

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.

AIRPORT ADVISORY BOARD

4:00 PM

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

February 7, 2024

AGENDA

CALL TO ORDER

INVOCATION/FLAG SALUTE

ROLL CALL

ORDER OF BUSINESS

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. Consideration of approval of the minutes for December 6th meeting

2. Consider Items Removed from Consent

3. Information Items

- a. Directors Monthly Report

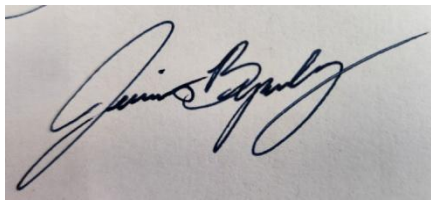
4. Administration

5. New Business

ADJOURNMENT

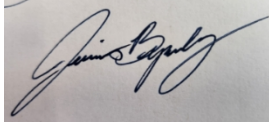
CERTIFICATE

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 30th day of October, 2023 and that an agenda of said meeting was posted at the place of such meeting at 10:00 a.m. on the 5th day of February, 2024.

A handwritten signature in black ink, appearing to read "Jessica Byerly", is written over a horizontal line.

Jessica Byerly, City of Durant

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 20th day of December, 2022 and that an agenda of said meeting was posted at the place of such meeting at 3:00 p.m. on the 4th day of December, 2023.



Jessica Byerly, City of Durant

MINUTES OF THE MEETING OF AIRPORT ADVISORY BOARD
December 6, 2023 AT 4:00 PM, Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma

CALL TO ORDER

Chairman Dan Craige called the meeting to order at 4:03pm.

INVOCATION/FLAG SALUTE

Board Member Moore provided the invocation. Board Member Buntz led the flag salute.

ROLL CALL

Present:

Board Memeber Buntz

Board Member Dufur

Board Member Lambert

Board Member Moore

Board Member Olsen

Chairman Dan Craige

Absent:

Board Member Stuteville

Board Member Thomas

Vice Chairman Sherrer

ORDER OF BUSINESS

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- a. Consideration of approval of the minutes for September 6th meeting

Motion To: Approve Regular Meeting Minutes of Sept 6, 2023

Motion By: Casey Dufur

Seconded By: Dan Moore

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craige

Nays: None

Abstain: None

2. Consider Items Removed from Consent

3. Information Items

- a. Airport Director's Report

Al Olson questioned totals of Avgas sales. Josh Matekovic acknowledged error in the report for Avgas self-serve fuel sales. Upon review total are Self-Serve 100LL 2,787.11 gallons sold with revenue of \$13,935.55.

4. Administration

- a. Approval of the 2024 Meeting Schedule

Motion To: Approve 2024 Meeting Schedule

Motion By: Casey Dufur

Seconded By: Al Olson

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craige

Nays: None

Abstain: None

- b. Discussion, Consideration and Possible Action on Approving the Durant Regional Airport Gate Card Policy

Motion To: Approve Airport Gate Card Policy with changes to the policy not included in the initial contract as business cost for gate cards was not included. Business cards will be \$0 for initial cards and \$5 per replacement.

Motion By: Casey Dufur

Seconded By: Mark Lambert

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craig

Nays: None

Abstain: None

- c. Discussion, Consideration and Possible Action of Approving the Durant Regional Airport Gate Card Application Form

Motion To: Approve Airport Security Gate Card Application Form

Motion By: Casey Dufur

Seconded By: Al Olsen

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craig

Nays: None

Abstain: None

- d. Discussion, Consideration and Possible Action on Approving Annual Hangar Inspection

Motion To: Approve Annual Hanger Inspections

Motion By: Casey Dufur

Seconded By: Dan Moore

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craig

Nays: None

Abstain: None

5. New Business

ADJOURNMENT

Motion To: Adjourn at 4:58 pm.

Motion By: Casey Dufur

Seconded By: Al Olson

Ayes: Casey Dufur, Mark Lambert, Dan Moore, Al Olsen, Paul Buntz, Dan Craig

Nays: None

Abstain: None

Durant Airport Monthly Report – January 2024

Airport Monthly Sales	Jan. 2023		Jan. 2022	
Avgas 100LL -	2,829.28g	\$12,901.46	3,109.46G	\$15,838.50
Self-Serve 100LL -	1,092.72g	\$5,124.83	1,178.19G	\$5,890.95
Jet A W/Additive -	21,604g	\$93,413.56	22,623G	\$114,683.60
Total Sales -	25,526G	\$111,439.85	26,910.65G	\$136,413.05
Total Number of Sales -	183		175	
Parking/Misc. - Hangar - \$6,620	Ramp Fee - \$275	Lav - \$150	\$2,920	\$139,333.05
	\$7,045	\$118,484.85		

Project Updates

AWOS Relocation and Replacement Project,

We are currently on schedule for the project. At this time we are anticipating the project to start around April time frame. The main reason for the delay on this project getting off the ground is due to a supply issue on the equipment. There is a chance this project could move forward ahead of schedule but that all depends on when the equipment is available.

Air Traffic Control Tower,

Right now, our application is going before the FAA for their consideration. This application process is definitely long and drawn out but it helps to show how our airport is growing. Should we be accepted into the Contract program we will be able to start moving forward with seeking funding sources.

Air Evac Hangar Project,

We are currently working with Air Evac to work on the design of the hangar. This is the first step in the process to get the building built. We are working on a Grant through the OAC to help offset some of the funds from DIA. This would help to allow the airport to make some revenue off of the hangar during the time that Air Evac occupies the building.