

AGENDA
SHAWNEE AIRPORT AUTHORITY
February 19, 2013 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 February 4, 2013 meeting.
 - b. Approve lease between the Shawnee Regional Airport and Sips Downtown Cafe, LLC.
 - c. Approval of assignment of Allegiance Communications, LLC leases to BCI Allegiance, LLC and authorization for General Manager to execute the agreement.
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: 02/19/2013

Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Minutes from the February 4, 2013 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, FEBRUARY 4, 2013, FOLLOWING 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

ABSENT: Smith

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda

a. Minutes from the January 22, 2013 meeting.

A motion was made by Trustee Winterringer, seconded by Trustee Harrod, to approve Consent Agenda Items 1(a). Motion carried 6-0.

AYE: Winterringer, Harrod, Mainord, Hall, Stephens, Agee

NAY: None

AGENDA ITEM NO. 2: 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. 3: Administrative Reports

There was no Administrative Reports.

AGENDA ITEM NO. 4: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (9:16 p.m.)

ATTEST:

(SEAL)

WES MAINORD
CHAIRMAN

DONNA MAYO, DEPUTY CITY CLERK
SECRETARY

Shawnee Airport Authority

1. b.

Meeting Date: 02/19/2013

Lease Agreement

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Approve lease between the Shawnee Regional Airport and Sips Downtown Cafe, LLC.

Attachments

Memo Lease Agreement

City of Shawnee Memorandum



To: Brian McDougal, City Manager

CC:

From: Rex B. Hennen, Assistant Airport Manager

Date: February 14, 2013

Re: 1836 N. Kickapoo Proposed Airport Lease - Sips Downtown Café, LLC

Mr. Brad Carter, the owner/operator of Sips Downtown Café, LLC has requested to lease the referenced property for use as a drive-thru coffee and bagel shop. A copy of the proposed lease is attached.

The original lease rate, when the property was operated by Heavenly Grind, was based on the fair market value which was established per Section 4.4 of the lease document. The proposed lease rate is the original amount adjusted per the Consumer Price Index for the last three (3) years for an annual rate of \$1,620.00/year. The size of the property is 8,462 square feet or 0.19 acres.

Staff recommends approval of the proposed lease.

Shawnee Airport Authority

1. c.

Meeting Date: 02/19/2013

Assign of Lease Cable Company

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Approval of assignment of Allegiance Communications, LLC leases to BCI Allegiance, LLC and authorization for General Manager to execute the agreement.

Attachments

Lease Assignments



January 14, 2013

City Manager
City of Shawnee
PO Box 1448
Shawnee, OK 74802

Re: ASSET PURCHASE AGREEMENT dated January 8, 2013, by and between Allegiance Communications, LLC and BCI Broadband Holdings, LLC.

Dear City Manager:

On behalf of Allegiance Communications, LLC ("Allegiance") and BCI Allegiance, LLC ("BCI"), please accept this letter as formal announcement of BCI's pending acquisition of the cable system and franchise currently held by Allegiance in your community. Both BCI and Allegiance are confident that this transaction represents substantial benefits to customers and your community. Additional information regarding BCI is attached. We respectfully request your prompt consideration of the attached Resolution consenting to this transaction.

The BCI team has a rich history in the cable communications industry. For over 25 years, the BCI team has operated systems serving medium and small sized communities, investing in infrastructure and facilitating the latest high quality video, voice and data services. BCI is excited about the opportunity to serve your community.

We have enclosed for your review three (3) copies of the FCC Form 394, which provides the information necessary to assess the financial, legal, and technical qualifications of BCI. Under the FCC rules, you have 120 days from the date you receive FCC Form 394 to consider the application. However, any planned enhancements to Allegiance's cable services are dependent upon the completion of this process. Therefore, we respectfully request that the attached Resolution be scheduled for consideration at the earliest available meeting.

The adopted Resolution should be sent to the following address:

Greg Harrison
Allegiance Communications, LLC
P.O. Box 1491
Shawnee, OK 74802-1491
greg.harrison@allegiancecatv.com

Thank you for your consideration. We greatly appreciate your assistance and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Greg Harrison'.

Greg Harrison
VP Government Affairs
Allegiance Communications, LLC

A handwritten signature in cursive script, appearing to read 'Shawn Beqaj'.

Shawn Beqaj
VP Government & Regulatory Affairs
BCI Allegiance, LLC

www.allegiance.tv

1819 Airport Drive ★ Shawnee, OK 74804 ★ phone: 405.481.7921 ★ 405.788.4314



January 14, 2013

Airport Manager
City of Shawnee
PO Box 1448
Shawnee, OK 74802

Re: Consent to Assignment of Lease Agreement for the tract of land within Shawnee Municipal Airport, Shawnee, Oklahoma, dated as of July 1, 1996, by and between City of Shawnee, as Landlord, and Allegiance Communications, LLC, as Tenant (the "Agreement")

Allegiance Communications, LLC ("Allegiance"), has agreed to transfer and assign substantially all of its cable system assets (including the Agreement) to BCI Allegiance, LLC ("BCI"), an indirect wholly-owned subsidiary of BCI Broadband Holdings, LLC, pursuant to an Asset Purchase Agreement dated January 8, 2013 (the "Transaction") and requests your consent to assign the Agreement to BCI to the extent required by the Agreement.

At the closing of the Transaction, Allegiance will assign its right, title, and interest in and to the Agreement to BCI (the "Assignment"). BCI will assume Allegiance's obligations under the Agreement that accrue from and after the day of closing of the Transaction. To the extent required by the Agreement, Allegiance respectfully requests your consent to the Assignment.

Please acknowledge your consent to the Assignment by signing this letter below where indicated and returning it to me as soon as possible to the following address:

Greg Harrison
Allegiance Communications LLC
P.O. Box 1491 (74802-1491)
1819 Airport Drive
Shawnee, OK 74804
(o) 405-395-1129
greg.harrison@allegiancecatv.com

Upon the closing of the Transaction, BCI will update you as to any changes in addresses or contact information.

This Transaction is scheduled to close on or before March 31, 2013 so your assistance and prompt attention to this request are appreciated. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Greg Harrison". The signature is written in a cursive, flowing style.

Greg Harrison
ALLEGIANCE COMMUNICATIONS LLC

www.allegiance.tv

1819 Airport Drive ★ Shawnee, OK 74804 ★ phone: 405.481.7921 ★ 405.788.4314



CONSENT TO ASSIGNMENT OF THE AGREEMENT: Lease Agreement for the tract of land within Shawnee Municipal Airport, Shawnee, Oklahoma, dated as of July 1, 1996, by and between City of Shawnee, as Landlord, and Allegiance Communications, LLC, as Tenant

I am authorized to and hereby consent to the Assignment of the Agreement.

By: _____
Name [PLEASE PRINT]: _____
Title: _____
Date: _____

www.allegiance.tv

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