

AMENDED
NOTICE OF MEETING
AIRPORT ADVISORY BOARD
SHAWNEE REGIONAL AIRPORT
2202 AIRPORT DRIVE
SHAWNEE, OKLAHOMA
MAY 18, 2022

Regular Meeting **(X)**
Special Meeting **()**
Emergency Meeting **()**

Rescheduled Regular Meeting ()
Continued or Reconvened Mtg. ()

DATE TIME PLACE OF MEETING

May 18, 2022 5:30 P.M. TERMINAL LOBBY
SHAWNEE REGIONAL AIRPORT
2202 AIRPORT DRIVE
SHAWNEE, OK 74804

To be completed by person filing notice:

Name: BONNIE A. WILSON, CM
Title: AIRPORT MANAGER

Address: 2202 AIRPORT DRIVE
SHAWNEE, OK 74804

Phone: 405-878-1532

Filed in the office of the municipal clerk at 7:58 o a.m./p.m. on the 17th day of
May 2022.

Signed: Harrie Eck
Clerk

FOR CITY CLERK'S USE ONLY

Date Notice released to news media: 5/17/22
Person filing Notice: Bonnie Wilson
Notice Verified by: Harrie Eck

AMENDED

**AIRPORT ADVISORY BOARD
REGULAR MEETING
MAY 18, 2022 5:30 P.M.
SHAWNEE REGIONAL AIRPORT TERMINAL
2202 AIRPORT DRIVE
SHAWNEE, OK 74804**

- ITEM ONE:** Call to Order and Declaration of a Quorum
- ITEM TWO:** Introduction of Airport Advisory Board Nominees
- ITEM THREE:** Discussion and Consideration of Minutes
April 20, 2022, Regular Meeting
- ITEM FOUR:** Citizen Comments
(A three-minute limit per person)
(A twelve-minute limit per topic)
- ITEM FIVE:** Discussion and Consideration Proposed Assumption and Assignment of
Lease - Kelli Millett d/b/a Janie's Snoball
- ITEM SIX:** Discussion of Nomination Process and Scheduling of Elections
Chairman and Vice Chairman 2022-2024 Term
- ITEM SEVEN:** Discussion and Consideration of Grant Funded Construction Projects
- ITEM EIGHT:** Discussion of Proposed Fiscal Year 2023 Budget
- ITEM NINE:** Discussion of Lease Reviews
- ITEM TEN:** Staff Report
1. Current Fuel Price Comparisons
 2. Shawnee Regional Airport Fuel Sales
 3. Budget Summary Report
 4. Status of Request to Change Airport Property Aeronautical to Non-Aeronautical Land Use
- ITEM ELEVEN:** New Business
- ITEM TWELVE:** Board Comments
- ITEM THIRTEEN:** Adjournment

**MINUTES
AIRPORT ADVISORY BOARD
APRIL 20, 2022
REGULARLY SCHEDULED MEETING
2202 NORTH AIRPORT DR
SHAWNEE, OK**

AIRPORT ADVISORY BOARD MEMBERS PRESENT

Mr. John Klaser, Chairman, Mr. Barry Fogerty, Vice Chairman, Mr. Harmik Der Sahakian, Mr. Randy Rogers, Blake White

OTHERS PRESENT

Mr. Matthew Lovelace, Shawnee Regional Airport Staff
Mr. Rob Morris, Citizen of Shawnee
Ms. Bonnie Wilson, Shawnee Regional Airport Staff

I. DECLARATION OF A QUORUM

Five members of the Advisory Committee were noted as Present, the Chairman Declared a Quorum.

II. CONSIDERATION AND APPROVAL OF MINUTES FROM APRIL 20, 2022, REGULAR MEETING

A copy of the Minutes was included in the meeting agenda package.

The Chairman called for a Motion to Approve the Minutes as presented.

Mr. Fogerty made the Motion, Mr. Rogers provided as Second.

The Chairman called the Question, and the Members of the Advisory Board present unanimously approved the Motion.

III. CITIZEN COMMENTS

No citizens present requested the opportunity to provide comments.

IV. DISCUSSION AND CONSIDERATION OF RECOMMENDATION TO RENEW AGRICULTURAL USE AGREEMENT – NORTH AIRPORT

Staff introduced a memo outlining the competitive bidding process used to award the lease to harvest hay on 200 acres at the North Airport for the sum of \$2,577 per year, the initial and renewal terms of the lease.

Staff noted that requirement to receive notice of intent to exercise the second of three renewal options was met, and recommended the Airport Advisory Board recommend renewal of the agreement.

Mr. Rogers made a motion to accept the recommendation of staff to renew the lease for a term commencing July 1, 2022, terminating June 30, 2023.

Mr. Der Sahakian provided a second to the motion.

The Chairman called the Question, and the Members of the Advisory Board present unanimously approved the Motion.

V. DISCUSSION AND CONSIDERATION OF FAIR MARKET VALUE SURVEY

Staff introduced a memo summarizing the results of the Fair Market Value study undertaken by the Committee seated by the Board, and provided a detailed spreadsheet of the responses provided by the comparative airport representatives.

The survey results indicated the average monthly rental rate for a Small or Single T-Hangar was \$179.86, and the average rental rate for a Large or Twin T-Hangar was \$525.61. Monthly rental rate for space within a bulk hangar, Small or Single was \$157.00, a Large or Commercial \$221.00.

The Committee and staff recommended the Board determine the findings of the Fair Market Value survey provided sufficient information to determine the Fair Market Value of aircraft storage facilities in the Shawnee Regional Airport, and met the requirements of the Airport Facilities Lease and Development Policy.

Mr. White made a motion to accept the results of the survey as sufficient to meet the requirements of the Airport Facilities Lease and Development Policy.

Mr. Der Sahakian provided a second to the motion.

The Chairman called the Question, and the Members of the Advisory Board present unanimously approved the Motion.

VI. DISCUSSION AND CONSIDERATION OF AIRPORT FACILITIES LEASE AND DEVELOPMENT POLICY

Staff introduced a memorandum outlining the terms of the Airport Facilities Lease and Development Policy Statement (revised October 2019) calling for the application of a standard rate of increase to annual lease rates based on the national rate of inflation as established by the Consumer Price Index change from the prior calendar year, with current pricing retained as minimums regardless of inflation activity.

Staff noted the Annual Rate of Inflation from January 2021 to January 2022 was determined and published by the Bureau of Labor Statistics as 7%.

Staff also noted that based on the findings of the Fair Market Value study establishing current rates for aircraft storage, the rates at Shawnee Regional Airport are below the market average, and the application of the Policy increasing rates for Fiscal Year 2023 would not exceed that market average.

Staff recommended the Airport Advisory Board recommend the Shawnee Airport Authority apply the terms of the Airport Facilities Lease and Development Policy adjusting rental rates for Fiscal Year 2023 commencing July 1, 2022.

Members of the Board discussed the terms and conditions of the policy; existing lease and contract language providing for the application of the policy on an annual basis; modifications or waivers of the policy; impacts on general aviation users and hangar tenants; and the obligation of the Board to support, and encourage aviation in Shawnee.

Staff advised the policy having been adopted by the Shawnee Airport Authority could not be amended or waived without seeking prior authorization from the Shawnee Airport Authority.

Mr. White made a motion to recommend the Shawnee Airport Authority apply the terms and conditions of the Airport Facilities Lease and Development Policy.

Mr. Fogerty provided a second to the motion.

The Chairman called the Question, four Members of the Advisory Board present voted for the motion, one member voted against.

VII. STAFF REPORT

Staff provided information on - current wholesale and retail fuel prices, fuel sales, and current budget summary report.

Staff also provided an update on:

The status of procuring new fuel trucks through the proposed lease to own agreements, and authorization to declare existing equipment surplus to need. (Recommendations Approved by the Shawnee Airport Authority 04/18/2022)

The publication of the Notice to reclassify certain acres from aeronautical to non-aeronautical use to allow for the construction of a new Oklahoma Army National Guard Armory at the airport. (Date of publication 04/13/2022, Docket Closure 05/13/2022)

Staff noted the June 2022 meeting will be scheduled for June 8, 2022, one week earlier than originally noted in the annual schedule of meetings.

VIII. NEW BUSINESS

No New Business was presented.

IX. BOARD COMMENTS

Regarding the appointment of new members of the Board, the Chairman directed staff to prepare letters of invitation to the proposed new members asking them to consider attending the May and June 2022 meetings as guests of the Board.

Regarding election of Officers, staff noted that following the reappointment of Mr. DerSahakian and Mr. Rogers, the call for nominations for Chairman would be provided with the goal of holding elections to the Chair at the June 2022 meeting.

X. ADJOURNMENT

The Chairman called for a Motion to Adjourn the meeting.

Mr. DerSahakian made a Motion to Adjourn; Mr. Rogers provided a Second to the Motion.

The Chairman called the Question, and the Members of the Advisory Board present unanimously approved the Motion. The meeting was adjourned.

