

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**

October 10, 2017

**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 September 12, 2017
- b. Request Approval to Designate the Oklahoma Aeronautics Commission to Act as an Agent of the City of Durant for a Project of the Rehabilitation and Extension of Runway 17/35 at the Durant Regional Airport - Eaker Field

2. Consider Items Removed from Consent

3. 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.

4. Administration

5. Information Items

- a. Airport Manager's Monthly Report - September 2017

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 17th day of November, 2016 and that an agenda of said meeting was posted at the place of such meeting at 4:55 p.m. on the 6th day of October, 2017.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 9/20/2017
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of September 12, 2017

Council Information / Action Requested

Approval of Regular Meeting Minutes of September 12, 2017.

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes 9.12.2017	Exhibit	9/20/2017

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 17th day of November, 2016 and that an agenda of said meeting was posted at the place of such meeting at 4:45 p.m. on the 8th day of September, 2017.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT AIRPORT
AUTHORITY OF September 12, 2017 AT 6:00 PM, Roscoe J. Hatfield Council
Chambers, 300 West Evergreen, Durant, Oklahoma**

CALL TO ORDER

Chairman Tomlinson called the meeting to order at 9:28 pm.

ROLL CALL

Present: Trustee Destry Hawthorne	City Attorney Tom Marcum
Trustee Oden Grube	City Manager Tim Rundel
Trustee Mike Dills	City Clerk Cynthia J. Price
Vice-Chairman Chad Hitchcock	
Chairman Jerry Tomlinson	

Absent: None (* denotes partial attendance)

Chairman Tomlinson 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 August 8, 2017

Approved

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to approve consent item as presented. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Grube, Dills, Tomlinson

2. Consideration Items Removed from Consent

3. Citizen Comments on Non-Agenda Items

Dr. Daniel Craige - Chairman of Durant Advisory Board - asked that Durant Advisory Board be consulted for their input and recommendations before decisions

are made by the Durant Airport Authority.

4. Information Items

- a. Airport Manager's Monthly Report - August 2017

5. New Business

There was no new business.

Adjournment

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to adjourn meeting. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Grube, Dills, Tomlinson



The City of Durant

Public Works Director

Memorandum

Date: 10/5/2017
To: Airport Authority
From: Marty Cook - Interim Public Works Director
Re: Request Approval to Designate the Oklahoma Aeronautics Commission to Act as an Agent of the City of Durant for a Project of the Rehabilitation and Extension of Runway 17/35 at the Durant Regional Airport - Eaker Field

As agent for the City, the Oklahoma Aeronautics Commission (OAC) will supervise grant application development, grant administration, design, construction, pay application review, and close-out of the project. The Commission will work directly with the City, Federal Aviation Administration (FAA), and consultant to insure that the documents required by the FAA are completed in accordance with FAA regulations and policies. The City will sign the contracts required for the project.

The City with assistance and counsel from the Commission will apply for, receive, and disburse federal and state grant funds for the project. The City through the open bidding process, will award a contract for the construction of the project.

Council Information / Action Requested

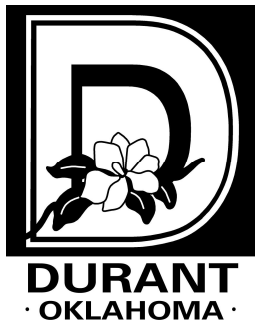
Approve / Deny

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

City Clerk to obtain signatures
Public Works Director to follow up with OAC

ATTACHMENTS:

Description	Type	Upload Date
Airport Agent OAC	Cover Memo	10/5/2017



THE CITY OF DURANT

Office of Public Works

October 10, 2017

The Oklahoma Aeronautics Commission
110 N. Robinson, Suite 200
Oklahoma City, OK 73102

Dear Commission,

In accordance with Title 3, Section 85 (G)(3) of the Oklahoma Statute, the City of Durant (City) requests that the Oklahoma Aeronautics Commission (Commission) act as its agent as set forth in the above referenced statute for a project that consists of the rehabilitation and extension of runway 17/35 at the Durant Regional Airport – Eaker Field.

As agent for the City, the Commission will supervise grant application development, grant administration, design, construction, pay application review, and close-out of the project. The Commission will work directly with the City, Federal Aviation Administration (FAA), and consultant to insure that the documents required by the FAA are completed in accordance with FAA regulations and policies. The City will sign the contracts required for the project.

The City with assistance and counsel from the Commission will apply for, receive, and disburse federal and state grant funds for the project. The City through the open bidding process, will award a contract for the construction of the project.

For your ready reference, the following is section 3 from the above statute:

3. The Commission shall be designated as the agent of this state or political subdivision of this state for the purpose of applying for, receiving, administering and disbursing federal funds and other public monies for the benefit of general aviation airports, except reliever airports, as may be available under applicable federal law or other laws. If requested by a political subdivision, the Commission may act as its or their agent in contracting for and supervising such planning, acquisition, construction, improvement, maintenance, or operation; and all political subdivisions are authorized to designate the Commission as their agent for the foregoing purposes. The Commission, as principal on behalf of the state, may enter into any contracts with the United States or with any person, which may be required in connection with a grant or

loan of federal monies for municipal airport or air navigation facility purposes. All federal monies accepted under this section shall be accepted and transferred or expended by the Commission upon such terms and conditions as are prescribed by the United States. All monies received by the Commission pursuant to this section shall be deposited in the Oklahoma Aeronautics Commission Fund in the State Treasury and shall be paid out by the Commission in accordance with the terms and conditions of any agreement entered into under the provisions of this section.

Should you have any questions, please contact Marty Cook at 580-931-6613 or mcook@durant.org.

Sincerely,

**JERRY TOMLINSON,
MAYOR / CHAIRMAN
CITY OF DURANT, OKLAHOMA**

ATTEST:

**CYNTHIA PRICE
CITY CLERK**



The City of Durant

Office of City Clerk

Memorandum

Date: 10/4/2017
To: Airport Authority
From: Dewayne Williams, Durant Regional Airport
Manager
Re: Airport Manager's Monthly Report - September
2017

Council Information / Action Requested

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

ATTACHMENTS:

Description	Type	Upload Date
Airport Manager's Monthly Report - September 2017	Exhibit	10/4/2017



Durant Regional Airport Eaker Field

Airport Managers Monthly Report

October 10, 2017

Dewayne Williams, F.B.O.

- **Fuel Sales – 2017 Year to Date**

Avgas 100 Low Lead (100LL)

Year to Date – 26,407 Gallons

Monthly Average – 2,934 Gallons

September – 3,928 Gallons

Jet A w/prist (Deicing additive)

Year to Date – 88,015 Gallons

Monthly Average – 9,779 Gallons

September – 9,906 Gallons

- **Hangars – 100% Occupancy**

Interest is still high for both individual and corporate hangars.

- **Community Hangar**

Securing the community hangar with door locks and security cameras has been approved.

- **Maintenance Issues**

No major maintenance issues at this time.

AWOS (Automated Weather Observation System) is partially in operation. Ceilometer is not working and not repairable. Replacement is under evaluation. Entire AWOS system upgrade is under evaluation.

- Questions/Concerns/Comments?

- Thank you.