

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**

July 9, 2019

**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 June 11, 2019

2. Consider Items Removed from Consent

3. Information Items

- a. Airport Manager Monthly Report - June 2019

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

- a. Consider Approval of Contract # 2019-35 for \$10,039.26 with The Oklahoma Aeronautics Commission to Perform a Flight Inspection of our Precision Approach Path Indicator Lights Located at Durant Regional Airport - Eaker Field

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 13th day of November, 2018 and that an agenda of said meeting was posted at the place of such meeting at 2:20 p.m. on the 5th day of July, 2019.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 6/26/2019
To: Airport Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of June 11, 2019

Council Information / Action Requested

Approval of Regular Meeting Minutes of June 11, 2019

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes 6.11.2019	Exhibit	6/26/2019

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 13th day of November, 2018 and that an agenda of said meeting was posted at the place of such meeting at 4:40 p.m. on the 7th day of June, 2019..

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT AIRPORT
AUTHORITY OF June 11, 2019 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 7:08 p.m.

ROLL CALL

Present: Trustee Mike Morris	City Manager Tim Rundel
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 May 14, 2019

Approved

Motion was made by Mike Morris and seconded by Steve Brittingham to approve consent item as presented.

Motion Passed with the following vote:

Ayes: Brittingham, Grube, Morris, Sherrer, Tomlinson

2. Consideration Items Removed from Consent

3. Information Items

a. Airport Monthly Report - May 2019

4. Citizen Comments on Non-Agenda Items

There were no comments.

5. New Business

There was no new business.

Adjournment

Motion was made by Danny Sherrer and seconded by Steve Brittingham 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: 7/5/2019
To: Airport Authority
From: Dewayne Williams, Airport Manager
Re: Airport Manager Monthly Report - June 2019

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 - June 2019	Exhibit	7/5/2019



Durant Regional Airport Eaker Field

Airport Managers Monthly Report

July 9, 2019

Dewayne Williams, F.B.O.

- **Fuel Sales – June 2019**

Avgas 100 Low Lead (100LL)

June 2019 – **2,687 Gallons**

Jet A w/prist (Deicing additive)

June 2019 – **5,335 Gallons**

50% reduction in Jet A fuel sales due to Ten Point Tours business jet (a Gulfstream GIV managed by Hangar 10 LLC.) to **not** purchase fuel at Durant Regional Airport.

- **Hangars – 100% Occupancy**

Need to explore options to build additional Hangars to meet demand for permanent and transit customers.

- **Ramp Space Parking Issues**

This project needs to become a priority issue due to increase in traffic and limited parking for existing transit traffic.

- **Maintenance Issues**

Weed control is on-going at this time.

Normal minor issues with hangars, (roofs and doors.)

No major issues currently.

Plan for AWOS complete system upgrade within four (4) years.

- **Equipment Upgrades Needed**

100 LL Self-Service Fuel Terminal needs to be upgraded soon.

QTpod will *discontinue all product support for M3000 Self-Serve Fueling Terminals that were installed prior to January 1, 2008, after June 30, 2019.*

Questions/Concerns/Comments?

- Thank you.



The City of Durant

Public Works Director

Memorandum

Date: 7/1/2019
To: Airport Authority
From: Marty Cook - Public Works Director
Re: Consider Approval of Contract # 2019-35 for \$10,039.26 with The Oklahoma Aeronautics Commission to Perform a Flight Inspection of our Precision Approach Path Indicator Lights Located at Durant Regional Airport - Eaker Field

This PAPI Light flight inspection is a requirement of the FAA where it is associated with our construction currently underway at our Airport. At a total cost of \$10,039.26, we will be reimbursed for 90% of the fee by the FAA and 5% of the fee by the OAC.

Council Information / Action Requested

Approve Contract # 2019-035

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

ATTACHMENTS:

Description	Type	Upload Date
Contract # 2019-35 Papi Light Flight Inspection OAC	Cover Memo	7/1/2019

INTERGOVERNMENTAL AGREEMENT
BY AND BETWEEN THE AIRPORT SPONSOR
AND
THE OKLAHOMA AERONAUTICS COMMISSION

AGREEMENT

This Agreement, made the day and year last written below, by and between the City of Durant, Oklahoma, hereinafter referred to as the SPONSOR, and the Oklahoma Aeronautics Commission of the State of Oklahoma, hereinafter referred to as the COMMISSION, is subject to the following terms and conditions.

Whereas, the COMMISSION is in receipt of a request from the SPONSOR that the COMMISSION utilize its existing reimbursable agreement with the Federal Aviation Administration (FAA) to conduct flight inspection services for the Precision Approach Path Indicator (PAPI) Lights at the Durant Regional Eaker Field Airport, hereinafter referred to as the PROJECT. The total PROJECT cost is estimated to be \$10,039.26. Final PROJECT cost shall be the actual cost of a single flight inspection trip provided by FAA based upon hours flown by the flight inspection aircraft.

Now, therefore, it is mutually agreed by the SPONSOR and the COMMISSION that:

1. Upon approval of this AGREEMENT, the SPONSOR agrees that it will notify the COMMISSION when the PAPIs are ready for flight inspection by the FAA. Upon receipt of that notification, the COMMISSION will direct FAA to schedule the flight inspection. It will be the responsibility of the SPONSOR to ensure all necessary parties (contractor, consultant, etc.) are available during the inspection to ensure the equipment is operating properly.
2. Upon approval of this AGREEMENT, the SPONSOR agrees that it will reimburse the COMMISSION 100% of the Final PROJECT cost. Reimbursement shall be made to the COMMISSION by the SPONSOR within 30 days of the receipt of an invoice from the COMMISSION.

IN WITNESS WHEREOF, the SPONSOR has caused this **AGREEMENT** to be duly executed in their name, this _____ day of _____, 2019.

SPONSOR'S ACCEPTANCE:

City of Durant
Approved:

Attest:

City Clerk

**NOTE: AGREEMENT MUST BE SIGNED BY MAYOR, CITY MANAGER,
OR OTHER DESIGNATED PERSON WHO IS AUTHORIZED TO SIGN
CONTRACTS FOR THE SPONSOR.**

DO NOT WRITE BELOW THIS LINE

APPROVED BY THE OKLAHOMA AERONAUTICS COMMISSION

DIRECTOR
Oklahoma Aeronautics Commission