

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**

April 10, 2018

**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 March 13, 2018
- b. Consider Approval of Special Meeting Minutes of April 4, 2018

2. Consider Items Removed from Consent

3. 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.

4. Administration

5. Information Items

- a. Airport Manager's Monthly Report - March 2018

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 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 5:17 p.m. on the 6th day of April, 2018.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 3/23/2018
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of March 13, 2018

Council Information / Action Requested

Approval of Regular Meeting Minutes of March 13, 2018.

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes 3.13.2018	Exhibit	3/23/2018

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 4:55 p.m. on the 9th day of March, 2018.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT AIRPORT
AUTHORITY OF March 13, 2018 AT 6:00 PM, Roscoe J. Hatfield Council
Chambers, 300 West Evergreen, Durant, Oklahoma**

CALL TO ORDER

Chairman Tomlinson called the meeting to order at 7:42 p.m.

ROLL CALL

Present: Trustee Oden Grube	City Attorney Tom Marcum
Trustee Mike Dills	City Manager Tim Rundel
Trustee Destry Hawthorne	City Clerk Cynthia J. Price
Vice Chairman Chad Hitchcock	
Chairman Jerry Tomlinson	

Absent: None (*denotes partial attendance)

Chairman Tomlinson declared a quorum.

1. Consent Items

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

a. Consider Approval of Regular Meeting Minutes of February 13, 2018

Approved

Motion was made by Chad Hitchcock and seconded by Mike Dills to approve consent item as presented. Motion Passed with the following vote:

Ayes: Dills, Grube, Hitchcock, Tomlinson

Abstain: Hawthorne

2. Consideration Items Removed from Consent

3. Citizen Comments on Non-Agenda Items

There were no citizen comments.

4. Administration

- a. Consider Approval of a Lease Agreement with Hangar 10 Aviation, LLC for the Lease of the Large Hangar at Durant Regional Airport - Eaker Field

No Action Taken

5. Information Items

- a. Airport Manager Monthly Report - February 2018

6. New Business

There was no new business.

Adjournment

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to adjourn meeting. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson



The City of Durant

Office of City Clerk

Memorandum

Date: 4/5/2018
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Special Meeting Minutes of April 4, 2018

Council Information / Action Requested

Approval of Special Meeting Minutes of April 4, 2018

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes 4.4.2018	Exhibit	4/5/2018

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 29th day of March, 2018 and that an agenda of said meeting was posted at the place of such meeting at 4:55 p.m. on the 2nd day of April, 2018.

**MINUTES OF THE SPECIAL CALLED MEETING OF DURANT AIRPORT
AUTHORITY OF April 4, 2018 AT 5:00 PM, Roscoe J. Hatfield Council
Chambers, 300 West Evergreen, Durant, Oklahoma**

CALL TO ORDER

Chairman Tomlinson called the meeting to order at 5:33 p.m.

ROLL CALL

Present: Trustee Oden Grube	City Attorney Tom Marcum
Trustee Mike Dills	City Manager Tim Rundel
Trustee Destry Hawthorne	City Clerk Cynthia J. Price
Vice Chairman Chad Hitchcock	
Chairman Jerry Tomlinson	

Absent: None (*denotes partial attendance)

Chairman Tomlinson declared a quorum.

1. Consideration Items Removed from Consent

2. Administration

- a. Consider Approval of a Lease Agreement of the Large Hangar at Durant Airport with Hangar 10 Aviation, LLC for the Regional Airport - Eaker Field

Approved

Marty Cook, Public Works Director, addressed council and stated he was approached by a customer with an opportunity to make a lease agreement. The option would be for the customer to refurbish the area and use it for their business. Trustee Grube stated that Hangar 10 Aviation has not formed an LLC. David Bray, representative of Hangar 10 Aviation, confirmed that the company has not formed an LLC and was waiting for approval of the lease agreement before doing so. City Attorney Tom Marcum stated the lease agreement is in order from a legal standpoint however he recommended the language of Paragraph 11 - Insurance be stronger and clearer to require the lessee to provide insurance coverage for the building structure. There was discussion as to whether other lessees are required to provide insurance coverage for the building structure.

Motion was made by Chad Hitchcock and seconded by Oden Grube to approve lease agreement of the large hangar at Durant Regional Airport - Eaker Field with Hangar 10 Aviation, LLC with the contingency that Hangar 10 Aviation provides proof of LLC. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Adjournment

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to adjourn meeting. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson



The City of Durant

Office of City Clerk

Memorandum

Date:

To: Airport Authority

From: Dewayne Williams, Airport Manager

Re: Airport Manager's Monthly Report - March 2018

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Airport Manager's Monthly Report - March 2018	Exhibit	4/6/2018



Durant Regional Airport Eaker Field

Airport Managers Monthly Report

April 10, 2018

Dewayne Williams, F.B.O.

- **Fuel Sales – 2018**

Avgas 100 Low Lead (100LL)

Year to Date – 8,864 Gallons

March – 2,870 Gallons

Jet A w/prist (Deicing additive)

Year to Date – 32,455 Gallons

March – 13,089 Gallons

- **Hangars – 100% Occupancy**

Interest is still high for both individual and corporate hangars.

- **Maintenance Issues**

Runway edge lighting is still currently in temporary service. Wise electric is waiting on parts to return and complete the repair.

New tug in operation and works as it should.

24 hour access via key pad to Terminal is installed and working.

Weed eradication spraying has started.

Questions/Concerns/Comments?

- Thank you.