

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 necessary accommodation.

## **DURANT CITY COUNCIL**

**6:00 PM**

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

**April 14, 2026**

### **CALL TO ORDER**

### **INVOCATION/FLAG SALUTE**

### **ROLL CALL**

### **PRESENTATION**

#### **1. 2026 First Quarter Employee Service Awards**

### **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 Meeting Minutes of March 10, 2026
- b. Consider Approval of Budget Supplements BA 26-8
- c. Consider Approval of Ballot Recommendations for 2026 Election of Oklahoma Municipal Assurance Group Trustees

#### **2. Consider Items Removed from Consent**

#### **3. Information Items**

- a. February 2026 Financial Reports and March 2026 Sales Tax Report

#### **4. Administration**

- a. Consider Approval of Proposal for KSA Professional Engineering Services for Durant Regional Airport South Development Hangars Project in the Amount of \$171,260.00
- b.
  - 1) Consider Approval of Agreement Between City of Durant and KSA Engineers Inc. for Professional Services for Air Traffic Control Tower Siting Study in the Amount of \$257,522.25;
  - 2) Accept Award Letter from Oklahoma Aerospace & Aeronautics in the Amount of \$257,522.25 for Air Traffic Control Tower Siting Study Project;
  - 3) Consider Approval of Application and Agreement for Airport Improvement Grant for Air Traffic Control Tower Siting Study in the Amount of \$257,522.25.
- c. Consider Approval of Agreement Between City of Durant and KSA Engineers Inc. for Professional Engineering Services for Terminal Apron Expansion and Taxiway Relocation Project - Design Phase in the Amount of \$196,985.00
- d. Consider Declaration of 1991 Ford F-800 Jet Fuel Refueler, VIN #6642, as Surplus
- e.
  - 1) Consider Award of Bid for Oil and Gas Mining Leases for 181.87 Acres;
  - 2) Consider Approval of Contract for Oil and Gas Mining Leases for 181.87 Acres.
- f. Consideration and Possible Approval of a Conditional Use Permit for Property Located at 4409 W. Main Street
- g.
  - 1) Consideration and Possible Approval for a Rezone Request for Property Located near 100 Block of South 8th Avenue and Main Street. For Legal Description, See Attached (Ordinance O-2026-02 Section 1)
  - 2) Consider Approval of Ordinance O-2026-02 Section 2 (Emergency Clause)

#### **5. New Business**

#### **EXECUTIVE SESSION**

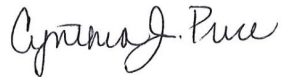
1. Consider Entering Into Executive Session to Discuss Collective Bargaining Agreement Between the City of Durant and The Fraternal Order of Police Lodge 113 for Fiscal Year 2026-2028. This Executive Session Permitted Under 25 O.S. 307(B)(2).

2. Consider Action Pursuant to Executive Session Item 1.

**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 18th day of November 2025 and that an agenda of said meeting was posted at the place of such meeting at 1:23 p.m. on the 10th day of April 2026.



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Cynthia J. Price, City of Durant



# The City of Durant

[AGENDA\_ITEM\_DEPARTMENT]

## Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Cynthia Price, City Clerk  
**Re:** Consider Approval of Regular Meeting Minutes of March 10, 2026

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### **Council Information / Action Requested**


Approval of Regular Meeting Minutes of March 10, 2026

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

### **ATTACHMENTS:**

1. Durant City Council Minutes 03102026 cjp

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 18th day of November 2025 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 March 2026.



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Cynthia J. Price, City of Durant

**MINUTES OF THE MEETING OF DURANT CITY COUNCIL  
March 10, 2026 AT 6:00 PM  
Roscoe J. Hatfield Council Chambers  
300 West Evergreen  
Durant, Oklahoma**

**CALL TO ORDER**

Mayor Tucker called the meeting to order at 6:00 p.m.

**INVOCATION/FLAG SALUTE**

Mayor Tucker provided the invocation and led the flag salute.

**ROLL CALL**

Present:

Council Member Humphrey Miller  
Council Member Clint Morrison  
Council Member Danny Sherrer  
Vice Mayor Mike Simulescu  
Mayor Martin Tucker  
City Attorney Doug Elliott  
City Manager Pam Polk  
City Clerk Cynthia J. Price

Absent:

None

**PRESENTATION**

- 1. Proclamation Naming the Month of April 2026 as Autism Awareness & Acceptance Month**
- 2. Proclamation Recognizing April 2026 as Fair Housing Month**

**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 Meeting Minutes of February 10, 2026
- b. Consider Approval of Special Called Meeting Minutes of February 23, 2026
- c. Consider Approval of Special Called Meeting Minutes of February 25, 2026
- d. Consider Approval of Special Called Meeting Minutes of March 5, 2026
- e. Consider Approval of Budget Supplements BA 26-7
- f. Consider Approval of Mayoral Recommendation of Teddy Gabbart and Nik Patel for Appointment to the Durant Tourism Economic Development Authority

Motion To: Approve Consent Items 1(a) to 1(e) as Presented. There will be no action taken as to Consent Item 4(f).

Motion By: Humphrey Miller

Seconded By: Mike Simulescu

Ayes: Miller, Morrison, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

## 2. Consider Items Removed from Consent

## 3. Information Items

- a. January 2026 Financial Reports and February 2026 Sales Tax Report

## 4. Administration

- a. 1) Consider Award of Bid for Oil and Gas Mining Leases;  
2) Consider Approval of Oil and Gas Mining Leases.

Brett Hudson addressed council on behalf of Freedom Oil and Gas Corporation.

Bretty Lowry addressed council on behalf of Lowry Land Co. Inc.

Elizabeth Calliccoat spoke in opposition to the oil and gas mining leases.

Motion To: Award of Bid for Oil and Gas Mining Leases Not Including Tract 5 to Bidder Number 2 Freedom Oil and Gas Corporation in the Amount of \$569,820.51

Motion By: Humphrey Miller

Seconded By: Mike Simulescu

Ayes: Miller, Morrison, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None  
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Motion To: Approval of Oil and Gas Mining Leases

Motion By: Mike Simulescu

Seconded By: Humphrey Miller

Ayes: Miller, Morrison, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- b. Consider and Vote to Approve/Reject Publication of Notice to Request Bids to Lease Oil and Gas Interests of approximately 181.87 Acres Owned by the City of Durant

Motion To: Approve Publication of Notice to Request Bids to Lease Oil and Gas Interests of Approximately 181.87 Acres Owned by the City of Durant

Motion By: Martin Tucker

Seconded By: Humphrey Miller

Ayes: Miller, Morrison, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- c. 1) Consider Award of Bid for Demolition of 300 Foot Guyed Tower;  
2) Consider Approval of Contract for Demolition of 300 Foot Guyed Tower

No action taken.

- d. Consider Approval of Resolution Establishing Fees and Costs Charged by the City of

Durant for Durant Services (R-2026-03)

Motion To: Approval of Resolution Establishing Fees and Costs Charged by the City of Durant for Durant Services Conditioned Upon the Increase of the Market Square Cafe Day Security Deposit from \$25.00 to \$100.00 (R-2026-03)

Motion By: Mike Simulescu

Seconded By: Clint Morrison

Ayes: Miller, Morrison, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

**5. New Business**

There was no new business.

**ADJOURNMENT**

Motion To: Adjourn Meeting

Motion By: Martin Tucker

Seconded By: Humphrey Miller

Ayes: Miller, Morrison, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None



# The City of Durant

[AGENDA\_ITEM\_DEPARTMENT]

## Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** An chen Lai, Finance Director/Treasurer  
**Re:** Consider Approval of Budget Supplements BA 26-8

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#489 Appropriate funds for new lease (oil & Gas) Revenue Choctaw DNA Grant & Operating Expense Adjust  
#490 Appropriate funds for Increase in Medical Claim Expenses  
#491 Appropriate funds for Animal Shelter & Airport South Hangar Complex Projects  
#492 Appropriate funds for transfer from GF to cover cell phone monthly expenses  
#493 Appropriate funds for Pendleton Trust Monthly Revenue  
#494 Appropriate funds for Operating Lift Station Pumps—Cardinal Glass expense#  
#495 Appropriate funds for Operating Inventory Expenses increase

### **Council Information / Action Requested**

Approval of Budget Supplements BA 26-8

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

### **ATTACHMENTS:**

1. BA 26-8 BUDGET ADJUSTMENT REGISTER



Durant, OK

# Budget Adjustment Register

## Adjustment Detail

Packet: GLPKT13827 - BA 26-8 61-66

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000489	FY 25/26 ORIGINAL BUDGET	BA 26-8-61 GF MINING LEASE CHOCTAW DNA GRANT	4/14/2026

**Summary Description:**

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">001-000-361-6701</a>	OIL & GAS MING LEASE	BA 26-8-61 GF MINING LEASE FREEDOM	0.00	-569,847.00	-569,847.00
April:	-569,847.00				
<a href="#">001-000-362-1000</a>	MISC GRANTS-NON GOVERNMENT	BA 26-8- CHOCTAW DNA GRANT	0.00	-12,174.00	-12,174.00
April:	-12,174.00				
<a href="#">001-005-530-3078</a>	LABOR UNION CONTRACT LEG	BA 26-8-61 GF TRSF TO FUND 305	25,000.00	-3,450.00	21,550.00
April:	-3,450.00				
<a href="#">001-005-530-3078</a>	LABOR UNION CONTRACT LEG	BA 26-8-61 GF OPERATION EXPS ADJ	25,000.00	-7,000.00	18,000.00
April:	-7,000.00				
<a href="#">001-005-550-5074</a>	(D) DRUG DOG, EQUIP., SUPPLI	BA 26-8-61 GF CHOCTAW DNA GRANT	4,000.00	12,174.00	16,174.00
April:	12,174.00				
<a href="#">001-005-550-5849</a>	COMPUTER SOFTWARE & ACC	BA 26-8-61 GF PD OPEATION EXPNS ADJ	75,250.00	7,000.00	82,250.00
April:	7,000.00				
<a href="#">001-012-550-5062</a>	JANITORIAL SUPPLIES	BA 26-8-61 GF OPERATION EXPS ADJ	2,000.00	-1,000.00	1,000.00
April:	-1,000.00				
<a href="#">001-012-550-5509</a>	OTHER EQUIP PARTS & MAINT	BA 26-8-61 GF OPERATION EXPS ADJ	8,000.00	-5,000.00	3,000.00
April:	-5,000.00				
<a href="#">001-012-550-5658</a>	BUILDING AND MAINTENANCE	BA 26-8-61 GF OPERATION EXPS ADJ	5,000.00	-1,000.00	4,000.00
April:	-1,000.00				
<a href="#">001-012-550-5853</a>	CHEMICALS, DRUGS, AND LAB	BA 26-8-61 GF OPERATION EXPS ADJ	23,000.00	8,100.00	31,100.00
April:	8,100.00				
<a href="#">001-012-550-5854</a>	UNIFORMS	BA 26-8-61 GF OPERATION EXPS ADJ	2,000.00	-1,100.00	900.00
April:	-1,100.00				
<a href="#">001-018-550-5509</a>	EQUIP MAINT & PARTS	BA 26-8-61 GF TOWER REMOVE & IT REMOD	47,764.00	37,080.00	84,844.00
April:	37,080.00				
<a href="#">001-019-510-1096</a>	V,S, & H BUYBACK RESERVE	BA 26-8-61 GF TOWER REMOVE & IT REMODE	20,600.00	-47,080.00	-26,480.00
April:	-47,080.00				
<a href="#">001-019-550-5058</a>	BUILDING MAINT. & SUPPLIES	BA 26-8-61 GF TOWER REMOVE & IT REMOD	57,000.00	10,000.00	67,000.00
April:	10,000.00				
<a href="#">001-019-570-7800</a>	FUND RESERVE	BA 26-8-61 GF MINING LEASE	8,327.00	569,847.00	578,174.00
April:	569,847.00				
<a href="#">001-019-599-3050</a>	TRSF TO DRUG ENFORCEMENT	BA 26-8-61 GF TRSF TO FUND 305	0.00	3,450.00	3,450.00
April:	3,450.00				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000490	FY 25/26 ORIGINAL BUDGET	BA 26-8 62 RM ADJUST	4/14/2026

**Summary Description:**

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">012-000-301-1000</a>	BEGINNING UNENCUMBERED	BA 26-8 62 RM ADJUST	0.00	-80,000.00	-80,000.00
April:	-80,000.00				
<a href="#">012-000-361-1000</a>	INTEREST EARNED	BA 26-8 62 RM ADJUST	-5,000.00	-10,000.00	-15,000.00
April:	-10,000.00				
<a href="#">012-090-570-7029</a>	MEDICAL CLAIMS	BA 26-8 62 RM ADJUST	100,000.00	90,000.00	190,000.00
April:	90,000.00				

**Budget Adjustment Register**

**Packet: GLPKT13827 - BA 26-8 61-66**

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000491	FY 25/26 ORIGINAL BUDGET	BA 26-8 63 ANIMAL SHELTER BUGET ADJ	4/14/2026

**Summary Description:**

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">015-000-361-1000</a>	INTEREST EARNED	BA 26-8 63 AIRPORT SOUTH HANGAR COMPL	-168,000.00	-58,263.00	-226,263.00
April:	-58,263.00				
<a href="#">015-000-362-1075</a>	OAC GRANT REV- S. HANGAR A	BA 26-8 63 AIRPORT SOUTH HANGAR COMPL	0.00	-776,842.00	-776,842.00
April:	-776,842.00				
<a href="#">015-000-362-7716</a>	FAA GRANT	BA 26-8 63 AIRPORT SOUTH HANGAR COMPL	-469,933.00	-1,106,999.00	-1,576,932.00
April:	-1,106,999.00				
<a href="#">015-000-364-3300</a>	EQUIPMENT FINANCING	BA 26-8 63 ANIMAL SHELTER BUGET ADJ	-465,000.00	-894,520.00	-1,359,520.00
April:	-894,520.00				
<a href="#">015-006-530-3406</a>	ANIMAL CONTROL FACILITY	BA 26-8 63 ANIMAL SHELTER BUGET ADJ	1,571,446.00	894,520.00	2,465,966.00
April:	894,520.00				
<a href="#">015-065-560-9230</a>	AIRPORT IMPROVEMENTS	BA 26-8 63 AIRPORT SOUTH HANGAR COMPL	0.00	1,942,104.00	1,942,104.00
April:	1,942,104.00				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000492	FY 25/26 ORIGINAL BUDGET	BA 26-8 64 PENDLETON TRUST REV & EXPENSE	4/14/2026

**Summary Description:**

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">350-000-363-1000</a>	PENDLETON TRUST	BA 26-8 64 PENDLETON TRUST REV 84 ENERG	-13,395.90	-336.39	-13,732.29
April:	-336.39				
<a href="#">350-000-363-1000</a>	PENDLETON TRUST	BA 26-8 64 PENDLETON TRUST REV SND & EX	-13,395.90	-3,870.21	-17,266.11
April:	-3,870.21				
<a href="#">350-015-550-5605</a>	PENDLETON TRUST MAINT/PR	BA 26-8 64 PENDLETON TRUST REV & EXPENS	357,745.90	4,206.60	361,952.50
April:	4,206.60				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000493	FY 25/26 ORIGINAL BUDGET	BA 26-8 65 DRUG ENFO TRANSFER FROM GF	4/14/2026

**Summary Description:**

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">305-000-364-0010</a>	TRSF FROM GENERAL FUND	BA 26-8 65 DRUG ENFO TRANSFER FROM GF-	0.00	-3,450.00	-3,450.00
April:	-3,450.00				
<a href="#">305-005-570-7010</a>	MISCELLANEOUS EXPENDITUR	BA 26-8 65 DRUG ENFO TRANSFER FROM GF-	2,500.00	3,450.00	5,950.00
April:	3,450.00				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000494	FY 25/26 ORIGINAL BUDGET	BA 26-8 66 UA CARDINAL GLASS PUMPS	4/14/2026

**Summary Description:**

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">405-026-520-2135</a>	SURVEY & ENGINEERING	BA 26-8 66 UA CARDINAL GLASS PUMPS	2,500.00	-2,500.00	0.00
April:	-2,500.00				
<a href="#">405-026-550-5570</a>	LIFT STATIONS MAINT. & REPAI	BA 26-8 66 UA CARDINAL GLASS PUMPS	45,000.00	16,600.00	61,600.00
April:	16,600.00				
<a href="#">405-026-550-5658</a>	BUILDING AND MAINTENANCE	BA 26-8 66 UA CARDINAL GLASS PUMPS	12,000.00	-5,600.00	6,400.00
April:	-5,600.00				
<a href="#">405-026-570-0006</a>	CONCRETE AND AGGREGATE	BA 26-8 66 UA CARDINAL GLASS PUMPS	33,044.00	-8,500.00	24,544.00
April:	-8,500.00				

**Budget Adjustment Register**

**Packet: GLPKT13827 - BA 26-8 61-66**

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000495	FY 25/26 ORIGINAL BUDGET	BA 26-8-67 CONCESSION INVENTORY ADJUST	4/14/2026

**Summary Description:**

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">500-000-331-6002</a>	CONCESSION SALES	BA 26-8-67 CONCESSION INVENTORY ADJUST	-75,000.00	-50,000.00	-125,000.00
April:					
<a href="#">500-010-550-5801</a>	CONCESSION PRODUCT INVEN	BA 26-8-67 CONCESSION INVENTORY ADJUST	50,000.00	50,000.00	100,000.00
April:					

**Budget Code Summary**

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
26	FY 25/26 ORIGINAL BUDGE	<a href="#">001-000-361-6701</a>	OIL & GAS MING LEASE	0.00	-569,847.00	-569,847.00
		<a href="#">001-000-362-1000</a>	MISC GRANTS-NON GOVERNMEN	0.00	-12,174.00	-12,174.00
		<a href="#">001-005-530-3078</a>	LABOR UNION CONTRACT LEGAL E	25,000.00	-10,450.00	14,550.00
		<a href="#">001-005-550-5074</a>	(D) DRUG DOG, EQUIP., SUPPLIES	4,000.00	12,174.00	16,174.00
		<a href="#">001-005-550-5849</a>	COMPUTER SOFTWARE & ACCES.	75,250.00	7,000.00	82,250.00
		<a href="#">001-012-550-5062</a>	JANITORIAL SUPPLIES	2,000.00	-1,000.00	1,000.00
		<a href="#">001-012-550-5509</a>	OTHER EQUIP PARTS & MAINT	8,000.00	-5,000.00	3,000.00
		<a href="#">001-012-550-5658</a>	BUILDING AND MAINTENANCE	5,000.00	-1,000.00	4,000.00
		<a href="#">001-012-550-5853</a>	CHEMICALS, DRUGS, AND LAB	23,000.00	8,100.00	31,100.00
		<a href="#">001-012-550-5854</a>	UNIFORMS	2,000.00	-1,100.00	900.00
		<a href="#">001-018-550-5509</a>	EQUIP MAINT & PARTS	47,764.00	37,080.00	84,844.00
		<a href="#">001-019-510-1096</a>	V,S, & H BUYBACK RESERVE	20,600.00	-47,080.00	-26,480.00
		<a href="#">001-019-550-5058</a>	BUILDING MAINT. & SUPPLIES	57,000.00	10,000.00	67,000.00
		<a href="#">001-019-570-7800</a>	FUND RESERVE	8,327.00	569,847.00	578,174.00
		<a href="#">001-019-599-3050</a>	TRSF TO DRUG ENFORCEMENT FU	0.00	3,450.00	3,450.00
		<a href="#">012-000-301-1000</a>	BEGINNING UNENCUMBERED	0.00	-80,000.00	-80,000.00
		<a href="#">012-000-361-1000</a>	INTEREST EARNED	-5,000.00	-10,000.00	-15,000.00
		<a href="#">012-090-570-7029</a>	MEDICAL CLAIMS	100,000.00	90,000.00	190,000.00
		<a href="#">015-000-361-1000</a>	INTEREST EARNED	-168,000.00	-58,263.00	-226,263.00
		<a href="#">015-000-362-1075</a>	OAC GRANT REV- S. HANGAR APR	0.00	-776,842.00	-776,842.00
		<a href="#">015-000-362-7716</a>	FAA GRANT	-469,933.00	-1,106,999.00	-1,576,932.00
		<a href="#">015-000-364-3300</a>	EQUIPMENT FINANCING	-465,000.00	-894,520.00	-1,359,520.00
		<a href="#">015-006-530-3406</a>	ANIMAL CONTROL FACILITY	1,571,446.00	894,520.00	2,465,966.00
		<a href="#">015-065-560-9230</a>	AIRPORT IMPROVEMENTS	0.00	1,942,104.00	1,942,104.00
		<a href="#">305-000-364-0010</a>	TRSF FROM GENERAL FUND	0.00	-3,450.00	-3,450.00
		<a href="#">305-005-570-7010</a>	MISCELLANEOUS EXPENDITURES	2,500.00	3,450.00	5,950.00
		<a href="#">350-000-363-1000</a>	PENDLETON TRUST	-13,395.90	-4,206.60	-17,602.50
		<a href="#">350-015-550-5605</a>	PENDLETON TRUST MAINT/PROJ.	357,745.90	4,206.60	361,952.50
		<a href="#">405-026-520-2135</a>	SURVEY & ENGINEERING	2,500.00	-2,500.00	0.00
		<a href="#">405-026-550-5570</a>	LIFT STATIONS MAINT. & REPAIR	45,000.00	16,600.00	61,600.00
		<a href="#">405-026-550-5658</a>	BUILDING AND MAINTENANCE	12,000.00	-5,600.00	6,400.00
		<a href="#">405-026-570-0006</a>	CONCRETE AND AGGREGATE	33,044.00	-8,500.00	24,544.00
		<a href="#">500-000-331-6002</a>	CONCESSION SALES	-75,000.00	-50,000.00	-125,000.00
		<a href="#">500-010-550-5801</a>	CONCESSION PRODUCT INVENTO	50,000.00	50,000.00	100,000.00
			<b>26 Total:</b>	<b>1,255,848.00</b>	<b>0.00</b>	<b>1,255,848.00</b>
			<b>Grand Total:</b>	<b>1,255,848.00</b>	<b>0.00</b>	<b>1,255,848.00</b>

**Fund Summary**

Fund	Before	Adjustment	After
Budget Code:26 - FY 25/26 ORIGINAL BUDGET Fiscal: 2025-2026			
001	277,941.00	0.00	277,941.00
012	95,000.00	0.00	95,000.00
015	468,513.00	0.00	468,513.00
305	2,500.00	0.00	2,500.00
350	344,350.00	0.00	344,350.00
405	92,544.00	0.00	92,544.00
500	-25,000.00	0.00	-25,000.00
<b>Budget Code 26 Total:</b>	<b>1,255,848.00</b>	<b>0.00</b>	<b>1,255,848.00</b>
<b>Grand Total:</b>	<b>1,255,848.00</b>	<b>0.00</b>	<b>1,255,848.00</b>



# The City of Durant

## [AGENDA\_ITEM\_DEPARTMENT]

### Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Cynthia Price, City Clerk  
**Re:** Consider Approval of Ballot Recommendations for 2026 Election of Oklahoma Municipal Assurance Group Trustees

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This is for a three year term starting July 1, 2026. Mayor Tucker recommends Justin Battles, Tim Lyon and Pam Polk for election to the three open trustee positions on the Oklahoma Municipal Assurance Group Board.

#### **Council Information / Action Requested**

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

#### **ATTACHMENTS:**

1. OMAG Ballot

# BALLOT

## OKLAHOMA MUNICIPAL ASSURANCE GROUP 2026 Election of THREE Trustees For a three-year term starting July 1, 2026

The biographical sketch on the next page for each nominee was written by the person who made the nomination. **YOU MAY VOTE FOR THREE (3) NOMINEES** by placing a check mark next to their names below.

