



MINUTES

April 24, 2025 9:00 AM

OKC Will Rogers International 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
Mark K. Stonecipher, 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
April 24, 2025

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 11:40 a.m. on April 22, 2025.)

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

Chairman Salmon Presiding

All members present.

Chairman Salmon welcomed Mark K. Stonecipher to the Trust.

II. Approval of Minutes

A. Minutes of the Oklahoma City Airport Trust Meeting – March 27, 2025

APPROVED. MOVED BY HINKLE, SECONDED BY FREEMAN
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

III. Director's Report

A. Airport Updates and Presentations

Director Jeff Mulder addressed enplanements and the lower numbers in February and March. Economic issues appear to be the primary factor.

The Topping Out Ceremony was held on April 23, 2025, at the AAR/Hangar 4 project at OKC Will Rogers International Airport. This ceremony celebrates that all steel has been placed for the structure. The project is expected to be completed by the end of 2025.

B. Delinquent Accounts Receivable as of April 16, 2025

C. Construction Projects Status Report as of April 24, 2025

D. Budget to Actual Report as of March 2025

E. Airport Financial Operations and Financial Report Update for the year ended June 30, 2024 – Presentation

Melissa Ferbrache, Department of Airports' Accounting Manager, presented the Airport Financial Operations and Financial Report Update, and introduced Airport's Financial Division Staff.

Trustee Ross asked what the cash-on-hand goal was for Airports. Melissa Ferbrache responded that the standard is to keep 1000 days' worth of cash-on-hand. Trustee Ross asked if that was standard for the industry. Trustee Freeman responded that it is probably high for the airport industry, but Oklahoma City Airport Trust has the highest rating for airports, and part of that is due to such conservative financial management policy and being in such a strong position. Assistant Director, Tara Summerlin, advised that typically for the airport industry, airports are required to keep 600 days cash-on-hand, and the Trust far exceeds that requirement. Director Mulder stated that one of the things that drives that amount is that we don't have a bond reserve fund. The Trust Indenture doesn't provide that option but are working on modernizing that Indenture. As a result, the bond rating agencies want us to carry more cash. Trustee Freeman stated that airports are so vulnerable to the economy that things change quickly, revenues change, and the effect that has on your ability to pay your debt, insuring you cover your operations and debt, and that the Trust/Airports has historically had strong management policies and practices that began many years ago and has continued.

Trustee Freeman appreciates the finance team and their efforts during implementation of the new financial system.

Chairman Salmon stated that in his experience, if you want to know the strength of any company, you follow the money. Our organization (Trust) is doing extremely well thanks to the financial staff at Airports.

Director Mulder addressed the proposed Budget, which will be addressed later on the Agenda. He addressed the slowdown that is anticipated for the upcoming fiscal year, based on information from the airlines and an expected slowdown in passengers. The Trust revenue projection for the upcoming fiscal year is about \$7.8 million below the current fiscal year. There are some proposed adjustments and will discuss in more detail next month. This is about a 5% decrease. As we adopt a budget it is always a plan. As things change throughout the year, we make changes, too. We are being cautious.

IV. OKC Will Rogers International Airport

- A. Final Acceptance of completed project with Electrical Solutions of Oklahoma, Inc., Project No. OCAT WRWA 2315, Thomas P. Stafford Emergency Generator Replacement, Mike Monroney Aeronautical Center, and placing the Maintenance Bond into effect.

ACCEPTED AND PLACED INTO EFFECT. MOVED BY ROSS,
SECONDED BY HINKLE

AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- B. Final Acceptance of completed project with Globe Construction Co., Project No. OCAT WRWA 2428, Registry Building Exterior Lighting, Mike Monroney Aeronautical Center, and placing the Maintenance Bond into effect.

ACCEPTED AND PLACED INTO EFFECT. MOVED BY ROSS,
SECONDED BY HINKLE

AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- C. Ground Service Agreement for courtesy vehicle services with Highland OKC Blossom, LLC dba Courtyard Oklahoma City Airport, \$660, May 1, 2025 through April 30, 2026.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- D. Ground Service Agreement for courtesy vehicle services with Meridian Lot, LLC dba USAPark.net, \$660, May 1, 2025 through April 30, 2026.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- E. Ground Service Agreement for courtesy vehicle services with MLCV Oklahoma LLC, dba Embassy Suites by Hilton, \$660, May 1, 2025 through April 30, 2026.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- F. Ratifying and approving Addenda Nos. 1, 2, 3, 4 and 5 to RFP-OCAT-2405, Request for Proposals for Common Use Passenger Processing Systems and the Professional Services Agreement with AeroCloud Systems, Inc., for estimated cost \$899,176.26, retroactive to April 1, 2025 through March 31, 2030.

