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## MINUTES

**January 27, 2022 9:00 AM**

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

Trustees:

Terry Salmon, Chair, Independent Trustee  
Kirk Humphreys, Vice Chairman, Independent Trustee  
David Holt, Trustee-Mayor  
Todd Stone, Surrogate Trustee-Mayor  
Craig Freeman, Trustee-City Manager  
Aubrey McDermid, Surrogate Trustee-City Manager  
Barbara Young, Trustee-Council Member

Jeff Mulder, General Manager  
Amy K. Simpson, Secretary

*The meeting is scheduled to be telecast live on City Channel 20 (Cox Cable).*

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

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**MINUTES**  
**OKLAHOMA CITY AIRPORT TRUST**  
**January 27, 2022**

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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 1:32 p.m. on  
January 25, 2022.)

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

PRESENT: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

**II.** Approve minutes of December 16, 2021 Oklahoma City Airport Trust meeting.

APPROVED. MOVED BY HUMPHREYS, SECONDED BY STONE

AYES: SALMON, HUMPHREYS, STONE, FREEMAN; ABSENT: YOUNG

**III.** Director's Report

Director of Airports, Jeff Mulder, spoke on several topics pertaining to Will Rogers World Airport. Over the holidays an online survey was provided for passengers to give their view of the new terminal. There were mainly positive responses pertaining to the airport. They will send out another one during Spring break and re-evaluate how the airport is doing. Mr. Mulder and some airport staff visited both American Airlines and Southwest Airlines at their headquarters in Dallas. Both airlines are happy with Oklahoma City and the market here.

Passenger numbers for 2021 were at 3.3 million passengers which were quite an improvement compared to 2020, which was at 1.9 million due to Covid's impact on flights. Prior to Covid in 2019, passenger numbers were at 4.4 million passengers. The last couple of months of 2021 we were at 10 to 15 percent of the numbers in 2019.

**IV.** WILL ROGERS WORLD AIRPORT

- A. Acceptance of completed Project No. OCAT WRWA 1616, "Reconstruction of Station 2 and Replacement of Moving Walks #18 and #25", with Wynn Construction Co., Inc., and placing the Maintenance Bond into effect.

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

AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- B. Acceptance of completed Project No. OCAT WRWA 1909, "Aircraft Lavatory Waste Disposal Facility (Triturator)," with W. L. McNatt & Company, and placing the Maintenance Bond into effect.

ACCEPTED. MOVED BY FREEMAN, SECONDED BY YOUNG

AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- C. Amendment No. 3 and Change Order No. 7 to the Construction Contract with Duit Construction Co., Inc., for Project No. OCAT WRWA 1822, "Terminal

Apron Reconstruction (Terminal Expansion),” increase of \$16,072.21 and ninety-six (96) calendar days.

APPROVED. MOVED BY FREEMAN, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- D. Change Order No. 1 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 2112, "Delta Air Lines Operations Build Out," increase of \$10,973.76.

APPROVED. MOVED BY FREEMAN, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- E. Change Order No. 8 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 2010, “Terminal Building Upper Level Deck Structural Repairs – Phase 3B,” increase of \$4,190.54.

APPROVED. MOVED BY FREEMAN, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- F. Change Order No. 34 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," increase of \$74,791.81.

APPROVED. MOVED BY FREEMAN, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- G. Resolution of the Oklahoma City Airport Trust authorizing the purchase of Year 4 of the Post-Initial Warranty period Software Support and Hardware Maintenance Services, in accordance with the Contract for Parking Access and Revenue Control System (PARCS) Replacement at Will Rogers World Airport with SKIDATA, Inc., for Project No. OCAT WRWA 1601, in the amount of \$112,442.52.

ADOPTED. MOVED BY FREEMAN, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- H. Resolution of the Oklahoma City Airport Trust authorizing the purchase of services to perform storm related building envelope repairs to Hangar 3B at Will Rogers World Airport, utilizing the Trust’s competitively bid Annual Maintenance Contract, Project No. OCAT GEN 1919, “Miscellaneous Services, Repairs, and Maintenance,” with Diversified Construction of Oklahoma, Inc., in the estimated amount of \$72,484.75.

ADOPTED. MOVED BY FREEMAN, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- I. Grant agreement from American Rescue Plan Act (“ARPA”) funds from the United States of America, Federal Aviation Administration (“FAA”) for Will Rogers World Airport Small and Large Concessions, Grant No. 3-40-0072-086-2022 in the amount of \$1,468,141 for small concessions and \$367,035 for large

concessions.

APPROVED. MOVED BY FREEMAN, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- J. Resolution authorizing the purchase of elevator preventive maintenance and minor repair services from American Elevator Company, Inc., utilizing the City of Oklahoma City contract R21-C196052 in an estimated amount of \$50,000, retroactive to January 1, 2022 through March 31, 2022.

