

AGENDA
SHAWNEE AIRPORT AUTHORITY
November 18, 2019 AT 6:00 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 November 4, 2019 regular meeting.
2. Consider Bids:
 - a. 2110 West Independence Street, Shawnee, Oklahoma, 74804, Airport Tract #23 (Open)
3. New Business

(Any matter not known or which could not
have been reasonably foreseen prior to
the posting of the agenda)
4. Adjournment

Respectfully submitted

Lisa Lasyone, CMC, City Clerk

Shawnee Airport Authority

1. a.

Meeting Date: 11/18/2019

SAA Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the November 4, 2019 regular meeting.

Fiscal Impact

Attachments

SAA 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, NOVEMBER 4, 2019, DURING THE BOARD OF CITY COMMISSIONERS MEETING AT 6:00 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW AT 4:16 P.M. ON OCTOBER 31, 2019. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Bolt, Gillham, Harrod, Finley, Rutherford, Sehorn, Salter

ABSENT: None

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda:

a. Minutes from the October 21, 2019 regular meeting.

A motion was made by Trustee Gillham, seconded by Trustee Harrod, to approve Consent Agenda Item No. 1(a). Motion carried 7-0.

AYE: Gillham, Harrod, Finley, Rutherford, Sehorn, Salter, Bolt

NAY: None

AGENDA ITEM NO. 2: New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 3: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (6:20 p.m.)

RICHARD FINLEY, CHAIRMAN

ATTEST:

LISA LASYONE, SECRETARY

DRAFT

Shawnee Airport Authority**2. a.**

Meeting Date: 11/18/2019

Property Bid

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

2110 West Independence Street, Shawnee, Oklahoma, 74804, Airport Tract #23 (Open)

Fiscal Impact**Attachments**Bid Documents



PUBLIC NOTICE OF ACCEPTANCE OF SEALED BIDS

**2110 West Independence Street, Shawnee, Oklahoma
AIRPORT TRACT #23**

The City of Shawnee, on behalf of the Shawnee Airport Authority, invites "Bids" for the purchase of 2.48 acres, more or less, of improved land, generally located at 2110 West Independence Street, Shawnee, Oklahoma, 74804, Airport Tract #23. **All Bids shall be filed with the City of Shawnee City Clerk by 4:00 PM, November 15, 2019.**

Complete INSTRUCTIONS TO BIDDER, including a copy of the required Bid forms, non-collusion affidavit and details on the property are available between the hours of 8:00 AM and 5:00 PM weekdays at the following locations:

Office of the City Clerk
16 West 9th Street
Shawnee, OK 74801-6812

Shawnee Regional Airport
2202 Airport Drive
Shawnee, OK 74804



INSTRUCTIONS TO BIDDER

Bids must be submitted to the City of Shawnee on behalf of the Shawnee Airport Authority, according to the following instructions:

1. The City of Shawnee, on behalf of the Shawnee Airport Authority, invites "Bids" submitted on the form attached hereto (Attachment 1). **All** blanks must be appropriately filled in and failure to do so may render the Bid non-responsive.
2. Each Bidder represents that:
 - a. They have read and understand the bidding documents and have consulted advisors, attorneys or other experts to the extent they deem necessary; and
 - b. Their Bid is based upon "as-where, as-is" condition of the property; and
 - c. They shall be prepared to finalize and close the transaction within thirty (30) calendar days of the City's acceptance of the Bid, in the form of action taken by the City of Shawnee City Commission.
3. All Bid documents shall bear an original signature and be enclosed and sealed in an envelope.
4. All Bids must be clearly marked as "Bid: 2110 West Independence Street, Shawnee, Oklahoma, 74804, AIRPORT TRACT #23" along with the full name, business address, email address and phone number of the Bidder.
5. A completed non-collusion affidavit (Attachment 2) must be included with each Bid.
6. All Bids shall be filed with the City Clerk by 4:00PM, November 15, 2019.
7. The City Commission may accept or reject any Bid for any reason.
8. A minimal bid (reserve) has been set at Two Hundred and Twenty Thousand dollars (\$220,000).