\_\_\_\_\_ Justin Battles, Assistant City Manager, Mustang (Incumbent)

\_\_\_\_\_ Tim Lyon, City Manager, Midwest City (Incumbent)

\_\_\_\_\_ Pam Polk, City Manager, Durant (Incumbent)

\_\_\_\_\_ Brady Moore, City Manager, Stillwater

\_\_\_\_\_ Cody Roe, City Manager, McLoud

\_\_\_\_\_ Michael Shannon, City Manager, Guymon

\_\_\_\_\_ Cecilia Taft, City Clerk, Spencer

### SIGN AND ATTEST

Ballot cast by the governing body of the municipality of

\_\_\_\_\_

Signed: \_\_\_\_\_  
Mayor

Attested: \_\_\_\_\_ Date: \_\_\_\_\_, 2026  
Clerk

**FAILURE TO PROPERLY SUBMIT THIS BALLOT WILL INVALIDATE THE BALLOT.**

**Your Ballot must be received by OMAG no later than *May 15, 2026*, by:**

- (1) emailing the ballot to [elections@omag.org](mailto:elections@omag.org);
- (2) sending the ballot to OMAG by mail to 3650 S. Boulevard, Edmond, OK 73013; or
- (3) sending a fax of the ballot to OMAG at (405) 657-1401.

**SEE REVERSE FOR BIOGRAPHICAL SKETCHES**

## **BIOGRAPHICAL SKETCHES, limited to 50 words**

**JUSTIN BATTLES (Incumbent)** Justin Battles is passionate about communities, working with others and the organizations that support them. As the Assistant City Manager for the City of Mustang, he recognizes and understands the demands that cities and towns face. Justin has 24 years of municipal experience. He knows that together we can succeed. (Mustang participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

**TIM LYON (Incumbent)** Tim Lyon has over 40 years of local government experience specializing in Risk Management, a Master's Degree, and is an accredited City Manager. For the past 26 years, he has served the City of Midwest City in various management functions. He has served on the OMAG Board for two terms. (Midwest City participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

**PAM POLK (Incumbent)** Pam Polk is the city manager of Durant. She holds bachelor's and master's degrees. Pam is a credentialed manager through ICMA. She was awarded the Gerald Wilkins Award for Oklahoma City Manager of the Year 2017 and OML Woman of the Year 2022. Pam also serves on the OML BOD. (Durant participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

**BRADY MOORE** Named Stillwater City Manager in December 2024 after serving two terms as Interim City Manager. Brady Moore served roles of Chief Innovation Officer, Economic Development Director, Assistant and Deputy City Manager. Project leadership includes: \$14.5M downtown City park, alternative work schedule, Rails-to-Trails conversion, and \$3B Google data center campus. (Stillwater participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

**CODY ROE** Currently serving as City Manager for the City of McLoud, Cody has over 16 years in Municipal Government where he has served as the Parks Director, Emergency Manager, Operations Director, Public Works Director, and Assistant City Manager. Cody is actively involved in Pottawatomie County and serves on the COEDD Board. (McLoud participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

**MICHAEL SHANNON** Michael Shannon serves as City Manager of Guymon, overseeing municipal operations, infrastructure, utilities, and economic development. With decades of municipal experience, he emphasizes fiscal responsibility, collaboration and long-term planning. He led major initiatives including the Mesa Water Project and helped secure the OWRB's 2060 Water Excellence Award. (Guymon participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

**CECILIA TAFT** Cecilia Taft of Luther, Oklahoma, is a focused and driven public service professional. She has served as City Clerk for the City of Spencer since 2020 and previously held administrative leadership roles with Langston University and the Clark County School District. (Spencer participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

END.



# The City of Durant

[AGENDA\_ITEM\_DEPARTMENT]

## Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:**  
**Re:** Information Items

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**Council Information / Action Requested**

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

**ATTACHMENTS:**



# The City of Durant

[AGENDA\_ITEM\_DEPARTMENT]

## Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** An chen Lai, Finance Director/Treasurer  
**Re:** February 2026 Financial Reports and March 2026 Sales Tax Report

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February 2026  
General Fund (001)  
Capital Improvements Fund (015)  
DCUA Fund (405)  
AND  
March 2026  
Sales Tax Breakdown  
1% Sales Tax 10-Year history  
Actual VS Budget

**Council Information / Action Requested**  
Information Only

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

**ATTACHMENTS:**

1. FEB. 2026 001 GENERAL FUND MONTHLY Statement
2. Feb. 2026 015-CI MONTHLY STATEMENTS
3. Feb. 2026 405-DCUA MONTHLY STATEMENTS
4. March 2026 Sales Tax Breakdown
5. March 2026 1% Sales Tax 10-Year History
6. March 2026 Actual VS Budget

**CITY OF DURANT, OKLAHOMA  
GENERAL FUND-UNAUDITED**

**Monthly Revenue and Expense Report  
FEBRUARY 2026- 66.67% OF FISCAL YEAR LAPSED**

Revenue Type:	This Period	Year-To-Date	Current FY 25-26 Budget	% of Budget YTD
SALES TAX REVENUE (2%)	828,953	6,862,072	10,032,980	68.40%
CITY USE TAX	370,063	2,318,600	2,529,805	91.65%
ALCOHOLIC BEVERAGE TAX	16,908	146,083	218,000	67.01%
TOBACCO EXCISE TAX	11,102	89,847	150,000	59.90%
TELEPHONE FRANCHISE TAX (2%)	40,714	50,920	30,000	169.73%
ELECTRIC FRANCHISE TAX (3%)	108,173	978,507	1,000,000	97.85%
NATURAL GAS FRANCHISE TAX (2%)	8,640	46,901	200,000	23.45%
CABLE TV SERVICE FRANCHISE TAX	0	9,448	70,000	13.50%
VEHICLE TAX	13,241	94,090	140,000	67.21%
GASOLINE EXCISE TAX	0	36,184	35,000	103.38%
LICENSES - All Types	1,123	41,672	51,500	80.92%
PERMITS- All Types	0	160,597	306,000	52.48%
SWIMMING POOL REVENUE	0	34,671	71,100	48.76%
LIBRARY CAFÉ REVENUE	167	1,831	2,500	73.23%
PARKS & REC. FACILITY RENT REV	0	600	10,500	5.71%
CHARGE FOR SERVICES	4,745	26,035	46,000	56.60%
POLICE BONDS & FINES	48,254	311,227	765,000	40.68%
INTEREST EARNED	54,701	365,936	320,902	114.03%
GRANT REVENUES	2,470	94,367	69,862	135.08%
MISCELLANEOUS REVENUES	9,400	210,320	206,203	102.00%
<b>Sub-Total Revenues</b>	<b>1,518,654</b>	<b>11,879,908</b>	<b>16,255,352</b>	<b>73.08%</b>
TRANS FROM EMP INSURANCE 005	0	0	31,200	0.00%
TRSF FROM UTILTY AUTHORITY	350,000	2,800,000	4,200,000	66.67%
	<b>350,000</b>	<b>2,800,000</b>	<b>4,231,200</b>	<b>66.18%</b>
USE OF FUND BALANCE	0	0	3,393,064	
<b>Total Revenues &amp; Other Financing Sources</b>	<b>1,868,654</b>	<b>14,679,908</b>	<b>23,879,616</b>	<b>61.47%</b>
<b>DEPARTMENT EXPENSES:</b>				
	This Period	Year-To-Date	Current FY 25-26 Budget	% of Budget YTD
CITY ADMINISTRATION	59,611	514,664	1,012,595	50.83%
CITY CLERK	11,703	102,926	152,342	67.56%
CITY TREASURER	45,728	389,177	558,320	69.71%
LEGAL SERVICES-ATTORNEY	8,144	55,438	115,996	47.79%
POLICE - LAW ENFORCEME	554,041	4,802,147	7,351,441	65.32%
ANIMAL CONTROL	19,091	173,703	254,946	68.13%
FIRE DEPARTMENT	388,503	3,789,097	5,987,068	63.29%
PARKS & GENERAL SERVICES	71,326	597,269	1,048,811	56.95%
SWIMMING POOL	5,541	108,216	289,266	37.41%
MUNICIPAL COURT	7,943	128,907	172,597	74.69%
COMMUNITY DEVELOPMENT	33,626	368,096	762,643	48.27%
LIBRARY	54,702	481,259	709,721	67.81%
STREET	88,445	855,113	1,800,206	47.50%
ECON. DEV. ADMINISTRATION	6,351	197,439	585,222	33.74%
CIVIL EMERGENCY MGMT.	29,492	241,026	468,110	51.49%
GENERAL GOVERNMENT	106,311	753,097	1,335,949	56.37%
CITY GARAGE	28,438	273,313	411,580	66.41%
SENIOR CITIZENS CENTER	7,597	67,865	120,859	56.15%
<b>Sub-Total Operating Expenditures</b>	<b>1,526,593</b>	<b>13,898,750</b>	<b>23,137,671</b>	<b>60.07%</b>
<b>Other Financing Uses:</b>				
TRSF TO INSURANCE CASH FUND	0	187,140	226,340	82.68%
TRSF TO CAPITAL IMPR. FUND	0	0	59,515	0.00%
TRSF TO DMSC FUND	22,899	183,195	274,793	66.67%
TRSF TO CEMETERY OPERATIONS	4,167	33,333	62,250	53.55%
TRSF TO I.T. SERVICE FUND	14,337	114,698	119,047	96.35%
<b>Sub-Total Transfer out</b>	<b>41,403</b>	<b>518,367</b>	<b>741,945</b>	<b>69.87%</b>
<b>Total Expenditures &amp; Other Financing Sources</b>	<b>1,567,996</b>	<b>14,417,117</b>	<b>23,879,616</b>	<b>60.37%</b>
<b>Net Gain/(Loss)- Excluding Balance Forward</b>	<b>300,657</b>	<b>262,791</b>	<b>0</b>	

**CITY OF DURANT, OKLAHOMA**  
**CAPITAL IMPROVEMENTS FUND-UNAUDITED**

**Monthly Revenue and Expense Report**

**February 28, 2026**

Revenue Type:	This Period	Year-To-Date	Current FY 25-26 Budget
INTEREST EARNED	16,040	159,386	168,000
MISCELLANEOUS REVENUES	66	81,108	81,042
CCPF DONATION	81,400	242,000	300,000
SALE OF PROPERTY	0	0	0
FAA GRANT	0	533,986	469,933
PRIVATE DONATION	70	2,431	2,361
HOMELAND SECURITY GRANT	0	0	0
OPJ-BVP BULLET PROOF VEST	0	12,770	7,154
OWRB LOAN PROCEEDS	0	0	1,938,473
OEM/911 MNGMNT AUTH GRANT	0	0	0
EDA 08-01-05284 WWTP IMP 69%	0	0	0
COUNTY FIRE TAX FUND	0	0	0
<b>SUB-TOTAL REVENUE:</b>	<b>97,577</b>	<b>1,031,680</b>	<b>2,966,963</b>
TRANS FROM GENERAL FUND-(001)	0	0	300
TRANS FROM 1% S.T. REV. FUND-(105)	291,975	1,824,118	2,557,485
TRANS FROM AIRPORT AUTHORITY-(206)			
TRANS FROM BEAUTIFICATION FUND-(008)			
TRANS FROM UTILITY AUTHORITY (405)			
TRANS FROM UA 2020 STRN 210-052	0	1,484,349	3,902,478
TRANS FROM 2020 CWSRF 210-053	0	0	12,670,800
TRANS FROM 2023 CWSRF 210-058	0	0	22,534,500
EQUIPMENT FINANCING	0	465,000	465,000
CONTRIBUTED CAPITAL REVENUE (911 TRSF)			
<b>SUB-TOTAL TRANSFER IN:</b>	<b>291,975</b>	<b>3,773,467</b>	<b>42,130,563</b>
BALANCE FORWARD FROM FY 25(UNAUDITED)	0	0	2,794,353
<b>Total Revenues &amp; Other Financing Sources</b>	<b>389,552</b>	<b>4,805,147</b>	<b>47,891,879</b>

DEPARTMENT EXPENSES:	This Period	Year-To-Date	Current FY 25-26 Budget
005 - POLICE - LAW ENFORCEME	0	166,802	674,385
006 - ANIMAL CONTROL	7,233	86,798	1,159,369
007 - 911 COM CENTER	0	38,231	268,000
008 - FIRE DEPARTMENT	1,480	804,807	886,500
009 - PARKS & GENERAL SERVICES	137,023	332,911	338,042
012 - SWIMMING POOL	10,537	25,032	51,800
014 - COMMUNITY DEVELOPMENT	0	0	27,604
016 - STREET	0	71,550	339,546
018 - CIVIL EMERGENCY MGMT.	0	12,708	107,710
019 - GENERAL GOVERNMENT	36,381	322,669	1,245,369
020 - INFORMATION TECHNOLOGY	0	28,665	32,590
021 - CITY GARAGE	511	142,455	213,500
023 - SENIOR CITIZENS CENTER	0	0	34,000
024 - PUBLIC WORKS ADMIN.	0	67,631	190,000
026 - WATER/SEWER LINE MAINT	0	744,668	2,179,031
027 - WATER TREATMENT PLANT	0	202,967	818,648
028 - WASTEWATER TREATMENT	0	76,532	85,000
029 - COLLECTION-SOLID WASTE	0	196,265	545,000
031 - LAKE DURANT	5,849	153,701	286,502
049 - DISPOSAL- SOLID WASTE	0	0	939,800
065 - EAKER FIELD AIRPORT	0	191,004	366,331
<b>SUB-TOTAL OF DEPT. EXPENDITURES:</b>	<b>199,014</b>	<b>3,665,396</b>	<b>10,788,727</b>
<b>SUB-TOTAL OF TRANSFER EXPENSES:</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSES</b>	<b>199,014</b>	<b>3,665,396</b>	<b>10,788,727</b>
2020 U.S.S.T.R.N EXP.	30,996	1,573,600	3,902,478
2020 CWSFR OWRB EXP.	6,540	32,148	10,666,174
2023 CWSRFWWTP IMPRV.2 EXP	0	0	22,534,500
<b>TOTAL FUND EXPENDITURES</b>	<b>236,550</b>	<b>5,271,144</b>	<b>47,891,879</b>

<b>Net Gain/(Loss)- Excluding Balance Forward</b>	<b>153,001</b>	<b>(465,996)</b>	<b>0</b>
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**CITY OF DURANT, OKLAHOMA**  
**DURANT CITY UTILITY AUTHORITY-UNAUDITED**

**Monthly Revenue and Expense Report**  
**FEBRUARY 28, 2026- 66.67% OF FISCAL YEAR LAPSED**

Revenue Type:	This Period	Year-To-Date	Current FY 25-26 Budget	% of Budget YTD
LK DURANT- PERMITS, LEASES, ETC	50	6,820	15,000	45.47%
LABORATORY TEST PERFOUMED	1,224	11,196	20,000	55.98%
WATER SERVICE - CITY-WIDE	306,302	2,615,375	4,000,000	65.38%
WATER SALES - RW DIST. #2	3,034	88,021	84,500	104.17%
WATER SALES - RW DIST. #5	80,935	767,490	1,100,000	69.77%
SEWER SERVICES FEES	288,754	2,229,291	3,500,000	63.69%
SEWER EXCESSIVE STRENGTH FEES	0	1,129	150,000	0.75%
SANITATION SERVICE FEES	301,965	2,418,030	3,800,000	63.63%
SANITATION - ROLL OFF BINS REVENUE	46,520	424,527	700,000	60.65%
SANITATION - COMPACTOR REVENUE	21,929	297,966	580,000	51.37%
SANITATION - ROLL OFF DUMPED PERMIT	8,640	69,030	35,000	197.23%
LANDFILL GATE FEES(EXCLUDING XFER ST.)	48,467	362,528	187,000	193.87%
TRANSFER STATION FEES REVENUE	22,478	187,082	240,000	77.95%
INTEREST EARNED	25,271	230,804	173,800	132.80%
AGRI. LEASE REVENUE	0	0	4,500	0.00%
LATE PAYMENT PENALTIES	8,642	67,429	120,000	56.19%
NON PAYMENT FEE	10,111	66,485	100,000	66.48%
BAD DEBT COLLECT FEES REVENUE	300	2,022	5,000	40.45%
WATER TOWER LEASE	6,830	56,437	90,000	62.71%
DCUA SERVICE INITIATION FEE	2,550	23,430	33,000	71.00%
TAP FEES: WATER & SEWER	13,754	117,900	220,000	53.59%
RECYCLABLE PRODUCTS SW DIST.	2,781	7,077	15,000	47.18%
INTEREST EARNING IN 2007 USSTRN PROJ. ACCT	688	3,932	2,500	157.26%
MISCELLANEOUS REVENUES	3,122	34,426	23,499	146.50%
2020 AIRPORT TANK PRINCIPAL PYMNT	0	21,517	21,517	100.00%
2020 AIRPORT TANK INTEREST PAYMNT	0	561	561	100.00%
TRANS FROM EMP. INSURANCE -(005)	0	0	20,800	0.00%
TRANSF FROM GENERAL FUND -(001)	0	0	724,960	0.00%
<b>SUB-TOTAL REVENUE:</b>	<b>1,204,345</b>	<b>10,110,505</b>	<b>15,966,637</b>	<b>63.32%</b>
USE OF FUND BALANCE	0	0	975,040	
<b>Total Revenues &amp; Other Financing Sources</b>	<b>1,204,345</b>	<b>10,110,505</b>	<b>16,941,677</b>	<b>63.32%</b>

DEPARTMENT EXPENSES:	This Period	Year-To-Date	Current FY 25-26 Budget	% of Budget YTD
024 - PUBLIC WORKS ADMIN.	36,225	325,739	564,427	57.71%
025 - UTILITY BILLING OFFICE	51,592	523,155	762,040	68.65%
026 - WATER/SEWER LINE MAINT	84,717	843,416	1,551,773	54.35%
027 - WATER TREATMENT PLANT	98,819	900,011	1,907,405	47.19%
028 - WASTEWATER TREATMENT	69,756	862,943	1,462,016	59.02%
029 - COLLECTION-SOLID WASTE	120,225	1,002,552	1,458,348	68.75%
030 - UTILITY GENERAL ADM.	268,543	495,904	766,182	64.72%
031 - LAKE DURANT	4,276	38,563	69,700	55.33%
049 - DISPOSAL- SOLID WASTE	120,500	1,046,460	2,036,732	51.38%
<b>SUB-TOTAL OPERATING EXPENSES:</b>	<b>854,653</b>	<b>6,038,743</b>	<b>10,578,623</b>	<b>57.08%</b>

TRSF TO INSURANCE CASH FUND	0	351,554	351,554	100.00%
TRANSFER TO GENERAL FUND	350,000	2,800,000	4,200,000	66.67%
TRANSFER TO DCUA SINKING FUND	3,458	27,667	41,500	66.67%
<b>SUB-TOTAL TRANSFER EXPENSES</b>	<b>353,458</b>	<b>3,179,221</b>	<b>4,593,054</b>	<b>69.22%</b>

<b>RESERVE</b>				
CONTINGENCY RESERVE			870,000	
RESERVE FOR LF CLOSE/PS COST			900,000	
<b>SUB-TOTAL OF RESERVE:</b>	<b>0</b>	<b>0</b>	<b>1,770,000</b>	<b>0.00%</b>

<b>DCUA FUND EXPENSES &amp; TRANSFER TOTALS:</b>	<b>353,458</b>	<b>3,179,221</b>	<b>6,363,054</b>	
<b>TOTAL DCUA EXPENSES</b>	<b>1,208,111</b>	<b>9,217,964</b>	<b>16,941,677</b>	<b>54.41%</b>

<b>Net Gain/(Loss)- Excluding Balance Forward</b>	<b>(3,765)</b>	<b>892,541</b>	<b>0</b>	
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**City of Durant, Oklahoma**  
**4.375% Sales Tax Revenue Breakdown**

**Current Month Sales Tax Revenue Detail**

2% General Operations	\$792,576.86
1% Capital Improvements (effective 1978, rev. 1999)	\$396,288.43
1/2% Sales Tax Rev. (effective 10/1/24)	\$198,144.21
1/4% Economic Development (effective 1/1/04)	\$99,072.11
5/8% DISD Improvements (effective 7/1/08)	\$247,680.27
<b>Total Sales Tax Rev. Mar. 2026@ 4-3/8%</b>	<b>\$1,733,761.88</b>

## City of Durant, Oklahoma Ten-Year History Report - 1% Sales Tax Revenue

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	% Change	Single Month Period
July	\$282,117	\$313,058	\$329,525	331,058	376,455	411,465	429,866	428,333	415,327	407,916	-1.78%	May/June
August	\$314,889	\$329,217	\$323,680	343,378	371,268	405,522	436,588	445,870	432,991	432,812	-0.04%	June/July
September	\$292,744	\$298,291	\$309,656	340,005	375,103	396,622	406,801	426,408	424,939	438,872	3.28%	July / Aug.
October	\$295,814	\$313,960	\$305,445	329,146	359,331	394,840	423,692	440,473	427,244	417,662	-2.24%	Aug. / Sept.
November	\$305,225	\$317,104	\$292,323	322,363	360,649	383,784	417,467	415,755	380,235	437,763	15.13%	Sept. / Oct.
December	\$282,558	\$287,917	\$302,025	336,928	342,145	389,101	411,863	415,785	463,979	423,217	-8.79%	Oct. / Nov.
January	\$316,625	\$319,265	\$319,947	331,582	348,969	399,365	411,980	417,692	411,939	458,318	11.26%	Nov. / Dec.
February	\$304,006	\$314,369	\$300,025	340,113	351,684	430,326	422,394	419,238	409,636	414,477	1.18%	Dec. / Jan.
March	\$278,891	\$281,267	\$275,318	295,098	347,403	350,947	381,905	377,515	400,450	396,288	-1.04%	Jan. / Feb.
April	\$305,276	\$313,062	\$299,350	328,110	333,643	403,097	406,036	380,313	395,280			Feb. / March
May	\$317,742	\$325,558	\$332,701	331,431	439,672	411,741	446,047	434,804	402,989			March / April.
June	\$298,475	\$286,097	\$318,281	\$332,952	\$428,168	\$403,495	\$413,350	\$399,706	\$407,252			April. / May
<b>Total</b>	<b>\$3,594,364</b>	<b>\$3,699,166</b>	<b>\$3,708,275</b>	<b>\$3,962,165</b>	<b>\$4,434,490</b>	<b>\$4,780,305</b>	<b>\$5,007,988</b>	<b>\$5,001,891</b>	<b>\$4,972,261</b>	<b>\$3,827,325</b>		8,868,979.72
<b>FY Monthly Average</b>	<b>\$299,530</b>	<b>\$308,264</b>	<b>\$309,023</b>	<b>\$330,180</b>	<b>\$369,541</b>	<b>\$398,359</b>	<b>\$417,332</b>	<b>\$416,824</b>	<b>\$414,355</b>	<b>\$425,258</b>		
<b>% change from prior yr.</b>	<b>4.77%</b>	<b>2.92%</b>	<b>0.25%</b>	<b>6.85%</b>	<b>11.92%</b>	<b>7.80%</b>	<b>4.76%</b>	<b>-0.12%</b>	<b>-0.59%</b>	<b>1.03%</b>		
<b>\$ change from prior yr.</b>	<b>\$163,515</b>	<b>\$104,802</b>	<b>\$9,109</b>	<b>\$253,889</b>	<b>391,781</b>	<b>345,815</b>	<b>227,683</b>	<b>(6,096)</b>	<b>(29,630)</b>	<b>78,380</b>		

### Current Month Sales Tax Revenue Detail

2% General Operations	\$792,576.86	
1% Capital Improvements (effective 10/1/20)	\$396,288.43	
1/2% Sales Tax Rev. (effective 10/1/20)	\$198,144.21	
1/4% Economic Development (effective 10/1/20)	\$99,072.11	Use Tax
5/8% DISD Improvements (effective 10/1/20)	\$247,680.27	\$41,479.77
<b>Total Sales Tax Rev. Mar. 2026 @</b>	<b>\$1,733,761.88</b>	<b>\$289,160.04</b>

