

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

**Durant Regional Airport
Conference Room
10 Waldron Dr,
Durant, Oklahoma
AGENDA**

August 6, 2025

CALL TO ORDER

INVOCATION/FLAG SALUTE

PRESENTATION

1. Swearing In Ceremony of Mike Gaffney

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. Consider Approval of Regular Called Meeting Minutes of July 2nd, 2025

2. Consider Items Removed from Consent

3. Information Items

- a. Staff Report, Rates, and Fees

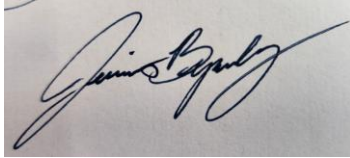
4. Administration

5. New Business

ADJOURNMENT

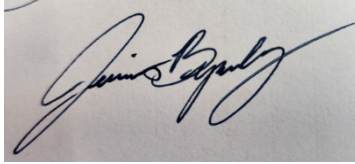
CERTIFICATE

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 7th day of November, 2024 and that an agenda of said meeting was posted at the place of such meeting at 4:00 p.m. on the 4th day of August, 2025.

A handwritten signature in black ink, appearing to read "Jessica Byerly", is written over a light gray rectangular background.

Jessica Byerly, City of Durant
[INGORE_INDENT]

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 7th day of November, 2024 and that an agenda of said meeting was posted at the place of such meeting at 4:00 p.m. on the 30th day of June, 2025.



Jessica Byerly, City of Durant

**MINUTES OF THE MEETING OF AIRPORT ADVISORY BOARD
July 2, 2025 AT 4:00 PM, Durant Regional Airport
Conference Room
10 Waldron Dr,
Durant, Oklahoma**

CALL TO ORDER

Chairman Dan Craige called the meeting to order at 4:00pm.

INVOCATION/FLAG SALUTE

Board Member Dan Moore provided the invocation. Board Member Thomas led the flag salute.

ROLL CALL

Present:

Board Member Dan Moore
Board Member Stuteville
Vice Chairman Sherrer
Chairman Dan Craige

Absent:

Board Member Kathy Moore
Board Member Dufur

ORDER OF BUSINESS

1. Consent Items

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a. Consider Approval of Regular Called Meeting Minutes of May 7th, 2025

Motion To: Approve Regular Called Meeting Minutes of May 7th, 2025

Chairman Craige went straight for a vote.

Ayes: Dufur, Dan Moore, Sherrer, Craige

Nays: None

Abstain: Stuteville

Board Member Stuteville abstained since he was not present at the last meeting.

2. Consider Items Removed from Consent

3. Information Items

a. Airport Director's Report

Due to staffing at the Airport, the admin provided a reading of the Director's Report of the information below.

DURANT REGIONAL AIRPORT – EAKER FIELD

SUMMARY AIRPORT ACTIVITY REPORT TO THE AIRPORT ADVISORY BOARD, JULY 2, 2025

JET FUEL GALLONS DISPENSED, JUNE: 18,784 AVGAS GALLONS DISPENSED, JUNE: 2,256

NOTABLES

- July starts the city fiscal year.
- Outstanding capital projects are in the closeout phase.
- The state legislature approved \$3 million for a DUA control tower study and design.
- Likewise, ODAA is offering a 40% subsidy toward new hangar construction effective 2026.
- ODAA admonished the airport to mitigate vegetation obstructions on a 20-acre parcel that partially infringes upon the runway 35 RPZ and ROFA. An initial quote to clear the site is \$81,000.
- Hangar 8-5: following a vacancy in May; the hangar has been repurposed for transient aircraft storage. To date, fees on that hangar are 120% above normal rent. Another hangar that is temporarily vacant is generating similar revenue.
- Hanger 8-1&2, the old Magnolia Aviation hangar has a new tenant. The doors required extensive welding repair.
- Airport staff have all new summer uniforms. Previously, uniforms were provided by an outside vendor. This change provides a smarter looking and more comfortable uniform for half the annual uniform cost.
- Due to the rainy season, the airport is struggling to keep the facility mowed. Haying operations are underway in the outfields.

