

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

AIRPORT ADVISORY BOARD

4:00 PM

**Durant Regional Airport
Conference Room
10 Waldron Rd,
Durant, OK 74701
AGENDA**

July 1, 2026

CALL TO ORDER

INVOCATION/FLAG SALUTE

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Called Meeting Minutes of June 3rd, 2026

2. Consider Items Removed from Consent

3. Information Items

- a. Director's Report
- b. Staff Report: Outline of New Airport Hangar Provisions

4. Administration

5. New Business

ADJOURNMENT

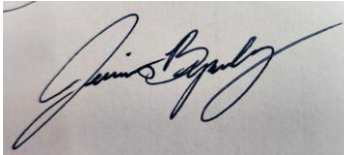
CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 4th day of December, 2025 and that an agenda of said meeting was posted at the place of such meeting at 4:00 p.m. on the 29th day of June, 2026.



Jessica Byerly, City of Durant

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 4th day of December, 2025 and that an agenda of said meeting was posted at the place of such meeting at 4:00 p.m. on the 1th day of June, 2026.



Jessica Byerly, City of Durant

**MINUTES OF THE MEETING OF AIRPORT ADVISORY BOARD
June 3, 2026 AT 4:00 PM, Durant Region Airport
Conference Room
10 Waldron Rd,
Durant, OK 74701**

CALL TO ORDER

Chairman Dan Craige called the meeting to order at 4:01 PM. Before continuing the meeting, the admin let the board know that Kyle Thomas was sworn in before the meeting as SOSU designated representative.

INVOCATION/FLAG SALUTE

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

ROLL CALL

- Present:
- Board Member Moore
- Board Member Stuteville
- Board Member Thomas
- Vice Chairman Sherrer
- Chairman Dan Craige

- Absent:
- Board Member Dewald
- Board Member Dufur

ORDER OF BUSINESS

1. Consent Items

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- a. Consider Approval of Regular Called Meeting Minutes of May 6th, 2026

Motion To: Approve Regular Called Meeting Minutes of May 6th, 2026

Motion By: Moore

Seconded By: Craige

Ayes: Moore, Sherrer, Craige

Nays: None

Abstain: Stuteville, Thomas

2. Consider Items Removed from Consent

3. Information Items

- a. Director's Report

Starting of the Director's report, Godfrey shows some data that the airport staff has been collecting about visiting air traffic and the reason for the visit. This data shows that the majority of the transient traffic comes to visit Choctaw Casino, secondly is fuel stops, and third is business traffic. Godfrey has been trying to network with Choctaw and has not received much response. Some of the board members did express that they would like an indication of which visiting aircraft are jets. Board Member Moore suggested bolding the tail number.

Board Member Stuteville mentioned seeing the Air Evac team moving to the hospital on the front page of the paper. He was curious about the plans for the terminal space they vacated, and the revenue lost from that move. Currently, there are no set plans. Godfrey would like to see something done in conjunction with a possible hanger built on the south side of the terminal that would link up with the vacated space via a breezeway. This would all rely on the new ramp expansion. However, even though the board would like to see the revenue replaced, they also voiced that it would be a great community space like it used to be before Air Evac moved in. This space was previously used as a classroom area for aviation instructors to use. Board Member Thomas also mentioned that there were times when the college would ask to use that

space. He went on to state that the space would be a good place for him to conduct his check-rides. The Director is currently open to any ideas for the space.

We all spoke about the Food Truck Fly-In coming up on June 27th. The Airport has sadly lost two trucks that were previously committed. As of this meeting, we have Magnolia Cafe to provide breakfast. Jurassic Snow (a snow truck), and Gourmet Flavors of Texas. The airport staff has learned that reaching out even earlier is a better plan.

Stuteville asked where the airport was at for fuel sales. Godfrey stated that it is "flat", currently the airport is up on AvGas sales and behind on JetA, and we are projected overall to end the fiscal year in the black.

The Director didn't have much of an update on the capital improvement projects since the last meeting. Chairman Craige asked if there would be a radar with the ATC tower. The answer was no, it would just be ATC. Some discussion was had when talking about hangar builds. Stuteville asked if we still had room to build T-Hangars, which Godfrey said yes there is. Godfrey mentioned that he had been sent a spreadsheet by the State with numbers from other airports in Oklahoma that are building hangars. Stuteville was interested in taking a look at that information.