RATIFIED AND APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- G. Amendment No. 1 to the Professional Services Contract with H.W. Lochner, Inc., for Project No. OCAT WRWA 2405, AAR Apron Rehabilitation, increase of \$42,770.06.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- H. Amendment No. 2 to the Construction Contract with Duit Construction Co., Inc., Project No. OCAT WRWA 2436, Reconstruct Runway 17R-35L - North End, increase of \$39,050 and 17 calendar days.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- I. Amendment No. 3 to the Professional Services Contract with Kimley-Horn and Associates, Inc., Project No. OCAT OKC 1714, Fleet Storage Expansion – Car Rental Center, increase of \$35,000, retroactive to March 24, 2025.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- J. Supplement No. 6 to the On Airport Rental Car Concession and Lease Agreement with Avis Budget Car Rental, LLC dba Avis Rent A Car and Budget Rent A Car; extending the term of the agreement, adjusting the ground rent, and capital reserve funding, March 1, 2026 through February 29, 2028.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- K. Supplemental No. 6 to the On Airport Rental Car Concession and Lease Agreement with EAN Holdings, LLC; extending the term of the agreement, adjusting the ground rent, and capital reserve funding, March 1, 2026 through February 29, 2028.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- L. Supplement No. 6 to the On Airport Rental Car Concession and Lease Agreement with TAG OKC, Inc., dba Dollar Rent A Car and Thrifty Car Rental; extending the term of the agreement, adjusting the ground rent, and capital reserve funding, March 1, 2026 through February 29, 2028.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- M. Supplement No. 7 to the On Airport Rental Car Concession and Lease Agreement with the Hertz Corporation; extending the term of the agreement, adjusting the ground rent, and capital reserve funding, March 1, 2026 through February 29, 2028.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- N. Change Order No. 1 to the Construction Contract with American Elevator Company, Inc., Project No. OCAT WRWA 2408, Walkways Modernization, increase of 110 calendar days.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- O. Change Order No. 5 to the Construction Contract with Downey Contracting, L.L.C., Project No. OCAT WRWA 2409, Federal Inspection Services Facility Buildout, increase of \$450,139.80 and 60 calendar days.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- P. Plans and Project Manual to be advertised for bids, Project No. OCAT WRWA 2417, Terminal Building Flooring Replacement – Phase 1.

APPROVED AND AUTHORIZED. BID RECEIPT DATE MAY 28, 2025.
MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- Q. Plans and Project Manual to be advertised for bids, Project No. OCAT OKC 2520, Transformers T38 & T39 Replacement, Mike Monroney Aeronautical Center.

APPROVED AND AUTHORIZED. BID RECEIPT DATE MAY 28, 2025.
MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- R. Resolution ratifying the Director of Airports and approving professional services from Frankfurt-Short-Bruza Associates, P.C., for Project No. OCAT WRWA 2505, LSF Cooling Tower, Mike Monroney Aeronautical Center – Task 3 through 6, utilizing Project No. OCAT GEN 2312, Multi-Year Professional Services, estimated cost \$149,389.80.

ADOPTED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- S. Resolution ratifying the Director of Airports and approving professional services from H.W. Lochner, Inc., for design, bidding, and construction administration services associated with Project No. OCAT OKC 2534, Taxilane G2, utilizing Project No. OCAT GEN 2416, Multi-Year Professional Services, estimated cost \$619,925.

ADOPTED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- T. Resolution ratifying the Director of Airports and approving testing services from Standard Testing & Engineering, LLC, for quality assurance testing services associated with Project No. OCAT WRWA 2433, Hangar 4 Construction Management at Risk Services, utilizing City of Oklahoma City Contract No. MC-0742-G Engineering and Testing Services, estimated cost \$148,763.25.

ADOPTED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

V. Wiley Post Airport

- A. Change Order No. 3 to the Construction Contract with Duit Construction Co., Inc., Project No. OCAT WPA 2316, Widen Runway 17R/35L to 100 Feet and Improve Drainage Structures, increase of \$101,900 and 32 calendar days.

APPROVED. MOVED BY HINKLE, SECONDED BY FREEMAN
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- B. Change Order No. 3 to the Construction Contract with Rudy Construction Co., Inc., Project No. OCAT WPA 2431, Atlantic Aviation Hangar 14 Ramp Replacement, increase of \$13,553.90 and 18 calendar days.

APPROVED. MOVED BY HINKLE, SECONDED BY FREEMAN
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

VI. Clarence E. Page Airport

- A. Lease Agreement with Richard and Betty Flurry for an individual aircraft hangar site for storage of a privately owned aircraft, Block 2, Lot 4, retroactive to January 1, 2025 through December 31, 2029.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- B. Lease Agreement with Mark Howard for an individual aircraft hangar site for storage of a privately owned aircraft, Block 8, Lot 3, retroactive to January 1, 2025 through December 31, 2029.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- C. Lease Agreement with Mark Howard for an individual aircraft hangar site for storage of a privately owned aircraft, Block 8, Lot 4, retroactive to January 1, 2025 through December 31, 2029.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- D. Lease Agreement with Gary M. Lake for an individual aircraft hangar site for storage of a privately owned aircraft, Block 6, Lot 6, retroactive to January 1, 2025 through December 31, 2029.