JOHN KLASER, CHAIRMAN

DATE

ATTEST :

BONNIE A. WILSON

DATE



Shawnee Regional Airport

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

Date: May 18, 2022

To: Airport Advisory Board

John Klaser, Chairman
Barry Fogerty, Vice Chairman
Harmik DerSahakian
Scott Lee
Randall Rogers
James Smith
Blake White

From: Bonnie Wilson, Airport Manager

Subject: Proposed Assumption and Assignment of Lease -
Kelli Millett d/b/a Janie's Snoball

Summary:

Mrs. Janie Howe, doing business as Janie's Snoball, entered into a Commercial Non-Aeronautical Land Lease with the Shawnee Airport Authority, for 0.11 acres (4,791 square feet) at 505 West Saratoga Street, Shawnee April 1, 2015.

In accordance with Article 11 – Assignment and Sublease, of the existing lease, Mrs. Howe is requesting approval to assign the lease to a new business entity, Kelli Milette d/b/a Janie's Snoball.

Mrs. Milette desires to assume the lease and all the governing terms and conditions contained therein.

The lease includes a clause providing for a renewal term of five calendar years, and a rate adjustment annually. The current lease rate is \$780 per year scheduled to increase to \$835 per year commencing July 1, 2022.

Recommendation:

Staff recommends the Shawnee Airport Advisory Board: (1) support Mrs. Howe's request to assign the lease to Mrs. Milette, (2) agree to amend the existing with no material changes, and (3) recommend the Shawnee Airport Authority authorize the execution of an addendum to assign the lease to Kelli Milette d/b/a Janie's Snoball.

Action Requested:

Accept the recommendation of staff.



ASSIGNMENT AND ASSUMPTION AGREEMENT FOR COMMERCIAL LEASE

THIS AGREEMENT made and entered into to be effective as of June 6th, 2022 by and between **Janie Howe dba Janie's Snoball** (Assignor), and **Kelli Milette, dba Janie's Snoball** (Assignee).

Recitals

WHEREAS the parties hereto recognize and accept that Assignor is presently Lessee under a Lease Agreement dated February 18, 2009; and Amended to renew April 1, 2020, hereinafter referred to as Lease Agreement, with the Shawnee Airport Authority, wherein Lessee leases certain improved/unimproved land area consisting of approximately 0.11 acres or 4,791 square feet, generally located at 505 West Saratoga Street, Shawnee Oklahoma, 74804, more specifically described in Article 2 of the Lease Agreement, and

WHEREAS, subject to the terms hereof, Assignor desires to assign to Assignee all of its right, title, interest, and obligations in and under said Lease Agreement with the Shawnee Airport Authority; and

WHEREAS, Assignor and Assignee hereby acknowledge that pursuant to the provisions of said Lease Agreement, any and all assignments shall not be effected without the prior written approval of the Shawnee Airport Authority; and

WHEREAS, Assignee hereby accepts such assignment of the above described Lease Agreement, and hereby agrees to strictly comply with and assume all the terms, provisions, conditions, and obligations of Assignor/Lessee under said Lease Agreement, effective upon approval of the Shawnee Airport Authority.

NOW, THEREFORE, for and in consideration of mutual covenants herein contained, the parties hereto agree as follows:

1. That Assignor assigns to Assignee, all of its right, title, interest, and obligations in and under that certain Lease Agreement between Assignor/Lessee and the Shawnee Airport Authority, and Assignee hereby agrees to strictly comply with and assume all the terms, provisions, conditions, and obligations as Lessee under said Lease Agreement, accruing from and after the Effective Date.
2. The Shawnee Airport Authority approves the assignment of said Lease Agreement and transfer to the Assignee, to the extent it is consistent with the Lease Agreement and further approves the assumption by Assignee of all right, title, interest, and obligations in and under that certain Lease Agreement subject to the terms hereof.



**AMENDMENT TO
COMMERCIAL NON-AERONAUTICAL
LEASE AGREEMENT**

This Amendment to the Agreement of Lease made and entered into this 6th day of June, 2022 by and between the Shawnee Airport Authority (the Airport Authority) , on behalf of the City of Shawnee, Oklahoma, hereinafter referred to as "Lessor," and Kelli R. Milette, dba Janie's Snoball hereinafter referred to as "Lessee."

WITNESSETH THAT:

WHEREAS, the City of Shawnee, Oklahoma is the owner of the premises known as Shawnee Regional Airport (the "Airport"); and

WHEREAS, the Shawnee Airport Authority, a Trust established to hold, manage, invest, assign, convey and distribute Airport property as Trustor for the use and benefit of the City of Shawnee, Oklahoma; and

WHEREAS, the Lessor and Lessee are mutually desirous of entering into a Lease Agreement for the use and occupancy of certain areas at the Airport; and

WHEREAS, at the request of Janie Howe, dba Janie's Snoball the Lessor approved a transfer and assumption of that certain Lease Agreement to Kelli R. Milette, dba Janie's Snoball, hereinafter referred to as "Lessee."

NOW, THEREFORE, in consideration of the premises and of the rents, covenants and conditions in that certain Lease Agreement therein contained, the Lessor does hereby grant to the Lessee the right to use and occupy the area of the Airport described in Article 2 therein, (hereinafter referred to as the "Leased Premises"), during the term therein and pursuant to the conditions therein set forth.

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

[SIGNATURE PAGE TO FOLLOW IMMEDIATELY]

LESSEE:

By: _____
KELLI R. MILETTE

Subscribed to before me this ____ day of _____ 2022

Notary Public

My Commission Expires: _____

Commission Number: _____

LESSOR

THE CITY OF SHAWNEE OKLAHOMA
A Municipal Corporation

By: _____
ANDREA WECKMUELLER-BEHRINGER | AICP, GISP, RAS
CITY MANAGER

DATE: _____

ATTEST:

LISA LASYONE, CMC
CITY CLERK

3. That all recitals hereinabove are contractual in nature, are made a part of this Assignment and Assumption Agreement, and are true and correct.
4. Assignee shall accept the assignment made and any covenants contained in this instrument and assume the duty to perform all of the terms and conditions of the Lease Agreement and this Assignment and Assumption Agreement accruing from and after the Effective Date.
5. This Assignment and Assumption Agreement and the Lease Agreement, contain the entire agreement between the parties, and no statements, promises, or inducements made by any part, or agent of any party hereto, that are not contained in this Assignment and Assumption Agreement or in the Lease Agreement shall be valid or binding; and this assignment may not be enlarged, modified, or altered except in writing, signed by all parties, and endorsed thereon.
6. The Assignor and the Shawnee Airport Authority represent to the other parties hereto that it is not in default under the Lease Agreement, nor does there exist any circumstances which, with the passage of time or the giving of notice, or both, would cause such a default to exist, nor, to the knowledge of such party, is there a default under the Lease Agreement by any other party, nor does there exist any circumstances which, with the passage of time or the giving of notice, or both, would cause such a default to exist.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the day and year first above written

[SIGNATURE PAGES FOLLOW IMMEDIATELY]

ASSIGNOR: Janie Howe, dba Janie's Snoball

By: _____

Its: _____

Date: _____

STATE OF OKLAHOMA)
) ss.
COUNTY OF POTTAWATOMIE)

I, Janie Howe, of lawful age being duly sworn, deposes and says: I do hereby certify that I am the _____ of Janie Howe, dba Janie's Snoball, and am authorized to execute documents, contracts, and agreements and have the authority under the standing authorities of said organization to bind McLaughlin Enterprises, LLC to the terms and provisions of said documents, contracts, and agreements.

Subscribed and sworn to before me this ____ day of _____ 2022

Notary Public

My Commission Expires: _____

Commission Number: _____

ASSIGNEE: Kelli R. Milette, dba Janie's Snoball

By: _____

Its: _____

Date: _____

STATE OF OKLAHOMA)
) ss.
COUNTY OF POTTAWATOMIE)

_____, of lawful age being duly sworn, deposes and says: I do hereby certify that I am the _____ of Kelli R. Milette, dba Janie's Snoball and am authorized to execute documents, contracts, and agreements and have the authority under the standing authorities of said organization to bind _____ to the terms and provisions of said documents, contracts, and agreements.

Subscribed and sworn to before me this ____ day of _____ 2022

Notary Public

My Commission Expires: _____

Commission Number: _____

APPROVED by the Shawnee Airport Authority this 6th day of June 2022, with the expressed condition that no further assignment of the described Agreement, or any subletting of the leased premises, shall be permitted without the prior written permission of the Shawnee Airport Authority.

THE CITY OF SHAWNEE
OKLAHOMA
A Municipal Corporation

By: _____
ANDREA WECKMUELLER-BEHRINGER | AICP, GISP, RAS
CITY MANAGER

ATTEST:

LISA LASYONE, CMC
CITY CLERK



**Airport Advisory Board
Chairman Nomination
July 2022 – June 2024**

Elections for the position of Chairman of the Airport Advisory Board are scheduled for the June 8, 2022 Rescheduled Meeting. Please provide completed nomination forms to the Airport Manager not later than **Friday, May 27, 2022** to provide time to notify nominees, and prepare the slate for inclusion in the agenda package. Information related to qualifications, terms, nomination and voting procedures are attached for your convenience.