ADOPTED. MOVED BY FREEMAN, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

**V. WILEY POST AIRPORT**

- A. Resolution of the Oklahoma City Airport Trust authorizing professional services for "Widen Runway 17R/35L to 100 Feet and Improve Drainage Structures" at Wiley Post Airport, utilizing Project No. OCAT GEN 1910, "Multi-Year Professional Services," with H. W. Lochner, Inc., in the estimated amount of \$683,352.97.

ADOPTED. MOVED BY HUMPHREYS, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

**VI. CLARENCE E. PAGE AIRPORT**

- A. Amendment No. 1 to the Construction Contract with Rudy Construction Co., for Project No. OCAT CEPA 2104, "Rehabilitate C.E. Page Apron," increase of \$10,962.35; and Change Order No. 3, increase of \$15,794.25 and nine (9) calendar days.

APPROVED. MOVED BY YOUNG, SECONDED BY STONE  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

**VII. GENERAL**

- A. Receive reports:

- 1) Delinquent Accounts Receivable
- 2) Construction Projects Status Report as of January 27, 2022.
- 3) Budget to Actual Report as of December 31, 2021.

RECEIVED. A. 1-3. MOVED BY FREEMAN, SECONDED BY HUMPHREYS  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- B. Resolution of the Oklahoma City Airport Trust authorizing the Director of Airports to advertise for Requests for Bids without prior Trust approval. WRWA, WPA, CEPA.

ADOPTED. MOVED BY FREEMAN, SECONDED BY HUMPHREYS  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- C. Amendment No. 1 to the Facilities Maintenance Engineering Services Agreement with C.H. Guernsey & Company, Project No. OCAT GEN 2108. WRWA, WPA, CEPA.

APPROVED. MOVED BY FREEMAN, SECONDED BY HUMPHREYS  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- D. Project Manual for Project No. OCAT GEN 2211, “Miscellaneous Services, Repairs, and Maintenance,” and authorization of advertisement for bids to be opened on February 23, 2022. WRWA, WPA, CEPA.

APPROVED AND AUTHORIZED. MOVED BY FREEMAN, SECONDED  
BY HUMPHREYS  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

### **VIII. LEASE AND OTHER AGREEMENTS**

- A. Amendment No. 1 to Signatory Passenger Airline Use and Operations Agreement with Frontier Airlines, Inc., to amend Exhibit “D” and revise Exhibit “G7” to reflect the relocation of some of Frontier’s leased premises and to revise their rental rates, retroactive to November 1, 2021, through June 30, 2024. WRWA.

APPROVED. MOVED BY HUMPHREYS, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- B. Ground Services Agreement for limousine services with Paris Limousine of Oklahoma. WRWA.

APPROVED. MOVED BY HUMPHREYS, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- C. Ground Services Agreement for courtesy vehicle services with 21C OKC LLC, DBA 21C Museum Hotel Oklahoma City. WRWA.

APPROVED. MOVED BY HUMPHREYS, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- D. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #408 from Dan R. & Mary E. Owens to The Dan R. & Mary E. Owens Family Trust, effective January 27, 2022. WPA.

APPROVED. MOVED BY HUMPHREYS, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- E. Lease Agreement with Linda James, to lease approximately 1.42 acres of land for the purpose of storage of personal property, \$337.67 annually, January 3, 2022 through January 2, 2023. WPA.

APPROVED. MOVED BY HUMPHREYS, SECONDED BY YOUNG  
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- F. Amendment No. 6 to Management Contract with First Transit, Inc., to revise the 2021-2022 Annual Budget for shuttle bus operations and maintenance services for the Consolidated Rental Car Facility, increase of \$14,020, March 1, 2021 through February 28, 2022. WRWA.

APPROVED. MOVED BY HUMPHREYS, SECONDED BY YOUNG

AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- G. Service Contract for Passenger Boarding Bridges Inspection, Maintenance, and Repair with JBT AeroTech Corporation, estimated at \$89,511 annually, February 1, 2022 through January 31, 2025. WRWA.

AWARDED, APPROVED, AND ACCEPTED. MOVED BY HUMPHREYS,  
SECONDED BY YOUNG

AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- IX. (1) Resolution ratifying the action of the Director of Airports in approving the requisition dated January 27, 2022 and (2) Resolution approving requisitions dated January 27, 2022.

ADOPTED. 1 & 2. MOVED BY STONE, SECONDED BY YOUNG

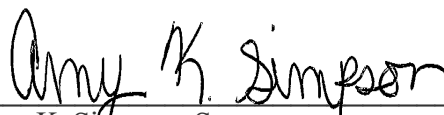
AYES: SALMON, HUMPHREYS, STONE, FREEMAN, YOUNG

- X. Comments from Trustees, Staff and Citizens

Vice Chairman, Kirk Humphreys, congratulated Director of Airports Jeff Mulder, for the positive comments he has received regarding the new terminal expansion for Will Rogers World Airport.

- XI. Adjournment - 9:10 a.m.

  
Terry Salmon, Chairman

  
Amy K. Simpson, Secretary