

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,
Durant City Hall
AGENDA**

October 11, 2016

**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 13, 2016
- b. Consider Approval of Special Called Meeting Minutes of September 22, 2016
- c. Consider Approval of Contract Extension between the City of Durant and D/W Aviation

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 10th day of November, 2015 and that an agenda of said meeting was posted at the place of such meeting at 5:15 p.m. on the 7th day of October, 2016.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 10/4/2016
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of September 13, 2016

Council Information / Action Requested

Approve Regular Meeting Minutes of September 13, 2016

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

ATTACHMENTS:

Description	Type	Upload Date
DAA Minutes 9.13.2016	Exhibit	10/7/2016

Agenda posted on Durant City Hall Entry Door at 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 10th day of November, 2015 and that an agenda of said meeting was posted at the place of such meeting at 1:40 p.m. on the 9th day of September, 2016.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT AIRPORT
AUTHORITY OF September 13, 2016 AT 6:00 PM, Roscoe J. Hatfield Council
Chambers, Durant City Hall**

CALL TO ORDER

Chairman called the meeting to order at 8:00 p.m.

ROLL CALL

Present: Trustee Chad Hitchcock	City Attorney Pat Phelps
Trustee Jerry Tomlinson	Acting City Manager Donnalla Miller
Vice-Chairman Destry Hawthorne	City Clerk Cynthia J Price
Chairman Stewart Hoffman	(*denotes partial attendance)

Absent: Trustee Billy L. Orr
Chairman Hoffman 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 9, 2016
- b. Consider Approval of Special Called Meeting Minutes of August 17, 2016

Approved

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve items as presented. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Tomlinson

Absent: Orr

2. Consideration Items Removed from Consent

3. Information Items

- a. Airport Advisory Board to Address Council

Dr. Dan Craige addressed council as president of the airport advisory board.

4. Administration

- a. Consider Approval of Rehabilitative Runway 17-35 Grant (Design Only)

Approved

Jacque Wilson, Projects Manager, addressed council and stated this grant is to facilitate the Airport Geographic Information System.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Rehabilitative Runway 17-35 Grant (Design Only)). Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Tomlinson

Absent: Orr

- b. Consider Approval of Environmental Runway Extension Justification for Runway 17-35

No Action Taken

5. New Business

There is 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, Hoffman, Tomlinson

Absent: Orr



The City of Durant

Office of City Clerk

Memorandum

Date: 10/4/2016
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Special Called Meeting Minutes of September 22, 2016

Council Information / Action Requested

Approve Special Called Meeting Minutes of September 22, 2016

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

ATTACHMENTS:

Description	Type	Upload Date
Special Called Meeting Minutes 9.22.2016	Exhibit	10/4/2016

Agenda posted on Durant City Hall Entry Door at 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 19th day of September, 2016 and that an agenda of said meeting was posted at the place of such meeting at 6:31 p.m. on the 20th day of September, 2016.

**MINUTES OF THE SPECIAL CALLED MEETING OF DURANT AIRPORT
AUTHORITY OF September 22, 2016 AT 8:00 AM, Roscoe J. Hatfield Council
Chambers, 300 West Evergreen, Durant, Oklahoma**

CALL TO ORDER

Chairman Hoffman called the meeting to order at 8:12 a.m.

ROLL CALL

Present: Council Member Chad Hitchcock City Attorney Pat Phelps
 Council Member Jerry L. Tomlinson Acting City Manager Donnalla Miller
 Vice-Mayor Destry Hawthorne City Clerk Cynthia J Price
 Mayor Stewart Hoffman (*denotes partial attendance)

Absent: Council Member Billy L. Orr

Mayor Hoffman declared a quorum.

1. Consideration Items Removed from Consent

2. Administration

- a. Consider Approval of Environmental Study for Runway Extension
Justification for Runway 17-35

Approved

Jacque Wilson, Projects Manager, addressed council. This grant will study impact on nature and wildlife, noise impact and abatement for the local community.

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to approve Environmental Study for Runway Extension Justification for Runway 17-35. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Tomlinson

Absent: Orr

Adjournment

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to adjourn

meeting. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Tomlinson

Absent: Orr



The City of Durant

Office of Projects Manager

Memorandum

Date: 10/7/2016
To: Airport Authority
From: Jacque J. Wilson, City Projects Manager
Re: Consider Approval of Contract Extension between the City of Durant and D/W Aviation

Council Information / Action Requested

In light of the heavily vested interest of the Durant Airport Advisory Board members and local pilots, the City has opted to extend its review prior of the submitted bids and to spend a longer time period in the creation of the Airport contract with D/W Aviation.

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

Recommend Council Approval of Contract Extension between the City of Durant and D/W Aviation

ATTACHMENTS:

Description	Type	Upload Date
CONTRACT EXTENSION AGREEMENT C-2015-23	Cover Memo	10/7/2016

CONTRACT EXTENSION AGREEMENT

This CONTRACT EXTENSION AGREEMENT ("Extension") is dated as of June 30, 2016 (the "Effective Date"), by and between Durant Airport Authority, located at 300 West Evergreen, Durant, Oklahoma 74701 ("Authority"), and Dewayne Williams, located at 10 Waldron Drive, Durant, Oklahoma 74701 ("D/W Aviation"), (collectively, the "Parties").

WHEREAS, the Parties entered into an Airport Management Contract on June 9, 2015 (the "Original Contract").

WHEREAS, the Parties hereby agree to extend the term of the Original Contract in accordance with the terms of the Original Contract as well as the terms provided herein.

In consideration of the mutual covenants contained herein, each of Authority and D/W Aviation mutually covenant and agree as follows:

- The Original Contract, which is attached hereto as a part of this Extension, ended on June 30, 2016.
- The parties agree to extend the Original Contract for an additional period, which will begin immediately upon the expiration of the original time period and will end on 31 December, 2016.
- This Extension binds and benefits both Parties and any successors or assigns. This document, including the attached Original Contract, is the entire agreement between the Parties.

All other terms and conditions of the Original Contract remain unchanged.

Durant Airport Authority

Operator

Stewart Hoffman
Mayor, City of Durant

Dewayne Williams
d/b/a/ D/W Aviation

Attest:

Cynthia J. Price, City Clerk

ACKNOWLEDGMENTS

STATE OF OKLAHOMA)
) SS
COUNTY OF BRYAN)

Now on this ____ day of _____, 2016, before me, a Notary Public in and for said County and State, personally appeared Stewart Hoffman, to me known to be the identical person who subscribed the name of the City of Durant, Oklahoma, a municipal corporation, as maker thereof to the foregoing instrument as its Mayor and acknowledged that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of such municipal corporation, for the uses and purposes therein set forth.

Notary Public

My Commission Expires: _____
My Commission No: _____

STATE OF OKLAHOMA)
) SS
COUNTY OF BRYAN)

The above and foregoing instrument was acknowledged before me, a Notary Public in and for said County and State, on this ____ day of _____, 2016, by Stewart Hoffman, as Chairman of the Durant Airport Authority, an Oklahoma Public Trust, on behalf of said trust.

Notary Public

My Commission Expires: _____
My Commission No: _____

STATE OF OKLAHOMA)
) SS
COUNTY OF BRYAN)

The above and foregoing instrument was acknowledged before me, a Notary Public in and for said County and State, on this ____ day of _____, 2016, by Dewayne Williams, d/b/a D/W Aviation.

Notary Public

My Commission Expires: _____
My Commission No: _____