Office: Chairman

Term of Office: July 1, 2022-June 30, 2024

Members Eligible for to Serve: Harmik Der Sahakian
Scott Lee
Randall Rogers
Blake White

Names of Nominee(s)

1. _____
2. _____
3. _____
4. _____

Board Member Submitting Nomination

Name

Email

Telephone

Qualifications for Office

Chairman – Nominees for Chairman must have not less than two years of service, past or present, as a member of the AAB at the time of a Scheduled or Special Election.

Vice Chairman – No prior service on the AAB is required for nomination to the position of Vice Chairman.

Term(s) of Office

The term of office for Chairman will be two consecutive years.

The term of office for Vice Chairman will be two consecutive years.

Elections

Scheduled Elections. AAB terms commence each Calendar Year in July.

In order to include any new or reappointed members, Scheduled Elections will be slated for a Regular or Special AAB meeting in the month of July to fill any officer vacancies.

Nominations

The slate of Nominees will be provided to the AAB, prior to any meeting with a Regular or Special Election on the agenda, via the standard agenda publication and distribution process.

Opportunity to Nominate. Any serving AAB member may nominate themselves, or any other qualified member for election to office by providing a written statement of nomination to the Airport Manager by the deadline established for submission in the notice calling for nominations.

On receipt of nomination statements, the Airport Manager will notify members of their nomination and confirm their willingness to serve if elected to office prior to publicizing the list of nominees.

Voting

Officer Elections. Each election for office will be a distinct action item on the published AAB Agenda. The published slate of nominees will be the only candidates eligible for election to serve as either Chairman or Vice Chairman.

Simple Majority. The nominee with the simple majority of votes will be elected to the office for which they were nominated. If no single nominee garners a simple majority of the votes on the first round of voting, a second round of voting for the two nominees with the highest number of votes garnered in the first round will be conducted. The nominee with the highest number of votes garnered in the second round of voting will be voted into office.



Shawnee Regional Airport

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

Date: May 18, 2022

To: Airport Advisory Board

John Klaser, Chairman
Barry Fogerty, Vice Chairman
Harmik DerSahakian
Scott Lee
Randall Rogers
James Smith
Blake White

From: Bonnie Wilson, Airport Manager

Subject: Proposed Schedule of Grant Funded Capital Projects

Summary: The Federal Aviation Administration (FAA) and the Oklahoma Aeronautics Commission (OAC) provide Airport Improvement Program (AIP) and Aviation Infrastructure Grant (AIG) grant funding to airports to support capital development and improvement projects. Airports participating in the grant programs prepare and submit rolling five-year Capital Improvement Plans to allow the FAA and OAC to program grant funds. The following is a summary of projects the Shawnee Airport Authority (SAA) proposes to undertake in the next five federal fiscal years including estimated costs and funding resources.

Investigate and Improve Airport Drainage

Project Description

Sinkholes, washouts/erosions are forming in the Air Operations Area (AOA) and around navigational equipment presenting the potential to destabilize runway, taxiways, and taxilane sub-surfaces and the supporting foundations around the lighting systems.

The airport's consulting engineer, H. W. Lochner, Inc. (Lochner) will team up with the Shawnee Municipal Authority staff to conduct a video and hands on investigation of the storm drainage system to determine the options for repair or replacement of existing infrastructure.

Schedule

The investigation and design phase of the project is planned for the fall of Calendar Year (CY) 2022. Construction is planned for the fall CY 2023.

Estimated Costs and Funding Sources

Project Element	Estimated Cost	Sources of Funds			
		AIP	AIG	OAC	SAA
Design	\$100,000	\$90,000			\$10,000
Construction	\$973,685	\$520,578	\$318,000	\$39,834	\$95,272



Reconstruct Taxilanes

Project Description

The existing taxilanes have ruts, heaving, spalling and other navigational challenges. The pavement has begun exhibiting major cracking indicating the initial stages base failure. While several small sections have been repaired or replaced courtesy of City of Shawnee Streets Department, repair and reconstruction of the remaining surfaces is beyond their budget and personnel capacity. The reconstruction of the taxilane pavements will address the base failures and provide a new service life to the pavement. Each of the surfaces identified are considered to be public use making the work of the project eligible for grant funding.

Schedule

The pavement and subsurface investigation and design phase of the project is planned for the late summer early fall of Calendar Year (CY) 2024. Construction is planned to begin the summer/fall CY 2025. Depending on funding availability the work of the construction may need to be split over several years grant allocations.

Estimated Costs and Funding Sources

Project Element	Estimated Cost	Sources of Funds			
		AIP	AIP Discretionary	AIG	SAA
Design	\$166,667	\$150,000			\$16,667
Construction	\$3,494,950	\$150,000	\$2,677,455	\$318,000	\$349,495



Apron Rehabilitation and Expansion

Project Description

Phase 1 of the project will include design and construction to rehabilitate and expand the main aircraft parking apron adjacent to FBO terminal to provide additional space for aircraft parking and to the degree possible repair the existing pavement. The apron was originally reconstructed in 1995 and last received major maintenance in 2008. The asphalt pavement does not accommodate the weight of large jet aircraft, and is approaching the end of its anticipated service life. The plan is to remove the existing asphalt, replace it with concrete, and expand the apron surface to the south.

Additional proposed construction during **Phase 1** will be the creation of a new foundation for fuel services, and a new taxilane connecting the existing T-Hangar Taxilane to the main parking ramp.

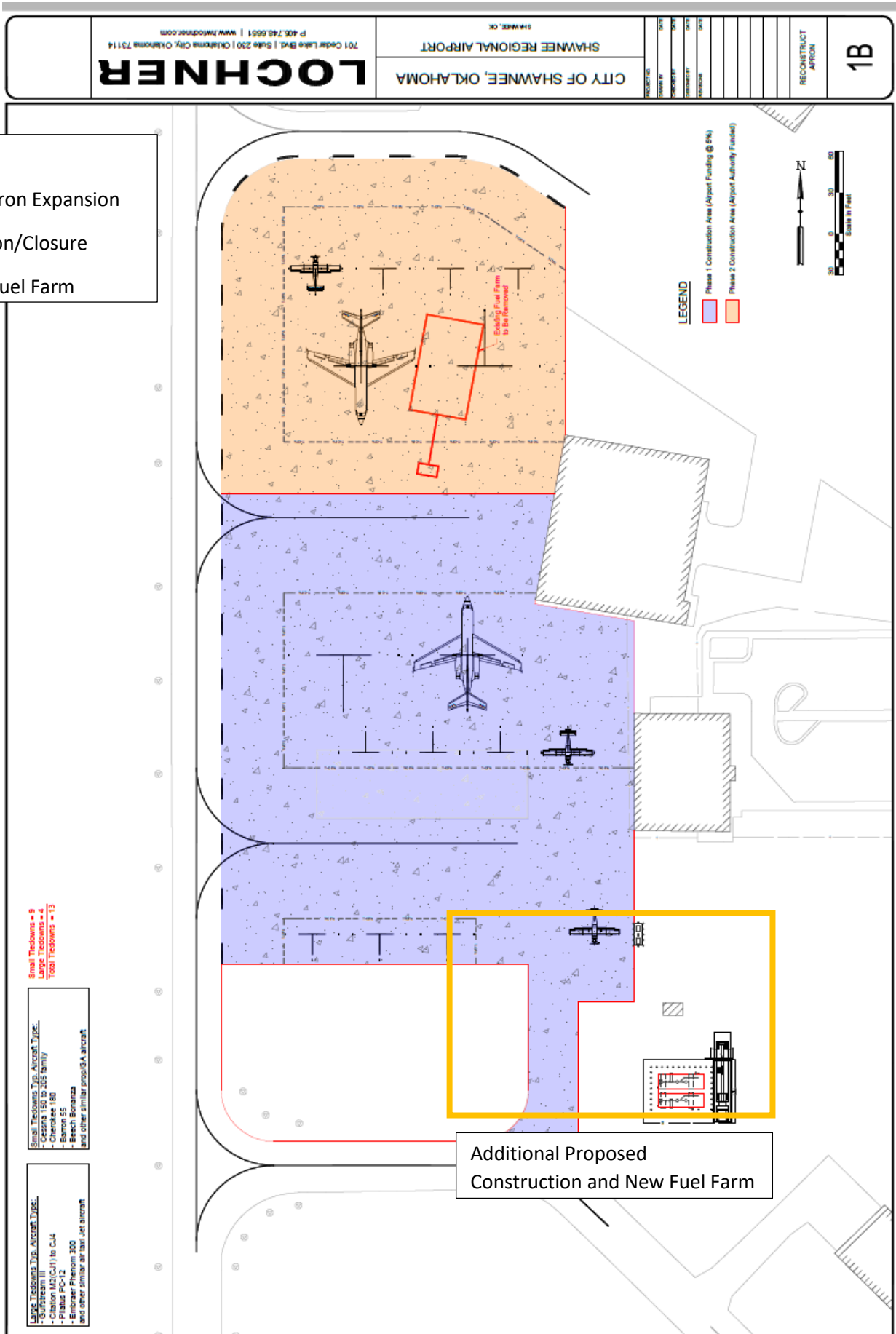
Phase 2 of the project (cost and date to be determined) will be to install a new fuel farm and self - service fuel station on the south, and create new apron space to the north. **Phase 2** of the project is not likely to be eligible for grant funding as it will be in support of a revenue generating service facility. Estimated costs and schedule of construction have not yet been determined.

