

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 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 4:30 p.m..on the 5th day of January, 2018.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT
AIRPORT AUTHORITY OF January 9, 2018 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 7:31 p.m.

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
December 12, 2017**

Approved

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve consent item as presented.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

2. Consideration Items Removed from Consent

3. Citizen Comments on Non-Agenda Items

There were no citizen comments.

4. Administration

a. Consider Approval of Request for Authorization to Purchase for a Market Assessment Study at the Airport for \$15,000.00 (RFAP #2018-107)

Approved

Marty Cook, Public Works Director, addressed the Authority Board and stated this request is to employ an engineering firm as a professional service to assist with a market analysis study for the area for hangar rentals, lease spaces, locating and informational products, and to assist in developing a plan to encourage future growth at the airport. This would be a step towards a need for operational growth. This is a budgeted item.

City Manager Tim Rundel stated the engineering firm would also be creating a profile and market analysis for future hangar development which is vital and key to the viability of the airport. City Manager Rundel further mentioned the development of an RFP for leasing out airport services in the future.

Michael Mitchell with KSA Engineering was in attendance.

Motion was made by Chad Hitchcock and seconded by Mike Dills to approve Request for Authorization to Purchase for a market assessment study at the airport in the amount of \$15,000 (RFAP #2018-107).

Motion Passed with the following vote:

Ayes: Dills, Hawthorne, Hitchcock, Tomlinson

Nays: Grube

b. Consider Approval of Contract # C-2018-01 with KSA Engineering for a Market Assessment Study at the Airport.

Approved

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to approve Contract C-2018-01 with KSA Engineering for a market assessment study at the airport.

Motion Passed with the following vote:

Ayes: Dills, Hawthorne, Hitchcock, Tomlinson

Nays: Grube

5. Information Items

- a. Airport FBO Monthly Report - December 2017

6. 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: Dills, Grube, Hawthorne, Hitchcock, Tomlinson