

SHAWNEE AIRPORT AUTHORITY PROCEEDINGS

JUNE 17, 2024 AT 6:00 PM

The Shawnee Airport Authority of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, Monday, June 17, 2024 at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, June 13, 2024 at 6:35 PM. Mayor Bolt presided and called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Chairman/Mayor

Daniel Matthews
Trustee Ward 1

Cami Engles
Trustee Ward 2

Yannah Frazier
Trustee Ward 3

Darren Rutherford
Trustee Ward 4

Mark Sehorn
Trustee Ward 5

Absent
Trustee Ward 6

ABSENT: Lauren Richter

CALL TO ORDER

DECLARATION OF QUORUM

1. Consider approval of Consent Agenda:

a. Minutes from the May 20, 2024 regular meeting.

b. Approve Lease Renewal with Shawnee Lube, LLC.

A motion was made by Trustee Matthews, seconded by Trustee Rutherford, to approve Consent Agenda Item Nos. 1(a-b). Motion carried 6-0-0.

AYE: Matthews, Rutherford, Sehorn, Engles, Frazier, Bolt

NAY: None

ABSTAIN: None

2. Discussion and consideration of Rental Rate Increases for Fiscal Year 2025.

Airport Manager Bonnie Wilson advised that the Airport Facilities Lease and Development Policy establishes that the increase in the Consumer Price Index for all Goods and Services be used as a standard rental rate increase for airport property leases that include specific escalation clauses or rates governed by the Policy. Staff is requesting authorization to increase the rental rates for Shawnee Airport Authority properties subject to the escalation clauses and/or the terms of the Policy commencing July 1, 2024, by three point three percent (3.3%), which is the rate of inflation per the Consumer Price Index for the 2023 calendar year. Staff is also requesting the City Manager have authorization to renew and/or execute any standard hangar leases throughout Fiscal Year 2024-2025

A motion was made by Trustee Rutherford, seconded by Trustee Matthews, to approve Rental Rate Increases for Fiscal Year 2025 and authorize the City Manager to execute standard hangar lease agreements for the duration of Fiscal Year 2024-2025. Motion carried 6-0-0.

AYE: Rutherford, Matthews, Engles, Frazier, Bolt, Sehorn

NAY: None

ABSTAIN: None

3. Discussion and consideration of Commercial Non-Aeronautical Land Use Agreement with Shawnee Drive Thru, LLC.

Airport Manager Bonnie Wilson provided a Staff report. Shawnee Drive Thru, LLC has requested to enter into a Non-Aeronautical Land Use Agreement with the Shawnee Airport Authority for eight thousand four hundred sixty-two (8,462) square feet of land, more or less, located at 1836 North Kickapoo Street, Shawnee, Oklahoma, for the purposes of operating a drive-through restaurant. Staff recommends approval of the item.

A motion was made by Trustee Matthews, seconded by Trustee Engles, to approve a Commercial Non-Aeronautical Land Use Agreement with Shawnee Drive Thru, LLC. Motion carried 6-0-0.

AYE: Matthews, Engles, Frazier, Bolt, Rutherford, Sehorn

NAY: None

ABSTAIN: None

4. Consideration of a resolution adopting the Fiscal Year 2024-2025 Budget for the Shawnee Airport Authority for the period of July 1, 2024 through June 30, 2025.

City Manager Andrea Weckmueller-Behringer explained the proposed resolution adopting the Shawnee Airport Authority Fiscal Year 2024-2025 budget.

A motion was made by Trustee Engles, seconded by Trustee Sehorn, to approve a resolution adopting the Fiscal Year 2024-2025 Budget for the Shawnee Airport Authority for the period of July 1, 2024 through June 30, 2025.

Resolution No. SAA-2024-1 was introduced.

A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2024-2025 BUDGET FOR THE SHAWNEE AIRPORT AUTHORITY, OKLAHOMA FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025

Motion carried 6-0-0.

AYE: Engles, Sehorn, Matthews, Frazier, Bolt, Rutherford

NAY: None

ABSTAIN: None

5. New Business

There was no new business.

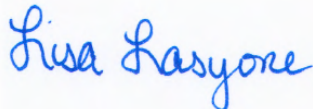
6. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:34 p.m.)



ED BOLT, MAYOR
CHAIRMAN

ATTEST:



LISA LASYONE, MMC, CITY CLERK
SECRETARY