

**MINUTES
SPECIAL CALL MEETING
AIRPORT ADVISORY BOARD
FEBRUARY 24, 2021
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 DerSahakian,
Mr. Randall Rogers, Mr. Blake White

OTHERS PRESENT

Mr. Matthew Lovelace, Airport Line Services Attendant
Ms. Vicky Misa, Shawnee News Star
Mr. Rob Morris
Ms. Kathryn Parker, Airport Line Services Attendant
Mr. Joe Vorndran, Stuart and Clover / City Attorney City of Shawnee
Ms. Bonnie Wilson, Airport Manager

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 JANUARY 20, 2021 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. Rogers offered the Motion; Mr. DerSahakian provided a Second.

The Chairman called the Question.

The Chairman Abstained, all remaining Advisory Board members present voted to approve the Motion.

III. CITIZEN COMMENTS

No Citizen Comments were offered.

IV. DISCUSSION AND CONSIDERATION OF BUDGET ADVISORY COMMITTEE REPORT

Staff introduced an explanatory memo and draft budget report representing the consensus views of the Budget Advisory Committee on project, equipment and procurement priorities, cost estimates, and budget/Fiscal Year timelines. Estimated costs associated with each item were based on historic expenditures and service provider estimates. The report is intended to be flexible to allow for reprioritization and reprogramming based on available funding. Routine operating costs were not reflected in the report.

The Vice Chairman called for a motion to accept the report as provided and recommend submission to the City Manager and City Treasurer for inclusion in the annual budget development and authorization process; and direct the Budget Advisory Committee to meet at least quarterly to re-prioritize, add, or amend projects, and prepare progress reports for consideration by the Airport Advisory Board.

Mr. Rogers offered the Motion; Mr. DerSahakian provided a Second.

The Chairman called the Question.

All members of the Advisory Board present voted to approve the Motion.

V. DISCUSSION OF PROPOSAL FOR CAPITAL DEVELOPMENT – KSNL AERO, LLC

At the request of KSNL Aero, LLC this item was removed from the Agenda. No discussion.

VI. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS CONFIDENTIAL COMMUNICATIONS BETWEEN THE AIRPORT ADVISORY BOARD AND THE CITY ATTORNEY CONCERNING A PENDING INVESTIGATION, CLAIM OR ACTION, WITH THE ADVICE OF THE CITY ATTORNEY, HAS DETERMINED THAT DISCLOSURE WOULD SERIOUSLY IMPAIR THE ABILITY OF THE CITY TO PROCESS THE CLAIM AND CONDUCT A PENDING INVESTIGATION,

LITIGATION OR PROCEEDING IN THE PUBLIC INTEREST AS AUTHORIZED BY §307(B)(4).

The Chairman called for a motion to enter into Executive Session for the discussion, consideration, and possible action to enter into Executive Session to discuss confidential communications between the Airport Advisory Board and the City Attorney concerning a pending investigation, claim or action, with the advice of the City Attorney, had been determined that disclosure would seriously impair the ability of the City to process the claim and conduct a pending investigation, litigation or proceeding in the public interest as authorized by §307(B)(4).

Mr. DerSahakian offered the Motion; Mr. White provided a Second.

The Chairman called the Question.

All members of the Advisory Board present voted to approve the Motion.

The Airport Advisory Board Entered Executive Session.

VII. CONSIDER MATTERS DISCUSSED IN EXECUTIVE SESSION REGARDING CONFIDENTIAL COMMUNICATIONS BETWEEN THE AIRPORT ADVISORY BOARD AND THE CITY ATTORNEY CONCERNING A PENDING INVESTIGATION, CLAIM OR ACTION, WITH THE ADVICE OF THE CITY ATTORNEY, HAS DETERMINED THAT DISCLOSURE WOULD SERIOUSLY IMPAIR THE ABILITY OF THE CITY TO PROCESS THE CLAIM AND CONDUCT A PENDING INVESTIGATION, LITIGATION OR PROCEEDING IN THE PUBLIC INTEREST AS AUTHORIZED BY §307(B)(4).

The Chairman reconvened the Public Meeting of the Airport Advisory Board and noted nothing would be to be taken as a result of the discussions held in Executive Session.

VIII. STAFF REPORT

Staff provided a report on current fuel price comparisons, and fuel sales at SNL. An additional chart demonstrating recent price increases within the local market area was also included in this month's staff report. A summary of performance against budget for the Fiscal Year to date was also presented.

IX. NEW BUSINESS

No New Business was presented.

X. BOARD COMMENTS

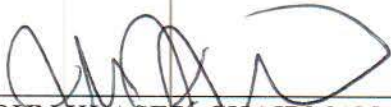
No Comments were offered.

XI. ADJOURNMENT

The Chairman called for a Motion to Adjourn the meeting.

Mr. Rogers made a Motion to Adjourn; Mr. DerSahakian 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

3/17/2021
DATE

ATTEST : 

BONNIE A. WILSON

3/17/2021
DATE