\* Per Ordinance #1589, Durant City Sales Tax Rate Increased from 3.75% to 4-3/8% (4.375%)

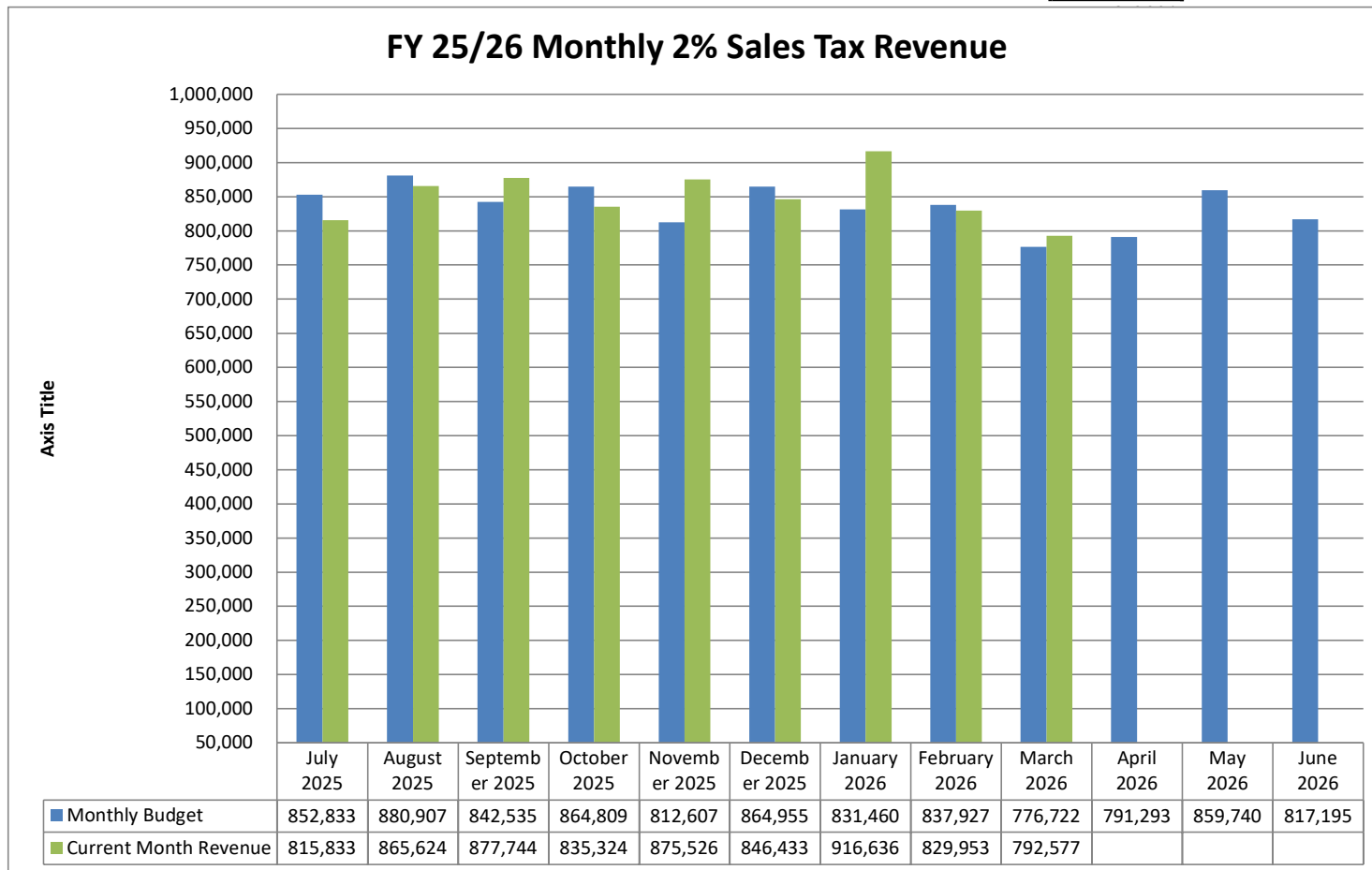
### 1% Sales Tax - Current Annual Growth

Previous 12 - Month Period	Current 12 - Month Period	% Change
\$4,981,563	\$5,032,846	1.03%

# FY 25/26 2% Sales Tax Revenue Information

75.00%

	Monthly Budget	Current Month Revenue	Y-T-D Revenue	% of Budget	FY25/26 Budget	Monthly Budget Over/Under
July 2025	852,833	815,833	815,833.00	8.13%	8.50%	(36,999.53)
August 2025	880,907	865,624	1,681,456.87	16.76%	17.28%	(15,283.29)
September 2025	842,535	877,744	2,559,200.89	25.51%	25.68%	35,209.49
October 2025	864,809	835,324	3,394,524.91	33.83%	0.3430	(29,484.51)
November 2025	812,607	875,526	4,270,050.52	42.56%	42.40%	62,918.93
December 2025	864,955	846,433	5,116,483.52	51.00%	51.02%	(18,521.57)
January 2026	831,460	916,636	6,033,119.19	60.13%	59.31%	85,175.38
February 2026	837,927	829,953	6,863,072.63	68.41%	67.66%	(7,973.72)
March 2026	776,722	792,577	7,655,649.49	76.30%	75.40%	15,855.26
April 2026	791,293			0.00%	83.29%	
May 2026	859,740			0.00%	91.85%	
June 2026	817,195			0.00%	100.00%	
	10,032,980.00	7,655,649.49				90,896.44

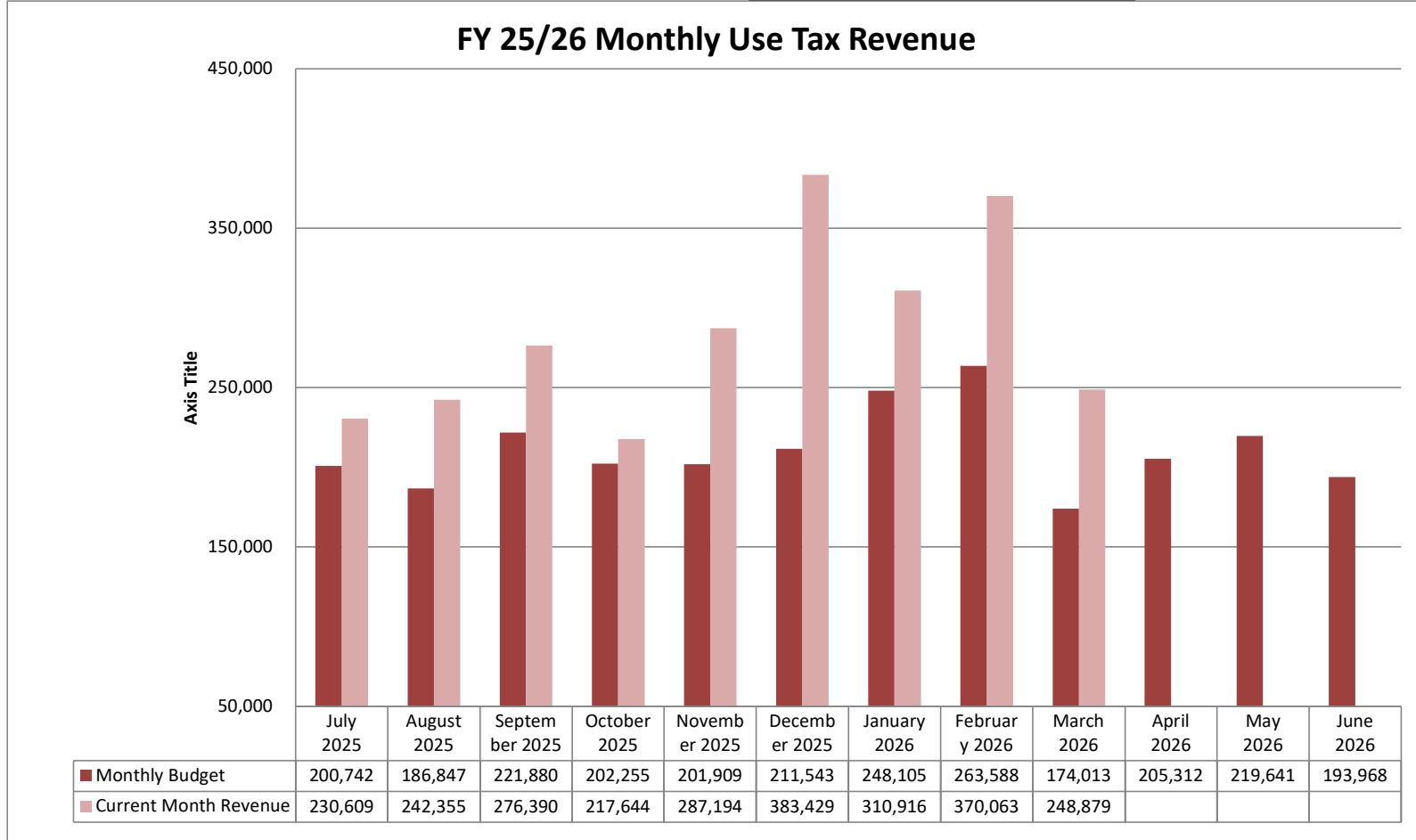


# FY 25/26 Use Tax Revenue Information

75.00%

	Monthly Budget	Current Month Revenue	Y-T-D Revenue	% of Budget FY25/26	Budget	Monthly Budget Over/Under
July 2025	200,742	230,609	230,608.63	9.12%	7.94%	29,866.75
August 2025	186,847	242,355	472,963.30	18.70%	15.32%	55,507.31
September 2025	221,880	276,390	749,353.04	29.62%	24.09%	54,509.57
October 2025	202,255	217,644	966,997.41	38.22%	32.09%	15,389.83
November 2025	201,909	287,194	1,254,191.24	49.58%	40.07%	85,284.36
December 2025	211,543	383,429	1,637,620.67	64.73%	48.43%	171,886.41
January 2026	248,105	310,916	1,948,537.06	77.02%	58.24%	62,811.03
February 2026	263,588	370,063	2,318,600.35	91.65%	68.66%	106,475.34
March 2026	174,013	248,879	2,567,478.94	101.49%	75.53%	74,865.19
April 2026	205,312		2,567,478.94	101.49%	83.65%	
May 2026	219,641		2,567,478.94	101.49%	92.33%	
June 2026	193,968		2,567,478.94	101.49%	100.00%	
	<b>2,529,805.00</b>	<b>2,567,478.94</b>				<b>656,595.79</b>

Total \$ ovr Budget Sales d \$747,492.23 for GF





# The City of Durant

[AGENDA\_ITEM\_DEPARTMENT]

## Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:**  
**Re:** Administration

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**Council Information / Action Requested**

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

**ATTACHMENTS:**



# The City of Durant

## [AGENDA\_ITEM\_DEPARTMENT]

### Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Denis Godfrey, Airport Director  
**Re:** Consider Approval of Proposal for KSA Professional Engineering Services for Durant Regional Airport South Development Hangars Project in the Amount of \$171,260.00

---

The Durant Airport Authority met in a special called session on April 7, 2026 and voted unanimously (4-0) in favor of approving the proposal for KSA Professional Engineering Services for Durant Regional Airport South Development Hangars Project in the amount of \$171,260.00. Staff recommends approval.

#### **Council Information / Action Requested**

Approval of Proposal for KSA Professional Engineering Services for Durant Regional Airport South Development Hangars Project in the Amount of \$171,260.00

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

#### **ATTACHMENTS:**

1. South Development Area Hangars - Professional Services Contract

TASK ORDER FORM

This is Task Order No. 105032,  
consisting of 7 pages,  
dated \_\_\_\_\_.

**KSA Project Number: 105032**  
**Owner Project (or Purchase Order) Number:**  
**Project Name: DUA - South Development Area Hangars**

---

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated April 13, 2021 ("Agreement"), Owner and Engineer agree as follows:

**1. Specific Project Data**

- A. Owner: City of Durant
- B. Title: DUA - South Development Area Hangars
- C. Description: This proposal is for design and bidding of two box hangars, approximately 75'x75' each, required approach pavement apron, access roadway and hangar vehicle parking, and utility extensions and connections. This proposal also includes grant administration related to the design of the project.
- D. Number of Construction Contracts: 1

**2. Services of Engineer**

- A. Provide the Basic services in Exhibit A – Schedule of Engineer’s Services as outlined below:
  - a. *Management of Engineering Services:*  
See Attached Exhibit A.
  - b. *Study and Report Phase:*  
Not Included.
  - c. *Preliminary Design Phase:*  
See Attached Exhibit A.
  - d. *Final Design Phase:*  
See Attached Exhibit A.
  - e. *Bidding or Negotiating Phase:*  
See Attached Exhibit A.
  - f. *Construction Phase:*  
Not Included.
  - g. *Commissioning Phase (or Operational Phase):*  
Not Included.

B. Additional Services of ENGINEER: As noted below, the ENGINEER is hereby authorized to perform the following additional services as outlined in Exhibit A – Paragraphs 2.01 and 2.02:

Included	Excluded		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	a.	Design Survey
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.	Grant or Loan Application
<input type="checkbox"/>	<input checked="" type="checkbox"/>	c.	Storm Water Pollution Prevention Plan
<input type="checkbox"/>	<input checked="" type="checkbox"/>	d.	Environmental Assessment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	e.	Environmental Information Document
<input type="checkbox"/>	<input checked="" type="checkbox"/>	f.	Resident Project Representative Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	g.	Construction Survey (Baselines and Benchmarks)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	h.	Geotechnical Investigation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	i.	Materials Testing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	j.	Analytical Testing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	k.	Reimbursable Expenses (Mileage, Printing, Postage & etc.)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	l.	Easement or Boundary Surveys
<input type="checkbox"/>	<input checked="" type="checkbox"/>	m.	Easement or Boundary Descriptions
<input type="checkbox"/>	<input checked="" type="checkbox"/>	n.	Land Acquisition Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	o.	TxDOT Utility Installation Request Applications
<input type="checkbox"/>	<input checked="" type="checkbox"/>	p.	Operation and Maintenance Manual
<input type="checkbox"/>	<input checked="" type="checkbox"/>	q.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	r.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	s.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	t.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	u.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	v.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	w.	Other:



A. Terms of Payment are set forth in Article 4 of the Main Agreement.

B. Owner shall pay Engineer for services rendered as follows:

Work Task	Study & Report Phase	Preliminary Design Phase	Final Design Phase	Bidding Phase	Construction Phase (See Note Two)	Grant Administration Phase	Total	Payment Method (See Note 1)
Basic Services		\$65,540.00	\$76,270.00	\$19,770.00		\$9,680.00	\$171,260.00	<b>Lump Sum</b>
<b>Subtotal</b>		\$65,540.00	\$76,270.00	\$19,770.00		\$9,680.00	\$171,260.00	

								<b>Hourly Rate and Reimbursable Expenses</b>
<b>Subtotal</b>		\$65,540.00	\$76,270.00	\$19,770.00		\$9,680.00	\$171,260.00	
<b>Total</b>		\$65,540.00	\$76,270.00	\$19,770.00		\$9,680.00	\$171,260.00	

Notes:

<sup>1</sup> Payment Method: Fees shown for services to be provided on the basis of Hourly Rates and Reimbursable Expenses as shown in Par. 7 of this Task Order are estimated only and are not considered lump sum or not-to-exceed values.

<sup>2</sup> Construction Phase Basic Service assumes a construction period of N/A consecutive calendar days. ENGINEER's work on this phase beyond the construction period as stated above will be billed at hourly rates.

**6. Exhibits and Attachments:**

A. Exhibit A to Task Order – Engineer’s Services under Task Order.

## 7. Hourly Rates and Reimbursable Expenses Schedule

Rates for hourly work and reimbursable expenses effective on the date of this Agreement are:

Principal	\$300.00/hour
Senior Aviation Planner	\$225.00/hour
Aviation Planner	\$185.00/hour
Electrical Engineer	\$195.00/hour
Electrical Design Engineer	\$160.00/hour
Senior Project Manager	\$240.00/hour
Project Manager	\$195.00/hour
Senior Project Engineer	\$185.00/hour
Project Engineer	\$160.00/hour
Senior Design Engineer	\$155.00/hour
Design Engineer	\$130.00/hour
Senior Project Architect	\$240.00/hour
Project Architect	\$145.00/hour
Design Architect	\$105.00/hour
Senior Engineering Technician	\$210.00/hour
Engineering Technician	\$115.00/hour
Senior Design Technician	\$135.00/hour
Design Technician	\$ 95.00/hour
Project Assistant	\$125.00/hour
Senior CAD Technician	\$100.00/hour
CAD Technician	\$ 90.00/hour
Senior Project Representative	\$120.00/hour
Project Representative	\$105.00/hour
Graphic Designer	\$ 80.00/hour
Grant Administrator	\$135.00/hour
Administrative Assistant	\$ 95.00/hour
Secretary	\$ 60.00/hour
Three-Man Survey Crew	\$210.00/hour
Two-Man Survey Crew	\$180.00/hour
Senior Registered Surveyor	\$180.00/hour
Registered Surveyor	\$155.00/hour
Senior Survey Technician	\$120.00/hour
Survey Technician	\$100.00/hour
Mileage	\$ 0.66/mile
ATV (4-Wheeler)	\$100.00/day
GPS	\$100.00/day
Reimbursable Expenses (Travel, Lodging, Copies, Printing)	Actual Cost
Outside Consultants	Cost + 15%

**NOTE: The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually to reflect equitable changes in the compensation payable to Engineer.**

8. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_.

OWNER: City of Durant

ENGINEER: KSA Engineers, Inc.

By: \_\_\_\_\_

By:  \_\_\_\_\_

Name: Martin Tucker

Name: Mitchell L. Fortner

Title: Mayor

Title: Managing Principal

Date Signed: \_\_\_\_\_

Date Signed: 4/2/2026

Engineer License or Firm's  
Certificate No. 2175

State of: Oklahoma

DESIGNATED REPRESENTATIVE FOR  
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK  
ORDER:

Name: Denis Godfrey

Name: Adam Marsh, PE

Title: Director

Title: Associate Vice President

Address: PO Box 578

Address: 2720 Washington Drive

Durant, OK 74702

Suite 120

Norman, OK 73069

E-Mail Address: dgodfrey@durant.org

E-Mail Address: amarsh@ksaeng.com

Phone: 580.920.0574

Phone: 405.233.3676

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_



a Pape-Dawson company

2720 Washington Dr., Suite 120  
Norman, OK 73069  
405.233.3676

March 31, 2026

Denis Godfrey  
Airport Director – Durant Regional Airport  
10 Waldron Rd  
Durant, OK 74701

via email only

**Re: *Durant Regional Airport (DUA)  
South Development Hangars Project  
Proposal for Professional Engineering Services***

Mr. Godfrey:

KSA Engineers, a Pape-Dawson Company (KSA) is pleased to present this letter to serve as our proposal to provide engineering services associated with the above referenced project. The following is a general description of the project scope of work to be performed under this proposal. KSA understands that the Oklahoma Department of Aerospace & Aeronautics (ODAA), the FAA, and the Durant Regional Airport (Airport) intend to construct the following improvements at the Durant Regional Airport (DUA):

1. Two Box Hangars approximately 75' x 75'
2. Required approach apron pavement
3. Access roadway and hangar parking
4. Utility extensions/connections

### **Scope of Services**

KSA proposes to provide the services outlined below and in the attached Manhour Projection. This includes work described for Preliminary Design Phase, Final Design Phase, and the Bidding Phase. All travel for Prime Consultant will be from KSA's Norman, Oklahoma Office.

#### **1. Grant Administration and Project Initiation:**

During the Grant Administration and Project Initiation Phase, KSA will:

- Coordinate with the Airport/City/FAA/ODAA.
- Prepare FAA required grant schedule.
- Prepare FAA grant application.
- Prepare FAA grant Request for Reimbursements (RFRs).
- Prepare FAA grant closeout.

#### **2. Preliminary Design Phase:**

During the Preliminary Design Phase, KSA will:

- Attend the Pre-Design Conference Call.
- Review previous design documents for the area.
- Prepare Preliminary hangar and site layout for Owner review.
- Review and update preliminary drainage calculations.
- Coordinate with Durant Regional Airport, the FAA, and the ODAA. Includes communication/coordination with all parties, updates on project status, and document maintenance.
- Preparation of CATEX documentation. Includes agency coordination, preparation of the draft CATEX, submittal of draft CATEX to the FAA for review, reviewing and addressing FAA comments, facilitation of additional investigation, submittal of final CATEX, and final approval coordination.
- Prepare Preliminary Front End Contract Documents, as either published by the Engineer's Joint Contract

- Documents Committee (EJCDC), or Local, State, and Federal requirements.
- Prepare Preliminary Design Technical Specifications.
- Prepare Preliminary Opinion of Probable Construction Costs (OPCC).
- Prepare the Preliminary Design Plan Sheets as listed within the Manhour Projection.
- Prepare preliminary hangar performance specification and elevations.
- Perform Internal Quality Control Reviews.
- Attend Preliminary Design Review Meeting via Teams.
- Prepare Agenda and Distribute Meeting Minutes.
- Perform Internal Project Management. Includes internal project and contract administration with Design Team, maintaining records and preparing documents for owner's use in reimbursement requests.

### **3. Final Design Phase:**

During the Final Design Phase, KSA will:

- Modify the Preliminary Design Phase Documents based upon Preliminary Review Meeting Comments.
- Coordinate with the Electrical Engineering for final design.
- Prepare the Final Design Plans as listed within the Manhour Projection.
- Perform final drainage calculations, as required for drainage pipe installation or replacement.
- Coordinate with Durant Regional Airport, the FAA, the ODAA. Includes communication/coordination with all parties, updates on project status, monthly progress reports, and document maintenance.
- Prepare Final Front End Contract Documents, as either published by the Engineer's Joint Contract Documents Committee (EJCDC), or Local, State, and Federal requirements.
- Prepare Final Design Technical Specifications.
- Prepare final hangar performance specification and elevations.
- Prepare Final Opinion of Probable Construction Costs (OPCC).
- Prepare Construction Safety Phasing Plan (CSPP) and submit via OE/AAA portal.
- Prepare and Submit Airspace documentation via OE/AAA portal.
- Prepare Construction Management Plan.
- Perform Internal Quality Control Reviews.
- Attend Final Design Review Meeting in Durant, Oklahoma (Sr. Project Manager On-Site).
- Modify Documents per Final Design Review Meeting.
- Submit Sealed Bid Documents.
- Perform Internal Project Management. Includes internal project and contract administration with Design Team, maintaining records and preparing documents for owner's use in reimbursement requests.

### **4. Bidding Phase:**

During the Bidding Phase, KSA will:

- Assist Owner in Advertising project.
- Upload to and Maintain Documentation in CivCast. Includes design documents and addenda.
- Prepare Addenda based on input received from Contractors. This proposal assumes one addenda.
- Conduct a Pre-Bid Conference on Site (Sr. Project Manager On-Site).
- Answer Contractor Questions.
- Conduct the Bid Opening in Person in Durant, Oklahoma (Sr. Project Manager On-Site).
- Generate FAA and ODAA Construction Grant applications. Perform FAA and ODAA Construction Grant application coordination with the City/Airport and assist with the execution of documents.
- Review Received Bid Documents and Bidder's qualifications. Prepare Bid Tabulation and Recommendation Letter for Award of Contract.
- Assist in preparation of construction contracts.

