

AGENDA
SHAWNEE AIRPORT AUTHORITY
MARCH 20, 2023 AT 6:00 PM
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the February 21, 2023 regular meeting.
2. Consideration of Amendment to Commercial Aeronautical Lease Agreement.
3. New Business
4. Adjournment

Respectfully submitted,

Lisa Lasyone, CMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting, and necessary accommodations will be made. (ADA 28 CFR 36)

DRAFT

SHAWNEE AIRPORT AUTHORITY PROCEEDINGS

FEBRUARY 21, 2023 AT 6:00 PM

The Shawnee Airport Authority of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, Tuesday, February 21, 2023 at 6:00 PM, pursuant to notice duly posted as prescribed by law at 6:53 p.m. on Thursday, February 16, 2023. Chairman Bolt presided and called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Chairman

Daniel Matthews
Trustee Ward 1

Cami Engles
Trustee Ward 2

Travis Flood
Trustee Ward 3

Darren Rutherford
Trustee Ward 4

Mark Sehorn
Trustee Ward 5

Lauren Richter
Trustee Ward 6

ABSENT: None

CALL TO ORDER

DECLARATION OF QUORUM

1. Consider approval of Consent Agenda:

- a. Minutes from the January 17, 2023 regular meeting.
- b. Acknowledge the Airport Advisory Board Minutes from the January 18, 2023 regular meeting.

A motion was made by Trustee Sehorn, seconded by Trustee Rutherford, to approve Consent Agenda Item Nos. 1(a-b). Motion carried 7-0.

AYE: Sehorn, Rutherford, Matthews, Engles, Flood, Bolt, Richter

NAY: None

2. New Business

There was no New Business.

3. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (9:11 p.m.)

ED BOLT, CHAIRMAN

ATTEST:

LISA LASYONE, CMC
CITY CLERK



Airport Department
Shawnee Regional Airport
2202 North Airport Drive
Shawnee, OK 74804

Date: March 20, 2023
To: Shawnee Airport Authority
From: Bonnie Wilson, Airport Manager
Subject: Consideration of Amendment to Commercial Aeronautical Lease Agreement.

Background: Buco Aviation, LLC (“BUCO”) has been a commercial aeronautical service tenant at the Shawnee Regional Airport (SNL) since February 2020. SNL leases BUCO a box hangar, and a t-hangar and office complex. Under their current commercial aeronautical services agreement BUCO is authorized to provide certain aircraft restoration services exclusive of scheduled airframe and or powerplant maintenance.

BUCO submitted a written request to amend their current agreement to include authorization to provide airframe and powerplant services to the public within the facilities included in their current leasehold. The proposal addressed each of the requirements for providing this service as established by the Shawnee Airport Authority Minimum Standards and Requirements for Capital Development on Airport Property Commercial Aeronautical Services Commercial Non-Aeronautical Services and Non-Commercial Aeronautical Activities at the Shawnee Regional Airport (Minimum Standards).

Per the Minimum Standards, all other entities providing commercial services at the airport were notified via email on February 8, 2023, of the Airport Advisory Board’s (AAB) intent to discuss and consider BUCO’s proposal at their Regular Meeting, February 15, 2023.

At the Regular Meeting, the AAB considered the proposal and recommended amending BUCO’s agreement to allow for an expansion of their service profile by a five-zero vote (Lee and White absent).

Financial Impact: It is expected the expansion of services will increase the number of customers utilizing the airport, increasing annual operations counts and fuel sales.

Attachments: Lease Amendment BUCO Aviation LLC

Staff Recommendation: Authorize the City Manager to execute the proposed amendment based on the recommendation of the Airport Advisory Board



Shawnee Regional Airport
2202 N. Airport Dr.
Shawnee, OK 74804
ShawneeOK.org

AMENDMENT
COMMERCIAL AERONAUTICAL SERVICES
LEASE AGREEMENT

This Amendment to the Commercial Aeronautical Services Lease Agreement made and entered into this 1ST day of April 2023, by and between the Shawnee Airport Authority, on behalf of the City of Shawnee, Oklahoma, and together hereinafter referred to as "Lessor," and Buco Aviation, LLC, hereinafter referred to as "Lessee."

WITNESSETH THAT:

WHEREAS, the Lessor is the owner operator of the premises known as Shawnee Regional Airport; and

WHEREAS, the Lessor made and entered into a certain Commercial Aeronautical Lease Agreement with the Lessee, dated the 1st day of February, 2020, granting the Lessor the right to use and occupy a commercial use bulk hangar, and commercial office space and co-located t-hangar, commonly known as Hangar No. 15 and Office/T-Hangar #110 Complex, constructed on the Shawnee Regional Airport, and owned by the Lessor; and

WHEREAS, the Lessee requests an amendment to that certain Commercial Aeronautical Lease Agreement to authorize the provision of additional aeronautical services to the public.

NOW, THEREFORE, the Lessor and Lessee agree that certain Commercial Aeronautical Lease Agreement be amended as follows herein.

1. Amendment

1.1. Paragraph 3. AUTHORIZED USE OF LEASED PREMISES. Is amended to include the following numerical paragraph 3.1.10 as follows:

3.1.10 Maintenance, preventive maintenance, rebuilding and alteration of aircraft as defined by, and in compliance with Title 14 Code of Federal Regulations Part 43, Major Alterations, Major Repairs. and Preventive Maintenance, ("14 CFR Part 43") and the Minimum Standards and Rules.

[SIGNATURE PAGE FOLLOWS IMMEDIATELY]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to the Lease Agreement on the day and year written above.

LESSOR:
SHAWNEE AIRPORT AUTHORITY
CITY OF SHAWNEE, OKLAHOMA
A Municipal Corporation

By: _____
Andrea Weckmueller-Behringer, AICP, GISP, RAS
City Manager

ATTEST:

Lisa Lasyone, CMC
City Clerk

LESSEE:
BUCO AVIATION, LLC
An Oklahoma Limited Liability Company

By: _____
S. Matthew Buoy
Managing Member

AMENDMENT - BUCO AVIATION, LLC
COMMERCIAL AERONAUTICAL SERVICES
LEASE AGREEMENT
APRIL 1, 2023

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