

**MINUTES
AIRPORT ADVISORY BOARD
FEBRUARY 20, 2018 5:30 PM
SHAWNEE REGIONAL AIRPORT TERMINAL
2202 NORTH AIRPORT DR.
SHAWNEE, OK**

I. CALL TO ORDER

PRESENT	Mr. Smallwood, Vice Chairman, Mr. Fogerty, Mr. Humphreys, Mr. Klaser,
ABSENT	Mr. Huddleston, Chairman, Mr. Freeman, and Mr. Smith
OTHERS PRESENT	Ms. Bonnie Wilson, Shawnee Regional Airport Mr. Scott Lee, Red Cloud Aviation

II. DECLARATION OF A QUORUM

Four members of the Advisory Board were present meeting the requirements for a quorum.
Mr. Smallwood acted as Chairman for the meeting and Declared a Quorum.

**III. ITEM ONE - CONSIDERATION AND APPROVAL OF MINUTES FROM
JANUARY 16, 2018 MEETING**

Approval of Minutes from the January 16, 2019 Meeting.

The Chairman called for a Motion to Approve the Minutes.

Mr. Fogerty made a Motion, Mr. Klaser provided a Second.

The Chairman called the Question, all members of the Advisory Board present approved the Motion.

A copy of the Minutes of the January 16, 2019 Meeting is provided as Attachment 1 to these Minutes.

IV. ITEM TWO: CITIZEN COMMENTS

No requests for comments were made.

V. ITEM THREE: Discussion of Minimum Standards Comments/Responses Scheduling of Public Meeting

Staff presented proposed written responses to comments received on the Draft Minimum Standards and requested members of the Board provide any recommendations for amendments. None were offered. Staff then presented a proposal to provide the formal responses to comments received and the final draft of the document to all tenants, and requested a date for a final public review on the revised final draft of the Minimum Standards.

The Chairman called for a motion on the matter.

Mr. Fogerty offered a Motion to provide the responses to comments and revised final draft of the document to all tenants, and to set the date for a public review to coincide with the next meeting of the Airport Advisory Board.

Mr. Klaser provided a Second to the Motion.

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

A copy of the response to comments, and final draft of the Minimum Standards is provided as Attachment 2 to these minutes.

VI. ITEM FOUR: Consider an executive session to discuss certain real property as authorized by 25 O.S. § 307(b)(4).

Staff informed the Advisory Board members that a proposal to lease certain real property had been submitted for consideration. Staff also requested a discussion on a proposal to declare certain real property owned by the Airport as surplus. The Advisory Board consider an executive session to discuss the appraised values of these and comparable properties.

The Chairman called for a Motion to convene an executive session. Mr. Humphreys made a Motion, Mr. Fogerty provided a second.

During the Executive Session, the matter of the lease proposal was tabled until such time as additional information related to lease values can be obtained, and that certain real property be declared surplus and offered for sale via sealed bids. Members of the Advisory Board present unanimously approved the Motion to table the action related to the lease proposal, and declare the property surplus and offer it for sale via sealed bids.

VII. ITEM FIVE: Staff Report

A. The following topics were presented as part of the monthly Staff Report:

- i. Current Fuel Price Comparisons
- ii. Shawnee Regional Airport Fuel Sales
- iii. Other Matters
 1. Internship Program Oklahoma Baptist University
 2. Transportation Research Board
 3. RFQ for Engineering

VIII. ITEM SIX: New Business

No new business was introduced.

IX. ITEM SEVEN: Board Comments

No Board Comments were offered.

X. ITEM EIGHT: Adjournment

The Chairman called for a Motion to Adjourn the meeting.

Mr. Klaser made a Motion to Adjourn. Mr. Fogerty 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.



WILL SMALLWOOD
VICE CHAIRMAN

03/27/2019
DATE

ATTEST:


BONNIE A. WILSON, SECRETARY

3/27/19
DATE