

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING MINUTES**

August 26, 2025

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

ROLL CALL:

MEMBERS PRESENT:

Allan Hampton, Chair
Clay Zelbst, Vice Chair
Jennifer Ellis, Member
George Gill, Member
Mark Henry, Member
Christie Chambers, Member

MEMBERS ABSENT:

Clarence Fortney

The roll call confirmed that a quorum was present.

OTHERS ALSO PRESENT:

Barbara McNally, Airport Director
Brad Burgess, Counsel

Matina Davis, Public Participant
Kim McConnell, Lawton Constitution

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Hampton introduced the new member, Mark Henry. Henry thanked Hampton for the welcome, Henry said he and his family have a long connection to Lawton airport both as commercial and private users. Henry said that his late father T.J. Henry also served on this board. Henry praised the authority and the director for the progress of the facility and said the airport is a large part of the progress of this city.

Hampton said we are sending our deepest condolences to the Downey family for their loss. We pray for grace and comfort for the family at this time.

Hampton also thanks David Madigan for his leadership during his tenure as Chair.

4. REPORTS FROM AIRPORT BUSINESSES

- A. American Eagle (Michelle Ward, GM) - Not present, written report provided.
- B. Fort Sill Transportation (Ray Jude) - Not Present.
- C. 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 July 22, 2025 meeting.
- B. **Financial Report** - Director Financial Report, Purchase Orders, Accountant's Financial Statement and Bank Statements.

Purchase Orders - Purchase Order's to be approved:

LMAAA Operating Account - \$	93,502.07
Car Rental Expenses	3,687.11
Lawton Aviation Services	48,801.77
TOTAL	145,990.95

Capital Improvements Purchase Orders:

Terminal RB	\$874,670.33
TSA rent transfer	0.00
Transfer LAS Military Fuel Sales	48,801.77
AIP 47 - PER	0.00
TOTAL	\$923,472.10

Bank Balances:

The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	286,358.37
Operating Account (10375822)	4,045.15
Imprest Fund (10704778)	2,249.02
Parking Account	5,428.81

Lawton Aviation Services	402,116.49
Unrestricted Accounts Balance	700,197.84

CFC Account	125,068.25
Passenger Facility Charges (9014251)	80,739.21
Revenue Bond Account	-12,496.90
Capital Improvement Account (114030)	70,439.64
Restricted Accounts Balance	263,750.20

Payroll Expenses	54,902.86
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LMAAA Income and Expense Budget Tracking -

Incomes for the month \$ 201,788.70 Income to date s \$ 201,788.70 or 8% of the total budgeted amount of \$ 2,681,275.94
 (* includes LAS income \$ 110,853.23)

Expenses for the month \$ 283,246. 69 *, YTD expenses 283246.69 or 11% of the total budgeted amount of \$ 2,673,486.20.
 (* LAS expense \$ 48,977.79)

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 Chambers, to approve the consent agenda as presented.
 AYES: Hampton, Zelbst, Eliis, Chambers, Hilliary, Gill, Henry. NAYES: None. MOTION CARRIED.

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

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

- A. **MOTION TO GO INTO EXECUTIVE SESSION - MOTION BY Gill, SECOND By Ellis**, to go into Executive Session. AYES: Hampton, Zelbst, Eliis, Chambers, Hilliary, Gill, Henry. 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:

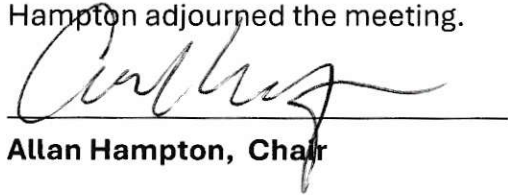
- C. **MOTION RETURN TO OPEN SESSION MOTION By Gill, SECOND By Chambers**, to go into Open Session. AYE: Madigan, Hampton, Chambers, Zelbst, Fortney, Ellis, Gill. NAYES: None. MOTION CARRIED.

Hampton said the Authority went into the Executive Session at 9:10 a.m. and returned to Open Session at 10:02 a.m. Hampton said no action was taken.

9. NEW BUSINESS (Alan Hampton, Chair)

- A. New Business- (as defined by 25 OS Supp. 1977, 311(9) "Any matter not known of which could not have been reasonably foreseen prior to the posting of the agenda" for this meeting.
- B. Audience Participation - There was none.

Hampton adjourned the meeting.



Handwritten signature of Allan Hampton, written in black ink, positioned above a horizontal line.

Allan Hampton, Chair