Godfrey also mentioned that the USDA has placed cameras to gather data on the hogs at the south end of the airport and the next step will be putting them in capture pens. He is working on a vegetation management contract to help with the growth on the airfield as well as eliminating some of the vegetation that attracts wildlife. In addition, he has hired some guys to help with the grounds upkeep of the front side of the terminal. Speaking of the vegetation, one of the hay bales caught on fire a couple of weekends ago and had to be rolled out to put it out. The ground was too muddy for the FD to get a truck out to it and their brush truck is currently not available. The suspected cause of the fire is a lightning strike.

Godfrey has also been speaking with SOSU about getting an Aviation Management internship. An intern would help with data collection and other projects. Godfrey mentioned a Pavement Management System to manage upkeep for any cracks that appear in the runway, taxiway, and ramp area as per FAA regulations and standards. He went on to state that the run is in need of rehab due to cracking and could use a sealant and top coat.

Due to runway shutdowns in the North Texas area, a flight school has reached out to Godfrey about temporarily relocating a couple of aircraft to KDUJ to be able to continue operations. Right now the agreement is that they would need to bring their own tie-downs and anchors and park out in the grass area off of hangar building 10.

4. Administration

5. New Business

ADJOURNMENT

Motion To: Adjourn the Regular Called Meeting of June 3rd, 2026

Motion By: Stuteville

Seconded By: Moore

Ayes: Moore, Stuteville, Thomas, Sherrer, Craig

Nays: None

Abstain: None



STAFF REPORT TO THE AIRPORT ADVISORY BOARD, JULY 1, 2026
AGENDA ITEM – OUTLINE OF NEW AIRPORT HANGAR LEASE PROVISIONS

The current airport owned hangar lease form needs revisions to clarify existing provisions, add new provisions, provide for indemnity and ensure compliance with FAA policy and the airport sponsors' federal Grant Assurances. The following are proposed changes to the lease form for the Airport Advisory Board to consider and deliberate:

1. LESSEE – A secondary or partner lessee can be named
2. TERM – The current month-to-month term changes to a two-year lease with option
3. RATE
 - a. Sliding scale rate based upon hull value
 - b. Higher rate for commercial Special Aeronautical Service Operator (SASO)
 - c. Non-aeronautical use calculation based on market rate square footage
 - d. Premium of half-rent for additional aircraft
 - e. Adds an annual CPI adjustment of no more than 4%
4. RENT – Options specified as follows:
 - a. Regular payments monthly or quarterly
 - b. Annual advance payment in exchange for one-month free changes to a 6% discount
 - c. Automatic credit-card payment option
 - d. Late payment fee of \$25 per month
5. INSURANCE – Provide proof of aircraft insurance
6. SUBLETTING – Upon permission, temporary maximum six-months, payable by subletter
7. FUEL DISCOUNT – Describes the non-SASO tenant fuel discount, contingent upon good standing
8. AIRWORTHINESS
 - a. Stored aircraft must have an airworthy certificate or,
 - i. Under active construction or repair, (see FAA hangar use policy) or,
 - ii. On the market for sale, no more than 6 months or,
 - iii. In probate
 - b. Temporary non-aeronautical fee of \$100 per month in addition to rent
9. NON-AERONAUTICAL USE – (current lease ¶ 4 *Storage of Items...*) is replaced. Adds provision prohibiting non-aeronautical use over 1/3 of the hangar sq. footage and references the FAA Hangar Use Policy as a guideline. Violators will pay market storage rate until remedied. Allows vehicle parking and storage, etc. (see FAA hangar use policy)
10. DEFAULT REMEDIES – Specifies a progressive, incentivized process
11. RESPONSIBILITIES OF THE LESSOR – Summarizes general maintenance
12. RESPONSIBILITIES OF THE LESSEE – Summarizes general housekeeping
13. APPROVED ELECTRICAL DEVICES – limits number and size of refrigerators and freezers, heaters, lighting and timers for engine heaters
14. INSPECTION – Specifies semi-annual compliance inspections and right of entry by the Airport Director
15. MISC. CLAUSES – Adds various general clauses such as subordination, quiet enjoyment, abandonment and other misc. provisions