

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
December 16, 2016**

The meeting was called to order at 9:00 a.m. by the Secretary, Cassandra Lawson-Johnson. The agenda along with the time and place of the meeting was posted in accordance with State Law.

PRESENT:

Cassandra Lawson-Johnson, Secretary
Sean Fortenbaugh, Member
Robert Morford, Member
David Madigan, Past Chair
Johnny Owens, Member
Jennifer Ellis, Member

ABSENT:

Bret Lewis, Chairman
Sam Firman, Vice-Chair
David Aubrey, Member

The roll call confirmed that a quorum was present.

ALSO PRESENT:

Barbara McNally, Airport Director
Kim McConnell, Lawton Constitution
Ed Petersen, New Member 2017

Pat Hurley, Executive Assistant
Chuck Wade, Airport Attorney

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a. **American Eagle (Michelle Ward, General Manager)** – Not Present. McNally said the enplanements are down for the holiday season.
- 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.

OLD BUSINESS

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 November 22, 2016.
- 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 ELLIS, SECOND BY MORFORD, to approve the consent agenda. AYES: Lawson-Johnson, Fortenbaugh, Madigan, Morford, Owens, Ellis. NAYES: None. MOTION CARRIED.

Chairman's Report (Brett Lewis, Chairman)

1) **Selection Committee**- Fortenbaugh said the slate of officers is as follows:

Sam Firman-Chairman
Sean Fortenbaugh Vice-Chair
Jennifer Ellis-Secretary
Johnny Owens-Asst. Secretary
David Aubrey-Asst. Secretary

MOTION BY COMMITTEE, to approve the above officers for 2017. AYES: Lawson-Johnson, Ellis, Fortenbaugh, Madigan, Morford, Owens. NAYES: None. MOTION CARRIED.

AIRPORT DIRECTOR'S REPORT (Barbara McNally)

1) **Director's Report/ Financial Report**

Purchase Orders - Purchase Order's to be approved:

LMAAA Operating Account - \$	99,658.11
Lawton Aviation Services -	6,941.61
TOTAL	<u>106,599.72</u>

Capital Improvements Purchase Orders:

TSA rent transfer	\$2,756.30
Garver – AIP 34	10,952.83
TOTAL	<u>13,709.13</u>

Bank Balances:

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	336,049.04
Operating Account (10375822)	5,797.58
Imprest Fund (10704778)	826.88
Parking Account	21,415.80
Lawton Aviation Services	38,783.61
Unrestricted Accounts Balance	<u>402,872.91</u>

CFC Account	324,807.64
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Passenger Facility Charges (9014251)	145,031.46
Capital Improvement Account (114030)	-20,346.14
Restricted Accounts Balance	449,492.96

LMAAA Income and Expense Budget Tracking -

Incomes for the month \$ 164,598.85, YTD incomes \$ 528,542.54 or 36% of the total budgeted amount of 1,449,229.65.

Expenses for the month \$ 168,305.20, YTD expenses \$ 542,813.67 which is 35% of the total 308.82 budgeted amount of \$ 1,543,308.82.

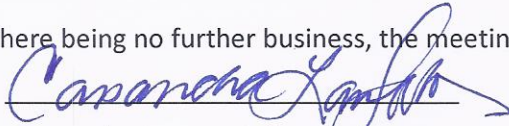
Collateralized Accounts – Currently, the FDIC insures the Authority’s accounts up to \$ 250,000.00 per account.

The following are pledged dollars above the current insured amounts:

Arvest \$ 600,000 above the FDIC limit. City National \$ 901,227.48 above the FDIC limit.

NEW BUSINESS (Brett Lewis, Chairman)

There being no further business, the meeting was adjourned.


Cassandra Lawson-Johnson, Secretary