



MEMORANDUM

OCAT Agenda  
Item No. VII. C  
5/23/2024

TO: Trustees, Oklahoma City Airport Trust

FROM: Jeff Mulder, Director of Airports

Resolution authorizing the Director of Airports, or the Director's designee, and an Assistant Director of Airports to approve the payment of operational expenses of the Trust that necessitate payment before Trust approval; and authorizing the Corporate Trustee Bank to pay all monthly claims pursuant to the receipt of an approved Resolution and monthly requisitions list and those approved in advance of Trust consideration by the Director of Airports, or the Director's designee, and an Assistant Director of Airports for certain operational expense subject to subsequent Trust ratification.

**Location:**

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

**Background:**

The Trust adopted a Resolution dated August 23, 2006 with the intent of authorizing the Corporate Trustee Bank to pay all monthly claims or requisitions on behalf of the Airport Trust upon receipt of the Trust's approved monthly requisition list. The 2006 resolution contains scrivener errors, attached incorrect documents and references practices that are currently inapplicable or antiquated. It is the desire of the Trust to correct such errors and to set forth its intent more clearly for the payment of claims and requisitions by the Corporate Trustee Bank and the advanced authorization of the Director of Airports, and the Director's designee, and an Assistant Director of Airports. This authorization will allow advanced payment for items such as those for taxes, utilities, to meet statutory requirements, or to avoid late fees and penalties. The Resolution does not apply to approval of change orders or amendments in construction matters or to any type of contracts or agreements which authorization and approval is strictly reserved to the Trust.

**Recommendation:** Resolution be adopted.