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## MINUTES

**March 23, 2023 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, 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**  
**March 23, 2023**

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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 4:26 p.m. on March 21, 2023.

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

PRESENT: SALMON, ROSS, STONE, FREEMAN, PECK

**II.** Approval of Minutes

- A. Oklahoma City Airport Trust minutes from February 23, 2023.

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

**III.** Director's Report

- A. Delinquent Accounts Receivable
- B. Construction Projects Status Report as of March 23, 2023.
- C. Budget to Actual Report as of February 2023.

Jeff Mulder, Director of Airports, reported passenger activity for February 2023 is up 20% which exceeds the passenger number from 2019. He mentioned the Legislative Conference he recently attended in Washington, DC covering the FAA reauthorization bill that happens this year along with workforce issues the industry faces. Jeff Mulder recognized Scott Keith, Assistant Airport Director, for his work regarding the warehouse lease at the airport to which Scott Keith was able to find a new tenant for the one we had lost. Bob Ross, Independent Trustee, asked the status of the "Resurfacing Parking Lot Project" at World Rogers World Airport. Jeff Mulder reported the work on the surface lot, the area north of the parking garages is 80% done. Completion is expected this summer.

**IV.** Will Rogers World Airport

- A. Final acceptance of completed Project No. OCAT WRWA 2106, "Registry Building - HVAC Controls Upgrade," Mike Monroney Aeronautical Center, with Metropolitan AC Service Company, and placing the Maintenance Bond into effect.

ACCEPTED AND PLACED INTO EFFECT. MOVED BY PECK,  
SECONDED BY FREEMAN  
AYES: SALMON, ROSS, STONE, FREEMAN, PECK

- B. Amendment No. 2 to the Construction Contract with Duit Construction Co., Inc.,

for Project No. OCAT WRWA 2210, "Rehabilitation/Reconstruction of Runway 13-31 Phase II," increase of \$400,409.80 and add 28 calendar days.

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

- C. Amendment No. 2 to the Construction Contract with First Water Contracting, LLC for Project No. OCAT WRWA 2307, "Parking Lot 2 Pavement Rehabilitation", increase of \$4,851.20; and Change Order No. 2, increase of \$20,380.93.

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

- D. Amendment No. 3 to the Contract for Professional Services with LWPB, P.C., for Project No. OCAT WRWA 1419, "Multi-Bay Maintenance Facility Addition," increase of \$218,714.

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

- E. Change Order No. 7 to the Construction Contract with Wynn Construction Co., Inc., for Project No. OCAT WRWA 2005, "Terminal Building Roof Repairs and Replacement," increase of 92 calendar days.

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

- F. Resolution authorizing the purchase of Professional Services from Frankfurt-Short-Bruza Associates, P.C., to design Terminal Restroom Renovations, utilizing the Trust's Contract for Professional Services, Project No. OCAT GEN 2312, "Multi-Year Professional Services," in the estimated amount of \$620,844.40.

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

- G. Permanent Wastewater Easement to The City of Oklahoma City for a wastewater line connected to the new FAA CAMI Wi-Waves Building on the Mike Monroney Aeronautical Center campus.

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

- H. Plans and Project Manual submitted by Frankfurt-Short-Bruza for Project No. OCAT WRWA 2304, "WRWA - AAR Hangar 3B Roof Replacement", and authorization of advertisement for bids.

APPROVED AND AUTHORIZED. BID RECEIPT DATE APRIL 26, 2023.  
MOVED BY PECK, SECONDED BY FREEMAN  
AYES: SALMON, ROSS, STONE, FREEMAN, PECK

- I. Easement Agreement for Oklahoma Gas and Electric Company to provide electric services for the Oklahoma Breast Central Estate Holdings on the airport premises.

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

- J. Easement Agreement for Oklahoma Gas and Electric Company to provide electric services for the Oklahoma Air National Guard on the airport premises.

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

- K. Easement Agreement for Oklahoma Gas and Electric Company to provide electric services for the OnCue Marketing on the airport premises.

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

- L. Amendment No. 68 to the Lease Agreement with the United States of America, by and through the Department of Justice, U.S. Marshals Service, to amend the terms to allow the informal adjustment and processing of annual payments without formal amendment during the remainder of the renewal period, for Lease No. MS-91-L-0060 retroactive to September 1, 2022 through August 31, 2023

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

- M. Lease Agreement with 5300 S. Portland Avenue, LLC, to renovate and lease office and warehouse space, April 1, 2023 through May 31, 2035.