APPROVED. MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- E. Plans and Project Manual to be advertised for bids, Project No. OCAT RCE 2533, Extend Future Hangar Development Taxilane.

APPROVED AND AUTHORIZED. BID RECEIPT DATE MAY 28, 2025.
MOVED BY ROSS, SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

VII. General

- A. Ratifying and approving Addenda Nos. 1 and 2 to RFP-OCAT-2501, Request for Proposals for On-Call Airport Management Consultant; awarding the Professional Services Agreement to DKMG Consulting, LLC, June 4, 2025 through June 3, 2030; and approving the agreement.

RATIFIED AND APPROVED. MOVED BY HINKLE, SECONDED BY FREEMAN
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- B. Ratifying and approving Addendum No. 1; awarding the Construction Contract to Diversified Construction of Oklahoma, Inc., Project No. OCAT GEN 2524, Miscellaneous Services, Repairs and Maintenance, \$400,000; and approving the contract and bonds.

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

AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

VIII. Easements

- A. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from I-44, LLC, 3331 SW 104th Street. OKC Will Rogers International Airport.

ACCEPTED. MOVED BY HINKLE, SECONDED BY ROSS

AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- B. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from London Investments, LLC, 2401 South Portland Avenue. OKC Will Rogers International Airport.

ACCEPTED. MOVED BY HINKLE, SECONDED BY ROSS

AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- C. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from TAF Construction, LLC, SW 29th Street and Portland Avenue. OKC Will Rogers International Airport.

ACCEPTED. MOVED BY HINKLE, SECONDED BY ROSS

AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- D. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from John D. Chiaf, Jr. Living Trust dated March 22, 2022, 7236 NW Expressway. Wiley Post Airport.

ACCEPTED. MOVED BY HINKLE, SECONDED BY ROSS

AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- E. Avigation and Hazard Easement be accepted by The City of Oklahoma City and the Oklahoma City Airport Trust from WEN Oklahoma, LLC, 7716 NW Expressway. Wiley Post Airport.

ACCEPTED. MOVED BY HINKLE, SECONDED BY ROSS

AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

IX. Requisitions

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

ADOPTED. MOVED BY HINKLE, SECONDED BY ROSS
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- B. Resolution approving requisition payments.

ADOPTED. MOVED BY HINKLE, SECONDED BY ROSS
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

X. Items for Individual Consideration

- A. Receive Oklahoma City Department of Airports' Annual Comprehensive Financial Report for the Fiscal Year ended June 30, 2024.

RECEIVED. MOVED BY ROSS, SECONDED BY FREEMAN
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- B. Receive Proposed Oklahoma City Airport Trust Budget for Fiscal Year 2025-2026.

RECEIVED. MOVED BY ROSS, SECONDED BY FREEMAN
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- C. Enter into executive session on the advice of the Municipal Counselor's Office to receive confidential communications from its attorney regarding Great Horned Owls, LLC v. Oklahoma City Airport Trust, Oklahoma County, CV-2025-233, related to the Oklahoma City Airport Trust's mineral interest at OKC Will Rogers International Airport, as authorized by 25 O.S. (2024 Supp.) § 307(B)(4), because disclosure would seriously impair the ability of the public body to deal with potential litigation in the public interest.

ENTERED INTO EXECUTIVE SESSION. MOVED BY ROSS,
SECONDED BY FREEMAN
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- D. Enter into executive session on the advice of the Municipal Counselor's Office to receive confidential communications from its attorney regarding Judy Anderson v. Southwest Airlines Co. and Oklahoma City Airport Trust and City of Oklahoma City, United State District Court for the Western District of Oklahoma, 5:25-cv-00073-G, related to a potential slip and fall accident at OKC Will Rogers International Airport, as authorized by 25 O.S. (2024 Supp.) § 307(B)(4), because disclosure would seriously impair the ability of the public body to deal with potential litigation in the public interest.

ENTERED INTO EXECUTIVE SESSION. MOVED BY ROSS,
SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

- E. Enter into executive session on the advice of the Municipal Counselor's Office to discuss the potential of initiating a claim process or filing a legal action against the United States of America related to a contract dispute involving its lease with the Trust on behalf of the Federal Bureau of Prisons at the OKC Will Rogers International Airport, as authorized by 25 O.S. (2024 Supp.) § 307(B)(4), because disclosure would seriously impair the ability of the public body to deal with potential litigation in the public interest.

ENTERED INTO EXECUTIVE SESSION. MOVED BY ROSS,
SECONDED BY HINKLE
AYES: SALMON, ROSS, HINKLE, FREEMAN, STONECIPHER

XI. Comments from Trustees, Staff and Citizens

None.

XII. Adjournment - 9:44 a.m.

Terry Salmon, Chairman

Amy K. Simpson, Secretary