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## MINUTES

**July 25, 2024 9:00 AM**

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Will Rogers World Airport | Wiley Post Airport | Clarence E. Page Airport

Trustees:

Terry Salmon, Chairman, Independent Trustee  
Bob Ross, Vice-Chairman, Independent Trustee  
David Holt, Trustee-Mayor  
Matt Hinkle, Surrogate Trustee-Mayor  
Craig Freeman, Trustee-City Manager  
LaShawn Thompson, Surrogate Trustee-City Manager  
Barbara Peck, Trustee-Council Member

Jeff Mulder, General Manager  
Tara Summerlin, Assistant Director of Airports  
Amy K. Simpson, Secretary

*Residents can watch the Oklahoma City Airport Trust live by going to <http://youtube.com/cityofokc/live>. Meetings can also be watched live on Cox Cable Channel 20. Meetings are replayed on Cox Cable Channel 20 on the meeting date starting at 6:30 p.m. If there are technical difficulties with either live stream during the meeting, a video will be posted as soon as possible after the meeting.*

City Council Chamber, Third Floor, 200 North Walker Avenue  
Oklahoma City, Oklahoma

## MINUTES

### OKLAHOMA CITY AIRPORT TRUST

July 25, 2024

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Three affirmative votes are required for approval of all actions.  
(The agenda was filed with the City Clerk of The City of Oklahoma City at 7:42 a.m. on July 24, 2024.)

**I.** Call to Order - 9:00 a.m.

Trustee Bob Ross, Vice-Chairman, presiding. Chairman Terry Salmon was absent.

Tara Summerlin, Assistant Director of Airports, served as surrogate for Jeff Mulder, General Manager, who was absent.

**II.** Approval of Minutes

A. Minutes of the Oklahoma City Airport Trust Meeting – June 27, 2024

APPROVED. MOVED BY PECK, SECONDED BY FREEMAN  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

**III.** Director's Report

A. Airport Updates and Presentations

Assistant Director of Airports, Tara Summerlin, updated on the passenger numbers for June 2024. Passenger numbers were an all-time high for Will Rogers World Airport for June as well as for any month previously reported. Currently an increase of 5.76% from 2023 passenger numbers.

B. Delinquent Accounts Receivable as of July 18, 2024

C. Construction Projects Status Report as of July 25, 2024

D. Budget to Actual Report as of June 2024

**IV.** Will Rogers World Airport

A. Agreement for Mutual Aid in Fire Emergency Services with the Secretary of the Air Force acting by and through the Commander of the 137 Special Operations Wing on behalf of the Oklahoma Air National Guard at Will Rogers World Airport, effective July 25, 2024 expiring September 30, 2028.

APPROVED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- B. Art Display Agreement is entered into with The City of Oklahoma City to provide the terms and conditions for the provision of wall space at Will Rogers World Airport to display a certain piece of public art.

APPROVED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- C. Amendment No. 1 to the Construction Contract and Partial Substantial Completion of Passenger Boarding Bridges Gate 20 and Gate 5 with Oshkosh AeroTech, LLC, Project No. OCAT WRWA 2308, Passenger Boarding Bridge Replacement – Phase I.

APPROVED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- D. Amendment No. 3 to the Professional Services Contract with Olsson, Inc., for Project No. OCAT WRWA 2208, South Campus Asphalt Paving Repairs and Rehabilitation, Mike Monroney Aeronautical Center, increase of \$9,964.

APPROVED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- E. Amendment No. 3 to the Professional Services Contract for engineering services with MacArthur Associated Consultants, LLC, Project No. OCAT WRWA 2402, Rehabilitation/Reconstruct Terminal Apron, to change the original contract name, increase of \$790,475.50.

APPROVED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- F. Amendment No. 3 and Change Order No. 3 to the Construction Contract with Rudy Construction Co., for Project No. OCAT WRWA 2004, North Covered Parking Lot, net increase of \$176,545.13 and 7 calendar days.

APPROVED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- G. Change Order No. 1 to the Construction Contract with Hunter Mechanical & Controls, Inc., Project No. OCAT WRWA 2214, Medium Voltage Transformer T6 Replacement, Mike Monroney Aeronautical Center, increase of \$2,750.98.

APPROVED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- H. Change Order No. 4 to the Construction Contract with W.L. McNatt & Company, Project No. OCAT WRWA 1802, Elevator Replacement for Multiple Buildings, Mike Monroney Aeronautical Center, increase of \$119,359.50 and 90 calendar days.

APPROVED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- I. Plans and Project Manual to be advertised for bids, Project No. OCAT WRWA 2429, Switch 49970 Replacement, Mike Monroney Aeronautical Center.

