

AGENDA
SHAWNEE AIRPORT AUTHORITY
June 17, 2013 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the June 3, 2013 regular meeting rescheduled for June 10, 2013
2. Public hearing and consider a resolution adopting the budget for the Shawnee Airport Authority for the period of July 1, 2013 through June 30, 2014 finding all things requisite and necessary have been done in preparation and presentation of budget.
3. New Business

(Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)
4. Administrative Reports
5. Adjournment

Respectfully submitted

Phyllis Loftis, CMC, City Clerk

Shawnee Airport Authority

1. a.

Meeting Date: 06/17/2013

Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Minutes from the June 3, 2013 regular meeting rescheduled for
June 10, 2013

Attachments

Minutes 6-10-13

THE TRUSTEES OF THE SHAWNEE AIRPORT AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN RESCHEDULED REGULAR SCHEDULED SESSION IN THE COMMISSION CHAMBERS AT CITY HALL, 9TH AND BROADWAY, SHAWNEE, OKLAHOMA, MONDAY, JUNE 10, 2013, DURING THE BOARD OF CITY COMMISSIONERS MEETING AT 6:30 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Agee, Harrod, Mainord, Hall, Winterringer, Smith

ABSENT: Stephens

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda

- a. Minutes from the May 20, 2013 regular meeting. (Recessed until May 28, 2013)

A motion was made by Trustee Harrod, seconded by Trustee Hall, to approve Consent Agenda Item 1(a). Motion carried 6-0.

AYE: Harrod, Hall, Winterringer, Smith, Agee, Mainord

NAY: None

AGENDA ITEM NO. 2: New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 3: Administrative Reports

There was no Administrative Reports.

AGENDA ITEM NO. 4: Adjournment

There being no further business to come before the meeting, a motion was made by Trustee Hall, seconded by Commissioner Winterringer, that the meeting be adjourned. Motion carried 6-0. (7:06 p.m.)

AYE: Hall, Winterringer, Smith, Agee, Harrod, Mainord

NAY: None

ATTEST:

WES MAINORD
CHAIRMAN

(SEAL)

PHYLLIS LOFTIS, CMC, CITY CLERK
SECRETARY

Shawnee Airport Authority

2.

Meeting Date: 06/17/2013

Budget and Resolution

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Public hearing and consider a resolution adopting the budget for the Shawnee Airport Authority for the period of July 1, 2013 through June 30, 2014 finding all things requisite and necessary have been done in preparation and presentation of budget.

Attachments

Resolution

Budget

RESOLUTION NO. _____

A RESOLUTION APPROVING AND ADOPTING THE BUDGET FOR SHAWNEE AIRPORT AUTHORITY, OKLAHOMA FOR THE PERIOD JULY 1, 2013 THROUGH JUNE 30, 2014 FINDING ALL THINGS REQUISITE AND NECESSARY HAVE BEEN DONE IN PREPARATION AND PRESENTATION OF SAID BUDGET.

WHEREAS, the Charter of the City of Shawnee, Oklahoma, and statutes of the State of Oklahoma, require that an annual budget be prepared and presented to the City Commission of the City of Shawnee, Oklahoma, prior to the beginning of the fiscal year of said City, and that a public hearing be held thereon prior to the adoption of said budget; and

WHEREAS, the budget for the fiscal year July 1, 2013 through June 30, 2014, has heretofore been presented to the City Commission and due deliberation had thereon, and a public hearing having been held as required by Charter and/or statute, and all comments and objections have been considered; and

WHEREAS, the following is a summary of the anticipated sources of revenue, and of the amounts appropriated; to wit:

501 SHAWNEE AIRPORT AUTHORITY	\$551,464.00
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NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

THAT the budget for the SHAWNEE AIRPORT AUTHORITY, Oklahoma, now before the said City Commission for consideration, as herein above summarized, a complete copy of which is on file with the City Clerk, be, and the same is hereby adopted as the budget for the said City of Shawnee, Oklahoma, for the period of July 1, 2013 through June 30, 2014.

BE IT FURTHER RESOLVED, that the said City Commission finds, determines and declares that all things requisite and necessary to the presentation and adoption of said budget have been performed as required by Charter and/or statute.

Passed and approved this 17th day of June, AD., 2013.

