

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

DURANT AIRPORT AUTHORITY/ DAA

6:00 PM

**Roscoe J. Hatfield
Council Chambers, 300
West Evergreen,
Durant, Oklahoma
AGENDA**

August 13, 2019

**DURANT CITY HALL
300 W. EVERGREEN, DURANT, OK
ROSCOE J. HATFIELD COUNCIL CHAMBERS**

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

- a. Consider Approval of Regular Meeting Minutes of July 9, 2019
- b. Consider Approval of Budget Adjustments for FY 19-20

2. Consider Items Removed from Consent

3. Information Items

4. Citizen Comments on Non-Agenda Items

Citizens wishing to address the council regarding matters which are not listed on the agenda will be required to sign up no later than 5 minutes prior to the scheduled starting time of the meeting. The sign-in sheet will contain space for citizen's name, address, phone number, and topic to be discussed. In this way, city staff will be able to follow-up on any issues presented if necessary.

5. Administration

6. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 13th day of November, 2018 and that an agenda of said meeting was posted at the place of such meeting at 5:50 p.m. on the 9th day

of August, 2019.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 7/18/2019
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of July 9, 2019

Council Information / Action Requested

Approval of Regular Meeting Minutes of July 9, 2019

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

Description	Type	Upload Date
Minutes 7.9.2019	Exhibit	7/18/2019

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 13th day of November, 2018 and that an agenda of said meeting was posted at the place of such meeting at 2:20 p.m. on the 5th day of July, 2019.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT AIRPORT
AUTHORITY OF July 9, 2019 AT 6:00 PM, Roscoe J. Hatfield Council Chambers, 300
West Evergreen, Durant, Oklahoma**

CALL TO ORDER

Chairman Grube called the meeting to order at 6:50 p.m.

ROLL CALL

Present: Trustee Mike Morris	City Manager Tim Rundel
Trustee Danny Sherrer	City Attorney Tom Marcum
Trustee Jerry Tomlinson	City Clerk Cynthia J. Price
Vice Chairman Steve Brittingham	
Chairman Oden Grube	

Absent: None (*denotes partial attendance)

Chairman Grube declared a quorum.

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of June 11, 2019

Approved

Motion was made by Jerry Tomlinson and seconded by Danny Sherrer to approve consent item as presented.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson

2. Consideration Items Removed from Consent

3. Information Items

- a. Airport Manager Monthly Report - June 2019

4. Citizen Comments on Non-Agenda Items

Mike Koval - owner of Nolan Avionics, three internships for FAA certification training for aviation technicians will be offered to Durant students in the name of Larry and Laura Nolan.

5. Administration

- a. Consider Approval of Contract # 2019-35 for \$10,039.26 with The Oklahoma Aeronautics Commission to Perform a Flight Inspection of our Precision Approach Path Indicator Lights Located at Durant Regional Airport - Eaker Field

Approved

Public Works Director Marty Cook addressed the Authority Board and stated as part of the runway extension project, the city is required to have a Precision Approach Path Indicator (PAPI) flight inspection. The Oklahoma Aeronautics Commission provides this service. The cost will be reimbursed 95% through the federal grant and 5% through the state grant.

Motion was made by Jerry Tomlinson and seconded by Mike Morris to approve Contract 2019-35 for \$10,039.26 with the Oklahoma Aeronautics Commission to perform a flight inspection of the Precision Approach Path Indicator Lights located at Durant Regional Airport-Eaker Field.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson

6. New Business

City Attorney Tom Marcum stated there was land on the south end of the runway which was needed for the airport runway extension project. An agreement for purchase was previously reached and was approved by council for a price not to exceed certain amounts. During the closing process, title issues were discovered making it necessary to proceed through the condemnation process.

Council Member Jerry Tomlinson asked Mike Koval to meet with City Manager Tim Rundel and possibly come back before the Authority Board to further discuss the internship program which will be offered through Nolan Avionics.

