

AGENDA
SHAWNEE AIRPORT AUTHORITY
May 16, 2016 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

All motions will be made in the affirmative. The fact that a commissioner makes or offers a second to a motion does not mean that the commissioner must vote in favor of passage.

1. Consider approval of Consent Agenda:
 - a. Minutes from the May 2, 2016 meeting.
2. New Business

(Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)
3. Administrative Reports
 - a. Keenan English, Assistant Airport Manager – Update on a Federal Aviation Administration (FAA) study to decommission the ILS outer marker beacon and Potential T-Hangar Project.
4. Adjournment

Respectfully submitted

Phyllis Loftis, CMC, City Clerk

Shawnee Airport Authority**1. a.**

Meeting Date: 05/16/2016

SAA Minutes 05-02-2016

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the May 2, 2016 meeting.

Fiscal Impact**Attachments**SAA Minutes 05-02-2016

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 2, 2016, 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, Shaw, Dykstra

ABSENT: Hall

Call to Order

Declaration of a Quorum

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

a. Minutes from the April 18, 2016 meeting.

A motion was made by Trustee Harrod, seconded by Trustee Dykstra, to approve Consent Agenda Item No. 1(a). Motion carried 5-0.

AYE: Harrod, Dykstra, Agee, Mainord, Shaw

NAY: None

AGENDA ITEM NO. 2: Overview of preliminary Shawnee Airport Authority budget for FY 2016-2017 budget.

Finance Director Cindy Arnold presented an overview of the budget for Fiscal Year 2016-2017 and responded to questions from Trustees.

AGENDA ITEM NO. 3: Administrative Reports

a. Keenan English, Assistant Airport Manager – Capital Improvement Projects Update

Assistant Airport Manager Keenan English reported that several projects at the Shawnee Regional Airport are complete including the Concrete Hard Stand

Project funded by Oklahoma Aeronautics Commission, the apron lights and the beacon project. He also noted that the Weather Station is being used now to provide data.

Mr. English also stated that the Federal Aviation Administration is no longer maintaining the instrument landing system (ILS) which is used during IFR (instrument flight rules) conditions. He noted that other airports in all parts of the country are also being affected by this and he is looking into ways to fund other possible options.

AGENDA ITEM NO. 4:

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. 5:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:42 p.m.)

WES MAINORD, CHAIRMAN

ATTEST:

PHYLLIS LOFTIS, SECRETARY

Shawnee Airport Authority

3. a.

Meeting Date: 05/16/2016

Admin Rpts

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Keenan English, Assistant Airport Manager – Update on a Federal Aviation Administration (FAA) study to decommission the ILS outer marker beacon and Potential T-Hangar Project.

Fiscal Impact

Attachments

Beacon Update

T-Hangar Update

Mayor
WES MAINORD



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www.ShawneeOK.org

Commissioners

LINDA AGEE
JAMES HARROD
KEITH HALL
LESA SHAW
MICHAEL DYKSTRA

Date: May 16, 2015

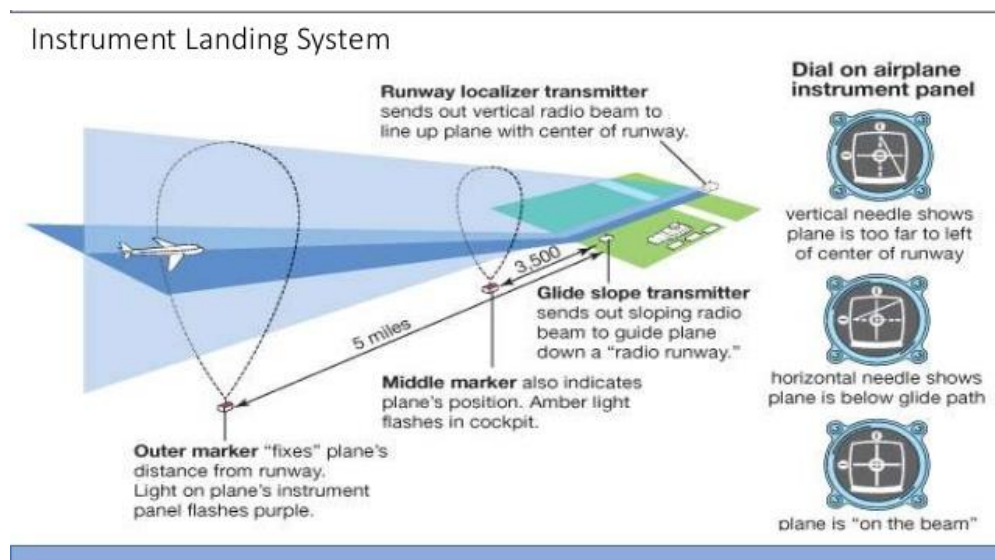
To: Shawnee Airport Authority

From: Keenan English, Assistant Airport Manager

RE: Update and Recommendation on FAA Equipment Decommissioning

Nature of Situation: The Southwest Oklahoma System Support Center (SOSSC) has recommended that the FAA decommission the Shawnee Locator Outer Marker. According to the SOSSC, the letter states: *"The facilities are co-located in a shelter that is difficult to maintain. The outer marker equipment is no longer supported by the FAA Logistics Center or the equipment manufacture."* This recommendation has caused the FAA to release airspace study 16-ASW-08NR to determine if the decommissioning is justifiable.