Schedule

The investigation and design phase of the project is planned for the late summer early fall of Calendar Year (CY) 2027. Construction is planned to being the summer/fall CY 2028. Depending on funding availability the work of the construction may need to be split over several years grant allocations.

Estimated Costs and Funding Sources for Grant Supported Elements of **Phase 1**

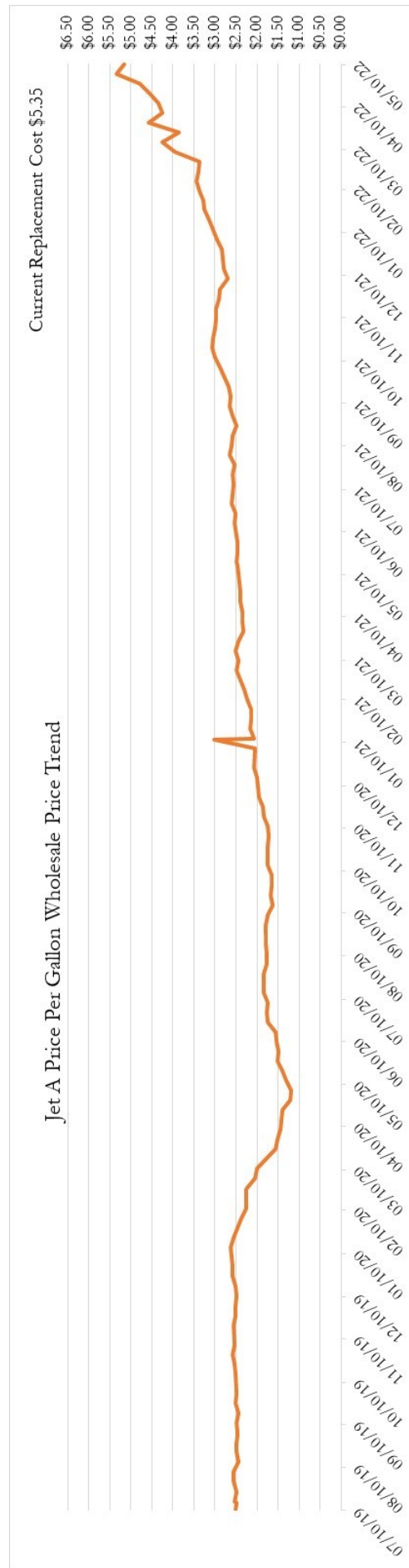
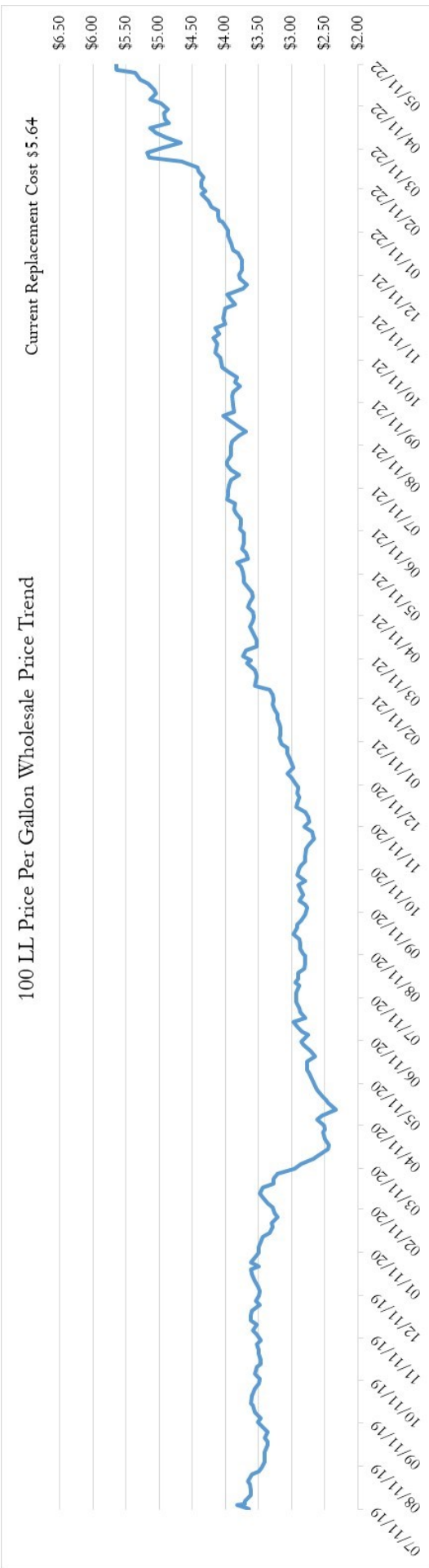
Project Element	Estimated Cost	Sources of Funds			
		AIP	AIP Discretionary	OAC	SAA
Design	\$255,000	\$229,500		0	\$25,500
Construction*	\$2,700,000	\$220,500	\$1,255,500	\$108,500	\$161,500

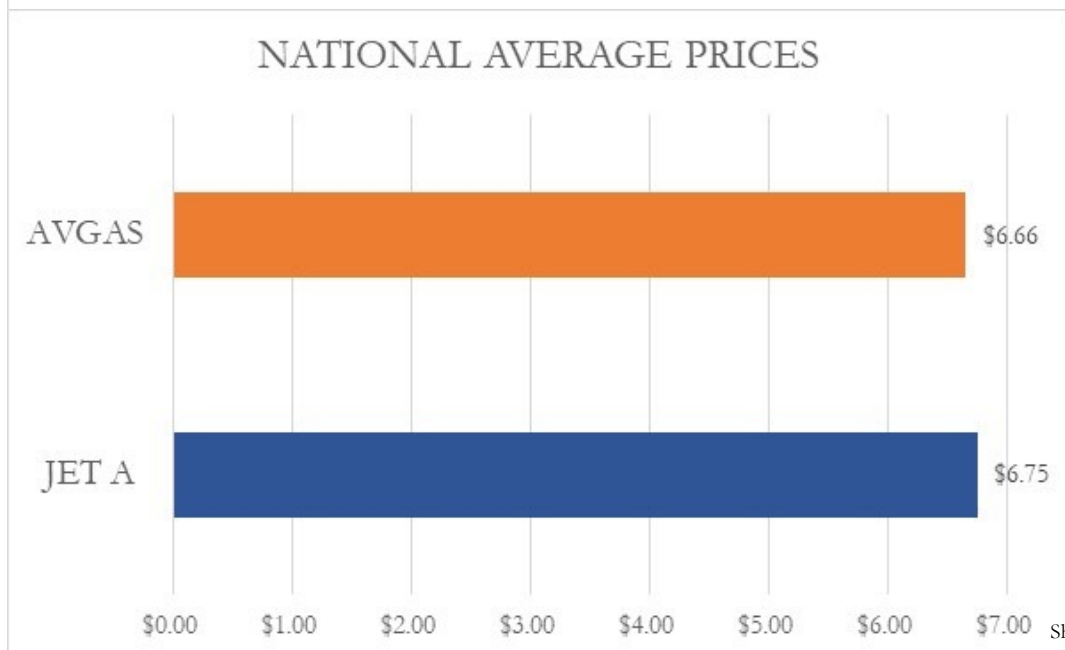
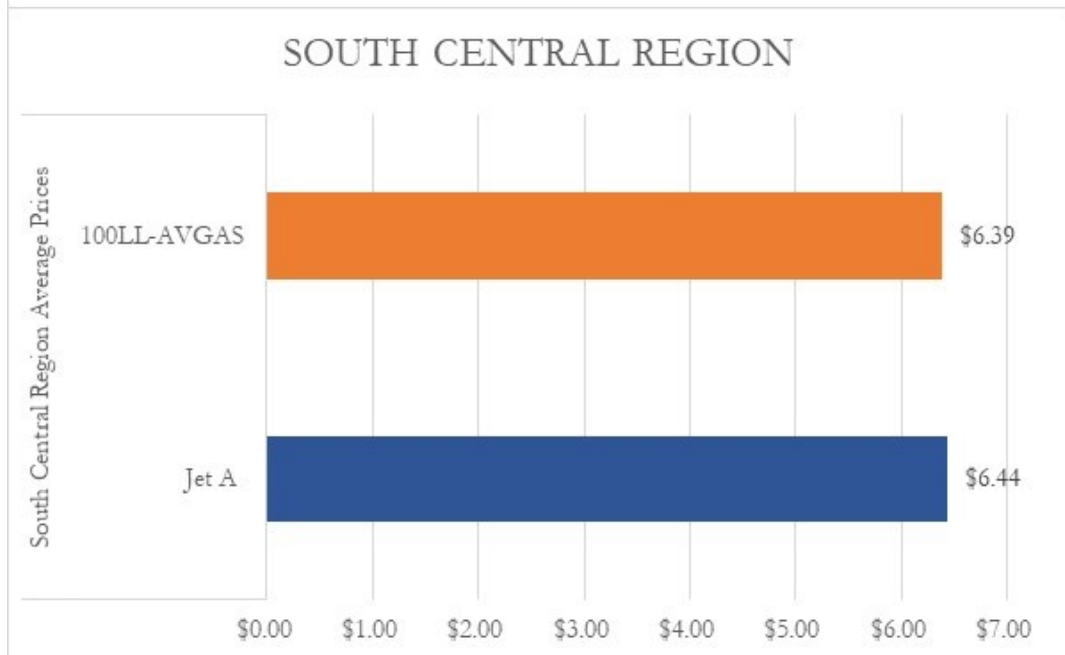