### **5. Deliverables**

All deliverables will be provided electronically. The following hard copy deliverables will be provided if requested:

Final Design Phase

- 1 – Construction Safety Phasing Plan (digital PDF)
- 1 – Half Size Sealed Plan Sets (digital PDF)
- 1 – Sealed Specification Books (digital PDF)

Bidding Phase

- 1 – Signed Construction Contracts (digital PDF)

**6. Construction Administration Phase:**

During the Construction Administration Phase, KSA will:

- Assist Owner in Advertising project.
- Upload to and Maintain Documentation in CivCast. Includes design documents and addenda.
- Prepare Addenda based on input received from Contractors. This proposal assumes one addenda.
- Conduct a Pre-Bid Conference on Site (Sr. Project Manager On-Site).

We have not included an estimated fee in this proposal for Construction Administration, Closeout, Resident Project Representative Services, or Construction Materials Acceptance Testing. We understand that the agreement for those services will be established after the plans are completed and prior to construction.

Assumptions

1. Hangar design will only include preliminary elevations. Selected contractor will be required to provide engineered building and foundation design.
2. Existing airfield pavement rehabilitation is not required.
3. Pavement strengthening will not be required.
4. Concrete will be utilized for all areas of pavement construction.
5. Project will be designed as a single set of Construction Documents and will be constructed as one construction project.

Exclusions

1. Extensive full depth pavement repair.
2. Significant Grading beyond the project area.
3. Airfield electrical work, outside of the Project Scope as described above.
4. Replacement of drainage structures outside of the project limits.
5. SWPPP - Notice of Intent.
6. Environmental Assessment (EA), outside of the described CATEX above.

Compensation

The lump sum fees associated with the proposed professional engineering services is as shown below.

<b>Grant Administration and Project Initiation</b>	<b>\$ 9,680 (Lump Sum)</b>
<b>Preliminary Design Phase</b>	<b>\$ 65,540 (Lump Sum)</b>
<b>Final Design Phase</b>	<b>\$ 76,270 (Lump Sum)</b>
<b>Bidding Phase</b>	<b>\$ 19,770 (Lump Sum)</b>
<b><u>TOTAL</u></b>	<b><u>\$ 171,260 (Lump Sum)</u></b>

A Man-hour Projection and Fee Calculation for Professional Engineering Services is attached to this proposal.

**Schedule**

We propose to perform the Preliminary and Final Design Phases in accordance with the schedule as shown below.

<b>Preliminary Design Phase</b>	8 Weeks from Notice to Proceed*
<b>Final Design Phase</b>	8 Weeks from Previous Phase Completion*
<b>Bidding Phase*</b>	6 Weeks**

\*An interim submittal of plans will be made approximately 8 weeks into the preliminary and 6 weeks final design phases. Review time for these submittals is not included in the above schedule.

\*\*The Bidding Phase is estimated to take place immediately after Final Design Phase is completed, but KSA understands that due to Federal Funding, bidding will need to be coordinated with the FAA. KSA will work with all parties to the extent possible to ensure bids are in hand to meet all Federal Grant Deadlines.

**Proposal Acceptance**

KSA understands that upon completion of the fee negotiation, a contract will be offered that takes the project through the bidding phase of the project. KSA appreciates the opportunity to provide professional services for the City of Durant and the Durant Regional Airport (DUA). If you have any questions, please do not hesitate to call.

Sincerely,

**KSA**



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Adam Marsh, P.E.  
Associate Vice President

Attachments:    - Man-Hour Projection and Fee Calculation  
                      - Schedule of Hourly Fees 2026

**Attachment B - Man-Hour Calculation**

CLIENT: Durant Regional Airport  
 PROJECT: DUA South Development Area Hangars  
 KSA NO.: 105032  
 DATE: 3/31/2026



**PROJECTED MAN-HOURS**

Item No.	Task Description	Project Principal	Sr. Project Manager	Project Manager	Engineer IV	Engineer I	Senior Aviation Planner	Sr. Electrical Engineer	Grant Administrator	Engineering Technician	Mileage & Expenses	Phase Totals
<b>Grant Administration and Project Initiation</b>												
	Coordination with Airport/City/FAA/ODAA		4	2			2					
	Prepare Grant Schedule		1									
	Prepare Grant Application - FAA		1						8			
	Prepare RFRs		1	2					8			
	Prepare Grant Closeout - FAA		2	4		4			8			
<b>Subtotal</b>	Subtotal Projected Man-hours:	0	9	8	0	4	2	0	24	0		
	Hourly Rate:	\$ 380.00	\$ 320.00	\$ 230.00	\$ 180.00	\$ 140.00	\$ 280.00	\$ 320.00	\$ 160.00	\$ 190.00		
	Subtotal Estimated Cost:	\$ -	\$ 2,880.00	\$ 1,840.00	\$ -	\$ 560.00	\$ 560.00	\$ -	\$ 3,840.00	\$ -	\$ -	\$ 9,680.00
<b>Preliminary Design Services</b>												
	Attend Pre-Design Conference Call (Via Teams)		2	2			2					
	Review Previous Design Documents	1	8	16			4					
	Prepare Preliminary Hangar and Site Layout(s)		2	4			6					
	Project Administration and Coordination		8	2			4					
	Prepare CATEX Request (Simple Memo)		4									
	Prepare Preliminary Front End Documents					16						
	Prepare Preliminary Design Technical Specifications		4	12	12	24		4				
	Prepare Preliminary Opinion of Probable Construction Cost		1	2		8						
	Base File Work			2	8					8		
	Prepare Preliminary Site Layout		2	4			2					
	Cover Sheet				1	1				1		
	General Notes				1	2				2		
	CSPP with Notes & Schedule			1	2	4				4		
	Site Civil with Survey Control		2	4						1		
	Grading & Drainage Layouts					6				6		
	Roadway & Parking Layout					2				2		
	Utilities		2	4	4							
	Water Lines - Domestic and Fire					2				2		
	Sewer Main Extension/Connection					2				2		
	Electrical / Communications Utilities			4		2		12		2		
	Paving (Roadway, Parking and Apron)		2	4						4		
	Details			2	2	4				4		
	Hangar Elevations		1	3	2					4		
	Perform Internal Quality Control Reviews	2	4									
	Preliminary Design Review with Owner (Via Teams)		2	2			2					
<b>Subtotal</b>	Subtotal Projected Man-hours:	3	44	68	32	73	20	16	0	42		
	Hourly Rate:	\$ 380.00	\$ 320.00	\$ 230.00	\$ 180.00	\$ 140.00	\$ 280.00	\$ 320.00	\$ 160.00	\$ 190.00		
	Subtotal Estimated Cost:	\$ 1,140.00	\$ 14,080.00	\$ 15,640.00	\$ 5,760.00	\$ 10,220.00	\$ 5,600.00	\$ 5,120.00	\$ -	\$ 7,980.00	\$ -	\$ 65,540.00
<b>Final Design Services</b>												
	Project Administration and Coordination	2	6	8				4				
	Coordinate with Utility Owners		2	4				4				
	Project Layout Review Meeting (Via Phone)		3	3					2			
	Pavement Design (Roadway, Parking and Sidewalk)			3								
	Base File Updates			2						2		

**Attachment B - Man-Hour Calculation**

CLIENT: Durant Regional Airport  
 PROJECT: DUA South Development Area Hangars  
 KSA NO.: 105032  
 DATE: 3/31/2026



**PROJECTED MAN-HOURS**

Item No.	Task Description	Project Principal	Sr. Project Manager	Project Manager	Engineer IV	Engineer I	Senior Aviation Planner	Sr. Electrical Engineer	Grant Administrator	Engineering Technician	Mileage & Expenses	Phase Totals
	Prepare Final Design Plans		2	4			2					
	Cover Sheet				1					1		
	General Notes			1	2					1		
	CSPP with Notes, OE/AAA Upload & CATEX			2	4	8				6		
	Site Civil with Survey Control			2								
	Grading & Drainage		1	4	4	4				8		
	Roadway & Parking Layout		1	4	4	4				8		
	Utilities											
	Water Lines - Domestic and Fire		4	8	2	2				8		
	Sewer Main Extension/Connection			1	2	2				8		
	Electrical / Communications Utilities			1	2	2		16		8		
	Paving (Roadway, Parking and Apron)			4	4	4				12		
	Details			1	2	4				8		
	Final Hangar Elevations			2	2					4		
	Final Plan Review (At Airport)		8	4			2				\$ 250.00	
	Prepare Final Front End Documents / Non-Technical Specs		1	2	4	4			4			
	Prepare Final Technical Specs		2	4	12	12		8				
	Prepare Final OPCC		1	2	2	4		4		2		
	QA/QC Plans and Specs	2	4	4			2	2				
	Produce Sealed Bid Set		1	2				2	2	4		
	<b>Subtotal</b>											
	Subtotal Projected Man-hours:	4	36	72	47	50	6	40	8	80		
	Hourly Rate:	\$ 380.00	\$ 320.00	\$ 230.00	\$ 180.00	\$ 140.00	\$ 280.00	\$ 320.00	\$ 160.00	\$ 190.00		
	Subtotal Estimated Cost:	\$ 1,520.00	\$ 11,520.00	\$ 16,560.00	\$ 8,460.00	\$ 7,000.00	\$ 1,680.00	\$ 12,800.00	\$ 1,280.00	\$ 15,200.00	\$ 250.00	\$ 76,270.00
	<b>Bidding Phase Services</b>											
	Online Planroom Maintenance			2	4				6			
	Conduct Pre-Bid Conference & Minutes		8	1		4					\$ 250.00	
	Answer Bidder Questions & Prepare Addendum (1 Estimated)		2	6	2	4		4		4		
	Attend Bid Opening		8								\$ 250.00	
	Prepare Bid Tabulation		0.5	2					2			
	Evaluate Submitted Bid Proposals & References		0.5	2		2						
	Prepare Award Recommendation		0.5	2					2			
	Coordinate with Low Bidder for Const. Contract Docs		0.5	2					2			
	Assist in Preparation of Construction Contracts		1	4					8			
	<b>Subtotal</b>											
	Subtotal Projected Man-hours:	0	21	21	6	10	0	4	20	4		
	Hourly Rate:	\$ 380.00	\$ 320.00	\$ 230.00	\$ 180.00	\$ 140.00	\$ 280.00	\$ 320.00	\$ 160.00	\$ 190.00		
	Subtotal Estimated Cost:	\$ -	\$ 6,720.00	\$ 4,830.00	\$ 1,080.00	\$ 1,400.00	\$ -	\$ 1,280.00	\$ 3,200.00	\$ 760.00	\$ 500.00	\$ 19,770.00
	<b>Total Project</b>											
	Total Projected Man-hours:	7	110	169	85	137	28	60	52	126		
	Hourly Rate:	\$ 380.00	\$ 320.00	\$ 230.00	\$ 180.00	\$ 140.00	\$ 280.00	\$ 320.00	\$ 160.00	\$ 190.00		
	Total Estimated Cost:	\$ 2,660.00	\$ 35,200.00	\$ 38,870.00	\$ 15,300.00	\$ 19,180.00	\$ 7,840.00	\$ 19,200.00	\$ 8,320.00	\$ 23,940.00	\$ 750.00	\$ 171,260.00



# The City of Durant

[AGENDA\_ITEM\_DEPARTMENT]

## Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Denis Godfrey, Airport Director  
**Re:** 1) Consider Approval of Agreement Between City of Durant and KSA Engineers Inc. for Professional Services for Air Traffic Control Tower Siting Study in the Amount of \$257,522.25;  
 2) Accept Award Letter from Oklahoma Aerospace & Aeronautics in the Amount of \$257,522.25 for Air Traffic Control Tower Siting Study Project;  
 3) Consider Approval of Application and Agreement for Airport Improvement Grant for Air Traffic Control Tower Siting Study in the Amount of \$257,522.25.

---

### Council Information / Action Requested

- 1) Approval of Agreement Between City of Durant and KSA Engineers Inc. for Professional Services for Air Traffic Control Tower Siting Study in the Amount of \$257,522.25;
- 2) Accept Award Letter from Oklahoma Aerospace & Aeronautics in the Amount of \$257,522.25 for Air Traffic Control Tower Siting Study Project;
- 3) Approval of Application and Agreement for Airport Improvement Grant for Air Traffic Control Tower Siting Study in the Amount of \$257,522.25.

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

#### ATTACHMENTS:

1. ATCT Staff Memo Council
2. Professional Services Agreement
3. Durant Regional Eaker Field Award Letter - Tower Siting Study
4. ODAA Grant Application - ATCT



**STAFF MEMO**

**Meeting of the Durant City Council, April 14, 2026**

**Agenda Item #1 – Airport Capital Project Task Order, Air Traffic Control Tower Siting**

### **Summary**

Previously, the state legislature appropriated \$3,000,000 to the Oklahoma Aerospace & Aeronautics Commission on behalf of the City of Durant to initiate the development and eventual construction of an air traffic control tower (ATCT) at Durant Regional Airport – Eaker Field.

December 10, 2025, the Commission awarded \$257,522.25 from this appropriation, toward an ATCT siting study. This is the first disbursement and step in the overall initiative. This initiative is 100% state grant funded with no local matching dollars.

The product of the study will present several possible locations for a control tower. The airport engineer of record, KSA Engineering, will conduct this work in conjunction with the FAA. KSA has performed this task previously for the new control tower at Norman, OK.

**Cost** - none

### **Action Requested**

Approve and sign into effect, KSA Task Order #104425, for Professional Engineering Services in the amount of \$257,522.25.

### **Exhibits**

ODAA Award Letter

Task Order

## TASK ORDER FORM

This is Task Order No. 104425,  
consisting of 6 pages,  
dated \_\_\_\_\_.

**KSA Project Number: 104425**

**Owner Project (or Purchase Order) Number:**

**Project Name: Durant Regional Airport - ATCT Siting Study**

---

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated April 13, 2021 ("Agreement"), Owner and Engineer agree as follows:

**1. Specific Project Data**

- A. Owner: City of Durant
- B. Title: Durant Regional Airport - ATCT Siting Study
- C. Description: Assist the Durant Regional Airport (DUA) to acquire FAA signature approvals for a recommended/approved site of a new Air Traffic Control Tower (ATCT) at DUA
- D. Number of Construction Contracts: 0

**2. Services of Engineer**

- A. Provide the services in Exhibit A – Schedule of Engineer’s Services as outlined below:
  - a. *Study and Report Phase:*  
Per Attached Exhibit A
  - b. *Preliminary Design Phase:*  
Per Attached Exhibit A
  - c. *Final Design Phase:*  
Not Included
  - d. *Bidding or Negotiating Phase:*  
Not Included
  - e. *Construction Phase:*  
Not Included
  - f. *Commissioning Phase (or Operational Phase):*  
Not Included

B. Additional Services of ENGINEER: As noted below, the ENGINEER is hereby authorized to perform the following additional services as outlined in Exhibit A – Paragraphs 2.01 and 2.02:

Included	Excluded		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	a.	Design Survey
<input type="checkbox"/>	<input checked="" type="checkbox"/>	b.	Grant or Loan Application
<input type="checkbox"/>	<input checked="" type="checkbox"/>	c.	Storm Water Pollution Prevention Plan
<input type="checkbox"/>	<input checked="" type="checkbox"/>	d.	Environmental Assessment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	e.	Environmental Information Document
<input type="checkbox"/>	<input checked="" type="checkbox"/>	f.	Resident Project Representative Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	g.	Construction Survey (Baselines and Benchmarks)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	h.	Geotechnical Investigation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	i.	Materials Testing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	j.	Analytical Testing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	k.	Reimbursable Expenses (Mileage, Printing, Postage & etc.)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	l.	Easement or Boundary Surveys
<input type="checkbox"/>	<input checked="" type="checkbox"/>	m.	Easement or Boundary Descriptions
<input type="checkbox"/>	<input checked="" type="checkbox"/>	n.	Land Acquisition Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	o.	TxDOT Utility Installation Request Applications
<input type="checkbox"/>	<input checked="" type="checkbox"/>	p.	Operation and Maintenance Manual
<input checked="" type="checkbox"/>	<input type="checkbox"/>	q.	Other: Air Traffic Control Siting Study
<input type="checkbox"/>	<input checked="" type="checkbox"/>	r.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	s.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	t.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	u.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	v.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	w.	Other:



5. **Payments to Engineer**

A. Owner shall pay Engineer for services rendered as follows:

Work Task	Study & Report Phase	Preliminary Design Phase	Final Design Phase	Bidding Phase	Construction Phase (See Note Two)	Commissioning Phase	Total	Payment Method (See Note 1)
Basic Services	\$257,522.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$257,522.25	<b>Lump Sum</b>
<b>Subtotal</b>	\$257,522.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$257,522.25	

								<b>Hourly Rate and Reimbursable Expenses</b>
<b>Subtotal</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total</b>	\$257,522.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$257,522.25	

Notes:

<sup>1</sup> Payment Method: Fees shown for services to be provided on the basis of Hourly Rates and Reimbursable Expenses as shown in Par. 6 of this Task Order are estimated only and are not considered lump sum or not-to-exceed values.

<sup>2</sup> Construction Phase Basic Service assumes a construction period of N/A consecutive calendar days. ENGINEER's work on this phase beyond the construction period will be billed at hourly rates.

6. **Hourly Rates and Reimbursable Expenses Schedule**

Rates for hourly work and reimbursable expenses effective on the date of this Agreement are:

Principal	\$300.00/hour
Senior Aviation Planner	\$225.00/hour
Aviation Planner	\$185.00/hour
Electrical Engineer	\$195.00/hour
Electrical Design Engineer	\$160.00/hour
Senior Project Manager	\$240.00/hour
Project Manager	\$195.00/hour
Senior Project Engineer	\$185.00/hour
Project Engineer	\$160.00/hour
Senior Design Engineer	\$155.00/hour
Design Engineer	\$130.00/hour
Senior Project Architect	\$240.00/hour
Project Architect	\$145.00/hour
Design Architect	\$105.00/hour
Senior Engineering Technician	\$210.00/hour
Engineering Technician	\$115.00/hour
Senior Design Technician	\$135.00/hour
Design Technician	\$ 95.00/hour
Project Assistant	\$125.00/hour
Senior CAD Technician	\$100.00/hour
CAD Technician	\$ 90.00/hour
Senior Project Representative	\$120.00/hour
Project Representative	\$105.00/hour
Graphic Designer	\$ 80.00/hour
Grant Administrator	\$135.00/hour
Administrative Assistant	\$ 95.00/hour
Secretary	\$ 60.00/hour
Three-Man Survey Crew	\$210.00/hour
Two-Man Survey Crew	\$180.00/hour
Senior Registered Surveyor	\$180.00/hour
Registered Surveyor	\$155.00/hour
Senior Survey Technician	\$120.00/hour
Survey Technician	\$100.00/hour
Mileage	\$ 0.66/mile
ATV (4-Wheeler)	\$100.00/day
GPS	\$100.00/day

Reimbursable Expenses (Travel, Lodging, Copies, Printing)	Actual Cost
Outside Consultants	Cost + 15%

**NOTE: The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually to reflect equitable changes in the compensation payable to Engineer.**

7. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is

incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_.

OWNER: City of Durant

ENGINEER: KSA Engineers, Inc.

By: \_\_\_\_\_

By: 

Name: Martin Tucker

Name: Craig H. Phipps

Title: Mayor

Title: Senior Vice President

Date Signed: \_\_\_\_\_

Date Signed: April 8, 2026

Engineer License or Firm's  
Certificate No. F-1356

State of: Texas

DESIGNATED REPRESENTATIVE FOR  
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK  
ORDER:

Name: Denis Godfrey

Name: Adam Marsh, P.E.

Title: Director

Title: Senior Project Manager

Address: P O Box 578

Address: 2720 Washington Drive

Durant, OK 74702

Suite 120

Norman, OK 73069

E-Mail Address: dgodfrey@durant.org

E-Mail Address: amarsh@ksaeng.com

Phone: 580.920.0574

Phone: 877.572.3647

Fax: \_\_\_\_\_

Fax: 888.224.9418



December 22, 2025

The Honorable Martin Tucker  
Mayor  
City of Durant  
300 W. Evergreen  
Durant, OK 74701

Dear Mayor Tucker,

I am pleased to advise you that on December 10, 2025, during a regularly scheduled meeting, the Oklahoma Department of Aerospace & Aeronautics (Department) awarded a State Grant to the City of Durant (Sponsor) for the Durant Regional Airport – Eaker Field contingent upon the Department receiving an acceptable grant application. The project consists of an air traffic control tower siting study. The cost of the study is \$257,522.25 and will be funded with \$257,522.25 of legislative-directed state grant funds.

At this time, the Department requests the following signed documents be submitted in electronic format:

- State Grant Application
- Any amendments or contracts associated with the project

Once the Department and Sponsor have signed and executed the State Grant Application, the Department will provide a separate written Notice to Proceed (NTP) with the study.

Michelle Bouziden is the Department's Senior Project & Grants Manager and is the primary point of contact regarding the grant application process. Should you have any questions do not hesitate to contact her at [michelle.bouziden@aerospace.ok.gov](mailto:michelle.bouziden@aerospace.ok.gov) or 405-604-6912.

Respectfully,

A handwritten signature in black ink, appearing to read "Grayson Ardies".

Grayson Ardies  
Executive Director  
Oklahoma Department of Aerospace & Aeronautics

Cc: The Honorable J. Kevin Stitt  
Governor of Oklahoma

The Honorable James Lankford  
United States Senator

The Honorable Markwayne Mullin  
United States Senator

The Honorable Josh Brecheen  
United States Congressman – OK-2

The Honorable Lonnie Paxton  
Oklahoma State Senate President Pro Tempore – District 23

The Honorable David Bullard  
Oklahoma State Senate – District 6

The Honorable Tom Woods  
Oklahoma State Senate – District 4

The Honorable Kyle Hilbert  
Oklahoma Speaker of the House of Representatives – District 29

The Honorable Cody Maynard  
Oklahoma State Representative – District 21

The Honorable Nicole Miller  
Oklahoma State Representative – District 82

Mr. Tim Gatz  
Executive Director, Oklahoma Department of Transportation

Ms. Pam Polk  
City Manager, City of Durant

Mr. Denis Godfrey  
Airport Manager, City of Durant

Mr. Adam Marsh, P.E.  
KSA



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# APPLICATION and AGREEMENT

## AIRPORT IMPROVEMENT GRANT

### OKLAHOMA DEPARTMENT OF AEROSPACE AND AERONAUTICS

110 N. Robinson Ave., Suite 200  
Oklahoma City, OKLAHOMA 73102

State Project #: DUA-26-LD

Date: 4/14/2026

#### 1. PROJECT INFORMATION

City of Durant, OK, hereinafter referred to as the (Sponsor) hereby makes application to the Oklahoma Department of Aerospace and Aeronautics (Department) for State Funds for the purpose of aiding in financing a project (hereinafter referred to as Project) for the development of the Airport (hereinafter referred to as Airport) located 5 miles south ( direction) from the City of Durant, OK, Bryant, County, Oklahoma.

It is proposed that the Project shall consist of the following  
**(brief project description required):**

Durant Regional Airport – Eaker Field: Air Traffic Control Tower Siting Study
--

FUNDING	SPONSOR	STATE (DEPARTMENT)	FEDERAL	TOTAL PROJECT COST
SHARES	\$	\$257,522.25	\$	\$257,522.25
	( 0 %)	(100%)	( 0 %)	(100%)

Round Sponsor share up to the nearest dollar and Department share down to the nearest dollar

The above identified project is depicted on the Airport Layout Plan or Sketch (Exhibit A) and major project items listed on the Project Costs page (Exhibit B-2).

Revised December 4, 2025

## **2. FUNDING**

### **2.1 Projects funded by State Only Grant**

For state grants, the maximum level of participation for the Department shall not exceed 95 percent (95%) of "Total Eligible Project Cost." The airport sponsor is required to provide a minimum of 5 percent (5%) of the project funding for the airport sponsor matching share.

#### **Projects funded by Federal and State Grant**

For FAA grants for projects identified in the Department's Airport Construction Program, the Department may provide half of the match that is required from the airport sponsor.