2025 – 26, ITEMS FOR AAB CONSIDERATION

- New hangar lease form
- Commercial hangar lease form
- Rates & fees review
- Private hangar development
- Revised fuel-flowage fee with Southeastern
- Through the fence agreement with Southeastern
- Property transaction with Southeastern

- Parking apron expansion
 - Control tower siting
 - New airport entrance sign
 - 2026 Airport Open House
-

Stuteville asked about the trees in the RPZ and if only those needed to go. The director answered that if we (the airport) are going to have any of the trees cleared down there that we should just clear the whole parcel on that end. The issue with this right now is that there are two big wet spots, and we are not sure if these are natural or man-made ponds, or something else and how easy it may be to fill in. The Chairman did ask if there were any environmental concerns to which the answer was no. The Director did state that he only has a quote for this work right now and is needing to speak with the City about what they want to do; if they would like a single source for the work, use a city vendor, or go out to bid for the work. No determination has been made at this time.

Stuteville asked about the 40% subsidy from ODAA for hangar construction. The Director said that in a meeting with the Director of ODAA that he offered in and that this money is residual money left from the allocated funds for the Air Evac project that the City pulled out of. All members agreed that finding a way to use this money is a good idea. Our Director did mention that ODAA wants to use the 40% subsidy in conjunction with the ramp expansion and put either one or two hangars with the new section of ramp. The Director is hoping we could build two hangars with this money, one with the new ramp expansion and one on the south apron to start utilizing that concrete to appease the FAA as well. There was a question about whether this subsidy had a time constraint; the Director believes it is the end of the calendar year.

On the topic of the south apron, Stuteville asked the Director if there was anything the city could do about the soil quality on that end. This has been a deterrent to possible hangar builds in that area because of the amount of soil that has to be dug out based on previous environmental studies. The Director stated that he had received mixed messages about whether the soil is that bad or not. He has not received a clear answer to know how to proceed with that development.

A couple of members voiced their non-agreement with re-leasing building 8 hangars 1&2 instead of trying to get another maintenance shop in.

Member Thomas brought up possibly publishing something on the airport AWOS and other sites/charts about high air-traffic/student pilot training. The Director said that the AWOS would be no issue but if Southeastern wanted any permanent publications, such as on aeronautical charts, that would probably be something the university could initiate.

There were some questions about when tenants would be able to sign the new leases for the year. Unfortunately, the City was hit by a cyberattack and some departments have just now got functionality back; the Airport being one of them. The Director had every intention of bringing these items up at the meeting that would have been held in June had we not lost all our personal files and been in a technological blackout. He did state that for now we are taking things month by month until we are able to get those files recreated and that he would bring the changes to the board and would also email tenants when things are sorted out.

Questions were asked if the Airport was happy with the repair work that was performed on the stub of A1. Yes, but it has brought light to an issue on taxiway Alpha. There is a joint where asphalt meets concrete and shifting and weight has caused a bump to form there. The Director said he plans to reach out to the City's Public Works

department to see if they would be able to come and grind that section down and smooth it out.

More talk will come around about getting a new airport sign at the intersection of Waldron and S 9th. Vice Chairman Sherrer, who is our city council representative on the board, did bring up that there is a plan to eventually line up Waldron Road with the intersection lights that Choctaw installed when they did their expansion.

The Chairman did inquire if the Airport had heard anything from the National Guard about whether they would be bringing the temporary tower program back this year. Currently, the staff have not had contact with anyone from that organization.

4. Administration

The Admin and Chairman told the board that there are currently two open seats on the Advisory board and that if anyone has a recommendations to contact the Chairman.

5. New Business

ADJOURNMENT

Motion To: Adjourn Regular Called Meeting of July 2nd, 2025

Motion By: Dan Moore

Seconded By: Thomas

Ayes: Dufur, Dan Moore, Stuteville, Thomas, Sherrer, Craige

Nays: None

Abstain: None

**AGENDA ITEM – PROPOSED AIRPORT FEES**

The airport proposes changes to existing fees and the introduction of new fees. Airport rates and fees are published within the City of Durant, Fee Schedule. All city fees must be approved by the city council or in the case of the airport, by the Airport Authority. Airport fee changes are as follows:

FBO Fees

1. Remedy wording in the schedule that confuses overnight and ramp fees
2. Better defines aircraft type and the associated fee by aircraft size
3. Defines waiver of parking fees when fuel is dispensed
4. Limits overnight parking to seven days whereupon it becomes a monthly tie-down fee
5. Adds overnight hangar fees
6. Adds a monthly tie-down fee for light aircraft
7. Adds a ramp fee for aircraft over 12,500 MTOW
8. Adds Daily Non-Aeronautical Airport Facility Fee
9. Increases and better defines call-out fee
10. Lowers the rate for lavatory service
11. Eliminates Relocation of Aircraft fee

Hangar Fees – Notably, this does not affect hangar rental rates. Changes thereof are in anticipation of a proposed revised hangar lease form. The fees will likewise be specified in the lease.