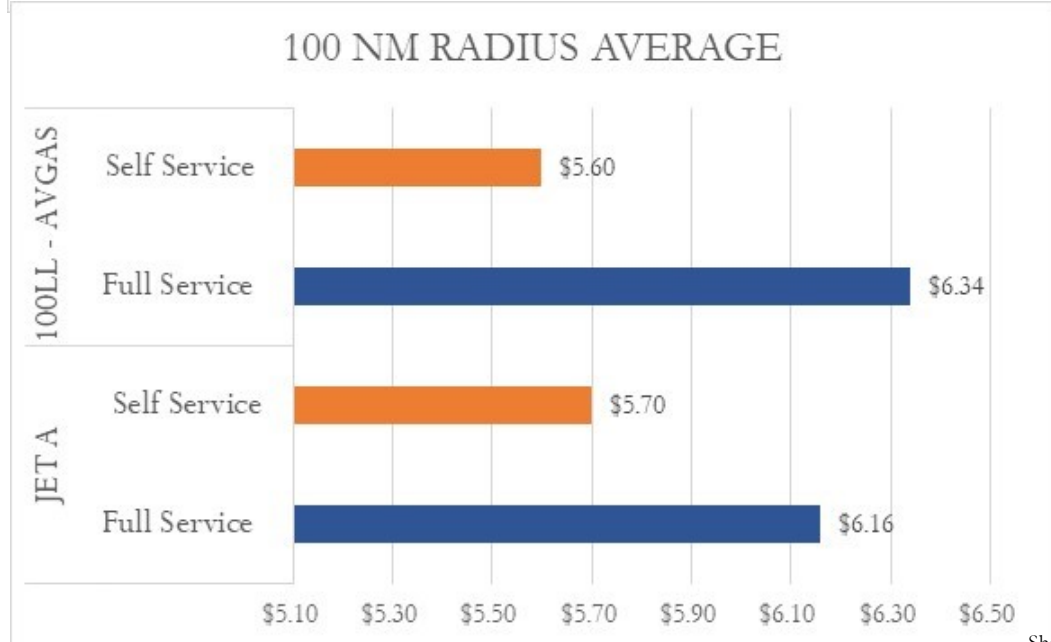
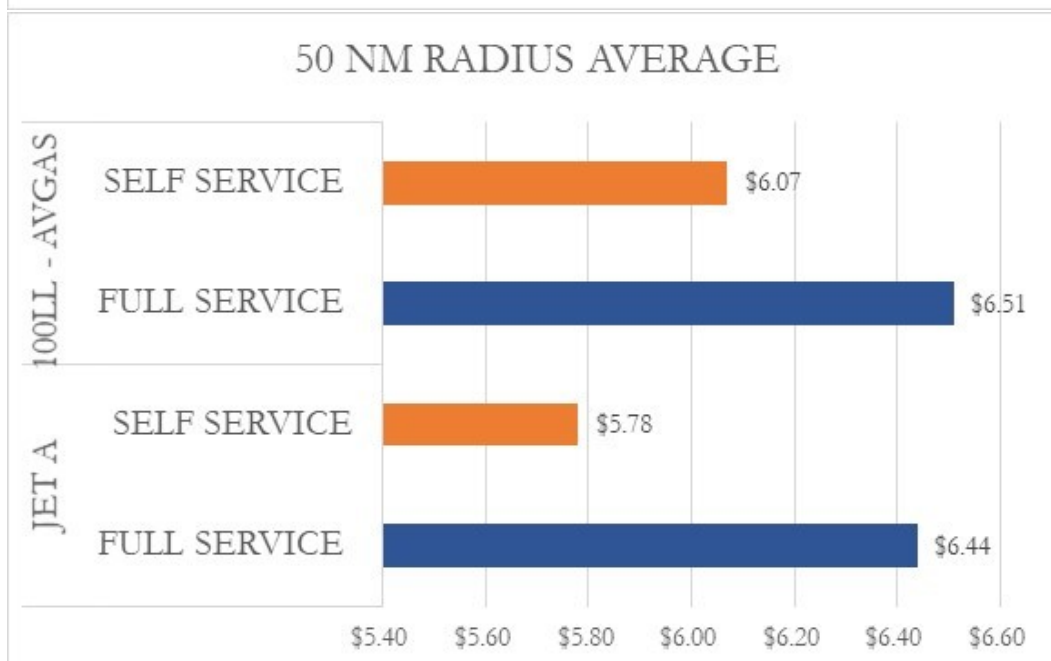
REVENUES	2021-2022 Total Budget	2021-2022 YTD Activity	2022-2023 PROPOSED	
FEDERAL GRANT REVENUE	\$ 45,000.00	\$ 30,370.00	\$ 90,000.00	Engineering Design Fees Stormwater Assessment
AIRPORT RENTAL REVENUE	\$ 122,369.00	\$ 122,776.86	\$ 126,040.00	
T-HANGAR RENTAL REVENUE	\$ 78,341.00	\$ 72,091.82	\$ 80,000.00	
WATER TOWER RENTAL	\$ 86,062.00	\$ 93,541.15	\$ 90,000.00	
INSURANCE RECOVERY	\$ -	\$ 8,450.00	\$ -	
SALE OF SURPLUS PROPERTY	\$ -	\$ 6,981.00	\$ -	This may adjust if we receive payment for surplus fuel trucks in FY '23
OIL & LUB SALES	\$ 2,000.00	\$ 381.08	\$ 1,000.00	
OTHER MISC. REVENUE	\$ 50.00	\$ -	\$ 100.00	
REFUNDS & REIMBURSEMENTS	\$ 500.00	\$ 1,094.87	\$ -	
FUEL FLOWAGE FEE	\$ 150.00	\$ 199.92	\$ 150.00	Variable based on activity.
FUEL SALES	\$ 120,000.00	\$ 270,167.74	\$ 345,000.00	Gross sales, increased to reflect rising retail prices.
TRANSFER FROM GENERAL FUND	\$ 172,355.13	\$ -	\$ 225,000.00	Includes new rental fees, FAA Grant "Matching Share" and historic contributions to operating expenses.
TRANSFER FROM STREET IMP FUND	\$ -	\$ -	\$ -	
TRANSFER FROM CAP IMPRV FUND	\$ 20,000.00	\$ -	\$ -	
Revenue Total:	\$ 646,827.13	\$ 606,054.44	\$ 957,290.00	

EXPENSES	2021-2022 Total Budget	2021-2022 YTD Activity	2022-2023 PROPOSED	
SALARIES/BENEFITS/EMPLOYEE COSTS	\$ 215,528.54	\$ 205,335.67	\$ 269,954.13	Includes insurance, retirement, workers compensation insurance costs. Still TBD as Open Enrollment is active.
OFFICE & COMPUTER SUPPLIES	\$ 500.00	\$ 53.80	\$ 500.00	
FOOD & KITCHEN SUPPLIES	\$ 1,200.00	\$ 680.98	\$ 1,000.00	
UNIFORMS AND CLOTHING	\$ -	\$ 1,837.51	\$ 580.00	
FUEL, OIL & LUBRICANTS	\$ 1,600.00	\$ 1,406.98	\$ 2,500.00	
FUEL AND OIL FOR RESALE	\$ 400.00	\$ 350.18	\$ 800.00	
CHEMICALS	\$ -	\$ -	\$ 200.00	
MEDICAL SUPPLIES	\$ -	\$ -	\$ 120.00	First Aid
LOW LEAD 100 OCTANE FUEL	\$ 142,500.00	\$ 61,852.73	\$ 200,000.00	Projected increase in fuel costs based on FY 21/22 actual purchases. (\$106,916 for 23,940 gals.)
JET A FUEL	\$ 95,000.00	\$ 100,378.63	\$ 145,000.00	Projected increase in fuel costs based on FY 21/22 actuals. (\$140,343 for 39,618 gals.)
TOOLS & MINOR EQUIPMENT	\$ 2,750.00	\$ 2,062.98	\$ 2,000.00	
EQUIPMENT PARTS & SUPPLIES	\$ 2,700.00	\$ 1,029.72	\$ 4,000.00	
OTHER MATERIALS & SUPPLIES	\$ 1,500.00	\$ 930.49	\$ 3,500.00	
EQUIP. MAINT. CONTRACTS	\$ 4,600.00	\$ 4,300.00	\$ 7,193.00	
REPAIR & MAINT. - BLDGS.	\$ 10,000.00	\$ 4,535.73	\$ 8,000.00	
REPAIR & MAINT. - EQUIP.	\$ 11,700.00	\$ 6,762.36	\$ 11,000.00	
REPAIR & MAINT.-VEHICLES	\$ 2,000.00	\$ 917.71	\$ 2,000.00	
REPAIR & MAINT. - OTHER	\$ 5,000.00	\$ 525.96	\$ 5,000.00	
OTHER PROFESSIONAL SERVICES	\$ 5,000.00	\$ 15,141.81	\$ 110,000.00	
NATURAL GAS	\$ 5,500.00	\$ 8,749.77	\$ 5,500.00	
ELECTRICITY	\$ 30,000.00	\$ 25,693.24	\$ 30,000.00	
TELEPHONE	\$ 3,600.00	\$ 2,573.68	\$ 1,440.00	
COPY USAGE EXPENSE	\$ 100.00	\$ 128.99	\$ 100.00	
POSTAGE & SHIPPING	\$ 500.00	\$ 31.51	\$ 500.00	
OTHER CONTRACTUAL SERVICES	\$ 4,300.00	\$ 8.00	\$ 1,000.00	
MEMBERSHIPS & DUES	\$ 350.00	\$ 350.00	\$ 350.00	
FILING FEES & PERMITS	\$ 100.00	\$ 50.00	\$ 100.00	