For FAA grants for projects identified in the Department's Airport Construction Program, the Department may provide supplemental state grant funding for project items. The maximum level of participation for the Department in such supplemental funding shall not exceed 95 percent (95%). The airport sponsor is required to provide a minimum of 5 percent (5%) of the supplemental project funding for the airport sponsor matching share.

For non-primary entitlement (NPE) grants or special federal earmarks not identified in the Department's Airport Construction Program, the Department will not provide half the match that is required from the airport sponsor. If NPE grant funds are transferred from other airport sponsors to an airport sponsor for a project identified in the Department's Airport Construction Program, the Department may assist with half of any required match from the receiving airport sponsor so long as it will save the Department state funds.

#### **Projects funded by PREP**

For funding directed to the Department as a part of the Preserving Rural Economic Prosperity (PREP) program or other similar state program created by the legislature for specifically identified site locations and infrastructure projects within the Oklahoma Airport System the Department may provide funds at a 100 percent (100%) level.

#### **Terminal Building Projects**

For terminal building projects, the Department's maximum cost-share level of participation shall be fifty percent (50%) and shall not exceed \$1,000,000. The airport sponsor is required to provide a dollar-for-dollar airport sponsor matching share for every dollar the Department provides. Remaining share to complete project could come from any available source.

### **Hangar Construction Projects**

For hangar construction projects, the Department may provide funding via grant or loan.

(A) For state grants the Department's maximum cost-share level of participation shall not exceed forty percent (40%). The airport sponsor is required to provide a minimum 5 percent (5%) for the airport sponsor matching share. Remaining share to complete project could come from any available source.

(B) For state loans the Department's maximum cost-share level of participation shall not exceed seventy percent (70%). The airport sponsor is required to provide a minimum 5 percent (5%) for the airport sponsor matching share. Remaining share to complete project could come from any available source.

### **Fuel System Construction Projects**

For fuel system construction projects, the Department's maximum cost-share level of participation shall be fifty percent (50%) and shall not exceed \$500,000 per system type (fixed or mobile) per fuel type. The airport sponsor is required to provide a minimum of 5 percent (5%) for the airport sponsor matching share. Remaining share to complete project could come from any available source.

**2.2** The Sponsor shall submit an invoice on a monthly basis to the Department for the Department's share of the project cost as described in Section 2.1. The Department will process payment to the Sponsor for the amount that is justified with required supporting documentation. **The Department will not process any invoices until the Engineering Contract and Amendments, Resident Inspection Contract, and Acceptance Testing Contract (if required) has been submitted. In addition, a Construction Management Program (CMP) is required on all paving construction projects. Department staff reserves the right to request a CMP on other projects. The Department will also not process invoices that do not have the required documentation.** The required documentation consists of the following:

1. ODAA Partial Payment Request Form
2. Copy of the Federal Aviation Administration Invoice Summary (Projects funded by Federal and State Grant)
3. Copies of all vendor invoices.
4. Contractor's Application for Payment (State Form G702 or similarly adapted form)

5. Construction Quantities Report signed by the Engineer-of-record
6. Test invoices for the acceptance tests (8.10.6.3) performed in that period.

**2.3** The Department will process payments until 90% of the actual project cost of the Department's share has been reached. The final 10% will not be released until:

1. The final acceptance test summary report (8.10.6.4) has been submitted to the Department.
2. The testing laboratory has submitted all acceptance test reports if requested by the Department.
3. If required by the specifications, a Percentage within specification limits report (8.10.6.5) with supporting computations has been submitted to the Department.
4. Final acceptance and project close-out documents have been submitted to the Department.
5. Copy of the final signed Federal Aviation Administration Outlay Report and Invoice Summary (Projects funded by Federal and State Grant)
6. FAA Grant Closeout Letter (Projects funded by Federal and State Grant)
7. A satisfactory Financial Report has been completed by the Department.

**2.4** The Sponsor now has on deposit its share of the funding (\$\_\_\_\_\_0\_\_\_\_\_) in a designated account, for use in defraying the costs of the project.

**2.5 Change Orders**

As described in Oklahoma Administrative Code §25:15-1-4(h) and 25:15-1-4(g) the B-2 form lists line-item project costs that cannot be exceeded. During the course of the construction of a project, change orders and/or supplemental agreements may be necessary to increase or decrease bid or line-item amounts and quantities due to unknown or unforeseen circumstances. A change order and/or supplemental agreement shall be sent to the Department along with a request to amend the approved grant's B-2 line-item or bid item.

1. For change orders and/or supplemental agreements that will not increase the Department's overall share for the project the Director may approve such an amendment to the grant application. Change orders and/or supplemental agreements approved by the Director shall be presented to the Commission at its next regular or special business meeting stating the reasons for the change order and/or supplemental agreement with such information as the Commission may require.
2. For change orders and/or supplemental agreements involving a total increase to the Department's overall share for the project not to exceed

Ten Thousand Dollars (\$10,000) the Director may approve such an amendment to the grant application. Such change orders and/or supplemental agreements approved by the Director shall be presented to the Commission at its next regular or special business meeting stating the reasons for the change order and/or supplemental agreement with such information as the Commission may require.

3. Change orders and/or supplemental agreements involving a total increase to the Department's overall share for the project in excess of Ten Thousand Dollars (\$10,000) must be presented to and approved by the Commission before such an amendment can be made to the grant application.

**3. EXHIBIT A, Airport Layout Drawing or Project Sketch**

An Airport Layout Drawing (ALD) or sketch showing the area and location of proposed construction or rehabilitation work must be provided by the Sponsor with a construction grant application.

**4. EXHIBITS B, B-1, B-2, and B-3**

Exhibits are to be filled out by the Sponsor and the Sponsor's Engineer. Exhibits B and B-1 have no specific format. Blank forms for Exhibits B-2 and B-3 are attached. All line items on the Exhibit B-2 are considered to be figures **not to be exceeded**. Any amount expended in excess of each line item will not be considered for payment without a change order or a supplemental agreement approved by the Department. A copy of the bid tabulation signed by the Engineer-of-record must accompany the grant application.

**5. EXHIBITS C, C-1, and C-2**

Exhibits are to be filled out by the Sponsor or the Sponsor's Engineer. Forms C, C-1, and C-2 are attached.

**6. EXHIBIT D, Airport Zoning Regulations**

As required by 3 O.S. § 103 each airport shall have airport zoning regulations adopted and enacted in order to regulate and restrict the height of structures or trees and land uses within the airport hazard areas. These airport zoning regulations must be adopted and enacted prior to funding. If the Sponsor has not adopted airport zoning regulations, it shall be part of the next state funded project.

**7. EXHIBIT E, Sponsor Deposit Verification**

The Sponsor is required to furnish verification to the Department that the Sponsor's funding share has been deposited in a designated account for use in defraying the costs of the project.

## 8. GRANT ASSURANCES

The grant assurances must remain attached to the agreement and be submitted with, and as a part of, this application and agreement.

In order to furnish the Department the Sponsor's assurances required by the Laws and Regulations, the Sponsor hereby covenants and agrees with the State of Oklahoma as follows:

### 8.1 TIME LIMITS

The Sponsor agrees that the project for which these funds are requested will be completed **within two years** from the date of grant approval.

### 8.2 EQUAL RIGHTS

**8.2.1** The Sponsor agrees that in its operation of the Airport and all facilities thereon, neither it nor any person or organization occupying space or facilities thereon will discriminate against any person or class of persons by reason of race, sex, color, creed, handicap or national origin in the use of any facility provided for the public on airport property.

**8.2.2** The Sponsor will operate the Airport as such for the use and benefit of the public. In furtherance of this covenant (but without limiting its general applicability and effect), the Sponsor specifically agrees that it will keep the Airport open to all types, kinds and classes of users: **Provided**, that the Sponsor may establish such fair, equal, and nondiscriminatory conditions to be met by all users of the Airport as may be necessary for the safe and efficient operation of the Airport: **And Provided Further**, that the Sponsor may prohibit or limit any given type, kind, or class of aeronautical use of the Airport if such action is necessary to serve the civil aviation needs of the public.

**8.2.3** In furtherance of this covenant (but without limiting its general applicability and effect), the Sponsor specifically covenants and agrees:

**8.2.3.1** That in any agreement, contract, lease or other arrangement under which a right or privilege at the Airport is granted to any person, firm, or corporation to render any service or furnish any parts, materials, or supplies (including the sale thereof) essential to the operation of aircraft at the Airport, the Sponsor will insert and enforce provisions requiring the contractor to:

**8.2.3.1.1** furnish good, prompt and efficient service adequate to meet all demands for its service at the Airport; and

**8.2.3.1.2** furnish said service on a fair, equal and nondiscriminatory basis to all users thereof, and,

**8.2.3.1.3** charge fair, reasonable and nondiscriminatory prices for each unit of sale or service: **Provided** that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates or other similar types or price reductions to volume purchasers.

**8.2.3.2** That it will not exercise or grant any right or privilege which would operate to prevent any person, firm, or corporation operating aircraft on the Airport from performing any services on its own aircraft with its own employees (including, but not limited to, maintenance and repair) that it may choose to perform.

**8.2.3.3** That if the Sponsor exercises any of the rights or privileges set forth in paragraph 8.2.2 of the Equal Rights Section, it will be bound by and adhere to the condition specified for contractors as set forth in sub-paragraph 8.2.3 of the Equal Rights Section.

**8.2.3.4** Essential facilities, as listed in 8.5 (including night lighting systems, when installed) will be operated in such manner as to assure their availability to all users of the airport.

**8.2.4** Nothing contained herein shall be construed to prohibit the granting or exercise of an exclusive right for the furnishing of non aviation products and supplies or any service of a non aeronautical nature.

### **8.3 AUTHORITY AND POWER**

The Sponsor certifies it has the legal authority and power to:

**8.3.1** do all things necessary in order to undertake and carry out the Project in conformity with State and Federal Statutes, Acts, and Regulations;

**8.3.2** receive, accept and disburse grants of funds from the State of Oklahoma in aid of the Project, in terms and conditions stated in the Laws, Acts, and Regulations; and

**8.3.3** carry out all the provisions of this Application and Agreement.

**8.4 RESERVATION OF POWERS**

The Sponsor will not enter into any transaction which would operate to deprive it of any of the rights and powers necessary to perform any or all of the covenants made herein. If any arrangement is made for management or operation of the Airport by any agency or person other than the Sponsor or an employee of the Sponsor, the Sponsor will reserve sufficient powers and authority to insure that the Airport will be operated and maintained in accordance with these covenants.

**8.5 ESSENTIAL FACILITIES**

Essential facilities are considered to be the following: a landing area and an aircraft parking area.

**8.6 SPONSOR FUND AVAILABILITY AND MAINTENANCE**

It has sufficient funds available for that portion of the project costs which are not to be paid by the Department. It has sufficient funds available to assure operation and maintenance of items funded under the grant agreement which it will own or control.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Department determines may be useful.

**8.7 AIRPORT LAYOUT PLAN**

The Sponsor of an airport included in the National Plan of Integrated Airport System (NPIAS) will keep up to date at all times an approved, reproducible Airport Layout Plan (ALP), showing: airport boundaries, aviation easements, location, and the nature of all existing and proposed airport facilities, structures (such as runways, taxiways, aprons, terminal buildings, hangars, roads) including all proposed extensions and the location of all existing and proposed non aviation areas. The ALP must be prepared in accordance with FAA Advisory Circular

150/5300-13 (most current edition).

The Sponsor will not make or permit to be made any changes or alterations to the Airport or any of its facilities other than in conformity with the ALP as so approved by the Department and/or the FAA, if such changes or alterations might adversely affect the safety, utility, or efficiency of the Airport.

#### **8.8 PROJECT FINANCIAL REPORT REQUIREMENTS**

The Department shall prepare a financial report of income and expenditures of **all project funds (Federal, Department, and Sponsor)**. The final 10% of the actual project cost of state grant funds will not be released until a satisfactory financial report has been prepared by the Department.

Records of expenditures shall be maintained by the Sponsor for not less than three (3) years. Access to these records will be provided at the grantees regular place of business.

#### **8.9 ACKNOWLEDGMENT**

The Sponsor assures that no work has been started nor has any work been completed on any of the Project(s) for which funds are requested in this Application and Agreement. The Sponsor further acknowledges that the funds will be used only for the purpose described in this Agreement.

#### **8.10 TERMS AND CONDITIONS**

Upon execution by the Sponsor and the Department, the offer and acceptance of this grant shall constitute a grant agreement between the Department and the Sponsor. The Department and the Sponsor shall be bound by all of the terms and conditions of the grant agreement and the grant assurances. The Department and the Federal Aviation Administration (FAA) representatives will have access to the job site and project records at all times. In addition to all other requirements imposed by law or by this agreement, all grants or loans by the Department shall be subject to the following terms and conditions:

**8.10.1** The period of the grant or loan agreement shall be twenty (20) years from the date of the Sponsor's acceptance and/or the life of the improvements contemplated under the grant or loan application, whichever is longer.

**8.10.2** The airport and/or visual navigational aids shall remain under the Sponsor's control and shall be maintained by the Sponsor in a safe and serviceable condition during the period of this agreement.

**8.10.3** The Sponsor assures that all land to be constructed upon is held in clear fee simple title by the Sponsor or is leased from the Federal Government of the United States. The Sponsor assures that, if the land is leased, the lease will be maintained current for a period not less than the life of the agreement. The Sponsor assures that the land, whether leased or held in fee simple, shall be pledged to airport use and shall not be removed in whole or in part from such use without prior written approval from the Department. In addition, airport property as defined in the airport layout plan cannot be transferred by the airport sponsor without the written approval of the Department.

The Sponsor further assures the possession of sufficient land for development, operation and maintenance of the airport or air navigational facility. This requirement shall include the amount of land needed for necessary runways, taxiways, aircraft parking areas and runway protection zones.

**8.10.4** Consistent with safety and security requirements, a Sponsor shall make the airport or navigational facility available to all types, kinds and classes of aeronautical use without discrimination between such types, kinds and classes and shall provide adequate public access during the period of this agreement.

**8.10.5** The Sponsor shall not grant or permit anyone to exercise an exclusive right for the conduct of any aeronautical activity on or about an airport project landing area. Aeronautical activities include, but are not limited to scheduled airline flights; charter flights, flight instruction; aircraft sales, rental and repair; sale of aviation petroleum products; and aerial application. The landing area consists of runways or landing strips, taxiways, parking aprons, roads, airport lighting, and navigational aids.

**8.10.6** The Sponsor shall carry out and complete a project without undue delay and in accordance with the plans and specifications submitted to the Department. The Sponsor shall ensure that the following is provided to the Department:

1. On all paving construction projects, the sponsor shall furnish a Construction Management Program (CMP) to the Department prior to the start of construction which shall detail the measures and procedures to be used to comply with the quality control provisions of the construction contract, including, but not limited to, all quality

control provisions and tests required by the specifications. Department staff reserves the right to request a CMP on other projects. The CMP shall include as a minimum:

- a. The name of the person representing the Sponsor who has overall responsibility for contract administration for the Grant and the authority to take necessary actions to comply with the contract.
  - b. Names of testing laboratories and consulting engineer firms with quality control responsibilities on the project, together with a description of the services to be provided.
  - c. Procedures for determining that testing laboratories meet the requirements of the American Society of Testing and Materials standards on laboratory evaluation referenced in the contract specifications (D 3666, C 1077).
  - d. Qualifications of engineering, supervision, and construction inspection personnel.
  - e. A listing of all tests required by the contract specifications, including the type and frequency of tests to be taken, the method of sampling, the applicable test standard, and the acceptance criteria or tolerances permitted for each type of test.
  - f. Procedures for ensuring that the tests are taken in accordance with the program, that they are documented daily, and that the proper corrective actions, where necessary, are undertaken.
2. Weekly Progress Report: The sponsor shall ensure that a weekly progress report is submitted using FAA form 5370-1 to the Department.
  3. Acceptance Tests: The Sponsor shall ensure that the acceptance testing laboratory provides a copy of all acceptance tests as and when the results become available.
  4. Summary Report: Upon completion of the project, the Sponsor shall provide the Department a final acceptance test summary report. The report shall document the results of all acceptance tests performed and the location of the material tested. The report shall highlight those acceptance tests that were out-of-tolerance and include the pay reductions applied and reasons for accepting any out-of-tolerance material. An interim test and quality control report shall be submitted, if requested by the Department.
  5. When the specifications provide for acceptance based on the method of estimating percentage of material within specification limits (PWL), the Sponsor will submit a final report of PWL computations in

accordance with section 110, AC 150/5370-10 (most current version) with the summary report.

6. The Department, at its discretion, reserves the right to conduct independent tests and to reduce grant payments accordingly if such independent tests determine that sponsor test results are inaccurate.

**8.10.7** The Sponsor, if requested by the Department, shall submit to the Department annual statements of airport or air navigation facility revenues and expenses.

**8.10.8** The Sponsor will comply with the Municipal Airports Act of 1948 (Oklahoma Statutes of 1991, Title 3, Section 65.1 et seq.) and specifically, Sec. 65.12, which requires: "The revenues obtained by a municipality from the ownership, control or operation of any airport or navigation facility, including proceeds from the sale of any airport or portion thereof of air navigation facility property, shall be deposited in a special fund to be designated as the 'Airport Fund', which revenues shall be appropriated solely to, and used by the municipality for, the purposes authorized by this act."

**8.10.9** All development of an airport constructed with grant funds shall be consistent with the approved Airport Layout Plan. A reproducible copy of such plan (as specified by the Department) and all subsequent modifications thereto, shall be filed with the Department.

**8.10.10** The Sponsor shall comply with the "Public Competitive Bidding Act of 1984" (Oklahoma Statutes of 1991, Title 61, Sec. 101 et seq.), which relates to the execution of certain public agency contracts, etc.

**8.10.11 After actual bids on the project are received, a tabulation of all bids on the project must be signed by the Engineer-of-record and must accompany the grant application.**

**8.10.12** When airport lighting is part of a project, the Sponsor shall operate such lighting from sunset to sunrise either manually or by remote control.

**8.10.13** The Department shall not be a party to any contract or commitment which a Sponsor may enter into or assume in carry out a project.

**8.10.14** It being further understood and agreed that should the Sponsor fail to do

x

those things herein described and approved and within the time frame prescribed, that said funds shall, without notice, be withdrawn and revert to the Department. It is the Sponsor's responsibility, when delays or problems are encountered, to notify the Department and request from the Department a written time extension and/or deviation.

#### **8.11 LIFE OF THE AGREEMENT**

The covenants and assurances shall become effective upon acceptance by the Sponsor of an offer of State aid for the Project or any portion thereof, made by the Department, and shall constitute a part of the Project Agreement thus formed. These covenants and assurances shall remain in full force and effect throughout the useful life of the facilities developed under this Project; but, in any event a minimum of twenty (20) years from the date of said acceptance of this offer of State aid for the Project.

#### **8.12 HANGAR CONSTRUCTION PROJECTS**

**8.12.1** The Sponsor will ensure any hangars built using Department funds will receive fair market rental rates compared to similar hangar facilities at airports that have similar amenities and capabilities within the region in which that airport is located.

**8.12.2** The Sponsor agrees to include in any rental agreement the most up-to-date Federal Aviation Administration hangar use policy and agrees to actively enforce that policy to its full effect.

**8.12.3** The Sponsor agrees that any hangar built using Department funds will not be used as a permanent or semi-permanent residence. Hangars may have crew quarters for intermittent overnight stays at the discretion of the Sponsor.

**8.12.4** The Sponsor will include in any rental agreement that the aircraft based in a hangar built using Department funds will be in compliance with federal airworthiness requirements and have complied with state aircraft excise tax and aircraft registration requirements.

#### **8.13 FUEL SYSTEM CONSTRUCTION PROJECTS**

The airport sponsor understands that fuel systems funded by the Department must be operated by the public airport sponsor and not a third party entity or contractor.

**9. SIGNATURE BLOCK**

IN WITNESS WHEREOF, the Sponsor has caused this APPLICATION AND ASSURANCES to be duly executed in its name, this 14th day of April, 2026.

SPONSOR'S ACCEPTANCE:  
(Mayor, City Manager or other designated official)

TRUST, IF REQUIRED:

\_\_\_\_\_  
Signature  
  
Martin Tucker, Mayor  
\_\_\_\_\_  
Name and Title  
  
300 W. Evergreen  
\_\_\_\_\_  
Address  
  
Durant, OK 74701  
\_\_\_\_\_  
City/Town, State, Zip

\_\_\_\_\_  
Signature  
  
\_\_\_\_\_  
Name and Title  
  
\_\_\_\_\_  
Address  
  
\_\_\_\_\_  
City/Town, State, Zip

**NOTE: APPLICATION MUST BE SIGNED BY MAYOR, CITY MANAGER, OR OTHER DESIGNATED PERSON WHO IS AUTHORIZED TO SIGN CONTRACTS FOR THE SPONSOR. IF THE DAY TO DAY ADMINISTRATION OF THE AIRPORT IS PERFORMED BY A TRUST, THE CHAIRMAN OF THE TRUST MUST ALSO SIGN THE APPLICATION.**

**DO NOT WRITE BELOW THIS LINE**

The work and expenditure of funds in the amount of \$\_\_\_\_\_ were approved in a regular, convened meeting of the Oklahoma Department of Aerospace and Aeronautics on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_. By its approval, the Commission authorized the Director to execute this agreement.

\_\_\_\_\_  
Executive Director  
Oklahoma Department of Aerospace and Aeronautics

**EXHIBIT A AIRPORT LAYOUT DRAWING OR PROJECT SKETCH**

**EXHIBIT B PLANS AND SPECIFICATIONS**

Not Applicable.

## **EXHIBIT B-1 PROGRAM NARRATIVE**

The purpose of the project is for Durant Regional Airport (DUA) to acquire FAA signature approvals for a recommended/approved site of a new Air Traffic Control Tower (ATCT) at DUA. The Contract Tower Siting Study will be conducted in accordance with the FAA Siting Process of a Federal Contract Tower (FCT), ref. Order 6480.4C, Chapter 9 and the FAA Virtual Immersive Siting Tower Assessment (VISTA) process for FCT siting. KSA will complete the siting report and siting validation and assessment. The FAA will generate the 3D model under a separate agreement with the City.

**EXHIBIT B-2 PROJECT COSTS**

AIRPORT: Durant Regional Airport – Eaker Field PROJECT #: DUA-26-LD  
 CITY: Durant, OK DATE: \_\_\_\_\_  
 PROJECT DESCRIPTION: Air Traffic Control Tower Siting Study

Item Description	Amount	Ineligible Amount	Remarks
(a) Advertising			
(b) Air Traffic Control Tower Siting Study	257,522.25		
(c) Grant Admin			
(d) Testing			
(e) Inspection			
(f) Construction Admin			
(g) Other:			
(h) Other:			
(i) Other:			
(j) Construction ( <b>attach bid tabs</b> )			
(k) Base Bid			
(l) Alternate 1 Bid			
(m) Alternate 2 Bid			
(n) Alternate 3 Bid			
(o) Alternate 4 Bid			
(p) Other:			
(q) <b>TOTAL ELIGIBLE PROJECT COST</b>	257,522.25		
(r) Ineligible Costs:			
<b>Sponsor Share</b>	<b>State Share:</b>	<b>Federal Share:</b>	<b>Total Project Cost:</b>
\$ 0	\$257,522.25	\$ 0	\$257,522.25
(0 %)**	(100%)	(0 %)	

(For funding share information, see section 2.0 Funding) Note: Sponsor share cannot be lower than 5%

**Note: The Department will only participate in costs identified in the contracts  
 Round Sponsor share up to the nearest dollar and Department share down to the nearest dollar**

**EXHIBIT B-3 PROJECT ENGINEERING**

(Project Engineer to provide the following information)

Here are the costs which would be incurred in providing the engineering data necessary to make an investigation, testing, estimates, prepare plans and specifications, supervise award of contract, prepare contract, stake the work, supervise the work, make final inspection and final contract estimates for:

Durant Regional Airport – Eaker Field Air Traffic Control Tower Siting Study

(Name of Airport and Project)

An outline of the work to be performed is as follows:

Preparation of an Air Traffic Control Tower Siting Study.

