

AGENDA
SHAWNEE AIRPORT AUTHORITY
May 20, 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 May 6, 2013 meeting.
2. Public hearing and presentation of the budget for FY 2013-2014 for the Shawnee Airport Authority.
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

Donna Mayo, Deputy City Clerk

Shawnee Airport Authority

1. a.

Meeting Date: 05/20/2013

Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Minutes from the May 6, 2013 meeting.

Attachments

Minutes 5-6-13

THE TRUSTEES OF THE SHAWNEE AIRPORT AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION IN THE COMMISSION CHAMBERS AT CITY HALL, 9TH AND BROADWAY, SHAWNEE, OKLAHOMA, MONDAY, MAY 6, 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: Stephens, Agee, Harrod, Mainord, Hall, Winterringer, Smith

ABSENT: None

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda

a. Minutes from the April 15, 2013 meeting.

A motion was made by Trustee Harrod, seconded by Trustee Hall, to approve Consent Agenda Item 1(a). Motion carried 7-0.

AYE: Harrod, Hall, Winterringer, Smith, Stephens, 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 be considered, the meeting was adjourned by power of the Chair. (8:08 p.m.)

ATTEST:

(SEAL)

WES MAINORD
CHAIRMAN

PHYLLIS LOFTIS, CMC, CITY CLERK
SECRETARY

Shawnee Airport Authority

2.

Meeting Date: 05/20/2013

Budget

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Public hearing and presentation of the budget for FY 2013-2014 for the Shawnee Airport Authority.

Attachments

Budget



SHAWNEE MUNICIPAL AIRPORT

DRAFT BUDGET

05/20/2013

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		(553,320)					
Fund Balance 06/30/14		282,237					

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	95,112
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	6,940
5-0120-5112	MEDICARE	1,499	1,499	1,483	1,660	1,603	1,623
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	23,772
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	152,844
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

AIRPORT EXPENSES

ACCOUNT NUMBER	Description	ACTUAL 2009 - 2010	ACTUAL 2010-2011	ACTUAL 2011-2012	BUDGET 2012-2013	ESTIMATED YEAR END	PROPOSED 2013-2014
5-0120-5320	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	160	300	400	300
5-0120-5339	OTHER CONTRACTUAL SERVS.	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	553,320
TOTAL SHAWNEE AIRPORT AUTHORITY		395,756	536,797	477,070	524,010	518,351	553,320

AIRPORT
CAPITAL
FISCAL YEAR 2012-2013

TOTAL
COST

T-HANGER IMPROVEMENTS	\$	5,000.00
SECURITY CAMERAS	\$	10,000.00
Misc	\$	2,216.00
	\$	17,216.00