EXPENSES (cont.)	2021-2022 Total Budget	2021-2022 YTD Activity	2022-2023 PROPOSED	
BOOKS & SUBSCRIPTIONS	\$ 700.00	\$ 292.07	\$ 300.00	
LEGAL ADVERTISING	\$ 500.00	\$ 82.50	\$ 500.00	
PRINTING	\$ 100.00	\$ -	\$ 100.00	
INSURANCE	\$ 31,848.00	\$ 9,246.12	\$ 40,348.00	Airport Liability increased 22% from FY 21 to FY 22. Estimated cost for FY '23 \$10,870
EQUIPMENT RENTAL	\$ -	\$ -	\$ -	
MISC. OTHER SERV. & CHGS.	\$ 1,500.00	\$ 1,095.11	\$ 1,500.00	
ADVERTISING & PROMOTIONS	\$ 750.00	\$ 59.60	\$ 750.00	
CONTINGENCY	\$ -	\$ -	\$ 20,556.00	
CAPITAL OUTLAY-BLDGS & IMPRV	\$ 20,000.00	\$ 25,049.37	\$ 138,600.00	Lift Station Electrical; Roof Repair at Entrance; Tractor Shed; Roof Repair West Terminal; Water Heater replacements; Roof Maintenance; T-Hangar Repairs; Hangar Gutters; LED Lights for Airfield; Solar Powered Taxilane Lighting
CAPITAL OUTLAY-EQUIPMENT	\$ -	\$ 2,000.00	\$ -	
LEASE PAYMENTS-EQUIPMENT	\$ 45,000.00	\$ 30,370.00	\$ 33,376.44	Lease to Own fuel trucks.
DEPRECIATION EXPENSE	\$ -	\$ -	\$ -	
DEPRECIATION EXPENSE	\$ -	\$ -	\$ -	
Expense Total:	\$ 646,826.54	\$ 513,883.20	\$ 1,048,367.57	



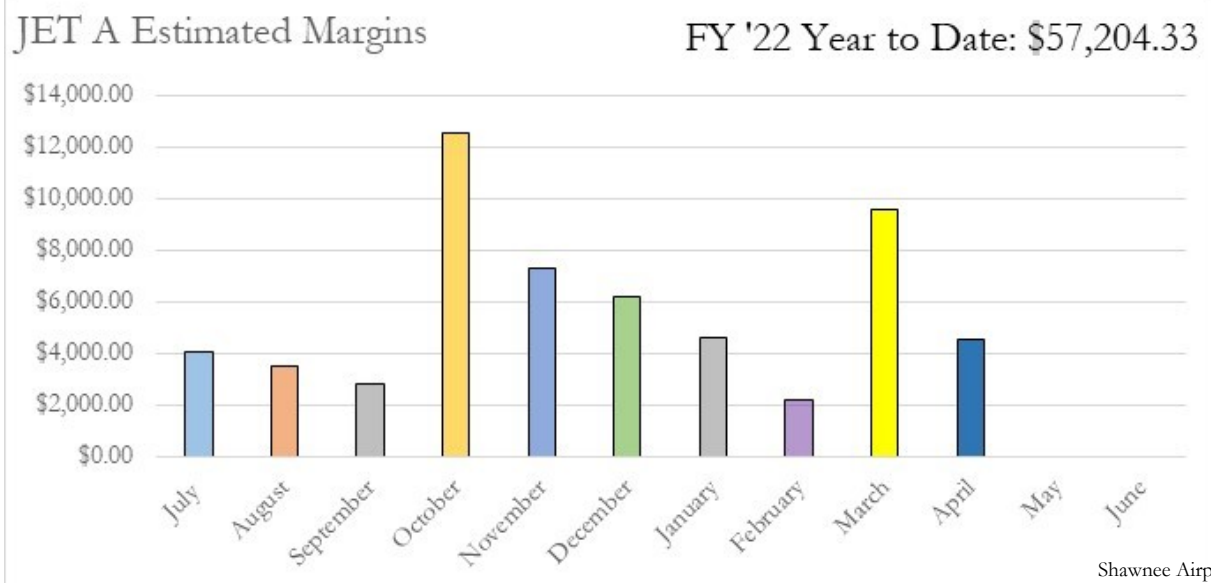
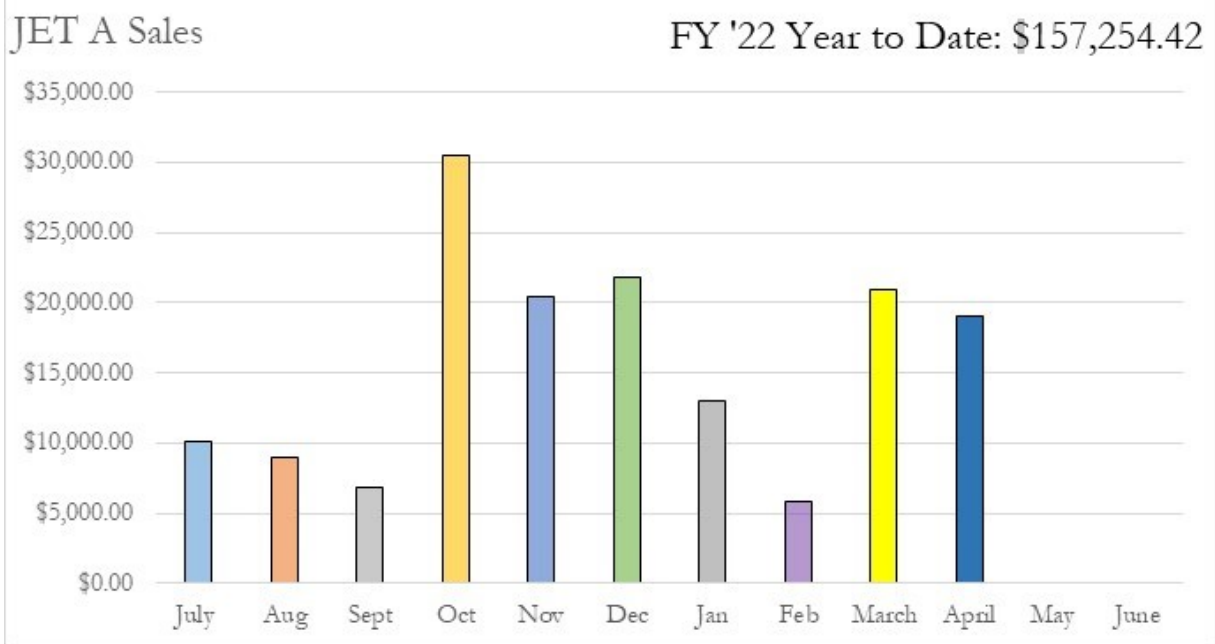
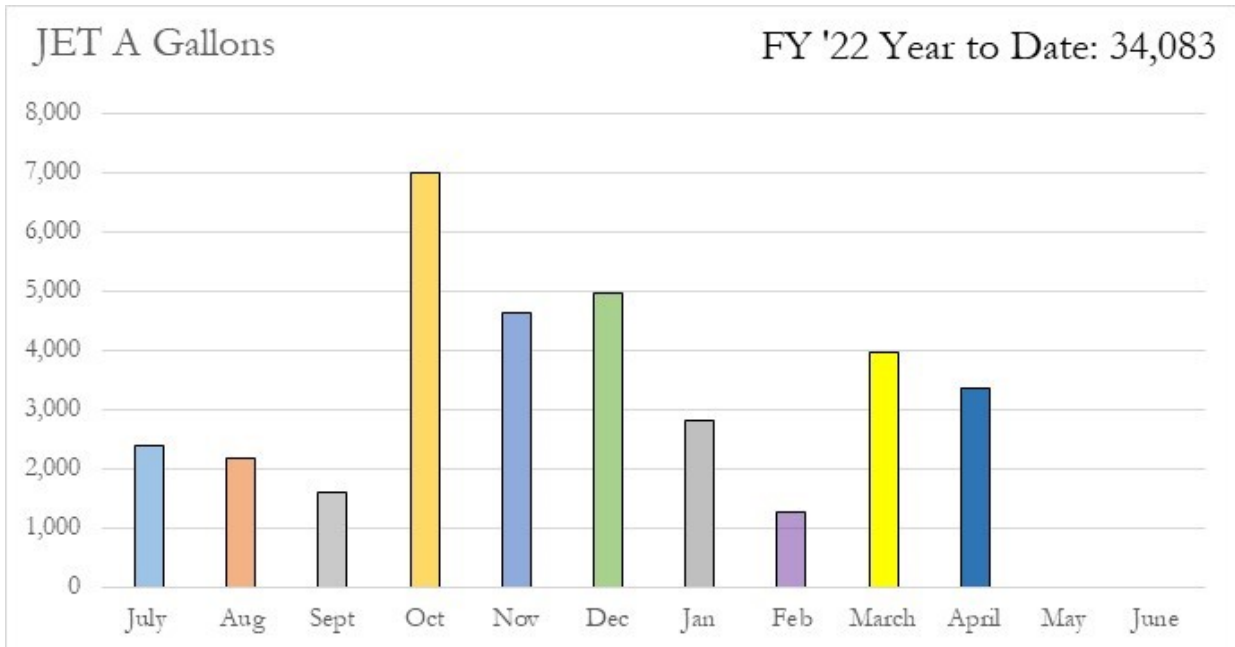