City of Shawnee, Oklahoma
A Municipal Corporation

Wes Mainord, MAYOR

SEAL
ATTEST:

PHYLLIS LOFTIS, CITY CLERK



**SHAWNEE MUNICIPAL
AIRPORT**

BUDGET 2013-2014

July 1, 2013-June 30, 2014

511 SHAWNEE AIRPORT AUTHORITY

	2010-2011	2011-2012	2012-2013	2012-2013	2013-2014
	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET
Beginning fund balance	\$ 493,409.21	\$ 403,250.21	\$ 276,826.00	\$ 276,826.00	\$ 282,236.00
Total Revenues	\$ 2,793,443.00	\$ 3,401,910.00	\$ 524,010.00	\$ 523,761.00	\$ 553,320.00
Total Expenses	\$ 2,883,602.00	\$ 3,528,334.21	\$ 524,010.00	\$ 518,351.00	\$ 551,464.00
End of Year Adjustment	\$ -				\$ -
Ending Fund Balance	\$ 403,250.21	\$ 276,826.00	\$ 276,826.00	\$ 282,236.00	\$ 284,092.00

MUNICIPAL AIRPORT
FUND 511

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2009 - 2010	ACTUAL 2010-2011	ACTUAL 2011-2012	BUDGET 2012-2013	Estimated YEAR END	Proposed 2013-2014
4101	FEDERAL GRANT REVENUE	48,655.00	2,084,830.00	2,771,676.00	-	3,272,953.68	0
4102	STATE GRANT REVENUE	32,284.00	308,566.00	197,598.00		-	0
	TOTAL INTERGOVERNMENTAL REVENUES	80,939.00	2,393,396.00	2,969,274.00	-	3,272,953.68	
4625	AIRPORT RENTAL REVENUE	63,602.00	77,964.00	65,055.00	108,570.00	108,570.00	108570
4626	T-HANGAR RENTAL REVENUE	-	56,190.00	59,373.00	65,000.00	65,000.00	65000
4695	WATER TOWER RENTAL	45,622.13	47,302.00	49,046.00	51,490.00	50,853.85	52500
4699	OTHER RENTAL REVENUE	-	106.00				
	TOTAL RENTAL REVENUES	109,224.13	181,562.00	173,474.00	225,060.00	224,423.85	226,070.00
4701	INTEREST INCOME	1,128.65	-	-	-	-	-
	TOTAL INTEREST REVENUES	1,128.65	-	-	-	-	
4803	OIL & GAS ROYALTIES	9,585.06	4,386.00	16,053.00	14,000.00	13,350.00	14,000
4813	SALE OF REAL PROPERTY	49,900.00	-	-	-	-	-
4825	REFUNDS & REIMBURSEMENTS	754.08	407.00	805.00	-	-	-
4835	FUEL FLOWAGE FEE	231.97	359.00	655.00	750.00	807.00	750
4836	FUEL SALES	170,398.32	210,653.00	237,149.00	264,200.00	275,000.00	300,000
4850	EVENT REVENUES	-	2,680.00	4,500.00	20,000.00	10,180.00	12,500
	TOTAL OTHER REVENUES	230,869.43	218,485.00	259,162.00	298,950.00	299,337.00	327,250
4905	TRANSFER FROM ECON DEVLPT	-	-	-	-	-	-
	TOTAL TRANSFERS IN	-	-	-	-	-	-
	TOTAL REVENUES	422,161.21	2,793,443.00	3,401,910.00	524,010.00	3,796,714.53	553,320.00
Fund Balance 06/30/2012		276,826.00					
Revenues		523,761					
Expenses		(518,351)					
Fund Balance 06/30/2013		282,236					
Revenues		553,320					
Expenses		(551,464)					
Fund Balance 06/30/14		284,092					

