

AGENDA
SHAWNEE AIRPORT AUTHORITY
JULY 14, 2025 AT 6:00 PM
RESCHEDULED FROM JULY 21, 2025 AT 6:00 P.M.
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the June 16, 2025, regular meeting and June 23, 2025, special call meeting.
2. New Business
3. Adjournment

Respectfully submitted,



Lisa Lasyone, MMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting, and necessary accommodations will be made. (ADA 28 CFR 36)

DRAFT

SHAWNEE AIRPORT AUTHORITY PROCEEDINGS

JUNE 16, 2025 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 16, 2025, at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, June 12, 2025, at 4:02 PM. Chairman Stephens presided and called the meeting to order. Upon roll call, the following members were in attendance.

Eric Stephens
Chairman/Mayor

Absent
Trustee Ward 1

Chris Odneal
Trustee Ward 3

Mark Sehorn
Trustee Ward 5

Greta Madson
Trustee Ward 2

Ashley Fichtner
Trustee Ward 4

Lauren Richter
Trustee Ward 6

ABSENT: Daniel Matthews

CALL TO ORDER

DECLARATION OF QUORUM

1. Consider approval of Consent Agenda:

- a. Minutes from the May 22, 2025, rescheduled regular meeting.
- b. Acknowledge the Airport Advisory Board Minutes from the November 20, 2025, regular meeting.
- c. Confirm action taken by the City Commission on Agenda Item No. 18 regarding rescheduling the July 21, 2025, Regular Meetings of the Board of City Commissioners, the Board of Trustees of the Shawnee Airport Authority, and the Board of Trustees of the Shawnee Municipal Authority.

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

AYE: Odneal, Richter, Madson, Stephens, Fichtner, Sehorn
NAY: None
ABSTAIN: None

2. Consideration of Amendment to Commercial Aeronautical Use Agreement for Red Cloud Aviation. (*Deferred from the May 22, 2025, Shawnee Airport Authority meeting.*)

Airport Manager Bonnie Wilson provided a Staff report. She stated that Red Cloud Aviation, LLC (RCA) has been a commercial aeronautical service tenant at the Shawnee Regional Airport since January 1, 2015, operating under a Commercial Aeronautical Use Lease Agreement, which authorizes the use and occupancy of a box hangar, and business office, along with authorizing RCA to provide certain services to the public, including aircraft powerplant and airframe maintenance and restoration, flight instruction, aircraft leasing, and storage. RCA has submitted written requests to amend the current Agreement to include authorization to provide commercial air service operations and agricultural services to include crop dusting and spraying. The Airport Authority Board recommend approval.

A motion was made by Trustee Madson, seconded by Trustee Sehorn, to approve an Amendment to the Commercial Aeronautical Use Agreement for Red Cloud Aviation. Motion carried 6-0-0.

AYE: Madson, Sehorn, Richter, Odneal, Stephens, Fichtner
NAY: None
ABSTAIN: None

3. Consideration of Commercial Non-Aeronautical Land Use Agreement for Property Development for Young Men's Christian Association of Shawnee Oklahoma, Inc. (YMCA).

Airport Manager Bonnie Wilson provided a Staff report. She stated The Young Men's Christian Association of Shawnee Oklahoma, Inc. (YMCA), is requesting the opportunity to enter into a non-aeronautical use land lease for approximately 136,800 square feet (3.14 acres) of undeveloped property generally located at the intersection of West Federal Street and North Pottenger Avenue. The Airport Authority Board and Staff recommend approval.

A motion was made by Chairman Stephens, seconded by Trustee Fichtner, to defer the item to a future meeting. Motion carried 6-0-0.

AYE: Stephens, Fichtner, Sehorn, Richter, Madson, Odneal

NAY: None

ABSTAIN: None

4. Consideration of a resolution adopting the Fiscal Year 2025-2026 Budget for the Shawnee Airport Authority for the period of July 1, 2025, through June 30, 2026.

Assistant Finance Director Courtney Conrad gave a Staff report.

A motion was made by Trustee Richter, seconded by Trustee Fichtner, to approve a resolution adopting the Fiscal Year 2025-2026 Budget for the Shawnee Airport Authority for the period of July 1, 2025, through June 30, 2026.