PROPERTY DETAILS

Size: 2.48 acres, more or less

Legal Description: All the portion of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 11, Township 10 North, Range 3 East of the Indian Meridian, located Southwest of the South Right-of-way line of US Highway Number 270 and North of the North Right-of-way line of Independence Street extended, less and except a 60' roadway easement along the West property line. Said portion of land contains 2.48 acres, more or less.

Property Status: The property is currently leased through January 22, 2028, with a twenty (20) year option to renew.

Leasehold improvements were constructed/installed by the tenant.

Zoning: The property is zoned C-3 Commercial.

Flood Plain: FEMA floodplain Category X – Area of Minimal Flood Hazard (Effective 9/3/2010)

Street Access: The property fronts upon public streets.

Directions:

East Interstate 40 East:

Take Exit 181 to merge onto OK-3W E/US-177 S/US-270 E toward Shawnee (3.9 miles); Turn right onto Leo Street (0.1 mile); Turn left onto West Independence Street; destination will be on the left.

West Interstate 40 West:

Take Exit 181 for US-177 toward US-270/OK-3W/Stillwater/Tecumseh (0.3 mile); Turn left onto US-177 S (3.8 miles); Turn right onto Leo Street (0.1 mile); Turn left onto West Independence Street; destination will be on the left.

From Shawnee City Hall:

West on W 9th St toward N Beard Ave (0.3 mile); Turn right onto North Kickapoo Avenue (1.1 mile); Turn left onto West Kickapoo Spur Street (0.9 mile); Keep left to stay on West Kickapoo Spur Street (0.1 mile); Turn right onto North Leo Street (0.2 mile); North Leo Street turns left and becomes West Independence Street; destination will be on the right.