A decommissioning of this equipment would affect Shawnee Airport's Instrument Landing System or ILS. There are three main components to an ILS: The **glide slope**, the **localizer**, and **outer markers**. See diagram below.



The ILS allows pilots to fly into Shawnee in poor weather conditions where they are required to rely on their instruments to line up with the runway and land safely on the ground. The **glide slope** tells the pilot how high he or she needs to be. The **localizer** tells

the pilot if he or she needs to go right or left in order to line up with the runway centerline. The **outer marker** (the equipment in question) measures distance, telling the pilot how far they are from the runway. All three components must be in working in order for pilot's to use the ILS. Thus, if the outer marker is decommissioned, Shawnee would lose its ILS approach.

Also, Shawnee's outer marker is 5.75 miles north of the airport (see maps below). It sits on private property in which the FAA has a lease with the land owner. This lease is set to expire soon. Difficult negotiations have also led to the SOSSC's recommendation to decommission the outer marker.

Staff Analysis, Considerations:

When the ILS system was installed at Shawnee, it was a big deal. Shawnee is one of only 16 airports equipped with an ILS. Other notable airports with ILS systems are Will Rogers, Tinker AFB, Altus AFB, Tulsa International, Stillwater Regional, and Fort Sill Regional. The airport is very lucky to have the ILS system and it benefits from it greatly – it allows traffic to fly in in poor conditions which gives the airport a large advantage over other airports who only receive VFR traffic (VFR is visual flight rules). It would be in the best interest of the airport to take the necessary steps to keep our ILS in order to maintain the level of traffic, fuel sales, and thus, revenue.

There are **four scenarios** that may come from the FAA's actions.

1. The FAA could decommission the outer marker, but keep our ILS available to pilots. In this scenario OKC approach (the control tower that controls traffic between different city's air space) would have to agree to maintain radar and establish communication with pilots until they reach the ground in Shawnee. This is not the most convenient option for pilots but would cost the airport nothing and would keep the ILS operational.
2. The FAA could decommission the outer marker, and the airport could update their ILS system with the newest equipment to keep the ILS operational. This new equipment is called Distance Measuring Equipment (DME) and replaces the responsibilities of the outer marker. A DME transmits a signal to pilots that tells them the distance they are from the runway. It also requires no additional land to operate and would be co-located with the **glide slope** on airport property. Most modern ILS systems operate with a DME. If the airport were to go this route, they would need to enter into a reimbursable agreement with the FAA. Such an agreement would allow the airport to purchase the DME and let the FAA continue to do maintenance and repairs on ILS equipment free of charge. The cost of a DME is still being figured out but is estimated to cost \$50,000 - \$60,000.
3. The FAA higher offices could determine that the outer marker is essential to Shawnee and require the System Support Center to continue to maintain the existing equipment. This scenario is unlikely.

