



II.A.

MINUTES

December 21, 2023 9:00 AM

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

Trustees:

Terry Salmon, Chairman, Independent Trustee

Bob Ross, Independent Trustee

David Holt, Trustee-Mayor

Todd Stone, Vice Chairman, Surrogate Trustee-Mayor

Craig Freeman, Trustee-City Manager

LaShawn Thompson, Surrogate Trustee-City Manager

Barbara Peck, Trustee-Council Member

Jeff Mulder, General Manager

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
December 21, 2023

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 7:35 a.m. on December 20, 2023.)

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

Chairman Salmon presiding.

Trustees, Barbara Peck and Bob Ross, absent.

All other members present.

II. Approval of Minutes

A. Minutes of the Oklahoma City Airport Trust Meeting – November 16, 2023

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

III. Director's Report

A. Airport Update & Presentations

The Director gave a presentation on the 2023 Year in Review, as well as 2024 Preview of Airport activities and programs.

The Director introduced Scott Hill, Partner and Creative Director of Nominee, the consultant tasked with studying and designing branding opportunities for Will Rogers World Airport. Mr. Hill presented on the results of various studies and investigations that have been taking place to date.

Trustee, Todd Stone, commented that while he appreciates the opportunity to add “OKC” to the brand, he loves the current “Will Rogers World Airport” brand.

The Director briefly discussed the item on the Agenda regarding the offer by the Oklahoma County Board of County Commissioners, and how the County appreciated the efforts of Airports staff and the Federal Aviation Administration in working towards a resolution.

B. Financial Statements – 1st Quarter FY2024

C. Delinquent Accounts Receivable

D. Construction Projects Status Report as of December 21, 2023

E. Budget to Actual Report as of November 2023

IV. Will Rogers World Airport

- A. Acceptance of completed Project with Anderson & House, Inc. for Project No. OCAT WRWA 2314, “2023 Registry Building Slab Repairs,” Mike Monroney Aeronautical Center, and placing the Maintenance Bond into effect.

ACCEPTED AND PLACED INTO EFFECT. MOVED BY FREEMAN,
SECONDED BY STONE

AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- B. Professional Service Agreement for Law Enforcement and Security Services between The City of Oklahoma City and the Oklahoma City Airport Trust, to provide law enforcement support and the safety and security services, retroactive to July 1, 2023 through June 30, 2024.

APPROVED. MOVED BY FREEMAN, SECONDED BY STONE

AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- C. Program Management Services Agreement with Kirkpatrick Program Management, Incorporated, for Project No. OCAT WRWA 2421, "Hangar 4 Program Management Services.”

APPROVED. MOVED BY FREEMAN, SECONDED BY STONE

AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- D. Ratification and approval of Addendum No. 1 for Project No. OCAT WRWA 2004, “North Covered Parking Lot”; award the Construction Contract to Rudy Construction Co. in the amount of \$5,563,110.15; and approve the Contract and bonds.

RATIFIED, APPROVED AND AWARDED. MOVED BY FREEMAN,
SECONDED BY STONE

AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- E. Amendment No. 2 to the Professional Services Agreement with Mead & Hunt, Inc., for Project No. OCAT WRWA 2309, "Terminal Area Master Plan,” increase of \$365,780.

APPROVED. MOVED BY FREEMAN, SECONDED BY STONE

AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- F. Amendment No. 4 to the Contract for Professional Services with Kimley-Horn and Associates, Inc., for Project No. OCAT WRWA 1713, “West Terminal Multi-Use Parking Lots,” increase of \$110,000.

APPROVED. MOVED BY FREEMAN, SECONDED BY STONE

AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- G. Change Order No. 1 to the Construction Contract with Downey Contracting, LLC., for Project No. OCAT WRWA 2304, “WRWA – AAR Hangar 3B Roof Replacement,” increase of \$4,493.

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

- H. Change Order No. 1 to the Construction Contract with Globe Construction Co., for Project No. OCAT WRWA 2406, “6921 S. Meridian – Old ARFF Building Roof Replacement,” increase of \$4,771.

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

- I. Change Order No. 4 to the Construction Contract with Crossland Heavy Contractors, Inc., for Project No. OCAT WRWA 2206, "Landside Wayfinding," increase of \$97,032 and increase of 154 calendar days.

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

- J. Request for Qualifications to be advertised for the solicitation of Hangar 4 Construction Management at Risk Services, RFQ-OCAT-2403.

APPROVED AND AUTHORIZED, PROPOSAL RECEIPT DATE JANUARY 17, 2024. MOVED BY FREEMAN, SECONDED BY STONE
AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- K. Joint Resolution with The City of Oklahoma City authorizing the Director of Airports to submit grant applications for Will Rogers World Airport to the Federal Aviation Administration for the Airport Improvement Program “Reconstruct Terminal Apron South Gates – Phase II”, “Reconstruct Runway 17R/35L – North End”, “Terminal Building Energy Assessment” and “Update PCI Study”, the Airport Terminal Program “Passenger Boarding Bridges Replacement – Phase III” and Airport Infrastructure Grant “Rehabilitate Terminal Access Roadways – Phase III”, “Terminal Building Flooring Replacement – Phase I”, and “Passenger Boarding Bridges Replacement – Phase III” and agreeing to the acceptance and compliance with all required understandings and grant assurances for the projects; acknowledging this Joint Resolution as their official action and acceptance of the applicable grant(s) if offered by the Federal Aviation Administration under such substantially similar terms described herein; designating each entity’s respective Official Representatives and authorizing the Official Representatives to administer and electronically execute the applicable grant documents on behalf of each respective entity without further action by either entity; and the Trust authorizes the payment of Trust funds for the payment of the required Local Matches and any other project costs not funded by the applicable grant programs.