AIRPORT EXPENSES

ACCOUNT NUMBER	Description	ACTUAL 2009 - 2010	ACTUAL 2010-2011	ACTUAL 2011-2012	BUDGET 2012-2013	ESTIMATED YEAR END	PROPOSED 2013-2014
5-0120-5101	REGULAR SALARIES	84,304	88,494	99,653	97,652	96,891	93,713
5-0120-5102	OVERTIME	62	-	165	500	-	500
5-0120-5103	PART TIME SALARIES	16,548	11,159	5,719	15,000	12,320	15,000
5-0120-5104	LONGEVITY	857	857	962	1,076	1,076	1,076
5-0120-5106	EDUCATIONAL INCENTIVES	226	226	-	250	250	250
5-0120-5111	FICA	6,411	6,411	6,342	7,098	6,853	6,853
5-0120-5112	MEDICARE	1,499	1,499	1,483	1,660	1,603	1,603
5-0120-5113	HEALTH INSURANCE	5,640	5,640	3,121	3,504	3,504	3,504
5-0120-5114	LIFE INSURANCE	132	132	115	196	196	196
5-0120-5115	OMRF RETIREMENT	24,179	24,179	23,420	25,344	23,254	23,422
5-0120-5140	TUITION ASSISTANCE	2,122	2,122	-	-	-	-
5-0120-5150	OTHER BENEFITS	2,360	2,360	1,920	2,400	2,400	2,400
5-0120-5155	WORKER'S COMPENSATION	3,660	3,650	3,453	2,472	2,472	2,472
TOTAL PERSONAL SERVICES		148,001	146,729	146,353	157,151	150,819	150,989
5-0120-5201	OFFICE & COMPUTR SUPPLIES	1,004	49	111	1,000	500	1,000
5-0120-5203	FOOD & KITCHEN SUPPLIES	664	663	1,261	1,200	1,000	1,200
5-0120-5210	FUEL, OIL & LUBRICANTS	3,636	3,734	3,651	3,500	3,800	4,000
5-0120-5215	CHEMICALS	-	-	429	500	-	500
5-0120-5217	LOW LEAD 100 OCTANE FUEL	98,601	107,048	142,208	130,000	175,000	175,000
5-0120-5218	JET A FUEL	47,237	81,777	70,973	90,000	50,000	75,000
5-0120-5220	TOOLS & MINOR EQUIPMENT	197	416	607	750	500	750
5-0120-5224	EQUIP. PARTS & SUPPLIES	699	22	859	5,000	2,500	5,000
5-0120-5230	STREET MAINT. MATERIALS	-	-	-	-	-	-
5-0120-5250	OTHER MATERIALS&SUPPLIES	28	75,808	7,139	500	250	500
TOTAL MATERIALS AND SUPPLIES		152,067	269,517	227,238	232,450	233,550	262,950
5-0120-5301	EQUIP. MAINT. CONTRACTS	5,445	5,648	4,782	4,800	4,986	5,000
5-0120-5302	REPAIR & MAINT. - BLDGS.	3,239	4,868	2,483	3,500	4,000	4,000
5-0120-5303	REPAIR & MAINT. - EQUIP.	5,842	5,831	1,475	-	500	500
5-0120-5304	REPAIR & MAINT.-VEHICLES	982	2,195	1,975	2,000	1,600	2,000
5-0120-5309	REPAIR & MAINT. - OTHER	2,217	1,753	-	3,500	1,600	3,500
5-0120-5311	AUDITING SERVICES	-	13,163	7,000	6,000	6,000	6,000
5-0120-5319	OTHER PROFESSIONAL SERVICES	2,075	3,778	590	3,000	2,500	3,000
5-0120-5320	NATURAL GAS	9,012	7,561	5,715	7,000	7,600	7,700
5-0120-5321	ELECTRICITY	21,114	24,655	35,004	30,000	34,950	35,000
5-0120-5325	TELEPHONE	3,443	3,004	3,295	3,000	3,000	3,000
5-0120-5328	COPY USAGE EXPENSE	166	61	825	300	75	300
5-0120-5329	POSTAGE & SHIPPING	123	304	180	300	400	300
5-0120-5339	OTHER CONTRACTUAL SERVCS.	11,855	5,362	5,501	3,000	2,000	3,000
5-0120-5340	TRAINING CONFERENCES	613	875	1,235	1,200	-	1,200
5-0120-5347	MEMBERSHIPS & DUES	350	350	350	350	-	350
5-0120-5348	FILING FEES & PERMITS	378	457	-	430	-	430
5-0120-5349	BOOKS & SUBSCRIPTIONS	-	-	-	200	-	200
5-0120-5353	LEGAL ADVERTISING	1,560	1,030	-	750	-	750
5-0120-5354	PRINTING	-	-	-	200	-	200
5-0120-5355	INSURANCE	16,397	33,631	19,095	20,379	20,379	20,379
5-0120-5357	EQUIPMENT RENTAL	231	226	186	-	-	-
5-0120-5370	EVENT PURCHASE EXPENSE	-	-	9,253	7,500	16,132	17,500
5-0120-5378	MISC. OTHER SERV. & CHGS.	2,083	3,197	2,252	1,500	2,500	2,500
5-0120-5393	ADVERTISING & PROMOTIONS	1,140	2,602	2,303	3,000	1,000	3,000
TOTAL OTHER SERVICES & CHARGES		88,266	120,551	103,479	101,909	109,222	119,809
5-0120-5420	CAPITAL OUTLAY - BLDGS/IMPRV	203	-	-	22,000	-	7,216
5-0120-5450	CAPITAL OUTLAY-EQUIPMENT	7,220	-	-	10,500	24,760	10,500
TOTAL CAPITAL OUTLAY		7,423	-	-	32,500	24,760	17,716
TOTAL AIRPORT		395,756	536,797	477,070	524,010	518,351	551,464
TOTAL SHAWNEE AIRPORT AUTHORITY		395,756	536,797	477,070	524,010	518,351	551,464