THE TRUSTEES OF THE SHAWNEE AIRPORT AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION, MONDAY, JUNE 1, 2020, DURING THE BOARD OF CITY COMMISSIONER MEETING AT 6:00 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW AT 3:20 P.M. ON MAY 29, 2020. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Bolt, Gillham, Harrod, Finley, Rutherford, Sehorn, Salter
ABSENT: None

Call to Order
Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda:

a. Minutes from the May 18, 2020 regular meeting.

A motion was made by Trustee Harrod, seconded by Trustee Gillham, to approve the Consent Agenda Item No. 1(a). Motion carried 7-0.

AYE: Harrod, Gillham, Finley, Rutherford, Sehorn, Salter, Bolt
NAY: None

AGENDA ITEM NO. 2: Consideration of a resolution declaring certain items of personal property surplus and authorizing the sale of said items at auction or disposal at the Shawnee Regional Airport's discretion; with all funds collected to be allocated to the Shawnee Regional Airport.

Airport Manager Bonnie Wilson provided a staff report.

Resolution No. SAA-2020-1 was introduced.

A RESOLUTION DECLARING CERTAIN ITEMS OF PERSONAL PROPERTY SURPLUS AND NO LONGER NEEDED FOR SHAWNEE REGIONAL AIRPORT PURPOSES; DESCRIBING SAID ITEMS; AND AUTHORIZING THE SALE OF SAID ITEMS BY AUCTION AND, IN THE EVENT ITEMS DO NOT SELL AT AUCTION, DISPOSAL AT THE SHAWNEE REGIONAL AIRPORT'S DISCRETION; FUNDS FROM SAID AUCTION OR OTHER DISPOSAL REMEDIES WILL BE ALLOCATED TO THE SHAWNEE REGIONAL AIRPORT.

A motion was made by Trustee Harrod, seconded by Trustee Bolt, to approve a resolution declaring certain items of personal property surplus and authorizing the sale of said items at auction or disposal at the Shawnee Regional Airport's discretion; with all funds collected to be allocated to the Shawnee Regional Airport. Motion carried 7-0.

AYE: Harrod, Bolt, Gillham, Finley, Rutherford, Sehorn, Salter
NAY: None

<u>AGENDA ITEM NO. 3</u>: Discussion and consideration of a lease to own agreement for field equipment (tractor).

Airport Manager Bonnie Wilson provided a staff report. The Board asked Ms. Wilson questions such as the hours, age and size of the tractor.

A motion was made by Trustee Sehorn, seconded by Trustee Harrod, to defer this item to the next City Commission meeting. Motion carried 7-0.

AYE: Sehorn, Harrod, Finley, Rutherford, Sehorn, Salter, Bolt, Gillham
NAY: None

<u>AGENDA ITEM NO. 4</u>: Discussion and consideration of rental rates for Fiscal Year 2020-2021.

Airport Manager Bonnie Wilson provided a staff report and explained the rental rate increased is based upon the Consumer Price Index (CPI) for prior calendar year per the lease policy adopted in 2018.

A motion was made by Trustee Bolt, seconded by Trustee Sehorn, to approve rental rates for Fiscal Year 2020-2021. Motion carried 7-0.

AYE: Bolt, Sehorn, Salter, Gillham, Harrod, Finley, Rutherford
NAY: None

AGENDA ITEM NO. 5: Discussion and consideration of implementing an after-hour service fee.

Airport Manager Bonnie Wilson provided a staff report explaining the justification for an after-hour fee.

A motion was made by Chairman Finley to base the fee upon a percentage over the actual cost. Ms. Wilson explained the Federal Aviation Administration (FAA) provides a standard that fees must be based on actual costs. The Chairman withdrew his motion.

A motion was made by Trustee Harrod, seconded by Trustee Rutherford, to approve implementing an after-hour service fee. Motion carried 7-0.

AYE: Harrod, Rutherford, Sehorn, Salter, Bolt, Gillham, Finley
NAY: None

AGENDA ITEM NO. 6: Discussion and consideration of Revised Standard Non-Commercial Hangar Lease Agreements and authorize Staff to execute Standard Non-Commercial Leases for Fiscal Year 2020-2021.

Airport Manager Bonnie Wilson provided a staff report advising a proposed slight amendment to the lease agreements.

A motion was made by Trustee Harrod, seconded by Trustee Bolt, to approve rental rates for Fiscal Year 2020-2021. Motion carried 7-0.

AYE: Harrod, Bolt, Gillham, Finley, Rutherford, Sehorn, Salter
NAY: None

AGENDA ITEM NO. 7: New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 8: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:07 p.m.)

THE CITY OF SHAWNEE
SEAL
OKLAHOMA

Richard Finley

RICHARD FINLEY, CHAIRMAN

ATTEST:

Lisa Lasyone

LISA LASYONE, SECRETARY