

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING MINUTES
July 22, 2025

The meeting was called to order at 9:00 a.m. by the Chair, David Madigan.

The agenda along with the time and place of the meeting was posted in accordance with State Law.

ROLL CALL:

AUTHORITY MEMBERS PRESENT:

David Madigan, Chair
Allan Hampton, Vice Chair
Clay Zelbst, Member
Jennifer Ellis, Member
George Gill, Member
Clarence Fortney, Member
Christie Chambers, Member

AUTHORITY MEMBERS ABSENT:

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The roll call confirmed that a quorum was present.

OTHERS ALSO PRESENT:

Barbara McNally, Airport Director
Brad Burgess, Counsel
Misti Meraz, Ft. Sill ARAC
Kim McConnell, Lawton Constitution

Pat Hurley, Executive Assistant
Colby Stevenson, Counsel
Steve Coleman, Counsel

4. REPORTS FROM AIRPORT BUSINESSES

- A. American Eagle (Michelle Ward, GM) - Not present, written report provided.
- B. Lawton Air Traffic Control Tower (Lee Smith) - Not present.
- C. Fort Sill Transportation (Ray Jude) - Not Present.
- D. Ft. Sill ARAC - (Misty Meraz) - No Report given.

5. CONSENT AGENDA ITEMS:

Members may request items be removed from the consent agenda for separate action:

- A. Minutes - Approval of the minutes of June 24, 2025, meeting.
- B. Financial Report – Director Financial Report, Purchase Orders, Accountants Financial Statement and Bank Statements

Purchase Orders - Purchase Order's to be approved:

LMAAA Operating Account - \$	199,192.43
Car Rental Expenses	1,470.62
Lawton Aviation Services	19,572.44
TOTAL	220,235.49

Capital Improvements Purchase Orders:

Terminal RB	\$17,474.48
TSA rent transfer	0.00
Transfer LAS Military Fuel Sales	50,429.90
AIP 47 - PER	0.00
TOTAL	\$67,904.38

Bank Balances:

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	419,297.90
Operating Account (10375822)	26,857.16
Imprest Fund (10704778)	267.21
Parking Account	11,499.06
Lawton Aviation Services	348,649.95
Unrestricted Accounts Balance	806,571.28

CFC Account	135,618.87
Passenger Facility Charges (9014251)	66,026.81
Revenue Bond Account	3,977.59
Capital Improvement Account (114030)	36,824.36
Restricted Accounts Balance	242,447.63

Payroll Expenses	55,200.66
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LMAAA Income and Expense Budget Tracking -

Incomes for the month \$ 210,385.30 Income to date s \$ 3,065,055.55 or 113% of the total budgeted amount of \$ 2,723,661.01
(* includes LAS income \$ 123, 518.31)

Expenses for the month \$ 268,983.16 *, YTD expenses 2863352.49 or 116% of the total budgeted amount of \$ 2,471,345.20
(* LAS expense \$ 129,940.08)

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 \$ 1,050,000.00 above the FDIC limit. City National \$ 1,200,000.00 above the FDIC limit.
These amounts are reported monthly from the Federal Reserve Bank.

MOTION BY Ellis, SECOND By Fortney, to approve the consent agenda. AYE: Madigan, Hampton, Chambers, Zelbst, Fortney, Ellis, Gill. NAYES: None. MOTION CARRIED.

6. CHAIRMANS REPORT (David Madigan)

A. Selection of Officers – Due to the departure of two officers, it is necessary to elect a slate of officers and update the bank cards. The new slate recommended:

Allan Hampton, Chair; Clay Zelbst, Vice Chair; Clarence Fortney, Secretary; Jennifer Ellis, Asst. Secretary, Christi Chambers, Asst. Secretary.

MOTION BY Gill, SECOND By Ellis, to approve the slate of officers as appears above. AYE: Madigan, Hampton, Chambers, Zelbst, Fortney, Ellis, Gill. NAYES: None. MOTION CARRIED.

7. DIRECTOR'S REPORT (Barbara McNally, Director)

A. Air Service Development Presentation – The Oklahoma Department of Aviation and Aerospace provided funds to conduct an air service development study to analyze our air service and traffic going to other airports.

The study was conducted by Andrew Pierini, of Ailevon-Pacific Aviation Consulting. The board received a presentation of the study. (See Attachment 1).

8. PROPOSED EXECUTIVE SESSION (as defined by OS 307 (B) 4)

A. MOTION TO GO INTO EXECUTIVE SESSION - MOTION By Gill, SECOND By Hampton, to go into Executive Session. AYE: Madigan, Hampton, Chambers, Zelbst, Fortney, Ellis, Gill. NAYES: None. MOTION CARRIED.

B. PROPOSED EXECUTIVE SESSION for confidential communication between the Authority and its attorney concerning the pending investigation, claim, or action if the public body, with

the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest:

C. MOTION RETURN TO OPEN SESSION MOTION By Gill, SECOND By Chambers, to go into Open Session. AYE: Madigan, Hampton, Chambers, Zelbst, Fortney, Ellis, Gill. **NAYES: None. MOTION CARRIED.**

Madigan said the Authority went into the Executive Session at 9:56 a.m. and returned to Open Session at 11:01 a.m. Madigan said action was taken.

MOTION TO appoint Clay Zelbst to participate in mediation and negotiate a potential settlement on behalf of the Authority in the case of LMAAA vs. Rich Construction, et.al., District Court of Comanche County, Oklahoma, Case No. CJ-2023-42, and to appoint Jennfier Ellis as an alternate. AYES: Madigan, Hampton, Chambers, Zelbst, Fortney, Ellis, Gill. NAYES: None. MOTION CARRIED.

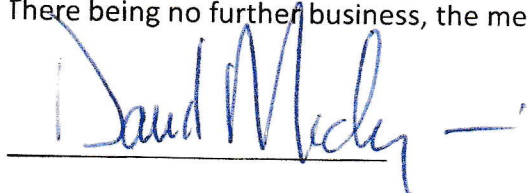
9. NEW BUSINESS (David Madigan, Chair)

A. New Business- (as defined by 25 OS Supp. 1977, 311(9) "Any matter not known of which could not have been reasonable foreseen prior to the posting of the agenda" for this meeting.

B. Audience Participation - There was none.

Madigan acknowledged Barbara McNally's 40 years working for the LMAAA and presented her with flowers and a gift.

There being no further business, the meeting was adjourned.

A handwritten signature in blue ink, appearing to read "David Madigan", is written over a horizontal line.

David Madigan, Chair