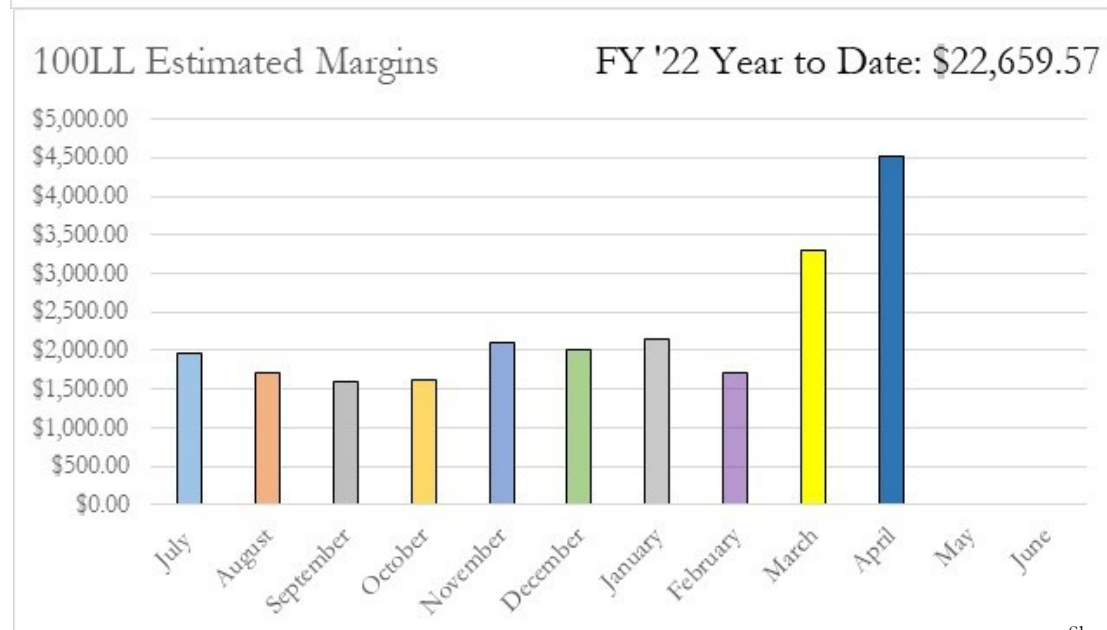
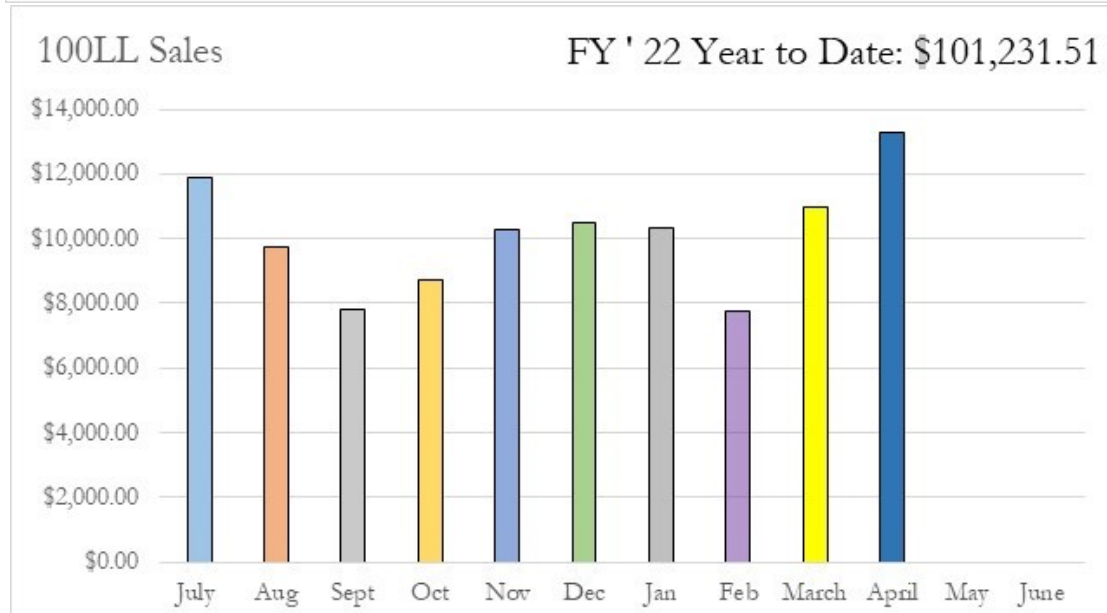
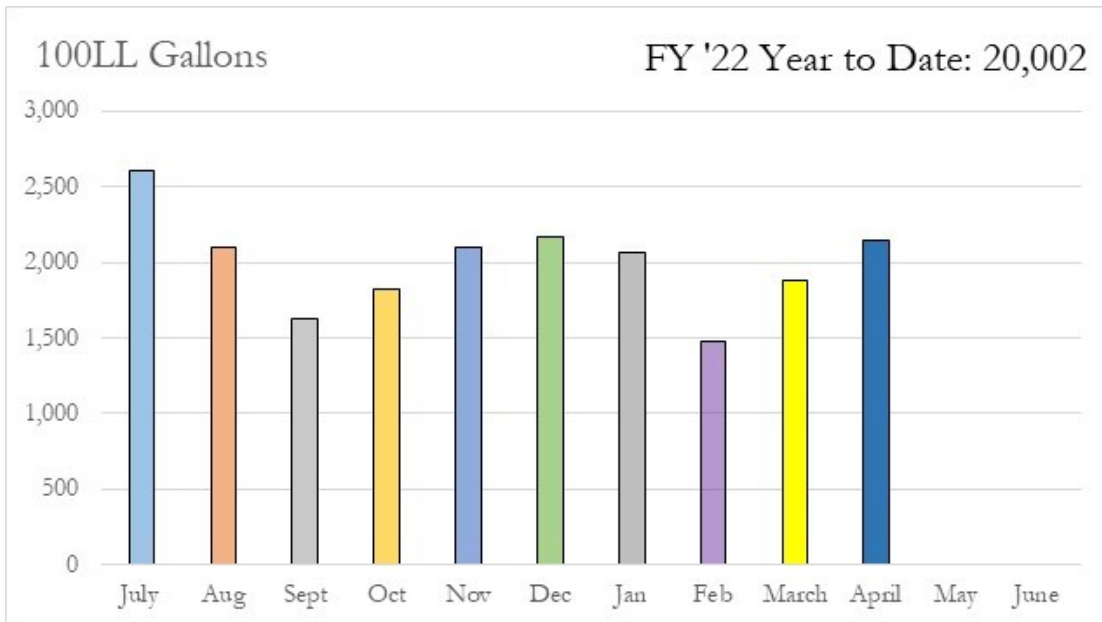
Commercial Passenger Service Airports within 100 NM of Shawnee Regional Airport								
Facility	Based Aircraft	Annual Operations	Annual GA Transient Arrivals	NM	100LL Self Serve	100LL Full Serve	Jet A Self Serve	Jet A Full Serve
Shawnee Regional Airport (SNL)	45	2,600	1,300	0	\$6.55	\$6.75	\$6.40	\$6.60
Cruise Aviation/ Westheimer (OUN)	109	63,437	7,280	30		\$6.93		\$7.66
AAR Aircraft Services (OKC)		158,764	12,740	37		\$6.99		\$7.05
Atlantic Aviation (OKC)	64	158,764	12,740	37		\$7.44		\$8.67
Atlantic Aviation (PWA)	277	73,285	16,016	41		\$7.72		\$8.47
META Special Aerospace (formerly Valair) (PWA)		73,285	16,016	41		\$6.37		\$5.87
Stillwater Flt Ctr (SWO)	70	99,115	6,935	56		\$6.49		\$6.69
Christiansen Aviation / Riverside (RVS)		266,463		71		\$7.23		\$6.48
Riverside Jet Center (RVS)		266,463		71		\$7.00		\$6.15
SBA - The Line Shack/Ardmore (ADM)	22	25,626	3,833	72	\$6.05	\$6.35		\$6.00
Atlantic Aviation (TUL)	429	127,390	18,200	82		\$7.66		\$8.84
Sparks Aviation Center (TUL)		127,390	18,200	82		\$6.90		\$6.90
Tulsair Beechcraft (TUL)		127,390	18,200	82				
United States Aviation (TUL)		127,390	18,200	82				\$6.56
Legacy Jet Center (TUL)		127,390	18,200	82				\$6.22
Enid-Woodring Regional Airport (WDG)	91	67,265	3,120	84	\$5.19	\$5.69		\$6.17
Lawton Aviation Services / Lawton-Fort Sill (LAW)	48	34,219	5,475	99		\$6.68		\$6.21
Average Prices at 50 NM					\$6.55	\$7.03	\$6.40	\$7.39
Average Prices at 100 NM					\$5.93	\$6.87	\$6.40	\$6.91

