

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.

DURANT AIRPORT AUTHORITY/ DAA

6:00 PM

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

March 10, 2020

**DURANT CITY HALL
300 W. EVERGREEN, DURANT, OK
ROSCOE J. HATFIELD COUNCIL CHAMBERS**

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

- a. Consider Approval of Regular Meeting Minutes of February 11, 2020

2. Consider Items Removed from Consent

3. Information Items

- a. Airport Manager Monthly Report - February 2020

4. Citizen Comments on Non-Agenda Items

Citizens wishing to address the council regarding matters which are not listed on the agenda will be required to sign up no later than 5 minutes prior to the scheduled starting time of the meeting. The sign-in sheet will contain space for citizen's name, address, phone number, and topic to be discussed. In this way, city staff will be able to follow-up on any issues presented if necessary.

5. Administration

6. 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 12th day of November, 2019 and that an agenda of said

meeting was posted at the place of such meeting at 12:55 p.m. on the 6th day of March, 2020.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 2/14/2020
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of February 11, 2020

Council Information / Action Requested

Approval of Regular Meeting Minutes of February 11, 2020

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes 2.11.2020	Exhibit	2/14/2020

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 12th day of November, 2019 and that an agenda of said meeting was posted at the place of such meeting at 3:30 p.m. on the 6th day of February, 2020.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT AIRPORT
AUTHORITY OF February 11, 2020 AT 6:00 PM, Roscoe J. Hatfield Council
Chambers, 300 West Evergreen, Durant, Oklahoma**

CALL TO ORDER

Chairman Grube called the meeting to order at 7:35 p.m.

ROLL CALL

Present: Trustee Mike Morris	City Manager John Dean
Trustee Danny Sherrer	City Attorney Tom Marcum
Trustee Jerry Tomlinson	City Clerk Cynthia J. Price
Vice Chairman Steve Brittingham	
Chairman Oden Grube	

Absent: None (*denotes partial attendance)

Chairman Grube declared a quorum.

1. Consent Items

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

- a. Consider Approval of Regular Meeting Minutes of January 14, 2020

Approved

Motion was made by Steve Brittingham and seconded by Jerry Tomlinson to approve consent item.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson

2. Consideration Items Removed from Consent

3. Information Items

- a. Airport Manager Monthly Report - January 2020

4. Citizen Comments on Non-Agenda Items

There were no citizen comments.

5. Administration

- a. Consider Approval of Supplemental Agreement # 4 (C-2018-60a) for a Change in Scope of Work to be Performed on the Runway Extension Project Located at Durant Regional Airport - Eaker Field

Approved

Public Works Director Marty Cook addressed the Authority Board and stated this change order is for rip rap to finish the drainage system. The project administrator inadvertently left this item out of the specifications in the original bidding process. 95% of the cost is reimbursable through the grant leaving 5% of the cost which will be out of pocket for the city.

Motion was made by Mike Morris and seconded by Steve Brittingham to approve Supplemental Agreement #4 (C-2018-60a) for a change of scope of work to be performed on the Runway Extension Project located at Durant Regional Airport - Eaker Field.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson

- b. Consider Approval of Supplemental Amendment #5S for LBR, Inc. (C-2018-56a) for a Alteration in Cost for Testing and Inspections on the Runway Extension Project at Durant Regional Airport - Eaker Field

Approved

Public Works Director Marty Cook addressed the Authority Board and stated the testing and inspection costs were more expensive than estimated. 95% of the cost is reimbursable through the grant leaving 5% of the cost which will be out of pocket for the city. The total not to exceed cost for inspections would be increased from \$150,000 to \$165,000. The total not to exceed cost for testing would be increased from \$80,000 to \$125,000.

Motion was made by Jerry Tomlinson and seconded by Mike Morris to approve Supplemental Amendment #5S for LBR, Inc. (C-2018-56a) for an alteration in cost for testing and inspections on the Runway Extension Project at Durant Regional Airport -Eaker Field.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson

6. New Business

There was no new business.

Adjournment

Motion was made by Mike Morris and seconded by Danny Sherrer to adjourn meeting.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson



The City of Durant

Office of City Clerk

Memorandum

Date: 3/4/2020
To: Airport Authority
From: Katie Hefner, Airport Manager
Re: Airport Manager Monthly Report - February 2020

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Airport Manager Monthly Report - February 2020	Exhibit	3/5/2020

Durant Airport Monthly Report – February 2020

AIRPORT MONTHLY SALES

- Avgas 100LL – Fuel sales suspended
- Jet A w/additive – 9,050 gallons and \$33,482 in sales
- Parking/Misc - \$315 in sales

Hangars

- 2 hangars became available in February. Now leased to 2 new tenants. 8 people now on waiting list.
- Working to draft new hangar leases. Including late payment collection, non-aviation storage termination, and aircraft inventory,

Maintenance Issues

- Jet A fuel tank service completed in December. Jet A truck serviced for oil, tires and maintenance. Awaiting availability for contractor to change Jet fuel filters.
- Concrete repairs completed behind large hangar in December.
- Ongoing issues with electric vehicle gate. Repaired damage to gate operator. Call box/pin code box out of service due to poor conduit power.
- Avgas 100LL out of compliance and fuel contamination. Received projected engineering costs \$25,000 - \$30,000 for survey work and engineering specs (5 different vendors). Currently reviewing which vendor to use. New tank estimate costs \$150,000 - \$170,000. Additional cost for concrete work dependent on engineer specs.

Safety Issues

- Fuel truck and tanks received new Purple K Fire Extinguishers. First aid kits received and installed in terminal in December.
- Received estimates for repairs/upgrades to security cameras. Estimates \$7,000 not budgeted for. Planning to make partial upgrades until next fiscal year.

Construction Update

Runway and taxiway extension project completed on January 23rd. Additional 2 day closure was required to complete sodding, seeding, additional signage, approach light repairs, drainage repair and one patch area.