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

**V. Wiley Post Airport**

- A. Plans and Project Manual submitted by H. W. Lochner, Inc. for Project No. OCAT WPA 2316, “Widen Runway 17R/35L to 100 Feet and Improve Drainage Structures,” and authorization of advertisement for bids.

APPROVED AND AUTHORIZED. BID RECEIPT DATE APRIL 26, 2023.  
MOVED BY PECK, SECONDED BY ROSS  
AYES: SALMON, ROSS, STONE, FREEMAN, PECK

- B. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1304 & 1305E from Dean J. and Christa C. Ritter to Michael Robert Miles Benham, effective March 23, 2023.

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

**VI. Clarence E. Page Airport**

- A. Plans and Project Manual submitted by H.W. Lochner, Inc. for Project No. OCAT CEPA 2313, "Install 12,000 Gal Self-Serve AVGAS System," and authorization of advertisement for bids.

APPROVED AND AUTHORIZED. BID RECEIPT DATE APRIL 26, 2023.  
MOVED BY ROSS, SECONDED BY PECK  
AYES: SALMON, ROSS, STONE, FREEMAN, PECK

## VII. General

- A. Amendment No. 1 to the Annual Maintenance Contract with Diversified Construction of Oklahoma, Inc., for Project No. OCAT GEN 2211, "Miscellaneous Services, Repairs, and Maintenance." WRWA, WPA, CEPA.

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

- B. Amendment No. 2 to the Professional Real Estate Broker Services Agreement with CBRE, Inc., to exercise the first of two successive one (1) year Option Periods and revise certain standard language, March 26, 2023 to March 25, 2024. WRWA, WPA, CEPA.

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

- C. Amendment No. 3 to the Professional Real Estate Broker Services Agreement with Price Edwards & Company, LLC, to exercise the first of two successive one (1) year Option Periods and revise certain standard language, March 26, 2023 through March 25, 2024. WRWA, WPA, CEPA.

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

- D. Amendment No. 3 to the Facilities Maintenance Engineering Services Agreement with Frankfurt-Short-Bruza, P.C., Project No. OCAT GEN 2108. WRWA, WPA, CEPA.

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

## VIII. Avigation Easements

- A. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by J & G Estates, LLC, for land located at Lakeside Business Park Section 2, Block 3; Lots 8, 9, 10, 12 and 13. WRWA.

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

- B. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by A-Team Investments, LLC, for land located at

2839 South Portland Avenue. WRWA.

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

- C. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by Industrial Rubber, Inc., for land located at 11801 South Meridian Avenue. WRWA.

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

- D. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by 525 Tx Ref 89th OKC, LLC, 3109 Southwest 89th Street. WRWA.

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

- E. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by South Meridian Land, LLC, for land located at 25th and Meridian Business Park, Lots 1, 3 and 4. WRWA.

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

- F. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by BREV-Oklahoma, LLC, for land located at 25th and Meridian Business Park, Lots 2, 5, 6 and 7. WRWA.

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

- G. Avigation and Hazard Easement granted to the City of Oklahoma City and the Oklahoma City Airport Trust by Kirco, LLC, for land located at 2900 South Meridian Avenue. WRWA.

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

## IX. Requisitions

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

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

- B. Resolution approving requisitions dated March 2023.

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

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

Bob Ross, Independent Trustee, asked for an update regarding any airlines wishing to use WRWA's international gate. Jeff Mulder, Director of Airports, reported "we are currently in the design phase to develop the space with construction and completion to be in 2024. Our PIO is promoting that facility as to when it'll become available."

Barbara Peck, Trustee-Council Member, commented "Wayfinding signage looks really good. Thank you for those updates and to the staff and to our contractors on the work done with that." Trustee Peck asked what the schedule for Jet Bridges' repair replacement was. Director Mulder reported "these should be out to bid next month to include 6 of 17 boarding bridges with a 2024 installation."

**XI.** Adjournment - 9:13 a.m.

  
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Terry Salmon, Chairman

  
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Amy K. Simpson, Secretary