APPROVED AND AUTHORIZED. BID RECEIPT DATE AUGUST 28, 2024. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- J. Plans and Project Manual to be advertised for bids, Project No. OCAT WRWA 2500, Thomas P. Stafford Building Emergency Lighting, Mike Monroney Aeronautical Center.

APPROVED AND AUTHORIZED. BID RECEIPT DATE AUGUST 28, 2024. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- K. Request for Bids to be advertised for the solicitation of furniture, fixtures, and equipment for Project No. OCAT WRWA 2424, Federal Inspection Services Facility - Furniture, Fixtures, and Equipment.

APPROVED AND AUTHORIZED. BID RECEIPT DATE AUGUST 28, 2024. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- L. Resolution authorizing Professional Architectural and Engineering Services with C.H. Guernsey & Company, for Passenger Boarding Bridge Replacement - Phase III, utilizing Project No. OCAT GEN 2312, Multi-Year Professional Services Contract, \$296,766.

ADOPTED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- M. Resolution ratifying the actions of the Director of Airports for the approval of Electric Facilities Relocation Agreement with Oklahoma Gas and Electric Company, necessary to effectuate purchases without formal bidding as previously authorized by the Trust.

ADOPTED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- N. Resolution ratifying the actions of the Director of Airports for the approval of a Sole Source Agreement with Assa Abloy Entrance Systems, Inc., estimated cost \$1,774,125.

ADOPTED. MOVED BY HINKLE, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

V. Wiley Post Airport

- A. Plans and Project Manual to be advertised for bids, Project No. OCAT WPA 2419, Drainage Improvements – Phase 1.

APPROVED AND AUTHORIZED. BID RECEIPT DATE AUGUST 28, 2024. MOVED BY PECK, SECONDED BY FREEMAN  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- B. Plans and Project Manual to be advertised for bids, Project No. OCAT WPA 2431, Atlantic Aviation Hangar 14 Ramp Replacement.

APPROVED AND AUTHORIZED. BID RECEIPT DATE AUGUST 21, 2024. MOVED BY PECK, SECONDED BY FREEMAN  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- C. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit No. 1606 from Ernest and Donna Williams to CAVU AIR, LLC, effective July 25, 2024.

APPROVED. MOVED BY PECK, SECONDED BY FREEMAN  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

**VI. Clarence E. Page Airport**

- A. Lease Agreement with Rigid Oilfield Services, LLC for an individual aircraft hangar site for storage of a privately owned aircraft, Block 6, Lot 3, retroactive to January 1, 2024 through December 31, 2028.

APPROVED. MOVED BY FREEMAN, SECONDED BY PECK  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

**VII. General**

- A. Professional Services Contract with ENERCON Services, Inc., for Project No. OCAT GEN 2415, On-Call Multi-Year Environmental Compliance Services.

APPROVED. MOVED BY PECK, SECONDED BY HINKLE  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- B. Professional Services Contract for planning and environmental services with Mead & Hunt, Inc., for Project No. OCAT GEN 2506, On-Call Multi-Year Airport/Facility Planning, NEPA, and Environmental Services.

APPROVED. MOVED BY PECK, SECONDED BY HINKLE  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- C. Amendment No. 3 to the Professional Services Contract with YZAR, Inc., dba Funnel Design Group, to extend the Option Period and to update certain other FAA mandatory provisions.

APPROVED. MOVED BY PECK, SECONDED BY HINKLE  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

**VIII. Easements**

- A. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from First Commercial Management, Inc., 4611 SW 20th Street. Will Rogers World Airport.

ACCEPTED. MOVED BY PECK, SECONDED BY HINKLE  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- B. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from Sarker Properties, LLC., 3705 SW 119th Street. Will Rogers World Airport.

ACCEPTED. MOVED BY PECK, SECONDED BY HINKLE  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- C. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from Jason and Melissa Talkington, 10901 Old Tuscany Road. Will Rogers World Airport.

ACCEPTED. MOVED BY PECK, SECONDED BY HINKLE  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

**IX. Requisitions**

- A. Resolution ratifying the prior approval of certain requisition payments.

ADOPTED. MOVED BY PECK, SECONDED BY HINKLE  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

- B. Resolution approving requisition payments.

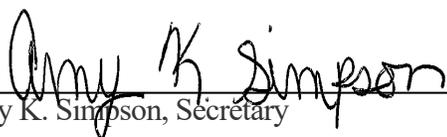
ADOPTED. MOVED BY PECK, SECONDED BY HINKLE  
AYES: ROSS, HINKLE, FREEMAN, PECK; ABSENT: SALMON

**X. Comments from Trustees, Staff and Citizens**

None.

**XI. Adjournment – 9:08 a.m.**

  
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Terry Salmon, Chairman

  
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Amy K. Simpson, Secretary