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

- L. Joint Resolution with The City of Oklahoma City authorizing the Director of Airports to submit a grant application for Will Rogers World Airport to the Federal Aviation Administration for the Airport Infrastructure Grant “Walkway Modernization” and agreeing to the acceptance and compliance with all required understandings and grant assurances for the project; acknowledging this Joint Resolution as their official action and acceptance of the applicable grant if offered by the Federal Aviation Administration under such substantially similar terms described herein; designating each entity’s respective Official Representatives and authorizing the Official Representatives to administer and electronically execute the applicable grant documents on behalf of each respective entity without further action by either entity; and the Trust authorizes payment of Trust funds for the payment of the required Local Match and any other project costs not funded by the applicable grant program.

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

- M. Resolution authorizing settlement and release of claims against SKIDATA, Inc.; and Final Acceptance of Project No. OCAT WRWA 1601, “Parking Access and Revenue Control System (PARCS) Replacement at Will Rogers World Airport.”

ADOPTED AND ACCEPTED. MOVED BY FREEMAN, SECONDED
BY STONE
AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- N. Resolution rejecting the Oklahoma County Board of County Commissioners’ offer of \$2.5 Million to purchase approximately 51 acres of airport property in Parcel 53.

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

- O. Request for Proposals to be advertised for the solicitation of a Professional Services Agreement for the ConRAC Shuttle Bus Operations and Maintenance, RFP-OCAT-2401.

APPROVED AND AUTHORIZED, PROPOSAL RECEIPT DATE JANUARY
17, 2024. MOVED BY FREEMAN, SECONDED BY STONE
AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

V. Wiley Post Airport

- A. Amendment No. 2 to Lease Agreement with Linda James, to exercise the second of four successive one (1) year Option Periods, Wiley Post Airport, \$351.31 annually, January 3, 2024 through January 2, 2025.

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

- B. Change Order No. 1 to the Construction Contract with Libra Electric Company, for Project No. OCAT WPA 2301, “Terminal Bldg Electrical Rehabilitation and

Backup Generator," increase of 47 calendar days.

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

- C. Joint Resolution with The City of Oklahoma City authorizing the Director of Airports to submit grant applications for Wiley Post Airport to the Federal Aviation Administration for the Airport Terminal Program and Federal Contract Tower Program "Construct New Air Traffic Control Tower" and for the Airport Improvement Program "Terminal Apron Pavement Rehabilitation" and agreeing to the acceptance and compliance with all required understandings and grant assurances for the projects; acknowledging this Joint Resolution as their official action and acceptance of the applicable grant(s) if offered by the Federal Aviation Administration under such substantially similar terms described herein; designating each entity's respective Official Representatives and authorizing the Official Representatives to administer and electronically execute the applicable grant documents on behalf of each respective entity without further action by either entity; and the Trust authorizes the payment of Trust funds for the payment of the required Local Match and any other project costs not funded by the applicable grant programs.

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

- D. Farm Lands Lease Agreement with Roy A. and Janice M. Nuttall, to lease 1.66 acres of land for grazing, January 1, 2024 through December 31, 2025.

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

VI. Clarence E. Page Airport

- A. Intergovernmental Agreement with the Oklahoma Department of Aerospace and Aeronautics for "Commissioning Flight Inspection for the PAPI's on Runway 17R/35L." The estimated project cost is \$8,400, and Oklahoma City Airport Trust's share is 5%.

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

- B. Ratification and approval of Addendum Nos. 1 and 2 for Project No. OCAT CEPA 2407, "Runway 17R-35L PAPI and Wind Cone Rehabilitation"; award the Construction Contract to Libra Electric Company in the amount of \$479,430; and approve the Contract and bonds.

RATIFIED, APPROVED AND AWARDED. MOVED BY STONE,
SECONDED BY FREEMAN
AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

- C. Change Order No. 1 to the Construction Contract with Globe Construction Co., for Project No. OCAT CEPA 2313, "Install 12,000 Gal Self-Serve Avgas

System,” decrease of \$17,834, increase of 97 calendar cays for procurement, and increase of 1 calendar day for weather days.

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

VII. General

- A. Receive the Oklahoma City Department of Airports' Annual Comprehensive Financial Report for the Fiscal Year ended June 30, 2023. WRWA, WPA, CEPA.

RECEIVED. MOVED BY FREEMAN, SECONDED BY STONE
AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

VIII. Easements

- A. Avigation and Hazard Easement granted to The City of Oklahoma City and the Oklahoma City Airport Trust by Superior Industrial Developers, LLC, for land located at 4201 S.W. 29th Street, Oklahoma City, OK 73119. WRWA.

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

- B. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from Wal-Mart Real Estate Business Trust, for a tract of land lying in the North West corner of S.W. 104th Street and S. May Avenue, containing approximately 22.9877 acres. WRWA.

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

- C. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from Luis A. Galindo and Nereida Galindo, husband, and wife, for land located at 3531 S.W. 42nd Street, Oklahoma City, OK 73119. WRWA.

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

IX. Requisitions

- A. Resolution ratifying the actions of the Director of Airports in approving requisitions previously paid.

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

- B. Resolution approving requisitions dated December 21, 2023.

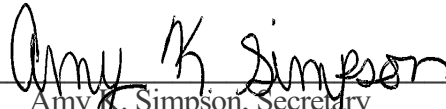
ADOPTED. MOVED BY FREEMAN, SECONDED BY STONE
AYES: SALMON, STONE, FREEMAN; ABSENT: ROSS, PECK

X. Comments from Trustees, Staff and Citizens

Trustee, Todd Stone, wished everyone a Merry Christmas and Happy Holidays.

XI. Adjournment - 9:30 a.m.


Terry Salmon, Chairman


Amy K. Simpson, Secretary