Exhibit 1 - Aerial View of Subject Property

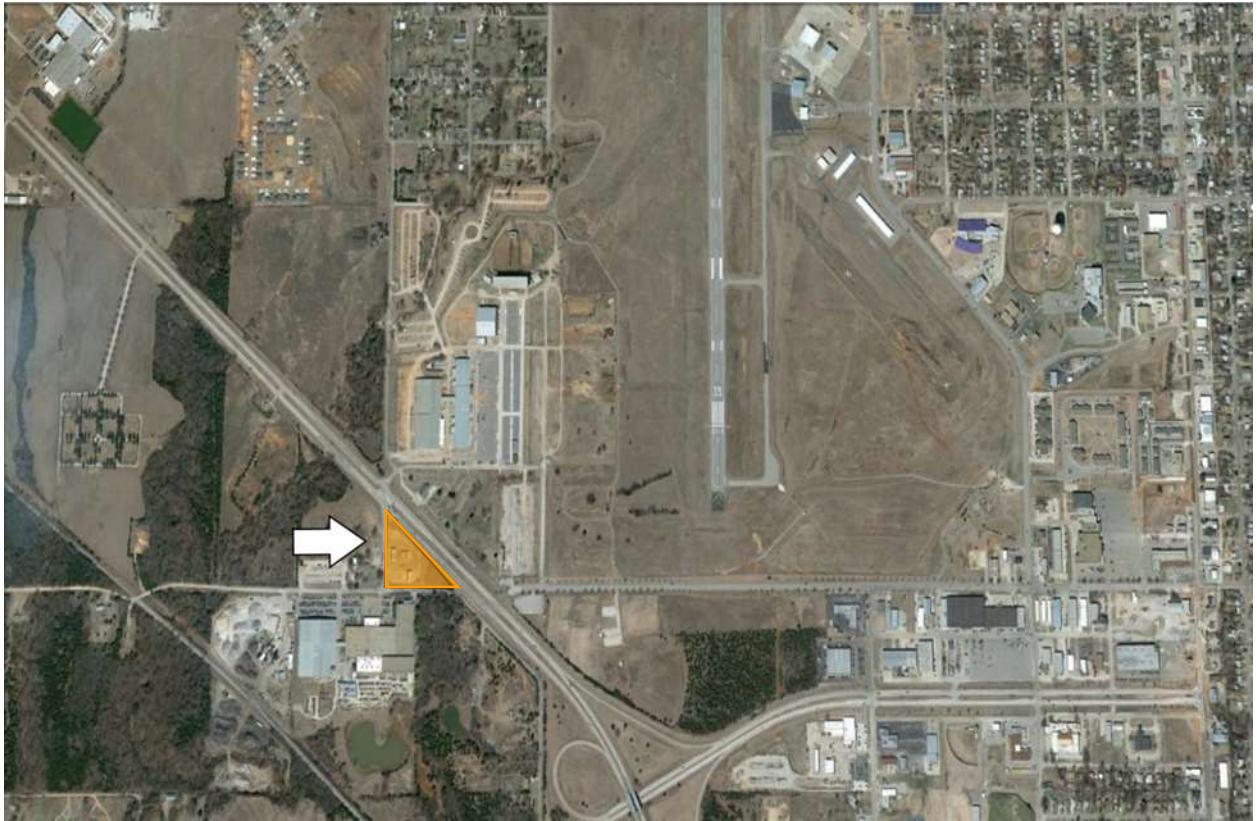
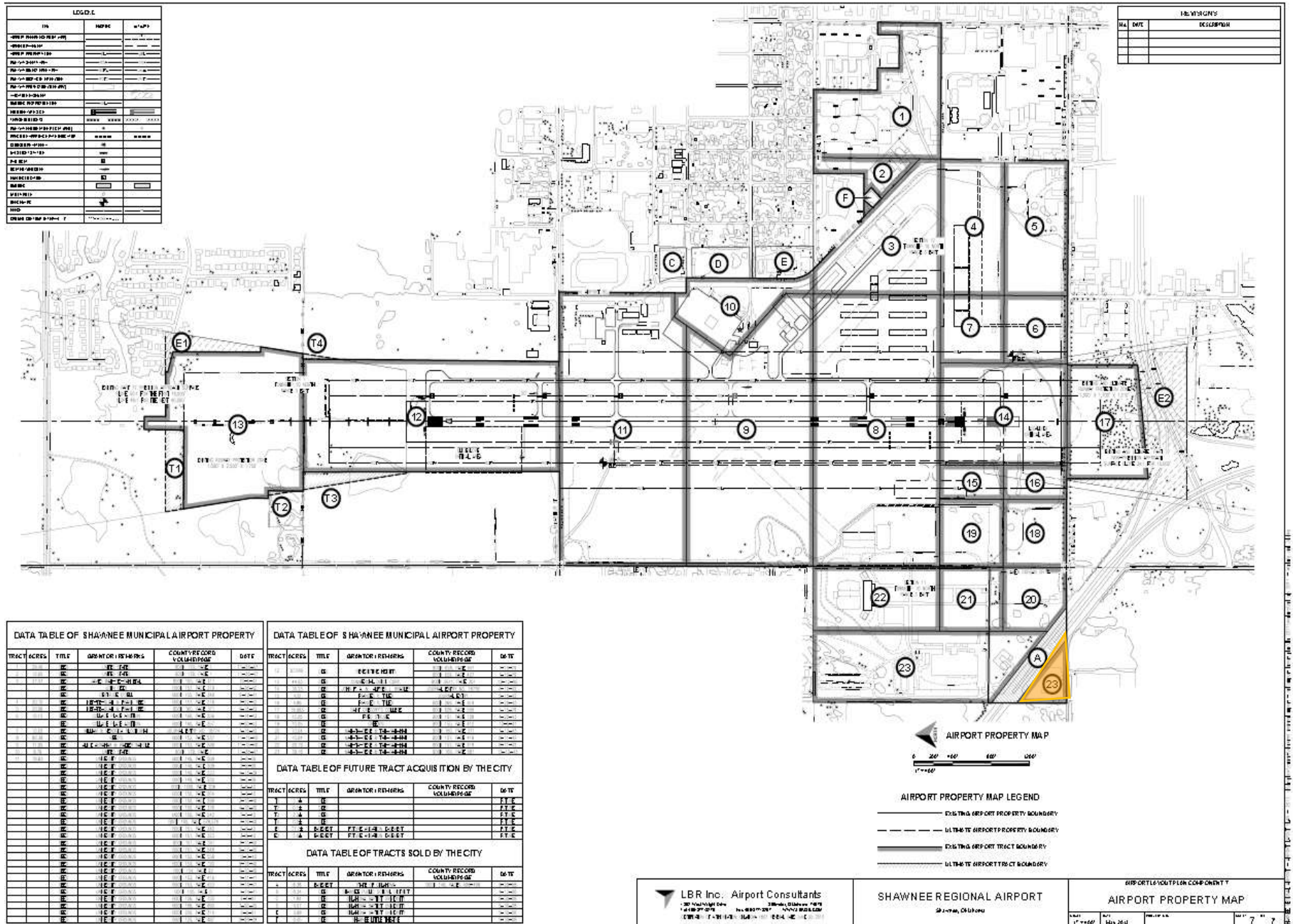


