

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**

September 8, 2020

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

- a. Consider Approval of Regular Meeting Minutes of August 11, 2020

2. Consider Items Removed from Consent

3. Information Items

- a. Airport Monthly Report - August 2020

4. Administration

5. 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 12th day of November, 2019 and that an agenda of said meeting was posted at the place of such meeting at 5:10 p.m. on the 3rd day of September, 2020.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 8/31/2020
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of August 11, 2020

Council Information / Action Requested

Approval of Regular Meeting Minutes of August 11, 2020

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes 8.11.2020	Exhibit	8/31/2020

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 12th day of November, 2019 and that an agenda of said meeting was posted at the place of such meeting at 4:40 p.m. on the 6th day of August, 2020.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT AIRPORT
AUTHORITY OF August 11, 2020 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 7:27 p.m.

ROLL CALL

Present: Trustee Mike Morris	City Manager John Dean
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 July 14, 2020

Approved

Motion was made by Danny Sherrer and seconded by Jerry Tomlinson 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 - July 2020

4. Administration

- a. Consider Authorization to Accept, if Granted, FY 2020 Airport FAA AIP Grant

Approved

Airport Manager Katie Hefner addressed the Authority Board and stated the airport was granted \$28,121 for the Windsock Project. There is only a \$1.00 match required.

Motion was made by Jerry Tomlinson and seconded by Danny Sherrer to authorize to accept, if granted, FY 2020 Airport FAA AIP Grant.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson

5. New Business

There was no new business.

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 Clerk

Memorandum

Date: 9/3/2020
To: Airport Authority
From: Katie Hefner, Airport Manager
Re: Airport Monthly Report - August 2020

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Airport Monthly Report - August 2020	Exhibit	9/3/2020

Durant Airport Monthly Report – August 2020

AIRPORT MONTHLY SALES

- Avgas 100LL – 235 gallons and \$959
- Jet-A w/additive – 2,723 gallons and \$8,832 in sales
- Parking/Misc - \$132 in sales
- Fuel Sales down due to COVID 19 and refueler maintenance issues

Hangars

- August occupancy 100%.

Maintenance and Project Status

- The Jet-A Refueler had maintenance issues in the month of August. Unfortunately, previous repairs did not work. Jet-A refueler is operational for over-wing fueling only. Refueler will be taken to Dallas for repairs. We will be swapping out for a month leased truck while repairs are being done.
- New Avgas/100LL tank contract approved. Estimated time for tank construction and installation is approximately 6 months.
- Avgas/100LL Refueler delivered scheduled for 8/6. Awaiting new Titan/Shell Point of Sales machine and software. Services were operational on 8/14.
- Jet-A Farm (tank) experienced an electric board was repaired and is now operational.
- Airport scheduled to take delivery of one used courtesy vehicle and one new airport truck. Both vehicles were budgeted items.

Incidents, Accidents and Safety

- 8/4/20 we had a temporary runway closure due to a disabled aircraft. Closure lasted 1hour 10 minutes. No injuries, property damage or significant aircraft damage. Aircraft was safely removed from the area. The incident did not meet the threshold for FAA incident or accident report.
- Camera system operational after last month's repairs.

Grant Status

- 2020 FAA AIP Grant was approved last month. This will be 99.99% funded through FAA AIP Funds and CARES Act. A \$1 match is required. FAA has approved final grant contract for the 2020 AIP Grant.

Interim Manager

- I want to thank the City of Durant, it's employees and the Airport Authority for all your service. I have resigned my position as manager and my last day will be September 8th.
- John Wyatt has been selected as the Interim Manager started his position August 31st.