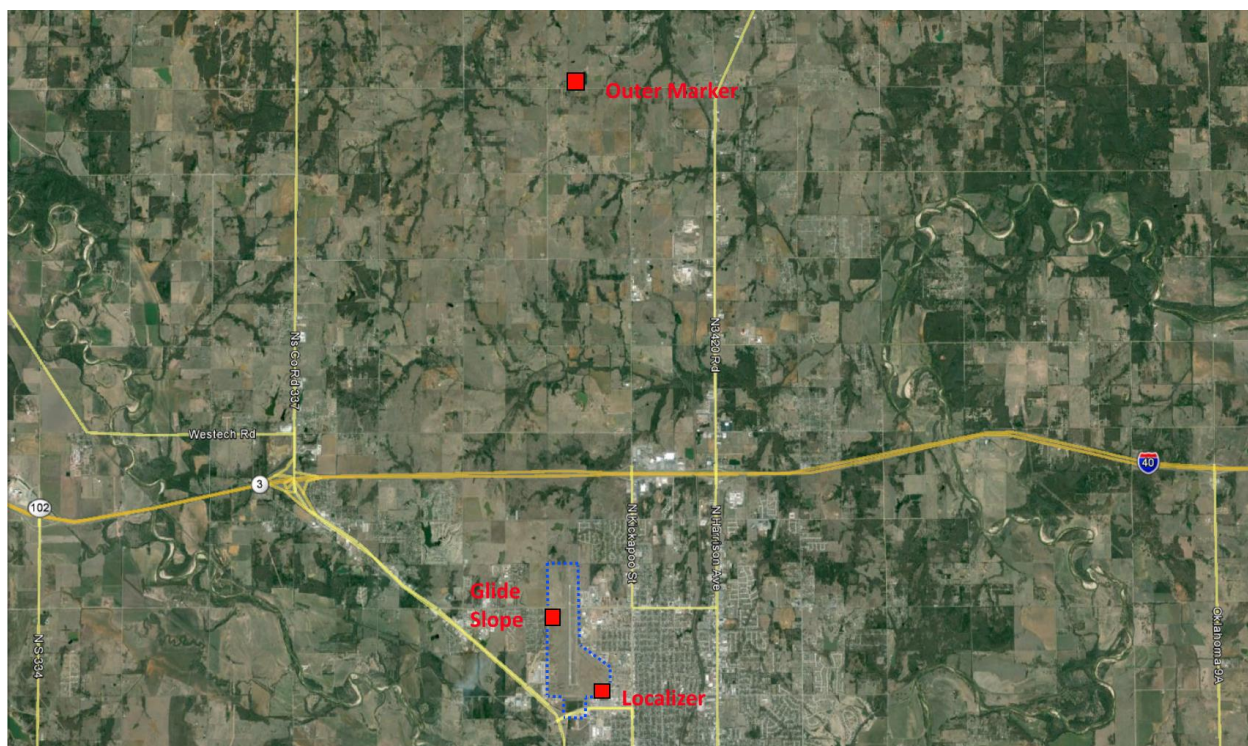
4. Lastly, the FAA could decommission the outer marker and the airport loses its ILS capabilities if no further action were to take place.

Recommendation:

The airport staff recommends waiting for the FAA Flight Procedures and Standards Office to make a determination. The airport should adopt their original budget, but wait to spend on capital improvements until mid to late FY 2016/17 in case scenario 2 becomes a reality. In the meantime, the public is allowed to comment on the airspace study and submit their opinions and concerns to 9-NATL-CSA-Public-Notice-Airspace@faa.gov. Comments are to be submitted before July 1, 2016. Airport staff has notified many government officials on the State and Federal level on the matter and has explained just how detrimental it would be to the airport to lose the ILS.

Budget Consideration:

Upgrading the ILS system to an ILS/DME would cost the airport approximately \$50,000 - \$60,000. This dollar amount is the entire capital improvement budget the airport usually has each year. Money would be available for this purchase in FY 2016/17 or 2017/18.

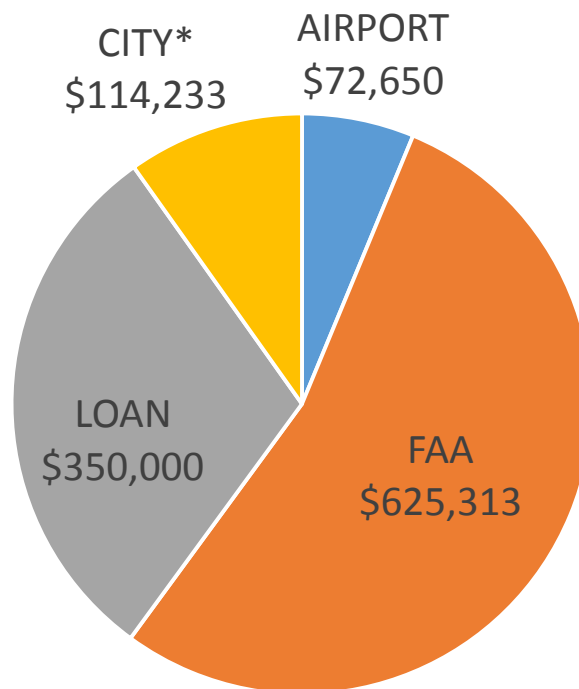


Airport T-Hanger Project Fact Sheet

	PROJECT	COST
2017/2018 Phase 1	Administration and Engineering of new ramp for T-Hangers	\$76,500
2018/2019 Phase 2	Administration, inspection, and construction of new ramp for T-hangers	\$743,346
2019 or 2020 Phase 3	Design and construction of T-hangers	\$350,000

TOTAL COST OF PROJECT - \$1,169,846

Funding Sources



■ Airport Budget
 ■ FAA Grant
 ■ Loan
 ■ City Match

*City Funds would need to be budgeted for in FY 2018/2019