Exhibit 2 – Airport Property Map



BID FORM

2110 West Independence Street, Shawnee, Oklahoma, 74804
AIRPORT TRACT #23

Bidder (name): _____

Address: _____

Phone/Email: _____

Bid Amount: \$ _____ (Numerical Representation)
_____ Dollars and _____ Cents (Written Word)

Bids must be submitted by **4:00 PM** on **November 15, 2019** with **one** submittal to the **following** location:

City Clerk
Shawnee City Hall
16 West 9th Street
Shawnee, OK 74801

SEE INSTRUCTIONS TO BIDDERS AND ENSURE COMPLIANCE
WITH ALL SUBMITTAL REQUIREMENTS

Conditions of Sale:

1. Fees and Costs. The City, at its expense, will prepare and record a Quit Claim or Warranty Deed for the Buyer. All other fees and costs to be paid by buyer.
2. Closing. The closing of this transaction shall be held at the earliest practical date consistent with the terms and conditions herein. However, closing shall be held no later than thirty (30) calendar days from the date of Bid Award by the City Commission.
3. Possession. Possession of the property shall be given to the buyer at the close of sale.
4. As-Is Sale of Property. Seller is selling the property in an "as is, where is" condition and buyer assumes any and all liability associated with the property. Buyer acknowledges that the seller has made no representations or warranties regarding the condition of the property or its use for any purpose.
5. Financing. Buyer represents ability to obtain financing necessary to close the transactions at their sole expense.
6. Agents, Commissions, Professional Advice. If the buyer is represented by a real estate broker or other person to whom a commission is owed in connection with this transaction, the buyer shall bear that cost alone.
7. Acceptance. Buyer's signature herein constitutes an offer to Seller to purchase the property herein. By his/her signature below, Buyer acknowledges receipt of a copy hereof.

Buyer:

Signature

Date

Printed Name

NON-COLLUSION AFFIDAVIT

STATE OF _____ }
COUNTY _____ }

_____, of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the BUYER to submit the attached Bid. Affiant further states that the BUYER has not been a party to any collusion among the BIDDERS in restraint of freedom of competition by agreement to BID at a fixed price or to refrain from submitting a BID; or with any City official or employee as to quantity, quality, or price, or any other terms of said BID; or in any discussions between the BIDDERS and any City official concerning exchange of money or other thing of value for special consideration in the awarding of the BID; that the undersigned/BIDDER has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Shawnee, Oklahoma, any money or other thing of value, either directly or indirectly, in the procuring of the award of the BID pursuant to this BID.

BIDDER:

Signature Date

Printed Name

Sworn before me this _____ day of _____, 2019

Notary Public

My commission expires _____