accounts Balance</b>	<b>1,266,165.71</b>

**LMAAA Income and Expense Budget Tracking -**

Incomes for the month \$276,649.73 \*, YTD incomes \$2,374,329.90 or 82% of the total budgeted amount of \$ 2,911,370.82.  
 (\* includes LAS income \$ 47,810.61)

Expenses for the month \$ 141,350.12 \*, YTD expenses \$ 1,163,180.03 or 60% of the total budgeted amount of \$ 1,951,868.00.  
 (\* LAS expense \$ 46,972.99)

**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.

Gilkeson welcome Alan Hampton to the board.

There being no further business, the meeting was adjourned.

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**Steve Gilkeson, Chairman**