For Federal Aviation Administration (FAA) funded projects the work will be accomplished in accordance with the FAA Standards for Specifying Construction of Airports (current edition). The work may be accomplished in accordance with the Oklahoma Department of Transportation Standard Specifications (current edition), with prior written approval by FAA.

The engineering fees will not exceed \$257,522.25.

KSA, a Pape-Dawson Company  
Name of Engineering Firm



Signature of Engineer

**EXHIBIT C STATEMENT OF COMPLIANCE**

The Sponsor is in compliance with all terms and conditions of any agreement with the State of Oklahoma related to the development, operation or maintenance of an airport owned by the Sponsor.

\_\_\_\_\_  
Signature (Mayor, City Manager or designated Official)

\_\_\_\_\_  
Signature (Mayor, City Manager or designated Official)

Martin Tucker, Mayor  
\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

73-6005186  
\_\_\_\_\_  
Sponsor's Federal Identification Number

\_\_\_\_\_  
Sponsor's Federal Identification Number

NOTE: To be signed by same person(s) that signs the Application and Assurances.

**EXHIBIT C-1 SUSPENDED/DEBARMENT STATEMENT**

The Sponsor hereby specifically agrees that it shall not award the contract for which this grant is given, nor shall bidding documents be given to any contractor which or who is subject to suspension or debarment by the U.S. Department of Transportation or any of its agencies, or the Oklahoma Department of Transportation at the time of the bidding or award of the contract. Violation of this provision shall void this grant.

\_\_\_\_\_  
Signature (Mayor, City Manager or designated Official)

\_\_\_\_\_  
Signature (Mayor, City Manager or designated Official)

\_\_\_\_\_  
Martin Tucker, Mayor  
Name and Title

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
73-6005186  
Sponsor's Federal Identification Number

\_\_\_\_\_  
Sponsor's Federal Identification Number

NOTE: To be signed by same person(s) that signs the Application and Assurances.

**EXHIBIT C-2 STATUTORY AFFIDAVIT**

STATE OF OKLAHOMA

COUNTY OF BRYAN.

AFFIDAVIT

Martin Tucker and \_\_\_\_\_  
(Type name) (Type name)

of lawful age, and having been first duly sworn, on oath, states:

1. That (s)he/they is/are the agent authorized by the Sponsor to submit the attached Grant Application to the State of Oklahoma.
2. That the Sponsor has not paid, given, or donated or agreed to pay, give, or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in the procuring of the grant.
3. That no person who has been involved in any manner in the development of this grant while employed by the State of Oklahoma shall be employed to fulfill any of the services provided for under this contract.
4. That, to the best of his/her/their knowledge and belief, the Sponsor has not previously submitted a grant request to the Oklahoma Department of Aerospace and Aeronautics or any other agency of the State of Oklahoma which would result in a substantial duplication of the project proposed in the Grant Application and Assurances.

\_\_\_\_\_  
Affiant (Signature of Mayor, City Manager  
or designated Official)

\_\_\_\_\_  
Affiant (Signature of Trust, if required)

Subscribed and sworn to before me this \_\_\_\_\_ day of April, 2026.

Seal

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

NOTE: To be signed by the same person(s) that signs Application and Assurances.

**EXHIBIT D AIRPORT ZONING REGULATIONS**

**See attached Airport Zoning.**



**QUESTIONNAIRE**

(PLEASE TYPE OR PRINT ANSWERS)

1. City Durant, OK Airport Durant Regional Airport – Eaker Field

2. Official point of contact for the Sponsor:

Name Pam Polk

Address 300 W. Evergreen, Durant, OK 74701

Telephone Number 580.931.6600

Official Position City Manager

Email ppolk@durant.org

3. Sponsor contact that can verify payment information:

Name An-Chen Lai

Address 300 W. Evergreen, Durant, OK 74701

Telephone Number 580-931-6651

Official Position Finance Director/Treasurer

Email alai@durant.org

4. State payments should be made to: City of Durant

5. Method of performance: Contract and/or Force Account Contract

6. Number of aircraft based at the airport 42

7. Is the Airport operated by a Trust Authority? If yes, provide the name of the Trust Authority and a copy of the Trust Agreement.

Yes – Durant Airport Authority

8. Is there a Fixed Base Operator(s) on the Airport? If yes:

Name Durant Regional Airport FBO

Address 10 Waldron Road, Durant, OK 74701

Telephone Number 580.920.0574

9. Will financial assistance from a Federal source be required? Yes  No

10. Name of your State Senator: David Bullard

11. Name of your State Representative: Cody Maynard

### CHECKLIST

When completed, this Checklist becomes a part of the Grant Application and Agreement.

Answer **yes** or **no** on the appropriate lines. Sign the document.

1. Is the Application properly signed and dated \_\_\_\_\_
2. Is Exhibit A attached \_\_\_\_\_
3. Are Exhibits B and B-1 attached \_\_\_\_\_
4. Are Exhibits B-2 and B-3 attached \_\_\_\_\_
5. Are Exhibits C, C-1, and C-2 attached \_\_\_\_\_
6. Is Exhibit D attached \_\_\_\_\_
7. Is Exhibit E attached \_\_\_\_\_
8. Have all questions been answered on the Questionnaire \_\_\_\_\_
9. Are yearly funds allocated for airport maintenance \_\_\_\_\_
10. Have you furnished the names of your Senator and Representative Yes
11. Has any work been started on this project No
12. If the answer to any of the above questions (except #11) is no, explain below or on an attached sheet of paper.

Checklist completed by:

Name \_\_\_\_\_

Position \_\_\_\_\_

Telephone Number \_\_\_\_\_

## **PROJECT CLOSE-OUT DOCUMENTS**

**Close-out documents are to be retained by the Sponsor  
until the project is completed.**

## **CLOSE OUT REQUIREMENTS**

At the completion of a construction project, the following documentation must be provided to the Department before the balance of grant funds (ten percent of the approved grant total) can be released by the Department:

1. **Final Inspection Forms**

Once a construction project is completed, a final inspection and acceptance of the project are required. The Department must be made aware of the time and place of the final inspection, in writing. Two weeks' notice is preferred. One of the Department's staff must be in attendance. The following three forms are to be submitted to the Department for the final inspection/final acceptance process.

- a. Notice of Final Inspection
- b. Final Inspection Report
- C. Project Acceptance

2. **Project Financial Report**

A financial report of the project must be prepared by the Department before the balance of funds can be considered for release by the Department. For more information, see the "Project Financial Report Requirements" in section 8.8 of the grant application.

3. **Updated Airport Layout Plan**

If an update to the Airport Layout Plan (ALP) is identified in Exhibit B-2 of the grant agreement, a copy of the preliminary updated ALP, that is submitted to the FAA for approval, must be received by the Department.

4. **Material Test Results**

Prior to final acceptance of the project, documentation of materials and construction quality acceptance tests required by project plans and specifications will be provided to the Department by the Sponsor or the Sponsor's Engineer.

**NOTICE OF FINAL INSPECTION**

Date: \_\_\_\_\_

Project Number: \_\_\_\_\_

Airport: \_\_\_\_\_

TO: Oklahoma Department of Aerospace & Aeronautics  
110 N. Robinson Ave., Suite 200  
Oklahoma City OK 73102  
(405) 604-6900 – phone  
(405) 604-6919 – fax

FROM: \_\_\_\_\_  
Project Engineer, Mayor, City Manager  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City/Town and Zip Code  
\_\_\_\_\_  
Area Code and Phone Number

This is to advise you that the above referenced project is complete and ready for final inspection.

The final inspection is scheduled to begin at: \_\_\_\_\_  
(Time)

On: \_\_\_\_\_ at: \_\_\_\_\_  
(Date) (Location)

Prior to making this request, I have carefully gone over this project and have found there to be no known plan omissions and that the work is complete and in reasonably close conformity with approved plans and specifications.

\_\_\_\_\_  
Signature of above named person

\_\_\_\_\_  
Title of above named person

**FINAL INSPECTION REPORT**

Date: \_\_\_\_\_ Project No: \_\_\_\_\_ Airport: \_\_\_\_\_

TO: Oklahoma Department of Aerospace & Aeronautics  
110 N. Robinson Ave., Suite 200  
Oklahoma City OK 73102  
(405) 604-6900 – phone  
(405) 604-6919 – fax

FROM: \_\_\_\_\_  
Project Engineer, Mayor, City Manager  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City/Town and Zip Code  
\_\_\_\_\_  
Area Code and Phone Number

Final inspection on the above project was made by \_\_\_\_\_  
(Project Engineer, Mayor, City Manager)

On: \_\_\_\_\_ at: \_\_\_\_\_  
(Date) (Location)

Personnel attending inspection:

name-title-organization	name-title-organization

The project was found acceptable with the following exceptions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Anticipated completion date for above exceptions: \_\_\_\_\_.

\_\_\_\_\_  
Signature of above named person

\_\_\_\_\_  
Title of above named person

**FINAL ACCEPTANCE NOTICE**

Date: \_\_\_\_\_  
Project Number: \_\_\_\_\_  
Airport: \_\_\_\_\_

TO: Oklahoma Department of Aerospace & Aeronautics  
110 N. Robinson Ave., Suite 200  
Oklahoma City OK 73102  
(405) 604-6900 – phone  
(405) 604-6919 – fax

FROM: \_\_\_\_\_  
Project Engineer, Mayor, City Manager  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City/Town and Zip Code  
\_\_\_\_\_  
Area Code and Phone Number

This is to advise you that the exceptions found at the final inspection have been completed or corrected. The project is accepted by:

_____ Signature of Sponsor	_____ Title
_____ Signature of Engineer of record	_____ Title

On: \_\_\_\_\_ at: \_\_\_\_\_  
(Date) (Location)

NOTE: If no exceptions are found at the Final Inspection, submit this form at the same time the Final Inspection is completed, showing acceptance of the Project.



# The City of Durant

## [AGENDA\_ITEM\_DEPARTMENT]

### Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Denis Godfrey, Airport Director  
**Re:** Consider Approval of Agreement Between City of Durant and KSA Engineers Inc. for Professional Engineering Services for Terminal Apron Expansion and Taxiway Relocation Project - Design Phase in the Amount of \$196,985.00

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See attached Staff Memo.

#### **Council Information / Action Requested**

Approval of Agreement Between City of Durant and KSA Engineers Inc. for Professional Engineering Services for Terminal Apron Expansion and Taxiway Relocation Project - Design Phase in the Amount of \$196,985.00

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

#### **ATTACHMENTS:**

1. Apron Expansion - Taxiway Design Staff Memo Council
2. DUA CIP\_FY26-31 - 20260313 Edits
3. Appendix A - Site Plan
4. Professional Services Agreement - Apron Expansion and Taxiway Relocation Design



**STAFF MEMO**

**Meeting of the Durant City Council, April 14, 2026**

**Agenda Item #2 – Airport Capital Project Task Order, Apron Expansion/Taxiway Design**

### **Summary**

This is a federal grant funded project. The 2022 Airport Master Plan, Capital Improvement Program anticipates expansion of the terminal area aircraft parking apron and relocation of the connector taxiway to the apron. This is an acute need as the airport is handling greater numbers of transient aircraft and crucially medium-to-large business jets. As a resort destination airport, transient traffic is often episodic in nature and as such, sufficient apron capacity is needed to safely handle aircraft.

This Task Order initiates Phase I - design of the new apron and taxiway relocation. The airport engineer of record, KSA Engineering, will conduct this work. Additionally, the airport has directed the engineer to add long-term small aircraft tie-down spaces to the design. This type of aircraft parking is a normal feature at general aviation airports; however, Durant Regional Airport has none. Long-term outside parking will generate additional revenue for the airport. The design process will determine a revenue projection.

Phase II – Construction, commences in 2027. Approximately 32,418 square feet of pavement will be added.

### **Cost**

Total of \$196,985.00 billable during FY 2026-2027, with \$187,135.00 reimbursable from the FAA, and a local matching share of \$9,849.00, payable from the airport budget.

### **Action Requested**

Approve and sign into effect, KSA Task Order #101996, for Professional Engineering Services in the amount of \$196,985.00.

### **Exhibits**

5 Year Capital Improvement Plan  
Site Plan  
Task Order

v2

10 WALDRON ROAD, DURANT, OKLAHOMA 74701

### 5 Year Capital Improvement Plan (CIP)

Airport Name (Loc ID), ST: Durant Regional Airport - Eaker Field (DUA), Oklahoma

**CIP START YEAR: 2026**

\$32,000 2023 NPE (Expires FY26)

\$251,000 2023 AIG (Expires FY26)

Federal Share 90%

\$150,000 2024 NPE (Expires FY27)

\$294,000 2024 AIG (Expires FY27)

\$150,000 2025 NPE (Expires FY28)

\$282,000 2025 AIG (Expires FY28)

\$150,000 2025 NPE (for planning through 2030)

\$280,000 2026 AIG (for planning through 2026)

Fed FY	Available		Funding Source	Data Sheet - Project Component/Phase	Estimated Cost	Funding Plan					
	NPE	AIG				NPE	AIG	Additional AIP	Other	Match	
2026	\$482,000	\$1,107,000	AIP	Design Terminal Apron Expansion - Phase 1	\$196,985	\$187,135				\$9,849	
			State	Hangar (Design and Construct)	\$776,842			\$776,842			
			BIL	Hangar (Design and Construct)	\$1,165,263		\$1,106,999			\$58,263	
			State	ATCT Siting Study (\$250,000 KSA // \$150,000 FAA)	\$400,000				\$400,000		
	<b>Total = \$1,589,000</b>										
	\$294,865	\$1	Remaining Funds		<b>2026 Annual Subtotals:</b>	<b>\$2,539,090</b>	<b>\$187,135</b>	<b>\$1,106,999</b>		<b>\$1,176,842</b>	<b>\$68,112</b>
2027	\$444,865	\$1	AIP	Terminal Apron Construction - Phase 1	\$3,500,000	\$150,000		\$2,625,000	\$175,000	\$175,000	
			State	ATCT Environmental Assessment	\$300,000			\$300,000			
	<b>Total = \$444,866</b>										
	\$294,865	\$1	Remaining Funds		<b>2027 Annual Subtotals:</b>	<b>\$3,800,000</b>	<b>\$150,000</b>	<b>\$2,625,000</b>	<b>\$475,000</b>	<b>\$175,000</b>	
2028	\$444,865	\$1	State	ATCT Design (Preliminary)	\$1,000,000				\$1,000,000		
			<b>Total = \$444,866</b>								
	\$444,865	\$1	Remaining Funds		<b>2028 Annual Subtotals:</b>	<b>\$1,000,000</b>			<b>\$1,000,000</b>		
2029	\$594,865	\$1	State	ATCT Design (Final and Bidding)	\$1,000,000				\$1,000,000		
			<b>Total = \$594,866</b>								
	\$594,865	\$1	Remaining Funds		<b>2029 Annual Subtotals:</b>	<b>\$1,000,000</b>			<b>\$1,000,000</b>		
2030	\$600,000	\$1									
			<b>Total = \$600,001</b>								
	\$600,000	\$1	Remaining Funds		<b>2030 Annual Subtotals:</b>						
2031	\$600,000		AIP	ATCT Construction	\$16,000,000			\$14,000,000	\$800,000	\$800,000	
			<b>Total = \$600,000</b>								
	\$600,000		Remaining Funds		<b>2031 Annual Subtotals:</b>	<b>\$16,000,000</b>		<b>\$14,000,000</b>	<b>\$800,000</b>	<b>\$800,000</b>	
<b>6 Year CIP Totals:</b>					<b>\$24,339,090</b>	<b>\$337,135</b>	<b>\$1,106,999</b>		<b>\$4,451,842</b>	<b>\$1,043,112</b>	

SPONSOR SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



## TASK ORDER FORM

This is Task Order No. 101996,  
consisting of 7 pages,  
dated \_\_\_\_\_.

**KSA Project Number: 101996**

**Owner Project (or Purchase Order) Number:**

**Project Name: DUA - Apron Expansion and Taxiway Relocation Design**

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In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated April 13, 2021 ("Agreement"), Owner and Engineer agree as follows:

### 1. Specific Project Data

- A. Owner: City of Durant
- B. Title: DUA - Apron Expansion and Taxiway Relocation Design
- C. Description: Design Apron Expansion and Taxiway Relocation at Durant Regional Airport (DUA) generally following the recommendations of the Preliminary Engineering Report (PER) completed in 2024.
- D. Number of Construction Contracts: 1

### 2. Services of Engineer

- A. Provide the Basic services in Exhibit A – Schedule of Engineer’s Services as outlined below:
  - a. *Management of Engineering Services:*  
As per Attachment A
  - b. *Study and Report Phase:*  
Not Included.
  - c. *Preliminary Design Phase:*  
As per Attachment A
  - d. *Final Design Phase:*  
As per Attachment A
  - e. *Bidding or Negotiating Phase:*  
As per Attachment A
  - f. *Construction Phase:*  
Not Included.
  - g. *Commissioning Phase (or Operational Phase):*  
Not Included.

B. Additional Services of ENGINEER: As noted below, the ENGINEER is hereby authorized to perform the following additional services as outlined in Exhibit A – Paragraphs 2.01 and 2.02:

Included	Excluded		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	a.	Design Survey
<input type="checkbox"/>	<input checked="" type="checkbox"/>	b.	Grant or Loan Application
<input type="checkbox"/>	<input checked="" type="checkbox"/>	c.	Storm Water Pollution Prevention Plan
<input type="checkbox"/>	<input checked="" type="checkbox"/>	d.	Environmental Assessment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	e.	Environmental Information Document
<input type="checkbox"/>	<input checked="" type="checkbox"/>	f.	Resident Project Representative Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	g.	Construction Survey (Baselines and Benchmarks)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	h.	Geotechnical Investigation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	i.	Materials Testing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	j.	Analytical Testing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	k.	Reimbursable Expenses (Mileage, Printing, Postage & etc.)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	l.	Easement or Boundary Surveys
<input type="checkbox"/>	<input checked="" type="checkbox"/>	m.	Easement or Boundary Descriptions
<input type="checkbox"/>	<input checked="" type="checkbox"/>	n.	Land Acquisition Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	o.	TxDOT Utility Installation Request Applications
<input type="checkbox"/>	<input checked="" type="checkbox"/>	p.	Operation and Maintenance Manual
<input checked="" type="checkbox"/>	<input type="checkbox"/>	q.	Other: Electrical Engineering
<input type="checkbox"/>	<input checked="" type="checkbox"/>	r.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	s.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	t.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	u.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	v.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	w.	Other:



**5. Payments to Engineer**

A. Terms of Payment are set forth in Article 4 of the Main Agreement.

B. Owner shall pay Engineer for services rendered as follows:

Work Task	Study & Report Phase	Preliminary Design Phase	Final Design Phase	Bidding Phase	Construction Phase (See Note Two)	Commissioning Phase	Total	Payment Method (See Note 1)
Basic Services	\$0.00	\$75,335.00	\$66,035.00	\$25,265.00	\$0.00	\$0.00	\$166,635.00	<b>Lump Sum</b>
Electrical Engineering			\$30,350.00				\$30,350.00	
<b>Subtotal</b>	\$0.00	\$75,335.00	\$96,385.00	\$25,265.00	\$0.00	\$0.00	\$196,985.00	

								<b>Hourly Rate and Reimbursable Expenses</b>
<b>Subtotal</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total</b>	\$0.00	\$75,335.00	\$96,385.00	\$25,265.00	\$0.00	\$0.00	\$196,985.00	

Notes:

<sup>1</sup> Payment Method: Fees shown for services to be provided on the basis of Hourly Rates and Reimbursable Expenses as shown in Par. 7 of this Task Order are estimated only and are not considered lump sum or not-to-exceed values.

<sup>2</sup> Construction Phase Basic Service assumes a construction period of N/A consecutive calendar days. ENGINEER’s work on this phase beyond the construction period as stated above will be billed at hourly rates.

**6. Exhibits and Attachments:**

- A. Exhibit A to Task Order – Engineer’s Services under Task Order.
- B. Exhibit D to Task Order – Duties, Responsibilities, and Limitations of Authority of Resident Project Presentative under Task Order.
- C. Exhibit E to Task Order – EJCDC C-626, Notice of Acceptability of Work (form)
- D. Attachment A.

## 7. Hourly Rates and Reimbursable Expenses Schedule

Rates for hourly work and reimbursable expenses effective on the date of this Agreement are:

Principal	\$380.00/hour
Senior Aviation Planner	\$280.00/hour
Aviation Planner IV	\$255.00/hour
Aviation Planner III	\$160.00/hour
Aviation Planner II	\$150.00/hour
Aviation Planner I	\$130.00/hour
Electrical Engineer	\$235.00/hour
Electrical Design Engineer	\$170.00/hour
Senior Project Manager	\$320.00/hour
Project Manager	\$230.00/hour
Senior Project Engineer	\$210.00/hour
Project Engineer	\$190.00/hour
Engineer IV	\$180.00/hour
Engineer III	\$160.00/hour
Engineer II	\$150.00/hour
Engineer I	\$140.00/hour
Senior Project Architect	\$290.00/hour
Project Architect	\$155.00/hour
Design Architect	\$115.00/hour
Senior Engineering Technician	\$245.00/hour
Engineering Technician	\$190.00/hour
Senior Design Technician	\$170.00/hour
Design Technician	\$105.00/hour
Project Assistant	\$160.00/hour
CAD Technician III	\$140.00/hour
CAD Technician II	\$115.00/hour
CAD Technician I	\$ 95.00/hour
Senior Project Representative	\$140.00/hour
Project Representative	\$120.00/hour
Graphic Designer	\$ 90.00/hour
Grant Administrator	\$160.00/hour
Administrative Assistant	\$110.00/hour
Secretary	\$ 70.00/hour
Three-Man Survey Crew	\$245.00/hour
Two-Man Survey Crew	\$200.00/hour
Senior Registered Surveyor	\$220.00/hour
Registered Surveyor	\$185.00/hour
Senior Survey Technician	\$130.00/hour
Survey Technician	\$115.00/hour
Mileage	\$ 0.72/mile
ATV (4-Wheeler)	\$100.00/day
GPS	\$100.00/day

Reimbursable Expenses (Travel, Lodging, Copies, Printing)	Actual Cost
Outside Consultants	Cost + 15%

**NOTE: The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually to reflect equitable changes in the compensation payable to Engineer.**

8. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_.

OWNER: City of Durant

ENGINEER: KSA Engineers, Inc.