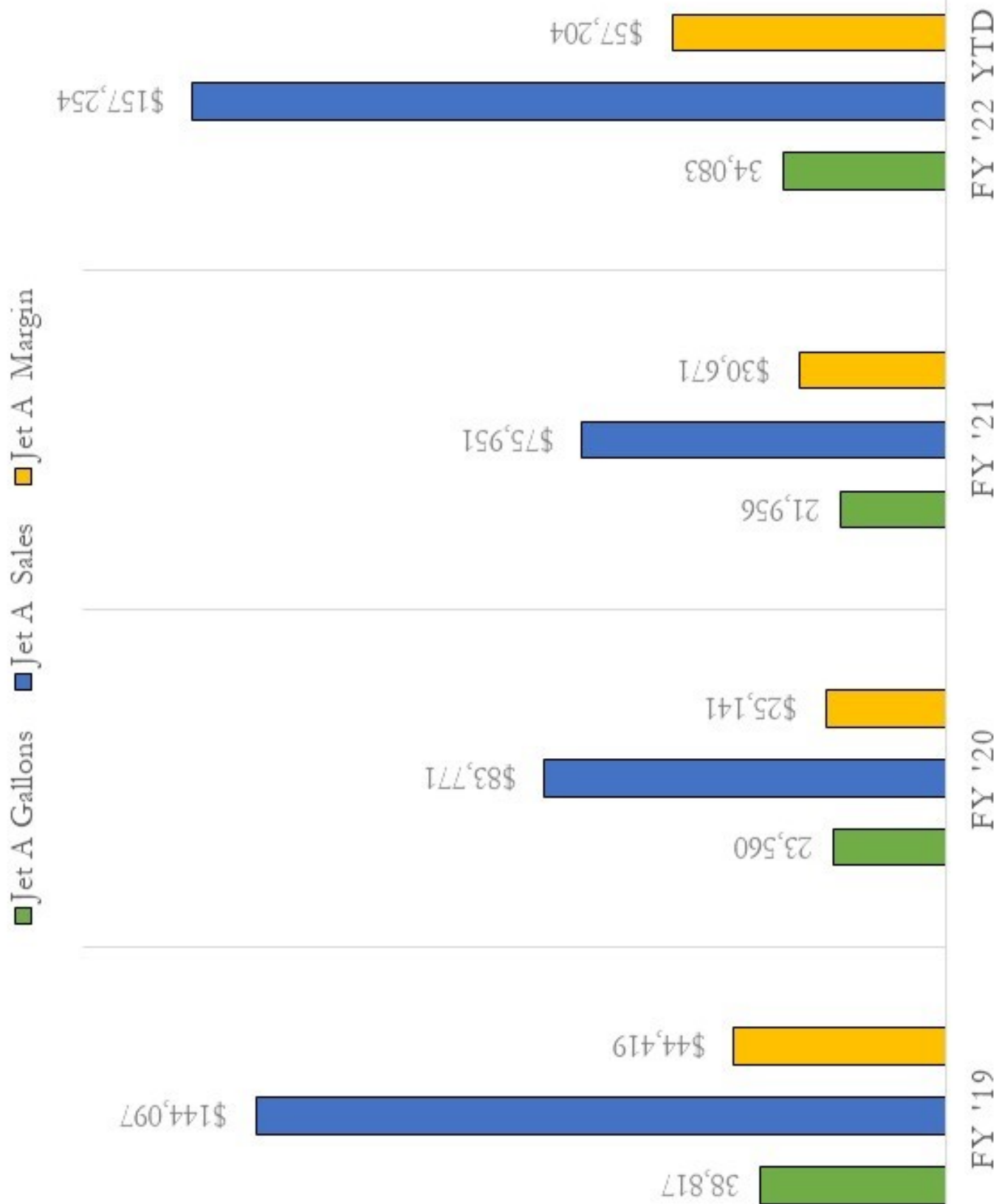
General Aviation Airports within 100 NM of Shawnee Regional Airport									
Facility	Based Aircraft	Annual Operations (Est.) *1	Annual GA Transient Arrivals *2	NM	100LL Self Serve	100LL Full Serve	Jet A Self Serve	Jet A Full Serve	
Shawnee Regional Airport (SNL)	45	2,600	1,300	0	\$6.55	\$6.75	\$6.40	\$6.60	
Prague Municipal Airport (O47)	10	728	364	15	\$5.34				
Seminole Municipal (SRE)	33	1,456	728	16	\$4.70	\$4.70		\$4.00	
Chandler Regional Airport (CQB)	11	1,144	572	26	\$5.84		\$4.25		
Goldsby (K1K4)	45	1,456	728	32	\$5.25				
City of Stroud (SUD)	10	156	78	33	\$5.83		\$3.90		
Heartland Aviation/ADA (ADH)	58	4,784	2,392	41		\$6.25		\$5.35	
City of Bristow (3F7)	17	1,144	572	42	\$4.99				
City of Cushing (CUH)	25	5,600	2,800	42	\$5.69	\$5.99	\$5.99	\$5.99	
Crabtree Aircraft Co./Guthrie Edmond (GOK)	80	6,240	3,120	43	\$5.99	\$6.49		\$5.50	
Sundance Airport (HSD)				46	\$6.15	\$6.45		\$6.00	
Pauls Valley Airport (PVJ)	41	1,456	728	47	\$5.19		\$5.29	\$5.59	
Legacy Aviation - Page Municipal (RCE)	56			50		\$5.30		\$4.89	
Henryetta Airport (KF10)	5	102	51	52		\$5.80			
Okmulgee Regional (OKM)	28	3,640	1,820	59	\$4.99		\$4.50		
Chickasha Municipal Airport (CHK)	42	2,184	1,092	60	\$5.35		\$5.35		
El Reno Regional Airport (RQO)	24	2,912	1,456	60	\$5.70	\$5.80	\$5.15	\$5.15	
City of Kingfisher (KF92)		728	364	67	\$4.55				
City of Sand Springs (OWP)	65	4,368	2,184	71	\$5.35				
Brenair Aviation/McAlester (MLC)	23	2,600	1,300	73		\$6.35		\$6.00	
Perry Municipal (F22)	25	1,456	728	73		\$5.09		\$3.88	
Haskell Airport Inc. (2K9)				78	\$5.75				
Guest Air Inc/Hinton Municipal (K2O8)	10	416	208	79	\$5.00				
Atoka Municipal Airport (AQR)	15	370	185	80	\$6.60				
City Of Hominy (H92)	1	104	52	81	\$3.50				
Harvey Young Airport/Tulsa (1H6)	40			82	\$4.50				
KMA Aviation LLC/Ardmore Downtown (K1F0)	47	2,184	1,092	84	\$5.75	\$5.90	\$5.10	\$5.40	
5B Aviation/ Duncan (DUC)	43	2,912	1,456	84		\$5.01		\$5.34	
Skiatook Municipal Airport (K2F6)	20	1,500	750	86	\$5.45				
Watonga Regional Airport (JWG)	16	728	364	90	\$4.60		\$3.99		
Davis Field Aviation/Muskogee (MKO)	90	3,640	1,820	91	\$5.40	\$6.00		\$6.00	
Fuel PNC (Ponca City)	53	6,240	3,120	95	\$5.70	\$6.00		\$5.50	
Blackwell Airport Trust / Blackwell Tonkawa	11	750	375	98	\$5.60				
Average Prices at 50 NM					\$5.59	\$5.99	\$5.17	\$5.49	
Average Prices at 100 NM					\$5.38	\$5.86	\$4.99	\$5.41	

As of April 30, 2022



As of April 30, 2022





■ 100 LL Gallons
 ■ 100 LL Sales
 ■ 100 LL Margin