1. Adds a Rent Past Due fee.
2. Adds a refundable cleaning fee deposit. This is to incentivize tenants to vacate their hangar in a clean condition and cover the added cost for airport staff cleaning of hangars that are vacated dirty and/or containing trash, used oil and abandoned items.
3. Adds monthly temporary insurance coverage. The airport lease requires tenants to maintain insurance on aircraft stored in city hangars and either name the city as additional insured or at least provide the airport a copy of the insurance certificate. Tenant compliance with this term of a lease is often an administrative burden for airports and this fee incentivizes tenants to provide this information.
4. Adds a sub-leasing fee. Rather than prohibit sub-leasing, the new hangar lease will propose allowing for conditional sub-leasing. This provides a mechanism for a tenant to share the space with other aircraft owners.
5. Adds a temporary 100% sub-leasing fee. Upon airport inspection of a hangar where an airplane not registered to the tenant and not specified on the lease is discovered.
6. Adds a derelict aircraft storage fee. This is intended for those situations where non-airworthy aircraft languish in city hangars. The fee is to incentivize an orderly removal of the aircraft instead of an immediate eviction.
7. Adds a Non-Aeronautical Storage Premium Fee. 81 FR 38906, [FAA] *Policy on the Non-Aeronautical use of Airport Hangars* (2016), specifies criteria for non-aeronautical items in hangars. The airport follows these criteria and in general won't scrutinize hangar content. However, there are situations where a tenant is clearly taking advantage and the hangar doubles as household or records storage. In those situations where a substantial volume of the space is consumed by non-aeronautical storage; a premium will be applied to the rent.

AIRPORT HANGAR RENTS			
Building #	Hangar Type & Number	Monthly Rate	
4	Box Hangar (1-2)	\$400.00	
4	Box Hangar (3-12)	\$310.00	
8	Box Hangar (1-4)	\$440.00	
8	Box Hangar (5-12)	\$350.00	
10	T-Hangar (1-9)	\$230.00	
10	T-Hangar (10)	\$340.00	
12	T-Hangar (1)	\$230.00	
12	T-Hangar (2)	\$340.00	
12	T-Hangar (3-8)	\$230.00	
12	T-Hangar (9)	\$260.00	
12	T-Hangar (10)	\$310.00	
24	Corp Hangar (A-D)	\$730.00	
HANGAR FEES			
	Rent Past Due	\$35.00	per month
	Refundable cleaning deposit	\$185.00	
	Temporary insurance coverage	\$35.00	per month
	Non-Aeronautical Storage Premium	\$5.00 per sq ft	Specified in lease terms
	Sub-leasing share per aircraft	Half Rental Rate	
	Temporary 100% sub-leasing	Double Rate	
	Derelict Aircraft Storage	Double Rate	
FBO FEES			
Overnight parking limited to seven days	Overnight Parking - Single & Light Twin Eng.	\$10.00 per night, monthly rate after 7 days	Two nights waived on 20 gallons dispensed
	Overnight Parking - Turboprop Single Eng.	\$20.00 per night	Two nights waived on 40 gallons dispensed
	Overnight Parking - Turboprop Twin Engine	\$30.00 per night	
	Overnight Parking - Turbine	\$50.00 per night	Two nights waived on 80 gallons dispensed
	Overnight Parking - Turbine Large	\$90.00 per night	
	Overnight Hangar - Single Engine	\$30.00 per night	
	Overnight Hangar - Twin Engine	\$60.00 per night	
	Ramp Fee, aircraft over 12,500 MTOW	\$35.00	
	Monthly Tie-Down, Single & Light Twin Engine	\$90.00	
	Non-Aeronautical Airport Facility Use	\$105.00 per day	
	Lavatory Service	\$84 per service	
	After Hours Call Out Fee	\$150.00 per hour, per person	\$50.00 per extra person