By: \_\_\_\_\_

By: 

Name: Martin Tucker

Name: Craig H. Phipps

Title: Mayor

Title: Senior Vice President

Date Signed: \_\_\_\_\_

Date Signed: 04/01/2020

Engineer License or Firm's  
Certificate No. F-1356

State of: Texas

DESIGNATED REPRESENTATIVE FOR  
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK  
ORDER:

Name: Denis Godfrey

Name: Adam Marsh, PE

Title: Director

Title: Associate Vice President

Address: PO Box 578

Address: 2720 Washington Drive

Durant, OK 74702

Suite 120

Norman, OK 73069

E-Mail Address: dgodfrey@durant.org

E-Mail Address: amarsh@ksaeng.com

Phone: 580.920.0574

Phone: 405.233.3676

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_



8866 Synergy Dr.  
McKinney, TX 75070  
972.542.2995

February 25, 2026

Denis Godfrey  
Airport Director – Durant Regional Airport  
10 Waldron Rd  
Durant, OK 74701

via email only

**Re: *Durant Regional Airport (DUA)  
Terminal Apron Expansion and Taxiway Relocation Project – Design Phase  
Proposal for Professional Engineering Services***

Mr. Godfrey:

KSA Engineers, a Pape-Dawson Company (KSA) is pleased to present this letter to serve as our proposal to provide engineering services associated with the above referenced project. The following is a general description of the project scope of work to be performed under this proposal. As a continuation of the previously completed Preliminary Engineering Report (PER), KSA understands that Oklahoma Department of Aerospace & Aeronautics (ODAA), the FAA, and the Durant Regional Airport (Airport) intend to construct the following improvements at the Durant Regional Airport (DUA):

1. Expand the Terminal Apron to the South
2. Fill in the grassed North Terminal Area with Pavement
3. Remove the Direct Access Connector Taxiway
4. Constructing two (2) New Connector Taxiways
5. Install Applicable Drainage Infrastructure
6. Installation and Relocation of Existing MITL, Wind Cone, & Segmented Circle

### **Scope of Services**

KSA proposes to provide the services outlined below and in the attached Manhour Projection. This includes work described for Preliminary Design Phase, Final Design Phase, and the Bidding Phase. All travel for Prime Consultant will be from KSA's Norman, Oklahoma Office. All travel for the Electrical Engineer subconsultant will be from The Woodlands, Texas.

#### **1. Preliminary Design Phase:**

During the Preliminary Design Phase, KSA will:

- Attend the Pre-Design Conference in Durant, Oklahoma (Sr. Project Manager On-Site)
- Coordinate with the Electrical Engineering Subconsultant (Ferguson Consultants) for preliminary design of the Installation and Relocation of Existing MITL, Wind Cone, & Segmented Circle
- Review the Project Layout in conjunction with the Future Projects to be completed at DUA.
- Relocate Wind Cone per FAA requirements and coordinate location with future development plans.
- Prepare the Preliminary Design Plan Sheets as listed within the Manhour Projection
- Perform preliminary drainage calculations, as required for drainage pipe installation or replacement.
- Coordinate with Durant Regional Airport, the FAA, the ODAA. Includes communication/coordination with all parties, updates on project status, and document maintenance.
- Preparation of CATEX documentation. Includes agency coordination, preparation of the draft CATEX, submittal of draft CATEX to the FAA for review, reviewing and addressing FAA comments, facilitation of additional investigation, submittal of final CATEX, and final approval coordination.
- Prepare Preliminary Front End Contract Documents, as either published by the Engineer's Joint Contract Documents Committee (EJCDC), or Local, State, and Federal requirements.
- Prepare Preliminary Design Technical Specifications
- Prepare Preliminary Opinion of Probable Construction Costs (OPCC)
- Perform Internal Quality Control Reviews

101996

- Attend Preliminary Design Review Meeting via Teams
- Prepare Agenda and Distribute Meeting Minutes
- Perform Internal Project Management. Includes internal project and contract administration with Design Team, maintaining records and preparing documents for owner's use in reimbursement requests.

## 2. Final Design Phase:

During the Final Design Phase, KSA will:

- Modify the Preliminary Design Phase Documents based upon Preliminary Review Meeting Comments
- Coordinate with the Electrical Engineering Subconsultant (Ferguson Consultants) for final design of the Installation and Relocation of Existing MITL, Wind Cone, & Segmented Circle
- Prepare the Final Design Plans as listed within the Manhour Projection
- Perform final drainage calculations, as required for drainage pipe installation or replacement.
- Coordinate with Durant Regional Airport, the FAA, the ODAA. Includes communication/coordination with all parties, updates on project status, monthly progress reports, and document maintenance.
- Prepare Final Front End Contract Documents, as either published by the Engineer's Joint Contract Documents Committee (EJCDC), or Local, State, and Federal requirements.
- Prepare Final Design Technical Specifications
- Prepare Final Opinion of Probable Construction Costs (OPCC)
- Prepare Construction Safety Phasing Plan (CSPP) and submit via OE/AAA portal
- Prepare and Submit Airspace documentation via OE/AAA portal
- Prepare Construction Management Plan
- Perform Internal Quality Control Reviews
- Attend Final Design Review Meeting in Durant, Oklahoma (Sr. Project Manager On-Site)
- Modify Documents per Final Design Review Meeting
- Submit Sealed Bid Documents
- Perform Internal Project Management. Includes internal project and contract administration with Design Team, maintaining records and preparing documents for owner's use in reimbursement requests.

## 3. Bidding Phase:

During the Bidding Phase, KSA will:

- Assist Owner in Advertising project.
- Upload to and Maintain Documentation in CivCast. Includes design documents and addenda.
- Prepare Addenda based on input received from Contractors. This proposal assumes one addenda.
- Conduct a Pre-Bid Conference on Site.
- Answer Contractor Questions.
- Conduct the Bid Opening in Person in Durant, Oklahoma (Project Manager On-Site).
- Generate FAA and ODAA Construction Grant applications. Perform FAA and ODAA Construction Grant application coordination with the City/Airport and assist with the execution of documents.
- Review Received Bid Documents and Bidder's qualifications. Prepare Bid Tabulation and Recommendation Letter for Award of Contract.
- Assist in preparation of construction contracts.

## 4. Deliverables

All deliverables will be provided electronically. The following hard copy deliverables will be provided if requested:

- Final Design Phase
  - 1 – Copy of Final PER (digital PDF)
  - 1 – Construction Safety Phasing Plan (digital PDF)
  - 1 – Construction Management Plan (digital PDF)
  - 1 – Half Size Sealed Plan Sets (digital PDF)

- 1 – Sealed Specification Books (digital PDF)

**Bidding Phase**

- 1 – Signed Construction Contracts (digital PDF)

We have not included an estimated fee in this proposal for Construction Administration, Closeout, Resident Project Representative Services, or Construction Materials Acceptance Testing. We understand that the agreement for those services will be established after the plans are completed and prior to construction.

**Assumptions**

1. Airfield rehabilitation is not required.
2. Pavement strengthening will not be required.
3. Any full-deep repair will be localized only.
4. Re-grading outside of the pavement edge will only be required within the TOFA and areas of drainage installation.
5. Concrete will be utilized for all areas of pavement construction.
6. Drainage work will consist only of installing or replacing drainage structures beneath connector taxiways or apron infield areas. There will be no regrading of existing ditches on or off airport property and past the work being performed.

**Exclusions**

1. Extensive full depth pavement repair.
2. Significant Grading beyond the new pavement areas.
3. Airfield electrical work, outside of the Project Scope as described above.
4. Replacement of drainage structures outside of the project limits.
5. SWPPP - Notice of Intent.
6. Environmental Assessment (EA), outside of the described CATEX above.

**Compensation**

The lump sum fees associated with the proposed professional engineering services is as shown below.

<b>Preliminary Design Phase</b>	<b>\$ 75,335 (Lump Sum)</b>
<b>Final Design Phase</b>	<b>\$ 66,035 (Lump Sum)</b>
<b>Electrical Engineer Subconsultant</b>	<b>\$ 30,350 (Lump Sum)</b>
<b>Bidding Phase</b>	<b>\$ 25,265 (Lump Sum)</b>
<b><u>TOTAL</u></b>	<b><u>\$ 196,985 (Lump Sum)</u></b>

A Man-hour Projection and Fee Calculation for Professional Engineering Services is attached to this proposal.

**Schedule**

We propose to perform the Preliminary and Final Design Phases in accordance with the schedule as shown below.

<b>Preliminary Design Phase</b>	10 Weeks from Notice to Proceed*
<b>Final Design Phase</b>	8 Weeks from Previous Phase Completion*
<b>Bidding Phase*</b>	12 Weeks**

\*An interim submittal of plans will be made approximately 8 weeks into the preliminary and 6 weeks final design phases. Review time for these submittals is not included in the above schedule.

\*\*The Bidding Phase is estimated to take place immediately after Final Design Phase is completed, but KSA understands that

due to Federal Funding, bidding will need to be coordinated with the FAA. KSA will work with all parties to ensure Bids are in hand to meet all Federal Grant Deadlines.

**Proposal Acceptance**

KSA understands that upon completion of the fee negotiation, a contract will be offered that takes the project through the bidding phase of the project. KSA appreciates the opportunity to provide professional services for the City of Durant and the Durant Regional Airport (DUA). If you have any questions, please do not hesitate to call.

Sincerely,

**KSA**



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Adam Marsh, P.E.  
Associate Vice President

Attachments:    - Man-Hour Projection and Fee Calculation  
                      - Schedule of Hourly Fees 2025

Task ID	Principal-In-Charge	Senior Project Manager	Project Manager	Engineer IV	CAD Technician III	Senior Aviation Planner	Aviation Planner III	Project Assistant	Survey	Expenses	Sub-Consultants	Subtotals	Phase Total
<b>PRELIMINARY DESIGN PHASE</b>													<b>\$75,335</b>
A 1	Attend Pre-Design Conference/Site Visit (1 Trip - Sr. PM)	8	2	2				2		\$250		\$3,540	
A 2	Project Layout Review with Future Projects Shown	2	4		4	4						\$2,960	
A 3	Wind Cone Siting and Relocation	1	4		2	4						\$2,430	
A 4	Prepare Preliminary Design Plans											\$0	
	Title Sheet		0.5	1	1							\$393	
	Sheet Index and Summary of Quantities		0.5	1	2							\$518	
	General Notes		1	2	2							\$785	
	General Site Plan, Site Access and Staging Area	1	2	4	4							\$1,850	
	Project Phasing Plans/CSPP (3 Sheets)	1	4	8	8							\$3,420	
	Phasing Details		1	3	3							\$1,070	
	Demolition Plan		1	4	6							\$1,605	
	Joint Layout Plan Sheets (4 sheets)	1	2	4	8							\$2,350	
	Plan and Profile (4 Sheets)	1	2	6	8							\$2,670	
	Typical Sections		1	4	4							\$1,355	
	Paving Details (3 Sheets)	1	2	4	6							\$2,100	
	Infield Grading and Drainage Plan (4 Sheets)	2	6	8	10							\$4,380	
	Drainage Details		1	2	2							\$785	
	Storm Water Prevention Plan		1	2	2							\$785	
	Erosion Control Plan (2 Sheets)		2	4	6							\$1,820	
	Erosion Control Details		1	2	2							\$785	
	Marking Plan (2 sheets)		2	4	8							\$2,070	
	Marking Details (2 Sheets)		1	2	2							\$785	
	Overall Electrical Plan - Coordination with Sub-Consultant	1	4	4	2							\$2,030	
A 5	Perform Preliminary Drainage Calculations	2	2	6								\$1,950	
A 6	Coordination with Airport/FAA/ODAA	8	6	4								\$4,170	
A 7	Environmental Compliance and CATEX Documentation		2	2	8	8	16					\$6,790	
A 8	Prepare Preliminary Front End Contract Documents	2	4	8								\$2,700	
A 9	Prepare Preliminary Design Specifications	4	6	16				8				\$6,170	
A 10	Prepare Preliminary Opinion of Probable Construction Costs	2	4	8	4							\$3,200	
A 11	Quality Control Review & Plan Updates	2	8	2	4							\$3,780	
A 12	Submit Preliminary Documents		1	1	2			2				\$925	
A 13	Attend Preliminary Design Review Meeting (1 Teams Call - Sr. PM + PM)	2	2									\$990	
A 14	Prepare Agenda and Distribute Meeting Minutes		1	3				2				\$995	
A 15	Project Management	2	4	4	3							\$3,180	

FINAL DESIGN PHASE											\$66,035			
B 1	Modify Documents per Prelim. Review Meeting		4	4	4	8					\$3,620			
B 2	Prepare Final Design Plans										\$0			
	Title Sheet			0.5	1	1					\$393			
	Sheet Index and Summary of Quantities			0.5	1	2					\$518			
	General Notes			1	2	2					\$785			
	General Site Plan, Site Access and Staging Area			1	2	2					\$785			
	Project Phasing Plans/CSPP (3 Sheets)			2	2	4					\$1,250			
	Phasing Details			1	2	2					\$785			
	Demolition Plan			1	2	2					\$785			
	Joint Layout Plan Sheets (4 sheets)			2	2	4					\$1,250			
	Plan and Profile (4 Sheets)			2	6	6					\$2,140			
	Typical Sections			1	2	2					\$785			
	Paving Details (3 Sheets)			1	2	3					\$910			
	Infield Grading and Drainage Plan (4 Sheets)			1	3	4					\$1,195			
	Drainage Details			1	2	2					\$785			
	Storm Water Prevention Plan			1	2	2					\$785			
	Erosion Control Plan (2 Sheets)			2	4	6					\$1,820			
	Erosion Control Details			1	2	2					\$785			
	Marking Plan (2 sheets)			2	4	8					\$2,070			
	Marking Details (2 Sheets)			1	2	2					\$785			
	Overall Electrical Plan - Coordination with Sub-Consultant		1	4	4	2					\$2,030			
B 3	Perform Final Drainage Calculations		1	2	4						\$1,350			
B 4	Coordination with Airport/FAA/ODAA		8	8	2						\$4,280			
B 5	Prepare Final Front End Contract Documents		2	2	4						\$1,630			
B 6	Prepare Final Design Specifications		4	8	12			6			\$5,660			
B 7	Prepare Final Opinion of Probable Construction Costs		2	2	8	4					\$2,770			
B 8	Prepare Construction Safety Phasing Plan (CSPP) and Submit to OE/AAA Portal			2	4						\$1,070			
B 9	Prepare and Submit Airspace Documentation via OE/AAA Portal			1	3						\$695			
B 10	Prepare Construction Management Plan			4	8						\$2,140			
B 11	Develop Final PER Document based on Final Design		1	4	8	6					\$3,170			
B 12	Quality Control Review	2	4	2							\$2,270			
B 13	Submit Final Documents			2	2	2		2	\$500		\$1,800			
B 14	Attend Final Design Review Meeting (1 Trip - Sr. PM)		8	2	2				\$250		\$3,240			
B 15	Modify Documents per Final Design Review Meeting		2	4	8	8					\$3,700			
B 16	Submit Sealed Bid Documents			4	2	4		4			\$2,280			
B 17	Project Management	4	8	8	2						\$5,720			
<b>ELECTRICAL ENGINEER SUBCONSULTANT (Cost + 15%)</b>											<b>\$30,350</b>			
C 1	Electrical Engineering Design								\$26,910		\$26,910			
C 2	Electrical Design Coordination and Contract		4	8				4			\$3,440			
<b>BIDDING PHASE AND GRANT APPLICATIONS</b>											<b>\$25,265</b>			
D 1	Assist Owner in Advertising Project			1	2			2			\$835			
D 2	Upload and Maintain Documentation in CivCast			1	2			4			\$1,135			
D 3	Prepare Addenda			2	8	8		2			\$3,010			
D 4	Conduct Pre-Bid Conference		8	2	4				\$250		\$3,560			
D 5	Answer Contractor Questions		2	4	8	2					\$2,950			
D 6	Conduct Bid Opening (1 Trip - PM)		8	1	2				\$250		\$3,025			
D 7	Construction Grant Documents - 1 FAA and 1 ODAA		4	2	4			16			\$4,590			
D 8	Review Bid Documents, Prepare Bid Tabulation, and Recommendation			1	4	8		2			\$2,720			
D 9	Prepare and Distribute Construction Contracts			1	2	8		8	\$250		\$3,440			
Total Projected Manhours		10	124	189	290	210	16	16	64	\$0	\$1,750	\$26,910		
Hourly Rate		\$360	\$280	\$215	\$160	\$125	\$260	\$185	\$150					
Total Estimated Cost		\$3,600	\$34,720	\$40,635	\$46,400	\$26,250	\$4,160	\$2,960	\$9,600	\$0	\$1,750	\$26,910	\$196,985	\$196,985



# The City of Durant

[AGENDA\_ITEM\_DEPARTMENT]

## Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Denis Godfrey, Airport Director  
**Re:** Consider Declaration of 1991 Ford F-800 Jet Fuel Refueler, VIN #6642, as Surplus

---

See attached Staff Memo.

### **Council Information / Action Requested**

Declaration of 1991 Ford F-800 Jet Fuel Refueler, VIN #6642, as Surplus

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

### **ATTACHMENTS:**

1. Jet Refueler Staff Memo Council



**STAFF MEMO**      **Meeting of the Durant Airport Authority, April 14, 2026**

**Agenda Item #3 – Asset Disposal, 3000-gallon jet fuel refueler**

**Summary**

The city (airport) owns a derelict jet aircraft fueling vehicle (refueler). The refueler is 34 years old and is past its practical service life. The refueler has a residual value of \$7,000 – 9,000 dollars that can be recouped through a sale.

**Cost** - none

**Action Requested**

Declare the asset as surplus

**Exhibits**

None



# The City of Durant

[AGENDA\_ITEM\_DEPARTMENT]

## Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Doug Elliott, City Attorney  
**Re:** 1) Consider Award of Bid for Oil and Gas Mining Leases for 181.87 Acres;  
2) Consider Approval of Contract for Oil and Gas Mining Leases for 181.87 Acres.

---

This bid was advertised in the Durant Democrat on March 20, 2026 and March 27, 2026. Two courtesy bid packets were sent. There were two bidders. The bid tab is attached.

Staff recommends Freedom Oil and Gas Corporation.

### **Council Information / Action Requested**

- 1) Consider Award of Bid for Oil and Gas Mining Leases for 181.87 Acres;
- 2) Consider Approval of Contract for Oil and Gas Mining Leases for 181.87 Acres.

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

#### **ATTACHMENTS:**

1. Bid Tab Sheet

Bidder #1 - Lowry Land Co., Inc., 9500 Cedar Lake Ave., Oklahoma City, OK 73114						181.87 Acres
Tract	STR	Net Acres	Royalty	Bid Amount/Acre	Bonus	Term
1	8-7S-9E	5.00	3/16	\$250.00	\$1,250.00	3 years w/option to renew at 150% of bid price
2	19-7S-8E	176.87	3/16	\$250.00	\$44,217.50	3 years w/option to renew at 150% of bid price
<b>TOTALS</b>					<b>\$45,467.50</b>	

Bidder #2 - Freedom Oil and Gas Corporation, PO Box 18502, Oklahoma City, OK 73154						181.87 Acres
Tract	STR	Net Acres	Royalty	Bid Amount/Acre	Bonus	Term
1	8-7S-9E	5.00	3/16	\$808.00	\$4,040.00	3 years + 2 year option at 150% (\$1,212.00 per acre)
2	19-7S-8E	176.87	3/16	\$808.00	\$142,910.96	3 years + 2 year option at 150% (\$1,212.00 per acre)
<b>TOTALS</b>					<b>\$146,950.96</b>	



# The City of Durant

## [AGENDA\_ITEM\_DEPARTMENT]

### Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Paul Cottrell, Community Development Director  
**Re:** Consideration and Possible Approval of a Conditional Use Permit for Property Located at 4409 W. Main Street

---

See attached staff report.

#### **Council Information / Action Requested**

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

#### **ATTACHMENTS:**

1. PC2026-05- CC Staff Report CUP
2. PC2026-05 LEGAL DESCRIPTION
3. PC2026-05 TAC Sheet
4. PC2026-05 MAPS
5. pc2026-05 - DEED



# THE CITY OF DURANT

## Office of Community Development

**Date:** 04-08-2026  
**To:** City Council  
**Case:** PC-2026-05  
**From:** Paul Cottrell, Community Development.  
**Re:** CUP

---

**Request:** Consider a request from the property owner for a CUP for the property located at 4409 W Main St.

**Current Zoning:** C-2

**Future Land Use:** Mixed Use Commercial/Residential

**Surrounding Properties:**

Direction	Zoning	Use
North	C-2	Commercial
West	C-2	Commercial
South	C-2	Commercial
East	C-2	Commercial

**Applicant:** Cedar Ridge Holdings LLC

**Consideration:** Applicant approached staff with the desire to get a CUP for the current property in order to have a liquor store.

Staff has met with the Applicant to provide guidance regarding applicable ordinances and regulations and remain available to support the Applicant throughout this process. Notifications have been made to the surrounding property owners and at the time of this report staff have not received phone calls or letters of support or protest regarding this rezone request.

**Analysis:** Beer, wine and liquor stores are restricted in commercial zones and uses only permitted upon review and approval of the Durant Planning and Zoning Commission.

**Required Action:** Held a public hearing and received a recommend approval or denial of the CUP request for property located at 4409 W Main St on Tuesday, April 7th from Planning Commission. The request will now be considered by the City Council, which will render the final decision.

**Planning Commission Recommendation:** Voted to Deny the Conditional Use Permit. Motion Passed with 4 Yes- 0 No's - 0 Abstaining. No reason was given for the denial recommendation.

Case: PC2026-05 CONDITIONAL USE PERMIT REQUEST










Legal Description for property located at 4409 W. Main and more particularly described as:

*A part of the NW /4 NE/4 NW /4 of Section 36, Township 6 South, Range 8 East of the Indian Base and Meridian in Bryan County, State of Oklahoma, described as beginning at the NW corner of NW corner of the NE/4 NE/4 NW/4 of said Section 36; Thence North 89 degrees 58 minutes West 661.85 feet; Thence East 181.85 feet; which said point is the Point of Beginning; Thence South 00 degrees 01 minutes East 462.15 feet; Thence South 89 degrees 58 minutes East 100 feet; Thence North 00 degrees 01 minutes West 462.15 feet; Thence North 89 degrees 58 minutes West 100 feet to the point of Beginning.*

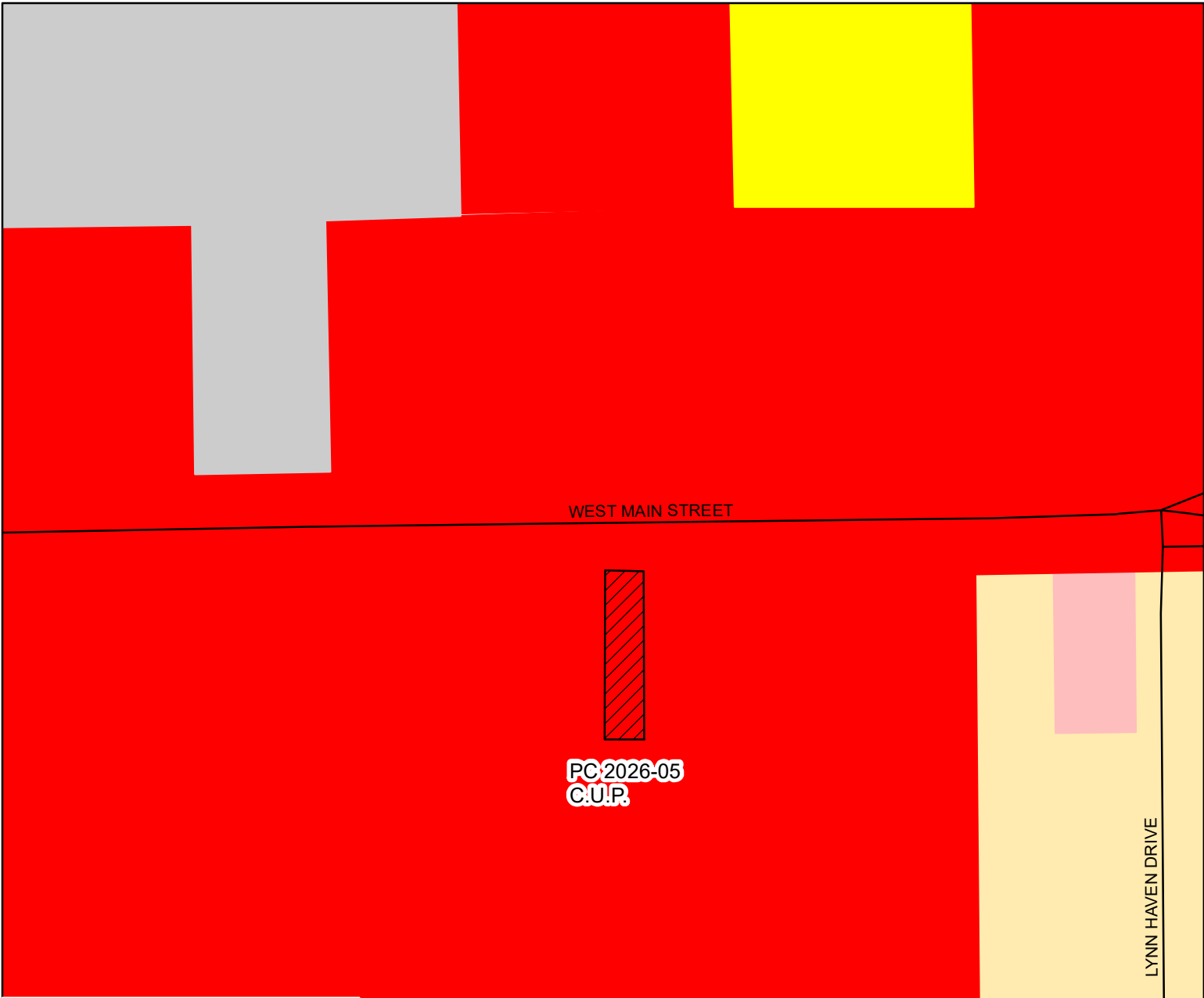
**Community Development – TAC Meeting**

Request Type: CUP  
Case Number: PC2026-05

Applicant: Cedar Ridge Holdings

<b>Building Department</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
Community Development Director: Paul Cottrell		No Comment	1-6-26
Address and Mapping Aaron Walkup		N/A	
Building Inspector: Raven Bates or Taylor Davis		11 with Fire Marshall	
Facilities Supervisor: Mark Pierce		No Comment	1-6-26
<b>Public Works</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
Public Works Director: Phillip High Tower		No Comment	1-6-26
M & O Supervisor Randy Cantrell		No Comment	1-6-24
Streets Superintendent Aaron Saldivar		No Comments	1-6-26
Solid Waste Director: Jared Dillingham		NONE	1-6-26
<b>Fire Department</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
Fire Marshall Collin Gordon		Must be in accordance with IBC + IFC 2018 Appendices B, C, and D	1/6/26

<b>Economic Development</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
Economic Development:			
<b>Outside Resources:</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
<b>OGE:</b> Print Name			
<b>ONG:</b> Print Name			
<b>Additional Outside Resources and Comments</b>			
<b>Name Department, Title</b>	<b>Signature</b>	<b>Additional Comments</b>	<b>Date</b>




WEST MAIN STREET

PC 2026-05  
C.U.P.