Resolution No. SAA-2025-2 was introduced.

A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2025-2026 BUDGET FOR THE SHAWNEE AIRPORT AUTHORITY, OKLAHOMA FOR THE PERIOD JULY 1, 2025, THROUGH JUNE 30, 2026.

Motion carried 6-0-0.

AYE: Richter, Fichtner, Sehorn, Madson, Odneal, Stephens

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. (8:28 p.m.)

ERIC STEPHENS, MAYOR
CHAIRMAN

ATTEST:

LISA LASYONE, MMC, CITY CLERK
SECRETARY

DRAFT

SHAWNEE AIRPORT AUTHORITY PROCEEDINGS

JUNE 23, 2025 AT 11:00 AM

The Shawnee Airport Authority of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Special Call Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on Monday, June 23, 2025, at 11:00 AM, pursuant to notice duly posted as prescribed by law on Wednesday, June 18, 2025, at 10:45 AM. Chairman Stephens presided and called the meeting to order. Upon roll call, the following members were in attendance.

Eric Stephens
Chairman/Mayor

Daniel Matthews
Trustee Ward 1

Greta Madson
Trustee Ward 2

Chris Odneal
Trustee Ward 3

Ashley Fichtner
Trustee Ward 4

Mark Sehorn
Trustee Ward 5

Lauren Richter
Trustee Ward 6

ABSENT: None

CALL TO ORDER

DECLARATION OF QUORUM

1. Consideration to enter into an executive session for discussion in accordance with 25 O.S. §307B(3), discussing the purchase or appraisal of real property relating to the lease of Shawnee Airport Authority property to the Young Men's Christian Association of Shawnee Oklahoma, Inc. (YMCA).

A motion was made by Trustee Fichtner, seconded by Trustee Matthews, to enter into an executive session for discussion in accordance with 25 O.S. §307B(3), discussing the purchase or appraisal of real property relating to the lease of Shawnee Airport Authority property to the Young Men's Christian Association of Shawnee Oklahoma, Inc. (YMCA). Motion carried 7-0-0.

AYE: Fichtner, Matthews, Madson, Odneal, Stephens, Sehorn, Richter

NAY: None

ABSTAIN: None

TRUSTEES ENTERED INTO EXECUTIVE SESSION AT 11:01 A.M. WITH ALL MEMBERS PRESENT.

TRUSTEES RECONVENED FROM EXECUTIVE SESSION AT 12:05 P.M.

WITH ALL MEMBERS PRESENT.

2. Consideration of matters discussed in executive session for discussion in accordance with 25 O.S. §307B(3), discussing the purchase or appraisal of real property relating to the lease of Shawnee Airport Authority property to the Young Men's Christian Association of Shawnee Oklahoma, Inc. (YMCA).

No action taken.

3. Consideration of a Commercial Non-Aeronautical Land Use Agreement for Property Development for Young Men's Christian Association of Shawnee Oklahoma, Inc. (YMCA). (*Deferred from the June 16, 2025, Shawnee Airport Authority meeting.*)

A motion was made by Trustee Odneal, seconded by Trustee Matthews, to approve a Commercial Non-Aeronautical Land Use Agreement for Property Development for Young Men's Christian Association of Shawnee Oklahoma, Inc. Motion carried 7-0-0.

AYE: Odneal, Matthews, Madson, Stephens, Fichtner, Sehorn, Richter

NAY: None

ABSTAIN: None

4. Consideration of a Community Purpose Non-Aeronautical Land Use Agreement with Young Men's Christian Association of Shawnee Oklahoma, Inc. (YMCA).

A motion was made by Trustee Richter, seconded by Trustee Odneal, to approve a Community Purpose Non-Aeronautical Land Use Agreement with Young Men's Christian Association of Shawnee Oklahoma, Inc. Motion carried 7-0-0.

AYE: Richter, Odneal, Stephens, Fichtner, Sehorn, Matthews, Madson

NAY: None

ABSTAIN: None

5. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (12:07 p.m.)

ERIC STEPHENS, MAYOR
CHAIRMAN

ATTEST:

LISA LASYONE, MMC, CITY CLERK
SECRETARY