Adjournment

Motion was made by Danny Sherrer and seconded by Steve Brittingham to adjourn meeting.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson



The City of Durant

Office of City Treasurer

Memorandum

Date: 8/9/2019
To: Airport Authority
From: Judy Siemens, Finance Director - Treasurer
Re: Consider Approval of Budget Adjustments for FY 19-20

Your authorization to approve the following budget adjustments is requested. All of the adjustments are procedural in nature; necessary to carry out the activities of the Airport Authority. A detailed explanation is on each the attached request.

AABA - 08-13-2019

#1793 - Airport condemnation of land for runway expansion.

#1801 - Balances of runway expansion project rolled from FY 18-19. Grant revenues and expenses.

Council Information / Action Requested

Approve budget amendments previously listed and detail attached.

City Staff Information / Action Follow-up, if Council authorizes this action:

Department will update to the accounting system once approved.

ATTACHMENTS:

Description	Type	Upload Date
Supplements for 8-13-2019	Cover Memo	8/9/2019

PACKET: 00363-AIRPORT CONDEMNATION

BUDGET CODE: DR-DEPT. REQUESTED BUDGET

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET

Budget Adj. # 001793						
206 065-503.80-06	8/13/2019	CS-2019-240 THOMPSON	36,000.00	0.00	0.00	239,942.00
RESERVE FOR FUTURE LAND ACQ.						
DEPT: EAKER FIELD						
206 065-503.80-06	8/13/2019	CS-2019-241 GRIFFITH	178,000.00	0.00	0.00	239,942.00
RESERVE FOR FUTURE LAND ACQ.						
DEPT: EAKER FIELD						
206 065-503.80-06	8/13/2019	CS-2019-242 ACOSTA	25,942.00	0.00	0.00	239,942.00
RESERVE FOR FUTURE LAND ACQ.						
DEPT: EAKER FIELD						
PACKET NOTES:						
THE AIRPORT AUTHORITY WAS REQUIRED TO GO THRU THE COURT ON 3						
PARCELS OF LAND WHICH WAS NEEDED FOR THE EXPANSION OF THE						
AIRPORT RUNWAY PROJECT.						
THE AWARDS ARE AS FOLLOWS:						
CASE CS-2019-240	MARTHA RUTH THOMPSON	AWARD \$ 34,200				
CASE CS-2019-241	JOAN GRIFFITH	AWARD \$176,200				
CASE CS-2019-242	JUAN / MARIA ACOSTA	AWARD \$ 24,200				
POUNDAGE AND COMMISSIONER COMPENSATION WAS A TOTAL OF						
\$5,342.						
TOTAL NO. ADJUSTMENTS--EXPENSE:					3	239,942.00
TOTAL IN PACKET--						<u>239,942.00</u>

*** NO WARNINGS ***

*** NO ERRORS ***

*** END OF REPORT ***

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET

Budget Adj. # 001801						
206 065-503.80-52	8/13/2019	ROLL FROM FY 18-19	4,717,479.68	0.00	0.00	4,717,479.68
RUNWAY REHAB & EXTENSION						
DEPT: EAKER FIELD						
206 000-362.77-14	8/13/2019	ROLL FROM FY 18-19	3,312,312.00	0.00	0.00	3,312,312.00-
GRANT -- FAA						
206 000-362.77-11	8/13/2019	ROLL FROM FY 18-19	183,957.54	0.00	0.00	183,957.54-
OK AERONAUTICS COMMISSION-OAC						
PACKET NOTES:						
TO ROLL THE BALANCE OF THE AIRPORT RUNWAY EXTENSION PROJECT.						
THE FUNDING FROM THE CHOCTAW'S WAS RECEIVED IN FULL IN FY						
18-19, \$2,000,000.						
FAA AND OAC GRANT BALANCES ROLLED.						
TOTAL NO. ADJUSTMENTS--REVENUE:					2	3,496,269.54
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	4,717,479.68
TOTAL IN PACKET--						<u>8,213,749.22</u>

*** NO WARNINGS ***

*** NO ERRORS ***

*** END OF REPORT ***