LYNN HAVEN DRIVE

**Zoning Map**

-  A-1 Agriculture
-  C-0 Professional & Business Office
-  C-1 Convenient Commercial
-  C-2 Highway Commercial
-  C-3 General Commercial
-  CBD Central Business District
-  H-1 Health Facilities
-  I-1 Light Industrial
-  I-2 Medium Industrial
-  R-1 Single Family Residential
-  R-2 Two Family Residential
-  R-3 General Residential Multi Family
-  R-4 Manufactured Housing



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WEST MAIN STREET

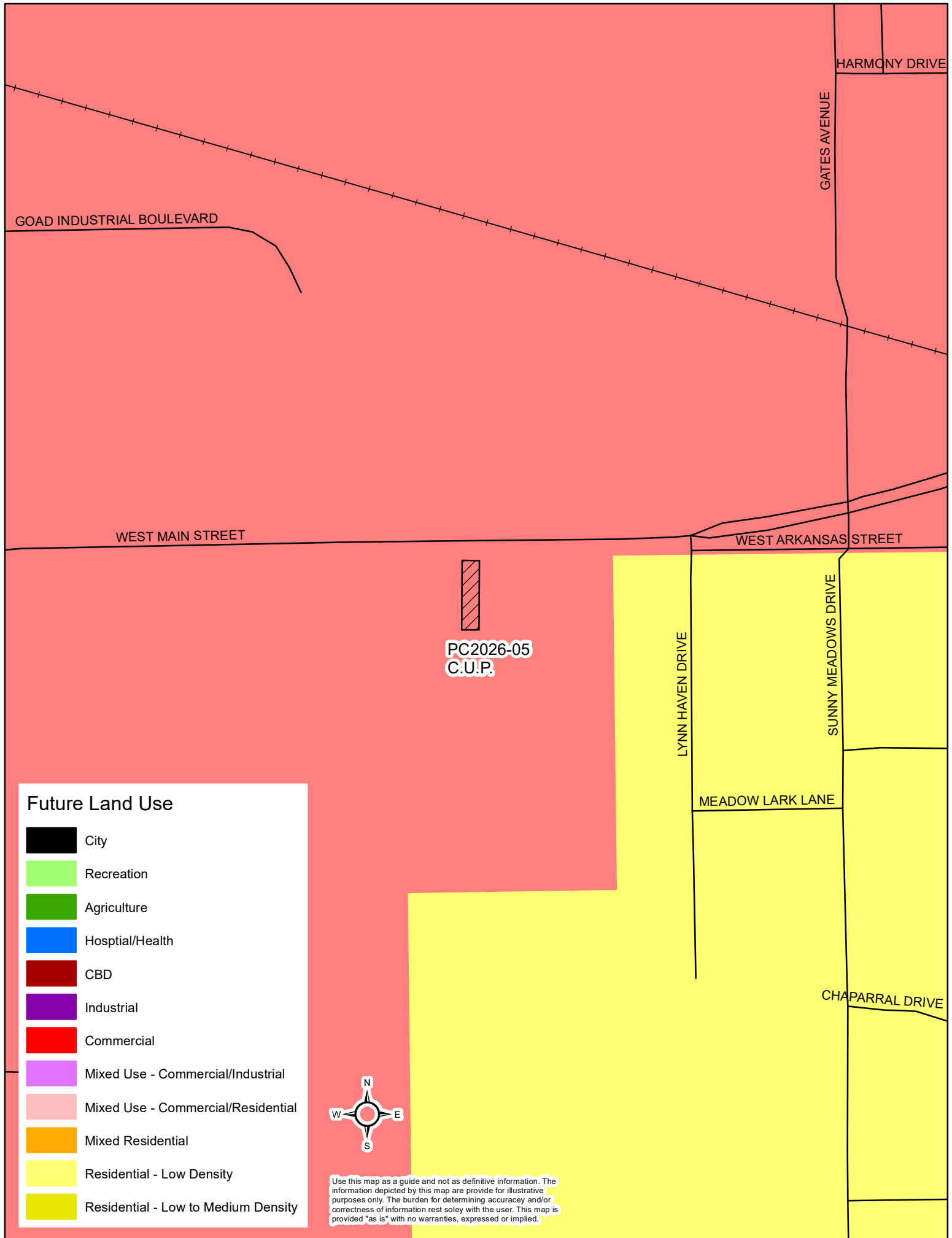


PC:2026-05  
C.U.P.

LYNN HAVEN DRIVE



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**Future Land Use**

-  City
-  Recreation
-  Agriculture
-  Hospital/Health
-  CBD
-  Industrial
-  Commercial
-  Mixed Use - Commercial/Industrial
-  Mixed Use - Commercial/Residential
-  Mixed Residential
-  Residential - Low Density
-  Residential - Low to Medium Density



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INDEXED #413,990

OKLAHOMA STATUTORY FORM

WARRANTY DEED

STATE OF OKLAHOMA, Bryan COUNTY, ss.  
This instrument was filed for record on the 20 day of March  
A. D., 1987, at 2:15 o'clock — minutes P M., and duly re-  
corded in Book No. 763 at Page 862, Fee \$ —  
Sue Dapsky County Clerk  
By Mary Lou Garner, Deputy

KNOW ALL MEN BY THESE PRESENTS: That;  
JIMMY G. WALKER, A Single Person

of Bryan County, State of Oklahoma, part Y of the first part, in consideration of the sum of  
Ten and other valuable considerations \$10.00 DOLLARS,  
in hand paid, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto  
LAWANDA WALKER, A Single Person

of Bryan County, State of  
Oklahoma, Part Y of the second part, the following described real property and premises, situated in the County of  
Bryan, State of Oklahoma, to-wit:

A part of the NW/4 NE/4 NW/4 of Section 36, Township 6 South, Range 8 East of the Indian Base and Meridian in Bryan County, State of Oklahoma, described as (BEGINNING at the Northwest Corner of the NE/4 NE/4 NW/4 of said Section 36; thence North 89° 58' West 661.85 feet; thence East 181.85 feet WHICH SAID POINT IS THE POINT OF BEGINNING; THENCE South 00° 01' East 462.15 feet; THENCE South 89° 58' East 100 feet; THENCE North 00° 01' West 462.15 feet; THENCE North 89° 58' West 100 feet to the POINT OF BEGINNING, all in Bryan County, State of Oklahoma, according to the OFFICIAL Survey thereof, LESS and EXCEPT THE FOLLOWING TRACT: A part of the NE/4 NW/4 of Section 36, Township 6 South, Range 8 East of the Indian Base and Meridian in Bryan County, State of Oklahoma, described as BEGINNING at a point 181.85 feet East of the Northwest Corner of the NW/4 NE/4 NW/4 of Said Section 36; THENCE South 200.00 feet; THENCE East 50.00 feet; THENCE North 200.00 feet; THENCE West 50.00 feet TO THE POINT OF BEGINNING

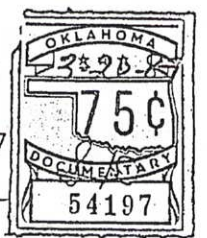
together with all the improvements thereon and the appurtenances thereunto belonging, and warrant the title to the same.

TO HAVE AND TO HOLD said described premises unto the said Part Y of the second part, Her heirs and assigns, forever free, clear, and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature.

Revenue Stamps: 99.75

SIGNED AND DELIVERED this the 19th day of March, 19 87

Jimmy G. Walker  
Jimmy G. Walker



ACKNOWLEDGMENT

Bryan County, ss.  
19 March, 19 87  
Before me, the undersigned, a Notary Public in and for said County and State, on this 19 day of March, 19 87, personally appeared  
Jimmy G. Walker, A Single Person and

to me known to be the identical person who executed the within and foregoing instrument, and acknowledged to me that He executed the same  
His free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and Seal the day and year last above written.  
My Commission Expires 8-17-90  
Elisabeth Buchan Notary Public

ACKNOWLEDGMENT BY CORPORATION





# The City of Durant

## [AGENDA\_ITEM\_DEPARTMENT]

### Memorandum

**Date:** 4/14/2026  
**To:** Mayor and City Council  
**From:** Paul Cottrell, Community Development Director  
**Re:** 1) Consideration and Possible Approval for a Rezone Request for Property Located near 100 Block of South 8th Avenue and Main Street. For Legal Description, See Attached (Ordinance O-2026-02 Section 1)  
2) Consider Approval of Ordinance O-2026-02 Section 2 (Emergency Clause)

---

The City Attorney has reviewed and approved the proposed ordinance (O-2026-02).

#### **Council Information / Action Requested**

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

#### **ATTACHMENTS:**

1. PC2026-07- CC Staff Report -Bronniman
2. PC2026-07 REZONE -LEGAL DESCRIPTION -CITY COUNCIL
3. PC2026-07 TAC SHEET
4. PC2026-07 Maps
5. PC2026-07 Permission Letter
6. PC2026-07 Deed
7. ORDINANCE O-2026-02



# THE CITY OF DURANT

## Office of Community Development

**Date:** 04-08-2026  
**To:** City Council  
**Case:** PC-2026-07  
**From:** Paul Cottrell, Community Development.  
**Re:** Rezone to R-2

**Request:** Consider a request from the property owner to rezone the property located near 100 block of South 8<sup>th</sup> near W Main.

**Current Zoning:** C-3

**Future Land Use:** CBD

**Surrounding Properties:**

Direction	Zoning	Use
North	C-3	Commercial Business
West	C-3	Vacant Lot
South	R-1	Single Family Home
East	C-3	Vacant Building/ 2 Single Family Homes

**Applicant:** Beau Bronniman

**Consideration:** Applicant approached staff with the desire to rezone the current property to build a duplex.

Staff has met with the Applicant to provide guidance regarding applicable ordinances and regulations and remain available to support the Applicant throughout this process. Notifications have been made to the surrounding property owners and at the time of this report staff have not received phone calls or letters of support or protest regarding this rezone request.

**Analysis:** Property is approximately 8168 sq ft. The property currently is at a dead-end.

**Required Action Taken Place:** Held a public hearing and receive recommended approval or denial of the Rezone Request for property located near 100 Block of S. 8<sup>th</sup> on Tuesday, April 7th. The request will now be considered by the City Council, which will render the final decision.

**Planning Commission:** voted to APPROVE the Rezone Request. Motion Passed with 3, Yes – 1, No – 0, Abstained

Case: PC2026-07 REZONE REQUEST



Legal Description for Property Located Near the 100 Block of South 8<sup>th</sup> Avenue and Main Street and More Particularly Described As:

*The North 75 feet of East 45 feet of Lot 7 and North 75 feet of Lot 8 in Block 203 in the City of Durant, Bryan County, Oklahoma, according to the official plat thereof.*

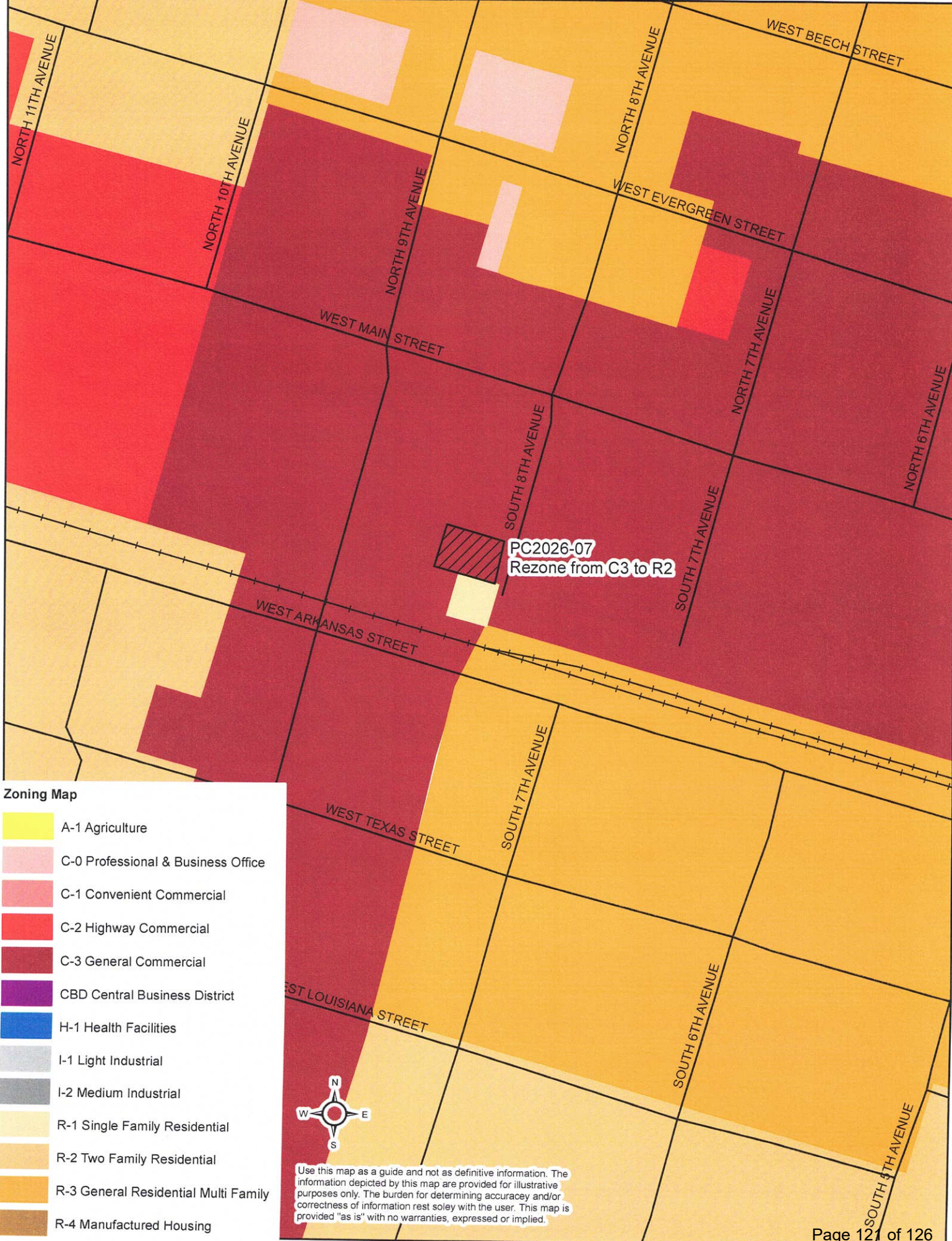
**Community Development – TAC Meeting**

Request Type: REZONE  
Case Number: PC2026-07

Applicant: Beau Bronniman

<b>Building Department</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
Community Development Director: Paul Cottrell		Does not meet current or future land use	3/10
Address and Mapping Aaron Walkup			3/10/26
Building Inspector: Raven Bates or Taylor Davis			
Facilities Supervisor: Mark Pierce		NO COMMENTS	3-10-26
<b>Public Works</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
Public Works Director: Phillip High Tower		NO COMMENT	3-10-26
M & O Supervisor Randy Cantrell			
Streets Superintendent Aaron Saldivar			<del>3/10/26</del>
Solid Waste Director: Jared Dillingham		NO COMMENT	
<b>Fire Department</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
Fire Marshall Collin Gordon		No comments	10MAR26

<b>Economic Development</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
Economic Development:			
<b>Outside Resources:</b>	<b>Signature</b>	<b>Comments</b>	<b>Date</b>
<b>OGE:</b> Print Name			
<b>ONG:</b> Print Name			
<b>Additional Outside Resources and Comments</b>			
<b>Name Department, Title</b>	<b>Signature</b>	<b>Additional Comments</b>	<b>Date</b>



**Zoning Map**

- A-1 Agriculture
- C-0 Professional & Business Office
- C-1 Convenient Commercial
- C-2 Highway Commercial
- C-3 General Commercial
- CBD Central Business District
- H-1 Health Facilities
- I-1 Light Industrial
- I-2 Medium Industrial
- R-1 Single Family Residential
- R-2 Two Family Residential
- R-3 General Residential Multi Family
- R-4 Manufactured Housing



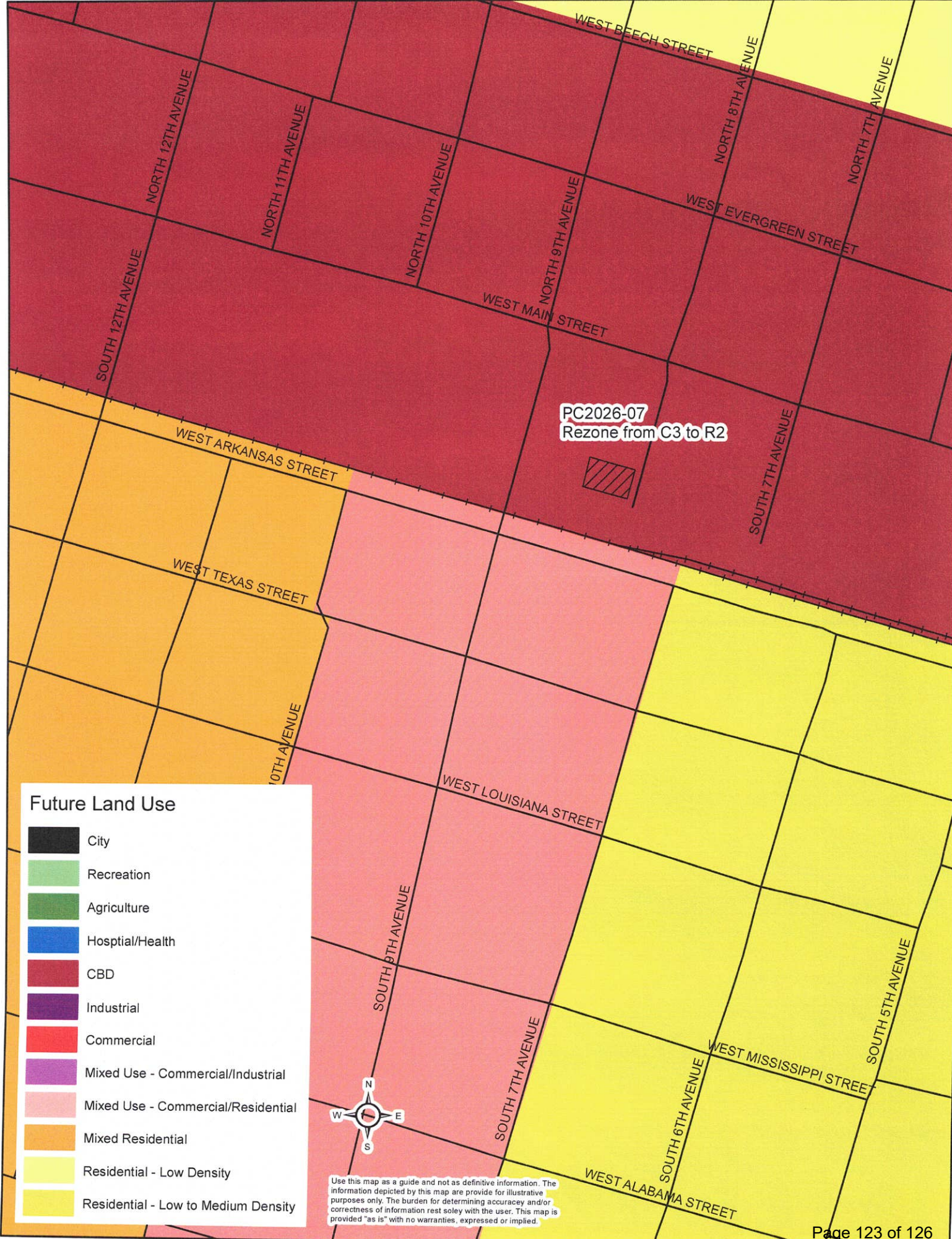
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PC2026-07  
Rezone from C3 to R2



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PC2026-07  
Rezone from C3 to R2

- Future Land Use**
- City
  - Recreation
  - Agriculture
  - Hospital/Health
  - CBD
  - Industrial
  - Commercial
  - Mixed Use - Commercial/Industrial
  - Mixed Use - Commercial/Residential
  - Mixed Residential
  - Residential - Low Density
  - Residential - Low to Medium Density



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## Re: lot

 Inbox



renea roberts

To You

Feb 13



I give Beau Bronniman permission to change zoning. If You have any question, please give me a call [580-916-0157](tel:580-916-0157)

Thank you,

Renea Roberts  
American Dream Realty  
580-916-0157



# ORDINANCE NO. O-2026-02

## AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AN EMERGENCY

---

### BE IT ORDAINED BY THE COUNCIL OF THE CITY OF DURANT, OKLAHOMA

**SECTION 1.** That the zoning map is hereby amended to replace the C-3 General Commercial District, with the R-2 Two-Family Residential District for property located near the 100 block of South 8<sup>th</sup> Avenue and Main Street in Durant, and more particularly described as;

*The North 75 feet of East 45 feet of Lot 7 and North 75 feet of Lot 8 in Block 203 in the City of Durant, Bryan County, Oklahoma, according to the official plat thereof.*

**SECTION 2.** For the immediate preservation of the peace, health, and safety of the City of Durant, Oklahoma and the inhabitants thereof, it is necessary that this ordinance shall become operative and go into effect immediately upon its passage, approval and publication.

**PASSED AND APPROVED** by the Mayor and City Council of the City of Durant this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Martin Tucker, Mayor  
City Of Durant, Oklahoma

ATTEST:

\_\_\_\_\_  
Cynthia J. Price, City Clerk