AGENDA
SHAWNEE AIRPORT AUTHORITY
April 21, 2014 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 April 7, 2014 meeting

   b. Minutes from the March19, 2014 Airport Advisory Board

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

4. Adjournment

Respectfully submitted

Phyllis Loftis, CMC, City Clerk

Shawnee Airport Authority **1. a.**

Meeting Date: 04/21/2014

Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Minutes from the April 7, 2014 meeting

Attachments

Minutes

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, APRIL 7, 2014, 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

<u>AGENDA ITEM NO. 1</u>: Consider approval of Consent Agenda

a. Minutes from the March 17, 2014 meeting.

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

AYE: Harrod, Stephens, Agee, Mainord, Hall, Winterringer, Smith
NAY: None

<u>AGENDA ITEM NO. 2:</u> Discussion, consideration and possible action on entering into a contract with Lochner Aviation Services for the service of Airport Consultant.

A motion was made by Trustee Harrod, seconded by Trustee Winterringer, to approve a contract with Lochner Aviation Services for the service of Airport Consultant. Motion carried 7-0.

AYE: Harrod, Winterringer, Smith, Stephens, Agee, Mainord, Hall
NAY: None

<u>AGENDA ITEM NO. 3</u>: 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.

<u>AGENDA ITEM NO. 4</u>: Administrative Reports

There was no Administrative Reports.

<u>AGENDA ITEM NO. 5</u>: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:24 p.m.)

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WES MAINORD
CHAIRMAN

ATTEST:

____
PHYLLIS LOFTIS, CMC, CITY CLERK
SECRETARY

Shawnee Airport Authority **1. b.**

Meeting Date: 04/21/2014

Advisory Board Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Minutes from the March19, 2014 Airport Advisory Board

Attachments

Advisory Board Minutes

MINUTES
AIRPORT ADVISORY BOARD MEETING MARCH 19, 2014, 5:30 P.M.
TERMINAL BUILDING
2202 AIRPORT DRIVE

ROLL CALL

PRESENT: Terry Toole, Harmik DerSahakian, Bert Humphreys, Pete Barger, Kevin Huddleston

ABSENT: Robert Duran

OTHERS PRESENT: Keenan English -Assistant Airport Manager, Fred Trieber – Airport Supervisor, Cynthia Sementelli – Finance Director

DECLARATION OF A QUORUM

ITEM ONE: CONSIDER AND APRROVE CONSENT AGENDA
Motion to approve Consent Agenda – Consent agenda approved unanimously by board. Meeting minutes from February 19, 2014 meeting and the March 12, 2014 special meeting approved unanimously by board.

ITEM TWO: SUB COMMITTEE REPORTS
Financial report given by Ms. Sementelli and Mr. Huddleston. Report consisted of fuel sales, ending inventory, and fuel pricing

ITEM THREE: CONSIDER CHANGING THE AIRPORT ADVISORY BOARD REGULARLY SCHEDULED MEETINGS FROM MONTHLY TO QUARTERLY
Mr. Toole opened the floor for suggestions from other board members on changing AAB meetings from monthly to quarterly. Mr. Humphreys suggested that the airport has been progressing nicely and that meetings should continue to be held monthly in order to keep up the momentum. Mr. DerSahakian agreed with Mr. Humphreys. The Board voted unanimously to continue holding meetings on a monthly basis.

ITEM FOUR: CITIZEN COMMENTS
Marty Lochman proposed having the Shawnee Regional Airport host the Annual Cessna Club National Event. Mr. Lochman gave a description of what the event would entail, how long it would last, and what the needs from the airport would be.

ITEM SIX: NEW BUSINESS
No new business.

ITEM SEVEN:
BOARD COMMENTS
No board comments

ITEM EIGHT: ADJOURNMENT - Board unanimously voted to adjourn meeting at 6:56 pm